



COMMITTEE FOR THE WELFARE OF PRISONERS

ADVERTISEMENT

TENDER DOCUMENT

SUPPLY & SERVICES WORK
AT EARLY LEARNING CENTRE AT WOMEN PRISON
KARACHI
CWP/KHI/01/01/26/005

February 10, 2026



COMMITTEE FOR THE WELFARE OF PRISONERS

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INVITATION FOR SEALED BIDS

Committee for the Welfare of Prisoners (CWP) invites sealed bids from well-reputed and eligible Contractors/Service Providers/Vendors, meeting the criteria stated in the bidding documents, for the supplies & services at Youthful Offenders Industrial School, Hyderabad.

Eligibility: Bids will be accepted from IT firms/vendors who meet the following minimum eligibility requirements:

Tax Registration (Valid and Active):

- NTN registration with the Federal Board of Revenue (FBR); and
- GST / Sales Tax registration, where applicable; and
- SST (Sindh Sales Tax) registration where applicable (for taxable services, if any).

Bank Account:

- The bidder must have a valid bank account in the name of the firm/company.

Documentary Evidence:

- Copies of registration certificates/credentials and relevant evidence shall be submitted with the bid, as specified in the bidding document.

Availability of Bidding Documents

- Bidding documents and complete details, NTN, SST, GST & companies with valid bank accounts can apply from CWP's official tenders page: <https://www.lao.org.pk/get-involved/tenders>.

Deadline for submissions:

- Submission deadline (Hard Copy): Sealed and signed bids with complete documents must reach the undersigned office by March 2, 2026 at 11:00 AM.
- Bid opening: March 2, 2026 at 12:00 Noon, in the presence of bidders/authorised representatives who wish to attend.
- Holiday/unforeseen: Submission and opening will be held on the next working day at the same time and venue.
- Right to accept/reject: CWP may accept or reject any or all bids as per applicable procurement rules.

Postal Address:

**Procurement Department,
Committee for the Welfare of Prisoners
1st Floor, Block C, FTC building, Shahra-e-Faisal, Karachi, 75350
PABX: 021-35634112-5, Website: www.lao.org.pk**



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BID DETAILS:

<u>NO</u>	<u>DETAILS</u>	<u>DATES & TIMINGS</u>	<u>Location</u>
1.	Date of publication of Tender	February 10, 2026	Available on the CWP website https://www.lao.org.pk/get-involved/tenders
2.	CWP date and time for receipt of Tender Documents.	Monday, March 2, 2026 (11:00 AM)	CWP Head Office, Karachi
3.	Date and Time of Tender Opening	Monday, March 2, 2026 (12:00 NOON)	CWP Head Office, Karachi
4.	Place of opening of Tenders/ Decisions by the procurement committee of CWP.	As above	CWP Head Office, Karachi
5.	Contact for any queries	procurement@cw.org.pk	Mr Shaikh Zaid Ahmed
	Bid evaluation period	Thu, Monday, March 2, 2026 to Monday, March 6, 2026	Evaluate strictly against the criteria already in the bidding documents.
6.	Tentative Date of Award	Evaluation report: March 6, 2026 ; Award shall be made after hoisting/intimation of the Bid Evaluation Report, in compliance with the mandatory seven (07) days	
7	Delivery of all payments By:	As per Purchase Order / Contract	
8	Final delivery of all required items.	March 16, 2026	CWP Head Office, Karachi

Note: Bids will be opened in the presence of the company's representative who is authorised to attend.



COMMITTEE FOR THE WELFARE OF PRISONERS

INTRODUCTION OF CWP:

The Committee for the Welfare of Prisoners (CWP) is a government-funded, privately managed non-profit organization working to protect the rights and welfare of prisoners across Sindh. Established in 2004 as a pilot initiative at the Women’s Prison, Karachi, under the chairpersonship of Justice Nasir Aslam Zahid, the Committee began by providing legal aid and rehabilitation support to women and juvenile prisoners.

Over the years, CWP’s scope expanded to include male prison facilities across Sindh, transforming into a model public–private partnership for prison reform. With the continued support of the Home Department, Government of Sindh, CWP now operates in 24 prisons across Karachi, Hyderabad, Larkana, Sukkur, Dadu, Khairpur, Sanghar, and Shaheed Benazirabad.

