

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 LIMITED/ADMINISTRATION
- 2) PROVINCIAL / LOCAL GOVT/ OTHER SCHEDULED BANK
- 3) TITLE OF CONTRACT Acquiring of Branch Premises Mirpur Bathero Branch
- 4) TENDER NUMBER SNDB/COK/ADMIN/TD/727/2016 727/2016
- 5) BRIEF DESCRIPTION OF CONTRACT Same as Above
- 6) FORUM THAT APPROVED THE SCHEME Competent Authority
- 7) TENDER ESTIMATED VALUE Rs. 100/- Per Sq.ft
- 8) ENGINEER'S ESTIMATE
(For civil works only) -
- 9) ESTIMATED COMPLETION PERIOD (AS PER CONTRACT) within 1 Month
- 10) TENDER OPENED ON (DATE & TIME) 25/10/2016 At 1630 Hours
- 11) NUMBER OF TENDER DOCUMENTS SOLD 03
(Attach list of buyers)
- 12) NUMBER OF BIDS RECEIVED 03
- * 13) NUMBER OF BIDDERS PRESENT AT THE TIME OF OPENING OF BIDS 03 Nil
- 14) BID EVALUATION REPORT
(Enclose a copy) 21/11/2016 Attached
Mr. Haji Sahib, C/oth Haji Umer Zahoor,
Mirpur Bathero, Dist. Sajawal.
- 15) NAME AND ADDRESS OF THE SUCCESSFUL BIDDER
- 16) CONTRACT AWARD PRICE Rs. 55,000/- i.e. Rs. 48/- Per Sq.ft
- 17) RANKING OF SUCCESSFUL BIDDER IN EVALUATION REPORT
(i.e. 1st, 2nd, 3rd EVALUATION BID).
1- Hafeez-ul-Haq
2- Yar Ali Shoro
3- Haji Sahib

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

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

Yes	
No	No

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

Yes	
No	No

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

Yes	
No	No

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

Yes	
No	No

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

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

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

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

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

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

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

Yes	
No	No

39) Date of Award of Contract: 30/11/16

Signature & Official Stamp of
Authorized Officer

Shahzad Begg
Lt Col (R) Shahzad Begg
EVP/Head of Administration
SINDH BANK LIMITED

FOR OFFICE USE ONLY

SPPRA, Block. No.8, Sindh Secretariat No.4-A, Court Road, Karachi
Tele: 021-9205356; 021-9205369 & Fax: 021-9206291

SNDB/ADMIN/ESTATE/. 006
30 November 2016

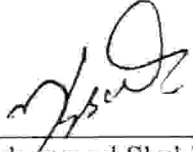
**Mr. Muhammad Siddique
Goth Haji Umer Zahoor,
Mirpur Bathoro,
District Sajawal.**

Subject: Letter of Award – Mirpur Bathoro Branch

Bid against Location offered on subject NIT dated 07/10/2016, has been accepted.
Lease agreement is enclosed for necessary signature & early return, please.

Sincerely,

For & behalf of Sindh Bank Limited,



Muhammad Shahid Saleem
AVP-I, Administration Dept.
Sindh Bank Limited

NOW, THEREFORE, THIS AGREEMENT WITNESSETH AS UNDER:

In consideration of the Lessee paying the rent herein after reserved in the manner hereinafter mentioned and the covenants hereinafter written to be observed by the Lessor and the Lessee, the Lessor doth hereby demise upon the Lessee the Demised Premises for a term of Eleven (12) months commencing from 1-12-2016 and ending on 30-11-2017, subject to handing over the possession of the premises.

SECTION - I
(GENERAL TERMS)

Term

1. The Lessor hereby demises unto the Lessee the Demised Premises for a period of Eleven (12) months commencing from 1-12-2016 and ending on 30-11-2017 (both days inclusive), renovation for further terms as per terms agreed between parties.

Rent

2. The monthly rent of the Demised Premises will be Rs.55,000/- (Rupees Fifty Five Thousand only)

Advance Rent

3. The Lessee will pay a sum of Rs.660,000/- (Rupees Six Hundred Sixty Thousand only) to the Lessor towards 12 months Advance Rent in respect of the Demised Premises for a period between 1-12-2016 to 30-12-2017 in addition to a sum of Rs. 1,320,000/- (Rupees One Million Three Hundred Twenty Thousand only) as Security Deposit for further adjustment/refund. The Lessee shall deduct income tax from all amounts payable to the Lessor towards rent of the Demised Premises. An amount of Rs. 1,000,000/- (Rupees One Million only) shall be released after receiving of building plan, search certificate/NEC and satisfaction / completion of terms and conditions herein-below.

500,000/- for documents & 800,000/- for Transfer

Renewal of Lease

4. On expiry of the term of Lease hereunder, the Lease shall be extended at the option of the Lessee on the terms and conditions to be mutually agreed upon by the parties hereto provided the Lessee has served upon the Lessor a notice of its intention to renew the Lease at least 90 days prior to the expiry of the tenure of the Lease as aforesaid.

Termination

5. The Lessee shall have a right to terminate this Agreement upon giving to the Lessor 90 days' notice in writing.

Ejection

6. The Lessor hereby expressly waives all its statutory and other rights of ejecting the Lessee from the Demised Premises except in the event Lessee fails to fulfill its commitments as appearing in Section II hereafter.

Indemnity

7. The Lessor hereby declares that the Demised Premises are free from all encumbrances, charges, claims and demands and that the Lessor have not done or omitted to do any act, deed or thing whatsoever whereby the Demises Premises may be subject to any charge, lien or attachment by any Bank, Court of Law, authority or person whosoever. The copies of title documents provided to the lessee are genuine and valid. If any discrepancy is found at a later stage affecting the lessee's rights, the lessor undertakes to rectify the same within seven (7) days, failing which the lessee reserves the right to terminate the agreement, whereupon the lessor shall be bound to immediately refund the advance rent and security deposit for the unexpired period.

