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.	Institute of Business Administration, Karachi					
2)	PROVINCIAL / LOCAL GOVT / OTHER	Local Govt					
3)	TITLE OF CONTRACT	Printing Services					
4)	TENDER NUMBER	PS/07/17-18					
5)	BRIEF DESCRIPTION OF CONTRACT	Designing, Composing & Printing of Program Announcement-18					
6)	FORUM THAT APPROVED THE SCHEME	Procurement Committee					
7)	TENDER ESTIMATED VALUE	Rs.950,000/-					
8)	ENGINEER'S ESTIMATE (For civil works only)	NA					
9)	ESTIMATED COMPLETION PERIOD (AS P	ER CONTRACT) 90 days					
	TENDER OPENED ON (DATE & TIME)	January 17, 2018 (3:30 pm)					
11)	NUMBER OF TENDER DOCUMENTS SOLI (Attach list of buyers)) TWO					
12)	NUMBER OF BIDS RECEIVED	TWO					
13)	NUMBER OF BIDDERS PRESENT AT THE	TIME OF OPENING OF BIDS ONE					
14)	BID EVALUATION REPORT (Enclose a copy)	Copy Enclosed					
15)	NAME AND ADDRESS OF THE SUCCESSFUL BIDDER M/s Hyder Printers						
16)	CONTRACT AWARD PRICE	Rs.920,497.50					
17)	RANKING OF SUCCESSFUL BIDDER IN E (i.e. 1 st , 2 nd , 3 rd EVALUATION BID).	VALUATION REPORT M/s Hyder Printers					
		M/s Benison Printers					
	· ·						
18)	METHOD OF PROCUREMENT USED : - (Ti	ick one)					
	a) SINGLE STAGE – ONE ENVELOPE	PROCEDURE Domestic/ Local					
	b) SINGLE STAGE – TWO ENVELOP	E PROCEDURE Domestic					
	c) TWO STAGE BIDDING PROCEDU	RE					
	d) TWO STAGE – TWO ENVELOPE B	IDDING PROCEDURE					
	PLEASE SPECIFY IF ANY OTHER EMERGENCY, DIRECT CONTRACTIN	METHOD OF PROCUREMENT WAS ADOPTED i.e. G ETC. WITH BRIEF REASONS:					

19)	APPRO	VING AUTHORITY FOR AWARD OF CONTRA	ACT P	rocurement Committee
20)	WHETI	HER THE PROCUREMENT WAS INCLUDED IN	N ANI	NUAL PROCUREMENT PLAN? Yes
21)	ADVER	TISEMENT:		
	i)	SPPRA Website (If yes, give date and SPPRA Identification No.)	Yes	Feb 21, 2018 and SPPRA ID # 477/2018
			No	
	ii)	News Papers (If yes, give names of newspapers and dates)	Yes	
22)	NATUR	RE OF CONTRACT		Domestic/ Local
23)	WAS IN	HER QUALIFICATION CRITERIA NCLUDED IN BIDDING / TENDER DOCUMEN enclose a copy)	TS?	Yes / No
24)	WAS IN	HER BID EVALUATION CRITERIA NCLUDED IN BIDDING / TENDER DOCUMEN enclose a copy)	TS?	Yes / No
25)		HER APPROVAL OF COMPETENT AUTHORIT DD OTHER THAN OPEN COMPETITIVE BIDD		S OBTAINED FOR USING A Yes No
26)	WASB	ID SECURITY OBTAINED FROM ALL THE BI	DDER	Yes V No
27)		HER THE SUCCESSFUL BID WAS LOWEST EVENT EVALUATED BID (in case of Consultancies		ATED Yes V No
28)	WHETI COMPL	HER THE SUCCESSFUL BIDDER WAS TECHN JANT?	IICAL	LY Yes / No
29)		HER NAMES OF THE BIDDERS AND THEIR ME OF OPENING OF BIDS?	QUOT	TED PRICES WERE READ OUT AT Yes V No
30)	CONTR	HER EVALUATION REPORT GIVEN TO CACT? copy of the bid evaluation report)	BIDD	ERS BEFORE THE AWARD OF

