*Sample “G”*

**NOTICE INVITING TENDER**

**1.** (*Name of Procuring Agency*) invites sealed tenders on Composite Schedule of Rates (CSR)/ Item Rate basis or on *both* from interested contractors/firms. *(List of works to be mentioned below)*.

***List of Works***

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **S No** | **Name of Work** | **Estimated Cost (In Rs. in Million)** | **Bid Security** | **Tender Fee** | **Time for completion** |
| 1.2. | Construction of Primary School at ------------- | 5.000 | 2% of Estimated cost/offered rate | *Mention the amount*  |  |

**2. Eligibility:** Valid Registration with tax authorities & Pakistan Engineering Council in relevant category and discipline *(mention the category and discipline)* except for works costing upto Rs.2.5 million);

**3. Method of Procurement. (***Mention the Method of Procurement i.e. Single Stage Single Envelope/Single Stage Two Envelope/Two Stage /Two Stage Two Envelope).*

**4. Bidding/Tender Documents:**

(i) **Issuance:** Documents will be issued from date of publication to (*Insert the Date but not less than 15 days for NCB)****,*** on payment of tender fee (*Non- refundable-mentioned against each item in the list*).

(ii) **Submission:** Last date will be (*Insert the Date and time*).

(iii) **Opening:** will be opened on (Insert *the Date and time*). *It shall be noted that the last date of submission and the date of opening shall be same and bids shall be opened within one hour of submission).*

(iv) **Place** of issuance, submission, inquiries and opening will be:-

Address (Postal) :

Telephone Number(s) :

Fax Number :

E-mail Address (If available) :

 (v) **Un-responded tenders** will be again issued/ submitted/ opened on following dates:-

 2nd Attempt: (a) Issue date: (b) Submission & opening date

(*Insert the Date*) (*Insert the Date*).

**5. Terms & Conditions.**

**(a)** Under following conditions bid will be rejected:-

(i) Conditional and telegraphic bids/tenders;

(ii) Bids not accompanied by bid security of required amount and form;

(iii) Bids received after specified date and time.

(iv) Black listed firms.

**(b) Bid validity Period: - (––––)** days (*Insert number of days. Not more than 90 days for).*

**(c)** Procuring Agency reserves the right to reject all or any bids subject to the relevant provisions of Sindh Public Procurement Rules 2010.

**(d) Responsive Bidder is required to submit following documents with bid:**

(i) List of similar assignments with cost *(mention number of projects with their cost)* under-taken over the past (–––) years;

(ii) *Details of equipments, machineries and transport owned by firm/contractor;*

(iii) Financial Statement (summary) and income tax return for the last ---- years;

(iv) Affidavit that firm has never been black listed;

(v) *Any addition or deletion can be made by procuring agency*