CWP’s work focuses on providing free legal aid, legal awareness, and welfare assistance to underprivileged and under-trial prisoners, many of whom are first-time offenders. The Committee also supports juvenile inmates, women prisoners, and children living with their mothers in prison, offering education, health, and rehabilitation support to improve their reintegration prospects.

As a unique public–private model, CWP contributes to Sindh’s criminal justice system by promoting speedy trials, fair representation, and humane prison management, reducing the burden on an already overcrowded system.

The Committee operates under the Government of Sindh and was notified under Section 55 of the Sindh Prisons and Corrections Services Act, 2019.

THE OBJECTIVE:

Committee for the Welfare of Prisoners (CWP) invites sealed bids from eligible and experienced civil work firms/suppliers/contractors for the supply and repairing/civil work of a Early Learning Centre situated at Women Prison, Karachi, as per the Schedule of Requirements (BoQ) provided in this tender document. The procurement shall be conducted in accordance with the applicable Sindh Public Procurement Regulatory framework and CWP procurement procedures.

THE SCOPE OF WORK:

#	ITEM	SPECIFICATION	Unit of Measurement	QTY.
1.	Kids table & chair set (1 table + 2 chairs)	Size/Scope: Table 3ft × 2ft × 20 inches; Chair 2ft × 14 inches × 1ft. Minimum spec (generic): Sturdy construction suitable for daily use; smooth finish; rounded edges; safe for kids; easy-to-	Set	1



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		clean sealed/painted/laminated surface; fasteners/joints safely finished or equivalent. Delivered complete (1 table + 2 chairs) at the site; stable (no wobble); no sharp edges/splinters; neat finishing and clean handover.		
2.	White Board	Size/Scope: 4ft × 4ft. Minimum spec: Dry-erase writing surface, smooth and durable; rigid frame; corner protection; complete mounting hardware included or equivalent. Installed level and secure at designated wall; writes/erases cleanly under normal use; no warping/loose fixing.	Number	1
3.	Mosquito net for the window	Size/Scope: 4ft × 4ft each. Minimum spec: Fine mesh to prevent mosquitoes/small insects; durable and washable; secure fixing arrangement; all accessories/fasteners included or equivalent. Installed on each window; net properly tensioned; no gaps at edges; secure and neat finishing.	Number	5
4.	Paint on front wall incl. primer & putty	Size/Scope: 60ft × 15ft; paint approx. 6 ltr (indicative). Minimum spec: Complete painting system including surface cleaning/prep; putty where needed for levelling; primer compatible with finish coat; minimum 2 finish coats; protection of nearby surfaces; final cleaning included or equivalent. Uniform coverage (no patchiness/runs/roller marks); clean cut-lines/edges; area left clean; accepted by focal person after inspection.	Sqft	900
5.	Name plate	Size/Scope: 1ft × 2ft. Minimum spec: Durable rigid plate (e.g.,	Number	1



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		acrylic/metal/ACP or equivalent); neat finishing; readable lettering/printing resistant to cleaning/fading; fixing hardware included; content/design approved before fabrication or equivalent. Correct approved content; installed straight and secure; clean readable output; finished edges; no loose corners.		
6.	Drawing work on front wall	Size/Scope: 60ft × 15ft. Minimum spec: Drawing/artwork as per approved layout/design; suitable paint/media for wall; neat lines; complete touch-ups included; final clean-up included or equivalent. Layout approved prior to start; complete artwork delivered as per approved design; no smudging/peeling at handover; accepted after inspection.	Sqft	900
7.	Chair repairing	Size/Scope: Chair size reference 2ft × 14inch × 1ft. Minimum spec: Tightening/strengthening of joints; repair/replacement of damaged parts as required for safe use; safe finishing (no sharp edges); basic touch-up where applicable or equivalent. Each chair is stable and safe (no wobble); repaired parts are secure; neat finish; accepted after physical inspection.	Numbers	15
8.	Outdoor playhouse (Wooden polish work)	Size/Scope: 6ft × 8ft × 10ft; polish approx. 5 ltr (indicative). Minimum spec: Surface sanding/smoothing; dust removal; protective wood polish/varnish suitable for wooden surface; minimum 2 coats with proper drying time; uniform finish or equivalent.	Sqft	480