	ANY COMPLAINTS RECEIV	VED	Yes	
			No	~
32) /	ANY DEVIATION FROM SE	PECIFICATIONS GIVEN	IN THE TEND	ER NOTICE / DOCUMENTS
	If yes, give details)		Yes	
		Ä	No	
33) \	WAS THE EXTENSION MA	DE IN RESPONSE TIME	?	
	If yes, give reasons)	DE IN RESI ONSE TIME	Yes	
		A.	No	\checkmark
	DEVIATION FROM QUALIF			
(If yes, give detailed reasons.)		Yes	
			No	
	WAS IT ASSURED BY TH BLACK LISTED?	E PROCURING AGENC	CY THAT THE	Yes No No
S		CONNECTION WITH T	HE PROCURE	OCURING AGENCY TO THE MENT? IF SO, DETAILS TO AD:
27) \	VEDE DRODED CAFECHA	DUC BROVIDED ON M	IODII IZATION	ADVANCE PAYMENT IN
	THE CONTRACT (BANK G		OBICIZATION	Yes V No
	SPECIAL CONDITIONS, IF A		Yes	7
		MI	No	~
	e & Official Stamp of orized Officer	Aamer Shahbbir Wing Commander (Retd) eneral Manager Administration (ion	
OR OFFICE	E USE ONLY Grant	eneral Manager Administration (thite of Business Administration (Karachi, Pakistan	IBA),	

<u>SPPRA, Block. No.8, Sindh Secretariat No.4-A, Court Road, Karachi</u> Tele: 021-9205356; 021-9205369 & Fax: 021-9206291

Print Save Reset

Bid Evaluation Report

1. Name of Procuring Agency: <u>Institute of Business Administration</u> , <u>Karachi</u>
2. Re-Tender Reference No: PS/07/17-18
3. Tender Description/Name of work/item: Designing, Composing & Printing of Program Announcement 2018-
4. Method of Procurement: Single Stage Two Envelope
5. Tender Published: IBA & SPPRA websites on January 01, 2018 SPPRA Serial # 35936 Print & Electronic Media (SPPRA ID No. & News papers names with dates)
6. Total Bid documents Sold; 02 printers have collected Tender Documents
7. Total Bids Received: 02 printers
8. Technical Bid Opening date: (if applicable) January 07, 2018 (Provide details in separate form)
9. No. of Bid technically qualified (if applicable): 2 printers
10. Bid(s) Rejected: No

12. Bid Evaluation Report:

11. Financial Bid Opening date: January 30, 2018

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 Hyder Printers	Rs.920,497.50	Lowest bidder	Rs.950,000.00	Accepted due to technical qualification and quoted lowest cost	Technically evaluated 82.67%
2.	M/s Benison Printers	Rs.1,322,989.20	Highest Bidder			Technically evaluated 93.67%
3.						

Note: Minimum eligible percentage for technically qualification was 80% Signatures of the Members of the Committee

FE CENTRAL PURCHASE COMMITTEE INSTITUTE OF BUSINESS ADMINISTRATION

CHAIRPERSON CENTRAL PURCHASE COMMITTEE INSTITUTE OF HUSINGSS ADMINISTRATION

DR. S.M. Fou's al Iradat Mssistant Professor IBA, Kasachi

CENTRAL PURCHASE COMMITTEE INSTITUTE OF BUSINESS ADMESS TRATION

Haris Qureshi PPRA Admisor HEJ

Syed Akbas Hussain Finance IBA, Karachi



LIST OF BUYERS

Tender # PS/07/17-18

Caption: Designing, Composing & Printing of Program Announcement 2018-19

Number of Tender Documents Sold: 02

Sr#	List of Buyers
1.	M/s. Hyder Printers
2.	M/s. Benison Printers



Leadership and Ideas for Tomorrow

Work Order

IBA Karachi IBA MAIN CAMPUS KARACHI Pakistan

ubbioini omino.	, ibbio.o.	
Issue Date		
02, March, 2018		
	Ship Via	
	ROAD	ř.
Phone	Currency	
+922138104700	PKR	
Ext 2150, 2152		
•		
	Issue Date 02, March, 2018 Phone +922138104700	02, March, 2018 Ship Via ROAD Phone Currency +922138104700 PKR

