

No. CS/SEDF/Office Auto/2017-18
Karachi, Tuesday, November 07, 2017

Subject: MINUTES OF THE SEDF PROCUREMENT COMMITTEE MEETING TO OPEN BIDDING DOCUMENTS RECEIVED FOR SUPPLY & INSTALLATION OF IT, HARDWARE, SOFTWARE FOR OFFICE AUTOMATION (ERP) ALONGWITH SUPPORT & MAINTENANCE SERVICES FOR SEDF

A meeting of SEDF Procurement Committee held on 6th November, 2017 at 1130 hrs in the Committee Room of Sindh Board of Investment, 1st Floor, Block-B, Shahrah-e-Faisal, Karachi to open bidding documents (Technical & Financial Proposals) submitted by interested bidders/firms for Supply & Installation of IT, Hardware, Software for Office Automation (ERP) alongwith Support & Maintenance Services for SEDF.

2. The meeting was attended by all/following members of Procurement Committee (Attendance sheet is enclosed):

- | | | |
|----|--|------------------|
| 1. | Mr. Rehmatullah Soomro
Finance Manager, SEDF | Chairman |
| 2. | Shaikh Adnan Ali
Section Officer(Admin)
Sindh Board of Investment | Member |
| 3. | Mr. Kapeel Kumar
Company Secretary, SEDF | Member/Secretary |

3. Following bidder/firm had submitted their bidding documents as per the prescribed format laid down in Tender Document earlier floated by this office.

- M/s The-E-Creatorz

4. The Committee evaluated the technical proposal submitted by above mentioned bidder/firm. The minimum qualification score needed to qualify was 70% of 50 marks. The Committee has evaluated and assigned the following score:

S#	Name of bidder	Technical Marks	Remarks
1.	M/s The-E-Creatorz	46	Qualified

5. The financial proposal of technically qualified bidder was opened and the quoted financial bid price of qualified bidder was read aloud by the Chairman Procurement Committee, the Committee members signed the financial proposal before the authorized representative of bidder. The financial bid price of technically qualified bidder is given below:

S#	Name of Bidder	Quoted Price	Amount of Bid Security	Pay Order No./Date
1.	M/s The-E-Creatorz	Rs.4,197,725/-	Rs.84,000/-	P.O#5391310 dated 03-11-2017 Faysal Bank, Main Branch, Kchi



6. The Procurement Committee unanimously recommended the M/s The-E-Creatorz being the successful bidder for award of contract.
7. The process of signing of agreement and issuance of award of work to M/s The-E-Creatorz shall be completed in due course of time.
8. The meeting ended with vote of thanks to and from Chair.



(Kapeel Kumar)
Company Secretary
Sindh Enterprise Dev. Fund
(Member/Secretary Committee)



(Rehmatullah Soomro)
Finance Manager
Sindh Enterprise Development Fund
(Chairman Committee)



(Shaikh Adnan Ali)
Section Officer
Sindh Board of Investment
(Member Committee)

Evaluation Sheet

SUPPLY & INSTALLATION OF IT, HARDWARE, SOFTWARE FOR OFFICE AUTOMATION (ERP)

ALONGWITH SUPPORT & MAINTENANCE SERVICES FOR SEDF

Bid Documents Opening on 6th November, 2017 at 1130 hrs in the Committee Room of SBI

S.No.	Parameters against which technical evaluation shall be done	Scoring brackets	M/s The-E-Creator
A	COMPANY PROFILE	25	
1	Years in relevant Business (1 Mark for each year with a maximum of 10 marks, at least three years experience required) (Attach Certificates of Incorporation)	10	10
2	The firm must have at least 10 IT Employees/Staff on Company's permanent payroll for last One (01) Year a. More than 15 employees = 10 Marks b. More than 10 but less than 15 = 5 Marks c. No marks for less than 10 IT Employees/Staff (Attach Authenticated Company's Payroll, CV and Degrees of Employees)	10	10
3	The firm must have at least 03 Managerial level employees on Company's permanent payroll for last One (01) Year a. More than or equal to 5 employees = 05 Marks b. More than or equal to 03 but less than 5 = 3 Marks c. No marks for less than 03 Employees (Attach Authenticated Company's Payroll, CV and Degrees of Employees)	5	3
B	EXPERIENCE	20	
1	SPECIFIC EXPERIENCE Completed or ongoing projects including supply, installation and support of IT Software Applications with Public Sector/Academia/Private Sector. No marks for less than 2 projects a. More than 10 Projects = 10 Marks b. More than 7 and less than or equal to 10 Projects = 7.5 Marks c. More than 4 and less than or equal to 7 Projects = 5 Marks d. More than 2 and less than or equal to 4 Projects = 2.5 Marks (Attach Work Orders/Offer Letters)	10	10
2	GENERAL EXPERIENCE Completed or ongoing projects having worth of Rs.4 Million or above (2 Marks for each project to the maximum of 10 marks). No marks for less than 5 projects (Attach Work Orders/Offer Letters)	10	8
C	FINANCIAL CAPABILITY	5	
1	Average annual turnover in relevant Business during last 3 Years: (No Marks will given below Rs.2 Million) a. Rs. 10 Million or above = 5 Marks b. More than Rs.5 million but less than Rs.10 million = 3 Marks c. More than Rs.2 Million but less than Rs.5 Million = 1 Mark	5	5
Total Marks		50	46
Remarks			Pass

