



**SINDH EMPLOYEE'S SOCIAL SECURITY INSTITUTION
(HEAD OFFICE)**

AIWAN-E- MEHNAT KASH ST-17, BLOCK-6, GULSHAN -E- IQBAL, KARACHI -75300
Contact No. 021-99243813-14, Fax : 021-99243816

TENDER NOTICE FOR PROCUREMENT OF DIET ITEMS FOR 2016-2017

1. Sealed tenders are invited, for supply of Diet items to the Institution during the financial year 2016-2017.
2. Tenders along with Terms & Conditions (in duplicate) may be purchased from the Cashier of the Institution on payment of **Rs.1,000/- (non-refundable)** during **9:00 a.m. to 5:00 p.m. (Monday to Friday)** from the date of publication in news papers till **05-04-2017**, receipt of this amount along with a copy of Terms & Conditions duly signed and stamped by the tenderer, will be attached with the quotations/tenders as conclusive evidence of acceptance of the Terms & Conditions.
3. The Terms & Conditions form is part and parcel of, and supplementary to, this tender notice.
4. Tenders shall be accompanied by Bid Security @ 2.5 % of the value of tender quoted by them in form of Pay Order / Demand Draft in favor of Commissioner SESSI, Karachi which shall remain valid for 28 days beyond the Bid validity period.
5. Tenders in sealed envelopes should be addressed to Commissioner Sindh Employee's Social Security Institution, St-17, Block-6, Rashid Minhas Road, Gulshan-e-Iqbal, Karachi-75300 (SESSI Head Office) and should be dropped in Tender Box at Head Office on **06-04-2017** up to **10:30 a.m.** This will be opened on the same date at **11:30 a.m.** in the presence of those tenderers who may wish to be present.
6. The Procuring Agency may reject all or any bids subject to the relevant provisions of SPPRA Rules 2010, Amended 2013.

**DIRECTOR PROCUREMENT
FOR COMMISSIONER**



**SINDH EMPLOYEE'S SOCIAL SECURITY INSTITUTION
(HEAD OFFICE)**

AIWAN-E- MEHNAT KASH ST-17, BLOCK-6, GULSHAN -E- IQBAL, KARACHI -75300
Ph-021-99243813-14, email: sessiprocurement@gmail.com

TENDER FOR THE PURCHASE OF DIET ITEM FOR THE YEAR 2016-2017

COST OF TENDER DOCUMENTS:	Rs. 1000 (Rupees One Thousand Only) Non-Refundable
TENDER SELLING PERIOD:	From the date of publishing to 05-04-2017
TENDER SUBMISSION DATE AND TIME:	On 06-04-2017 from 9.00 a.m. to 10:30 a.m.
TENDER SUBMISSION PLACE:	Office of the Director Procurement, Sindh Employee's Social Security Institution (SESSI) Head Office, ST-17, Block- 6, Rashid Minhas Road, Gulshan-e-Iqbal, Karachi.
TENDER OPENING DATE AND TIME:	On 06-04-2017 at 11.30 a.m.
TENDER OPENING PLACE:	Conference Room 4 th Floor SESSI Head Office Karachi

NOTE:- Tender shall not be accepted after sealing of the Tender Box.

TERMS & CONDITIONS

Offers shall remain valid for 90 days from the date of opening. The bidders shall quote their prices inclusive of all applicable duties / Taxes and transportation etc. and all other expenses on free delivery to Consignee's end. Price should be quoted in Figures & Words both, failing which the offer will be ignored.

1.0 GENERAL CONDITIONS & INSTRUCTIONS:

- 1.1 In this tender, method of procurement shall be "SINGLE STAGE ONE ENVELOPE" procedure as per SPPRA rules 2010. Amended rules 2013.
- 1.2 The tender shall be submitted with all documents in sealed envelopes. The envelope must contain tender inquiry No. on the top, the name of the Bidder should be affixed on the face of the envelope on the left side. The envelope should be sealed and addressed to Commissioner SESSI Karachi and inserted in Tender box on the scheduled date and time.
- 1.3 Tender Proposal should have the following documents. All the documents mentioned in the following eight sub-clauses are mandatory/ compulsory, failing which, the bid shall be rejected:
 - I. Original Tender receipt
 - II. NTN Certificate.
 - III. Sales Tax Registration Certificate.
 - IV. Last three years tax returns of Bidder.
 - V. Original Pay Order / Bank Draft of Earnest money.
 - VI. Original Bid offer with Quoted price.
 - VII. Original Pay Order / Bank Draft of Earnest money.
- 1.4 The tender must be free from erasing, cutting and over writing. In case of erasing, cutting and over writing, authorized person should initial it, duly stamped.
- 1.5 Rates of each item should be written in **figures as well as in words**. Arithmetical errors will be rectified on this basis. If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and the quantity, the unit price shall prevail and the total price shall be corrected. In case of discrepancy the price in words will be authenticated and final.
- 1.6 No Tender will be entertained without Bid Security. Conditional tender will not be accepted.

