

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. Secretariat Provincial Ombudsman, Sindh
- 2) PROVINCIAL / LOCAL GOVT./ OTHER Provincial
- 3) TITLE OF CONTRACT Printing of Annual Report - 2013
- 4) TENDER NUMBER POS/Coord./A.Report-13/14
- 5) BRIEF DESCRIPTION OF CONTRACT Printing of Annual Report
- 6) FORUM THAT APPROVED THE SCHEME Procurement Committee
- 7) TENDER ESTIMATED VALUE Rs. 300,000/- (Three hundred thousand only.)
- 8) ENGINEER'S ESTIMATE (For civil works only) N.A.
- 9) ESTIMATED COMPLETION PERIOD (AS PER CONTRACT) 30-Days
- 10) TENDER OPENED ON (DATE & TIME) 11.02.2014 at 03:00 pm.
- 11) NUMBER OF TENDER DOCUMENTS SOLD (Attach list of buyers) 02 Nos.
- 12) NUMBER OF BIDS RECEIVED 01 No.
- 13) NUMBER OF BIDDERS PRESENT AT THE TIME OF OPENING OF BIDS No
- 14) BID EVALUATION REPORT (Enclose a copy) Copy of Bid Evaluation Report enclosed.
- 15) NAME AND ADDRESS OF THE SUCCESSFUL BIDDER M/s. Al-Hamd Printers, 9/12/6, Noon Terrace Adam Rd., Off: Chaud Bibi Rd., Karachi.
- 16) CONTRACT AWARD PRICE Rs. 281,000/- (Two hundred eighty one thousand only.)
- 17) RANKING OF SUCCESSFUL BIDDER IN EVALUATION REPORT (i.e. 1st, 2nd, 3rd EVALUATION BID). 1st

18) METHOD OF PROCUREMENT USED : - (Tick one)

- a) SINGLE STAGE - ONE ENVELOPE PROCEDURE 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 Provincial Ombudsman Sindh

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	<input checked="" type="checkbox"/>	NIT appeared on: 27.1.2014 Sr. No. 18750	
No	<input type="checkbox"/>		

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

Yes	<input type="checkbox"/>		
No	<input checked="" type="checkbox"/>		

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?

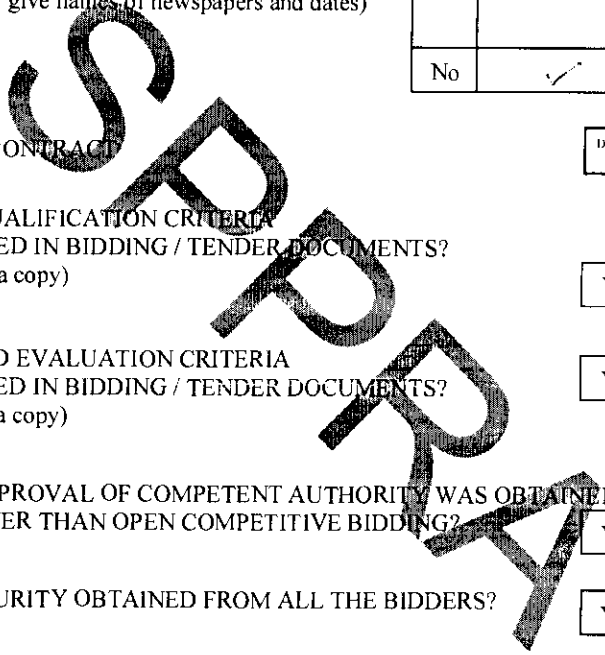
Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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29) WHETHER NAMES OF THE BIDDERS AND THEIR QUOTED PRICES WERE READ OUT AT THE TIME OF OPENING OF BIDS?

