



NO.F.D (CTC-I)/04(04)/2014-2015

GOVERNMENT OF SINDH
FINANCE DEPARTMENT

Karachi, dated the 23rd June, 2015

To

The Product Manager,
M/s. UNIVERSAL BUSINESS EQUIPMENTS (PVT) LTD,
Address: 03-Badri Building, Opp. UBL City Branch, I.I Chundrigar Road,
Karachi-Pakistan.
Phone No: 021-32412810.

SUBJECT: NOTIFICATION OF AWARD CONTRACT NO. CTC-I / 04 (04) / 2014-2015.

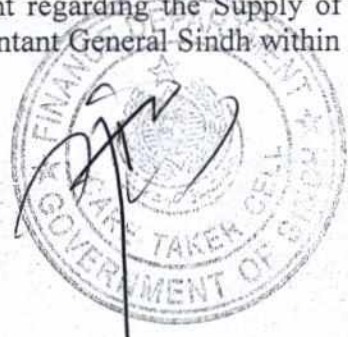
Dear Mr. Rizwan Ahmed,

This is to notify you that your Bid submitted by your Firm on Monday, 01st June, 2015 for execution of supply of Two (02) Heavy Duty Multifunctional Photocopier Machines for the Office of Finance Department, Government of Sindh with the Total Bid amount of Rs. 1,075,184/- in Pakistani Rupees, is hereby accepted by Finance Department Government of Sindh, being the 01st Lowest Bid. We have finalized the Draft Agreement as enclosed herewith for the stated work and ready for signatures from your end.

2. THIS LETTER OF ACCEPTANCE IS SUBJECT TO FOLLOWING CONDITIONS:

- i) You are allowed to provide above stated supply of (02) Two Photocopier Machines for the maximum amount of PKR 1,075,184/- (Rupees: One Million Seventy Five Thousand One Hundred & Eighty Four only) which included Withholding Tax, Sales Tax, Delivery Charges and any other cost incurred during delivery of Stores.
 - ii) These supply shall be performed strictly in accordance with the condition as set out in Tender Bidding Documents as well as in Contract Agreement and as per the instructions of the Finance Department, Government of Sindh.
 - iii) The Charges of supply of Stores are not subject to change and are firm and final for the contract either Federal or Provincial Government of the State would impose any Taxes or Duties or any other Levies which directly affect the cost of the supply, the rate will be not enhanced in any circumstances.
 - iv) The Term of this Contract Agreement for the period of Thirty (30) days with effect from 01st July-2015 (The Effective date) and shall continue to remain valid for 01-month (The Term) i.e. 30th July-2015.
- The payment regarding the Supply of stores will be released through cross cheque from Accountant General Sindh within 15-days from the date of invoice submission.

Amir Zia Israr
Section Officer (B&A)
Finance Department
Government of Sindh



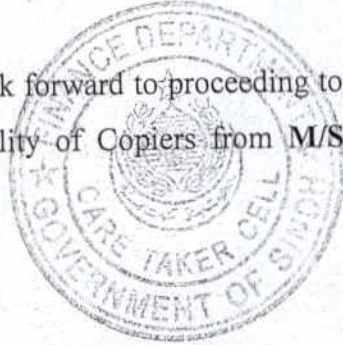
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3. If foregoing is satisfactory, please acknowledge receipt of this letter to enable us to proceed and get the attached Draft Contract Agreement and executed on the Stamp Paper valuing Rs. 100.00 and pay stamp duty of the Contract Agreement as per Government prescribed rules and return it within 02-Calendar days of receipt of this letter.

4. You are further advised to furnished the 10% Performance Security in shape of Pay Order or Bank Guarantee of the Total Contract value within (20) calendar days in accordance with the condition of contract, have a validity for Twelve (12) Months Period, starting from the date of submitting Performance Security, using for that purpose *Performance Security Form* is enclosed herewith for necessary action at your end.

5. We look forward to proceeding together to signing of the agreement and are confident to avail best quality of Copiers from M/S. UNIVERSAL BUSINESS EQUIPMENTS (PVT) LTD.



of
(AAMIR ZIA ISRAN)
SECTION OFFICER (B&A)

NO.F.D (CTC-I)/04(04)/2014-2015

Karachi, Dated the 23rd June, 2015

A copy is forwarded for information to:

1. The Manger (Enf-II), Sindh Public Procurement Regulatory Authority, Government of Sindh, Karachi.
2. R.O to Secretary Finance, Finance Department, Government of Sindh, Karachi.
3. All Members of Procurement Committee.
4. Office Copy.

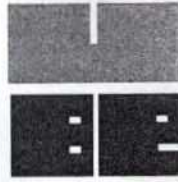
of
AAMIR ZIA ISRAN
Section Officer (B&A)
Finance Department
Government of Sindh

Mr. dear Lot
23-6-15
of

of
SECTION OFFICER (B&A)

Address:

Room No. 171, Care Taker Cell-I, Ground Floor Finance Department, Government of Sindh, Building No. 06, Sindh Secretariat A.K Lodhi Block, Kamal Attaturk Road, Karachi.



Universal Business Equipment (Pvt) Ltd.

3-Badri Building, Opp. UBL City Branch, I.I. Chundrigar Road, Karachi - Pakistan
PABX : 32412810-13, 32416671-2, 32418745, Fax : 32444224, E-mail : rehansiddiq@ubepk.com

Section Officer (B&A)
Govt. of Sindh
Finance Department
Room No. 171, Taker Cell-1
Ground Floor, Building No. 06
Sindh Secretariat,
A.K. Lodhi Block,
Kamal Ataturk Road,
Karachi.

Dated: 25th June, 2015

Subject: LETTER OF ACCEPTANCE FOR SUPPLY OF TWO HEAVY DUTY MULTIFUNCTIONAL PHOTOCOPIER MACHINES FOR RS.1,075,184.00

Dear Sir,

We received and accepted with thanks your letter of acceptance No. F.D. (CTC-I)/04(04)/2014-2015 dated 23-06-2015 and hereby enclosing Contract Agreement duly signed , stamped & stamp duty paid for your further necessary action

Best regards!

Yours truly
For Universal Business Equipment (Pvt) Ltd.


RIZWAN AHMED
Product Manager

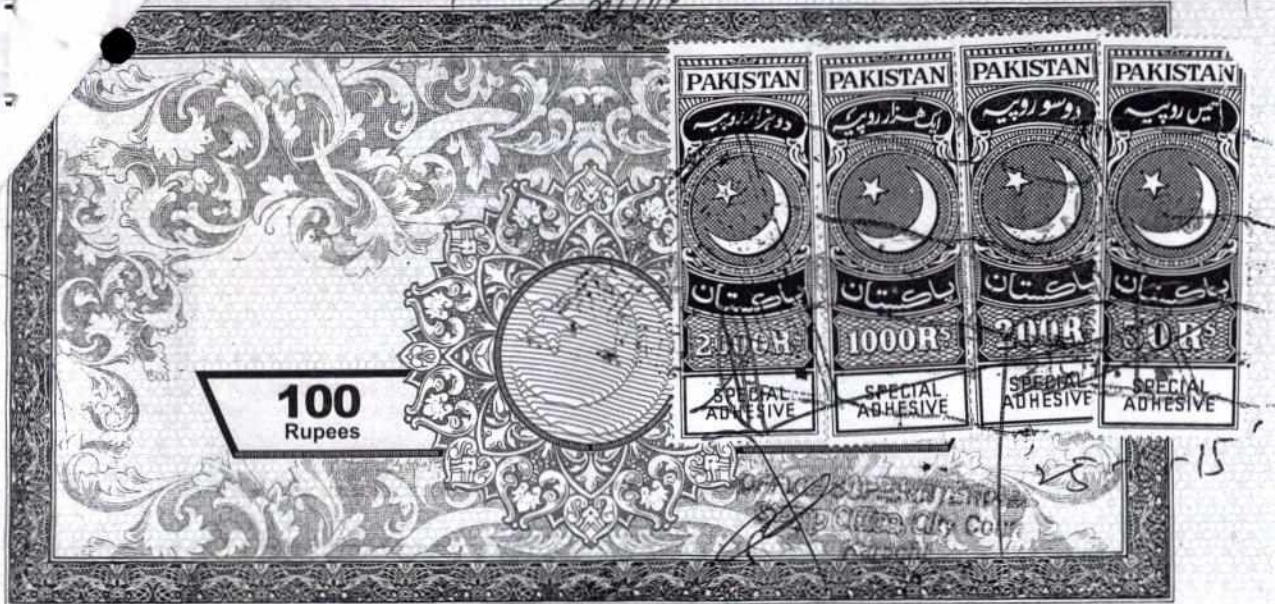
Encl.: As above


AAMIR ZIA ISRAN
Section Officer (B&A)
Finance Department
Government of Sindh

BRANCHES:

● LAHORE ● ISLAMABAD ● PESHAWAR ● FAISALABAD ● MULTAN ● SIALKOT ● QUETTA ● SUKKUR ● HYDERABAD
37426954 2271865 5261049 2623156 4782924 3256898 2822361 5624093 2781287

3280/ 47



25 JUN 2015

SHAKEEL IQBAL STAMP VENDOR
Etc # 50, Shop # 173, New Ruby Centre,
Talpur Road, Boultan M... Karachi
29 MAY 2015
S.No.....Date.....
Issued to with Address.....
Through this Agreement is made at Karachi on date 25-06-2015
Purpose.....
Value Rs.....Attached.....
Stamp Vendor's Signature.....
(NOT USE FOR FREE WILL & DIVORCE PURPOSE)

BETWEEN

FINANCE DEPARTMENT, GOVERNMENT OF SINDH, having its office at Building No. 06 A.K Lodhi Block. Sindh Secretariat, Kamal-Atta-Turk Road. Karachi hereinafter referred to as "Procuring Agency", which term and expression shall, (wherever the context so admits, mean and include its successors in interest and permitted assigns).

AND

M/S. UNIVERSAL BUSINESS EQUIPMENTS (PVT) LTD, a company with its registered office at 03-Badri Building. Opp. UBL City Branch. I.I Chundrigar Road. Karachi-Pakistan hereinafter referred to as "Contractor", which term and expression shall, (wherever the context so admits, mean and include its successors in interest).

The Procuring Agency and Contractor shall hereinafter be collectively referred to as "Parties" and each individually as a "Party".

RECITALS

WHEREAS

The Procuring Agency is desirous that certain goods, viz supply of 02-Heavy Duty Multifunctional Photocopier Machines for the office of Finance Department, Government of Sindh should be executed by the contractor and has accepted a Bid by the contractor for the execution and completion of such goods within a period of one (01) Month, which remedying of any defects therein.

NOW THEREFORE, PARTIES TO THIS CONTRACT HEREBY COVENANT AND AGREE AS UNDER:

In this Agreement words & expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract hereinafter referred to.

1. TERM:

The Term of this Contract Agreement shall commence with effect from 01st July, 2015 (the Effective Date) and shall continue to remain valid for 01-month i.e. 30th July-2015 (The "Term").

AMIR ZIA ISRAH
Section Officer (B&A)
Finance Department
Government of Sindh



Handwritten signature.

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Thereafter, the Procuring Agency may agree in writing to renew the Contract Agreement for any such further period and upon such terms & conditions as may be mutually agreed upon by the parties.

2. **Change in Scope of Work:**

i. The Procuring Agency changes to a **Scope of Work** before the supply of goods commence and /or during goods provided and each party has signed a Contract Change Note in Procuring Agency standard format identifying and agreeing the changes to be made. Until such time as the Contract Change Note is signed by both parties the contractor will continue to supply the goods described in the Scope of work.

ii. In the event of a conflict between these Standard Terms & Conditions and the Scope of Work the later shall prevail.

3. **CONSIDERATION:**

i. The Consideration of the supply of goods hereinafter referred to as "02-Heavy Duty Multifunctional Photocopier Machines" as also stated in scope of work shall be **PKR. 1,075,184/- (Pakistani Rupees: One Million Seventy Five Thousand One Hundred & Eighty Four)** only which includes Withholding Tax, General Sales Tax and any other charges regarding the delivery of goods.

ii. In consideration of the payments to be made by Procuring Agency to the Contractor as hereinafter mentioned, the Contractor hereby covenants with the Procuring Agency to execute and complete the supply of goods and remedies defects therein in conformity and in all respects within the provisions of the Contract.

iii. The Finance Department, Government of Sindh hereinafter referred to as "Procuring Agency" hereby covenants to pay the contractor, in consideration of the execution and completion of the task as per provisions of the Contract, the Contract Price or such other sum as may become payable of the Contract, at the times and in the manner prescribed by the Contract.

iv. The Charges for the supply of Photocopier Machines are not subject to change and are firm and final either the Federal or Provincial Government of the State would impose any Taxes or Duties or any other Levies which directly affect the cost of the Goods, the rate will not be enhanced in any circumstances.

AAMIR ZIA ISHRAN
Section Officer (B&A)
Finance Department
Government of Sindh

AAMIR ZIA ISHRAN
Section Officer (B&A)
Finance Department
Government of Sindh



MR. A. H. Q.

Contd P/3

4. **CONTRACT DOCUMENTS AND INFORMATION:**

The contractor shall not, without the Procuring Agency prior written consent, make use of the contract, or any provision thereof, or any document(s), specifications, drawing(s), pattern(s), sample(s) or information furnished by or on behalf of the Procuring Agency in connection herewith except for purposes of performing the contract of disclose the same to any person other than a person employed by the contractor in the performance of the contract. Disclosure to any such employed person shall be made in confidence and shall extend only as far as may be necessary for purposes of such performance.

5. **CONTRACT LANGUAGE:**

The contract and all documents relating to the contract, exchanged between the contractor and the Procuring Agency, shall be in English. The contractor shall bear all costs of translation to English and all risks of the accuracy of such translation.

6. **STANDARDS:**

The goods provided under this contract shall conform to the authoritative latest industry standards.

7. **PATENT RIGHT:**

The contract shall indemnify and hold the department harmless against all third party claims of infringement of patent, trademark or industrial design rights arising from use of the Goods or any part thereof.

8. **EXECUTION SCHEDULE:**

The Contractor shall submit an execution Schedule, giving details of goods rendered, as required under the contract, to the Finance Department, Government of Sindh, hereinafter referred to as "Procuring Agency", immediately after the issuance of letter of Intent.

9. **PAYMENT:**

The contractor shall submit an Application for payment, in the prescribed form, to the Procuring Agency. The Application for payment shall be accompanied by the such invoices, receipts or other documentary evidence as the Procuring Agency may require; state the amount claimed; and set forth in detail, in order of the price schedule, particulars of the Goods provided, up to the date of the application for payment and subsequent to the period covered by the last preceding certificate of payment, if any. Payment shall not be made in advance. The Finance Department, Government of Sindh hereinafter referred to as "Procuring Agency" shall make payment for the Goods provided, to the contractor, as per Government of Sindh, in Pak Rupees, through Accountant General Sindh Cheque.

AMIR ZIA ISHRAN
Section Officer (B&A)
Finance Department
Government of Sindh



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10. PRICE:

The contractor shall not charge prices for the Goods provided and for other obligations discharged, under the contract, varying from the prices quoted by the contractor in the price schedule.

11. CONTRACT AMENDMENT:

The Finance Department, Government of Sindh hereinafter referred to as "Procuring Agency" may at any time, by written notice served on the contractor, alter, amend, omit, increase, decrease or otherwise change the nature, quality, quantity and scope of work, by 15% , the quantity of goods originally specified in Scope of Work. The contractor shall, within ten working days of receipt of such notice, submit a cost estimate and execution schedule of the proposed change (hereinafter referred to as the change), to the Procuring Agency. The contractor shall not execute the change until and unless the Procuring Agency has allowed the said change, by written order served on the contractor. The change, mutually agreed upon, shall constitute part of the obligations under this contract, and the provisions of the contract shall apply to the said change. No variation in or modification in the contract shall be made, except by written amendment signed by both the Parties.

12. ASSIGNMENT / SUBCONTRACT:

The contractor shall not assign or sub-contract its obligations under the contract, in whole or in part, except with the Procuring Agency prior written consent. The contractor shall guarantee that any and all assignees or subcontractors of the contractor shall, for performance of any part or whole of the supply of goods under the contract, comply fully with the terms and conditions of the contract applicable to such part or whole of the goods under the contract.

13. LIQUIDATED DAMAGES:

If the contractor fails/delays in performance of any of the obligations, under the Contract/violates any of the provisions of the Contract/commits breach of any of the terms and conditions of the contract the Procuring Agency may, without prejudice to any other right of action/remedy it may have, deduct from the Contract Price, as liquidated damages, a sum of money @ 0.25% of the contract Price which attributable to such part of the Goods as cannot, in consequence of the failure/delay, is put to the intended use, for every day between the scheduled delivery date(s), with any extension of time thereof granted by the Procuring Agency, and the actual delivery date(s). Provided that the amount so deducted shall not exceed, in the aggregate, 50% of the Contract Price.

AAMIR ZIA ISRAN
Section Officer (B&A)
Finance Department
Government of Sindh

AAMIR ZIA ISRAN
Section Officer (B&A)
Finance Department
Government of Sindh



Contd P/5

14. **BLACKLISTING:**

If the contractor fails/delays in performance of any of the obligations, under the contract / violates any of the provisions of the contract/commits breach of any of the terms and conditions of the contract the Procuring Agency may, at any time, without prejudice to any other right of action/remedy it may have, blacklist the contractor, either indefinitely or for a stated period, for further tenders in public sector. If the contractor is found to have engaged in corrupt or fraudulent practices in competing for the without prejudice to any other right of action / remedy it may have, blacklist the contractor, either indefinitely or for a stated period, for further tenders in public sector.

15. **FORFEITURE OF PERFORMANCE SECURITY:**

If the contractor fails/delays in performance of any of the obligations, under the contract / violates any of the provisions of the contract/commits breach of any of the terms and conditions of the contract the Procuring Agency may, without prejudice to any other right of action / remedy it may have, forfeit performance security of the contractor. Failure to supply required goods within the specified time period will invoke penalty as specified in this document. In addition to that, performance security amount will be forfeited and the company will not be allowed to participate in future tenders as well.

16. **TERMINATION FOR DEFAULT:**

If the contractor fails/delays in performance of any of the obligations, under the contract/violates any of the provisions of the contract/commits breach of any of the terms and conditions of the contract the Procuring Agency may, at any time, without prejudice to any other right of action/remedy it may have, by written notice served on the contract indicate the nature of the default(s) and terminate the contract, in whole or in part, without any compensation to the contractor. Provided that the termination of the contract shall be resorted to only if the contractor does not cure its failure/delay, within fifteen working days (or such longer period as the Procuring Agency may allow in writing), after receipt of the such notice. If the Procuring Agency terminates the contract for default, in whole or in part, the Procuring Agency may procure, upon such terms and conditions and in such manner as it deems appropriate, goods similar to those undelivered, and the contractor shall be liable to the Procuring Agency excess costs for such similar goods. However, the contractor shall continue performance of the contract of the extent not terminated.

