

SINDH PUBLIC PROCUREMENT REGULATORY AUTHORITY

CONTRACT EVALUATION FORM

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

- 1) NAME OF THE ORGANIZATION / DEPTT. Sindh Education Foundation Govt. Of Sindh
- 2) PROVINCIAL / LOCAL GOVT./ OTHER Government of Sindh
- 3) TITLE OF CONTRACT Printing of Assessment Booklets for SEF Schools(with Barcode)
- 4) TENDER NUMBER SEF/NP/17-18/34
- 5) BRIEF DESCRIPTION OF CONTRACT Printing of Assessment Booklets for SEF Schools(with Barcode)
- 6) FORUM THAT APPROVED THE SCHEME Senior Management
- 7) TENDER ESTIMATED VALUE PKR. 9,600,000/-
- 8) ENGINEER'S ESTIMATE N/A
(For civil works only)
- 9) ESTIMATED COMPLETION PERIOD (AS PER CONTRACT) 30th June, 2018
- 10) TENDER OPENED ON (DATE & TIME) 8th January, 2018 at time 11.30 am
- 11) NUMBER OF TENDER DOCUMENTS SOLD 03
(Attach list of buyers)
- 12) NUMBER OF BIDS RECEIVED 04
- 13) NUMBER OF BIDDERS PRESENT AT THE TIME OF OPENING OF BIDS 04
- 14) BID EVALUATION REPORT (Enclosed a copy)
(Enclose a copy)
- 15) NAME AND ADDRESS OF THE SUCCESSFUL BIDDER M/s. TCS (Pvt.) Ltd. Jinnah International Airport.
- 16) CONTRACT AWARD PRICE PKR. 6,207,704/=
- 17) RANKING OF SUCCESSFUL BIDDER IN EVALUATION REPORT
(i.e. 1st, 2nd, 3rd EVALUATION BID). 1st Lowest

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:

Managing Director

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 SN# 35588 (07-12-2017)
No	

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

Yes	Daily Kawish Sindhi, Daily Jang Urdu, on 06/12/17 & Daily Dawn English on 07/12/17
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	Yes, Extension has been made due to addition in bidding document.
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

Procurement Department
Sindh Education Foundation
Govt. Of Sindh

SPPR Block No.8, Sindh Secretariat No.4-A, Court Road, Karachi
Tele: 021-9205356; 021-9205369 & Fax: 021-9206291

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Bid Evaluation Report

1. Name of Procuring Agency Sindh Education Foundation (Govt. of Sindh)
2. Tender Reference No. SEF/NP/17-18/34
3. Tender Description/Name of work/item Printing of Assessment Booklets for SEF Assisted Schools (Along with Barcode Printing)
4. Method of Procurement SINGLE STAGE ONE ENVELOPE PROCEDURE.
5. Tender Published SPPRA S.N.305588 (7-12-2017)
Print & Electronic Media (SPPRA ID No. with dates)
(Kawish sindhi 28/09/2016, Dawn English 23/12/2017 & Jang Urdu 22/12/2017)
6. Total Bid documents Sold 3
7. Total Bids Received Four Bids Received.
8. Financial Bid Opening date. (if applicable) 8 January, 2018.
9. No. of Bid technically qualified (if applicable) Two.

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
8	1	2	3	4	5	6	7
1	M/s. TCS	6,207,704	Rs.6207704/- (1st Lowest in all items)	1st	9.60 Million	Recommended because the firm is found 1st Lowest	Recommended to award contract.
2	M/s. DWP Technologies (Pvt) Ltd.	7,099,019	7099019/- (2nd Lowest in all items)	2nd	9.60 Million	Rejected because the firm is found 2nd Lowest	Rejected.

