

**SINDH PUBLIC PROCUREMENT REGULATORY AUTHORITY**

**CONTRACT EVALUATION FORM**

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

- 1) NAME OF THE ORGANIZATION / DEPTT. Sindh Leasing, Modaraba Management & Insurance Ltd.
- 2) PROVINCIAL / LOCAL GOVT./ OTHER Financial Institutions
- 3) TITLE OF CONTRACT Supply & Installation of PABX System
- 4) TENDER NUMBER TD/462/2014
- 5) BRIEF DESCRIPTION OF CONTRACT As Above
- 6) FORUM THAT APPROVED THE SCHEME PROCUREMENT COMMITTEE
- 7) TENDER ESTIMATED VALUE Rs 450,000/-
- 8) ENGINEER'S ESTIMATE (For civil works only) -
- 9) ESTIMATED COMPLETION PERIOD (AS PER CONTRACT) within 2 months
- 10) TENDER OPENED ON (DATE & TIME) 07-05-2014 at 1230 hours
- 11) NUMBER OF TENDER DOCUMENTS SOLD 02  
(Attach list of buyers)
- 12) NUMBER OF BIDS RECEIVED 02
- 13) NUMBER OF BIDDERS PRESENT AT THE TIME OF OPENING OF BIDS --
- 14) BID EVALUATION REPORT (Enclose a copy) \_\_\_\_\_
- 15) NAME AND ADDRESS OF THE SUCCESSFUL BIDDER M/s. Softech Microsystem, 1001, 10<sup>th</sup> floor, Caesar Tower, Shabrah faisal khi.
- 16) CONTRACT AWARD PRICE Rs 417,924/-
- 17) RANKING OF SUCCESSFUL BIDDER IN EVALUATION REPORT (i.e. 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> EVALUATION BID). M/s. Softech Microsystem

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

- a) SINGLE STAGE – ONE ENVELOPE PROCEDURE \_\_\_\_\_  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

PROCUREMENT COMMITTEE

19) APPROVING AUTHORITY FOR AWARD OF CONTRACT \_\_\_\_\_

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

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

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

Yes	SPPRA # Serial No 19910/2014
No	

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

Yes	Notification hoisted on 18/04/2014
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 checked="" 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 type="checkbox"/>	No	<input checked="" 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 checked="" type="checkbox"/>
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37) WERE PROPER SAFEGUARDS PROVIDED ON MOBILIZATION ADVANCE PAYMENT IN THE CONTRACT (BANK GUARANTEE ETC.)?

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

Yes	
No	--

39) Date of Award of Contract: 25/8/14

Signature & Official Stamp of  
Authorized Officer

*M. A. Khan*



*M. A. Khan*  
Sindh Insurance Limited  
Head Office

**FOR OFFICE USE ONLY**

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

Print

Save

Reset

### 3 SCOPE OF WORK

Sindh Leasing Company, Sindh Modaraba Management Ltd. and Sindh Insurance Ltd. intend to establish its offices. For this purpose the bidders are requested to offer their bids as per the given specifications for PABX System to be purchased.

The PABX system must be supplied and installed within 60 days from the day the project is awarded.

**Require three PABX the configuration of said three PABX will be as under;**

- 8+54+2 ( With two digital Operator sets + Computer Telephony application and 30 ordinary sets)
- 8+30+2 ( With two digital sets and 15 ordinary sets)
- 8+30+2 ( With two digital sets and 15 ordinary sets)

<b>SCOPE OF WORK</b>			
<b>Description</b>	<b>System No:1 (8+54+2)</b>	<b>System No: 2 (8+30+2)</b>	<b>System No: 3 (8+30+2)</b>
Analogue Trunk Lines	08	08	08
Extensions for DTMF (Dual Tone Multi Frequency) / DP telephone sets	54	30	30
Extensions for dual channel digital telephone sets	02	02	02
Digital Operator Console. (As per specification in section 3.2.1)	02	02	02
Analog Extension Telephone set	30	15	15
Auto Attendant / Voice Mail Unit – 128MB.	01	01	01
Caller ID-dual mode – 8 Ports	01	01	01
Sealed Maintenance free batteries for power backup to PABX for minimum 1 Hour.	01	01	01
Computer Telephony Application Software (As per specification in Section “3.2.2”)	01	-	-
Complete PABX System Installation, Testing & Commissioning up to its built-in IDF.	01	01	01

#### **3.1 PABX ORIGIN & TYPE:**

<b>System Type</b>	<b>Imported</b>
<b>Supporting standards</b>	SIP protocols, ISDN trunks, Analogue Trunks, Digital and Analogue Extensions
<b>PABX Features</b>	The PABX features should be based on international (ITU) Standards.

The PABX should consist of more than one chassis in its expansion to provide an even distribution of modules among the chassis's and hence allowing a less complex single chassis system.

**3.2 PABX FEATURES:**

Account Code Capability	Direct Inward System Access
Alarm – Station	Distinctive Dial Tone and Ringing
One Touch Dialing	Executive Override (Barge-In)
Automatic Attendant	E & M Trunk
Call Forwarding (Follow Me)	Flash (Open Loop Timed Flash)
Automatic Call Back (Camp-On)	Hunt Group
Automatic Redial	Macro Keys
Data and Time backup without Battery	Paging / Meet-Me Page
Last Number Redial	System Speed Dial and Personal Speed Dial
Line Reverse Detection	SMDR Buffers
Lock / Unlock Extensions	Toll Restriction
Multiple Music On Hold	Automatic Line Access
Call Waiting	Voicemail Integration
Conference for more parties	Check In and Check Out
CLI on both External and Internal Call	DID Trunk
Call Transfer	Direct Call Pick Up
Camp On	Directory Dial for Speed Dial
Privacy Release	Wake Up Service
Programmable Keys	Answer Call Waiting
Security Code	Automatic Answer-Intercom
Door phone Calling and Opening	Day and Night Service
CTI Integration	
SLT HOLD Operation	
<b>Display Features:</b>	
▪ Time	
▪ Dialed Telephone Number	
▪ Voice Mail Messages	
▪ CO Line Names	
▪ Last Number Redial	
▪ Speed Dial Number	
▪ Status of Operation/Function	
▪ Absent Messages	
▪ Speed Dial Directory	
▪ Calling Party Number and Name	
▪ Phone / System Setting Values	

**3.2.1 OPERATOR CONSOLE FEATURES:**

Executive Digital Telephone Sets of the same brand as PABX System having following mandatory features:

