



SNDB/ADMIN/HO/10/2013

January 11, 2013

OFFICE ORDER

RE CONSTITUTION OF PROCUREMENT COMMITTEES

It is notified for information of all concerned that with immediate effect, the following Procurement Committees have been re-constituted as per SPPRA Rule No.7 as under.

A. Procurement Committee for Goods, Works and General Services

- | | |
|---|----------|
| 1. Head of Administration - Sindh Bank Ltd | Convener |
| 2. Chief Financial Officer - Sindh Bank Ltd | Member |
| 3. Chief Manager - Industrial Development Bank Ltd, Karachi | Member |

B. Procurement Committee for HR Related Services

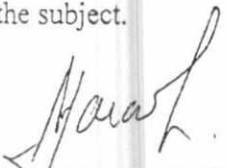
- | | |
|---|----------|
| 1. Head of Human Resource - Sindh Bank Ltd | Convener |
| 2. Chief Financial Officer - Sindh Bank Ltd | Member |
| 3. Chief Manager - Industrial Development Bank Ltd, Karachi | Member |

C. Procurement Committee of Information Technology Infrastructure

- | | |
|---|----------|
| 1. Head of IT - Sindh Bank Ltd | Convener |
| 2. Chief Financial Officer - Sindh Bank Ltd | Member |
| 3. Chief Manager - Industrial Development Bank Ltd, Karachi | Member |

Functions and responsibilities of the Committees will be as per SPPRA Rule No.8.

This supersedes previous Office Order # SNDB/AMDIN/HO/05/2012 dated November 27, 2012 on the subject.



Chief Operating Officer



President & CEO

CC: Members-Procurement Committees



SNDB/ADMIN/HO/R01/2013

January 1, 2013

OFFICE ORDER

SUBJECT: **REVISED-CONSTITUTION OF COMPLAINT REDRESSAL COMMITTEE**

The revised constitution of Complaint Redressal Committee is as under;

- | | | |
|----------------------------|------------------------|--------------------|
| 1. Head of Operations | EVP - Chairperson-Head | (Equivalent BS 20) |
| 2. Head of Risk Management | SVP - Member | (Equivalent BS 19) |
| 3. Head of Legal Affairs | SVP - Member | (Equivalent BS 19) |

As provided for under Rule 31 (4), the Redressal Committee will be competent to consider and dispose of complaint(s), as and when received from the aggrieved bidder(s) as per prescribed criteria given in the Rules.

A copy of Rule 31 & 31 (4) is also attached.

This supersedes previous Office Order # SB/P&CEO/2011 dated 20/04/2011 on the subject matter.

President & CEO (Equivalent BS 22)


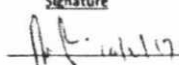
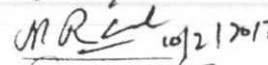
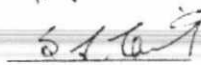
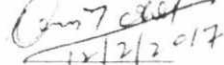


Distribution:

