

# SINDH PUBLIC PROCUREMENT REGULATORY AUTHORITY

## CONTRACT EVALUATION FORM

### TO BE FILLED IN BY ALL PROCURING AGENCIES FOR PUBLIC CONTRACTS OF WORKS, SERVICES & GOODS

- Sindh Education Foundation Govt. Of Sindh
- 1) NAME OF THE ORGANIZATION / DEPTT. \_\_\_\_\_
- 2) PROVINCIAL / LOCAL GOVT./ OTHER \_\_\_\_\_ Government of Sindh
- 3) TITLE OF CONTRACT \_\_\_\_\_ Website Hosting Services
- 4) TENDER NUMBER \_\_\_\_\_ SEF/NP/17-18/16
- 5) BRIEF DESCRIPTION OF CONTRACT \_\_\_\_\_ Website Hosting Services
- 6) FORUM THAT APPROVED THE SCHEME \_\_\_\_\_ Senir Management
- 7) TENDER ESTIMATED VALUE \_\_\_\_\_ 2.5 Million
- 8) ENGINEER'S ESTIMATE \_\_\_\_\_ N/A  
(For civil works only)
- 9) ESTIMATED COMPLETION PERIOD (AS PER CONTRACT) \_\_\_\_\_ 30th June, 2019
- 10) TENDER OPENED ON (DATE & TIME) \_\_\_\_\_ August 23rd , 2017 at time 3.45 pm
- 11) NUMBER OF TENDER DOCUMENTS SOLD \_\_\_\_\_ 01  
(Attach list of buyers)
- 12) NUMBER OF BIDS RECEIVED \_\_\_\_\_ 01
- 13) NUMBER OF BIDDERS PRESENT AT THE TIME OF OPENING OF BIDS \_\_\_\_\_ 01
- 14) BID EVALUATION REPORT \_\_\_\_\_ (Enclose a copy)  
(Enclose a copy)
- 15) NAME AND ADDRESS OF THE SUCCESSFUL BIDDER \_\_\_\_\_ M/s.21st Commercial Street-II, DHA,Karachi.
- 16) CONTRACT AWARD PRICE \_\_\_\_\_ PKR.1,466,666/=
- 17) RANKING OF SUCCESSFUL BIDDER IN EVALUATION REPORT \_\_\_\_\_ 1st Lowest  
(i.e. 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> EVALUATION BID).  
\_\_\_\_\_  
\_\_\_\_\_
- 18) METHOD OF PROCUREMENT USED : - (Tick one)
- a) SINGLE STAGE – ONE ENVELOPE PROCEDURE \_\_\_\_\_ Local  Domestic/ Local
- b) SINGLE STAGE – TWO ENVELOPE PROCEDURE \_\_\_\_\_
- c) TWO STAGE BIDDING PROCEDURE \_\_\_\_\_
- d) TWO STAGE – TWO ENVELOPE BIDDING PROCEDURE \_\_\_\_\_

PLEASE SPECIFY IF ANY OTHER METHOD OF PROCUREMENT WAS ADOPTED i.e. EMERGENCY, DIRECT CONTRACTING ETC. WITH BRIEF REASONS:

19) APPROVING AUTHORITY FOR AWARD OF CONTRACT \_\_\_\_\_

20) WHETHER THE PROCUREMENT WAS INCLUDED IN ANNUAL PROCUREMENT PLAN?

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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21) ADVERTISEMENT :

i) SPPRA Website  
(If yes, give date and SPPRA Identification No.)

Yes	SPPRA S#34122(7-8-2017)
No	

ii) News Papers  
(If yes, give names of newspapers and dates)

Yes	Awami Awaz Sindhi & Express urdu on 29/7/17 & The News English on 30/7/17
No	

22) NATURE OF CONTRACT

Domestic/ Local	<input checked="" type="checkbox"/>	Int.	<input type="checkbox"/>
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23) WHETHER QUALIFICATION CRITERIA WAS INCLUDED IN BIDDING / TENDER DOCUMENTS?  
(If yes, enclose a copy)

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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24) WHETHER BID EVALUATION CRITERIA WAS INCLUDED IN BIDDING / TENDER DOCUMENTS?  
(If yes, enclose a copy)

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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25) WHETHER APPROVAL OF COMPETENT AUTHORITY WAS OBTAINED FOR USING A METHOD OTHER THAN OPEN COMPETITIVE BIDDING?

Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
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26) WAS BID SECURITY OBTAINED FROM ALL THE BIDDERS?

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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27) WHETHER THE SUCCESSFUL BID WAS LOWEST EVALUATED BID / BEST EVALUATED BID (in case of Consultancies)

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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28) WHETHER THE SUCCESSFUL BIDDER WAS TECHNICALLY COMPLIANT?

Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
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29) WHETHER NAMES OF THE BIDDERS AND THEIR QUOTED PRICES WERE READ OUT AT THE TIME OF OPENING OF BIDS?

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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30) WHETHER EVALUATION REPORT GIVEN TO BIDDERS BEFORE THE AWARD OF CONTRACT?  
(Attach copy of the bid evaluation report)

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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31) ANY COMPLAINTS RECEIVED  
(If yes, result thereof)

Yes	
No	No

32) ANY DEVIATION FROM SPECIFICATIONS GIVEN IN THE TENDER NOTICE / DOCUMENTS  
(If yes, give details)

Yes	
No	No

33) WAS THE EXTENSION MADE IN RESPONSE TIME?  
(If yes, give reasons)

Yes	
No	No

34) DEVIATION FROM QUALIFICATION CRITERIA  
(If yes, give detailed reasons.)

Yes	
No	No

35) WAS IT ASSURED BY THE PROCURING AGENCY THAT THE SELECTED FIRM IS NOT BLACK LISTED?

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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36) WAS A VISIT MADE BY ANY OFFICER/OFFICIAL OF THE PROCURING AGENCY TO THE SUPPLIER'S PREMISES IN CONNECTION WITH THE PROCUREMENT? IF SO, DETAILS TO BE ASCERTAINED REGARDING FINANCING OF VISIT, IF ABROAD:  
(If yes, enclose a copy)

Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
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37) WERE PROPER SAFEGUARDS PROVIDED ON MOBILIZATION ADVANCE PAYMENT IN THE CONTRACT (BANK GUARANTEE ETC.)?

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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38) SPECIAL CONDITIONS, IF ANY  
(If yes, give Brief Description)

Yes	
No	No

Signature & Official Stamp of  
Authorized Officer

  
**Procurement Department**  
**Sindh Education Foundation**  
**Govt. Of Sindh**

**FOR OFFICE USE ONLY**

**SPPRA, Block. No.8, Sindh Secretariat No.4-A, Court Road, Karachi**

**Tele: 021-9205356; 021-9205369 & Fax: 021-9206291**

Print

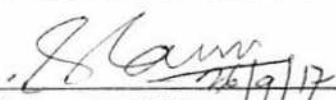
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Reset

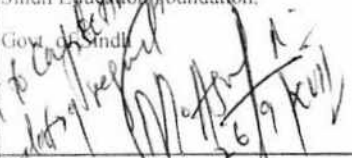
## Bid Evaluation Report

1. Name of Procuring Agency: Sindh Education Foundation (Govt. of Sindh)
2. Tender Reference No: SEF/NP/17-18/16.
3. Tender Description/Name of work/item: Official Website Hosting Services
4. Method of Procurement: SINGLE STAGE ONE ENVELOPE PROCEDURE.
5. Tender Published: SPPRA S.N. 34122 (7-8-2017)  
*Print & Electronic Media (SPPRA ID No. with dates)*  
*Express (29.7.2017), The News (30.7.2017), Awami Awaz (29.7.2017)*
6. Total Bid documents Sold: **One**
7. Total Bids Received: **One Bid Received.**
8. Financial Bid Opening date: (if applicable) **23rd August, 2017.**
- No. of Bid technically qualified (if applicable): **One.**

S.No	Name of Firm or Bidder	Total Bid, Cost offered by the 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	7
1	M/s. A2Z Creatorz	1,466,666/- (66,666.6/- per month)	1,466,666/- (66,666.6/- per month)	1st	2.5 Million	SPP Rule # 48 invoked and compared with rates with last awarded contract and found lowest	Accepted and awarded contract as lowest bidder.
2	M/s. A2Z Creatorz (Last awarded Contractor for the period (28th March, 2017 - 28th September, 2017)	500,000/- (83,333.3/- per month)	500,000/- (83,333.3/- per month)	N/A		Rates from last awarded contract	-