[Signature]
11/01/18
Mr. Shah Nawaz Ali Khan
Acting Deputy Director Procurement
Co-opted Member P.C.
Sindh Education Foundation,
Govt. of Sindh

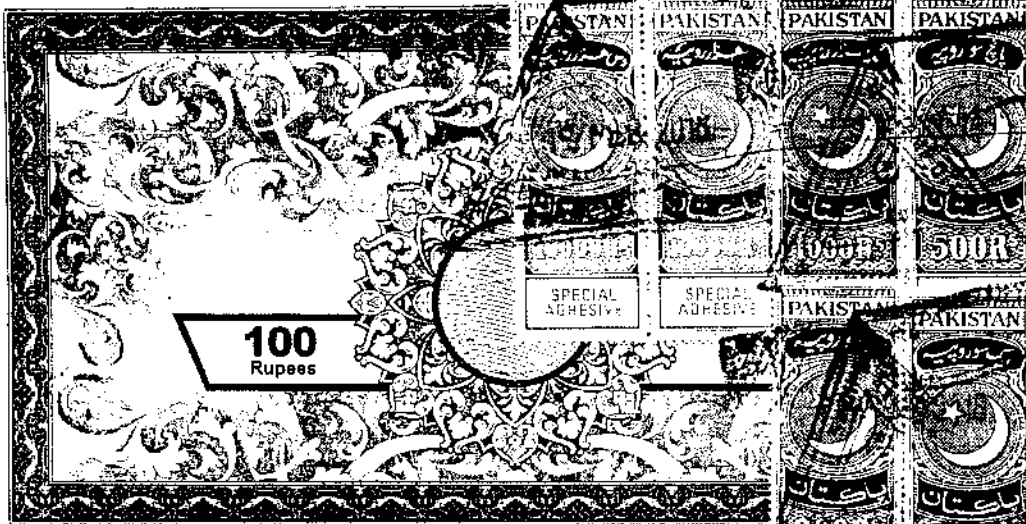
[Signature]
11/01/18
Mr. Muhammad Ashraf
Deputy Director PROPEM
Secretary Member P.C.
Sindh Education Foundation,
Govt. of Sindh

Subject to completion of all documents

[Signature]
11/01/18
Mr. Shabbab Naseem Ul Haq
Section Officer (O & M-I), SGA & CD
Member PC
Sindh Education Foundation
Govt. of Sindh

[Signature]
Mr. Muhammad Abdullah Abbasi
Director of Administration & coordination
Chairman P.C.
Sindh Education Foundation,
Govt. of Sindh

K214779



Handwritten notes and signatures in the bottom left corner, including the name 'KHUSH MUMTAZ' and a date '15-2-18'.

15 AUG 2017

100 Rupees ONLY

OFFICE SUPERINTENDENT
Stamp Office, City Court
Karachi
10 FEB 2018

Contract

THIS AGREEMENT made the 15th day of January 2018 between Sindh Education Foundation of Pakistan (hereinafter called "the Procuring agency") of the one part and M/s. TCS (Pvt) Ltd. (Iqbal Avenue, Jinnah International Airport, Karachi and Pakistan) (hereinafter called "the Printing and packaging agency") of the other part:

WHEREAS the Procuring agency invited bids for certain goods and ancillary services, viz., *Printing of Assessment Booklets for SEF Schools (Along with Barcode Printing)* and has accepted a bid by the Supplier for the supply of those goods and services in the sum of *Rs 6,207,704 (Rupees Six Million Two Hundred Seven Thousand Seven Hundred and Four Only)* (hereinafter called "the Contract Price").

WHEREBY, Mr. Mehboob Ali Meghani (Sr. officer, Exams & Administration) & Ms. Humma Jabeen (Assistant Director, Exams & Administration) shall be the Coordinator for the activity; the Coordinator shall be responsible for the coordination of activities under the Contract, for receiving and approving invoices for payment, and for acceptance of the deliverables by the Procuring agency for period of 15th January, 2018 to 30th June, 2018 (6 months).

Following will be the timeliness of sharing data with Printing and packaging agency by SEF. The Printing and packaging agency will follow the bidding document to meet the timelines of printing and packaging process.

Program	Months	Grades	Booklets (+/-15%)
(SAS, SMHSP & ESSP)	March 2018	Primary	45070
(SAS, SMHSP & ESSP)	March 2018	Secondary	18791
AALTP	April/May - 2018	NFE-JICA	15329
Total			79190

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

- In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to.
- The following documents shall be deemed to form and be read and construed as part of this Agreement, viz.:
 - the Bid Form and the Price Schedule submitted by the Bidder;
 - the Schedule of Requirements;
 - the Technical Specifications;
 - the General Conditions of Contract;
 - the Special Conditions of Contract; and
 - the Procuring Agency's Notification of Award.