SECTION - II
(LESSEE'S COVENANTS)

The Lessee hereby covenants with the Lessor that it shall:

- i) Not assign or sub let the Demised Premises or any part thereof to any other party;
- ii) Use the Demised Premises for exclusive purpose of its office only;



- iii) Pay on or before the due date all water, tanker charges, electricity, gas and telephone bills and any incidental charges or amounts claimed in respect thereof pertaining to the term of lease hereunder and handover copies of bills to the Lessor;
- iv) Handover vacant and peaceful possession of the Demised Premises to the Lessor on expiry of the lease term as aforesaid or extended lease term as the case may be.
- v) On termination of the lease as provided herein above in the same condition in which it was handed over to Lessee, except normal wear and tear;
- vi) Carry out at its cost civil and/or electrical repair work as may be necessary for restoration and rehabilitation of the Demised Premises to the same condition when it was taken over by the Lessee if the same are damaged by fire or other mishap during the term of lease;
- vii) Not carry out any structural alterations to the Demised Premises without the permission of the Lessor save those expressly authorized hereunder.
- viii) To pay timely and regular rent as per lease agreement.

SECTION - III
(LESSORS' COVENANTS)

The Lessor hereby covenants with the Lessee that he shall:

- i) Hand over the possession of the Demised Premises to the Lessee at the time of signing of this agreement;
- ii) The lessor before handing over possession to the lessee will shift all sewerage/drain lines from demised premises to outside the premises, at his own cost and risk.
- iii) To provide place for Emergency Exit, for any emergency situation in branch;
- iv) To provide NOCs/Permissions, for establishment of Bank's Branch at the Demised Premises from all concerned local town/ city administration departments and onward submission to the concerned departments for power, telephone, DXX and ISDN lines, etc., at their cost and risk. In case the branch premises are sealed during construction by any govt. department or stay order is issued by court, the Lessee will have the right to claim the damages and deduct the amount of Rs.10,000/- per day as penalty and also the rent will not be paid of the period the premises remained closed.
- v) To provide proper place for Earth Bore/Earth Pits.
- vi) Be responsible to resolve any issue, if arises regarding ownership of cited property, in case of failure to do so, lessor will be liable to return the advance rent of remaining period along with all expenses incurred by the bank for renovation of its branch at the demised premises.
- vii) Allow the Lessee to enjoy peaceful possession of the Demised Premises without any let or hindrance;
- viii) Allow the Lessee to construct RCC lockers room/ vaults, toilet(s) and one kitchen in the Demised Premises as per its requirement;
- ix) Allow installation of radio/TV/PTCL/DISH antenna and Network Tower (100 feet approximately) on the roof top of the Demised Premises without any extra charges;



- x) Allow installation of Solar PV Panels, at roof top for solar operated power system of Branch, which may take about 400 sq.ft.without any extra charges.
- xi) Provide suitable space (around the premises or on the roof top) in Demised Premises without any extra charges for the installation of generator 60 KVA OR below and also provide Tax Certificate for permission of concerned departments for installation of generator.
- xii) Pay all municipal, government, non-government and other rates, taxes and assessments which may be levied in respect of the Demised Premises;
- xiii) Not do or cause to be done by himself or his agent, workman or employee anything which may be or may become a nuisance value for the Lessee and/or its customers;
- xiv) Ensure that the Demised Premises are and continue to remain structurally sound and undertake at his cost such major structural repairs as may be deemed necessary by the Lessee;
- xv) Allow installation of outer of the ACs at a technically suitable place without any extra charges;
- xvi) Allow the placement of Lessee's signage/signboard on the roof top and front of the Demised Premises without any monetary claim.
- xvii) Keep the Lessee indemnified from any loss(es) sustained on account of any defect in the Lessor's title to the Demised Premises or any misrepresentation and concealment of fact at the time of entering into this Lease Agreement;
- xviii) Allow installation of any machinery, equipment, apparatuses, communication system etc. as may be required by the Lessee to carry out its normal business and operational activities;
- xix) Allow Lessee to paint, display, affix or exhibit signs and insignia as may be appropriate and necessary for its various activities at its own cost;
- xx) Allow Lessee to make partitions in the hall and convert the Demised Premises into workable condition as per its requirement. Any approval or permission required in this respect from any official authority, the lessor will obtain such approval / permission at his own cost.
- xxi) An amount of Rs.1,000,000/- for main cities and Rs.700,000/- for other cities branches will be withheld from advance rent, till the electric load as per the detail given below is not provided.

Category	Electric Load	OR	Transformer Load	Meter
Main Cities Branches	25 KVA		20 KW	90 Amp, 3 Phase
Small Cities Branches	23 KVA	18 KW		
RUA Branches	19,KVA	15 KW		

Further, if the required load is not arranged by the Lessor within 90 days from the date of the possession of demised premises the Lessee will have the right to deduct the amount of Rs.1500 per day OR fuel charges being incurred on running of the generator, whichever is higher. In case of any objection or dispute with WAPDA/KESC, Lessor will resolve the matter at his cost and responsibility.

- xxii) Provide at his expense running sweet water connection throughout the tenancy period;
- xxiii) Provide at his expense sewerage line (outer point) and also arrange repairing/shifting of drainage lines of upper floor, from demised premises, if any at lessor's expense.

IN WITNESS WHEREOF the parties have signed these presents on the day, month and year first above mentioned.

