

November 26<sup>th</sup>, 2017

**Bid Evaluation Report**

**Acquiring of Branch Premises on Rental Basis  
(Gawader Branch)**

1	Name of Procuring Agency	Smart Bank Ltd.
2	Tender Reference No.	SHI/COA/ADMIN/10
3	Tender Description	Gawader Branch
4	Method of Procurement	Single Stage One Envelope Bidding Procedure
5	Tender Publisher	SPPRA ID No: 95462017
6	Total Bid Documents Sold	01
7	Total Bids Received	01
8	Bid Opening Date	13/11/2017

**Bid Evaluation Report- Acquiring of Branch Premises on Rental Basis  
(Gawader Branch)**

No. of bid qualified: 1  
Bids Rejected: 0

**Evaluation Report- Acquiring of Branch Premises on Rental Basis  
(Gawader Branch)**

S. No.	Name of Bids	Qualified / Disqualified	Bid (Rent) Offered	Remarks - Status
01	M. Saad	Qualified	Rs. 22,750 / m	Qualified Bidder

Going by the eligibility criteria offered in the tender document, Serial No.1 stands as qualified bid.

Muhammad Imran Zubair  
Incharge Officer Procurement

Muhammad Shahid Saleem  
Admin Officer

Mubeen Ali Raha  
Project Manager

**Members - Procurement Committee  
(For Hoisting of Evaluation Report)**

	Signature	Date
1. VP Finance Division		22/11
2. Head of Administration Division		28/11
3. Head of I. T. Division		28/11
4. Chief Financial Officer	on leave	
5. Chief Operating Officer		

November 16<sup>th</sup>, 2012

<b>Bid Evaluation Report</b>		
<b>Acquiring of Branch Premises on Rental Basis (Muzaffarabad Branch, AJK)</b>		
1	Name of Procuring Agency	Sindh Bank Ltd.
2	Tender Reference No.	SBL/COK/ADMIN/TD/
3	Tender Description	Muzaffarabad Branch, AJK
4	Method of Procurement	Single Stage One Envelop Bidding Procedure
5	Tender Published	SPPRA ID No: 9546/2012
6	Total Bid Documents Sold	01
7	Total Bids Received	01
8	Bid Opening Date	10/10/2012

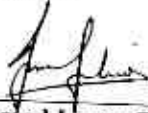
**Bid Evaluation Report- Acquiring of Branch Premises on Rental Basis  
(Muzaffarabad Branch, AJK)**


No. of bid qualified 1  
Bid(s) Rejected 0

**Evaluation Report- Acquiring of Branch Premises on Rental Basis  
( Muzaffarabad Branch, AJK)**

S. No.	Name of Bidder	Qualified / Disqualified	Bid (Rent) Offered	Remarks / Status
01	Javed Haider	Qualified	Rs.67 per sq.ft	Qualified Bidder

Going by the eligibility criteria offered in the tender document, Serial No.1 stands as qualified bid.

  
Muhammad Imran Zubair  
Incharge Officer Procurement

  
Muhammad Shahid Saleem  
Admin Officer

  
Mohsin Ali Rahu  
Project Manager

**Members - Procurement Committee  
(For Hoisting of Evaluation Report)**

Signature

Date

1 VP Finance Division

2 Head of Administration Division

3 Head of I. T. Division

4 Chief Financial Officer

5 Chief Operating Officer


\_\_\_\_\_


\_\_\_\_\_

\_\_\_\_\_

MA 3866  
19.11.012



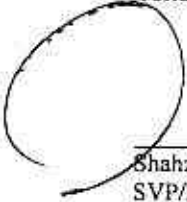
14 November 2012


**ACQUIRING OF SPACE / PREMISES AT MUZAFFARABAD AJK FOR BRANCH PURPOSES**


In response to our advertisement which appeared in Business Recorder, Daily Express & Daily Kawish on September 21, 2012, we have received only one Bid, offering respective premises to the Bank in Muzaffarabad.


