

# 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. Excise, Taxation and Narcotics Control Department
- 2) PROVINCIAL / LOCAL GOVT./ OTHER Provincial Government
- 3) TITLE OF CONTRACT Purchase/Hiring of Services for R,R &M of Official Vehicles
- 4) TENDER NUMBER SO/DDO/E&T/CASH/R&MT/2017-18
- 5) BRIEF DESCRIPTION OF CONTRACT Purchase/Hiring of Services for R,R &M of Official Vehicles
- 6) FORUM THAT APPROVED THE SCHEME Procurement Committee
- 7) TENDER ESTIMATED VALUE Rs. 396,000/-
- 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) 15th November, 2017 at 02:00 PM (Attendance Sheets Attach)
- 11) NUMBER OF TENDER DOCUMENTS SOLD Three (03) Nos. List Attached  
(Attach list of buyers)
- 12) NUMBER OF BIDS RECEIVED Three (03) Bidders
- 13) NUMBER OF BIDDERS PRESENT AT THE TIME OF OPENING OF BIDS Three (03) Bidders
- 14) BID EVALUATION REPORT Copy Enclosed  
(Enclose a copy)
- 15) NAME AND ADDRESS OF THE SUCCESSFUL BIDDER M/s. Sashun International, North Karachi, Karachi
- 16) CONTRACT AWARD PRICE Rs. 396,000/-
- 17) RANKING OF SUCCESSFUL BIDDER IN EVALUATION REPORT  
(i.e. 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> 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. 34971 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 Joyo**  
Drawing Disbursing Officer  
Excise, Taxation & Narcotics Deptt.  
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

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

Karachi dated: 22<sup>nd</sup> January 2018

To,

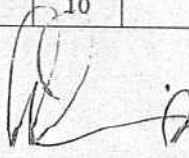
M/S. SASHUN INTERNATIONAL,  
C/i-145, Sector 16-B, North Karachi,  
Karachi.

**SUBJECT: WORK ORDER FOR PURCHASE/HIRING OF SERVICES FOR REPAIR, MAINTENANCE AND REPLACEMENT OF SPARE PARTS OF OFFICIAL MOTOR VEHICLES FOR THE YEAR 2017-18**

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/Hiring of Services for Repair, Maintenance and Replacement of Spare Parts of Official Motor Vehicles for the Year 2017-18 for this Department, the quoted rates by your firm amounting to **Rs. 396,000/- (Rupees: Three Hundred Ninety Six Thousand Only)** are hereby accepted and approved being evaluated as the qualified and the lowest bidder for the Purchase/Hiring of Services of following quoted works invited by this Department.

S. NO	ITEMS	QTY	RATES OF THE COMPONENTS PER UNIT	FITTING & LABOUR CHARGES	TOTAL
<b>ENGINE OVERHAULING</b>					
01	Complete Engine Over Hauling with Lath Machine Working and Using Genuine Parts	1		26,950.00	26,950.00
<b>DENTING PAINTING WITH ELECTRIC WIRING</b>					
02	Complete Denting Painting	1		7,150.00	7,150.00
03	Complete Electric Wiring, Head Lights and Indicators etc.	1		11,550.00	11,550.00
<b>SPARE PARTS</b>					
04	Oil Filter, Genuine	12	120.00	1,440.00	1,560.00
05	Air Filter, Genuine	12	120.00	1,440.00	1,560.00
06	Brake Pad and Disc Tang, Genuine	10	350.00	3,500.00	3,850.00
07	Brake Shoe, Genuine	10	300.00	3,000.00	3,300.00
08	Radiator, Genuine	2	12,500.00	25,000.00	37,500.00
09	Suspension, Genuine	2	4,500.00	9,000.00	13,500.00
10	Kamani, Genuine	4	3,500.00	14,000.00	17,500.00
11	Sparking Plug, Denso or Equivalent	10	250.00	2,500.00	2,750.00


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

(2)