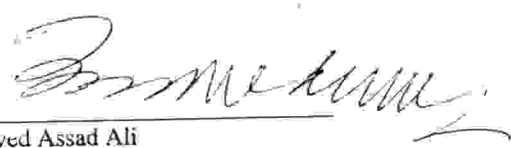
LESSORS

LESSEE

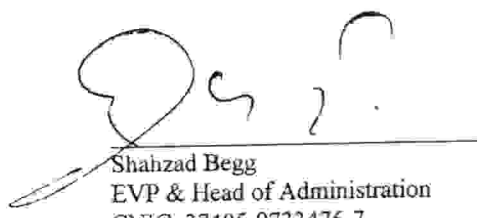
**Sindh Bank Limited
For & behalf of Sindh Bank Limited**




Mr. Mohammad Siddique
S/o Haji Mohammad Ali
CNIC. 414057-569399-5



Syed Assad Ali
EVP/GBH-Sindh Rural
CNIC. 42000-0503790-5



Shahzad Begg
EVP & Head of Administration
CNIC. 37405-9733476-7

WITNESSES

Full Name: Meharuddeen
 Signature: [Handwritten Signature]
 NIC No.: 42401-1663639-1
 Address: Head office
Sindh Bank

Full Name: Muhammad Ghulam Bala
 Signature: [Handwritten Signature]
 NIC No.: 42301-0712418-7
 Address: Head office
Sindh Bank Ltd.

Bid Evaluation Report		
Evaluation Report- Acquiring of Branch Premises on Rental Basis Mirpur Bathoro, District Sajawal		
1	Name of Procuring Agency	Sindh Bank Ltd.
2	Tender Reference No.	SNDB/COK/ADMIN/TD/727/2016
3	Tender Description	Evaluation Report- Acquiring of Branch Premises on Rental Basis Mirpur Bathoro, District Sajawal
4	Method of Procurement	Single Stage One Envelop Bidding Procedure
5	Tender Published / SPPRA S.No	SPPRA S.No 30115 Express Tribune, Daily Express & Daily Express Sindhi (7 th October 2016)
6	Total Bid Documents Sold	03
7	Total Bids Received	03
8	Bid Opening Date & Time	25/10/2016 at 1630 Hrs
9	No. Of Bid qualified	01
10	Bid(s) Rejected	-

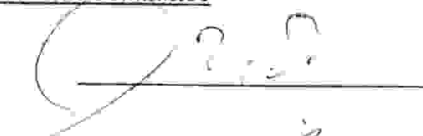
Detail on the above is as follows:

S No	Name of Firm or Bidder	Area	Cost offered by the Bidder	Ranking in terms of cost	Comparison with Estimated cost (Estimated Cost= Rs.100/-per sq.ft)	Reasons for acceptance/ Rejection (Qualifying Marks= 70%)	Remarks
0	1	2.a	2.b	3	4	5	6
1	Hafeez-ul-Haq	1350 sq.ft	Rs. 40,000/- i.e Rs. 30/- per sq.ft.	1 st Lowest	Rs.70/- below the estimated cost	Disqualified- Obtained 40% in the Evaluation Process	-
2.	Yar Ali Shoro	1333 sq.ft	Rs. 40,000/- i.e Rs. 30/- per sq.ft.	1 st Lowest	Rs. 70/- below the estimated cost	Disqualified- Obtained 50% in the Evaluation Process	-
3.	Haji Sahib	1150 sq.ft	Rs. 55,000/- i.e. Rs. 48/- per sq.ft.	2 nd Lowest	Rs.52/- below the estimated cost	Qualified- Obtained 70% in the Evaluation Process	Accepted for Award of Contract

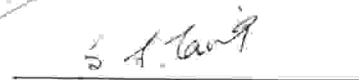
Accordingly going by the eligibility criteria offered in the tender document, Serial No.3 stands as only qualified bidder & it is also below the estimated cost.

Members Signature- Procurement Committee

Lt. Col. (R) Shahzad Begg
Head of Administration



Mr. Saeed Jamal
Chief Financial Officer



Mr. Syed Muhammad Aqeel
Chief Manager, IDBL Karachi



4 FINANCIAL PROPOSAL

PRICE SCHEDULE

Name & Contact Details of the Bidder HAFEEZ-ULL-HAQ 03018370838
0298-779202 9/- 0298-779202
Premises Name Memon Shopping Complex Mirpur Bathoro
Monthly Rent (Lump Sum) Rs. 40000/- (forty thousand)
Monthly Rent (Per Square Feet) Rs. 29.62 / sq. foot

NOTE

1. Owner will be liable to pay all municipal, government, non-government and other rates, taxes, stamp duty (as applicable under Stamp Act 1989) duly stamped on the contract agreement and assessment which may be levied in respect of the Demised Premises.
2. For each property separate pay order has to be enclosed as per the amount mentioned in the advertisement given in the newspaper.
3. Rent will commence after one month of signing of agreement.
4. During process of renovation if any NOC is required from the government agencies the lessor is liable to get its approval. 25% amount of the total rent will be withheld till the needful is met.
5. Tenders may be submitted directly by the owners of the premises. No tenders will be entertained if submitted by or through brokers/ agents.
6. If the financial evaluation are the same, then then successful bidder will be the one who has Acquired maximum marks in evaluation phase.
7. Writing of tender reference as given in the NIT on the Envelop, carrying tender document, is must or the bank will not be responsible if the documents are not received by the Procurement Committee on time.
8. All clauses of the agreement (Attached as Annexure "A") are part of the tender documents.

