

SINDHI PUBLIC PROCUREMENT REGULATORY AUTHORITY

CONTRACT EVALUATION FORM

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

- | | |
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| 1) NAME OF THE ORGANIZATION / DEPTT. | Sindh Police |
| 2) PROVINCIAL / LOCAL GOVT. / OTHER | Provincial |
| 3) TITLE OF CONTRACT | Janitorial Services for MCC-15 at PS Airport Khr |
| 4) TENDER NUMBER | INF/KRY/1165/18 |
| 5) BRIEF DESCRIPTION OF CONTRACT | Janitorial Services for MCC-15 at PS Airport Khr |
| 6) FORUM THAT APPROVED THE SCHEME | |
| 7) TENDER ESTIMATED VALUE | Rs 500,000/- |
| 8) ENGINEER'S ESTIMATE
(For civil works only) | |
| 9) ESTIMATED COMPLETION PERIOD (AS PER CONTRACT) | 90 days |
| 10) TENDER OPENED ON (DATE & TIME) | 05/04/2018 at 15:00 |
| 11) NUMBER OF TENDER DOCUMENTS SOLD
(Attach list of buyers) | 04 |
| 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) | Enclosed |
| 15) NAME AND ADDRESS OF THE SUCCESSFUL BIDDER | M/S Korachi Traders |
| 16) CONTRACT AWARD PRICE | Rs 84,800/- |
| 17) RANKING OF SUCCESSFUL BIDDER IN EVALUATION REPORT
(i.e. 1, 2, 3, EVALUATION BIDS) | 1st Lowest |

18) METHOD OF PROCUREMENT USED (Tick one)

- | | | |
|---|--------------------------|-----------------|
| a) SINGLE STAGE - ONE ENVELOPE PROCEDURE | <input type="checkbox"/> | Domestic/ Local |
| b) SINGLE STAGE - TWO ENVELOPE PROCEDURE | <input type="checkbox"/> | Domestic |
| c) TWO STAGE BIDDING PROCEDURE | <input type="checkbox"/> | |
| d) TWO STAGE - TWO ENVELOPE BIDDING PROCEDURE | <input type="checkbox"/> | |

PLEASE SPECIFY IF ANY OTHER METHOD OF PROCUREMENT WAS ADOPTED IN EMERGENCY (DIRECT CONTRACTING) WITH BRIEF REASONS.

19) APPROVING AUTHORITY FOR AWARD OF CONTRACT

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

Yes No

21) ADVERTISEMENT:

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

Yes	3/134
No	

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

Yes	Daily Dawn, Daily Jang, Daily Kawish 01-March-2018
No	

22) NATURE OF CONTRACT

Dom Int. 23) WHETHER QUALIFICATION CRITERIA
WAS INCLUDED IN BIDDING TENDER DOCUMENTS?
(If yes, enclose a copy)Yes No 24) WHETHER BID EVALUATION CRITERIA
WAS INCLUDED IN BIDDING TENDER DOCUMENTS?
(If yes, enclose a copy)Yes No 25) WHETHER APPROVAL OF COMPETENT AUTHORITY WAS OBTAINED FOR USING A
METHOD OTHER THAN OPEN COMPETITIVE BIDDING?Yes No

26) WAS BID SECURITY OBTAINED FROM ALL THE BIDDERS?

Yes No 27) WHETHER THE SUCCESSFUL BID WAS LOWEST EVALUATED
BID / BEST EVALUATED BID (in case of Consultancies)Yes No 28) WHETHER THE SUCCESSFUL BIDDER WAS TECHNICALLY
COMPLIANT?Yes No 29) WHETHER NAMES OF THE BIDDERS AND THEIR QUOTED PRICES WERE READ OUT AT
THE TIME OF OPENING OF BIDS?Yes No 30) WHETHER EVALUATION REPORT GIVEN TO BIDDERS BEFORE THE AWARD OF
CONTRACT?

(Attach copy of the bid evaluation report)

Yes No

31) ANY COMPLAINTS RECEIVED
(If yes, result thereof)

Yes	
No	

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

Yes	
No	

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

Yes	
No	

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

Yes	
No	

35) WAS HE ASSURED BY THE PROCURING AGENCY THAT THE SELECTED FIRMS 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	


D.D.O.
Signature & Official Stamp of (SYED SOHAIL HUSSAIN SHAH)
Authorized Officer
DSP / PCA
For Add: Inspector General of Police
Karachi Range

FOR OFFICE USE ONLY

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



OFFICE OF THE
ADDL. INSPECTOR GENERAL OF POLICE,
KARACHI RANGE

No. AB / A-VIII / 7204-05 / Karachi.
Dated: 30-05-2018

M/s. Kolachi Traders,
Office # 9, Mezzanine Floor,
Glass Tower Clifton, Karachi.

SUB: LETTER OF ACCEPTANCE.

Reference: Janitorial Services for MCC-15 (Police Help Line) at Airport PS Karachi.

