



## SINDH INSTITUTE OF ADVANCED ENDOSCOPY & GASTROENTEROLOGY (SIAG), KARACHI

REF. NO: PROC/SIAG/2025-26/35

DATED: 01 - December- 2025

ole

The Director Information (Advertisement),  
Information Department,  
Government of Sindh,  
Barrack No. 96,  
Karachi.

**SUBJECT: ADVERTISEMENT OF TENDER**

*Handwritten:* 11/12/25  
*Stamp:* R&I Incharge  
Advertisement Section  
Information Department  
Govt. of Sindh, Karachi

Enclosed please find attached herewith seven copies of the following NIT- Reference # **PROC/SIAG/2025-26/35**, Dated: **01 - December, 2025** for getting the same printed, in three leading newspapers, preferably Daily DAWN (English), Daily Jang (Urdu) & Daily Kawish (Sindhi) for advertisement as early as possible.

One copy each of the Newspapers containing the advertisement in question may please sent to this department for further action in the matter.

OK

*Signature*

**EXECUTIVE DIRECTOR / D.D.O**  
SINDH INSTITUTE OF ADVANCE ENDOSCOPY  
& GASTROENTEROLOGY-SIAG, KARACHI

**Copy submitted to the following for information and necessary action please;**

1. PS to Secretary Health, Government of Sindh, Karachi.



# SINDH INSTITUTE OF ADVANCED ENDOSCOPY & GASTROENTEROLOGY (SIAG), KARACHI

REF. NO: PROC/SIAG/2025-26/35  
DATED: 01 - December- 2025

## TENDER NOTICE

SINDH INSTITUTE OF ADVANCED ENDOSCOPY & GASTROENTEROLOGY (SIAG), KARACHI, INVITES BIDS ON SINGLE STAGE ONE ENVELOP PROCEDURE 46 (1) OF SINDH PUBLIC PROCUREMENT REGULATORY AUTHORITY (AMENDED TILL DATE) THROUGH E-PROCUREMENT ONLINE SUBMISSION FROM **THE REPUTABLE FIRMS WHO MUST BE REGISTERED IN EPADS SPPRA AND TAX PAYER WITH APPLICABLE TAX AUTHORITIES (GST, NTN, FBR LIST & SRB) AND HAVING RELEVANT EXPERIENCE AND CAPABILITIES, FROM THE CONTRACTORS / MANUFACTURES / SUPPLIERS / AUTHORIZED DISTRIBUTORS ETC. FOR FINANCIAL YEAR 2025-26.**

### SCHEDULE FOR ONLINE BID SUBMISSION / ONLINE OPENING OF TENDER:

S. #	TENDER NAME	TENDER FEE	BID SECURITY	ISSUANCE OF TENDER DOCUMENTS	SUBMISSION OF TENDER DOCUMENTS ON EPADS SPPRA	OPENING OF TENDER
1.	PROVISION OF TRANSPORT SERVICES FOR PICK & DROP FACILITY FOR SIAG STAFF <b>AS PER SPPRA RULE 46(1)</b> <b>Ref # PROC/SIAG/(OSR-06)/2025-26</b>	Rs. 5,000/- (Each)	05% of Quoted Amount	From 08-12-2025 To 24-12-2025 Till 9:00 AM	Till 24-12-2025 Upto 10:00 AM	24-12-2025 at 11:00 AM Respectively
2.	PROVISION OF FOOD SERVICES FOR STAFF LUNCH & TEA AT SIAG <b>AS PER SPPRA RULE 46(1)</b> <b>Ref # PROC/SIAG/(OSR-07)/2025-26</b>					

1. COMPLETE SET OF TENDER DOCUMENTS CONTAINING BOQ, SPECIFICATION AND TERMS & CONDITIONS CAN BE PURCHASED FROM SINDH INSTITUTE OF ADVANCE ENDOSCOPY & GASTROENTEROLOGY-SIAG, KARACHI THROUGH **PAY ORDER** OF AS MENTIONED ABOVE EACH IN FAVOUR OF **SINDH INSTITUTE OF ADVANCE ENDOSCOPY & GASTROENTEROLOGY-SIAG**. TENDER DOCUMENTS CAN ALSO BE DOWNLOADED FROM SPPRA WEBSITE [HTTPS://PORTALSINDHEPROCURE.GOV.PK](https://PORTALSINDHEPROCURE.GOV.PK) AND [WWW.SIAGPK.ORG](http://WWW.SIAGPK.ORG).
2. SUBMITTED BIDS WILL BE **OPEN** THROUGH E-PROCUREMENT ONLINE ON THE SAME TIME AND DAY (MENTIONED ABOVE) AT **SINDH INSTITUTE OF ADVANCE ENDOSCOPY & GASTROENTEROLOGY-SIAG, KARACHI**.
3. THE TENDERS SHALL BE OPENED BY PROCUREMENT COMMITTEE AS PER RULES OF E-PROCUREMENT SPPRA.
4. IN CASE OF HOLIDAY OR ANY INCIDENT, TENDERS WILL BE OBTAINED / SUBMITTED / OPENED ON THE NEXT WORKING DAY AS PER GIVEN SCHEDULE.
5. TECHNICAL AND FINANCIAL PROPOSAL SHALL BE UPLOADED ONLINE ON EPADS SPPRA WEBSITE AS PER SPECIFIED IN THE BIDDING DOCUMENT.
6. **BID SECURITY MUST BE SUBMITTED IN HARD COPY AT THE ABOVE-MENTIONED ADDRESS, IN A SEALED ENVELOPE, FOR EACH TENDER SEPARATELY. THE SUBMISSION DEADLINE IS 24<sup>th</sup> December, 2025 TILL 10:00 AM. THE BID SECURITY SHOULD BE MADE IN FAVOR OF SINDH INSTITUTE OF ADVANCE ENDOSCOPY & GASTROENTEROLOGY-SIAG, KARACHI.**
7. ALL BID(S) SHALL INCLUDE GOVERNMENT TAXES. (IF APPLICABLE).
8. THE DEDUCTIONS IN THE BILLS WILL BE DONE AS PER GOVERNMENT RULES.