Signature & Stamp of the Bidder

Date 20-10-2016


Proprietor

SIGNATURE MEMBERS PC-ADMIN

Head - Fin. Div. S. I. Khan

Head - Admin Div. [Signature]

Member-1 [Signature]

Date [Signature]

MEMON ENG STATION/shopping
Mirpur Bathoro Distt: Thatta complex

4 FINANCIAL PROPOSAL

PRICE SCHEDULE

Name & Contact Details of the Bidder Yas Ali Shoro S/o Haji Noor Nabi
Contact No: 0311-6929110
Premises Name Constructed building in Dis lig
- opposite National Bank Mirpur Bathoro Distt. Siqu
Monthly Rent (Lump Sum) 40 to 50 thousands/-
Monthly Rent (Per Square Feet) In whole not in lump sum

NOTE

1. Owner will be liable to pay all municipal, government, non-government and other rates, taxes, stamp duty (as applicable under Stamp Act 1989) duly stamped on the contract agreement and assessment which may be levied in respect of the Demised Premises.
2. For each property separate pay order has to be enclosed as per the amount mentioned in the advertisement given in the newspaper.
3. Rent will commence after one month of signing of agreement.
4. During process of renovation if any NOC is required from the government agencies the lesser is liable to get its approval. 25% amount of the total rent will be withheld till the needful is met.
5. Tenders may be submitted directly by the owners of the premises. No tenders will be entertained if submitted by or through brokers/ agents.
6. If the financial evaluation are the same, then then successful bidder will be the one who has Acquired maximum marks in evaluation phase.
7. Writing of tender reference as given in the NIT on the Envelop, carrying tender document is must or the bank will not be responsible if the documents are not received by the Procurement Committee on time.
8. All clauses of the agreement (Attached as Annexure "A") are part of the contract.

SIGNATURE MEMBERS PC-ADMIN

Signature & Stamp of the Bidder: Yas Ali
Date: 14/10/2016
Head - Fin Div. S. T. Khan
Head - Admin Div. [Signature]
Member-IDBL. [Signature]
Date: [Signature]

Note :-
Emergency door can be made in the same building after physical verification of Premises with the mutual consultation of the Lessor and Lessor -
(All the required documents are attached with the tender notice of the Bid -)

4 FINANCIAL PROPOSAL

PRICE SCHEDULE

Name & Contact Details of the Bidder Haji Sahib

Premises Name _____

Monthly Rent (Lump Sum) ₹5000 = Per Monthly

Monthly Rent (Per Square Feet) _____

NOTE

1. Owner will be liable to pay all municipal, government, non-government and other rates, taxes, stamp duty (as applicable under Stamp Act 1989) duly stamped on the contract agreement and assessment which may be levied in respect of the Demised Premises.
2. For each property separate pay order has to be enclosed as per the amount mentioned in the advertisement given in the newspaper.
3. Rent will commence after one month of signing of agreement.
4. During process of renovation if any NOC is required from the government agencies the lessor is liable to get its approval. 25% amount of the total rent will be withheld till the needful is met.
5. Tenders may be submitted directly by the owners of the premises. No tenders will be entertained if submitted by or through brokers/ agents.
6. If the financial evaluation are the same, then then successful bidder will be the one who has Acquired maximum marks in evaluation phase.
7. Writing of tender reference as given in the NIT on the Envelop, carrying tender document is must or the bank will not be responsible if the documents are not received by the Procurement Committee on time.
8. All clauses of the agreement (Attached as Annexure "A") are part of the tender documents.

Signature & Stamp of the Bidder _____

Date 21-10-2016

SIGNATURE MEMBERS PC-ADMIN

Head - Fin Div. S. T. Khan

Head - Admin Div. _____

Member-IDBL. _____

Date: _____

ACQUIRING OF BRANCH PREMISES ON RENTAL BASIS EVALUATION PERFORMA

Date: 25/10/2016

S.No: ①

Location/Place: Mirpur Bhatara

Bidder: Dr. Hafeez-ul-Haq

Pay Order No. 2348242

S. No.	Requisite	Max Marks	Marks Obtained as per Documentary Evidence	Marks Obtained After Due Visit by the Premises Committee	Marking Criteria			Documents/ Information to be enclosed
					For Branches in Main Cities	Small Cities	For Branches in Rural/ Interior Areas	
1	Location	40	40	5	On such location (Commercial point of view)			Site Plan
		0			Away / inside the main location			
2	Area	15			1500 sq.ft to 1800 sq.ft	1200 sq.ft to 1500 sq.ft	1000 sq.ft to 1200 sq.ft	Title document of the property
		5	5	5	Above 1800 sq.ft	Above 1500 sq.ft	Above 1200 sq.ft	
		5			Below 1500 sq.ft	Below 1200 sq.ft	Below 1000 sq.ft	
3	Other Banks in Close Proximity	15		10	5 Banks, within 1 km			Names of the Banks with exact distances from the premises offered
		10			3 Banks, within 1 km			
		5			2 Banks, within 1 km			
4	Advance Rent Required	10	10	10	1 Year			Tick the appropriate column
		5			2 Years			
		0			3 Years			
5	Parking Space (Dedicated to the premises)	10	10	10	Above 4 Vehicles	3 Vehicles		Number
		5			3-4 Vehicles	2 Vehicles		
		3			1-2 Vehicles	1 Vehicle		
6	State of Property Offered	10	10	10	Constructed			Map of the premises
		5			Plot			
Total Marks		100	75	40	Qualified / Disqualified			

Members Signature- Evaluation Committee

Muhammad Shahid Saleem Tahawar Raza
Admin Division Operation Division

Dilshad Hussain Khan
Finance Division
SIGNATURE MEMBERS PC-ADMIN

Head - Fin Div. S. J. Tariq

Head - Admin Div. [Signature]

Member-IDBL. [Signature]

