



Sindh Education Foundation



Government of Sindh

Date: 18-01-2017

Ref: SEF/614/17

The Director (A&F),
Sindh Public Procurement Regulatory Authority,
Government of Sindh,
Karachi.

SUBJECT: REQUEST TO UP LOAD THE BID EVALUATION REPORT OF HIRING OF FIRM FOR RECRUITMENT OF MENTORS (TEACH FOR CHANGE) RFP #SEF/NP/16-17/07 ON SPPRA WEBSITE

Dear Sir,


With reference to the above subject, in this regard we are sending you the following documents of Bid Evaluation Report of Hiring of Firm for Recruitment of Mentors (Teach for change). The procurement department analyzed and compared in the approved note sheet of Managing Director, SEF, after recommendation by the Consultant Selection Committee of Sindh Public Procurement Regulatory Authority Rule #48.

Therefore, you are requested to kindly upload the following documents on the official website of SPPRA.

1. Bidder (Tender) Attendance Slip Technical (Copy).
2. Attendance Consultant Selection Committee Slip Technical (Copy).
3. Minutes of Consultant Selection Committee Meeting (Copy).
4. Eligibility Criteria sheet (Copy)
5. Consolidated Technical Evaluation Sheet (Copy).
6. Bidder (Tender) Attendance Slip Financial (Copy).
7. Attendance Consultant Selection Committee Slip Financial (Copy).
8. Bid of the successful bidder (Copy)
9. Minutes of Consultant Selection Committee (Copy)
10. Combined Technical & Financial Evaluation Sheet (Original)
11. M.D., Approved Note sheet for SPPRA Rule #48
12. Bid Evaluation Report (BER) (Original)
13. M.D., SEF, Approved Note sheet (Copy)

Your co-operation in this regard is highly appreciated.

Thank you.


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

Cc. P.S. to M.D. SEF,
Director (Admin. & IT Unit). SEF.

Encl: (As above)

Regional Offices:

SINDH EDUCATION FOUNDATION GOVT. OF SINDH

(NOTE SHEET)

SUBJECT: Approval of The Managing Director, SEF to Award the Contract after Comparison and analysis for SPPRA Rule# 48 for the Request For Proposal (RFP) Hiring of Firm for Recruitment of Mentors (Teach for Change).

REF: RFP # SEF/NP/16-17/07.

Technical Bid Opening Date: 8th November 2016.

Financial Bid Opening Date: 26th December 2016.

Qualified and only Single Successful Bidder: M/s. BPS Pvt. Ltd.

Bid Amount of M/s. BPS Pvt. Ltd: Rs.8,124,780/=

Bid Security of M/s. BPS Pvt. Ltd:243,743/=

With reference to the above subject, the Consultant Selection Committee found that the firm M/s. Sukkur IBA (SIBA Testing Services) is disqualified as it did not mentioned the total bid value and not submitted 3% bid security on the total bid value as mentioned in the RFP. M/s. BPS Private Limited is the only successful and qualified bidder. The Consultant Selection Committee decided that Rule # 48 of Sindh Public Procurement Regulatory Authority Rules 2010 shall be invoked in the matter for the said RFP which is mentioned in the meeting minutes of CSC dated 26th December 2016. The following Comparative Analysis sheet regarding of SPPRA rule #48 has been prepared by the procurement department.

2.

Sr. No	Shortlisted Contractor/ Bidders Name	
	Current Bid	Last Contractor
	M/S. BPS PRIVATE LIMITED	M/s. IBA KARACHI
	Total Hiring of 200 Teachers including all task Per Person 40,623.90	Total Person 49 Per Person 48,595.18
	Bid Value Rs.8,124,780	Bid Value Rs.2,399,000
	Bid opening Date 26/12/.2016	Contract 3/2/2016
	Job Description	Job Description
1	Develop detailed <i>Job Description</i> for the <i>Mentors</i> on the basis of requirement gathering and in consultation with Sindh Education Foundation.	To make and present SoPs for the recruitment and selection process to be followed.
2	Design employment contract for <i>Mentors</i> in consultation with SEF with provision of either a sufficient notice period or a bond of working for a sufficient period as per best practices in similar professional arrangements	To verify job descriptions before floating of advertisement.
3	Invite applications through leading national dailies (English, Sindhi, Urdu) and websites (including SEF) and (Social Media) on the basis of Job Description.	Place of advertisement in leading newspapers (English, Sindhi, Urdu), linked-in, twitter, Facebook, job boards & web sites.
4	Develop shortlisting criteria for candidates and also maintain a resource pool / bank for reference in consultation with SEF.	Shortlisting of suitable candidates that must be ascertained through HRD-SEF.
5	Design and conduct SUBJECT SPECIFIC tests / demos / interviews for hiring of at least 200 shortlisted candidates out of the application/resource pool with mutual consultation and of SEF. The tests and demos to be organized at the venue owned/arranged by the outsourced firm (at Karachi, Hyderabad, Shaheed Benazirabad, Larkana, Sukkur) while the	To conduct entry test at suitable venues across Sindh.

P.T.O 1/2

SINDH EDUCATION FOUNDATION GOVT. OF SINDH

(NOTE SHEET)

	interviews to be organized at a mutually agreed venue. Considering the risk of Mentors turnover, the selected firm would be required to propose a replacement strategy of such <i>Mentors</i> including the conduction of tests / demos / interviews on periodic basis if or when there are evident gaps to be filled out as a result of such Mentor turnover.	
6	Plan and organize a 02-03 days' orientation/training at venues owned/arranged by the outsourced firm (at Karachi, Hyderabad, Shaheed Benazirabad, Larkana, Sukkur) where the TORs of <i>Mentors</i> will be shared along with the sharing of SEF portfolio, technical functions and general teaching methods/practices based on the detailed requirement gathering from SEF.	Checking of tests and developing results.
7		Screening of the top scoring applicants for interviews through an established criteria.
8		Conduct interviews of successful candidates of the test at suitable venues across Sindh.
9		Submit report of short listed candidates for recruitment.

3. As per the Combined Technical & Financial Evaluation sheet, M/s. BPS Pvt. Ltd. is only single qualified and successful bidder submitted the bid amount of **Rs.8,124,780/=** with bid security of **Rs.243,743/=** of RFP "Hiring of Firm for Recruitment of Mentors, Reference # SEF/NP/16-17/07.

- Minutes of the C.S.C Meeting with Signed by Consultant Selection Committee. (Annex-A).
- Approved Note sheet for SPPRA Rule#48 (Annex-B).
- Combined Technical & Financial Evaluation signed by CSC (Annex-C)
- Comparative Analysis Sheet (Annex-D)

4. Therefore, it is found in the comparative analysis sheet the M/s. BPS Pvt. Ltd quoted the bid as per person of **Rs. 40,623.90** as compared to last contract of M/s. IBA Karachi of Rs.48, 595.18 per person. It is recommended as per the findings to award the contract to M/s. BPS Pvt. Ltd for Hiring of Firm for Recruitment of Mentors (Teach for Change).

5. So, it is requested that the Para 3 & 4 may be approved.

[Signature]
13/11/2017
Officer Procurement

6. Assistant Director, Procurement, SEF

[Signature]
13/01/17

Para 5 is approved
[Signature]
13/11/2017

7. Acting Deputy Director, Procurement, SEF

8. Director, Admin & IT, SEF

[Signature]
13/11

9. Managing Director, SEF

Para 5 is approved. Pl. forward with full documentation to SPRRA website for posting in accordance with Rule 45 of SPRRA 2/2

10. *Dir Admin. FNA 15/11 11. ADSP*

[Signature]
13/11/2017



JAMIL AKHTER SHAIKH STAMP VENDOR
Licence # 12, Room No: 302,
Tahiro Jaza, Near City Court, Karachi.