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		Even polish (no streaks/drips/missed areas); smooth touch finish; complete coverage; accepted after inspection.		
9.	Horse (Paint work)	Size/Scope: 2ft × 2ft × 1ft; paint approx. 1 ltr (indicative). Minimum spec: Surface prep (clean/sand as needed); primer where required; minimum 2 finish coats; durable, user-safe finish or equivalent. Uniform colour/coverage; no peeling/patchiness; neat edges; accepted after inspection	Numbers	1
10.	Merry-go-round (Paint work)	Size/Scope: 4ft × 4ft; paint approx. 2 ltr (indicative). Minimum spec: Surface prep; primer where required; minimum 2 finish coats; durable finish appropriate for frequent use or equivalent. Uniform finish; no runs/patches/missed spots; accepted after inspection.	Numbers	1
11.	Slide (Paint work)	Size/Scope: 8ft × 3ft; paint approx. 2 ltr (indicative). Minimum spec: Surface prep; primer where required; minimum 2 finish coats; smooth and durable finish at contact areas or equivalent. Uniform finish; safe smooth touch; no missed spots; accepted after inspection	Numbers	1
12.	Slide 2 (Paint work)	Size/Scope: 8ft × 8ft; paint approx. 3 ltr (indicative). Minimum spec: Surface prep; primer where required; minimum 2 finish coats; durable finish or equivalent.. Uniform finish; no sharp paint ridges/drips; accepted after inspection.	Numbers	1
13.	Jungle Gym (Paint work)	Size/Scope: 14ft × 10ft; paint approx. 6 ltr (indicative). Minimum spec: Surface prep; primer where required;	Numbers	1



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		minimum 2 finish coats; durable finish for outdoor use conditions or equivalent.. Complete coverage on accessible surfaces; uniform finish; no missed spots; accepted after inspection.		
14.	Outdoor playground double swing (Paint work)	Size/Scope: 2ft × 8ft; paint approx. 2 ltr (indicative). Minimum spec: Surface prep; primer where required; minimum 2 finish coats; durable finish or equivalent. Uniform finish; no missed spots/drips; accepted after inspection.	Numbers	1
15.	Large outdoor wooden educational toy (Polish & drawing work)	Size/Scope: 8ft × 5ft × 4ft; polish approx. 3 ltr (indicative). Minimum spec: Wood: sanding + minimum 2 coats protective polish/varnish; Drawing: as per approved design/layout; neat finishing; touch-ups and cleaning included or equivalent. Even protective polish; drawing completed as per approved layout; clean safe finishing; accepted after inspection.	Numbers	1
16.	Outdoor musical instrument chimes (Polish work)	Size/Scope: 4ft × 4ft; polish approx. 2 ltr (indicative). Minimum spec: Surface prep; minimum 2 coats protective polish/varnish suitable for wooden surface; uniform finish or equivalent. Even finish (no streaks/drips/missed areas); complete coverage; accepted after inspection.	Numbers	1

The service provider must include the following in their proposals:

The bidder/service provider must include the following in the proposal:

- i. Complete Financial Offer: A clear proposal including all applicable taxes, any commissions/service charges, and all terms and conditions.
- ii. Tax Registrations & Bank Details: Copies of valid registrations/certificates such as NTN and Sales Tax (GST/SST, where applicable), and evidence of a bank account in the firm/company name.



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- iii. **Payment Terms:** Payment terms stating all costs in Pak Rupees (PKR) as gross amounts. Payments will be made against detailed invoices after deduction of applicable withholding taxes as per law.
- iv. **Company Profile & Address:** A brief company profile, including complete office address and confirmation of an office.
- v. **Price Schedule (Separate):** A detailed price schedule, showing Goods and Services costs separately, as required in the Scope of Work.
- vi. **Client References:** List of existing clients in Pakistan, with engagement/operation dates.
Draft Contract Terms: Draft Terms & Conditions for the proposed engagement/contract.

