IN MEMORY OF SHAHEED MOHTARMA BENAZIR BHUTTO

SINDH BANK

POWER TO THE PEOPLE

Dated: 26/1/16

TO	Deputy Director. SPPRA
FROM	ADMINISTRATION DIVISION, SINDH BANK LTD

SUB: SUBMISSION – Rule 50 COMPLIANCE

Dear Sir,

Enclosed please find following documents & CD for submission to SPPRA for Rule 50 Compliance.

S.No	Documents Attached	SPPRA S.No
01	1. Contract Evaluation Report 2. Agreement 3. Letter of Award 4. Scope of work/Requirement 5. Financial Proposal 6. Minutes of the Tender 7. Attendance Sheet	25351

Kindly confirm once it is get hoisted on your respective websites and subsequently please release their respective IDs for completion of tender process.

Regards,

Farhan A Siddiqui
AIP- Administration Division
28/1/16

7423
29-01-16

SINDH PUBLIC PROCUREMENT REGULATORY AUTHORITY

CONTRACT EVALUATION FORM

TO BE FILLED IN BY ALL PROCURING AGENCIES FOR PUBLIC CONTRACTS OF WORKS, SERVICES & GOODS

1) NAME OF THE ORGANIZATION / DEPTT. SINDH BANK LTD
2) PROVINCIAL / LOCAL GOVT./ OTHER Scheduled Bank
3) TITLE OF CONTRACT Procure to Payment & Fixed Asset, Repair &Maintenance Man
4) TENDER NUMBER SNDB/COK/ADMIN/TD/618/2015
5) BRIEF DESCRIPTION OF CONTRACT Procure to Payment & Fixed Asset, Repair &Maintenance Man
6) FORUM THAT APPROVED THE SCHEME Procurement Committee/ Competent Authority
7) TENDER ESTIMATED VALUE 6,000,000/-
8) ENGINEER'S ESTIMATE (For civil works only)
9) ESTIMATED COMPLETION PERIOD (AS PER CONTRACT) One year
10) TENDER OPENED ON (DATE & TIME) Technical(29/10/2015at 1130)Financial(29/10/2015 1130pm)
11) NUMBER OF TENDER DOCUMENTS SOLD 01 (Attach list of buyers)
12) NUMBER OF BIDS RECEIVED 01
13) NUMBER OF BIDDERS PRESENT AT THE TIME OF OPENING OF BIDS 01
14) BID EVALUATION REPORT (Enclose a copy) 21 December,2015 (Sindh Bank Website)
15) NAME AND ADDRESS OF THE SUCCESSFUL BIDDER M/s Workstream Automation (Pvt) Ltd.
16) CONTRACT AWARD PRICE Rs.5,700,000/-
17) RANKING OF SUCCESSFUL BIDDER IN EVALUATION REPORT (i.e. 1st, 2nd, 3rd EVALUATION BID). M/s Workstream Automation (Pvt) Ltd. 5-1A, Lalazar Drive M.T Khan Road

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

a) SINGLE STAGE – ONE ENVELOPE PROCEDURE ✓ Domestic/ Local

b) SINGLE STAGE – TWO ENVELOPE PROCEDURE

c) TWO STAGE BIDDING PROCEDURE

d) TWO STAGE – TWO ENVELOPE BIDDING PROCEDURE

PLEASE SPECIFY IF ANY OTHER METHOD OF PROCUREMENT WAS ADOPTED i.e. EMERGENCY, DIRECT CONTRACTING ETC. WITH BRIEF REASONS:

Competent Authority

19) APPROVING AUTHORITY FOR AWARD OF CONTRACT _____

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

Yes	✓	No	

21) ADVERTISEMENT :

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

Yes	SPPRA S.NO.25351
No	

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

Yes	Express Tribune,Ibrat,Daily Express on Dated 23-09-2015
No	

22) NATURE OF CONTRACT

Domestic/ Local	✓	Int.	

23) WHETHER QUALIFICATION CRITERIA WAS INCLUDED IN BIDDING / TENDER DOCUMENTS?
(If yes, enclose a copy)

Yes	✓	No	

24) WHETHER BID EVALUATION CRITERIA WAS INCLUDED IN BIDDING / TENDER DOCUMENTS?
(If yes, enclose a copy)

Yes	✓	No	

25) WHETHER APPROVAL OF COMPETENT AUTHORITY WAS OBTAINED FOR USING A METHOD OTHER THAN OPEN COMPETITIVE BIDDING?

Yes		No	✓

26) WAS BID SECURITY OBTAINED FROM ALL THE BIDDERS?

Yes	✓	No	

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

Yes	✓	No	

28) WHETHER THE SUCCESSFUL BIDDER WAS TECHNICALLY COMPLIANT?

Yes	✓	No	

29) WHETHER NAMES OF THE BIDDERS AND THEIR QUOTED PRICES WERE READ OUT AT THE TIME OF OPENING OF BIDS?

Yes	✓	No	

30) WHETHER EVALUATION REPORT GIVEN TO BIDDERS BEFORE THE AWARD OF CONTRACT?
(Attach copy of the bid evaluation report)

Yes	✓	No	

SPPRA

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

Yes	
No	No

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

Yes	
No	No

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

Yes	
No	No

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

Yes	
No	No

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

Yes	✓	No	

36) WAS A VISIT MADE BY ANY OFFICER/OFFICIAL OF THE PROCURING AGENCY TO THE SUPPLIER'S PREMISES IN CONNECTION WITH THE PROCUREMENT? IF SO, DETAILS TO BE ASCERTAINED REGARDING FINANCING OF VISIT, IF ABROAD:
(If yes, enclose a copy)

Yes		No	✓

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

Yes	✓	No	

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

Yes	
No	No

39) Date of Award of Contract: [illegible]

Signature & Official Stamp of
Authorized Officer

M. RASHID MEMON
Acting Vice President
I.T. Division
SINDH BANK LTD.
Head Office, Karachi.

SPPRA

FOR OFFICE USE ONLY

IN MEMORY OF SHAHEED MOHTARMA BENAZIR BHUTTO

SINDH BANK

POWER TO THE PEOPLE

Tender Ref No. SNDB/COK/ADMIN/TD/618/2015
Date: 25/01/2016

M/s Workstream Automation Private Limited,
51-A, Lalazar Drive,
Karachi.

Subject: **Contract Award- Procure to Payment & Fixed Asset, Repair & Maintenance Management System**

The management of Sindh Bank Ltd is pleased to award the subject contract to M/s Workstream Automation Private Limited.

