

**Bid Evaluation Report**

Evaluation Report- Acquiring of Branch Premises on Rental Basis  
**VILLAGE MANGA MANDI, DISTRICT LAHORE**

1	Name of Procuring Agency	Sindh Bank Ltd.
2	Tender Reference No.	SNDB/COK/ADMIN/TD/730/2016
3	Tender Description	Evaluation Report- Acquiring of Branch Premises on Rental Basis <b>Village Manga Mandi, District Lahore</b>
4	Method of Procurement	Single Stage One Envelop Bidding Procedure
5	Tender Published / SPPRA S.No	SPPRA S.No: 30240 Express Tribune, Daily Express & Daily Bulekha (25 <sup>th</sup> October 2016)
6	Total Bid Documents Sold	03
7	Total Bids Received	03
8	Bid Opening Date & Time	11/11/2016 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.	Mohammad Jamil	1800 sq.ft	Rs. 80,000/- i.e. Rs. 44/- per sq.ft.	3 <sup>rd</sup> Lowest	Rs.56/- below the estimated cost	Disqualified- Obtained 65% in the Evaluation Process	-
2.	Ghulam Hayat	2140 sq.ft	Rs. 85,000/- i.e. Rs. 40/- per sq.ft.	2 <sup>nd</sup> Lowest	Rs.60/- below the estimated cost	Disqualified- Obtained 65% in the Evaluation Process	-
3.	Javed Bashir	1500 sq.ft	Rs. 45,000/- i.e. Rs. 30/- per sq.ft.	1 <sup>st</sup> Lowest	Rs.70/- below the estimated cost	Qualified- Obtained 75% 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**

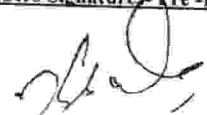
Lt. Col. (R) Shahzad Begg  
 Head of Administration

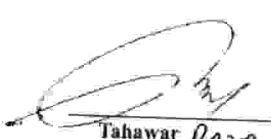
Mr. Saeed Jamal  
 Chief Financial Officer



Mr. Syed Muhammad Aqeel  
 Chief Manager, IDBL Karachi


Dated: 11/11/16**Premises Evaluation Performa**Location MANGA MANDISerial No: 01Bidder GHULAN HAFATPay Order No. 1/420498**Provision of Emergency Exit Door (Yes/\*No)**

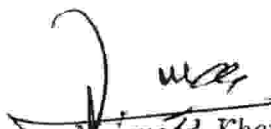

S. No.	Requisite	Max Marks	Marks Obtained as per Documentary Evidence	Marks Obtained After Due Visit by the Premises Committee	Marking Criteria			Documents/ Information to be enclosed
					For Branches in Main Cities	Small Cities	For Branches in Rural/ Interior Areas	
1	Location	40	40	15	On main location (Commercial point of view)			Site Plan
		0			Away / stride the main location			
2	Area	15			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	15	15	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	90	65	Qualified / Disqualified			

**Members Signatures- Pre-Evaluation Committee**
  
 Muhammad Shahid Saleem  
 Administration Division

  
 Tahawar Raza  
 Operations Division

  
 Dilshad Hussain Khan  
 Finance Division
**Signature Post-Premises Committee**
  
 Farhan Ashraf Khan  
 Group Business Head-North  
 Sindh Bank Limited  
 DHA Y-Block, Lahore.

  
 Mian Rehman Khalid  
 Vice President  
 Sindh Bank Ltd.  
 155-Y-Block, D.H.A. Lahore.