EXECUTIVE DIRECTOR / D.D.O  
SINDH INSTITUTE OF ADVANCE ENDOSCOPY  
& GASTROENTEROLOGY-SIAG, KARACHI

A COPY IS FORWARDED FOR INFORMATION TO:

1. NOTICE BOARD





سندھ انسٹی ٹیوٹ آف ایڈوانسڈ اینڈ واسکوپنی اینڈ گیسٹر وانٹرولوجی (SIAG)، کراچی  
REF.NO.PROC/SIAG/2025-26/35 Dated:01-12-2025

**ٹینڈر نوٹس**

سندھ انسٹی ٹیوٹ آف ایڈوانسڈ اینڈ واسکوپنی اینڈ گیسٹر وانٹرولوجی (SIAG)، کراچی مالیاتی سال 2025-26 کیلئے معروف فرمز جو EPADS SPPRA میں لازماً رجسٹرڈ اور قابل اطلاق ٹیکس اتھارٹیز (FBR، NTN، GST) کے ٹیکس ادا کنندہ ہوں اور متعلقہ تجربہ اور صلاحیتوں کے حامل کنٹریکٹرز/مینیو فیکچررز/پلائرز/مجازی سٹری بیوٹرز وغیرہ سے ای-پروکیورمنٹ آن لائن جمع کرانے کے ذریعے سندھ پبلک پروکیورمنٹ ریگولیٹری اتھارٹی (ترمیم شدہ حال) کے ایک مرحلہ ایک لفافہ طریقہ (46) پر پیشکشیں طلب کرتا ہے۔  
آن لائن پیشکش جمع کرانے/ٹینڈر کے آن لائن کھلنے کیلئے شیڈول

نمبر شمار	نام ٹینڈر	ٹینڈر فیس	بڈ سیکورٹی	ٹینڈر دستاویزات کا اجرا	EPADS SPPRA پر ٹینڈر دستاویزات کا جمع کرانا	ٹینڈر کا کھلنا
1-	SPPRA رول (46) کے مطابق SIAG اسٹاف کیلئے پک اینڈ ڈراپ سہولت کیلئے غرائیو سروسز کی فراہمی۔ ریفرنس نمبر: PROC/SIAG/(OSR-06)2025-26	Rs 5,000/-	پیشکش کردہ مالیت کا 5%	08-12-2025 تا	24-12-2025 تک صبح	24-12-2025 بوقت صبح 11:00 بجے بالترتیب
2-	SIAG اسٹاف لٹچ اور چائے کیلئے فوڈ سروسز کی فراہمی بمطابق SPPRA رول (46) کے مطابق ریفرنس نمبر: PROC/SIAG/(OSR-07)2025-26	(فی)		24-12-2025 صبح 9:00 بجے تک	24-12-2025 تک صبح 10:00 بجے تک	24-12-2025 صبح 11:00 بجے بالترتیب

(1) BOQ، تصریح اور قواعد و ضوابط پر مشتمل ٹینڈر دستاویزات کا مکمل سیٹ ہر ایک کیلئے مندرجہ بالا پک اینڈ ڈراپ سہولت سندھ انسٹی ٹیوٹ آف ایڈوانسڈ اینڈ واسکوپنی اینڈ گیسٹر وانٹرولوجی SIAG کے ذریعے خریداجا سکتا ہے۔ ٹینڈر دستاویزات SPPRA ویب سائٹ <https://portalsindh.eprocure.gov.pk> اور [www.siapk.org](http://www.siapk.org) سے ڈاؤن لوڈ بھی کی جاسکتی ہیں۔

(2) جمع کرانی گئی پیشکشیں (مندرجہ بالا) اسی وقت اور یوم کو ای-پروکیورمنٹ آن لائن کے ذریعے سندھ انسٹی ٹیوٹ آف ایڈوانسڈ اینڈ واسکوپنی اینڈ گیسٹر وانٹرولوجی SIAG کراچی میں کھولی جائیں گی۔

(3) ٹینڈر ای-پروکیورمنٹ SPPRA رول کے مطابق پروکیورمنٹ کمیٹی کی جانب سے کھولے جائیں گے۔

(4) تعطیل یا کسی حادثی صورت میں، ٹینڈر روئے گئے شیڈول کے مطابق آئندہ یوم کار پر حاصل/جمع کئے/کھولے جائیں گے۔

(5) ٹیکنیکل اور فنانشل پروپوزل، بڈنگ دستاویزات میں صراحت کردہ کے مطابق EPADS SPPRA ویب سائٹ پر آن لائن اپ لوڈ کرنے ہوں گے۔

(6) بڈ سیکورٹی لازماً جداگانہ ہر ایک ٹینڈر کیلئے ایک سر بمبر لفافے میں مندرجہ بالا پتا پر بارڈر کا پی میں جمع کرانی جائے، جمع کرانے کی ڈیڈ لائن ٹینڈر کھلنے کے ایک یوم قبل 24-12-2025 صبح 10:00 بجے تک ہے، بڈ سیکورٹی، سندھ انسٹی ٹیوٹ آف ایڈوانسڈ اینڈ واسکوپنی اینڈ گیسٹر وانٹرولوجی SIAG کراچی کے حق میں بنائی جائے۔

(7) تمام پیشکشوں میں، سرکاری ٹیکسز (اگر قابل اطلاق ہوں) شامل کرنے ہوں گے۔

(8) سرکاری رولز کے مطابق بلز میں سے کوٹیاں کی جائیں گی۔

و سرخدا:

**ایگزیکٹو ڈائریکٹر/ D.D.O**

سندھ انسٹی ٹیوٹ آف ایڈوانسڈ اینڈ واسکوپنی اینڈ گیسٹر وانٹرولوجی SIAG کراچی

INF-KRY 4022/25  
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KARACHI



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REF. NO: PROC/SIAG/2025-26/35 DATED: 01 - December- 2025

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INF/KRY/4022/2025

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Sd/.....EXECUTIVE DIRECTOR / D.D.O  
SINDH INSTITUTE OF ADVANCE ENDOSCOPY & GASTROENTEROLOGY SIAG, KARACHI



