



# Sindh Education Foundation



Government of Sindh

Date: 08-06-2015

Ref: SEF/2042-A/2015

M/s. A2Z Creatorz,  
64-C, 2<sup>nd</sup> Floor 21<sup>st</sup> Commercial Street,  
Phase-II, Ext. DHA,  
Karachi.  
Cell # 0300-8277765

**Subject: Letter of Award Tender of Website Management Service (SEF/WEB/14-15/21).**

Dear Mr. Ali,

With reference to subject tender, we are pleased to inform you that your submitted bid has been found lowest and accepted at following detail and price.

**ITEM Description: Website Management Services.**

**Bid Price: PKR. 82,500/- (including of all taxes) per month.**

Therefore now we would like to share our draft of contract for review, kindly review the draft of contract with in week through your confirmation receipt and further get immediate visit our site for any prior preparation work.

After signing of all required documents, please contact the General Administration Department and arrange 5% performance security within given time.

Thanks for understanding.

Best regards,

Acting Deputy Director Procurement,  
Sindh Education Foundation,  
Govt. of Sindh,  
Karachi.

Cc to: Director Administration & H.R.



# Sindh Education Foundation



Government of Sindh

Date: 17-08-2015

Ref: SEF/67/2015

To,

MANAGER (ASSESSMENT-V),  
Sindh Public Procurement Regulatory Authority,  
Government of Sindh,  
Karachi.

SUBJECT: NIT REF NO. SEF/WEB/14-15/21 DATED 25.02.2015 WEBSITE  
MANAGEMENT SERVICES (SPPRA SR# 22980).

Dear Sir,

Please refer to your letter no. Dir. (Enf-II) SEF-11(N) SPPRA/14-15/0656 dated 10/08/2015, I would like to inform you that as desired by you we are enclosing the Letter of award for your ready reference.

Your cooperation in this regard is highly appreciated.

Thank you.

Acting Deputy Director Procurement,  
Sindh Education Foundation,  
Government of Sindh

Enclosure: (as status above)

A copy is forwarded for information to:

- ✓ 1- The Staff officer to Managing Director SPPRA, Karachi.
- 2- Director Admin, H.R & IT Department, SEF.



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Cc to: Director Administration & H.R.



SINDH EDUCATION FOUNDATION  
Government of Sindh,  
Karachi

TENDER ATTENDANCE SLIP

Date: March 19, 2015

Tender No. SEF/WEB/14-15/21,

Tender of: WEBSITE MANAGEMENT SERVICE

Following firms submitted their bids in this IFB.

S.No.	NAME OF PARTICPANT FIRM	ATTENDED BY ( Name )	CONTACT ( Cell # )	SIGNATURES
1	A2Z Creatory	M. Harif	0300-9255671	
2	M.M CORPORATION	Syed Yaqoob Ali	0333 3198398	
3	/	/	/	
4	/	/	/	
5	/	/	/	

Loudly announced bid information of bidders:

S.No.	Name of Firms	Bid Value in PKR.	Bid Security in PKR	Bidder's Signatures
1	M.M. CORPORATION	1,140,000/-	34500/-	
2	A2Z CREATORS	990,000/-	29700/-	
3	/	/	/	
4	/	/	/	
5	/	/	/	

Sign:   
Shahnawaz Ali Khan,  
Deputy Director Procurement, SEF

Sign:   
Syed Adnan Asrar  
EMIS Consultant, SEF

19/3/15



**SINDH EDUCATION FOUNDATION**  
Government of Sindh,  
Karachi

**MEMBERS PURCHASE COMMITTEE**

N/A

Sign: \_\_\_\_\_  
**Muhammad Ashraf,**  
Deputy Director Operations,  
**Member Purchase Committee**  
Sindh Education Foundation,

N/A

Sign: \_\_\_\_\_  
**Nisar Ahmed Banbhan,**  
Deputy Director MAP,  
**General Secretary Purchase Committee**  
Sindh Education Foundation,

N/A

Sign: \_\_\_\_\_  
**Fazal Karim Khatri**  
Director Mass Transit  
Program Karachi, Govt. of Sindh  
Chairperson Purchase Committee

**COUNTER SIGNED**

  
**AZIZ KABANI**  
Managing Director  
Sindh Education Foundation,  
Govt. of Sindh



**MINUTES OF THE PURCHASE COMMITTEE MEETING TO BID  
OPENING IN RESPECT OF WEBSITE MANAGEMENT SERVICES.**

The Purchase Committee Meeting, SEF, Karachi was held at 3:30 p.m on Thursday, 19<sup>th</sup> March 2015 in the office of Sindh Education Foundation, GoS, Karachi.

