

SINDH PUBLIC PROCUREMENT REGULATORY AUTHORITY

CONTRACT EVALUATION FORM

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

- Excise, Taxation and Narcotics Control Department
- 1) NAME OF THE ORGANIZATION / DEPTT. _____
- 2) PROVINCIAL / LOCAL GOVT./ OTHER _____ Provincial Government
- 3) TITLE OF CONTRACT _____ Purchase of Printing and Publication
- 4) TENDER NUMBER _____ SO/DDO/E&T/CASH/P&P/2017-18
- 5) BRIEF DESCRIPTION OF CONTRACT _____ Purchase of Printing and Publication
- 6) FORUM THAT APPROVED THE SCHEME _____ Procurement Committee
- 7) TENDER ESTIMATED VALUE _____ Rs. 347,000/-
- 8) ENGINEER'S ESTIMATE _____ N/A
(For civil works only)
- 9) ESTIMATED COMPLETION PERIOD (AS PER CONTRACT) _____ 15 Days
- 10) TENDER OPENED ON (DATE & TIME) _____ November 15, 2017 at 12:00 Noon (Attendance Sheets Attach)
- 11) NUMBER OF TENDER DOCUMENTS SOLD _____ Four (04) Nos. List Attached
(Attach list of buyers)
- 12) NUMBER OF BIDS RECEIVED _____ Four (04) Bidders
- 13) NUMBER OF BIDDERS PRESENT AT THE TIME OF OPENING OF BIDS _____ Four (04) Bidders
- 14) BID EVALUATION REPORT _____ Copy Enclosed
(Enclose a copy)
- 15) NAME AND ADDRESS OF THE SUCCESSFUL BIDDER _____ M/s. Owais Enterprises, PECHS, Karachi.
- 16) CONTRACT AWARD PRICE _____ Rs. 269,050/- ✓
- 17) RANKING OF SUCCESSFUL BIDDER IN EVALUATION REPORT
(i.e. 1st, 2nd, 3rd EVALUATION BID). _____ M/s. Owais Enterprises
_____ M/s. Sashun International
_____ M/s. DODECAPAK

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

- a) SINGLE STAGE – ONE ENVELOPE PROCEDURE Yes Domestic/ Local
- b) SINGLE STAGE – TWO ENVELOPE PROCEDURE N/A
- c) TWO STAGE BIDDING PROCEDURE N/A
- d) TWO STAGE – TWO ENVELOPE BIDDING PROCEDURE N/A

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 _____

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	S. No. 34969 Dated 26-10-2017
No	

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

Yes	
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 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	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	
No	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


Muhammad Ismail Joyo
Drawing Disbursing Officer

FOR OFFICE USE ONLY

Excise, Taxation & Narcotics Deptt.
Government of Sindh

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

Print

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Reset



NO: SO / DDO / E&T / CASH / P&P / 2017-18
GOVERNMENT OF SINDH
EXCISE, TAXATION & NARCOTICS
CONTROL DEPARTMENT

Karachi dated: 22nd January 2018

To,

M/S. OWAIS ENTERPRISES,
Mezzanine Floor, Plot No. 770/C-1,
Commercial Area, Block – 2, Tariq Road, PECHS,
Karachi.

SUBJECT: PURCHASE ORDER FOR PURCHASE OF PRINTING AND PUBLICATION

I am directed to inform you that as per recommendation of Procurement Committee and with the approval of Competent Authority regarding the Tender/Bids for Purchase of Printing and Publication Items for this Department, the quoted rates by your firm amounting to **Rs. 269,050/- (Rupees Two Hundred Sixty Nine Thousand and Fifty Only)** are hereby accepted and approved being evaluated as the qualified and the lowest bidder for the supply of following quoted items as per approved specification invited by this Department.