Approval Status: Approved

Supplier: V00688

Hyder Printers

5c,5/22,nazimabad Karachi74600

Fax6619245 Karachi Pakistan Ship To: Store, IBA Main Campus, University Road

8 Award

Bill To: Purchase Department, IBA Main Campus

University Road, Karachi

Pakistan

S. No.	Item / Description Specification	Qty. (UOM)	PO Price	Extended Amount	Delivery Date
	PROGRAM ANNOUNCEMENT SIZE OF DOCUMENT: 11" X 8.5" (CLOSED SIZE) AS PER SAMPLE.				
10.0	TYPE OF BINDING: 2 PIN BINDING / HOT GLUE STITCH BINDING (NON SHEARING)				
	TYPE OF PRINTING: 05+05 COLOR PRINTING				
	TOTAL PAGES: 270 PAGES TOTAL (INCLUDING TITLE PAGE, REAR PAGE AND 01 MAP PULL OUT PAGE) AS PER SAMPLE			~ *	***
1	TOTAL LEAVES: 135 LEAVES (APPROX)	1500.00 EA	524.50	786750	30-Apr-18
	TITLE COVER OF BOOKLET: 310 GSM ART CARD 05+05 COLOR PRINTING, LAMINATION, SPOT UV SIZE (10.75 X 8.25) CLOSE SIZE	* 2			
	GRAMAGE OF PAPER & ORIGIN: 128 GSM, MATT FINISH PAPER (INDONESIA)				
	TOTAL PHOTOGRAPHS: SPECS WILL BE ACCORDING TO DESIGN & ART WORK OF 350 PICTURES AND GRAPHICS*				, -

Work Order

S. No.	Item / Description Specification	Qty. (UOM)	PO Price	Extended Amount	Delivery Date
	ENVELOPE: 02 COLOR PRINTING ON 150GSM MATT FINISH WITH PASTING ACCORDING TO SPECIMEN				
	DESIGNING & COMPOSING: AESTHETIC DESIGNING & COMPOSING WITH THE CONSENT OF CONCERNED AUTHORITIES, DESIGNER REQUIRED TO BE AVAILABLE AT THE MAIN CAMPUS.				

Total: 786750.00

17% GST: 133747.5

Total PO Amount: 920497.50

Nine Lakh Twenty Thousand

Amount in Words: Four Hundred Ninety Seven

and paise Fifty Only.

Terms & Conditions:

- Material of this order is subject to final inspection at the time of delivery.
- We reserve the right to cancel any or all the above items if material is not in accordance with our specification or if the delivery is delayed.
- Payment will be made through crossed cheque after the receipt of the bill and delivery of the above item.
- General Sales Tax will be paid on applicable items only.
- Liquidity damages at the rate of 2% per month on actual will be imposed on delayed delivery.
- The rate / item cost is final and no change what so ever will be accepted.
- Government tax(es), levi(es) and charge(s) will be charged at actual as per SRO.
- Competent Authority reserves the right to change / alter / remove any item or article or reduce / enhance quantity without assigning any reason.
- Invoice / bill, Purchase Order & Delivery Challan should be submitted to Purchase Department.
- 10. Advance Payment subject to Bank Guarantee
- 11. Specimen(s) and image(s) are available at Purchase Office for reference.
- 12. CDs / specimen should be returned to the Purchase Office.
- All rights reserved with IBA. No part or the logo can be printed / copies / transferred in any form without the permission of the IBA authority.
- 14. All Government taxes (including Income tax and stamp duty), levies and charges will be charged as per applicable rates / denomination of Purchase / Work Order.
- Stamp duty 0.35% for Goods against total value of Work Order will be levied accordingly.
- 16. IBA, also reserve the right to issue Work Order for any single items to different lowest responsive bidders or issue Purchase Order for all the items to any lowest responsive bidder.
- 17. The terms and conditions of the AGREEMENT have been read over to the parties which they admit to be correct and abide by the same.
- All terms and conditions of tender will be the integral part of this agreement and can't be revoked.

