



ISLAMIC RELIEF

Islamic Relief in Pakistan is registered with the Securities and Exchange Commission of Pakistan (CUIN Registration No. 0033819) under Section 42 of Companies Ordinance 1984

“Inspired by our Islamic faith and guided by our values we envisage a caring world where communities are empowered, social obligations are fulfilled and people respond as one to the suffering of others.”

TENDER PACK

PROPOSAL FOR: REHABILITATION/CONSTRUCTION WORK OF GOVERNMENT SCHOOL (DISASTER PREPAREDNESS & RISK REDUCTION) AT DISTRICT DADU

TENDER ADVERTISEMENT DATE: 19-MARCH-2026

TENDER ISSUANCE DATE: 19-MARCH-2026 to 02-APRIL-2026

LAST DATE FOR DOCUMENTS SUBMISSION: 02-APRIL-2026



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CONTENTS

1. Questionnaire (supplier’s general business info)
2. Pricing
3. Terms and Conditions
4. Supplier Screening Form
5. Queries..... write us
6. Complaint.... write us

1. CONFIDENTIAL QUESTIONNAIRE

Company Information

Full Legal and Trading Name.	
Date of Registration of your company (please attach certificate)	
Full address.	
Registered place of business (if different from street address).	
Name the contact within your organization to whom all correspondence regarding this should be addressed.	



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Company website address.	
Name and position of person authorized to enter into negotiations and sign any formal agreement.	
Company registration details such as, i. Registration numbers ii. VAT Registration number iii. Trade license number (Medicines) (copy must be attach)	
Name of other key contacts: Director/s. Sales/Orders. Technical Support.	

Business Information

Provide a brief description of your Company profile and structure, size and location(s) including a brief overview of your marketing and the scope of operations and styles manufactured. Relationships with any parent company (if applicable). Include details of third party contractors where applicable. Details of joint venture arrangements (if applicable).	
List of Products	



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List of Major Clients	
Details of your company's experience in the manufacture or supply of similar items, keeping in view the following points: i. Name of company/INGOs ii. Contract Value iii. References (Pos/ agreements copy must be attach)	

Banker's Detail:

Question	Response
Bank Name, Account Title, branch and total turnover in PKR of last year (attach the bank statement of last 6 months)	



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Trade Reference

	1	2	3	4
Name of Organization				
Contact name and phone number				
Description of items/services delivered				
Quantity				
Date contract awarded				
Date contract Completed				
Value of Contract in PKR				



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2. Pricing

M/s _____

Date: 19-JANUARY-2026

Ref. # _____

Islamic Relief (IR) is an International Non-Governmental Humanitarian Organization (NGO) providing humanitarian aid during emergencies and working for long-term development of the world's poorest people. Islamic Relief (Pakistan) takes this opportunity to request you to quote the prices for the **“Rehabilitation/Construction Work of Government School (Disaster Preparedness & Risk Reduction) at District Dadu-Sindh**

DETAILED FOR THE SUPPLIES.

Sr#	Items Description	Unit	Qty.	Unit Cost	Total Cost
A	Civil Work				
1	Dismantling of complete damaged RCC Roof of Class Rooms including shifting of waste and stacking at proper location within the school premises.	1327	Sft		
2	Provision and laying stone ballast for footing, floors and wall foundation using 1.5" to 2.5" size stone having not more than 5% absorption ratio including proper compaction, leveeing and watering required for next construction elements, complete in all respect.	1114	Cft		
3	Filling watering and ramming earth in floors with new earth (excavated from outside)	4200	Sft		
4	Provision and construction of plain cement concrete PCC 1:2:4 using 3/4" size crush aggregates, Govt approved sand query and cement having 3000 psi compressive strength for footing, floors and wall foundations including proper compaction and maintaining levels required for next construction element, complete in all respect.	1864	Cft		
5	Provision and construction of Brick Masonry with 1:3 cement sand mortars including maintaining of horizontal and vertical levels and proper curing after construction work for desirable timing to have proper strength, complete in all respect.	1031	Cft		
6	Supply & installation of 1st class Roof Brick tiles (12"x6"x2")	2288	Sft		
7	Supply & installation of Girders (4x6)" avg: per ft. weight not less than 2-3kg	425	Rft		
8	Supply & installation of T-Iron- (48x28 mm) Per Ft 600-800 gms	2112	Rft		
9	Roof water proofing (1-1/2" thick Bitumen Coating over)	2272	Sft		
10	Applying Cement plaster of (PCC-Floor, Wall, inner & outer side) thickness 12mm to 20mm in patches including disposal of rubbish to the dumping ground as per direction of engineer in charge	10935	Cft		
11	Main gate (8'x8') of school 18 gauge MS sheet including prime of red	1	No		



