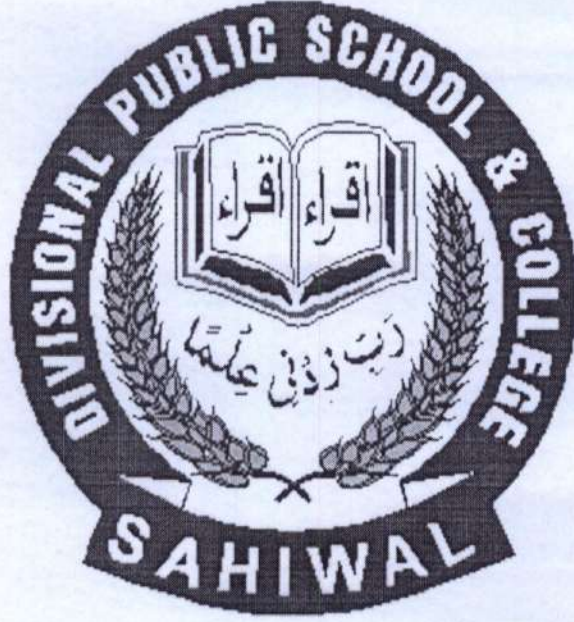


**DIVISIONAL PUBLIC SCHOOL & COLLEGE
SAHIWAL
BIDDING DOCUMENTS**

**Repair and Maintenance
(Junior Section Building)**



Tenderer Stamp or visiting card

Name of Firm: _____

Phone No: _____

NTN: _____

E-mail: _____

Ph. No. 040-4502663-4

Last Date Submission: - 08-06-2026

Tender Price - Rs: 2000/-



DIVISIONAL PUBLIC SCHOOL & COLLEGE SAHIWAL

TENDER NOTICE

Tender (sealed) are invited from active tax payers Income Tax Registered firm /suppliers for the following work at DPS Sahiwal.

| Sr. # | Items Required | Bid Security / Earnest Money | Tender Cost |
|-------|------------------------------------|------------------------------|---------------|
| 1 | Distemper and Paint Work | 50,000/- | 2000/- |
| 2 | Repair and Maintenance work | 30,000/- | 2000/- |

1. Bid documents / Tender Form & detailed specification are availed at DPS website www.dpssahiwal.edu.pk immediately after publication of this notice.
2. Tender cost shall be paid in the form of a Pay Order in favour of the Principal DPS Sahiwal.
3. Bidders shall furnish bid security/earnest money in the form of a CDR from a bank in favour of the Principal, DPS Sahiwal.
4. The bid shall be a single stage consisting of three separate envelopes all enclosed within one sealed outer envelope. One envelope containing the pay order of tender cost along with CDR of bid security/earnest money, second envelope containing the technical bid and third envelope containing the financial bid.
5. The tender may be submitted **by courier or bay hand** within the stipulated time.
6. Last date for submission of bid is **8th June 2026, 02:00 PM.** and shall be opened on **9th June 2026, 12:30 P.M.** in presence of bidders in office of Principal, DPS Sahiwal.
7. The competent authority reserves the right to accept or reject proposals.

Akbar Ali

Principal
Akbar Ali



TERMS AND CONDITIONS OF THE TENDER

1 Tender Scope

- 1.1 Divisional Public School & College Sahiwal invites / requests Proposals (hereinafter referred to as "the Tenders") for repair and maintenance work of Junior Section Building.

2 Tender Eligibility

- 2.1 Eligible Tenderer is a Tenderer who has capability and resources to successfully perform the contract. Bank statement for last year may be attached & assess the financial soundness.
- 2.2 Is registered for Income Tax.

3 Examination of the Tender Document

- 3.1 The Tenderer is expected to examine the Tender Document, including all instructions and terms and conditions. Any objection raised on account of not having examined the Tender Document shall not be accepted.

4 Clarification of the Tender Document

- 4.1 The Tenderer may require further information or clarification of the Tender Document, not later than three working days prior to the deadline for the submission of the Tender, in writing or by telephone or by visiting the office.

