

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 Stationery _____
- 4) TENDER NUMBER SO/DDO/E&T/CASH/STATIONERY/2017-18 _____
- 5) BRIEF DESCRIPTION OF CONTRACT Purchase of Stationery _____
- 6) FORUM THAT APPROVED THE SCHEME Procurement Committee _____
- 7) TENDER ESTIMATED VALUE Rs. 578,000/- _____
- 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) 14th November, 2017 at 04:00 PM (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. DODECAPAK, Scheme No. 33, Karachi. _____
- 16) CONTRACT AWARD PRICE Rs. 570,284/- ✓ _____
- 17) RANKING OF SUCCESSFUL BIDDER IN EVALUATION REPORT
(i.e. 1st, 2nd, 3rd EVALUATION BID).
M/s. DODECAPAK _____
M/s. Sashun International _____
M/s. Owais Enterprises _____
- 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. 34970 Dated 26-10-2017
No	

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

Yes	
No	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 Jyo
Drawing Disbursing Officer
Excise, Taxation & Narcotics Deptl.
Government of Sindh

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

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

Karachi dated: 22nd January 2018

To,

M/S. DODECAPAK,
Shop No. A-12, Plot No. 72, Sector C,
ACHS, Scheme 33,
Karachi.

SUBJECT: PURCHASE ORDER FOR PURCHASE OF STATIONERY

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 Stationery for this Department, the quoted rates by your firm amounting to **Rs. 570,284/- (Rupees Five Hundred and Seventy Thousand Two Hundred and Eighty Four 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	Unit	Qty	Unit Price	Total Amount
1	Plain Paper PPC Brand 70 GSM A4 Size	500	Ream	410/-	205,000/-
2	Plain Paper PPC Brand 70 GSM F4 Size	100	Ream	490/-	49,000/-
3	Calculator CASIO	24	Each	450/-	10,800/-
4	Pilot V10 Grip Gel Pen Blue	12	Packet	225/-	2,700/-
5	Pilot V10 Grip Gel Pen Black	12	Packet	225/-	2,700/-
6	Pilot V10 Grip Gel Pen Green	12	Packet	225/-	2,700/-
7	Pilot V10 Grip Gel Pen Red	12	Packet	225/-	2,700/-
8	Ball Pen Blue/	72	Packet	15/-	1,080/-
9	Ball Pen Black	72	Packet	15/-	1,080/-
10	Ball Pen Blue/Black/Red	72	Packet	15/-	1,080/-
11	Paper Cutter 1"	24	Each	35/-	840/-
12	Dak Pad (Superior) with Flapper/Clip	24	Each	420/-	10,080/-
13	File Boards	36	Dozen	220/-	7,920/-
14	File Flapper's	24	Dozen	150/-	3,600/-

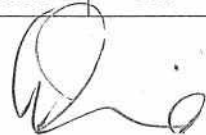
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Muhammad Ismail Joyo
Drawing Disbursing Officer
Excise, Taxation & Narcotics Deptt.
Government of Sindh

(2)

S. No	Description of Items	Unit	Qty	Unit Price	Total Amount
15	File Tag superior quality	100	P/Bundle.	45/-	4,500/-
16	Fluid Pen Uni Correction Pen	48	Each	35/-	1,680/-
17	Uniball Signo 0.7 mm Pen Blue	24	Packet	410/-	9,840/-
18	Uniball Signo 0.7 mm Pen Black	24	Packet	410/-	9,840/-
19	Uniball Microeye 0.5 mm Pen Blue	24	Packet	457.50	10,980/-
20	Uniball Microeye 0.5 mm Pen Black	24	Packet	457.50	10,980/-
21	Gum	24	Bottle	30/-	720/-
22	Glue Stick	48	Packet	850/-	40,800/-
23	Highlighter	48	Packet	288/-	13,824/-
24	Fax Roll	36	Each	450/-	16,200/-
25	Paper Clip different colors 50 mm	144	Packet	35/-	5,040/-
26	Binder Clips 51 mm (Diamond)	24	Packet	450/-	10,800/-
27	Staple Pins 24/6	36	Dozen	240/-	8,640/-
28	Punch Single	36	Each	120/-	4,320/-
29	Foot Scale Steel 12"	24	Each	50/-	1,200/-
30	Scissors	24	Each	150/-	3,600/-
31	Stamp pad	48	Each	80/-	3,840/-
32	Stamp pad ink	48	Each	45/-	2,160/-
33	File Flag Plastic 2" Different Colors	36	Packet	60/-	2,160/-
34	File Flag Plastic 1" Different Colors	36	Packet	40/-	1,440/-
35	Binder Clips 19 mm (Diamond)	24	Packet	150/-	3,600/-
36	Binder Clips 32 mm (Diamond)	24	Packet	180/-	4,320/-
37	Binder Clips 41 mm (Diamond)	24	Packet	200/-	4,800/-
38	Staple Machine 24/6	36	Each	250/-	9,000/-
39	Post it Pad 2x3"	36	Packet	150/-	5,400/-
40	Post it Pad 3x3"	36	Packet	180/-	6,480/-
41	Post it Pad 3x5"	36	Packet	200/-	7,200/-
42	Paper Clips 36mm Three Flower.	72	Packet	50/-	3,600/-
43	Paper Pin (50 gms)	72	Packet	50/-	3,600/-
44	Shorthand Note Book	72	Each	60/-	4,320/-