S No	Description of Items	Qty	Unit Price	Total Amount
1	Designing and Printing of File Cover/Folder in 350 GSM Imported Bleach Card Printed with Logo and Text in 2 Color Printing with two eyelet front and back as per our sample	5000 Nos.	18.35/-	91,750/-
2	Designing and Printing of File Cover/Folder in 210 GSM Local Card Printed with Logo and Text in Green Color Printing with two eyelet front and back as per our sample	5000 Nos.	14.50/-	72,500/-
3	Printing of Note Sheet A-4 Size (8.25"X11.75") 100 gm Green offset paper with One Color Offset printing as per Sample	100 Pad	110/-	11,000/-
4	Designing and Printing of Desk Pad for Secretary Size (5"X7") 75 gm White offset paper, printed with one color ink and binded with white wire spiral and plastic front cover page	20 Pad	125/-	2,500/-
5	Designing and Printing of Desk Pad Size (5"X7") 75 gm White offset paper, printed with one color ink and binded with white wire spiral and plastic front cover page	100 Pad	125/-	12,500/-
6	Printing of Envelopes Size (9"x4") 75 gm White Offset Paper with One Color Printing, as per approved sample (500 in a Box)	50 Box	280/-	14,000/-
7	Printing of Envelopes Size (A-4) 75 gm White Offset Paper with One Color Printing as per sample	50 Packet	550/-	27,500/-
8	Printing of Envelopes Size (10"x7") 75 gm White Offset Paper with One Color Printing, as per approved sample (500 in a Box)	50 Box	350/-	17,500/-

Muhammad Ismail Joyo
Drawing Disbursing Officer
Excise, Taxation & Narcotics Deptt.
Government of Sindh

(2)

S. No	Description of Items	Qty	Unit Price	Total Amount
9	Designing and Printing of Visiting Cards of Officials on Fancy Card 250 gm, printed with 2 color printing and logo (1000 in Box)	12 Box	1,650/-	19,800/-
GRAND TOTAL				269,050/-

(Rupees: Two Hundred Sixty Nine Thousand and Fifty Only)

You are hereby directed to supply the quoted items as per approved specification for the Current Financial Year 2017-18. The quantity may reduce or increase depending upon the availability of funds.

Terms & Conditions:-

1. All Terms and Conditions mentioned in the Tender Documents will remain same. A Contract Agreement will have to be signed within seven (07) days after receiving the intimation of our Award of Contract. The entire Tender Document will become part of Contract Agreement between Secretary, Excise, Taxation and Narcotics Control Department, Government of Sindh and your company. The commencement of the work must be ensured within ten days of signing of Contract Agreement.
2. Payment shall be made upon delivery of the Material/Equipment.
3. After execution of each component/activity actual bill will be furnished. Each delivery order, bill and supporting documents bills will be processed for payment.
4. You are required to furnish a Performance Bond/Bank Guarantee equivalent to 10% of the total value of the Purchase Order within 10 days of the award of contract. The Performance Bond/Bank Guarantee will be released after successful completion of work(s).
5. A focal person will be nominated within ten days from your company for all the interaction with this Department regarding the execution and completion of the work(s).



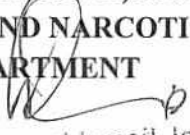
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Muhammad Ismail Joyo
Drawing Disbursing Officer
Excise, Taxation & Narcotics Deptt.
Government of Sindh

(3)

6. Any variation or plus minus during the execution of supply of items will be sorted out with the approval of Competent Authority view point shall be upheld.

**SECTION OFFICER (ADMN-II)/DDO
EXCISE, TAXATION AND NARCOTICS
CONTROL DEPARTMENT**


Muhammad Ismail Joyo
Drawing Disbursing Officer
Excise, Taxation & Narcotics Deptt.
Government of Sindh

A copy is forwarded for information and necessary action to be:-

1. The Accountant General Sindh, Karachi.
2. The P.S of Secretary to Government of Sindh, Excise, Taxation and Narcotics Control, Department.
3. Office File.

