



No.AD (A&A)/01-25/2014-15/241  
SINDH CIVIL SERVICES ACADEMY  
GOVERNMENT OF SINDH  
Karachi, dated: 28-03-2016

Mr. Zulfiqar Ali s/oMr. Mohabbat Khan,  
Bungalow # 207, 32<sup>nd</sup> Street,  
Phase-VI, Defence Housing Authority,  
Karachi.

Subject: **LETTER OF ACCEPTANCE.**

Dear Sir,

In supersession of this Academy's letter No.AD (A&A)/01-25/2014-15/236 dated 09-03-2016, and in pursuance of the approval as accorded by the Hiring Committee your bid dated 26<sup>th</sup> February, 2016, for the "Hiring the Office Premises for Sindh Civil Services Academy on Rental Basis at Karachi" in respect of Bungalow # 8-B/I, 23<sup>rd</sup> Street, Khayaban-e-Tanzeem, Phase-V, DHA, Karachi, @ of Rs: 545,000/- (Rupees Five Hundred and Forty Five Thousand Only) per month for the period of 3 years is hereby accepted on the following grounds:

- i) It is effective from the date of signature of contract.
- ii) It is renewable (if required on such terms of conditions may as may be mutually agreed upon, as per terms and conditions mentioned in the bidding documents as well as Tenancy Agreement.
- iii) The rent @ of Rs. 545,000/- (Rupees Five hundred forty five thousand only) per month shall be payable by the Procuring Agency for eleven month in advance as per condition No. 2 of the Tenancy Agreement.
- iv) The acceptance of bid shall not prejudice the right of the Procuring Agency's power under the contract in respect of approval or otherwise of all matters including but not limited to the information submitted with the bid.
- v) That the appendices and enclosures submitted by you with the bid shall deemed to be illustrate your commitment. However, if these enclosures, submission, statements etc are contrary to the basis provisions of the contract and/or explicitly and/or implicitly construe additional payments and/or deviation from the terms and conditions which may lead to any claim by you for additional payment and/or extension of the time shall have no contractual standing whatsoever.

2. Please confirm the acceptance of the terms and conditions of this letter by signing/stamping and return the acknowledgement copy to this Academy immediately. This original Letter of Acceptance is for your retention.

Continued on page 2...

3. The Agreement shall be prepared at the cost of the Contractor including payment of Government Duties/Taxes/Stamp Duty and shall be signed by Director General, Sindh Civil Services Academy, and you within the stipulated time mentioned in the bidding documents. Until a formal agreement is signed, as above, your bid and this Letter of Acceptance shall form a binding Contract between you and the Academy (Procuring Agency).

4. We look forward to working with you on this project.

Yours Truly

(GHULAM MUSTAF JUNEJO)  
Assistant Director

Copies for information to:

- i. Managing Director, Sindh Public Procurement Regulatory Authority, GoS, Karachi.
- ii. Deputy Secretary (B&A), SGA&CD, Government of Sindh, New Sindh Secretariat, Karachi.
- iii. PS to the Director General, Sindh Civil Services Academy, Government of Sindh, Karachi.

  
(GHULAM MUSTAF JUNEJO)  
Assistant Director



No.AD (A&A)/01-25/2014-15/ 244.  
SINDH CIVIL SERVICES ACADEMY  
GOVERNMENT OF SINDH

Karachi, dated: 30-03-2016.

Mr. Zulfiqar Ali S/o Mr. Mohabbat Khan,  
Bungalow # 207, 32<sup>nd</sup> Street,  
Phase-VI, Defence Housing Authority,  
Karachi.

Subject: LETTER OF AWARD

Dear Sir,

On the recommendation of the competent body i.e.the Hiring Committee the Bid Evaluation Report, the Bidders Eligibility Criteria and the Comparative Statement were hosted on the website of SPPRA within the required period of time and then a Letter of Acceptance was issued to you on 28<sup>th</sup> March, 2016, for completion /submission of the documents. Since the same are now completed/ submitted we are pleased to notify the Letter of Award for the "Hiring of Office Accommodation for Sindh Civil Services Academy, Government of Sindh, at Karachi" at a lumpsum rent of Rs. 5,45,000/- (Rupees Five Hundred Forty Five Thousand Only) per month for an initial period of 3 years with effect from 01-04-2016 duly accepted by you as per terms and conditions mentioned in the bidding documents as well as the Tenancy Agreement. The agreement would be renewable on such terms of conditions as may be mutually agreed upon.

Yours Truly

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(GHULAM MUSTAF JUNEJO)  
Assistant Director

4. FINANCIAL PROPOSAL

PRICE SCHEDULE

Name of Bidder LULFIQAR ALI

Monthly Rent (lump sum) RS: 545,000/- *Q. Gaur* *VEN Prop.* *26/2/16*

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. Earnest money of 1% of one year rent demanded of the premises, in shape of pay order or in recoverable Bank Guarantee acceptable to the Sindh Civil Services Academy, Government of Sindh, is to be attached with the Financial Proposal.