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	oxide and 2 coat of paint, holdings & hinges and locking arrangement complete in all respect				
12	Providing & applying weather shield ,distemper on roof of ICI Deluxe/ Berger in minimum 3 coats including scraping, opening of existing cracks, filling up of “V” cracks with epoxy expandable putty to required depths, making good plastered/unplaster surfaces with cement plaster wherever required. Item to include Plaster of Paris, primer, palti & making good existing surface to receive new paint including cleaning on completion of painting work complete in all respects.	11160	Sft		
13	Providing and applying oil paint after proper surface preparation, including cleaning, sanding, and application of putty where required. Apply two coats of approved quality economy premier oil paint (ICI/Burger or equivalent) on 18-gauge steel doors/ wooden and windows, ensuring uniform finish and coverage.	403	Sft		
B	Plumbing Work				
1	Boring up to 80-90 ft for water tank including borehole of 2", casing 1" with 1 1/4" Dia delivery pipe and bore hole protection complete in all respect	80	Rft		
2	Donkey Pump attached with DC motor of 12 volt along with the metallic cage complete in all aspects	1	No		
3	Providing and fixing 3'X3'X2.5' steel motor cage	1	No		
C	Solar System				
1	Provision and Installation of Solar Panel Inverex/Jinko brand 585 watt Monoperc-Cell Germany/AS traders along with angle stands complete in all respect	2	Each		
2	Solar Charge Controller 30A, MPPT 100/50d 12V-24V with over charge protection	1	Each		
3	Flooded Lead Acid Battery 12V XP-180 (115AH), 19 Plates	1	Each		
4	AC/DC 56" ceiling fan With Installation	4	No's		
5	LED Bulb 12V DC 12 Watt	15	No's		
6	Lamp Holder, Suspension Type	15	No's		
7	Bed Switch, 10 Amp	15	No's		
8	DC Flexible Flat Type Cable, 4 mm ² , 2-core	30	Mtr's		
9	DC Flexible Flat Type Cable, 1.5 mm ² , 2-core	30	Mtr's		
10	Heavy Duty Battery Clamps	2	Pair		
11	Provision of switch button unit for fan and bulb control, including a charging socket. The unit shall be of best quality branded make, suitable for 12V DC system, and designed for smooth operation and durability. It shall include individual switches for fan and bulb, along with an integrated charging socket for mobile or other DC appliances. The complete set shall be supplied as per approved sample and	15	No's		



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	specification, including installation and connection accessories.				
D	Visibility Board				
13	Providing and fixing 4'x3' sign board including standards, braces piping and in similar open work: Three Coats and writing letters or figures, per letter, per inch (25 mm) height. MS sheet of 16 (gauge) may be used and 2.5" Dia MS pipe may be used, fix in 1.5'x1.5' and 2' deep in ground with 1:2:4 mix	1	No		
Total Cost including all taxes and logistic loading unloading transportation etc. Delivery at District Dadu-Sindh.					

IMPORTANT NOTES: (Please Read All Carefully)

1. Before filling tender, it is mandatory to the supplier to study the specifications well,

Note: IR will have the right to conduct the lab test for of samples to evaluate the quality and also the consignment if selected.

Delivery Lead Time	
Delivery Location	District Dadu-Sindh

General Terms & Conditions

General

- Interested Supplier must provide CDR/DD amounting 5 % (in the name of Islamic Relief) of the total bid value. CDR/DD will be returned to unsuccessful bidders after decision of tender.
- Quoted prices for the above items shall be inclusive of all kind of govt. taxes and duties as per prevailing Tax Laws of Govt. of Pakistan, Transportation, and Custom Clearance and port taxes (if any)
- All prices must be quoted in Pak rupees.
- Prices quoted shall be Delivered Duty Paid (DDP) at the identified locations i.e. **in District Dadu-Sindh.**
- Any damage, loss, theft and demurrages outside the premises of Islamic Relief (Pakistan) shall be the responsibility of supplier / agent.
- Evaluation of the quotation and award of Purchase Order shall be items wise/lot wise.
- Applied tax as per government prevailing rates shall be deducted at the time of payment.

