



Tender Fee – Rs. 2,000/=

BIDDING DOCUMENTS

**GOVERNMENT OF SINDH
SINDH INFECTIOUS DISEASES HOSPITAL & RESEARCH
CENTER AT NIPA, KARACHI**

Ref. No:- PD(W&S)/SIDH/(LABTEST-01)/2022-23

SINGLE STAGE- TWO ENVELOPE

TENDER TITLE:

**HIRING OF SERVICES FOR INVESTIGATION OF STRENGTH
EVALUATION OF EXISTING RCC SLAB BY FULL SCALE
LOAD TEST AS PER CODE (ACI-318-5),
OF PARKING BUILDING, 3RD FLOOR ROOF, AT SINDH
INFECTIOUS DISEASES HOSPITAL & RESEARCH CENTER,
GULSHAN E IQBAL, NIPA, KARACHI.**

**OFFICE OF THE DIRECTOR WORKS & SERVICES
DOW UNIVERSITY OF HEALTH SCIENCES, KARACHI.
SINDH INFECTIONS DISEASES HOSPITAL & RESEARCH CENTER
KARACHI.**



OFFICE OF THE DIRECTOR WORKS & SERVICES
DOW UNIVERSITY OF HEALTH SCIENCES, KARACHI.
SINDH INFECTIONS DISEASES HOSPITAL &
RESEARCH CENTER KARACHI.

ST-8, Block No. 10, Gulshan-e-Iqbal, Karachi. Direct No. 92-21- 99222568

Website: www.duhs.edu.pk E-mail: rahim.khan@duhs.edu.pk

No. PD(W&S)/SIDH/(LABTEST-01)/2022-23

Dated: August 3, 2022

NOTICE INVITING TENDER

Sealed tenders from interested Engineering Firms having registration with Federal Board of Revenue (FBR), Income Tax Department, Sindh Revenue Service Board (SRB) and Pakistan Engineering Council (PEC) in Category C3/E or above having relevant experience.

S. No:	NAME OF WORK	METHOD OF PROCUREMENT	COMPLETION PERIOD
1.	HIRING OF SERVICES FOR INVESTIGATION OF STRENGTH EVALUATION OF EXISTING RCC SLAB BY FULL SCALE LOAD TEST AS PER CODE (ACI-318-5), OF PARKING BUILDING, 3RD FLOOR ROOF, AT SINDH INFECTIONOUS DISEASES HOSPITAL & RESEARCH CENTER, GULSHAN E IQBAL, NIPA, KARACHI	SINGLE STAGE- TWO ENVELOPE	15 Days

Tender Fee	Rs. 2,000/- (<i>Rupees Two Thousand Only</i>) Non-Refundable in shape of Pay Order / Demand Draft in favor of Dow University of Health Sciences, Karachi.
Bid Security	5% of the total bid value.
Purchasing Date & Time	05-08-2022 to 23-08-2022 (11 a.m to 02 p.m)
Bids Delivery & Opening Date & Time	24-08-2022 at 11:00 a.m & 11:30 a.m.

Detailed Specification are mentioned in the prescribed tender documents alongwith terms and conditions. Bidding documents can be obtained from the Office of the Medical Superintendent, Sindh Infectious Diseases Hospital & Research Center, ST-8, Block No. 10, Gulshan-e-Iqbal, Karachi and download from SPPRA website or Dow University of Health Sciences, website. Conditional Bids, Telegraphic Bids, Bids not accompanied by Bid Security of required amount and form, bids received after specific date and time and bids of Black Listed firms will be rejected.

In case of any unforeseen situation or government holiday resulting in closure of office on the date of opening, bids shall be submitted / opened on next working day at the given time.

The Sindh Infectious Diseases Hospital & Research Center reserves the right to reject any or all the bids subject to the relevant provisions of SPP Rules 2010 (Amended upto date).