Members-Complaint Redressal Committee
Members-Procurement Committee

TENTATIVE I.T.EQUIPMENT PROCUREMENT PLAN OF FOR THE YEAR-2017

S.NO	DESCRIPTION	Total (Branches & HO)	Method of Procurement	Estimated Unit Cost	ESTIMATED COST	DISTRIBUTION BY QUARTERLY			
						1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
HARDWARE									
1	PC's /Computers with OS	50	Single Stage One Envelope	65,000	3,250,000	50			
2	Laptops	10	Single Stage One Envelope	90,000	900,000		10		
3	Printers	50	Single Stage One Envelope	40,000	2,000,000	50			
4	Scanners	40	Single Stage One Envelope	10,000	400,000	40			
5	ROUTERS	Nil	Single Stage One Envelope	125,000	0				
6	SWITCHES	Nil	Single Stage One Envelope	55,000	0				
7	COMMUNICATION LINKS	154	Single Stage One Envelope	150,000	23,100,000	114	40		
8	SERVERS (ENTRY LEVEL)	9	Single Stage One Envelope	400,000	3,600,000	9			
9	SERVERS (HIGH END)	5	Single Stage One Envelope	1,200,000	6,000,000	5			
10	ATMS	Nil	Single Stage One Envelope	900,000	0				
11	DEBIT CARDS	100,000	Single Stage One Envelope	100	10,000,000				
12	PRINTER TONERS (COMPATIBLE)	1,500	Single Stage One Envelope	5,000	7,500,000		1,500		
13	PRINTER TONERS (RECYCLE)	3,000	Single Stage One Envelope	2,500	7,500,000		3,000		
14	BIO-MATRIC DEVICES	25	Single Stage One Envelope	20,000	500,000	25			
15	Hardware Antivirus box for gateway (spam and web content filtering)	1	Single Stage One Envelope	3,000,000	3,000,000			1	
16	ATM CARD PRINTER CONSUMABLE ITEMS	200	Single Stage One Envelope		900,000	200			
17	MISCELLANEOUS HARDWARE	AS REQUIRED	Single Stage One Envelope		5,000,000				
SUB TOTAL HARDWARE					73,650,000				
SOFTWARES									
OFFICE AUTOMATION SOFTWARES (MS-OFFICE)									
1		50	Single Stage One Envelope	60,000	3,000,000	50			
2	DATABASE (SQL SERVERS)	8	Single Stage One Envelope	1,600,000	12,800,000	8			
3	Antivirus	2,000	Single Stage One Envelope	1,750	3,500,000	2,000			
4	Windows Server CALs	700	Single Stage One Envelope	4,400	3,080,000	700			
5	MS WINDOWS SERVER DATA CENTER EDITION	4	Single Stage One Envelope	750,000	3,000,000	4			
6	Network Monitoring Software (NMS)	Unlimited Devices	Single Stage One Envelope	5,000,000	5,000,000				
7	E-MAIL & WEB SERVICES		Single Stage One Envelope		1,000,000				
8	MISCELLANEOUS SOFTWARE APPLICATIONS/PACKAGES/SEEM	AS REQUIRED	Single Stage One Envelope		10,000,000				
SUB TOTAL SOFTWARE					41,380,000				
Grand Total					115,030,000				

Note: This is tentative Procurement Plan for the Year-2017. The quantity, time and method of procurement may be changed depends on actual circumstances.

Prepared By		Members for Procurement Committee	
	Signature		Signature
M.Faraz Khan (Officer /I.T.Division)	 10/2/17	Head of I.T. Division (Anis Iqbal)	
M.Rashid Memon (VP/ I.T. Division)	 10/2/2017	Chief Financial Officer (Saeed Jamal Tariq)	
Naeem Muhammad (SVP/I.T. Division)	 12/2/2017	Chief Manager IDBL Karachi (Syed Muhammad Aqeel)	
M.Saeed Khan (SVP/I.T. Division)			

Date: 14-04-2017


Technical & Financial Proposals Evaluation Report		
(Consumables for ATM Cards Personalization Printer)		
1	Name of Procuring Agency	Sindh Bank Ltd.
2	Tender Reference No.	SNDB/COK/ADMIN/TD/754/2017
3	Tender Description	Consumables for ATM Cards Personalization Printer
4	Method of Procurement	Single Stage One Envelop Bidding Procedure
5	Tender Published	SPPRA S. No. 31802
6	Total Bid Documents Sold	01
7	Total Bids Received	01
8	Technical Bid Opening Date	09/03/2017
9	Financial Bid Opening Date	09/03/2017
10	No of Bid Technically Qualified	01
11	Bid(s) Rejected	0


Evaluation Report – Consumables for ATM Cards Personalization Printer

S. No.	Name of Company	Cost Offered by Bidder <i>with GST</i>	Ranking in Terms of Cost	Comparison with Estimated Cost with GST (Rs.1,017,900/-)	Reason for Acceptance/ Rejection	Remarks
0	1	2	3	4	5	6
1	M/s Crest Technologies	Rs. 994,500/-	Qualified Bidder	23,400/- Below with the estimated cost	Accepted being the qualified bidder	Rule 48 have been complied

Note M/s Crest Technologies is selected for Consumables for ATM Cards Personalization Printer to Sindh Bank Limited being the only qualified Bidder.


Ahsan Ali
AVP/Operations Div.


