



HIGH COURT OF SINDH, KARACHI

Tender Reference No. NO.SHC/BUDGET/TENDER/2025-26/II/CCTV-Hyd

BIDDING DOCUMENT

For

**TENDER FOR THE PROCUREMENT PROCESS TO EXTEND AND
ENHANCE THE EXISTING SECURITY AND SURVEILLANCE
SYSTEM OF THE HIGH COURT OF SINDH, CIRCUIT COURT,
HYDERABAD.**

*Supply, Installation, Integration, Testing, and Commissioning of CCTV
Cameras at Circuit Court Hyderabad”*

January 2026

For General Information & Queries Contact Mr. Ghulam Qadir Sario, J.O.A,
Phone No. 021 99203151-9 Ext-295, Fax No. 021-99204126.
Office of the Director General (Finance & Accounts), High Court of Sindh, Karachi

Signature & Stamp of Bidder

Page 1

Court Rd, near Passport Office Saddar & Sindh Secretariat, Saddar Karachi,

Contents

I.	Introduction & Instruction:	4
II.	Principles of Procurement:	5
III.	Clarification and Modification of Bidding Documents:	5
IV.	Objection(s) on Bid Evaluation Reports:	5
V.	Preliminary Examination of Bids:	5
VI.	Financial Evaluation: -	6
VII.	Mandatory Qualification/ Eligibility Criteria:	6
VIII.	Sample of TECHNICAL SPECIFICATION (REQUIRED / EQUIVALENT)	7
IX.	Sample of Financial Proposals	8
X.	Terms & Conditions:	9
XI.	(INTEGRITY PACT)	12

Tender Reference No. _____ Dated ____ - ____ -202__

BID SUBMISSION LETTER

To
The Learned Registrar, Sindh
High Court, Karachi.

Subject: **SUBMISSION OF BID FOR THE PROCUREMENT PROCESS TO EXTEND AND ENHANCE THE EXISTING SECURITY AND SURVEILLANCE SYSTEM OF THE HIGH COURT OF SINDH, CIRCUIT COURT, HYDERABAD.**

Respected Sir,

We, the undersigned, are pleased to submit our proposal for the tender titled “**TENDER FOR THE PROCUREMENT PROCESS TO EXTEND AND ENHANCE THE EXISTING SECURITY AND SURVEILLANCE SYSTEM OF THE HIGH COURT OF SINDH, CIRCUIT COURT, HYDERABAD.**” Enclosed within these sealed envelopes (Financial Proposal & Bid Security) is our comprehensive bid document.

We further authorize Mr. _____, holding CNIC No. _____, to represent our organization and attend all bid-related meetings and proceedings on our behalf.

We acknowledge and accept that the Sindh High Court reserves the absolute right to accept or reject any proposal at its discretion and may annul the bidding process without providing any reason or explanation. We also affirm that the decision of the Purchase Committee shall be final, binding, and immune from any challenge on any forum. Furthermore, the Purchase Committee shall not bear any liability for losses or damages incurred by any party relying on its decisions.

We thank you for the opportunity to participate in this process and assure you of our commitment to delivering services of the highest standard.

Sincerely,

Name: _____

Designation: _____

Company Name: _____

Date: _____

*No need to print this on company letter head.

I. Introduction & Instruction:

A. INTRODUCTION

1. The Sindh High Court (SHC) invites electronic bids from eligible bidders registered with the relevant tax authorities, appearing on the Active Taxpayers List (ATL) of the Federal Board of Revenue (FBR), and registered with the Sindh Public Procurement Regulatory Authority (SPPRA) for e-procurement on the “e-Pak Acquisition and Disposal System (EPADS),” for the ***“Supply, Installation, Integration, Testing, and Commissioning of CCTV Cameras at Circuit Court Hyderabad”***
2. For using the EPADS, unregistered bidders may first register on website <https://sindh.eprocure.gov.pk> in case of any technical difficulty in registration or using EPADS, the prospective bidders may contract SPPRA’s technical team.
3. The electronic bids, must be submitted by using EPADS on or before **Monday, January 26, 2026 at 10.45 a.m.** Manual bids, shall not be accepted. Electronic Bids will be opened by using EPADS publicly on the same day on **Monday, January 26, 2026 at 11.00 a.m.** at Office of the Director General (Finance & Accounts), IT Compound, High Court of Sindh.
4. In case the bid opening date falls on a public holiday, the bids will be opened on the next working day at the same time and on the same venue.
5. Copy of bid is not required. Bid shall be submitted through EPADS.
6. The online Bid opening shall take place through EPADS. The bidder can also attend through online or at address specified in Invitation to Bid (ITB).

