SCIENCE & INFORMATION TECHNOLOGY DEPARTMENT
GOVERNMENT OF SINDH

NOTICE INVITING TENDER (NIT)

The **Science & Information Technology (S&IT) Department, Government of Sindh**, invites **electronic bids (E-Bids)** through the **E-Pak Acquisition & Disposal System (EPADS)** for the **procurement of hardware** for the project titled **"Development, Management, Technical Support and Operation of the E-Daftar."**Electronic bids are invited from **manufacturers, importers, authorized distributors, suppliers, and firms** duly registered on the **Active Taxpayers List (ATL)** of the **Federal Board of Revenue (FBR)** and/or the **Sindh Revenue Board (SRB)**, as applicable, for the procurement, supply, and delivery of the required hardware during the **Financial Year 2026–27**.

The procurement shall be conducted in accordance with **Rule 46(2) of the Sindh Public Procurement Rules, 2010 (as amended from time to time)** under the **Single Stage – Two Envelope Procedure**.The bidding documents, containing detailed specifications, eligibility criteria, terms and conditions, and other relevant information, may be viewed and downloaded from the **Sindh EPADS Portal** at **https://portalsindh.eprocure.gov.pk**.

S.No	NAME OF WORK		Estimated Cost
1.	Purchase Of Hardware for the Project Titled "Development, Management, Technical Support and Operation of the E-Daftar"'		85.00 million
	Hardware Items Required	**Quantity**	
a.	Small Scanners	91	
b.	Large Scanners	20	
c.	Biometric Devices	24	
d.	Desktop Computers	72	

1. **The Submission of E-Bids:** Electronic bids shall be submitted **only** through the Sindh **E-Pak Acquisition & Disposal System (EPADS)**. Manual/hard copy bids shall **not** be accepted. Interested bidders are required to register on the EPADS portal at **https://portalsindh.eprocure.gov.pk/supplier/registration** for submission of electronic bids.

2. **The Bid Submission and Opening:** Bids, prepared in accordance with the **Instructions to Bidders (ITB)** contained in the bidding documents, shall be submitted through the Sindh EPADS from the date of publication of the Tender Notice up to the submission deadline, i.e., **10-08-2026 at 02:00 p.m.** A **Bid Security** equivalent to **2.5% of the total quoted bid price**, in the form of a **Demand Draft or Pay Order** drawn in favour of the **Section Officer (General), Science & Information Technology Department, Government of Sindh**, shall be submitted to the Procuring Agency before the deadline for submission of electronic bids. The technical bids shall be opened on the same day at **02:45 p.m.** in the presence of the bidders or their authorized representatives at the **Committee Room, Science & Information Technology Department, 1st Floor, Sindh Secretariat Building No. 6, Karachi.**

3. **The Availability of Bidding Documents:** The bidding period shall commence from the date of publication of the Tender Notice in the leading newspapers and on the official websites of the **Science & Information Technology Department (https://istd.sindh.gov.pk)**, the **Government of Sindh (https://www.sindh.gov.pk)**, and the **Sindh EPADS Portal (https://portalsindh.eprocure.gov.pk)**.

4. **The Opening of Technical Proposals:** The Technical Proposals of the participating bidders shall be opened on **10-08-2026 at 02:45 p.m.** by the Procurement Committee of the Science & Information Technology Department, Government of Sindh, in the presence of the bidders or their duly authorized representatives who wish to attend.

5. **The Opening of Financial Proposals:** The Financial Proposals of only those bidders who are declared technically responsive shall be opened at a later date, to be communicated accordingly, in accordance with the provisions of the **Sindh Public Procurement Rules, 2010 (as amended from time to time)**. The contract shall be awarded to the bidder submitting the **Most Advantageous Bid**, as prescribed under the SPP Rules.

6. **The EPADS Support:** In case of any technical difficulty relating to EPADS, prospective bidders may contact the **EPADS Helpline at 051-111-137-237** during official working days and office hours.

7. **The Right to Accept or Reject Bids:** The Procuring Agency reserves the right to accept or reject any or all bids, or to annul the bidding process, at any time prior to the acceptance of a bid, in accordance with the relevant provisions of the **Sindh Public Procurement Rules, 2010 (as amended from time to time).**

8. **The Public Holiday or Unforeseen Circumstances:** In the event that the Government declares a public holiday, or any unforeseen circumstances prevent the opening of bids on the scheduled date, the bids shall be submitted and opened on the next working day at the same time and venue.

9. **The Bid Security and Validity:** The Bid Security shall be **2.5% of the total quoted bid price**. The bids shall remain valid for a period of **90 days** from the date of opening of the technical bids.

10. **The Form of Bid:** Only bids submitted electronically through the prescribed bidding documents available on the Sindh EPADS Portal shall be considered. Where necessary, bidders may upload additional supporting documents as annexures.

11. **The Conditional Bids:** Conditional, incomplete, or non-responsive bids shall not be entertained and shall be rejected in accordance with the applicable provisions of the bidding documents and the Sindh Public Procurement Rules.

12. **The Applicable Law:** This procurement process shall be governed by the Sindh Public Procurement Rules, 2010 (as amended from time to time) and all other applicable laws, rules, and regulations of the Government of Sindh.

Sd/

SECTION OFFICER (GENERAL)
SCIENCE & INFORMATION TECHNOLOGY DEPARTMENT
URL.www.istd.sindh.gov.pk **Tel No : 021-99213811**

GOVERNMENT OF SINDH
SCIENCE & INFORMATION
TECHNOLOGY DEPARTMENT

Karachi, dated:09th July, 2026

NOTIFICATION

No.SO(B&A)/Acctt/S&ITD/1-48/2026: In order to redress the complaints of firms/ bidders during the proceedings of Procurement of Hardware for the Expansion of Project titled "Development, Management, Technical Support and Operation of the E-Daftar" to overall remaining Departments of Government of Sindh the Complaint Redressal Committee (CRC) is hereby constituted with the approval of the Competent Authority, under Rule 31 of Sindh Public Procurement Rules (SPPRA) 20210 (updated January 2026). The CRC shall have the following composition and term of references;

S.NO.	DESIGNATION	STATUS
1.	Ayaz Ahmed Uqaili, Member-I (Industry Development) Science & Information Technology Department, Government of Sindh	Chairman
2.	Representative of Accountant General, Sindh Karachi	Member
3.	Dr. Muhammad Asad Arfeen, Professor, Director (IT) National Center for Cyber Security, NED University of Engineering & Technology, Karachi.	Member

Terms of Reference (TORs):-

TORs of the Complaint Redressal Committee (CRC) are as per provision under Rule-31 of SPPRA Rules 2010 (updated January 2026), and as amended time to time as well as to perform any other function ancillary and incidental to the above.

(ZULFIKAR ALI NIZAMANI)
SECRETARY TO GOVERNMENT OF SINDH

No.SO(B&A)/Acctt/S&ITD/1-48/2026: Karachi, dated the 09th July, 2026

A copy is forwarded for information to:

1. The Vice Chanceller, NED University of Engineering & Technology, Karachi with a request to nominate Dr. Muhammad Asad Arfeen, Professor, Director (IT), National Center for Cyber Security, as a member of the said committee.
2. Chairman and Members of the Committee.
3. The Accountant General, Sindh with the request to nominate a suitable officer to be member of the Grievance Redressal Committee as required under Rule-31 of SPPRA Rules, 2010 (updated January 2026).
4. PS to Secretary, Science & Information Technology Department, Govt. of Sindh.
5. Office file.

09/7/26

(SYED NADEEM A. JAFRI)
SECTION OFFICER (GENERAL)

GOVERNMENT OF SINDH
SCIENCE & INFORMATION
TECHNOLOGY DEPARTMENT

Karachi, dated: 9th July, 2026

NOTIFICATION

No.SO(B&A)/Acctt/S&ITD/1-48/2026: The Government of Sindh, Science & Information Technology Department with the approval of competent authority has been pleased to constitute a Procurement Committee for Purchase of Hardware of the Expansion of Project titled " Development, Management, Technical Support and Operation of the E-Daftar" to overall remaining Departments of Government of Sindh in compliance of Rule No.07 & 08 of Sindh Public Procurement Rules (SPPRA) 20210 (updated January 2026). The Procurement Committee consists of following composition and term of references;

S.NO	DESIGNATION	STATUS
1.	Director (Development), Science & Information Technology Department, Govt. of Sindh	Chairman
2.	Deputy Director (Opt.-I), S&IT Department, Govt. of Sindh	Member
3.	Representative of Services, General Administration & Coordination Department, Govt. of Sindh (not blow the rank of BS-17 and above)	Member
4.	Section Officer (Technical), S&IT Department, Govt. of Sindh	Member
5.	Drawing & Disbursing Officer (DDO), S&IT Department.	Member / Secretary

Functions and Responsibilities of the Procurement Committee - As per rule 8 of the Sindh Public Procurement Rule 2010 (updated January 2026), the Procurement Committee is responsible for:

i) Preparing and/ or Reviewing bidding documents;
ii) Carrying out technical as well as financial evaluation of the bids;
iii) Preparing evaluation report as provided in SPPRA Rule 45;
iv) Making recommendations for the award of contract to the competent authority; and
v) Perform any other function ancillary and incidental to the above.