Date: _____

Signature Post Premises Committee

[Signature] [Signature]
Group Head Member

Member

ACQUIRING OF BRANCH PREMISES ON RENTAL BASIS EVALUATION PERFORMA

Date: 25/10/16

S.No: 2

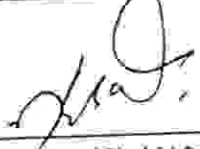
Location/Place: Mirpur Bhatara

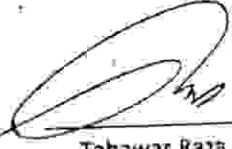
Bidder: Yar Ali Shora


Pay Order No: _____

S. No.	Requisite	Max Marks	Marks Obtained as per Documentary Evidence	Marks Obtained After Due Visit by the Premises Committee	Marking Criteria			Documents/ Information to be enclosed
					For Branches in Main Cities	Small Cities	For Branches in Rural/ Interior Areas	
1	Location	40	40	15	On main location (Commercial point of view)			Site Plan
		0			Away / inside the main location			
2	Area	15			1500 sq. ft. to 1800 sq. ft.	1200 sq. ft. to 1500 sq. ft.	1000 sq. ft. to 1200 sq. ft.	Title document of the property
		5	5	5	Above 1800 sq. ft.	Above 1500 sq. ft.	Above 1200 sq. ft.	
		5			Below 1500 sq. ft.	Below 1200 sq. ft.	Below 1000 sq. ft.	
3	Other Banks in Close Proximity	15			5 Banks, within 1 km			Names of the Banks with exact distances from the premises offered
		10		10	3 Banks, within 1 km			
		5		5	2 Banks, within 1 km			
4	Advance Rent Required	10	10	10	1 Year			Tick the appropriate column
		5			2 Years			
		0			3 Years			
5	Parking Space (Dedicated to the premises)	10	10		Above 4 Vehicles	3 Vehicles		Numbers
		5		5	3-4 Vehicles	2 Vehicles		
		3			1-2 Vehicles	1 Vehicle		
6	State of Property Offered	10	10		Constructed			Map of the premises
		5		5	Plot			
Total Marks		100	75	50	Qualified/ Disqualified			

Members Signature- Evaluation Committee


 Muhammad Shahid Saleem
 Admin Division


 Tahawar Raza
 Operation Division


 Dilshad Hussain Khan
 Finance Division

SIGNATURE MEMBERS PC-ADMIN

Head - Fin Div. _____

Head - Admin Div. _____

Member-IDBL. _____

Date: _____

Signature Post Premises Committee


 Group Head


 Member

Member

ACQUIRING OF BRANCH PREMISES ON RENTAL BASIS EVALUATION PERFORMA

Date: 25/10/12

S.No: (3)

Location/Place: Mirpur Bhatara

Bidder: Haji Sahib

Pay Order No: 00425300

S. No.	Requisite	Max Marks	Marks Obtained as per Documentary Evidence	Marks Obtained After Due Visit by the Premises Committee	Marking Criteria			Documents/ Information to be enclosed
					Far Branches in Main Cities	Small Cities	For Branches in Rural/ Interior Areas	
1	Location	40	40	35	On main location (Commercial point of view)			Site Plan
		0			Away / aside the main location			
2	Area	15	15	15	1500 sq. ft. to 1800 sq. ft.	1200 sq. ft. to 1500 sq. ft.	1000 sq. ft. to 1200 sq. ft.	Title document of the property
		5			Above 1800 sq. ft.	Above 1500 sq. ft.	Above 1200 sq. ft.	
		5			Below 1500 sq. ft.	Below 1200 sq. ft.	Below 1000 sq. ft.	
3	Other Banks in Close Proximity	15			5 Banks, within 1 km			Names of the Banks with exact distances from the premises offered
		10			3 Banks, within 1 km			
		5	5	5	2 Banks, within 1 km			
4	Advance Rent Required	10			1 Year			Tick the appropriate column
		5			2 Years			
		0	0	0	3 Years			
5	Parking Space (Dedicated to the premises)	10			Above 4 Vehicles	3 Vehicles		Numbers
		5	5	5	3-4 Vehicles	2 Vehicles		
		3			1-2 Vehicles	1 Vehicle		
6	State of Property Offered	10	10	10	Constructed			Map of the premises
		5			Plot			
Total Marks		100	75	70	Qualified / Disqualified			

Members Signature - Evaluation Committee

Muhammad Shahid Saleem
Admin. Division

Tahawar Raza
Operation Division

Dilshad Hussain Khan
Finance Division

SIGNATURE MEMBERS PC-ADMIN

Head - Fin Div. S. T. Singh

Head - Admin Div. [Signature]

Member-IDBL. [Signature]

Date: _____

Signature Post Premises Committee

[Signature]
Group Head

[Signature]
Member

Member

3 SCOPE OF WORK

Hiring of premises by Sindh Bank Limited as per the locations given in the advertisement.