S. NO	ITEMS	QTY	RATES OF THE COMPONENTS PER UNIT	FITTING & LABOUR CHARGES	TOTAL
12	Fuel Pump, Japan or Equivalent	1	2,500.00	2,500.00	5,000.00
13	Head Light & Back Light	1	1,250.00	1,250.00	2,500.00
14	Seal Set	10	350.00	3,500.00	3,850.00
15	Self Kabli, Genuine	1	750.00	750.00	1,500.00
16	Switch Plug, Genuine	1	850.00	850.00	1,700.00
17	Whippier belt, Genuine	4	650.00	2,600.00	3,250.00
18	Hand Break shoe, Genuine	2	350.00	700.00	1,050.00
19	Clutch/ Pressure Set	3	950.00	2,850.00	3,800.00
20	Clutch Bering	1	950.00	950.00	1,900.00
21	Clutch Cylinder Set kit	1	12,500.00	12,500.00	25,000.00
22	Gear Oil	10	350.00	3,500.00	3,850.00
23	Break Oil	10	450.00	4,500.00	4,950.00
24	Rubber Pipe Clipper Lied	1	650.00	650.00	1,300.00
25	A/C Condition & Pipe	1	12,500.00	12,500.00	25,000.00
26	Compressor Cooling coil Repairing	1	250.00	250.00	500.00
27	Complete Service, Gas Labor Charges	1	450.00	450.00	900.00
28	Silencer	1	350.00	350.00	700.00
29	Tai Rod Section Rod Recondition	1	1,544.00	1,544.00	3,088.00
30	Shocks Fitting & Bushes Press & Balance Rod Bushes	1	2,548.00	2,548.00	5,096.00
31	Fan Belt	5	5,487.00	27,435.00	32,922.00
32	Back Door Lock Set	2	2,598.00	5,196.00	7,794.00
33	Rubber Packing	2	5,487.00	10,974.00	16,461.00
34	Baler Motor & A/C Relay	3	6,598.00	19,794.00	26,392.00
35	Electric Wiring Set	1	3,669.00	3,669.00	7,338.00
36	Timing Belt	1	6,215.00	6,215.00	12,430.00
37	Mating	2	5,487.00	10,974.00	16,461.00
38	Seat Cover	2	2,214.00	4,428.00	6,642.00
39	Wiring & Baler	2	2,050.00	4,100.00	6,150.00
40	Battery 80 Amp, Exide, AGS Osaka or Equivalent	2	5,478.00	10,956.00	16,434.00
41	Tire 175/70-14 Tubeless, Yokohama or Equivalent	5	5,214.00	23,808.00	29,022.00
<b>GRAND TOTAL</b>					<b>396,000.00</b>

(Rupees: Three Hundred Ninety Six Thousand Only)



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

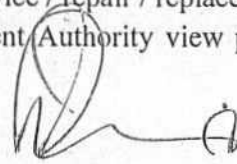


(3)

You are hereby directed to execute the work as per the quoted items 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 the submission of Work Completion Certificate from the concern official(s).
3. After execution and completion of each component/activity actual bill will be furnished. Each Completion Certificate, 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 Work 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 service / repair / replacement of spare parts 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**

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

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

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.

198  
02/01/2010 1300/-



STAMP VENDOR 20 DEC 2017

7607  
Amir Ali  
Signature of the Stamp Vendor

RUPEES ONE THOUSAND ONLY

### AGREEMENT

This Agreement of Contract is made at Karachi, on this 24<sup>th</sup> 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. SASHUN INTERNATIONAL, through its Corporate Sales Executive MR. ATHER ALI NAQVI SON OF ROSHAN ALI NAQVI, holding CNIC No 42101-3015475-7, Muslim, Adult, having its registered business Office/ Plot No. C/I-145, Sector 16-B, North Karachi, 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: 34971, dated: 26-10-2017 and Department's Reference No: SO / DDO / E&T / CASH / R&M-T / 2017-18 under the title "PURCHASE/HIRING OF SERVICES FOR REPAIR, MAINTENANCE AND REPLACEMENT OF SPARE PARTS OF OFFICIAL MOTOR VEHICLES FOR THE YEAR 2017-18".