(Minimum Score to Qualify is 70%)


(Kapeel Kumar)

Company Secretary
Sindh Enterprise Development Fund
(Member/Secretary Committee)


(Shaikh Adnan Ali)

Section Officer (Admin)
Sindh Board of Investment
(Member Committee)


(Rehmatullah Soomro)

Finance Manager
Sindh Enterprise Dev. Fund
(Chairman Committee)

Bid Evaluation Report

1. Name of Procuring Agency: Sindh Enterprise Development Fund, Finance Department, GoS
2. Tender Reference No: **INF/KRY/822/2017**
3. Tender Description/Name of work/item: **SUPPLY & INSTALLATION OF IT, HARDWARE, SOFTWARE FOR OFFICE AUTOMATION (ERP) ALONGWITH SUPPORT & MAINTENANCE SERVICES FOR SEDF**
4. Method of Procurement: Single Stage-Two Envelope
5. Tender Published: SPPRA ID 34640, Daily Dawn 19th Oct, 2017, Daily Kawish 19th Oct, 2017, & Jang 19th Oct, 2017
6. Total Bid documents Sold: 7 (Seven)
7. Total Bids Received: 1 (One)
8. Technical Bid Opening date: 6th November, 2017 at 1130 hrs
9. No. of Bid technically qualified: 1 (One)
10. Bid(s) Rejected: None
11. Financial Bid Opening date: 6th November, 2017 at 1215 hrs

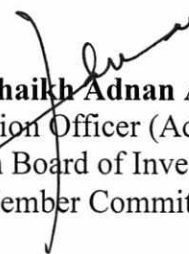
12. Bid Evaluation Report:

<i>S No</i>	<i>Name of Firm or Bidder</i>	<i>Cost offered by the Bidder</i>	<i>Ranking in terms of cost</i>	<i>Comparison with Estimated cost</i>	<i>Reasons for acceptance/rejection</i>	<i>Remarks</i>
0	1	2	3	4	5	6
1.	M/s The-E-Creatorz	4,197,725/-	Lowest	Within estimate cost	Qualified as per Eligibility Criteria	Recommended for award of work



(Kapeel Kumar)

Company Secretary
Sindh Enterprise Development Fund
(Member/Secretary Committee)



(Shaikh Adnan Ali)
Section Officer (Admin)
Sindh Board of Investment
(Member Committee)



(Rehmatullah Soomro)

Finance Manager
Sindh Enterprise Dev. Fund
(Chairman Committee)

SPRRA ID: 34640

Method of Procurement: **Single Stage –Two Envelopes**

Description of Work: **SUPPLY & INSTALLATION OF IT, HARDWARE, SOFTWARE FOR OFFICE AUTOMATION (ERP) ALONGWITH SUPPORT & MAINTENANCE SERVICES FOR SEDF**

Bidder's Qualification Report

S#	Eligibility/Qualification Criteria	M/s The-E-Creatorz
1.	NTN	Yes
2.	Sales Tax Registration	Yes
3.	Registration with Sindh Revenue Board (SRB)	Yes
4.	Minimum three years experience of relevant field	Yes
5.	List of work and copy of letter of award of work/work orders completion as per Evaluation Criteria	Yes
6.	Required Bid Security is attached	Yes
7.	Bid is signed, named and stamped by the authorized person of the firm along with Authorization letter	Yes
Qualified/Disqualified		Qualified

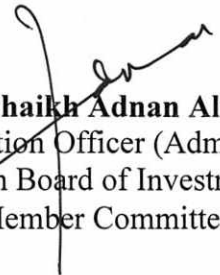
Note: The procuring agency may modify the criteria as per their requirements.