DIRECTOR
Works & Services Department,
Dow University of Health Sciences, Karachi
Sindh Infectious Diseases Hospital & Research
Center, Karachi

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INFORMATION FOR CONSULTANTS

1. INTRODUCTION

- 1.1 Experienced and well reputed Firms / Consultants / Constructors having vast experience of field and laboratory testing of existing Reinforced concrete structures are hereby invited to submit a technical proposal and a financial proposal for consultancy services required by Dow University Hospital of Health & Sciences (“the Client”) for carrying out structural testing at existing Sindh Infectious Diseases Hospital & Research Centre.
- 1.2 A brief description of the Assignment and its objectives are given in the Data Sheet. Details are provided in the attached TOR.
- 1.3 To obtain first-hand information on the Assignment and on the local conditions you are encouraged to pay a visit to the Client before submitting a proposal and attend a pre-proposal conference if held or as specified in the Data Sheet. Your representative shall meet the officials named in the Data Sheet. Please ensure that these officials are advised of the visit in advance to allow adequate time for them to make appropriate arrangements. You must fully inform yourself of local conditions and take them into account in preparing your proposal.
- 1.4 Please note that:
- ✓ The cost of preparing the Proposal and of negotiating the contract, including a visit to the Client, are not reimbursable
 - ✓ The Client is not bound to accept any of the proposals submitted.
- 1.5 An invitation to submit proposals for **“HIRING OF SERVICES FOR INVESTIGATION OF STRENGTH EVALUATION OF EXISTING RCC SLAB BY FULL SCALE LOAD TEST AS PER CODE (ACI-318-5), OF PARKING BUILDING, 3RD FLOOR ROOF, AT SINDH INFECTIOUS DISEASES HOSPITAL & RESEARCH CENTER, GULSHAN E IQBAL, NIPA, KARACHI”**, has been uploaded at the Client & SPPRA websites.
- 1.6 We wish to remind you that in order to avoid conflicts of interest:
- ✓ Any firm providing goods, works, or services with which you are affiliated or associated is not eligible to participate in bidding for any goods, works, or services resulting from or associated with the Project of which this Assignment forms a part; and
 - ✓ Any previous or ongoing participation in relation with the Project by your firm, its professional staff, its affiliates or associates under a contract may result in rejection of your proposal. You should clarify your situation in that respect with the Client before preparing the proposal.
 - ✓ A Consultant or any of its Consortium member (including its personnel and

sub-consultant) shall not before or after award of this agreement participate in the proposal of another Consultant or any of its Consortium member which has submitted a proposal for this agreement).

2. DOCUMENT

- 2.1 To prepare a proposal, use the attached Forms/ Documents listed in the Data Sheet / given in this Request for Proposal.
- 2.2 Consultants requiring a clarification of the Documents must notify the Client, in writing, not later than Ten (10) days before the proposal submission date. Any request for clarification in writing, or by fax, e-mail shall be sent to the Client's address indicated in the Data Sheet. The Client shall respond in writing or by fax, e-mail to such requests and copies of the response shall be sent to all invited Consultants.
- 2.3 At any time before the submission of proposals the Client may for any reason, whether at its own initiative or in response to a clarification requested by an invited consulting firm, modify the Documents by amendment. The amendment shall be sent in writing or by fax; e-mail to all invited consulting firms and will be binding on them. The Client may at its discretion extend the deadline for the submission of proposals.

3. PREPARATION OF PROPOSAL

- 3.1 Consultant has to submit a Technical and a Financial Proposals. The proposals shall be written in English language.

Technical Proposal

- i. In preparing the technical proposal Consultant examine all terms and instructions included in the Documents. Failure to provide all requested information shall be at Consultant's own risk and may result in rejection of the proposal.
 - ii. During Preparation of the Technical Proposal the Consultant must give particular attention to the following:
 - iii. If Consultants consider that the firm does not have all the expertise for the Assignment, the same may obtain a full range of expertise by associating with other firms or entities. The services of expatriate experts may also be utilized but only to the extent for which the requisite expertise is not available with any Pakistani Firm. Consultants may not associate with the other firms invited for this Assignment unless specified in the data sheet.
- ✓ Sub-contracting part of the assignment to other Consultants if considered desirable; the same Sub-consultant may not be included in more than one proposal.
 - ✓ The estimated number of key professional staff-months required for the Assignment may be determined and accordingly proposal should be based on it.

- ✓ The key professional staff proposed shall be permanent employees who are employed with the Consultant at least six months prior to submission to the proposal.
- ✓ Proposed staff should have experience preferably under conditions similar to those prevailing in the area of the Assignment.
- ✓ Study reports must be in the English Language. Working knowledge of the national language by the firm's personnel is recommended. The knowledge of the regional language where the Assignment is located will be considered additional qualification.

The technical proposal shall provide the following and any additional information using the attached Standard Forms attached in this document.

