



NO: SO/DDO/E&T/CASH/RMF&F/2017-18
GOVERNMENT OF SINDH
EXCISE, TAXATION AND NARCOTICS
CONTROL DEPARTMENT

Karachi, dated the 15th November, 2017

ATTENDANCE SHEET

**SUBJECT: -FOR BIDDER AGAINST THE TENDER FOR PURCHASE/HIRING
OF SERVICES FOR REPAIR, MAINTENANCE AND
REPLACEMENT OF FURNITURE AND FIXTURES ITEMS**

S. No	COMPANY NAME	REPRESENTATIVE NAME AND CONTACT NO.	SIGNATURE
01	Vertex bracing	ADILL 0315-2036200	ADILL
02	SASHUN	A. Qureshi 0313-2020215	A. Qureshi
03.	Dodeca Pak	M. Shujaa 0312-1107600	M. Shujaa
04-	Owais Enterprises	Raja Asif Ali 0321-2131866	Raja Asif Ali

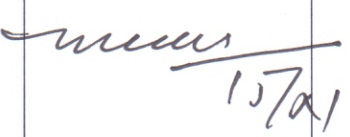





NO: SO/DDO/E&T/CASH/RMF&F/2017-18
GOVERNMENT OF SINDH
EXCISE, TAXATION AND NARCOTICS
CONTROL DEPARTMENT

Karachi, dated the 15th November, 2017

ATTENDANCE SHEET

**SUBJECT: -PROCUREMENT COMMITTEE MEETING FOR THE OPENING
AND EVALUATION OF PROPOSALS OF THE TENDER BIDS FOR
PURCHASE/HIRING OF SERVICES FOR REPAIR,
MAINTENANCE AND REPLACEMENT OF FURNITURE AND
FIXTURES ITEMS**

S. NO	NAME AND DESIGNATION	DEPARTMENT	SIGNATURE
1	Dr: Mushtaq Sahaf Additional Secy:	E T & N	 15/11/17
2.	Mahesh Lal D.S.	E & T	0333 033 10781 2186624.
3	Moula Bux Solangi	Labour Deptt.	
4-	MUSARRAT MOHAMMAD DY. Div. Inspection	Inspection dept	
5	Nasiruddin S.O(B&A)	E & T	 15/11/17

Bid Evaluation Report

1. Name of Procuring Agency: Excise, Taxation and Narcotics Control Department
2. Tender Description/Name of Work/Item: Purchase /Hiring of Services For Repair, Maintenance and Replacement of Furniture and Fixture Items
3. Method of Procurement: Single Stage One Envelope
4. Tender Published: SPPRA S. No. 34966 Dated 26-10-2017
5. Total Bid documents Sold: (04) Bid Documents Sold
6. Total Bids Received: (04) Bids Received
7. No. of Bid technically qualified: (03) Bids
8. Bid(s) Rejected: (01) Bid
9. Financial Bid Opening date: November 15, 2017 at 04:00 PM

10. 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. Sashun International	Rs. 377,500/-	1 st Lowest	Within the cost	Accepted due to lowest rates & Responsive Bid	Recommended for award of work
2.	M/s. DODECAPAK	Rs. 392,600/-	2 nd Lowest	Price on Higher side	Rejected due to higher rates	Not Recommended
3.	M/s. Owais Enterprises	Rs. 396,375/-	3 rd Lowest	Price on Higher side	Rejected due to higher rates	Not Recommended
4.	M/s. Vertex Trading Co (Pvt) Ltd	Rs. 4,409,428/-	4 th Lowest	Price on Higher side	Rejected due to higher rates	Not Recommended



(MAHESH LAL DODANI)
Deputy Secretary (Admin-I)



(NASIRUDDIN)
Section Officer (B&A)



(MUSSARAT MOKHTAR)
Deputy Director
Industries & Commerce Department



(MOLA BUX SOLANGI)
Section Officer (General)
Labour & Human Resource Department



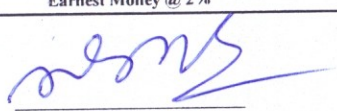
(DR. MUSTAFA SUHAG)
Chairman Procurement Committee