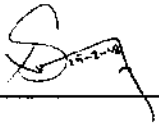
3. In consideration of the payments to be made by the Procuring agency to Printing and packaging agency as hereinafter mentioned, the Printing and packaging agency hereby covenants with the Procuring agency to provide the goods and services and to remedy defects therein in conformity in all respects with the provisions of the Contract.

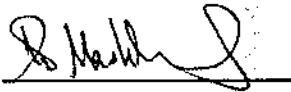
4. The Procuring agency hereby covenants to pay the Printing and packaging agency in consideration of the provision of the goods and services and the remedying of defects therein, the Contract Price or such other sum as may become payable under the provisions of the contract at the times and in the manner prescribed by the contract.

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 Printing and packaging agency

Signature of the Procuring Agency





Signature & Stamp
Authorized Person

Name: SYED WASIF IQBAL

Designation: CO-ORD. SALES HEAD

M/s. TCS (Pvt) Ltd.
Iqbal Avenue, Jinnah International Airport, Karachi and
Pakistan

Signature

Authorized Person

Name: Shaipora Rizvi

Designation: Acting Director T & A.

Sindh Education Foundation.
Karachi.





**Sindh
Education
Foundation**



Government of Sindh

No. SEF/1179/17-18

(PROCUREMENT DEPARTMENT)

Dated: 25/01/2018

SAY NO TO CORRUPTION

To,

Mr. Muhammad Zaid Rana,
Key Accounts Manager,
M/s. TCS (Pvt) Ltd,
Iqbal Avenue,
Jinnah International Airport,
Karachi.

Subject: Letter of Award for Printing of Assessment Booklets for SEF (along with barcode printing).

Dear Sir

With reference to subject tender, we are pleased to inform you that your submitted bid has been found first lowest and accepted at following detail and price.

ITEM Description: Printing of Assessment Booklets for SEF (along with barcode printing)

Bid Price: PKR. 6,207,704 /- (including of all taxes).

Therefore now we would like to share our draft of contract for your review, kindly return us within a week along with your confirmation of acceptance letter and further contract to Coordinator for required Job/ Services for any prior preparation work.

After signing of contract, please contact to our Procurement Department and arrange 5% performance security too within given time.

Thanks for understanding.

Best regards,

**Acting Deputy Director Procurement,
Sindh Education Foundation,
Govt. of Sindh,
Karachi.**

Cc: Director General Administration & Coordination & IT.



Ref: MMS Tender-TEC/600

January 8th, 2018

To,
Managing Director
Sindh Education Foundation, Government of Sindh
House # 21-A, Block 7 & 8 Overseas Cooperative.
Karachi

Sub: **Submission of Financial Bid**

Bid Ref #: **SEF/NP/17-18/34**

Tender Title: **Printing of Assessment Booklets for SEF Schools (Along with Barcode Printing).**

Dear Madam,

Having examined the bidding documents, the receipt of which is hereby duly acknowledged, I/we, the undersigned, offer to supply and deliver vide your tender **Printing of Assessment Booklets for SEF Schools (Along with Barcode Printing)** reference # **SEF/NP/17-18/34** in conformity with the said bidding documents for the sum of **[7,055,100]**– Pak Rupees *Seven Million Fifty Five Thousand One Hundred* or such other sums as may be ascertained in accordance with the Schedule of Prices attached herewith and made part of this Bid.

We undertake, if our Bid is accepted, to deliver the goods in accordance with the delivery schedule specified in the Schedule of Requirements.

If our Bid is accepted, we will obtain the guarantee of a bank in a sum equivalent to specified percent of the Contract Price for the due performance of the Contract, in the form prescribed by the Procuring agency.

We agree to abide by this Bid for the Bid Validity Period specified in Clause 22 of the Instructions to Bidders, and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

Until a formal Contract is prepared and executed, this Bid, together with your written acceptance thereof and your notification of award, shall constitute a binding Contract between us.

We understand that you are not bound to accept the lowest or any bid you may receive.

Dated this day 8th of January 2018.

Muhammad Zahid Rana

[Signature] *Muhammad Zahid Rana*

[In the capacity of] Key Accounts Manager

Duly authorized to sign Bid for and on behalf of TCS Private Limited.