Form-1 A brief description of the Consultant's organization, an outline of recent experience of the similar nature assignments and a list of Projects presently being undertaken by the Firm

Form-2 Consultants' understanding about the objectives of the Project, their approach towards the assignment, a description of methodology, that Consultants propose to perform on the activities and completion of the assignment.

Form-3 Any, comments, suggestions on the TOR.

Form-4 A work plan illustrated with a bar chart of activities and graphics of the critical path method (CPM) or Project Evaluation Review Techniques (PERT) type.

Form-5 A schedule for compilation and submission of various types reports.

Form-6 Litigation history

The technical proposal shall not include any financial information. The Consultant's comments, if any, on the data, services and facilities to be provided by the Client and indicated in the TOR shall be included in the technical proposal.

Financial Proposal

- i. The financial proposal should list the lump sum costs inclusive of all prevailing relevant taxes etc. associated with the Assignment. These normally cover remuneration for staff in the field and at headquarters, per diem, housing, transportation for mobilization and demobilization, services and equipment (vehicles, office equipment furniture and supplies), printing of documents, surveys and investigations. The financial proposal should be prepared using the formats as provided in this document.
- ii. Financial Proposals shall be provided in separate sealed envelopes and shall be opened after evaluation of Technical Proposal. Only the Consultants / Firms passing the Technical qualification shall be eligible for opening of Financial Proposals.
The Financial Proposals of the Consultants / Firms not passing the Technical qualification shall be returned unopened.
- iii. The financial proposal shall also take into account the professional liability as provided under the relevant PEC Bye-Laws and cost of insurances.

4. SUBMISSION OF PROPOSAL

- 4.1 Single Stage Two Envelope bidding Procedure is adopted. Consultants shall submit one original technical proposal and one original financial proposal and the number of hard and one soft copies of each indicated in the Data Sheet. Each proposal shall be in a separate envelope indicating original or copy, as appropriate. The technical proposal shall be placed in a sealed envelope clearly marked "Technical Proposal" and the financial proposal in the sealed envelope clearly marked "Financial Proposal". These separate two envelopes, in turn, shall be sealed in an outer envelope bearing the address and information indicated in the Data Sheet. The envelope shall be clearly marked, **"DO NOT OPEN, EXCEPT IN PRESENCE OF THE EVALUATION COMMITTEE."**
- 4.2 In the event of any discrepancy between the original and the copies of the proposal, the original shall govern. The original and each copy of the technical and financial proposals shall be prepared in indelible ink and shall be signed by the authorized Consultant's representative. The representative's authorization shall be confirmed by a written power of attorney accompanying the proposals. All pages of the technical and financial proposals shall be initialed by the person or persons signing the proposal and to be page numbered.
- 4.3 The proposal shall contain no interlineations or overwriting except as necessary to correct errors made by the Consultants themselves. Any such corrections shall be initialed by the person or persons signing the proposal.
- 4.4 The completed technical and financial proposals shall be submitted on or before the time and date stated in the Data Sheet.

- 4.5 The proposals shall be valid for the number of days stated in the Data Sheet from the date of its submission. During this period, the professional staff proposed for the assignment shall keep available. The Client shall make its best effort to complete the procedure at the location stated in the Data Sheet within this period.

5. PROPOSAL EVALUATION

General

- 5.1 From the time the bids are opened to the time the contract is awarded, if any consultant wishes to contact the Client on any matter related to its proposal, it should do so in writing at the address indicated in the Data Sheet. Any effort by the firm to influence the Client in the Client's proposal evaluation, proposal comparison or contract award decisions may result in the rejection of the consultant's proposal.
- 5.2 Evaluators of Technical Proposals shall have no access to the Financial Proposals until the technical evaluation is concluded.
- 5.3 The method of selection shall be least cost - based selection as **per HIRING OF SERVICES FOR INVESTIGATION OF STRENGTH EVALUATION OF EXISTING RCC SLAB BY FULL SCALE LOAD TEST AS PER CODE (ACI-318-5), Procurement of Consultancy Services Regulations of SPPRA, 2010 (Amended upto date)**. Technical evaluation shall be based on the Technical Evaluation criteria specified herein.