With reference to the financial bid open on 05.04.2018 it is to inform that your financial bid for Janitorial Services for MCC-15 (Police Help Line) at Airport PS Karachi has been approved by the Procurement Committee according to the SPPRA Rule-2010.

You are therefore, advised to come to the KPO, Account Branch Karachi alongwith Security deposit 10% of cost amount in the form of Pay order / demand draft to be drawn on any branch of schedule bank to sign the contract agreement. In case of your failure to do so the acceptance of your bid shall be cancelled.

Please note that necessary order for the supply of the above items will be issued only on completion of the above formalities.

(ASIM KHAN) PSP
DIGP/Administration
For. Addl. Inspector General of Police,
Karachi Range

Copy forwarded to the following for information and necessary action:-

1. The Inspector General of Police, Sindh, (Attn: AIGP/Finance) Karachi.
2. PS to Addl:IGP/Karachi.
3. Master File.



OFFICE OF THE
ADDL.INSPECTOR GENERAL OF POLICE,
KARACHI RANGE.

No. AB / A-VIII / **7330-33** / Karachi.
Dated: **06-06-2018**.

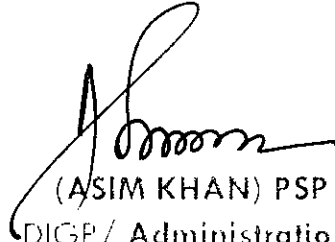
M/s. Kolachi Traders,
Office # 9, Mezzanine floor,
Glass Tower Clifton, Karachi.

WORK ORDER

SUBJECT: JANITORIAL SERVICE FOR MADADGAR-15 (POLICE HELP LINE) AT AIRPORT PS KARACHI FOR THE FINANCIAL YEAR 2017-18.

Since you have been approved for the Janitorial Service for MCC-15, therefore, you are requested to undertake this work immediately and all following deliveries shall be made at Madadgar-15 Call Centre, Karachi according to the agreement:-

1. Floor Care Services
2. Furniture Cleaning
3. Doors, Windows & Window Panes
4. Tile grout cleaning
5. All material included
6. 03 Shifts of 08 Hours
7. 02 Persons in Shift "A" 08:00 to 16:00 hrs.
8. 01 Persons in Shift "B" 16:00 to 00:00 hrs.
9. 01 Persons in Shift "C" 00:00 to 08:00 hrs.

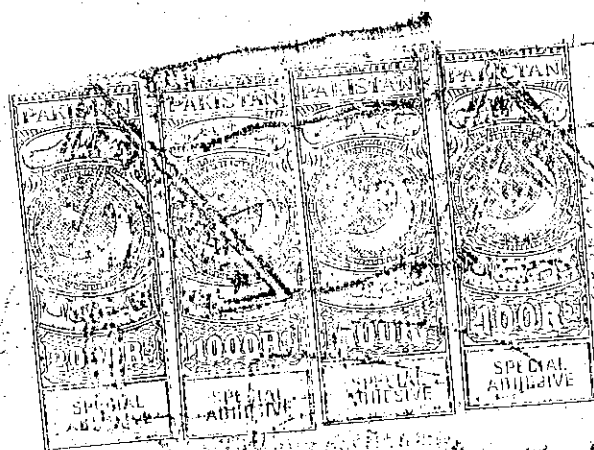

(ASIM KHAN) PSP
DIGP/ Administration,

For. Addl. Inspector General of Police
Karachi Range.

Copy forwarded to the following for information and necessary action .

1. The Inspector General of Police, Sindh, (Attn: AIGP/Finance) Karachi.
2. The Manager (Assessment), Government of Sindh Public Procurement Regulatory Authority,(SPPRA) Barrack No.8 Sindh Secretariat No.4-A Court Road Karachi for information, alongwith required documents.
3. The Director I.T. Sindh Police for upload the Police Official website (www.sindh.police.gov.pk).
4. Master File.

Ch. 37
2/5/18
R. 3609



Contract Agreement

1. This contract agreement is made and entered into on 01-06-2018, BY AND BETWEEN.

i) Addl: Inspector General of Police, Karachi Police Office, near Police Station Saddar, Karachi hereinafter referred as Purchaser, which expression shall unless repugnant to the context or meaning thereof, be deemed to include its successors and permitted assigns officers delegated to perform functions procurements for and on behalf of various units of Sindh Police department of ONE PART.

AND

ii) M/S. Kolachi Traders, Office # 9, Mezzanine Floor, Glass Tower Clifton, Karachi, having its registered office at hereinafter referred as supplier, which expression shall, unless repugnant to the context of meaning thereof, be deemed to include its successors and permitted assigns of the OTHER PART.

2. WHEREAS the Addl: Inspector General of Police, Karachi Range is entrusted with responsibility of procurement of item / articles during current financial year 2017-18 as per description, with specification and quantity:-

3. AND WHEREAS, the Addl: Inspector General of Police, Karachi Range, in accordance with the Public Procurement Rules-2010 as adopted by Government of Sindh vide notification No. SORH(SG&CD)2-30/2010 dated: 08.03.2010 invited tender for the supply of above articles through advertisement in national newspapers.

