




Bid Evaluation Report


- Name of Procuring Agency: Secretariat Provincial Ombudsman Sindh
2. Tender Reference No: POS/Coord./A. Report-16/17
3. Tender Description/Name of work/item: Printing of Annual Report 2016
4. Method of Procurement: Single Stage - One Envelop Procedure
5. Tender Published: Tender hoisted at the website of Provincial Ombudsman Sindh and SPPRA (S.No. 31018 /2016)
6. Total Bid documents Sold: 01 No
7. Total Bids Received: 01 No.
8. Technical Bid Opening date: (if applicable) N.A.
9. No. of Bid technically qualified (if applicable): N.A
10. Bid(s) Rejected: Nil
11. Financial Bid Opening date: 18.01.2017
12. Bid Evaluation Report: Given below

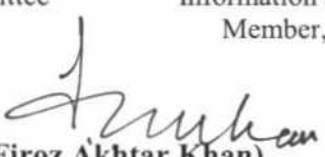
S No	Name of Firm or Bidder	Cost offered by the Bidder	Ranking in terms of cost	Comparison with Estimated cost	Reasons for acceptance/rejection	Remarks
0	1	2	3	4	5	6
1.	M/s. Al- Hamd Printers	Qty: 500 Nos. Rs. 640/- (finished book 172 pages) Rates of additional pages (if required) a. per 08 pages 4 color Rs. 39/- b. per 16 pages 4 color Rs. 88/-	Ist	Within budget.	Rates found compatible with last year rates thus accepted.	The bid of M/s Al Hamd Printers was examined/compared with last year approved rates and observed an increase of 6.66% which was less than the normal 10% increase The Procurement Committee also considered the tender in light of Rule-48 of SPPRules-2010 and agreed/recommend for acceptance of bid.


(Afzal Ahmed)
Director (Fin), Sectt. P.O.S
Member, Procurement Committee


(Ozair Ahmed Siddiqui)
Asstt. Director (Admn) Sectt. P.O.S.
Member, Procurement Committee


(Shafiq Ahmed)
E.O.S., Industries Deptt. GOS.
Member, Procurement Committee


(Mutiullah Shafiq)
Video Conferencing Engr.,
Information Science & Tech. Deptt. GOS
Member, Procurement Committee


(Firoz Akhtar Khan)
Director General (Fin.) Sectt. P.O.S.
Chairman, Procurement Committee

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**MINUTES OF THE MEETING OF PROCUREMENT
COMMITTEE HELD ON 23.01.2017**

SUBJECT: PRINTING OF ANNUAL REPORT-2016.

A meeting of Procurement Committee was convened to examine and decide the tender opened on: 18.01.2017 for printing of Annual Report-2016.

Following were present in the meeting.

- | | | |
|----|--|-----------------|
| a. | Mr. Firoz Akhtar Khan,
Director General (Fin.) Sectt. P.O.S. | <i>In chair</i> |
| b. | Mr. Afzal Ahmed,
Director (Fin), Sectt. P.O.S. | <i>Member</i> |
| c. | Mr. Ozair Ahmed Siddiqui,
Assistant Director (Admn.) Sectt. P.O.S. | <i>Member</i> |
| d. | Mr. Shafiq Ahmed,
E.O.S., Industries Deptt. GOS. | <i>Member</i> |
| e. | Mr. Mutiullah Sheikh,
Video Conferencing Engr.,
Information Science & Tech. Deptt. GOS. | <i>Member</i> |
| f. | Mr. Muhammad Zafar, A.D. (PR), Sectt. P.O.S. | |

2. The Committee observed that only one party purchased the tender documents i.e. M/s. Al-Hamd Printers and participated in the tender opened on: 18.01.2017. However, representative of M/s. Al-Hamd Printers was not present at the time of opening of tender. The bidder quoted rates in the following manners:-