Signature & Stamp of the Bidder Lulfiqar Ali

Date: 25/02/2016

*26.02*

**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 Civil Services Academy, Government of Sindh
- 2) PROVINCIAL / LOCAL GOVT./ OTHER Provincial
- 3) TITLE OF CONTRACT Office Space Required in Karachi.
- 4) TENDER NUMBER NO:AD(A & A)/01-25/2014-15
- 5) BRIEF DESCRIPTION OF CONTRACT Hiring of Office Accommodation for S.C.S.A., GoS.
- 6) FORUM THAT APPROVED THE SCHEME \_\_\_\_\_
- 7) TENDER ESTIMATED VALUE 6.000 millio
- 8) ENGINEER'S ESTIMATE (For civil works only) N/A
- 9) ESTIMATED COMPLETION PERIOD (AS PER CONTRACT) N/A
- 10) TENDER OPENED ON (DATE & TIME) 26-02-2016, time: 11:30 AM
- 11) NUMBER OF TENDER DOCUMENTS SOLD (Attach list of buyers) 04
- 12) NUMBER OF BIDS RECEIVED 05
- 13) NUMBER OF BIDDERS PRESENT AT THE TIME OF OPENING OF BIDS 03
- 14) BID EVALUATION REPORT (Enclose a copy) Attached
- 15) NAME AND ADDRESS OF THE SUCCESSFUL BIDDER Mr. Zulfiqar Ali, H#207, 32 Street, Ph-V, DHA.
- 16) CONTRACT AWARD PRICE Rs: 545,000/ (rent per month)
- 17) RANKING OF SUCCESSFUL BIDDER IN EVALUATION REPORT (i.e. 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> EVALUATION BID). 2nd
- 18) METHOD OF PROCUREMENT USED :- (Tick one)
- a) SINGLE STAGE – ONE ENVELOPE PROCEDURE Yes  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:

*Signature*  
Assistant Director  
Sindh Civil Services Academy  
D.D.O

19) APPROVING AUTHORITY FOR AWARD OF CONTRACT \_\_\_\_\_

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

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

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

Yes	SPPRA's website at Sr. No. 26429 with ID 2147483647 on 11-02-2016
No	

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

Yes	Printed vide No. INF/KRY/:253/16 (DAWN 09-02-2016, Kawaish & Jung 10-02-2016)
No	

22) NATURE OF CONTRACT

Domestic/ Local	<input checked="" type="checkbox"/>	Int.	<input type="checkbox"/>
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23) WHETHER QUALIFICATION CRITERIA WAS INCLUDED IN BIDDING / TENDER DOCUMENTS?  
(If yes, enclose a copy)

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

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

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

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

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

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

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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30) WHETHER EVALUATION REPORT GIVEN TO BIDDERS BEFORE THE AWARD OF CONTRACT?

(Attach copy of the bid evaluation report)

Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
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*[Signature]*  
Assistant Director  
Sindh Civil Services Academy  
JUNE 10  
Units/D.D.O

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

Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
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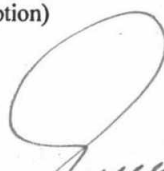
37) WERE PROPER SAFEGUARDS PROVIDED ON MOBILIZATION ADVANCE PAYMENT IN  
THE CONTRACT (BANK GUARANTEE ETC.)?

Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
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38) SPECIAL CONDITIONS, IF ANY  
(If yes, give Brief Description)

Yes	
No	No

Signature & Official Stamp of  
Authorized Officer

  
**GHULAM MUSTAFA JUNEJO**  
Assistant Director (Accounts)/D.D.O  
Sindh Civil Services Academy

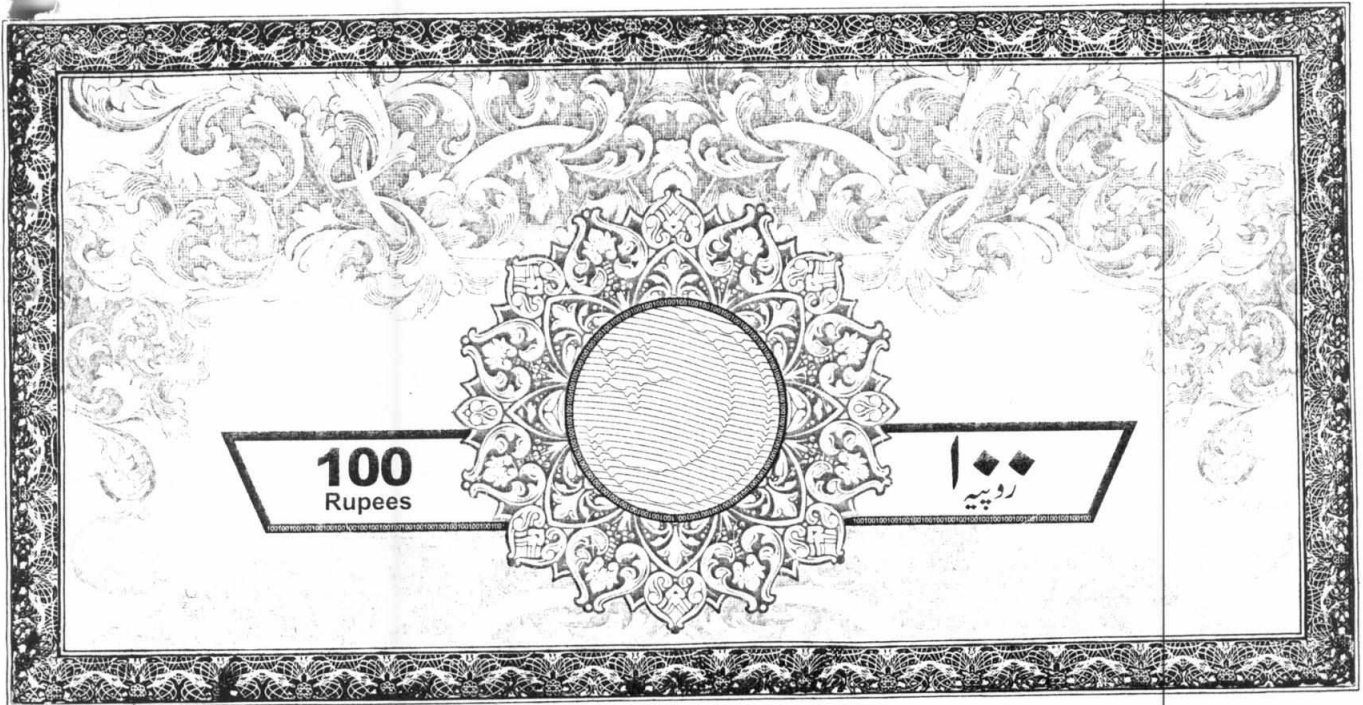
**FOR OFFICE USE ONLY**

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

Print

Save

Reset



71745

29 MAR 2016

AZAM ALAM STAMP VENDER Licence No. 59  
G-7 Spanish Bazaar Phase-I, D.H.A Karachi  
S.No. \_\_\_\_\_ Date \_\_\_\_\_  
Name of the Vendor: Muhammad Yaqoob Choudhri  
Address: \_\_\_\_\_  
Signature: \_\_\_\_\_  
Date: \_\_\_\_\_