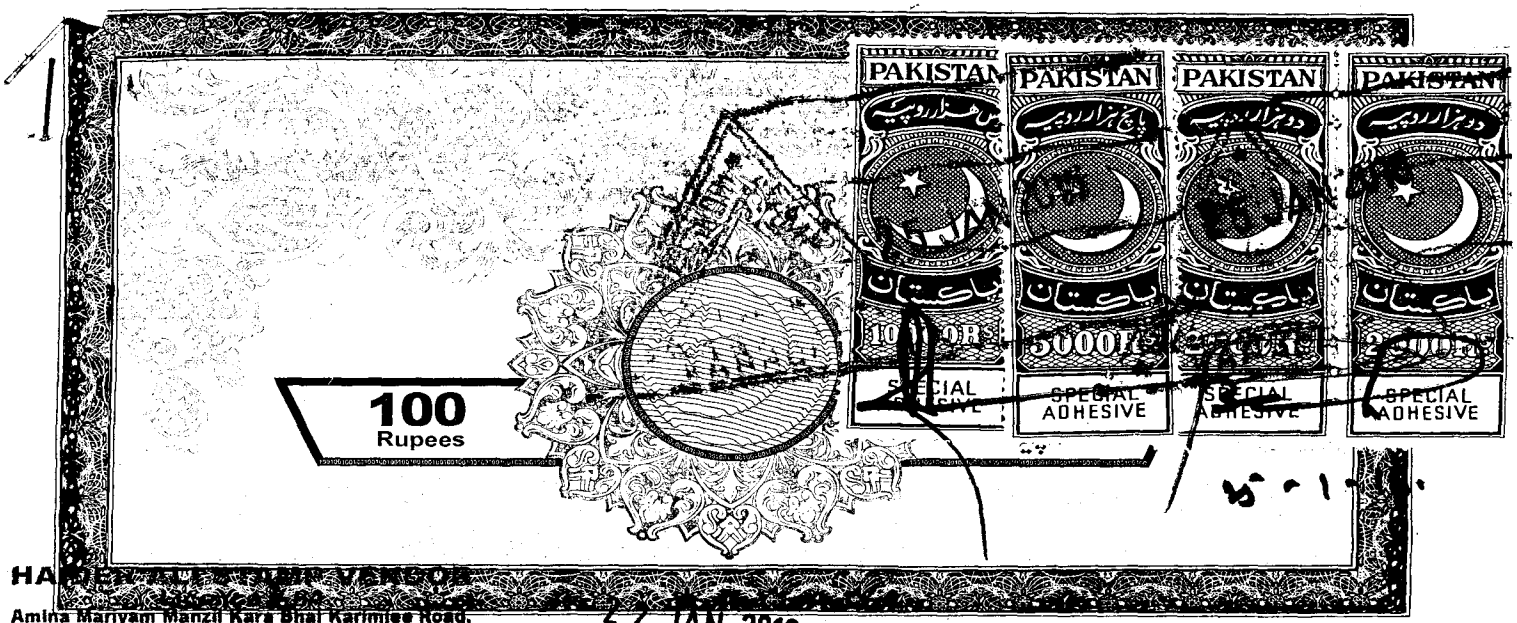
Please acknowledge.

Sincerely,

M. Rashid Memon	Naeem Muhammad	Anis Iqbal
VP/I.T. Division	SVP/I.T. Division	EVP/I.T. Head

Sindh Bank Ltd.
Head Office Karachi,
3rd Floor, Federation House,
Abdullah Shah Ghazi Road,
Clifton, Karachi-75600

UAN : +92-21-111-333-225
Office : +92-21-358 29320
: +92-21-358 29394
Fax : +92-21-358 70543
Web : www.sindhbankltd.com



HA[illegible] VENDOR
Amina Mariyam Manzil Kara Bhai Karimjee Road,
Flat # 18-B, Block G-48, Newabad, Karachi.
SR. NO. 29111 DATE 22 JAN 2016
ISSUED TO WITH ADDRESS MR. MUHAMMAD NAEEM Advocate HC 326
THROUGH WITH ADDRESS MR.
PURPOSE
ALIVE RS. ATTACHED
STAMP VENDOR SIGNATURE

RUPEES ONE HUNDRED ONLY

AGREEMENT

This Agreement is made on 25-01-2016

By & BETWEEN

Sindh Bank Limited Banking company incorporated under the laws of the Islamic Republic of Pakistan and having its registered Head office 3rd Floor, Federal B" Karachi (hereinafter referred to as "SNDB") which expression shall unless repugnant to the context include its successors-in-interest and permitted assigns) of the first part:

AND

M/s. WorkStream Automation (Private) Limited A company incorporated under the law of the Islamic Republic of Pakistan and having its registered office at 51-A Lalazar Drive M.T. Khan Road Karachi- Pakistan (*hereinafter* referred to as "WS ") which expression shall unless repugnant to the context include its successors-in-interest and permitted assigns of the second part.

TERM OF AGREEMENT

The Date on which this agreement shall come into effect is 25-01- 2016. This agreement shall continue to remain in force unless terminated by either WS or SNDB according to the terms and conditions as stated in the termination section of this agreement.

PARTIES

Collectively SNDB & WS are referred to as "parties.

WHEREAS:

a) WS has developed and has the right to license "Procurement Application" hereinafter defined as "Software"
b) SNDB wishes to procure, install, develop, customize and use the Software as per bank requirement.

NOW IT IS HEREBY AGREED as follows

1.0 DEFINITIONS

- In this Agreement and the schedules hereto, the following expression shall (except where the context otherwise requires) have the following meanings.

- **Software** means the computer programs in machine readable form and all the documents and materials forming part thereof or relating thereto and (except herein specifically excluded) any Update delivered by Workstream Automation (Private) Limited

- **Property Rights** means all copyrights, patents, trade secrets, confidential information and other intellectual property rights in all parts of the world.

- **Object Code** means a code that can be read by a computer's operating program and used to issue instruction to the computer.

- **Update** means any amendment, improvement, addition, modification, adoption or development of the Software and to the Update construed accordingly.

- **Delivery** means any installation, development, customization, implementation and training of software.

2.0 PURPOSE

2.1 The main purpose of the Procurement system is to have complete work flow with interface with SNDB core banking Application i.e. AB-II. The system should have processing module to serve the following objectives;

1. To implement complete front end Module covering all aspects of administration Department
2. Module shall have complete workflow to automate the entire procurement process
3. It will cut down paper cost, courier cost, and man hour etc thereby reducing overall operational cost and enhance transparency in the process.
4. System static maintenance/business rules will be based on approved procedures/predefined criteria for Assets and Services been handled by Admin Division.
5. To have system in place to closely monitor the WS performance to avoid sub standard services.
6. Govern the process of acquiring and maintenance of goods/services.
7. To have adequate checks and balances to prevent possible malpractices, enhance accountability in the use of funds.

2.2 The details of Modules covered by this agreement (as per annexure A) and the applicable services are covered in scope of work. The scope of work and module details may be updated from time to time and the updated annexure once signed by WS and SNDB will become an integral part of the contract without the need to revalidate the entire agreement.

3.0 TERM OF REFERENCE/SCOPE OF WORK

3.1 Description of the Software Services

The software as per scope of the tender will be licensed to SNDB by WS and shall ensure that.

The software enables office/branches from across the Pakistan to communicate with each other using a completely web-based interface.

The software enables a new level of business process and technology integration for procurement and finance departments, built on the latest technology platforms, this software has been designed to automate the traditional paper-based processes and workflows of procurement, servicing, Finance, and accounting departments of mid to large sized institutions. It is a robust, secure, and scalable browser-based solution that provides businesses with better operational and financial visibility and helps them control their costs.

It provides an efficient process that reduces the amount of paper-based document flow and improves the integrity and availability of information with detailed financial accountability.

Following services are included within the scope of this Agreement:

1. Customization of Existing Available Module as per SNDB requirement.
2. Development of Required Module as per SNDB requirement.
3. Module base Installation and integration.
4. Implementation Cycle per Module & on Site basis.
5. **Training of Modules:** At the time of deployment of a software product, complete training is provided so as to ensure the proper understanding and technical knowledge of the product and its workflow. Incase further training is requested by the SNDB then the additional session(s) will be covered under the professional Services with no additional charges.
6. Post Implementation support by WS:
7. **Server Migration:** This includes setting up new service machines/installation/movement of backup machines to live environment or-vice versa.
8. **Patch Uploading:** Patches will be update through on site engineer with no additional charges.

3.2 Installations, training and back-up period

3.2.1 WS shall install the Software within 16 weeks after issuance of Purchase Order. SNDB will ensure that other infrastructure i.e. hardware, networking systems are available.

3.2.2 WS shall install the software at designated site of SNDB. SNDB personnel shall use this software and provide customization/development requirement if any duly signed by relevant authorities.

3.2.3 SNDB shall assign a liaison officer during the installation, customization, development and subsequent training period to provide necessary information to WS. During the same period, WS undertakes to carry out its obligations pursuant to this agreement in a professional, competent and honest manner with their competent and qualified personnel. WS will nominate system designing team and coordinator for the project under the supervision of Head Analyst

3.2.4 WS hereby agrees to provide SNDB with a Six Month period of user systems training and support after implementation of the system

3.2.5 WS undertakes that Software will be completely, customized and implemented in phases by WS within [6] months time. WS agrees to perform the services as described in Attached "A".

