



25th August, 2014


Name of Project: Co-Sourcing of ERP System for Modification, at STEVTA, Karachi

The Director MIS
Sindh Technical Education & Vocational Training Authority (STEVTA),
ST-19, Block-6, Near N.I.P.A
University Road
Karachi.

Dear Sir,

We Sapphire Consulting Services understand that our bid validity has expired for the project Co-Sourcing of ERP Systems for Modification. We have no object to extend the bid validity for another 90 days as requested by STEVTA. We are providing this letter to extend our bid validity for another 90 days at the original quoted price.

Yours Sincerely







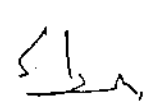

Vali Muhammad Bawany
Manager- Business Development
Sapphire Consulting Services

BID EVALUATION CRITERIA FOR RESOURCE OUTSOURCING

Firm must get 75% marks in Technical Proposal for qualifying.

S#	Evaluation Parameter for proposal	Quantity Description	Marks	Sapphire Consulting Service	Jaffer Brothers Pvt. Ltd.
1.	Company Profile	All companies should have sales tax and income tax registration numbers.	50 marks	50	50
	a) Period since Firm is in Information Technology business. (Submit SECP registration certificate)	From 1 to 3 years. From 4 to 7 years. 8 years and above.	05 10 25	25	25
	b) Number of office locations in Sindh (Specify addresses of all office locations along with rental agreements or any other document as proofs)	1 to 2 More than 2	10 25	25	25
2.	Financial Soundness /Status		50 marks	45	40
	a) Income Tax Return of Firm (Submit copies of the returns)	Last year only Last Consecutive 3 years Last Consecutive 7 years	05 15 25	25	20
	b) Average Annual Turnover of last four (4) years (Attach copies of the Audited Accounts)	Below PKR 30 Million B/W PKR 30 Million and PKR 60 Million B/W PKR 60 Million and PKR 100 Million PKR 100 million and	05 10 15 25	20	20

Sl. No.	Evaluation Parameter for proposal	Quantity Description	Marks	Sapphire Consulting Service	Jaffer Brothers Pvt. Ltd.
		above			
3.	Company Experience		250 marks	225	220
	a) Number of software and consultancy projects, with at least two being PKR 50 million and above, in Public Sector (Submit contracts or completion certificates with costs specified)	1 to 3 4 to 9 10 and above	10 30 75	75	75
	b) Number of Software and consultancy projects, with at least two being PKR 10 million and above, in Private sector (Submit contracts or completion certificates with costs specified)	1 to 3 4 to 9 10 and above	10 30 75	70	60
	c) Number of Support Projects, with at least two being PKR 2 million and above annually (Submit contracts along with costs)	1 to 3 4 to 9 10 and above	10 20 50	40	45
	d) Number of software and Consultancy projects in Education Sector with at least 2 being more 10 million. (Submit contracts or completion certificates with costs specified)	1 to 2 2 to 4 5 or more	10 20 50	40	40
4.	Methodologies		250 marks	230	200
	a) Project management methodology		50	50	35
	b) Software development methodology		50	50	35

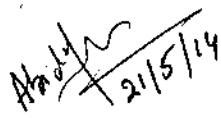




Sl. No.	Evaluation Parameter for proposal	Quantity Description	Marks	Sapphire Consulting Service	Jaffer Brothers Pvt. Ltd.
	c) Implementation & deployment methodology		50	45	45
	d) Support & Maintenance Plan		50	40	40
	e) Training Plan		50	45	45
6.	Team Qualifications		400 marks	350	300
	a) Proposed Project team.		150	125	120
	b) Certifications in Oracle	5 to 10	20	100	80
		11 to 24	50		
		25 and above	100		
	c) Full Time Resources on payroll as full time permanent employee for at least one (1) year prior to submission of bid. Submit evidence.	5 to 25	20	125	100
		26 to 74	50		
		75 and above	150		

Note:

- 1- If any firm involved in any Court Case / FIR, which the bidder will be considered as disqualified.

