

# 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. Institute of Business Administration, Karachi
- 2) PROVINCIAL / LOCAL GOVT / OTHER Local Govt
- 3) TITLE OF CONTRACT Goods
- 4) TENDER NUMBER ME/02/2014-15
- 5) BRIEF DESCRIPTION OF CONTRACT Provide & Supply of LED TVs
- 6) FORUM THAT APPROVED THE SCHEME Procurement Committee
- 7) TENDER ESTIMATED VALUE Rs. 800,000/-
- 8) ENGINEER'S ESTIMATE (For civil works only) NA
- 9) ESTIMATED COMPLETION PERIOD (AS PER CONTRACT) 1 Month
- 10) TENDER OPENED ON (DATE & TIME) October 27, 2014 (3:30 pm)
- 11) NUMBER OF TENDER DOCUMENTS SOLD THREE  
(Attach list of buyers)
- 12) NUMBER OF BIDS RECEIVED TWO
- 13) NUMBER OF BIDDERS PRESENT AT THE TIME OF OPENING OF BIDS TWO
- 14) BID EVALUATION REPORT (Enclose a copy) Copy Enclosed
- 15) NAME AND ADDRESS OF THE SUCCESSFUL BIDDER Mrs MARS Electronics
- 16) CONTRACT AWARD PRICE Rs. 749,002/-
- 17) RANKING OF SUCCESSFUL BIDDER IN EVALUATION REPORT (i.e. 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> EVALUATION BID)  
Mrs MARS Electronics  
Mrs Al-Waqad Enterprises

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

- a) SINGLE STAGE - ONE ENVELOPE PROCEDURE  Domestic/ Local
- b) SINGLE STAGE - TWO ENVELOPE PROCEDURE  Domestic
- 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 Procurement Committee

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

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

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

Yes	October 4, 2014 and SPPRA ID # 1532/2014
No	

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

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

22) NATURE OF CONTRACT

Investment	<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 type="checkbox"/>	No	<input checked="" type="checkbox"/>
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24) WHETHER BID EVALUATION CRITERIA WAS INCLUDED IN BIDDING / TENDER DOCUMENTS?  
(If yes, enclose a copy)

Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
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25) WHETHER APPROVAL OF COMPETENT AUTHORITY WAS OBTAINED FOR USING A METHOD OTHER THAN OPEN COMPETITIVE BIDDING?

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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26) WAS BID SECURITY OBTAINED FROM ALL THE BIDDERS?

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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27) WHETHER THE SUCCESSFUL BID WAS LOWEST EVALUATED BID / BEST EVALUATED BID (in case of Consultancies)

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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28) WHETHER THE SUCCESSFUL BIDDER WAS TECHNICALLY COMPLIANT?

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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29) WHETHER NAMES OF THE BIDDERS AND THEIR QUOTED PRICES WERE READ OUT AT THE TIME OF OPENING OF BIDS?

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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30) WHETHER EVALUATION REPORT GIVEN TO BIDDERS BEFORE THE AWARD OF CONTRACT?  
(Attach copy of the bid evaluation report)

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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31) ANY COMPLAINTS RECEIVED  
(If yes, result thereof)

Yes	
No	✓

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

Yes	
No	✓

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

Yes	
No	✓

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

Yes	
No	✓

35) WAS IT ASSURED BY THE PROCURING AGENCY THAT THE SELECTED FIRM IS NOT  
BLACK LISTED?

Yes	✓	No	
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36) WAS A VISIT MADE BY ANY OFFICER/OFFICIAL OF THE PROCURING AGENCY TO THE  
SUPPLIER'S PREMISES IN CONNECTION WITH THE PROCUREMENT? IF SO, DETAILS TO  
BE ASCERTAINED REGARDING FINANCING OF VISIT, IF ABROAD.  
(If yes, enclose a copy)

Yes		No	✓
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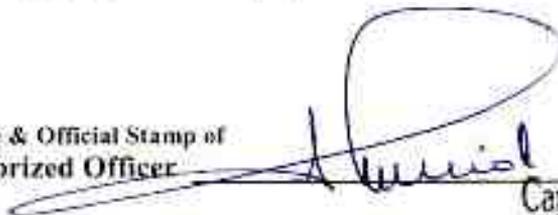
37) WERE PROPER SAFEGUARDS PROVIDED ON MOBILIZATION ADVANCE PAYMENT IN  
THE CONTRACT (BANK GUARANTEE ETC)?

Yes	✓	No	
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38) SPECIAL CONDITIONS, IF ANY  
(If yes, give Brief Description)

Yes	
No	✓

Signature & Official Stamp of  
Authorized Officer



Capt. (Retd) Ahmed Zaheer PN

**FOR OFFICE USE ONLY**

Institute of Business Administration  
Karachi, Pakistan.