3.2.6 WS shall provide a backup support after the live implementation of all modules on site and will rectify all such faults, bugs or defective functions, if any.

3.2.7 During the term of this Agreement WS shall carry out its duties in an efficient, professional manner and that such services will be-provided when required without unreasonable delay and in accordance with the terms of the agreement.

3.2.8 Both parties shall ensure that all communications concerning the Services are channeled through the Project Contact person of both the parties and are confirmed in writing. Both parties shall inform promptly in writing of any change in the identity of the Project to Project Contact person and no change shall take effect unless and until such notice has been received by WS or SNDB.

3.2.9 SNDB will update WS regarding regulation, rules etc of the SNDB as may be applicable for the purpose of this project. WS shall fulfill all the rules and regulation as given by SNDB.

3.2.11 WS ensures that they will not subcontract anything related to their service without SNDB confirmation /permission.

3.2.12 WS will deploy highly trained personnel for installation & training at SNDB.

3.2.13 WS will maintain a complete audit trial, record and supporting documents (financial/non financial) related to agreement and present to our internal/external auditors if require.

3.3 Integration with core banking systems:

3.3.1 WS will be responsible for the integration of software with existing core banking systems of SNDB. This will include data sets and mapping of chart of accounts and any other requirement of SNDB.

3.3.2 SNDB agrees to provide WS with reasonable access with the prior consultation/permission of ITD as well as working facilities to WS's staff in bank premises during working hours.

3.4 Development of Resources & Software Support

3.4.1 Human resource by WS services at SNDB-site is governed under following terms to maintain effective timelines / completion of assignment and proper project support services later on:

3.4.1.1 WS will take full responsibility of any miscalculations, bug/errors, faults etc. found in the Software and will take all reasonable measures to rectify such errors.
3.5.1.2 WS will deploy skilled Software support personnel, to be placed at SNDB premises full time, initial implementation period in live environment, who will liaison with the users of the Software for immediate rectification of bug and errors in the Software.

3.4.1.3 Senior management of WS will interact with designated SNDB team, at least on monthly basis or as and when required during implementation period, to discuss issues related to implementations,

3.4.1.4 After successful implementation WS shall provide Six Months backup support free of cost. WS will provide SNDB with Software Support Service either by telephone, email, fax or by personal visit by an WS analyst/programmer for resolving technical or operational problems which may from time to time be encountered with the Software.

3.5 Software Maintenance & Renewal

3.5.1 After the expiry of backup support period a seperate Agreement for annual Maintenance & Renewal of Licenses shall be made between SNDB & WS.

3.5.1 Support & Renewal charges shall be at 18% of Software Licensing /annum represents 18% of total cost.

4.0 MODUS OPERANDI

4.1 Process

4.1.1 The programs comprising the Software will be supplied in the object code on a CD (Compact Disc) media provided that such media have been approved by SNDB.

4.1.2 WS will supply one copy of documentation, process flow and system manual forming part of the Software and all documents shall be updated after any new version, update or releases.

4.1.3 On delivery, WS shall install the available modules along with support software on the designated server of SNDB.

4.1.4 After customization and development, run the system in test environment.

4.1.5 Arrange UAT and joint testing with SNDB internal departments.

4.1.6 After completion of above process, WS shall implement application on production server I.

4.1.7 After successfully implementation of module, installation shall be process according to the mutually agreed schedule.

4.2 SNDB Relationship Officer

In order to design and implement the systems, SNDB shall be required to appoint a liaison officer who shall work with WS designated team by providing the necessary information about SNDB requirements, and facilitate early installation of the Systems at SNDB hardware.

4.3 Time Schedule

4.3.1 WS Software shall be installed at the designated machines within 16 weeks, as stated in Clauses (3.2.1 & 3.2.2)

4.3.2 After the installation phase, SNDB will be provided training for each module, along with user manuals.

4.3.3 Software will be completely implemented and customized by WS, as stated in Clause (3.2.4)

4.3.4 After the complete implementation and customization of the Software, WS shall provide SNDB six-month backup support, as stated in Clause (3.5.4)

4.4 Penalty

The initial system must be provided within 16 weeks of the purchasing order which should care most of the above requirement except integration with core banking system. The whole system integration must be completed in 16 weeks. In case WS fails to deliver/install the system in live environment within 16 weeks or complete system is not delivered in 16 weeks a penalty of 0.1% of the tender amount will be charged per day and will be deducted at first payment.

Delays to system delivery which are caused by SNDB will be excluded from the above penalty period. These delays may include non-availability of releveant technical or business personnel from SNDB, or delays in giving access to the core systems to which integration must be done, or in supplying pertinent technical intformation required to carry out such integration and deployment.

In case it is felt during the period of 16 weeks that WS is not capable of delivering the product and time is being wasted, the contract will be terminated with a notice of one week without any obligation on the part of bank and bid security will be forfeited.. The matter shall be decided by a third party having domain and technology experience and knowledge.

4.4.1 Timeliness of Incident Resolution

WS shall use reasonable effort to provide solution to correct errors in the SOFTWARE reported by SNDB. Upon receipt of notice of an error, WS will assign a priority level as determined by the SNDB to the error according to the following criteria:

Priority A – An error that results in the SOFTWARE being substantially or completely nonfunctional or inoperative.

Priority B – An error that results in the SOFTWARE operating or performing other than as represented in the Documentation, but which does not have a material adverse impact on the performance of the SOFTWARE.

WS will make reasonable efforts to correct the error or provide a work-around solution for each priority level and, if a work-around is the immediate solution, will make reasonable efforts to provide a final resolution of the error. Reasonable effort will be made to respond to the incident within the following time frames after receiving notice and sufficient information and support from the SNDB.

Priority Level	Correction or Work-Around	If Work-Around, Final Resolution
A	2 Calendar days	10 Calendar days
B	5 Calendar days	20 Calendar days

If WS fails to provide a solution within the agreed Fix Times in case of Priority Level A and Priority Level B problems, then Sindh Bank will be entitled to charge the penalty at the following rates with following considerations.

a) Penalty Rates
Rs.1, 000/- per day or
1% per month of the cont[illegible] whichever is higher

4.5 Payment

4.5.1. SNDB shall be required to make payments according to following stages;

Total Amount Rs 5,700,000/-- **(Pak Rupees Five Million Seven Hundred thousand only))**

- 5 % Advance Payment
- 45% after Installation of Solution on SNDB Servers with All Modules
- 50% after User Acceptance, Customization and Going Live

- 5% Advance Payment Plus 5% Retention money already paid by WS shall be maintained by SNDB as 10% performance Guarantee as per tender and shall be released on completion of the project.

4.5.2 The above cost is inclusive of Sales Tax.

4.5.3 All installation shall be carried out in Karachi. Any installation expenses out of Karachi, shall be paid to WS by mutual consent.

4.5.4 Yearly maintenance support and renewal of license after backup period at the rate of 18% of purchase cost of the Software which shall be paid annually in advance after expiry of Backup support period.

4.5.5 All maintenance payment due will be made in advance, in Pak Rupees.

5. OTHER TERMS & CONDITIONS

5.1 Confidentiality

5.1 .1 SNDB acknowledges that all information forming part of the Software is confidential (to the extent that it is not and shall not have entered the public domain). SNDB shall reserve the confidentiality of the Software and in particular shall only authorize access to or disclose confidential information relating t the Software to its employees to extent that such access or disclosure is necessary for business requirement of SNDB. Moreover, SNDB shall ensure that reasonable measures shall be taken to ensure that access to the Software is restricted and that it is safeguarded from theft and unauthorized use.

5.1.2 WS hereby undertakes to keep confidential all non-public information (written or oral) and whether commercial, Technical or otherwise relating to the business products and services of SNDB during discussions or the performance of this Agreement which is either marked or should by its nature be understood to be confidential (the "Information").