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

(3)

S. No	Description of Items	Qty	Unit	Unit Price	Total Amount
45	Eraser AL-30 (Pelican)	12	Packet	650/-	7,800/-
46	Peon Book	48	Each	120/-	5,760/-
47	Permanente Marker	36	Each	240/-	8,640/-
48	Scotch Tap 1"	24	Each	120/-	2,880/-
49	Scotch Tap 2"	24	Each	160/-	3,840/-
50	Scotch Tap 3"	24	Each	180/-	4,320/-
51	Stapler Remover	36	Each	140/-	5,040/-
52	Stock Register	06	Each	200/-	1,200/-
53	Register 100 Pages	24	Each	200/-	4,800/-
54	Register 200 Pages	24	Each	300/-	7,200/-
55	Inward and Outward Register	12	Each	220/-	2,640/-
GRAND TOTAL					570,284/-

(Rupees: Five Hundred and Seventy Thousand Two Hundred and Eighty Four 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 a 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.



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

(4)

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).
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**

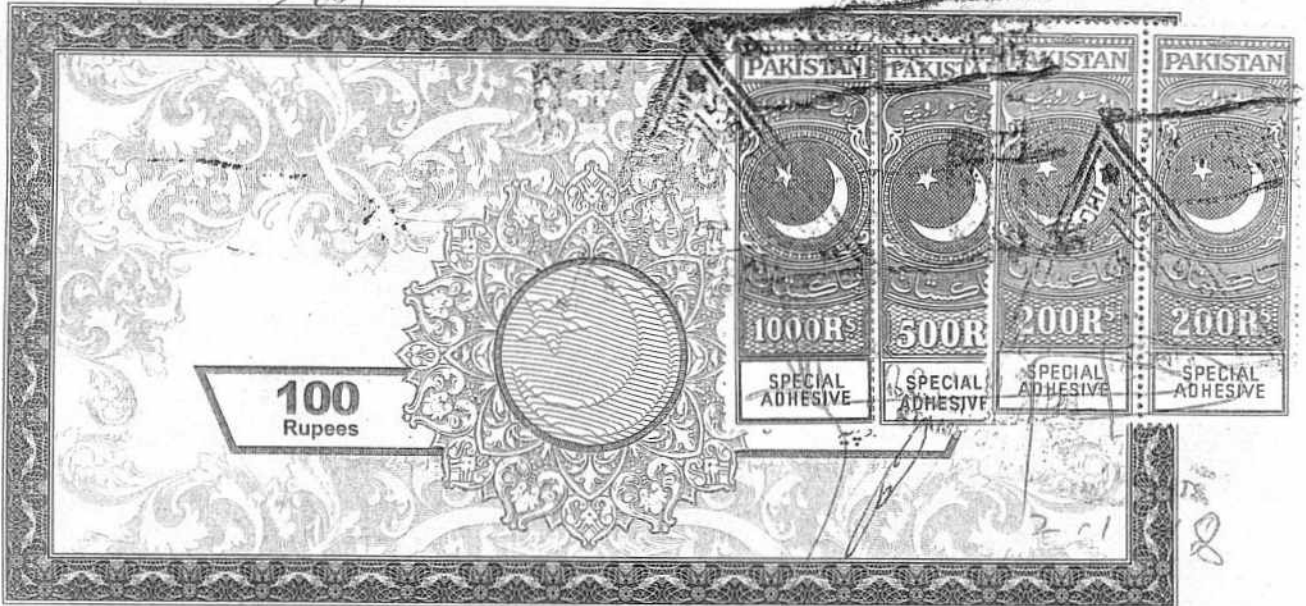
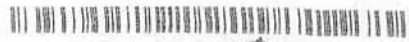
Muhammad Ismail Joyo
Drawing Disbursing Officer
Excise, Taxation & Narcotics Deptt.
Government of Sindh

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.