B. INSTRUCTION

1. **Site Visit and Assessment of Scope of Work:**
 - Bidders are required to visit the Circuit Court, Hyderabad, and assess the scope and magnitude of the work before quoting their rates.
2. **SUBMISSION OF BIDS:**
 - Procurement method **‘SINGLE STAGE TWO ENVELOPE** Procedure’ in line with Rule 46(2) of the Sindh Public Procurement Rules, 2010. All e-Bids must be accompanied by a Bid Security (5% of the total amount of project) in an acceptable form in favor of the Registrar, High Court of Sindh, Karachi. The bidders shall upload a scanned copy of the Bid Security on EPADS. The original Bid Security must be submitted to the procuring agency on or before the closing time of bid submission, failing which the e-Bid shall be rejected.

II. Principles of Procurement:

Sindh High Court believes in fair, open, transparent and corruption free tender process. It is ensured that procurements are conducted in a ***fair and transparent manner*** and the object of procurement brings value for money to our organization. Hence, bidders are directed to provide soft & hard copies of all required documents as mentioned in “Eligibility Criteria”. We strictly follow “No Gift Policy” and do not favor any bidder. Any influence for winning the tender will disqualify the bidder from the tender process and bidder may be black listed for the life time subject to rules.

III. Clarification and Modification of Bidding Documents:

Bidding Document has been prepared as per rules. A prospective Bidder requiring any clarification of the Bidding Documents may approach Procuring Agency through E-PADS. The Procuring Agency will respond in writing to any request for clarification of the Bidding Documents that it receives no later than three (03) days before the deadline of submission of bids. Copies of the Procuring Agency’s response (including an explanation of the query but not identifying its source) will be uploaded on EPADS within three days prior to closing date of Bids.

IV. Objection(s) on Bid Evaluation Reports:

The Bid Receiving Time Sheet, Bid Attendance Sheet, Eligibility Criteria Report, Technical Bid Evaluation Report, and Financial Bid Evaluation Report shall be uploaded on the official website of the High Court of Sindh. Any prospective bidder requiring clarification of the Bidding Documents may approach the Procuring Agency through E-PADS. Objection(s), if any, shall be submitted in accordance with the prescribed procedure.

V. Preliminary Examination of Bids:

Procurement Committee shall examine the bids to confirm that all required documents and specifications/ technical documentation requested in bidding documents have been provided, and to determine the completeness of each document submitted. If any of the required documents or information is missing, the bid shall be rejected. Further, Sindh High Court shall examine the Bid to confirm that all terms and conditions specified in the bidding documents have been accepted by the Bidder without any material deviation or reservation.

VI. Financial Evaluation: -

Financial evaluation of the eligible/technically qualified bid(s) shall be carried out on a single-scheme basis, as specified in the financial proposal. All applicable Government taxes shall be levied in accordance with the prevailing rules. The tender may be awarded to the **most advantageous bidder(s)**, subject to fulfillment of all terms and conditions of the bidding documents and compliance with the specifications and requirements of the Sindh High Court, as stipulated in the bidding documents and applicable rules.

VII. Mandatory Qualification/ Eligibility Criteria:

The bids disqualified / not responsive to the Mandatory Qualification Criteria, as mentioned below shall not be eligible for further Evaluation.

S #	Eligibility Criteria	Attached Yes/No
1	Complete (Every Page) filled, signed & stamped Tender Document.	
2	Registration with relevant tax/ regulatory authorities i.e. FBR (NTN & GST Certificates and also Active Taxer Payer), SRB (Sindh Sales TAX)	
3	The bidder must be an authorized partner/reseller of the Original Equipment Manufacturer (OEM) and shall be required to submit a valid partner/reseller or manufacturer's authorization letter along with the bid.	
4	The participating firm must have at least Three (03) relevant purchase orders.(copies of purchase orders required)	
5	Affidavit/Undertaking that the bidder is neither blacklisted nor suspended by any National / International, including Provincial and Federal Government.	
6	Average annual turnover in preceding 3 financial years should not be less than Rs. 5 million demonstrated through income tax returns / Audited statement of Accounts.	
7	Technical Bid / Proposal on Bidder's Letterhead duly signed and stamped along with the required brochure/ technical data etc.	
8	Bidder must have PEC Registration (in relevant Category).	
9	Bidder must have at least a Trained Resource	