  
 Rizwan Mahmood Khan  
 Senior Vice President  
 Area Manager - Lahore  
 Member  
 Sindh Bank Limited  
 159-Y, DHA, LAHORE.
**SIGNATURE MEMBERS ADMIN**Head - Fin Div. Head - Admin Div. Member-IDBL. Date: 


Dated: 11/11/16

**Premises Evaluation Performa**Location MANGA MANDISerial No: 22Bidder M. JAMEELPay Order No. 11420450**Provision of Emergency Exit Door (Yes/\*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	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	15	15	5 Banks, within 1 km			Names of the Banks with exact distances from the premises offered
		10			3 Banks, within 1 km			
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4	Advance Rent Required	10			1 Year			Tick the appropriate column
		5			2 Years			
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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	40	65	Qualified / Disqualified			


**Members Signatures- Pre-Evaluation Committee**


  
 Muhammad Shahid Saleem  
 Administration Division


  
 Tahawar  
 Operations Division

  
 Dilshad Hussain Khan  
 Finance Division

**Signature Post-Premises Committee**

  
 Farhan Ashraf Khan  
 Group Business Head-North  
 Sindh Bank Limited  
 DHA Y-Block, Lahore.

  
 Mian Noman Khalid  
 Vice President-II  
 Sindh Bank Ltd.  
 158-A Block, DHA, Lahore.

  
 Rizwan Mahmood Khan  
 Senior Vice President  
 Area Manager - Lahore  
 Sindh Bank Limited  
 159-Y, DHA, LAHORE.

**SIGNATURE MEMBERS**Head - Fin Div. Head - Admin Div. Member-IDBL. Date: 

Dated: 11/11/16

**Premises Evaluation Performa**

Location MANGA MANDI

Serial No. 03

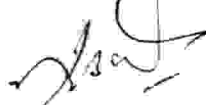
Bidder JAMES BATH


Pay Order No. 0040804


Provision of Emergency Exit Door (Yes/\*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	30	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	15	15	5 Banks, within 1 km			Names of the Banks with exact distances from the premises offered
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4	Advance Rent Required	10			1 Year			Tick the appropriate column
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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	85	75	Qualified / Disqualified			


Members Signatures- Pre-Evaluation Committee

  
Muhammad Shahid Saleem  
Administration Division

  
Tahawar  
Operations Division

  
Dilshad Hussain Khan  
Finance Division

Signature Post-Premises Committee

  
Farhan Ashraf Khan  
Group Business Head-North  
Sindh Bank Limited  
DHA Y-Block, Lahore.

  
Mian Rehman Khalid  
A-176  
Vice President-II  
SINDH BANK LTD.  
DHA Y-Block, D.H.A. Lahore.

  
Rizwan Mahmood Khan  
Senior Vice President  
Area Manager - Lahore  
Member Sindh Bank Limited  
159-Y, DHA, LAHORE.

**SIGNATURE MEMBER-PC-ADMIN**

Head - Fin Div. 

Head - Admin Div. 

Member-IDBL. 

Date: 



## 4 FINANCIAL PROPOSAL

### PRICE SCHEDULE

Name & Contact Details of the Bidder Saeed Bakhsh

Premises Name Fayaz Khan Plaza

Monthly Rent (Lump Sum) 45000/-

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

Saeed Bakhsh

Date

25-10-2016 Cell # 0300-4208923

### SIGNATURE MEMBERS PC-ADMIN

Head - Fin Div.

S. I. Khan

Head - Admin Div.

S. I. Khan

Member-IDBL.

S. I. Khan

Date:

11/11/16

# Mango Mandi

Tender Document - Acquiring of Office Premises on Rental Basis Leasing, Modaraba & Insurance Companies

Sindh Bank Ltd

## 4 FINANCIAL PROPOSAL

### PRICE SCHEDULE

Cell 0322 4003100

Name of the Bidder Mohammad Jameel S/o Ghulam Ghous

Monthly Rent (Lump Sum) Rs=80000 Eighty Thousand

Monthly Rent (Per Square Feet) Rs=44 Per sq/ft

### NOTE

1. Owner will be liable to pay all municipal, government, non-government and other 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 Bank is to be attached with Financial Proposal.