COMPARATIVE STATEMENT
TENDER FOR PURCHASE/HIRING OF SERVICES FOR REPAIR, MAINTENANCE AND REPLACEMENT OF FURNITURE AND FIXTURES ITEMS FOR THE
YEAR 2017-18 OPENED ON 15-11-2017 AT 04:00 PM

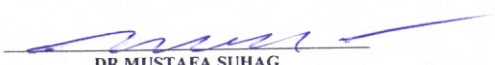
S.No	ITEMS	Qty	Unit	Quoted Rates								Name of Qualified Bidder
				M/s. DODECAPAK	Total	M/s. Owais Enterprises	Total	M/s. Vertex Trading Co (Pvt) Ltd	Total	M/s. Sashun International	Total	
1	Repair and Maintenance of Steel Storage Racks including Replacement of Broken M.S Sheet Racks with Nut Bolts and M.S Bar Support from Top to Bottom in X Shape, Finish with Spray Color	24	Nos.	1,508.00	36,192.00	1,522.50	36,540.00	15,124.00	362,976.00	1,450.00	34,800.00	M/s. Sashun International
2	Repair and Maintenance of Lower Staff Tables, Changing of Glass Top, Fixing of Glass Cloth on Top, Changing of Locks and Handles, Removing and Pasting of Formica	20	Nos.	884.00	17,680.00	892.50	17,850.00	10,586.00	211,720.00	850.00	17,000.00	M/s. Sashun International
3	Repair and Replacement of Center Table Glass 20MM with Magnetic Catcher and Spirit Polish Finish	3	Nos.	2,964.00	8,892.00	2,992.50	8,977.50	15,124.00	45,372.00	2,850.00	8,550.00	M/s. Sashun International
4	Repair and Maintenance of VIP Visitor Chair Including Replacement of Seat Foam and Leatherate of Seat, Back and Armrest and Finish with Spirit Polish	30	Nos.	2,028.00	60,840.00	2,047.50	61,425.00	7,562.00	226,860.00	1,950.00	58,500.00	M/s. Sashun International
5	Repair and Maintenance of Wooden Table including Replacement of Drawers Hardboard, Lock, Handles & Glass 12 MM on Top and Finish with Spirit Polish	12	Nos.	2,652.00	31,824.00	2,677.50	32,130.00	5,746.00	68,952.00	2,550.00	30,600.00	M/s. Sashun International
6	Repair and Maintenance of Visitor Chair Including Replacement of Foam and Leatherate of Seat and Back and Finish with Spirit Polish	30	Nos.	1,300.00	39,000.00	1,312.50	39,375.00	5,746.00	172,380.00	1,250.00	37,500.00	M/s. Sashun International
7	Repair and Maintenance of Executive Revolving Chair including Replacement of Leatherate Upholstery, Steel Base with Wheels	6	Nos.	2,288.00	13,728.00	2,310.00	13,860.00	6,804.00	40,824.00	2,200.00	13,200.00	M/s. Sashun International
8	Repair and Maintenance of Revolving Chairs including Replacement of Hydraulic Machine and Base	12	Nos.	1,508.00	18,096.00	1,522.50	18,270.00	6,804.00	81,648.00	1,450.00	17,400.00	M/s. Sashun International
9	Repair and Maintenance of Door including Color and Replacement of Door Locks Door Closer Implord	30	Nos.	1,196.00	35,880.00	1,207.50	36,225.00	9,074.00	272,220.00	1,150.00	34,500.00	M/s. Sashun International
10	Repair and Maintenance of Book Shelf including replcement of Glass Penals and Finish with Spirit Polish	2	Nos.	1,846.00	3,692.00	1,863.75	3,727.50	10,586.00	21,172.00	1,775.00	3,550.00	M/s. Sashun International
11	Repair and Maintenance of Credenza including replcement of Shelf Support, Locks and Handles and Finish with Spirit Polish	2	Nos.	2,340.00	4,680.00	2,362.50	4,725.00	15,124.00	30,248.00	2,250.00	4,500.00	M/s. Sashun International
12	Repair and Maintenance of Wall Cabinets with Replacement of Locks, Handles, Lasani MDF Internal Support and Formica Pasting	145	Sq. Ft	208.00	30,160.00	210.00	30,450.00	15,124.00	2,192,980.00	200.00	29,000.00	M/s. Sashun International
13	Repair and Maintenance of Visitor Chairs including replacement of Cane Knitting of Seat and Back	40	Nos.	988.00	39,520.00	997.50	39,900.00	6,806.00	272,240.00	950.00	38,000.00	M/s. Sashun International
14	R&M of Filing Almirah, Changing of Locks and Glass Slides, polishing and finishing	12	Nos.	1,196.00	14,352.00	1,207.50	14,490.00	8,317.00	99,804.00	1,150.00	13,800.00	M/s. Sashun International
15	R&M of Computer Tables, Changing of Wheels, Locks and Hardboard of Back.	6	Nos.	884.00	5,304.00	892.50	5,355.00	6,806.00	40,836.00	850.00	5,100.00	M/s. Sashun International
16	R&M of Steel Almirah, Changing of Locks and Fixing of Selves	12	Nos.	1,300.00	15,600.00	1,312.50	15,750.00	9,074.00	108,888.00	1,250.00	15,000.00	M/s. Sashun International
17	Wooden File Cabinets, Changing of Locks and Handles, Complete Polish and Finishing	6	Nos.	884.00	5,304.00	892.50	5,355.00	10,586.00	63,516.00	850.00	5,100.00	M/s. Sashun International