4. That M/S. Kolachi Traders participated in the response of open tenders, floated by IGP Sindh, by submitting technical and financial bids, after necessary evaluation of the item / articles described above; the Departmental Committee opened the financial bids in front of all bidders on 05.04.2018.

5. That the rates offered by M/S. Kolachi Traders, for the item / articles as shown and given above, were found to be lowest offered in comparative terms with the rates of other bidders participating in the process. Therefore, on the recommendation of Departmental Committee, the IGP Sindh has accorded approval to place purchase/procurement order with M/S. Kolachi Traders, on terms and conditions specified below:

ORIGINAL

NOW THEREFORE PARTIES HEREBY AGREE AS FOLLOWS

- i) That M/S. Kolachi Traders, shall supply products/items, articles described and specified alongwith quantity the above within stipulated period from the date of signing of this agreement.
- ii) That all following deliveries shall be made at Madadgar-15 Call Centre, Karachi.
1. Floor Care Services
 2. Furniture Cleaning
 3. Doors, Windows & Window Panes
 4. Tile grout cleaning
 5. All material included
 6. 03 Shifts of 08 Hours
 7. 02 Persons in Shift "A" 08:00 to 16:00 hrs.
 8. 01 Persons in Shift "B" 16:00 to 00:00 hrs.
 9. 01 Persons in Shift "C" 00:00 to 08:00 hrs.
- iii) That every article shall be made and finished in all respects to entire satisfaction of Departmental Inspection Committee which shall be at liberty to reject any item/article or part thereof if it is not in accordance with approved sample and specification mentioned in the tender documents submitted by supplier at the time of bidding, and evaluated and approved for this purchase order and such rejection shall be final. The no appeal or review will be permissible against the decision of inspection committee.
- iv) That the Addl:IGP/Karachi Range shall give written receipt signed by him giving out complete details, exhibiting the number of items/articles delivered and the number items/articles accepted and rejected, and such receipts shall be conclusive evidence of the acceptance and rejection of the number of articles specified as accepted and rejected.
- v) That all articles rejected shall be taken back and removed by the M/S. Kolachi Traders, and nothing shall become due or recoverable by the M/S. Kolachi Traders, Office # 9, Mezzanine Floor, Glass Tower Clifton, Karachi, in respect on account of items/articles so rejected.
- vi) That all articles accepted shall be paid for the Addl:IGP/Karachi Range at the rate of specified below (FOR Destination) within financial year 2017-18.

S.	Description	Total Cost	Name of Firm	Per month Amount	Remarks
1	Janitorial Services For Mcc-15 (Police Help Line) For The Year 2017-18	500,000/-	Kolachi Traders	84,800/-	Approved

- vii) In case M/S. Kolachi Traders, make default, in the due performance of this agreement/contract in part or full, Addl:IGP/Karachi Range shall be at liberty to impose and recover L.D. Charges not exceeding 0.025% per month thereof.. The penalty shall be applicable only to the extent of items/articles supplied late.
- viii) The Addl:IGP/Karachi Range shall have right to assess, demand and recover any damages suffered by Police Department due to late supply of the items/articles from the supplier.
- ix) The Addl:IGP/Karachi Range shall be at liberty to deduct and retain the amount so assessed from the bill that may be or may become due and payable at or after the time of such failure to the M/S. Kolachi Traders, by the said Addl:IGP/Karachi Range, whether by virtue of agreement or otherwise.

**Financial Proposal Form**

Bidder's Profile	
Name	Kolachi Traders
Official Address	Office # m-9 mezzanine floor Glass Tower Clifton Karachi
Telephone(s) No.	021-32780023 //
Official Fax No.	//
GST Registration No.	3277876187155
Income Tax Reg. No.	0919125-9
No. of years in business	Just 3 years

Sr.No.	Quoted Item Name	Quantity	Unit Cost (Rs) with all Govt. Taxes	Total Cost (Rs) inclusive all taxes
①	Soft Broom	4	70	280
②	Hard Broom	4	60	240
③	Phenyle finish 2.75 litres	5	170	250
④	Phenyle Bolds Packet	5	50	250
⑤	Bleach Bottle	5	40	200
⑥	Sweep Bottle	5	50	250
⑦	Garbage Bag.	04	120	480
⑧	Dry mop	02	240	480
⑨	Vim	10	25	250
⑩	Scotch Brite	06	40	240
⑪	Surf small packet	10	10	100
Total Cost in Pak Rupees				
(in words. <u>Eighty four thousand eight hundred only</u>)				
Total = 84,800/- Per Person - 21,400/-				

Note: Earnest money will be equivalent to 2% of the total bid cost.

Only Pay Order/Bank Draft for earnest money will be acceptable in favour of AIGP/Logistics, Central Police Office, Sindh, Karachi.

[Handwritten signature]

BIDDER (Sign + Seal)

KOLACHI TRADERS
Office # 9, Mezzanine
Floor, Glass Tower,
Clifton, Karachi