NOW THESE PRESENTS WITNESS AND THE PARTIES**HERETO AGREE HEREBY AS FOLLOWS:-**

1. That the "**CONTRACTOR / SECOND PARTY**" do hereby agree and legally bound to accept the Purchase Order issued by the "**DEPARTMENT / FIRST PARTY**" vide Order No: SO / DDO / E&T / CASH / P&P / 2017-18, dated: January, 2018.
2. That the "**CONTRACTOR / SECOND PARTY**" do hereby agree and bound to supply the following articles / items mentioned in the above said Purchase Order within the stipulated time as mentioned in the Bidding Document as well as in above said Purchase Order, details are as under:-

S No	Description of Items	Qty	Unit Price	Total Amount
1	Designing and Printing of File Cover/Folder in 350 GSM Imported Bleach Card Printed with Logo and Text in 2 Color Printing with two eyelet front and back as per our sample	5000 Nos.	18.35	91,750.00
2	Designing and Printing of File Cover/Folder in 210 GSM Local Card Printed with Logo and Text in Green Color Printing with two eyelet front and back as per our sample	5000 Nos.	14.50	72,500.00
3	Printing of Note Sheet A-4 Size (8.25"X11.75") 100 gm Green offset paper with One Color Offset printing as per Sample	100 Pad	110.00	11,000.00
4	Designing and Printing of Desk Pad for Secretary Size (5"X7") 75 gm White offset paper, printed with one color ink and binded with white wire spiral and plastic front cover page	20 Pad	125.00	2,500.00
5	Designing and Printing of Desk Pad Size (5"X7") 75 gm White offset paper, printed with one color ink and binded with white wire spiral and plastic front cover page	100 Pad	125.00	12,500.00
6	Printing of Envelopes Size (9"x4") 75 gm White Offset Paper with One Color Printing, as per approved sample (500 in a Box)	50 Box	280.00	14,000.00
7	Printing of Envelopes Size (A-4) 75 gm White Offset Paper with One Color Printing as per sample	50 Packet	550.00	27,500.00
8	Printing of Envelopes Size (10"x7") 75 gm White Offset Paper with One Color Printing, as per approved sample (500 in a Box)	50 Box	350.00	17,500.00
9	Designing and Printing of Visiting Cards of Officials on Fancy Card 250 gm, printed with 2 color printing and logo (1000 in Box)	12 Box	1,650.00	19,800.00
GRAND TOTAL				269,050.00

(Rupees Two Hundred Sixty Nine Thousand and Fifty Only)

3. That the "**DEPARTMENT / FIRST PARTY**" reserve the right to increase the Quantities mentioned above as per the availability of the Budget for the year 2017-18.
4. That the "**CONTRACTOR / SECOND PARTY**" is ready and bound to deliver all the articles / items at the place destination as shown in the Purchase Order at his/ her / their own risk and cost and handed over the complete delivery of all articles / items as per Purchase Order to the concern quarter.

Signature of the 'FIRST PARTY'


Signature of the 'SECOND PARTY'


Continued on Page Three


5. That the "**CONTRACTOR / SECOND PARTY**" is ready and bound to replace any or all the articles / items broken or damaged (during transportation or at the time of delivery) at his own risk and cost and shall deliver all the articles / items in good and sound condition.
6. That the "**CONTRACTOR / SECOND PARTY**" undertakes to bear / pay all kind of Taxes i.e. Stamp duty / Services Charges / Professional Tax / Sales Tax Invoice, Income Tax, Zila / Octroi Tax (if any) and all other incidental and other charges levied by the concern authorities up to the place of destination.
7. That in case the "**CONTRACTOR / SECOND PARTY**" fails to supply the articles / items within the stipulated time the penalty will be charged at the rate of 2% monthly (chargeable on the basis of days) for the unsupplied items only.
8. That the "**DEPARTMENT / FIRST PARTY**" will reserve a legal right to cancel the whole or part of Purchase Order or forfeit the full or part of Earnest Money / Security Deposit / Performance Security in case of any event of default on the part of "**CONTRACTOR / SECOND PARTY**" as per the clause(s) mentioned above in Agreement of Contract. To assess whether such delays are entirely due to CONTRACTOR's fault, an independent arbiter shall be appointed, under the Arbitration Act of 1940. The arbiter shall be nominated by mutual consent of both parties. The decision of the arbiter shall be final and both the parties will be legally bound to accept the decision.
9. That the "**CONTRACTOR / SECOND PARTY**" is ready to abide with above terms and conditions.



IN WITNESSES WHEREOF, the parties have bound themselves with the above mentioned terms and conditions with sound mind and their senses without any corrosion and force and act their hands below in the presence of the witnesses.