17. **TERMINATION OF INSOLVENCY:**

If the contractor becomes bankrupt or otherwise insolvent, the Finance Department, Government of Sindh hereinafter referred to as "Procuring Agency", at any time without prejudice to any other right of action/remedy it may have, by written notice served on the contractor, indicate the nature of the insolvency and terminate the contract, in whole or in part, without any compensation to the contractor.


AMIR ZIA ISRAN
Section Officer (B&A)
Finance Department
Government of Sindh



AMIR ZIA ISRAN
Section Officer (B&A)
Finance Department
Government of Sindh P/6



18. TERMINATION FOR CONVENIENCE:

The Finance Department, Government of Sindh hereinafter referred to as "Procuring Agency" may, at any time, by written notice served on the contractor terminate the contract, in whole or in part, for its convenience, without any compensation to the contractor. The Goods which are complete or to be completed by the contractor, within thirty working days after the receipt of such notice, shall be accepted by the Procuring Agency. For the remaining Goods, the Procuring Agency may elect:

- To have any portion thereof completed/or
- To cancel the remainder and pay to the contractor an agreed amount for partially completed Goods.

19. FORCE MAJEURE:

The Procuring Agency shall not be liable for liquidated damages, forfeiture of its performance security, blacklisting for future tenders, termination for default, if and to the extent

his failure / delay in performance / discharge of obligations under the contract is the result of an event of force majeure. If a force majeure situation arises, the contractor shall, by written notice served on the Procuring Agency indicate such condition and the cause thereof. Unless otherwise directed by the Procuring Agency in writing, the contractor shall continue to perform under the contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.

20. TAXES AND DUTIES:

The contractor shall be entirely responsible for all taxes, duties and other such levies imposed make inquiries on income tax/sales tax to the concerned authorities of Income Tax and Sales Tax Department.

21. CONTRACT COST:

The contractor shall bear all costs/expenses associated with the preparation of the contract and the Procuring Agency shall in no case be responsible for those expenses.

22. ARBITRATION:

All Disputes between the Parties in relation to any matter whatsoever touching the affairs of the Goods or the construction or interpretation of this agreement, and whether before or after the termination of this agreement shall be resolved by arbitration in accordance with the laws of Pakistan, as amended from time to time, and shall be referred to a single arbitrator to be appointed by both the Parties and the decision of such arbitrator shall be final and binding.


AMIR ZIA ISRAN
Section Officer (B&A)
Finance Department
Government of Sindh


AMIR ZIA ISRAN
Section Officer (B&A)
Finance Department
Government of Sindh

23. GENERAL:

i. The Scope of Work and these Standard Terms and Conditions represent the entire agreement and understanding between the parties in relation to the provision of the Goods and supersede all prior agreements and understandings between the parties in relation to the subject matter of this Agreement.

ii. These Standard Terms and Conditions may only be modified if such modification is agreed in writing by a duly authorized officer of both parties.

iii. Failure by either party to exercise or enforce any right under the Scope of Work and/or these Standard Terms and Conditions shall not be deemed to be a waiver of any such right nor operate so as to bar the exercise or enforcement of any right on any later occasion.

iv. If any Clause or provision of these Standard Terms and Conditions is held invalid or unenforceable the validity or enforceability of the remaining Clauses shall not be affected.

v. Neither these Standard Terms and conditions nor the Scope of Work shall create any rights that shall be enforceable by third parties against either party.

vi. These Standard Terms and Conditions and the Scope of Work shall be governed and interpreted by and according to the laws of the Islamic Republic of Pakistan, regardless of conflict of law principles. The parties hereby consent to the non-exclusive jurisdiction of the courts of Karachi to resolve any dispute arising out of this Agreement.


AAMIR ZIA ISRAN
Section Officer (B&A)
Finance Department
Government of Sindh



M. Zahid


AAMIR ZIA ISRAN
Section Officer (B&A)
Finance Department
Government of Sindh

Contd P/8



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Contractor:	M/s. Universal Business Equipments (Pvt) Ltd
SOW Description:	Procurement for Heavy Duty Multifunctional Copier
Effective Date of SOW:	01 st July, 2015

Procuring Agency Contact Information	Contractor Contact Information
Mr. Umer Qureshi Assistant Superintendent – Caretaker Cell Building # 6 Sindh Secretariat, Kamal Ataturk Road, Karachi Phone: (+9221)-99222113 Email:umerqureshi_56@yahoo.com	Mr. RIZWAN AHMED PRODUCT MANAGER 3- BABRI BUILDING, OPP UBL CITY BRANCH, I.I. CHUNDRIGAR ROAD KARACHI PHONE: 32418310-13 Email: rehansiddiq@ubepk.com
Procuring Agency Billing Contact Information	Contractor Billing Contact Information
Mr. Amir Zia Isran Section Officer (B&A) Building # 6 Sindh Secretariat, Kamal Ataturk Road, Karachi Phone: (+9221)-99222111 Email:amirisran@gmail.com	Mr. Salehuddin Akhond. Managing Director, 3, Babri Building, I.I. Chundrigar Road, Karachi. Phone: 32418745

IN WITNESS WHEREOF the parties hereto have caused this Contract to be executed on the 30th July, 2015 before written in accordance with their respective laws.

Signed: _____
By a duly authorized officer
For and on behalf of
Finance Department
AAMIR ZIA ISRAN
Section Officer (B&A)
Finance Department
Government of Sindh

Name: Aamir Zia Isran.
Position: S.O (B&A).
CNIC: 43263-3953725-3
Date: 25-06-2015

WITNESSES:

Signed: _____
Name: M. Umer
CNIC: 42101-7443333-1

Signed: _____
By a duly authorized officer
For and on behalf of
Universal Business Equipments

Name: RIZWAN AHMED
Position: PRODUCT MANAGER
CNIC: 42101-0239300-3
Date: 25-06-2015

Signed: _____
Name: RYED JAFAR ARKAS
CNIC: 42101-5854074-7



AAMIR ZIA ISRAN
Section Officer (B&A)
Finance Department
Government of Sindh

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SCOPE OF WORK

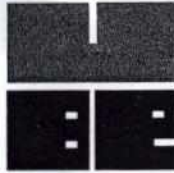
This Scope of Work specifies the overall scope of *M/s. UNIVERSAL BUSINESS EQUIPMENTS (PVT) LTD* hereinafter referred to as "Contractor" to the Finance Department, Government of Sindh hereinafter referred to as "Procuring Agency".

Sr. No	Description of Items	Specifications of Heavy Duty Digital Multifunction Photocopier Machine	Qty Required	Rate per Unit Inclusive Taxes	Total Amount
1.	<p>Model No. X-864 Lexmark Digital Copier</p> <p>COPIER Type, Copy Speed, Resolution, Gradation, Multiple Copies, Magnifications, Max. Original Size, Copy Size, Warm up, Time, Time to First Copy, Duplex Automatic Documents Feeder (ADF), Hard Disk, Standard Paper Unit, Standard Paper Output, Exposure Modes, Digital Copy Features.</p> <p>PRINTER Printer Type, Print Speed, Max. Print size Resolution, Connectivity, Direct Print Format.</p> <p>SCANNER Scanner Type, Scanner Technology, Scanning Speed, Reduce / Enlarge Connectivity, Resolution, File Format, Scan Preview, Standard Input.</p> <p>FAX Type, Transmission Speed, Max. Fax Size, Fax Redirect.</p> <p>CONSUMABLE Drum Life Toner Life</p>	<p>Console, Digital Laser, 55-Copies per minute, 600 x 600 dpi, 1200 x 1200 dpi, 2400 image quality, 256 Gradations, 1-999 25% to 400% 01 Step increment, A3 Size, A6 to A3, Less Than 80-Seconds, 5.6 Seconds, Built-in, 75-PAGES Re-Circulating Duplex ADF, 80-GB Standard, 500 Sheets x 02 Universal Paper Cassette; 1,000 Sheets x 02 dual inputs Paper Feeder; 100 Sheets multi-purpose Tray (Total 3,100 sheets), 500 Sheets, Photo, Text, Text/Photo, Printed Image, Date/Time, Stamp, Message, Overlay, Auto Duplexing, Advance Imaging, Scan edge to edge, Margin Shift, Page Boarder, Separator Sheets, Custom Job Built, Job Cancel, Job interrupt, Collation, Digital Monochrome, 55 PPM, A3 Size 600 x 600 dpi, 1200 x 1200 dpi, 2400 image quality, USB, Parallel and Ethernet, JPEG, TIFF, GIF, BMP, PNG, PCX, DCX, PDF, HTML, Color/ Mono Flatbed Scanner with ADF, Charge coupled Device (CCD), 55 SPM, 25 % to 400 %.</p> <p>Ethernet, Upto 600 dpi, TIFF, JPI/G, PDF, Must be Available, 75-Sheets, Flat Bed Super G3, High Speed 33.6 Kbps, A3 Size, To another Fax, E-mail, FTP, 500,000 Copies, 40,000 Copies</p>	02-Units	537592/-	1,075,184/-

AAMIR ZIA ISRAN
Section Officer (B&A)
Finance Department
Government of Sindh

AAMIR ZIA ISRAN
Section Officer (B&A)
Finance Department
Government of Sindh





Universal Business Equipment (Pvt) Ltd.

3-Badri Building, Opp. UBL City Branch, I.I. Chundrigar Road, Karachi - Pakistan
PABX : 32412810-13, 32416671-2, 32418745, Fax : 32444224, E-mail : rehansiddiq@ubepk.com

June 01, 2015

Section Officer (B&A)
Finance Department
Govt. of Sindh, Room No. 171, Care Taker Cell-I
Ground Floor, Building No. 6, Sindh Secretariat A.K Lodhi Block
Kamal Atta Turk Road
Karachi

FINANCIAL PROPOSAL

SUBJECT: TENDER FOR SUPPLY OF HEAVY DUTY PHOTOCOPIER DUE FOR OPENING ON
01-06-2015 AT 12:00 NOON

Dear Sir,

Please refer to your tender enquiry regarding the above-mentioned subject. As desired, we are pleased to offer our most competitive price for your kind consideration.

☛ **LEXMARK DIGITAL PHOTOCOPIER MODEL X'864**

Each Unit Price

Rs.537,592/- (Inclusive of all taxes)

TERMS & CONDITIONS

VALIDITY:

The above price is valid for 90 Days.

EARNEST MONEY:

Pay Order No. 12693969 Dated: 31-05-2015 for Rs.59,250/- is enclosed.

Thanking you,

for **UNIVERSAL BUSINESS EQUIPMENT (PVT) LTD.**



AAMIR ZIA ISRAN
Section Officer (B&A)
Finance Department
Government of Sindh

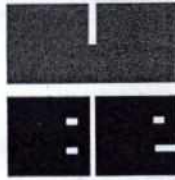
[Handwritten signature]

Nisar Ahmad
9/6/2015

[Handwritten signature]
9/6/15

BRANCHES:

● LAHORE 37426954 ● ISLAMABAD 2271865 ● PESHAWAR 5261049 ● FAISALABAD 2623156 ● MULTAN 4782924 ● SIALKOT 3256898 ● QUETTA 2822361 ● SUKKUR 5624093 ● HYDERABAD 2781287



Universal Business Equipment (Pvt) Ltd.

3-Badri Building, Opp. UBL City Branch, I.I. Chundrigar Road, Karachi - Pakistan
PABX : 32412810-13, 32416671-2, 32418745, Fax : 32444224, E-mail : rehansiddiq@ubepk.com

ANNEXURE-F

Date: June 01, 2015

To:

Section Officer (B&A)
Finance Department
Govt. of Sindh, Room No. 171, Care Taker Cell-I
Ground Floor, Building No. 6, Sindh Secretariat A.K Lodhi Block
Kamal Atta Turk Road
Karachi

**SUBJECT: PROCUREMENT OF HEAVY DUTY PHOTO COPIER MACHINES FOR THE OFFICE OF
FINACNE DEPARTMENT GOVERNEMNT.OF SINDH**

Dear Sir,

Having inspected site and checked all local conditions affecting the goods and having also examined all bid documents including the instruction to the bidders, general conditions of contract and schedule of requirement, we the undersigned offer to provide the heavy duty photo copier machines in conformity with the bid documents including instructions to bidder, general Conditions of contract and schedule of requirement for the total sums as specified at Annexure-G, as agreed upon under the contract.

We accept the above bid documents as valid and binding including those parts not countersigned in fully by us.

We conform that we have satisfied ourselves about the goods and all other conditions which influence or may influence the goods, and we do not require any clarification and additional information thereto and that we cannot raise any claim for not knowing them.)

We undertake to carry out such alternations, additions or curtailments of the goods as may from time to time be determined and ordered in writing by the Finance Department in accordance with the contract.

The rates and prices which we have quoted and all information and data attached with our Bid are complete and without and hidden Technical & Financial reservations or implications. They have been duly checked and are correct in every aspect.

The rates and prices which we have quoted and all information and data attached with our Bid are complete and without any hidden technical & financial reservations or implications. They have been duly checked and are correct in every aspect.

The rates and prices entered in the bid are firm and are inclusive of all cost of manpower, labor, equipment, custom duties, sales tax, surcharges, local and federal taxes, insurances, royalties, over head and profit and all other direct and indirect costs related to and connected with the satisfactory executions of goods.

We undertake if our bid is accepted to sign the agreement of contract within three (3) working days of the issue of the letter of award.

Veran Ahmad
9/6/2015

Section Officer (B&A)
Finance Department
Government of Sindh

Continued on Page 2...

BRANCHES:

- LAHORE
37426954
- ISLAMABAD
2271865
- PESHAWAR
5261049
- FAISALABAD
2623156
- MULTAN
4782924
- SIALKOT
3256898
- QUETTA
2822361
- SUKKUR
5624093
- HYDERABAD
2781287




If our bid is accepted we will furnish a performance security from a schedule bank approved by the finance department for the amount 10% of the bid amount.

We agree to pay all costs towards the preparation of the agreement of contract.

We further agree to abide by this bid for a period of 90 days calendar days from the date of opening of the bid and it shall remain binding upon us for this period.

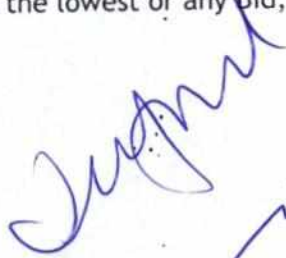
Unless and until a formal agreement is prepared and signed, the bid documents together with your written acceptance thereof shall constitute a binding contract between us.

We understand that you are not bound to accept the lowest or any Bid, you may receive.


(Signature of the Bidder)



Duly authorized to sign Bid for and on behalf of Universal Business Equipment (Pvt.) Ltd. Karachi




Nisar A
9/6/2015

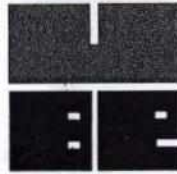
AMIR ZIA ISHAN
Section Officer (B&A)
Finance Department
Government of Sindh






9-6-15


9/6/15



Universal Business Equipment (Pvt) Ltd.

3-Badri Building, Opp. UBL City Branch, I.I. Chundrigar Road, Karachi - Pakistan
PABX : 32412810-13, 32416671-2, 32418745, Fax : 32444224, E-mail : rehansiddiq@ubepk.com

ANNEXURE-G

SCHEDULE OF REQUIREMENTS

Sr. No.	Requirements	Specifications of Heavy Duty Digital MFP Copier	Qty	Rate per Unit (Rs.)	GST (Rs.)	Total Amount
1.	Copier Type: Copy Speed: Resolution: Gradation: Multiple Copies: Magnifications: Max Original Size: Copy Size: Warm up Time: Time to First Copy: Duplex: ADF: Hard Disk: Standard Paper Input: Standard Paper Output: Exposure Modes: Digital Copy Features: Printer Type: Print Speed: Max. Print Size: Resolution: Connectivity: Direct Print Format: Scanner: Scanner Type: Scanner Technology: Scanning Speed: Reduce/Enlarge: Connectivity: Resolution: File Format: Scan Preview: Standard Input: Fax: Type: Transmission Speed: Max. Fax Size: Fax Redirect: Consumable: Drum Life: Toner Life:	Console, Digital Laser 55-Copies Per Minute 600x600dpi, 1200x1200dpi 2400 Image Quality 256 Gradations 1-999 25%-400% 01 Step Increment A3 Size Less than 80 Seconds 5.6 Seconds Built-in Built-in Built-in 3,100 Sheets 500 Sheets Photo, text, Date/Time, Stamp & other Monochrome 55 PPM A3 600x600dpi, 1200x1200dpi USB & Ethernet Yes Color/Mono CCD 55 SPM 25%-400% USB & Ethernet Upto 600 dpi TIFF, JPEG, PDF Yes 75 Sheet Flatbed Super G3 High Speed 33.6 Kbps A3 Size To another Fax 500,000 Copies 40,000 Copies	02	459,480	78,112	1,075,184
Grand Total						Rs.1,075,184

M. Zia
M. AIR ZIA
Section Officer (B&A)
Finance Department
Government of Sindh

Grand Total in Words: One Million One Hundred Eighty Five Thousand Only

Authorized Signature & Stamp of the Firm:

Date: 01-06-2015



M. Zia
9/6/15

Nisar An
9/6/2015

BRANCHES:

- LAHORE 37426954
- ISLAMABAD 2271865
- PESHAWAR 5261049
- FAISALABAD 2623156
- MULTAN 4782924
- SIALKOT 3256898
- QUETTA 2822361
- SUKKUR 5624093
- HYDERABAD 2781287

CONTINUATION SHEET

GEMCO

Phones: 92-21-34389581-88
 Fax : 92-21-34389589
 E-mail : systmpk@global-pk.com
 www.gemcopakistan.com

Sr# 1. Photocopier

FINANCIAL

"Ricoh" Brand Digital Multifunction Photocopier
Model: MP 6054SP

GENERAL	
Warm-up time:	14 seconds
First output speed:	2.9 seconds
Continuous output speed:	60 pages per minute
Memory:	2 GB
HDD:	320 GB
Dimensions (W x D x H):	With ARDF: 587 x 680 x 913 mm With SPDF: 587 x 680 x 963 mm
Weight:	With ARDF: 68.5 kg With SPDF: 74 kg
COPIER	
Copying process:	Twin laser beam scanning and electrophotographic printing
Multiple copying:	Up to 999 copies
Resolution:	600 dpi
Zoom:	From 25% to 400% in 1% steps
PRINTER	
Printer language:	Standard: PCL5e, PCL6(XL), PDF direct print Option: XPS, Adobe® PostScript® 3™, IPDS
Print resolution:	Maximum (1,200 x 1,200 dpi)
Interface:	Standard: USB2.0 Type A, USB2.0 Type B, SD slot, Ethernet 10 base-T/100 base-TX, Ethernet 1000 Base-T Option: Bi-directional IEEE 1284, Wireless LAN (IEEE 802.11a/b/g/n), Bluetooth, Additional NIC (2nd port)
Network Protocol	TCP/IP (IPv4, IPv6), IPX/SPX
PAPER HANDLING	
Original size:	A3, A4, A5, B4, B5, B6
Paper input capacity	Standard: 1,200 sheets Maximum: 4,700 sheets
Paper output capacity	Standard: 500 sheets Maximum: 3,625 sheets