# **STANDARD BIDDING DOCUMENTS**



**GOVERNMENT OF SINDH**

## **SINDH INSTITUTE OF ADVANCED ENDOSCOPY & GASTROENTEROLOGY (SIAG), KARACHI**

### **TENDER TITLE:**

## **PROVISION OF TRANSPORT SERVICES FOR PICK AND DROP FACILITY FOR SIAG STAFF**

**AS PER SPPRA RULE 46(1)**

### **TENDER REFERENCE #**

**PROC/SIAG/(OSR-06)/2025-26**

#### **NOTE:**

- 1. TENDER FEE: RS. 5,000/- (NON-REFUNDABLE) IN SHAPE OF PAY ORDER IN FAVOR OF SINDH INSTITUTE OF ADVANCED ENDOSCOPY & GASTROENTEROLOGY (SIAG), KARACHI SHOULD SUBMIT TO PROCUREMENT DEPARTMENT IN PROPERLY MARKED SEALED ENVELOPE.**
- 2. IN ALL PROCUREMENTS OF SIAG THROUGH ELECTRONIC BID SUBMISSION. IT IS MANDATORY FOR ALL BIDDERS TO GET REGISTERED AT EPADS SPPRA.**
- 3. NO TENDER WILL BE ACCEPTED AFTER CLOSING TIME IN EPADS SPPRA.**
- 4. ALL THE PARTICIPANTS MUST SIGN EACH & EVERY PAGE OF BID DOCUMENTS, ELSE OFFER WILL BE REJECTED.**

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<b><u>BIDDING DATA SHEET</u></b>	
Procuring Agency	Sindh Institute of Advanced Endoscopy & Gastroenterology (SIAG), Karachi.
Address	Dr. K.M. Ruth Pfau, Civil Hospital, Karachi
Bid Validity	90 Days, as per SPPRA Rule 2010 (amended till date)
<b>Amount of Bid Security</b>	<b>5% of Total Bid Quoted Price</b>
Last date of Selling of Bid	As per mentioned in NIT
Date of Submission of Bid	As per mentioned in NIT
Place of Submission	Electronic Bid Submission at EPADS SPPRA.
<b>Performance Security</b>	<b>10% of the Contract Value</b>
Language of Bid	English
Currency of Bid	PKR
Bidding Procedure	Single Stage One Envelope Procedure 46(1)
Advance Payment	No Advance Payment will be allowed
Bid Validity	Bids must remain valid for 90 days after the opening date and may be extended as per <b>SPPRA Rules</b>
Liquidity Damages	@0.03 percent of the Contract Price for each day of delay until actual delivery or performance, up to a maximum deduction of 10% of the Contract Price. Once the maximum is reached, the purchaser may consider termination of the contract.
<b>Period of Completion</b>	<b>One year from the date of Award of Contract &amp; Extendable for further Three years on a yearly performance basis, after the approval from Competent Authority</b>

# **INSTRUCTIONS TO BIDDERS**

1. **Invitation to Bid: Sindh Institute of Advanced Endoscopy & Gastroenterology (SIAG), Karachi** invites bids using the **Single Stage One Envelope Procedure** as per the **Sindh Public Procurement Rules 2010** (amended). Interested **Manufacturers, Importers, Sole Agents, or Authorized Distributors** must be registered with **EPADS SPPRA** and be taxpayers with relevant authorities (GST, NTN, FBR, SRB where applicable). Experience requirements are detailed in **Annexure-A** of the bid document.
2. **Submission of Tender Fee and Bid Security:** Tenders will only be considered if the **Tender Fee** and **Bid Security** are submitted before the bid opening date & time at **EPADS SPPRA**.
3. **Complete Tender Documents:** Bidders must ensure that the tender documents they receive are complete. A thorough check of the **Table of Contents** is essential.
4. **Site Visit and Document Review:** Bidders should visit the site at their own expense to understand the project fully. Any missing details or specifications should be obtained from the **Planning & Procurement Department** before bidding. Once a bid is submitted, it is assumed that no further clarification was needed.
5. **Submission of Tender Fee:** A **pay order** for the tender fee, made out to **Sindh Institute of Advanced Endoscopy & Gastroenterology (SIAG), Karachi**, must be submitted before the bid opening at the **Planning & Procurement Department, SIAG**. Failure to do so will result in rejection of the bid.
6. **Submission of Bid Security:** A **Bid Security** in the form of a **pay order** from a scheduled bank must be submitted in favor of **Sindh Institute of Advanced Endoscopy & Gastroenterology (SIAG), Karachi** before the bid opening at **EPADS SPPRA**.
7. **Proper Submission of Bid Documents:** The original bid must be typed or written in permanent ink. The person signing the bid must initial every page, with their name and designation clearly indicated.
8. **Pricing:** Bidders must include the unit price (where applicable) and total price in Pakistani Rupees (PKR) for all goods/services they plan to supply.
9. **No Bid Changes After Opening:** Bids cannot be altered or modified after they have been opened. However, the **Procuring Agency** may ask for clarifications that do not affect the core content of the bid.
10. **Right to Reject Bids:** The **Procuring Agency** reserves the right to reject any or all bids before acceptance. Reasons for rejection can be communicated upon request, but there is no obligation to justify the decision.
11. **Inclusive Pricing:** The quoted price should cover all expenses, including taxes and other obligations. If there are any calculation errors, the tender price will be corrected accordingly.