INSTRUCTIONS /FOCUS:

- i. **Basis of Award:** The contract shall be awarded to the lowest evaluated responsive bidder, i.e., the bidder whose sealed bid fully complies with the Scope of Work and all specifications/requirements of this tender document and meets the applicable eligibility and evaluation requirements.
- ii. **All-Inclusive Prices:** The bidder shall be responsible for all costs required to complete the Scope of Work, including but not limited to supply, delivery, transportation, loading/unloading, labour, fixing/installation (where applicable), hardware/fasteners/consumables, tools, and any other incidental expenses, unless explicitly stated otherwise in this tender document.
- iii. **Non-Responsiveness:** Any bid that does not meet the stated requirements/specifications or is found non-responsive shall be rejected.
- iv. **Arithmetic Corrections:** In case of any discrepancy between the unit rate and the total price (unit rate \times quantity), CWP shall re-compute and correct the total price.
- v. **Unit Rate Prevails:** The unit rate shall prevail, and the total price shall be corrected accordingly.
- vi. **Rejection upon Non-Acceptance:** If the bidder does not accept the corrected prices determined by CWP's re-computation, the bid shall be rejected as non-responsive.
- vii. **Award on Priced Schedule/BOQ:** After identifying the lowest evaluated responsive bid, CWP reserves the right to award the contract based on the priced schedule/BOQ as submitted and as corrected (if applicable) under the arithmetic check.
- viii. **No Price Variation:** During bid validity and after bid submission, no price variation due to escalation, inflation, exchange rate fluctuation, or any other market factors shall be accepted.
- ix. **Variation in Quantities ($\pm 25\%$):** At the time of award/work order, CWP reserves the right to increase or decrease quantities up to a maximum of twenty-five percent (25%) of the total offer without any change in unit rates and without changing other terms and conditions, as per the tender requirements.
- x. **Conflict of Interest:** Bidders shall avoid conflicts of interest and must disclose to CWP if the bidder, its affiliates, or personnel were involved in the preparation of the requirements, design, specifications, cost estimates, or any other information used in this tender.



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- xi. **Right to Select Superior Responsive Offer (Within 10%):** CWP reserves the right not to award the contract to the lowest-priced responsive bid if the second-lowest responsive bid is found to be superior against the pre-determined requirements stated in the specifications, the price is higher by not more than ten percent (10%), and the available budget can sufficiently cover the difference. For this clause, “superior” refers to an offer that exceeds the pre-determined requirements established in the specifications (e.g., better materials, durability, warranty/after-sales support, or installation hardware), without changing the required scope.

SUBMISSION OF BIDS:

- i. **Sealed Envelope (One-Envelope Method):** The bidder shall submit the bid in **one (01) single sealed envelope** containing this tender document along with the bidder’s **priced schedule/BOQ** and **detailed specifications/description** of the offered items/services in accordance with the Scope of Work.
- ii. **Company Profile & Bidder Details:** The bid shall include the **company profile**, complete contact details, and a list of the bidder’s relevant information/documents as required in this tender document.
- iii. **Taxes Included:** Quoted prices shall be **all-inclusive** and shall include all applicable **Government taxes/duties** (where applicable).
- iv. **Proper Binding & Pagination:** The bidder shall ensure that the bid is **properly bound/filed**, all pages are **serially numbered**, and documents are securely arranged so that no papers are loose or likely to tear during scrutiny.
- v. **No Electronic Submission: Electronic proposals shall not be entertained.**
- vi. **Late Bids & Marking on Envelope:** Any bid received **after the due date and time** shall be treated as **non-responsive** and disqualified. The bidder shall clearly mark on the **right side** of the sealed envelope the tender title: **“ELC SUPPLY & SERVICES WORK – WOMEN PRISON KARACHI”** (Sealed Bid).
- vii. **Address for Submission:** Sealed bids shall be submitted/mailed to the following address:

Postal Address:
Procurement Department,
Committee for the Welfare of Prisoners
1st Floor, Block C, FTC building, Shahra-e-Faisal, Karachi, 75350
PABX: 021-35634112-5, Website: www.lao.org.pk

- viii. **No Post-Opening Negotiation:** Bidders are advised to quote their **best prices**, as **no price negotiation** shall be held after bid opening.



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- ix. **Bid Validity:** The bid shall remain valid for **sixty (60) days** from the **closing date of the commercial bid/bid submission deadline**. Any bid with validity less than this requirement shall be liable for rejection. If bid validity is extended, the bidder shall also extend the **bid security validity** (where applicable) accordingly.
- x. **Alternative Option (If Any):** If the bidder offers any **alternative option**, it shall be **clearly stated separately** and shall not replace the main compliant offer unless permitted in this tender document.
- xi. **Dispatch Tracking (If Courier Used):** The selected bidder shall provide CWP the **consignment note number(s)** for dispatched items and, where applicable, provide **online/web tracking access** for the physical movement of consignments sent through courier.
- xii. **Withdrawal of Bid:** A bidder may withdraw its bid after submission only if a **written notice of withdrawal** is received by CWP **before** the bid submission deadline. No bid shall be withdrawn after the closing date and time for submission of bids.

