

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. Women Development Department
- 2) PROVINCIAL / LOCAL GOVT./ OTHER Provincial Government
- 3) TITLE OF CONTRACT Hiring of two premises for Day Care Centre at Karachi
- 4) TENDER NUMBER 34014
- 5) BRIEF DESCRIPTION OF CONTRACT Setting up new Day Care Centres under ADP Scheme
- 6) FORUM THAT APPROVED THE SCHEME PDWP
- 7) TENDER ESTIMATED VALUE PKR 1.680 m
- 8) ENGINEER'S ESTIMATE NA
(For civil works only)
- 9) ESTIMATED COMPLETION PERIOD (AS PER CONTRACT) Eleven Months
- 10) TENDER OPENED ON (DATE & TIME) 10-08-2017 at 3:00 PM
- 11) NUMBER OF TENDER DOCUMENTS SOLD three
(Attach list of buyers)
- 12) NUMBER OF BIDS RECEIVED One
- 13) NUMBER OF BIDDERS PRESENT AT THE TIME OF OPENING OF BIDS One
- 14) BID EVALUATION REPORT copy enclosed
(Enclose a copy)
- 15) NAME AND ADDRESS OF THE SUCCESSFUL BIDDER Mr. Saeed Farooq, A-470, Blk-3, Gul-e-Iqbal
- 16) CONTRACT AWARD PRICE Rs. 75,000/- per month
- 17) RANKING OF SUCCESSFUL BIDDER IN EVALUATION REPORT
(i.e. 1st, 2nd, 3rd EVALUATION BID). Mr. Saeed Farooq - 1st (only bidder)

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:

Amir

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	21-07-2017 Sr# 34014
No	

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

Yes	Express Tribune 22-07-2017, Daily Kawish 24-07-2017, Daily Jang 24-07-2014
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 checked="" type="checkbox"/>	No	<input type="checkbox"/>
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28) WHETHER THE SUCCESSFUL BIDDER WAS TECHNICALLY COMPLIANT?

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

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

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

Yes	
No	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 checked="" 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	copy attached
No	

Signature & Official Stamp of
Authorized Officer

 DR. SADIA FARNAZ

DR. SADIA FARNAZ
Manager / DDO
Women Dev. Day Care Centre
Directorate of Women Dev.
Government of Sindh

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



No. DWD/ADP/DCC-3/tender/2017/
GOVERNMENT OF SINDH
DIRECTORATE OF WOMEN DEVELOPMENT
Dated the 6th November 2017.

Mr. Saeed Farooq,
A-470, Block-3, Gulshan-e-Iqbal
Karachi.

SUBJECT: AWARD OF CONTRACT FOR HIRING OF PREMISES FOR ESTABLISHMENT OF DAY CARE CENTRE IN KARACHI UNDER ADP SCHEME "ESTT. OF DAY CARE CENTRES 3 IN KARACHI AND ONE EACH AT DIV.HQ. IN SINDH"

Ref: **Tender Form No. 03**

With the approval of competent authority i-e Secretary Women development, Directorate of Women Development, Government of Sindh, Karachi is pleased to award you contract for hiring of three floors (ground, first and third) of your House. No. L-21, Block13-D/1, Gulshan-e-Iqbal, as successful bidder for hiring of premises for establishment of Day Care Centre in Karachi, @ Rs.75,000/- per month for an initial period of eleven month, with six month advance of Rs. 450,000/- and one month security deposit Rs. 75,000/- as per approved tender.