(ZULFIKAR ALI NIZAMANI)
SECRETARY TO GOVERNMENT OF SINDH

No.SO(B&A)/Acctt/S&ITD/1-48/2026: Karachi, dated the 09th July, 2026

A copy is forwarded for information to:

1. The Secretary (GA), SGA & C Department, Govt. of Sindh with request to nominate a suitable officer to be member of the Procurement Committee as required under Rule-07 & 08 of SPPRA Rules, 2010 (updated January 2026).
2. Director (Enforcement-II), SPPRA, Karachi.
3. Chairman / Member of the Procurement Committee.
4. Office file.

09/7/26

(SYED NADEEM A. JAFRI)
SECTION OFFICER (GENERAL)

BIDDING / TENDER DOCUMENT

FOR

PURCHASE OF HARDWARE FOR THE PROJECT TITLED "DEVELOPMENT, MANAGEMENT, TECHNICAL SUPPORT AND OPERATION OF THE E-DAFTAR"

(CENTRALIZED PROCUREMENT OF HARDWARE)

JULY 2026

SCIENCE & INFORMATION TECHNOLOGY DEPARTMENT
GOVERNMENT OF SINDH

Note:

1. The bidder is expected to examine the bidding documents, including all instructions, forms, terms, specifications, and charts/drawings. Failure to furnish all information required in the Bidding Document or submission of a Bid not substantially responsive to the Bidding Documents in every respect would result in the rejection of the Bid.
2. Tender bids must be submitted electronically through EPADS, any clause in this tender document asking for manual submission must be replaced and read as "through EPADS".
3. Please attach a copy of Bid Security with the financial proposal through EPADS.
4. Only the Bid Security Pay Order in favor of Section Officer (G), Science & Information technology Department, Government of Sindh is to be sent in original on/before the last date & time for electronics bid submission through EPADS.

Science & Information Technology Department
Government of Sindh

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Science & Information Technology Department Government of Sindh

INVITATION TO BID

Date: ___________
Bid Reference No: ___________

Science & Information Technology Department, Government of Sindh (hereinafter referred to as the Purchaser), invites electronic bids from eligible bidders for purchase of hardware for the project titled "**Development, Management, Technical Support and Operation of the E-Daftar"**

1. The Technical Proposal should contain all the bid items without quoting the price and must list firm's clientele, resumes / CVs of the team. Financial bids of Firms not obtaining minimum passing criteria on technical basis will not be opened.

2. All bids must be accompanied by a **Bid Security of 2.5% of total bid amount,** and must be accompanied with the financial offer. Bid without bid security of required amount and prescribed form shall be rejected.

3. Science & Information Technology Department, Government of Sindh will not be responsible for any costs or expenses incurred by bidders in connection with the preparation or delivery of bids.

4. The Bid prices and rates are fixed during currency of contract and under no circumstance shall any contractor be entitled to claim enhanced rates for any item in this contract.

5. Bidders shall submit Bids, which comply with the Bidding Documents. Alternative Bids will not be considered. The attention of bidders is drawn to the provisions of Clause on "Determination of Responsiveness of Bid" regarding the rejection of Bids, which are not substantially responsive to the requirements of the Bidding Documents.

6. Science & Information Technology Department, Government of Sindh shall have right of rejecting all or any of the tenders as per provisions of SPPRA Rules, 2010 (Updated till date) Rule No 25(1)

7. All prices quoted must include any Taxes applicable, such as Income Tax, etc. If not specifically mentioned in the quotation, then it will be presumed that the prices include all the taxes.

8. Failure to Complete the Task within the stipulated time will invoke penalty of 0.025% of the total cost per day. In addition to that, Security Deposit (CDR) amount will be forfeited and the company will not be allowed to participate in future tenders as well.

INSTRUCTION TO THE BIDDERS

GENERAL

1 Scope of Bid & Source of Funds

1.1 The procuring agency as defined in the bidding data wishes to receive electronically submitted bids through EPADS for purchase of hardware for the project **“development, management, technical support and operation of the E-daftar”**of S&IT Department, Govt. of Sindh.

1.2 Science & Information Technology Department, Govt. of Sindh has received funds from provincial government in Pak rupee towards the cost of the subject procurement in the bidding data and it is intended that part of the proceeds of these funds will be applied to eligible payments under the contract for which these bidding documents are issued.

2 Eligible Bidders

2.1 Bidding is open to all firms and persons meeting the following requirements:

a) The bidder is duly registered with FBR/SECP and SRB.

b) The bidder shall not be under a declaration of ineligibility for corrupt and fraudulent practices issued by the Government.

3 Cost of Bidding

3.1 The bidder shall bear all the costs associated with the preparation and submission of its bids and the Procuring Agency will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process (SPPRA Rules 24).

BIDDING DOCUMENTS

4 Contents of the Bidding Documents

4.1 In addition to Invitation for Bids, the Bidding Documents are those stated below, and should be read in conjunction with any Addendum issued in accordance with sub clause 6.1.

a) Instruction to the Bidders
b) Bidding Data Sheet
c) Scope of Work
d) Evaluation Criteria
e) HardwareItems and their Specifications.
f) Forms
g) Conditions of the Contract

4.2 The Bidder is expected to examine all instructions, forms, terms, and specifications in the bidding documents. Failure to furnish all information required by the bidding documents or to submit a bid not substantially responsive to the bidding documents in every respect will be at the Bidder's risk and may result in the rejection of its bid.

5	Clarification of the Bidding Document	5.1	Any interested Bidder requiring any clarification of the bidding documents may notify the Procuring agency in writing. The Procuring agency will respond in writing to any request for clarification of the bidding documents, which it receives no later than three working days prior to the deadline for the submission of bids, prescribed in the bidding document. Written copies of the Procuring agency's response (including an explanation of the query but without identifying the source of inquiry) will be sent to all interested bidders that have received the bidding documents.
6	Amendments in the Bidding Documents	6.1	At any time prior to the deadline for submission of Bids, the Procuring Agency may, for any reason, whether at his own initiative or in response to a clarification requested by an interested bidder, modify the bidding documents by issuing addendum.
		6.2	Any addendum thus issued shall be a part of the Bidding Document pursuant to Sub-Clause 6.1 hereof, and shall be communicated in writing to all purchasers of the Bidding Documents. Prospective bidders shall acknowledge receipt of each

addendum in writing to the Procuring Agency.

6.3 To afford interested bidders reasonable time in which to take addendum into account in preparing their Bids, the Procuring Agency may at its discretion extend the deadline for Submission of bids.

PREPARATION OF BIDS

7 Language of Bid

7.1 The bid prepared by the Bidder, as well as all correspondence and documents relating to the bid exchanged by the Bidder and the Procuring agency shall be written in the language specified in the Bidding document. Supporting documents and printed literature furnished by the Bidder may be in another language provided they are accompanied by an accurate translation of the relevant passages in the language specified in the bidding document, in which case, for purposes of interpretation of the Bid, the translation shall govern.

8 Documents Comprising the Bid

8.1 The Bid submitted by the bidder shall comprise the following:

a) Sealed Envelopes
b) Covering Letter with proper index& page Nos.
c) Schedules
d) Bid Security furnished in accordance with 13.
e) Power of attorney in accordance with 14.6
f) Documentary evidence in accordance with 2.1 and 11.
g) Documentary evidence in accordance with 12.

9 Sufficiency of Bid

9.1 Each bidder shall satisfy himself before bidding as to the correctness and sufficiency of his bid and of the rates and prices quoted in the schedule of prices, which rates and prices shall cover all his

Science & Information Technology Department, Government of Sindh

obligations under the Contract and all matters and things necessary for proper completion of the works.

