KARACHI - 75990

SPPRA COPY OFFICE COPY

### **Bid Evaluation Report**

1. Name of Procuring Agency: Board of Secondary Education Karachi

Tender Reference No: 2.

BSE/P&P/415/2017 dated 06-09-2017

Tender Description/Name of work/item:

Tender for Procurement of Services for executing Various Miscellaneous Jobs (Sorting, Counting, Gathering, Packing, Binding Etc.) for the financial year 2017-2018

Method of Procurement:

National Competitive Bidding. Single Stage -

One Envelope Procedure

Tender Published:

1) National Courier (English) dated 13-09-2017

2) Quaid-e-Pakistan (Urdu) dated 12-09-2017

3) Sindh (Sindhi) dated 14-09-2017

4) www.pprasindh.gov.pk

SPPRA ID: 34347 dated 07-09-2017

5) www.bsek.edu.pk 6) www.sindh.gov.pk

Technical Bid Opening date: (if applicable)

Not Applicable

7. Financial Bid Opening date: Tuesday, 10-10-2017 at 02:00 p.m.

8. Total Bid documents purchased: 01 (One)

9. Total Bids Received:

01 (One)

Bid(s) Rejected: 10.

Nil

#### 11. 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
1.	M/S Creative Solution Karachi	Rs.3.00 Million approx.	Single Bidder	Nearest to the estimated cost.	Eligible Bidder whereas the bid is found "Lowest Evaluated Bid"	Recommended for Award of Contract.

(Maxy Paul D' Mello) Deputy Secretary/ Co-opted Member

(Khalid Ehsan)

Acting Controller of Examinations/ Co-opted Member (Karim Bux) Acting Audit Officer/

Member

(Naveed Ahmed Hashmi) Principal, Govt. College for Men, Nazimabad No.2, Karachi/Member other than

procuring agency

(S. M. Ali Shaiq) Acting Secretary/ Convener

ELIGIBILITY/QUALIFICATION CRITERIA REGARDING TENDER FOR PROCUREMENT OF SERVICES FOR EXECUTING VARIOUS MISCELLANEOUS JOBS (SORTING, COUNTING, GATHERING, PACKING, BINDING ETC.) FOR THE FINANCIAL YEAR 2017-2018

NIT Reference No. BSE/P&P/415/2017 dated 06-09-2017 Tender opened on: Tuesday 10-10-2017 at 02:00 P.M 1) <u>SPPRA COPY</u> 2) OFFICE COPY

E	LIGIBILITY/QUALIFICATION CRITERIA	M/S CREATIVE SOLUTIONS KARACHI
1)	03 years experience in the relevant field	Attached
2)	Turn-over of at least last three years having a sum of minimum Rs.1,000,000/-	2014 = Rs.292,110/- 2015 = Rs.129,120/- 2016 = Rs.680,390/-
3)	Registration with Federal Board of Revenue (FBR), for Income Tax and Sales Tax in case of procurement of goods	Attached
4)	Registration with the Sindh Revenue Board (SRB) in case of procurement of works and services	Attached
5)	An Affidavit on Stamp Paper that the firm has never been Blacklisted	Attached
6)	Bid Security @ 2% (two percent) of the bid price (Refundable) in shape of Pay Order in the name of <i>Secretary</i> , Board of Secondary Education Karachi	Pay Order amounting to Rs.60,000/-
7)	REMARKS	Eligible Bidder

(Maxy Paul D' Mello)
Deputy Secretary/
Co-opted Member

(Khalid Ehsan)
Acting Controller
of Examinations/
Co-opted Member

(Karim Bux)
Acting Audit
Officer/Member

(Naveed Ahmed Hashmi)
Principal, Govt. College for
Men, Nazimabad No.2,
Karachi/Member other than
procuring agency

(S. M. Ali Shaiq) Acting Secretary/ Convener

COMPARATIVE STATEMENT OF TENDER FOR PROCUREMENT OF SERVICES FOR EXECUTING VARIOUS MISCELLANEOUS JOBS (SORTING, COUNTING, GATHERING, PACKING, BINDING ETC.) FOR THE FINANCIAL YEAR 2017-2018

NIT Reference No. BSE/P&P/415/2017 dated 06-09-2017 Tender opened on: Tuesday 10-10-2017 at 02:00 P.M 1) SPPRA COPY
2) OFFICE COPY