Signature & Stamp of the Bidder M. Jameel

Date 8-11-16

SIGNATURE MEMBERS PC-ADMIN

Head - Fin Div. S. S. 69

Head - Admin Div. S. S. 2

Member - 4L S. S. 1

S. S. 1

#### 4 FINANCIAL PROPOSAL

##### PRICE SCHEDULE

Cell 0311 6733772

Name of the Bidder Ghulam hayat S/o Fateh ali

Monthly Rent (Lump Sum) 85,000 = Eighty five thousand.

Monthly Rent (Per Square Feet) RS- 39 per Sq/ft

##### 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 Bank is to be attached with Financial Proposal.

Signature & Stamp of the Bidder غلام حیات

Date 8-11-16

##### **SIGNATURE MEMBERS PC-ADMIN**

Head - Fin Div. [Signature]

Head - Admin Div. [Signature]

Member-IDBL. [Signature]

Date: 11/11/16

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

TYPE OF PROCUREMENT

ADMIN / IT / CONSULTANT / MEDIA

TENDER NAME

ACQUIRING OF BRANCH PREMISES ON RENTAL BASIS I.E.

TYPE OF TENDER

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

OPENING DATE

11/11/16

OPENING TIME

1630 Hrs

MANGA  
MANGA

ATTENDANCE (MEMBER PC)

HQA  
CFO  
CHIEF MANAGER, IDBL

ATTENDANCE (REPS. OF BIDDERS)

NAME

FIRM

MT. JAMIL

GULAM HAYAT

JAVED BASHIR

TOTAL BIDS ACCEPTED FOR EVALUATION

03

TOTAL BIDS REJECTED

—

REMARKS

PROCUREMENT COMMITTEE

4/10  
11/11/16

SIGNATURE MEMBERS PC-ADMIN

Head - Fin Div. S.A. Khan

Head - Admin Div. S.A. Khan

Member-IDBL. S.A. Khan

Date: 11/11/16



ATTENDANCE SHEET  
BID OPENING -

FOR SELECTION OF BRANCH Premises

Date: 18/12/16

S.No	Company Name	Name of Company Representative	Contact No.	Company Address	Signature
01	M. JAMIL	By Drop Box			
02	GHULAM HAYAT				
03	JAVED BASAIR.				

Signature -Procurement Committee Members

Head of Administration

Chief Financial Officer

Chief Manager (IDBL)

[Signature]  
[Signature]  
[Signature]

# **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 on Rental Basis i.e. Manga **MANDI**
- 4) TENDER NUMBER SNDB/COK/ADMIN/TD/730/2015
- 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) \_\_\_\_\_
- 10) TENDER OPENED ON (DATE & TIME) 11/11/2016 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 \_\_\_\_\_
- 14) BID EVALUATION REPORT  
(Enclose a copy) 16/12/2016
- 15) NAME AND ADDRESS OF THE SUCCESSFUL BIDDER Javed Bashir **MANCIA MANDI DAK KHANA KHANJHRI DIST**
- 16) CONTRACT AWARD PRICE Rs.30/- per sq.ft
- 17) RANKING OF SUCCESSFUL BIDDER IN EVALUATION REPORT  
(i.e. 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> EVALUATION BID).  
1. Mr. Javed Bashir

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

- a) SINGLE STAGE – ONE ENVELOPE PROCEDURE ☒ Domestic/ Local
- b) SINGLE STAGE – TWO ENVELOPE PROCEDURE ☐
- c) TWO STAGE BIDDING PROCEDURE ☐
- d) TWO STAGE – TWO ENVELOPE BIDDING PROCEDURE ☐

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

Competent Authority

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

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

Yes	<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 SR. NO.30240
No	

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

Yes	Express Tribune, Daily Express & Daily Ibrat (25.10.2015)
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 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"/>
-----	-------------------------------------	----	--------------------------

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 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

Signature & Official Stamp of  
Authorized Officer

4/11/17  
Lt Col (P) Shahzad Beg  
EVP/Head of Administration

**FOR OFFICE USE ONLY**

**SINDH BANK LIMITED**

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

Print

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Reset



<b>Bid Evaluation Report</b>		
Evaluation Report- Acquiring of Branch Premises on Rental Basis VILLAGE MANGA MANDI, DISTRICT LAHORE		
1	Name of Procuring Agency	Sindh Bank Ltd.
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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