- Payment shall be made in the form of cross cheque within 21 days after acceptance of delivery and subsequent submission of the invoice to the Islamic Relief (Pakistan).
- Islamic Relief reserves the right to reject any or all quotations without assigning any reason thereof.
- Supplier shall be responsible for the delivery of items on mentioned location prescribed locations.
- Expected delivery time must be mentioned on your quotation.
- Incomplete Bids/ documents shall not be entertained.



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3.2. Bid Submission Requirements

1- The following documents should be accompany the tender

- Updated Company Profile with all registration certificates
- Updated bank statements of last 6 months and Last year audited financial statements
- Relevant Purchase Orders and Agreements along with completion certificate.

2- Sealed Bid addressed to “Purchase Committee” should be drop in tender box placed at Islamic Relief Area Office, House # A-307, PIA Housing Society, Gate #1 Gulistan E Johar Karachi latest by 1700 hours on or before 02-April-2026.

3.3. Validity of Price

Prices shall remain valid for at least 90 days from the date of opening. If the last date falls on a holiday, the validity shall be extended to the next working day of the Company thereafter.

For Islamic Relief _____ Sig & Seal of bidder _____

Supplier Screening Form

Company Information:-

Company Name (as appeared on Registration Document):

Company Address:

Country:

Telephone:

Website:

Director(s) names (Please ensure you enclose proof of identity of director(s) e.g. passport copy or ID card)

Has the organization been convicted of any criminal offence?

Does the organization have any relationship with current IR staff in the following capacity?

Personal/Family	Yes	No
Business	Yes	No

If you have answered YES to any of the above then can you please state in detail the relationship you have and with whom

How did you hear about IR’s service request i.e. (food, stationery, assets, medical supplies etc?)



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Please note that it is compulsory for the following to be provided to us:

1. Company Registration
2. Photo copy of ID/Passport of Directors

Consent

Our organization is not involved in and does not support any activity which is considered illegal by the Government of _____(insert Country) or under the International Laws Community or what may be termed a ‘terrorist activity’

I confirm that the above information is accurate to the best of my knowledge. I have not withheld information.

Name

Position

Sign & Official stamp

Date

We will treat your personal information as confidential and your details will not be shared with anyone else. The information on this form is required for the purpose of providing security screening.

Internal Use

Received by (local office): Name

Position

Date

Information sent to (HQ): Name

Date

Complaints..... please write us

If you see any violation of rights or any incident of corruption, please contact us at:

complaints@irp.org.pk

Islamic Relief has zero tolerance for corruption & bribery and is committed to listen and Address any violation of rights of aid workers, suppliers, contractors and our beneficiary Communities.



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Supplier Code of Conduct

1 Islamic Relief’s Supplier Code of Conduct

2 Islamic Relief Worldwide requires all suppliers to adhere to:

The Modern Slavery Act 2015

The International Labour Standards as defined by the ILO (International Labour Organization). The United Nations Global Compact’s 10 principles as stated below:

Human Rights

Principle 1: Businesses should support and respect the protection of internationally proclaimed human rights; and

Principle 2: Make sure that they are not complicit in human rights abuses.

Labour

Principle 3: Businesses should uphold the freedom of association and the effective recognition of the right to collective

Bargaining;

Principle 4: The elimination of all forms of forced and compulsory Labour;

Principle 5: The effective abolition of child Labour and

Principle 6: The elimination of discrimination in respect of employment and occupation.

Environment

Principle 7: Businesses should support a precautionary approach to environmental challenges;

Principle 8: Undertake initiatives to promote greater environmental responsibility; and

Principle 9: Encourage the development and diffusion of environmentally friendly technologies.

Anti-Corruption

Principle 10: Businesses should work against corruption in all its forms, including extortion and bribery.