REL NO. 26758 DATE 11/2 JUN 2015

ISSUED TO WITH ADDRESS MR. _____

BOUGHT WITH ADDRESS MR. _____

PURPOSE _____

VALUE RS. 1000 ATTACHED _____

STAMP VENDOR SIGNATURE _____

Not Issued For Divorce And Free Will

02/06/15
Ghulam Sarwar Advocate,
Ledger No: 177

12 FEB 2016

Ref: 15-16/04

CONTRACT

THIS CONTRACT ("Contract") is entered into this February 3rd, 2016, by and between /Sindh Education Foundation, Government of Sindh/ ("the PA") having its principal place of business at /Plot No. 21-A, Block No. 7/8, OCHS, Ameer Khusro Road, Karachi,/, and /M/s. Institute of Business Administration Karachi (IBA) / ("the Consultant") having its principal office located at /City Campus, Garden/ Kayani Shaheed Road, Karachi/.

WHEREAS, the PA wishes to have the Consultant performing the services hereinafter referred to, and

WHEREAS, the Consultant is willing to perform these services.

NOW THEREFORE THE PARTIES hereby agree as follows:

- 1. Services
 - (i) The Consultant shall perform the services specified in Annex A. "Terms of Reference and Scope of Services," which is made an integral part of this Contract ("the Services").
 - (ii) The Consultant shall provide the reports listed in Annex B. "Consultant's Reporting Obligations," within the time periods listed in such Annex, and the personnel listed in Annex C, "Cost Estimate of Services, List of Personnel and Schedule of Rates" to perform the Services.
- 2. Term
The Consultant shall perform the Services during the period commencing [February 4th 2016] and continuing through [June 30, 2016] or any other period as may be subsequently agreed by the parties in writing.

3. Payment:

B. Limiting

For Services rendered pursuant to Article 3, the PA shall pay the Consultant an amount not to exceed (Rs.2,399,000/- (Pak Rupees Two Million and Three Hundred & Ninety Nine Thousand only). This amount has been established based on the understanding that it includes all of the Consultant's costs and profits as well as any tax obligation that may be imposed on the Consultant.

C. Payment Conditions

Payment shall be made in [PAK currency], not later than 30 days following submission by the Consultant of invoices in duplicate to the Coordinator designated in paragraph 4.

4. Economic Price Adjustment

In order to adjust the remuneration for inflation, a price adjustment provision has been included if the contract has duration of more than 18 months or if the inflation is expected to exceed ---% per annum. The adjustment will be made every 12 months after the date of the contract for remuneration. Remuneration will be adjusted by using the relevant index as per following provision: "Payments for remuneration made in accordance with Clause 3 shall be adjusted as follows:

Remuneration pursuant to the rates set forth in Annex C shall be adjusted every 12 months (and, for the first time, with effect for the remuneration earned in the [13] the calendar month after the date of the Contract) by applying the following formula:

$$R_t = R_{t_0} \times \frac{I}{I_{t_0}}$$

where R_t is the adjusted remuneration, R_{t_0} is the remuneration payable on the basis of the rates set forth in Annex C for payable remuneration, I_t is the official rate of inflation for the first month for which the adjustment is to have effect and, I_{t_0} is the official rate of inflation for the month of the date of the Contract."]

5. Project Administration

A. Coordinator

The PA designates [Mr. Noman Waseem Usmani (Assistant Director, H.R Dept.)] as PA's Coordinator; the Coordinator shall be responsible for the coordination of activities under the Contract, for receiving and approving invoices for payment, and for acceptance of the deliverables by the PA.

B. Timesheets

During the course of their work under this Contract the Consultant's employees providing services under this Contract may be required to complete timesheets or any other document used to identify time spent, as instructed by the Coordinator.

C. Records and Accounts

The Consultant shall keep accurate and systematic records and accounts in respect of the Services, which will clearly identify all charges and expenses. The PA reserves the right to audit, or to nominate a reputable accounting firm to audit, the Consultant's records relating to amounts claimed under this Contract during its term and any extension, and for a period of three months thereafter.

6. Performance Standard

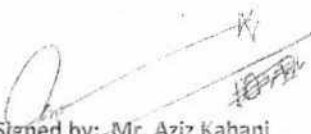
The Consultant undertakes to perform the Services with the highest standards of professional and ethical competence and integrity. The Consultant shall promptly replace any employees assigned under this Contract that the PA considers unsatisfactory.

7. Confidentiality


The Consultants shall not, during the term of this contract and within two years after its expiration, disclose any proprietary or confidential information relating to the Services, this Contract or the PA's business or operations without the prior written consent of the PA.

8. Ownership of Material. Any studies, reports or other material, printed, soft copy or otherwise, prepared by the Consultant for the PA under the Contract shall belong to and remain the property of the PA. The Consultant shall retain copies of such documents and software.
9. Consultant Not to be Engaged in Certain Activities. The Consultant agrees that, during the term of this Contract and after its termination, the Consultant and any entity affiliated with the Consultant shall be disqualified from providing goods, works or services (other than the Services or any continuation thereof) for any project resulting from or related to the Services.
10. Insurance. The Consultant will be responsible for taking out any appropriate insurance coverage for their personnel and equipments.
11. Assignment. The Consultant shall not assign this Contract or subcontract any portion thereof without the PA's prior written consent.
12. Law Governing Contract and Language. The Contract shall be governed by the laws of Islamic Republic of Pakistan or the Provincial Government and the language of the Contract shall be English.
13. Dispute Resolution. Any dispute arising out of this Contract, which cannot be amicably settled between the parties, shall be referred to adjudication/arbitration in accordance with the Arbitration Act of 1940.

FOR THE PA


 Signed by: Mr. Aziz Kabani
 Title: Director (POR)/
 Deputy Managing Director
 Sindh Education Foundation,
 Government of Sindh,
 Karachi.

FOR THE CONSULTANT


 Signed by: Dr. Ishrat Husain
 Title: Dean & Director,
 Institute of Business Administration,
 IBA City Campus, Garden/ Kiyani Road,
 Karachi.

ANNEX A

Terms of Reference and Scope of Services

TECHNICAL SPECIFICATIONS

TERMS OF REFERENCE

Terms of Reference

1. Background:

The Sindh Education Foundation, Government of Sindh, is a semi-autonomous organization committed to educating and empowering children and communities towards social change by improving access to educational facilities. Since its establishment in 1992 as a semi-autonomous organization, the SEF endeavors have focused on bringing the light of education for the growth and development of those living in remote and disadvantaged areas of the Sindh province in Pakistan.

Initially, the Foundation began its operations with the provision of grants and loans to educational institutes and organizations. Today, we provide communities with access to educational facilities by opening schools/ educational centers across the province in partnership with individuals and/or organizations. We ensure educational quality across our diversified portfolio of programs and projects through extending professional development opportunities to multiple school stakeholders as well as by undertaking qualitative and quantitative research and monitoring to study the impact of our interventions and to identify improvement areas for enriching educational interventions at the grassroots.

Today, with financial support from the Department of Education & Literacy, Government of Sindh, our portfolio has expanded to reach out to over 350,000 beneficiaries through a network of more than 2,000 schools and educational centers in the underserved areas of the province making it the largest educational foundation in Pakistan.

2. Objective(s) of the Assignment:

Due to expansion in SEF's schools portfolio, SEF required to hire potential skill full staff members for their future progress, therefore SEF has decided to hire an experienced third party firm, who will responsible to process all new upcoming hiring to maintain best level of transparency and merit system.

