



REQUEST FOR PROPOSALS

Hiring of Event Management Firm for SEF Silver Jubilee Celebration

[RFP # - SEF/NP/17-18/10]

Sindh Education Foundation (SEF), Government of Sindh (GoS) invites sealed proposals from the interested bidders for Hiring of Event Management Firm for SEF Silver Jubilee Celebration. The eligible bidders must meet the following eligibility criteria duly substantiated with documentary evidence:

SHORLISTING CRITERIA	
a.	Must have an office in Karachi.
b.	The Agency must be rendering brand promotion and event management services in same name and style for last Five years.
c.	In the last 5 (five) financial years, the firm should have solely undertaken and completed event management of minimum 3 (three) projects of State / National / International repute with a contract value of at least Rs. 3 million.
d.	An affidavit on 50/- rupees stamp / bond paper declaring/certifying that the firm has never been blacklisted by any Organization.
e.	Firm must be registered with relevant Tax Authorities like FBR, SRB etc (evidence of registration shall be required).
f.	The firm should have a turnover of at least Rs. 10 million per annum in the last (three) financial years. (Valid Audit Report required from a Chartered Accountant firm that is not blacklisted).

The method of selection is: **Quality and Cost Based Selection (QCBS) Method {Rule 72 (3) (b) of SPP Rules 2010.**

The interested bidder can either obtain the bidding documents(s) on dated **7th September, 2017 to 25th September, 2017** from Procurement Department or download it from SPPRA and SEF website, www.pprasindh.gov.pk and www.sef.org.pk respectively against the pay order of Rs.1000/- (non-refundable) in favor of "**SINDH EDUCATION FOUNDATION**". **Proposal must be submitted in the booklet/binding form** as a single package containing two separate envelopes as per SPP Rule 46 (2). Each envelope shall contain separately the TECHNICAL PROPOSAL and FINANCIAL PROPOSAL. A pay order of 3% Bid Security of the total bid value (refundable) in the name of **Sindh Education Foundation** shall also be enclosed with the sealed financial proposal. The address on the envelope should be marked to the Procurement Department of SEF. **No tender will be accepted without Bid Security or short amount of Bid Security & such tender(s) will be rejected at the spot.**

The last submission date of **Proposals** is **26th September, 2017 till 03:00 PM. Technical Proposal shall be opened on the same day at 3:30 PM, at SEF HEAD OFFICE PLOT NO.21, BLOCK-7/8, OVERSEASE HOUSING, AMEER KHUSRO ROAD KARACHI, PAKISTAN** in the presence of bidders or their representatives who may like to attend the session (In case of any holiday/law-an-order situation/mishaps the last date of Tender opening date will be on next working day).

The Procuring Agency may reject any bid subject to the relevant provisions of SPPRA Rules 2010 and may cancel bidding process at any time prior to acceptance of bid(s) as per Rule 25(1) of said SPP Rules.

S/d

Acting Deputy Director (Procurement)
Sindh Education Foundation