

SINDH PUBLIC PROCUREMENT REGULATORY AUTHORITY

CONTRACT EVALUATION FORM

TO BE FILLED IN BY ALL PROCURING AGENCIES FOR PUBLIC CONTRACTS OF WORKS, SERVICES & GOODS

- Institute of Business Administration , Karachi
- 1) NAME OF THE ORGANIZATION / DEPTT. _____
- 2) PROVINCIAL / LOCAL GOVT / OTHER Provincial _____
- 3) TITLE OF CONTRACT Procurement of Laser Printers _____
- 4) TENDER NUMBER IT/40/2013-14 _____
- 5) BRIEF DESCRIPTION OF CONTRACT Laser A3 size printers for labs _____
- 6) FORUM THAT APPROVED THE SCHEME Central Purchase Committee _____
- 7) TENDER ESTIMATED VALUE Estimated Cost Rs.1,200,000 _____
- 8) ENGINEER'S ESTIMATE (For civil works only) _____
- 9) ESTIMATED COMPLETION PERIOD (AS PER CONTRACT) Six Weeks _____
- 10) TENDER OPENED ON (DATE & TIME) 17 July 2013 11:30AM _____
- 11) NUMBER OF TENDER DOCUMENTS SOLD Free of Cost on website _____
(Attach list of buyers)
- 12) NUMBER OF BIDS RECEIVED _____
- 13) NUMBER OF BIDDERS PRESENT AT THE TIME OF OPENING OF BIDS 07 _____
- 14) BID EVALUATION REPORT (Enclose a copy) _____
- 15) NAME AND ADDRESS OF THE SUCCESSFUL BIDDER M/s. Pakland Corporation Pvt Ltd. _____
- 16) CONTRACT AWARD PRICE Rs.660,000 _____
- 17) RANKING OF SUCCESSFUL BIDDER IN EVALUATION REPORT (i.e. 1st, 2nd, 3rd EVALUATION BID).
1. Pakland Corporation
2. SeeSam Solutions
3. Allied Computer Services

18) METHOD OF PROCUREMENT USED : - (Tick one)

- a) SINGLE STAGE - ONE ENVELOPE PROCEDURE Domestic Domestic/ Local
- b) SINGLE STAGE - TWO ENVELOPE PROCEDURE
- c) TWO STAGE BIDDING PROCEDURE
- d) TWO STAGE - TWO ENVELOPE BIDDING PROCEDURE

PLEASE SPECIFY IF ANY OTHER METHOD OF PROCUREMENT WAS ADOPTED i.e. EMERGENCY, DIRECT CONTRACTING ETC. WITH BRIEF REASONS:

19) APPROVING AUTHORITY FOR AWARD OF CONTRACT _____

20) WHETHER THE PROCUREMENT WAS INCLUDED IN ANNUAL PROCUREMENT PLAN?

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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21) ADVERTISEMENT :

i) SPPRA Website
(If yes, give date and SPPRA Identification No.)

Yes	SPPRA-S.No.16788
No	

ii) News Papers
(If yes, give names of newspapers and dates)

Yes	Sunday 30-june-2013, Dawn (english), Express(urdu), Awami Awaz (sindi)
No	

22) NATURE OF CONTRACT

Domestic/Local	<input checked="" type="checkbox"/>	Int.	<input type="checkbox"/>
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23) WHETHER QUALIFICATION CRITERIA WAS INCLUDED IN BIDDING / TENDER DOCUMENTS?
(If yes, enclose a copy)

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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24) WHETHER BID EVALUATION CRITERIA WAS INCLUDED IN BIDDING / TENDER DOCUMENTS?
(If yes, enclose a copy)

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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25) WHETHER APPROVAL OF COMPETENT AUTHORITY WAS OBTAINED FOR USING A METHOD OTHER THAN OPEN COMPETITIVE BIDDING?

Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
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26) WAS BID SECURITY OBTAINED FROM ALL THE BIDDERS?

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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27) WHETHER THE SUCCESSFUL BID WAS LOWEST EVALUATED BID / BEST EVALUATED BID (in case of Consultancies)

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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28) WHETHER THE SUCCESSFUL BIDDER WAS TECHNICALLY COMPLIANT?

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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29) WHETHER NAMES OF THE BIDDERS AND THEIR QUOTED PRICES WERE READ OUT AT THE TIME OF OPENING OF BIDS?

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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30) WHETHER EVALUATION REPORT GIVEN TO BIDDERS BEFORE THE AWARD OF CONTRACT?