VIII. Sample of TECHNICAL SPECIFICATION (REQUIRED / EQUIVALENT)

S. No	Make & Model	Description	Qty
01	Network IR Bullet Camera OR Network IR Eyeball/Dome Camera (Indoor: Dome, Outdoor: Bullet) (Supply & Installation)	6 Megapixel Network IR Camera <ul style="list-style-type: none"> • Max output: 6MP (3200×1800) @20fps • Supports 2688×1520 @25/30fps • H.265 codec • IR distance: 30m • SMART H.264+/H.265+ • Built-in Mic • 12VDC/PoE • IP67 protection • Human detection support 	43
02	32-Channel Network Video Recorder (Supply & Installation)	32-CH NVR, 4K Supported <ul style="list-style-type: none"> • Up to 32 IP camera inputs • H.265+/H.265/H.264+/H.264 • Up to 256 Mbps incoming bandwidth • 2×RJ45 10/100/1000 Mbps ports 	02
03	16-Channel Network Video Recorder (Supply & Installation)	16-CH NVR <ul style="list-style-type: none"> • Up to 16 IP camera inputs • H.265+/H.265/H.264+/H.264 • Decoding: 1-ch@12MP or 2-ch@8MP or 4-ch@4MP or 8-ch@1080p • Up to 160 Mbps bandwidth • 1×RJ45 10/100/1000 Mbps 	01
04	6 TB HDD	6 TB HDD	02
05	Network Switch (Supply & Installation)	08-Port 10/100 Mbps Base-TX PoE Switch <ul style="list-style-type: none"> • PoE Budget ≤65W • 2 uplink ports 10/100 Mbps 	09
06	Batteries for UPS	Tubular Batteries 1800 AHZ	02
07	LCD / LED Display (Supply & Installation)	43" or higher LED/LCD Display (Eco Star/TCL/Sony or equivalent) Compatible with Cameras/NVR	02
08	CAT-6 Cable Coil	CAT-6 Pure Copper Cable Coil	01
09	PVC Pipe	PVC Pipe / Duct Patti – 1 inch	100
10	Complete Installation, Fitting, Wiring & Labor Charges	Complete installation, fitting, wiring & labor charges	1 Complete Job

Make & Model:

- The bidder shall clearly specify the make and model of each item offered. All supplied items must be brand new, genuine, and in accordance with the approved technical specifications.

Warranty, Servicing & Maintenance:

Signature & Stamp of Bidder

Page 7

- The bidder shall provide a comprehensive warranty of **one (01) year** for all supplied and installed items, inclusive of on-site servicing, maintenance, and troubleshooting. The warranty shall cover all components, including but not limited to power supplies, adaptors, UPS batteries, and associated accessories, at no additional cost to the Procuring Agency.

IX. Sample of Financial Proposals

S.No	Description	Make & Model	Unit Price (Rs)	Quantity	Amount
1					
2					
	Total Amount				
	18% GST				
A	Total Amount with GST				
	Installation, Testing & Commissioning Charges				
	15% SST				
B	Total Service Cost				
	Grand Total (A+B)				

Chairman, Procurement Committee	
Member, Procurement Committee	Member, Procurement Committee