<ul style="list-style-type: none"> <li>▪ Ring / Message Indication Lamp</li> <li>▪ LCD Display</li> <li>▪ Answering Machine Emulation</li> <li>▪ Tilt Angle Adjustable LCD Panel</li> <li>▪ DSS Keys</li> <li>▪ Multi Function Keys</li> <li>▪ Speakerphone</li> <li>▪ Hands free</li> <li>▪ Headset Jack</li> <li>▪ Adjustable Volume Level for Handset /</li> <li>▪ Speaker / Ringer</li> </ul>
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**3.2.2 COMPUTER TELEPHONY APPLICATION SOFTWARE**

<b>Telephony Manager (TM)</b>	Monitor Display: (Current Status of Call, Trunk In use, CID For Caller, Talk Time, Hold Time of Last Hold, Intercom Numbers in Use) Dial History Missed Calls Intercom Calls
<b>Contact Manager (CM)</b>	Contact List Details: (Fields – Name, Company, Address, Job, Multi Types of Contact Number, Email Addresses) Screen pop on Incoming Notes & Memos Click to Dial Import Contacts from Excel Excel Export
<b>Call Accounting System (CAS)</b>	Data Report Account Report Extensions Report Trunk Report Main Name Report Sub Name Report

**3.3 PABX ENHANCEMENTS:**

The offered system should have the provision to add following features using additional hardware/software to meet any future requirements:

<b>Call Center Application</b>	Provision of enhanced call centre applications including unified messaging (fax mail, email, voice mail and SMS notification), ACD etc.
<b>CTI</b>	Provision of CTI(Computer Telephony Integration) applications
<b>TAPI</b>	TAPI-Telephony application programming interface
<b>ISDN/PRI/BRI</b>	Option to connect ISDN BRI and PRI interfaces for high speed data connectivity and ISDN voice features

**3.4 MINIMUM CRITERIA FOR SLA OFFERED BY THE PARTICIPANT:**

S #	SLA Criteria	Yes	No	N/A
1	Time Based support availability			
2	Days of Week selection			
3	4 level response time			
4	No of cases based selection			
5	Email support option			
6	Phone support option			
7	24/7 support option			
8	Service tracing and logging in CRM			
9	Remedy on No/Late Response			
10	SLA Spare parts discount			

**Note:**

- The bidder must attach an item wise compliance statement of the general terms & Conditions, PABX Origin & Type, PABX features, Call account manager software, PABX Enhancement Features, Operator Console Features, and Digital Telephone Set Features listed above in the bid.
- The system should be covered under one year warranty with parts.
- The system should have a power supply failure; the system will continue normal operation for an hour or more running on standard batteries. Without batteries, or when the batteries are exhausted, the system, by configuration, will automatically route calls to single line telephones, so that communications can continue. When the power is restored, the system will revert to its normal connections.

## Bid Evaluation Report

Evaluation Report- Supply & Installation of PABX System for  
Sindh Leasing Company, Sindh Modaraba Management Ltd. & Sindh Insurance Ltd. Offices

1	Name of Procuring Agency	Sindh Leasing Company ,Sindh Modaraba Management Ltd. & Sindh Insurance Ltd.
2	Tender Reference No.	COK/ADMIN/TD/ 462 /2014
3	Tender Description	Evaluation Report- Supply & Installation of PABX System for Sindh Leasing Company ,Sindh Modaraba Management Ltd. & Sindh Insurance Ltd. Offices
4	Method of Procurement	Single Stage Two Envelope Bidding Procedure
5	Tender Published / SPPRA S.No	SPPRA S.No: 19910 Business Recorder, Daily Express & Daily Ibrat (18 <sup>th</sup> April 2014)
6	Total Bid Documents Sold	02
7	Total Bids Received	02
8	Technical Bid Opening Date & Time	07/05/14 at 1230 Hrs.
9	Financial Bid Opening Date & Time	13/05/14 at 1100 Hrs.
10	No. Of Bid qualified	01
11	Bid(s) Rejected	-

Detail on the above is as follows:

S.No	Name of Firm or Bidder	Technically Qualified / Disqualified	Total Cost offered by the Bidder	Ranking in terms of cost	Comparison with Estimated cost (Rs.450,000/-)	Reasons for acceptance/ rejection	Remarks
0	1	2	3	4	5	6	7
1.	M/s. Softech	Qualified Obtained 90% in Evaluation Process	Rs. 417,924/-	Qualified Bidder	Rs.32,076/- below the estimated cost	Qualified as per Eligibility criteria	Recommended for Award of Contract-
2.	M.s. Shaaf Enterprises	Disqualified	-	Disqualified Bidder	-	Disqualified Bidder- Obtained 0% in Evaluation Process	-

Accordingly going by the eligibility criteria offered in the tender document. Serial No.1 stands as only Qualified Bidder & also below the estimated cost.

### Members - Procurement Committee

CEO- Sindh Leasing Company  
(Mr. Naim Farooqui)



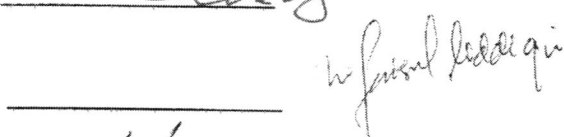
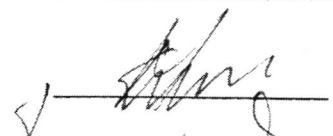

CEO- Sindh Modaraba Management Ltd.  
(Mr. Javed Iqbal)

Director -Sindh Insurance Ltd.  
(Mr. Shamsuddin Khan)

Head of Administration -Sindh Bank Ltd  
(Lt.Col (R). Shahzad Begg)

Chief Manager (IDBL), Karachi  
(Mr. Syed Muhammad Aqeel)

Signature

**PABX PAY ORDERS-2014**

<b>S.No</b>	<b>Company Name</b>	<b>AMOUNT DEPOSITED</b>	<b>PO NO</b>	<b>BANK NAME</b>
01	Softech	500	11324022	ABL
02	Shaaf Enterprises	500	0108930	Bank Al Falah
<b>Total</b>		<b>1000</b>		



IN MEMORY OF SHAHEED MOHTARMA BENAZIR BHUTTO

# SINDH LEASING

COK/ADMIIN/TD/462/2014

August 25<sup>th</sup>, 2014

M/S SOFTECH MICRO SYSTEMS  
1001-1002, 10<sup>th</sup> Floor, Ceasers Tower  
National IT Park, Main Shahra-e-Faisal  
Karachi

**Subject : Contract Award - Supply and Installation of PABX System in Sindh Leasing Company Limited**

Dear Sir,

The Management of Sindh Leasing Company Limited is pleased to award the subject contract to M/s. Softech Micro Systems.