Acquiring of Branch Premises - Mirpur Bathero

S.NO	BIDDER NAME	AMOUNT	PO NO	BANK NAME
1	Hafeez-ul-Haq	300	2348224	NBP
2	Yar Ali	300	00409249	Sindh Bank
3	Haji Sahib	300	00425301	Sindh Bank
Total		900/-		

✓

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

TYPE OF PROCUREMENT

✓
ADMIN / IT / CONSULTANT / MEDIA

TENDER NAME

ACQUIRING OF BRANCH PREMISES I.E. MIRPUR
BATHORO

TYPE OF TENDER

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

OPENING DATE

25/10/16

OPENING TIME

1630Hr

ATTENDANCE (MEMBER PC)

CFO
T/A
CHIEF MANAGER, IDBL

ATTENDANCE (REPS. OF BIDDERS)

NAME	FIRM
HAFEEZ ULLAH	_____
YAR ALI SHAIKH	_____
HAJI SAHIB/SIDDIQUE	_____
_____	_____
_____	_____
_____	_____

TOTAL BIDS ACCEPTED FOR EVALUATION

23

TOTAL BIDS REJECTED

REMARKS

PROCUREMENT COMMITTEE

SIGNATURE MEMBERS PC-ADMIN

Head - Fin Div. S. T. Khan

Head - Admin Div. [Signature]

Member-IDBL. [Signature]

Date: _____

25/10/16

**ATTENDANCE SHEET
 BID OPENING -**

FOR SELECTION OF ACQUIRING OF BRANCH PREMISES ON RENTAL BASIS

Date: 25/10/16

S.No	Company Name	Name of Company Representative	Contact No.	Company Address	Signature
01	HAFEEZ UL HAQ	}	By P. R. B. Box		
02	YAR ALI SHORO				
03	HAJI SAHIB SIDDIQUI				

Signature - Procurement Committee Members

Head of Administration

Chief Financial Officer

Chief Manager (IDBL)

[Handwritten signatures and initials over the procurement committee member labels]

Bid Evaluation Report

Evaluation Report- Acquiring of Branch Premises on Rental Basis
Mirpur Bathoro, District Sajawal

1	Name of Procuring Agency	Sindh Bank Ltd.
2	Tender Reference No.	SNDB/COK/ADMIN/TD/727/2016
3	Tender Description	Evaluation Report- Acquiring of Branch Premises on Rental Basis Mirpur Bathoro, District Sajawal
4	Method of Procurement	Single Stage One Envelop Bidding Procedure
5	Tender Published / SPPRA S.No	SPPRA S.No: 30115 Express Tribune, Daily Express & Daily Express Sindh (7 ^h October 2016)
6	Total Bid Documents Sold	03
7	Total Bids Received	03
8	Bid Opening Date & Time	25/10/2016 at 1630 Hrs
9	No. Of Bid qualified	01
10	Bid(s) Rejected	-

Detail on the above is as follows:

S No	Name of Firm or Bidder	Area	Cost offered by the Bidder	Ranking in terms of cost	Comparison with Estimated cost (Estimated Cost= Rs.100/-per sq.ft)	Reasons for acceptance/ Rejection (Qualifying Marks= 70%)	Remarks
0	1	2.a	2.b	3	4	5	6
1.	Hafeez-ul-Haq	1350 sq.ft	Rs. 40,000/- i.e. Rs. 30/- per sq.ft.	1 st Lowest	Rs.70/- below the estimated cost	Disqualified- Obtained 40% in the Evaluation Process	-
2.	Yar Ali Shoro	1333 sq.ft	Rs. 40,000/- i.e. Rs. 30/- per sq.ft.	1 st Lowest	Rs.70/- below the estimated cost	Disqualified- Obtained 50% in the Evaluation Process	-
3.	Haji Sahib	1150 sq.ft	Rs. 55,000/- i.e. Rs. 48/- per sq.ft.	2 nd Lowest	Rs.52/- below the estimated cost	Qualified- Obtained 70% in the Evaluation Process	Accepted for Award of Contract

Accordingly going by the eligibility criteria offered in the tender document, Serial No.3 stands as only qualified bidder & it is also below the estimated cost.

Members Signature- Procurement Committee

Lt. Col. (R) Shahzad Begg
Head of Administration

Mr. Saeed Jamal
Chief Financial Officer

Mr. Syed Muhammad Aqeel
Chief Manager, IDBL Karachi

4 FINANCIAL PROPOSAL

PRICE SCHEDULE

Name & Contact Details of the Bidder HAFEEZ-UL-HAQ 03018370838
0298-779202 41:-0298-779202
Premises Name Memon Shopping Complex Mirpur Bathoro
Monthly Rent (Lump Sum) Rs. 40000/- (forty thousand)
Monthly Rent (Per Square Feet) Rs. 29.62 / sq foot

NOTE

1. Owner will be liable to pay all municipal, government, non-government and other rates, taxes, stamp duty (as applicable under Stamp Act 1989) duly stamped on the contract agreement and assessment which may be levied in respect of the Demised Premises.
2. For each property separate pay order has to be enclosed as per the amount mentioned in the advertisement given in the newspaper.
3. Rent will commence after one month of signing of agreement.
4. During process of renovation if any NOC is required from the government agencies the lessor is liable to get its approval. 25% amount of the total rent will be withheld till the needful is met.
5. Tenders may be submitted directly by the owners of the premises. No tenders will be entertained if submitted by or through brokers/ agents.
6. If the financial evaluation are the same, then then successful bidder will be the one who has Acquired maximum marks in evaluation phase.
7. Writing of tender reference as given in the NIT on the Envelop, carrying tender document is must or the bank will not be responsible if the documents are not received by the Procurement Committee on time.
8. All clauses of the agreement (Attached as Annexure "A") are part of the tender documents.

Signature & Stamp of the Bidder _____

Date 20-10-2016

H. Memon
Proprietor

SIGNATURE MEMBERS PC-ADMIN

Head - Fin Div. S. S. Khan

Head - Admin Div. _____

Member-IOBL. _____

Date: _____

MEMON CNG STATION/shopping
Mirpur Bathoro Dist: Thatta complex

4 FINANCIAL PROPOSAL

PRICE SCHEDULE

Name & Contact Details of the Bidder Yas Ali Shoro S/o Haji Noor Nabi
 Contact No: 0311-69 29110

Premises Name Constructed building in D's Lue,
~~opposite National Bank Mirpur Bathoro Dist. Siger~~

Monthly Rent (Lump Sum) 40 to 50 thousands/-

Monthly Rent (Per Square Feet) In whole not in lump sum.