RECOMMENDATION

- M/s. Sapphire Consulting Service secured 90% marks and M/s. Jaffer Brothers Pvt. Ltd. Secured 81% marks. Both Firms are Technically qualified for ERP Resource Outsourcing.

**Sindh Technical Education &
Vocational Training Authority (STEVTA)**

CO-SOURCING OF E.R.P. SYSTEM FOR MODIFICATION

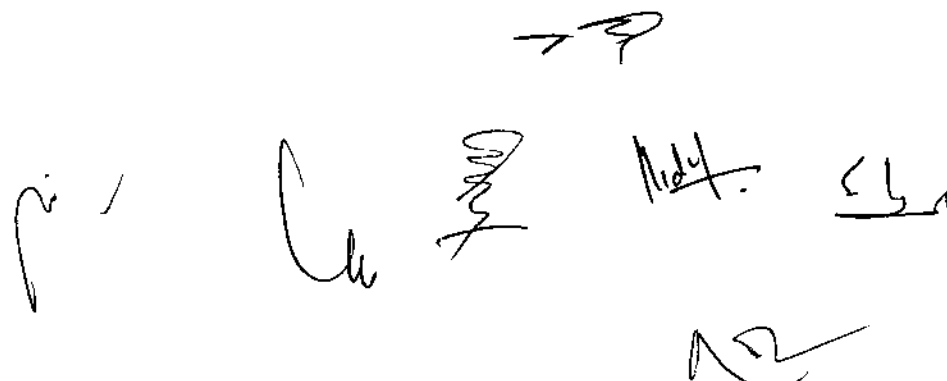
COMPARATIVE STATEMENT (FINANCIAL)

Sr. No.	Name of Article	QTY	BIDDING FIRMS	
			M/s. Jaffer Brothers (Pvt.) Ltd. Karachi.	M/s. Sapphire Consulting Services (Pvt.) Ltd. Karachi.
			(Per month)	(Per month)
1	Lead Finance	1	200,000	175,500
2	Lead Supply Chain	1	200,000	175,500
3	Lead HRMS	1	200,000	175,500
4	Functional Consultant 1 (FIN)	1	125,000	117,000
5	Functional Consultant 2 (FIN)	1	125,000	117,000
6	Functional Consultant 3 (FIN)	1	125,000	117,000
7	Functional Consultant 4 (SCM)	1	125,000	117,000
8	Technical Consultant 2	1	200,000	175,500
9	Oracle DBA	1	200,000	117,000

Grand Total (Per month) :-

1,500,000

1,287,000





Sindh Technical Education & Vocational Training Authority (STEVTA)

ST-19, Block-6, Near N.I.P.A., University Road,
Gulshan-e-Iqbal, Karachi. Tel: 021-9243894



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BID EVALUATION REPORT

1)	Name of Procuring Agency:	Sindh Technical Education & Vocational Training Authority (STEVTA)
2)	Tender Reference No.	STEVTA/ERP-System/Modification/2014.
3)	Tender Description:	Co-Sourcing of ERP System for Modification.
4)	Method of Procuring:	Single Stage – Two Envelopes.
5)	Tender published:	Tender notice published in Daily Dawn, Daily Jang and Daily Kawish on 30 th April, 2014 and hoisted on the website of SPPRA on 05.05.2014.
6)	Total Bids Documents Sold:	Five (5)
7)	Total Bids Received:	Two (2)
8)	Technical Bids Opening Date:	16.05.2014
9)	No. of Bids Technically Qualified:	Two (2)
10)	No. of Bids Rejected:	Nil.
11)	Financial Bid Opening Date:	30.05.2014

Bid Evaluation Report

Job #	Article Description	Name of Bidding Firm	Quoted Rate (PKR)	Ranking in Terms of Cost	Reason for Acceptance/Rejection (Remarks)
1-9	Lead Finance. Lead Supply Chain. Lead HRMS. Functional Consultant1 (FIN) Functional Consultant2 (FIN) Functional Consultant3 (FIN) Functional Consultant4 (SCM) Technical Consultant 2 Oracle DBA	M/s. Sapphire Consulting Service (Pvt.) Ltd. Karachi.	1,287,000 (per month)	1 st Lowest	Substantially Responsive. Recommended to place order being lowest quotee.
		M/s. Jaffer Brothers (Pvt.) Ltd. Karachi.	1,500,000 (per month)	2 nd Lowest	Substantially Responsive.