**TENANCY AGREEMENT**

THIS AGREEMENT OF TENANCY is made at Karachi on this 31<sup>st</sup> of March, 2016.

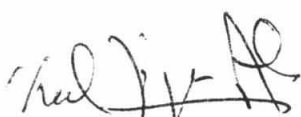
**BETWEEN**

MR. ZULFIQAR ALI S/O MR. MOHABBAT KHAN Muslim, adult holding CNIC No. 42301-1002485-3 resident of Bungalow # 207, 32<sup>nd</sup> Street, Phase-VI, DHA, Karachi, hereinafter referred to as Owner, which expression shall, wherever the context so requires or permits, include his/her successors, done, executors, administrators and assigns of the OWNER.

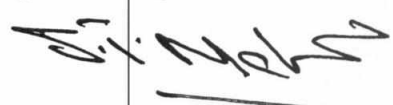
**AND**

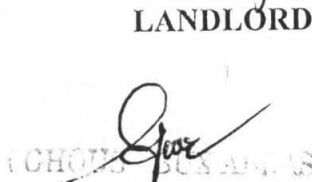
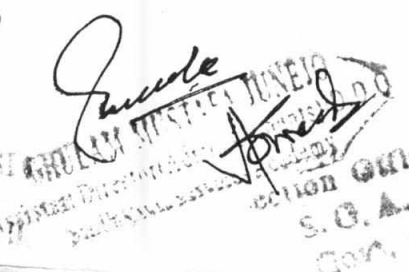
M/s. Sindh Civil Services Academy, Government of Sindh, Karachi through its Director General SYED TARIQ MAHMUD JAFFERY S/o SYED AKHTAR HUSSAIN JAFFERY Muslim, adult holding CNIC No: 42101-0278747-3 Resident of Karachi, hereinafter referred to as the TENANT, which expression shall, wherever the context so required or permits, include their successors, executors, administrators and assign of TENANT.

WHEREAS the OWNER is the undisputed owner-in-possession of BUNGLOW/HOUSE CONSTRUCTED ON PROPERTY NO: 8-B/I, 23<sup>rd</sup> Street, Khayaban-e-Tanzeem, Phase-V, DHA, Karachi measuring 721 Sq. Yards, comprising such bedrooms, drawing room, dining room, lounges, attached bathrooms, garden, servant quarters as per SITE PLAN ATTACHED.

  
LANDLORD

  
**SHADIA JAFFER**  
Deputy Secretary (B&E-I)  
Finance Department  
Government of Sindh

  
**Syed Tariq Mahmud Jaffery**  
Director General  
Sindh Civil Services Academy  
Government of Sindh  
Karachi

  
  
Sindh Civil Services Academy  
Government of Sindh  
Karachi



AND WHEREAS, the TENANT has agreed to take the aforesaid premises on rent with effect from 01<sup>st</sup> April, 2016 at the monthly rent of **Rs.545,000/- (Rupees: Five Hundred Forty Five Thousand only)** and both the above parties have agreed on the following terms and conditions:

1. THAT the period of contract shall be initially for 3 (three) Years, renewable after every eleven months, first terms shall commence from 1<sup>st</sup> April 2016 and renewable on such terms and conditions as may be mutually agreed upon.
2. THAT the rent at the rate of **Rs.545,000/- (Rupees: Five Hundred Forty Five Thousand only)** per month shall be payable by the tenant for the eleven months in advance of signing of this Agreement.
3. THAT in case of renewal the rent will be increased @ 10% per annum subject to the mutual agreement.
4. THAT either party shall serve ONE MONTH prior written notice to the other in case said premises is being vacated or is required to be vacated, ON OR BEFORE expiry of tenancy period of 3 years.
5. THAT the premises shall be used for office or residential or both purpose, but the tenant shall not indulge into such activity that may be offensive to the legal right of easement to which the adjoining neighbors are entitled to.
6. THAT the landlord make some alterations for making the available hall more spacious, to make some arrangement to provide shelter for the parked vehicles, to construct a guard room at the entrance and to replace/strengthen the railings on the stairs leading to the upper floor.
7. THAT the Tenant shall not make any structural alterations, modifications, additions or damages including to the floors, walls, interior and exterior of said premises without prior permission of the Landlord.
8. THAT no offensive material shall be stored in the said premises that are prohibited by law.
9. THAT adequate fire-fighting arrangement shall be made by the Tenant so that the fire, accidental or otherwise, may be extinguished.
10. THAT all property tax, rates, assessments, levied by the Government or its agencies, shall be payable by the owner. If such bills are received by the Tenant, these should be transmitted to the owner immediately.
11. THAT on receipt of the bills of electricity, water, gas etc., the same shall be paid by the Tenant promptly and a copy shall be transmitted to the owner.
12. THAT the Tenant shall in no case let out or sub-let the premises collectively or individually to any other person or persons of handover the premises to any outsider.
13. THAT the premises would be handed over to the Tenant with serviceable electricity, fixtures, in immaculate condition.
14. THAT the Tenant shall keep the premises in its present order, and will not cause any damages to the rented premises.