AAMIR ZIA ISRAAN
 Section Officer (B&A)
 Finance Department
 Government of Sindh

Handwritten signatures and dates:
 a/c/s/15
 9/6/15
 [Signature]

Price "Ricoh" Brand Digital Multifunction Photocopier
 Add Model: MP 6054SP
 Payable for One Unit GST @ 17%
 Quantity Two Units
 Net Payable Amount

Handwritten:
 Nirm Ahmad
 9/6/2015

Rs. 658,100/-
 Rs.111,877/-
 Rs.769,977/-
 x 2
 Rs.1,539,954/-

(Rupees: One Million Five Hundred Thirty Nine Thousand Nine Hundred & Fifty Four Only)

ANNEXURE-G:

SCHEDULE OF REQUIREMENTS

Sr. No	Requirements	Specifications of Heavy Duty Digital Multifunction Photocopier Machine	Qty	Rate per Unit (Rs.)	GST (Rs)	Total Amount
1.	<p>COPIER Type Copy Speed Resolution Gradation Multiple Copies Magnifications Max. Original Size Copy Size Warm up Time Time to First Copy Duplex Automatic Documents Feeder (ADF) Hard Disk Standard Paper Unit</p> <p>Standard Paper Output Exposure Modes</p> <p>Digital Copy Features</p> <p>PRINTER Printer Type Print Speed Max. Print size Resolution Connectivity Direct Print Format</p> <p>SCANNER Scanner Type Scanner Technology Scanning Speed Reduce / Enlarge Connectivity Resolution</p>	<p>Console, Digital Laser. 55-Copies per minute. 600 x 600 dpi, 1200 x 1200 dpi, 2400 image quality. 256 Gradations. 1-999. 25% to 400% 01 Step increment. A3 Size. A6 to A3. Less Than 80-Seconds. 5.6 Seconds. Built-in. 75-PAGES Re-Circulating Duplex ADF. 80-GB Standard. 500 Sheets x 02 Universal Paper Cassette; 1,000 Sheets x 02 dual inputs Paper Feeder; 100 Sheets multi-purpose Tray (Total 3,100 sheets). 500 Sheets. Photo, Text, Text/Photo, Printed Image Date/Time, Stamp, Message, Overlay, Auto Duplexing, Advance Imaging, Scan edge to edge, Margin Shift, Page Boarder, Separator Sheets, Custom Job Built, Job Cancel, Job interrupt, Collation.</p> <p>Digital Monochrome. 55 PPM. A3 Size. 600 x 600 dpi, 1200 x 1200 dpi, 2400 image quality. USB, Parallel and Ethernet. JPEG, TIFF, GIF, BMP, PNG, PCX, DCX, PDF, HTML.</p> <p>Color/ Mono Flatbed Scanner with ADF. Charge coupled Device (CCD). 55 SPM. 25 % to 400 %. Ethernet. Upto 600 dpi.</p>	02 Units	<p>6,650,100/-</p> <p>6,11,877/-</p> <p>Rs 769,97</p> <p>x 2</p> <p>Rs 1,539,95</p>		

MAHMOUDA ISKHA
Section Officer (B&A)
Finance Department
Government of Sindh

9/6/2015

atf

Handwritten signature and date

File Format Scan Preview Standard Input	TIFF, JPEG, PDF. Must be Available. 75-Sheets.				
FAX Type Transmission Speed Max. Fax Size Fax Redirect	Flat Bed Super G3. High Speed 33.6 Kbps. A3 Size. To another Fax, E-mail, FTP.				
CONSUMABLE Drum Life Toner Life	500,000 Copies. 40,000 Copies.				

Grand Total: Rs. 1,539,954

Grand Total In words: ONE MILLION FIVE HUNDRED THIRTY NINE THOUSAND NINE HUNDRED & FIFTY FOUR ONLY

[Handwritten Signature]

Authorized Signatures:

Date: 1st JUNE 2015



Stamp of the Firm:

AAMIR ZIA ISRAN
Section Officer (B&A)
Finance Department
Government of Sindh

[Handwritten Signature]
7/6/15

[Handwritten Signature]
2/6/2015

[Handwritten Signature]

[Handwritten Signature]

[Handwritten Signature]
a/b

A3 black & white MFP

MP 4054SP
MP 5054SP
MP 6054SP Series

Copier Printer Scanner Fax

RICOH
imagine. change.

Amir Zia Isran

AMIR ZIA ISRAN
Section Officer (B&A)
Finance Department
Government of Sindh



MP 4054(Z)ASP

40 B/W
DPM

MP 5054(Z)ASP
50 B/W
DPM

MP 6054(Z)SP
60 B/W
DPM

Handwritten signatures and dates:
9/6/15
Nisar Ahmad
9/6/2015
9.6.15



GOVERNMENT OF SINDH, FINANCE DEPARTMENT

CONTRACT EVALUATION FORM

1)	NAME OF THE ORGANIZATION /DEPTT	Finance Department, Government of Sindh
2)	PROVINCIAL / LOCAL GOVT / OTHER	Provincial Government
3)	TITLE OF CONTRACT	Procurement for Photocopier Machines 2014-2015
4)	TENDER NUMBER	No. FD (CTC-I) 04(04)/2014-2015
5)	BRIEF DESCRIPTION OF CONTRACT	Procurement for Two (02) Heavy Duty Multifunctional Photocopier Machines for Finance Department.
6)	FORUM THAT APPROVED THE SCHEME	Departmental Procurement Committee
7)	TENDER ESTIMATED VALUE	1,235,000/-
8)	ENGINEER'S ESTIMATE (For civil works only)	N/A
9)	ESTIMATED COMPLETION PERIOD (AS PER CONTRACT)	01-Month
10)	TENDER OPENED ON (DATE & TIME)	Monday, 01 st June, 2015 at 01:00 P.m (<i>Attendance Sheet attached at Annexure-A</i>).
11)	NUMBER OF TENDER DOCUMENTS SOLD (Attach list of buyers)	Four (04) Nos. (<i>List Attached at Annexure-B</i>).
12)	NUMBER OF BIDS RECEIVED	Three (03) Nos
13)	NUMBER OF BIDDERS PRESENT AT THE TIME OF OPENING OF BIDS	Three (03) Bidders
14)	BID EVALUATION REPORT (enclose a copy)	Enclosed herewith at <i>Annexure-C</i> .
15)	NAME AND ADDRESS OF THE SUCCESSFUL BIDDER	M/s. Universal Business Equipments (Pvt) Ltd, Address: 03-Bdari Building, OPP UBL City Branch, I.I Chundrigar Road, Karachi. Ph No. 32412810-13
16)	CONTRACT AWARD PRICE	Rs. 1,075,184/-
17)	RANKING OF SUCCESSFUL BIDDER IN EVALUATION REPORT (i.e. 1 st , 2 nd , 3 rd EVALUATION BID)	01 st Lowest
18)	METHOD OF PROCUREMENT USED (Tick one)	
	a) SINGLE STAGE – ONE ENVELOPE PROCEDURE	<input type="checkbox"/> Domestic /local
	b) SINGLE STAGE – TWO ENVELOPE PROCEDURE	<input checked="" type="checkbox"/>
	c) TWO STAGE BIDDING PROCEDURE	<input type="checkbox"/>
	d) TWO STAGE – TWO ENVELOPE BIDDING PROCEDURE	<input type="checkbox"/>

AAMIR ZIA ISRAN
Section Officer (B&A)
Finance Department
Government of Sindh

PLEASE SPECIFY IF ANY OTHER METHOD OF PROCUREMENT WAS ADOPTED i.e. EMERGENCY, DIRECT CONTRACTING ETC. WITH BRIEF REASONS.		Administrative Secretary	
19)	APPROVING AUTHORITY FOR AWARD OF CONTRACT	Yes	<input checked="" type="checkbox"/>
20)	WHETHER THE PROCUREMENT WAS INCLUDING IN ANNUAL PROCUREMENT PLAN?	Yes	<input checked="" type="checkbox"/>
21)	ADVERTISEMENT:		
	i) SPPRA Website (If yes, give data and SPPRA Identification No)	Yes	SPPRA Sr. No. 24129
		No	
	ii) News Papers (If yes, give names of newspapers dates)	Yes	Daily News International English 13-05-2015; Daily Jung 13-05-2015; Daily Sindhi Sobh 13-05-2015 vide INF-KRY: No 1858/2015 vide attached at <i>Annexure-D</i> .
		No	
22)	NATURE OF CONTRACT	Domestic/Local	<input checked="" type="checkbox"/> D Int. <input type="checkbox"/>
23)	WHETHER QUALIFICATION CRITERIA WAS INCLUDED IN BIDDING/TENDER DOCUMENTS? (If yes, enclose a copy)	Yes	<input checked="" type="checkbox"/> No <input type="checkbox"/> <i>Attached at Annexure-E.</i>
24)	WHETHER BID EVALUATION CRITERIA WAS INCLUDING IN BIDDING/TENDER DOCUMENTS? (If yes, enclose a copy)	Yes	<input checked="" type="checkbox"/> No <input type="checkbox"/> <i>Attached at Annexure-F.</i>
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.	Yes	<input checked="" type="checkbox"/> No <input type="checkbox"/>
28)	WHETHER THE SUCCESSFUL BIDDER WAS TECHNICALLY COMPLIANT?	Yes	<input checked="" type="checkbox"/> No <input 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. (If yes, give details)	Yes	YES <i>Attached at Annexure-G</i> Vide INF/KRY-2087/15, Daily English The News International Dated 27-05-15, Daily Urdu Jung Dated 27-05-15 & Daily Sindhi Sobh Dated 27-05-15
		No	
		Yes	

Ums

AAMIR ZIA ISHRAN
Section Officer (B&A)
Finance Department
Government of Sindh

33)	WAS THE EXTENSION MADE IN RESPONSE TIME? (If yes, give reasons)	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 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		
Signature & Official Stamp of Authorized Officer					
FOR OFFICE USE ONLY					

AAMIR ZIA ISRAN
Section Officer (B&A)
Finance Department
Government of Sindh

Room No.171, caretaker cell, Ground floor, Finance Department, Government of Sindh, Building No.6, Sindh Secretariat A.K Ldhi Block, Shah-e-Kamal Attaturk; Karachi.
Tele: 021-99222113

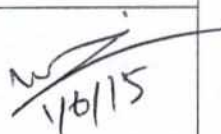


7

BIDDERS ATTENDANCE SHEET

Date: 01st June, 2015
Monday

Time: 01:00 Pm

OPENING OF TECHNICAL PROPOSAL FOR THE TENDER REGARDING THE PROCUREMENT OF HEAVY DUTY PHOTOCOPIER MACHINES

Sr.#	Name of Firm	Focal Person	Contact No.	Signatures
1.	DWP Technologies Pvt Ltd	NAQAR AHMED	0302-8545790	 1/6/15
2.	GENCO	ZUBARA KHAN	0323231002	
3.	Universal Business Equipment (Pvt) Ltd	M. Rizwan Ahmed	0314-2969649	
4.				




AAMIR ZIA ISRAN
Section Officer (B&A)
Finance/Department
Government of Sindh

BIDDERS ATTENDANCE SHEET

Date: 09th June, 2015
Tuesday

Time: 02:00 Pm

OPENING OF FINANCIAL PROPOSALS FOR THE TENDER REGARDING THE PROCUREMENT FOR HEAVY DUTY PHOTOCOPIER MACHINES

Sr.#	Name of Firm	Focal Person	Contact No.	Signatures
1.	M/s. GEMCO	MUGRAK M. KHAN	0323231 0002 3489581-5	
2.	M/s. Universal Business Equipments (Pvt) Ltd	M. RIZWAN AHMED	0314-2969649 021-32418745	



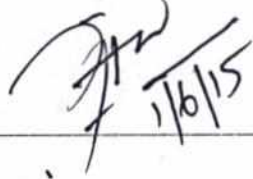
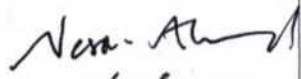
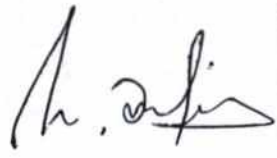

AAMIR ZIA ISRAN
Section Officer (B&A)
Finance Department
Government of Sindh

DEPARTMENTAL PROCUREMENT COMMITTEE ATTENDANCE SHEET

Date: 01st June, 2015
Monday

Time: 01:00 Pm

**OPENING OF TECHNICAL PROPOSAL FOR THE TENDER REGARDING THE
PROCUREMENT FOR HEAVY DUTY PHOTOCOPIER MACHINES**

Sr.#	Designation	Signatures
1.	Mr. Nisar Ahmed Shaikh Additional Finance Secretary (Admn/Sr) Finance Department, Government of Sindh. <i>(Chairman)</i>	 9.6.15
2.	Mr. Mozzam Ali Marri Deputy Secretary (Dev-II) Finance Department, Government of Sindh. <i>(Member)</i>	 1/6/15
3.	Mr. Aamir Zia Isran Section Officer (B&A) Finance Department, Government of Sindh. <i>(Member)</i>	 1/6/15
4.	Mr. Nisar Memon Section Officer (General) Services, General, Administration & Co-ordination Department Government of Sindh. <i>(Member)</i>	 1/6/2015
5.	Syed Shah Hussain Shah Deputy Secretary (Admn) Works & Services Department, Government of Sindh. <i>(Member)</i>	



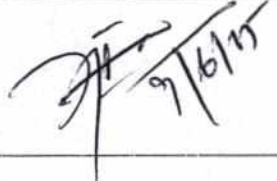
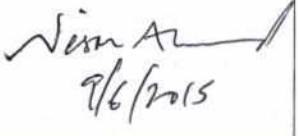
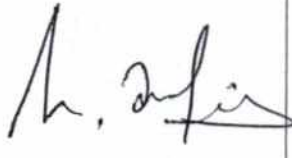

AAMIR ZIA ISRAN
Section Officer (B&A)
Finance Department
Government of Sindh

DEPARTMENTAL PROCUREMENT COMMITTEE ATTENDANCE SHEET

Date: 09th June, 2015
Tuesday

Time: 02:00 Pm

**OPENING OF FINANCIAL PROPOSALS FOR THE TENDER REGARDING THE
PROCUREMENT FOR HEAVY DUTY PHOTOCOPIER MACHINES**

Sr.#	Designation	Signatures
1.	Mr. Nisar Ahmed Shaikh Additional Finance Secretary (Admn/Sr) Finance Department, Government of Sindh. <i>(Chairman)</i>	 9.6.15
2.	Mr. Mozzam Ali Marri Deputy Secretary (Dev-II) Finance Department, Government of Sindh. <i>(Member)</i>	
3.	Mr. Aamir Zia Isran Section Officer (B&A) Finance Department, Government of Sindh. <i>(Member)</i>	 9/6/15
4.	Mr. Nisar Memon Section Officer (General) Services, General, Administration & Co-ordination Department Government of Sindh. <i>(Member)</i>	 9/6/2015
5.	Syed Shah Hussain Shah Deputy Secretary (Admn) Works & Services Department, Government of Sindh. <i>(Member)</i>	


AAMIR ZIA ISRAN
Section Officer (B&A)
Finance Department
Government of Sindh



DWP TECHNOLOGIES (PVT) LTD.

11 First Floor, Mandviwalla Chambers,

Talpur Road, Karachi

UAN: 021-111-005-006

Fax: 021-32444249

E-mail: info.khi@dwp.com.pk

Web: www.dwp.com.pk

To,

Mr. Aamir Zia Isran

Section Officer (B&A)

E-Mail: aamirisran@gmail.com

Phone: +92-21-99222111

Address: Room No. 165, Ground Floor, A.K Lodhi Block, Finance Department, Govt of Sindh, Kamal Atta-Turk Road, Karachi, Pakistan.

SUBJECT: TENDER SUBMISSION FEE/DOCUMENTS FOR TENDER NUMBER

FD (CTC-I) 04(04 /2014-2015

R/Sir,

With reference to your tender number **FD (CTC-I) 04(04 /2014-2015** DWP Technologies (Pvt) Ltd. would like to participate in the above mentioned tender so that please submit Rs. 2000 Cash for the Tender Fee along with Tender Documents for your kind considerations.

Thanks & Regards.

Waqar Ahmed

Corporate Sales Executive

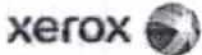
0302-8545790

+9221-111-005-006 Ext.44

waqar.ahmed@dwp.com.pk

web: www.dwp.com.pk

DWP Technologies (Pvt) Ltd, Karachi Pakistan



AAMIR ZIA ISRAN
Section Officer (B&A)
Finance Department
Government of Sindh



GEMCO

At your side.
brother®

Head Office 43/4/A, Block-6, P.E.C.H.S., Karachi 75400-Pakistan. Phones: 92-21-34389581-88, 34315235-37
Karachi : Fax: 92-21-34389589 E-mail: systmpk@global-pk.com Website: http://www.gemcopakistan.com

So
B&A
Finance Dept
Govt Sindh
Isran

Sub:- Issue OF TENDER Form.

Dear Sir,

With reference to your advertisement in Daily Newspaper regarding the purchase of Photo Copier. We would like to take part in the Tender therefore please issue the necessary Tender Document. We will be thankful.

Best regards.

For GEMCO


25/05/15

MU BARAK M. KHAN

03232310002


AMIR ZIA ISRAN
Section Officer (B&A)
Finance Department
Government of Sindh

Islamabad Branch: Suite No. 104, 106-W, Fazal-e-Haq Road, Blue Area, Islamabad.

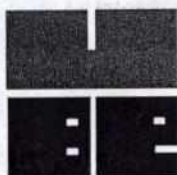
Phone : 051-2271167-2826352 Fax: 051-2271168 E-mail: islamabad@global-pk.com

Lahore Branch:

65, Commercial Area, Cavalary Ground, Lahore Cantt. Phone: 042-36680162-63

Fax: 042-36672974 E-mail: lahore@global-pk.com





Universal Business Equipment (Pvt) Ltd.

3-Badri Building, Opp. UBL City Branch, I.I. Chundrigar Road, Karachi - Pakistan
PABX : 32412810-13, 32416671-2, 32418745, Fax : 32444224, E-mail : rehansiddiq@ubepk.com

May 14, 2015

Section Officer (B&A)
Finance Department
Govt. of Sindh
Room No. 171, Care Taker Cell-1
Ground Floor, Sindh Secretariat Building No.6
A.K Lodhi Block, Kamal Ataturk Road
Karachi


SUBJECT: ISSUE OF TENDER DOCUMENTS

Dear Sir,

Please refer to the tender enquiry regarding the supply of Photo Copiers. Kindly issue the Tender Documents of the subject tender against its prescribed cost of Rs. 2,000/- in shape of cash & oblige.