WITNESSES:-

1. 
Name: Gohar Aziz Khan
S/o: Aziz ullah Khan
NIC No: 42201-5861595-7
Address: H. No: A-3, Block-13/C
Gulshan-e-Iqbal, Karachi


MR. ABDUL HALEEM SHAIKH
SECRETARY
EXCISE, TAXATION & NARCOTICS
CONTROL DEPARTMENT
FOR AND ON BEHALF OF
"DEPARTMENT / FIRST PARTY"

2. 
Name: Kaleem Ahmed
S/o: Khalil Ahmed
NIC No: 42501-5293631-5
Address: House No. M-5, Mussarat
Colony, Malir, Karachi



MR. MUHAMMAD WASEEM
MARKETING MANAGER
M/S. OW AIS ENTERPRISES
FOR AND ON BEHALF OF
"CONTRACTOR / SECOND PARTY"

SCHEDULE OF REQUIREMENT

The Printing and Publication shall be delivered in accordance with the subsequent purchase/supply order to be issued by the purchaser as per following schedule of requirement: -

S No.	Description of Items	Qty	Unit	Required Delivery Schedule in Days from the Date of Contract Award	Location
1	Designing and Printing of File Cover/Folder in 350 GSM Imported Bleach Card Printed with Logo and Text in 2 Color Printing with two eyelet front and back as per our sample	5000	Nos.	Monthly basis Requirement	Secretariat, 2nd Floor, Sindh Secretariat No. 2, Karachi
2	Designing and Printing of File Cover/Folder in 210 GSM Local Card Printed with Logo and Text in Green Color Printing with two eyelet front and back as per our sample	5000	Nos.		
3	Printing of Note Sheet A-4 Size (8.25"X11.75") 100 gm Green offset paper with One Color Offset printing as per Sample	100	Pad		
4	Designing and Printing of Desk Pad for Secretary Size (5"X7") 75 gm White offset paper, printed with one color ink and binded with white wire spiral and plastic front cover page	20	Pad		
5	Designing and Printing of Desk Pad Size (5"X7") 75 gm White offset paper, printed with one color ink and binded with white wire spiral and plastic front cover page	100	Pad		
6	Printing of Envelopes Size (9"x4") 75 gm White Offset Paper with One Color Printing, as per approved sample (500 in a Box)	50	Box		
7	Printing of Envelopes Size (A-4) 75 gm White Offset Paper with One Color Printing as per sample	50	Packet		
8	Printing of Envelopes Size (10"x7") 75 gm White Offset Paper with One Color Printing, as per approved sample (500 in a Box)	50	Box		
9	Designing and Printing of Visiting Cards of Officials on Fancey Card 250 gm, printed with 2 color printing and logo (1000 in Box)	12	Box		

Name Mr. Mahmud Wasim Ahmed.

in the capacity of Marketing Manager.

Signed


MEOWAIS
ENTERPRISES

Duly authorized to sign the security for and on behalf of _____


Date 15/11/2017


Bid Evaluation Report

1. Name of Procuring Agency: Excise, Taxation and Narcotics Control Department
2. Tender Description/Name of Work/Item: Purchase of Printing and Publication
3. Method of Procurement: Single Stage One Envelope
4. Tender Published: SPPRA S. No. 34969 Dated 26-10-2017
5. Total Bid documents Sold: (04) Bid Documents Sold
6. Total Bids Received: (04) Bids Received
7. No. of Bid technically qualified: (03) Bids
8. Bid(s) Rejected: (01) Bid
9. Financial Bid Opening date: November 15, 2017 at 12:00 Noon


10. Bid Evaluation Report:

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. Owais Enterprises	Rs. 269,050/-	1 st Lowest	Within the cost	Accepted due to lowest rates & Responsive Bid	Recommended for award of work
2.	M/s. Sashun International	Rs. 322,860/-	2 nd Lowest	Price higher on side	Rejected due to higher rates	Not Recommended
3.	M/s. DODECAPAK	Rs. 295,955/-	3 rd Lowest	Price higher on side	Rejected due to higher rates	Not Recommended
4.	M/s. Vertex Trading Co (Pvt) Ltd	Rs. 297,620/-	4 th Lowest	Price higher on side	Rejected because not fulfilling the qualification criteria	Not Recommended