*Shadia Jaffer*  
**SHADIA JAFFER**  
Deputy Secretary (B&E-II)  
Finance Department  
Government of Sindh

*Ghous Buk Abbasi*  
**GHOUS BUK ABBASI**  
Executive Engineer  
Provincial Building Division No. II,  
Karachi.

*S. G. A. & C. O.*  
**S. G. A. & C. O.**  
Section Officer (C.F.O.)  
Govt. of Sindh

*Syed Tariq Mahmud Jaffery*  
**Syed Tariq Mahmud Jaffery**  
Director General  
Civil Service Academy  
Government of Sindh  
Karachi

-: (3) :-

15. THAT the Tenant shall allow the owner or his representative / agent to inspect the said premises during any reasonable time of the day with prior appointment with the Tenant.
16. THAT the Tenant is authorize to put cabins, partitions etc. of wood or synthetic material without causing any damages to the floors or the four walls of the premises.
17. THAT on the expiry of tenancy period, the Tenant shall handover to the Owner vacant possession of the rented premises in its original condition in which it was let out, except normal wear and tear.

IN WITNESS WHEREOF the Owner and the Tenant have set their respective hands on this day of 31<sup>st</sup> March, Two Thousand and Sixteen.

**WITNESSES:**

1. Anwar Ali Mirai  
45302-8276376-1

2. Saddam Shah  
42501-7806574-5

**OWNER**

Mr. ZULFIQAR ALI  
S/O MOHABBAT KHAN  
CNIC #: 42301-1002485-3

**TENANT**

M/s. Sindh Civil Services Academy,  
Government of Sindh, Karachi

Through its Director General

SYED TARIQ MAHMUD JAFFERY  
S/O SYED AKHTAR HUSSAIN JAFFERY  
CNIC#: 42101-0278747-3

GRULAN  
Assistant Director (Admin. Accounts) D.D.  
Sindh Civil Services Academy  
Section Officer (C.F.O.)  
S.G.A. & C.O.  
Govt. of Sindh

SHADIA JAFFER  
Deputy Secretary (B&E-III)  
Finance Department  
Government of Sindh

(GHOUS BUX ABBASI)  
Executive Engineer  
Provincial Building Division No. II,  
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No.AD (A&A)/01-25/2014-15/241  
SINDH CIVIL SERVICES ACADEMY  
GOVERNMENT OF SINDH  
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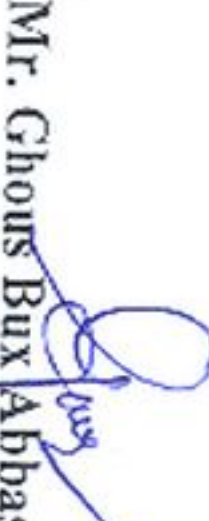
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# COMPARATIVE STATEMENT


Name of work: HIRING OF OFFICE ACCOMMODATION FOR SINDH CIVIL SERVICES ACADEMY,  
GOVERNMENT OF SINDH, KARACHI


Sr. #	Description of work	Estimated Cost			Mr. Jeewat Ram		Mr. Zulfiqar Ali		Mr. Faisal Kachelo		
		Qty	Rate	Per Unit	Amount	Rate (Rent Per month)	Amount	Rate (Rent Per month)	Amount	Rate (Rent Per month)	Amount
01	Hiring of private Accommodation on rental basis for Sindh Civil Services Academy, Government of Sindh, at Karachi	01	N/A	N/A	Rs:6,000,000	Rs:375,000	Rs:375,000	Rs:545,000	Rs:545,000	Rs:763,636	Rs:763,636

  
Ms. Shadia Jaffar  
Deputy Secretary  
Finance Department  
Govt. of Sindh  
Member

  
Mr. Chous Bux Abbasi  
XEN PBD-II Karachi  
Works & Services Dpt.  
Govt. of Sindh  
Member

  
Syed Waheed Asghar Shah  
Section Officer CTC,  
S.G.A. & C.D  
Govt. of Sindh  
Member


  
Ghulam Mustafa Junejo  
Assistant Director  
Admin & accounts  
(S.C.S.A)  
Member/ Secretary

  
Syed Tariq Mehmud Jaffery  
Director General  
Sindh Civil Services Academy  
Govt. of Sindh  
Chairman

3. The Agreement shall be prepared at the cost of the Contractor including payment of Government Duties/Taxes/Stamp Duty and shall be signed by Director General, Sindh Civil Services Academy, and you within the stipulated time mentioned in the bidding documents. Until a formal agreement is signed, as above, your bid and this Letter of Acceptance shall form a binding Contract between you and the Academy (Procuring Agency).

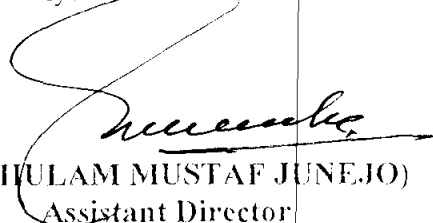
4. We look forward to working with you on this project.

Yours Truly

  
(GHULAM MUSTAF JUNEJO)  
Assistant Director

**Copies for information to:**


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- ii. Deputy Secretary (B&A), SGA&CD, Government of Sindh, New Sindh Secretariat, Karachi.
- iii. PS to the Director General, Sindh Civil Services Academy, Government of Sindh, Karachi.