- 12. No Unauthorized Changes:** Unauthorized changes in the tender documents will result in rejection of the bid.
- 13. Clarifications and Revisions:** Any revisions or changes to the tender documents will be issued by the authority as an official **Addendum/Corrigendum**. Bidders must sign and return these with their tender documents.
- 14. One Rate Per Work:** Bidders must quote only one rate for each item of work, based on the specifications in the tender. Any handwritten changes or corrections must be signed.
- 15. Submission of Complete Documents:** All required documents must be submitted, signed, stamped, and priced, in line with the deadlines specified in the bid data.
- 16. Contract Agreement:** Winning bidders will be required to sign a **Contract Agreement** as outlined in the tender document but that document in only sample for reviewing final document should be incorporating all bids related terms & conditions and industry norms.
- 17. No Contact After Bid Opening:** Bidders are not allowed to contact the **Procuring Agency** after the bid opening, except in writing if additional information is needed.
- 18. Forfeiture of Bid Security:** The **Bid Security** will be forfeited if a bidder withdraws their bid after the opening or fails to sign the contract within the required time if their bid is accepted.
- 19. Conditional Tenders Not Allowed:** Conditional tenders and tenders without bid security will not be considered.
- 20. Bid Validity:** Bids must remain valid for 90 days after the opening date and may be extended as per **SPPRA Rules**.
- 21. No Hand-Delivered or Mailed Bids:** Bids must be submitted electronically via **EPADS SPPRA**. Hand-delivered or mailed bids will not be accepted.
- 22. Evaluation of Bids:** Bids will be evaluated based on the criteria outlined in the tender terms and conditions, criteria and its clauses.
- 23. Contract Period:** The quoted prices must be valid for the entire contract period, which is one year (or until the next tender is finalized). Award of Tender will be placed based on demand from SIAG and its satellite centers.
- 24. Inclusive of Taxes:** Quoted prices must include all applicable taxes, which will be deducted from the contractor's bill.
- 25. Government Taxes:** Applicable government taxes, including income tax, sales tax, and stamp duty, will be affixed to bills or contract agreements.
- 26. Paginated Documents:** All submitted documents must be paginated and flagged, with details mentioned in the index. Non-compliance may lead to bid rejection.

**27. Technical Evaluation:** It will be examined in detail of 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 B.O.Q. 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.



## **TERMS & CONDITIONS**

1. Taxes will be deducted from the contractor's bill as imposed by the Government from time to time as well as Contractor will pay all the Government Institution's Contribution himself.
2. **Performance Security:** Successful bidders must submit **Performance Security** in the form of a **Pay Order, Demand Draft, or Bank Guarantee** in favor of **SIAG, Karachi** (amount specified in the bidding data). The security deposit will be returned after successful completion of the supply and contract period. Failure to comply with the contract terms at any stage may result in the forfeiture of the security deposit.
3. **Inclusive of Taxes:** The bid price should include all applicable government taxes excluding **Withholding Tax**.
4. Contractor will not be allowed to participate in any Political / Immoral / Illegal activities in the premises of **Sindh Institute of Advanced Endoscopy & Gastroenterology (SIAG), Karachi**.
5. Contractor will not be allowed to sublet the contract.
6. Any Kind of Joint venture will not be allowed.
7. The Procuring agency reserves the right at the time of contract award to decrease, the items / quantities of goods and services originally specified in the Schedule of Requirements without any change in unit price or other terms and conditions.
8. Arithmetical errors will be rectified on the following basis. If there is a discrepancy between the unit price and the 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 the bidder does not accept the correction of the errors, its bid will be rejected, and its bid security may be forfeited.
9. In case of any dispute contractor will approach the **Executive Director Sindh Institute of Advanced Endoscopy & Gastroenterology (SIAG), Karachi**. The decision of the **Executive Director Sindh Institute of Advanced Endoscopy & Gastroenterology (SIAG), Karachi**, will be final.
10. In case of any dispute, decision of the **Executive Director Sindh Institute of Advanced Endoscopy & Gastroenterology (SIAG), Karachi** shall be final and contractor will not challenge the decision in the Court of Law.
11. The **Executive Director Sindh Institute of Advanced Endoscopy & Gastroenterology (SIAG), Karachi**, has the right to cancel the contract at any stage and without issuing any prior notice in case of violation of **Agreement / ToR** is proved as well as damages to the

prestige or property of **Sindh Institute of Advanced Endoscopy & Gastroenterology (SIAG), Karachi.**

12. Contractor will be responsible for any theft or pilferage committed by any of his employees. The employee will be liable to punishment under the rules.
13. In case of breach of the contract by the contractor, contract will be forfeited partly or fully as decided by the **Executive Director Sindh Institute of Advanced Endoscopy & Gastroenterology (SIAG), Karachi.**
14. Any condition / clause of the Contract can be included / amended if required in the interest of the **Sindh Institute of Advanced Endoscopy & Gastroenterology (SIAG), Karachi,** with the mutual understanding of both parties.
15. Contractor shall have its own equipment required to maintain security. Equipment must be approved by the Authorized / Nominated Officer of **Sindh Institute of Advanced Endoscopy & Gastroenterology (SIAG), Karachi,** before commencement of contract.
16. The Contractor should not violate or allow his Staff to violate the rules of the Government of Sindh.
17. In case of violation of any rule, the contractor may be fined and legal action will be initiated against him.
18. Contractor shall be responsible for his staff.
19. The Contract is for one year starting from the date of agreement and extendable for further three years on yearly basis, after the approval from Competent Authority of SIAG, Karachi.
20. Document(s) for Evaluation of Services must be paged / flagged by the bidders.
21. Payment will be made on monthly basis subject to satisfactory report from concerned offices or through an inspection committee.
22. Bid / offer will be evaluated as per criteria and the bid's terms & conditions.
23. Bid should be inclusive of all Government taxes (if applicable) and the same will be paid by the Contractor except withholding tax.
24. Stamp duty should be placed on contract agreement (as per the govt.-approved rate) on stamp paper of value (Rs.100).
25. Procurement Committee shall disqualify a contractor, whether pre-qualified or not, if it finds at any time, that the information submitted by him concerning his qualification and



professional, technical, financial, legal, or managerial competence as contractor; was false and materially inaccurate or incomplete at any stage.

26. 80% of the due Sindh Sales Tax (if applicable) will be deducted from the bill of the Contractors / Suppliers while remaining 20% will be deposited by the Contractors / Suppliers themselves.
27. Conditional tender and tender without bid security shall not be considered.
28. GST / Income Tax & SRB Certificates must be accompanied with tender.
29. The Procuring Agency may reject all or any bid at any time prior to the acceptance of a bid or proposals, subject to the relevant provision of SPP Rules, 2010 (Amended till date).
30. No tender will be entertained without bid security. The bid security will be forfeited to Government Treasury, in case of non-submission of performance security within seven (7) Days of receipt of the Letter of Acceptance.
31. If the contractor fails to give services within the stipulated period, liquidity charges will be imposed.
32. The Bidder shall sign and stamp the Integrity Pact provided at Bid in the Bidding Document for all Provincial Government procurement contracts exceeding Rupees 10 million in case of goods and 2.5 million in case of services. Failure to sign such Integrity Pact shall make the bidder non-responsive.
33. If the Supplier fails to deliver any or all of the Goods or to perform the Services within the period(s) specified in the Contract, the Procuring agency shall, without prejudice to its other remedies under the Contract, deduct from the Contract Price, as liquidated damages, a sum equivalent to the percentage specified in Bidding Data of the delivered price of the delayed Goods or unperformed Services for each week or part thereof of delay until actual delivery or performance, up to a maximum deduction of the percentage specified in Bidding Data. Once the maximum is reached, the Procuring agency may consider termination of the Contract.

