



Institute of
Business Administration
Karachi

Leadership and Ideas for Tomorrow

Ref. # IBA-MC/PD/IT/217/0101/2017-18

December 19, 2017

Manager (Enforcement-II)
Sindh Public Procurement Regulatory Authority
Govt. of Sindh
Block-8, Sindh Secretariat No. 4-A
Court Road
Karachi.

Subject: Submission of Bid Evaluation Reports & Other Related Documents

Please find following Documents to be floated on SPPRA website.

1. Tender # IT/05/17-18

Caption: Provide & Supply of USB Plastic Cards

- a. Original Bid Evaluation Report
- b. Original Comparative Statement
- c. Minutes of Bid Opening Meeting
- d. Bidder's Qualification Report
- e. Attendance Sheet

Submitted, please

Muhammad Hanif

Sr. Purchase Executive

SPPRA INWARD DIARY

NO : 3732

DATED : 19-12-17

Bid Evaluation Report

1. Name of Procuring Agency: Institute of Business Administration, Karachi
2. Tender Reference No: Tender # IT/05/17-18
3. Tender Description/Name of work/item: Provide & Supply of USB Plastic Cards
4. Method of Procurement: Single Stage One Envelope
5. Tender Published: November 24, 2017 on IBA website & SPPRA web site Serial # 35407
Print & Electronic Media (SPPRA ID No. & News papers names with dates)
6. Total Bid documents Sold; 03 Companies 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: December 11, 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 Creative Arts	Rs.328,000.00	Lowest Bidder	300,000.00	Accepted, due to lowest bidder. Comparative Sheet Attached.	
2.	M/s USS Enterprises	Rs.381,420.00	Highest Bidder			
3.	M/s Allied Computer Services	Rs.415,584.00	Highest Bidder			


Signatures of the Central Purchase Committee, Members


MEMBER
CENTRAL PURCHASE COMMITTEE
INSTITUTE OF BUSINESS ADMINISTRATION
KARACHI

Syed Beharzeb
 Manager Finance
 IBA


CHAIRPERSON
CENTRAL PURCHASE COMMITTEE
INSTITUTE OF BUSINESS ADMINISTRATION
KARACHI

Dr. Rameez Khalid
 Assistant Professor
 IBA


MEMBER (EXTERNAL)
CENTRAL PURCHASE COMMITTEE
INSTITUTE OF BUSINESS ADMINISTRATION
KARACHI


Naveed Qureshi
 PPRRA Advisor
 HES

Comparative Statement
Provide & Supply of USB Plastic Cards
Tender # IT/05/17-18

Sr. #	Item Description	QTY	M/s Creative Arts				M/s USS Enterprises				M/s Allied Computer Services			
			Make	Model	Rate	Amount	Make	Model	Amount	Rate	Make	Model	Rate	Amount
1	Ultra-thin USB Business Cards Slim Line Material: ABS Plastic Flash Memory Size: 16GB Printing: Silk Screen, Transfer Print Dimensions: 86mm x 54mm x 0.1mm Print Area: 85 x 54mm all over Logo customization: Up to a full color water transfer Category: USB ultra-thin credit-cards-sized Flash Drivers If dimensions vary then a sample must be provided and approved by IBA authority	400	As per description		820.00	328,000.00	China		815.00	326,000.00	China 16GB		888.00	355,200.00
Total			Rs. 328,000.00				Rs. 326,000.00				Rs. 355,200.00			
17% GST			Inclusive				Rs. 55,420.00				Rs. 60,384.00			
Total Amount			Rs. 328,000.00				Rs. 381,420.00				Rs. 415,584.00			


MEMBER
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INSTITUTE OF BUSINESS ADMINISTRATION
KARACHI
 Syed Saqib
 Manager Finance
 IBA


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KARACHI
 Dr. Ramzee Khund
 Assistant Professor
 IBA


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INSTITUTE OF BUSINESS ADMINISTRATION
KARACHI
 Harris Qureshi
 PPRA Advisor
 IES

Muhammad Amir Zain / Purchase Executive @ Main Campus

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

From: Secretary Procurement Committee @ IBA

Sent: Thursday, December 14, 2017 2:18 PM

To: Muhammad Sohail Khan / Senior Manager (Purchase and Stores) @ IBA

Cc: Procurement-Committee; Aamer Shabbir Khan / General Manager Administration @ IBA; Dr. Sayeed Ghani / Associate Dean @ IBA; Waseem Muhammad Arain / Assistant Professor (FCS); 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 1. Approval for 'Provide & Supply of USB Plastic Cards'

Item # 1: Approval for 'Provide & Supply of USB Plastic Cards'

Discussion: Sr. Executive Purchase briefed the committee about the tender proceedings for 'Provide & Supply of USB Plastic Cards' for ICICT Conference. Three bidders participated. The committee reviewed the attached comparative statement and found that the bid quoted by M/s Creative Arts was the lowest.