5.1.3 WS hereby undertakes not to disclose without written consent of SNDB the Information in whole or in part to any other person save those of its employees involved in the implementation of the Project and who have a need to know the same. WS will use the Information solely in connection with the Project and not for its own benefit or any other third party.

5.2 Copyright Indemnity

5.2.1 WS warrants that it has the right to license the Software to SNDB.

5.2.2 WS shall defend at its own cost, any claim by any party against SNDB for infringement of the Copyrights if any in Pakistan or abroad, in the Software supplied by WS (excluding any up-dates not carried out by WS) and shall hold SNDB harmless against any such claims.

5.3 Contingency Planning:

WS ensures that during the course of development, implementation and customization they have adequate understanding of their service provider's contingency plan. They have defined a designated team who are responsible for ctitical solutions in emergency cases.

5.4 Usage Parameters

5.4.1 In consideration of SNDB paying WS the cost of Software within the terms and condition as set out in paragraph (A3) of the schedule hereto, WS agrees to deliver, install, develop and customize the Software at SNDB Head Office. WS retains the ownership of the Software under the Copyright Act.

5.4.2 WS grants to SNDB and SNDB hereby accepts the non-exclusive, non-transferable, royalty free and intangible right (the "license") to use the Software for processing of its own data for its business purposes. SNDB shall not market nor commercialize the Software by way of sub-licensing or otherwise.

5.4.3 SNDB shall not reverse compile or reverse assemble the object code of the Software in whole or in part and shall not do any other thing to produce Source Code or any other Code that can be read by a programmer except with the prior consent of WS .

5.5 Copies and Successors

5.5.1 SNDB hereby agrees that it shall not copy the Software in the whole or in part except when SNDB may copy such Software as may be necessary for backup purposes. SNDB is only liable to use the Software at its own offices, branches, subsidiaries or successors. No copies of the Software are to be supplied to any third party.

5.5.2 This Agreement shall be binding upon for the benefits of the legal heirs, executors, administrators, and successors-in-interest and permitted assigns. If a party should merge, amalgamate or enter into any voluntary corporate reconstruction, such resulting entity shall be bound by the terms of this Agreement.

5.6 Anti- Money Laundering Requirement:

WS acknowledge that they do not violate any statutory/prudential requirement on anti money laundering or record keeping procedure as per existing laws/rules and regulations of locals as well as foreign jurisdiction.

5.7 Termination

5.7.1 SNDB shall have the right to terminate this Agreement at any time if WS shall default in the performance of its obligations or non compliance with any provision of this agreement hereunder and shall fail to remedy such default (if remediable) during the three month period following service of a written notice of default WS.

5.7.2 Not withstanding anything above, WS reserves the right to terminate this Agreement with immediate effect and withdraw all services covered under this Agreement if SNDB shall not fulfill its obligations or non compliance with any provision of this agreement by giving 12 months notice.

5.8 Modifications and Waiver

5.8.1 All changes to the terms and conditions set forth in this document must be in writing and approved by both WS and SNDB; any waiver must be in writing and be signed by the party waiving its rights.

5.8.2 Any failure or delay by either party on exercising any right or remedy will not constitute a waiver.

5.8.3 This Agreement may be modified only by writing, signed by a duly authorized representative of each party.

5.9 Governing Law Jurisdiction

This Agreement shall in all respects be constructed and be governed in the accordance with the Laws of Pakistan and both the parties i.e. SNDB and [WS], hereby submits to the jurisdiction of the local courts Karachi in any legal proceedings and as regard any claims or matter relating to this Agreement.

5.10 Arbitration

In the event of any difference or dispute arising out of or relating to this Agreement the parties shall attempt in good faith to settle such difference or dispute by mutual

discussion within 30 days after the disputing party gives written notice of such difference or dispute to the other party.

1. In the event that such difference or dispute is not resolved by mutual discussions, the same shall be referred to the **Complaint Redressal Committee for Dispute Resolution.**

5.12 The term of this agreement shall be for a period of one year, commencing from the date of signing of this agreement.

5.13 Force Majeure

Neither party shall be liable for any failure to perform or observe its obligations under this Agreement, if such failures or delays are caused by acts of God, wars, riots, strikes, accident, explosion, fire, shortage of labor or materials, labor disputes, government restrictions, or any other cause beyond its reasonable control. In the event of the occurrence of any of the foregoing, the date of performance shall be deferred for a period of time equal to the time lost by reason of the delay. The affected party shall notify the other in writing of such events or circumstances promptly upon their occurrence.

This Agreement shall be binding upon each party to this Agreement, their successors and assigns.

In witness whereof this has been signed on behalf of the parties hereto the day and year first above written

Sindh Bank Limited

HEAD OFFICE
Basement-2 Floor, Federation House,
Abdullah Shah Ghazi Road,
Clifton, Karachi 75600, Pakistan

Name: Anis Iqbal.
Signature: AC.
Title: _____
Date: _____

Witness:
Name: Naeem Mohammad
Signature: [signature]
Title: SVP - IT
Date: _____

Workstream Automation (Pvt) Limited

51-A Lalazar Drive, MT Khan Road
Karachi, Pakistan

Name: Syed Qutub Ahmed.
Signature: Syed Qut Ahmed.
Title: _____
Date: _____

Witness:
Name: AAMIR HASSAN KHAN.
Signature: [signature]
Title: Manager Quality Assurance.
Date: _____

SIGNATURE MEMBERS PC-IT

Head - Fin Div.

SINDH BANK Head - IT Div.

workstream

Member-IDBL.

Client

Date:

Sindh Bank Limited

Financial Proposal

Name of Bidder: Workstream Automation (Private) Limited

S. No.	Item	Total amount in PAK Rupees	
01	Procure to Payment & Fixed Assets, Repair & Maintenance Management System Modules: • Procurement • Requisition • Tendering • Purchasing • Billing • Payment • Repair, Maintenance & Overhauling • Inventory • Fixed Assets • Vendor Management Unlimited User Licenses **Integration with Core Banking:** Integration shall depend on information and API's available for the application. **Front End Tool** : JAVA Technologies (JSP/Struts) TOMCAT/WEBSPHARE and any JAVA supported application server /Servelet Container. **Databases:** SQL Server 2000 /2005/2008 or above, Oracle 9i and Above, DB2 , MySQL **Project Implementation Time:** Five Months subject to infrastructure, data, information and liaison available from Sindh Bank	Original Cost Discount Final Price Sales Tax 14% Total Cost	6,100,000/- 1,100,000/- **5,000,000/-** 700,000/- 5,700,000/- **(Pak Rupees Five Million Seven Hundred thousand only)**

farhan.amir@sindhbankltd.com

From: <farhan.amir@sindhbankltd.com>
Date: Thursday, January 28, 2016 4:00 PM
To: "SPPRA" <tenders@pprasindh.gov.pk>; <junaid.shaikh@sindhbankltd.com>
Cc: "Rashid Memon" <rashid.memon@sindhbankltd.com>; "mohiuddin" <mohiuddin@sindhbankltd.com>; "Shahzad Begg" <shahzad.begg@sindhbankltd.com>
Attach: 01282016155149.pdf
Subject: Re: Rule 50 - Compliance - Procure to Payment & Fixed Asset, Repair & Maintenance Management System

Dear Concern,

Please refer the attached mentioned documents of captioned subject tender needs to be hoist on SNDB and SPPRA websites as per SPPRA Rule # 50.

1. Contract Evaluation Report
2. Form of Contract/Agreement
3. Letter of Award
4. Scope of work/Requirement

Kindly confirm once it is get hoisted on your respective websites and subsequently release all respective ID related to tender.