Bid #	Name of Bidders	Location	Area (sq.ft)	Monthly Rent	Advance Rent	Marks Obtained	Status
1	Javed Haider (0300-4007203)	Khasra 1845/1314 Bank Road Muzaffarabad	GF 2010 sq.ft	Rs.135,000/-i.e. Rs.67 per sq.ft	2 Years Advance Rent	85%	Qualified

The above premises was visited by Premises Committee Northern Region and after acquiring more than 70% marks qualifies the requisite tendered criteria and is recommended for approval on the terms and the conditions as stated above.

  
Shahzad Begg  
SVP/Head of Administration

  
Kh. Tajammul Hussain  
EVP/ Head of HR

  
Naim Farooqui  
SEVP/Chief Operating Officer

  
Muhammad Bilal Sheikh  
President & CEO

Note.

Contractor confirms that the Premises area is 2010 sq.ft., and also have a provision for Emergency Exit Door.(Visit Report attached)

MA

3218  
19.11.12



**INTER – OFFICE MEMORANDUM**

From:	Head of Legal Affairs	Date:	November 8, 2012
To:	Administration Department		

**Sub: Vetting of Property Documents---Muzafarrabad (AK) Branch.**

Please refer to your letter dated 01.11.2012 received on 8.11.2012 & for vetting of following documents: -

**Property bearing Old Khasra No. 1316 New Khasra No. 3016 & 3018, total measuring 7 Marla 3 Sarsai situated at Qasba Muzafarabad (AK)**

1. Extract from Property Register dated 24.10.2012 vide Kheot No. 663, Khasra No.3016 & 3018 (for hotel) in favour of Muhammad Javed s/o Ghulam Haider issued by Patwari, Mozoa Muzafarabad.
2. Sale Deed executed between Khawaja Munir Hussain & Mr. Muhammad Javed in respect of property vide Khasra No. 1316 measuring 3 Marla 4 Sarsai vide Reg. No. 365 & 355 dated 11.5.1976 of Sub-Registrar, Muzafarabad.
3. Letter dated 15.12.2003 issued by Collector Distt. Muzafarabad regarding confirmation for payment of property rent for Five Years.
4. Application dated 02.11.2012 for extension of the-zamini filed by Mr. Javed Haider to the Deputy Commissioner/Collector Muzafarabad.
5. Approved Building Plan.

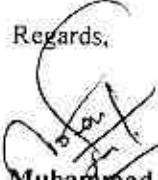
**Observations:**


We have gone through the photocopies of cited documents and found that Mr. Muhammad Javed s/o Ghulam Haider is the owner of cited property and entitled to execute Lease Agreement with the Bank, although he has to provide further following documents: -

1. Permission for extension of land of Deputy Commissioner/Collector Muzafarabad till completion of lease agreement with the bank. *(...! be added in lease agreement)*
2. Latest Non encumbrance Certificate.
3. Please note that the measurement of property should be checked by your end. *(see confirmation attached?)*

The copies of cited documents are being returned, accordingly.

Regards,

  
**Muhammad Irfan Zafar**  
AVP- Law Officer  
Legal Affairs Division

  
**Shamsuddin Khan**  
Head of Legal Affairs Division

Encl. As above

**MR. SHAHID SALEEM**  
ADMIN.

2/72

**Premises Evaluation Form**

Dated: 10/10/12

Location MUZAFFARABAD

Serial No. 07

Bidder JAVED HAIDER

Pay Order No. 7425938

①

1 retention of Emergency Exit Door (YES/NO)

