

Bid Evaluation Report

1. Name of Procuring Agency: Institute of Business Administration, Karachi
2. Tender Reference No: ES/02/17-18
3. Tender Description/Name of work/item: Photography & Video Services for Convocation-2017
4. Method of Procurement: Single Stage Single Envelope
5. Tender Published: September 15, 2017 on IBA & SPPRA web site Serial # 34439
Print & Electronic Media (SPPRA ID No. & News papers names with dates)
6. Total Bid documents Sold; 03 suppliers have collected Tender Documents
7. Total Bids Received: 03
8. Technical Bid Opening date: (if applicable) NA (Provide details in separate form)
9. No. of Bid technically qualified (if applicable): NA
10. Bid(s) Rejected: NA
11. Financial Bid Opening date: October 06, 2017

12. Bid Evaluation Report:

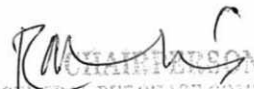
S No	Name of Firm or Bidder	Cost offered by the Bidder	Ranking in terms of cost	Comparison with Estimated cost	Reasons for acceptance/rejection	Remarks
0	1	2	3	4	5	6
1.	M/s Al-Rashid Studio	Rs.196,620.00	Lowest Bidder	Rs.120,000.00	Accepted, due to lowest bidder. Comparative Sheet Attached.	
2.	M/s Jimmy's Studio	Rs.210,180.00	Highest Bidder			
3.	M/s Hakim Sons Films	Rs.279,110.00	Highest Bidder			

Signatures of the Central Purchase Committee, Members

Note:

- a. As per the decision of PC-A meeting held on October 13, 2017 for the Photography & Video Services be on overall basis to M/s Al-Rashid Studio.
- b. Recommended to award the Work Order for all the Photography & Video Services to overall lowest responsive bidder subject to the provision in tender Clause xxiii to M/s Al-Rashid Studio at Rs. 196,620.00 (inclusive of taxes)


MEMBER
CENTRAL PURCHASE COMMITTEE
INSTITUTE OF BUSINESS ADMINISTRATION
KARACHI
Syed Jehanzeb
Manager Finance
IBA


MEMBER (INTERNAL)
CENTRAL PURCHASE COMMITTEE
INSTITUTE OF BUSINESS ADMINISTRATION
KARACHI
Dr. Rameez Khattak
Assistant Professor
IBA


MEMBER (INTERNAL)
CENTRAL PURCHASE COMMITTEE
INSTITUTE OF BUSINESS ADMINISTRATION
KARACHI
Hays
PPRA Auditor
HES

COMPARATIVE COST STATEMENT


PHOTOGRAPHY & VIDEO SERVICES FOR CONVOCATION-2017

S. #	Description	Qty.	M/s. Al-Rashid Studio	M/s. Jimmy's Studio	M/s. Hakim Sons Films
			Rate	Rate	Rate
1	Still Photography (Digital) With 5 DSLR Camera Soft Copies: 1000 pictures (approx), Number of CDs: 6	1 Job for One Day		23,000.00	35,000.00
2	Video Recording (Digital) With 3 HD Camera, Full Mixing Unit, HD Mixture unit system, Online Editor Number of DVDs: 2, Number of VCDs: 2 System DVD with live web streaming on IBA website	(a) 1 Job for Two Days (b) Live Streaming on Convocation Day	87,000.00	83,000.00	130,000.00
3	Photo HD Album Album Size: 12"x 9" For 50 pictures approx. 13 hard leaves, With Title & Back Covers Leatherette molded Album (Crimson Colour) As per sample	2 Albums		20,000.00	16,000.00
4	Placement of P4 SMD Screen Size: 12' (Width) x 12' (Height) Including Trussing, complete operation and Operator for Outdoor Visible at afternoon session Note: Demo of the SMD must be given a day before event	2 Screen For One Day	87,000.00	60,000.00	65,000.00
Total (Rs.)			174,000.00	186,000.00	246,000.00
13% GST (Rs.)			22,620.00	24,180.00	31,980.00
Grand Total (Rs.)			196,620.00	210,180.00	277,980.00

a As per the decision of PC-A meeting held on October 13, 2017 for the Photography & Video Services for Convocation be on overall basis to M/s Al-Rashid Studio

b Recommended to award the Work Order for Photography & Video Services for Convocation-2017 to overall lowest responsive bidder subject to the provision in tender


MEMBER
CENTRAL PURCHASE COMMITTEE
INSTITUTE OF BUSINESS ADMINISTRATION
KARACHI
Syed Shanzab
Manager Finance - IBA


CHAIRPERSON
CENTRAL PURCHASE COMMITTEE
INSTITUTE OF BUSINESS ADMINISTRATION
KARACHI
Dr. Ramceez Khawid
Assistant Professor - IBA


MEMBER (EXTERNAL)
CENTRAL PURCHASE COMMITTEE
INSTITUTE OF BUSINESS ADMINISTRATION
KARACHI
Hani Anwer
PPRA Advisor
AES

Muhammad Hanif / Senior Executive (Purchase) @ Main Campus

To: Secretary Procurement Committee @ IBA
Subject: SPPRA - PC Minutes of Bid Opening Meeting

From: Secretary Procurement Committee @ IBA
Sent: Friday, October 13, 2017 4:57 PM
To: Muhammad Sohail Khan / Senior Manager (Purchase and Stores) @ IBA
Cc: Procurement-Committee; Aamer Shabbir Khan / General Manager Administration @ IBA; Moeid Sultan / Director Finance @ Main Campus; Syed Fahad Jawed / Senior Manager Finance (Pre-audit and Budget) @ Main Campus; Dr. Farrukh Iqbal / Dean and Director @ IBA
Subject: Item 3. Approval for Photography & Video Services for Convocation-2017

Item # 3: Approval for Photography & Video Services for Convocation-2017

Discussion: Sr. Executive Purchase briefed the committee about the tender proceedings for "Photography & Video Services for Convocation-2017". Two bidders participated. The committee reviewed the attached comparative statement.