Detailed Evaluation:

Details of the evaluation criteria are described hereunder:

After the initial screening of all applicants, a detailed evaluation of the consultants shall be undertaken using the following criteria based on the scoring system as follows:

Category	Points	
	Maximum	Minimum Acceptable
A. Experience	40	50% each category A to C
B. Equipment Capabilities	30	
C. Methodology	30	

To qualify, applicants must receive not less than the specified minimum acceptable points for each category and overall aggregate **70 points.**

General Experience

40 Points

1	General Experience of conducting Contracts of testing of existing Pre-stressed / Reinforced concrete structures of cost of at least Rs 1.0 Million.	Max Marks
	More than 03 Projects	40 Points
	02 - 03 Projects	30 Points
	01 Project	20 Points

Equipment Capabilities**30 Points**

The Consultant / Firm should own, or have assured access to the necessary equipment's that includes the load test (Chapter 20 pf ACI-318-5).

List to be provided by the firm as per their working methodology.

	Equipment Availability	Max Marks
	Having own laboratory / equipment Owned by the Consultant / firm and not deployed at other project	30 Points
	Rented / leased (availability of rent agreement)	20 Points
	To be arranged	15 Points

Methodology**30 Points**

	Approach on Methodology & work plan	Max Marks
	Detailed and Project Specific	30 Points
	Substantially detailed	20 Points
	Sketchy and cursory	15 Points

1. GUIDELINES FOR EVALUATION OF PROPOSAL

- 6.1 On receipt of the proposals, client will appoint a suitably qualified committee to evaluate the technical proposals of all the contestants. The committee will evaluate each technical proposal as regards the qualification criteria mentioned above, understanding of project needs, methodology, work plan, time schedule, experience and qualifications of personnel to be assigned, present work load and other pertinent aspects in relation to the services required of the consulting engineer.
- 6.2 The client will then open the financial proposals of all the technically qualified firms in the presence of those who care to be present and will publicly announce the prices and terms of all proposals.
- 6.3 Thereafter, financial proposals of the consulting engineers will be evaluated on lowest evaluated cost. Any conditions or reservations or stipulation, which directly or indirectly effects the consulting services cost, will be financially evaluated and cost added to bring the proposal at par.

2. AWARD OF CONTRACT

- 7.1 The firm achieving the who passes the qualification criteria and whose Technical Proposal is accepted and offers lowest cost will be awarded the Contract.
- 7.2 The firm is expected to commence the assignment on the date and at the location specified in the Data Sheet.

3. CONFIDENTIALITY

- 8.1 From the time of proposals are opened to the time the contract awarded the consultants should not contact the Client on any matter related to its technical and / or financial proposal. Information relating to the evaluation of proposal and award recommendations shall not be disclosed to the consultants who submitted the proposal or any other party not officially concerned with the process, until the publication of the contract award information.
- 8.2 Any attempt by short listed consultants or anyone on behalf of the consultant to pursue to Client in future in evaluation of the proposal or contract award decision may result in the rejection of its proposal & may be subjected to the application of sanctions procedures.
- 8.3 Not with standing, the above, provisions from the time of proposals opening to the time of contract award publication, it a consultant wishes to contract the Client or any matter related to the selection process, it should do so only in writing.

4. DEADLINE FOR SUBMISSION OF BIDS

- 9.1 Bids must be received by the Client at the address specified in Bid Data Sheet not later than the time and date stipulated in the Bid Data Sheet.
- 9.2 Bids submitted through telegraph, telex, fax or mail or by any means other than those specified hereinabove shall not be considered.
- 9.3 The Client may, at his discretion, extend the deadline for submission of bids by issuing an addendum, in which case all rights and obligations of the Client and the bidders previously subject to the original deadline will thereafter be subject to the deadline as extended.

5. LATE BIDS

- 10.1 Any bid received by the Client after the deadline for submission of bids described hereunder will be returned unopened to such bidder.
- 10.2 Delays of person in transit, or delivery of a bid to the wrong office shall not be accepted as an excuse for failure to deliver a bid at the proper place and time.

6. ONE BID PER BIDDER

- 11.1 Each bidder shall submit only one bid either by himself, or as a partner in a joint venture (JV). A bidder who submits or participates in more than one bid will be disqualified and bids submitted by him shall not be considered for evaluation and award.

BIDDING DATA SHEET

The following specific data for the works to be tendered shall complement, amend, or supplement the provisions in the Instructions to Bidders. Wherever there is a conflict, the provisions herein shall prevail over those in the Instructions to Bidders.