NOTE

1. Owner will be liable to pay all municipal, government, non-government and other rates, taxes, stamp duty (as applicable under Stamp Act 1989) duly stamped on the contract agreement and assessment which may be levied in respect of the Demised Premises.
2. For each property separate pay order has to be enclosed as per the amount mentioned in the advertisement given in the newspaper.
3. Rent will commence after one month of signing of agreement.
4. During process of renovation if any NOC is required from the government agencies the lessor is liable to get its approval. 25% amount of the total rent will be withheld till the needful is met.
5. Tenders may be submitted directly by the owners of the premises. No tenders will be entertained if submitted by or through brokers/ agents.
6. If the financial evaluation are the same, then then successful bidder will be the one who has Acquired maximum marks in evaluation phase.
7. Writing of tender reference as given in the NIT on the Envelop, carrying tender document is must or the bank will not be responsible if the documents are not received by the Procurement Committee on time.
8. All clauses of the agreement (Attached as Annexure "A") are part of the tender document.

SIGNATURE MEMBERS PC-ADMIN

Head - Fin Div. S. I. Khan

Head - Admin Div. [Signature]

Member-IDBL. [Signature]

Signature & Stamp of the Bidder Yas Ali

Date 14/10/2016

Date: _____

Note :-

Emergency door can be made in the same building after physical verification of Premises with the mutual consultation of the Lessor and Lessor -

(All the required documents are attached with the tender notice of the Bid -)

4 FINANCIAL PROPOSAL

PRICE SCHEDULE

Name & Contact Details of the Bidder HATI SAMEB

Premises Name _____

Monthly Rent (Lump Sum) ₹5000 = Per Monthly

Monthly Rent (Per Square Feet) _____

NOTE

1. Owner will be liable to pay all municipal, government, non-government and other rates, taxes, stamp duty (as applicable under Stamp Act 1989) duly stamped on the contract agreement and assessment which may be levied in respect of the Demised Premises.
2. For each property separate pay order has to be enclosed as per the amount mentioned in the advertisement given in the newspaper.
3. Rent will commence after one month of signing of agreement.
4. During process of renovation if any NOC is required from the government agencies the lessor is liable to get its approval. 25% amount of the total rent will be withheld till the needful is met.
5. Tenders may be submitted directly by the owners of the premises. No tenders will be entertained if submitted by or through brokers/ agents.
6. If the financial evaluation are the same, then then successful bidder will be the one who has Acquired maximum marks in evaluation phase.
7. Writing of tender reference as given in the NIT on the Envelop, carrying tender document is must or the bank will not be responsible if the documents are not received by the Procurement Committee on time.
8. All clauses of the agreement (Attached as Annexure "A") are part of the tender documents.

Signature & Stamp of the Bidder

Date 21-10-2016

SATI SIGNATURE MEMBERS PC-ADMIN

Head - Fin Div. S. I. Tanwar

Head - Admin Div. [Signature]

Member-IDBL. [Signature]

Date: _____

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

TYPE OF PROCUREMENT

✓
ADMIN / IT / CONSULTANT / MEDIA

TENDER NAME

Acquiring of Branch Premises i.e Mirpur
BATHORO

TYPE OF TENDER

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

OPENING DATE

25/10/16

OPENING TIME

1630hr

ATTENDANCE (MEMBER PC)

CFO
H.A
CHIEF MANAGER, IDBL

ATTENDANCE (REPS. OF BIDDERS)

NAME	FIRM
HAFEEZ ULLAH	_____
YAR ALI SHENO	_____
HAJI SAHIB/SIDDIQUE	_____
_____	_____
_____	_____
_____	_____

TOTAL BIDS ACCEPTED FOR EVALUATION

03

TOTAL BIDS REJECTED

REMARKS

PROCUREMENT COMMITTEE

SIGNATURE MEMBERS PC-ADMIN

Head - Fin Div. S. T. Khan
Head - Admin Div. [Signature]
Member-IDBL. [Signature]
Date: 25/10/16

**ATTENDANCE SHEET
 BID OPENING -**

FOR SELECTION OF ACQUIRING OF BRANCH PREMISES ON RENTAL BASIS

Date: 25/10/16

S.No	Company Name	Name of Company Representative	Contact No.	Company Address	Signature
01	HAFEEZ UL HAQ	}	By Prop Box		
02	YAR ALI SHORO				
03	HAJI SAHIB SIDDIQUI				

Signature - Procurement Committee Members

Head of Administration

Chief Financial Officer

Chief Manager (IDBL)

[Handwritten signatures in blue ink over three horizontal lines]

ACQUIRING OF BRANCH PREMISES ON RENTAL BASIS EVALUATION PERFORMA

Date: 25/10/2016

S.No: ①

Location/Place: Mirpur Bhatara

Bidder: Dr. Hafeez-ul-Haq

Pay Order No: 2348242

S. No.	Requisite	Max Marks	Marks Obtained as per Documentary Evidence	Marks Obtained After Due Visit by the Premises Committee	Marking Criteria			Documents/ Information to be enclosed
					For Branches in Main Cities	Small Cities	For Branches in Rural/ Interior Areas	
1	Location	40	40	5	On main location (Commercial point of view)			Site Plan
		0			Away / stride the main location			
2	Area	15			1500 sq.ft to 1800 sq.ft	1200 sq.ft to 1500 sq.ft	1000 sq.ft to 1200 sq.ft	Title document of the property
		5	5	5	Above 1800 sq.ft	Above 1500 sq.ft	Above 1200 sq.ft	
		5			Below 1500 sq.ft	Below 1200 sq.ft	Below 1000 sq.ft	
3	Other Banks in Close Proximity	15		10	5 Banks, within 1 km			Names of the Banks with exact distances from the premises offered
		10			3 Banks, within 1 km			
		5			2 Banks, within 1 km			
4	Advance Rent Required	10	10	10	1 Year			Tick the appropriate column
		5			2 Years			
		0			3 Years			
5	Parking Space (Dedicated to the premises)	10	10	10	Above 4 Vehicles	3 Vehicles		Numbers
		5			3-4 Vehicles	2 Vehicles		
		3			1-2 Vehicles	1 Vehicle		
6	State of Property Offered	10	10	10	Constructed			Map of the premises
		5			Plot			
Total Marks		100	76	40	Qualified / (Disqualified)			