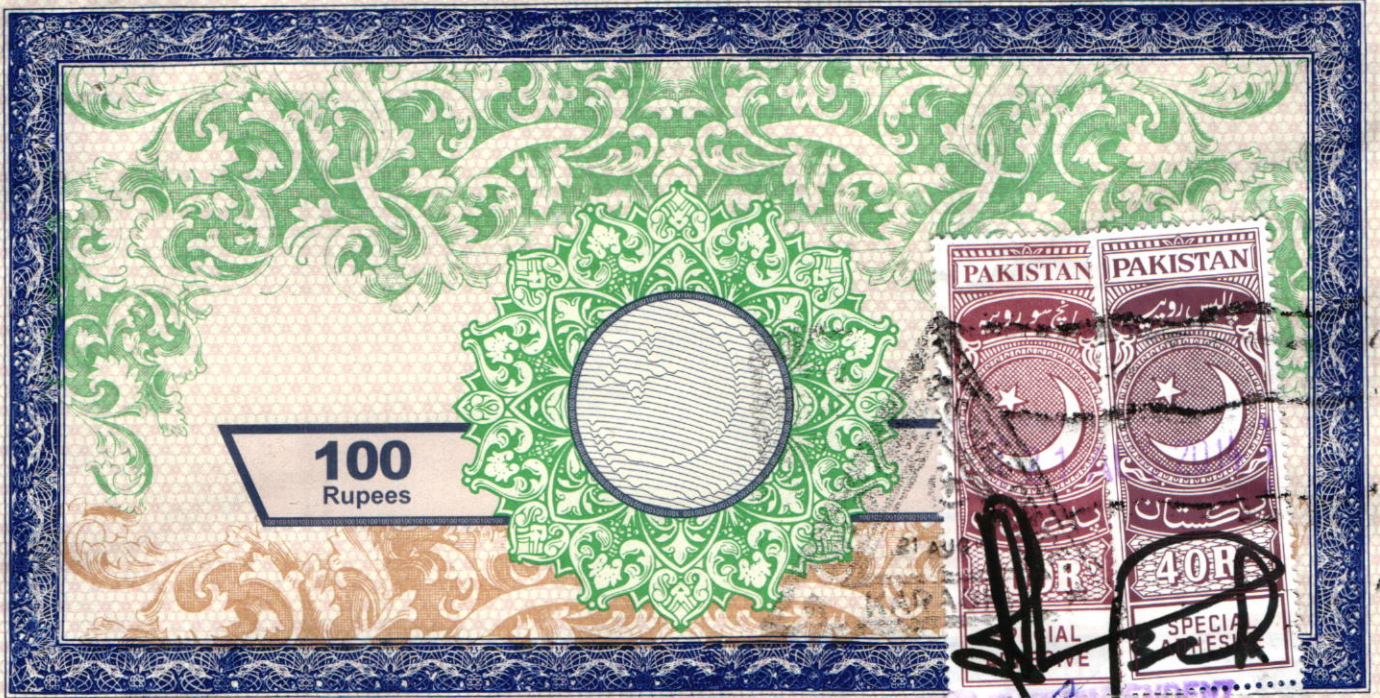
Please Acknowledge.

Sincerely,



**Rehan Anjum**

Chief Financial Officer



SHAKEEL A. SHAIKH STAMP VENDOR 19 AUG 2014

Licence No. 44, Shop # 30  
Clifton Centre Block-6 Clifton Karachi

S.no 2921 Date .....  
Issued To With Address .....  
Through With Address ..... Mubammad Sabir  
Purpose ..... HC 18309/KN  
Value Rs. .... Attachad .....  
Stamp Vendors Signature .....

**CONTRACT AGREEMENT**

THIS AGREEMENT is entered into at Karachi  
on this the 25 day of August, 2014

OFFICE OF THE JUDGE  
Sindh High Court  
Karachi  
21 AUG 2014

BETWEEN

M/S. SOFTECH MICROSYSTEMS, having its principal place of business at 1001, 10<sup>th</sup> Floor, Caesars Tower (National IT Park), Shakra-e-Faisal, Karachi, (hereinafter referred to as "Supplier", which expression shall be deemed to mean and include its successors-in-interest and assigns) of the First Part;

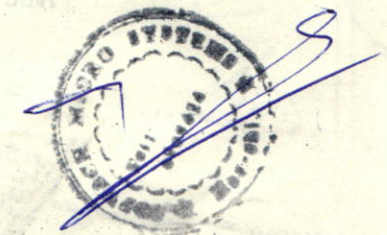
AND

SINDH LEASING COMPANY LTD, incorporated under the laws of Pakistan and having its Office at Imperial Court, Dr. Zia Uddin Ahmed Road, Karachi, Pakistan. (hereinafter referred to as "company"), which expression shall be deemed to mean and include its successors-in-interest and assigns) of the Second Part.

**WHEREAS:**

Following the bidding process carried out by the company in connection with its tender opened on 07-05-2014 for the supply and installation of PABX system in its office premises, the supplier has been declared successful for awarding the contract by Sindh Leasing Company Ltd, for the said goods.

*[Handwritten signature]*

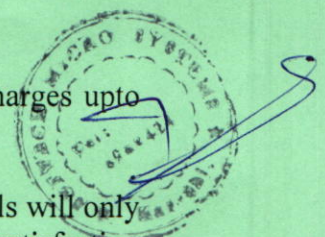


The company intends to acquire the services of "Supplier" for the supply and installation of PABX System for its office premises and supplier agrees to provide the following services to the company, as per the given Price Schedule mentioned in Financial Proposal attached as Annexure "A".

The cost must include all taxes, installation, labor, Stamp duty (as applicable under Stamp Act 1989) including delivery charges up to SINDH LEASING COMPANY LTD Head Office, Karachi.