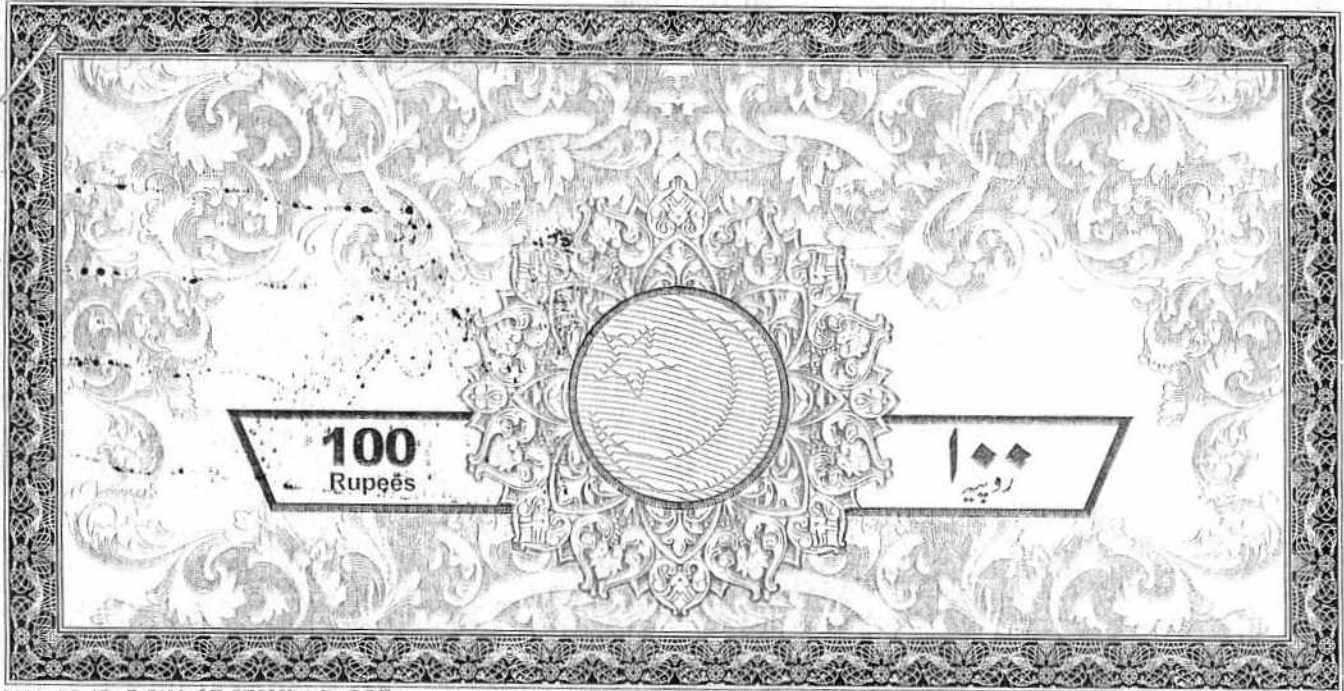
You are requested to sign the agreement on 7th November in accordance with the terms and conditions provided in tender documents to avoid time laps, other terms and conditions will be same as mentioned in the tender document.

Received
[Signature]
6/11/2017

Ok

[Signature]
(Wali Muhammad Qureshi)
Deputy Director (Admin)

1. P.S to Secretary, Women Development Department, Govt. of Sindh.
2. The Director, Women development Sindh, Karachi.
3. Concerned Project Coordinator.



MUHAMMAD ASHRAF GULJAR STAMP VENDOR

Licence No. 48, House No. 1535 Street No. 1,

Regist. Office Gulshan-e-Iqbal, Karachi

No. 1284,

Stamp of value Rs. 100/-
Date 07/11/2017

PURPOSE

VALUE RS.

STAMP VENDOR'S SIGNATURE

07 NOV 2017

100 RUPEES

TENANCY AGREEMENT

This **TENANCY AGREEMENT** is made at Karachi on this 7th day of November 2017.

BETWEEN

Mr. Saeed Farooq s/o Bashir Ahmed, Muslim, adult holding CNIC No. 42201-8513868-5, resident of A-470, Block 3, Gulshan-e-Iqbal, Karachi (hereinafter referred to as "the **OWNER**", which expression shall include its successors in interest, nominees, representatives and assigns) of the **OWNER**.

AND

THE Directorate of Women Development, having their office located 9th floor, State Life Building No. 11, Abdullah Haroon Road, Saddar, Karachi, (Hereinafter referred to as "the **TENANT**" which expression shall include their successors-in-interest and Assigns) of the **TENANT**.

WHEREAS the Owner is the undisputed owner-in-possession of L-21, Block 13-D/1, Gulshan-e-Iqbal, Karachi, house constructed on **PROPERTITY NO** L-21/15 **KARACHI** measuring 72 square yards, comprising four floors **AS PER SITE PLAN ATTACHED,**

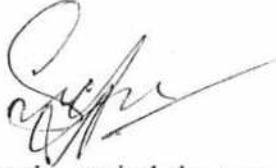
LANDLORD

TENANT

DR. SADIA FARNAZ
Manager / CEO
Women Dev. Day Care Centre (Kli)
Directorate of Women Dev.