#### **34. REJECTION / ACCEPTANCE OF BID**

1. A bid determined as non-responsive will be rejected and will not be made responsive by the bidder by correction of the non-conformity.
2. The bid shall be rejected if:
  - 2.1 it is substantially non-responsive in a manner prescribed in this tender document;  
or
  - 2.2 it is against the Pakistani Laws, Rules, Regulations, Policies, Permits, Codes etc.;  
or
  - 2.3 bidder has conflict of interest with the SIAG; or
  - 2.4 bidder engages in corrupt or fraudulent practices in competing for Contract award;

- or
- 2.5 bidder tries to influence the bid evaluation / Contract award; or
  - 2.6 bid submitted in other than prescribed forms, annexes, schedules, charts, drawings, documents / by other than specified mode; or
  - 2.7 unsigned, incomplete, partial, ambiguous, conditional, alternative, late; or
  - 2.8 subjected to interlineations / cuttings / corrections / erasures / overwriting; or
  - 2.9 qualified by vague and indefinite expression such as **“subject to prior confirmation”, “subject to immediate acceptance”** etc. will be treated as vague offers and rejected accordingly; or
  - 2.10 without verifiable proofs against the mandatory as well as general documentary, qualification and eligibility related requirements; or
  - 2.11 bidder fails to meet all the requirements of Tender Eligibility / Qualification Criteria; or
  - 2.12 bids submitted for partial / limited services / items as specified in the Format for Quoting the Rates / Schedule of Requirements / B.O.Q; or
  - 2.13 bid submitted with shorter bid validity period; or
  - 2.14 bidder fails to meet the minimum evaluation criteria requirements; or
  - 2.15 bid not accompanied by the Bid Security (Earnest Money) of required amount and form; or
  - 2.16 bidder refuses to accept the corrected Total Bid Amount / Price; or
  - 2.17 the Bidder has been blacklisted by any public or private sector organization; or
  - 2.18 bidder has mentioned any financial implication(s) in the financial proposal that is in contradiction to this document and Government rules and regulations; or
  - 2.19 rates quoted by bidder are not workable (not meeting the requirements of minimum wages, Income Tax, Sales Tax, EOBI, SESSI, Gratuity etc.), or on higher side etc.

### **35. PROCESS TO BE CONFIDENTIAL**

No Institute shall contact SIAG on any matter relating to its tendering process from the time of opening to the time of bid evaluation report announcement.

Any effort by a bidder to influence SIAG in the evaluation, comparison or selection decision may result in the rejection of its bid.

### **36. COMPLIANCE CERTIFICATE**

I / We completely agree to above mentioned terms & conditions:

Name of Contractor \_\_\_\_\_ Signature \_\_\_\_\_

CNIC NO. \_\_\_\_\_ **(Copy must be attached).**

Full Address \_\_\_\_\_

Rubber Stamp \_\_\_\_\_



## **CRITERIA FOR EVALUATION OF BID**

**(Bidders are required to submit following documents in mentioned sequence)**

S.#	MANDATORY REQUIREMENTS	YES	NO
01.	<p>Compliance of <b>Terms &amp; Conditions / Instructions mentioned in the SBD.</b></p> <p><b>1. Attached authorized person CNIC copy.</b></p> <p><b>2. Signed &amp; stamped each and every page of Terms &amp; Condition &amp; all bidding documents.</b></p> <p><b>(If compliance of above points not found offer will be rejected).</b></p> <p><b>(Sample attached as ANNEXURE-I).</b></p>		
02.	Minimum 3 years relevant experience.		
03.	Last 3 years' turn over with minimum 4 million (per year) as Bank Statement or financial statement		
04.	"Sales tax registration certificate both FBR and / or SRB" and NTN certificates at the time of submission of bid.		
05.	Affidavit of no dissatisfactory performance at any institution / organization.		
06.	Submission of undertaking on legal valid and attested stamp paper that <b>the firm is not blacklisted and litigated by any institute of Federal, Provincial Government or any Department / Agency / Organization / autonomous body or Private Sector Organization anywhere in Pakistan (As per attached sample Annexure-F).</b>		
07.	<p><b>Tender Purchase Receipt / Tender Fees Pay order (Mandatory Requirement).</b></p> <p><b>All bidders are required to upload the Tender Purchase Receipt or Tender Fees Pay order along with the bid documents on the EPADS (SPPRA Portal).</b></p> <p><b>Important Note:</b></p> <ul style="list-style-type: none"> <li>• <b>Pay Orders will not be accepted on the day of bid opening.</b></li> <li>• <b>Only the uploaded Tender Purchase Receipt or Pay Order will be considered valid for the qualification of the bid.</b></li> <li>• <b>Failure to upload the Tender Purchase Receipt / Pay Order shall result in rejection of the bid without further consideration.</b></li> </ul> <p><b>Tender purchases made as per notice inviting tender (NIT).</b></p>		
08.	Scanned Copy of the Bid Security Pay order should be attached with technical E-Bid document and original pay order submit in Planning & Procurement Department SIAG as outlined in the NIT.		