		9.2	The bidder is advised to obtain for himself at his own cost and responsibility all information that may be necessary for preparing the bid and entering into a Contract for execution of the Works.
10	Bid Prices, Currency of Bid and Payment	10.1	The bidder shall fill up the schedule of prices indicating the percentage above or below the Composite Schedule of Rates / Unit Rates and prices of the Works to be performed under the Contract. Prices in the Schedule of Prices / Bill of Quantities shall be quoted entirely in Pak Rupees keeping in view the instructions contained in the Preamble to Schedule of Prices.
		10.2	Unless otherwise stipulated in the conditions of the contract, prices quoted by the bidder shall remain fixed during the bidder's performance of the contract and not subject to variation on any account.
		10.3	The unit rates and prices in the Schedule of Prices or percentage above or below on the composite schedule of rates shall be quoted by the bidder in the currency as stipulated in the Bidding Data.
		10.4	Items for which no rate or price is entered by the Bidder will not be paid for by the Procuring Agency when executed and shall be deemed covered by the other rates and prices in the Bill of Quantities.
11	Documents Establishing Bidder's Eligibility and Qualifications	11.1	Pursuant to ITB Clause 8, the bidder shall furnish, as a part of its bid, documents establishing the bidder's eligibility to bid and its qualification to perform the contract if its bid is accepted.
		11.2	Bidder must possess and provide evidence of its capability and the experience as stipulated in the Bidding Data and Qualification Criteria mentioned in the Bidding Documents in the form of

Purchase order/completion order from the executing agency.

12	Documents Establishing Works' Conformity to Bidding Documents	12.1	The documentary evidence of the Works' conformity to the bidding documents may be in the form of literature, drawings and data and the bidder shall furnish documentation as set out in the Bidding Data.
		12.2	The bidder shall not the standards of Workmanship, material and equipment, and reference to brand names or catalogue numbers, if any, designated by the Procuring Agency in the Technical Provisions are intended to be descriptive only and not restrictive.
13	Bid Security	13.1	Each bidder shall furnish, as a part of his bid, at the option of the bidder, a **Bid Security of 2.5% of Bid Price** or in the amount stipulated in the bidding data in Pak Rupees in the form of Bank Draft, Pay Order in favor of **Section Officer (G), Science & Information Technology Department** in the form of Bank Draft/Pay Order valid for a period of 01 month beyond the validity of the bid.
		13.2	Any bid not accompanied by an acceptable bid security shall be rejected by the Procuring Agency as non-responsive.
		13.3	The bid securities of unsuccessful bidders will be returned upon award of contract to the successful bidders or on the expiry of validity of Bid Security whichever is earlier.
		13.4	The bid security of the successful bidders will be returned when the bidder has furnished the required performance security, and signed the Contract of Agreement.
		13.5	The bid security may be forfeited: a) If the bidder withdraws his bid during the period of bid validity; or

b) If a bidder does not accept the correction of his Bid Price, pursuant to Sub Clause 16.4 b hereof; or

c) In the case of successful bidder, if he fails within the specified time limit to:

a. Furnish the required performance security

b. Signing the Contract of Agreement.

14	Validity of Bids, Format, Signing and Submission of Bid.	14.1	Bids shall remain valid for a period of 90 Days after the date of bid opening.
		14.2	In exceptional circumstances, procuring agency may request the bidder to extend the period of validity for additional period but not exceeding 1/3 of the original period. The request and the bidders' responses shall be made in writing. A bidder may refuse the request without forfeiting the Bid Security. A bidder agreeing to the request will be required to extend the validity of Bid Security for the period of Extension, and in compliance with ITB 13 in all aspects.
		14.3	All schedules to bid are to be properly completed and signed.
		14.4	No alteration is to be made in the Form of Bid except in filling up the blanks as directed. If any alteration be made or if these instructions be not fully complied with, the bid may be rejected.
		14.5	Each bidder shall prepare Original and number of copies specified in the Bidding Data of the Document comprising the bid as described in ITB 8 and clearly mark them Original and Copy as appropriate. In the event of discrepancy between them, the original shall prevail.
		14.6	The Original and Copies of the bid shall be typed or written in edible ink and shall be signed by a person or persons duly

Science & Information Technology Department

authorize to sign. This shall be indicated by submitting a written power of attorney authorizing the signatory of the bidder to act for and on behalf of the bidder. All pages of the bid shall be initialed and official seal be affixed by the person signing the bid.

14.7 The bid shall be delivered in person or sent by registered mail at the address to the Procuring Agency as given in the Bidding Data.

SUBMISSION OF BID

15 Deadline for Submission, Modification & Withdrawals of Bid.

15.1 Bids must be electronically submitted by EPADS on dates as mentioned in NIT not later than the time and date stipulated therein.

15.2 Bids submitted through any other means shall not be accepted.

15.3 Any bidder can withdraw his bid after bid submission, fulfilling the requirements of EPADS system for withdrawal.

15.4 Withdrawal of bid during the interval between deadline for submission of bids and the expiration period of the validity specified in the Form of Bid may result in forfeiture if the Bid Security pursuant to ITB Clause 13.5.

BID OPENING AND EVALUATION

16 Bid Opening, Evaluation and Clarifications

16.1 The procuring agency will open the bids electronically submitted, in presence of the bidder's representatives who choose to attend, at the time, date and in place specified in the Bidding Data.

16.2 The bidder's name, Bid Prices, any discount, the presence and absence of Bid Security, and such other details as the Procuring Agency at its discretion may consider appropriate, will be announced by the Procuring Agency at the Bid Opening. The Procuring Agency will record the minutes of the bid Opening.

Representatives of the bidders who choose to attend shall sign the attendance sheet.

16.3 To assist in the examination, evaluation and comparison of Bids the Procuring Agency may, at its discretion, ask the bidder for a clarification of its Bid. The request for clarification and the response shall be in writing and no change in the price or substance of the Bid shall be sought, offered or permitted.

16.4

a) Prior to the detailed evaluation, pursuant to IB.16.7 to 16.9, the Procuring Agency will determine the substantial responsiveness of each bid to the Bidding Documents. For purpose of these instructions, a substantially responsive bid is one which conforms to all the terms and conditions of the Bidding Documents without material deviations. It will include determining the requirements listed in Bidding Data.

b) Arithmetical errors will be rectified on the following basis:

If there is a discrepancy between the unit price and total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail and the total price shall be corrected. If there is a discrepancy between the words and figures the amount in words shall prevail. If there is a discrepancy between the Total Bid price entered in Form of Bid and the total shown in Schedule of Prices-Summary, the amount stated in the Form of Bid will be corrected by the Procuring Agency in accordance with the Corrected Schedule of Prices.

If the bidder does not accept the corrected amount of Bid, his Bid will be rejected and his Bid Security forfeited.

16.5 A Bid determined as substantially non-responsive will be rejected and will not subsequently be made responsive by the bidder by correction of the non-conformity.

16.6 Any minor informality or non-conformity or irregularity in a Bid which does not constitute a material deviation (major deviation) may be waived by Procuring Agency, provided such waiver does not prejudice or affect the relative ranking of any other bidders.

Major Deviations Include:

a) Has been not properly signed.
b) Is not accompanied by the bid security of required amount and manner.
c) stipulating price adjustment when fixed price bids were called for;
d) Failing to respond to specifications.
e) Failing to comply with Milestones/Critical dates provided in Bidding Documents.
f) Sub-contracting contrary to the Conditions of Contract specified in Bidding Documents.
g) Refusing to bear important responsibilities and liabilities allocated in the Bidding Documents, such as performance guarantees and insurance coverage.
h) Taking exception to critical provisions such as applicable law, taxes and duties and dispute resolution procedures.
i) a material deviation or reservation is one:
    a. which affect in any substantial way the scope,

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quality or performance of the works;

b. Adoption /rectification whereof would affect unfairly the competitive position of other bidders present substantially responsive bids.

Minor Deviations:

Bids that offer deviations acceptable to the Procuring Agency and which can be assigned a monetary value may be considered substantially responsive at least as to the issue of fairness. This value would however be added as an adjustment for evaluation purposes only during the detailed evaluation process.

16.7 The Procuring Agency will evaluate and compare only the bids previously determined to be substantially responsive pursuant to IB.16.4 to 16.6 as per requirements given hereunder. Bids will be evaluated for complete scope of works. The prices will be compared on the basis of the Evaluated Bid Price pursuant to IB.16.8 herein below.

Technical Evaluation:

It will be examined in detail whether the works offered by the bidder complies with the Technical Provisions of the Bidding Documents. For this purpose, the bidder's data submitted with the bid in Schedule B to Bid will be compared with technical features/criteria of the works detailed in the Technical Provisions. Other technical information submitted with the bid regarding the Scope of Work will also be reviewed.