**SPPRA, Block, No.8, Sindh Secretariat No.4-A, Court Road, Karachi**

**Tele: 021-9205356; 021-9205369 & Fax: 021-9206291**

## Bid Evaluation Report

1. Name of Procuring Agency: Institute of Business Administration, Karachi
2. Tender Reference No: ME/02/14-15
3. Tender Description/Name of work/item: Provide & Supply of LED TVs Items
4. Method of Procurement: Single Stage One Envelope
5. Tender Published: October 4, 2014 on IBA website & SPPRA web site Serial # 21552  
*Print & Electronic Media (SPPRA ID No. & News papers names with dates)*
6. Total Bid documents Sold; 03 Companies have collected Tender Documents
7. Total Bids Received: 02
8. Technical Bid Opening date: (if applicable) NA *(Provide details in separate form)*
9. No. of Bid technically qualified (if applicable): NA
10. Bid(s) Rejected: NA
11. Financial Bid Opening date: October 27, 2014

### 12. Bid Evaluation Report:

S #	Name of Firm or Bidder	Cost offered by the Bidder	Ranking in terms of cost	Comparison with Estimated cost	Reasons for acceptance/rejection	Remarks
0	1	2	3	4	5	6
1.	M/s MARS Electronics	Rs.749,092.50	Lowest bidder	Rs.850,000.00	Accepted, being the lowest responsive bidder. Comparative Statement is attached	
2.	M/s Al-Waqad Enterprises	Rs.828,360.00	2 <sup>nd</sup> Lowest bidder			
3.						
4.						

### Signatures of the Central Purchase Committee, Members

  
MEMBER  
CENTRAL PURCHASE COMMITTEE  
INSTITUTE OF BUSINESS ADMINISTRATION  
KARACHI  
Syed Jehanzeb  
Project Accountant  
IBA, Karachi

  
CHAIRPERSON  
CENTRAL PURCHASE COMMITTEE  
INSTITUTE OF BUSINESS ADMINISTRATION  
KARACHI  
Dr. Nadeem Tauheed  
Professor  
IBA, Karachi

  
MEMBER (EXTERNAL)  
CENTRAL PURCHASE COMMITTEE  
INSTITUTE OF BUSINESS ADMINISTRATION  
KARACHI  
Hani Qureshi  
PPRA Advisor  
HES

**Comparative Statement of Provide & Supply of LED TVs**  
**Tender #: ME/02/2014-15**

S. #	Description	Qty	Brand	M/s MARS Electronics		M/s Al-Waqad Enterprises			
				Quoted Brand	Rate (Rs.)	Amount (Rs.)	Quoted Brand	Rate (Rs.)	Amount (Rs.)
1	LED - 65 inch	2 sets	Samsung/Sony/LG or Equivalent	Samsung Model # 65H6400	Rs320,125.00	Rs640,250.00	Samsung Model # 65H6400	Rs354,000.00	Rs708,000.00
<b>Total</b>					Rs640,250.00			Rs708,000.00	
					Rs108,842.50			Rs120,360.00	
<b>17% GST</b>					Rs749,092.50			Rs828,360.00	
<b>Total Amount</b>									

  
**MEMBER**  
 CENTRAL PURCHASE COMMITTEE  
 INSTITUTE OF BUSINESS ADMINISTRATION  
 KARACHI  
 Syed Saugab  
 Project Accountant  
 IBA, Karachi

  
**CHAIRPERSON**  
 CENTRAL PURCHASE COMMITTEE  
 INSTITUTE OF BUSINESS ADMINISTRATION  
 KARACHI  
 Dr. Nary Tauheed  
 Professor  
 IBA, Karachi

  
**MEMBER (INTERNAL)**  
 CENTRAL PURCHASE COMMITTEE  
 INSTITUTE OF BUSINESS ADMINISTRATION  
 KARACHI  
 Hazi Bux  
 PPA Advisor  
 HEJ

## **Muhammad Hanif / Executive I (Purchase) @ Main Campus**

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**Subject:** RE: PC Agenda for 1st November 2014

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**From:** Syed Jehanzeb / Asst. Manager Finance (Projects) @ Main Campus  
**Sent:** Saturday, November 01, 2014 10:39 AM  
**To:** Muhammad Sohail Khan / Manager Purchase and Stores @ IBA  
**Cc:** Procurement Committee; Syed Fahad Jawed / Manager (Finance) @ Main Campus  
**Subject:** Re: PC Agenda for 1st November 2014

Item # 1: Approval for 65 inch LED TV

Decision: The committee approved the award of the tender to M.s Mars Electronics for 2 65-inch LED TV for Rs.749,092 (including GST). Budget Approval may be taken through Finance Department.

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**From:** Syed Jehanzeb / Asst. Manager Finance (Projects) @ Main Campus  
**Sent:** Friday, October 31, 2014 9:39 AM  
**To:** Procurement Committee  
**Subject:** PC Agenda for 1st November 2014

Dear All,

The Chairperson, Procurement Committee is pleased to convene meeting on November 1<sup>st</sup> 2014 in Meeting Room, 3<sup>rd</sup> Floor, Fauji Foundation Building Main Campus at 10:00am Sharp. The agenda of the meeting are:

1. Approval for LED TVs
2. Approval for Printing & Supply of Annual Report 2013-14
3. Approval for Convocation Gold Medals & Shields
4. Approval for Provide & Supply of Dustbins
5. Approval for Decoration & Catering Services for Convocation-2014

Other Item(s) may be discussed with permission of the chair.

Thank You,  
Syed Jehanzeb

**Institute of Business Administration, Karachi**  
**Tender Opening**  
**October 27, 2014**

Statement of Tender for: Provide & Supply of LED TVs  
 Tender #: ME-02/14-15

S. #	Company Name	Tender Amount in Figures / in Words	Conditions, if any	Earnest Money Pay Order No. / Amount & Date	Contractors / Representative Signature	Remarks
1-	M/S Al-Insqad Electronics	Rs 708,000/- Rs 828,360/- (BSP)		904332- N.C.C.B Rs 42,000/- Oct 27, 2014		
2-	M/S MARS Electronics	Rs 640,250/- Rs 749,092/- (BSP)		2171817 NIB bank. Rs 37,450/- Oct 27, 2014		

As per