ELIGIBILITY OF THE BIDDER

Only registered bidders are eligible to participate in this tender. The bidder must provide a valid NTN, valid GST/Sales Tax registration (where applicable), evidence of an official bank account in the company/firm name, and submit the bid on the bidder's official letterhead bearing official stamp/seal along with a company profile and complete contact details. General order suppliers/bidders and unregistered/unauthorized individuals or entities are not eligible to participate.

SUBMISSION OF BID AND REQUIRED DOCUMENTS:

- i. The bid shall be complete in all respects, properly bound/secured, and serially numbered, and shall contain all information and prices required under these bidding documents.
- ii. The bidder shall submit the Financial Proposal along with technical/compliance details and the bidder's terms & conditions on official letterhead, duly signed and stamped.
- iii. A copy of valid NTN certificate shall be attached.
- iv. Where tax exemption is claimed, a copy of the valid tax exemption certificate shall be attached; otherwise, applicable taxes shall be deemed included in the quoted price.
- v. A draft agreement/contract (proposed terms) shall be attached.
- vi. Any bid not submitted in the prescribed manner/formats, or missing any required document/information listed above, shall be treated as non-responsive and liable to rejection.
- vii. After submission in a sealed cover, no addition/alteration/deletion shall be accepted; however, the Procuring Agency may seek written clarifications and/or supporting documentary evidence during evaluation, without permitting any change in price or material substance of the bid.



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- viii. Any bid containing incorrect, false, or misleading information shall be liable to rejection and may lead to disqualification/debarment in accordance with applicable rules and procedures.

EVALUATION CRITERIA FOR SEALED BIDS:

- i. Committee for the Welfare of Prisoners (CWP) shall scrutinize each bid to determine whether it is complete, properly signed/stamped, properly submitted, and responsive to the Scope of Work and required documents. Any bid containing incorrect/false information, or not supported with required documentary evidence, shall be treated as non-responsive and rejected. CWP may waive only minor informalities/irregularities that do not affect the bid's substance, price, competition, or ranking, and such waiver (if any) shall be duly recorded.
- ii. CWP reserves the right, where required for operational reasons (e.g., timely delivery/multiple locations/availability), to split the award/order among two or more responsive bidders, without changing the unit rates/terms, as per the provisions stated in the bidding documents and subject to competent authority approval.
- iii. For scrutiny, evaluation, and comparison, CWP may request written clarifications from any or all bidders. Clarifications shall not be used to change the bid price or the material substance of the bid. Failure to provide required clarification/supporting documents within the stipulated time may result in rejection.
- iv. The financial bid shall be quoted in Pak Rupees (PKR), in figures and words, and shall clearly indicate applicable Sales Tax/GST/SST (if any). Prices shall be treated as all-inclusive of applicable taxes/duties unless explicitly stated otherwise in the bidding documents. Any overwriting/erasing in rates/amounts without proper attestation (signature/initial by authorized signatory) may render the bid non-responsive.

FOLLOWING DOCUMENTS ARE TO BE SUBMITTED WITH QUOTATIONS:

Quotation on the bidder's official letterhead, duly signed and stamped, along with (a) copy of CNIC of the owner/authorized signatory (for sole proprietorship), and/or (b) copy of the registration/incorporation certificate of the company/firm/agency (as applicable).

BIDDING DOCUMENT:

The bidder is expected to carefully examine all instructions, forms, terms and conditions, and specifications contained in these bidding documents. Submission of a bid that is not responsive in every respect shall be at the bidder's risk and may result in rejection of the bid without any further reference to the bidder.

GENERAL TERMS & CONDITIONS:



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- i. Committee for the Welfare of Prisoners (CWP) is not bound to accept the lowest or any bid and may reject any or all bids at any time prior to award/acceptance, subject to recording the reasons in writing in accordance with applicable Sindh Public Procurement Regulatory Authority (SPPRA) rules.
- ii. CWP reserves the right to re-tender the procurement, where required, in accordance with applicable rules and approvals.
- iii. CWP shall not incur any liability for any costs or expenses incurred by bidders in the preparation or submission of bids, whether or not the procurement is awarded, cancelled, or re-tendered.
- iv. CWP may modify/clarify the bidding documents (terms, conditions, or specifications) through a written addendum issued before the bid submission deadline; such addendum shall form part of the bidding documents and shall be communicated to all bidders. Where necessary, the bid submission deadline may be extended accordingly.
- v. Any canvassing or attempt to influence the procurement process shall result in disqualification and may lead to debarment/blacklisting in accordance with applicable rules and CWP procedures.