16.8 **Evaluated Bid Price:**

In evaluating the bids, the Procuring Agency will determine for each bid in addition to the Bid Price, the following factors (adjustments) in the manner and to the extent indicated below to determine the Evaluated Bid Price:

a) making any correction for arithmetic errors pursuant to IB.16.4 hereof

b) Discount, if any, offered by the bidders as also read out and recorded at the time of bid opening.

c) excluding provisional sums and the provisions for contingencies in the Bill of Quantities if any, but including Day work, were priced competitively

17 Confidentiality

17.1 Subject to IB.16.3 heretofore, no bidder shall contact Procuring Agency on any matter relating to its Bid from the time of the Bid opening to the time the bid evaluation result is announced by the Procuring Agency. The evaluation result shall be announced at least seven (07) days prior to award of Contract (SPP Rule 45). The announcement to all bidders will include table(s) comprising read out prices, discounted prices, price adjustments made, final evaluated prices and recommendations against all the bids evaluated.

17.2 Any effort by a bidder to influence Procuring Agency in the Bid evaluation, Bid comparison or Contract Award decisions may result in the rejection of his Bid. Whereas any bidder feeling aggrieved, may lodge a written complaint to Complaint Redress Committee as per terms and conditions mentioned in SPP Rules 31 & 32. However, mere fact of lodging a complaint shall not warrant suspension of procurement process.

17.3 Bidders may be excluded if involved in "Corrupt and Fraudulent Practices" means either one or any combination of the practices given below SPP Rule2(q):

a) **"Coercive Practice"** means any impairing or harming, or threatening to impair or harm, directly or indirectly, any party or the property of the party to influence the actions of a party to achieve a wrongful gain or to cause a wrongful loss to another party;

b) **"Collusive Practice"** means any arrangement between two or more parties to the procurement process or contract execution, designed to achieve with or without the knowledge of the procuring agency to establish prices at artificial, noncompetitive levels for any wrongful gain;

c) **"Corrupt Practice"** means the offering, giving, receiving or soliciting, directly or indirectly, of anything of value to influence the acts of another party for wrongful gain;

d) **"Fraudulent Practice"** means any act or omission, including a misrepresentation, that knowingly or recklessly misleads, or attempts to mislead, a party to obtain a financial or other benefit or to avoid an obligation;

e) **"Obstructive Practice"** means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in a procurement process, or affect the execution of a contract or deliberately destroying, falsifying, altering or concealing of evidence material to the investigation or making false statements before investigators in order to materially impede an investigation into allegations of a

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corrupt, fraudulent, coercive or collusive practice; or threatening, harassing or intimidating any party to prevent it from disclosing its knowledge of matters relevant to the investigation or from pursuing the investigation, or acts intended to materially impede the exercise of inspection and audit rights provided for under the Rules.

AWARD OF CONTRACT

18 Post Qualifications

18.1 The Procuring Agency, at any stage of the bid evaluation, having credible reasons for or prima facie evidence of any defect in contractor's capacities, may require the contractors to provide information concerning their professional, technical, financial, legal or managerial competence whether already pre-qualified or not:

Provided, that such qualification shall only be laid down after recording reasons therefore in writing. They shall form part of the records of that bid evaluation report.

18.2 The determination will take into account the bidder's financial and technical capabilities. It will be based upon an examination of the documentary evidence of the bidders 'qualifications submitted under ITB.11, as well as such other information required in the Bidding Documents.

19 Award Criteria & Procuring Agency's Rights

19.1 Subject to IB.19.2, the Procuring Agency will award the Contract to the bidder whose bid has been determined to be substantially responsive to the Bidding Documents and who has offered the lowest evaluated Bid Price, provided that such bidder has been determined to be qualified to satisfactory perform the Contract in accordance with the provisions of the IB.18.

19.2 Notwithstanding IB.19.1, the Procuring Agency reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids, at any time prior to award of Contract, without thereby incurring any liability to the affected bidders or any obligation to inform the affected bidders of the grounds for the Procuring Agency's action except that the grounds for its rejection of all bids shall upon request be communicated, to any bidder who submitted a bid, without justification of the grounds. Notice of the rejection of all the bids shall be given promptly to all the bidders (SPP Rule 25).

20 Notification of Award & Signing of Contract

20.1 Prior to expiration of the period of bid validity prescribed by the Procuring Agency, the Procuring Agency will notify the successful bidder in writing (Letter of Acceptance) that his bid has been accepted (SPPRA Rule 49).

20.2 Within seven (07) days from the date of furnishing of acceptable Performance Security under the Conditions of Contract, the Procuring Agency will send the successful bidder the Form of Contract Agreement provided in the Bidding Documents, incorporating all agreements between the parties.

21 Performance Security

21.1 The successful bidder shall furnish to the Procuring Agency a Performance Security in the form and the amount stipulated in the Conditions of Contract within a period of fourteen (14) days after the receipt of Letter of Acceptance (SPPRA Rule 39).

21.2 Failure of the successful bidder to comply with the requirements of Sub-Clauses IB.20.2 & 20.3 or 21.1 or Clause IB.22 shall constitute sufficient grounds for the annulment of the award and forfeiture of

Science & Information Technology Department Government of Sindh

the Bid Security.

21.3 **Publication of Award of Contract:** within seven days of the award of contract, the procuring agency shall publish on the website of the authority and on its own website, if such a website exists, the results of the bidding process, identifying the bid through procurement identifying Number if any and the following information:

a) Evaluation Report
b) Form of Contract and Letter of Award
c) Bill of Quantities

22 Integrity Pact

22.1 The Bidder shall sign and stamp the Form of Integrity Pact provided at Schedule-F to Bid in the Bidding Document for all Sindh Government procurement contracts exceeding Rupees ten (10) million. Failure to provide such Integrity Pact shall make the bid nonresponsive (SPPRA Rule 89).

23 CONSORTIUM/ JOINT VENTURE AGREEMENT

23.1 In case of Consortium/ Joint venture of two or more firms, the proposal shall be accompanied by a certified true copy of the Consortium Agreement. The Consortium Agreement as applicable shall confirm the following therein:

I. Date and place of signing;
II. Purpose of consortium/ Joint Venture (must include the details of contract works for which the consortium has been invited to bid);
III. A clear and define description of the proposed administrative arrangements for the management and execution of the assignments.
IV. Delineation of duties, responsibilities and scope of work to be undertaken by each along with resources committed by each partner / member of the consortium for the proposed services;
V. An undertaking that the firms are jointly and severally liable to the Client for the performance of the services;
VI. Duties, responsibilities and powers of the lead firm;
VII. The authorized representative of the consortium/ Joint Venture specified in power of attorney.

23.2 In case of Consortium/ Joint Venture, it is expected that the lead partner would be authorized to incur liabilities and to receive instructions and payments for and on behalf of the consortium. For a consortium to be eligible for bidding, the experience of

Science & Information Technology Department

lead partner and other partners should be indicated. Lead partner may use experience and other required documents of another partner.

23.3 Any alternative proposal, such as one by a firm in sole capacity and another in Consortium with another firm or as a part of 2 or more consortiums, for the assignment will be summarily rejected. In such an event, all the proposals submitted by such firm and its Consortium or associate shall be rejected.

23.4 The proposal of a firm is liable to be rejected if the firm makes any false or misleading statement in the proposal(s), without prejudice to the rights of the client to initiate further proceedings against the said firm(s).

23.5 Notwithstanding anything to the contrary contained in this bidding / tender document, the detailed terms specified in the draft contract agreement shall have overriding effect; provided, however, that any conditions or obligations imposed on the bidder hereunder shall continue to have effect in addition to its obligations under the contract.

23.6 Bidders not complying with any of the above eligibility pre-requisites would be disqualified. All documentary evidence must be submitted along with the bids; no document will be acceptable after bid submission.

23.7 Bidders or any of its consortium partners must not have been black listed or declared bankrupt by any Government or Financial institution.

Science & Information Technology Department ... of Sindh

BID DATA SHEET

(All mandatory/required documents must be properly annexed)

Sr. No.	Categories	Details
01	Name of Procuring Agency	Science & Information Technology Department, Government of Sindh
02	Websites	http://istd.sindh.gov.pk http://sindh.gov.pk https://portalsindh.eprocure.gov.pk
03	Mode of Tendering	Bidding / Tender Document
04	Method of procurement	Single Stage-Two Envelopes
05	Cost of the Bidding Document	NIL
06	Bid Currency	Bids shall be quoted entirely in Pak Rupees.
07	Bid Security	A bid security amounting to **2.5%** of the Bid Prices shall be paid in favor of **Section Officer (G), Science & Information Technology Department, GoS in** the form of Bank Draft/Pay Order.
08	Bid Validity	The bid shall be valid for 90 days after the bid opening date.
09	Deadline for Submission of Bids along with time	**10-08-2026 at 02:00 PM**
10	Performance Security	**5%** of the Bid Price in the form of Pay Order or Demand Draft or a Bank Guarantee issued by a scheduled bank in Pakistan or from a foreign bank duly counter guaranteed by a scheduled bank in Pakistan in favor of **Section Officer (G), Science& Information Technology Department, GoS** in the form of Bank Draft/Pay Order.
11	Date for issuance of Bidding Documents	Date of Publishing as Mentioned in N.I.T (Through EPADS)
12	Last Date for Submission of Written Queries for Clarification	**06-08-2026**
13	Last Date & Time for submission of Bids	**10-08-2026 at 02:00 PM**
14	Date & Time for Opening of Technical Bids	**10-08-2026 at 02:45 PM**
15	Language of Bid	English
16	Bidding / tender document qualification criteria	The bidder firm/company should meet the qualification criteria as mentioned in Bidding / Tender document obtaining **minimum 70%** in technical proposal for eligibility of financial proposal opening.