Thanking you,

for **UNIVERSAL BUSINESS EQUIPMENT (PVT) LTD.**


Rehan Siddiq
Sales Manager


AAMIR ZIA ISRAN
Section Officer (B&A)
Finance Department
Government of Sindh

BRANCHES:

• LAHORE 37426954 • ISLAMABAD 2271865 • PESHAWAR 5261049 • FAISALABAD 2623156 • MULTAN 4782924 • SIALKOT 3256898 • QUETTA 2822361 • SUKKUR 5624093 • HYDERABAD 2781287

SAL/MISC/7777-KHI

May 18, 2015

Finance Department
Government of Sindh
Room NO. 171, Care Taker Cell-1
Ground Floor, Building No. 06, Sindh Secretariat
A.K. Lodhi Block, Kamal Ataturk Road
Karachi.

Sub: - REQUEST FOR TENDER DOCUMENTS

Dear Sir,

Kindly issue tender documents against your Tender Inquiry No. FD (CTC-1) 04(04)/2014-2015 for procurement of Heavy Duty Digital Multi-Function Photocopier Machines against tender fee of Rs.2,000/- (Rupees Two Thousand Only) by cash.

Thanking You,

Yours faithfully,
For, Shirazi Trading Co. (Pvt.) Ltd



(Muhammad Arman Khan)
Zonal Manager (B&IS- South)



AAMIR ZIA ISRAN
Section Officer (B&A)
Finance Department
Government of Sindh

Shirazi Trading Co. (Pvt.) Ltd.

2nd Floor, Nadir House, I.I. Chundrigar Road, Karachi, Pakistan. Ph: (92-21) 32424075-77, 32414643, 32414654, 32423425, 32423349
UAN: 111 782 242 (111 STC AGC) Fax: (92-21) 32414998, 32423380 E-mail: stc@shirazitrading.com.pk, Website: www.shirazitrading.com.pk
Head Office: 8th Floor, Adamjee House, I. I. Chundrigar Road, Karachi 74000. Pakistan. UAN: 111 242 782 (111 AGC STC)
PABX: (92-21) 32417659, 32417737, 32417746, Fax: (92-21) 32417747, 32420417



GE Healthcare
Distributor

Canon

Pitney Bowes



Astrophysics Inc.
Baggage X-Ray Scanners



STENA



ImageWare



ABBYY

SONY

EASY SOFTWARE
SOFTWARE FOR DOCUMENTS



NO.F.D (CTC-I) 04(04)/2014-2015
GOVERNMENT OF SINDH
FINANCE DEPARTMENT

Karachi dated the 01st June, 2015

Subject: **TECHNICAL MINUTES OF THE MEETING REGARDING THE PROCUREMENT FOR HEAVY DUTY MULTIFUNCTIONAL PHOTOCOPIER MACHINES FOR FINANCE DEPARTMENT GOVERNMENT OF SINDH.**

Meeting of the Departmental Procurement Committee constituted vide Finance Department's Notification No. FD (CTC-I) 04(04)/ 2014-2015 dated 11th May, 2015 was held on Monday, 01st June, 2015 at 1:00 P.m in the office of Additional Finance Secretary (Admn/Sr)/Chairman of the Committee, in order to undertake the Technical Appraisal of the Bids submitted against the Finance Department's Tender Notice published in three leading Newspapers i.e. Daily Urdu Jung Dated 13-05-2015, Daily English The News International Dated 13-05-15, Daily Sindhi Sobh Dated 13-05-15 vide advertisement No. INF-KRY-1858/2015 as well as hoisted on Finance Department & SPPRA official websites with the SPPRA Sr No. 24129, while the SPPRA I.D will be withheld till the compliance of Rule-50 of SPPRA-2010 (Amended-2013).

The following Members of Procurement Committee were present at the time of opening of Technical Bids:

- | | |
|--|----------|
| 1. Additional Finance Secretary (Admn/Sr)
Finance Department, Government of Sindh. | Chairman |
| 2. Deputy Secretary (Dev-II),
Finance Department, Government of Sindh. | Member |
| 3. Deputy Secretary (Admn),
Works & Services Department, Government of Sindh. | Member |
| 4. Section Officer (B&A),
Finance Department, Government of Sindh. | Member |
| 5. Section Officer (General),
Services, General, Administration & Co-ordination Department,
Government of Sindh. | Member |

2. The Committee members were informed that, in response to the NIT (Notice Inviting Tender), the following Four (04) firms had gotten the bidding documents issued against a cash of Rs.2,000/- each (non-refundable Tender Fee), that are;

- M/s. DWP Technologies.
- M/s. GEMCO.
- M/s. Universal Business Equipments (Pvt) Ltd.
- M/s. Shirazi Trading.

3. However, the following Three (03) firms have submitted the Bids by the stipulated deadline of 01st June, 2015, i.e.

- M/s. DWP Technologies.
- M/s. GEMCO.
- M/s. Universal Business Equipments (Pvt) Ltd.

4. The bids were opened at 01:00 P.m in the presence of the above mentioned participants. All of the procurement committee signed the Each Technical Sealed Envelope and also Technical Documents.

AAMIR ZIA ISHRAN
Section Officer (B&A)
Finance Department
Government of Sindh

Deputy Secretary (Admn)
Works & Services Department
Government of Sindh

(SECTION OFFICER)
Services
and Coordination
Government of Sindh

Contd to next page.....

SECTION OFFICER (B&A)
AAMIR ZIA ISHRAN
Finance Department
GOVERNMENT OF SINDH

Nisar Ahmed Shaikh
Add: Finance Secretary (Admn/Sr)
Finance Department
Government of Sindh

(MOAZZAM ALI MARRI)
Deputy Secretary Dev-II
Finance Department
Government of Sindh

5. Finance Department had adopted Single Stage-Two Envelopes Procedure as prescribed in SPPRA Rules "Procedure of open Competitive Bidding" for selection of Firms.

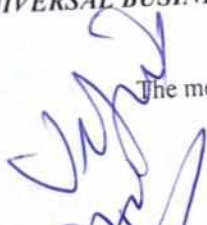
6. The Committee proceeded as per prescribed procedure of rule-46 sub rule (02) of SPPRA-2010 (Amended-2013), initially, only the envelopes marked as "Technical Proposals" were opened in presence of Bidders and the envelopes marked as "Financial Proposals" retained in the custody of Departmental Procurement Committee without being opened.

7. The Procurement Committee then examined the Technical Bids without reference to the Prices as per the Preliminary Requirements & Eligibility Criteria provided in the Bidding Documents, Check the Arithmetical errors and verify the Documents submitted by the Bidders on the basis of parameters specified in Standard Bidding Documents.

8. Accordingly, Firms above at Serial (b) & (c) i.e. M/s. GEMCO & M/s. UNIVERSAL BUSINESS EQUIPMENTS (PVT) LTD who are substantially responsive bids & have also qualified Technical's Evaluation Criteria by obtained 90-Points & 91-Points respectively, while the Firm at Serial (a) i.e. M/s. DWP TECHNOLOGIES (PVT) LTD has dis-qualified from Tender process as the non-responsive bid who obtained 67-Points in Technical's Evaluation Criteria, (Preliminary Screening Criteria & Evaluation Criteria of the Bids attached with minutes at Annexure-I & II), since the minimum score required as specified in Tender's Standard Bidding Documents to pass in Technical Proposal were 70-Points out of 100-Points.

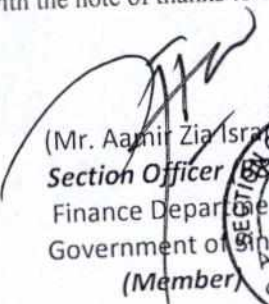
9. Hence, Departmental Procurement Committee proposed to open the Financial Proposals of M/s. GEMCO & M/s. UNIVERSAL BUSINESS EQUIPMENTS (PVT) LTD.

10. The meeting ended with the note of thanks to and from the chair.

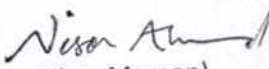

AAMIR ZIA ISRAN
Section Officer (B&A)
Finance Department
Government of Sindh

(Mr. Mozzam Ali Marri)
Deputy Secretary (Dev-I)
Finance Department
Government of Sindh

(MOAZZAM ALI MARRI)
Deputy Secretary Dev-II
Finance Department
Government of Sindh

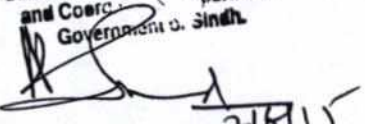

(Mr. Aamir Zia Isran)
Section Officer (B&A)
Finance Department
Government of Sindh
(Member)




(Mr. Nisar Memon)
Section Officer (General)
SGA&C Department
Government of Sindh
(Member)



(Syed Shah Hussain Shah)
Deputy Secretary (Admn)
Works & Services Department
Government of Sindh
(Member)



(Mr. Nisar Ahmed Shaikh)
Additional Finance Secretary (Admn/SR)
Finance Department
Government of Sindh
Nisar Ahmed Shaikh
(Chairman)
Add: Finance Secretary (Admn/SR)
Finance Department
Government of Sindh

ANNEXURE-1:

PRELIMINARY REQUIREMENTS

Section	Description	Name of Bidders		
		M/s. DWP Technologies	M/s. GEMCO	M/s. Universal Business Equipments (Pvt) Ltd
1.	Are Both Envelopes Sealed? (Technical & Financial).	YES	YES	YES
2.	Are Envelopes properly typed as prescribed in clause 13.6 & 13.8 of Bidding Documents?	YES	YES	YES
3.	Is Tender Covering Letter typed properly on Bidder Letter Head with Authorized Signatures & Official Seal as prescribed at Annexure-A , in Bidding Documents?	YES	YES	YES
4.	Is Technical Proposal Form at Annexure-B in Bidding Documents typed properly on Bidder Letter Head with Authorized Signatures & Official Seal?	YES	YES	YES
5.	Is Undertaking Form at Annexure-D in Bidding Documents typed properly on Bidder Letter Head with Authorized Signatures & Official Seal?	YES	YES	YES
6.	Is Affidavit at Annexure-H in Bidding Documents is properly typed on stamp paper valuing of Rs. 100/-with proper required discipline?	YES	YES	YES
7.	Is Bid Requirement Form at Annexure-I in Bidding Documents properly Filled with Authorized Signatures & Seal?	<u>NO</u>	YES	YES
8.	Is Manufacturer's Authorization Form at Annexure-E typed properly on Manufacturer's Letter Head with Authorized Signature & Seal?	YES	YES	YES
9.	Is Valid General Sales Tax Certificate copy provided by the Bidder?	YES	YES	YES

10
AMIR ZIA ISRAAN
 Section Officer (Finance)
 Finance Department
 Government of Sindh

SECTION OFFICER (Finance)
AMIR ZIA ISRAAN
 Finance Department
 Government of Sindh

Wissar Ahmed Shaikh
 Addl. Finance Secretary (Admin/IS)
 Finance Department
 Government of Sindh

AMAL KHARRI
 Deputy Secretary (Admin)
 Finance Department
 Government of Sindh

SECTION OFFICER GENERAL
 Services, General Administration
 and Coordination Department
 Government of Sindh

Deputy Secretary (Admin)
 Finance Department
 Government of Sindh

EVALUATION CRITERIA OF THE BIDS REGARDING THE PROCUREMENT FOR HEAVY DUTY MULTIFUNCTIONAL PHOTOCOPIER MACHINES:

Section	Requirements	Sub-Points	Total Points	M/s. DWP Technologies (Pvt) Ltd	Points Obtained	M/s. GEMCO	Points Obtained	M/s. Universal Business (Pvt) Ltd	Points Obtained
1.	Firm Name, its status, address, telephone number(s), Fax number(s), e-mail address & Valid Copy of N.I.C of Firm's Authorized Representative. Submit the Valid Copy of Incorporation or Registration Certificate. Submit the Valid Copy of Income Tax Return & Sales Tax Return for the last 04-Years. Submit the Valid Copy of Firm's National Tax Number Certificate. Submit the Valid Copy of Firm's General Sales Tax Number Certificate. Submit the Valid Copy of Chamber of commerce or its allied body. The Brand submitted along with its Principal Manufacturer should have a comprehensive Presence in Pakistan with Offices and After Sales support. Details of Offices & Contact details are required.	0.5-Point Each	(01-Point)	Provided	01-Point	Provided	01-Point	Provided	01-Point
		-	(01-Point)	Provided	01-Point	Provided	01-Point	Provided	01-Point
		2-Points Each	(04-Points)	Only Income Tax Acknowledgement Submitted	02-Points	Provided	04-Points	Provided	04-Points
		-	(01-Point)	Provided	01-Point	Provided	01-Point	Provided	01-Point
		-	(01-Point)	Provided	01-Point	Provided	01-Point	Provided	01-Point
		-	(01-Point)	Provided	01-Point	Provided	01-Point	Provided	01-Point
		-	(01-Point)	Provided	01-Point	Provided	01-Point	Provided	01-Point
		-	(01-Point)	Provided	01-Point	Provided	01-Point	Provided	01-Point
		-	(01-Point)	Provided	01-Point	Provided	01-Point	Provided	01-Point
		Gross Total:	10-Points	Total:	08-Points	Total:	10-Points	Total:	10-Points
FINANCIAL SOUNDNESS:									
	Valid Financial Soundness Certificate to be submitted from concerned Bank. (In Original)	01-Point for Each Year	(03-Points)	Photocopy Provided	NIL	Provided	03-Points	Provided	03-Points
	Submit the Bank Statement for at least 48-months. (04-Years).	01-Point for Each Year	(04-Points)	Only Two Years Bank Statement Provided i.e. Year 2012 & Year 2015.	02-Points	Provided	04-Points	Provided	04-Points
	Submit the last 36-months Annual Turn-over, (04-Years).	01-Point for Each Year	(03-Points)		03-Points	Provided	03-Points	Provided	03-Points

AMIR ZIA ISRAAN
 Section Officer (B&A)
 Finance Department
 Government of Sindh

SECTION OFFICER (B&A)
 AMIR ZIA ISRAAN
 Finance Department
 Government of Sindh

Section Officer (B&A)
 Add: Finance Secretary (Accounts)
 Finance Department
 Government of Sindh

DEPUTY SECRETARY (Accounts)
 AMIR ZIA ISRAAN
 Finance Department
 Government of Sindh

SECTION OFFICER GENERAL
 Services, General Administration
 and Coordination of Sindh
 Government of Sindh

Deputy Secretary (Accounts)
 Government of Sindh

Cost in a year (Audit Report or any other valid Documentary Evidence should be provided).

Gross Total:

10-Points

Total:

05-Points

Total:

10-Points

Total:

10-Points

KEY PROFESSIONALS:

The Bidder Should submit the List of Key Professionals including Senior Executives, Managers, Supervisors and other Staff along with the 06-CV's of Senior Executives, 06-CV's of Managers, 06-CV's of Supervisors & 12-CV's of Junior Staff in relating to the same field.

3.

03-Points Each for Senior Staff category & 06-Points for Junior Staff

(15-Points)

Complete CV's not Provided

12-Points

Complete CV's Not Provided

10-Points

Complete CV's Not Provided

06-Points

Gross Total:

15-Points

Total:

12-Points

Total:

10-Points

Total:

06-Points

WORKING EXPERIENCE:

Only Firms having minimum 05-Years supplies experience of Heavy Duty Photocopier Machines may apply. Valid Documentary evidence should be submitted in shape of copies of Purchase orders/agreements. (Minimum 10-proofs required for the last 05-Years Work Experience in relating to the same field).

4.

01-Point for 02-Proofs

(05-Points)

Only Two Years Proofs Provided

02-Points

Only Four Years Proofs Provided

04-Points

Provided Five Years Proofs

05-Point

Submitted Catalogue evidence of Office Premises / workshop & products which is selling by the Firm.

01-Point

(01-Point)

Provided

01-Point

Provided

01-Point

Provided

01-Point

Submitted List of similar nature Projects In-Hand currently during the last 04-months (Atleast 04-Proofs required in shape of Copies of Purchase orders/work orders/agreements).

01-Point for Each Proof

(04-Points)

Provided

04-Points

Provided

04-Points

Provided

04-Points

Gross Total:

10-Points

Total:

07-Points

Total:

09-Points

Total:

10-Points

AUTHORIZATION CERTIFICATES:

10-Valid Customer Satisfaction/ Feedback Certificates from the Clients/ Customers with Client Proper Signatures & Official Seal on it. Only Authorized vendors/distributors may allow to participate.

02-Points for Each Certificate

(20-Points)

Not Provided

NIL

Only Eight Valid Certificates Provided

16-Points

10 Valid Certificates Provided

20-Points

Secretary, Government of Sindh, Finance Department



Adil Ahmed Shaikh, Addl. Finance Secretary, Finance Department, Government of Sindh

MAZZAM ALI MARRI, Deputy Secretary, Finance Department, Government of Sindh

SECTION OFFICER GENERAL SERVICES, Government of Sindh

5. authorization letter in the name of Vendor required from Principal Manufacturer at the time of submission of Bid. (Certificate required in color photocopy).

Gross Total:

45-Points

Total:

25-Points

Total:

41-Points

Total:

45-Points

QUALITY ASSURANCE & WARRANTY:

Warranty Backed up by Authorized Distributor having existence in Pakistan will be required along with a Certificate of One Year Parts Replacement Warranty with authorized Signatures & Seal on official Letter Head.

(05-Points)

Provided

05-Points

Provided

05-Points

Provided

05-Points

6. Certificate required from Authorized Distributor on Official Letter Head with Authorized Signatures & Seal that subject to usage of their product the necessary Maintenance Service would be Authorized Distributor's responsibility.

(05-Points)

Provided

05-Points

Provided

05-Points

Provided

05-Points

Gross Total:

10-Points

Total:

10-Points

Total:

10-Points

Total:

10-Points

Grand Total:

100-Points

Total Points obtained

67-Points

Total Points obtained

90-Points

Total Points obtained

91-Points

(Mr. Aamir Zia Isran) B&A
Section Officer (B&A)
Finance Department
Government of Sindh

(Mr. Moazzam Ali Marri)
Deputy Secretary (Deputy)
Finance Department
Government of Sindh

(Syed Shah Hussain Shah)
Deputy Secretary (Admin)
Works & Services Department
Government of Sindh

(Mr. Nisar Ahmed Memon)
Section Officer (General)
SGA&C Department
Services, General Administration
and Coordination Department
Government of Sindh

(Mr. Nisar Ahmed Shaikh)
Additional Finance Secretary (Admin/SR)
Finance Department
Government of Sindh

AAMIR ZIA ISRAN
Section Officer (B&A)
Finance Department
Government of Sindh

(Mr. Nisar Ahmed Shaikh)
Additional Finance Secretary (Admin/SR)
Finance Department
Government of Sindh



NO.F.D (CTC-I) 04(04)/2014-2015

GOVERNMENT OF SINDH
FINANCE DEPARTMENT

Karachi dated the 09th June, 2015

Subject: MINUTES OF THE MEETING FOR OPENING OF FINANCIAL PROPOSAL HELD ON 09th JUNE-2015 REGARDING THE PROCUREMENT FOR TWO HEAVY DUTY MULTI-FUNCTIONAL PHOTO COPIER MACHINES FOR THE OFFICES OF FINANCE DEPARTMENT GOVERNMENT OF SINDH.