(MAHESH LAL DODANI)
Deputy Secretary (Admin-1)


(NASIRUDDIN)
Section Officer (B&A)


(MUSSARAT MOKHTAR)
Deputy Director
Industries & Commerce Department


(MOLA BUX SOLANGI)
Section Officer (General)
Labour & Human Resource Department


(DR. MUSTAFA SUHAG)
Chairman Procurement Committee



GOVERNMENT OF SINDH
EXCISE, TAXATION & NARCOTICS
CONTROL DEPARTMENT

Karachi, dated the 16th November, 2017

Subject: MINUTES OF THE PROCUREMENT COMMITTEE MEETING FOR OPENING OF PROPOSALS PURCHASE OF PRINTING AND PUBLICATION

Meeting of the Departmental Procurement Committee was held on 15th November, 2017 at 12:00 Noon under the Chairmanship of Additional Secretary (ADMN-I), Excise, Taxation and Narcotics Control Department, Government of Sindh, Karachi, in order to undertake the Appraisal of the Bids submitted in response to subject Tender Notice.

The following Members of the Procurement Committee attended the meeting:-

- | | |
|--|------------------|
| 1. Dr. Mustafa Suhag
Additional Secretary (ADMN)
Excise, Taxation and Narcotics Control Department | Chairman |
| 2. Mr. Mahesh Lal Dodani,
Deputy Secretary, (ADMN)
Excise, Taxation and Narcotics Control Department | Member |
| 3. Mr. Nasiruddin
Section Officer (B&A)
Excise, Taxation and Narcotics Control Department, | Member/Secretary |
| 4. Mr. Mola Bux Solangi
Section Officer (General)
Labour and Human Resources Department | Member |
| 5. Mr. Mussarat Mokhtar
Deputy Director
Industries and Commerce Department | Member |

The Meeting started with the recitation from Holy Quran.

2. The Secretary Procurement Committee informed that the Notice Inviting Tender (NIT) was hoisted on official Website of SPPRA at Serial No: 34969, dated: 26-10-2017 as well as on this Department's official website at Serial No: 05, dated: 26-10-2017, in which "Single Stage One Envelope" procedure was adopted in accordance with the clause 46(1) SPPRA Rules 2010, Amended in 2017.

3. Accordingly bidding documents were issued /sold to the interested bidders from the date of publication of NIT up to 14th November 2017. The deadline for submission /return of bidding documents duly signed and complete in all respect was given on or before 15th November 2017 latest by 11:00 AM for opening at 12:00 Noon on the same day in the room of Additional Secretary (ADMN-I) in presence of Members of Procurement Committee and Representatives of interest bidders. The Secretary Procurement Committee further informed that in response to the Notice Inviting Tender (NIT) following four (04) firms/companies purchased the Tender Documents,

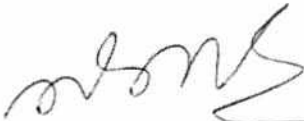
- i. M/s. Sashun International
- ii. M/s. DODECAPAK
- iii. M/s. Owais Enterprises
- iv. M/s. Vertex Trading Co. (Pvt) Ltd

4. With the permission of Chair and Members, sealed Bids were opened on scheduled time at 04:00 PM in presence of the Bidders. The price/rates quoted by the qualified Bidders were read out clearly and loudly, encircled and signed by the Chairman as well as the Members of Committee.

5. The Procurement Committee then perused the Bids without reference to the Price as per Preliminary (Mandatory) Screening Criteria and Evaluation Criteria as well as compared the Product's Specifications provided in the Bidding Documents and verified the Documents submitted by the Bidders on the basis of criteria laid down in the Tender Bidding Documents.