**Note: The bids not responsive to the above MANDATORY ELIGIBILITY CRITERIA shall not be eligible for further Technical Evaluation. All documentary evidence must be submitted along with the bids; no document will be acceptable after bid submission.**

I / We completely agree to above mentioned terms & conditions:

Name of Contractor\_\_\_\_\_

Signature\_\_\_\_\_

CNIC NO\_\_\_\_\_(Copy must be attached)

Full Address\_\_\_\_\_

Rubber Stamp\_\_\_\_\_

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**SCOPE OF WORK / SCHEDULE OF  
REQUIREMENTS / BILL OF  
QUANTITY**

**PROVISION OF TRANSPORT  
SERVICES FOR PICK AND  
DROP FACILITY FOR SIAG  
STAFF**

**SCHEDULE OF REQUIREMENTS**

Institute require transportation services for its Command & Control Staff that work morning shift. Details of the requirement are as below:

**Four cars are required for the four routes mentioned.**

**Days & Timings:**

04 Routes (Morning shift per route per day)

Six days a week

**Morning 07:45am to 05:15pm**

**Vehicle:**

Suzuki Bolan, Suzuki Every or Toyota Hijet or any other equivalent vehicle.

**Model:**

Year 2022 or newer.

**Routes:**

**Route A: (Existing Total Staff in Route = 05)**

Landhi → Korangi Allahwala → Mehmoodabad → Punjab Chowrangi → Sultanabad

**Maximum Kilometers morning shifts Up and Down: Approx. 72**

**Route B: (Existing Total Staff in Route = 05)**

Baldia (3, 9 No 4C & 4A) → Naval Colony → Civil Lines

**Maximum Kilometers morning shifts Up and Down: Approx. 52**

**Route C: (Existing Total Staff in Route = 06)**

Mosmiyat → Gulshan e Iqbal → Liaquatabad → Raja Mission → Borapir

**Maximum Kilometers morning shifts Up and Down: Approx. 70**

**Route D: (Existing Total Staff in Route = 06)**

Surjani 4K Lyari Gate → New Karachi → Orangi Town Chusti Nagar → Metroville

**Maximum Kilometers morning shifts Up and Down: Approx. 65**

**SUPPORT**

- Service Provider should have backup support of driver / vehicle in case the regular Vehicle/Driver is not available.
- In case of interruption in services, penalty shall be charged at 10% of monthly price per day.
- Cushion time will be ten minutes for all vehicle. If any vehicle comes late more than ten minutes to the destination, Rs.300 will be deducted for each van per late.
- Fuel filling will not be allowed with staff.
- Institute has the right to change any route as per need (within approved kilometers)
- Only approved drivers are allowed for pick and drop no other person shall be allowed to pick or drop the shift if necessary prior information should be given to the Institute authorized person.
- Drivers are not allowed to change the approved route without prior approval of the Institute authorized person.
- Service Provider will be responsible to change the vehicle or driver within one week of escalation of any issue if the Institute observed any sort of discrepancies related to that.
- Service Provider is responsible to arrange backup vehicle in case of any issue within half an hour, if not arranged in mentioned time staff have the right to call cab service which will be reimbursed by the Service Provider.
- All communication regarding complaints will be done between the Institute authorized person and the Service Provider.

**SAFETY**

Driver should be well aware of all the rules and regulations about driving the vehicle and ensure that all the passengers will be safely reached to their destination. Any action will be done against safety rules by the driver it will be responsible for it.

- Taxes of Vehicles should be paid on the regular basis
- Drivers should hold Valid Driving License
- Vehicle fitness certificate
- Insurance of Vehicle
- Safety of Passengers / Ensure safe driving
- All accidents shall be promptly reported to all concerned i.e. Institute Admin Manager or his representative.
- Institute will not be responsible to deal / involve with Police, Law in Forcing, Government Agencies / Arbitrator in case of any traffic rule violation / road traffic accident caused by the driver or vehicle.



## FINANCIAL PROPOSAL FILLED BY THE BIDDER

OPTIONS	S.NO	ROUTES	RATE / SHIFT / MONTH IN PKR	TAX	RATE / SHIFT / MONTH (INCLUSIVE OF TAX) IN PKR
A	1	ROUTE A			
	2	ROUTE B			
	3	ROUTE C			
	4	ROUTE D			

**Note: Contract will be awarded on advantageous option for SIAG, Karachi either of option "A"**

Total Amount (incl. tax) in words (Rupees) \_\_\_\_\_

- The above mentioned rates/prices should be inclusive of all applicable taxes (WHT/SRB/GST)/duties/delivery charges etc.
- Above prices should be inclusive of all requirements mentioned.
- SIAG, Karachi payment terms are 45 days' credit after submission of correct invoice.
- Validity of Offer/Proposal: 90 days from effective date of bid opening.
- Rates/Prices should be valid till 30 June 2026 or Extendable for further three years on a yearly performance basis, after the approval from Competent Authority
- The above rates/prices should be inclusive of all applicable taxes/duties/delivery charges etc.
- Performance security will be returned to the successful bidder after the completion of the supply.

I / We completely agree to above mentioned terms & conditions:

Name of Contractor \_\_\_\_\_

Signature \_\_\_\_\_

CNIC NO \_\_\_\_\_ (Copy must be attached)

Full Address \_\_\_\_\_

Rubber-stamp \_\_\_\_\_

## BID LETTER FORM

From:  
(Registered name and address of the bidder)

To:  
Executive Director,  
Sindh Institute of Advanced Endoscopy & Gastroenterology (SIAG),  
Karachi – 74200

Dear Sir / Madam,

Having examined the bidding document and amendment thereon we the undersigned, offer to provide services to the works including in conformity with the terms and conditions of the bidding document and amendments there on, for the following project in response to your tender call dated\_\_\_\_\_

**Tender Title:** \_\_\_\_\_

We undertake to provide services / execute the above project or it part assigned to us in conformity with the said bidding documents for an estimated sum of Rs.

\_\_\_\_\_ (Rupees \_\_\_\_\_)  
(total bid amount in words and figures) which may vary in accordance with the schedule of prices attached herewith and coverage options made by SIAG or its user organization.

**If our bid is accepted, we undertake to;**

- 1) Provide services/execute the work according to the time schedule specified in the bid document,
- 2) Obtain the performance guarantee of bank in accordance with bid requirements for the due performance of the contract, and
- 3) Agree to abide by the bid conditions, including pre-bid meeting minutes if any, which remain binding upon us during the entire bid validity period and bid may be accepted any time before the expiration of that period.
- 4) We understand that you are not bound to accept the lowest or any bid you may receive, nor to give any reason for the rejection of any bid and that you will not defray any expenses incurred by us in bidding.