(Attach copy of the bid evaluation report)

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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31) ANY COMPLAINTS RECEIVED
(If yes, result thereof)

Yes	
No	

32) ANY DEVIATION FROM SPECIFICATIONS GIVEN IN THE TENDER NOTICE / DOCUMENTS
(If yes, give details)

Yes	
No	

33) WAS THE EXTENSION MADE IN RESPONSE TIME?
(If yes, give reasons)

Yes	
No	

34) DEVIATION FROM QUALIFICATION CRITERIA
(If yes, give detailed reasons.)

Yes	
No	

35) WAS IT ASSURED BY THE PROCURING AGENCY THAT THE SELECTED FIRM IS NOT
BLACK LISTED?

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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36) WAS A VISIT MADE BY ANY OFFICER/OFFICIAL OF THE PROCURING AGENCY TO THE
SUPPLIER'S PREMISES IN CONNECTION WITH THE PROCUREMENT? IF SO, DETAILS TO
BE ASCERTAINED REGARDING FINANCING OF VISIT, IF ABROAD:
(If yes, enclose a copy)

Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
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37) WERE PROPER SAFEGUARDS PROVIDED ON MOBILIZATION ADVANCE PAYMENT IN
THE CONTRACT (BANK GUARANTEE ETC.)?

Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
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38) SPECIAL CONDITIONS, IF ANY
(If yes, give Brief Description)

Yes	
No	

Signature & Official Stamp of
Authorized Officer

Mr. Imran Batada (Head of ICT)



FOR OFFICE USE ONLY

SPPRA, Block. No.8, Sindh Secretariat No.4-A, Court Road, Karachi
Tele: 021-9205356; 021-9205369 & Fax: 021-9206291

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Mirza Faraz Baig / IT Helpdesk Coordinator (RE) @ Main Campus

From: Asjad Asad Siddiqi / Manager Procurement & Customer Support @ IBA
Sent: Monday, November 18, 2013 2:18 PM
To: Mirza Faraz Baig / IT Helpdesk Coordinator (RE) @ Main Campus
Subject: FW: Confirmation of your Order regarding Laser Printers

From: Interglow Corp [<mailto:interglowcorp@yahoo.com>]
Sent: Monday, November 18, 2013 2:20 PM
To: Asjad Asad Siddiqi / Manager Procurement & Customer Support @ IBA
Cc: faisala@paklandcorp.pk; mumtaz@paklandcorp.pk
Subject: Re: Confirmation of your Order regarding Laser Printers

Dear Mr Asjad,

We would like to thank you for your confirmation and are pleased to know the status of this tender.

We are now starting the order procedure.

Assuring you on our continued and best services, we remain

with Best Regards
Faisal Akram,
Pakland Corp Pvt Ltd

On Monday, November 18, 2013 1:50 PM, "Asjad Asad Siddiqi / Manager Procurement & Customer Support @ IBA" <asjad@iba.edu.pk> wrote:
Dear Mr.Faisal Akram,

Please see the below email and need to acknowledge it.

Regards-

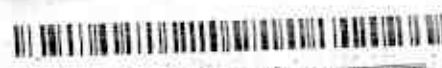
From: Asjad Asad Siddiqi / Manager Procurement & Customer Support @ IBA
Sent: Monday, November 18, 2013 12:35 PM
To: faisala@paklandcorp.pk; mumtaz@paklandcorp.pk
Cc: Imran Batada - Acting Head of ICT Department / Senior Manager (Information Systems)
Subject: Confirmation of your Order regarding Laser Printers

Dear Faisal Akram,

We are pleased to announce that Tender# IT/40/13-14(Laser Printer) has been awarded to you and you can collect LOA from us so that you can start further process.

Note: Delivery time is 6 week from the date of this email. So please initiate the process on urgent basis.

980/12 256 2/11/13



Licence No 45, Seat No 3, City Courts Karachi
 S. No. 15434
 ISSUED TO WITH ADDRESS
 THE
 PURPOSE
 VALUE
 STAMP VENDOR'S SIGNATURE

26 NOV 2013

CONTRACT AGREEMENT

SUPPLEMENT
 Camp Office, City Court
 Karachi

Handwritten signature and date: 26.11.13

THIS CONTRACT AGREEMENT (hereinafter called the "Agreement") made at Karachi on the 26th day of November, 2013, between:

INSTITUTE OF BUSINESS ADMINISTRATION KARACHI (IBA), having its principal office at IBA Main Campus, Karachi University, University Road, Karachi-75270, Pakistan (hereafter called the "Purchaser") of the one part;

and

Pakland Corporation Pvt Ltd, a company incorporated in Pakistan and having its principal offices at 2nd floor, ZulJalal Centre, Main Tariq Road, PECHS, Block 2, Main Tariq Road, Karachi (hereafter called the "Contractor") of the other part.