Decision: The committee approved to award the tender of Photography & Video Services for Convocation-2017 to M/s Al-Rashid Photo Studio at Rs.196,620.00 (inclusive of all taxes) being the overall lowest evaluated bidder, subject to the availability of budget.


Action: Sr. Manager Purchase & Stores will implement the decision in accordance with the prescribed rules & regulations framed by IBA PP&P and SPPRA.

Committee:

1. Dr. Rameez Khalid (Chairman)
2. Syed Jehanzeb (Member)
3. Asjad Asad (Member)
4. Haris Quershi (External Member)
5. Ahmed Ali Khan (External Member)
6. Mustaque Ahmed (Member)
7. Syed M. Rizwan Rizvi (Member)
8. Muhammad Hanif (Secretary)

Muhammad Hanif,
Secretary Procurement Committee


MEMBER
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Manager Finance
IBA


CHAIRPERSON
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Assistant Professor
IBA


MEMBER (EXTERNAL)
CENTRAL PURCHASE COMMITTEE
INSTITUTE OF BUSINESS ADMINISTRATION
KARACHI
Haris Quershi
PPRA Advisor
HEJ



BIDDERS QUALIFICATION REPORT


NIT No: ES/02/17-18
 Description of Work: Photography & Video Services for Convocation-2017
 Method & Procedure of procurement: Open Competitive Bidding
 Single Stage One Envelope

S. No	Eligibility Criteria	M/s Al-Rashid Studio	M/s Jimmy's Studio	M/s Hakim Sons Films
1	Is envelop sealed	Yes	Yes	Yes
2	Required Bid Security in enclosed	Yes	Yes	Yes
3	Form of Tender Signed or not	Yes	Yes	Yes
4	Registration in GST / SBR & I. Tax	Yes	Yes	Yes
5	Turnover in terms of Financial Statement of last three years	Yes	Yes	Yes
6	Tender Fee Received	Yes	Yes	Yes
7	5 plus years experience	Yes	Yes	Yes
8	Qualified / Disqualified	Qualified	Qualified	Qualified
9	Any overwriting tender dropped received	No	No	No
10	Client list provided	Yes	Yes	Yes
11	Affidavit regarding any litigation or blacklisting	No	No	No

Recommendations:

- 1 Participated firm is declared as substantially qualified bidders by the Tender opening committee as meet with minimum qualification / eligibility criteria.
- 2 The lowest evaluated bidder is M/s Al-Rashid Studio with their bid amount at Rs. 196,620.00
- 3 Recommended to award the work to the lowest bidder to M/s Al-Rashid Studio at Rs. 196,620.00
- 4 As per the decision of PC-A meeting held on October 13, 2017 for the Photography & Video Services for Convocation be on overall basis to M/s Al-Rashid Studio
- 5 Recommended to award the Work Order for Photography & Video Services for Convocation-2017 to overall lowest responsive bidder subject to the provision in tender Clause xxiii to M/s Al-Rashid Studio at Rs. 196,620.00 (inclusive of taxes)


 MEMBER
 CENTRAL PURCHASE COMMITTEE
 INSTITUTE OF BUSINESS ADMINISTRATION
 KARACHI
 Syed Shauqeb
 Manager Finance
 IBA


 CHAIRPERSON
 CENTRAL PURCHASE COMMITTEE
 INSTITUTE OF BUSINESS ADMINISTRATION
 KARACHI
 Dr. Rameez Khan
 Arbitrator
 IBA


 MEMBER (EXTERNAL)
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 INSTITUTE OF BUSINESS ADMINISTRATION
 KARACHI
 Haris Qureshi
 PPRA Adviser
 HES

Institute of Business Administration, Karachi
Tender Opening / Attendance Sheet
October 6, 2017 @ 3:30 PM

Statement of Tender: Photography & Video Services for Convocation-2017	Tender #: ES/02/17-18
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S. #	Company Name	Tender Amount in Figures / in Words	Conditions, if any	Earnest Money Pay Order No. / Amount & Date	Contractors / Representative Signature	Remarks
1-	M/s Al Rashid Photo Studio	Rs 200,000/-		12484480 HBL Rs 10,000/- Oct 4, 2017	ABSENT.	
2-	M/s Hakim Sons Films	Rs 277980/-		0012170045353 Soudi bank Rs 13,899/- Oct 4, 2017	ABSENT	
3-	M/s Jimmy's Studio	Rs 212,040/-		04045250 Bank Al Habib Rs 11,286/- Oct 6, 2017	John Abbas	



Rauf
RAUF AHMED
 Sr. Finance Executive

Amir
 Amir Khan
 Purchase Executive

John Abbas

Syed
MEMBER
 CENTRAL PURCHASE COMMITTEE
 INSTITUTE OF BUSINESS ADMINISTRATION
 KARACHI
 Syed Jehanzeb
 Manager Finance - IBA

Rameez
MEMBER
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 Dr. Rameez Khan
 Assistant Professor

Haq
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 Haq Qureshi
 PPRA Advisor
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