AND WHEREAS the TENANT has agreed to take three floors (ground, first & third) of aforesaid premises on rent with effect from 7th November 2017, at the monthly rent of Rs. 75,000/- and both above parties have agreed on following terms and conditions:

LESSOR:



LESSEE:



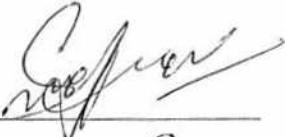
1. That the period the tenancy shall be initially for (11) Eleven months, effective from 7th Nov. 2017 2017, and renewable on such terms and conditions as may be mutually agreed upon.
2. That the rent at the rate of Rs. 75,000/- per month shall be payable by the TENANT for six months in advance along with one month security deposit, on signing of this Agreement.
3. THAT in case of renewal the rent will be increased @ 5% per month.
4. That either party shall serve one months prior written notice to the other in case the said premises is being vacated or is required to be vacated, ON OR BEFORE expiry of tenancy period of (11) ELEVEN MONTH, the security deposit shall be reimbursed to THE TENANT.
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 Tenant shall not make any structural alternations, modification additions or damages including to the floors, walls, interior and exterior of said premises without prior permission of the landlord.
7. THAT no offensive material shall be stored in the said premises that are prohibited by law.
8. THAT adequate fire fighting arrangements shall be made by the Tenant so that the fire accidental or otherwise, may be extinguished.
9. THAT all property tax, stamp duty, Sindh revenue board, income 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.
10. THAT on receipt of the bills of electricity, water, gas etc the same shall be paid by the Tenant as per Government policy, and a copy shall be transmitted to the owner.

DR. SADIYA FARNAZ
Directorate of Women Dev.
Government of Sindh

- 11. THAT the Tenant shall in no case let out or sub-let premises collectively or individually to any other person or persons of handover the premises to any outsider.
- 12. THAT the premises would be handed over to the Tenant with serviceable electricity, fixtures, in immaculate condition. The premises must be neat and clean and freshly white washed.

LANDLORD

TENANT


 Full Name, Saeed Farooq.
 Designation, -
 Complete Address, A-470, Block-3
 Gulshan-e-Iqbal, Karachi
 CNIC No. 42201-8513868-5


 Full Name, Dr. Sadia Farnaz
 Designation, Manager/PC.
 Complete Address, DR. SADIYA FARNAZ
 Manager / DPO
 Women Dev. Day Care Centre (Kf)
 Directorate of Women Dev.
 CNIC No. 42000-0441390-2

IN WITNESS WHEREOF, the parties hereto have hereunder set their hands the day and year first above written.


WITNESSES:



1. Name, HAROON TARIQ
 Designation, JUNIOR CLERK
 Complete Address, 9th floor Stali life buildy; No. 11. Abdullah Haroor Road, Saddar, Karachi.
 CNIC 42101-1773571-9

-landlord Tenant.

2. Name, M. Ashfaq
 Designation,
 Complete Address, R. 36 Railway Society - G-10 Karachi
 CNIC.....
 4110-33203-0852442-3

-Tenant Landlord. 



DIRECTORATE OF WOMEN DEVELOPMENT,
WOMEN DEVELOPMENT DEPARTMENT,
GOVERNMENT OF SINDH

4. FINANCIAL PROPOSAL

PRICE SCHEDULE

Name of Bidder Saeed Farooq

Monthly Rent (Lump Sum) Rs. 75,000/per month (Including all applicable Taxes)

(In word Rupees Rupees Seventy Five Thousands
Only.

Rent in Advance (If any) For Six months (Rs. 450,000/-)

Security Deposit (If any) For One month (Rs. 75,000/-)

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 irrecoverable Bank Guarantee acceptable to the Directorate of Women Development, Government of Sindh is to be attached with Financial Proposal.

Signature & Stamp of the Bidder 

Date 9th August 2017









DIRECTORATE OF WOMEN DEVELOPMENT,
WOMEN DEVELOPMENT DEPARTMENT,
GOVERNMENT OF SINDH

Form No. 3

Signature [Signature]
(Project Coordinator)

To,
The Director,

With reference to your office advertisement published in daily Jung dated 24th-7-2017
I/we submit following details for renting my/our premises:

Sr. No	Requirements	Description	Document/ description Required	Attached/ Not attached
1.	Location	Gulshan-e-Jabal, Block 13-D1	Site Plan	attached
2.	Approach to the Building	Easy, near Al-Mustafa Hospital	Evidence	visit
3.	Area/Space with detail	80 sq.yd x 3 = 240 sq.yd 3 floors 2 Halls, 2 rooms with attached baths.	Title document of the Property	attached
4.	Parking Space (Dedicated to the)	for one vehicle	Number	one

Signature: [Signature]

Name & Address: A-470 BDRZ, G. E. Govind Khanna.