**Terms & Conditions:**

- All terms and conditions of the tender document will remain part of this agreement.
- The Supplier shall supply the said goods as per specifications of the tender within 03 days from the date of issue of Purchase Order by the Company.
- A fine of Rs. 5,000/- per day will be charged, if even after 10 days of issuance of PO, the supplies are not provided/ installed/ made operational till the requisite is completed.
- In the event of the default on the part of the Supplier, in the performance of any condition of the contract/tender or delay in supply of the items within 15 days of the issuance of the purchase order, it shall be lawful for the company to forfeit the performance security and cancel the whole part of the supply order or cancel the contract. Decision of the company will be final and will be legal binding on the Supplier.
- Supplier agrees to maintain adequate inventory of the parts so that the replacement is available within 24 hours, if any fault arises in the goods supplied during the warranty period. In case the effected part is not available, then the Supplier will provide the backup of the same product/item or better till the resolution of the fault is met, without any extra cost to the company.
- The Supplier also undertakes to bear all kind of taxes i.e. Stamp duty/ Services Charges/Professional Tax / Sales Tax Invoice, Income Tax, Zila / Octroi Tax (if any) and all other incidental charges etc., up to the place of destination.
- The company reserves the right to test/check the goods to ensure that it is provided as per specification in the tender document. For any discrepancies, at the time of supply or later, the company reserve the right to forfeit full performance security and cancel the tender and initiate the process for blacklisting of the Supplier. The decision of the company shall be final and binding upon the Supplier.
- Delivery will be made by the Supplier at the company office at Imperial Court, Dr. Zia Uddin Ahmed Road, Karachi, Pakistan.
- The cost must include all taxes, installation, labour including delivery charges upto above the company office Karachi.
- No advance payment for supply and installation of goods will be made, bills will only be processed for necessary payment on receipt of certificate of delivery/satisfaction from the concerned company officer.
- Supplier binds/undertakes that in case of any observation arising in respect of quality/performance of the goods within the warranty period, the supplier will be liable to address it at his own cost within 24 hours. Non-compliance of the same will result into initiation of a case against the company for non-commitment and forfeiting of performance security or any other action as deemed necessary.



- Any notice, request or consent required or permitted to be given or made pursuant to this agreement shall be in writing. Any such notice, request or consent shall be deemed to have been given or made when delivered in person to an authorized representative of the Party to whom the communication is addressed, or when sent to such Party at the given address.
- A party may change its address for notice by giving a notice to the other Party in writing of such change.
- **Warranty**  
One year comprehensive warranty is mandatory.

Payment Schedule:

100 % payment of total amount of invoice after the supply and installation of PABX System will be paid to the supplier on receipt of certificate duly signed and stamped of delivery/satisfaction from the concerned company officer.

Performance Guarantee:

5% of the total tender amount of will be retained by the Company as "Performance Security" and will be returned to the supplier after 90 days of supply of complete tender items, including satisfactory confirmation by the concerned officer, where the items have been supplied.

Authorized Representative:

- Any action required or permitted to be taken, and any document required or permitted to be executed under this agreement by the company or the Supplier may be taken or executed by the officials.

Termination of Agreement by the Company:

- If the Supplier, in the judgment of the Company has engaged in corrupt or fraudulent practices in competing for or in executing the Agreement.
- If, as the result of Force Majeure, the Supplier is unable to perform a material portion of the Services for a period of not less than thirty (30) days; and
- If the Company, in its sole discretion and for any reason whatsoever, decided to terminate this Agreement.

Goods Faith:

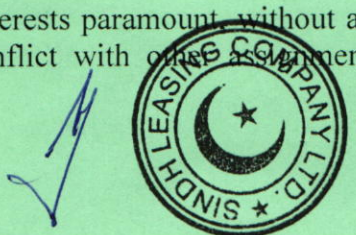
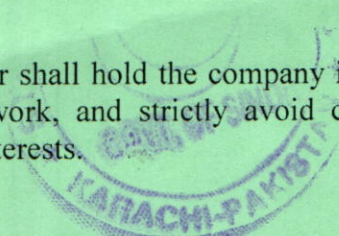
- The Parties undertake to act in goods faith with respect to each other's rights under this agreement and to adopt all reasonable measures to ensure the realization of the objectives of this agreement.

Settlement of Disputes:

- The Parties agree that the avoidance or early resolution of disputes is crucial for a smooth execution of the Agreement and the success of the assignment. The Parties shall use their best efforts to settle amicably all disputes arising out of or in connection with the Agreement or its interpretation.
- If Parties fail to amicably settle any dispute arising out of or in connection with the Agreement within (10) days of commencement of such informal negotiations, the dispute shall be referred to arbitration of two arbitrators, one to be appointed by each party, in accordance with the Arbitration Act, 1940. Venue of arbitration shall be Karachi, Pakistan and proceedings of arbitration shall be conducted in English.

Conflict of Interest:

- The Supplier shall hold the company interests paramount, without any consideration for future work, and strictly avoid conflict with other assignments or their own corporate interests.



In witnesses hereunder both the parties have set their hands on the day and year above first mentioned.

Supplier Signature \_\_\_\_\_

Name JAWAD HUSSAIN

Designation BUSINESS UNIT HEAD

Company Name SOFTTECH MICROSYSTEMS

Address SUITE # 1001-1002 CAESARS

TOWER SHARAH-E-FAISAL KARACHI

Stamp



Witness:

Signature Mehboob Alam

Name Mehboob Alam

Designation Admin Officer

Address Suite # 1001-1002 Caesars

Tower Sharah-e-Faisal Karachi

Signature \_\_\_\_\_

Name Mr. Naim Farooqui

Designation CEO, Sindh Leasing Company Ltd.

Company Name Sindh Leasing Company Ltd.

Address \_\_\_\_\_

Stamp



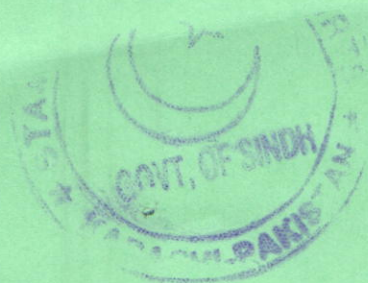
Witness:

Signature S. Farrukh Humain

Name S. Farrukh Humain

Designation VP/Head of I.T

Address Sindh Leasing Co. Ltd.



# Annexure A

## Financial Proposal



## Quotation **Panasonic**

Quote to : **Sindh Leasing company,**

Quote Number: **QS-08037-W3X4**  
 Quote Date: \_\_\_\_\_  
 Expire Date: \_\_\_\_\_  
 Revision ID: **0**  
 Contact Person: \_\_\_\_\_

**Karachi**

Phone Numbers

<b>Customer ID</b>	<b>Good Thru</b>	<b>Sales Rep</b>
	12:00 AM To 12:00 AM	Noor-ul-ain Nizam

**Order Now**

**Order Now**

**Order Now**

**Order Now**

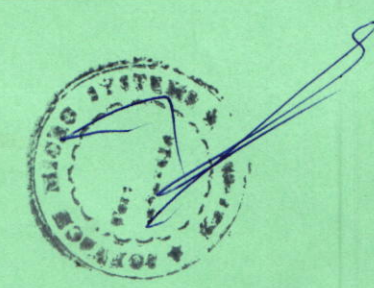
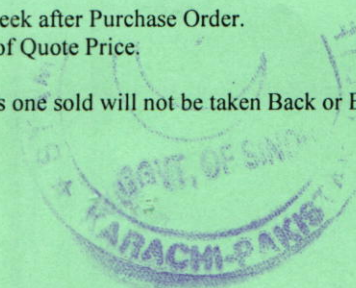
**Order Now**