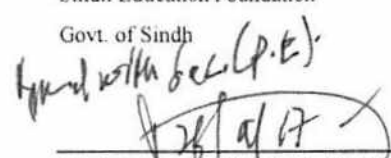
  
 Shahnawaz Ali Khan

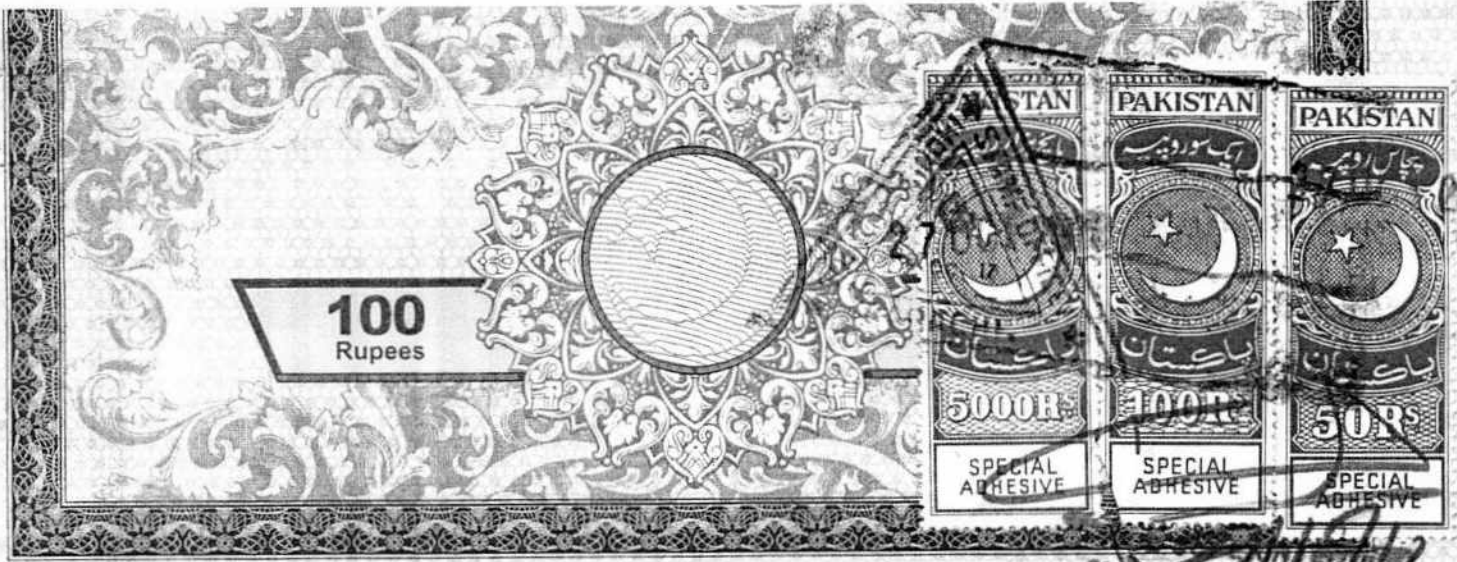
Acting Deputy Director Procurement  
 Co-opted Member P. C.  
 Sindh Education Foundation,  
 Govt. of Sindh.

  
 Muhammad Ashraf  
 Deputy Director FR/EM  
 Secretary/Member P. C.  
 Sindh Education Foundation,  
 Govt. of Sindh.

  
 26/09/17.

Section Officer (O&M-I), SGA&CD.  
 Member PC  
 Sindh Education Foundation  
 Govt. of Sindh

  
 Muhammad Abdullah Abbasi  
 Director (General Administration & Coordination Department and IT)  
 Chairman P. C.  
 Sindh Education Foundation,  
 Govt. of Sindh.