171
28/01/2018

1900/-



02 JAN 2018

STAMP VENDOR

21 DEC 2017

17510
STAMP VENDOR'S SIGNATURE

RUPEES ONE HUNDRED ONLY

AGREEMENT

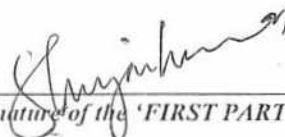
This Agreement of Contract is made at Karachi, on this 24th day of January, 2018 between

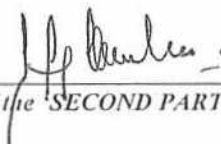
EXCISE TAXATION & NARCOTICS CONTROL DEPARTMENT, GOVERNMENT OF SINDH, THROUGH MR. ABDUL HALEEM SHAIKH, SECRETARY, hereinafter called and referred as the "DEPARTMENT" (which expression shall include their successors of one part) or Party of the "FIRST PARTY"

AND

M/S. DODECAPAK, through its SALES EXECUTIVE, SYED MUHAMMAD SHUJA HASSAN SON OF SYED SHAHID HUSSAIN RIZVI, holding CNIC No 42000-2281085-7 Muslim, Adult, having its registered business Office No. A-12, Plot No. 72, Sector C, ACHS, Scheme 33, Karachi, hereinafter called and referred as the "CONTRACTOR" or the Party of the "SECOND PARTY"

Whereas the Tender was called by Excise, Taxation and Narcotics Control Department during Financial Year 2017-2018, SPPRA Serial No: 34970, dated: 26-10-2017 and Department's Reference No: SO / DDO / E&T / CASH / STATIONERY / 2017-18 under the title "PURCHASE OF STATIONARY".


Signature of the 'FIRST PARTY'


Signature of the 'SECOND PARTY'

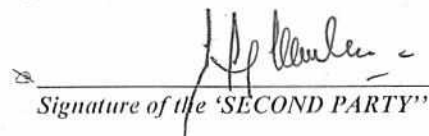
And whereas the "**CONTRACTOR**" / "**SECOND PARTY**" Bid was accepted and approved being evaluated as the qualified and the lowest bidder for the supply at the cost of Rs. 570,284/- (Rupees: Five Hundred Seventy Thousand Two Hundred and Eighty Four Only) as per approved specification invited by the "**DEPARTMENT / FIRST PARTY**".

**NOW THESE PRESENTS WITNESS AND THE PARTIES
HERE TO 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 / STATIONERY / 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 #	Description of Items	Unit	Qty	Unit Price	Total Amount
1	Plain Paper PPC Brand 70 GSM A4 Size	500	Ream	410.00	205,000.00
2	Plain Paper PPC Brand 70 GSM F4 Size	100	Ream	490.00	49,000.00
3	Calculator CASIO	24	Each	450.00	10,800.00
4	Pilot V10 Grip Gel Pen Blue	12	Packet	225.00	2,700.00
5	Pilot V10 Grip Gel Pen Black	12	Packet	225.00	2,700.00
6	Pilot V10 Grip Gel Pen Green	12	Packet	225.00	2,700.00
7	Pilot V10 Grip Gel Pen Red	12	Packet	225.00	2,700.00
8	Ball Pen Blue/	72	Packet	15.00	1,080.00
9	Ball Pen Black	72	Packet	15.00	1,080.00
10	Ball Pen Blue/Black/Red	72	Packet	15.00	1,080.00
11	Paper Cutter 1"	24	Each	35.00	840.00
12	Dak Pad (Superior) with Flapper/Clip	24	Each	420.00	10,080.00
13	File Boards	36	Dozen	220.00	7,920.00
14	File Flapper's	24	Dozen	150.00	3,600.00
15	File tag superior quality	100	P/Bundle.	45.00	4,500.00
16	Fluid Pen Uni Correction Pen	48	Each	35.00	1,680.00
17	Uniball Signo 0.7 mm Pen Blue	24	Packet	410.00	9,840.00
18	Uniball Signo 0.7 mm Pen Black	24	Packet	410.00	9,840.00
19	Uniball Microeye 0.5 mm Pen Blue	24	Packet	457.50	10,980.00
20	Uniball Microeye 0.5 mm Pen Black	24	Packet	457.50	10,980.00
21	Gum	24	Bottle	30.00	720.00
22	Glue Stick	48	Packet	850.00	40,800.00
23	Highlighter	48	Packet	288.00	13,824.00
24	Fax Roll	36	Each	450.00	16,200.00
25	Paper Clip different colors 50 mm	144	Packet	35.00	5,040.00