Place:  
Date:

Bidder's signature  
and seal.

## CONTRACT AGREEMENT

### Tender Title

This Contract Agreement (hereinafter called the Agreement) made on \_\_\_\_ day of \_\_\_\_\_ Year.

### BETWEEN

M/s. \_\_\_\_\_

A Contractor, having its office at **Bidder's address** (Hereinafter mentioned as **Contractor**), which expression shall be deemed to mean and include its successors-in-interest and permitted assigns;

### AND

**SINDH INSTITUTE OF ADVANCED ENDOSCOPY & GASTROENTEROLOGY (SIAG), KARACHI** A department under Government of Sindh, having its office at SIAG, Chand Bibi Road, Karachi Sindh, Pakistan hereinafter mentioned as **“the Client”**, which expression shall be deemed to mean and include its successors-in-interest and permitted assigns;

WHEREAS the Contractor has agreed to render certain services i.e. **“Tender Title”** to SAIG Karachi and has necessarily know how and staff in the respect.

### AND

WHEREAS the Client is desirous of availing the services offered by the contractor for **“Tender Title”** for its premises at the cost of **Rs. \_\_\_\_\_/-** (The contract amount) as per below mentioned BOQ.

Brief particulars of the services which shall be supplied / provided by the Supplier are as under:

Item. #	DESCRIPTION	Unit Quantity	Unit	Quoted Rate

1. Bidding Documents all terms & conditions
2. Instructions to bidders
3. Bidding Data Sheets
4. Supply Schedule

Now this agreement witnesseth as follows:

1. In this agreement words and expression shall have the same meanings as are respectively assigned to them in the Terms & Conditions of Tender Enquiry referred to.

2. The Following documents after incorporating addenda, if any except these parts relating to Instruction to bidders, shall be deemed to form and be read and constructed as part of this Agreement, viz:
  - a. Purchase order(s)/ Letter of Acceptance where applicable.
  - b. The completed Form of Bid along with Schedules to Bid.
  - c. Condition of Contract & Contract Data
  - d. The priced Schedules of prices
  - e. The specifications
3. In consideration of the payments to be made by the Purchaser to the Supplier as hereinafter mentioned, the Supplier hereby covenants with the Purchaser to execute and complete the Works and remedy defects therein in conformity and in all respects within the provisions of the Contract.
4. The Purchaser hereby covenants to pay the Supplier, in consideration of the execution and completion of the Works as per provisions of the Contract, the Contract Price or such other sum as may become payable under the provisions of the Contract at the times and in the manner prescribed by the Contract.
5. The Contract Price of tender will be Rs: \_\_\_\_\_/Year;
6. That estimated cost of tender is on approximate basis and may vary in case of forced majeure or as per the demand of situation.

IN WITNESS WHEREOF the parties hereto have caused this Contract Agreement in accordance with their respective hands and seals, the day, month and the year first above written.

This contract will be extendible on the same rates till the allocation of new tender.

Signature of the Supplier

Signature of the Purchaser

\_\_\_\_\_  
(Seal)

\_\_\_\_\_  
(Seal)



## FORM OF PERFORMANCE SECURITY (Bank Guarantee)

Guarantee No.: \_\_\_\_\_

Executed on: \_\_\_\_\_

Expiry date: \_\_\_\_\_

[Letter by the Guarantor to the Employer]

Name of Guarantor (Bank) with complete address (Scheduled Bank in Pakistan):

\_\_\_\_\_  
Name of Principal (Contractor, Manufacturer, Supplier or any bidder) with complete address:

\_\_\_\_\_  
Penal Sum of Security (express in words and figures):

\_\_\_\_\_  
Letter of Acceptance No. \_\_\_\_\_ Dated: \_\_\_\_\_

KNOW ALL MEN BY THESE PRESENTS, that in pursuance of the terms of the Bidding Documents and above said Letter of Acceptance (hereinafter called the Documents) and at the request of the said Principal we, the Guarantor above named, are held and firmly bound unto the EXECUTIVE DIRECTOR (ED), SIAG, Karachi (hereinafter called the Employer) in the penal sum of the amount stated above for the payment of which sum well and truly to be made to the said Employer, we bind ourselves, our heirs, executors, administrators and successors, jointly and severally, firmly by these presents.

THE CONDITION OF THIS OBLIGATION IS SUCH that whereas the principal has accepted the Employer's above said Letter of Acceptance for \_\_\_\_\_ (Name of Contract) for the \_\_\_\_\_ (Name of Project).

NOW THEREFORE, if the Principal (Contractor) shall well and truly perform and fulfill all the undertakings, covenants, terms and conditions of the said Documents during the original terms of the said Documents and any extensions thereof that may be granted by the Employer, with or without notice to the Guarantor, which notice is, hereby, waived and shall also well and truly perform and fulfill all the undertakings, covenants terms and conditions of the Contract and of any and all modifications of said Documents that may hereafter be made, notice of which modifications to the Guarantor being hereby waived, then, this obligation to be void; otherwise to remain in full force and virtue till all requirements of Condition of Contract are fulfilled.

Our total liability under this Guarantee is limited to the sum stated above and it is a condition of any liability attaching to us under this Guarantee that the claim for payment in writing shall be received by us within the validity period of this Guarantee, failing which we shall be discharged of our liability, if any, under this Guarantee.

We, \_\_\_\_\_ (the Guarantor), waiving all objections and defenses under the Contract, do hereby irrevocably and independently guarantee to pay to the Employer without delay upon the Employer's first written demand without cavil or arguments and without requiring the Employer to prove or to show grounds or reasons for such demand any sum or sums up to the amount stated above, against the Employer's written declaration that the Principal has refused or failed to perform the obligations under the Contract which payment will be effected by the Guarantor to Employer's designated Bank & Account Number.

PROVIDED ALSO THAT the Employer shall be the sole and final judge for deciding whether the principal (Contractor) has duly performed his obligations under the Contractor has defaulted in fulfilling said obligations and the Guarantor shall pay without objection any sum or sums up to the amount stated above upon first written demand from the Employer forthwith and without any reference to the principal or any other person.

