



**SINDH EDUCATION FOUNDATION**  
**GOVT. OF SINDH**  
(HEAD OFFICE)



SEF (Plot. No. 21/A, Block No.7& 8 Overseas Cooperative Housing Society,  
Ameer Khusro Road) Karachi. 021-34169182 & 184

**TENDER NOTICE FOR HIRING OF DATA ENTRY FIRM FOR IELP PROGRAM**

**Tender Ref: SEF/NP/14-15/20**

Sealed bids, addressed to the Procurement Department, Sindh Education Foundation, are invited under SPPRA rules, 2010 (Amended 2013). The potential bidder must have at least 03 years of experience along with turnover of Rs.15 million per annum (Evidence required) in Data entry Field. The bidder must also not be black listed from anywhere and have registration with relevant Tax & Sales Tax Departments of the Govt. of Pakistan (preferably based in Sindh Province).

Strong background firms are required to provide a best proposal, they are allowed to participate as per below mentioned schedule:

DESCRIPTION OF JOB	TENDER DOCUMENTS	AVAILABILITY OF TENDER DOCUMENTS	LAST DATE OF SUBMISSION	TENDER OPENING DATE
<b>HIRING OF DATA ENTRY FIRM FOR IELP PROGRAM</b>	Exact details & Specifications are available in the bidding documents.	27 <sup>th</sup> February, 2015 to 19 <sup>th</sup> March, 2015 from 10:00 a.m. to 4:30 p.m. (working days only)	20 <sup>th</sup> March, 2015 unto 3:00 p.m.	20 <sup>th</sup> March, 2015 up to 3.30 p.m.

Interested Firms are requested to give their best & final prices as negotiations on the prices once quoted/offered are not permissible under the rules. Bidding documents containing terms and conditions with a prescribed Performa can be obtained from Procurement Department, Sindh Education Foundation, against pay order of Rs.1000/- (non-refundable) in favor of "SINDH EDUCATION FOUNDATION" and in case of download bidding documents from SPPRA or SEF website, at the time of submitting of bid, the pay order of tender fee Rs.1000/-(non-refundable) must be enclosed along with the bid in favor of "SINDH EDUCATION FOUNDATION".

All bids should be submitted in single package containing one envelope each under Single stage – One envelope procedure specified in SPPRA rules, 2010 amended 2013. Envelope shall contain the TECHNICAL & FINANCIAL PROPOSAL duly attached a 3% Bid Security (refundable) pay order of the total bid cost in the name of SINDH EDUCATION FOUNDATION Govt. of Sindh. No tender will be accepted without Bid Security & such tender(s) will be rejected at the spot.

Bids shall be opened at the office of SEF, Plot # 21 Block-7/8, OCHS, Ameer Khusro Road, Karachi on the time & date given above in the presence of Purchase Committee, SEF, Govt. of Sindh, Karachi and those authorized Persons/Firms who wish to be present.

The Procuring Agency may reject any bid subject to relevant provision of SPP Rules 2010(Amended 2013) and may cancel the bidding process at any time prior to acceptance of bid or proposal as per Rule -25(i) of said rules of SPP Rules 2010(Amended 2013).

This advertisement is also available on the websites of Sindh Education Foundation, SPPRA & Govt. of Sindh i.e. [www.sef.org.pk](http://www.sef.org.pk) & [www.pprasindh.gov.pk](http://www.pprasindh.gov.pk) respectively.

Sd/-  
Deputy Director Procurement