Signature of the **FIRST PARTY**


Signature of the **SECOND PARTY**

S #	Description of Items	Unit	Packet	Unit Price	Total Amount
26	Binder Clips 51 mm (Diamond)	24	Packet	450.00	10,800.00
27	Staple Pins 24/6	36	Dozen	240.00	8,640.00
28	Punch Single	36	Each	120.00	4,320.00
29	Foot Scale Steel 12"	24	Each	50.00	1,200.00
30	Scissors	24	Each	150.00	3,600.00
31	Stamp pad	48	Each	80.00	3,840.00
32	Stamp pad ink	48	Each	45.00	2,160.00
33	File Flag Plastic 2" Different Colors	36	Packet	60.00	2,160.00
34	File Flag Plastic 1" Different Colors	36	Packet	40.00	1,440.00
35	Binder Clips 19 mm (Diamond)	24	Packet	150.00	3,600.00
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52	Stock Register	06	Each	200.00	1,200.00
53	Register 100 Pages	24	Each	200.00	4,800.00
54	Register 200 Pages	24	Each	300.00	7,200.00
55	Inward and Outward Register	12	Each	220.00	2,640.00
GRAND TOTAL					570,284.00

(Rupees Five Hundred Seventy Thousand Two Hundred and Eighty Four 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.
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.


Signature of the 'FIRST PARTY'



Signature of the 'SECOND PARTY'


Continued on Page Four


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: Muhammad Ashraf Raza
S/o: Muhammad Mufeed Raza
NIC No: 42201-2072377-9
Address: House No, D-92, Al-Falah
Housing Society, Malir Halt, Karachi


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

2. 
Name: Gohar Aziz Khan
S/o: Azizullah Khan
NIC No: 42201-5861595-7
Address: House No. A-3, 13/C
Gulshan-E-Iqbal, Karachi


SYED MUHAMMAD SHUJA
SALES EXECUTIVE
M/S. DODECAPAK
FOR AND ON BEHALF OF
"CONTRACTOR / SECOND PARTY"



SCHEDULE OF REQUIREMENT

The Stationery 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	Plain Paper PPC Brand 70 GSM A4 Size	500	Ream	Monthly basis Requirement	Secretariat, 2nd Floor, Sindh Secretariat No. 2, Karachi
2	Plain Paper PPC Brand 70 GSM F4 Size	100	Ream		
3	Calculator CASIO	24	Each		
4	Pilot V10 Grip Gel Pen Blue	12	Packet		
5	Pilot V10 Grip Gel Pen Black	12	Packet		
6	Pilot V10 Grip Gel Pen Green	12	Packet		
7	Pilot V10 Grip Gel Pen Red	12	Packet		
8	Ball Pen Blue	72	Packet		
9	Ball Pen Black	72	Packet		
10	Ball Pen Red	72	Packet		
11	Paper Cutter 1"	24	Each		
12	Dak Pad (Superior) with Flapper/Clip	24	Each		
13	File Boards	36	Dozen		
14	File Flapper's	24	Dozen		
15	File tag superior quality	100	P/Bundle.		
16	Fluid Pen Uni Correction Pen	48	Each		
17	Uniball Signo 0.7 mm Pen Blue	24	Packet		
18	Uniball Signo 0.7 mm Pen Black	24	Packet		
19	Uniball Microeye 0.5 mm Pen Blue	24	Packet		
20	Uniball Microeye 0.5 mm Pen Black	24	Packet		
21	Gum	24	Bottle		
22	Glue Stick	48	Packet		
23	Highlighter	48	Packet		
24	Fax Roll	36	Each		
25	Paper Clip different colors 50 mm	144	Packet		
26	Binder Clips 51 mm (Diamond)	24	Packet		
27	Staple Pins 24/6	36	Dozen		
28	Punch Single	36	Each		
29	Foot Scale Steel 12"	24	Each		
30	Scissors	24	Each		
31	Stamp pad	48	Each		
32	Stamp pad ink	48	Each		
33	File Flag Plastic 2" Different Colors	36	Packet		
34	File Flag Plastic 1" Different Colors	36	Packet		
35	Binder Clips 19 mm (Diamond)	24	Packet		
36	Binder Clips 32 mm (Diamond)	24	Packet		
37	Binder Clips 41 mm (Diamond)	24	Packet		
38	Staple Machine 24/6	36	Each		