6. During the opening of the bids, the Bidders were further informed that the final bid amount would be announced within three days of the completion of qualification and evaluation process. The Bids evaluated and calculated arithmetically and after completing evaluation process, which are found the lowest, best evaluated and workable, the Committee, therefore, has unanimously decided that the same may be recommended to the Competent Authority for approval. The Bid Evaluation Reports along with other relevant Documents may be hoisted at SPPRA websites, as well as letter of acceptance may be issued as per SPPRA Rules, 2010 Amended 2017

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



(MAHESH LAL DODANI)
(MEMBER)
Deputy Secretary (Admin-I)
Excise, Taxation and Narcotics
Control Department



(MUSSARAT MOKHTAR)
(MEMBER)
Deputy Director
Industries & Commerce Department



(NASIRUDDIN)
(MEMBER / SECRETARY)
Section Officer (B&A)
Excise, Taxation and Narcotics
Control Department



(MOLA BUX SOLANGI)
(MEMBER)
Section Officer (General)
Labour & Human Resource
Department



(DR. MUSTAFA SUHAG)
(CHAIRMAN)
Additional Secretary (Admin-I)
Excise, Taxation and Narcotics
Control Department



NO: SO/DDO/E&T/CASH/P&P/2017-18
GOVERNMENT OF SINDH
EXCISE, TAXATION AND NARCOTICS
CONTROL DEPARTMENT

Karachi, dated the 15th November, 2017

ATTENDANCE SHEET

SUBJECT: -FOR BIDDER AGAINST THE TENDER FOR PURCHASE OF
PRINTING AND PUBLICATION

S. No	COMPANY NAME	REPRESENTATIVE NAME AND CONTACT NO.	SIGNATURE
01.	Dadeca Pak	M. Shujaa 0312-1107600	
	SASHUN	A. Qureshi 0313-2020215	
	Vertex trading	ADEEL. 0315-2036200	
	Owais Ent:	Raja Asif Ali 0321-2131866	



NO: SO/DDO/E&T/CASH/P&P/2017-18
GOVERNMENT OF SINDH
EXCISE, TAXATION AND NARCOTICS
CONTROL DEPARTMENT

Karachi, dated the 15th November, 2017

ATTENDANCE SHEET

**SUBJECT: -PROCUREMENT COMMITTEE MEETING FOR THE OPENING
AND EVALUATION OF PROPOSALS OF THE TENDER BIDS FOR
PURCHASE OF PRINTING AND PUBLICATION**

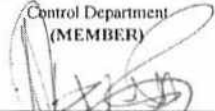
S. NO	NAME AND DESIGNATION	DEPARTMENT	SIGNATURE
1.	Dr: Mumtaz Sahay Assistant Secy.	ET & NC	
2	Mahesh Lal DS.	ET & T	
3)	MUSARRAT N/OKHAI. Dy. Dir. Imp. & Pub.	Ind. & Pub.	
4.	Haseeb Bux Estangi	Labour Dept.	
5	Naeemuddin S.O.(B&A)	ET & T	


COMPARATIVE STATEMENT

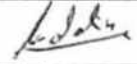
TENDER FOR PURCHASE OF PRINTING AND PUBLICATION 2017-18 OPENED ON 15-11-2017 AT 12:00 NOON