IN WITNESS WHEREOF, the above-bounden Guarantor has executed this Instrument under its seal on the date indicated above, the name and corporate seal of the Guarantor being hereto affixed and these presents duly signed by its undersigned representative, pursuant to authority of its governing body.

Witness:

\_\_\_\_\_  
Guarantor (Bank)

1. \_\_\_\_\_  
(Name, Title, Signature & Seal)

Signature:

\_\_\_\_\_

2. \_\_\_\_\_  
(Name, Title, Signature & Seal)

Name: \_\_\_\_\_

Title: \_\_\_\_\_

# AFFIDAVIT

(On PKR Rs.100/- Stamp Paper)

I/We, the undersigned [Name of the Supplier] hereby solemnly declare and undertake that:

1. We have read the contents of the Bidding Document and have fully understood it.
2. The Bid being submitted by the undersigned complies with the requirements enunciated in the bidding documents.
3. The Goods that we propose to supply under this contract are eligible goods within the meaning of this SBD.
4. The undersigned are also eligible Bidders within the meaning of the Standard Bidding Documents.
5. The undersigned are solvent and competent to undertake the subject contract under the Laws of Pakistan.
6. The undersigned have not paid nor have agreed to pay, any Commissions or Gratuities to any official or agent related to this bid or award or contract.
7. **The undersigned are not blacklisted or facing debarment from any Government, or its organization or project.**
8. That undersigned has not employed any child labor in the organization/unit.
9. We understand that the Selection and Rate Contracting Committee of the Procuring Agency is not bound to accept the lowest or any other bid they may receive.

We affirm that the contents of this affidavit are correct to the best of our knowledge and belief.

Signatures with stamp

Name: \_\_\_\_\_

Designation: \_\_\_\_\_

CNIC No. \_\_\_\_\_

For Messrs. [Name of Supplier]

# UNDERTAKING (QUOTED PRICE) – BIDDING DOCUMENT

(On PKR Rs.100/- Stamp Paper)

[Name of Procuring Agency]  
Tender No.: [Tender Number]  
Project Title: [Project Title]

## 1. Undertaking by the Bidder

As part of the submission for the above-referenced tender, the bidder shall submit an undertaking, in the form of a signed declaration, affirming the following:

## 2. Compliance with Market Price Standards

The bidder hereby confirms and declares that the prices quoted in their bid are, to the best of their knowledge, lower than or equal to the prevailing market rates and/or the existing trade prices for the respective items. The quoted prices include any applicable discounts, rebates, or adjustments.

## 3. Price Verification and Procurement Agency's Rights

In the event that the procuring agency determines that any item price quoted by the bidder is higher than the market price or the price quoted by other bidders, the procuring agency shall have the right, without limitation, to:

- i. **Reject the Bid:** The procuring agency reserves the right to reject the bidder's entire bid or any part of it at any stage of the procurement process, if it is found that the quoted prices are not competitive or violate the price compliance terms.
- ii. **Recover Excess Payment:** If the procuring agency has already processed any payments based on the higher quoted price, the bidder agrees that the agency may recover the excess amount from the bidder's bid amount or performance security.
- iii. **Other Corrective Actions:** The procuring agency may take any further action it deems necessary as per the applicable laws and regulations governing procurement.

## 4. Waiver of Legal Challenge

The bidder agrees and undertakes that, in the event of rejection of the bid, recovery of excess amounts, or any corrective action taken by the procuring agency, they will not challenge the decision in any court of law or any other legal forum, including administrative, judicial, or quasi-judicial bodies.

## 5. Binding Nature of the Undertaking

This undertaking, once signed by the bidder, is legally binding. The bidder acknowledges that any failure to comply with the terms of the quoted prices or any subsequent rejection of the bid due to non-compliance shall result in the procuring agency taking the necessary corrective actions, including but not limited to the recovery of amounts or rejection of the bid, without any liability on the part of the procuring agency.

## 6. Submission of the Undertaking

The bidder shall submit this undertaking duly signed and stamped as part of the bid submission. Failure to submit this undertaking will result in the disqualification of the bidder's bid.

For [Name of Supplier]

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Designation: \_\_\_\_\_



# INTEGRITY PACT

## DECLARATION OF FEES, COMMISSION AND BROKERAGE ETC PAYABLE BY THE SUPPLIERS/CONTRACTORS/CONSULTANTS

Contract Number: NO.  
Contract Value: Rs.  
Contract Title:

Dated:

M/s. \_\_\_\_\_ 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, M/s. \_\_\_\_\_ 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, SIAG Karachi (PA), except that which has been expressly declared pursuant hereto.

M/s. \_\_\_\_\_ certifies 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.

M/s. \_\_\_\_\_ 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 right 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, M/s. \_\_\_\_\_ 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 times the sum of any commission, gratification, bribe, finder's fee or kickback given by M/s. \_\_\_\_\_ 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.

\_\_\_\_\_  
M/s. \_\_\_\_\_

\_\_\_\_\_  
Executive Director / DDO

## COMPLIANCE CERTIFICATE

### DECLARATION FOR ACCEPTANCE OF TENDER TERMS AND CONDITIONS

(On PKR Rs.100/- Stamp Paper)

[Name of Procuring Agency]  
Tender No.: [Tender Number]  
Project Title: [Project Title]

Dear Sir,

I/We, the undersigned, having carefully read and fully understood the **Terms and Conditions** as outlined in the Tender documents for the aforementioned tender hereby declare and confirm the following:

1. **Acceptance of Tender Terms**

I/We confirm that my/our Institute is in full agreement with all of the terms and conditions specified in the tender document. I/We undertake to abide by these terms and conditions throughout the tender process and, if awarded the contract, during the execution of the contract.

2. **Authorized Signatory**

I/We further confirm that I am a duly authorized signatory of [Name of Institute/Firm] and possess the necessary authority to make this declaration and enter into the contract on behalf of the Institute.

This declaration is made in good faith and as a pre-requisite for the submission of the bid for the tender reference mentioned above.

Yours faithfully,

Authorized Signature [In full and initials]: \_\_\_\_\_

Name and Title of Authorized Signatory: \_\_\_\_\_

Name of Bidder: \_\_\_\_\_

Stamp/Seal: \_\_\_\_\_