3. Scope of Services, Tasks (Components) and Expected Deliverables

- i) Prepare and present the methodology and approach for the recruitment / selection of SEF staff.
- ii) Invite applications through leading national dailies (English, Sindhi, Urdu) and websites of SEF and LinkedIn on the basis of JDs ,
- iii) Carry out the screening based on CVs and test (the consultant will finalize the screening process including test in consultation with SEF) for shortlisting the potential candidates for SEF positions
- iv) Conducted interview of the shortlisted candidates and recommended the list of qualified individuals for the SEF positions for their placements/offers.

4. Team Composition & Qualification Requirements for the Key Experts (and any other requirements which will be used for evaluating the Key Expert:

Following team members are required:

Team Leader (One, Manager Head hunting
One, Assistant Manager Head hunting
Two, Officers head hunting

5. Reporting Requirements and Time Schedule for Deliverables:

- The firm will report to Managing Director SEF or her/his designated representative.

6. Client's Input and Counterpart Personnel (Procuring Agency):

* List of the positions to be hired:

POSITIONS		
Sr. No	Position	No. of Positions
1	Chief Internal Auditor	1
2	Director Programs/Planning	1
PROGRAM SUPPORT & DEVELOPMENT UNIT (PSDU)		
1	Deputy Director, PSDU	1
2	Sr. Officer, PSDU	1
FINANCE DEPARTMENT		
1	Assistant Director, Finance Department	1
2	Senior Officer, Finance Department	1
HUMAN RESOURCES DEPARTMENT		
1	Assistant Director, Human Resources	1
INFORMATION TECHNOLOGY (I.T.)		
1	Officer (Network Administrator)	1
ASSESSMENT UNIT		
1	Sr. Officer (Subject Specialist Assessor)	2
2	Officer (Subject Specific Assessors)	5
LEARNING SUPPORT UNIT (LSU)		
1	Assistant Director (Subject Specialist Trainers)	2
2	Sr. Officer (Subject Specialist Trainers)	3
3	Officer (Subject Specific Trainers)	5
ADOLESCENTS & ADULT LEARNING & TRAINING PROGRAM (AALTP)		
1	Officer Documentation	1
2	Officer	2
SEF ASSISTED SCHOOLS (SAS)		
1	Sr. Officer	1
2	Officer	2
PROMOTING PRIVATE SCHOOLING IN RURAL AREAS OF SINDH (PPRS)		
1	Sr. Officer	5
2	Officer	6
MARKETING ADVOCACY & PUBLICATIONS (MAP)		
1	Sr. Officer (Creative Writer)	1
2	Officer (Content Writer)	1
3	Officer (Web Developer)	1
INTRODUCING SMART TEACHING & LEARNING AT SEF SUPPORTED SCHOOLS (INSTAL)		
1	Assistant Director	1
2	Sr. Officer-Admin & Finance	1
3	Officer-IT Development	1
4	Officer-Documentation	1
TOTAL NO. OF POSITIONS		49

- Procuring agency will facilitate firm getting notices published in national dailies through Information & Archive Dept. Govt. of Sindh.

ANNEX B

Consultant's Reporting Obligations

The PA Designates (Mr. Noman Waseem Usmani (Assistant Director, H.R Dept.)) as PA Coordinator; the Coordinator shall be responsible for the coordination of activities under the Contract, for receiving and approving invoices for payment, and for acceptance of the deliverables by the PA.

1/11/2011

ANNEX C

Payment Schedule

Payments shall be made according to the following schedule:

- (a) Ten (10) percent of the Contract Price shall be paid on mobilization cost against bank guarantee.
- (b) Ten (10) percent amount shall be paid after publishing of advertisement on different Medias.
- (c) Thirty (30) percent of amount shall be paid on successful conduction of text.
- (d) Forty (40) percent amount shall be paid on production of Merit list to call on the successful candidate for interview.
- (e) Ten (10) percent amount shall be paid on project completion report. After 01 month of the accomplishment of Activity.

Disputes shall be settled by complaint redressal committee define in SPPR 2010 or through arbitration Act of 1940.in accordance with the following provisions:

Bid Evaluation Report

1. Name of Procuring Agency: **Sindh Education Foundation (Govt. of Sindh)**
2. Tender Reference No: **SEF/NP/16-17/04**
3. Tender Description/Name of work/item: **Hiring Of Firm For E/Manual Marking SAS Student Assessment**
4. Method of Procurement: **QCBS Method**
5. Tender Published: **SPPRA ID # 30097 (07-10-2016)**

Print & Electronic Media (SPPRA ID No. with dates)

Jang Urdu 08/10/2016, Dawn English 10/10/2016, Kawish 10/10/2016.

6. Total RFP documents Sold/Issued: **02**
7. Total Bids Received: **Four Bids Received.(2 firms downloaded RFP from the given websites and submitted with the RFP fee i.e; Rs.1000)**
8. Technical Bid Opening date: (if applicable) **25th October,2016.**
9. No. of Bid technically qualified (if applicable): **02**


0	1	Total Bid,Cost offered by the Bidder	Ranking in terms of consolidated (Tech & Finance) evaluation	Comparison with estimated cost	Reasons for acceptance / rejection through QCBS selection method and rating calculated by formula (S=StxT%+SfxP%)	Remarks
0	1		3	4	5	6
1	M/s NATIONAL EXAMINATION & EVALUATION FOUNDATION (NEEF)	5,550,000	1st	10 Million	Most closely conforming to evaluation criteria and other conditions specified in the bidding document, having lowest evaluated cost.	The Consultant Selection Committee recommends that Rule # 48 of the Sindh Public Procurement Regulatory Authority Rules 2010 shall be invoked in this matter
2	M/s IBA Sukkur	4,149,285	Disqualified	10 Million	Not conforming to evaluation criteria and other conditions specified in the bidding document.	disqualified

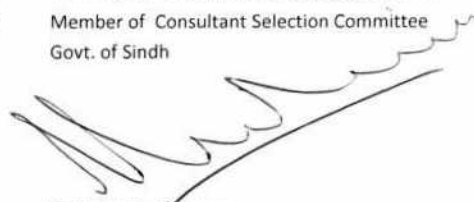
MEMBERS OF CONSULTANT SELECTION COMMITTEE


Mr. Nawab Zafar Ali
 Deputy Director (M&E)
 Secretary of Consultant Selection Committee
 Sindh Education Foundation, Govt. of Sindh


Mr. Mubashir Mirza
 Assistant Director (AASP)
 Member of Consultant Selection Committee
 Sindh Education Foundation, Govt. of Sindh


Mr. Taufique Ahmed Shaikh
 Assistant Chief
 Planning & Development Dept. Govt. of Sindh
 Member of Consultant Selection Committee
 Govt. of Sindh


Mr. A.K. Rind
 Deputy Secretary Finance. (B & E - IV)
 Govt. of Sindh
 Member of Consultant Selection Committee
 Sindh Education Foundation, Govt. of Sindh


Dr. Khalil-Ur-Rehman
 Director Human Resource, SEF
 Chairman Consultant Selection Committee
 Sindh Education Foundation, Govt. of Sindh

SINDH EDUCATION FOUNDATION GOVT. OF SINDH
(NOTE SHEET)

SUBJECT: Approval of The Managing Director, SEF for SPPRA Rule# 48 after the decision of Consultant Selection Committee for the Request For Proposal (RFP) Hiring of Firm for Recruitment of Mentors (Teach for Change).

REF: RFP # SEF/NP/16-17/07.

Technical Bid Opening Date: 8th November 2016.

Financial Bid Opening Date: 26th December 2016.

Qualified and only Single Successful Bidder: M/s. BPS Pvt. Ltd.