SPECIFICATION	M/s. Al-Hamd Printers
<p style="text-align: center;"><u>Annual Report 2016 (Qty.500 Nos)</u></p> <p>i. Pages: 172 ii. Printing 04 color on computer to plate technology. iii. Copies: In best quality envelope, matt laminated and single colour printed as well as net cloth lining iv. Composing, Designing, Graphics & Formatting of Report v. Size: 23" x 36" / 8 vi. Paper: 135gms Matt finish vii. Title Cover: Art card 300gm with laminator, Designing and 4-color printing as well as foil printing of golden/silver color on the title viii. Copy Binding: Perfect hard glue machine binding</p> <p><u>Rate</u> (for finished book as per above specification)</p> <p><u>Rate</u> (for additional pages)</p> <p>(a) Per 08 pages 4 color (b) Per 16 pages 4 color</p>	<p style="text-align: center;">Rs. 640/-</p> <p style="text-align: center;">Rs. 39/-</p> <p style="text-align: center;">Rs. 88/-</p>
<p>5% Bid security amount (deposited by the bidder)</p>	<p>Rs.16,000/-</p>

[Handwritten signatures and initials: Firoz, MZ, Siddiqui]

EVALUATION OF BID

The Procurement Committee observed that the specification of Annual Report-16 was almost same as that of Annual Report-15 except some changes in envelop. M/s. Al-Hamd printers have quoted the rate Rs. 640/- for finished book. Regarding the 5% bid security they have enclosed a pay order of Rs. 16000/- of Askari Bank, Bhora Peer Ranchor Line Branch Karachi. M/s. Al-Hamd printers have provided all the information as required in the tender.

Since there was only one bidder viz: M/s. Al-Hamd Printers, the Procurement Committee considered the same with reference to Rule-48 of SPP Rules 2010 mentioned below:

"Even when only one bid is submitted, the bidding process may be considered valid, if the bid was advertised in accordance with rules, and price are comparable to the prices or rates of the last awarded contract or the market prices"

The Committee observed that an increase of Rs. 40.00 as compared to last awarded contract for printing of Annual Report - 2015 works out to increase of 6.66% and is less than 10% of normal escalation.


Recommendation


After detailed deliberations, the procurement committee agreed to make the following recommendations.


The committee considered Bid submitted by M/s. Al-Hamd Printers as valid in the light of Rule-48 of SSP Rules-48 (mentioned above) and agreed to accept the bid as under:

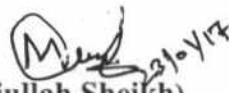
- a. For finished book of 172 pages Rs.640/-
(Rupees. Six Hundred and Forty only)
- b. Additional Pages
 - (i) Per 08 pages 4 colors Rs. 39/- (Thirty nine)
 - (ii) Per 16 pages 4 colors Rs. 88/- (Eighty eight)


The meeting ended with vote of thanks to and from the Chair.


(Afzal Ahmed)
Director (Fin), Sectt. P.O.S
Member, Procurement Committee


(Ozair Ahmed Siddiqui)
Asstt. Director (Admn) Sectt. P.O.S.
Member, Procurement Committee
23/01/2017


(Shafiq Ahmed)
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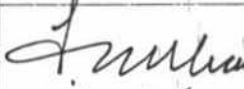




(Firoz Akhtar Khan)
Director General (Fin.) Sectt. P.O.S.
Chairman, Procurement Committee
23/01/2017.

SECRETARIAT PROVINCIAL OMBUDSMAN
(MOHTASIB) SINDH, KARACHI.

ATTENDANCE SHEET

Meeting of Procurement Committee to examine /
decide the tender opened on 18.01.2017 for printing of
Annual Report 2016

Dated 23-01-2017

S.No.	Name of Officer & Cell No.	Designation/Deptt.	Signature
1.	Mr. Feroze Akhtar Khan	D.G. (Fin)	
2.	Mr. Afsal Ahmad	Dir. (Fin)	
3.	Shafiq Ahmed	Inspector	
4.	Ozair A. Siddiqui	A.D. (Adm)	
5.	MUTIULLAH SHAIKH	VC Engineers	