<u>S.</u> <u>NO.</u>	NATURE OF JOBS (To be done in the premises of the Board)	<u>Last Awarded</u> <u>Rates</u>	M/S Creative Solutions Karachi	Increase in Percentage
1 (a)	Sorting, Counting, Packing and Sealing of Question Papers and Graph Sheets during conduct of Examinations	Rs.195/- Per 1000	Rs.210/- Per 1000	7.5%
1 (b)	Gathering of Question Papers including other items	Rs.190/- Per 1000	Rs.205/- Per 1000	8.0%
2)	Binding of Registers	Rs.163/- Per Register	Rs.163/- Per Register	0%
3)	Binding of Tabulation Registers (Kacha)	Rs.175/- Per Register	Rs.175/- Per Register	0%
4)	Binding of Tabulation Registers (Pakka)	N/Q	Rs.230/- Per Register	Fresh Rate
5)	Re-Binding of Tabulation Registers	Rs.164/- Per Register	Rs.170/- Per Register	3.5%
6)	Affixing of Stamps (all kinds)	Rs.185/- Per 1000	Rs.203/- Per 1000	9.0%
7)	Receipt Numbering on Enrolment/ Registration/Examination Forms, Numbering on Answer Books and Roll Numbering on Examination Forms etc.	Rs.200/- Per 1000	Rs.220/- Per 1000	0%
8)	Cutting of Old Serial Numbers on Answer Copies	Rs.175/- Per 1000	Rs.175/- Per 1000	0%
9)	Affixing of Stamps Slips	Rs.205/- Per 1000	Rs.205/- Per 1000	0%
10)	Pakka Certificate Book (Classified)	Rs.179/- Per Book	Rs.179/- Per Book	0%
11)	Kacha Binding Book	Rs.140/- Per Book	Rs.140/- Per Book	0%
12)	Pakka Binding Book	Rs.149/- Per Book	Rs.160/- Per Book	7.5%
13)	Serializing of Award Lists	Rs.190/- Per 1000	Rs.190/- Per 1000	0%
14)	Batch Making of Award Lists	Rs.12/- Per Batch	Rs.13/- Per Batch	9.5%
15)	Counting of Answer Scripts	Rs.210/- Per 1000	Rs.225/- Per 1000	7.0%
16)	Counting and Packing of Centre Material	Rs.200/- Per 1000	Rs.210/- Per 1000	5.0%
17)	Pasting of Slips	Rs.160/- Per 1000	Rs.150/- Per 1000	-7.0%
18)	Pasting of Spine	N/Q	Rs.310/- Per 1000	Fresh Rate

(Maxy Paul D' Mello)
Deputy Secretary/
Co-opted Member

(Khalid Ehsan)
Acting Controller
of Examinations/
Co-opted Member

(Karim Bux)
Acting Audit
Officer/Member

(Naveed Ahmed Hashmi)
Principal, Govt. College for
Men, Nazimabad No.2,
Karachi/Member other than
procuring agency

(S. M. Ali Shaiq)
Acting Secretary/
Convener

Tender for Procurement of Services for executing
Various Miscellaneous Jobs (Sorting, Counting,
Gathering, Packing, Binding etc.)

NIT Reference No.BSE/P&P/415/2017 dated 06-09-2017

Tender opening Time: 02:00 p.m

Dated: October 10, 2017

## **ATTENDANCE SHEET**

S.NO.		esternos (termo) (te. 100 escentros (te. 100 escent	NAME OF PERSONS	<u>SIGNATURE</u>
1.	Solution		Soher O	Augs

Tender for Procurement of Services for executing
Various Miscellaneous Jobs (Sorting, Counting,
Gathering, Packing, Binding etc.)

NIT Reference No.BSE/P&P/415/2017 dated 06-09-2017

Tender opening Time: 02:00 p.m

Dated: October 10, 2017

### **ATTENDANCE SHEET**

#### FOR THE MEMBERS OF PROCUREMENT COMMITTEE

			<u>SIGNATURE</u>
1)	SYED MUHAMMAD ALI SHAIQ Acting Secretary/Inspector of Institutions	Convener/Member	\$101.0117
2)	MR. NAVEED AHMED HASHMI Principal, Govt. College for Men, Nazimabad No.2, Karachi	Member other than procuring agency	Jan Dur
3)	MR. KARIM BUX Acting Audit Officer	Member	Salata-
4)	MR. KHALID EHSAN Acting Controller of Examinations	Co-opted Member	Whilid. EX
5)	Mr. MAXY PAUL D' MELLO Deputy Secretary	Co-opted Member	Amello

KARACHI - 75990

MINUTES OF THE MEETING OF PROCUREMENT COMMITTEE HELD ON 10-10-2017 AT 02:00 P.M IN CONNECTION WITH OPENING OF THE TENDER FOR PROCUREMENT OF SERVICES FOR EXECUTING VARIOUS MISCELLANEOUS JOBS (SORTING, COUNTING, GATHERING, PACKING, BINDING ETC.) FOR THE FINANCIAL YEAR 2017-2018