Following members of Procurement Committee after due considerations have recommended to accept the lowest rates offered by M/s. Sapphire Consulting Service (Pvt.) Ltd. Karachi.

Committee Members	Signature	Committee Members	Signature
Muzaffar Ali Bhutto Deputy Director (Procurement) STEVTA		Muharak Hussain Section Officer, Finance Department, Govt. of Sindh.	
Abdul Rasheed Memon Addl: Director, Industries Department, Govt. of Sindh.		Manzoor Hussain Vistro, Additional Director (Admin) STEVTA	
Abid Altaf Mian, Director (MIS) STEVTA		Muhammad Yousif Baluch Director (Finance) STEVTA	
Syed Nazar Ali, Director (Operations) STEVTA			

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RECOMMENDATION

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Handwritten signatures and initials:
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 [Signature] [Signature]



MINUTES OF MEETING

MINUTES OF THE MEETING OF THE PROCUREMENT COMMITTEE HELD ON 16.05.2014 AT 03:30 P.M. TO OPEN THE BIDS (TECHNICAL PROPOSALS) INVITED FOR CO-SOURCING OF E.R.P. SYSTEM FOR MODIFICATION.

A meeting of the Procurement Committee 'STEVTA' held on 16.05.2014 at 03:30 p.m. in the committee room of Sindh Technical Education & Vocational Training Authority, ST-19, Block-6, Gulshan-e-Iqbal, Karachi, to open the Bids (Technical proposals) invited for "Co-Sourcing of ERP System for Modification" of STEVTA.. Following attended the meeting:

- | | | |
|----|--|----------|
| 1. | Syed Nazar Ali,
Director (Operations) STEVTA. | Convener |
| 2. | Mr. Abid Altaf Mian,
Director (MIS) STEVTA. | Member |
| 3. | Mr. Muhammad Yousif Baloch
Director (Finance) STEVTA. | Member |
| 4. | Mr. Manzoor Hussain Vistro,
Additional Director (Admn) STEVTA. | Member |
| 5. | Mr. Abdul Rasheed Memon,
Additional Director, Industries Deptt:
Govt. of Sindh, Karachi. | Member |
| 6. | Mr. Mubarak Hussain,
Section Officer, Finance Deptt:
Govt. of Sindh, Karachi. | Member |
| 7. | Mr. Muzaffar Ali Bhutto,
Deputy Director (Procurement) STEVTA | Member |

The Committee was informed that a tender notice was got published in leading newspapers: Daily Dawn (English), Daily Kawish (Sindhi) and Daily Jang (Urdu) on 30th April 2014. The same was also hoisted/put on the website of STEVTA and on SPPRA on 05.05.2014. According to SPPRA Rules. Single stage - Two envelopes bids, containing Technical and Financial Proposals, were invited for the purpose.

In response to advertisement, Five (5) interested firms purchased the tender documents, out of which, following Two (2) firms submitted their bids; containing technical & financial proposals alongwith their company's profiles:


- 1) M/s. Sapphire Consulting Services.
- 2) M/s. Jaffer Brothers (Pvt.) Ltd.

The Technical proposals were opened by the Committee on 16.05.2014 in presence of the representatives of Bidding Firms. After opening the technical proposals, the Committee carried-out the technical evaluation of the company profiles as well documents provided by the bidding firms in support of their technical proposals. *As per evaluation criteria, 75% marks were required to be obtained by a bidding firm to qualify for further competing in bidding process.* Accordingly, a Bid Evaluation Sheet prepared, according to marks assigned to each para-meter given in evaluation criteria (attached at Annexure-A). As per para-meters given in evaluation criteria, the position of marks obtained by firms, is given as follows:


- M/s. Sapphire Consulting Services. 90%
- M/s. Jaffer Brothers (Pvt.) Ltd. 81%

In view of the position of marks obtained by the bidding firms, the Technical Proposals in respect of both the contesting firms were found qualified and accepted by the Committee and the Committee recommended to open their Financial Proposals on the specified date.