  
(GHULAM MUSTAF JUNEJO)  
Assistant Director


	vi. The premises must be in good condition i-e., neat, clean and freshly whitewashed.	No	Yes	No
10	Qualified / Disqualified	Disqualified	Qualified	Disqualified

  
**Ms. Shadia Jaffar**  
 Deputy Secretary  
 Finance Department  
 Govt. of Sindh  
**Member**

  
**Mr. Ghous Bax Abbasi**  
 XEN PBD-II Karachi  
 Works & Services Dpt.  
 Govt. of Sindh  
**Member**

  
**Syed Waheed Asghar Shah**  
 Section Officer CTC,  
 S.G.A. & C.D  
 Govt. of Sindh  
**Member**

  
**Ghulam Mustafa Junejo**  
 Assistant Director  
 Admin & accounts  
 (S.C.S.A)  
**Member/ Secretary**

  
**Syed Tariq Mehmud Jaffery**  
 Director General  
 Sindh Civil Services Academy  
 Govt. of Sindh  
**Chairman**



No.AD (A&A)/01-25/2014-15/ 244.  
SINDH CIVIL SERVICES ACADEMY  
GOVERNMENT OF SINDH

Karachi, dated: 30-03-2016

Mr. Zulfiqar Ali S/o Mr. Mohabbat Khan,  
Bungalow # 207, 32<sup>nd</sup> Street,  
Phase-VI, Defence Housing Authority,  
Karachi.

Subject: LETTER OF AWARD

Dear Sir,

On the recommendation of the competent body i.e.the Hiring Committee the Bid Evaluation Report, the Bidders Eligibility Criteria and the Comparative Statement were hosted on the website of SPPRA within the required period of time and then a Letter of Acceptance was issued to you on 28<sup>th</sup> March, 2016, for completion /submission of the documents. Since the same are now completed/ submitted we are pleased to notify the Letter of Award for the "Hiring of Office Accommodation for Sindh Civil Services Academy, Government of Sindh, at Karachi" at a lumpsum rent of Rs. 5,45,000/- (Rupees Five Hundred Forty Five Thousand Only) per month for an initial period of 3 years with effect from 01-04-2016 duly accepted by you as per terms and conditions mentioned in the bidding documents as well as the Tenancy Agreement. The agreement would be renewable on such terms of conditions as may be mutually agreed upon.

Yours Truly

(GHULAM MUSTAF JUNEJO)  
Assistant Director

Copies for information to:

- i. ✓ Managing Director, Sindh Public Procurement Regulatory Authority, GoS, Karachi.
- ii. Deputy Secretary (B&A), SGA&CD, Government of Sindh, New Sindh Secretariat, Karachi.
- iii. PS to the Director General, Sindh Civil Services Academy, Government of Sindh, Karachi.

(GHULAM MUSTAF JUNEJO)  
Assistant Director

  
 Syed Tariq Mahmud Jaffery  
 Director General  
 Sindh Civil Services Academy  
 Government of Sindh  
 Karachi

## BIDDER'S ELIGIBILITY/QUALIFICATION REPORT

NIT No. SPPRA Sr. No.: 26429

Method of Procurement: SINGLE STAGE ONE ENVELOPE

Name of work: HIRING OF OFFICE ACCOMMODATION FOR SINDH CIVIL SERVICES ACADEMY, GOVERNMENT OF SINDH, KARACHI

Date of opening: 26<sup>TH</sup> FEBRUARY, 2016


### *Eligibility/Qualification Criteria:*

SR. #	Eligibility/Qualification Criteria	Bidders Name		
		Mr. Jeewat Ram	Mr. Zulfiqar Ali	Mr. Faisal Kachelo
1	Registration with PEC (if Appl)	N/A	N/A	N/A
2	NTN	N/A	N/A	N/A
3	Sales Tax Registration	N/A	N/A	N/A
4	Registration with Sindh Revenue	N/A	N/A	N/A
	<b>QUALIFICATION CRETERIA</b>			
5	Minimum 3 years experience of relevant field	N/A	N/A	N/A
6	Turnover of at least last 3 years	N/A	N/A	N/A
7	Required Bidding security is attached	Yes	Yes	Yes
8	Bid is signed, named and stamped by the authorized person of the firm along with authorization letter	Yes	Yes	Yes
9	Any other factor deemed to be relevant by the procuring agency subject to provision of Rule - 44			
	i. Preferred Location	Yes	Yes	Yes
	ii. Area / Space	Yes	Yes	Yes
	iii. Parking Space	No	Yes	Yes
	<b>Necessities &amp; Conditions</b>			
	iv. The premises must be vacant and free from all encumbrances, claims and disputes.	No	Yes	Yes
	v. The documentary evidence of ownership as well as the copies of duly paid utility bills / taxes including electricity, telephone, water & sewerage, Sui Gas etc should be made available.	No	Yes	Yes

  
**GHULAM MUSTAFA JONEJO**  
 Assistant Director (Admin. Accounts) D.D.O.  
 Sindh Civil Services Academy

  
**GHOUS BUX ABBASI**  
 Executive Engineer  
 Provincial Building Division No. II,  
 Karachi.

  
**SHADIA JAFFER**  
 O.S. (Admin.)

  
 Section Officer (C.F.C.)  
 S.G.A. & C.O.  
 Govt of Sindh



4. FINANCIAL PROPOSAL

PRICE SCHEDULE

Name of Bidder KULFIQAR ALI

Monthly Rent (lump sum) RS: 545,000/- *Govt GEN 91892* *26/2/16*


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. Earnest money of 1% of one year rent demanded of the premises, in shape of pay order or in recoverable Bank Guarantee acceptable to the Sindh Civil Services Academy, Government of Sindh, is to be attached with the Financial Proposal.