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17	Contact Details	**Mr. Rasheed Ahmed Memon,** **(Focal Person/ DDO)** Email: r_memon@hotmail.com Tel: 021-99213811
18	Address for Submission of Bids etc.	**Section Officer (G)/ DDO** Science & Information Technology Department, GoS Address: 1st Floor, Building No. 6, Kamal Atta-Turk Road, Sindh Secretariat, Karachi, Pakistan Tel: 02199213811

Science & Information Technology Department

SCOPE OF WORK

The Government of Sindh, through Services, General Administration & Coordination Department (SGA&CD), initiated the project titled "Development, Management, Technical Support and Operation of the E-Daftar". The E-daftar aims to digitize file movement and official correspondence (Dak), ensure a paperless environment, and introduce secure, transparent, and audited-able workflows, thereby improving efficiency, accountability, and service delivery across the government departments. Moreover, the project has been planned to pilot in (10) Administrative Departments of the Government of Sindh. The names of the Departments are as under;

I. Services, General Administration & Coordination Department (SGA&CD)
II. Finance Department
III. Planning & Development Department (P&D)
IV. Science & Information Technology Department (S&ITD)
V. Investment Department
VI. Law, Parliamentary Affairs & Criminal Prosecution Department
VII. Excise, Taxation & Narcotics Control Department
VIII. Minorities Affairs Department
IX. Social Protection Department
X. Labour and Human Resources Department

In pursuance of the above, thehardware is required for the implementation of E-dafter system under the said project.

2. Supply, Delivery and Installation of Hardware

- Supply and delivery of small scanners, large scanners, biometric devices, and desktop computers as per prescribed quantities and to the specifications set out in the Hardware Items and Specifications section of this document at **Annexure-A** & **Annexure-B**, for deployment across the ten Administrative Departments listed above.
- Installation, configuration and commissioning of all supplied hardware at the designated offices of each Administrative Department, in coordination with the focal person nominated by SGA&CD and the respective department.

3. Warranty and After-Sales Support

- Provision of a minimum one (1) year OEM/manufacturer warranty on all supplied hardware, covering repair or replacement of defective units at no additional cost to the Purchaser.
- Provision of after-sales maintenance support, including troubleshooting and technical assistance, for the duration of the warranty period.

4. Delivery Schedule

- The successful bidder shall supply, install, and commission the hardware within the period specified in the Contract, in a phased manner across the ten (10) Administrative Departments as directed by S&ITD in coordination with SGA&CD, and shall submit delivery challans and installation reports duly countersigned by the respective department's focal person.

Science & Information Technology Department ... Sindh

EVALUATION CRITERIA

Mandatory Requirements:

(All mandatory/required documents must be properly annexed)

<table>
<tr>
<td>Mandatory qualifying Requirements</td>
<td>Failing to qualify/submission any mandatory requirement will be disqualification in entire evaluation.
<table>
<tr><td>01</td><td>Valid National Tax Number (NTN) registration with the Federal Board of Revenue (FBR), along with confirmation of Active Taxpayer status</td></tr>
<tr><td>02</td><td>Valid General Sales Tax (GST) Registration with the FBR/SECP, as applicable.</td></tr>
<tr><td>03</td><td>Valid registration with the Sindh Revenue Board (SRB), accompanied by Active Taxpayer status.</td></tr>
<tr><td>04</td><td>Submission of an Affidavit of Non-Litigation and Non-Blacklisting, duly attested and executed on Stamp Paper of Rs. 200/-, declaring that the bidder is neither involved in any litigation with any Government/Semi-Government organization nor has been blacklisted by any public or private sector entity.</td></tr>
</table>
</td>
</tr>
</table>

***NOTE:** *Any bidder failing to meet the mandatory requirements shall be disqualified from the entire process. Further, in case any document or information submitted by a bidder is found to be false, forged, or materially inaccurate at any stage, the bidder shall be liable to disqualification and/or blacklisting in accordance with Rule 30 and Rule 35 of the Sindh Public Procurement Rules, 2010 (as amended to date).*

EVALUATION OF TECHNICAL & FINANCIAL BIDS

Only bidders who qualify in the mandatory evaluation shall be eligible for detailed evaluation. The Procuring Agency (PA) will evaluate and compare bids that are determined to be substantially responsive, in accordance with the SPPRA Rules, 2010 (as updated to date). The contract shall be awarded to the bidder submitting the ***'Most Advantageous Bid'*** within the original or extended period of bid validity.

In evaluating responsive bids, the Purchaser shall consider both technical and financial factors. The following weightage shall apply in the evaluation of bids:"

Evaluation Criteria		Documentary Evidence Attached	Marks
Section 1 (100 Marks)			
Company Profile			
1.1	Years of Establishment of firm	Company profile / registration documents / documentary proof to be attached in the technical bid for verification (minimum 3 years required)	**Above 06 years= 100** 6 years = 90 5 years = 80 3 years = 70 2 years = 60 Below 2 years = Not Eligible
Section 2 (100 Marks)			
Financial Capability			
2.1	Average annual turnover of the firm for the 03 years	Audited financial statements for the following 03 years. Score is based on the average annual turnover of the three years. 2024-25 2023-24 2022-23	**Max Marks = 100** PKR 50.00 million & above = 100 marks PKR 40.00M to < 50.00M = 75 marks PKR 30.00 M to <40.00M = 50 marks PKR 20.00M to <30.00M = 25 marks Below PKR 20.00 million = 00 Marks
Section 3 (300 Marks)			
Specialization/ Core Expertise			
3.1	The firm should have relevant experience in the supply of similar IT hardware/equipment to government, corporate, or private sector clients	Valid Purchase Orders/ Work Orders, or Contract Agreements (Government or Private Sector) executed within the last Six (06) years, with each project having a minimum contract value of **PKR 10.00 million**. (Documentary evidence must be provided for each project claimed).	**Max Marks = 200** 40 marks per qualifying project Marks = (No. of qualifying projects × 40), capped at 200 5 or more qualifying projects = 200 (full marks)

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3.2	The firm should demonstrate complete compliance with the technical specifications mentioned in the tender document **(Annexure-A)**	Valid documentary evidence **(datasheets/brochures)** for each of the following item categories, confirming full compliance with the specifications at **Annexure-A:** (i)Scanner (small & large) (ii) Desktop Computer (iii) Biometric Device	**Max Marks = 100** 25 marks per fully compliant item category (4 × 25 = 100) Any non-compliance on a parameter within an item category = 0 for that category
SECTION 4 (400 Marks)			
Certifications			
6.1	ManufacturerAuthorization/ OEM Partnership Letter for Scanner, Desktop Computer & Biometric Device	Original / attested Manufacturer Authorization or OEM Partnership letter(s), specific to this tender	**Max Marks = 400** Scanner (small & large) = 200 Desktop Computer = 100 Biometric Device = 100
6.2	ISO 9001:2015 Certification	Attach the ISO certificate along with a verification website link	**Max Marks = 100**
TOTAL MARKS			**1000**
NOTE: Minimum 70% (700) Marks required to qualify			

TECHNICAL QUALIFICATION CRITERIA

Bidders must comply with all mandatory terms and conditions of the Bidding/Tender Document and provide a duly signed compliance statement. The following criteria will be applied for the technical evaluation of the Company. To qualify, a bidder must obtain at **least 70%** of the total allocated points.