The meeting ended with a vote of thanks to and from the Chair.



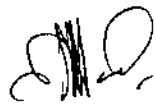
(Muzaffar Ali Bhutto)
Deputy Director (Proc) STEVTA



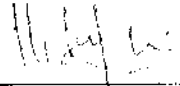
(Mubarak Hussain)
Section Officer, Finance Deptt:



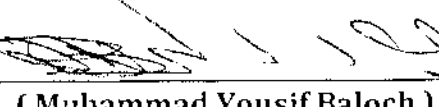
(Abdul Rasheed Memon)
Addl: Director, Industries Deptt:




(Manzoor Hussain Vistro)
Addl: Director (Admn), STEVTA



(Abid Altaf Mian)
Director (MIS) STEVTA



(Muhammad Yousif Baloch)
Director (Finance) STEVTA



(Syed Nazar Ali)
Director (Operations) STEVTA



MINUTES OF MEETING

**MINUTES OF THE MEETING OF THE PROCUREMENT COMMITTEE HELD ON
30.05.2014 AT 03:30 P.M. TO OPEN THE FINANCIAL PROPOSALS OF THE
TECHNICALLY QUALIFIED BIDDERS, INVITED FOR CO-SOURCING OF E.R.P.
SYSTEM FOR MDDIFICATION.**

A meeting of the Procurement Committee 'STEVTA' was held on 30.05.2014 at 03:30 p.m. in the committee room of Sindh Technical Education & Vocational Training Authority, St-19, Block-6, Gulshan-e-Iqbal, Karachi, to open the Financial Proposals of the Technically Qualified Bidders, in r/o "Co-Sourcing of ERP System for Modification". Following attended the meeting:

- | | | |
|----|--|----------|
| 1. | Syed Nazar Ali,
Director (Operations) STEVTA. | Convener |
| 2. | Mr. Abid Altaf Mian,
Director (MIS) STEVTA. | Member |
| 3. | Mr. Muhammad Yousif Baloch
Director (Finance) STEVTA. | Member |
| 4. | Mr. Manzoor Hussain Vistro,
Additional Director (Admn) STEVTA. | Member |
| 5. | Mr. Abdul Rasheed Memon,
Additional Director, Industries Deptt:
Govt. of Sindh, Karachi. | Member |
| 6. | Mr. Mubarak Hussain,
Section Officer, Finance Deptt:
Govt. of Sindh, Karachi. | Member |
| 7. | Mr. Muzaffar Ali Bhutto,
Deputy Director (Procurement) STEVTA | Member |

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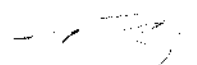
In response to advertisement, following Two (2) firms submitted their bids; containing technical & financial proposals alongwith their company's profiles and on evaluation of bids, both the firms were found technically qualified:


- 1) M/s. Sapphire Consulting Services.
- 2) M/s. Jaffer Brothers (Pvt.) Ltd.

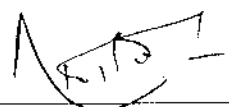
The Financial Proposals of the technically qualified & responsive firms were opened by Committee and Comparative Statement prepared (Annexure-C). Keeping in view the lowest quoted rates, Committee recommended to award the contract to M/s. Sapphire Consulting Services (Pvt.) Ltd. Karachi, as per details given below:


Sr. No.	Description	Rate (per unit)	QTY	Amount (per month)
1	Lead Finance	175,500	1	175,500
2	Lead Supply Chain	175,500	1	175,500
3	Lead HRMS	175,500	1	175,500
4	Functional Consultant 1 (FIN)	117,000	1	117,000
5	Functional Consultant 2 (FIN)	117,000	1	117,000
6	Functional Consultant 3 (FIN)	117,000	1	117,000
7	Functional Consultant 4 (SCM)	117,000	1	117,000
8	Technical Consultant 2	175,500	1	175,500
9	Oracle DBA	117,000	1	117,000
Grand Total (Per month) :-				1,287,000

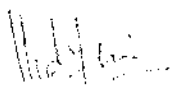
The meeting ended with a vote of thanks to and from the Chair.