Signature & Stamp of the Bidder Kulfiqar Ali

Date: 25/02/2016

*26.02*

  
**Syed Tariq Mahmud Jaffery**  
Director General  
Sindh Civil Services Academy  
Government of Sindh  
Karachi

3	Mr. Faisal Kachelo	Rs: 763,636/-	3 <sup>rd</sup> Lowest	N/A	The offered bungalow comprising over 2,000 sq. yards. The bungalow was with a large swimming pool and most lavish bathrooms besides having spacious rooms. However, it was not only that the quoted rent was much higher than the capacity of the SCSA to pay but the bungalow was constructed more than a quarter century back and now needs a thorough renovation before being rehabilitated. The offering of the bungalow on as it is basis was certainly not acceptable.	Rejected
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**Certified that:-** The offered house of Mr. Zulfiqar Ali, was found to be newly constructed and had not been habilitated by any resident, so far. The spacious room to be used for conducting classes and ample space for car parking was available. The committee acknowledged the location and the given conditions of the bungalow as per published requirement. This bungalow was considered most suitable for accommodating the Sindh Civil Services Academy.

  
**Ms. Shadia Jaffar**  
Deputy Secretary  
Finance Department  
Govt. of Sindh  
Member

  
**Mr. Ghous Bux Abbasi**  
XEN PBD-II Karachi  
Works & Services Dpt.  
Govt. of Sindh  
Member

  
**Syed Waheed Asghar  
Shah**  
Section Officer CTC,  
S.G.A. & C.D  
Govt. of Sindh  
Member

  
**Ghulam Mustafa Junejo**  
Assistant Director  
Admin & accounts  
(S.C.S.A)  
Member/ Secretary

  
**Syed Tariq Mahmud Jaffery**  
Director General  
Sindh Civil Services Academy  
Govt. of Sindh  
Chairman

**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 Civil Services Academy, Government of Sindh
- 2) PROVINCIAL / LOCAL GOVT./ OTHER Provincial
- 3) TITLE OF CONTRACT Office Space Required in Karachi.
- 4) TENDER NUMBER NO:AD(A & A)/01-25/2014-15
- 5) BRIEF DESCRIPTION OF CONTRACT Hiring of Office Accommodation for S.C.S.A., GoS.
- 6) FORUM THAT APPROVED THE SCHEME \_\_\_\_\_
- 7) TENDER ESTIMATED VALUE 6.000 millio
- 8) ENGINEER'S ESTIMATE (For civil works only) N/A
- 9) ESTIMATED COMPLETION PERIOD (AS PER CONTRACT) N/A
- 10) TENDER OPENED ON (DATE & TIME) 26-02-2016, time: 11:30 AM
- 11) NUMBER OF TENDER DOCUMENTS SOLD 04  
(Attach list of buyers)
- 12) NUMBER OF BIDS RECEIVED \_\_\_\_\_
- 13) NUMBER OF BIDDERS PRESENT AT THE TIME OF OPENING OF BIDS 03
- 14) BID EVALUATION REPORT (Enclose a copy) Attached
- 15) NAME AND ADDRESS OF THE SUCCESSFUL BIDDER Mr. Zuqar Ali, H#207, 32 Street, Ph-V, DHA.
- 16) CONTRACT AWARD PRICE Rs: 545,000/ (rent per month)
- 17) RANKING OF SUCCESSFUL BIDDER IN EVALUATION REPORT (i.e. 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> EVALUATION BID). 2nd
- 18) METHOD OF PROCUREMENT USED :- (Tick one)

- a) SINGLE STAGE – ONE ENVELOPE PROCEDURE Yes  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:


*[Faint signature and stamp at the bottom left]*

  
 Syed Tariq Mahmud Jaffery  
 Director General  
 Sindh Civil Services Academy  
 Government of Sindh  
 Karachi


## BID EVALUATION REPORT

1. Name of Procuring Agency: Sindh Civil Services Academy, GoS. Karachi.
2. Tender Reference No: NO:AD(A & A)/01-25/2014-15
3. Tender Description/Name of work/item: Hiring of Office Accommodation For Sindh Civil Services Academy, GoS.
4. Method of Procurement: Single Stage – One Envelope Procedure.
5. Tender Published: Printed vide No. INF/KRY/:253/16  
Dawn : 09<sup>th</sup> February, 2016  
Jang & Kawaish: 10<sup>th</sup> February, 2016  
Hosted on SPPRA website on 11-02-2016.
6. Total Bid Documents Sold: Four (04)
7. Total Bid Received: Three (03)
8. Technical Bid Opening date (if applicable): N/A.
9. No. of Bid Technically Qualified (if applicable): N/A.
10. Bid(s) Rejected: Two (02)
11. Financial Bid Opening Date: 26-02-2016.
12. Bid Evaluation Report:

S. #	Name of Firm (s) or Bidder	Cost Offer by the bidder	Ranking in terms of cost	Comparison with estimated cost	Reasons for acceptance/ rejection	Remarks
0	1	2	3	4	5	6
1	Mr. Jeewat Ram	Rs: 375,000/-	1 <sup>st</sup> Lowest	N/A	The offered premises lack the essential requirements like any spacious room / hall for conducting classes and the space for parking official vehicles as per demand. Secondly, the house was old requiring maintenance and repair that was beyond the capacity of the government to undertake.	Rejected
2	Mr. Zulfiqar Ali	Rs: 545,000/-	2 <sup>nd</sup> Lowest	N/A	The offered house was found to be newly constructed and had not been <u>habilitated</u> by any resident, so far. The spacious room to be used for conducting classes and ample space for car parking was available. The committee acknowledged the location and the given conditions of the bungalow as per published requirement. This bungalow was considered most suitable for accommodating the Sindh Civil Services Academy.	Accepted

  
 GHULAM MUSTAFA TUNIO  
 Assistant Director  
 Sindh Civil Services Academy  
 Provincial Building Division No. II,  
 Karachi.