Dilshad Husain Khan
SVP/Finance Division


M. Saeed Khan
SVP/I.T. Division

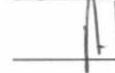

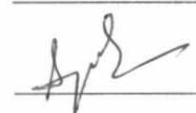
Members – Procurement Committee

(Anis Iqbal)
Head of I. T. Division

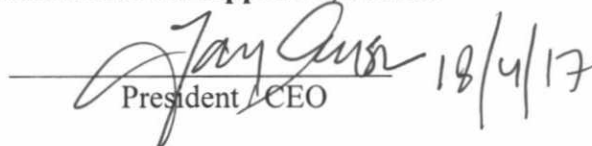
(Saeed Jamal Tariq)
Chief Financial Officer

(Syed Muhammad Aqeel)
Chief Manager (IDBL) Karachi

Signature

Recommended for Approval, Please.


President / CEO 18/4/17

Date: 14-04-2017

Technical & Financial Proposals Evaluation Report		
(Consumables for ATM Cards Personalization Printer)		
1	Name of Procuring Agency	Sindh Bank Ltd.
2	Tender Reference No.	SNDB/COK/ADMIN/TD/754/2017
3	Tender Description	Consumables for ATM Cards Personalization Printer
4	Method of Procurement	Single Stage One Envelop Bidding Procedure
5	Tender Published	SPPRA S. No. 31802
6	Total Bid Documents Sold	01
7	Total Bids Received	01
8	Technical Bid Opening Date	09/03/2017
9	Financial Bid Opening Date	09/03/2017
10	No of Bid Technically Qualified	01
11	Bid(s) Rejected	0

Evaluation Report – Consumables for ATM Cards Personalization Printer

S. No.	Name of Company	Cost Offered by Bidder	Ranking in Terms of Cost	Comparison with Estimated Cost with GST (Rs.1,017,900/-)	Reason for Acceptance/ Rejection	Remarks
0	1	2	3	4	5	6
1	M/s Crest Technologies	Rs. 994,500/-	Qualified Bidder	23,400/- Below with the estimated cost	Accepted being the qualified bidder	Rule 48 have been complied

Note M/s Crest Technologies is selected for Consumables for ATM Cards Personalization Printer to Sindh Bank Limited being the only qualified Bidder.

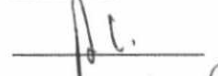
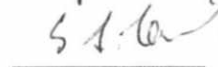
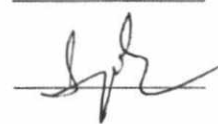
Members – Procurement Committee

(Anis Iqbal)
Head of I. T. Division

(Saeed Jamal Tariq)
Chief Financial Officer

(Syed Muhammad Aqeel)
Chief Manager (IDBL) Karachi

Signature

IN MEMORY OF SHAHEED MOHTARMA BENAZIR BHUTTO



14-04-2017

Subject:

Certificate
Compliance of SPPRA Rule 48
TENDER REF NO. SNDB/ADMIN/TD/754/2017

This is to certify that as only one bid was received against the tender, so Rule 48 has been complied with detail as follows.

Current Market Price	Current tender Price
Rs.1,462,250/-	Rs.994,500/-

M. Rashid Memon
VP/I.T. Division

Signature –Procurement Committee Members

Head of IT

Chief Financial Officer

Chief Manager (IDBL)

Note: This document does not require signature since computer generated.

Member of: Lahore & Karachi Chamber of Commerce & Industry, Pakistan since 1991

Office # 306, Third Floor Port-Way Trade Center,
Plot # 189/A, SMCHS, Main Shahra-e-Faisal,
Karachi-75460 Pakistan

Tel: +9221-34383090; +9221-34393090

Email: info@ni-csms.com

Website: <http://www.ni-csms.com>; www.nareeman.com

Eligibility Criteria for Card Printer Consumables

S/No	Requisite	Evidence Required to be attached	Compliance/Proof	
1	Minimum 03 Years in business in the relevant field	Letter of Incorporation / Company Registration Letter / Letter or Declaration of Commencement of Business / NTN. (attach as Annexure "1")	Yes	No
2	Turn Over in last 3 Years should be at least 02 million	Audit Report / Tax Return (attach as Annexure "2")	Yes	No
3	Registration with Income Tax & Sales Tax	NTN & GST Certificates (attach as Annexure "3")	Yes	No
4	Office in Karachi is mandatory	Complete address along with PTCL landline numbers (attach as Annexure "4")	Yes	No
5	The Offered Product in the bid must be currently used by at least one Bank in Pakistan (Other than Sindh Bank).	Attach Purchase Order (attach as Annexure "5")	Yes	No