S No.	Description of Items	Qty	Unit	U/Rate	Total
39	Post it Pad 2x3"	36	Packet	Monthly basis Requirement	Secretariat, 2nd Floor, Sindh Secretariat No. 2, Karachi
40	Post it Pad 3x3"	36	Packet		
41	Post it Pad 3x5"	36	Packet		
42	Paper Clips 36mm Three Flower.	72	Packet		
43	Paper Pin (50 gms)	72	Packet		
44	Shorthand Note Book	72	Each		
45	Eraser AL-30 (Pelican)	12	Packet		
46	Peon Book	48	Each		
47	Permanente Marker	36	Each		
48	Scotch Tap 1"	24	Each		
49	Scotch Tap 2"	24	Each		
50	Scotch Tap 3"	24	Each		
51	Stapler Remover	36	Each		
52	Stock Register	6	Each		
53	Register 100 Pages	24	Each		
54	Register 200 Pages	24	Each		
55	Inward and Outward Register	12	Each		

Name Byed Muhammad Shuja Harrau

in the capacity of Sales Executive

Signed _____

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

Date 14-11-2017

Bid Evaluation Report

1. Name of Procuring Agency: Excise, Taxation and Narcotics Control Department
2. Tender Description/Name of Work/Item: Annual Purchase of Stationery
3. Method of Procurement: Single Stage One Envelope
4. Tender Published: SPPRA S. No. 34970 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 14, 2017 at 04:00 PM

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. DODECAPAK	Rs. 570,284/-	1 st Lowest	Within the cost	Accepted due to lowest rates & Responsive Bid	Recommended for award of work
2.	M/s. Sashun International	Rs. 638,718/-	2 nd Lowest	Price on higher side	Rejected due to higher rates	Not Recommended
3.	M/s. Owais Enterprises	Rs. 643,900/-	3 rd Lowest	Price on higher side	Rejected due to higher rates	Not Recommended
4.	M/s. Vertex Trading Co (Pvt) Ltd	Rs. 668,488/-	4 th Lowest	Price on higher side	Rejected because not fulfilling the qualification criteria	Not Recommended



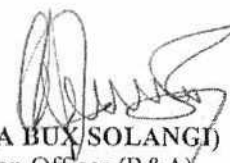
(MAHESH LAL DODANI)
Deputy Secretary (Admin-I)



(NASIRUDDIN)
Section Officer (B&A)



(MUSSARAT MOKHTAR)
Deputy Director
Industries & Commerce Department



(MOLA BUX SOLANGI)
Section Officer (B&A)
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 FOR PURCHASE OF STATIONERY

Meeting of the Departmental Procurement Committee was held on 14th November, 2017 at 04:00 P.M 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: 34970, dated: 26-10-2017 as well as on this Department's official website at Serial No: 06, 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 13th November 2017. The deadline for submission /return of bidding documents duly signed and complete in all respect was given on or before 14th November 2017 latest by 03:00 PM for opening at 04:00 PM 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 alongwith 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.



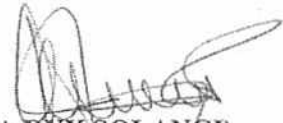
(MAHESH LAL DODANI)
(MEMBER)
Deputy Secretary (Admin-I)
Excise, Taxation and Narcotics
Control Department



(NASIRUDDIN)
(MEMBER / SECRETARY)
Section Officer (General)
Excise, Taxation and Narcotics
Control Department



(MUSSARAT MOKHTAR)
(MEMBER)
Deputy Director
Industries & Commerce 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/STATIONERY/2017-18
GOVERNMENT OF SINDH
EXCISE, TAXATION AND NARCOTICS
CONTROL DEPARTMENT

Karachi, dated the 14th November, 2017

ATTENDANCE SHEET

SUBJECT: -FOR BIDDER AGAINST THE TENDER FOR PURCHASE OF STATIONERY

S. No	COMPANY NAME	REPRESENTATIVE NAME AND CONTACT NO.	SIGNATURE
01.	Owais Enterprises	Ali Raza Zaidi 0300 8255906	
	SASHUN	A. Qureshi 0344-2020216	
03.	Dodeca Park	M. Shuja 0312-1107600	
04.	Vertex Trading company	Owais Khan 0307 2663457	