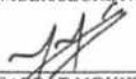
S.No	ITEMS	Qty	Unit	Quoted Rates								Name of Qualified Bidder
				M/s. DODECAPAK	Total	M/s. Owais Enterprises	Total	M/s. Vertes Trading Co (Pvt) Ltd	Total	M/s. Sashun International	Total	
1	Designing and Printing of File Cover/Folder in 350 GSM Imported Bleach Card Printed with Logo and Text in 2 Color Printing with two eyelet front and back as per our sample	5000	Nos	20.19	100,925.00	18.35	91,750.00	25.60	128,000.00	22.02	110,100.00	M/s. Owais Enterprises
2	Designing and Printing of File Cover/Folder in 210 GSM Local Card Printed with Logo and Text in Green Color Printing with two eyelet front and back as per our sample	5000	Nos	15.95	79,750.00	14.50	72,500.00	18.40	92,000.00	17.40	87,000.00	M/s. Owais Enterprises
3	Printing of Note Sheet A-4 Size (8.25"x11.75") 100 gm Green offset paper with One Color Offset printing as per Sample	100	Pad	121.00	12,100.00	110.00	11,000.00	241.00	24,100.00	132.00	13,200.00	M/s. Owais Enterprises
4	Designing and Printing of Desk Pad for Secretary Size (5"x7") 75 gm White offset paper, printed with one color ink and binded with white wire spiral and plastic front cover page	20	Pad	137.50	2,750.00	125.00	2,500.00	181.00	3,620.00	150.00	3,000.00	M/s. Owais Enterprises
5	Designing and Printing of Desk Pad Size (5"x7") 75 gm White offset paper, printed with one color ink and binded with white wire spiral and plastic front cover page	100	Pad	137.50	13,750.00	125.00	12,500.00	144.00	14,400.00	150.00	15,000.00	M/s. Owais Enterprises
6	Printing of Envelope Size (9"x4") 75 gm White Offset Paper with One Color Printing, as per approved sample (500 in a Box)	50	Box	308.00	15,400.00	280.00	14,000.00	181.00	9,050.00	336.00	16,800.00	M/s. Owais Enterprises
7	Printing of Envelopes Size (A-4) 75 gm White Offset Paper with One Color Printing as per sample	50	Packet	605.00	30,250.00	550.00	27,500.00	529.00	26,450.00	660.00	33,000.00	M/s. Owais Enterprises
8	Printing of Envelopes Size (10"x7") 75 gm White Offset Paper with One Color Printing, as per approved sample (500 in a Box)	50	Box	385.00	19,250.00	350.00	17,500.00	-	-	420.00	21,000.00	M/s. Owais Enterprises
9	Designing and Printing of Visiting Cards of Officials on Fancy Card 250 gm, printed with 2 color printing and logo (1000 in Box)	12	Box	1,815.00	21,780.00	1,650.00	19,800.00	-	-	1,980.00	23,760.00	M/s. Owais Enterprises
					295,955.00		269,050.00		297,620.00		322,860.00	
	Earnest Money @ 2%				3,095.00		6,910.00		5,952.00		3,935.00	


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 (MEMBER)


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 Labour & Human Resource
 Department
 (MEMBER)


DR. MUSTAFA SUHAG
 Additional Secretary (ADMN)
 Excise, Taxation and Narcotics Control Department
 (CHAIRMAN)

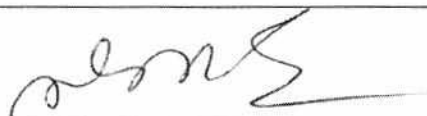

NASIRUDDIN
 Section Officer (B&A)
 Excise, Taxation and Narcotics
 Control Department
 (MEMBER/SECRETARY)


MUSARRAT MOKHTAR
 Deputy Director
 Industries and Commerce
 Department
 (MEMBER)

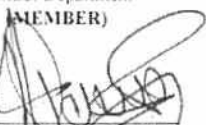
PRELIMINARY (MANDATORY) SCREENING CRITERIA:

**TENDER FOR PURCHASE OF PRINTING AND PUBLICATION 2017-18 OPENED ON 15-11-2017
AT 12:00 NOON**

Sr. No	Description	Name of Bidder(s)			
		M/s. Vertex Trading Co (Pvt) Ltd	M/s. DODECAPAK	M/s. Sashun International	M/s. Owais Enterprises
1	Are Envelope Sealed?	Yes	Yes	Yes	Yes
2	Are Envelope properly typed as prescribed in clause 12.6 & 12.8?	Yes	Yes	Yes	Yes
3	Is Tender Covering Letter format typed properly on Bidder(s) Letter Head with Authorized Signatures & Official Seal as prescribed at <i>Annexure-A</i> ?	No	Yes	Yes	Yes
4	Is Proposal Format at <i>Annexure-B</i> typed properly on Bidder(s) Letter Head with Authorized Signatures & Official Seal?	Yes	Yes	Yes	Yes
5	Is Undertaking Format at <i>Annexure-C</i> typed properly on Bidder(s) Letter Head with Authorized Signatures & Official Seal?	Yes	Yes	Yes	Yes
6	Is Affidavit format at <i>Annexure-D</i> is properly typed on stamp paper valuing of Rs. 100/-with proper required discipline?	Yes	Yes	Yes	Yes
7	Is Bid at <i>Annexure-E</i> properly Filled with bidder(s) complete address with Authorized Signatures & Seal?	Yes	Yes	Yes	Yes
8	Is Valid General Sales Tax (GST) Certificate(s) provided by the Bidder(s)? (Color copy required).	Not a Valid GST Certificate	Yes	Yes	Yes
9	Is Valid National Tax Number (NTN) Certificate(s) provided by the Bidder(s)? (Color Copy required).	Yes	Yes	Yes	Yes
10	Is Valid Sindh Sales Tax (SST) Certificate(s) provided by the Bidder(s)? (Color Copy required Where Applicable).	N/A	N/A	N/A	N/A
11	Are all documents submitted by the Bidder(s) duly Signed with Official Seal & Paginated as well as flagged?	No	Yes	Yes	Yes
12	Is detail of all the documents are mentioned in front of the Index?	No	Yes	Yes	Yes