  
 SHADIA JAFFER  
 S.S. (2012-13)

  
 Section Officer  
 S. G. A. & C. D.  
 Govt of Sindh

19) APPROVING AUTHORITY FOR AWARD OF CONTRACT \_\_\_\_\_

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

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

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

Yes	SPPRA's website at Sr. No. 26429 with ID 2147483647 on 11-02-2016
No	

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

Yes	Printed vide No. INF/KRY:253/16 (DAWN 09-02-2016, Kawaish & Jung 10-02-2016)
No	

22) NATURE OF CONTRACT

Domestic/ Local	<input checked="" type="checkbox"/>	Int.	<input type="checkbox"/>
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23) WHETHER QUALIFICATION CRITERIA WAS INCLUDED IN BIDDING / TENDER DOCUMENTS?  
(If yes, enclose a copy)

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

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

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

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

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

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

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

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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30) WHETHER EVALUATION REPORT GIVEN TO BIDDERS BEFORE THE AWARD OF CONTRACT?

(Attach copy of the bid evaluation report)

Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
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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"/>
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36) WAS A VISIT MADE BY ANY OFFICER/OFFICIAL OF THE PROCURING AGENCY TO THE  
SUPPLIER'S PREMISES IN CONNECTION WITH THE PROCUREMENT? IF SO, DETAILS TO  
BE ASCERTAINED REGARDING FINANCING OF VISIT, IF ABROAD:  
(If yes, enclose a copy)

Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
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37) WERE PROPER SAFEGUARDS PROVIDED ON MOBILIZATION ADVANCE PAYMENT IN  
THE CONTRACT (BANK GUARANTEE ETC.)?

Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
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38) SPECIAL CONDITIONS, IF ANY  
(If yes, give Brief Description)

Yes	
No	No

Signature & Official Stamp of  
Authorized Officer

*Muhammad*  
MUSTAFA HUSAINI

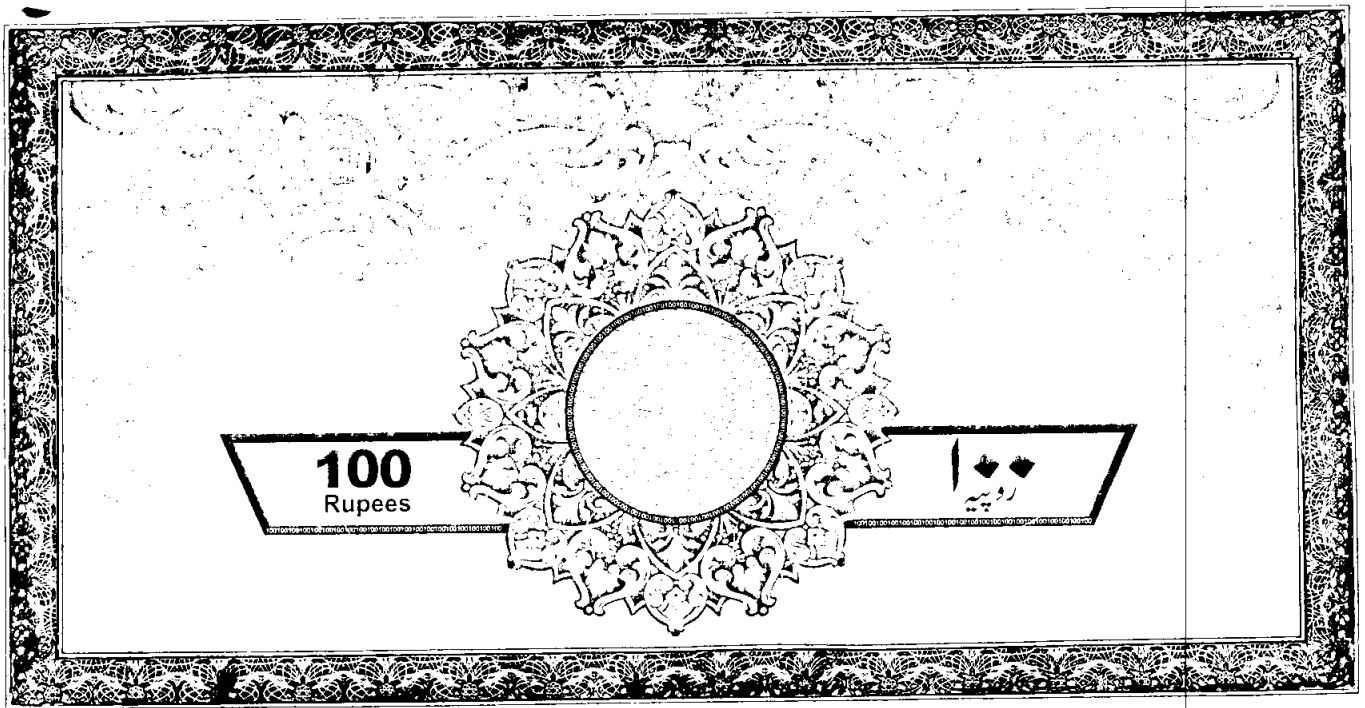
**FOR OFFICE USE ONLY**

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

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71745

29 MAR 2016

Stamp: Sindh Civil Services Academy, Government of Sindh, Karachi. Includes fields for name, CNIC, and address.

TENANCY AGREEMENT

THIS AGREEMENT OF TENANCY is made at Karachi on this 31<sup>st</sup> of March, 2016.

BETWEEN

MR. ZULFIQAR ALI S/O MR. MOHABBAT KHAN Muslim, adult holding CNIC No. 42301-1002485-3 resident of Bungalow # 207, 32<sup>nd</sup> Street, Phase-VI, DHA, Karachi, hereinafter referred to as Owner, which expression shall, wherever the context so requires or permits, include his/her successors, done, executors, administrators and assigns of the OWNER.