X. Terms & Conditions:

1. **Bidding Method: Single Stage- Two Envelope** method will be adopted for bidding process as per SPPRA Rules.
2. **E-Bids**: The Sindh High Court shall not consider any manual bids; only electronic bids submitted through EPADS shall be accepted. (The Bidder shall submit the bid through EPADS, completed in all respects of this bidding document. Copy of Bid is not required.)
3. **Bid Security**: All electronic Bids must be accompanied by a Bid Security Bid Security of **5%** of total quoted amount in favor of Registrar, High Court of Sindh, Karachi. The prospective bidders shall upload scanned copy of Bid Security on EPADS. Original bid security must be submitted to the procuring agency on or before the closing time of bid submission failing to which the bid shall be rejected. (The Bid Security shall be in the form of: either Call Deposit/Demand Draft/Payment Order)
4. **Late Bids**: Sindh High Court shall not consider any bid that arrives after the deadline for submission of bids, as reflected in NIT. Any bid received after the deadline for submission of bids shall be declared late, rejected, and returned unopened to the Bidder.
5. **Responsive Bids**: A substantially responsive Bid is one that conforms to all the terms, conditions, and specifications of the Bidding Documents without material deviation, reservation, or omission. Non-responsive Bids shall not be considered. Bidders are advised in their own interest to prepare their bids as per format, requirements, terms & conditions, mentioned in bid documents. Bidders are also advised to submit soft and hard copies of all required documents along with their bids.
6. **Award of Contract**: Sindh High Court may award the Contract to the **qualified Bidder** whose offer has been determined to be the lowest bid and is substantially responsive to the Bidding Documents, provided further that the Bidder is determined to be qualified to perform the Contract satisfactorily.
7. **Notification/ Purchase Order for Award of Contract**: Prior to the expiration of the period of bid validity, Sindh High Court will notify the successful Bidder, in writing, that its Bid has been accepted. Until a formal Contract is prepared and executed, the purchase order/ notification of award shall constitute a binding Contract.
8. **Performance Security**: The bid security of successful bidder will be released after submission of Performance Security equal to **5% of total cost of contract**. (The Performance Security (or Guarantee) shall be in one of the following forms a) A bank guarantee, an irrevocable letter of credit issued by a reputable bank, or in the form provided in the Bidding Documents or another form acceptable to the Procuring Agency;

or b) A cashier's or certified check.)

9. **Release of Performance Security:** The Performance Security shall be released after successful completion of the entire contract, including the warranty/defect liability period.
10. **Validity Period:** The procurement contract will be awarded within bid validity period i.e. 90 days as per SPRRA Rules.
11. **Receiving/Acceptance of Purchase Order:** The vendor will sign the copy of the Purchase Order as acknowledgement. Copy of Purchase Order along with relevant documents must be submitted along with bill.
12. **Delivery Mechanism:** Successful bidder shall deliver the goods within **Thirty (30) calendar days** of issuance of Purchase Order. No request for extension in delivery date shall be considered. In case of non-delivery, bidder will be black listed as per rules.
13. **Delayed Delivery:** 1% penalty of the total amount will be imposed per day for which the company/firm/agency failed to deliver within the delivery/execution period.
14. **Inspection:** Physical inspection will be carried out by the Building Supervisor of this Court. Ordered material is subject to final inspection at the time of delivery.
15. **Quantity Delivered:** Competent Authority reserves the right to increase/decrease the quantity as per requirement and availability of funds, as per rules.
16. **Payment Term:** Payment shall not be made in advance before making delivery. Payment shall be issued by the office of A.G Sindh and cheque will be handed over to bidder (s) or his authorized representative (s).
17. **Condition of Goods:** All items must meet in all respects with the sample/specifications & conditions of the Order and must be in good condition & conform to the best industrial quality standards; otherwise they will be liable to be rejected as per rules.
18. **Rejection of Goods:** We reserve the right to cancel any or all the items if material is not in accordance with our specification or if the delivery is delayed.
19. **Disclosure of Confidential Script/Material:** All rights reserve with the SHC and no information either in written/electronic media/copying form should be disseminated without the permission of the authority.
20. **Resolution of Differences:** In case of any difference or dispute arises between the parties, the same shall be dealt with as per rules.
21. **Rules, Regulations & Policies:** All rules, regulations and policies will be governed in accordance to the SPPRA.
22. **Mistakes in Calculation:** The contractor/ supplier will be liable for any mistakes in calculation of price/ rate and amount and shall be liable to suffer the loss arises at any stage of contract, due to mistakes in calculation or tax rates.
23. **Government tax(es), levi(es) and charges(s):** All Government taxes (including Income tax and stamp duty), levies and charges will be charged as per rules. Bidder should keep them updated regarding taxation issues in consultation with the relevant tax regulatory authorities.
24. **Stamp Duty:** Stamp duty will be levied as per rules. All matters of stamp duty shall be dealt with by the budget branch and A.G Sindh.
25. **Alternative Bids:** Alternative bids shall not be considered and complete tender shall

be rejected being non-responsive.