Work Order

Senior Manager Purchase & Stores

Mar 04/18

General Manager Administration

3230/-



AGREEMENT

THIS AGREMENT is executed at KARACHI, on this day March 62, 2018

BETWEEN

M/s Institute of Business Administration, through its Registrar, located at Main Campus, University Road, Karachi, hereinafter called and referred to as "IBA" (which expression shall wherever the context so permits, be deemed to include its legal representatives, executors, successors and assigns) of the FIRST PART.

AND

M/s HYDER PRINTERS., having its office at 5-C, 5/22, Nazimabad, Karachi-74600, hereinafter referred to as "THE PRINTERS" (which expression shall wherever the context so permits be deemed to include its legal representatives, executors, successor and assigns), through its proprietor Mr. ABDUL HAMEED BUTT, holding CNIC No. 42101-8696685-3 on the SECOND PART.

WHEREAS "IBA" intends to obtain printing services of IBA Program Announcement on exclusive basis with the work of Designing, Composing & Printing as per conceptual specimen (IBA requirement) discussions in respect of the same before the determination of scope of work will be held with "IBA" or as "Printing Work" and "THE PRINTERS" have offered to render all kind of designing, composing & printing services (including but not limited to the "Printing Work" of the proposed printing work up to the satisfaction & handing over the material(s) to the "IBA" having accepted the offer in finished form complete in all respect.

The

NOW IT IS HEREBY AGREED & DECLARED BY AND BETWEEN THE PARTIES AS FOLLOWS:

WITNESSETH

"IBA" hereby offer to appoint "THE PRINTERS" as their official Printers for the specific purpose of "Printing Work" work of Designing, Composing & Printing discussions in respect of the same with "IBA" before the determination of Scope of Work & Preliminary Layout, Formatting, Layout, Dummy making, Preparing Printing material to illustrate the schematic design to suitable scale with any/all other relevant details for presentation to "IBA" for printing. "THE PRINTERS" hereby agree to the offer of the "IBA" in acceptance of the terms & conditions here in below forth.

Article I: DUTIES & SCOPE OF WORK AND AGREEMENT

- 1.1 This Agreement includes, the "printing work", Work of Designing, Composing & Printing discussions with "IBA" before the determination of scope of work & preliminary layout, Formatting, Layout, Dummy making, Preparing Printing material to illustrate the schematic design to suitable scale with any/all other relevant details for presentation to "IBA".
- 1.2 "THE PRINTERS" agrees to provide any/all kind of designing, composing and printing services to "IBA" whenever and wherever form is required as per the terms & conditions of this Agreement.
- 1.3 "THE PRINTERS" will coordinate their work with Sr. Manager Procurement & Stores, of the "IBA" who will assist "THE PRINTERS" in supervision of proposed printing work.
- 1.4 "THE PRINTER" hereby agrees to accept variation, if occurred, in scope of professional services and works with mutual consent on acceptable cost/price/charges/amount inclusive of all taxes and levies.
- 1.5 "THE PRINTER" will visit the Purchase Offices located at Main Campus, University Road, Karachi as & when required with prior appointment.
- 1.6 All logistic charges will be borne by "THE PRINTER".

Article II SCOPE OF PROFESSIONAL SERVICES:

- 2.1 "THE PRINTERS" will discuss with "IBA" before the determination of scope of work & Preliminary layout. Further provide the services of Designing, Composing, Printing, Formatting layout, Dummy Making, Preparing Printing material to illustrate the schematic design & idea to suitable scale with any/all other relevant details for presentation to "IBA".
- 2.2 "THE PRINTERS" hereby agree and aknowledge for the periodic supervision of the work and to check the execution of Printing Work in accordance with the Description & Specification.
- 2.3 "THE PRINTERS" hereby and acknowledge the acceptance of attending the meetings with the Sr. Manager Procurement & Stores "IBA" as & when required.

Jan

- 2.4 "THE PRINTER" hereby agrees to accept variation, if occurred, in scope of professional services and works with mutual consent on acceptable cost/price/charges/amount inclusive of all taxes and levies.
- 2.5 Minimum 20 (Twenty) working days after Final Proof Read will be required to deliver the Program Announcement at the PRINTER'S expense.
- 2.6 All staff must have CNIC and clearly mentioned to discourage work through child labor.
- 2.7 Printer must adopt Environmental Friendly procedure and avoid the use of Toxic material used in printing works.