Dated: 11/11/16

**Premises Evaluation Performa**

Location MANGA MANDI

Serial No: 01


Bidder GHULAM HAFAT

Pay Order No. 1420499

Provision of Emergency Exit Door (Yes/\*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
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		5			Plot			
Total Marks		100	60	65	Qualified / Disqualified			


Members Signatures Pre-Evaluation Committee

  
Muhammad Shahid Saleem  
Administration Division


  
Tahayyar Raza  
Operations Division

  
Dilshad Hussain Khan  
Finance Division





Signature Post-Premises Committee

  
Farhan Ashraf Khan  
Group Business Head - North  
Sindh Bank Limited  
DHA Y-Block, Lahore.

  
Mian Rehman Khalid  
Asst. President II  
Sindh Bank Ltd.  
DHA Y-Block, D.H.A. Lahore.

  
Rizwan Mahmood Khan  
Senior Vice President  
Area Manager - Lahore  
Sindh Bank Limited  
159-Y, DHA, LAHORE.

**SIGNATURE MEMBERS ADMIN**


Head - Fin Div.   
Head - Admin Div.   
Member-IDBL   
Date: 

Dated: 11/11/16**Premises Evaluation Performa**Location MANGA MAUNDISerial No. 22Bidder M. JAMEELPay Order No. 11420450**Provision of Emergency Exit Door (Yes/\*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	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	15	15	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			1 Year			Tick the appropriate column
		5			2 Years			
		0	0	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		
		5			1-2 Vehicles	1 Vehicle		
6	State of Property Offered	10	10	10	Constructed			Map of the premises
		5			Plot			
Total Marks		100	90	65	Qualified / Disqualified			

**Members Signatures- Pre-Evaluation Committee**
  
 Muhammad Shahid Saleem  
 Administration Division

  
 Tahawar  
 Operations Division

  
 Dilshad Hussain Khan  
 Finance Division
**Signature Post-Premises Committee**
  
 Farhan Ashraf Khan  
 Group Business Head-North  
 Sindh Bank Limited  
 DHA Y-Block, Lahore.

  
 Mian Noman Khalid  
 President  
 Sindh Bank Ltd.  
 159-Y, DHA, Lahore.

  
 Naveen Mahmood Khan  
 Senior Vice President  
 Area Manager - Lahore  
 Sindh Bank Limited  
 159-Y, DHA, LAHORE.
**SIGNATURE MEMBERS**

Head - Fin Div.

Head - Admin Div.

Member-IDBL

Date: 11/11/16

Dated: 11/11/16

**Premises Evaluation Performance**Location: MANGA MANDISerial No: 03Bidder: JAMES RATHIPay Order No: 00708004

Provision of Emergency Exit Door (Yes/\*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	30	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	15	15	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			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	85	75	Qualified / Disqualified			

Members Signatures: Pre-Evaluation Committee

Muhammad Shahid Saleem  
Administration DivisionTahawar  
Operations DivisionDilshad Hussain Khan  
Finance Division

Signature Post-Premises Committee

Farhan Ashraf Khan  
Group Business Head-North  
Sindh Bank Limited  
DHA Y-Block, Lahore.Mian Rehman Khalid  
A-176  
Vice President-II  
SINDH BANK LTD.  
Block DHA Lahore.Rizwan Mahmood Khan  
Senior Vice President  
Area Manager - Lahore  
Member Sindh Bank Limited  
158-Y, DHA, LAHORE.

SIGNATURE MEMBER PC-ADMIN

Head - Finance

Head - Admin Div.