S. No	Category	Points
1	**Company Profile**	
	1.1 Years of Establishment of firm	100
2	**Financial Capability**	
	2.1 Average annual turnover of the firm for the last 3 years	100
3	**Specialization / Core expertise**	
	3.1 Relevant experience in supply of similar IT hardware/ equipment to government or corporate clients or private Sector	200
	3.2 The firm should demonstrate complete compliance with the technical specifications mentioned in the tender document (datasheets/ broachers)	100
4	**Certifications**	
	4.1 Authorization Letter for Scanner and Desktop Computer & Biometric Device	400
	4.2 ISO 9001-2015 Certification	100
	Total	**1000**

Science & Information Technology Department Government of Sindh

SAMPLE FORMS
BID FORM
(LETTER OF OFFER)

To

The Secretary,
Science & Information Technology Department,
Government of Sindh
Karachi

Sir:

- Having examined the bidding documents, the receipt of which is hereby duly acknowledge, for the above Contract, we, the undersigned, offer to supply, deliver, test and impart training in conformity with the said bidding documents for the Total Bid Price.
- Pak Rupees (in figures ____________________ in words ____________________________________)
  or such other sums as may be ascertained in accordance with the Price Schedule attached hereto and made part of this Bid.
- We undertake, if our Bid is accepted, to complete the Works in accordance with the Contract Execution Schedule provided in the Schedule – A, Special Stipulations to Bid.
- If our Bid is accepted, we will provide the performance security in the sum equivalent to equal to **05%** of the Contract Price.
- We agree to abide by this Bid for the period of ninety (90) days from the date fixed for bid opening of the Instructions to Bidders, and it shall remain binding upon us and may be accepted at any time before the expiration of that period.
- Until a formal Contract is prepared and executed, this Bid, together with your written acceptance thereof in your Notification of Contract Award, shall constitute a binding Contract between us.
- We understand that you are not bound to accept the lowest-priced or any Bid that you may receive.

Dated this------------day of ----------------2026.

WITNESS	**BIDDER**
Signature -------------------------	Signature --------------------------
Name-------------------------------	Name ------------------------------
Title:------------------------------	Title--------------------------------
Address.--------------------------	Address-----------------------------

Science & Information Technology ... of Sindh

BID SECURITY FORM

WHEREAS--(hereinafter called "**the Bidder**" has submitted its bid dated ------------ for the Purchase of Hardware for the Project Titled **"Development, Management, Technical Support and Operation of the E-Daftar"**, (hereinafter called "**the Bid**").

KNOW ALL MEN by these presents that We ----------------------------------(Name of Bank) of -----------------(Name of Country) having our registered office at ------------------------ (address of Bank) hereinafter called "the Bank") are bound into the S&IT Department, Government of Sindh, (hereinafter called "the Purchaser") in the sum of --, for which payment well and truly to be made to the said Purchaser, the Bank binds itself, its successors and assigns, by these presents.

Sealed with the Common Seal of the Bank this---------------day of-------, 2026.

THE CONDITIONS of this obligation are:

1. If the Bidder withdraws its Bid during the period of bid validity specified by the Bidder on the Bid Form; or
2. If the Bidder does not accept the corrections of his Total Bid Price; or
3. If the Bidder, having been notified of the acceptance of its Bid by the Purchaser during the period of bid validity:
   (a) Fails or refuses to furnish the performance security, in accordance with the Instructions to Bidders; or
   (b) Fails or refuses to execute the Contract Form, when requested. or

We undertake to pay to the Purchaser up to the above amount, according to, and upon receipt of, its first written demand, without the Purchaser having to substantiate its demand, provided that in its demand the Purchaser will note that the amount claimed by it is due to it owing to the occurrence of one or both or all the three above stated conditions, specifying the occurred condition or conditions.

This guarantee will remain in force up to ---------------------------------2026, the period of bid validity, and any demand in respect thereof should reach the Bank not later than such date.

(NAME OF BANK)

By----------------------------

(Title)

Authorized Representative

Science & Information Technology Department, Government of Sindh

PERFORMANCE SECURITY FORM

To,

The Secretary,
Science & Information Technology Department,
Government of Sindh
Karachi-Pakistan

WHEREAS (Name of the Contractor)
-- Hereinafter called "the Contractor" has undertaken, in pursuance of the bid for Purchase of Hardware for the Project Titled **"Development, Management, Technical Support and Operation of the E-Daftar",** dated__________2026, (hereinafter called "the Contract").

AND WHEREAS it has been stipulated by you in the Contract that the Contractor shall furnish you with a bank guarantee by a recognized bank for the sum specified therein as security for compliance with the Contractor's performance obligations in accordance with the Contract;

AND WHEREAS we have agreed to give the Contractor a Guarantee:

THEREFORE WE hereby affirm that we are Guarantor and responsible to you, on behalf of the Contractor, up to a total of ____________________________ (Amount of the guarantee in words and figures), and we undertake to pay you, upon your first written demand declaring the Contractor to be in default under the Contract, and without cavil or argument, any sum or sums as specified by you, within the limits of ____________________________(Amount of Guarantee) as aforesaid without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

This guarantee is valid until ________ day of _______, 2026, or one month of the issue of the Defects Liability Expiry Certificate, whichever is later.

[NAME OF GUARANTOR]

Signature ____________________________________

Name ____________________________________

Title ____________________________________

Address ____________________________________

Seal ____________________________________

Science & Information Technology Department ★ Government of Sindh ★

TECHNICAL PROPOSAL SUBMISSION FORM

[*Location, Date*]

To:
The Secretary,
Science & Information Technology Department,
Government of Sindh,
Karachi.

Dear Sir:

I/We, the undersigned, offer to provide the technical proposal for [Insert title of assignment] in accordance with your Tender/Bidding Document dated [Insert Date] and our Proposal. We are hereby submitting our Proposal, which includes this Technical Proposal, and a Financial Proposal sealed under a separate envelope.

We are submitting our Proposal in association with: [*Insert a list with full name and address of each associated Firm/Company*]

We hereby declare that all the information and statements made in this Proposal are true and accept that any misinterpretation contained in it may lead to our disqualification.

If negotiations are held during the period of validity of the Proposal, i.e., before the date indicated in the Data Sheet, we undertake to negotiate on the basis of the proposed staff. Our Proposal is binding upon us and subject to the modifications resulting from Contract negotiations.

We undertake, if our Proposal is accepted, to initiate the consulting services related to the assignment not later than the date indicated in the Data Sheet.

We understand you are not bound to accept any Proposal you receive.

We remain,
Yours sincerely,

Authorized Signature [*In full and initials*]: ____________________________
Name and Title of Signatory: ____________________________
Name of Firm: ____________________________
Address: ____________________________

Science & Information Technology Department Government of Sindh

FINANCIAL PROPOSAL SUBMISSION FORM

[*Location, Date*]

To:
The Secretary,
Science & Information Technology Department,
Government of Sindh,
Karachi

Subject: **FINANCIAL PROPOSAL FOR PURCHASE OF HARDWARE FOR THE PROJECT TITLED "DEVELOPMENT, MANAGEMENT, TECHNICAL SUPPORT AND OPERATION OF THE E-DAFTAR"**

Dear Sir:

We, the undersigned, offer to provide the financial proposal for Purchase of Hardware for the Project titled **"Development, Management, Technical Support and Operation of the E-Daftar"** in accordance with your Tender/Bidding document dated [Insert Date] and our Technical Proposal. Our attached Financial Proposal is for the sum of [Insert amount(s) in words and figures].

Our Financial Proposal shall be binding upon us up to expiration of the validity period of the Proposal, i.e. before the date indicated in the Data Sheet.

Yours faithfully,

Authorized Signature [*In full and initials*]____________________________
Name and Title of Signatory ____________________________
Name of Firm ____________________________
Address____________________________

[*The Financial Proposal is to be filled strictly as per the format given in BIDDING / TENDER DOCUMENT.*]

MANUFACTURER'S / OEM AUTHORIZATION FORM

To:
The Secretary,
Science & Information Technology Department,
Government of Sindh,
Karachi

WHEREAS ______________________ (Name of Manufacturer/OEM) who is an established and reputable manufacturer/principal of ______________________ (Name/description of hardware), having factories/offices at ______________________, do hereby authorize ______________________ (Name of Bidder) to submit a bid, and subsequently negotiate and sign the Contract with you against the Bidding Document for Purchase of Hardware for the project titled **"Development, Management, Technical Support and Operation of the E-daftar"** for the above hardware manufactured/supplied by us.

We hereby extend our full guarantee and warranty, as applicable, for the hardware offered by the above firm against this bid.