Article III REMUNERATION

- 3.1 The cost offered by the Printer is Rs. 920,497.50 (inclusive of all taxes) Designing, Composing & Printing of IBA Program Announcement but limited to in tender vide #PS/07/17-18 variation may occurred.
- 3.2 Liquidity damages @ 2% per month, of the total agreed payment as per Work Order, of the total cost will be imposed in case of delayed delivery. Penalty will be imposed after 20 working days subject to signed proof read material handed over to the printer by IBA before the starting date mentioned on the Work Order. Work will be deemed completed in finished form as per specification and "THE PRINTER" have to deliver the required number of Program Announcement to IBA.
- 3.3 Payment will be made after delivery and submission of invoice. Advance Payment subject to Bank Guarantee.
- 3.4 Performance Security 5% of total amount of Work Order will be provided by the party.
- 3.5 Stamp Duty @ 0.35% of the cost of transaction / work order will be deposited in Government treasury by the PRINTER. This paid Stamp Duty challan would be submitted along with the Bill / Invoice.
- 3.6 Any addition/reduction in page(s) quantity will be based on approved per page rate Rs. 1.75 exclusive of GST should be charged.
- 3.7 Tax(es)/Challan(s)/Levy(ies), if any or additional will be paid/borne by PRINTER as per SRO/Notification.

Article IV: ARBITRATION

4.1 In case of any dispute, difference of and question which may at any time arise between the parties hereto or any person under them, arising out in respect of this letter of intent or this subject matter thereof shall be referred to the Registrar of the IBA and CEO of the company / firm agency for arbitration/settling of the dispute, failing which the decision of the court law in the jurisdiction of Karachi binding to the parties. The Arbitration proceedings will be governed by the Arbitration Act, 1940 and the Substantive and procedural law of Pakistan. The venue shall be Karachi.



Article V: TERMINATION

5.1 "IBA" may terminate this agreement if the job is not executed according to the requirement at anytime after issuing a 15 day's notice.

Article VI: INDEMNITY

6.1 "THE PRINTERS" in its individual capacity shall indemnify and keep IBA and any person claiming through IBA fully indemnified and harmless from and against all damages, cost and expenses caused to or incurred by "THE PRINTERS", as a result of any defect in the title of IBA or any fault, neglect or omission by the "THE PRINTERS" which disturbs or damage the reputation, quality or the standard of services provided by "IBA" and any person claiming through the IBA.

Article VII: NOTICE

7.1 Any notice given under this AGREEMENT shall be sufficient if it is in writing and if sent by courier or registered mail.

Article VIII: INTEGRITY PACT

- 8.1 The intention not to obtain the procurement / work of any Contract, right, interest, privilege, or other obligation or benefit from the IBA or any administrative or financial offices thereof or any other department under the control of the IBA through any corrupt practice(s).
- 8.2 Without limiting the generality of the forgoing the M/s Hyder Printers represents and warrants that it has fully declared the charges, fees, commission, taxes, levies etc, paid or payable to anyone and not given or agreed to give and shall not give or agree to give to anyone within the IBA directly or indirectly through any means any commission, gratification, bribe, gifts, kickback whether described as consultation fee or otherwise, with the object of obtaining or including the procurement or service contract or order or other obligations whatsoever from the IBA, except that which has been expressly declared pursuant hereto.
- 8.3 M/s Hyder Printers accepts full responsibility and strict liability for making any false declaration/statement, not making full disclosure, misrepresenting facts or taking any action likely to degrade the purpose of declaration, representation and warranty. It agrees that any contract/order obtained aforesaid shall without prejudice to any other right & remedies available to the IBA under any law, contact, or other instrument, be stand void at the discretion of the IBA.
- 8.4 Notwithstanding any right and remedies exercised by the IBA in this regard, M/s Hyder Printers agrees to indemnify the IBA for any loss or damage incurred by it on account of its corrupt business practice & further pay compensation to the IBA in any amount equivalent to the loss of any commission, gratification, bribe, gifts, kickback given by the M/s Hyder Printers as aforesaid for the purpose of obtaining or inducing procurement/work/service or other obligation or benefit in whatsoever from the IBA.