Members Signature- Evaluation Committee

Muhammad Shahid Saleem Admin Division
Tahawar Raza Operation Division

Dilshad Hussain Khan Finance Division
SIGNATURE MEMBERS PC-ADMIN
 Head - Fin Div. S.T. Tanvir
 Head - Admin Div. [Signature]
 Member-IDBL. [Signature]

Date: _____

Signature Post Premises Committee

[Signature] Group Head
[Signature] Member

Member _____

ACQUIRING OF BRANCH PREMISES ON RENTAL BASIS EVALUATION PERFORMA

Date: 25/10/16

S.No: (2)
 Bidder: Yar Ali Shoro

Location/Place: Mirpur Bhatero

Pay Order No: _____

S. No.	Requisite	Max Marks	Marks Obtained as per Documentary Evidence	Marks Obtained After Due Visit by the Premises Committee	Marking Criteria			Documents/ Information to be enclosed
					For Branches in Main Cities	Small Cities	For Branches in Rural/ Interior Areas	
1	Location	40	40	15	On main location (Commercial point of view)			Site Plan
		0			Away / stride the main location			
2	Area	15	5	5	1500 sq.ft to 1800 sq.ft	1200 sq.ft to 1500 sq.ft	1000 sq.ft to 1200 sq.ft	Title document of the property
		5			Above 1800 sq.ft	Above 1500 sq.ft	Above 1200 sq.ft	
		5			Below 1500 sq.ft	Below 1200 sq.ft	Below 1000 sq.ft	
3	Other Banks in Close Proximity	15	10	10	5 Banks, within 1 km			Names of the Banks with exact distances from the premises offered
		10			3 Banks, within 1 km			
		5			2 Banks, within 1 km			
4	Advance Rent Required	10	10	10	1 Year			Tick the appropriate column
		5			2 Years			
		0			3 Years			
5	Parking Space (Dedicated to the premises)	10	10	5	Above 4 Vehicles	3 Vehicles		Numbers
		5			3-4 Vehicles	2 Vehicles		
		3			1-2 Vehicles	1 Vehicle		
6	State of Property Offered	10	10	5	Constructed			Map of the premises
		5			Plot			
Total Marks		100	75	50	Qualified / Disqualified			

Members Signature- Evaluation Committee

Muhammad Shahid Saleem
 Admin Division
Tahawar Raza
 Operation Division

Dilshad Hussain Khan
 Finance Division
SIGNATURE MEMBERS PC-ADMIN
 Head - Fin Div. 25/10/16
 Head - Admin Div. [Signature]
 Member-IDBL. [Signature]
 Date: _____

Signature Post Premises Committee

[Signature]
 Group Head
[Signature]
 Member

Member

ACQUIRING OF BRANCH PREMISES ON RENTAL BASIS EVALUATION PERFORMA

Date: 25/10/12

S.No: (3)

Location/Place: Mirpur Bhatara

Bidder: Haji Sahib

Pay Order No: 00425300

S. No.	Requisite	Max Marks	Marks Obtained as per Documentary Evidence	Marks Obtained After Due Visit by the Premises Committee	Marking Criteria			Documents/ Information to be enclosed
					For Branches in Main Cities	Small Cities	For Branches in Rural/ Interior Areas	
1	Location	40	40	35	On main location (Commercial point of view)			Site Plan
		0			Away / stride the main location			
2	Area	15	15	15	1500 sq. ft. to 1800 sq. ft.	1200 sq. ft. to 1500 sq. ft.	1000 sq. ft. to 1200 sq. ft.	Title document of the property
		5			Above 1800 sq. ft.	Above 1500 sq. ft.	Above 1200 sq. ft.	
		5			Below 1500 sq. ft.	Below 1200 sq. ft.	Below 1000 sq. ft.	
3	Other Banks in Close Proximity	15			5 Banks, within 1 km			Names of the Banks with exact distances from the premises offered
		10			3 Banks, within 1 km			
		5	5	5	2 Banks, within 1 km			
4	Advance Rent Required	10			1 Year			Tick the appropriate column
		5			2 Years			
		0	0	0	3 Years			
5	Parking Space (Dedicated to the premises)	10			Above 4 Vehicles	3 Vehicles		Numbers
		5	5	5	3-4 Vehicles	2 Vehicles		
		3			1-2 Vehicles	1 Vehicle		
6	State of Property Offered	10	10	10	Constructed			Map of the premises
		5			Plot			
Total Marks		100	75	70	Qualified / Disqualified			

Members Signature-Evaluation Committee

Muhammad Shahid Saleem Admin Division
Tahawar Raza Operation Division

Dilshad Hussain Khan Finance Division
SIGNATURE MEMBERS PC-ADMIN

Signature Post Premises Committee

Group Head
Member

Head - Fin Div. S. J. Amir
 Head - Admin Div. [Signature]
 Member-IDBL. [Signature]
 Date: _____

Member