Bid Amount of M/s. BPS Pvt. Ltd: Rs.8,124,780/=

Bid Security of M/s. BPS Pvt. Ltd:243,743/=

2. With reference to the above subject, the procurement process of RFP "Hiring for Firm for Recruitment of Mentors, Reference # SEF/NP/16-17/07. Technical & Financial Evaluation process has been completed by the Consultant Selection Committee, SEF. The following documents are attached :

- Tender Attendance Slip with Signed by the Consultant Selection Committee. (Annex-A).
- Minutes of the C.S.C Meeting with Signed by Consultant Selection Committee. (Annex-B).
- Eligibility Criteria Signed by the Consultant Selection Committee. (Annex-C).
- Technical Evaluation Signed by the Consultant Selection Committee. (Annex-D).
- Combined Technical & Financial Evaluation Signed by the Consultant Selection Committee. (Annex-E).

3. Therefore, as the above mentioned documents the M/s. BPS Pvt. Ltd is only single qualified and successful bidder after Technical & Financial evaluation and submitted the bid amount of Rs.8,124,780/= with bid security of Rs.243,743/=. The Consultant Selection Committee recommended that Rule#48 of Sindh Public Procurement Rules, 2010 shall be invoked in the matter because M/s. BPS Pvt. Ltd. is the only qualified firm in the Financial Evaluation Sheet.

So, it is requested that the Para 3 may be approved.

[Signature]
03/01/2017
Officer Procurement

5. Assistant Director, Procurement, SEF

[Signature]
MMS

6. Acting Deputy Director, Procurement, SEF

[Signature]
03/1/17

7. Director, Admin & IT, SEF

As recommended by LSC of 3/1/17
As per para 4/n. of. unpedile as per
Rules.
Di Admin
[Signature]
[Signature]
[Signature]

SINDH EDUCATION FOUNDATION GOVERNMENT OF SINDH

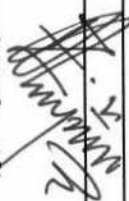
HIRING OF F. FOR ELECTRONIC/MANUAL MARKING SAS STUDENTS SEF/NP/16-17/04


Evaluation Technical & Financial Proposals:			
TECHNICAL EVALUATION: Opening date 25/10/2016		M/S. NATIONAL EXAMINATION & EVALUATION FOUNDATION (NEEF)	M/S. SUKKUR IBA
Technical Points out of 100		77.00	88.00
Ranking at Technical score		2nd	1st
FINANCIAL EVALUATION: Opening date 26/12/2016			
Financials Prices		5,550,000	4,149,285
Financials Points out of 100		100.00	
Ranking at Financial score		1st	Disqualified
Consolidate ranking according to the formula to calculate the highest combined achieving Tech & Fin score (S = St x T% + Sf x P%).		82.75	Bid Security Not Submitted
Ranking at Consolidate Marks:		1st	Disqualified


Note:

- 1) The Consultant Selection Committee found that the Firm Ms. Sukkur IBA is out of competition due to not submission of Bid Security as required in the published RFP.
- 2) M/s. National Examination & Evaluation Foundation is the only successful and qualified bidder. The Consultant Selection Committee decided that Rule - 48 of Sindh Public Procurement Rules, 2010 shall be invoked in the matter.


MEMBER OF CONSULTANT SELECTION COMMITTEE


Mr. Nawab Zafar Ali
 Deputy Director (M&E)
 Secretary of Consultant Selection Committee
 Sindh Education Foundation,
 Govt. of Sindh


Mr. Mubashir Mirza
 Assistant Director (AASP)
 Member of Consultant Selection Committee
 Sindh Education Foundation,
 Govt. of Sindh


Mr. Taufiqe Ahmed Shaikh
 Assistant Chief
 Planning & Development Dept. Govt. of Sindh
 Member of Consultant Selection Committee
 Sindh Education Foundation
 Govt. of Sindh


Mr. A.K. Rand
 Deputy Secretary Finance. (B&E)
 Govt. of Sindh
 Member of Consultant Selection Committee
 Sindh Education Foundation


Dr. Khalil-Ur-Rehman
 Director Human Resource, SEF
 Chairman Consultant Selection Committee
 Sindh Education Foundation
 Govt. of Sindh



SINDH EDUCATION FOUNDATION

Government of Sindh



SUBJECT: MINUTES OF THE MEETING OF CONSULTANT SELECTION COMMITTEE HELD ON 26th DECEMBER 2016 AT 02.00 P.M

Meeting of the Consultant Selection Committee was held at 02.00 p.m on 26th December 2016 in the conference room, Sindh Education Foundation, Karachi. The Committee had Co-opted Member, Acting Director (Technical), Sindh Education Foundation as member (Co-opted) of the Committee.

The Chair of the Committee briefed the participants of the Committee about the agenda of the meeting. The Agenda of the meeting is given below:

1. **OPENING FINANCIAL PROPOSALS OF HIRING OF FIRM FOR RECRUITMENT OF MENTORS (TEACH FOR CHANGE) (SEF/NP/16-17/07)**
2. **OPENING FINANCIAL PROPOSALS OF HIRING OF FIRM FOR ELECTRONIC / MANUAL MARKING OF STUDENTS SAS (SEF/NP/16-17/04)**
3. **REVIEW & DISCUSSION OF ADVERTISEMENT & TORS FOR HIRING OF FIRM FOR ELECTRONIC / MANUAL MARKING & CONDUCTING EXAMINATION/ASSESSMENT OF STUDENTS (SEF/NP/16-17/18)**

Agenda item No.1

The participants of the meeting were briefly informed about the evaluation of technical proposals for Hiring of Firm for Recruitment of Mentors (Teach for Change) completed till 23rd December 2016.

The financial proposals of technically qualified firms were opened in the presence of the bidders / their representatives after the permission of the Committee. The bid amounts were announced in front of all participants of the committee and the representatives of the firm. The total amount of bid from M/s. BPS Pvt. Ltd. was "Rs.8,124,780/= " with bid security of Rs.243,743/= which corresponds to 3% of the bid amount. The total amount of bid from M/s. Sukkur IBA (SIBA Testing Services) was "Rs.2000/= per candidate" with bid security of Rs.1000/= . Thus, M/S BPS Pvt Ltd qualified financially but it emerged as single Bidder as the Financial Proposals submitted by M/s. Sukkur IBA (SIBA Testing Services) did not meet the requirements.

In the light of above, the Committee decided that Rule-48 of Sindh Public Procurement Rules, 2010 shall be invoked in the matter.

Agenda item No.2

The participants of the meeting were briefly informed about the evaluation of technical proposals for Hiring of Firm for Electronic/Manual Marking of Students SAS completed till 23rd December 2016.

The financial proposals of technically qualified firm were opened in the presence of the bidders / their representatives after the permission of the Committee. The bid amounts were announced in front of all participants of the committee and the representatives of the firm. The total amount of bid from M/s. National Examination & Evaluation Foundation was "Rs.5,550,000/= " with bid security Rs.166,500/= which corresponds to 3% of the bid amount. The total amount of bid from M/s. Sukkur IBA was "Rs.4,149,285/= " while bid security was not provided by the bidder with the financial proposal as per requirements mentioned in the published RFP. Thus, M/s. National Examination & Evaluation Foundation qualified financially, but it emerged as single Bidder as the Financial Proposals submitted by M/s. Sukkur IBA did not meet the requirements.



SINDH EDUCATION FOUNDATION



Government of Sindh


**MINUTES OF THE MEETING OF CONSULTANT SELECTION COMMITTEE HELD ON 26th DECEMBER 2016
AT 02:00 P.M**

In the light of above, the Committee decided that Rule-48 of Sindh Public Procurement Rules, 2010 shall be invoked in the matter.


Agenda item No.3


The committee examined the EOI (Advertisement) and TORs for firm and postponed further review of bidding documents until the next CSC meeting for want of further clarification.