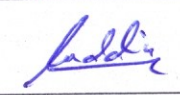
COMPARATIVE STATEMENT
TENDER FOR PURCHASE/HIRING OF SERVICES FOR REPAIR, MAINTENANCE AND REPLACEMENT OF FURNITURE AND FIXTURES ITEMS FOR THE YEAR 2017-18 OPENED ON 15-11-2017 AT 04:00 PM

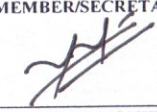
S.No	ITEMS	Qty	Unit	Quoted Rates								Name of Qualified Bidder
				M/s. DODECAPAK	Total	M/s. Owais Enterprises	Total	M/s. Vertex Trading Co (Pvt) Ltd	Total	M/s. Sashun International	Total	
18	Steel File Cabinets, Changing of Locks and Handles, Complete Polish and Finishing	8	Nos.	1,482.00	11,856.00	1,496.25	11,970.00	12,099.00	96,792.00	1,425.00	11,400.00	M/s. Sashun International
					392,600.00		396,375.00		4,409,428.00		377,500.00	
	Earnest Money @ 2%				1,625.00		1,510.00		88,189.00		7,550.00	


MAHESH LAL DODANI
 Deputy Secretary (ADMN)
 Excise, Taxation and Narcotics
 Control Department
 (MEMBER)


MOLA BUX SOLANGI
 Section Officer (General)
 Labour & Human Resource
 Department
 (MEMBER)


DR. MUSTAFA SUHAG
 Additional Secretary (ADMN)
 Excise, Taxation and Narcotics
 Control Department
 (CHAIRMAN)


NASIRUDDIN
 Section Officer (B&A)
 Excise, Taxation and Narcotics
 Control Department
 (MEMBER/SECRETARY)


MUSARRAT MOKHTAR
 Deputy Director
 Industries and Commerce
 Department
 (MEMBER)



GOVERNMENT OF SINDH
EXCISE, TAXATION & NARCOTICS
CONTROL DEPARTMENT

Karachi, dated the 16th November, 2017

Subject:

**MINUTES OF THE PROCUREMENT COMMITTEE MEETING FOR OPENING
OF PROPOSALS FOR PURCHASE/HIRING OF SERVICES FOR REPAIR,
MAINTENANCE AND REPLACEMENT OF FURNITURE AND FIXTURES
ITEMS FOR THE YEAR 2017-18**

Meeting of the Departmental Procurement Committee was held on 15th November, 2017 at 04:00 P.M under the Chairmanship of Additional Secretary (ADMN-I), Excise, Taxation and Narcotics Control Department, Government of Sindh, Karachi, in order to undertake the Appraisal of the Bids submitted in response to subject Tender Notice.

The following Members of the Procurement Committee attended the meeting:-

- | | |
|--|------------------|
| 1. Dr. Mustafa Suhag
Additional Secretary (ADMN)
Excise, Taxation and Narcotics Control Department | Chairman |
| 2. Mr. Mahesh Lal Dodani,
Deputy Secretary, (ADMN)
Excise, Taxation and Narcotics Control Department | Member |
| 3. Mr. Nasiruddin
Section Officer (B&A)
Excise, Taxation and Narcotics Control Department, | Member/Secretary |
| 4. Mr. Mola Bux Solangi
Section Officer (General)
Labour and Human Resources Department | Member |
| 5. Mr. Mussarat Mokhtar
Deputy Director
Industries and Commerce Department | Member |

The Meeting started with the recitation from Holy Quran.

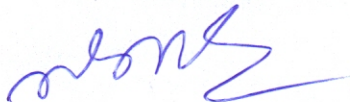
2. The Secretary Procurement Committee informed that the Notice Inviting Tender (NIT) was hoisted on official Website of SPPRA at Serial No: 34966, dated: 26-10-2017 as well as on this Department's official website at Serial No: 01, dated: 26-10-2017, in which "Single Stage One Envelope" procedure was adopted in accordance with the clause 46(1) SPPRA Rules 2010, Amended in 2017.

3. Accordingly bidding documents were issued /sold to the interested bidders from the date of publication of NIT up to 14th November 2017. The deadline for submission /return of bidding documents duly signed and complete in all respect was given on or before 15th November 2017 latest by 03:00 PM for opening at 4:00 PM on the same day in the room of Additional Secretary (ADMN-I) in presence of Members of Procurement Committee and Representatives of interest bidders. The Secretary Procurement Committee further informed that in response to the Notice Inviting Tender (NIT) following four (04) firms/companies purchased the Tender Documents,


- i. M/s. Sashun International
- ii. M/s. DODECAPAK
- iii. M/s. Owais Enterprises
- iv. M/s. Vertex Trading Co. (Pvt) Ltd

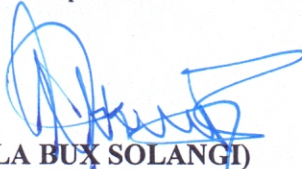
4. With the permission of Chair and Members, sealed Bids were opened on scheduled time at 04:00 PM in presence of the Bidders. The price/rates quoted by the qualified Bidders were read out clearly and loudly, encircled and signed by the Chairman as well as the Members of Committee.
5. The Procurement Committee then perused the Bids without reference to the Price as per Preliminary (Mandatory) Screening Criteria and Evaluation Criteria as well as compared the Product's Specifications provided in the Bidding Documents and verified the Documents submitted by the Bidders on the basis of criteria laid down in the Tender Bidding Documents.
6. During the opening of the bids, the Bidders were further informed that the final bid amount would be announced within three days of the completion of qualification and evaluation process. The Bids evaluated and calculated arithmetically and after completing evaluation process, which are found the lowest, best evaluated and workable, the Committee, therefore, has unanimously decided that the same may be recommended to the Competent Authority for approval. The Bid Evaluation Reports along with other relevant Documents may be hoisted at SPPRA websites, as well as letter of acceptance may be issued as per SPPRA Rules, 2010 Amended 2017


The meeting ended with the vote of thanks to and from the chair.