Meeting of the Departmental Procurement Committee was held on 09th June, 2015 at 01:00 pm in the Office of Additional Finance Secretary (Admn/Sr)/ Chairman at 06th Floor in order to undertake the Financial Appraisals of M/s. Universal Business Equipments (Pvt) Ltd & M/s. GEMCO who were qualified in Technical Proposal, against the Finance Department's Tender Notice regarding the Procurement for Two Heavy Duty Multifunctional Photocopier Machines for Finance Department, Government of Sindh.

The following Members of Procurement Committee were present at the time of opening of Financial Bids:

1. Additional Finance Secretary (Admn/Sr)
Finance Department, Government of Sindh. **Chairman**
2. Deputy Secretary (Dev-II),
Finance Department, Government of Sindh. **Member**
3. Deputy Secretary (Admn),
Works & Services Department, Government of Sindh. **Member**
4. Section Officer (General),
Services, General, Administration & Co-ordination Department,
Government of Sindh. **Member**
5. Section Officer (B&A),
Finance Department, Government of Sindh. **Member**

AAMIR ZIA ISRAN
Section Officer (B&A)
Finance Department
Government of Sindh

2. The Bids were opened at 02:00 pm in presence of the above mentioned firm's participants and the rates quoted by the Bidders was read aloud and encircled by the Chairman of the Procurement Committee. All the members of the Procurement Committee signed each & every page of Financial Proposals. The Bids does not contain any over-writing or cutting. Following is the comparative statement of the Bids announced.

Sr. No	Name of Bidder	Offered Prices inclusive of Taxes	Amount of Bid Security @ 5% of the Total Bid Price	Pay Order No & Date	Remarks
1.	M/s. Universal Business Equipments (Pvt) Ltd	Rs. 1,075,184/-	Rs. 59,250/-	HBL P.O # 12693969 Dated 30-05-2015	01 st Lowest
2.	M/s. GEMCO	Rs. 1,539,954/-	Submitted Bank Guarantee instead of Pay Order of Rs. 80,000/- in Financial Proposal	L/G No. 71010031000166	02 nd Lowest

Section Officer (General)
Services, General Administration & Co-ordination Department
Government of Sindh



(MOAZZAM ALI MARRI)
Deputy Secretary Dev-II
Finance Department
Government of Sindh

Nisar Ahmed Shaikh
Add: Finance Secretary (Admn/Sr)
Finance Department
Government of Sindh

3. The above comparative statement illustrated that M/s. Universal Business Equipments (Pvt) Ltd found to be 01st lowest while M/s. GEMCO have the 02nd lowest in prices. Moreover, M/s. GEMCO has submitted the Bank Guarantee of Rs. 80,000/- as a Earnest Money instead of Pay order as required in Sealed Financial Proposal.

4. Further, the Break-up cost quoted by both Bidders is enclosed herewith Financial Minutes at Annexure-A.

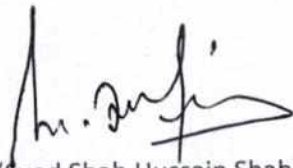
5. Accordingly, the Procurement Committee proposed that the contract for supply of 02-Heavy Duty Multi-Functional Photocopier Machines should be placed with M/s. Universal Business Equipments (Pvt) Ltd being the lowest bidder with the Total bid amount of PKR. 1,075,184/- (Rupees: One Million Seventy Five Thousand One Hundred & Eighty Four) only inclusive of all taxes.



6. The meeting ended with the vote of thanks to and from the chair.


(Mozzam Ali Marri)
Deputy Secretary (Dev-II)
Finance Department
Government of Sindh
(Member)
(MOAZZAM ALI MARRI)
Deputy Secretary Dev-II
Finance Department
Government of Sindh


(Aamir Zia Isran)
Section Officer (B&A)
Finance Department
Government of Sindh
(Member)

Nisar Memon
(Nisar Memon)
Section Officer (General)
SGA&C Department
Government of Sindh
(Member)


(Syed Shah Hussain Shah)
Deputy Secretary (Admn)
Works & Services Department
Government of Sindh
(Member)


(Nisar Ahmed Shaikh)
Additional Finance Secretary (Admn/SR)
Finance Department
Government of Sindh
(Chairman)


AAMIR ZIA ISRAN
Section Officer (B&A)
Finance Department
Government of Sindh



COMPARATIVE STATEMENT OF THE BIDS


Sr. No	Requirements	Specifications of Heavy Duty Digital Multifunction Photocopier Machine	Quantity	M/s. Universal Business Equipments (Pvt) Ltd (Inclusive Taxes)		M/s. GEMCO (Inclusive Taxes)	
				Unit Price	Amount	Unit Price	Amount
1.	<p>COPIER Type, Copy Speed, Resolution, Gradation, Multiple Copies, Magnifications, Max. Original Size, Copy Size, Warm up, Time, Time to First Copy, Duplex Automatic Documents Feeder (ADF), Hard Disk, Standard Paper Unit, Standard Paper Output, Exposure Modes, Digital Copy Features.</p> <p>PRINTER Printer Type, Print Speed, Max. Print size Resolution, Connectivity, Direct Print Format.</p> <p>SCANNER Scanner Type, Scanner Technology, Scanning Speed, Reduce / Enlarge Connectivity, Resolution, File Format, Scan Preview, Standard Input.</p> <p>FAX Type, Transmission Speed, Max. Fax Size, Fax Redirect.</p> <p>CONSUMABLE Drum Life Toner Life</p>	<p>Console, Digital Laser, 55-Copies per minute, 600 x 600 dpi, 1200 x 1200 dpi, 2400 image quality, 256 Gradations, 1-999 25% to 400% 01 Step Increment, A3 Size, A6 to A3, Less Than 80-Seconds, 5.6 Seconds, Built-in, 75-PAGES Re-Circulating Duplex ADF, 80-GB Standard, 500 Sheets x 02 Universal Paper Cassette; 1,000 Sheets x 02 dual inputs Paper Feeder; 100 Sheets multi-purpose Tray (Total 3,100 sheets), 500 Sheets, Photo, Text, Text/Photo, Printed Image, Date/Time, Stamp, Message, Overlay, Auto Duplexing, Advance Imaging, Scan edge to edge, Margin Shift, Page Boarder, Separator Sheets, Custom Job Built, Job Cancel, Job Interrupt, Collation, Digital Monochrome, 55 PPM, A3 Size 600 x 600 dpi, 1200 x 1200 dpi, 2400 image quality, USB, Parallel and Ethernet, JPEG, TIFF, GIF, BMP, PNG, PCX, DCX, PDF, HTML, Color/ Mono Flatbed Scanner with ADF, Charge coupled Device (CCD), 55 SPM, 25 % to 400 % Ethernet, Up to 600 dpi, TIFF, JPEG, PDF, Must be Available, 75-Sheets, Flat Bed Super G3, High Speed 33.6 Kbps, A3 Size, To another Fax, E-mail, FTP, 500,000 Copies, 40,000 Copies.</p>	02 Units	537,592/-	1,075,184/- <u>(01st Lowest)</u>	769,977/-	1,539,954/- <u>(02nd Lowest)</u>


 (Aamir Zia Isran)
 Section Officer (B&A)
 Finance Department
 Government of Sindh




 Deputy Secretary (DEV-11)
 Finance Department
 Government of Sindh


 (Nisar Ahmed Shaikh)
 Additional Finance Secretary (Admin/SR)
 Finance Department
 Government of Sindh


 Deputy Secretary (Admin)
 Finance Department,
 Government of Sindh.


 (Nisar Ahmed Memon)
 Section Officer (General)
 SG&CC Department
 Finance Department
 Government of Sindh


 (Chairman)
 Finance Department
 Government of Sindh



NO.F.D (CTC-I)/04(04)/2014-2015

GOVERNMENT OF SINDH
FINANCE DEPARTMENT

Karachi dated the 12th June, 2015

To,

The Director Enf-II
S.P.P.R.A,
Govt. of Sindh,
Karachi.

Subject: BID EVALUATION REPORT REGARDING THE PROCUREMENT FOR HEAVY DUTY
MULTIFUNCTIONAL PHOTOCOPIER MACHINES

I am directed to enclose an Original Bid Evaluation Report; Original Technical & Financial Minutes regarding the Procurement for Two (02) Heavy Duty Multi Functional Photocopier Machines for the office of Finance Department, Government of Sindh.

It is therefore, requested to post the same report on S.P.P.R.A Website to implement the Rule-45 of SPPRA-2010 (Amended-2013).



AAMIR ZIA ISRAN
Section Officer (B&A)
Finance Department
Government of Sindh

(Handwritten signature)
(AAMIR ZIA ISRAN)
SECTION OFFICER (B&A)



GOVERNMENT OF SINDH
FINANCE DEPARTMENT

Bid Evaluation Report

1. Name of Procuring Agency: Finance Department, Government of Sindh.

2. Tender Reference No: No. FD (CTC-I) 04(04) / 2014-2015.

3. Tender Name: Procurement for Heavy Duty Multifunctional Photocopier Machines.

4. Method of Procurement: Single Stage Two Envelopes Procedure.

5. Tender Published: Daily The News International English Dated 13-05-15; Daily Jung Urdu Dated 13-05-15; Daily Sobh Sindhi Dated 13-05-15 vide INF/KRY No. 1858/2015 and SPPRA Serial No.24129

6. Total Bid documents Sold: (04) Four Nos.

7. Total Bids Received: (03) Three Nos.

8. Technical Bid Opening date: 01st June, 2015 at 01:00 Pm.

9. No. of Bids Technically qualified: (02) Two Firms.

10. Bid(s) Rejected: (01) One.

11. Financial Bid Opening date: 09th June, 2015 at 02:00 pm.

AAMIR ZIA ISRAN
Section Officer (B&A)
Finance Department
Government of Sindh

Deputy Secretary (Admn),
Works & Services Department,
Government of Sindh.

Nisar Ahmed
(Section Officer General)
Services General Administration
& Coordination Department
Government of Sindh

Nisar Ahmed Shaikh
Add: Finance Secretary (Admn/SR)
Finance Department
Government of Sindh



(MOAZZAM ALI MARRI)
Deputy Secretary Dev-II
Finance Department
Government of Sindh

12. Bid Evaluation Report:

No	Name of Bidder	Cost offered by the Bidder	Ranking in terms of cost	Comparison with Estimated cost	Pay Order No & Amount	Reasons for acceptance/rejection
0	1	2	3	4	5	6
1.	M/s. Universal Business Equipments (Pvt) Ltd	Rs. 1,075,184/-	01 st Lowest	Lowest than Estimated Cost	P.O # HBL 12693969 dated 30-05-15 Rs. 59,250/-	First Lowest in Price
2.	M/s. GEMCO	Rs. 1,539,954/-	02 nd Lowest	More than Estimated Cost	Submitted Bank Guarantee instead of Pay order of Rs. 80,000/- vide L/G No. 71010031000166	Second Lowest in Price

(MR. AAMIR ZIA ISRAN)

Section Officer
Finance Department
Government of Sindh

(MEMBER)
AAMIR ZIA ISRAN
Finance Department
GOVERNMENT OF SINDH



(MR. MOZZAM ALI MARRI)
Deputy Secretary (Dev-II)
Finance Department
Government of Sindh

(MEMBER)
(MOAZZAM ALI MARRI)
Deputy Secretary Dev-II
Finance Department
Government of Sindh

Nisar Ahmed
(MR. NISAR AHMED MEMON)
Section Officer (General)
(Section Officer General)
S&C Department
& Coordination Department
Government of Sindh
(MEMBER)

(SYED SHAH HUSSAIN SHAH)
Deputy Secretary (Admn)

Works & Services Department
Deputy Secretary (Admn)
Government of Sindh
(MEMBER)



(MR. NISAR AHMED SHAIKH)
Additional Finance Secretary
Finance Department
Government of Sindh

(CHAIRMAN)
Nisar Ahmed Shaikh
Add: Finance Secretary (Admn/SR)
Finance Department
Government of Sindh



AAMIR ZIA ISRAN
Section Officer (B&A)
Finance Department
Government of Sindh

The News International

The News International, Wednesday, May 13, 2015

Wednesday, May 13, 2015

GOVERNMENT OF SINDH FINANCE DEPARTMENT

TENDER NOTICE

Finance Department, Government of Sindh invites sealed bids from only Authorized Vendors / Distributors who should have a comprehensive presence in Pakistan and also registered with GST & Income Department, regarding the procurement of Brand New Heavy Duty Digital Multifunction Photocopier Machines with One year parts replacement warranty and one year free maintenance warranty under the Tender Inquiry No. FD(CTC-I)04(04)/2014-2015. The detail is as under:-

Sr. #	Description	Quantity Required
1.	Heavy Duty Digital Multi-Function Photocopier Machines (55-copies per minute).	02 Units

A complete detail in respect of above copiers has been given in Bidding Documents which could be purchased by any interested authorized bidder at the address given below, or also downloaded from the SPPRA as well as Finance Department Official website i.e.

SPPRA's Website Address: <http://www.pprasindh.gov.pk/>
Finance Department's website Address: <http://www.fdsindh.gov.pk/>

and should submit Bids on the Bidding Documents along with a non-refundable fee of Rs. 2,000/- cash (amount and manner of payment of tender fee) by mail or by hand at the address given below up to Dated 1st June, 2015 on Monday by 12:00 Noon. The Technical bids will be opened on the same day at 1:00 p.m. in the office of Additional Finance Secretary (Admn/Sr).

Finance Department would adopt Single Stage - Two Envelopes Procedure for selection of firm. The bidder should submit two separate sealed envelopes. One envelope should contain the Technical Proposal which includes the GST/NTN Certificates and other Documentary Evidence while the other envelope should contain the Financial Proposal, which includes the Pay Order/Earnest Money & cost offered by the Bidder as described in the Standard Bidding Documents. Both indicating the Tender Inquiry No. FD (CTC-I) 04(04) 2014-2015. The envelopes should be clearly marked as "Technical Proposal" and "Financial Proposal."

Interested eligible bidders may obtain further information on the bid and inspect documents at the office of Section Officer (B&A)/CTC-I, Finance Department, Government of Sindh, Karachi, during the office hours from 9:00 a.m. to 5:00 p.m. excluding public holidays or as announced by Government.

All applicants from shall be required to deposit a Bid's Earnest Money in shape of pay order equivalent to 5% of total value of the Contract, in favor of the Section Officer (B&A), Finance Department, Govt. of Sindh, along with their sealed Financial Bid. Finance Department reserves the right in accordance of Sindh Public Procurement Regulatory Authority Rule-25 to cancel the bidding process at any time prior to the acceptance of a bid or proposal.

Sd/-
Section Officer (B&A)

Address: Room No. 171, Care Taker Cell-I, Ground Floor, Finance Department, Government of Sindh, Building No. 06, Sindh Secretariat A.K. Lodhi Block, Kamal Attaturk Road, Karachi.

INF/KRY-1858/15

Fight Terrorism to build nation, Say no to terrorism.

Handwritten signature
AAMIR ZIA ISRAN
Section Officer (B&A)
Finance Department
Government of Sindh

روزنامہ
 SS-025
 3367111
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 بانی..... میر ظلیل الرحمن
 14 دسمبر
 79 جلد
 بدھ 23 رجب المرجب 1436ھ 13 مئی 2015ء نمبر 132

WEDNESDAY MAY 13, 2015.

حکومت سندھ
 فنانس ڈیپارٹمنٹ



کراچی مورخہ 12 مئی 2015 فون: 021-99222113

سینئر نوٹس

فنانس ڈیپارٹمنٹ، حکومت سندھ کوٹینڈر انکوائری نمبر 2015-2014/04(04)FD(CTC-I) کے تحت برائے نیو بیوی ڈیجیٹل ملٹی ٹیکسٹ فونو کا بیگز مشینز ایک سالہ پارس کی تجدیلی وارنٹی اور ایک سالہ منٹ مشینز وارنٹی کی پروکوریٹ کے ضمن میں صرف مجاز فروخت کنندگان / ڈسٹری بیوٹرز سے جو پاکستان میں ایک جامع موجودگی رکھتے ہیں اور ٹیکس GST اور گولڈس کے پاس بھی رجسٹرڈ ہوں سربراہر پیشکشیں مطلوب ہیں۔ تفصیلات درج ذیل ہیں:

نمبر شمار	تفصیل	مطلوبہ تعداد
1-	بیوی ڈیوٹی ڈیجیٹل ملٹی ٹیکسٹ فونو کا بیگز مشینز (55 کا بیس فی منٹ)	02 پوز

مندرجہ بالا کا بیگز کے ضمن میں ملے تفصیلات بڈنگ دستاویزات میں دے دی گئی ہیں جنہیں کوئی بھی دلچسپی رکھنے والا یا اختیار پیشکش دہندہ درج ذیل پتے سے خرید یا SPPRA ویب سائٹ کے علاوہ فنانس ڈیپارٹمنٹ کی آفیشل ویب سائٹ سے ڈاؤن لوڈ بھی کر سکتا ہے:

SPPRA کا ویب سائٹ ایڈریس <http://www.pprasinindh.gov.pk/>

فنانس ڈیپارٹمنٹ کا ویب سائٹ ایڈریس <http://www.fdsindh.gov.pk/>

اسے چاہئے کہ پیشکش بڈنگ دستاویزات پر مبلغ 2000 روپے کی ناقابل واپسی نقد فیس (سینئر فیس کی رقم اور اگلی ادائیگی کا طریقہ) کے ہمراہ بذریعہ ڈاک یا دستی طور پر درج ذیل پتے پر پتہ پتہ 12 جون 2015 دوپہر 12 بجے تک پہنچا دے۔ ٹیکسٹ فون بڈنگ ڈاؤن لوڈ 1 مئی 2015 کو سیکرٹری (ایڈمن/سر) میں رکھ لی جائیگی۔

فنانس ڈیپارٹمنٹ فرم کے انتخاب کیلئے واحد مرحلہ۔ دو الفاظ طریق کاری تھیل کرے گا۔ پیشکش دہندہ کو چاہئے کہ وہ دوسرے بھرتہ جداگانہ لفافے جمع کرے۔ ایک لفافے میں ٹیکسٹ فون پروپوزل ہو جس میں GST/NTN سرٹیفیکیشن اور دیگر دستاویزی ثبوت شامل ہوں جبکہ دوسرے لفافے میں فنانس پروپوزل ہونی چاہئے جس میں پے آرڈر ذریعہ تھیل اور پیشکش دہندہ کے پیش کردہ نرخ شامل ہوں جیسا کہ اسٹیٹرز بڈنگ دستاویزات میں بیان کیا گیا ہے۔ دونوں لفافوں پر ٹیکسٹ فون انکوائری نمبر 2015-2014/04(04)FD(CTC-I) درج کیا جائے۔ دونوں لفافوں پر واضح الفاظ میں "ٹیکسٹ فون پروپوزل" اور "فنانس پروپوزل" درج ہونا چاہئے۔

دلچسپی کے حامل اہل پیشکش دہندگان پیشکش کے متعلق مزید معلومات اور بڈنگ دستاویزات کا معائنہ دفتر سیکشن آفیسر (B&A)/CTC-I، فنانس ڈیپارٹمنٹ، گورنمنٹ آف سندھ، کراچی میں دوران دفتر اوقات صبح 09 بجے تا شام 05 بجے اسوائے عام تعطیلات یا حکومت کی اعلان کردہ تعطیل کر سکتے ہیں۔ تمام درخواست گزار فرمز کو پیشکش کا ذریعہ تھیل پے آرڈر جو پیشکش کی کل مالیت کے 5% کے مساوی ہو سکتا ہے سیکشن آفیسر (B&A)، فنانس ڈیپارٹمنٹ، گورنمنٹ آف سندھ، اپنی سربراہر فنانس بڈنگ کے ہمراہ جمع کرانا ہوگا۔

فنانس ڈیپارٹمنٹ سندھ پبلک پروکوریٹ ریگولیٹری اتھارٹی رولز 25 کی رو سے یہ حق محفوظ رکھتا ہے کہ کسی پیشکش یا پروپوزل کی قبولیت سے پہلے کسی بھی وقت بڈنگ پروسیس منسوخ کر دے۔

INF-KRY-1858/15 دستخط..... سیکشن آفیسر (B&A)

پتہ: کمر نمبر 171، کیئر ٹیکسٹل - 1، اگراؤنڈ فلور، فنانس ڈیپارٹمنٹ، حکومت سندھ، بلڈنگ نمبر 06، سندھ سیکرٹریٹ، اس کے لوڈی بلاک، کمال اتاترک روڈ، کراچی

Handwritten signature and stamp of the Section Officer (B&A) Finance Department, Government of Sindh.