<u>Bid Validity Period:</u> 90 days from the date of opening of Tender NIT # BSE/P&P/415/2017 dated 06-09-2017

(Single Stage One Envelope Procedure) Tender opened on: Tuesday 10-10-2017 at 02:00 P.M

#### PRESENT:

1) Syed Muhammad Ali Shaiq

Acting Secretary/Inspector of Institutions

 Mr. Naveed Ahmed Hashmi Principal, Govt. College for Men, Nazimabad No.2, Karachi

 Mr. Karim Bux Acting Audit Officer

 Mr. Khalid Ehsan Acting Controller of Examinations

5) Mr. Maxy Paul D' Mello Deputy Secretary Convener (In Chair)

Member other than Procuring Agency

Member

Co-opted Member

Co-opted Member

The following representative of the firm was also present at the time of opening of Tender.

#### NAME OF REPRESENTATIVE NAME OF FIRM

1) Mr. Muhammad Sohail

M/S Creative Solution Karachi

• The meeting started with recitation from the Glorious Quran. Thereafter the following item of the Agenda was taken up for consideration.

ITEM:

To open the Tender for Procurement of Services for executing Various Miscellaneous Jobs (Sorting, Counting, Gathering, Packing, Binding etc.) for the financial year 2017-2018.

Following firm had purchased the Tender documents from this office towards payment of the prescribed fee and submitted their bid as noted below:-

#### BID DOCUMENTS PURCHASED BY

#### BIDS SUBMITTED BY

1) M/S Creative Solution Karachi

1) M/S Creative Solution Karachi

Sealed bids were opened at <u>02:00 p.m</u> in presence of the participant and the rates quoted by bidder were read aloud and encircled by Convener of the Procurement Committee. All the members of the procurement committee signed each and every page of financial proposal/ bids. The bid do not contain any over-writing or cutting. Following is the details of bids announced:

S. No.	Name of Bidder	Offered Price	Amount of Bid Security	Pay Order No./ Date
1.	M/S Creative Solution Karachi	Rs.3,000,000/-	Rs.60,000/-	P/O No.13316332 dated 09-10-2017

KARACHI - 75990

-:2:-

The committee shall examine all the bids as per the Qualification/Eligibility Criteria provided in the bidding documents, arithmetical checks and verify the documents and bid security submitted by the bidders.

1) Syed Muhammad Ali Shaiq Acting Secretary/Inspector of Institutions Convener

2) Naveed Ahmed Hashmi Principal, Govt. College for Men, Nazimabad No.2, Karachi Member other than Procuring Agency

 Mr. Karim Bux Acting Audit Officer Member

4) Mr. Khalid Ehsan Acting Controller of Examinations

Co-opted Member

5) Mr. Maxy Paul D' Mello Deputy Secretary Co-opted Member

The meeting came to close with a vote of Thanks to and from the Chair.

(NAVEED AHMED) Assistant Secretary (P&P)

NAZIMABAD KARACHI-75990

### TECHNICAL SPECIFICATIONS

<u>S. NO.</u>	NATURE OF JOBS (To be done in the premises of the Board)	RATES INCLUDING ALL TAXES
1,(a)	Sorting, Counting, Packing and Sealing of Question Papers and Graph Sheets during conduct of Examinations	Rs. $= \frac{3}{2}  0 ^2$ . Per 1000
1 (b)	Gathering of Question Papers including other items	Rs. $\frac{2205}{1000}$
2)	Binding of Registers	Rs. $\frac{\sqrt{2}}{63/2}$ Per Register
3)/	Binding of Tabulation Registers (Kacha)	Rs. 2/75/2 Per Register
4),	Binding of Tabulation Registers (Pakka)	Rs. $\frac{2230/2}{\text{Per Register}}$
5)	Re-Binding of Tabulation Registers	Rs. = 170/2 Per Register
6)	Affixing of Stamps (all kinds)	Rs. $\frac{203}{2}$
7)/	Receipt Numbering on Enrolment/Registration/Examination Forms, Numbering on Answer Books and Roll Numbering on Examination Forms etc.	Rs. $2220/5$ Per 1000
8)	Cutting of Old Serial Numbers on Answer Copies	Rs. $\frac{2175}{2}$ Per 1000
9)	Affixing of Stamps Slips	Rs. 2205/2 Per 1000
10)	Pakka Certificate Book (Classified)	Rs. <u>2179/2</u> Per Book
11)/	Kacha Binding Book	Rs
12)	Pakka Binding Book	Rs. <u>(2/60/2</u> Per Book
13)	Scrializing of Award Lists	Rs. /2/90/2 Per 1000
14)/	Batch Making of Award Lists	Rs. 2/3/2 Per Batch
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# BOARD OF SECONDARY EDUCATION, KARACHI NAZIMABAD KARACHI-75990