TCS (Private) Limited
101-104, Civil Aviation Club Road, Karachi - 75202, Pakistan.
Tel : + 92 (21) 111 123 456
Fax : + 92 (21) 99242837
Web : www.tcs.com.pk



Authorised
Service Contractor



ITB Number: SEF/NP/17-18/34

Name of Bidder: TCS Private Limited

1	2	3	4	5	6
Item	Description	Country of Origin	Quantity of Booklets	Unit Price Per Item in PKR	Total Amount PKR
1	Printing of Booklets	Pakistan	90,000 (+/-, 15% variance)	78.39	7,055,100
			Total Amount		7,055,100
			Total Amount (Including All Taxes & Other Charges)		7,055,100

Handwritten notes:
 21/11/18
 21/11/18

3% Earnest Money

Signature of Bidder

Note: In case of discrepancy between unit price and total, the unit price shall prevail.



Authorised Service Contractor

TCS (Private) Limited
 101-104, Civil Aviation Club Road, Karachi - 75202, Pakistan.
 Tel : + 92 (21) 111 123 456
 Fax : + 92 (21) 99242837
 Web : www.tcs.com.pk

SINDH EDUCATION FOUNDATION, GOVERNMENT OF SINDH

Terms of reference for Printing of Student Assessments Booklets

PROJECT BRIEF:

The Sindh Education Foundation, Government of Sindh, is a semi-autonomous organization committed to educating and empowering children and communities towards social change by improving access to educational facilities.

The objectives of this program are:

- Establish long-term public-private partnership by supporting private schools in order to increase access to education in marginalized areas of Sindh.
- Enhance the quality of education and educational practices within classroom thereby improving student learning outcomes.
- Reduce gender disparity in education.

PROJECT OUTREACH: Expanding continuously, reached to 2100 Schools, based at all districts of Sindh.

RATIONAL FOR THE CONSULTANCY:

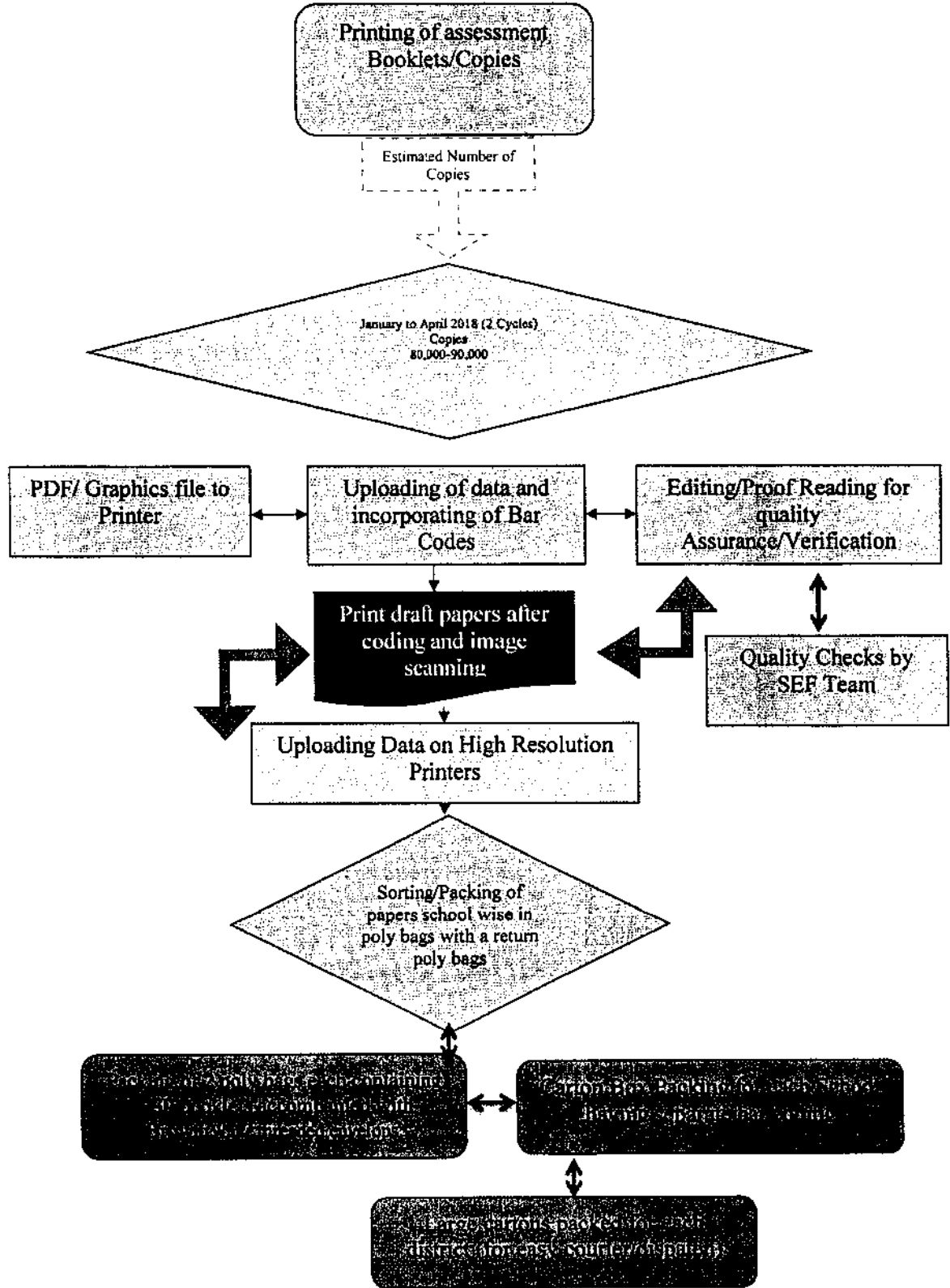
Sindh Education Foundation (SEF) intends to engage the assistance of those Organizations/Companies/Firms with expertise/capabilities of printing large quantity of examination papers using the latest "Laser Printing Technology".