Signature (for and on behalf of the Manufacturer/OEM): ___________

Name: ___________

Title: ___________

Date: ___________

Annexure-A			
HARDWARE SPECIFICATIONS (Bill of Quantities)			
TECHNICAL COMPLIANCE SHEET			
S. No	**Items**	**Product**	**Qty**
01	Small Scanners	**Model**: **Canon DR-240 (Equivalent or Higher)** **Type**: A4 Desktop Type Sheet-Fed Scanner **Scanning Technology**: CIS (Contact Image Sensor) **Optical Resolution**: **600 dpi** **Light Source**: RGB LED (Red, Green & Blue) **Scanning Mode**: Simplex / Duplex **Scanning Speed**: Minimum **45 ppm / 90 ipm** (Black & White & Color at 300 dpi) **Daily Duty Cycle**: **4,000 scans/day** **ADF Capacity**: Minimum **60 sheets** **Scanning Functions**: Black & White, Grayscale, 24-bit Color, Auto Color Detection, Error Diffusion, Active Threshold, Advanced Text Enhancement, Advanced Text Enhancement II, Skip Blank Page, Folio Scanning **Image Output**: Black & White, Error Diffusion, Advanced Black & White, Grayscale (256 levels), 24-bit Color **Document Feeding**: Automatic Document Feeder (ADF) **Warranty**: Minimum 01 Year OEM Warranty	91
02	Large Scanners	**Model**: **Canon DR-G2110(Equivalent or Higher)** **Type**: A3 Desktop Type Sheet Fed Scanner **Scanning Speed (B/W & Color @300 dpi)**: **110 ppm / 220 ipm (Simplex/Duplex)** **Scanning Sensor Unit**: 03-line CIS **Optical Resolution**: **600 dpi** **Light Source**: LED RGB (Red, Green & Blue) **Scanning Side**: Simplex / Duplex / Skip Blank Page / Folio **Daily Duty Cycle**: **50,000 scans/day** **ADF Capacity**: **500 sheets** **Interface**: Gigabit Ethernet & USB 3.1 Gen 1 **Scanning Modes**: Black & White, Error Diffusion, Advanced Text Enhancement, Advanced Text Enhancement II, Active Threshold, 256-	20

		Warranty	level Grayscale, 24-bit Color, Auto Color Detection Minimum 01 Year OEM Warranty	
03	Biometric Devices	**Model** **Type** **Pixel Resolution** **Scan Capture Area** **Image Format** **Reader Dimensions** **Interface** **Ingress Protection** **Warranty**	**U.are.U® 4500 Reader UID Edition (Equivalent or Higher)** Optical Fingerprint Reader 500 ppi (native), 1000 ppi (interpolated) 12.8 mm × 16.5 mm 8-bit Grayscale (256 gray levels) 72 mm × 39 mm × 21.7 mm USB 2.0 (High Speed) IP64 Minimum 01 Year OEM Warranty	24
04	Desktop Computers	**Model** **Processor** **Memory installed** **Hard Disk Drives** **Graphics** **Display Screen** **Wireless** **Ports** **Operating System+ MS Office** **Accessories** **Warranty**	**Dell / HP / Lenovo(Equivalent or Higher)** 13th Generation Corei7 13700 (13th Generation processor) or equivalent 16 GB DDR5 RAM (expandable) 512 GB NVMe SSD Intel® UHD Graphics 770 (Integrated) 23.8-inch Full HD IPS Monitor, Intel® Wi-Fi 6E AX211 (802.11ax, 2×2) with Bluetooth® 5.3. USB-C, USB 3.2, HDMI, DisplayPort, Audio, RJ-45 **Windows 11 Home & MS Office 2021 OEM equivalent or higher volume license:** registered (perpetual) Keyboard + Mouse Minimum 01-Year OEM On-site Warranty.	72

Science & Information Technology Department

Annexure-B					
FINANCIAL PROPOSAL OF HARDWARE					
FINANCIAL COMPLAINCE SHEET					
S. No.	**Description**	**Qty**	**Estimated Unit Cost** (inclusive of all taxes)	**Total cost** (inclusive of all taxes)	**Total Cost** (in Millions)
1	Small Scanners	91			
2	Large Scanners	20			
3	Biometric Devices	24			
4	Desktop Computers	72			
Total					

Note: - *the procuring agency reserves the rights to increase or decrease the quantity of the quoted items*

Science & Information Technology Department Government of Sindh

INTEGRITY PACT

DECLARATION OF FEES, COMMISSION AND BROKERAGE ETC PAYABLE BY CONTRACTORS (FOR CONTRACTS WORTH RS. 10.00 MILLION OR MORE)

Contract No ________________ Dated ________________

Contract Value: ________________

Contract Title: ________________

.... [name of Contractor] hereby declares that it has not obtained or induced the procurement of any contract, right, interest, privilege or other obligation or benefit from Government of Sindh (GoS) or any administrative subdivision or agency thereof or any other entity owned or controlled by it (GoS) through any corrupt business practice.

Without limiting the generality of the foregoing, [name of Contractor] represents and warrants that it has fully declared the brokerage, commission, fees etc. paid or payable to anyone and not given or agreed to give and shall not give or agree to give to anyone within or outside Pakistan either directly or indirectly through any natural or juridical person, including its affiliate, agent, associate, broker, consultant, director, promoter, shareholder, sponsor or subsidiary, any commission, gratification, bribe, finder's fee or kickback, whether described as consultation fee or otherwise, with the object of obtaining or inducing the procurement of a contract, right, interest, privilege or other obligation or benefit in whatsoever form from, from Procuring Agency (PA) except that which has been expressly declared pursuant hereto.

[name of Contractor] accepts full responsibility and strict liability that it has made and will make full disclosure of all agreements and arrangements with all persons in respect of or related to the transaction with PA and has not taken any action or will not take any action to circumvent the above declaration, representation or warranty. [Name of Contractor] accepts full responsibility and strict liability for making any false declaration, not making full disclosure, misrepresenting facts or taking any action likely to defeat the purpose of this declaration, representation and warranty. It agrees that any contract, right, interest, privilege or other obligation or benefit obtained or procured as aforesaid shall, without prejudice to any other rights and remedies available to PA under any law, contract or other instrument, be voidable at the option of PA.

Notwithstanding any rights and remedies exercised by PA in this regard, [name of Supplier/Contractor/Consultant] agrees to indemnify PA for any loss or damage incurred by it on account of its corrupt business practices and further pay compensation to PA in an amount equivalent to ten time the sum of any commission, gratification, bribe, finder's fee or kickback given by [name of Contractor] as aforesaid for the purpose of obtaining or inducing the procurement of any contract, right, interest, privilege or other obligation or benefit in whatsoever form from PA.

________________ ________________

[Procuring Agency] [Contractor]

Information Technology Department ... of Sindh

GENERAL INFORMATION OF THE COMPANY

1	Name of Bidder	
2	No. of Years in business in Pakistan	
3	No. of Offices locations in Pakistan	
4	Annual Turnover (Million Rs.)	
5	Value of projects in hand (details may be given)	
6	Year of Incorporation (Start of Operation)	
7	Status of the Bidder	
	Sole Proprietor	
	Partnership	
	Private Limited	
	Public Limited	
	Entity registered/incorporated outside Pakistan(if yes, give detail)	
	Other (please specify)	
8	Names of Owner / Partners / Chief Executive / Directors	
9	Details of Registered Head Office (address, phone, fax, email &website information)	

AFFIDAVIT
(ON STAMP PAPER)

To:
The Secretary,
Science & Information Technology Department,
Government of Sindh,
Karachi

Re: TECHNICAL & FINANCIAL FOR THE PROJECT PURCHASE OF HARDWARE FOR THE PROJECT TITLED "DEVELOPMENT, MANAGEMENT, TECHNICAL SUPPORT AND OPERATION OF THE E-DAFTAR"

[Date]

Pursuant to the Tender/Bidding document dated [*Please insert the Date*] in respect of the Project, [*Name of Prospective Bidder/Partnership]* hereby represents and warrants that, as of the date of this letter [*Name of Prospective Bidder/Partnership*], (if applicable):

(a) Is not in bankruptcy or liquidation proceedings;

(b) Has not been convicted of, fraud, corruption, collusion or money laundering;

(c) is not aware of any conflict of interest or potential conflict of interest arising from prior or existing contracts or relationships which could materially affect its capability to comply with the obligations under the Consultancy Contract; and

(d) Does not fall within any of the circumstances for ineligibility listed in (Basic Eligibility Criteria) of the Invitation for Proposal.