**AGENDA:**

To open the sealed Technical & Financial Bids in accordance with the SPPRA rule for the above Tender:

**(Thursday, 19<sup>th</sup> March 2015)**

**PARTICIPANTS:**

The following participated in the Purchase Committee meeting, SEF, GoS, Karachi:

S.No.	NAME OF OFFICERS	DESIGNATION	AUTHORITY
i	Ms. Aziz Kabani	Managing Director	Approval Authority
ii	Mr. Fazal Karim Khatri	Director (KMTC)	Chairman
iii	Mr. Nisar Banbhan	Deputy Director (MAP)	General Secretary
iv	Mr. Muhammad Ashraf	Deputy Director Operation	Member

**PROCESS:**

Following firms submitted their Technical & financial proposals before the purchase committee in Tender Box, a proof of which is the photocopy of tender slip (ATTENDANCE) of the following participants:

S.No.	FIRMS SUBMITTED FINANCIAL PROPOSALS FOR WEBSITE MANAGEMENT SERVICES
1)	M/s.A2Z Creatorz.
2)	M/s. M.M. Corporation

Sealed Financial proposals of the aforementioned participating firms were opened and were handed over to the Purchase Committee, SEF, GoS, Karachi for perusal in the presence

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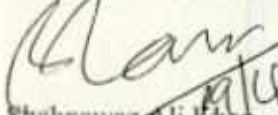
of the representatives of the firms duly announced the quoted financials of each Vender, evidence of which is a tender slip attached herewith.

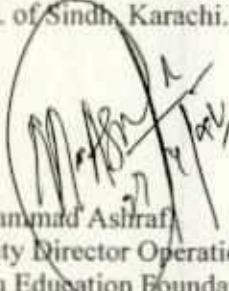
**(SEALED TECHNICAL & FINANCIALS OPENED FOR WEBSITE MANAGEMENT SERVICES)**


**DISCUSSION:**

General Secretary of Purchase Committee SEF & Member of Purchase Committee SEF had reviewed the rating sheet enduring perusal of the financial proposals and shared the M/s. A2Z Creatorz was found with the lowest quoted financial proposal and the successful bidder. It was also agreed by the chair that if the financial proposal is clear in accordance with the Specification then the contract should be awarded to M/s. A2Z Creator


Approval for the Minutes and Authorization for the advance payment to be made to the successful Bidder accordance with the conditions abide by Sindh Education Foundation, Govt. of Sindh, Karachi.

  
Shahnawaz Ali Khan  
Deputy Director Procurement  
Sindh Education Foundation,  
Govt. of Sindh, Karachi.


  
Muhammad Ashraf  
Deputy Director Operation,  
Sindh Education Foundation,  
Govt. of Sindh, Karachi

  
Fazal Karim Khatri,  
Director (KMTC),  
Chairman P.C.  
Sindh Education Foundation,  
Govt. of Sindh Karachi.

SIGNED

  
Nisar Banbhan  
Deputy Director (MAP)  
General Secretary,  
Sindh Education Foundation,  
Govt. of Sindh, Karachi

APPROVED BY

  
**Aziz Kabani,**  
MANAGING DIRECTOR,  
SINDH EDUCATION FOUNDATION,  
Govt. of Sindh, Karachi

2/2



# SINDH EDUCATION FOUNDATION GOVERNMENT OF SINDH

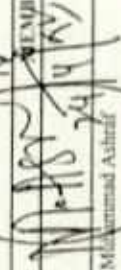


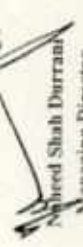
## TECHNICAL CRITERIA OF WEBSITE MANAGEMENT SERVICES

Tender # SEF/web/14-15/21			
Tender Opening Date 19th March, 2015			
S#	IMPORTANT PRE-QUALIFICATION / ASSESSMENT POINTS	M/S. AZZ CREATORZ	M/S. M.M. CORPORATION
<b>Technical Bid Maximum Score</b>			
Competes following criteria of marking.			
1	05 year experience in Website Management Services field (evidence required).	Yes	5 years experience evidence not provided in website management services
2	Minimum Turnover atleast 60million (evidence required). Per annum in Website Management Services field	Yes	3 Million Turnover evidence not provided in website management services
3	List of Inquiries with the clients (if any) and nature of Inquiries & Affidavit that the firm has never been blacklisted.	Affidavit available	Affidavit available
4	Have registration with relevant Tax & Sale Tax Department of the Govt. of Pakistan (evidence required).	Yes	Yes

As per Technical criteria M/s. AZZ CREATORZ have selected.

Therefore the Purchase Committee seeking approval from SEF Competent Authority for further necessary process.

*Blam*  
Procurement 24/04/2015

MEMBERS OF PURCHASE COMMITTEE	
 Muhammad Ashraf Deputy Director operations Member PC Sindh Education Foundation Govt. of Sindh	 Nisar Babbar Deputy Director MAP G. Secretary PC Sindh Education Foundation Govt. of Sindh
 Fazal Yaqin Khatt Director(KMTC) Chairman PC Sindh Education Foundation Govt. of Sindh	APPROVED BY  Akhmed Shah Durran Managing Director Sindh Education Foundation Govt. of Sindh