REJECTION OF THE BID:

A bid shall be treated as non-responsive and liable to rejection by the Procuring Agency Committee for the Welfare of Prisoners (CWP), in accordance with applicable Sindh Public Procurement Regulatory Authority (SPPRA) rules, if:

- i. It is submitted through Telegram/Fax/E-mail or any other electronic mode where electronic submission is not permitted under this tender.
- ii. It is submitted without the tender document, duly signed and stamped by the authorized signatory.
- iii. It is submitted without the Declaration of Eligibility as per Annex-A.
- iv. It is received after the bid submission deadline (late bids shall not be entertained).
- v. It is incomplete, including non-submission/non-furnishing of required documents; or it is a conditional bid; or it does not conform to the Scope of Work, specifications, terms and conditions stated in this tender document..

MODIFICATIONS AND WITHDRAWAL OF BIDS:

- i. Bids, once submitted, shall be treated as final. No correspondence shall be entertained except where the Procuring Agency seeks written clarification that does not change the price or material substance of the bid.
- ii. No bid shall be modified after the deadline for submission of bids.



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- iii. A bidder may withdraw its bid only by written notice received before the bid submission deadline. No bid may be withdrawn after the deadline, and the successful bidder shall not be permitted to withdraw and shall be required to sign the contract/work order as per tender terms (failing which bid/performance security actions may apply, where applicable).

BID OPENING AND EVALUATION:

- i. Committee for the Welfare of Prisoners (CWP) shall open the bids in public, in the presence of bidders' authorized representatives who choose to attend, at the date, time, and place stated in the bidding documents. The bids shall be opened on the same day as the submission deadline and within the prescribed time as stated in the bidding documents.
- ii. Representatives attending the bid opening shall sign an attendance sheet as evidence of their presence. If the scheduled opening is delayed due to administrative reasons, the bids shall be opened at the same venue as soon as practicable on the notified date/time or as duly notified through an addendum.
- iii. CWP shall evaluate bids strictly in accordance with the requirements, Scope of Work, and evaluation criteria stated in this tender document. Only responsive bids (i.e., bids meeting all mandatory technical/compliance requirements and terms & conditions) shall be considered for award.
- iv. CWP may seek written clarifications from bidders during evaluation; however, no clarification shall be used to change the bid price or the material substance of the bid.
- v. The contract/work order shall be awarded to the successful lowest evaluated responsive bidder, in accordance with applicable Sindh Public Procurement Regulatory Authority (SPPRA) rules and the bidding documents.
- vi. If the successful bidder fails to sign the contract/work order, fails to provide required performance security (where applicable), or otherwise fails to proceed in accordance with the tender requirements, CWP may cancel the award and proceed to award to the next lowest evaluated responsive bidder or may re-tender, as per applicable rules and approvals (including any action on bid security where applicable).

CLARIFICATIONS OF BIDS:

To assist in the examination, evaluation, and comparison of bids, Committee for the Welfare of Prisoners (CWP) may, at its discretion, request any bidder for written clarification of its bid. Such clarification shall be in writing only, and no change in the price or material substance of the bid shall be sought, offered, or permitted.

GOVERNING LAWS AND DISPUTES:



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These Tender Documents and the resulting contract/work order shall be governed by the **laws of Pakistan**, and where applicable, the procurement shall be conducted under the applicable rules of Sindh Public Procurement Regulatory Authority (SPPRA). Any dispute or difference arising between the parties shall first be resolved **amicably**. Failing amicable settlement, the dispute shall be referred to **arbitration** in accordance with applicable Pakistani laws. The arbitrator(s) shall issue a **reasoned award**, which shall be final and binding on the parties.

PLACEMENT OF ORDER AND ACCEPTANCE:

The successful bidder shall provide written acceptance of the purchase order/work order within **five (05) working days** from the date of issuance. Failure to accept within the stipulated time may result in cancellation of the order and CWP may proceed in accordance with the bidding documents and applicable rules (including award to the next lowest evaluated responsive bidder or re-tendering, as applicable).

