



# HIGH COURT OF SINDH, KARACHI

## REQUEST FOR QUOTATION (RFQ)

Procurement & Supply of Horticultural Plants for the Gardens of the High Court of Sindh, Karachi

Fiscal Year 2026–27

|                                |                                                                                                                                                                                                                                 |
|--------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Description / Service Required | Procurement and supply of ornamental and landscaping plants, as specified in Annexure-A, required for the maintenance, upkeep, and beautification of the gardens and lawns of the High Court of Sindh, Karachi (Principal Seat) |
| RFQ No.                        | SHC/BUD/RFQ/2026-27/08                                                                                                                                                                                                          |
| Date of Uploading of RFQ       | Wednesday, August 19, 2026                                                                                                                                                                                                      |
| Last Date for Submission       | Wednesday, August 26, 2026, up to 1400 hrs                                                                                                                                                                                      |
| Method of Procurement          | Request for Quotation (RFQ)                                                                                                                                                                                                     |
| Delivery Period                | Within seven (07) days of issuance of the Supply/Work Order, or as mutually agreed with the Budget Section                                                                                                                      |
| Contact Person                 | Assistant Registrar (Budget), High Court of Sindh                                                                                                                                                                               |
| Telephone                      | 021-99203151-59, Ext. [234]                                                                                                                                                                                                     |
| Site Survey                    | Interested vendors are encouraged to visit the gardens of the High Court of Sindh, Karachi, to assess site conditions prior to submission of quotation                                                                          |

### 1. BACKGROUND

The High Court of Sindh intends to procure ornamental and landscaping plants, as detailed in Annexure-A below, for the proper maintenance, upkeep, and beautification of the gardens and lawns at its Principal Seat, Karachi. Sealed quotations are invited from eligible, experienced, and technically qualified nursery owners/horticultural suppliers possessing valid tax registrations, in accordance with the Sindh Public Procurement Rules, 2010 (as amended).

### 2. LIST OF ITEMS / ANNEXURE-A

The horticultural items required for the gardens of the High Court of Sindh, Karachi (Principal Seat) are as follows:

| Sr.# | Description                                 | Quantity |
|------|---------------------------------------------|----------|
| 1    | Dieffenbachia (Tiffen Plant) in 18 inch Pot | 100 Pots |
| 2    | Money Plant (Mix Species)                   | 100 Pots |
| 3    | Steak Palm (Beefsteak Plant)                | 50 Pots  |
| 4    | Areca Palm in 18 inch Pot                   | 50 Pots  |
| 5    | Croton Plant in 18 inch Pot                 | 50 Pots  |
| 6    | Iroxa in 14 inch Pot                        | 50 Pots  |
| 7    | Flax in 14 inch Pot                         | 50 Pots  |
| 8    | Table Palm in 18 inch                       | 30 Pots  |

Note: The above list constitutes Annexure-A to this RFQ. All plants shall be healthy, disease-free, well-rooted, and of nursery-grade quality, in pots of the sizes specified above, ready for transplantation upon delivery.

3. ELIGIBILITY / TECHNICAL QUALIFICATION CRITERIA

Only those firms/nurseries meeting the following minimum criteria shall be considered eligible to participate:

- Registered nursery/horticultural supplier with valid National Tax Number (NTN), and appearing on the Active Taxpayers List (ATL), where applicable.
- Demonstrable experience in the supply of ornamental and landscaping plants, preferably with government departments, autonomous bodies, or corporate clients.
- Capacity to supply the full quantity and variety of plants specified in Annexure-A from existing nursery stock within the stipulated delivery period.
- Ability to arrange safe transportation and delivery of plants to the High Court of Sindh, Karachi, at the supplier's own cost.
- The firm must not be blacklisted / debarred by SPPRA or any other Government department, autonomous body, or public sector organization.

4. FINANCIAL PROPOSAL

Bidders shall quote their rates, inclusive of all applicable taxes and delivery charges, against the format given below. Rates quoted shall remain valid and fixed till completion of supply:

| Sr.#                                 | Description                                 | Unit | Qty. | Rate (PKR)<br>(Incl. All Taxes) | Amount<br>(PKR) |
|--------------------------------------|---------------------------------------------|------|------|---------------------------------|-----------------|
| 1                                    | Dieffenbachia (Tiffen Plant) in 18 inch Pot | Pot  | 100  |                                 |                 |
| 2                                    | Money Plant (Mix Species)                   | Pot  | 100  |                                 |                 |
| 3                                    | Steak Palm (Beefsteak Plant)                | Pot  | 50   |                                 |                 |
| 4                                    | Areca Palm in 18 inch Pot                   | Pot  | 50   |                                 |                 |
| 5                                    | Croton Plant in 18 inch Pot                 | Pot  | 50   |                                 |                 |
| 6                                    | Iroxa in 14 inch Pot                        | Pot  | 50   |                                 |                 |
| 7                                    | Flax in 14 inch Pot                         | Pot  | 50   |                                 |                 |
| 8                                    | Table Palm in 18 inch                       | Pot  | 30   |                                 |                 |
| GRAND TOTAL (Inclusive of All Taxes) |                                             |      |      |                                 |                 |

5. SUBMISSION INSTRUCTIONS

- Sealed quotations, comprising both technical and financial proposals, must be submitted on the firm's official letterhead, duly signed and stamped by the authorized signatory, on or before the last date and time for submission mentioned above.
- Quotations must be accompanied by copies of NTN certificate and proof of relevant experience (client list / completion certificates / purchase orders), where applicable.
- Quotations shall remain valid for a period of ninety (90) days from the last date of submission.
- Quotations received after the stipulated date and time, or that are incomplete, unsigned, or conditional, shall not be considered.
- Any queries regarding this RFQ may be directed to the Contact Person mentioned above during office hours.

## 6. EVALUATION CRITERIA

Quotations shall be evaluated on the basis of:

- Fulfilment of the Eligibility / Technical Qualification Criteria at Section 3 above (Pass/Fail);
- Availability and quality of the plants offered as per specifications in Annexure-A; and
- The lowest evaluated Grand Total quoted by a technically qualified and responsive bidder.

The Purchaser reserves the right to reject any or all quotations, or to annul the procurement process at any stage, without assigning any reason, in accordance with the Sindh Public Procurement Rules, 2010 (as amended).

## 7. TERMS AND CONDITIONS

- This procurement shall be governed by the Sindh Public Procurement Act, 2009, and the Sindh Public Procurement Rules, 2010 (as amended), and any subsequent amendments thereto.
- The successful bidder shall be required to supply and deliver the plants strictly in accordance with the quantities and specifications set out in Annexure-A.
- Payment shall be released after satisfactory delivery and inspection/verification of the plants by the concerned Section, and after deduction of applicable withholding taxes.
- The Court reserves the right to inspect the plants at the time of delivery and reject any item found to be substandard, diseased, or not matching the specified size/variety.
- Any dispute arising out of this RFQ shall be resolved amicably, failing which it shall be subject to the exclusive jurisdiction of the Courts at Karachi and the review mechanism provided under the Sindh Public Procurement Rules, 2010.

-sd-

**Assistant Registrar (Budget)**  
High Court of Sindh, Karachi