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

Karachi, dated the 14th November, 2017

ATTENDANCE SHEET

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

S. NO	NAME AND DESIGNATION	DEPARTMENT	SIGNATURE
1.	Dr. Musajja Sahag Additional Secretary	E&T N&C	
2-	Musawad Mowana Dy. Director, Hyderabad	Industrial Dept	
3.	Mahesh Lal D.S.	E&T	 14/11
4.	Abdul Baseer Siddiqui	Labour Dept	 14-11
5.	Nasiruddin S.O(B&A)	E&T	

COMPARATIVE STATEMENT


TENDER FOR ANNUAL PURCHASE OF STATIONERY 2017-18 OPENED ON 14-11-2017 AT 04:00 P.M


S.No	ITEMS	Qty	Quoted Rates								Name of Qualified Bidder
			M/s. DODECAPAK	Total	M/s. Owais Enterprises	Total	M/s. Sashun International	Total	M/s. Vertex Trading Co (Pvt) Ltd	Total	
1	Plain Paper PPC Brand 70 GSM A4 Size	500	410.00	205,000.00	442.80	221,400.00	459.20	229,600.00	482.00	241,000.00	M/s. DODECAPAK
2	Plain Paper PPC Brand 70 GSM F4 Size	100	490.00	49,000.00	529.20	52,920.00	548.80	54,880.00	694.00	69,400.00	M/s. DODECAPAK
3	Calculator CASIO	24	450.00	10,800.00	486.00	11,664.00	504.00	12,096.00	188.00	4,512.00	M/s. DODECAPAK
4	Pilot V10 Grip Gel Pen Blue/Black/Green/Red	12	225.00	2,700.00	243.00	2,916.00	252.00	3,024.00	1,232.00	14,784.00	M/s. DODECAPAK
5	Pilot V10 Grip Gel Pen Black	12	225.00	2,700.00	243.00	2,916.00	252.00	3,024.00	1,232.00	14,784.00	M/s. DODECAPAK
6	Pilot V10 Grip Gel Pen Green	12	225.00	2,700.00	243.00	2,916.00	252.00	3,024.00	1,232.00	14,784.00	M/s. DODECAPAK
7	Pilot V10 Grip Gel Pen Red	12	225.00	2,700.00	243.00	2,916.00	252.00	3,024.00	1,232.00	14,784.00	M/s. DODECAPAK
8	Ball Pen Blue/	72	15.00	1,080.00	16.20	1,166.40	16.80	1,209.60	71.00	5,112.00	M/s. DODECAPAK
9	Ball Pen Black	72	15.00	1,080.00	16.20	1,166.40	16.80	1,209.60	71.00	5,112.00	M/s. DODECAPAK
10	Ball Pen Blue/Black/Red	72	15.00	1,080.00	16.20	1,166.40	16.80	1,209.60	71.00	5,112.00	M/s. DODECAPAK
11	Paper Cutter 1"	24	35.00	840.00	37.80	907.20	39.20	940.80	44.00	1,056.00	M/s. DODECAPAK
12	Dak Pad (Superior) with Flapper/Clip	24	420.00	10,080.00	453.60	10,886.40	470.40	11,289.60	564.00	13,536.00	M/s. DODECAPAK
13	File Boards	36	220.00	7,920.00	237.60	8,553.60	246.40	8,870.40	19.40	698.40	M/s. DODECAPAK
14	File Flappers	24	150.00	3,600.00	162.00	3,888.00	168.00	4,032.00	30.20	724.80	M/s. DODECAPAK
15	File tag superior quality	100	45.00	4,500.00	48.60	4,860.00	50.40	5,040.00	44.00	4,400.00	M/s. DODECAPAK
16	Fluid Pen Uni Correction Pen	48	35.00	1,680.00	37.80	1,814.40	39.20	1,881.60	31.00	1,488.00	M/s. DODECAPAK
17	Uniball Signo 0.7 mm Pen Blue	24	410.00	9,840.00	442.80	10,627.20	459.20	11,020.80	489.00	11,736.00	M/s. DODECAPAK