Instructions to Bidders

Clause Reference

- 1.1.1 Name and address of the procuring agency:
DIRECTOR (WORKS & SERVICES) DOW UNIVERSITY OF HEALTH SCIENCES, SINDH INFECTIONS DISEASES HOSPITAL & RESEARCH CENTER, KARACHI.
- 1.2 Name of the Project and Summary of the works:
“HIRING OF SERVICES FOR INVESTIGATION OF STRENGTH EVALUATION OF EXISTING RCC SLAB BY FULL SCALE LOAD TEST AS PER CODE (ACI-318-5), OF PARKING BUILDING, 3RD FLOOR ROOF, AT SINDH INFECTIOUS DISEASES HOSPITAL & RESEARCH CENTER, GULSHAN E IQBAL, NIPA, KARACHI.”

Mandatory Requirements:

1. Engineering firms / Contractors shall be registered with FBR and SBR and shall be on Active Tax payers list.
2. The Engineering firms / Contractors must be registered with the Pakistan Engineering Council (PEC) and submit duly valid certificate from PEC, valid upto Date, having relevant experience.
3. The Engineering firms / Contractors must be registered with the Pakistan Engineering Council and submit duly valid certificate from PEC, valid up to date in Category C-3/E or above having relevant experience.
4. Engineering firms / Contractors Black-listed by Federal Govt. or Provincial Govt. or Local Govt. or Autonomous / Semi-Autonomous bodies controlled by Federal Govt. or Local Authorities or under SPPRA Rules, cannot participate in the bidding.
5. Bids of Consultants / Firms having consistent litigation history (with more than 30% of cases against) shall not be considered.

Note: The Consultant / Constructors / firms not meeting the above mandatory requirements shall not be considered in detailed evaluation.

32.3 Stamp duty

0.35% will be paid by successful bidder as stamp duty.

DATA SHEET

Information For Consultant Clause No	Data Sheet
1.1	<p>The name of the Assignment is</p> <p><i>“HIRING OF SERVICES FOR INVESTIGATION OF STRENGTH EVALUATION OF EXISTING RCC SLAB BY FULL SCALE LOAD TEST AS PER CODE (ACI-318-5), OF PARKING BUILDING, 3RD FLOOR ROOF”.</i></p>
1.1.2	<p>The name of the Client is <i>DOW UNIVERSITY OF HEALTH SCIENCES.</i></p>
1.2	<p>The description and objective is to conduct on field and laboratory testing of existing Pre-stressed / Reinforced concrete structures. the load test (Chapter 20 pf ACI-318-5)</p>
1.5.1	<p>Pre-proposal Conference:</p> <p>If requested, within 10 days after publication of advertisement.</p>

1.5.2	The name(s) and address (es) of the Official(s) is (are):- Office of the Director Works & Services, Dow University of Health Sciences, Gulshan-e-Iqbal NIPA, Karachi.
2.1	The Documents are: - TOR, Draft Form of Contract, Sample formats Appendices, and those pertaining to assignment on request and signing of Contract.
2.2	The address for seeking clarification is: DIRECTORATE (W&S), Dow University of Health Sciences, Gulshan-e-Iqbal NIPA, Karachi Phone : 0334-2273427 Email : rahim.khan@duhs.edu.pk
3.3	A short-listed firm may associate with another short-listed firm: Not applicable The same Sub-consultant may participate in several proposals: No
3.6	The Financial Proposal shall include all prevailing relevant taxes including Levies by the Federal Board of Revenue (FBR), Sind Revenue Board (SRB) and Board of Revenue, Sindh
3.8	Payment shall be Lump sum in Local Currency (Pakistan Rupees).
4.1	The number of copies of the Proposals (Technical and Financial) required is one original and one copy (Total Two copies of each)
4.2	The date and time of proposal submission are: As per Advertisement
4.3	The address for submission of proposals is: DIRECTORATE (W&S), Dow University of Health Sciences, Gulshan-e-Iqbal NIPA, Karachi
4.5	Validity period of the proposal is Proposal shall remain valid for at least (<u>90 days</u>) or as extended as per SPPRA rules.
	Deadline for submission of bids: As notified in “Invitation to Bids” Venue, Time and Date of Bid opening: As notified in “Invitation to Bids”

STANDARD PROPOSAL TECHNICAL FORM

List of Standard Proposal Technical Forms

- Form-1 A brief description of the Consultant's organization, an outline of recent experience of the similar nature assignments and a list of Projects presently being undertaken by the Firm
- Form-2 Consultants' understanding about the objectives of the Project, their approach towards the assignment, a description of methodology, that Consultants propose to perform on the activities and completion of the assignment.
- Form-3 Any, comments, suggestions on the TOR.
- Form-4 A work plan illustrated with a bar chart of activities and graphics of the critical path method (CPM) or Project Evaluation Review Techniques (PERT) type.
- Form-5 A schedule for compilation and submission of various types reports.
- Form-6 Litigation history

FIRM'S REFERENCE**Relevant Services Carried Out in the Last Ten Years
Which Best Illustrate Qualifications**

Using in the format below, provide information on each reference assignment for which your firm, either individually as a corporate entity or as one of the major companies within a consortium, was largely contracted.