**SINDH EDUCATION FOUNDATION GOVERNMENT OF SINDH  
COMPARATIVE STATEMENT FOR WEBSITE MANAGEMENT SERVICES**

Tender # SEF/web/14-15/21						
Tender Opening Date 19th March, 2015						
DESCRIPTION	Services Required	Contract period	Per Month	M/S. A2Z CREATORZ	Per Month	M/s. M.M. CORPORATION
WEBSITE MANAGEMENT SERVICES	Website Maintenance SEF with below Listed key features, Update News, events and contact info etc-Updates educational programs-update latest projects-Update Tender Section-Update Media centre-Update pictures (e.g. contact Us pic)- Test and quality assurance-Resolved identified updates- Update contents within update products or any-removed bad links and spelling mistakes-basis metatags/key words-google analytics-monthly report of website traffic(AW stats) backup of website-quarterly basis	12	82,500	990,000	95,000	1,140,000
				990,000		1,140,000

**Note:**

In financial evaluation M/s. A2Z Creatorz has come up as the lowest bidder. Therefore the purchase Committee seek approval from SEF Competent Authority for onward process to award the contract.

*Signature*  
 Procurement Officer  
*Signature*  
 Member PC

Muhammad Ashraf  
 Deputy Director operation  
 Member PC  
 Sindh Education Foundation  
 Govt. of Sindh

*Signature*  
 Nisar Banthlan  
 Deputy Director MAP  
 G. Secretary PC  
 Sindh Education Foundation  
 Govt. of Sindh

*Signature*  
 Fazi Karim Khatri  
 Director(KMTC)  
 Chairman PC  
 Sindh Education Foundation  
 Govt. of Sindh

APPROVED BY

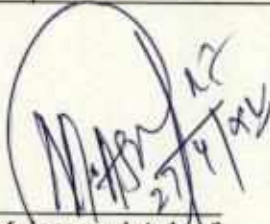
*Signature*  
 Naved Shah Durrani  
 Managing Director  
 Sindh Education Foundation  
 Govt. of Sindh

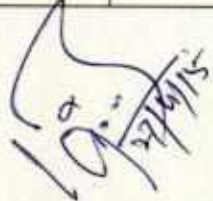
## Bid Evaluation Report


1. Name of Procuring Agency: Sindh Education Foundation (Govt. of Sindh)
2. Tender Reference No: SEF/WEB/14-15/21.
3. Tender Description/Name of work/item: WEBSITE MANAGEMENT SERVICES.
4. Method of Procurement: SINGLE STAGE ONE ENVELOPE.
5. Tender Published: SPPRA ID # 1575218591 (26-02-2015)  
*Print & Electronic Media (SPPRA ID No. with dates)*
6. Total Bid documents Sold: 02
7. Total Bids Received: Two Bids Received.
8. Technical Bid Opening date: (if applicable) 19<sup>th</sup> March 2015.
9. No. of Bid technically qualified (if applicable): Two.
10. Bid(s) Rejected: No.
11. Financial Bid Opening date: 19<sup>th</sup> March 2015.

### 12. Bid Evaluation Report:

S No	Name of Firm or Bidder	Cost offered by the Bidder	Ranking in terms of cost	Comparison with Estimated cost	Reasons for acceptance/rejection	Remarks
0	1	2	3	4	5	6
1.	M/s. A2Z Creatorz	Rs.990,000/-	1 <sup>st</sup> Lowest	1.00 Million	1 <sup>st</sup> Lowest	Recommended to contract award.
2	M/s. M.M. Corporation	Rs.1140,000/-	2nd Lowest	1.00 Million	2nd Lowest	Not Recommended to contract award.

  
Muhammad Ashraf  
Deputy Director Operation  
Member Purchase Committee  
Sindh Education Foundation  
Govt. of Sindh.

  
Nisar Ahmed Banbhan  
Deputy Director MAP Unit  
General Secretary Purchase Committee  
Sindh Education Foundation  
Govt. of Sindh.

  
Fazal Karim Khatri,  
Director (KMTC)  
Chairman Purchase Committee  
Sindh Education Foundation,  
Govt. of Sindh.





Date: 21-08-2014

Ref: SEF/928/2014

**CONSTITUTION OF PURCHASE COMMITTEE  
OF SINDH EDUCATION FOUNDATION GoS**

TO: ALL CONCERNED

Following officers are members of Purchase Committee of Sindh Education Foundation, Karachi this committee will act as authorities for all Purchase of SEF.

S #	OFFICERS NOMINATION
1	MR. FAZAL KARIM KHATRI Director General Karachi Mass Transit Cell at Karachi Metropolitan Corporation (Chairman of Committee)
2	MR. MUHAMMAD ASHRAF Deputy Director FRFFM (Member of Committee)
3	MR. NISAR AHMED BANBHAN Deputy Director Marketing, Advocacy & Promotion (General Secretary of Committee)

The committee's TORs are:

- Prepare bidding documents;
- Carrying out technical as well as financial evaluation of the bids;
- Preparing evaluation report as provided in Rule 45 SPPRA 2010;
- Making recommendations for the award of contract to the competent authority;
- Perform any other function ancillary and incidental to the above.

  
AZIZ KABANI

Managing Director,  
Sindh Education Foundation,  
Govt. of Sindh,

Cc:

1. Principal Secretary to Chief Minister Sindh
2. Secretary (Education & Literacy Department), Govt. of Sindh
3. Office File