AUTHORIZED SIGNATORY:

The bidder shall clearly indicate the authorized signatory/official(s) who are empowered to discuss and correspond with CWP, sign agreements/contracts, submit invoices, and receive payments. The bidder shall provide documentary proof of authorization (e.g., authorization letter, board resolution/letter of authority) and specimen signature(s) of the authorized person(s), as required by CWP.

APPEALS:

Any bidder who believes it has been harmed by an error or irregularity in the procurement process may submit a written complaint to CWP in accordance with applicable Sindh Public Procurement Regulatory Authority (SPPRA) rules. Complaints shall be submitted by email at hr@lao.org.pk (subject line: "Complaint – SUPPLY & SERVICES WORK – ELC Karachi") within the time specified under the applicable rules, along with supporting evidence/documents.



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ANNEX A:

Date:

Declaration of Eligibility

To whom it may concern

(To be submitted to companies letterhead)

I, the undersigned representative of M/s..... having its office at..... Do hereby affirms that our company/firm/organization is eligible because we;

- i. Are registered company/firm/organization.
- ii. Are registered with NTN.
- iii. Are not bankrupt or in the process of going bankrupt.
- iv. Have not been convicted for an offense concerning professional conduct.
- v. Have not been guilty of grave professional misconduct (proven by any means which the contracting authorities can justify).
- vi. Have fulfilled obligations related to payment of taxes.
- vii. Are not guilty of serious misinterpretation in supplying information.
- viii. Are not in situations of conflict of interest (with prior relationship to project or family or business relationship to parties in CWP)
- ix. are not declared at the serious fault of implementation owing to a breach of their contractual obligations
- x. Have no relation, direct or indirect, with any terrorist or banned organizations.
- xi. Are not on any list of sanctioned parties issued by the Pakistan Government, DIFD, USAID, UN agencies, European Union, and others.
- xii. Are not blacklisted by any Local/International organization, Government/semi Government department, NGO, or any other company/organization.
- xiii. Have not been reported for/under litigation for child abuse.
- xiv. Have read the tender documents Tender of Committee for the Welfare Prisoners-CWP **Reference # CWP/KHI/06/04/22/002**, and fully understand and agree with the terms and conditions.

Declared By:

(Signature):

(Name & Designation)

(Name & Address of Company/firm)

Witness by: -----

Signature: -----

Name: -----



COMMITTEE FOR THE WELFARE OF PRISONERS

ANNEX B:

CONFLICT OF INTEREST - TENDERING ORGANISATION

Please indicate whether any of your Officers or officers of proposed partners or relatives.			
Sr.	Question for Declaration	YES	NO
01	Is or has ever been an employee of CWP?		
02	Has a relative who is, or has ever been, an employee of CWP		
03	Has any involvement as an Officer or has a relative who is an Officer in any Organizations that currently provide Services to CWP?		
04	Has any involvement as an Officer or has a relative who is an Officer, in any other Organizations that are responding to this Tender?		
05	Has any financial, political, personal, or other interest that is or may be perceived to be a conflict of interest?		
If you have answered yes to any of '1' to '5' above, please give detail.			
06	Are there any issues (in addition to those addressed in '1 to 5' above), current or likely; about your Organization or proposed partners that may give rise to any conflict of interest?		
If you have answered yes to '2.6.' above, please provide details:			
<p>Declaration to be completed by the Tenderer's Authorized Representative:</p> <p>I declare that the answers given to questions '1' to '6' above are entirely accurate, complete, and true and that should any circumstance arise that would cause the answers given above to be no longer entirely accurate, complete and true I will immediately inform the person nominated as Senior Responsible Officer.</p> <p>Full Name: _____ Position _____</p> <p>Company Name: _____</p>			



COMMITTEE FOR THE WELFARE OF PRISONERS

Signature: _____ Date: _____

Declaration to be completed by the Tenderer's Authorized Representative:

I declare that the answers given to questions '1' to '6' above are entirely accurate, complete, and true and that should any circumstance arise that would cause the answers given above to be no longer entirely accurate, complete and true I will immediately inform the person nominated as Senior responsible Officer.

Full Name: _____ Position _____

Company Name: _____

Signature: _____ Date: _____