26. **Cost of Bidding:** Tender documents can be downloaded free of cost. However, the Bidder shall bear all costs associated with the preparation and submission of its bid, and Sindh High Court shall not be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.
27. **Rights of Sindh High Court:** Sindh High Court reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids at any time prior to contract award, without thereby incurring any liability to Bidders.
28. **Interest on Late Payments:** No interest shall be paid on late payment if cheque is received late from the Office of A.G Sindh. However, every effort shall be made for timely payments to successful bidders.
29. **Insurance:** The goods supplied under that contract should be fully insured. All cost of insurance shall be paid by the successful bidder. If the goods are not insured then risk if any shall be suffered by the successful bidder
30. **Warrants:** Supplier must warrants that goods supplied would be new, unused and as per best industrial standards. All terms and conditions of standard warranty shall be applicable.
31. **Termination of Contract:** SHC may terminate the contract, if the successful bidder fails to supply all or parts of goods within definite time or fails to perform any other obligations of contract or bidder has failed to submit performance security or bidder has involved in fraud/ corruption.
32. **Manipulation of Tender Documents:** Any type of manipulation/ alteration/ changes in tender document by the bidder for favoring the bidder shall not be tolerated under any circumstances and bid shall be rejected being non-responsive.
33. **Correction:** A prospective Bidder requiring any clarification of the Bidding Documents may approach Procuring Agency through E-PADS.
34. The Procuring Agency will respond in writing to any request for clarification of the Bidding Documents that it receives no later than three (03) days before the deadline of submission of bids. Copies of the Procuring Agency's response (including an explanation of the query but not identifying its source) will be uploaded on EPADS within three days prior to closing date of Bids.
35. It is hereby certified that rates have been quoted after inspecting the samples and all the terms and conditions have been read, agreed upon and signed.
36. It is hereby certified that rates have been quoted after inspecting the samples and all the terms and conditions have been read, agreed upon and signed.

Name:	
Designation:	
Signature & stamp	

Cell No	

XI. (INTEGRITY PACT)

DECLARATION OF FEES, COMMISSION AND BROKERAGE ETC
PAYABLE BY THE SUPPLIERS OF GOODS, SERVICES & WORKS IN
CONTRACTS WORTH RS.10.00 MILLION OR MORE

Contract No. _____ Dated _____

Contract Value: _____

Contract Title: _____

..... [Name of Contractor] hereby declares that it has not obtained or induced the procurement of any contract, right, interest, privilege or other obligation or benefit from Government of Sindh (GoS) or any administrative department or agency thereof or any other entity owned or controlled by GoS through any corrupt business practice.

Without limiting the generality of the foregoing, [name of Contractor] represents and warrants that it has fully declared the brokerage, commission, fees etc. paid or payable to anyone and not given or agreed to give and shall not give or agree to give to anyone within or outside Pakistan either directly or indirectly through any natural or juridical person, including its affiliate, agent, associate, broker, consultant, director, promoter, shareholder, sponsor or subsidiary, any commission, gratification, bribe, finder’s fee or kickback, whether described as consultation fee or otherwise, with the object of obtaining or inducing the procurement of a contract, right, interest, privilege or other obligation or benefit in whatsoever form from GoS, except that which has been expressly declared pursuant hereto.

[name of Contractor] certifies that it has made and will make full disclosure of all agreements and arrangements with all persons in respect of or related to the transaction with GoS and has not taken any action or will not take any action to circumvent the above declaration, representation or warranty.

[Name of Contractor] accepts full responsibility and strict liability for making any false declaration, not making full disclosure, misrepresenting facts or taking any action likely to defeat the purpose of this declaration, representation and warranty. It agrees that any contract, right, interest, privilege or other obligation or benefit obtained or procured as aforesaid shall, without prejudice to any other rights and remedies available to GoS under any law, contract or other instrument, be voidable at the option of GoS.

Notwithstanding any rights and remedies exercised by GoS in this regard, [name of Contractor] agrees to indemnify GoS for any loss or damage incurred by it on account of its corrupt business practices and further pay compensation to GoS in an amount equivalent to ten times the sum of any commission, gratification, bribe, finder’s fee or kickback given by [name of Contractor].

Contractor] as aforesaid for the purpose of obtaining or inducing the procurement of any contract, right, interest, privilege or other obligation or benefit in whatsoever form from GoS.

Name of Procuring Agency:

Name of Contractor:

Signature:

Signature:

[Seal]

[Seal]