Regards,

Farhan A Siddiqui

Date: 14-12-2015

Technical & Financial Proposals Evaluation Report		
Procure to Payment & Fixed Asset, Repair &Maintenance Management System		
1	Name of Procuring Agency	Sindh Bank Ltd.
2	Tender Reference No.	SNDB/COK/ADMIN/TD/618/2015
3	Tender Description	Procure to Payment & Fixed Asset, Repair &Maintenance Management System
4	Method of Procurement	Single Stage One Envelop Bidding Procedure
5	Tender Published	SPPRA S. No.25351
6	Total Bid Documents Sold	01
7	Total Bids Received	01
8	Technical Bid Opening Date	29/10/2015
9	Financial Bid Opening Date	29/10/2015
10	No of Bid Technically Qualified	01
11	Bid(s) Rejected	0

S. No.	Name of Company	Cost Offered by Bidder	Ranking in Terms of Cost	Comparison with Estimated Cost (Rs. 6,000,000/-)	Reason for Acceptance/ Rejection	Remarks
0	1	2	3	4	5	6
1	M/s Workstream Automation (Pvt) Ltd.	Rs.5,700,000/-	Qualified Bidder	Rs.300,000 below with the estimated cost	**Accepted being the qualified bidder**	**Rule 48 have been complied**

Note: M/s Workstream Automation (Pvt) Ltd. is selected for the Procure to Payment & Fixed Asset, Repair & Maintenance Management System to Sindh Bank Limited being the only qualified Bidder.

Members – Procurement Committee

(Anis Iqbal)
Head of I. T. Division

(Saeed Jamal Tariq)
Chief Financial Officer

(Syed Muhammad Aqeel)
Chief Manager (IDBL) Karachi

Signature

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

YPE OF PROCUREMENT: ADMIN / IT / CONSULTANT / MEDIA

ENDER NAME: Procure to Payment & Fixed Assets Repair & Maintenance Managment System

YPE OF TENDER: SINGLE STAGE-ONE ENVELOPE / SINGLE STAGE-TWO ENVELOPE / TWO STAGE /TWD STAGE-TWO ENVELOPE

PENING DATE: 29-10-2015

PENING TIME: 1145 Hours

TTENDANCE (MEMBER PC)

HEAD OF I.T.Division

CFO

Chief Manager, IDBL

TTENDANCE (REPS. OF BIDDERS)

NAME	FIRM
Mr Aamir Hassan Khan	M/s Workstream Automation

OTAL BIDS ACCEPTED FOR EVALUATION: (1)

OTAL BIDS REJECTED: Nil

EMARKS: _____

SIGNATURE: _____ 29/10/2015

DATE: _____

Members – Procurement CommIttee	Signature
Head of I.T	
Chief Financial Office	
Chief Manager, IDBL	

Eligibility Criteria Workstream Automation (Pvt) Ltd

S. No.	Requisite	*Evidence required to be attached	Compliance / Proof	
1	Minimum 03 Years in business in the relevant field	Letter of Incorporation / Company Registration Letter / Letter or Declaration of Commencement of Business / NTN. **(attach as Annexure "A")**	**Yes** ✓	**No**
2	Turn Over in last 3 Years should be at least 20 million	Audit Report / Tax Return **(attach as Annexure "B")**	**Yes** ✓	**No**
3	Registration with Income Tax , SRB and Sales Tax	NTN , SRB & GST Certificates **(attach as Annexure "C")**	**Yes** ✓	**No**
4	Vendor to be ISO 9001 certified - preferably from a recognized certification board	Authorization Certificate **(attach as Annexure "D")**	**Yes** ✓	**No**
5	The significant area of the offered product must have been installed by the vendor in 02 to 03 Companies.	**(attach as Annexure "E")**	**Yes** ✓	**No**
6	The Product Quoted in the bid must be currently used by at least one Bank in Pakistan other than Sindh Bank.	Attach Purchase Order **(Attach as Annexure "F")**	**Yes** ✓	**No**
Qualified / Disqualified				

Ahsan Ali
AVP/Operations Div

Dilshad Husain Khan
SVP/Finance Division

M. Saeed Khan
SVP/I.T. Division

Members – Procurement Committee	Signature
Chief Financial Officer	
Head of I.T	
Chief Manager, IDBL, Karachi	

Note

Workstream Automation (Pvt) Ltd

1. Attachment of relevant evidence in each above requisite is mandatory. In case of non-provision of evidence in any of the requisite, the company will be straight away disqualified
2. Attach Affidavit (specimen attached as Annexure "H") on stamp paper from the owner of the company is mandatory. In case of non-provision of evidence in any of the requisite, straight away disqualified.
3. There can be subsequent modification or amendment to this specific tender for which it is advised to keep yourself abreast with the notification being hoisted on Sindh Bank Ltd & SPPRA websites regularly.
4. **Lowest vendor will be required to demonstrate the live system to the bank for evaluation of the software within one week of the opening of the tender. In case bidder fails to satisfy the bank about the required feature of the software then vendor will stand disqualified and second lowest will be provided the opportunity to demonstrate the software and so on.**
5. **Award of Contract / Purchase order will be issued after successful demonstration of the software and satisfaction of all concern departments of the Bank.**

DISQUALIFICATION:

- The bidder will be considered disqualified during evaluation process if:-

a. On black list of SPPRA or Sindh Bank Ltd or any other authority.
b. Issued with 2 warning letters by the Sindh Bank in the past to the bidder for unsatisfactory performance.
c. The company will be considered disqualified from the very outset, if not GST registered.
d. In case of over writing/cutting/use of Blanco is found in the Financial Bid document, the bid will be taken as null & void.
e. Offers alternate bid i.e. more than one option are included in the bid.
f. Attachment of relevant *evidence in each above requisite (eligibility criteria) is mandatory. In case of non-provision of evidence in any of the requisite, the company will be straight away disqualified.
g. Subletting of this contract in any form to any other agency.
h. Non-submission of tender fee.

Ahsan [illegible]
AVP/Operations Div.

8/12/11

Dilshad Husain Khan
SVP/Finance Division

M. Saeed Khan
SVP/I.T. Division

Members – Procurement Committee Signature

Chief Financial Officer

Head of I.T

Chief Manager, IDBL, Karachi

IN MEMORY OF SHAHEED MOHTARMA BENAZIR BHUTTO

SINDH BANK
POWER TO THE PEOPLE

14-12-2015

Subject: **Certificate**
Compliance of SPPRA Rule 48
TENDER REF NO. SNDB/ADMIN/TD/618/2015

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

Market Price	Current tender Price
Rs.5,472,000/- (Quotation Attached)	Rs.5,700,000/-

M. Rashid Memon
VP/I.T. Division

Signature –Procurement Committee Members

Head of IT

Chief Financial Officer

Chief Manager (IDBL)

Quotation

Compliance of Rule-48 of SPPRA.

hid Memon

rom:	Anis Iqbal [anis.iqbal@sindhbankltd.com]
Sent:	Monday, November 30, 2015 1:37 PM
To:	'Rashid Memon'
Subject:	FW: RFP - Procure to Payment & Fixed Asset, Repair & Maintenance Sindh Bank
Attachments:	RFP.doc

Dear Rashid

Use it for quotation as per SPPRA

Regards

Anis Iqbal

From: Saeed Khan [mailto:saeed.khan@sindhbankltd.com]
Sent: Monday, November 30, 2015 12:40 PM
To: naeem.muhammad@sindhbankltd.com; Memon Rashid Memon <rashid.memon@sindhbankltd.com>; ilshad.khan@sindhbankltd.com
Cc: anis.iqbal.Sb <anis.iqbal@sindhbankltd.com>
Subject: Fw: RFP - Procure to Payment & Fixed Asset, Repair & Maintenance Sindh Bank

Dear Naeem sb, Dilshasd Sb,

I have inquired from Behria Software regarding Procurement System and their quote is as under.

Regards,

M Saeed Khan
SVP(IT)
Sindh Bank Limited

From: CEO BEST
Sent: 27 November, 2015 7:02 PM
To: saeed.khan@sindhbankltd.com
Cc: imrannavaid@best-bf.com
Subject: FW: RFP - Procure to Payment & Fixed Asset, Repair & Maintenance Sindh Bank

Sir,

This is a huge system with several facets. BEST has ample domain and technical expertise to develop and deliver a bespoke solution to meet the unique needs of Sindh Bank. However, it will take us at least 18 weeks to develop, test and operationalise the requisite system.