S. No.	Requirement	Marks Allocated	Calculated from Bidding Document	Given by Candidate	Marking Criteria		Documents/Information to be enclosed
					For Branches in Main Cities	For Branches in Rural Areas	
1	Exact Location	40	40	35	On main road (correct distances both sides)	On main road (correct distances both sides)	Site Plan
2	Area 30x68 =2040 sq.ft.	15		15	2000 sq.ft. to 2500 sq.ft.	1200 sq.ft. to 2000 sq.ft.	Title document of the property
		10	10		Above 250 sq.ft. to 350 sq.ft.	Above 2000 sq.ft. to 3500 sq.ft.	
		5			Below 200 sq.ft. Or Above 3500 sq.ft.	Below 1200 sq.ft. Or above 2500 sq.ft.	
3	Other Banks in Close Proximity	15		15	3 Banks within 1 km	3 Banks within 1 km	Name of the banks with exact distances from the premises offered
		10	10		3 Banks within 1 km	3 Banks within 1 km	
		5			2 Banks within 1 km	2 Banks within 1 km	
4	Term of Payment (Demand Advance Rent)	10	10	7	Year	Year	Details
		7			Year	Year	
		3			Year	Year	
5	Parking Space - Dedicated to the premises	10	10	05	Above 4 Vehicles	Above 3 Vehicles	Numbers
		5			3-4 Vehicles	2 Vehicles	
		3			1-3 Vehicles	1 Vehicle	
6	Condition of Property	10	10	08	Constructing	Constructed	Map of the premises
		5			NIL	Plot	
Total Marks		100	90	88	Qualities Unspecified		

③ 25 KVP Transformer will be provided.

Note:

Premises which got the 70% marks after due visit of Premises Committee will be taken as "Qualified Premises"

Members Members of Evaluation Committee

Muhammad Shahid Saleem  
Administration Division

M. Javed Haider  
Operations Division

Members Premises Committee

Chairman

Member

Muhammad Hussain Khan  
Finance Division

Member

① After negotiation the rent has been got agreed to Rs. 13500/- from asking amount of Rs. 15000/-

Shankar Javed Anjum  
Senior Vice President/Area Manager  
SINDH BANK  
KPK & A JK

② ADVANCE RENT FOR 2 YRS

16.10.12

**M Shahid Saleem**

**From:** Mamnoon Ahmed Alvi [mamnoon.alvi@sindhbankltd.com]

**Sent:** Wednesday, November 14, 2012 2:08 PM

**To:** M Shahid Saleem

**Cc:** Shaukat Anjum

**Subject:** Muzaffar Abad Branch

As confirmed by the Contractor Mr. Col Gilani, the available covered area of the Muzaffarabad Branch is 2010 sq.ft.

This is for your information and record.

Regards

Mamnoon Ahmed Alvi

11/14/2012



**IRIS** Consulting Engineers,  
Architects, Interior Designers  
& Construction Company

G-13/10-4/2583

CERTIFICATE BY THE CONTRACTOR

Name of Branch. Muzafarabad (AK). Contractor. **Iris Consulting Engineers**

It is certified that the representative of the undersigned has visited the subject branch on **October 30, 2012** and confirms the given:-

a. The exact area of proposed site is **2010 Sqft**, with given detail.

**COVERED AREA USEABLE AREA**

1) Ground Floor **2010 Sqft.**

2) Mezzanine Floor Nil Sqft.

3) First Floor Nil Sqft.

4) Second Floor Nil Sqft.

5) Basement Nil Sqft.

**Total 2010 Sqft.**

b. **The exit door does not exist. However, it can be provided through the rear wall of the proposed branch by erecting a 15 feet high iron staircase from a 13 feet deep depression at the rear of this branch. This work will cost Rs.1,25,000/-.**

c. Our comments about the suitability of the site for conversion into Branch Premises are:-

1). **The owner of this hotel building is not willing to remove the non- load bearing walls of many existing small rooms at his own risk & cost for convert the area into a banking hall. His contention is that bank will do this job at its own risk & cost. We too can not do this job at our risk & cost.**

2). **The proposed branch has 30 RCC columns, out of which 19 columns are located inside the banking hall. Presence of so many columns will make the plan of this branch difficult & unimpressive. We will however try our best to come up with a presentable plan. Yet, we strongly recommend that NO CONTRACT may be concluded with the owner NOR ANY PAYMENT made to him until plan of this branch is approved by the bank.**



**Consulting Engineers,**  
Architects, Interior Designers  
& Construction Company

d. The status of property is commercial/ non commercial. Head Office may verify this aspect from the papers submitted by the owner.

e. Electric Load Available Three phase meter is available.