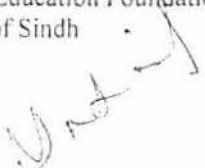
ATTENDANCE

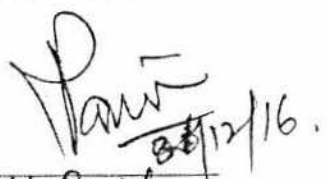
Sign: 
Ms. Shahpara Rizvi
Acting Director Technical,
Co-opted Member CSC,
Sindh Education Foundation,
Govt. of Sindh.


CONSULTANT SELECTION COMMITTEE

Sign: 
Mr. Nawab Zafar Ali
Deputy Director (M&E)
Secretary Consultant Selection Committee
Sindh Education Foundation
Govt. of Sindh

Sign: 
Mr. Mubashir Mirza
Assistant Director, (AASP),
Member Consultant Selection Committee
Sindh Education Foundation
Govt. of Sindh

Sign: 
Mr. Taufique Ahmed Shaikh
Assistant Chief (Ed) (Ed)
Representative from Planning &
Development Dept.
Member of Consultant Selection Committee
Sindh Education Foundation,
Govt. of Sindh.

Sign: 
Mr. A.K. Rind.
Deputy Secretary (B & E IV)
Representative Finance Dept., GoS,
Member of Consultant Selection Committee
Sindh Education Foundation,
Govt. of Sindh.


Dr. Khalil-ur-Rahman
Director Human Resource
Chairman of Consultant Selection Committee
Sindh Education Foundation
Govt. of Sindh



**SINDH EDUCATION FOUNDATION
GOVT. OF SINDH
(HEAD OFFICE)**



SEF (Plot. No. 21/A, Block No.7 & 8 Overseas Cooperative Housing Society,
Ameer Khusro Road) Karachi. 021-34169182 & 184

BIDDER ATTENDANCE SLIP

Date: **26th December, 2016**

Tender No. **SEF/NP/16-17/07**

Tender of: **OPENING OF FINANCIAL PROPOSAL HIRING OF FIRM FOR RECRUITING OF MENTORS (TEACH FOR CHANGE).**

Following firms submitted their bids in this IFB.

S.No	NAME OF PARTICIPANT FIRM	ATTENDED BY (Name)	CONTACT (Cell #)	SIGNATURES
1	Sukkur IBA	M. Ishaq	0333-7102517	
2	M/s BPS	Absent		_____
3				

Loudly announced bid information of bidder:

S.No	Name of Firms	Bid Value in PKR.	Bid Security in PKR	Bidder's Signatures
1	M/s Sukkur IBA	* Rs: 2000/= per candidate	Rs: 1000/=	
2	M/s BPS	Rs: 8124,780	Rs: 243743	/
3				

* Bid value of M/s Sukkur IBA quoted as per Candidate Rs: 2000/= and the Bid security amount is also not submitted as of 3% mentioned in the RFP document. Hence, M/s IBA Sukkur disqualified. 26/12/16

SINDH EDUCATION FOUNDATION GOVT. OF SINDH
HIRING OF FIRM FOR RECRUITMENT OF MENTORS (TECHNICAL) (FOR CHANGE)
SEF/NP/2016-17/07

Technical Evaluation Criteria	Marks	%	M/s. National Testing Service Pakistan	M/s. BPS, Pvt	M/s. IBA Sukkur
(I) Adequacy of work experience, proposed methodology, work plan, infrastructure & logistics in responding to the Terms of Reference:					
Relevant Experience (3-5 yrs: 5pts, 5-7 yrs: 10 pts, 7-10 yrs: 15 pts, above 10 yrs: 20 pts)	20		5	5	15
Approach	10		6	8	6
Methodology	10		5	7	6
Work Plan	10		9	6	7
Infrastructure and logistic facilities	10		6	7	8
Total Numbers:	60	60%	31	33	42
(II) Key professional staff qualification and competence for the assignment:					
Team Leader, Head Hunting (one)					
General qualifications(Master)	3		3	3	3
Adequacy for the assignment(Experience 10 years)	5		5	5	5
Experience in region and language(03 years)	2		2	2	2
Total Numbers:	10	10%	10	10	10
Assistant Manager, Head Hunting (one)					
General qualifications(Master)	1.5		1.5	1.5	1.5
Adequacy for the assignment(Experience 5 years)	2.5		2	1.5	1.5
Experience in region and language(02 years)	1		1	1	1
Total Numbers:	5	5%	4.5	4	4
Officers, Head Hunting (two)					
General qualifications(Bachelors)	3		3	3	3
Adequacy for the assignment(Experience 3 years)	5		2	3	4
Experience in region and language(01 years)	2		2	2	2
Total Numbers:	10	10%	7	8	9
Subject Specialists (Math, English, Science)					
General qualifications(Masters)	4.5		0	4.5	4.5
Adequacy for the assignment(Experience 10 years)	7.5		0	7.5	7.5
Experience in region and language(05 years)	3		0	3	3
Total Numbers:	15	15%	0	15	15
Grand Total	100	100%	52.5	70	80

The minimum technical score St required to pass is: 70 Points

NOTE: Based on the evaluation of the Co-opted Member (Technical / End User) and deliberations during the evaluation meeting by Consultant Selection Committee, M/s BPS Ltd. and M/s IBA Sukkur have qualified the Technical Evaluation and recommended for opening of Financial Proposals while M/s National Testing Service (NTS) Pakistan has been disqualified on technical grounds.

CONSULTANT SELECTION COMMITTEE

Mr. Nawab Zafar AH
 Deputy Director (M&E)
 Secretary of Consultant Selection Committee
 Sindh Education Foundation
 Govt. of Sindh

Mr. A. K. Rind
 Deputy Secretary Finance. (B&F-IV)
 Govt. of Sindh
 Member of Consultant Selection Committee
 Sindh Education Foundation

Mr. Taufique Ahmed Shaikh
 Assistant Chief
 Planning & Development Dept. Govt. of Sindh
 Member of Consultant Selection Committee
 Sindh Education Foundation
 Govt. of Sindh

Mr. Mubashir Mirza
 Assistant Director (AASP)
 Member of Consultant Selection Committee
 Sindh Education Foundation,
 Govt. of Sindh

Dr. Khalil-Ur-Rehman
 Director Human Resource, SEF
 Chairman Consultant Selection Committee
 Sindh Education Foundation*

**SINDH EDUCATION FOUNDATION GOVERNMENT OF SINDH
HIRING OF FIRM FOR RECRUITMENT OF MENTORS (TEACH FOR CHANGE)
ELIGIBILITY CRITERIA SHEET**

SEF/NP/2016-17/07

Opening Date: 08/11/2016

Shortlisting Criteria	M/s. Charter for Compassion Pakistan	M/s. National Testing Service Pakistan	M/s. BPS. Pvt. Ltd.	M/s. Sukkur IBA (SIBA Testing Services) STS
At least 03 years of experience in providing consulting services for recruitment and selection of teachers with at last 3 similar assignments completed in the past 3 years. (Evidence required)	YES (Provided)	YES (Provided)	YES (Provided)	YES (Provided)
A minimum financial turnover of Rs.10 million per annum.	The committee has unanimously decided that the proposal is not acceptable as it has no signature, stamp and affidavit	Provided	Provided	Provided
Tax Registration FBR		Provided	Provided	Provided
Tax Registration SRB		Provided	Provided	Provided
Copy of Sales Tax Return Last 03 Month .		Provided	Provided	Provided
The Firm must not be blacklisted (declaration on affidavit of Rs.100/- stamp/bond paper).		Provided	Provided	Provided

Note: Consultant Selection Committee has found only THREE bidders eligible as per shortlisting criteria of RFP for further Technical Evaluation, i.e. M/s. National Testing Service Pakistan, M/s BPS Pvt. Ltd. M/s Sukkur IBA (SIBA Testing Services) while the bid/proposal of M/s Charter for Compassion Pakistan has not been accepted for evaluation.