WHEREAS the Purchaser is desirous that certain Works (Supply of Laser Printers Xerox for computer labs) should be executed by the Contractor and has accepted a Bid by the Contractor for the execution and completion of such Works/Supplies and the remedying of any defects therein.

NOW this Agreement witnessed as follows:

1. In this Agreement, words and expressions shall have the same meanings as are respectively assigned to them in the *Conditions of Contract* hereinafter referred to.
2. The following documents, listed in their priority order, after incorporating addenda, if any, except those parts relating to Instructions to Bidders shall be deemed to form and be read and construed as part of this Agreement, viz:
 - a) The Contract Agreement;
 - b) The completed Form of Bid;
 - c) The General Conditions - already available in the SBD;
 - d) The priced Bill of Quantities
3. In consideration of the sums to be paid by the Purchaser to the Contractor as mentioned in the Contract Documents, the Contractor hereby covenants with the Purchaser to execute and complete the Works and remedy defects therein in conformity and in all respects with the provisions of the Contract.
4. The Purchaser hereby covenants to pay the Contractor, in consideration of the execution and completion of the Works as per provisions of the Contract, the Contract price or such other sum as may become payable under the provisions of the Contract at the times and in the manner specified in the Contract.



Contract sum for the Works ("Contract Price") is Rs.660, 000/-, based on the priced Bill of Quantity as mention in the tender IT/40/2012-13.

Handwritten signature: Raisa Ahsan



Handwritten signature at the bottom left.

Other Terms & Conditions:

Faisal Khan



1. Material of this order is subject to final inspection at the time of delivery.
2. We reserve the right to cancel any or all the above items if material is not in accordance with our specification or if the delivery is delayed.
3. Payment will be made through crossed cheque after the receipt of the bill and delivery of the above item.
4. General Sales Tax will be paid on applicable items only.
5. Penalty at the rate of 2% per month on actual will be imposed on delayed delivery.
6. No increase in the value of above mentioned items will be accepted on account of either unit price, total price, any and all other charges, duties, taxes, scope of supply and / or any other head of account shall not be allowed.
7. In case of any increase in taxes, the IBA would not be responsible. But if any tax is reduced, the IBA should get its benefit.
8. Competent Authority reserves the right to change / alter / remove any item or article or reduce / enhance quantity without assigning any reason.
9. Invoice / bill should be submitted to Finance Department.
10. Advance Payment subject to Bank Guarantee.
11. Replacement warranty with new parts if found faulty within three working days.
12. Submit the security deposit of a sum of 10% of the total purchase value in Finance Dept.
13. Warranty of the Xerox printers is three years with complete parts & services on site.
14. Contractor is responsible to provide the complete training to handle the printer and also provide printer software, free of cost.
15. Contractor shall provide Purchaser, in addition to the ordered printers, two printers of almost equivalent specification, as backup. The printers shall remain in Purchaser's custody as long as warranty period is valid, and shall be used as instant backup in case if any printer supplied by Contractor develops any fault and is sent for repair. The backup printer shall be used as long as the faulty printer isn't returned to Purchaser. During such events, provision of toner of backup printers shall be the responsibility of Contractor, and shall continue till such time the faulty printer is repaired and returned to Purchaser.
16. If, after the ordered printers are delivered to Purchaser and their full-fledged use is started at the desired location, the performance of the ordered / delivered printers isn't satisfactory, then Contractor shall remove the printers from Purchaser's premises. Any payment made by Purchaser to Contractor in this regard shall be promptly returned without any deduction.



Faisal Khan

[Signature]

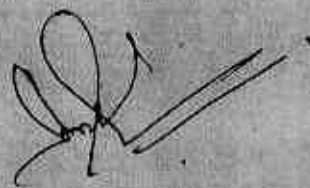


IN WITNESS WHEREOF the parties hereto have caused this Agreement to be executed on the day, month and year first before written in accordance with their respective laws.