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	<input checked="" type="checkbox"/>

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

Yes	
No	<input checked="" type="checkbox"/>

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

Yes	
No	<input checked="" type="checkbox"/>

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

Yes	
No	<input checked="" type="checkbox"/>

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

Yes	
No	<input checked="" type="checkbox"/>

Signature & Official Stamp of
Authorized Officer


FIROZ AKHTAR KHAN
Consultant & Additional Director General
(Finance)
Secretariat Provincial Ombudsman
(Mohtasib) Sindh Karachi

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

Save

Reset



No. Pcs/coord./A-Report-12/201
21

7038 39 40

SECRETARIAT
PROVINCIAL OMBUDSMAN (MOHTASHIB)
SINDH
Shahrah-e-Kamal Atatürk, Opp Sindh Secretariat, Karachi

Karachi, dated the 11.04.2014

M/s. Al-Hamd Printers,
9/12/6, Noor Terrace,
Aslam Road, Off: Chand Bibi Road,
Karachi.

Sub: **WORK ORDER.**

This is with reference to your bid/tender and subsequent acceptance letter dated 05.04.2014. Your bid after completion of formalities has finally been approved by the Competent Authority for printing and supply of Annual Report 2013 alongwith envelop in accordance with the terms and conditions mentioned in tenders document.

Item No.	Description	Rate for finished book of 172 pages four color (04) printing	Quantity order	Total Value in figure words
1	2	3	4	5
1.	Annual Report 2013 Printing of Annual Report 2013 on computer to plate technology (CTP) with Composing, Designing, Graphics and Formatting Copies: (in single colour printed best quality white envelopes) Size: 23"x36"x8 Paper: 135 gms Matt finish. Title Cover: Designing, 04 colour Printing, Art Card 300 gm with lamination and foil printing golden / silver colour. Copy binding: Perfect hard glue machine binding	Rs.562/- per copy	500 Nos.	Rs.2,81,000/- (Rupees: Two lacs and eighty one thousand only)

Terms and Conditions

1. Delivery: Within 30 days.
2. Consignee: Secretariat Provincial Ombudsman Sindh, Karachi.
3. Inspection: To be carried out by the Departmental Inspection Committee.
4. Payment: Payment will be processed through Accountant General Sindh on submission of the following documents:-
 - a) Invoice/Bill (original)
 - b) Delivery Challan duly signed by the recipient.
 - c) Inspection Report duly signed by the Departmental Inspection Committee of this Secretariat.
5. Packing: In best quality printed with white colour envelopes.

Note: In case of additional pages required the payment of additional pages shall be made at the following rates.

- | | | |
|------|------------------------|----------|
| (i) | Per 08 Pages 04 colour | Rs.28.00 |
| (ii) | Per 16 Pages 04 colour | Rs.62.00 |

You are advised to please ensure supply of the above work within 30 days from the receipt of this work order to this Secretariat during the office hours subject to verification/inspection by the departmental inspection committee.

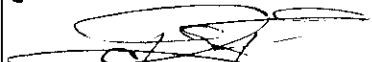

d/c. (SAYED AMIR ALI SHAH)
Director General (Finance)

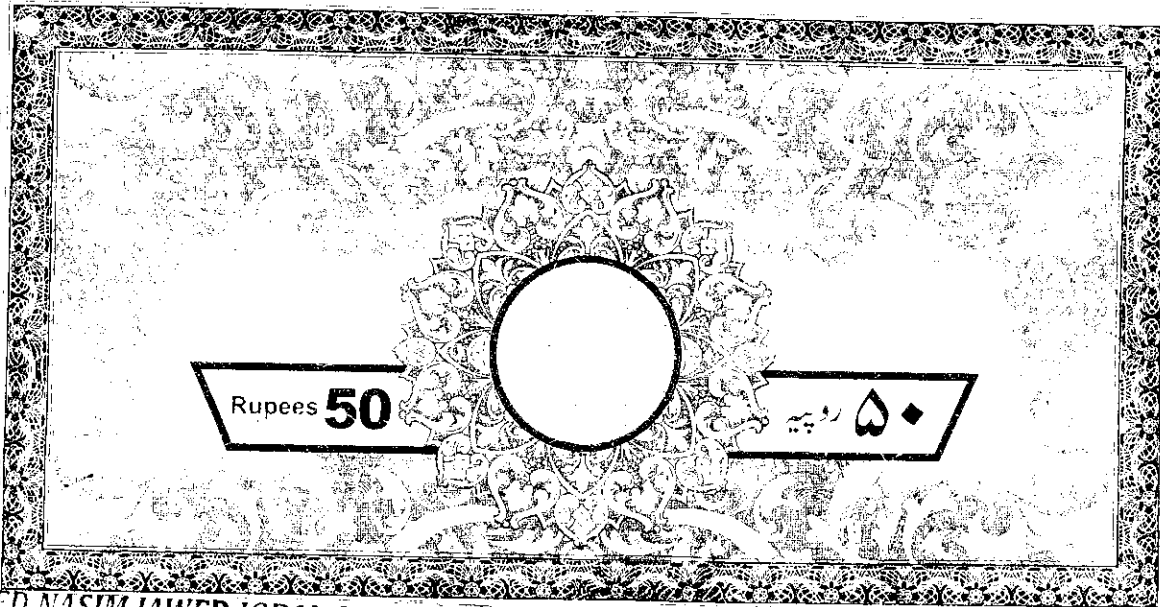
Copy to:

1. P.S to Ombudsman.
2. P.S to Secretary


d/c. (MOHAMMAD ZAFAR)
Assistant Director (PR)

ISSUED


11/4/12



SYED NASIM JAWED IQBAL Stamp Vender

Licence No. 03 Office in the City Court 03 APR 2014
 Sindh No 14, Karachi Pakistan

ISSUED TO WITH ADDRESS
 THROUGH WITH ADDRESS
 PURPOSE
 VALUE RS
 STAMP VENDERS SIGNATURE

MIRZA ASIF BAIG
 ADVOCATE
 4515 H.C.

Contract Form

This AGREEMENT made the 3rd day of April 2014 between **Secretariat Provincial Ombudsman** (Mohtasib) Sindh, Karachi Pakistan (hereinafter called the procuring agency of the one part and **AL HAMD PRINTERS** supplier of the other part.

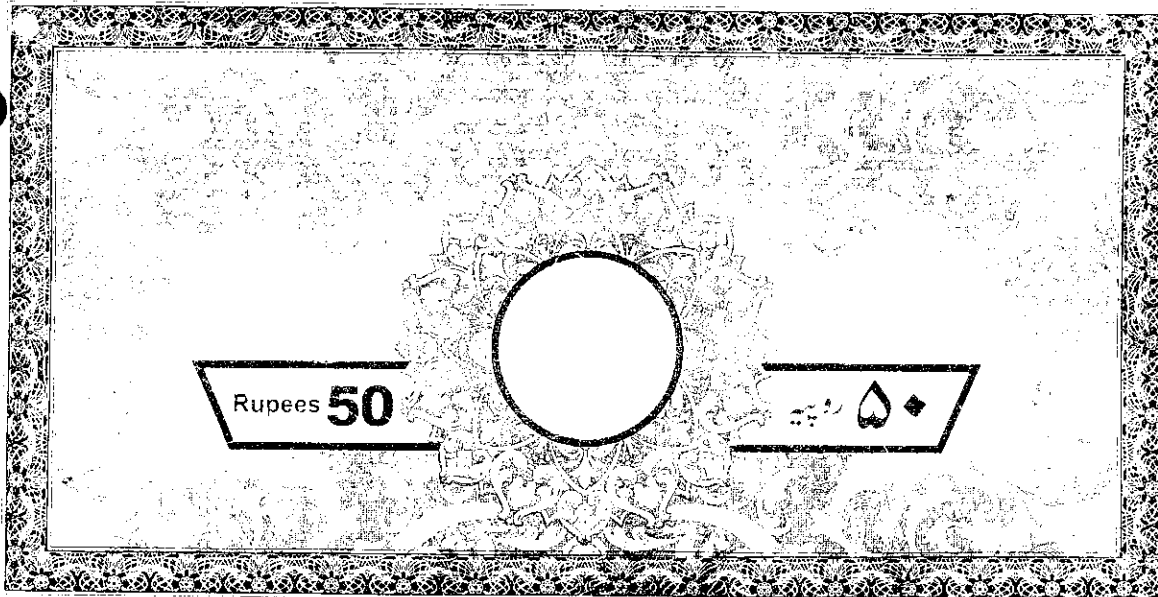
WHEREAS the procuring agency invited for certain goods and ancillary services, viz, printing of annual report 2013 and has accepted a bid by the supplier for the supply of those goods and services in the sum of Rs. 2,81,000/= (Rupees Two hundred and eighty one thousand only) for 500 copies per copy Rs. 562/= each, including envelopes.