18	Uniball Signo 0.7 mm Pen Black	24	410.00	9,840.00	442.80	10,627.20	459.20	11,020.80	489.00	11,736.00	M/s. DODECAPAK
19	Uniball Microeye 0.5 mm Pen Blue	24	457.50	10,980.00	494.10	11,858.40	512.40	12,297.60	1,124.00	26,976.00	M/s. DODECAPAK
20	Uniball Microeye 0.5 mm Pen Black	24	457.50	10,980.00	494.10	11,858.40	512.40	12,297.60	1,124.00	26,976.00	M/s. DODECAPAK
21	Gum	24	30.00	720.00	32.40	777.60	33.60	806.40	67.00	1,608.00	M/s. DODECAPAK
22	Glue Stick	48	850.00	40,800.00	918.00	44,064.00	952.00	45,696.00	188.00	9,024.00	M/s. DODECAPAK
23	Highlighter	48	288.00	13,824.00	311.04	14,929.92	322.56	15,482.88	343.00	16,464.00	M/s. DODECAPAK
24	Fax Roll	36	450.00	16,200.00	486.00	17,496.00	504.00	18,144.00	301.00	10,836.00	M/s. DODECAPAK
25	Paper Clip different colors 50 mm	144	35.00	5,040.00	37.80	5,443.20	39.20	5,644.80	60.20	8,668.80	M/s. DODECAPAK
26	Binder Clips 51 mm (Diamond)	24	450.00	10,800.00	486.00	11,664.00	504.00	12,096.00	232.00	5,568.00	M/s. DODECAPAK
27	Staple Pins 24/6	36	240.00	8,640.00	259.20	9,331.20	268.80	9,676.80	22.00	792.00	M/s. DODECAPAK
28	Punch Single	36	120.00	4,320.00	129.60	4,665.60	134.40	4,838.40	127.00	4,572.00	M/s. DODECAPAK
29	Foot Scale Steel 12"	24	50.00	1,200.00	54.00	1,296.00	56.00	1,344.00	26.00	624.00	M/s. DODECAPAK
30	Scissors	24	150.00	3,600.00	162.00	3,888.00	168.00	4,032.00	44.00	1,056.00	M/s. DODECAPAK
31	Stamp pad	48	80.00	3,840.00	86.40	4,147.20	89.60	4,300.80	32.00	1,536.00	M/s. DODECAPAK
32	Stamp pad ink	48	45.00	2,160.00	48.60	2,332.80	50.40	2,419.20	224.00	10,752.00	M/s. DODECAPAK
33	File Flag Plastic 2" Different Colors	36	60.00	2,160.00	64.80	2,332.80	67.20	2,419.20	271.00	9,756.00	M/s. DODECAPAK
34	File Flag Plastic 1" Different Colors	36	40.00	1,440.00	43.20	1,555.20	44.80	1,612.80	225.00	8,100.00	M/s. DODECAPAK
35	Binder Clips 19 mm (Diamond)	24	150.00	3,600.00	162.00	3,888.00	168.00	4,032.00	44.00	1,056.00	M/s. DODECAPAK
36	Binder Clips 32 mm (Diamond)	24	180.00	4,320.00	194.40	4,665.60	201.60	4,838.40	67.00	1,608.00	M/s. DODECAPAK
37	Binder Clips 41 mm (Diamond)	24	200.00	4,800.00	216.00	5,184.00	224.00	5,376.00	97.00	2,328.00	M/s. DODECAPAK
38	Staple Machine 24/6	36	250.00	9,000.00	270.00	9,720.00	280.00	10,080.00	232.00	8,352.00	M/s. DODECAPAK
39	Post it Pad 2x3"	36	150.00	5,400.00	162.00	5,832.00	168.00	6,048.00	36.00	1,296.00	M/s. DODECAPAK
40	Post it Pad 3x3"	36	180.00	6,480.00	194.40	6,998.40	201.60	7,257.60	51.00	1,836.00	M/s. DODECAPAK

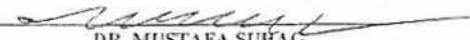
COMPARATIVE STATEMENT

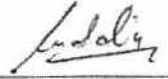
TENDER FOR ANNUAL PURCHASE OF STATIONERY 2017-18 OPENED ON 14-11-2017 AT 04:00 P.M