Consultant Selection Committee

Mr. Nawab Zafar Ali

Deputy Director (M&E)
Secretary of Consultant Selection Committee
Sindh Education Foundation,
Govt. of Sindh

Mr. Mubashir Mirza

Assistant Director (AASP)
Member of Consultant Selection Committee
Sindh Education Foundation,
Govt. of Sindh

Mr. Taufique Ahmed Shaikh

Assistant Chief
Planning & Development Dept. Govt. of Sindh
Member of Consultant Selection Committee
Sindh Education Foundation
Govt. of Sindh

Mr. A.K Rind

Deputy Secretary Finance. (SEF)
Govt. of Sindh
Member of Consultant Selection Committee
Sindh Education Foundation
Govt. of Sindh

Dr. Khalil-Ur-Rehman

Director Human Resource, SEF
Chairman Consultant Selection Committee
Sindh Education Foundation
Govt. of Sindh



SINDH EDUCATION FOUNDATION
GOVT. OF SINDH
(HEAD OFFICE)

SEF (Plot. No. 21/A, Block No.7 & 8 Overseas Cooperative Housing Society,
Ameer Khusro Road) Karachi. 021-34169182 & 184



ATTENDANCE SLIP

Subject: Opening of Technical Proposal Hiring of firm for Recruiting of Mentors (Teach for Change)

Tender No. SEF/NP/2016-17/07

Opening Date: 08th November 2016

Sign: _____

Mr. Shahnawaz Ali Khan,

Acting Deputy Director Procurement, SEF

CONSULTANT SELECTION COMMITTEE

Mr. Mubashir Mirza

Assistant Director, (AASP)

Member of Consultant Selection
Committee

Sindh Education Foundation,
Govt. of Sindh,

Mr. Taufique Ahmed Shaikh

Assistant Chief (Edu.),

Planning & Development Dept.

Member of Consultant Selection
Committee

Sindh Education Foundation
Govt. of Sindh,

Mr. A.K.Rind

Deputy Secretary. (B & E - IV)

Finance Department

Member of Consultant Selection
Committee

Sindh Education Foundation
Govt. of Sindh,

Mr. Nawab Zafar Ali,

Deputy Director (M&E)

Secretary of Consultant Selection
Committee

Sindh Education Foundation
Govt. of Sindh,

Dr. Khalil Ur Rehman

Director H.R

Chairman Consultant Selection Committee

Sindh Education Foundation

Govt. of Sindh,



SINDH EDUCATION FOUNDATION
GOVT. OF SINDH
(HEAD OFFICE)

2



SEF (Plot. No. 21/A, Block No.7 & 8 Overseas Cooperative Housing Society,
Ameer Khusro Road) Karachi. 021-34169182 & 184

BIDDER ATTENDANCE SLIP

Date: 08th November, 2016.

Tender No. SEF/NP/2016-17/07

Subject: **Opening of Technical Proposal Hiring of firm for Recruiting of Mentors (Teach for Change)**

Following firms submitted their bids in this IFB.

S.No.	NAME OF PARTICPANT FIRM	ATTENDED BY (Name)	CONTACT (Cell #)	SIGNATURES
1	BPS	TAIMOOR	0333-3000-331	
2	M/s. Charter for Compassion Society of Pakistan	_____	Absent	_____
3	M/s. NTS	M. Anique Khan	0342-3006669	
4	M/s. IBA - Sukkur	_____	Absent	_____
5	/	/	/	/
6	/	/	/	/

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 Education Foundation Govt. Of Sindh
- 2) PROVINCIAL / LOCAL GOVT./ OTHER Government of Sindh
- 3) TITLE OF CONTRACT RFP Hiring of Firm for E-Marking of Assessment Papers
- 4) TENDER NUMBER SEF/NP/16-17/04
- 5) BRIEF DESCRIPTION OF CONTRACT E-Marking of Assessment Papers for SAS Students
- 6) FORUM THAT APPROVED THE SCHEME Senior Management
- 7) TENDER ESTIMATED VALUE PKR. 10,000,000/-
- 8) ENGINEER'S ESTIMATE (For civil works only) N/A
- 9) ESTIMATED COMPLETION PERIOD (AS PER CONTRACT) 30th October, 2017
- 10) TENDER OPENED ON (DATE & TIME) 25th October, 2016 at time 03.30 pm
- 11) NUMBER OF TENDER DOCUMENTS SOLD 02
(Attach list of buyers)
- 12) NUMBER OF BIDS RECEIVED 04
- 13) NUMBER OF BIDDERS PRESENT AT THE TIME OF OPENING OF BIDS 04
- 14) BID EVALUATION REPORT (Enclose a copy) (Enclosed a copy)
- 15) NAME AND ADDRESS OF THE SUCCESSFUL BIDDER M/s.NEEF. Bahria Town, Rawalpindi.
- 16) CONTRACT AWARD PRICE PKR. 5,550,000/=
- 17) RANKING OF SUCCESSFUL BIDDER IN EVALUATION REPORT (i.e. 1st, 2nd, 3rd EVALUATION BID). 1st Lowest

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

- a) SINGLE STAGE – ONE ENVELOPE PROCEDURE _____ Domestic/ Local
- b) SINGLE STAGE – TWO ENVELOPE PROCEDURE Local _____
- 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:

19) APPROVING AUTHORITY FOR AWARD OF CONTRACT _____

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

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
-----	-------------------------------------	----	--------------------------

21) ADVERTISEMENT :

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

Yes	SPPRA SN# 30097(07-10-2016) <input checked="" type="checkbox"/>
No	

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

Yes	Daily Dawn English & Kawish Sindhi on 10/10/16, Jang Urdu on 08/10/16
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"/>
-----	-------------------------------------	----	--------------------------

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"/>
-----	-------------------------------------	----	--------------------------

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"/>
-----	--------------------------	----	-------------------------------------

26) WAS BID SECURITY OBTAINED FROM ALL THE BIDDERS?

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
-----	-------------------------------------	----	--------------------------

27) WHETHER THE SUCCESSFUL BID WAS LOWEST EVALUATED BID / BEST EVALUATED BID (in case of Consultancies)

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
-----	-------------------------------------	----	--------------------------

28) WHETHER THE SUCCESSFUL BIDDER WAS TECHNICALLY COMPLIANT?

Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
-----	--------------------------	----	-------------------------------------

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"/>
-----	-------------------------------------	----	--------------------------

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"/>
-----	-------------------------------------	----	--------------------------

31) ANY COMPLAINTS RECEIVED
(If yes, result thereof)

Yes	
No	No

32) ANY DEVIATION FROM SPECIFICATIONS GIVEN IN THE TENDER NOTICE / DOCUMENTS
(If yes, give details)

Yes	
No	No

33) WAS THE EXTENSION MADE IN RESPONSE TIME?
(If yes, give reasons)

Yes	
No	No

34) DEVIATION FROM QUALIFICATION CRITERIA
(If yes, give detailed reasons.)

Yes	
No	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"/>
-----	-------------------------------------	----	--------------------------

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"/>
-----	--------------------------	----	-------------------------------------

37) WERE PROPER SAFEGUARDS PROVIDED ON MOBILIZATION ADVANCE PAYMENT IN THE CONTRACT (BANK GUARANTEE ETC.)?