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this agreement words and expressions shall have the same meanings as are respectively assignment 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 Specification;
 - (d) The General Conditions of Contract;
 - (e) The Special Conditions of Contract; and
 - (f) The Procuring agency's Notification of Award.

AL HAMD PRINTERS

Proprietor



SYED NASIM JAWED IQBAL Stamp Vender

Licence No. 98, Office in the City Court, 03 APR 2014
Sheep (A) Block No. 14, Karachi-Pakistan

S No. 78658 Date: _____
ISSUED TO WITH ADDRESS: _____
PURCHASER WITH ADDRESS: _____
PURPOSE: _____
VALUERS: _____
STAMP VENDERS SIGNATURE: _____

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.

4. The Procuring agency hereby covenants to pay the Supplier in consideration of the provision of the goods and services and to 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 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.

Signed, sealed, delivered by **SAYED AMIR ALI SHAH** the _____ (for the Procuring agency)
Secretary Provincial Ombudsman
(Mohtasib, Sindh, Karachi)

Signed, sealed, delivered by _____ the _____ (for the Supplier)

AL HAMD PRINTERS

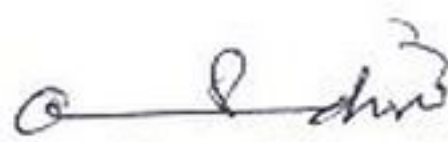
Proprietor

Bid Evaluation Report

1. Name of Procuring Agency: Secretariat Provincial Ombudsman Sindh
2. Tender Reference No: POS/Coord./Annual Report-13/14
3. Tender Description/Name of work/item: Printing of Annual Report 2013
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.18750/2014)
6. Total Bid documents Sold: 02 Nos
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: 11.02.2014

12. Bid Evaluation Report: Given below

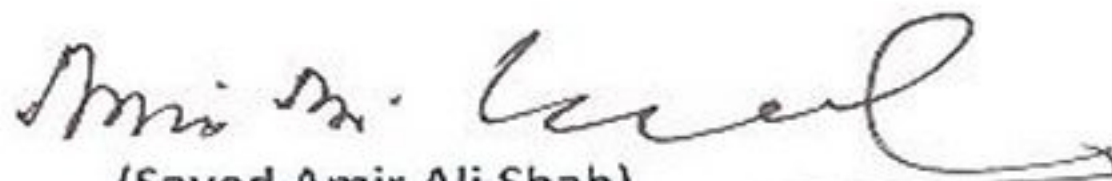
S No	Name of Firm or Bidder	Cost offered by the Bidder	Ranking in terms of cost	Comparison with Estimated cost	Reasons for acceptance/rejection	Remarks
0	1	2	3	4	5	6
1.	M/s. Al- Hamd Printers	Qty: 500 Nos. Rs. 562/- (finished book 172 pages) Additional pages (i) per 08 pages 4 color Rs. 28/- (ii) per 16 pages 4 color Rs. 62/-	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 a very negligible increase of 3.82% in per page rate 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.


(Sarfraz Ahmed Chandio)
Purchase Officer/
Member of Procurement Comm.
Industries Department, GOS.


(Yasir Khan Yousufi)
Project Director/
Member of Procurement Comm.
Information Department, GOS.


(Afzal Ahmed)
Director (Fin)/
Member of Procurement Comm.
Secretariat P.O.S.


(Mr. Firoz Akhtar Khan)
Addl: D.G (Finance)/
Member of Procurement Comm.
Secretariat P.O.S.


(Sayed Amir Ali Shah)
Director General (Fin.) / Chairman
Procurement Comm. Secretariat
P.O.S.