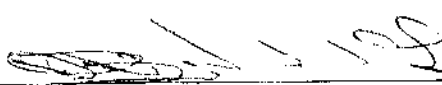

 (Muzaffar Ali Bhutto)
 Deputy Director (Proc) STEVTA

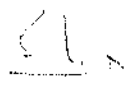

 (Mubarak Hussain)
 Section Officer, Finance Deptt:


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 Director (MIS) STEVTA


 (Muhammad Yousif Baloch)
 Director (Finance) STEVTA


 (Syed Nazar Ali)
 Director (Operations) STEVTA

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**Sindh Technical Education &
Vocational Training Authority (STEVTA)**

CO-SOURCING OF E.R.P. SYSTEM FOR MODIFICATION

COMPARATIVE STATEMENT (FINANCIAL)

Sr. No.	Name of Article	QTY	BIDDING FIRMS	
			M/s. Jaffer Brothers (Pvt.) Ltd. Karachi.	M/s. Sapphire Consulting Services (Pvt.) Ltd. Karachi.
			(Per month)	(Per month)
1	Lead Finance	1	200,000	175,500
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1,287,000

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**SINDH TECHNICAL EDUCATION &
VOCATIONAL TRAINING AUTHORITY**
Directorate of Manpower & Training Wing,
ST-19, Block-6, Near N.I.P.A., University Road,
Gulshan-e-Iqbal, Karachi. Tel.: 021-9243894



ORDER

With the approval of competent authority, a '*Procurement Committee*', comprising the following is hereby constituted to invite, evaluate and finalize the Bids for Procurement of Goods & Services for all the Wings/Sections of STEVTA and recommend the successful Bidder/Firm to the competent authority for award of contract:

1) Director (Operations)	Convener
2) Director (MIS)	Member
3) Director (Finance)	Member
4) Additional Director (Admn)	Member
5) Deputy Secretary, Finance Department, Govt. of Sindh (or authorized representative)	Member
6) Deputy Director, Industries Department, Govt. of Sindh (or authorized representative)	Member
7) Deputy Director (Procurement) STEVTA	Member

Terms of Reference:

- To select appropriate method of procurement, as specified in SPPRA Rules.
- To prepare bidding / pre-qualification documents;
- To prepare invitation of bids / pre-qualification notice;
- To short-list the contractors/firms for pre-qualification (where applicable);
- To carry-out technical as well as financial evaluation of the bids;
- To prepare bid evaluation report;
- To make recommendations for the award of contract or otherwise, to the competent authority;
- To perform any other function ancillary and incidental thereto.

DIRECTOR (ADMN)

Contd.....P/2.



**SINDH TECHNICAL EDUCATION &
VOCATIONAL TRAINING AUTHORITY**

Directorate of Manpower & Training Wing,
ST-19, Block-6, Near N.I.P.A., University Road,
Gulshan-e-Iqbal, Karachi. Tel.: 021-9243894



Inst. No. STEVTA/Proc/1(3)/2013/ 2870 Karachi, dated the 19th Dec. 2013.

Copy to:

- 1) The Secretary to Govt. of Sindh, Finance Department, with the request to nominate one officer of Grade-18 for the above Committee.
- 2) The Secretary to Govt. of Sindh, Industries Department, with the request to nominate one officer of Grade-18 for the above Committee.
- 3) The Director (Finance) STEVTA, Karachi
- 4) The Director (Operations) STEVTA, Karachi.
- 5) The Director (MIS) STEVTA, Karachi.
- 6) The Director (Works & Services) STEVTA, Karachi.
- 7) The Director (A&T), Karachi.
- 8) The Additional Director (Admn) STEVTA, Karachi.
- 9) The Deputy Director (Procurement) STEVTA, Karachi.
- 10) P.S. to Managing Director STEVTA, Karachi.
- 11) Office Order File.

Handwritten notes:
20/12/13
M.A. Khan
D.K.P.

Signature
DIRECTOR (ADMN)

Handwritten notes:
5371
23/12/13