Signature Afzaal Hussain

Contractor

Name. Afzaal Hussain Gilani

Date. October 31, 2012

We comment as under:

b. The cost to be assessed & approved by our Engineer/HOK

Counter Signed (Concerned Group Head)

The undersigned contacted the Landlord on phone who agreed to convert the offered bldg into a hall by removing non loadbearing pillars/walls at his own cost.

Date 31.10.12

Note: The above is correct and authenticity of documents produced here above verified  
No comments as it exceeds the scope of our requirement.

(Group Head)



<b>Bid Evaluation Report</b>		
<b>Acquiring of Branch Premises on Rental Basis (Chaman Branch, Balochistan)</b>		
1	Name of Procuring Agency	Sindh Bank Ltd.
2	Tender Reference No.	SBL/COK/ADMIN/TD
3	Tender Description	Chaman Branch, Balochistan
4	Method of Procurement	Single Stage One Envelop Bidding Procedure
5	Tender Published	SPPRA ID No: 9546/2012
6	Total Bid Documents Sold	01
7	Total Bids Received	01
8	Bid Opening Date	10/10/2012

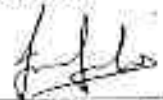
**Bid Evaluation Report- Acquiring of Branch Premises on Rental Basis  
(Chaman Branch, Balochistan)**

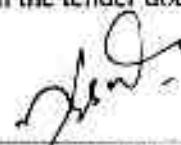
No. of bid qualified 1  
 Bid(s) Rejected 0

**Evaluation Report- Acquiring of Branch Premises on Rental Basis  
(Chaman Branch, Balochistan)**

S. No.	Name of Bidder	Qualified / Disqualified	Bid (Rent) Offered	Remarks / Status
01	Lala Jan	Qualified	Rs.63 per sq.ft	Qualified Bidder

Going by the eligibility criteria offered in the tender document, Serial No.1 stands as qualified bid.

  
 Muhammad Imran Zubair  
 Officer Incharge Procurement

  
 Muhammad Shahid Saleem  
 Admin Officer

  
 Mohsin Ali Rahu  
 Project Manager

**Members - Procurement Committee  
(For Hoisting of Evaluation Report)**

- 1 VP Finance Division
- 2 Head of Administration Division
- 3 Head of I. T. Division
- 4 Chief Financial Officer
- 5 Chief Operating Officer

Signature	Date
	24/10
	24/10/12
	
	
	

MW  
 3238  
 25/10



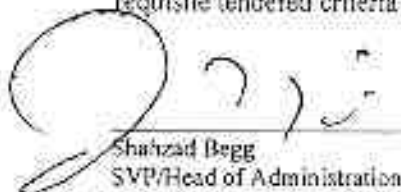
23 October 2012

ACQUIRING OF SPACE / PREMISES AT CHAMAN BALOCHISTAN FOR BRANCH PURPOSES

In response to our advertisement which appeared in Business Recorder, Daily Express & Kawish on September 21, 2012, we have received only one Bid, offering respective premises to the Bank in Chaman Balochistan.

Bid #	Name of Bidders	Location	Area (sq.ft)	Monthly Rent	Advance Rent	Marks Obtained	Status
1	Lala Jan	Khasra No.1311,1312, Dola Ram Road, Chaman	GF 693 sq.ft FF 721 sq.ft 2F 721 sq.ft Total 2135 sq.ft	Rs.135,000/-i.e. Rs.63 per sq.ft	2 Years Advance Rent	92%	Qualified

The above location was visited by SVP/Area Manager and after acquiring more than 70% marks qualifies the requisite tendered criteria and is recommended for approval on the terms and the conditions as stated above.