ABC Certified

سورهيه مريم سوپ کي تر ذل جا وهر وسار - پيائي

روزاني سنڌ جي عوام جو حقيقي آواز

سوپ

Daily SOBH Karachi

ايڊيٽر: ظهير ميراڻي

ڪراچي

021-35156121-6, 022-2650655-7

جلد 11 | اربع 13 مئي 2015 | بمطابق 23 رجب المرجب 1436 | قيمت 10 روپيا | شمارو 12

حڪومت سنڌ
فنانس ڊپارٽمينٽ



Karachi, Dated: - 12.05.2015

ٽينڊر نوٽيس

فنانس ڊپارٽمينٽ حڪومت سنڌ صرف آٽورائيزڊ وينڊرس/ڊسٽريبيوٽرز جن کي پاڪستان ۾ جامع موجودگي هجي ۽ جي ايس تي ۽ انڪر ٽيڪس ڊپارٽمينٽ سان گڏ برينڊ نيو هيوي ڊيوٽي ڊجيٽل ملٽي فنڪشن فوٽوڪاپيئر مشينز جي هڪ سال اسپيڪٽر پارٽس ريليسمينٽ وارن تي ۽ هڪ سال فري ميئنٽنس وارن تي هجي تن کان ٽينڊر انڪوائري نمبر FD (CTC-I)04(04)/2014-15 تحت مهربند واک ڪهراڻي تي تفصيل هيٺ ڏجن ٿا.

نمبر	تفصيل	گهريل تعداد
1	هيوي ڊيوٽي ڊجيٽل ملٽي فنڪشن فوٽوڪاپيئر مشينز (55- ڪاپيز في منٽ)	02- يوتس

مئي ڏنل جا مڪمل تفصيل واک دستاويزن ۾ ڏنل آهن جيڪي دلچسپي رکندڙ آٽورائيزڊ واک ڏيندڙ هيٺ ڏنل پتي تان خريد ڪري سگهن ٿا يا ايس پي ايس آر جي ويب سائيٽ سان گڏ فنانس ڊپارٽمينٽ جي آفيشل ويب سائيٽ تان ڏانهن لوڊ ڪري سگهن ٿا. ايس پي ايس آر جي ويب سائيٽ <http://www.pprasindh.gov.pk/> فنانس ڊپارٽمينٽ جي ويب سائيٽ <http://www.fdsindh.gov.pk/> ۽ واک دستاويزن تي واک هڪ ناقابل واپسي في مبلغ 2000 (ٽينڊر في جي رقم ۽ انداز) ميل ذريعي يا هٿون هٿ هيٺ ڏنل پتي تي تاريخ 01 جون 2015 سومر تي منجهند 12 وڳي تائين جمع ڪرائڻ گهرجن. ٽيڪنيڪل واک ساڳي ڏينهن تي 01 وڳي ايڊيشنل فنانس سيڪريٽري (ايڊمن/ايس آر) جي آفيس ۾ جمع ڪرائڻ گهرجن. فنانس ڊپارٽمينٽ پاران فرمن جي چونڊ جي لاءِ سنڪل اسٽيج - ٽو انولپ پروسيجر اختيار ڪيو ويندو. سڀني خواهشمند فرمن کي درخواست ٿي ڪجي ته اهي پنهنجون مهربند آڇون پن الڳ الڳ لفافن ۾ جمع ڪرائڻ هڪ لفافي ۾ ٽيڪنيڪل آڇون جنهن سان گڏ جي ايس پي ايس تي/اين تي اين سرٽيفڪيٽس ۽ ٻيو دستاويزي ثبوت شامل هجي ۽ ٻئي لفافي ۾ فنانشل آڇون جنهن سان گڏ واک دستاويزن ۾ ڏنل واک ڏيندڙ پاران اڇيل رقم، پي آرڊر/سوٽي رقم شامل هئڻ گهرجي. پنهنجي ٽي ٽينڊر انڪوائري نمبر FD(CTC-I)04(04)/2014-2015 لکيل هجي. لفافن تي ٽيڪنيڪل پرپوزل ۽ فنانشل پرپوزل واضح طور لکيل هجي.

خواهشمند فرمن وڌيڪ معلومات ۽ آڇ جي ڪاغذن جي چاچ پوڻال سيڪشن آفيسر (بي اينڊ اي) سي سي 1، فنانس ڊپارٽمينٽ حڪومت سنڌ، ڪراچي جي آفيس وٽان آفيس وقت دوران صبح 09 وڳي کان شام 05 وڳي تائين سواءِ عام موڪلن يا جڻين گورنمينٽ پاران اعلان ڪيو ويندو جي حاصل ڪري سگهن ٿا. سمورن درخواستگذار فرمن کي گهرجي ته اهي سيڪيورٽي ڊپازٽ پي آرڊر جي صورت ۾ جيڪا ڪل اڇيل رقم جي 5 سيڪڙو جي برابر سيڪشن آفيسر (بي اينڊ اي) فنانس ڊپارٽمينٽ حڪومت سنڌ جي حق ۾ پنهنجن مهربند فنانشل آڇن سان گڏ جمع ڪرائين. فنانس ڊپارٽمينٽ سنڌ پبلڪ پروڪيورمينٽ ريگيوليٽري اٿارٽي رول 25 جي تحت آڇن جي قبول ٿيڻ کان اڳ ڪا به هڪ يا سموريون آڇون رد ڪرڻ جو اختيار رکي ٿو.

ايڊريس: ڪمرنو نمبر 171، ڪيئر ٽيڪر سيل-1، گرائونڊ فلور فنانس ڊپارٽمينٽ، حڪومت سنڌ، بلڊنگ نمبر 6، سنڌ سيڪريٽريٽ اي ڪني لوڌي بلاڪ، شاهراه عطا ترڪ روڊ ڪراچي

سيڪشن آفيسر (بي اينڊ اي)

INF-KRY: NO. 1858/2015

(Handwritten Signature)

AAMIR ZIA ISRA
Section Officer (B&A)
Finance Department
Government of Sindh

PRELIMINARY REQUIREMENTS:

This form will be used by Procuring Agency for Preliminary Screening. Tenders which do not pass the Preliminary Screening requirements shall be eliminated from Tender Process. Bidders should be advised to provide all the below requirements in its Technical proposals of each section:

Technical Bid Opening Check List:

Section	Description	Name of Bidders		
		Firm-A	Firm-B	Firm-C
1.	Are Both Envelopes Sealed? (Technical & Financial)	Yes/No	Yes/No	Yes/No
2.	Are Envelopes properly typed as prescribed in clause 13.6 & 13.8?			
3.	Is Tender Covering Letter typed properly on Bidder Letter Head with Authorized Signatures & Official Seal as prescribed at <i>Annexure-A</i> .			
4.	Is Technical Proposal Form at <i>Annexure-B</i> typed properly on Bidder Letter Head with Authorized Signatures & Official Seal?			
5.	Is Undertaking Form at <i>Annexure-D</i> typed properly on Bidder Letter Head with Authorized Signatures & Official Seal?			
6.	Is Affidavit at <i>Annexure-H</i> is properly typed on stamp paper valuing of Rs. 100/- with proper required discipline?			
7.	Is Bid Requirement Form at <i>Annexure-I</i> properly Filled with Authorized Signatures & Seal?			
8.	Is Manufacturer's Authorization Form at <i>Annexure-E</i> typed properly on Manufacturer's Letter Head with Authorized Signatures & Seal?			
9.	Is Valid General Sales Tax Certificate copy provided by the Bidder?			
10.	Is Valid National Tax Number Certificate Copy provided by the Bidder?			

Note: Interested Bidders are advised to fulfill all the requirements as indicated above for passing out the preliminary Elimination Process.


AAMIR ZIA ISRAN
Section Officer (B&A)
Finance Department
Government of Sindh

EVALUATION CRITERIA & COMPARISON OF BIDS:

Bidders who have been qualified on the basis of the preliminary evaluation shall be eligible for a de-evaluation. The Goods will evaluate and compare the bid that have been determined to be substantial responsive. The evaluation will be performed assuming the contract will be awarded to the high evaluated bidder for the entire information system as per criteria mentioned in this bidding document.

The following weights will be used in the evaluation of Bids:-

Technical Evaluation Passing Marks: - 70-Points out of 100-Points

Section	Requirements	Sub-Points	Total Points
MARKET PRESENCE:			
1.	Firm Name, its status, address, telephone number(s), Fax number(s), e-mail address & Valid Copy of N.I.C of Firm's Authorized Representative.	0.5-Point Each	(01-Point)
	Submit the Valid Copy of Incorporation or Registration Certificate.	-	(01-Point)
	Submit the Valid Copy of Income Tax Return & Sales Tax Return for the Last 04-Years.	02-Points Each	(04-Points)
	Submit the Valid Copy of Firm's National Tax Number Certificate.	-	(01-Point)
	Submit the Valid Copy of Firm's General Sales Tax Number Certificate.	-	(01-Point)
	Submit the Valid Copy of Chamber of commerce or its allied body.	-	(01-Point)
	The Brand submitted along with its Principal Manufacturer should have a comprehensive Presence in Pakistan with Offices and After Sales support. Details of Offices & Contact details are required.	-	(01-Point)
	Gross Total:		
FINANCIAL SOUNDNESS:			
2.	Submit the Valid Financial Soundness Certificate from concerned Bank. (In Original)	-	(03-Points)
	Submit the Bank Statement for atleast 48-months. (04-Years).	01-Point for Each Year	(04-Points)
	Submit the Last 36-months (03-Years) Annual Turn-over, not less than the Bid Cost in a year (Audit Report or any other valid Documentary Evidence should be provided).	01-Point for Year	(03-Points)
	Gross Total:		
KEY PROFESSIONALS:			
3.	The Bidder Should submit the List of Key Professionals including Senior Executives, Managers, Supervisors and other Staff along with the <u>06-CV's of Senior Executives, 06-CV's of Managers, 06-CV's of Supervisors & 12-CV's of Junior Staff</u> in relating to the same field.	03-Points Each for Senior Staff category & 06-Points for Junior Staff	(15-Points)
Gross Total:			15-Points
WORKING EXPERIENCE:			
	Only Firms having minimum 05-Years supplies experience of Heavy Duty Photocopier Machines may apply. Valid Documentary evidence should be submitted in shape of copies of	01-Point for 02-Proofs	(05-Points)

AAMIR ZIA ISHRAN
Section Officer (B&A)
Finance Department
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4.*	Purchase orders/work orders/agreements. (Minimum 10-proofs required for the last 05-Years Work Experience in relating to the same field).		
	Submitted Catalogue evidence of Office Premises / workshop & products which is sold by the Firm.	-	(01-Point)
	Submitted List of similar nature Projects In-Hand currently. (Atleast 04-Proofs required in shape of Copies of Purchase orders/work orders/agreements).	01-Point for Each Proof	(04-Points)
	Gross Total:		10-Points
AUTHORIZATION CERTIFICATES:			
5.*	Submitted 10-Valid Customer Satisfaction/ Feedback Certificates from the Clients/ Customers with Client Proper Signatures & Official Seal on it.	02-Points for Each Certificate	(20-Points)
	Only Authorized vendors/distributors may allowed to participate and an authorization letter in the name of Vendor required from Principal Manufacturer at the time of submission of Bid. (Certificate required in color photocopy).	-	(25-Points)
	Gross Total:		45-Points
QUALITY ASSURANCE & WARRANTY:			
6.	Warranty Backed up by Authorized Distributor having existence in Pakistan will be required along with a Certificate of One Year Parts Replacement Warranty with authorized Signatures & Seal on official Letter Head.	-	(05-Points)
	Certificate required from Authorized Distributor on Official Letter Head with Authorized Signatures & Seal that subject to usage of their product the necessary Maintenance Service would be Authorized Distributor's responsibility.	-	(05-Points)
	Gross Total:		10-Points

Note: No refurbished/Recycled Photocopier Machines are acceptable and should not be quoted.

* In "Section (04) & In Section (05)" All Interested Bidders should secure minimum 60% i.e. 06-Points in Working Experience & 90% i.e. 41-Points in Authorization Certificates which will be mandatory for all respective Bidders for the Pre-Qualification. Each & Every interested firm/Bidder must get 70-Points out of 100-Points in Technical Proposal for qualifying as per above mentioned Criteria. Only the technically qualified bidder on the basis of above criteria shall be eligible for qualifying in Financial Bid.


AAMIR ZIA ISRAN
 Section Officer (B&A)
 Finance Department
 Government of Sindh



NO.F.D (CTC-I)/04(04)/2014-2015
GOVERNMENT OF SINDH
FINANCE DEPARTMENT

Karachi dated the 25th May, 2015

Ph:021-99222113

To,

The Director Information
(Advertisement),
Information Department,
Govt. of Sindh,
Karachi.

Subject: PUBLICATION OF ADDENDUM REGARDING THE ISSUANCE OF STANDARD
BIDDING DOCUMENTS FOR THE PROCUREMENT OF HEAVY DUTY
PHOTOCOPIER

I am directed to enclosed herewith seven copies of subject Addendum for publication in three leading daily newspapers English, Urdu & Sindhi i.e. Daily Dawn, Daily Express & Daily Kawish latest by 26th May, 2015.

It is, further requested that two copies of each newspapers having above advertisement may kindly be furnished to this department.

Encl. As above

AAMIR ZIA ISRAN
Section Officer (B&A)
Finance Department
Government of Sindh

(AAMIR ZIA ISRAN)
SECTION OFFICER (B&A)

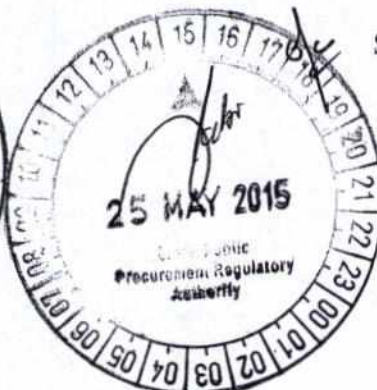
NO.F.D (CTC-I)/04(04)/2014-2015

Karachi dated the 25th May, 2015

A copy is forwarded for information and necessary action to:-

- The Director, S.P.P.R.A for uploading the same Addendum on the Authority's website.
- Mr. Aftab Ahmed Qazi, Director I.T, Computer Budget Cell-III (Res Wing), for posting the same Addendum on Finance Department's website.
- R.O to Finance Secretary, Finance Department, Government of Sindh, Karachi.
Office Copy.

SECTION OFFICER (B&A)





NO.F.D (CTC-I)/04(04)/2014-2015
GOVERNMENT OF SINDH
FINANCE DEPARTMENT

Karachi dated the 26th May, 2015,

Ph:021-99222113

ADDENDUM

Reference Tender Notice issued vides this Office of undersigned on 11th May-2015 vide Advertisement No: INF-KRY. NO. 1858/15 and also hoisted on SPPRA & Finance Department's Official websites vide SPPRA's Advertisement serial no. 24129. It is to bring to the Notice through this Addendum for all concerned interested Bidders that the Last date for issuance of Standard Bidding Documents is Sunday, 31st May, 2015, which could be obtained by any interested Bidder from the office of Finance Department, Government of Sindh at the Address given below on or before 07:00 p.m, and also downloaded from SPPRA & F.D Official websites, while the date of Tender opening will be remain same i.e. Monday, 01st June, 2015 at 01:00 p.m.

SPPRA's Website Address:

<http://www.pprasindh.gov.pk/>

Finance Department's website Address:

<http://www.fdsindh.gov.pk/>


AAMIR ZIA ISRAN
Section Officer (B&A)
Finance Department
Government of Sindh


(AAMIR ZIA ISRAN)
SECTION OFFICER (B&A)

Address: Room No. 171, Care Taker Cell-I, Ground Floor Finance Department,
Government of Sindh, Building No. 06, Sindh Secretariat A.K Lodhi Block,
Kamal Atta-Turk Road , Karachi

INTERNATIONAL

THE NEWS

Karachi Edition

INTERNATIONAL
THE NEWS

Wednesday


May 27, 2015

Karachi Edition

INTERNATIONAL
THE NEWS

Wednesday

May 27, 2015

 **GOVERNMENT OF SINDH
FINANCE DEPARTMENT**

A D D E N D U M

Reference Tender Notice issued vide this office of undersigned on 11th May-2015 vide Advertisement No. INF-KRY No. 1858/15 and also hoisted on SPPRA & Finance Department's Official Websites vide SPPRA's Advertisement Serial No. 24129. It is to bring to the notice through this Addendum for all concerned interested bidders that the last date for issuance of Standard Bidding Documents is Sunday, 31st May, 2015, which could be obtained by any interested bidder from the office of Finance Department, Government of Sindh at the Address given below on or before 7:00 p.m. and also downloaded from SPPRA & F.D official websites, while the date of tender opening will remain same i.e. Monday, 1st June, 2015 at 1:00 p.m.