Our fee for developing and implementing the system iaw the exact needs of Sindh Bank would be 4.8 million. This price is exclusive of GST. 4,800,000 + 672,000/= 5,472,000/=

It may please be noted that we don't meet the following pre-requisite:

The Product Quoted in the bid must be currently used by at least one Bank in Pakistan other than Sindh Bank.

MUHAMMAD AZAM
Chief Executive Officer

Bahria Enterprise Systems & Technologies
2nd Floor, Bahria Complex-I, M.T. Khan Road, Karachi-74000, Pakistan.

Tel: +92-21-35635181 +92-21-35610813 + 92-21-35644507
Fax: +92-21-35610507

From: Saeed Khan [mailto:saeed.khan@sindhbankltd.com]
ent: Friday, November 27, 2015 5:55 PM
fo: ceo@best-bf.com
Subject: RFP - Procure to Payment & Fixed Asset, Repair & Maintenance Sindh Bank

Dear Azam Sb,

RFP is attached for your view.

Regards,

M Saeed Khan
SVP(IT)
Sindh Bank Limited

SINDH BANK
POWER TO THE PEOPLE

ATTENDANCE SHEET
BID OPENING - Technical.
FOR SELECTION OF Procuremet to Paymant & fixed Assets, Repair & Maintenance Monagmet System
Date: 29-10-2015

S. No	Company Name	Name of Company Representative	Contact No.	Company Address	Signature
1	WORKSTREAM AUTOMATION	AMMIR HASSAN KHAN	0800-200 7044	51-A, LALAZAR DRIVE, M.T KHAN ROAD	Agilassa.

Signature –Procurement Committee Members for IT Infrastructure

Head of IT

Chief Financial Officer

Chief Manager (IDBL)

Annexure 'A'

vSuite, Procure to Payment & Service management software suite will provide shall automate entire purchasing and servicing process — including requisition, tender, procurement, servicing, depreciation, disposal, leasing, and insurance. vSuite enables office branches from across the globe to communicate with each other using a completely web-based interface.

Complemented with WRA – Workflow Engine & WRA Reporting tool for extensive business insights, vSuite is of immense business value for a sizable organization. Be it vendor performance or branch purchases, vSuite Analytics simplifies decision-making by offering in-depth analysis of data.

vSuite shall enable a new level of business process and technology integration for procurement, finance departments. Built on JAVA technology platforms, vSuite has been designed to automate the traditional paper-based processes and workflows of procurement, servicing, Finance, and accounting departments of mid to large sized institutions. It is a robust, secure, and scalable browser-based solution that provides businesses with better operational and financial visibility and helps them control their costs.

Implementation of vSuite shall consolidate all functions of Procurement Plan, requisition, Tendering, purchasing, servicing, inventory and fixed asset life cycle management into one unified interface and provides higher visibility to management, leading to meticulous cost controls. It provides an efficient process that reduces the amount of paper-based document flow and improves the integrity and availability of information with detailed financial accountability. Vsuit should comply all the tender requirement of Sindh Bank Ltd.

Key Benefits

vSuite shall offer SNDB the following advantages:

Paperless Work Environment

Significant reduction of paper documents through provision of online formats for quick retrieval of information.

Improved Governance

Implementation of vSuite's well-structured process flows based on best industry practices leads to better transparency and significant improvements in internal governance standards.

Decision Support

Extensive information coverage at all stages of decision-making.

Minimization of Human Errors

Reduction in manual handoffs leading to minimum human errors.

Accountability

Better monitoring of operations and quicker resolution of queries.

Business Reporting

Quick response to changes in business operations and market conditions.

Global Visibility

Effective linkages with remote locations and branches thereby enhancing asset visibility.

The following are the basic features of vSuite:

- Employee Dashboard
- Vendor Management & Selection
- Requisitioning Management Module
- Procurement Management Module
- Tender Management
- Service Management Module
- Inventory Allocation/Movement Management Module
- Payment Management Module
- Billing Management Module
- Asset Leasing Management Module
- Asset Insurance Management Module
- Asset Depreciation Management Module
- Asset Disposal Management Module
- Reporting/Notification Agent
- Business Activity Monitoring
- Advanced security features

Product Feature Set

Requisition Module

A request for one or more goods or service can be initiated by filling out an online requisition form. The request is then forwarded for approval to appropriate authorities. After approval from all the approving parties, the requisition is sent to the Purchasing Department for fulfillment or incase of service to admin help desk for execution of service.

The following are the key features of requisition module:

- Creation/checking/approval/servicing of the following types of requisitions:
- Item Requisition
- Service Requisition
- Travel Requisition
- Customized authorization hierarchy for the approval of requisitions
- Category-wise definition of service points
- Purchasing Module

Procurement Module

vSuite's Purchasing module allows the purchasing department employees to create the purchase orders for approved requisitions. The system fully enforces the organization's purchasing policy in the creation of purchase orders, acceptance of goods, and invoice clearance.

Listed below are the key features of vSuite Purchase Module:

- Sophisticated evaluation and short-listing of vendors on the basis of comparative analysis.
- Requisition-based item procurement process.
- Vendor selection based on existing/new quotations.
- Creation/checking/approval of Item Purchase Orders.
- Creation/checking of Goods Receipt Notes.
- Effective recording and tracking of invoices based on Purchase Order and the Goods Receipt Note (GRN).

Tender Management

vSuite Tender Management provides a secure environment for managing the complete tender process, from pre-qualification to awarding the final contract. The solution is simple

enough for organizations to create tenders and float in different sources. If used as a module of vSuite the 'Tenders' tab will be only visible to users who have been granted access.

Tender Management Module allows management to select any item or service from Procurement plan and from very easy to use features can create a tender based on predefined clauses and structures. Moving through a approval workflow after approval these tenders can be moved to different locations for publishing.

At the time of opening of tenders all bids received from pre approved bidders or vendors shall be entered into the system and based on criteria defined a bid can be selected from multiple bids received. This complex process of tendering is handled by vSuite in a way that all process is visible and every aspect is clearly defined in the system

Servicing Module

vSuite's Servicing module allows the admin department to manage service request from all branches of the institution. On receiving of request on the basis of priority, which is listed on a online form assigns personal or vendor for specified service. TAT (Turn around time) is pre allocated to all jobs.

On completion of the job requestor confirm with parameter specifying satisfaction level. Assigned person or vendor also confirms with their remarks.

If specified job is not assigned or not completed in TAT escalation process is initiated with job transferred to next level of management..

Comprehensive reporting analyzing performance is generated to evaluate the performance.

Listed below are the key features of vSuite Servicing Module:

- Sophisticated evaluation and short-listing of vendors on the basis of comparative analysis.
- Requisition-based Service process.
- Vendor selection based on existing/new contracts.
- Creation/checking/approval of service request.
- Confirmation of service request.
- Effective recording and tracking of invoices based on contracts and confirmation of service.

Repair & Maintenance Module

On Receiving of request for any Repair, Renovation, Overhauling or Maintenance, system tracks previous activity on particular request. Approval authority verifies

- Time Required for Servicing
- Condition of Asset
- Action Recommended
- Alternate Arrangement
- Type of Asset
- Type of Malfunction
- Similar Item / Asset available in Locations

Following information is provided on the financial side

- Asset / Item Purchase Cost
- Asset/ Item Purchase Date
- Till Date Expenses incurred
- WDV of Asset / Item
- Total Number of Minor & Major Repairs incurred before
- Last Repair / Overhauling Date
- Total Number of Hours Completed

On reviewing information mentioned above approver approves or rejects the requisition. On approval request is transferred to service department for further actions. All Repair information is stored in a database which provides information for multidimensional reporting.

Inventory Module

Inventory module keeps track of three types of inventories namely fixed asset inventory, Engineering Items and consumable inventory. Based on the items of an organization, the system classifies purchased items as consumable, fixed asset or Engineering Items. The system keeps track of inventory locations and the assigned financial cost center.