Digital printing is a technology that permits the link of printing press to computers which proves beneficial in a number of ways i.e. faster turnaround times, lowered production and setup costs, and enhancing the ability to personalize documents easier.

OBJECTIVES FOR THE CONSULTANCY ARE TO:

- Provide international level independent printing by a reputable printing firm.
 - Deliver quality printing using high resolution laser printing facility.
 - Black & White printing for Grades-III onwards (Only cover page will be colored).
 - Place bar-code on every page of the assessment booklet.
 - Provide timely printing keeping a strict follow up on the timelines.
 - Use high quality paper for printing with appropriate weight (as mentioned).
 - Ensure the use of high quality tampered proof sealable polythene bags for packing of assessment booklets.
 - Assemble proper cartons for distribution purposes, having quality standard.
 - Place bar-code on each carton specified for each District.
 - Printing of Barcoded, OMR readable attendance sheets.
 - Barcoded incident report form in each school's carton.
-

PROPOSED ACTIVITY SCHEDULE IS SPECIFIED BELOW:



GENERAL CONDITIONS:

- The Organizations/Companies/Firms should have relevant experience of 3-5 years of laser printing and Bar-coding.
- The Organizations/Companies/Firms should have extensive experience and relevant staff to print exam booklets from Primary to Secondary grades.
- The core supervisory staff should be at least a graduate.
- The Organizations/Companies/Firms will deal with the exam booklets, as per given plan in the proposal.
- All the data used during the process of printing will be the sole property of SEF and will be handed over to SEF only.
- The Organizations/Companies/Firms will not be allowed to share the data/findings to any other person/NGO/Foundation/Donor and will not use the data for any other purpose.
- The Organizations/Companies/Firms will ensure efficient and timely completion of the task and submit the dummy of printed booklets for proof reading to SEF for review and will submit the final Printing to SEF as per suggested plan.

Penalties for non-compliance:

- Misprinting
- Wrong placement of bar-codes
- Loose stapling
- Wrong stapling
- Wrong organization of small boxes
- Low quality cartons and Masters cartons
- In case the consignment is delayed (1 (One) day each after the deadline)

2% of total (100%) payment will be deducted.

TIME SCHEDULE:

The Printing is to be undertaken within 8-10 days (each consignment) after receiving the PDF files.

For further details please contact:

Mr. Mehboob Ali Meghani
Sr. Officer Exams & Administration
Cell: 0345-8268249
Email: mmmeghani@yahoo.com

Ms. Huma Jabeen
Acting Assistant Director
Cell: 0345-8220391
Email: hshafique@gmail.com