Member-IDBL

Date:



#### 4 FINANCIAL PROPOSAL

##### PRICE SCHEDULE

Name & Contact Details of the Bidder Javed Bahi

Premises Name Fayaz Khan Plaza

Monthly Rent (Lump Sum) = 45000/-

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

Javed Bahi

Date 25-10-2016

Cell # 0300-4208923

##### SIGNATURE MEMBERS PC-ADMIN

Head - Fin Div. S. I. Khan

Head - Admin Div. S. I. Khan

Member-IDBL. S. I. Khan

Date: 11/11/16

Manga Mangochi

Tender Document - Acquiring of Office Premises on Rental Basis Leasing, Medaraba & Insurance Companies

Sindh Bank Ltd

#### 4 FINANCIAL PROPOSAL

##### PRICE SCHEDULE

Cell 0322 4003100

Name of the Bidder Mohammad Jameel S/o Ghulam Ghous

Monthly Rent (Lump Sum) Rs=80000 Eighty Thousand

Monthly Rent (Per Square Feet) Rs=44 Per sq/ft

##### NOTE

1. Owner will be liable to pay all municipal, government, non-government and other 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 Bank is to be attached with Financial Proposal.

Signature & Stamp of the Bidder M. Jameel

Date 8-11-16

SIGNATURE MEMBERS PC-ADMIN

Head - Fin Div. S. S. 6/9

Head - Admin Div. S. S. 2

Member - S. S. 1

S. S. 1

#### 4 FINANCIAL PROPOSAL

##### PRICE SCHEDULE

Cell 0311 6733772

Name of the Bidder Ghulam hayat S/o Fatch ali

Monthly Rent (Lump Sum) 85,000 = Eighty five thousand.

Monthly Rent (Per Square Feet) RS = 39 Per Sq/ft

##### 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 stamp 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 Bank is to be attached with Financial Proposal.

Signature & Stamp of the Bidder غلام حیات

Date: 8-11-16

##### **SIGNATURE MEMBERS PC-ADMIN**

Head - Fin Div. [Signature]

Head - Admin Div. [Signature]

Member-IDBL [Signature]

Date: 11/11/16

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

TYPE OF PROCUREMENT

ADMIN / IT / CONSULTANT / MEDIA

TENDER NAME

✓  
ACQUIRING OF BRANCH PREMISES on RENTAL  
BASIS I.E.

TYPE OF TENDER

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

OPENING DATE

11/11/16

OPENING TIME

1630 Hrs

MANGA  
MANGA

ATTENDANCE (MEMBER PC)

HQA  
CFO  
CHIEF MANAGER, IDBL

ATTENDANCE (REPS. OF BIDDERS)

NAME

FIRM

MT. JAMIL

CHAWLA HAVAT

JAMES BASIR

TOTAL BIDS ACCEPTED FOR EVALUATION

03

TOTAL BIDS REJECTED

—

REMARKS

PROCUREMENT COMMITTEE

4/6

11/11/16

**SIGNATURE MEMBERS PC-ADMIN**

Head - Fin Div. S.A. Khan

Head - Admin Div. S.A. Khan

Member-IDBL. S.A. Khan

Date: 11/11/16





ATTENDANCE SHEET  
BID OPENING -

FOR SELECTION OF BRANCH PREMISES

Date: 18/12/16

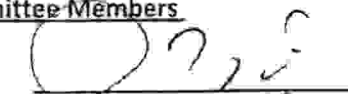
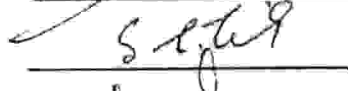
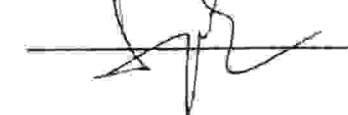
S.No	Company Name	Name of Company Representative	Contact No.	Company Address	Signature
01	M. JAMIL	}	By Drop Box		
02	GHULAM HAYAT				
03	JAVED BASIR.				

Signature -Procurement Committee Members

Head of Administration

Chief Financial Officer

Chief Manager (IDBL)

SNDB/ADMIN/ESTATE/. 008  
4 January 2017


Mr. Javed Bashir  
R/o. Javed High School,  
Manga Mandi,  
Dak Khana Khas, Teh & Distt.  
Lahore City.