SPPRA's Website Address: <http://www.pprasindh.gov.pk/>
Finance Department's website Address: <http://www.fdsindh.gov.pk/>

Sd/-
SECTION OFFICER (B&A)

Address: Room No. 171, Care Taker Cell-I, Ground Floor
Finance Department, Government of Sindh, Building No. 06, Sindh Secretariat, A.K. Lodhi Block, Kamal Atta-Turk Road, Karachi.
INF/KRY-2087/15

We are Pakistani and we are against terrorism


AAMIR ZIA ISRAN
Section Officer (B&A)
Finance Department
Government of Sindh

www.jang.com.pk
 پاکستان کے سب سے بڑے روزنامے کا ماہیہ
 باقاعدہ تصدیق شدہ اشاعت
 ABC CERTIFIED
 THE DAILY JANG KARACHI
 روزنامہ جنگ
 بانی میر ظلیل الرحمن
 8 شعبان المعظم 1436ھ 27 مئی 2015ء نمبر 146
 چھ لکھ 79 ہزار
 WEDNESDAY MAY 27, 2015

(No:F.D(CTC-I)04(04)/2014-2015
 حکومت سندھ.....محکمہ فنانس
 فون: 021-99222113
 کراچی، مورخہ 26 مئی 2015

اضافہ

بحوالہ ٹینڈر نوٹس جو برطانیق اشتہار نمبر 11.INF/KRY-NO.1858/15 مئی 2015 کو زیر دستخطی کے دفتر ہذا کے مطابق جاری ہوا تھا اور SPPRA اور محکمہ فنانس کی آفیشل ویب سائٹس پر برطانیق SPPRA کا اشتہار سیریل نمبر 24129۔ تمام متعلقہ دلچسپی رکھنے والے پیشکش دہندگان کو بذریعہ ہذا مطلع کیا جاتا ہے کہ اسٹینڈرڈ بلڈنگ دستاویزات کے اجراء کے لئے آخری تاریخ اتوار 31 مئی 2015 ہے جو کوئی بھی دلچسپی رکھنے والا پیشکش دہندہ دفتر محکمہ فنانس حکومت سندھ سے مندرجہ ذیل پتہ پر شام 07-00 بجے یا قبل حاصل کر سکتا ہے اور SPPRA اور F.D آفیشل ویب سائٹس سے ڈاؤن لوڈ بھی کیا جاسکتا ہے جبکہ ٹینڈر کھلنے کی تاریخ وہی رہے گی یعنی پیر یکم جون 2015۔ پھر 01-00 بجے۔

SPPRA کی ویب سائٹ کا پتہ <http://www.pprasindh.gov.pk>
 محکمہ فنانس کی ویب سائٹ کا پتہ <http://www.fdssindh.gov.pk>

پتہ: کمرہ نمبر 171 کئیئر لیگرسٹریل-1 گراؤنڈ فلور محکمہ فنانس حکومت سندھ، بلڈنگ نمبر 06 سندھ سیکرٹریٹ اسے۔ کے لوڈی بلاک، کمال اتاترک روڈ کراچی۔

(INF/KRY-2087/15)
 سیکشن آفیسر (B&A) ورنیوڈ

Aamir Zia Isran

AAMIR ZIA ISRAN
 Section Officer (B&A)
 Finance Department
 Government of Sindh

سورهيد مرين سوپ کي ته دل جا وهم وسار - پيائتي

روزاني سنڌ جي عوام جو حقيقي آواز

سوپ

Daily SOBH Karachi

ايڊيٽر: ظهير ميراڻي

ڪراچي

021-35156121-6, 022-2650655-7

جلد 11 | اربع 27 مئي 2015ء بمطابق 08 شعبان المعظم 1436ھ | قيمت 10 روپيا | شمارو 26

حڪومت سنڌ، فنانس ڊپارٽمينٽ

NO.F.D (CTC-IY/04/04)/2014-2015 Karachi, Dated the 26-05-2015

واڌارو

هن آفيس جي هيٺ صحي ڪنڌڙ جي جاري ڪيل ٽينڊر نوٽيس 11 مئي 2015 اشهار نمبر. INF-KRY NO. 1858/15 جي حوالي سان جاري ڪيل اشهار ۽ ايس پي بي آر اي ۽ فنانس ڊپارٽمينٽ جي سرڪاري ويب سائيتس تي ايس پي بي آر اي اشهار سيريل نمبر. 24129. هن واڌاري ذريعي سمورن واسطيدار واک ڏيندڙن کي اطلاع ڏجي ٿو ته اسٽينڊرڊ بلڊنگ دستاويز جاري ڪرڻ جي آخري تاريخ اڃر 31 مئي 2015 آهي، جيڪو دلچسپي رکندڙ واک ڏيندڙ فنانس ڊپارٽمينٽ حڪومت سنڌ جي هيٺ ڏنل پتي تان صبح 07 وڳي تائين يا ان کان اڳ حاصل ڪري سگهن ٿا ۽ ايس پي بي آر اي ۽ ايڏي سرڪاري ويب سائيتس تان ڊائون لوڊ ڪري سگهن ٿا، جڏهن ته ٽينڊر ڪلڻ جي تاريخ سومر 01 جون 2015 تي منجهند 01 وڳي هوندي.

ايس پي بي آر اي جي ويب سائيت: <http://www.pprasindh.gov.pk>
 فنانس ڊپارٽمينٽ جي ويب سائيت: <http://www.fdsindh.gov.pk>

ايڊريس: ڪمر نمبر 171، ڪيئر ٽيڪر سيل-1، گرائونڊ فلور
 فنانس ڊپارٽمينٽ، حڪومت سنڌ، بلڊنگ نمبر 6، سنڌ سيڪريٽريٽ
 اي ڪي لوڏي بلاڪ، شاهراه اتا ترڪ روڊ ڪراچي
 سيڪشن آفيسر (بي اينڊ اي)

INF-KRY. 2087/2015

AAMIR ZIA ISRAN
 Section Officer (B&A)
 Finance Department
 Government of Sindh



Karachi dated the 01st June, 2015

Subject: **TECHNICAL MINUTES OF THE MEETING REGARDING THE PROCUREMENT FOR HEAVY DUTY MULTIFUNCTIONAL PHOTOCOPIER MACHINES FOR FINANCE DEPARTMENT GOVERNMENT OF SINDH.**

Meeting of the Departmental Procurement Committee constituted vide Finance Department's Notification No. FD (CTC-I) 04(04)/ 2014-2015 dated 11th May, 2015 was held on Monday, 01st June, 2015 at 1:00 P.m in the office of Additional Finance Secretary (Admn/Sr)/Chairman of the Committee, in order to undertake the Technical Appraisal of the Bids submitted against the Finance Department's Tender Notice published in three leading Newspapers i.e. Daily Urdu Jung Dated 13-05-2015, Daily English The News International Dated 13-05-15, Daily Sindhi Sobh Dated 13-05-15 vide advertisement No. INF-KRY-1858/2015 as well as hoisted on Finance Department & SPPRA official websites with the SPPRA Sr No. 24129, while the SPPRA I.D will be withheld till the compliance of Rule-50 of SPPRA-2010 (Amended-2013).

The following Members of Procurement Committee were present at the time of opening of Technical Bids:

- | | |
|--|-----------------|
| 1. Additional Finance Secretary (Admn/Sr)
Finance Department, Government of Sindh. | <i>Chairman</i> |
| 2. Deputy Secretary (Dev-II),
Finance Department, Government of Sindh. | <i>Member</i> |
| 3. Deputy Secretary (Admn),
Works & Services Department, Government of Sindh. | <i>Member</i> |
| 4. Section Officer (B&A),
Finance Department, Government of Sindh. | <i>Member</i> |
| 5. Section Officer (General),
Services, General, Administration & Co-ordination Department,
Government of Sindh. | <i>Member</i> |

2. The Committee members were informed that, in response to the NIT (Notice Inviting Tender), the following Four (04) firms had gotten the bidding documents issued against a cash of Rs.2,000/- each (non-refundable Tender Fee), that are;

- M/s. DWP Technologies.
- M/s. GEMCO.
- M/s. Universal Business Equipments (Pvt) Ltd.
- M/s. Shirazi Trading.

3. However, the following Three (03) firms have submitted the Bids by the stipulated deadline of 12:00 Noon on 01st June, 2015, i.e.

- M/s. DWP Technologies.
- M/s. GEMCO.
- M/s. Universal Business Equipments (Pvt) Ltd.

4. The bids were opened at 01:00 P.m in the presence of the above mentioned participants and members of the procurement committee signed the Each Technical Sealed Envelope and also Technical Documents.

*Deputy Secretary (Admn),
Works & Services Department,
Government of Sindh.*
Nisar Ahmed Shaikh
(SECTION OFFICER GENERAL)
Services, General Administration
& Co-ordination Department
Government of Sindh.

Contd to next page.....

[Signature]
SECTION OFFICER (B&A)
AAMIR ZIA ISHRAN
Finance Department
GOVERNMENT OF SINDH


[Signature]
Nisar Ahmed Shaikh
Add: Finance Secretary (Admn/SR)
Finance Department
Government of Sindh

[Signature]
(MOAZZAM ALI MARRI)
Deputy Secretary Dev-II
Finance Department
Government of Sindh

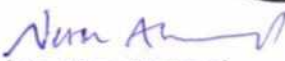
5. Finance Department had adopted Single Stage-Two Envelopes Procedure as prescribed in SPPRA Rules "Procedure of open Competitive Bidding" for selection of Firms.
6. The Committee proceeded as per prescribed procedure of rule-46 sub rule (02) of SPPRA-2010 (Amended-2013), initially, only the envelopes marked as "**Technical Proposals**" were opened in presence of Bidders and the envelopes marked as "**Financial Proposals**" retained in the custody of Departmental Procurement Committee without being opened.
7. The Procurement Committee than examined the Technical Bids without reference to the Prices as per the Preliminary Requirements & Eligibility Criteria provided in the Bidding Documents, Check the Arithmetical errors and verify the Documents submitted by the Bidders on the basis of parameters specified in Standard Bidding Documents.
8. Accordingly, Firms above at Serial (b) & (c) i.e. **M/s. GEMCO & M/s. UNIVERSAL BUSINESS EQUIPMENTS (PVT) LTD** who are substantially responsive bids & have also qualified Technical's Evaluation Criteria by obtained **90-Points** & **91-Points** respectively, while the Firm at Serial (a) i.e. **M/s. DWP TECHNOLOGIES (PVT) LTD** has dis-qualified from Tender process as the non-responsive bid who obtained **67-Points** in Technical's Evaluation Criteria, (Preliminary Screening Criteria & Evaluation Criteria of the Bids attached with minutes at Annexure-I & II), since the minimum score required as specified in Tender's Standard Bidding Documents to pass in Technical Proposal were 70-Points out of 100-Points.
9. Hence, Departmental Procurement Committee proposed to open the Financial Proposals of **M/s. GEMCO & M/s. UNIVERSAL BUSINESS EQUIPMENTS (PVT) LTD**.
10. The meeting ended with the note of thanks to and from the chair.



(Mr. Mozzam Ali Marri)
Deputy Secretary (Dev-I)
Finance Department
Government of Sindh

(MOAZZAM ALI MARRI)
Deputy Secretary Dev-II
Finance Department
Government of Sindh


(Mr. Aamir Zia Isran)
Section Officer (B&A)
Finance Department
Government of Sindh
(Member)




(Mr. Nisar Memon)
Section Officer (General)
SGA&C Department
Government of Sindh
(SECTION OFFICER GENERAL)
Services, General Administration
and Coordination Department
Government of Sindh


(Syed Shah Hussain Shah)
Deputy Secretary (Admn)
Works & Services Department
Government of Sindh
(Member)

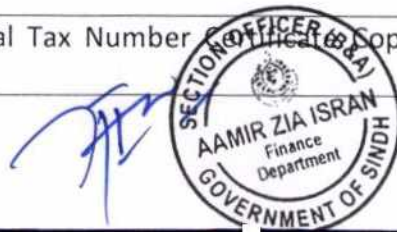

(Mr. Nisar Ahmed Shaikh)
Additional Finance Secretary (Admn/SR)
Finance Department
Government of Sindh
(Chairman)
Nisar Ahmed Shaikh
Add: Finance Department
Government of Sindh

ANNEXURE-I:

PRELIMINARY REQUIREMENTS

Section	Description	Name of Bidders		
		M/s. DWP Technologies	M/s. GEMCO	M/s. Universal Business Equipments (Pvt) Ltd
1.	Are Both Envelopes Sealed? (Technical & Financial).	YES	YES	YES
2.	Are Envelopes properly typed as prescribed in clause 13.6 & 13.8 of Bidding Documents?	YES	YES	YES
3.	Is Tender Covering Letter typed properly on Bidder Letter Head with Authorized Signatures & Official Seal as prescribed at Annexure-A , in Bidding Documents?	YES	YES	YES
4.	Is Technical Proposal Form at Annexure-B in Bidding Documents typed properly on Bidder Letter Head with Authorized Signatures & Official Seal?	YES	YES	YES
5.	Is Undertaking Form at Annexure-D in Bidding Documents typed properly on Bidder Letter Head with Authorized Signatures & Official Seal?	YES	YES	YES
6.	Is Affidavit at Annexure-H in Bidding Documents is properly typed on stamp paper valuing of Rs. 100/-with proper required discipline?	YES	YES	YES
7.	Is Bid Requirement Form at Annexure-I in Bidding Documents properly Filled with Authorized Signatures & Seal?	<u>NO</u>	YES	YES
8.	Is Manufacturer's Authorization Form at Annexure-E typed properly on Manufacturer's Letter Head with Authorized Signature & Seal?	YES	YES	YES
9.	Is Valid General Sales Tax Certificate copy provided by the Bidder?	YES	YES	YES
10.	Is Valid National Tax Number Certificate Copy provided by the Bidder?	YES	YES	YES

Nisar Ahmed Sheikh
(SECTION OFFICER GENERAL)
Services, Gen. and Coord.
Government of Sindh



Nisar Ahmed Sheikh
Nisar Ahmed Sheikh
Deputy Secretary (Admn/SR)
Finance Department
Government of Sindh

Mdazzam Ali Marri
(MDAZZAM ALI MARRI)
Deputy Secretary Dev-II
Finance Department
Government of Sindh

Mdazzam Ali Marri
Deputy Secretary (Admn),
Works & Services Department,
Government of Sindh.

EVALUATION CRITERIA OF THE BIDS REGARDING THE PROCUREMENT FOR HEAVY DUTY MULTIFUNCTIONAL PHOTOCOPIER MACHINES:

Section	Requirements	Sub-Points	Total Points	M/s. DWP Technologies (Pvt) Ltd	Points Obtained	M/s. GEMCO	Points Obtained	M/s. Universal Business (Pvt) Ltd	Points Obtained
<u>MARKET PRESENCE:</u>									
1.	Firm Name, its status, address, telephone number(s), Fax number(s), e-mail address & Valid Copy of N.I.C of Firm's Authorized Representative.	0.5-Point Each	(01-Point)	Provided	01-Point	Provided	01-Point	Provided	01-Point
	Submit the Valid Copy of Incorporation or Registration Certificate.	-	(01-Point)	Provided	01-Point	Provided	01-Point	Provided	01-Point
	Submit the Valid Copy of Income Tax Return & Sales Tax Return for the Last 04-Years.	2-Points Each	(04-Points)	Only Income Tax Acknowledgement Submitted	02-Points	Provided	04-Points	Provided	04-Points
	Submit the Valid Copy of Firm's National Tax Number Certificate.	-	(01-Point)	Provided	01-Point	Provided	01-Point	Provided	01-Point
	Submit the Valid Copy of Firm's General Sales Tax Number Certificate.	-	(01-Point)	Provided	01-Point	Provided	01-Point	Provided	01-Point
	Submit the Valid Copy of Chamber of commerce or its allied body.	-	(01-Point)	Provided	01-Point	Provided	01-Point	Provided	01-Point
	The Brand submitted along with its Principal Manufacturer should have a comprehensive Presence in Pakistan with Offices and After Sales support. Details of Offices & Contact details are required.	-	(01-Point)	Provided	01-Point	Provided	01-Point	Provided	01-Point
	Gross Total:			10-Points	Total:	08-Points	Total:	10-Points	Total:
<u>FINANCIAL SOUNDNESS:</u>									
2.	Submit the Valid Financial Soundness Certificate from concerned Bank. (In Original)	-	(03-Points)	Photocopy Provided	NIL	Provided	03-Points	Provided	03-Points
	Submit the Bank Statement for atleast 48-months. (04-Years).	01-Point for Each Year	(04-Points)	Only Two Years Bank Statement Provided i.e. Year 2012 & Year 2015.	02-Points	Provided	04-Points	Provided	04-Points
	Submit the Last 36-months (03-Years) Annual Turn-over, not less than the Bid	01-Point for Each Year	(03-Points)	Provided	03-Points	Provided	03-Points	Provided	03-Points

(SECTION OFFICER GENERAL)
Services, General Administration,
and Coordination Department
Government of Sindh.

SECTION OFFICER (B&A)
AAMIR ZIA ISRAH
Finance Department
GOVERNMENT OF SINDH

Nisar Ahmed Shaikh
Add: Finance Secretary (Admn/SR)
Finance Department
Government of Sindh

(MOAZZAM ALI MARRI)
Deputy Secretary Dev-II
Finance Department
Government of Sindh

Deputy Secretary (Admn)
Works & Services Department,
Government of Sindh.

	Cost in a year (Audit Report or any other valid Documentary Evidence should be provided).								
	Gross Total:		10-Points	Total:	05-Points	Total:	10-Points	Total:	10-Points
KEY PROFESSIONALS:									
3.	The Bidder Should submit the List of Key Professionals including Senior Executives, Managers, Supervisors and other Staff along with the <u>06-CV's of Senior Executives, 06-CV's of Managers, 06-CV's of Supervisors & 12-CV's of Junior Staff</u> in relating to the same field.	03-Points Each for Senior Staff category & 06-Points for Junior Staff	(15-Points)	Complete CV's not Provided	12-Points	Complete CV's Not Provided	10-Points	Complete CV's Not Provided	06-Points
	Gross Total:		15-Points	Total:	12-Points	Total:	10-Points	Total:	06-Points
WORKING EXPERIENCE:									
4.	Only Firms having minimum 05-Years supplies experience of Heavy Duty Photocopier Machines may apply. Valid Documentary evidence should be submitted in shape of copies of Purchase orders/work orders/agreements. (Minimum 10-proofs required for the last 05-Years Work Experience in relating to the same field).	01-Point for 02-Proofs	(05-Points)	Only Two Years Proofs Provided	02-Points	Only Four Years Proofs Provided	04-Points	Provided Five Years Proofs	05-Point
	Submitted Catalogue evidence of Office Premises / workshop & products which is selling by the Firm.	-	(01-Point)	Provided	01-Point	Provided	01-Point	Provided	01-Point
	Submitted List of similar nature Projects In-Hand currently during the last 04-months (Atleast 04-Proofs required in shape of Copies of Purchase orders/work orders/agreements).	01-Point for Each Proof	(04-Points)	Provided	04-Points	Provided	04-Points	Provided	04-Points
	Gross Total:		10-Points	Total:	07-Points	Total:	09-Points	Total:	10-Points
AUTHORIZATION CERTIFICATES:									
	Submitted 10-Valid Customer Satisfaction/ Feedback Certificates from the Clients/ Customers with Client Proper Signatures & Official Seal on it.	02-Points for Each Certificate	(20-Points)	Not Provided	NIL	Only Eight Valid Certificates Provided	16-Points	10 Valid Certificates Provided	20-Points
	Only Authorized vendors/distributors may allow to participate and an								

Nisar Ahmed
(SECTION OFFICER GENERAL)
 Services, General Administration
 and Coordination Department
 Government of Sindh.