(MAHESH LAL DODANI)
(MEMBER)
Deputy Secretary (Admin-I)
Excise, Taxation and Narcotics
Control Department


(MUSSARAT MOKHTAR)
(MEMBER)
Deputy Director
Industries & Commerce Department


(NASIRUDDIN)
(MEMBER / SECRETARY)
Section Officer (B&A)
Excise, Taxation and Narcotics
Control Department


(MOLA BUX SOLANGI)
(MEMBER)
Section Officer (General)
Labour & Human Resource
Department


(DR. MUSTAFA SUHAG)
(CHAIRMAN)
Additional Secretary (Admin-I)
Excise, Taxation and Narcotics
Control Department

QUALIFICATION & EVALUATION CRITERIA

PURCHASE/HIRING OF SERVICES FOR REPAIR, MAINTENANCE AND REPLACEMENT OF FURNITURE AND FIXTURES ITEMS FOR THE YEAR 2017-18 OPENED ON 15-11-2017 AT 04:00 PM

S N o	Description	Name of Bidder(s)				REMARKS
		M/s. Vertex Trading Co (Pvt) Ltd	M/s. DODECAPAK	M/s. Sashun International	M/s. Owais Enterprises	
A	Valid Registration with FBR (Federal Board of Revenue) for Income Tax (NTN) and Sales Tax (GST Registration Certificate)	Yes	Yes	Yes	Yes	Not a Valid GST Certificate Attached by M/s. Vertex Trading Co.
B	Valid SST Registration from Sindh Revenue Board. (Where Applicable)	N/A	N/A	N/A	N/A	
C	Company Profile included Relevant Experience of Last Five (05) Years.	No	No	Yes	Yes	
	I Details of similar works and cost, completed during the last 05 years with completion certificates.	No	Yes	Yes	Yes	
	II. Experience of Supplying similar product in Government/Private Institutions with documentary evidence	No	Yes	Yes	Yes	
	III. The tenderer has to provide the list of their clients in Sindh, Pakistan with their contact number to whom similar goods has been supplied/installed.	No	Yes	Yes	Yes	
	IV. The tenderer has to submit satisfactory performance certificates from minimum 5 users to whom similar system. The performance certificate should be from any reputed Corporate/Government Departments.	No	Yes	Yes	Yes	
	V Submit the Bank Statement for at least past 36-months (3-Years i.e. 2015, 2016 & 2017) for the purpose of verification of Firm's Financial Capabilities. Each year Bank statement's closing balance which ended on 30th June shall not less than the 05 Million in Pakistani Rupees. Incomplete Bank Statement will be ignored.	Yes	Yes	Yes	Yes	Bank Certificate attached instead of Bank Statement by M/s. Vertex Trading Co.
	VI. Bidders having at least Five (05) Years' experience for supplies of similar nature Products shall be apply. Valid Documentary evidence should be submitted in shape of copies of Purchase orders/work orders/agreements. (Minimum 30-proofs required for the last Five (05) Years i.e. 2012, 2013, 2014, 2015 & 2016 Work Experience in relating to the concerned field). At least Six (06) Proofs shall be submitted of each Year.	No	Yes	Yes	Yes	

QUALIFICATION & EVALUATION CRITERIA

PURCHASE/HIRING OF SERVICES FOR REPAIR, MAINTENANCE AND REPLACEMENT OF FURNITURE AND FIXTURES ITEMS FOR THE YEAR 2017-18 OPENED ON 15-11-2017 AT 04:00 PM

S N o	Description	Name of Bidder(s)				REMARKS
		M/s. Vertex Trading Co (Pvt) Ltd	M/s. DODECAPAK	M/s. Sashun International	M/s. Owais Enterprises	
D	An undertaking on stamp paper Rs. 100/- by the firm / contractor to the effect that "Neither the firm/contractor nor its Directors/ stakeholders as a whole or as a part of the company/ organization", have ever been blacklisted/ defaulted with any Government Agency/ Department/ Organization and also that the information supplied by the firm/ contractor is correct.	Yes	Yes	Yes	Yes	
E	Authorized Representative Certificate must have attached with bid and one copy with representative whom attend the bid opening meeting.	No	Yes	Yes	Yes	