5 Tender Price

- 5.1 The quoted price shall be:
- 5.2 Best / final / fixed and valid until completion of the Contract i.e. not subject to negotiation / variation / escalation;
- 5.3 The price should inclusive of all taxes / levies as per Government rates.

6 Bid Security

- 6.1 Earnest Money (bid security) Rs. 30,000/- to be deposited by the bidders shall be fixed as per the advertisement.
- 6.2 The earnest money shall be in the form of a demand draft/CDR from a scheduled bank preferably having a branch at Sahiwal.
- 6.3 The earnest money of unsuccessful bidders shall be refunded soon after the final acceptance of tenders.
- 6.4 The earnest money of the successful bidder shall be refunded after 03 month satisfactory completion of the project as the case may be.

7 Bid Validity

- 7.1 The Tender shall have a minimum validity period of 45 days from the last date for submission of the Tender.

8 Opening of the Tender

- 8.1 Tenders shall be opened, at the given place, time and date, in the presence of the Tenderer (s) for which they shall ensure their presence without further invitation.

9 Submission of the Tenders

The tender shall comprise a three-envelope system, all enclosed within one sealed outer envelope, as under::

- 9.1 First Envelope: Containing the pay order of Rs. 2,000/- (Tender Cost) along with CDR of earnest money (bid security).
- 9.2 Second Envelope: Containing the Technical Bid, along with all required supporting documents as follows:

- Latest copy Registration Certificate of Income Tax.
- Affidavit at Letter Head.(Specimen attached)
- Copy of N.I.C.



- Account Maintenance Certificate insard bank.
- Bank statement for last year with 5 million turnover.
- Provide proof that you have repair and maintenance work with last two work order of 01 million each.

9.3 Third Envelope: Containing the Financial Bid.

10 Evaluation of the Tenders

The Tender Evaluation Committee shall evaluate the tenders strictly in accordance with the prescribed criteria.

10.1 At the time of opening, the Committee shall first examine the first envelope to verify the availability and validity of the pay order of tender cost and the CDR of earnest money (bid security). Tenders found deficient in this regard shall be declared non-responsive and shall not be considered further.

10.2 Only those tenders found responsive at the preliminary stage shall have their Technical Bids opened and evaluated. Tenderers who submit complete technical documentation and meet the prescribed technical requirements shall be declared technically qualified.

10.3 The Financial Bids of only the technically qualified tenderers shall be opened subsequently and evaluated in accordance with the approved procedure and evaluation criteria. The tender shall be awarded on lump sump basis to the lowest responsive and evaluated bidder(s).

11 Samples.

11.1 The successful bidder shall provide the requested samples within 03 days of issuance of the purchase order.

12 Rejection / Acceptance of the tender

12.1 The Purchaser shall have the right, at his exclusive discretion, to increase / decrease the quantity of any or all item(s) without any change in unit prices or other terms and conditions, accept a Tender for one /more item(s) / Lot(s), reject any or all tender(s), cancel / annul the Tendering process at any time prior to award of Contract, without assigning any reason or any obligation to inform the Tenderer of the grounds for the Purchaser's action, and without thereby incurring any liability to the Tenderer and the decision of the Purchaser shall be final.

13 Acceptance Letter

13.1 The Purchaser shall send the Acceptance Letter to the successful Tenderer, prior to the expiry of the validity period of the Tender.

14 Execution

14.1 The contractor shall be responsible for execution of work immediately after issue of work order.

14.2 The contractor shall provide such material as is sufficient to verification authorities.

15 Inspection / Testing

15.1 The client may reject the items supplied if they fail in any inspections (s) / test (s) giving the defect (s) / shortcomings / reason (s) and specifying the work required to be done by the Contractor.

15.2 The contractor shall within seven working days of such rejection, either replace repair and maintenance work under the contract, or make all alterations necessary to pass inspections (s) / test (s) free of cost to the purchaser / client.

16 Payment

16.1 The contractor shall submit bill of payment for the repair and maintenance work to the client which shall:

16.2 Be in prescribed form;

16.3 Be accompanied by such invoices, receipts or other documentary evidence as the client may require;



16.4 Be submitted within seven working days of completion of each phase after which payment is due, as per payment schedule;

16.5 payment shall be made only three installments.