QTY	Item ID	Component/ Description	Unit Price	Extension
1.00	KXTDA-100D	<b>PANASONIC KXTDA-100D(8+28)8 Trunks + 24 Extensions (4 digital lines(Extendable up to 120 Extensions);8 CO+4D+24A lines; 1*A9CBMA + 1*8 port TKUA + 4*D Ext (Built-In)+ 1*24 port SLUA + PWS (Original Made In Vietnam)</b>		
1.00	KXTDA-100D-Console	<b>Digital Console \ Operator Console.</b>	Rs. 151,000.00	Rs. 151,000.00
1.00	KXTDA-100D-DICIDC	<b>Caller ID (Built-In) on all Trunks.</b>		
1.00	KXTDA-100D-OGM	<b>Voice Service Card/OGM</b>		
1.00	MDF	<b>MDF BOX</b>		
1.00	KXTDA-100D-NI-RI	<b>New Installation + Programming + Training</b>		

<b>Customer:</b>	<b>Softech Microsystems</b>		
<b>Approved By:</b>	<b>Sent By:</b> Noor-ul-ain Nizam	<b>Sub Total</b>	Rs. 151,000.00
<b>Signature:</b>	<b>Signature:</b> Generated by system no signature necessary	<b>Sales Tax</b>	Rs. 25,670.00
<b>STAMP:</b>		<b>Total Rs.</b>	Rs. 176,670.00

**TERMS & CONDITIONS:**

**Delivery Period:** 1-4 week after Purchase Order.  
**Restocking/Order Cancellation:** 35% of Quote Price.  
**Note:** Goods one sold will not be taken Back or Exchanged.



IN MEMORY OF SHAHEED MOHTARMA BENAZIR BHUTTO

  
**SINDH INSURANCE**  
POWER TO THE PEOPLE

COK/ADMIN/TD/ 462/2014  
August 25, 2014

**M/s. Softech MicroSystems.**  
1001-1002, 10<sup>th</sup> Floor, Ceasers Tower,  
National IT Park,  
Main Shahrah-e-Faisal,  
Karachi

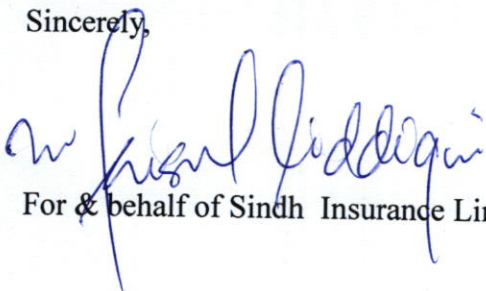
**Subject: Contract Award – Supply & Installation of PABX System**

Dear Sir

The Management of Sindh Insurance Limited is pleased to award the subject contract to M/s. Softech MicroSystems.

Please acknowledge.

Sincerely,



For & behalf of Sindh Insurance Limited



**AQIB IMRAN STAMP VENDOR**  
Licence No. 94, Shop No. 16 Block-14,  
Karim Plaza Gulshan-e-Iqbal, Karachi  
Near Civic Centre

19 AUG 2014

*Handwritten signature*  
Office, City Court  
Karachi.

21 AUG 2014

S. NO \_\_\_\_\_ DATE \_\_\_\_\_  
ISSUED TO WITH \_\_\_\_\_  
THROUGH WITH \_\_\_\_\_  
PURPOSE \_\_\_\_\_  
VALUE RS \_\_\_\_\_  
STAMP VENDOR'S SIGNATURE \_\_\_\_\_

**CONTRACT AGREEMENT**

THIS AGREEMENT is entered into at Karachi  
on this the \_\_\_\_\_ day of \_\_\_\_\_, 2014

**BETWEEN**

**M/S. SOFTECH MICROSYSTEMS**, having its principal place of business at 1001, 10<sup>th</sup> Floor, Caesars Tower (National IT Park), Shakra-e-Faisal, Karachi, (hereinafter referred to as "Supplier", which expression shall be deemed to mean and include its successors-in-interest and assigns) of the First Part;

**AND**

**SINDH INSURANCE LIMITED**, incorporated under the laws of Pakistan and having its Office at Imperial Court, Dr. Zia Uddin Ahmed Road, Karachi, Pakistan. (hereinafter referred to as "company"), which expression shall be deemed to mean and include its successors-in-interest and assigns) of the Second Part.

**WHEREAS:**

Following the bidding process carried out by the company in connection with its tender opened on 07-05-2014 for the supply and installation of PABX system in its office premises, the supplier has been declared successful for awarding the contract by Sindh Insurance Ltd, for the said goods.

*Handwritten signature*  
**Sindh Insurance Limited**  
Head Office  
*Handwritten signature*

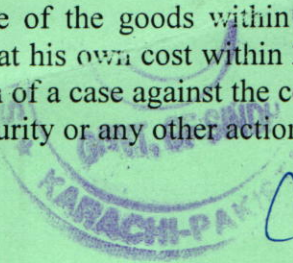
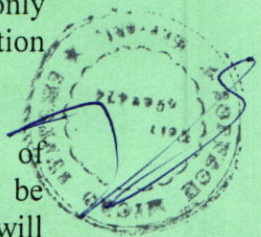


The company intends to acquire the services of "Supplier" for the supply and installation of PABX System for its office premises and supplier agrees to provide the following services to the company, as per the given Price Schedule mentioned in Financial Proposal attached as Annexure "A".

The cost must include all taxes, installation, labor, Stamp duty (as applicable under Stamp Act 1989) including delivery charges up to SINDH INSURANCE LTD Head Office, Karachi.

**Terms & Conditions:**

- All terms and conditions of the tender document will remain part of this agreement.
- The Supplier shall supply the said goods as per specifications of the tender within 03 days from the date of issue of Purchase Order by the Company.
- A fine of Rs. 5,000/- per day will be charged, if even after 10 days of issuance of PO, the supplies are not provided/ installed/ made operational till the requisite is completed.
- In the event of the default on the part of the Supplier, in the performance of any condition of the contract/tender or delay in supply of the items within 15 days of the issuance of the purchase order, it shall be lawful for the company to forfeit the performance security and cancel the whole part of the supply order or cancel the contract. Decision of the company will be final and will be legal binding on the Supplier.
- Supplier agrees to maintain adequate inventory of the parts so that the replacement is available within 24 hours, if any fault arises in the goods supplied during the warranty period. In case the effected part is not available, then the Supplier will provide the backup of the same product/item or better till the resolution of the fault is met, without any extra cost to the company.
- The Supplier also undertakes to bear all kind of taxes i.e. Stamp duty/ Services Charges/Professional Tax / Sales Tax Invoice, Income Tax, Zila / Octroi Tax (if any) and all other incidental charges etc., up to the place of destination.
- The company reserves the right to test/check the goods to ensure that it is provided as per specification in the tender document. For any discrepancies, at the time of supply or later, the company reserve the right to forfeit full performance security and cancel the tender and initiate the process for blacklisting of the Supplier. The decision of the company shall be final and binding upon the Supplier.
- Delivery will be made by the Supplier at the company office at Imperial Court, Dr. Zia Uddin Ahmed Road, Karachi, Pakistan.
- The cost must include all taxes, installation, labour including delivery charges upto above the company office Karachi.
- No advance payment for supply and installation of goods will be made, bills will only be processed for necessary payment on receipt of certificate of delivery/satisfaction from the concerned company officer.
- Supplier binds/undertakes that in case of any observation arising in respect of quality/performance of the goods within the warranty period, the supplier will be liable to address it at his own cost within 24 hours. Non-compliance of the same will result into initiation of a case against the company for non-commitment and forfeiting of performance security or any other action as deemed necessary.