**ZAHID BILAL (STAMP VENDOR)**

Licence No 118 Plot No. B-9/7

Madni Bazar, Dohli Gallery Main Bazar Karachi 11 OCT 2017

S No. 73/2  
Issued To With Address: Muhammad Waris Khan Ajmeri  
Through With Address: Advocate  
Purpose: Ledger No. 15113/bc/khi  
Value: 100/-  
Stamp Vendor's Signature: [Signature]

Stamp Office, City Col  
Karachi  
(RULES ONE HUNDRED ONLY)  
27 OCT 2017

## Contract

This Agreement made on 26<sup>th</sup> day of October 2017 between *Sindh Education Foundation* (House no. 21-A Block 7/8, Overseas Cooperative Housing Society Ameer Khusro Road, Karachi, Pakistan) (hereinafter called "the Procuring agency") of the one part and *M/s. A2Z Creatorz* (64-C, 2<sup>nd</sup> Floor 21<sup>st</sup> Commercial Street Phase-II Ext. DHA, Karachi.) (hereinafter called "the Service provider") of the other part:

WHEREAS the Procuring agency invited bids for certain goods and ancillary services, viz., **Website Hosting Services** (*Tender no. SEF/NP/17-18/16*) and has accepted a bid by the Service Provider for rendering services in the sum of **Rs. 1,466,666/- (One Million Four Hundred Sixty-Six Thousand Six hundred and Sixty-Six Rupees Only)** (hereinafter called "the Contract Price").

### NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to.
2. The following documents shall be deemed to form and be read and construed as part of this Agreement, viz.:
  - (a) The Bid Form and the Price Schedule submitted by the Bidder;
  - (b) The Schedule of Requirements;
  - (c) The Technical Specifications;
  - (d) The General Conditions of Contract;
  - (e) The Special Conditions of Contract; and
  - (f) The Procuring agency's Notification of Award.
  - (g) Payment/ delivery Schedule.
    - a. As per W.O.
3. In consideration of the payments to be made by the Procuring agency to the Supplier as hereinafter mentioned, the Supplier hereby covenants with the Procuring agency to provide the goods and services and to remedy defects therein in conformity in all respects with the provisions of the Contract.

[Handwritten signature]

IN WITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with their respective laws the day and year first above written.

Signature of the Supplier  
Agency



Signature & Stamp  
Authorized Person

Name: ALI ADNAN

Designation: C.O.O

CNIC No. : 42201-7357560-3

M/s. A2Z Creatorz  
64-C, 2<sup>nd</sup> Floor 21<sup>st</sup> Commercial Street Phase-II Ext.  
DHA, Karachi



Signature of the Procuring



Signature & Stamp

Name: NISAR BANIHAN

Designation: Deputy Director

Sindh Education Foundation, Govt. of Sindh  
House no. 21-A Block 7/8, Overseas  
Cooperative Housing Society Ameer Khusro  
Road, Karachi







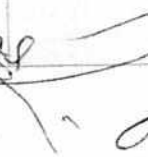
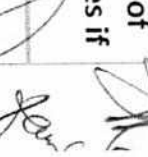



# Financials

Item	Description	Country of origin	Quantity	Unit price DDP named place	Total DDP per item	Unit price of Delivered duty paid (DDP) to final destination plus price of other incidental services if required
1	Purchasing space for web hosting (From Sept, 2017 to June, 2018)	US Based Hosting / Support from Pakistan	1	-	-	PKR 666,666/-
2	Purchasing space for web hosting (From July, 2018 to June, 2019)	US Based Hosting / Support from Pakistan	1	-	-	PKR 800,000/-
Total						PKR 1,466,666/-

Note: Above mentioned prices are inclusive of all taxes.





## Section IV. Schedule of Requirements

### Notes for Preparing the Schedule of Requirements

The Schedule of Requirements shall be included in the bidding documents by the Procuring agency, and shall cover, at a minimum, a description of the goods and services to be supplied and the delivery schedule.

The objective of the Schedule of Requirements is to provide sufficient information to enable bidders to prepare their bids efficiently and accurately, in particular, the Price Schedule, for which a form is provided in Section VI. In addition, the Schedule of Requirements, together with the Price Schedule, should serve as a basis in the event of quantity variation at the time of award of contract pursuant to ITB Clause 29.

The date or period for delivery should be carefully specified, taking the date prescribed herein from which the Procuring agency's delivery obligations start (i.e., notice of award, contract signature, opening or confirmation of the letter of credit).