Yours Sincerely,

Authorized Signature
Name and Title Signatory
Name of Firm
Address

Science & Information Technology Department Sindh

COVERING LETTER

To,
The Secretary
Science & Information Technology Department,
Government of Sindh,
Karachi

REFERENCE: **TENDER/ BIDDING DOCUMENT FOR PURCHASE OF HARDWARE FOR THE PROJECT TITLED "DEVELOPMENT, MANAGEMENT, TECHNICAL SUPPORT AND OPERATION OF THE E-DAFTAR"**

Dear Sir,

1. This is to notify that our company intends to submit a proposal in response to the bidding / tender document for Procurement of Hardware for Expansion of the Project titled **"Development, Management, Technical Support and Operation ofthe E-Daftar' to Overall Remaining (Administrative) Departments of Government of Sindh"**executed by the S&IT Department, Government of Sindh.
2. Primary and secondary contacts of our company are:

	Primary Contact	Secondary Contact
Name:		
Title:		
Company Name:		
Address:		
Phone		
Mobile:		
Fax:		
E-Mail		

3. We confirm that the information contained in this response or any part thereof, including its exhibits, and other documents and instruments delivered or to be delivered are true, accurate, verifiable and complete. The response includes all information necessary to ensure that the statements therein do not in whole or in part mislead S&IT Department in its short-listing process.
4. We fully understand and agree to comply that verification, if any of the information provided here is found to be misleading the short-listing process or unduly favors our company in the short-listing process, we are liable to be dismissed from the selection process.
5. It is hereby confirmed that I/We are entitled to act on behalf of our corporation/company/firm/organization and empowered to sign this document as well as such other documents, which may be required in this connection.
6. This response to bidding / tender documents valid until --/--/2026.

Duly authorized to sign the bidding / tender document response for and on behalf of

____

Sincerely,

(Signature) Managing Director
Name: Title/Appointment
Name of the company: Address
Date:
(Seal/Stamp of the Bidder)

Certificate as to Authorize Signatories

I, XXX, certify that I am the Company Secretary of XXX, and that who signed the above response is authorized to bind corporation/company by authority of its governing body.

(Company Seal)
Date:

<u>FINANCIAL STRENGTH DETAILS</u>

ANNUAL TURN OVER

(Attach relevant authenticated audited statement)

Date:------------

YEAR	AVERAGE TURN OVER
2022-23	
2023-24	
2024-25	

Note:

Please attach relevant documents such as **Financial Annual Audited Report** as evidence of last three years Average Annual Turnover.

PROJECT EXPERIENCE FORM

Relevant Project Experience	
General Information	
Name of the Project	
Client for which the project was executed	
Name and contact details of the client	
Project Details	
Description of the Project	
Scope of Work	
Other Details	
Total Cost of the Project	
Total Cost of the Work provided by the Contractor	
Duration of the Project	
Start and Completion Date or Current Status	
Other Relevant information	
Mandatory Supporting Documents	P.O/Completion certificate from the client to indicate the successful completion of the project or work order
Project Capability Demonstration	Complete detail of the scope of the project shall be provided to indicate the relevance to the evaluation criteria

Information Technology Department
... of Sindh

DELIVERY SCHEDULE

S.No	Item / Department	Quantity	Proposed Delivery Date
1			
2			
3			
4			
5			

CONDITIONS OF THE CONTRACT

GENERAL CONDITIONS OF THE CONTRACT

1. Definitions

1.1 In this Contract, the following terms shall be interpreted as indicated:

a. Purchaser" means the Science & Information Technology Department, Govt. of Sindh Department, Government of the Sindh, Karachi – Pakistan.

b. "Contractor" means the individual or firm whose bid has been accepted by the Purchaser and the legal successors, in title to the Contractor.

c. "Contract" means the agreement entered into between the Purchaser and the Contractor, as recorded in the Contract Form signed by the parties, including all Schedules and Attachments thereto and all documents incorporated by reference therein.

d. "Commencement Date of the Contract" means the date of signing of the Contract between the Purchaser and the Contractor.

e. "Contractor Price" means the price payable to the Contractor under the Contract for the full and proper performance of its contractual obligations.

f. "Contractor Value" means that portion of the Contract Price adjusted to give effect to such additions or deductions as are provided for in the Contract, which is properly apportioned able to the Software or Goods in question.

g. "Services" means services, such as installation, delivery and configuration of items covered under the scope of work.

h. "Works" means all items to be provided and work to be done by the Contractor under the Contract.

i. "RO" means Responding Organization/ Bidder Firm.

2.	Bid Security	2.1	A bid bond, and bid security in the shape of a Pay Order / Bank Draft in favor of Section Officer(G), Information Science & Technology Department equivalent to **2.5%** of the total cost of bid should be submitted along with the tender.
3.	Validity of Proposal	3.1	All proposal and price shall remain valid for <u>**90 DAYS**</u> after submission of proposal. However, the responding organization is encouraged to state a longer period of validity for the proposal.
4.	Currency	4.1	All currency in the proposal shall be quoted in Pakistan Rupees (PKR).
5.	Withholding tax, sales tax and other taxes	5.1	The responding organization/bidder is hereby informed that the Government shall deduct tax at the rate prescribed under the tax laws of Pakistan, from all payments for goods rendered by any responding organization who signs a contract with the S&IT Department, and Govt. of Sindh department. The responding organization will be responsible for all taxes on transaction and/or income, which may be levied by government. If responding organization is exempted from any specific taxes, then it will provide the relevant documents with the proposal.
6.	Stamp Duty	6.1	The Applicable Stamp duty according to Government Rules shall be borne by responding organization/bidder at the time of signing of contract.
7.	Compliance to Quality Service	7.1	The Responding Organization (RO) to provide information as required in the bidding / tender document. RO shall submit complete details of the proposed solution/device information, software capabilities and other item in their

Science & Information Technology Department ... of Sindh

technical proposals.

8.	Financial Capabilities	8.1	The RO(s) shall describe the financial position of its organization. Income Statement or Annual Report should be included in the detailed technical proposal.
9.	Earnest Money	9.1	The earnest money is refundable after finalization of the bid, in case of return of financial bids unopened to non-responsive bidders, on request after opening of financial bids or when award / placement of purchase order is finalized.
10.	Performance Security	10.1	The successful bidder will have to deposit **05% Bank Guarantee/ Security of the amount of contract,** in the form of pay order, bank guarantee or any other financial instrument recognized by Government of Pakistan, to the satisfaction of **Section Officer(G),Science & Information Technology Department, Govt. of Sindh**. The same will be returned on due completion of the contract and warranty period.
11.	Conditional Tenders	11.1	Conditional tenders/bids will not be acceptable.
12.	Scope of Work	12.1	Science & Information Technology Department, Govt. of Sindh department reserves the rights to increase or decrease the scope of work/number of units/items without assigning any reason.
13.	Force Majeure	13.1	The Supplier shall not be liable for forfeiture of its performance security, liquidated damages, or termination for default if and to the extent that its delay in performance or other failure to perform its obligations under the Contract is the result of an event of Force Majeure.
		13.2	For purposes of this clause, "Force Majeure" means an event beyond the control of the Supplier and not involving

Science & Information Technology Department Govt. of Sindh the Supplier's fault or negligence and not foreseeable. Such events may include, but are not restricted to, acts of the Procuring agency in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions, and freight embargoes

13.3 If a Force Majeure situation arises, the Supplier shall promptly notify the Procuring agency in writing of such condition and the cause thereof. Unless otherwise directed by the Procuring agency in writing, the Supplier shall continue to perform its obligations under the Contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event

14. Termination of Insolvency

14.1 The Procuring agency may at any time terminate the Contract by giving written notice to the Supplier if the Supplier becomes Bankrupt or otherwise insolvent. In this event, termination will be without compensation to the Supplier, if such termination will not prejudice or affect any right of action or remedy which has accrued or will accrue thereafter to the Procuring agency.

15. Resolution of Disputes

15.1 The Procuring agency and the Supplier shall make every effort to resolve amicably by direct informal negotiation any disagreement or dispute arising between them under or in connection with the Contract.

Science & Information Technology Department Government of Sindh

SPECIAL CONDITIONS OF THE CONTRACT

01.	Procuring Agency	Science & Information Technology Department, Govt. of Sindh
02.	Country of Origin	Pakistan
03.	Performance Security	The Successful Bidder will provide the respective Performance Security in the sum equivalent to 05% of the Bid Price at the time of signing of agreement.
04.	Payment	The Payment terms and conditions should clearly be mentioned in the financial proposal at the time of submission with the bid. The terms and conditions will be finalized as per mutual agreement / consent at the time of signing of contract.
05.	Prices	Price quoted by the bidder shall be fixed during the Bidder's Performance and not subject to variation on any account, unless otherwise specified in the bidding document.
06.	Resolution of Dispute	In case of a dispute between Procuring Agency and the Supplier, the dispute shall be referred to adjudication or arbitration in accordance with the laws of the Procuring agency's country.
07.	Governing Language	The Governing Language Shall be English
08.	Notices	All notices shall be address at: **THE SECRETARY,** Science & Information Technology Department Government of Sindh. First Floor Building No# 6 Sindh Secretariat Karachi.

Science & Information Technology Department Government of Sindh