16.6 State the amount claimed.

17 Taxes and Duties

17.1 The contractor shall be exclusively and entirely responsible for all taxes, duties and other such levies chargeable as per the legal provisions applicable at the time of repair and maintenance work. Taxes and duties shall be deducted as per Law. The contractor is supposed to know and understand the legal provisions applicable in this regard.

Ali A.S.

Principal
DPS Sahiwal



[Handwritten mark]

TENDER FORM

1. We, [Name and Address of the Tenderer]

2. having read, understood and accepted the Tender Document, including the Addendum(s), if any repair and maintenance work for junior section building to **Divisional Public School & College Sahiwal** for the Total Tender Price of **PKR** _____.
3. We undertake that the Tender shall have a minimum validity period of **45** days from the last date for submission of the Tender and may be accepted at any time before the expiration of that period.
4. We undertake to be bound by the Tender and the Acceptance Letter.

TENDERER

Name _____

CNIC # _____

Address _____

Signature _____

Date:- _____

Note: The Tender Form should be on the letterhead of the Tenderer.



AFFIDAVIT

1. We, [Name and Address of the Tenderer]

do hereby declare on solemn affirmation that:

2. We have not been black listed from any Government Department / Agency.
3. We have not been involved in litigation with any client during the last 3 years.
4. We acknowledge that we have read, understood and accepted the Tender Document.
5. We understand that the institution/DPS shall have the right, at his exclusive discretion, to require, in writing, further information or clarification of the Tender, from any or all the Tenderer(s).
6. We understand that the institution/DPS shall have the right, at his exclusive discretion, to increase / decrease the quantity of any or all item(s), accept / reject any or all tender(s), cancel / annul the Tendering process at any time prior to award of Contract, without assigning any reason or any obligation to inform the Tenderer of the grounds for the institution/DPS action, and without thereby incurring any liability to the Tenderer and the decision of the institution/DPS shall be final.

TENDERER

Name _____

CNIC # _____

Address _____

Signature _____

Date:- _____

Note: The Affidavit should be on the Rs.100 e.stamp paper of the Tenderer



DIVISIONAL PUBLIC SCHOOL & INTER COLLEGE SAHIWAL

Repair & Maintenance work For Junior Sec. Building

| sr.no | Description | Quantity | Units of Measurements | Rate | Total |
|--------------------|--|----------|-----------------------|------|-------|
| 1 | Dismantling of cement concrete plain (1:2:4) or otherwise | 654 | 100 C.ft | | |
| 2 | Excavation under dismantled PCC (Item 1 above) | 1,850 | 1000 C.ft | | |
| 3 | P/Laying sand under floor 4-1/2" thick | 925 | 100 S.ft | | |
| 4 | P/Laying dry rammed brick ballast 4-1/2" thick | 925 | 101 S.ft | | |
| 5 | P.C.C (1:2:4) including placing, compacting, finishing and couring (including screening and washing of stone aggregate complete in all respect 2" thick | 308 | 100 S.ft | | |
| 6 | P/Laying mosaic flooring consisting of one part of cement and marble powder 3:1 and two parts of marble chips laid over 1" thick flooring of PCC 1:2:4 including rubbing & polishing 1-1/2" thick mosaic consisting of 1/2" thick mosaic topping | 2466 | 100 S.ft | | |
| 7 | P/Laying mosaic dado or skirting 3/8" thick with rubbing complete. | 284 | 100 S.ft | | |
| 8 | P/Laying marble patti 1-1/2"x3/8" divide into panels as per site | 1973 | P.rft | | |
| 9 | Granite marble for top of slab 3/4" thick complete in all respect (kitchen slabe) | 40 | P.sft | | |
| 10 | Deep pointing struck jointing (1:2) with red oxide pigment (groung, first & 2nd floor) | 2931 | 100 S.ft | | |
| 11 | Kitchen pprc/ pvc/G.i pipe with ss jali, p-trape 4" dia, chamber with attached W.Supply/Sewerage etc total work complete in all respect | 1 | No | | |
| Grand Total | | | | | |

Contractor
Signature & Stamp

AS
Principal



M