MAHESH LAL DODANI
Deputy Secretary (ADMN)
Excise, Taxation and Narcotics
Control Department

(MEMBER)



MOLA BUX SOLANGI
Section Officer (General)
Labour & Human Resource Department
(MEMBER)



NASIRUDDIN
Section Officer (B&A)
Excise, Taxation and Narcotics
Control Department
(MEMBER/SECRETARY)



MUSARRAT MOKHTAR
Deputy Director
Industries and Commerce Department
(MEMBER)

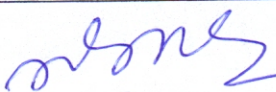



DR. MUSTAFA SUHAG
Additional Secretary (ADMN)
Excise, Taxation and Narcotics Control Department
(CHAIRMAN)

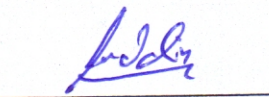
PRELIMINARY (MANDATORY) SCREENING CRITERIA:

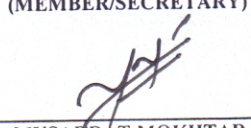
**PURCHASE/HIRING OF SERVICES FOR REPAIR, MAINTENANCE AND REPLACEMENT
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AT 04:00 PM**

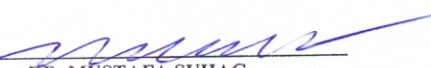
Sr. No	Description	Name of Bidder(s)			
		M/s. Vertex Trading Co (Pvt) Ltd	M/s. DODECAPAK	M/s. Sashun International	M/s. Owais Enterprises
1	Are Envelope Sealed?	Yes	Yes	Yes	Yes
2	Are Envelope properly typed as prescribed in clause 12.6 & 12.8?	Yes	Yes	Yes	Yes
3	Is Tender Covering Letter format typed properly on Bidder(s) Letter Head with Authorized Signatures & Official Seal as prescribed at <i>Annexure-A</i> ?	No	Yes	Yes	Yes
4	Is Proposal Format at <i>Annexure-B</i> typed properly on Bidder(s) Letter Head with Authorized Signatures & Official Seal?	Yes	Yes	Yes	Yes
5	Is Undertaking Format at <i>Annexure-C</i> typed properly on Bidder(s) Letter Head with Authorized Signatures & Official Seal?	Yes	Yes	Yes	Yes
6	Is Affidavit format at <i>Annexure-D</i> is properly typed on stamp paper valuing of Rs. 100/-with proper required discipline?	Yes	Yes	Yes	Yes
7	Is Bid at <i>Annexure-E</i> properly Filled with bidder(s) complete address with Authorized Signatures & Seal?	Yes	Yes	Yes	Yes
8	Is Valid General Sales Tax (GST) Certificate(s) provided by the Bidder(s)? (Color copy required).	Not a Valid GST Certificate	Yes	Yes	Yes
9	Is Valid National Tax Number (NTN) Certificate(s) provided by the Bidder(s)? (Color Copy required).	Yes	Yes	Yes	Yes
10	Is Valid Sindh Sales Tax (SST) Certificate(s) provided by the Bidder(s)? (Color Copy required Where Applicable).	N/A	N/A	N/A	N/A
11	Are all documents submitted by the Bidder(s) duly Signed with Official Seal & Paginated as well as flagged?	No	Yes	Yes	Yes
12	Is detail of all the documents are mentioned in front of the Index?	No	Yes	Yes	Yes


MAHESH LAL DODANI
Deputy Secretary (ADMN)
Excise, Taxation and Narcotics
Control Department
(MEMBER)


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Section Officer (General)
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NASIRUDDIN
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Excise, Taxation and Narcotics
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(CHAIRMAN)