The following are the major features of Inventory module:

Manages Inventory of

- Assets
- Consumables
- Engineering (With Part Number, Expiry and Serial Number)
- All asset inventories are tagged (for identification purpose).
- Asset movement (across branches).

Efficient maintenance of historical information to record the allocation and de-allocation of assets to various business segments throughout their lifecycle.

Billing Module

The system covers all non-purchase order-based bills. It includes payment of monthly phone and electricity bills, courier charges, etc.

Listed below are the key features of billing module:

- Creation/checking/approval of regular/ad-hoc bills (non-purchase order related).
- Customizable list of expense types (Telephone, Electricity, Courier, Janitorial, etc.).
- Ability to process single/batch of bills.

Payment Module

The payment module serves as the main junction of all entries proceeding from purchasing, inventory allocation, and fixed asset management functions like depreciation, insurance, and leasing. For auditing, the system also allows tracking of payments.

The following are the key features of Payment module:

- Creation/Checking/Authorization of the following vouchers - Item Payment Voucher - Billing Voucher - Depreciation Voucher - Leasing Voucher - Insurance Voucher.
- Generation of files for posting to external general ledger programs.
- Vendor Tax Challan and Pay Order printing.

Expenses Management

Vsuite has been designed to keep you on budget and ensure that expense processing runs smoothly throughout your organization. Vsuite uses the power of the Internet to prepare, track, approve and reimburse expense claims and allows you to fully automate your entire expense management, from the preparation of expense reports, to management approval, reimbursement and audit reporting.

Expenses, Category, Branch and Bank wise budgets are recorded and at the time of requisition budgets are calculated any out of budget expenses are highlighted and can even be blocked.

Cost tracking is essential to measure performance vs. budgets. Vsuite compares planned vs. actual expenditures to highlight budget drift.

Cost and Budget Management Highlights and Benefits

- Features to follow cost vs budget
- Automatic calculation of actual and re-estimated costs
- Category, expenses, Cost Center
- Allocation of expenses to cost centers

Project Cost and Budget Management – Follow-up Your Budget

Vsuite puts all elements necessary for cost and budget management of your operations at your disposal. Reporting, management and the ability to have an overview of the discrepancies, provide a clear and accurate picture of budget status. Vsuite allows you to calculate and adapt your budget management, regardless of whether your budget is based on annual costs, quarterly costs or on one or multiple cost centers

Asset Depreciation Module

Depreciation module supports two methods of depreciation i.e. straight line and reducing balance. It simplifies the monthly depreciation charging cycle.

The features of vSuite Depreciation module are:

- Creation/checking of auto-generated Depreciation Schedules of - Newly acquired Assets - Assets procured in the past.
- Supports the following methods of depreciation - Straight line method - Reducing balance method. Auto-generation of depreciation vouchers.
- Asset Leasing Module.

Asset Leasing supports buy and sell back type of leasing. The system properly manages the overall asset leasing life cycle - generation of Request Letter, leasing company, finalization of lease contract, and rental payments.

The following are the key features of Asset Leasing module:

- Creation/verification of Request Letter for leasing..
- Creation/verification of Lease Contract.
- Generation of Lease Rental Schedules on the basis of - Staggered Rental and IRR - Non-staggered Rental and IRR - Auto generation of Lease Rental Vouchers - Partial lease termination along with the revision of Lease Rental Schedules.

Asset Insurance Module

The system covers the complete asset insurance life cycle - including creation of Request Letter to insurance companies, finalization of Insurance Policy, and entrance of Insurance Claim.

Listed below are the key features of Asset Insurance module:

- Creation/verification of Request Letter for Insurance.
- Creation/verification of Insurance Policy.
- Generation of Insurance Premium Payment Plan.
- Auto generation of Premium Payment Vouchers.

Asset Disposal Module

This module allows to properly dispose-off assets according to the organization's policy.

- The following are the key features of Asset Disposal module:
- Disposal to Warehouse
- Sale-out

Date: 14-12-2015

Technical & Financial Proposals Evaluation Report		
Procure to Payment & Fixed Asset, Repair &Maintenance Management System		
1	Name of Procuring Agency	Sindh Bank Ltd.
2	Tender Reference No.	SNDB/COK/ADMIN/TD/618/2015
3	Tender Description	Procure to Payment & Fixed Asset, Repair &Maintenance Management System
4	Method of Procurement	Single Stage One Envelop Bidding Procedure
5	Tender Published	SPPRA S. No.25351
6	Total Bid Documents Sold	01
7	Total Bids Received	01
8	Technical Bid Opening Date	29/10/2015
9	Financial Bid Opening Date	29/10/2015
10	No of Bid Technically Qualified	01
11	Bid(s) Rejected	0

S. No.	Name of Company	Cost Offered by Bidder	Ranking in Terms of Cost	Comparison with Estimated Cost (Rs. 6,000,000/-)	Reason for Acceptance/ Rejection	Remarks
0	1	2	3	4	5	6
1	M/s Workstream Automation (Pvt) Ltd.	Rs.5,700,000/-	Qualified Bidder	Rs.300,000 below with the estimated cost	**Accepted being the qualified bidder**	**Rule 48 have been complied**

Note: M/s Workstream Automation (Pvt) Ltd. is selected for the Procure to Payment & Fixed Asset, Repair & Maintenance Management System to Sindh Bank Limited being the only qualified Bidder.

Members – Procurement Committee	Signature
(Anis Iqbal) Head of I. T. Division	
(Saeed Jamal Tariq) Chief Financial Officer	
(Syed Muhammad Aqeel) Chief Manager (IDBL) Karachi	

SIGNATURE MEMBERS PC-IT

Head - Fin Div.

Head - IT Div.

Member-IDBL.

Date:

SINDH BANK Power To The People

workstream

Client

Sindh Bank Limited

Financial Proposal

Name of Bidder: Workstream Automation (Private) Limited

S. No.	Item	Total amount in PAK Rupees	
01	Procure to Payment & Fixed Assets, Repair & Maintenance Management System Modules: • Procurement • Requisition • Tendering • Purchasing • Billing • Payment • Repair, Maintenance & Overhauling • Inventory • Fixed Assets • Vendor Management Unlimited User Licenses **Integration with Core Banking:** Integration shall depend on information and API's available for the application. **Front End Tool:** JAVA Technologies (JSP/Struts) TOMCAT/WEBSPHARE and any JAVA supported application server /Servelet Container. **Databases:** SQL Server 2000 /2005/2008 or above, Oracle 9i and Above, DB2 , MySQL **Project Implementation Time:** Five Months subject to infrastructure, data, information and liaison available from Sindh Bank	Original Cost Discount Final Price Sales Tax 14% Total Cost	6,100,000/- 1,100,000/- 5,000,000/- 700,000/- 5,700,000/- (Pak Rupees Five Million Seven Hundred thousand only)

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

YPE OF PROCUREMENT: ADMIN / IT / CONSULTANT / MEDIA

ENDER NAME: Procure to Payment & Fixed Assets Repair & Maintenance Managment System

YPE OF TENDER: SINGLE STAGE-ONE ENVELOPE / SINGLE STAGE-TWO ENVELOPE / TWO STAGE /TWO STAGE-TWO ENVELOPE

PENING DATE: 29-10-2015

PENING TIME: 1145 Hours

TTENDANCE (MEMBER PC): HEAD OF I.T.Division

CFO

Chief Manager, IDBL

	NAME	FIRM
TTENDANCE (REPS. OF BIDDERS)	Mr Aamir Hassan Khan	M/s Workstream Automation

OTAL BIDS ACCEPTED FOR EVALUATION: (1)

OTAL BIDS REJECTED: Nil

EMARKS:

SIGNATURE: 29/10/2015

DATE:

Members – Procurement Committee	Signature
Head of I.T	
Chief Financial Office	
Chief Manager, IDBL	