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
-----	-------------------------------------	----	--------------------------

38) SPECIAL CONDITIONS, IF ANY
(If yes, give Brief Description)

Yes	
No	No

Procurement Department
Sindh Education Foundation
Signature & Official Stamp of Govt. Of Sindh
Authorized Officer 

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


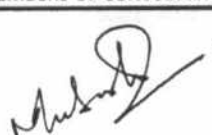
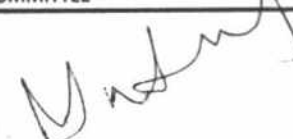

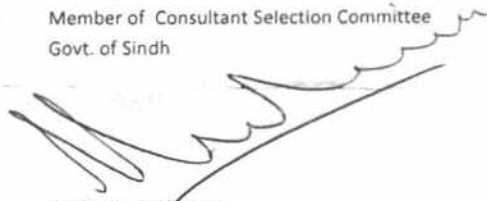
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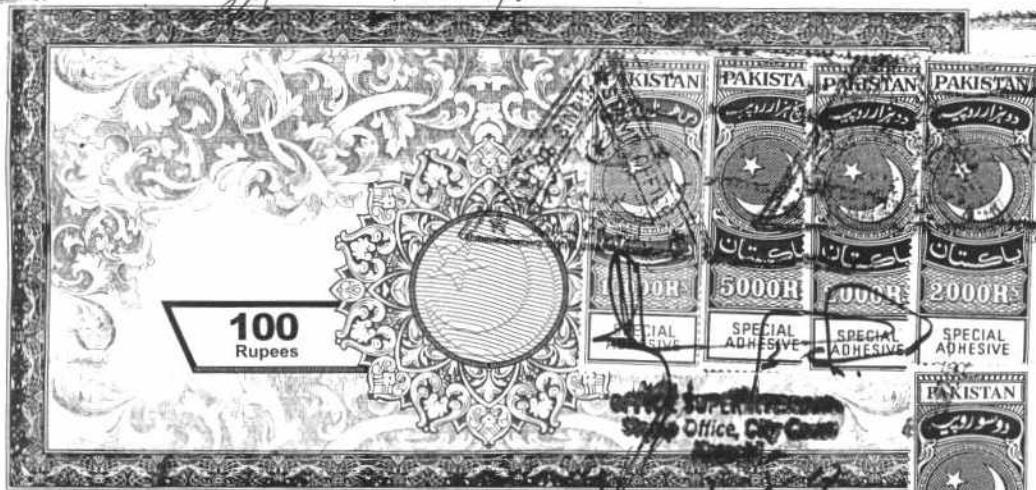
Bid Evaluation Report

1. Name of Procuring Agency: **Sindh Education Foundation (Govt. of Sindh)**
2. Tender Reference No: **SEF/NP/16-17/04**
3. Tender Description/Name of work/item: **Hiring Of Firm For E/Manual Marking SAS Student Assessment**
4. Method of Procurement: **QCBS Method**
5. Tender Published: **SPPRA ID # 30097 (07-10-2016)**
Print & Electronic Media (SPPRA ID No. with dates)
Jang Urdu 08/10/2016), Dawn English 10/10/2016 , Kawish 10/10/2016.
6. Total RFP documents Sold/Issued: **02**
7. Total Bids Received: **Four Bids Received.(2 firms downloaded RFP from the given websites and submitted with the RFP fee i.e; Rs.1000)**
8. Technical Bid Opening date: (if applicable) **25th October,2016.**
9. No. of Bid technically qualified (if applicable): **02**

0	1	2	3	4	5	6
	Name of Firm or Bidder	Total Bid,Cost offered by the Bidder	Ranking in terms of consolidated (Tech & Finance) evaluation	Comparison with estimated with estimated cost	Reasons for acceptance / rejection through QCBS selection method and rating calculated by formula (S=StxT%+SfxP%)	Remarks
1	M/S NATIONAL EXAMINATION & EVALUATION FOUNDATION (NEEF)	5,550,000	1st	10 Million	Most closely conforming to evaluation criteria and other conditions specified in the bidding document, having lowest evaluated cost.	The Consultant Selection Committee recommends that Rule # 48 of the Sindh Public Procurement Regulatory Authority Rules 2010 shall be invoked in this matter
2	M/s IBA Sukkur	4,149,285	Disqualified	10 Million	Not conforming to evaluation criteria and other conditions specified in the bidding document	disqualified

MEMBERS OF CONSULTANT SELECTION COMMITTEE

 Mr. Nawab Zafar Ali Deputy Director (M&E) Secretary of Consultant Selection Committee Sindh Education Foundation, Govt. of Sindh	 Mr. Mubashir Mirza Assistant Director (AASP) Member of Consultant Selection Committee Sindh Education Foundation, Govt. of Sindh	 Mr. Taufique Ahmed Shaikh Assistant Chief Planning & Development Dept. Govt. of Sindh Member of Consultant Selection Committee Govt. of Sindh
 Mr. A.K.Rind Deputy Secretary Finance. (B & E - IV) Govt. of Sindh Member of Consultant Selection Committee Sindh Education Foundation, Govt. of Sindh	 Dr. Khalil-Ur-Rehman Director Human Resource, SEF Chairman Consultant Selection Committee Sindh Education Foundation, Govt. of Sindh	



ZAFAR ALAM Stamp Vendor
Licence No. 29, Seat No. 8, Shed A,
City Courts, Karachi.

02 MAR 2017

08 JUN 2016

(RUPEES ONE HUNDRED)

S NO. 219203 DATE

THROUGH WITH ADDRESS

PURPOSE

VENDOR'S SIGNATURE

CONTRACT

THIS CONTRACT (E-Marking of Student Assessment Booklet - SAS) is entered into this 22nd February, 2017, by and between Sindh Education Foundation, Government of Sindh having its principal place of business at Plot No. 21-A, Block No. 7/8, OCHS, Ameer Khusr Road, Karachi, and M/S. National Examination & Evaluation Foundation having its principal office located at House # 73, Street # 06, Phase # 07, Bahira Avenue, Bahira Town, Rawalpindi.

WHEREAS, the Procuring Agency wishes to have the Consultant performing the services hereinafter referred to, and

WHEREAS, the Consultant is willing to perform these

services, NOW THEREFORE THE PARTIES hereby

agree as follows:

- 1. Services**
- (i) The Consultant shall perform the services specified in Annex A, "Terms of Reference and Scope of Services," which is made an integral part of Contract (E-Marking of Student Assessment Booklet - SAS)
 - (ii) The Consultant shall provide the reports listed in Annex "Consultant's Reporting Obligations," within the time periods listed such Annex, and the personnel listed in Annex C, "Cost Estimate Services, List of Personnel and Schedule of Rates" to perform the Services.

- 2. Term**
- The Consultant shall perform the Services during the period commencing 22nd February, 2017, and continuing through 30th October, 2017 or any other period as may be subsequently agreed by the parties in writing.

- 3. Payment**
- A. Ceiling**
- For Services rendered pursuant to Annex A, the PA shall pay the Consultant an amount not to exceed Rs.5,550,000/-. This amount has been established based on the understanding that it includes all of the Consultant's costs and profits as well as any tax obligation that may be imposed on the Consultant.

C. Payment Conditions

Payment shall be made in **Pakistani Rupee**, no later than 30 days following submission by the Consultant of invoices in duplicate to the Coordinator designated in paragraph 4.



4. Economic Price Adjustment

In order to adjust the remuneration for inflation, a price adjustment provision has been included if the contract has duration of more than 18 months or if the inflation is expected to exceed ----% per annum. The adjustment will be made every 12 months after the date of the contract for remuneration. Remuneration will be adjusted by using the relevant index as per following provision: "Payments for remuneration made in accordance with Clause 3 shall be adjusted as follows:

Remuneration pursuant to the rates set forth in Annex C shall be adjusted every 12 months (and, for the first time, with effect for the remuneration earned in the [13] th calendar month after the date of the Contract) by applying the following formula:

$$R_t = R_{l_0} \times \frac{I_t}{I_{l_0}}$$

where R_t is the adjusted remuneration, R_{l_0} is the remuneration payable on the basis of the rates set forth in Annex C for payable remuneration, I_t is the official rate of inflation for the first month for which the adjustment is to have effect and, I_{l_0} is the official rate of inflation for the month of the date of the Contract."]