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Department
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(CHAIRMAN)

QUALIFICATION & EVALUATION CRITERIA

TENDER FOR PURCHASE OF PRINTING AND PUBLICATION 2017-18 OPENED ON 15-11-2017 AT 12:00 NOON

S N o	Description	Name of Bidder(s)				REMARKS
		M/s. Vertex Trading Co (Pvt) Ltd	M/s. DODECAPAK	M/s. Sashun International	M/s. Owais Enterprises	
A	Valid Registration with FBR (Federal Board of Revenue) for Income Tax (NTN) and Sales Tax (GST Registration Certificate)	Yes	Yes	Yes	Yes	Not a Valid GST Certificate Attached by M/s. Vertex Trading Co.
B	Valid SST Registration from Sindh Revenue Board. (Where Applicable)	N/A	N/A	N/A	N/A	
C	Company Profile included Relevant Experience of Last Five (05) Years.	No	No	Yes	Yes	
	I Details of similar works and cost, completed during the last 05 years with completion certificates.	No	Yes	Yes	Yes	
	II. Experience of Supplying similar product in Government/Private Institutions with documentary evidence	No	Yes	Yes	Yes	
	III. The tenderer has to provide the list of their clients in Sindh, Pakistan with their contact number to whom similar goods has been supplied/installed.	No	Yes	Yes	Yes	
	IV. The tenderer has to submit satisfactory performance certificates from minimum 5 users to whom similar system. The performance certificate should be from any reputed Corporate/Government Departments.	No	Yes	Yes	Yes	
	V Submit the Bank Statement for at least past 36-months (3-Years i.e. 2015, 2016 & 2017) for the purpose of verification of Firm's Financial Capabilities. Each year Bank statement's closing balance which ended on 30th June shall not less than the 05 Million in Pakistani Rupees. Incomplete Bank Statement will be ignored.	Yes	Yes	Yes	Yes	Bank Certificate attached instead of Bank Statement by M/s. Vertex Trading Co.
VI. Bidders having at least Five (05) Years' experience for supplies of similar nature Products shall be apply. Valid Documentary evidence should be submitted in shape of copies of Purchase orders/work orders/agreements. (Minimum 30-proofs required for the last Five (05) Years i.e. 2012, 2013, 2014, 2015 & 2016 Work Experience in relating to the concerned field). At least Six (06) Proofs shall be submitted of each Year.	No	Yes	Yes	Yes		

QUALIFICATION & EVALUATION CRITERIA

TENDER FOR PURCHASE OF PRINTING AND PUBLICATION 2017-18 OPENED ON 15-11-2017 AT 12:00 NOON

S N o	Description	Name of Bidder(s)				REMARKS
		M/s. Vertex Trading Co (Pvt) Ltd	M/s. DODECAPAK	M/s. Sashun International	M/s. Owais Enterprises	
D	An undertaking on stamp paper Rs. 100/- by the firm / contractor to the effect that "Neither the firm/contractor nor its Directors/ stakeholders as a whole or as a part of the company/ organization", have ever been blacklisted/ defaulted with any Government Agency/ Department/ Organization and also that the information supplied by the firm/ contractor is correct.	Yes	Yes	Yes	Yes	
E	Authorized Representative Certificate must have attached with bid and one copy with representative whom attend the bid opening meeting.	No	Yes	Yes	Yes	



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