*Handwritten signature in blue ink*



- Any notice, request or consent required or permitted to be given or made pursuant to this agreement shall be in writing. Any such notice, request or consent shall be deemed to have been given or made when delivered in person to an authorized representative of the Party to whom the communication is addressed, or when sent to such Party at the given address.
- A party may change its address for notice by giving a notice to the other Party in writing of such change.

- **Warranty**

One year comprehensive warranty is mandatory.

Payment Schedule:

100 % payment of total amount of invoice after the supply and installation of PABX System will be paid to the supplier on receipt of certificate duly signed and stamped of delivery/satisfaction from the concerned company officer.

Performance Guarantee:

5% of the total tender amount of will be retained by the Company as "Performance Security" and will be returned to the supplier after 90 days of supply of complete tender items, including satisfactory confirmation by the concerned officer, where the items have been supplied.

Authorized Representative:

- Any action required or permitted to be taken, and any document required or permitted to be executed under this agreement by the company or the Supplier may be taken or executed by the officials.

Termination of Agreement by the Company:

- If the Supplier, in the judgment of the Company has engaged in corrupt or fraudulent practices in competing for or in executing the Agreement.
- If, as the result of Force Majeure, the Supplier is unable to perform a material portion of the Services for a period of not less than thirty (30) days; and
- If the Company, in its sole discretion and for any reason whatsoever, decided to terminate this Agreement.

Goods Faith:

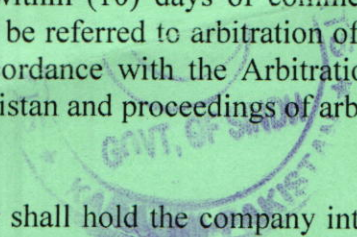
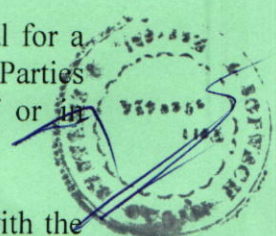
- The Parties undertake to act in goods faith with respect to each other's rights under this agreement and to adopt all reasonable measures to ensure the realization of the objectives of this agreement.

Settlement of Disputes:

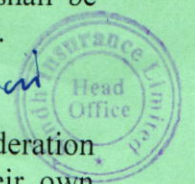
- The Parties agree that the avoidance or early resolution of disputes is crucial for a smooth execution of the Agreement and the success of the assignment. The Parties shall use their best efforts to settle amicably all disputes arising out of or in connection with the Agreement or its interpretation.
- If Parties fail to amicably settle any dispute arising out of or in connection with the Agreement within (10) days of commencement of such informal negotiations, the dispute shall be referred to arbitration of two arbitrators, one to be appointed by each party, in accordance with the Arbitration Act, 1940. Venue of arbitration shall be Karachi, Pakistan and proceedings of arbitration shall be conducted in English.

Conflict of Interest:

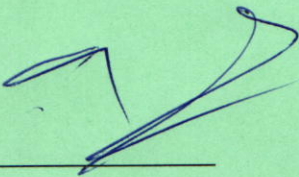

- The Supplier shall hold the company interests paramount, without any consideration for future work, and strictly avoid conflict with other assignments or their own corporate interests.

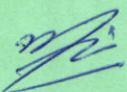


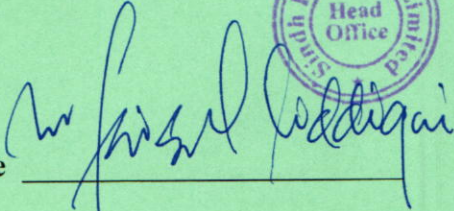

*Muhammad Iddique*

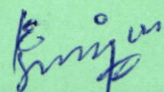


In witnesses hereunder both the parties have set their hands on the day and year above first mentioned.

Supplier Signature   
Name JAWAD HUSSAIN  
Designation BUSINESS UNIT HEAD  
Company Name SOFTTECH MICROSYSTEMS  
Address SUITE # 1001-1002 CAESARS  
TOWER - SHARAH-E-FATMA KARACHI  
Stamp 

Witness:  
Signature   
Name Mehboob Alam  
Designation Admin Officer  
Address SUITE # 1001-1002 CAESARS  
Tower - Sharah-e-Fatma Karachi

Signature   
Name Mr. Muhammad Faisal Siddiqui  
Designation CEO, Sindh Insurance Ltd.  
Company Name Sindh Insurance Ltd.  
Address 1st Floor, Imperial Court,  
Dr. Zia-Ul-Haq Street Road,  
Karachi  
Stamp 

Witness:  
Signature   
Name Asim Qureshi  
Designation OG-II  
Address 1st Floor, Imperial Court,  
Dr. Zia-Ul-Haq Street Road,  
Karachi.