  
Shahzad Begg  
SVP/Head of Administration

  
Kh. Tajammul Hussain  
EVP/ Head of HR

  
Naim Farooqui  
SEVP/Chief Operating Officer

  
Muhammad Bilal Sheikh  
President & CEO

Note:

SVP/Area Manager confirms that the Premises area is 2135 sq.ft, and also have a provision for Emergency Exit Door.(Certificate attached)

CERTIFICATE BY THE CONTRACTOR

Name of Branch Chaman Contractor \_\_\_\_\_

It is certified that the undersigned has visited the subject branch on \_\_\_\_\_ and confirms the given:-

a. The exact area of proposed site is 2135 Sqft. with given detail.

<u>COVERED AREA</u>		<u>USEABLE AREA</u>
1) Ground Floor	<u>693</u> Sqft.	<u>2135 Sqft</u>
2) Mezzanine Floor	<u>X</u> Sqft.	
3) First Floor	<u>721</u> Sqft.	
4) Second Floor	<u>721</u> Sqft.	
5) Basement	<u>X</u> Sqft.	
Total <u>2135</u> Sqft.		

b. The provision of exit door is available/ not available. ✓

c. The site is suitable for converting into Branch Premises or the undersigned have the given observations:-

- a) Land lord will provide 3 phase electric meter which will bear the load of 45 KVA & other equipment etc
- b) \_\_\_\_\_
- c) \_\_\_\_\_

d. The status of property is commercial/ non commercial. ✓

e. Electric Load Available 25 KVA

Signature \_\_\_\_\_ Contractor

Name \_\_\_\_\_

Date \_\_\_\_\_

  
**MUNNA AHMAD KHAN**  
Sr. Vice President / Area Manager  
Sindh Bank Ltd.  
Jinnah Road, Quetta.

Counter Signed (Concerned Group Head)

Date \_\_\_\_\_

Note: The above is correct and authenticity of documents produced here above verified \_\_\_\_\_  
(Group Head)

(1)

Dated: 10/10/12

Premises Evaluation Performance

Location CHAMIAN  
 Bidder MR LALATAN

Serial No. 03  
 Pay Order No. 21577

Provision of Emergency Exit Door (YES/NO)

S. No.	Requisite	Marks Allocated	Calculated from Bidding Document	Given by Premises Committee	Marking Criteria		Documents/Information to be enclosed
					For Branches in Main Cities	For Branches in Rural Areas	
1	Exact location	40	40	40	On main location (Business point of view) Away / beside the main location		Site Plan
2	Area	15	15	15	2000 sq.ft to 2500 sq.ft	1200 sq.ft to 2000 sq.ft	Title document of the property
		10			Above 2500 sq.ft to 3500 sq.ft	Above 2000 sq.ft to 2500 sq.ft	
		5			Below 2000 sq.ft Or Above 3500 sq.ft	Below 1200 sq.ft Or above 2500 sq.ft	
3	Other Banks in Close Proximity	15	15	15	5 Banks within 1 km		Name of the Banks with exact distances from the premises offered
		10			3 Banks within 1 km		
		5			1 Bank within 1 km		
4	Term of Payment (Demand Advance Rent)	10	7	7	1 Year		Details
		7			2 Years		
		3			3 Years		
5	Parking Space - Devoted to the premises	10	5	5	Above 4 Vehicles	Above 3 Vehicles	Numbers
		5			3-4 Vehicles	2 Vehicles	
		1			1-2 Vehicles	1 Vehicle	
6	Condition of Property	10	10	10	Constructed	Constructed	Map of the premises
		5			NIL	Plot	
Total Marks		100	92	92	Qualified/Disqualified		

Note: Premises which gets the 75% marks after due visit of Premises Committee will be taken as "Qualified Premises"

Members Signature: Evaluation Committee

M. Saad Shakh Saleem  
 Administration Division

M. Sarwar  
 Operations Division

Oilshah Hussain Khan  
 Finance Division

MUNIR SHAHAD KHAN  
 Sr. Vice President / Area Manager  
 Sindh Bank Ltd.  
 Jinnah Road, Quetta.

Signature: Premises Committee

Group Head

Member