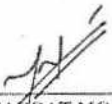
S.No	ITEMS	Qty	Quoted Rates								Name of Qualified Bidder
			M/s. DODECAPAK	Total	M/s. Owais Enterprises	Total	M/s. Sashun International	Total	M/s. Vertex Trading Co (Pvt) Ltd	Total	
41	Post it Pad 3x5"	36	200.00	7,200.00	216.00	7,776.00	224.00	8,064.00	74.00	2,664.00	M/s. DODECAPAK
42	Paper Clips 36mm Three Flower.	72	50.00	3,600.00	54.00	3,888.00	56.00	4,032.00	10.70	770.40	M/s. DODECAPAK
43	Paper Pin (50 gms)	72	50.00	3,600.00	54.00	3,888.00	56.00	4,032.00	121.00	8,712.00	M/s. DODECAPAK
44	Shorthand Note Book	72	60.00	4,320.00	64.80	4,665.60	67.20	4,838.40	37.40	2,692.80	M/s. DODECAPAK
45	Eraser AL-30 (Pelican)	12	650.00	7,800.00	702.00	8,424.00	728.00	8,736.00	271.00	3,252.00	M/s. DODECAPAK
46	Peon Book	48	120.00	5,760.00	129.60	6,220.80	134.40	6,451.20	453.00	21,744.00	M/s. DODECAPAK
47	Permanente Marker	36	240.00	8,640.00	259.20	9,331.20	268.80	9,676.80	484.00	17,424.00	M/s. DODECAPAK
48	Scotch Tap 1"	24	120.00	2,880.00	129.60	3,110.40	134.40	3,225.60	33.00	792.00	M/s. DODECAPAK
49	Scotch Tap 2"	24	160.00	3,840.00	172.80	4,147.20	179.20	4,300.80	44.00	1,056.00	M/s. DODECAPAK
50	Scotch Tap 3"	24	180.00	4,320.00	194.40	4,665.60	201.60	4,838.40	60.20	1,444.80	M/s. DODECAPAK
51	Stapler Remover	36	140.00	5,040.00	151.20	5,443.20	156.80	5,644.80	33.00	1,188.00	M/s. DODECAPAK
52	Stock Register	06	200.00	1,200.00	216.00	1,296.00	224.00	1,344.00	226.00	1,356.00	M/s. DODECAPAK
53	Register 100 Pages	24	200.00	4,800.00	216.00	5,184.00	224.00	5,376.00	105.00	2,520.00	M/s. DODECAPAK
54	Register 200 Pages	24	300.00	7,200.00	324.00	7,776.00	336.00	8,064.00	211.00	5,064.00	M/s. DODECAPAK
55	Inward and Outward Register	12	220.00	2,640.00	237.60	2,851.20	246.40	2,956.80	272.00	3,264.00	M/s. DODECAPAK
				570,284.00		643,900.00		638,718.08		668,488.00	
	Earnest Money @ 2%			11,410.00		12,880.00		13,355.00		30,000.00	


MAHESH LAL DODANI
 Deputy Secretary (ADMN)
 Excise, Taxation and Narcotics
 Control Department
 (MEMBER)


MOLA BUK SOLANGI
 Section Officer (General)
 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 ANNUAL PURCHASE OF STATIONERY 2017-18 OPENED ON 14-11-2017 AT
04:00 PM**


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


MAHESH LAL DODANI
Deputy Secretary (ADMN)
Excise, Taxation and Narcotics
Control Department
(MEMBER)


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


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


MUSARRAT MOKHTAR
Deputy Director
Industries and Commerce
Department
(MEMBER)


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

QUALIFICATION & EVALUATION CRITERIA

TENDER FOR ANNUAL PURCHASE OF STATIONERY 2017-18 OPENED ON 14-11-2017 AT 04:00 P.M

S No	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	Yes	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. Submit the Last 24-months (02-Years i.e. 2015 & 2016) valid complete Audit Report i.e. (Auditor's Report, Balance Sheet, and Profit & Loss Account, Cash flow statement) or any other valid Documentary Evidence shall be submitted. Photocopies of Audit Report shall be attested with concerned Audit Firm.	No	No	Yes	Yes	
VII 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 ANNUAL PURCHASE OF STATIONERY 2017-18 OPENED ON 14-11-2017 AT 04:00 P.M

S No	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	



MAHESH LAL DODANI
Deputy Secretary (ADMN)
Excise, Taxation and Narcotics
Control Department
(MEMBER)



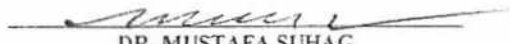
MOLA BUX SOLANGI
Section Officer (General)
Labour & Human Resource
Department
(MEMBER)



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



MUSARRAT MOKHTAR
Deputy Director
Industries and Commerce
Department
(MEMBER)



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