(NOT APPLICABLE)

5. Project Administration

A. Coordinator

The PA designates **Mr. Mehboob Ali Maghani and Ms. Huma Jabeen** as PA's Coordinator; the Coordinator shall be responsible for the coordination of activities under the Contract, for receiving and approving invoices for payment, and for acceptance of the deliverables by the PA.

B. Timesheets

During the course of their work under this Contract the Consultant's employees providing services under this Contract may be required to complete timesheets or any other document used to identify time spent, as instructed by the Coordinator.

C. Records and Accounts

The Consultant shall keep accurate and systematic records and accounts in respect of the Services, which will clearly identify all charges and expenses. The PA reserves the right to audit, or to nominate a reputable accounting firm to audit, the Consultant's records relating to amounts claimed under this Contract during its term and any extension, and for a period of three months thereafter.

6. Performance Standard

The Consultant undertakes to perform the Services with the highest standards of professional and ethical competence and integrity. The Consultant shall promptly replace any employees assigned under this Contract that the PA considers unsatisfactory.

7. Confidentiality

The Consultants shall not, during the term of this Contract and within two years after its expiration, disclose any proprietary or confidential information relating to the Services, this Contract or the PA's business or operations without the prior written consent of the PA.

8. Ownership of Material

Any studies, reports or other material, graphic, software or otherwise, prepared by the Consultant for the PA under the Contract shall belong to and remain the property of the PA. The Consultant may retain a copy of such documents and Software.

9. Consultant Not to be Engaged in Certain Activities

The Consultant agrees that, during the term of this Contract and after its termination, the Consultants and any entity affiliated with the Consultant, shall be disqualified from providing goods, works or services (other than the Services or any continuation thereof) for any project resulting from or closely related to the Services.

10. Insurance

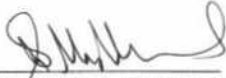
The Consultant will be responsible for taking out any appropriate insurance coverage for their personnel and equipment's.



[Handwritten signature]

11. **Assignment** The Consultant shall not assign this Contract or Subcontract any portion thereof it without the PA's prior written consent.
12. **Law Governing Contract and Language** The Contract shall be governed by the laws of Islamic Republic of Pakistan or the Provincial Government and the language of the Contract shall be English.
13. **Dispute Resolution** Any dispute arising out of this Contract, which cannot be amicably settled between the parties, shall be referred to adjudication/arbitration in accordance with the Arbitration Act of 1940.

FOR THE PA



Signed by Ms. Shahpara Rizvi,

Acting Director, Technical,
Sindh Education Foundation, GoS

FOR THE CONSULTANT



M. Hashir Ibne Irshad

Executive Director,
M/S. National Examination
& Evaluation Foundation





**Sindh
Education
Foundation**



Government of Sindh

No. SEF/828/17

(PROCUREMENT DEPARTMENT)

Dated: 16-02-2017

SAY NO TO CORRUPTION

To,
Mr. Hashir Ibne Irshad,
Executive Director,
M/s. National Examination & Evaluation Foundation (NEEF),
House # 73, Street 06, Phase 07,
Bahria Avenue, Bahria Town,
Rawalpindi, Pakistan.

SUBJECT: Letter of Award the Contract for RFP Hiring of firm for Electronic/Manual-Marking of Assessment Papers for SAS Students (SEF/NP/16-17/04).

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

Description: Hiring of firm for Electronic/Manual-Marking of Assessment Papers for SAS Students

Bid Price: PKR. 5,550,000/- (including of all taxes)

2. Therefore now we would like to share our draft of contract for your review, kindly return us within a week along with your confirmation of acceptance letter and further get immediate visit to our Head Office for any prior preparation work.
3. After signing of contract, please contact to our Procurement Department and arrange 5% performance security too within given time.

Acting Deputy Director

(Procurement)

Enclosure: As stated above

A copy is forwarded for information to:

Director (Admin & IT), SEF. ✓
P.S to MD, SEF. ✓
Master File. ✓

PLOT NO.21, BLOCK-7/8, OVERSEASE HOUSING, AMEER KHUSRO ROAD KARACHI, PAKISTAN.

Phone: (92-21) 34169141-5, FAX #: (92-21) 99251652

16/02/17

16/2/017

Bill of Quantities

FINANCIAL PROPOSAL SUBMISSION FORM

Rawalpindi, 21st October 2016

To,

Sindh Education Foundation
Government of Sindh
Plot 21-A, Block -7/8
Overseas Cooperative Housing Society,
Ameer Khusro Road
Karachi

Dear Sirs:

We, the undersigned, offer to provide the consulting services of 'HIRING OF E/Manual-MARKING FIRM FOR SAS STUDENT ASSESSMENT PAPERS' in accordance with your Tender SEF/NP/2016-17/04. Our attached Financial Proposal is for the sum of Rupees 5,550,000/- only.

Our Financial Proposal shall be binding upon us subject to the modifications resulting from Contract negotiations, up to expiration of the validity period of the Proposal, i.e. before the date indicated in Paragraph Reference 9.1 of the Data Sheet.

No commissions or gratuities have been or are to be paid by us to agents relating to this Proposal and Contract execution.

We understand you are not bound to accept any Proposal you receive.

Signed



Name: Hasim Ibne Irshad

In the Capacity of: Executive Director

Address: House # 73, Street 06, Phase 07, Bahria Avenue, Bahria Town, Rawalpindi

Hasim Ibne Irshad
26/12/16

Hasim Ibne Irshad
26/12

Hasim Ibne Irshad
26/12/16

Hasim Ibne Irshad
26/12/16

Schedule of Requirement

General Condition of Contract

REQUIREMENTS FROM CONSULTANT:

The consultant will take over all responsibility for the Electronic marking/Manual marking including:

In Case of Electronic marking	In Case of Manual marking
Sorting of packets	Sorting of packets
Cutting of answer scripts	Manual marking sessions
Scanning of assessment booklets	
OMR marking of MCQs for grades 6-9	OMR marking of MCQs for grades 6-9
Uploading of marks scheme	School wise scoring
Electronic marking sessions	Result finalization
Result compilation	School score cards
School score cards	Result analysis
Result analysis	Detailed analytical report of the assessment.
Detailed analytical report of the assessment.	Result compilation/data entry
The invigilators booklets and unused booklets should not be catered and returned as is	The invigilators booklets and unused booklets should not be catered and returned as is

FINAL RESULT:

- Student wise descriptive feedback highlighting area of difficulty
- Q/A wise analysis
- School wise reporting
- District wise reporting
- Over all cycle result

DELIVERABLES:

- AU-SEF team will have an orientation session with brief the human resource whethat will be selected for the marking process for a general and specific orientation and with the Statisticians.
- AU-SEF team will visit & monitor the Electronic/Manual marking sessions and at the time of analytical report is being drafted.
- Provide complete analysis of assessment papers based on competency achievements.
- Soft data of all the uploaded material.
- Results in digital format, as well as 5-sets of hard copies.
- 3 sets of individual school report cards signed and sealed by the Electronic marking/Manual marking agency.
- 2 sets of student's report card signed and sealed by the marking agency.
- A detail analytical report as a final deliverable (content of the report will be shared by SEF with the agency once the marking sessions are over)
- The record of the results needs to be stored for 3 years as per government rules both in soft and hard version.