QUALIFIED

ELIGIBILITY CRITERIA NOTE

- There can be subsequent clarification to this specific tender for which it is advised to keep yourself abreast with the notification being hoisted on Sindh Bank Ltd & SPPRA websites regularly.
- Attachment of relevant evidence in eligibility criteria is mandatory. In case of non-provision of evidence in any of the requisite, bidder will be disqualified

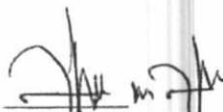
MANDATORY


- Attachment of Affidavit (specimen attached as Annexure "H") on stamp paper from the owner of the company.
- Writing of tender reference as given in the NIT on the Envelop, carrying tender document is must or the bank will not be responsible if the documents are not received by the Procurement Committee on time

DISQUALIFICATION

The bidder will be considered disqualified during technical/financial evaluation process or after award contract if:

- On black list of SPPRA & Sindh Bank Ltd.
- Issued with two (2) warning letters/emails by the Sindh Bank Ltd in the past to the bidder for unsatisfactory performances.
- Alternate bid is offered.
- Non - Attachment of Annexure "A" (With Financial Proposal) & Annexure "B" of tender document (With Financial Proposal if Bank Guarantee is going to be submitted as Bid Security).
- The qualified bidder sublets the contract in any form/stage to any other agency.
- The tender is deposited without Tender Fee.
- If during verification process of the client list the response by any of the bank is un satisfactory on account of previous performance.

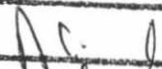

Ahsan Ali
AVP/Operations Div.


Dilshad Husain Khan
SVP/Finance Division


M. Saeed Khan
SVP/I.T. Division

SIGNATURE MEMBERS PC-IT

Head - Fin Div. 

Head - IT Div. 

Member-BSL 

Date: _____

Financial BID Form

Price Schedule

S.No.	Item	QTY	Unit Price Rs. Exclusive GST	Per Unit GST @ 17%	Total Amount Inclusive Taxes
01	Graphics Monochrome Ribbon Kit, Black HQ	50	3,400.00	578.00	198,900.00
02	Graphics Monochrome Ribbon Kit, White	50	5,400.00	918.00	315,900.00
03	Indent Ribbon Cartridge, Black	100	4,100.00	697.00	479,700.00
Total Amount Rs.					994,500.00
Amount in Words: Pakistani Rupees Nine Hundred Ninty Four Thousand Five Hundred Only.					

Prices are valid for 90 days
Items are Ex-Stock Available
Taxes Inclusive



SIGNATURE MEMBERS PC-IT
 Head - Fin Div. S. A. Khan
 Head - IT Div. M. A. Khan
 Member-IDBL. M. A. Khan
 Date: _____

MINUTES OF THE OPENING OF THE TENDER (TECHNICAL/FINANCIAL PHASE)

TYPE OF PROCUREMENT

ADMIN / IT / CONSULTANT / MEDIA

TENDER NAME

Supply of Consumable for ATM Card Personalization Printer.

TYPE OF TENDER

SINGLE STAGE-ONE ENVELOPE / SINGLE STAGE-TWO ENVELOPE / TWO STAGE / TWO STAGE-TWO ENVELOPE

OPENING DATE

09-03-2017

OPENING TIME

12:00

ATTENDANCE (MEMBER PC)

HEAD OF I.T. Division

CFO

Chief Manager, IDBL

ATTENDANCE (REPS. OF BIDDERS)

NAME

By Dep B

FIRM

M/S. CREST TECHNOLOGIES

TOTAL BIDS ACCEPTED FOR EVALUATION

01

TOTAL BIDS REJECTED

REMARKS

SIGNATURE

Yps

DATE

9/3/17

Members – Procurement Committee Signature

Head of I.T

Al.

Chief Financial Office

S. S. S. S.

Chief Manager, IDBL

Yps