**Annexure A**  
**Financial Proposal**



**Quotation**  
**Panasonic®**

Quote to : **Sindh Insurance Ltd**

**Karachi,  
Pakistan.**

Quote Number: **QS-08035-PQK8**  
Quote Date: \_\_\_\_\_  
Expire Date \_\_\_\_\_  
Revision ID: **0**  
Contact Person: \_\_\_\_\_

Phone Numbers

<b>Customer ID</b>	<b>Good Thru</b>	<b>Sales Rep</b>
	12:00 AM To 12:00 AM	Noor-ul-ain Nizam

**Order Now**

**Order Now**

**Order Now**

**Order Now**

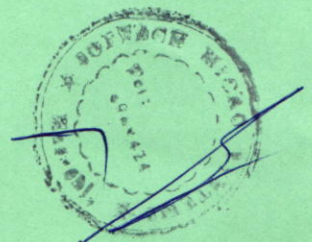
**Order Now**

QTY	Item ID	Component/ Description	Unit Price	Extension
1.00	P824-824	<b>Panasonic KXTES 824 (8 Trunks Lines + 24 Extensions)</b> Extendable up to 8+24 (Made in Vietnam)	Rs. 103,100.00	Rs. 103,100.00
1.00	P824-Console	Panasonic KXTES Digital Operator Console		
3.00	KXTES-824-CIDC	3 Ports CLI Card		
1.00	KXTES-824-disa	<b>VOICE SERVICE UNIT/OGM, for Welcome Greeting.</b>		
1.00	MDF	MDF Box		
1.00	P824-NI-RI	Installation + Programming+ Training		

<b>Customer:</b>	<b>Softech Microsystems</b>	<b>Sub Total</b>	Rs. 103,100.00
<b>Approved By:</b>	<b>Sent By:</b> Noor-ul-ain Nizam	<b>Sales Tax</b>	Rs. 17,527.00
<b>Signature:</b>	<b>Signature:</b> Generated by system no signature necessary	<b>Total Rs.</b>	Rs. 120,627.00
<b>STAMP:</b>			

**TERMS & CONDITIONS:**

**Delivery Period:** 1-4 Week after purchase order.  
**Restocking/Order Cancellation:** 35% of Quote Price.  
**Note:** Goods once sold will not be taken back or exchanged.



IN MEMORY OF SHAHEED MOHTARMA BENAZIR BHUTTO

**SINDH MODARABA**

**M/s. SOFTECH MICROSYSTEM.**  
1001, 10<sup>th</sup> Floor, Caesars Tower  
(National IT Park)  
Shahra-e-Faisal,  
Karachi

COK/ADMIN/TD/462/2014  
August 25, 2014

**Subject: Contract Award – Supply & Installation of PABX System.**

Dear Sir

The Management of Sindh Modaraba Management Limited is pleased to award the subject contract to M/S. SOFTECH MICROSYSTEMS.

Please acknowledge.

Sincerely,

For & behalf of Sindh Modaraba Management Limited,



**Javed Iqbal**  
Chief Executive Officer



SADIL MAHMOOD STAMP VENDOR  
Licence # 105, Shop # 8, Karim Plaza, Near Civic Centre  
Gulshan-e-Iqbal Block # 14, Karachi

OFFICE OF THE DISTRICT JUDGE  
Sindh Office, City Court  
Karachi.

S. No. \_\_\_\_\_ Date 19 AUG 2014  
Issued to With Address Khan  
Through With Address Zohair Ahmed  
Purpose Advocate High Court  
Value Rs \_\_\_\_\_ Attached: \_\_\_\_\_  
Stamps Vendor's Signature \_\_\_\_\_

19 AUG 2014

21 AUG 2014

**CONTRACT AGREEMENT**

THIS AGREEMENT is entered into at Karachi  
on this the \_\_\_\_\_ day of \_\_\_\_\_, 2014

BETWEEN

M/S. SOFTECH MICROSYSTEMS, having its principal place of business at 1001, 10<sup>th</sup> Floor, Caesars Tower (National IT Park), Shakra-e-Faisal, Karachi, (hereinafter referred to as "Supplier", which expression shall be deemed to mean and include its successors-in-interest and assigns) of the First Part;

AND

SINDH MODARABA MANAGEMENT LTD., incorporated under the laws of Pakistan and having its Office at Imperial Court, Dr. Zia Uddin Ahmed Road, Karachi, Pakistan. (hereinafter referred to as "company"), which expression shall be deemed to mean and include its successors-in-interest and assigns) of the Second Part.

**WHEREAS:**

Following the bidding process carried out by the company in connection with its tender opened on 07-05-2014 for the supply and installation of PABX system in its office premises, the supplier has been declared successful for awarding the contract by Sindh Modaraba Management Ltd, for the said goods.



The company intends to acquire the services of "Supplier" for the supply and installation of PABX System for its office premises and supplier agrees to provide the following services to the company, as per the given Price Schedule mentioned in Financial Proposal attached as Annexure "A".

The cost must include all taxes, installation, labor, Stamp duty (as applicable under Stamp Act 1989) including delivery charges up to SINDH MODARABA MANAGEMENT LTD Head Office, Karachi.

**Terms & Conditions:**

- All terms and conditions of the tender document will remain part of this agreement.
- The Supplier shall supply the said goods as per specifications of the tender within 03 days from the date of issue of Purchase Order by the Company.
- A fine of Rs. 5,000/- per day will be charged, if even after 10 days of issuance of PO, the supplies are not provided/ installed/ made operational till the requisite is completed.
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- A party may change its address for notice by giving a notice to the other Party in writing of such change.
- **Warranty**  
One year comprehensive warranty is mandatory.

Payment Schedule:

100 % payment of total amount of invoice after the supply and installation of PABX System will be paid to the supplier on receipt of certificate duly signed and stamped of delivery/satisfaction from the concerned company officer.

Performance Guarantee:

5% of the total tender amount of will be retained by the Company as "Performance Security" and will be returned to the supplier after 90 days of supply of complete tender items, including satisfactory confirmation by the concerned officer, where the items have been supplied.

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- Any action required or permitted to be taken, and any document required or permitted to be executed under this agreement by the company or the Supplier may be taken or executed by the officials.

Termination of Agreement by the Company:

- If the Supplier, in the judgment of the Company has engaged in corrupt or fraudulent practices in competing for or in executing the Agreement.
- If, as the result of Force Majeure, the Supplier is unable to perform a material portion of the Services for a period of not less than thirty (30) days; and
- If the Company, in its sole discretion and for any reason whatsoever, decided to terminate this Agreement.

Goods Faith:

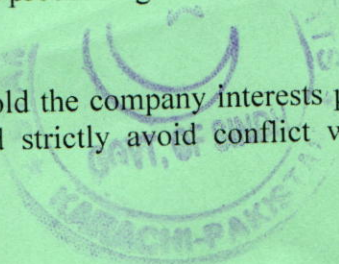
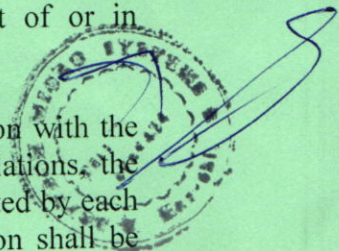
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- The Parties agree that the avoidance or early resolution of disputes is crucial for a smooth execution of the Agreement and the success of the assignment. The Parties shall use their best efforts to settle amicably all disputes arising out of or in connection with the Agreement or its interpretation.
- If Parties fail to amicably settle any dispute arising out of or in connection with the Agreement within (10) days of commencement of such informal negotiations, the dispute shall be referred to arbitration of two arbitrators, one to be appointed by each party, in accordance with the Arbitration Act, 1940. Venue of arbitration shall be Karachi, Pakistan and proceedings of arbitration shall be conducted in English.