Assignment Name:		Country:
Location within Country:		Professional Staff Provided by Applicant Firm:
Name of Client:		No of Staff:
Address:		No of Staff Months:
Start Date (Month/Year):	Completion Date (Month/Year):	Approx. Value of Services (in Current USD/Rs.)
Name of Associated Firm (s), if any:		No. of Months of Professional Staff Provided by Associated Firm(s)

Major Project(s) Undertaken	In hand Project	Project Name	Location

Consultants' Name: _____

**APPROACH PAPER ON METHODOLOGY PROPOSED
FOR PERFORMING THE ASSIGNMENT**

COMMENTS/SUGGESTIONS OF CONSULTANT

On the Terms of Reference (TOR):

1.

2.

3.

4.

5.

6.

Etc.

On the data, services and facilities to be provided by the Client indicated in the TOR:-

1.

2.

3.

4.

5.

Etc.

WORK PLAN/ACTIVITY SCHEDULE

Items of Work/Activities	Daily Program from date of assignment (in the form of a Bar Chart)															
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16

Completion and Submission of Reports

Reports	Date
1. Inception Report	
2. Draft Report	
3. Final Report after incorporating comments	

Signature _____
 (Authorized Representative)

Full Name _____
 Designation _____
 Address _____

Pages Litigation/ Arbitration History

Name of Applicant/ Firm: _____

Year	Award for or against Applicant	Name of Client, cause of litigation/ arbitration, and matter in dispute	Disputed amount (current value Pak Rs. or equivalent)

Authorized Signature and official Seal: _____

TERMS OF REFERENCE

1. SPECIFIC INSTRUCTIONS

- a) Test conducting agencies/ firms/ contractors having relevant experience of testing as listed above are invited to submit technical and financial bid.
- b) Test conducting agencies/ firms/ contractors should have qualified and skilled staff with relevant experience.
- c) Test conducting agencies/ firms/ contractors should also be capable of carrying out the required field tests during the monsoon season.
- d) Test conducting agencies/ firms/ contractors may visit and examine the site of works and its surroundings and obtain all information that may be necessary for preparing the bid at their own expense and responsibility.
- e) All pre-requisites / arrangements necessary for performing the required job including tools, helpers, access ladders, stools, cleaning, working platforms both fixed and moveable / scaffolding shall be the responsibility of the test conducting agencies/ firms/ contractors. Any type of surface preparation / chipping of extra or loose plaster, if required for any test, shall also be the responsibility of the test conducting agency/firm/contractor.
- f) All necessary arrangements shall be made by the Test conducting agencies/ firms/ contractors for cleaning of site / removal of debris etc. for easy and clean access to the structural elements to be tested or from where sample to be taken/extracted.
- g) Access to site, transportation, any emergency medical support/ first aid, arrangement of food items including drinking water, lunch, supper etc. shall be arranged by the testing agency/firm/contractor for their staff/workers at their own expense.

- h) Test conducting agencies/ firms/ contractors shall carryout testing so as notto damage any part of the structure.
- i) Test conducting agencies/ firms/ contractors shall be fully responsible for any mishaps/ accidents during the work.
- j) The firms may contact the resource person at address given below to obtain further information, if required.

DIRECTORATE (W&S)

DOW UNIVERSITY OF HEALTH SCIENCES,

GULSHAN-E-IQBAL NIPA,

KARACHI,

Tel: 0334-2273427

- k) The successful firm/test conducting agency shall start work after receiving the award of work from DOW UNIVERSITY OF HEALTH SCIENCES as soon as possible and will submit the draft report within ten (10) days after award of work.
- l) The firm/test conducting agency/contractor will be expected to complete the works by submitting Final Report within (15) days after approval of DOW UNIVERSITY OF HEALTH SCIENCES on Draft Report.
- m) Test conducting agencies/ firms/ contractors shall submit a methodology of sampling and testing as per relevant standards for all the specified tests for review and approval of DOW UNIVERSITY OF HEALTH SCIENCES before execution of work.
- n) Test conducting agencies/ firms/ contractors shall submit their Health Safety and Environment policy (HSE) and HSE practices/SOPs to be exercised during execution of work.