(Kapel Kumar)
Company Secretary
Sindh Enterprise Development Fund
(Member/Secretary Committee)



(Rehmatullah Soomro)
Finance Manager
Sindh Enterprise Dev. Fund
(Chairman Committee)




(Shaikh Adnan Ali)
Section Officer (Admin)
Sindh Board of Investment
(Member Committee)

COMPARATIVE STATEMENT

Description of Work: SUPPLY & INSTALLATION OF IT, HARDWARE, SOFTWARE FOR OFFICE AUTOMATION (ERP) ALONGWITH SUPPORT & MAINTENANCE SERVICES FOR SEDF


Tender Reference: SPPRA ID 34640, Daily Dawn 19th Oct, 2017, Daily Kawish 19th Oct, 2017 & Jang 19th Oct, 2017

Date of Opening of Financial Envelope: 6-11-2017 (12:15PM)

S#	Name of Bidders	Amount of Bid	Remarks	Signature & Stamp of Bidder
1.	M/s The-E-Creatorz	Rs.4,197,725/-/- (Inc. Tax)		


(Kapeel Kumar)
Company Secretary
Sindh Enterprise Development Fund
(Member/Secretary Committee)


(Rehmatullah Soomro)
Finance Manager
Sindh Enterprise Dev. Fund
(Chairman Committee)


(Shaikh Adnan Ali)
Section Officer (Admin)
Sindh Board of Investment
(Member Committee)

No: CS/SEDF/Office Auto/2017-18
Karachi, Tuesday 7th November, 2017

TO WHOME IT MAY CONCERN

Reference to SEDF Tender hoisted vide SPPRA Sr#34640 for Supply & Installation of IT, Hardware, Software for Office Automation (ERP) alongwith Support & Maintenance Services for SEDF. The tender was opened on 6th November, 2017 at 1130 hrs and only one bid received from M/s The-E-Creatorz.

2. The prices are comparable to the market rate as verified by the Procurement Committee, so as per Rule 48 of SPP Rules 2010, bid is accepted.



(Rehmatullah Soomro)
Chairman
Procurement Committee



SPPRA Sr.34640

**SUPPLY & INSTALLATION OF IT, HARDWARE, SOFTWARE FOR OFFICE AUTOMATION (ERP)
ALONGWITH SUPPORT & MAINTENANCE SERVICES FOR SEDF**

OPENING OF BID ON 6TH NOVEMBER, 2017 AT 1130 HRS IN THE COMMITTEE ROOM OF SBI

ATTENDANCE SHEET

S#	Bidder Name	Representative Name & Designation	Cell/Contact No	Email	Signature
1.	The e-Creatorz	Sh. Aqamir Moin / ADim +HR	0300 2113136	G.AqamirMoin@e-creatorz.com	
2.					
3.					
4.					
5.					
6.					
7.					

Signature of Procurement Committee:

(Mr. Kapeel Kumar)
Company Secretary
Sindh Enterprise Development Fund
(Member/Secretary Committee)

(Shaikh Adnan Ali)
Section Officer (Admin)
Sindh Board of Investment
(Member Committee)

(Rehmatullah Soomro)
Finance Manager
Sindh Enterprise Dev. Fund
(Chairman Committee)

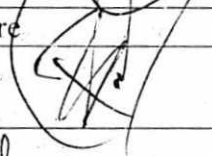



SPPRA Sr.34640

**SUPPLY & INSTALLATION OF IT, HARDWARE, SOFTWARE FOR OFFICE AUTOMATION (ERP)
ALONG WITH SUPPORT & MAINTENANCE SERVICES FOR SEDF**

OPENING OF BID ON 6TH NOVEMBER, 2017 AT 1130 HRS IN THE COMMITTEE ROOM OF SBI

ATTENDANCE SHEET
SEDF PROCUREMENT COMMITTEE

S#	Member Name	Designation	Signature
1.	Mr. Rehmatullah Soomro Finance Manager, SEDF	Chairman	
2.	Shaikh Adnan Ali Section Officer (Admin), SBI	Member	
3.	Mr. Kapeel Kumar Company Secretary, SEDF	Member	