SECTION OFFICER (B&A)
AAMIR ZIA ISHRAN
 Finance Department
 GOVERNMENT OF SINDH

Nisar Ahmed Shaikh
Nisar Ahmed Shaikh
 Add: Finance Secretary (Admn/SR)
 Finance Department
 Government of Sindh

Mozzam Ali MARRI
(MOAZZAM ALI MARRI)
 Deputy Secretary Dev-II
 Finance Department
 Government of Sindh

Deputy Secretary (Admn)
 Works & Services Department
 Government of Sindh

5.	authorization letter in the name of Vendor required from Principal Manufacturer at the time of submission of Bid. (Certificate required in color photocopy).	-	(25-Points)	Provided	25-Points	Provided	25-Points	Provided	25-Points
Gross Total:			45-Points	Total:	25-Points	Total:	41-Points	Total:	45-Points
QUALITY ASSURANCE & WARRANTY:									
6.	Warranty Backed up by Authorized Distributor having existence in Pakistan will be required along with a Certificate of One Year Parts Replacement Warranty with authorized Signatures & Seal on official Letter Head.	-	(05-Points)	Provided	05-Points	Provided	05-Points	Provided	05-Points
	Certificate required from Authorized Distributor on Official Letter Head with Authorized Signatures & Seal that subject to usage of their product the necessary Maintenance Service would be Authorized Distributor's responsibility.	-	(05-Points)	Provided	05-Points	Provided	05-Points	Provided	05-Points
Gross Total:			10-Points	Total:	10-Points	Total:	10-Points	Total:	10-Points
Grand Total:			100-Points	<i>Total Points obtained</i>	67-Points	<i>Total Points obtained</i>	90-Points	<i>Total Points obtained</i>	91-Points

(Mr. Aamir Zia Isran)
 Section Officer (B&A)
 Finance Department
 (Member)


(Mr. Moazzam Ali Marri)
 Deputy Secretary (Dev-II)
 Finance Department
 (Member)
 Deputy Secretary Dev-II
 Finance Department
 Government of Sindh

(Syed Shah Hussain Shah)
 Deputy Secretary (Admn)
 Works & Services Department
 (Member)

(Mr. Nisar Ahmed Memon)
 Section Officer (General)
 SGA&C Department
 (Member)
 (SECTION OFFICER)
 Services, General Adm.
 and Coordination Dept.
 Government of Sindh

(Mr. Nisar Ahmed Shaikh) 2/6/0
 Additional Finance Secretary (Admn/Sr)
 Finance Department
 (Chairman)
 Add: Finance Department
 Government of Sindh



NO.F.D (CTC-I) 04(04)/2014-2015
GOVERNMENT OF SINDH
FINANCE DEPARTMENT

Karachi dated the 09th June, 2015

Subject: MINUTES OF THE MEETING FOR OPENING OF FINANCIAL PROPOSAL HELD ON 09th JUNE-2015 REGARDING THE PROCUREMENT FOR TWO HEAVY DUTY MULTI-FUNCTIONAL PHOTO COPIER MACHINES FOR THE OFFICES OF FINANCE DEPARTMENT GOVERNMENT OF SINDH.

Meeting of the Departmental Procurement Committee was held on 09th June, 2015 at 02:00 pm in the Office of Additional Finance Secretary (Admn/Sr)/ Chairman at 06th Floor in order to undertake the Financial Appraisals of M/s. Universal Business Equipments (Pvt) Ltd & M/s. GEMCO who were qualified in Technical Proposal, against the Finance Department's Tender Notice regarding the Procurement for Two Heavy Duty Multifunctional Photocopier Machines for Finance Department, Government of Sindh.

The following Members of Procurement Committee were present at the time of opening of Financial Bids:

1. Additional Finance Secretary (Admn/Sr)
Finance Department, Government of Sindh. **Chairman**
2. Deputy Secretary (Dev-II),
Finance Department, Government of Sindh. **Member**
3. Deputy Secretary (Admn),
Works & Services Department, Government of Sindh. **Member**
4. Section Officer (General),
Services, General, Administration & Co-ordination Department,
Government of Sindh. **Member**
5. Section Officer (B&A),
Finance Department, Government of Sindh. **Member**

2. The Bids were opened at 02:00 pm in presence of the above mentioned firm's participants and the rates quoted by the Bidders was read aloud and encircled by the Chairman of the Procurement Committee. All the members of the Procurement Committee signed each & every page of Financial Proposals. The Bids does not contain any over-writing or cutting. Following is the comparative statement of the Bids announced.

Sr. No	Name of Bidder	Offered Prices inclusive of Taxes	Amount of Bid Security @ 5% of the Total Bid Price	Pay Order No & Date	Remarks
1.	M/s. Universal Business Equipments (Pvt) Ltd	Rs. 1,075,184/-	Rs. 59,250/-	HBL P.O # 12693969 Dated 30-05-2015	01 st Lowest
2.	M/s. GEMCO	Rs. 1,539,954/-	Submitted Bank Guarantee instead of Pay Order of Rs. 80,000/- in Financial Proposal	L/G No. 71010031000166	02 nd Lowest

Nisar Ahmed
Section Officer (General)
Services, General Administration
& Co-ordination Department
Government of Sindh

SECTION OFFICER (B&A)
AAMIR ZIA ISHRAN
Finance Department
GOVERNMENT OF SINDH

(MOAZZAM ALI MARRI)
Deputy Secretary Dev-II
Finance Department
Government of Sindh

Nisar Ahmed Shaikh
Add: Finance Secretary (Admn/Sr)
Finance Department
Government of Sindh

3. The above comparative statement illustrated that M/s. Universal Business Equipments (Pvt) Ltd found to be 01st lowest while M/s. GEMCO have the 02nd lowest in prices. Moreover, M/s. GEMCO has submitted the Bank Guarantee of Rs. 80,000/- as a Earnest Money instead of Pay order as required in Sealed Financial Proposal.

4. Further, the Break-up cost quoted by both Bidders is enclosed herewith Financial Minutes at Annexure-A.

5. Accordingly, the Procurement Committee proposed that the contract for supply of 02- Heavy Duty Multi-Functional Photocopier Machines should be placed with M/s. Universal Business Equipments (Pvt) Ltd being the lowest bidder with the Total bid amount of PKR. 1,075,184/- (Rupees: One Million Seventy Five Thousand One Hundred & Eighty Four) only inclusive of all taxes.

6. The meeting ended with the vote of thanks to and from the chair.

(Aamir Zia Isran)
Section Officer (B&A)
Finance Department
Government of Sindh
AAMIR ZIA ISRAN
(Member) Finance Department
GOVERNMENT OF SINDH

(Mozzam Ali Marri)
Deputy Secretary (Dev-II)
Finance Department
Government of Sindh

(MOAZZAM ALI MARRI)
Deputy Secretary (Dev-II)
Finance Department
Government of Sindh

(Nisar Memon)
Section Officer (General)
SGA&C Department
Government of Sindh
Services General Administration
& Coordination Department
Government of Sindh
(Member)

(Syed Shah Hussain Shah)
Deputy Secretary (Admn)
Works & Services Department
Government of Sindh
Deputy Secretary (Admn)
(Member)
Works & Services Department,
Government of Sindh.

(Nisar Ahmed Shaikh)
Additional Finance Secretary (Admn/SR)
Finance Department
Government of Sindh
Nisar Ahmed Shaikh
(Chairman)
Add: Finance Secretary (Admn/SR)
Finance Department
Government of Sindh

COMPARATIVE STATEMENT OF THE BIDS

Sr. No	Requirements	Specifications of Heavy Duty Digital Multifunction Photocopier Machine	Quantity	M/s. Universal Business Equipments (Pvt) Ltd (Inclusive Taxes)		M/s. GEMCO (Inclusive Taxes)	
				Unit Price	Amount	Unit Price	Amount
1.	<p>COPIER Type, Copy Speed, Resolution, Gradation, Multiple Copies, Magnifications, Max. Original Size, Copy Size, Warm up, Time, Time to First Copy, Duplex Automatic Documents Feeder (ADF), Hard Disk, Standard Paper Unit, Standard Paper Output, Exposure Modes, Digital Copy Features.</p> <p>PRINTER Printer Type, Print Speed, Max. Print size Resolution, Connectivity, Direct Print Format.</p> <p>SCANNER Scanner Type, Scanner Technology, Scanning Speed, Reduce / Enlarge Connectivity, Resolution, File Format, Scan Preview, Standard Input.</p> <p>FAX Type, Transmission Speed, Max. Fax Size, Fax Redirect.</p> <p>CONSUMABLE Drum Life Toner Life</p>	<p>Console, Digital Laser, 55-Copies per minute, 600 x 600 dpi, 1200 x 1200 dpi, 2400 image quality, 256 Gradations, 1-999 25% to 400% 01 Step increment, A3 Size, A6 to A3, Less Than 80-Seconds, 5.6 Seconds, Built-in, 75-PAGES Re-Circulating Duplex ADF, 80-GB Standard, 500 Sheets x 02 Universal Paper Cassette; 1,000 Sheets x 02 dual inputs Paper Feeder; 100 Sheets multi-purpose Tray (Total 3,100 sheets), 500 Sheets, Photo, Text, Text/Photo, Printed Image, Date/Time, Stamp, Message, Overly, Auto Duplexing, Advance Imaging, Scan edge to edge, Margin Shift, Page Boarder, Separator Sheets, Custom Job Built, Job Cancel, Job interrupt, Collation, Digital Monochrome, 55 PPM, A3 Size 600 x 600 dpi, 1200 x 1200 dpi, 2400 image quality, USB, Parallel and Ethernet, JPEG, TIFF, GIF, BMP, PNG, PCX, DCX, PDF, HTML, Color/ Mono Flatbed Scanner with ADF, Charge coupled Device (CCD), 55 SPM, 25 % to 400 %.</p> <p>Ethernet, Upto 600 dpi, TIFF, JPEG, PDF, Must be Available, 75-Sheets, Flat Bed Super G3, High Speed 33.6 Kbps, A3 Size, To another Fax, E-mail, FTP, 500,000 Copies, 40,000 Copies.</p>	02 Units	537,592/-	1,075,184/- <u>(01st Lowest)</u>	769,977/-	1,539,954/- <u>(02nd Lowest)</u>

(Aamir Zia Isran)

Section Officer (General)

Finance Department

(Member)



(Mozzam Ali Marri)

Deputy Secretary (Dev-II)

Finance Department

(Member)

(MOAZZAM ALI MARRI)
Deputy Secretary (Dev-II)
Finance Department
Government of Sindh

(Syed Shah Hussain Shah)

Deputy Secretary (Admn)

Works & Services Department

(Member)

(Nisar Ahmed Memon)

Additional Finance Secretary (Admn/Sr)

(Chairman)

Nisar Ahmed Shaikh
Additional Finance Secretary (Admn/Sr)
Finance Department
Government of Sindh

(Nisar Ahmed Memon)

Section Officer (General)

SGA&C Department

(Member)


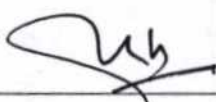

Government of Sindh

BIDDERS ATTENDANCE SHEET

Date: 01st June, 2015
Monday

Time: 01:00 Pm

OPENING OF TECHNICAL PROPOSAL FOR THE TENDER REGARDING THE PROCUREMENT OF HEAVY DUTY PHOTOCOPIER MACHINES



Sr.#	Name of Firm	Focal Person	Contact No.	Signatures
1.	DWP Technologies Pvt Ltd	NAQAR AHMED	0302-8545790	 1/6/15
2.	GEMCO	Subhan Khan	0322231002	
3.	Universal Business Equipment (Pvt) Ltd	M. Rizwan Ahmad	0344-2969649	
4.	/	/	/	/

BIDDERS ATTENDANCE SHEET

Date: 09th June, 2015
Tuesday

Time: 02:00 Pm

OPENING OF FINANCIAL PROPOSALS FOR THE TENDER REGARDING THE PROCUREMENT FOR HEAVY DUTY PHOTOCOPIER MACHINES

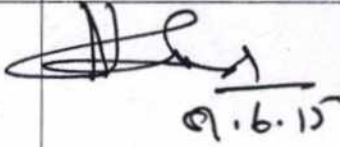

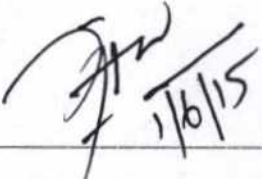
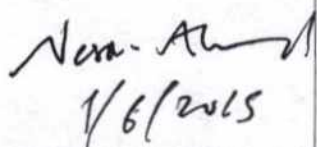
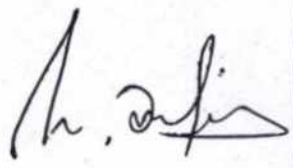
Sr.#	Name of Firm	Focal Person	Contact No.	Signatures
1.	M/s. GEMCO	MUBRAK M. KHAN	03232310002 3489581-5	
2.	M/s. Universal Business Equipments (Pvt) Ltd	M. RIZWAN AHMED	0314-2969649 021-32418745	

DEPARTMENTAL PROCUREMENT COMMITTEE ATTENDANCE SHEET

Date: 01st June, 2015
Monday

Time: 01:00 Pm

**OPENING OF TECHNICAL PROPOSAL FOR THE TENDER REGARDING THE
PROCUREMENT FOR HEAVY DUTY PHOTOCOPIER MACHINES**

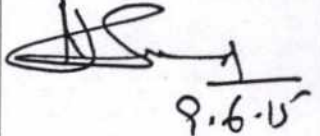


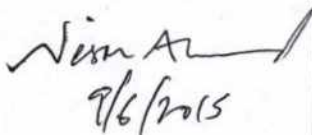
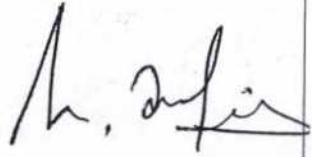
Sr.#	Designation	Signatures
1.	Mr. Nisar Ahmed Shaikh Additional Finance Secretary (Admn/Sr) Finance Department, Government of Sindh. <i>(Chairman)</i>	 9.6.15
2.	Mr. Mozzam Ali Marri Deputy Secretary (Dev-II) Finance Department, Government of Sindh. <i>(Member)</i>	 1/6/15
3.	Mr. Aamir Zia Isran Section Officer (B&A) Finance Department, Government of Sindh. <i>(Member)</i>	 1/6/15
4.	Mr. Nisar Memon Section Officer (General) Services, General, Administration & Co-ordination Department Government of Sindh. <i>(Member)</i>	 1/6/2015
5.	Syed Shah Hussain Shah Deputy Secretary (Admn) Works & Services Department, Government of Sindh. <i>(Member)</i>	

DEPARTMENTAL PROCUREMENT COMMITTEE ATTENDANCE SHEET

● **Date:** 09th June, 2015
Tuesday

Time: 02:00 Pm

**OPENING OF FINANCIAL PROPOSALS FOR THE TENDER REGARDING THE
PROCUREMENT FOR HEAVY DUTY PHOTOCOPIER MACHINES**

Sr.#	Designation	Signatures
1.	Mr. Nisar Ahmed Shaikh Additional Finance Secretary (Admn/Sr) Finance Department, Government of Sindh. <i>(Chairman)</i>	 9.6.15
2.	Mr. Mozzam Ali Marri Deputy Secretary (Dev-II) Finance Department, Government of Sindh. <i>(Member)</i>	
3.	Mr. Aamir Zia Isran Section Officer (B&A) Finance Department, Government of Sindh. <i>(Member)</i>	 9/6/15
4.	Mr. Nisar Memon Section Officer (General) Services, General, Administration & Co-ordination Department Government of Sindh. <i>(Member)</i>	 9/6/2015
5.	Syed Shah Hussain Shah Deputy Secretary (Admn) Works & Services Department, Government of Sindh. <i>(Member)</i>	



GOVERNMENT OF SINDH
FINANCE DEPARTMENT

Bid Evaluation Report

1. Name of Procuring Agency: Finance Department, Government of Sindh.
2. Tender Reference No: No. FD (CTC-I) 04(04) / 2014-2015.
3. Tender Name: Procurement for Heavy Duty Multifunctional Photocopier Machines.
4. Method of Procurement: Single Stage Two Envelopes Procedure.
5. Tender Published: Daily The News International English Dated 13-05-15; Daily Jung Urdu Dated 13-05-15; Daily Sobh Sindhi Dated 13-05-15 vide INF/KRY No. 1858/2015 and SPPRA Serial No.24129
6. Total Bid documents Sold: (04) Four Nos.
7. Total Bids Received: (03) Three Nos.
8. Technical Bid Opening date: 01st June, 2015 at 01:00 Pm.
9. No. of Bids Technically qualified: (02) Two Firms.
10. Bid(s) Rejected: (01) One.
11. Financial Bid Opening date: 09th June, 2015 at 02:00 pm.

[Signature]
Deputy Secretary (Admn),
Works & Services Department,
Government of Sindh.

[Signature]
(Section Officer General)
Services General Administration
& Coordination Department
Government of Sindh

[Signature]
Nisar Ahmed Shaikh
Add: Finance Secretary (Admn/SR)
Finance Department
Government of Sindh

[Signature]
SECTION OFFICER (B&A)
AAMIR ZIA ISHRAN
Finance
Department
GOVERNMENT OF SINDH

[Signature]
(MOAZZAM ALI MARRI)
Deputy Secretary Dev-II
Finance Department
Government of Sindh

12. Bid Evaluation Report:

S/No	Name of Bidder	Cost offered by the Bidder	Ranking in terms of cost	Comparison with Estimated cost	Pay Order No & Amount	Reasons for acceptance/rejection
0	1	2	3	4	5	6
1.	M/s. Universal Business Equipments (Pvt) Ltd	Rs. 1,075,184/-	01 st Lowest	Lowest than Estimated Cost	P.O # HBL 12693969 dated 30-05-15 Rs. 59,250/-	First Lowest in Price
2.	M/s. GEMCO	Rs. 1,539,954/-	02 nd Lowest	More than Estimated Cost	Submitted Bank Guarantee instead of Pay order of Rs. 80,000/- vide L/G No. 71010031000166	Second Lowest in Price

(MR. AAMIR ZIA ISRAN)

Section Officer (General)
Finance Department
Government of Sindh

(MEMBER)



(MR. MOZZAM ALI MARRI)

Deputy Secretary (Dev-II)
Finance Department
Government of Sindh

(MEMBER)

(MOAZZAM ALI MARRI)
Deputy Secretary Dev-II
Finance Department
Government of Sindh

(MR. NISAR AHMED MEMON)

Section Officer (General)
SGA & C Department
Government of Sindh

(MEMBER)

Nisar Ahmed Memon

(SYED SHAH HUSSAIN SHAH)

Deputy Secretary (Admn)
Works & Services Department
Government of Sindh

(MEMBER)

(MR. NISAR AHMED SHAIKH)

Additional Finance Secretary
Finance Department
Government of Sindh

(CHAIRMAN)

Nisar Ahmed Shaikh
Add: Finance Secretary (Admn/SR)
Finance Department
Government of Sindh