- o) All the activity on site and laboratory has to be documented by systematic numbering and organization of all Tests, picture documentations, observations, measurement and calculations according to relevant standards.
- p) No payment shall be made to the Test conducting agencies/ firms/ contractors for any futile/idle/ standby time for any reason.

a) DELIVERABLES

Testing agency shall be required to submit following after successful completion of the job.

- i. The results of test points shall be submitted for each test point for the above stated tests.
- ii. All the activities performed at site and laboratory shall be documented in the form of a Testing Report which shall include but not limited to test dates, photographs & drawings showing locations of sample/ test points for each of the specified tests separately.
- iii. A Draft Report including all of the above shall be submitted for review, comments and approval of DOW UNIVERSITY OF HEALTH SCIENCES.
- iv. Final Report shall be submitted after approval of DOW UNIVERSITY OF HEALTH SCIENCES for Draft Report.

1. TIME FOR COMPLETION:

The whole survey work shall be completed in all respects within a period of Fifteen (15) days from the date of letter of acceptance/ award.

2. PAYMENT:

- a. The quoted bid shall be inclusive of all taxes.
- b. To obtain first-hand information on the Assignment and on the local conditions, you are encouraged to pay a visit to the subject site before submitting a proposal. **You must fully inform yourself of local conditions and take them into account in preparing your proposal.** No financial claim whatsoever, shall be entertained if the work is suffered due to local conditions and law and order situation.
- c. Please note that:
 - i. The cost of preparing the proposal and of negotiating the contract, including a visit to the subject site, are not reimbursable as a direct cost of the Assignment; and
 - ii. DOW UNIVERSITY OF HEALTH SCIENCES is not bound to accept any of the Proposals submitted and reserves the right to annul the selection process at any time prior to Contract award, without thereby incurring any liability to the Applicant/ Firm.
- d. No payment shall be made for incomplete work.

***HIRING OF SERVICES FOR INVESTIGATION OF STRENGTH
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INFECTIOUS DISEASES HOSPITAL & RESEARCH CENTER,
GULSHAN E IQBAL, NIPA, KARACHI***

AGREEMENT

(Month) (Year)

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FORM OF CONTRACT
(Specimen Purpose only)

THIS AGREEMENT made on this _____ day of _____ 2022 between M/s. _____

_____ (Name and Address of the Contractor) (hereinafter referred to as the CONTRACTOR, which expression shall, unless it be repugnant to the context or meaning thereof, be deemed to mean and include its successors and assigns) of the ONE PART and the SINDH INFECTIOUS DISEASE HOSPITAL & RESEARCH CENTER, KARACHI (hereinafter referred to as the SIDH, which expression shall, unless it be repugnant to the context or meaning thereof, be deemed to mean and include its successors and assigns) of the OTHER PART.

WHEREAS the Contractor is a service provider.

AND

WHEREAS the SIDH is procuring agency. The SIDH intends to hire firm for janitorial services, therefore, invited bids through N.I.T No. PD(W&S)/SIDH/(O&M-02)/2022-23 dated ___ - ___ - 2022.

WHEREAS the Contractor (successful bidder) submitted his bid vide in accordance with the bid document and was and negotiation on contract prices, awarded the Contractor on.
BOTH THE PARTIES HERETO agree to abide the terms and conditions as mentioned in:

(Conditions of Contract) of Tender Document.

(Signature of Contractor / Authorized Representative)

Name: _____
Designation: _____
Address: _____
Seal: _____

(Signature of Authorized Officer of the SIDH)

Name: _____
Designation: _____
Address: _____
Seal: _____

WITNESS-1

Name: _____

CNIC #: _____

Address: _____

WITNESS-2

Name: _____

CNIC #: _____

Address: _____

APPENDIX B

TIME SCHEDULE

B-1 Effective Date of Commencement of Services.

The date on which this Agreement shall come into effect is the date when the Agreement is signed by both the parties.

B-2 Time Schedule of Services

The whole survey work shall be completed in all respects within a period of Fifteen (15) days from the date of letter of acceptance/ award.