5	<u>S. NO.</u>	NATURE OF JOBS (To be done in the premises of the Board)	RATES INCLUDING ALL TAXES
	15)	Counting of Answer Scripts	Rs. = 225/= Per 1000
	16)	Counting and Packing of Centre Material	Rs. $\frac{210}{2}$
	17)	Pasting of Slips	Rs. $2/50/2$ Per 1000
	18)	Pasting of Spine	Rs. 310/2 Per 1000

	Rupees In Figures	Rupees In Words
Total cost of the Bid: (as offered by the Bidder)	Rs. 30,00,000/2	Three Livi
2% (two percent) amount of the Bid Price Bid Security (Refundable)	Rs. 60,000/2	Sixty thousand or
10% (ten percent) amount of the Contract Price Performance Security (Refundable)	Rs. 3,00,000/2	Three las only

SUMMARY OF TURN-OVER OF LAST THREE YEARS					
YEAR-2014	YEAR-2015	YEAR-2016			
Rs.252,110/2	Rs. 5811/2	Rs680,390/2			
TOTAL:					







NAZIMABAD, KARACHI-75990 No. BSE/P&P/415/2017 Dated 06-09-2017

### INVITING

sted suppliers/firms for items mentioned below

Sr. No.	Nature of Jobs (To be done in the premises of the Board)	Quantity.	Bids Security	Tender Fee	Completion Time
01.	Sorting, Counting, Packing, Gathering, Sealing, Binding, Re- Binding, Numbering, Affixing of Stamps, Serializing, Batch Making, Pasting of Slips etc. (to be done in the premises of Board) for the financial year 2016-2017	eria dite bula di bula di leria di leria en	2% (two percent) of the bid price (Refundable) in shape of Pay Order in the name of Secretary, Board of Secondary Education Karachi	Rs.500/- (Rupees Five Hundred only) (Non- Refundable) in shape of Pay Order in the name of Secretary, Board of Secondary Education Karachi	Minimum time period for completion of jobs will be at least two weeks which may be increased or decreased due to demand of time/ situation

#### NOTE:

(Complete detail of above jobs are mentioned in bidding documents)

#### 2. ELIGIBILITY CRITERIA

- (i) 03 years experience in the relevant field
- (ii) Turn-over of at least last three years having a sum of minimum Rs. 1,000,000/-
- (iii) Registration with Federal Board of Revenue (FBR), for Income Tax and Sale Tax in case of procurement of goods
- (iv) Registration with the Sindh Revenue Board (SRB) in case of procurement of works and services
- (v) An Affidavit on Stamp Paper that the firm has never been Blacklisted
- 3. Method of Procurement:
- (Single Stage One Envelope Procedure)
- Bidding/Tender Documents:
- Issuance: Bid Documents will be issued from the first date of publication/hoisting to Tuesday 10-10-2017 up to 12.00 Noon.
- Submission: Last date will be Tuesday 10-10-2017 up to 01:00 p.m.
- Opening: will be opened on Tuesday 10-10-2017 up to 02: 00 p.m.
- Un-responded Tenders: will be again issued/ submitted opened on following dates:-Attempt: (a) Issue Date: (b) Submission &

opening Date:

Wednesday 11-10-2017

Monday 30-10-2017

INF-KRY/3808/17

#### 5. Terms & Conditions:

- a) Under following conditions bid will be rejected:-
- Conditional and telegraphic bids/tenders
- Bids not accompanied by Bid Security of required amount and form
- iii. Bids received after specified date and time
- iv. Bids of Blacklisted firms (Detailed Terms & Conditions are mentioned in . bidding documents)
- b) Bid Validity Period: 90 days from the date of opening of Tender.
- c) Procuring Agency reserves the right to reject all or any bids subject to the relevant provisions of Sindh Public Procurement Rules-2010 (Amended 2017).
  - d) Purpose and Scope: Various Miscellaneous Jobs to be executed in the premises of the Board for SSC Examinations during one year.
  - 6. In case any inconvenient situation created in the city or public holiday is declared by the Government on the date of opening of tender, the next official working day shall deemed to be the last date for issuance, submission and opening of bids/tenders at the same time as mentioned.

(ACTING SECRETARY) BOARD OF SECONDARY EDUCATION KARACHI NAZIMABAD KARACHI-75990