Seal:

Contact # 0333-2273557

[Signature]

[Signature]

[Signature]

[Signature]

Bid Evaluation Report

1. Name of Procuring Agency; Directorate of Women Development. "Establishment of Day Care Centre 3 in Karachi & one Each at Div. Hq. in Sindh." ADP No. 2469 2017/18
2. Tender Reference No. 34014
3. Tender Description/Name of work/ Item; Hiring of two (02) Premises for Day Care Centres in Karachi
4. Method of Procurement; Single Stage One Envelop
5. Tender Published; INF-KRY/ No. 3499/17, Daily Express Tribune, Daily Jang, Daily Kawish dated 24th July 2017
6. Total Bid Document sold; three
7. Total Bids received; One
8. Technical Bid opening date; (if applicable) 10-08-2017 (Provide details in separate form)
9. No. of Bids technically qualified; (if applicable) One
10. Bid(s) rejected None
11. Financial Bid opening date; 10-08-2017


12. Bid Evaluation Report


S.No.	Item	Name of Firm or Bidder	Cost offered by Bidder	Ranking in term of cost	Comparison with estimated cost	Reason for acceptance/ rejection	Remark
01	Hiring of H.No. L-21, Block 13-D/1, Gulshan-e-Iqbal, Karachi for Day Care Centre at Karachi	Mr. Saeed Farooq	Rs. 75,000/- per month as rent of building	Only bidder	Slightly higher	Accepted as the offered premises is technically qualified, while offered rent is not higher than 15% of proposed rent	Tender proposed to be awarded to Mr. Saeed Farooq

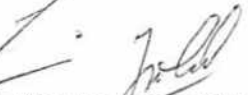
Signature of Members of Committee:


(Dr. Sadia Farnaz)
Manager, DCCK
Women Development Deptt.


(Mohammad Bux Lokhio)
Section Officer (G)
Women Development Deptt.


(Humair Nisar)
Assistant Engineer
Works & Services Deptt


(Moht. Raqim)
Dy. Director General
Social Welfare Deptt.


(Wali Muhammad Qureshi)
Dy. Director/ Chairperson
Women Development Deptt.



**DIRECTORATE OF WOMEN DEVELOPMENT,
WOMEN DEVELOPMENT DEPARTMENT,
GOVERNMENT OF SINDH**

2.5.4 Eligibility / Evaluation Criteria

PRELIMINARY REQUIREMENTS:

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

Sr. #.	Required Documents
1	Valid NTN / all other relevant taxes
2	Bid Security 1% of the total sum of one year's rent demanded
3	Tender Fee Rs.1000/=
4.	Undertaking should be on the Letter Head of the Bidder/Firm/Nominated State Agent and should be signed by a person competent (Attached)

EVALUATION CRITERIA & COMPARISON OF BIDS:

The bids shall be evaluated the offers using the following eligibility criteria

Sr. No	Requirements	Max Marks	Marks Obtained as per Documentary Evidence	Marks Obtained After Due Visit by the Premises Committee	Marking Criteria	Documents/Information to be Enclosed
1.	Location	40			Preferably located in Sindhi Muslim Housing Society, Gulshan-e-Iqbal, Clifton, PECHS	Site Plan
		20			Away/ Stride the main Location	
2.	Approach to the Building	20			Easy Approach	Evidence
		10			Crowded Approach	
3.	Area	20			240 Sq. yards and above. Preferably 1 to 2 halls/ two large rooms with attached baths, lounge/Common Room, one Store Room, kitchen fully equipped with Cabinet, Sink, Gas and Water connection, Boundary Wall around the premises furnished with all fixtures	Title document of the Property

ATTENDANCE SHEET OF PARTICIPANTS

TENDER OPENING FOR HIRING OF PREMISES FOR ESTABLISHMENT OF TWO (02) DAY CARE CENTRE IN KARACHI

ADP SCHEME "ESTABLISHMENT OF DAY CARE CENTR 3 IN KARACHI & ONE EACH AT DIV. HQ IN SINDH"

DATE: 10-08-2017

TIME: 3:00 PM

S.NO	NAME	FIRM	CONTACT NO	SIGN
	Mohsin Asad		0332-3344983	