***HIRING OF SERVICES FOR INVESTIGATION OF STRENGTH
EVALUATION OF EXISTING RCC SLAB BY FULL SCALE LOAD
TEST AS PER CODE (ACI-318-5),
OF PARKING BUILDING, 3RD FLOOR ROOF, AT SINDH
INFECTIOUS DISEASES HOSPITAL & RESEARCH CENTER,
GULSHAN E IQBAL, NIPA, KARACHI***

FINANCIAL PROPOSAL

(Month) (Year)

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FINANCIAL PROPOSAL

1. Financial Proposal Submission Form
2. Preamble to Bill of Quantities
3. Bill of Quantities
4. Detailed Break up of Costs

FINANCIAL PROPOSAL SUBMISSION FORM

Directorate (Work & Services)
Gulshan-e-Iqbal, Nipa,
Karachi, Pakistan.

1. Having examined the Request for Proposal including Addenda Nos. *[insert numbers]*, the receipt of which is hereby duly acknowledged, we, the undersigned, offer to provide the Services for “HIRING OF SERVICES FOR INVESTIGATION OF STRENGTH EVALUATION OF EXISTING RCC SLAB BY FULL SCALE LOAD TEST AS PER CODE (ACI-318-5), OF PARKING BUILDING, 3RD FLOOR ROOF, AT SINDH INFECTIOUS DISEASES HOSPITAL & RESEARCH CENTER, GULSHAN E IQBAL, NIPA, KARACHI”.

at. Pak Rupees _____ (Breakup attached)
(in words _____)

2. We undertake, if our Proposal is accepted, to provide the services in accordance with terms and conditions as specified in the Request for Proposal.
3. We agree to remain committed to this Bid for a period of Ninety (90) days from the date fixed for Bid opening and it shall remain binding upon us and may be accepted at any time before the expiration of that period.
4. Until a formal Contract is prepared and executed, this Proposal, together with your written acceptance thereof and your notification of award shall constitute a binding Contract between us.
5. We understand that Dow University of Health Sciences (DUHS) are not bound to accept the lowest or any Proposal Dow University of Health Sciences (DUHS) may receive.
6. We do hereby declare that the Proposal is made without any collusion, comparison of figures or arrangement with any other persons making a Bid for the Services.

Dated this ___ day of Month _____ 2022

Signature _____

in the capacity of _____

duly authorized to sign bids for and on behalf of

Address: _____

Witness:

(Signature) _____

(Name) _____

PREAMBLE TO BILL OF QUANTITIES

PREAMBLE

1. The quantities and no. of tests given in the Bill of Quantities are estimated and provisional, and are given to provide a common basis for bidding. The basis of payment will be the actual quantities of work executed.
2. The rates and prices entered in the priced Bill of Quantities shall, except insofar as it is otherwise provided under the Contract include all costs for performing Services, taxes, Sindh sales tax on services and duties, together with all general risks, liabilities and obligations set out or implied in the Contract.
3. A rate or price shall be entered against each item in the priced Bill of Quantities, whether quantities are stated or not. The cost of items against which the Contractor will have failed to enter a rate or price shall be deemed to be covered by other rates and prices entered in the Bill of Quantities.
4. The whole cost of complying with the provisions of the Contract shall be included in the items provided in the priced Bill of Quantities, and where no items are provided, the cost shall be deemed to be distributed among the rates and prices entered for the related items of the Works.
5. General directions and description of Services are not necessarily repeated nor summarized in the Bill of Quantities. References to the relevant Terms of Reference shall be made before entering prices against each item in the priced Bill of Quantities.
6. The Consultants shall provide detailed breakup of rates quoted to be performed for each location separately. The Client may change the scope / Locations of the Services in that case new rate or price for executing the Services shall be derived from the breakup of rates.
7. Liquidated Damages @ 0.5% of the Contract Price for each day of delay up to a maximum of 10% of the Contract Price shall be deducted for late completion of Services.
8. The place of conducting tests shall be as per directions by the Client. The Client at any stage of performing the tasks may change the location / place of conducting tests without any extra cost to the Consultant.

BILL OF QUANTITIES

S.No	Description	Unit	Qty.	Unit Rate (Rs.)	Amount (Rs.)
1	Load Test defined in Chapter 20 of ACI-318-5	Job	1		
		Total Costs (A)			
		Sindh Sales Tax at 13% (B)			
		Grand Total (A+B)			
Total Amount in Words:					

DETAILED BREAK UP OF RATES

Note: The detailed breakup of all above items along-with man months utilization, works plan and equipment / tests schedule for each test shall be provided by the Consultants on separate sheets.