Eligibility Criteria — Workstream Automation (Pvt) Ltd

S. No.	Requisite	*Evidence required to be attached	Compliance / Proof	
1	Minimum 03 Years in business in the relevant field	Letter of Incorporation / Company Registration Letter / Letter or Declaration of Commencement of Business / NTN. **(attach as Annexure "A")**	**Yes** ✓	**No**
2	Turn Over in last 3 Years should be at least 20 million	Audit Report / Tax Return **(attach as Annexure "B")**	**Yes** ✓	**No**
3	Registration with Income Tax , SRB and Sales Tax	NTN , SRB & GST Certificates **(attach as Annexure "C")**	**Yes** ✓	**No**
4	Vendor to be ISO 9001 certified - preferably from a recognized certification board	Authorization Certificate **(attach as Annexure "D")**	**Yes** ✓	**No**
5	The significant area of the offered product must have been installed by the vendor in 02 to 03 Companies.	**(attach as Annexure "E")**	**Yes** ✓	**No**
6	The Product Quoted in the bid must be currently used by at least one Bank in Pakistan other than Sindh Bank.	Attach Purchase Order **(Attach as Annexure "F")**	**Yes** ✓	**No**
Qualified / Disqualified				

Ahsan Ali
AVP/Operations Div

8/12/15
Dilshad Husain Khan
SVP/Finance Division

M. Saeed Khan
SVP/I.T. Division

Members – Procurement CommitteeSignature

Chief Financial Officer

Head of I.T

Chief Manager, **IDBL**, Karachi

Note Workstream Automation (Pvt) Ltd.

1. Attachment of relevant evidence in each above requisite is mandatory. In case of non-provision of evidence in any of the requisite, the company will be straight away disqualified
2. Attach Affidavit (specimen attached as Annexure "H") on stamp paper from the owner of the company is mandatory. In case of non-provision of evidence in any of the requisite, straight away disqualified.
3. There can be subsequent modification or amendment to this specific tender for which it is advised to keep yourself abreast with the notification being hoisted on Sindh Bank Ltd & SPPRA websites regularly.
4. **Lowest vendor will be required to demonstrate the live system to the bank for evaluation of the software within one week of the opening of the tender. In case bidder fails to satisfy the bank about the required feature of the software then vendor will stand disqualified and second lowest will be provided the opportunity to demonstrate the software and so on.**
5. **Award of Contract / Purchase order will be issued after successful demonstration of the software and satisfaction of all concern departments of the Bank.**

DISQUALIFICATION:

- The bidder will be considered disqualified during evaluation process if:-

a. On black list of SPPRA or Sindh Bank Ltd or any other authority.
b. Issued with 2 warning letters by the Sindh Bank in the past to the bidder for unsatisfactory performance.
c. The company will be considered disqualified from the very outset, if not GST registered.
d. In case of over writing/cutting/use of Blanco is found in the Financial Bid document, the bid will be taken as null & void.
e. Offers alternate bid i.e. more than one option are included in the bid.
f. Attachment of relevant *evidence in each above requisite (eligibility criteria) is mandatory. In case of non-provision of evidence in any of the requisite, the company will be straight away disqualified.
g. Subletting of this contract in any form to any other agency.
h. Non-submission of tender fee.

Ahsan Arif
AVP/Operations Div.

Dilshad Husain Khan
SVP/Finance Division

M. Saeed Khan
SVP/I.T. Division

Members – Procurement Committee Signature

Chief Financial Officer

Head of I.T

Chief Manager, **IDBL**, Karachi

IN MEMORY OF SHAHEED MOHTARMA BENAZIR BHUTTO

SINDH BANK
POWER TO THE PEOPLE

14-12-2015

Subject: **Certificate**

Compliance of SPPRA Rule 48

TENDER REF NO. SNDB/ADMIN/TD/618/2015

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

Market Price	Current tender Price
Rs.5,472,000/- (Quotation Attached)	Rs.5,700,000/-

M. Rashid Memon
VP/I.T. Division

Signature –Procurement Committee Members

Head of IT

Chief Financial Officer

Chief Manager (IDBL)

Quotation

Compliance of Rule. 48 of SPPRA.

hid Memon

rom: Anis Iqbal [anis.iqbal@sindhbankltd.com]
Sent: Monday, November 30, 2015 1:37 PM
To: 'Rashid Memon'
Subject: FW: RFP - Procure to Payment & Fixed Asset, Repair & Maintenance Sindh Bank
Attachments: RFP.doc

Dear Rashid

Use it for quotation as per SPPRA

Regards

Anis Iqbal

From: Saeed Khan [mailto:saeed.khan@sindhbankltd.com]
Sent: Monday, November 30, 2015 12:40 PM
To: naeem.muhammad@sindhbankltd.com; Memon Rashid Memon <rashid.memon@sindhbankltd.com>; ilshad.khan@sindhbankltd.com
Cc: anis.iqbal Sb <anis.iqbal@sindhbankltd.com>
Subject: Fw: RFP - Procure to Payment & Fixed Asset, Repair & Maintenance Sindh Bank

Dear Naeem sb, Dilshasd Sb,

I have inquired from Behria Software regarding Procurement System and their quote is as under.

Regards,

M Saeed Khan
SVP(IT)
Sindh Bank Limited

From: CEO BEST
Sent: 27 November, 2015 7:02 PM
To: saeed.khan@sindhbankltd.com
Cc: imrannavaid@best-bf.com
Subject: FW: RFP - Procure to Payment & Fixed Asset, Repair & Maintenance Sindh Bank

Sir,

This is a huge system with several facets. BEST has ample domain and technical expertise to develop and deliver a bespoke solution to meet the unique needs of Sindh Bank. However, it will take us at least 18 weeks to develop, test and operationalise the requisite system.

Our fee for developing and implementing the system iaw the exact needs of Sindh Bank would be 4.8 million. This price is exclusive of GST. 4,800,000 + 672,000/= 5,472,000/2

It may please be noted that we don't meet the following pre-requisite:

The Product Quoted in the bid must be currently used by at least one Bank in Pakistan other than Sindh Bank.

MUHAMMAD AZAM
Chief Executive Officer

Bahria Enterprise Systems & Technologies
2nd Floor, Bahria Complex-I, M.T. Khan Road, Karachi-74000, Pakistan.

Tel: +92-21-35635181 +92-21-35610813 + 92-21-35644507
Fax: +92-21-35610507

From: Saeed Khan [mailto:saeed.khan@sindhbankltd.com]
ent: Friday, November 27, 2015 5:55 PM
ro: ceo@best-bf.com
Subject: RFP - Procure to Payment & Fixed Asset, Repair & Maintenance Sindh Bank

Dear Azam Sb,

RFP is attached for your view.

Regards,

M Saeed Khan
SVP(IT)
Sindh Bank Limited

SINDH BANK
POWER TO THE PEOPLE

ATTENDANCE SHEET
BID OPENING - Technical.
FOR SELECTION OF Procurement to Payment & Fixed Assets, Repair & Maintenance Managment System
Date: 29-10-2015

S. No	Company Name	Name of Company Representative	Contact No.	Company Address	Signature
1	WORKSTREAM AUTOMATION	AAMIR. HASSAN KHAN	0300-200 7044	51-A, LALAZAR DRIVE. M.T KHAN ROAD	Aaikassa.

Signature –Procurement Committee Members for IT Infrastructure

Head of IT _____

Chief Financial Officer _____

Chief Manager (IDBL) _____

366

IN MEMORY OF SHAHEED MOHTARMA BENAZIR BHUTTO

SINDH BANK
POWER TO THE PEOPLE

SNDB/ADMIN/HO/10/2013 January 11, 2013

OFFICE ORDER

RE CONSTITUTION OF PROCUREMENT COMMITTEES

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

A. Procurement Committee for Goods, Works and General Services

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

B. Procurement Committee for HR Related Services

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

C. Procurement Committee of Information Technology Infrastructure

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

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

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

Chief Operating Officer **President & CEO**

CC: Members-Procurement Committees