AND

M/s. Sindh Civil Services Academy, Government of Sindh, Karachi through its Director General SYED TARIQ MAHMUD JAFFERY S/o SYED AKHTAR HUSSAIN JAFFERY Muslim, adult holding CNIC No: 42101-0278747-3 Resident of Karachi, hereinafter referred to as the TENANT, which expression shall, wherever the context so required or permits, include their successors, executors, administrators and assign of TENANT.

WHEREAS the OWNER is the undisputed owner-in-possession of BUNGLOW/HOUSE CONSTRUCTED ON PROPERTY NO: 8-B/I, 23<sup>rd</sup> Street, Khayaban-e-Tanzeem, Phase-V, DHA, Karachi measuring 721 Sq. Yards, comprising such bedrooms, drawing room, dining room, lounges, attached bathrooms, garden, servant quarters as per SITE PLAN ATTACHED.

*Zulfiqar Ali*  
LANDLORD

*Shadia Jaffer*  
SHADIA JAFFER  
Deputy Secretary (S&M)  
Finance Department  
Government of Sindh

*Syed Tariq Mahmud Jaffery*  
Syed Tariq Mahmud Jaffery  
Director General  
Sindh Civil Services Academy  
Government of Sindh  
Karachi

*Spice*

*Signature*  
Stamp: Sindh Civil Services Academy, Government of Sindh, Karachi.

AND WHEREAS, the TENANT has agreed to take the aforesaid premises on rent with effect from 01<sup>st</sup> April, 2016 at the monthly rent of **Rs.545,000/- (Rupees: Five Hundred Forty Five Thousand only)** and both the above parties have agreed on the following terms and conditions:

1. THAT the period of contract shall be initially for 3 (three) Years, renewable after every eleven months, first terms shall commence from 1<sup>st</sup> April 2016 and renewable on such terms and conditions as may be mutually agreed upon.
2. THAT the rent at the rate of **Rs.545,000/- (Rupees: Five Hundred Forty Five Thousand only)** per month shall be payable by the tenant for the eleven months in advance of signing of this Agreement.
3. THAT in case of renewal the rent will be increased @ 10% per annum subject to the mutual agreement.
4. THAT either party shall serve ONE MONTH prior written notice to the other in case said premises is being vacated or is required to be vacated, ON OR BEFORE expiry of tenancy period of 3 years.
5. THAT the premises shall be used for office or residential or both purpose, but the tenant shall not indulge into such activity that may be offensive to the legal right of easement to which the adjoining neighbors are entitled to.
6. THAT the landlord make some alterations for making the available hall more spacious, to make some arrangement to provide shelter for the parked vehicles, to construct a guard room at the entrance and to replace/strengthen the railings on the stairs leading to the upper floor.
7. THAT the Tenant shall not make any structural alterations, modifications, additions or damages including to the floors, walls, interior and exterior of said premises without prior permission of the Landlord.
8. THAT no offensive material shall be stored in the said premises that are prohibited by law.
9. THAT adequate fire-fighting arrangement shall be made by the Tenant so that the fire, accidental or otherwise, may be extinguished.
10. THAT all property tax, rates, assessments, levied by the Government or its agencies, shall be payable by the owner. If such bills are received by the Tenant, these should be transmitted to the owner immediately.
11. THAT on receipt of the bills of electricity, water, gas etc., the same shall be paid by the Tenant promptly and a copy shall be transmitted to the owner.
12. THAT the Tenant shall in no case let out or sub-let the premises collectively or individually to any other person or persons of handover the premises to any outsider.
13. THAT the premises would be handed over to the Tenant with serviceable electricity, fixtures, in immaculate condition.
14. THAT the Tenant shall keep the premises in its present order, and will not cause any damages to the rented premises.

*Shadia Jaffer*  
**SHADIA JAFFER**  
Deputy Secretary (B&E-II)  
Finance Department  
Government of Sindh

*[Signature]*  
**CHUDAM MURTI JUNEJO**  
Deputy Director (B&E-II)  
Finance Department  
Government of Sindh  
Provincial Building, Station No. II,  
Karachi.

*[Signature]*  
**S. G. A. & C. O.**  
Govt. of Sindh

*[Signature]*  
**Syed Tariq Mahmud Jaffery**  
Director General  
Civil Service Academy  
Government of Sindh  
Karachi



-: (3) :-

15. THAT the Tenant shall allow the owner or his representative / agent to inspect the said premises during any reasonable time of the day with prior appointment with the Tenant.
16. THAT the Tenant is authorize to put cabins, partitions etc. of wood or synthetic material without causing any damages to the floors or the four walls of the premises.
17. THAT on the expiry of tenancy period, the Tenant shall handover to the Owner vacant possession of the rented premises in its original condition in which it was let out, except normal wear and tear.

IN WITNESS WHEREOF the Owner and the Tenant have set their respective hands on this day of 31<sup>st</sup> March, Two Thousand and Sixteen.

**OWNER**

**WITNESSES:**

1. Anwar Ali Mirai  
45302-8276376-1

Mr. ZULFIQAR ALI  
S/O MOHABBAT KHAN  
CNIC #: 42301-1002485-3

**TENANT**

M/s. Sindh Civil Services Academy,  
Government of Sindh, Karachi

Through its Director General

2. Sadique Shah  
42501-7306574-5

SYED TARIQ MAHMUD JAFFERY  
S/O SYED AKHTAR HUSSAIN JAFFERY  
CNIC#: 42101-0278747-3

Section Officer (C.E.O)  
S. G. A. & C. O  
Govt. of Sindh

SHADIA JAFFER  
Deputy Secretary (B&E-F)  
Finance Department  
Government of Sindh

Engineer  
Division No. II  
Karachi