Conflict of Interest:

- The Supplier shall hold the company interests paramount, without any consideration for future work, and strictly avoid conflict with other assignments or their corporate interests.





In witnesses hereunder both the parties have set their hands on the day and year above first mentioned.

Supplier Signature [Signature]

Name UMAR HUSSAIN

Designation Business Unit Head

Company Name Special Tyres

Address 1001 Caesar Road

Sector 11 Bahawalpur

Stamp [Stamp]

Witness: Signature [Signature]

Name Mehboob Alam

Designation Admin Officer

Address 1001-1002 Tabaco

Tower Shah-e-Faisal Karachi

Signature [Signature]

Name Mr. Javed Iqbal

Designation CEO, Sindh Modaraba Management Ltd.

Company Name Sindh Modaraba Management Ltd.

Address \_\_\_\_\_

\_\_\_\_\_

Stamp [Stamp]

Witness: Signature [Signature]

Name ZULFIQAR ALI

Designation \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_



**Annexure A**

**Financial Proposal**



**Panasonic**

Quote to : **Sindh Mudaraba**

Quote Number: **QS-08035-PQK7**

**Karachi,  
Pakistan.**

Quote Date: \_\_\_\_\_  
 Expire Date: \_\_\_\_\_  
 Revision ID: **0**  
 Contact Person: \_\_\_\_\_

Phone Numbers

<b>Customer ID</b>	<b>Good Thru</b>	<b>Sales Rep</b>
	12:00 AM To 12:00 AM	Noor-ul-ain Nizam

**Order Now**

**Order Now**

**Order Now**

**Order Now**

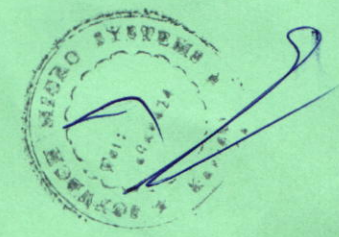
**Order Now**

QTY	Item ID	Component/ Decription	Unit Price	Extension
1.00	P824-824	<b>Panasonic KXTES 824</b> (8 Trunks Lines + 24 Extensions) Extendable up to 8+24 (Made in Vietnam)		
1.00	P824-Console	Panasonic KXTES Digital Operator Console		
3.00	KXTES-824-CIDC	3 Ports CLI Card	Rs. 103,100.00	Rs. 103,100.00
1.00	KXTES-824-disa	<b>VOICE SERVICE UNIT</b> OGM, for Welcome Greeting.		
1.00	MDF	MDF Box		
1.00	P824-NI-RI	Installation + Programming+ Training		

<b>Customer:</b>	<b>Softech Microsystems</b>		
<b>Approved By:</b> <i>Javed Iqbal</i>	<b>Sent By:</b> Noor-ul-ain Nizam	<b>Sub Total</b>	Rs. 103,100.00
<b>Signature:</b> <i>[Signature]</i>	<b>Signature:</b> Generated by system no signature necessary	<b>Sales Tax</b>	Rs. 17,527.00
<b>STAMP:</b>		<b>Total Rs.</b>	<b>Rs. 120,627.00</b>

**TERMS & CONDITIONS:**

**Delivery Period:** 1 Week after purchase order.  
**Restocking/Order Cancellation:** 35% of Quote Price.  
**Note:** Goods once sold will not be taken back or exchanged.



## Bid Evaluation Report

Evaluation Report- Supply & Installation of PABX System for  
Sindh Leasing Company, Sindh Modaraba Management Ltd. & Sindh Insurance Ltd. Offices

1	Name of Procuring Agency	Sindh Leasing Company ,Sindh Modaraba Management Ltd. & Sindh Insurance Ltd.
2	Tender Reference No.	COK/ADMIN/TD/ 462 /2014
3	Tender Description	Evaluation Report- Supply & Installation of PABX System for Sindh Leasing Company ,Sindh Modaraba Management Ltd. & Sindh Insurance Ltd. Offices
4	Method of Procurement	Single Stage Two Envelope Bidding Procedure
5	Tender Published / SPPRA S.No	SPPRA S.No: 19910 Business Recorder, Daily Express & Daily Ibrat (18 <sup>th</sup> April 2014)
6	Total Bid Documents Sold	02
7	Total Bids Received	02
8	Technical Bid Opening Date & Time	07/05/14 at 1230 Hrs.
9	Financial Bid Opening Date & Time	13/05/14 at 1100 Hrs.
10	No. Of Bid qualified	01
11	Bid(s) Rejected	-

Detail on the above is as follows:

S.No	Name of Firm or Bidder	Technically Qualified / Disqualified	Total Cost offered by the Bidder	Ranking in terms of cost	Comparison with Estimated cost (Rs.450,000/-)	Reasons for acceptance/ rejection	Remarks
0	1	2	3	4	5	6	7
1.	M/s. Softech	Qualified Obtained 90% in Evaluation Process	Rs. 417,924/-	Qualified Bidder	Rs.32,076/- below the estimated cost	Qualified as per Eligibility criteria	Recommended for Award of Contract-
2.	M/s. Shaaf Enterprises	Disqualified	-	Disqualified Bidder	-	Disqualified Bidder- Obtained 0% in Evaluation Process	-

Accordingly going by the eligibility criteria offered in the tender document, Serial No.1 stands as only Qualified Bidder & also below the estimated cost.

### Members - Procurement Committee

CEO- Sindh Leasing Company  
(Mr. Naim Farooqui)


CEO- Sindh Modaraba Management Ltd.  
(Mr. Javed Iqbal)


Director –Sindh Insurance Ltd.  
(Mr. Shamsuddin Khan)

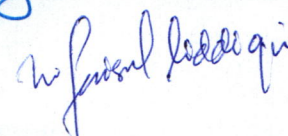
Head of Administration –Sindh Bank Ltd  
(Lt.Col (R). Shahzad Begg)

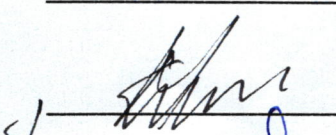
Chief Manager (IDBL), Karachi  
(Mr. Syed Muhammad Aqeel)

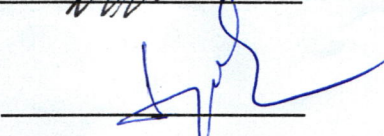
Signature

  
\_\_\_\_\_

  
\_\_\_\_\_

  
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\_\_\_\_\_

  
\_\_\_\_\_