Subject: Letter of Award – Village Manga Mandi Branch

Bid against Location offered on subject NIT dated 25/10/2016, 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



**LEASE AGREEMENT**  
**VILLAGE MANGA MANDI BRANCH**

This Lease Agreement is made at Lahore on this 05<sup>th</sup> day of January 2017.

## BETWEEN

Mr. Javed Bashir s/o Bashir Ahmed Khan, Muslim, adult, holding CNIC No: 35202-5347845-1, R/o. Javed High School, Manga Mandi, Dak Khana Khas, Teh & Distt. Lahore City. (hereinafter referred to as the "Lessor") which expression shall, where the context so permits, means and includes its successors, administrators, executors and assigns) of the **ONE PART**;

AND

SINDH BANK LIMITED, a banking company incorporated under the Companies Ordinance, 1984, having its registered office at 3<sup>rd</sup> Floor, Federation House, Abdullah Shah Ghazi Road, Clifton, Karachi, as the "**Lessee**" which expression shall, where the context so permits, means and includes its successors, administrators, executors and assigns) of the **OTHER PART**.

WHEREAS the Lessor is fully seized and possessed of and entitled to all that piece and parcel of property measuring 09 Marlas, Vide Khewat No.493, Khatoni No.711 to 715, Khasra Nos. 1712 to 1722, 1755, 1756, 1757 & 1788 situated at Manga Mandi, Lahore.

AND WHEREAS the Lessor has agreed to let and the Lessee has agreed to take on lease the 4 shops constructed on aforesaid premises measuring on Ground Floor 1500 sq.ft. for opening of Manga Mandi Branch. (hereinafter referred to as the "**Demised Premises**") on the terms and conditions as set forth hereunder:

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 Twelve (12) months commencing from **1-2-2017** and ending on **31-1-2018**, subject to handing over the possession of the premises.

Contd...P/2

**ATTESTED**  
S. SHABIR MUSSAIN RIZVI  
Oath Commissioner, Lahore.

Saved Balib

**SECTION - I**  
**(GENERAL TERMS)**

Term

1. The Lessor hereby demises unto the Lessee the Demised Premises for a period of Twelve (12) months commencing from **1-2-2017** and ending on **31-1-2018** (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.45,000/- (Rupees Forty Five Thousand only)

Advance Rent

3. The Lessee will pay a sum of Rs.540,000/- (Rupees Five Hundred Forty Thousand only) to the Lessor towards 12 months Advance Rent in respect of the Demised Premises for a period between **1-2-2017** to **31-1-2018** in addition to a sum of Rs. 1,080,000/- (Rupees One Million Eighty 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 satisfaction / completion of terms and conditions herein-below.

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.

Ejectment

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.

Contd....P/3

- 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;

Sd/-  
Dated 22/11/2012

Contd....P/4

- 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.

Contd....P/5



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

*Javed Bashir*  
Mr. Javed Bashir  
S/o Bashir Ahmed Khan  
CNIC No: 35202-5347845-1

*[Signature]*  


WITNESSES

Full Name:	<i>Muhammad Shahzad Golew</i>	Full Name:	<i>Hafiz Ahmed</i>
Signature:	<i>[Signature]</i>	Signature:	<i>[Signature]</i>
NIC No.:	<i>35301-8827166-3</i>	NIC No.:	<i>36601-5587386-9</i>
Address :	<i>Flat #09, Rizmillah Center Ghazi Road, H.R.</i>	Address :	<i>W.G.P. Side Wall Society Lalori</i>

**Branch Premises PAY ORDERS-2016**

S.No	Company Name	AMOUNT DEPOSITED	PO NO
01	Muhammad Jamil	300	5113859
02	Ghulam Hayat	300	303690
03	Javed Bashir	300	188079
<b>Total</b>		<b>900</b>	