Decision: The committee recommended the approval to award the tender "Provide & Supply of USB Plastic Cards" to M/s Creative Arts at Rs.328,000.00 (inclusive of all taxes) subject to the availability of budget.

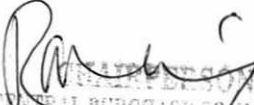
Action: Sr. Manager Procurement & Stores will implement the decision in accordance with the prescribed rules & regulations framed by IBA PP&P and SPPRA.


Committee:

1. Dr. S. M. Faisal Iradat (Chairman)
2. Mushtaque Ahmed (Member)
3. Syed Akbar Hussain Kazmi (Member)
4. Haris Quershi (External Member)
5. M. Mabroor (External Member)
6. Muhammad Hanif (Secretary)

Muhammad Hanif,
Secretary Procurement Committee


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


MEMBER
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INSTITUTE OF BUSINESS ADMINISTRATION
KARACHI
Dr. Fawaz Khalid
Asst. Prof. Professor
IBA


MEMBER (EXTERNAL)
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KARACHI
Haris Quershi
PPRA Adviser
HES



**Institute of
Business Administration
Karachi**

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BIDDERS QUALIFICATION REPORT


NIT No: IT/05/17-18
 Description of Work: Provide & Supply of USB Plastic Cards
 Method & Procedure of procurement: Open Competitive Bidding
 Single Stage One Envelope

S. No	Eligibility Criteria	M/s Creative Arts	M/s USS Enterprises	M/s Allied Computer Services
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 Finanacial 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	Cliental 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 / eligitbility criteria.
- 2 The lowest evaluated and qualified bidder is M/s Creative Arts with their bid amount at Rs. 328,000.00
- 3 Recommended to award the Purchase Order to the lowest qualified bidder to M/s Creative Arts at Rs. 328,000.00


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 Syed Saqib
 Manager Finance
 IBA


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 Dr. Parvez Khattak
 Assistant Professor
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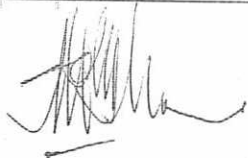

 MEMBER (EXTERNAL)
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 INSTITUTE OF BUSINESS ADMINISTRATION
 KARACHI
 Haidi Qureshi
 PPR A Advisor
 HES

Institute of Business Administration, Karachi
Tender Opening / Attendance Sheet
December 11, 2017
at 3:30 pm

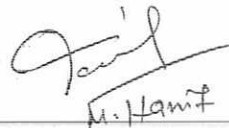
Statement of Tender for: Provide & Supply of USB Plastic Cards

Tender #: IT/05/17-18

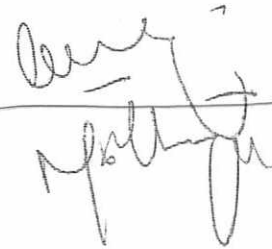
S. #	Company Name	Tender Amount in Figures / in Words	Conditions, if any	Bid Security Pay Order No. / Amount & Date	Contractors / Representative Signature	Remarks
1-	M/s Creative Arts	Rs 328,000/-		04254033 Bank Al Habib Rs 17,000/- Dec 11, 2017	Absent.	
2-	M/s Allied Computer Services	Rs 415,584/-		11980833 UBL Rs 24,500/- Dec 08, 2017	Absent.	
3-	M/s USS Enterprises	Rs 381,420/-		13460892 UBL Rs 20,000/- Dec 11, 2017	Absent.	



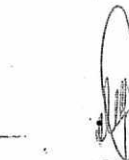
M. SOHAIL KHAN
 Manager Purchase & Stores
 Institute of Business Administration
 Karachi-Pakistan



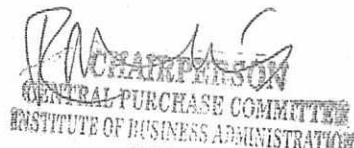
M. Hamid
 Sr. Executive Purchase




Sr. Finance Executive
 Ram Ahmed



MEMBER
CENTRAL PURCHASE COMMITTEE
INSTITUTE OF BUSINESS ADMINISTRATION
 Syed Saqib
 Manager Finance



CENTRAL PURCHASE COMMITTEE
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KARACHI
 Dr. Rameez Khalid
 Assistant Professor
 IBA



CENTRAL PURCHASE COMMITTEE
INSTITUTE OF BUSINESS ADMINISTRATION
KARACHI



CENTRAL PURCHASE COMMITTEE
INSTITUTE OF BUSINESS ADMINISTRATION
KARACHI
 (Has) Adviser
 PPRA Adviser
 AES