Signature and seal of the Contactor



Pakland Corporation (Pvt.) Ltd.
FAISAL AKRAM KHAN
Director
|Company Name(PVT)
LIMITED

Signature and seal of Employer


INSTITUTE OF BUSINESS
ADMINISTRATION KARACHI

Signed, Sealed and Delivered in the presence of:

Witness: 
ESAZ HUSSAIN
ADMIN OFFICER
(Name, Title and Address)
172/F BLOCK II PCH2.
KARACHI.

Witness: 
(Name, Title and Address)



BOQ (Bill of Quantity)

Features	Specification	Remarks
Make & model	Xerox Phaser 4620 DN	
Print speed, black (normal quality mode)	65 ppm	
Print resolution, black	1200 x 1200	
Print technology	Laser	
Memory, standard	768 MB installed	
Processor speed	700 MHz	
Paper tray(s)		2
Duplex printing (printing on both sides of paper)	Built in	
Connectivity, standard	10/100/1000Base-T Ethernet, USB 2.0, optional wireless 802.11n	
Compatible operating systems	Microsoft® Windows® Vista®, Windows XP Home, Windows XP Professional, Windows Server 2003, Windows 2000	
Cable	USB cables and power cables	
Media sizes, custom	1) 3 x 5 in. to 8.5 x 14 in. / 76 x 127 mm to 216 x 356 mm 2) 3.88 x 5.85 in. to 8.5 x 14 in. / 98.6 x 148.5 mm to 216 x 356 mm	
Warranty	Three years with parts and labor	
print per page cost	Rs 1.07	
Unit price with GST		110,000
Quantity		6
Delivery Time	Six Weeks from the signing of this contract	
Total Price with Taxes		660,000

Hassam Khan



Hassam Khan





**Sindh Public Procurement Regulatory Authority
Government of Sindh**

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Policy Letter
Added 09 Oct 2013

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Transparency International Pakistan

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Bid Evaluation Report

1. Name of Procuring Agency: Institute Of Business Administration, Karachi
2. Tender Reference No: IT/40/2013-14
3. Tender Description/Name of work/item: Procurement of Laser Printer.
4. Method of Procurement; Single Stage Single Envelop
5. Tender Published: SPPRA 30 June 2013 SPPRA-S.No: 16788
6. Total Bid documents sold; (Available on website)
7. Total Bids Received: 07
8. Technical Bid Opening date: (if applicable) 17 July 2013
9. No. of Bid technically qualified (if applicable): 07
10. Bid(s) Rejected: 0
11. Financial Bid Opening date: 17 July 2013
12. Bid Evaluation Report:

S No	Name of Firm or Bidder	Cost offered by the Bidder (Unit Price)	Ranking in terms of cost	Comparison with Estimated cost	Reasons for acceptance/rejection	Remarks
0	1	2	3	4	5	6
1	Computer Marketing Co (Pvt)Ltd	Rs.256,221/-	6 th	Open Market	High in Price	High in Price
2	Pakland Corporation	Rs.110,000/-	1 st	Open Market	Lowest in Price	Lowest in Price
3	Kontinental Establishment	Rs.253,799/-	5 th	Open Market	High in Price	High in Price
4	SeeSam Solutions	Rs.175,000/-	2 nd	Open Market	High in Price	High in Price
5	NewHorizon Computers	Rs.240,552/-	4 th	Open Market	High in Price	High in Price
6	Arepoint Technologies	Rs.276,186/-	7 th	Open Market	High in Price	High in Price
7	Allied Computer services	Rs.228,740/-	3 rd	Open Market	High in Price	High in Price

External Member (Central Purchase Committee)

BY: GAD (BM)
(PSO)

(Sheikh Muhammad Minhas)

Chairman (Central Purchase Committee)

Professor.

(IBA)
Dr. Nazki Tahir

Member (Central Purchase Committee)

Sr Manager (Projects)
(IBA)

Mr. Abdul Rehman

Bid Evaluation Report

1. Name of Procuring Agency: Institute Of Business Administration, Karachi
2. Tender Reference No: IT/40/2013-14
3. Tender Description/Name of work/item: Procurement of Laser Printer.
4. Method of Procurement: Single Stage Single Envelop
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External Member (Central Purchase Committee)

Dr. GAN (BM)
(PSO)

(Sheikh Muhammad Minhas)

Chairman (Central Purchase Committee)

Professor.

(IBA)

Dr. Nashi Tauheed

Member (Central Purchase Committee)

So. Manager (Projects)
(IBA)

Mr. Abdul Rehman