John

Article IX: MISCELLANEOUS

- 9.1 Any addition & alteration(s) made in the contents as required by the contractor on proof reading or in course of the work in progress which entail extra time & labor and material on part of the printing, shall not be charged separately/extra on 'Quantum Merit' basis before & on final material handed over to the "IBA". After PROOF READING if any alteration(s), arise charges will be paid on mutually agreed upon.
- 9.2 Material(s) will be handed over by the "IBA" or vet the cost with authentic stamp and signature.
- 9.3 Copyright of each item shall be reserved with the "IBA".
- 9.4 The terms and conditions of the AGREEMENT have been read over to the parties which they admit to be correct and abide by the same.
- 9.5 The validity of the contract will be effective from the date of issue of Work Order.
- 9.6 All terms and conditions of tender vide # PS/07/17-18 will be the integral part of this agreement and can't be revoked.

IN WITNESS WHEREOF both the parties hereto have set & subscribed their respective hands to this agreement at Karachi on the date as mentioned above.

"IBA" Agraer Shahbbir Wing Commander (Retd)	HYDER PRINTERS
NAME: Aamen Shabhana Basiness Administration (IBA), Rarachi, Pakistan	NAME: Abdul Hameed Butt
CNIC#	CNIC # 42101-8696685-3
Address:	Address:
G. M. Admin, Institute of Business	5 C 5/22 NAZIMABAD
Administration Main Campus	Karachi-74600
University Road, Karachi	
WITNESSELLIA	
WITNESS	a which
M. SOHALLIGHAN	Mahammad Mubashir
M. Maddin Makistan M. Institute of Sussessing Makistanical Sussessing Makistanical M. M. Makistanical M. M. Makistanical M.	In Jahammac In Jahouster
CNIC#	CNIC#49101-8780375-9
Address:	Address:

Bill & Quantity

3. TENDER FORM

Designing, Composing & Printing of Program Announcement 2018-19

S.#	Specification	Qty	Rate	Amount
	Size of Document: 11" x 8.5" (closed size) as per sample. Type of Binding: 2 pin Binding / Hot Glue stitch binding (non shearing) Type of Printing: 05+05 Color Printing Total Pages: 270 pages total (Including title page, rear page and 01 Map pull out page) as per sample	29	XXIII	Amount
1.	Total Leaves: 135 Leaves (approx) Title Cover of Booklet: 310 gsm art card 05+05 color printing, Lamination, Spot UV Size (10.75 x 8.25) close size Gramage of Paper & Origin: 128 gsm, matt finish paper (Indonesia)	1500 Copies & Envelopes	524.50	786750-0
	Total Photographs: Specs will be according to design & art work of 350 pictures and graphics* Envelope: 02 color printing on 150gsm matt finish with pasting according to specimen			
	Designing & Composing: Aesthetic Designing & Composing with the consent of concerned authorities, designer required to be available at the Main Campus.			
	Total		786,	750.00 743.50 133.50
-10m-mil	17% GST		/33,	743-50
	Total Amount		920,4	197.50

Grand Total Rupees (in words) nine hundred twenty thought for hundred

Please also quote per page rate for ready reference:

Rate for addition/reduction in page quantity per page Rs. 1.75

HYDER PRINTERS

(Exclusive of Taxes)

(Exclusive of Taxes

HYDER ARRIVERS FOR

Page of brior

CENTRAL PURCHASE COMMITTEE
INSTITUTE OF BUSINESS ADMINISTRATION
KARACHI

KA

PPYLA Admisor

CENTRAL PURCHASE COMMETTEE
INSTITUTE OF BUSINESS ADMINISTRATION
KARACHI
Ed Alkbay Hussain Kazmi
i vence
184, Korachi
184, Korachi

CENTRAL PURCHASE COMMITTEE
MOTTUTE OF BUSINESS ADMINISTRATION
KARACHI
DRS. M Faisal Gradat
ASSISTANT Professor
RBA, Karachi