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 Purchase/Hiring of Services for Repair, Maintenance And Replacement Of Spare Parts Of Official Motor Vehicles For The Year 2017-18 at the cost of Rs. 396,000/- (**Rupees: Three Hundred Ninety Six Thousand Only**) as per requirement/requisition invited by the "**DEPARTMENT / FIRST PARTY**".

**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 Work Order issued by the "**DEPARTMENT / FIRST PARTY**" vide Order No: SO / DDO / E&T / CASH / R&M-T / 2017-18, dated: January, 2018
2. That the "**CONTRACTOR / SECOND PARTY**" do hereby agree and bound for their services for the below mentioned repair works in the above said Work Order within the stipulated time as mentioned in the Bidding Document as well as in above said Work Order, details are as under:-

S NO	ITEMS	QTY	RATES OF THE COMPONENTS PER UNIT	FITTING & LABOUR CHARGES	TOTAL
<b>ENGINE OVERHAULING</b>					
01	Complete Engine Over Hauling with Lath Machine Working and Using Genuine Parts	1		26,950.00	26,950.00
<b>DENTING PAINTING WITH ELECTRIC WIRING</b>					
02	Complete Denting Painting	1		7,150.00	7,150.00
03	Complete Electric Wiring, Head Lights and Indicators etc.	1		11,550.00	11,550.00
<b>SPARE PARTS</b>					
04	Oil Filter, Genuine	12	120.00	1,440.00	1,560.00
05	Air Filter, Genuine	12	120.00	1,440.00	1,560.00
06	Brake Pad and Disc Tang, Genuine	10	350.00	3,500.00	3,850.00
07	Brake Shoe, Genuine	10	300.00	3,000.00	3,300.00
08	Radiator, Genuine	2	12,500.00	25,000.00	37,500.00
09	Suspension, Genuine	2	4,500.00	9,000.00	13,500.00
10	Kamani, Genuine	4	3,500.00	14,000.00	17,500.00
11	Sparking Plug, Denso or Equivalent	10	250.00	2,500.00	2,750.00
12	Fuel Pump, Japan or Equivalent	1	2,500.00	2,500.00	5,000.00
13	Head Light & Back Light	1	1,250.00	1,250.00	2,500.00
14	Seal Set	10	350.00	3,500.00	3,850.00

  
Signature of the 'FIRST PARTY'

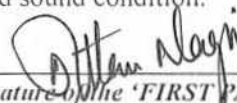
  
Signature of the "SECOND PARTY"



S NO	ITEMS	QTY	RATES OF THE COMPONENTS PER UNIT	FITTING & LABOUR CHARGES	TOTAL
15	Self Kabli, Genuine	1	750.00	750.00	1,500.00
16	Switch Plug, Genuine	1	850.00	850.00	1,700.00
17	Whippier belt, Genuine	4	650.00	2,600.00	3,250.00
18	Hand Break shoe, Genuine	2	350.00	700.00	1,050.00
19	Clutch/ Pressure Set	3	950.00	2,850.00	3,800.00
20	Clutch Bering	1	950.00	950.00	1,900.00
21	Clutch Cylinder Set kit	1	12,500.00	12,500.00	25,000.00
22	Gear Oil	10	350.00	3,500.00	3,850.00
23	Break Oil	10	450.00	4,500.00	4,950.00
24	Rubber Pipe Clipper Lied	1	650.00	650.00	1,300.00
25	A/C Condition & Pipe	1	12,500.00	12,500.00	25,000.00
26	Compressor Cooling coil Repairing	1	250.00	250.00	500.00
27	Complete Service, Gas Labor Charges	1	450.00	450.00	900.00
28	Silencer	1	350.00	350.00	700.00
29	Tai Rod Section Rod Recondition	1	1,544.00	1,544.00	3,088.00
30	Shocks Fitting & Bushes Press & Balance Rod Bushes	1	2,548.00	2,548.00	5,096.00
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33	Rubber Packing	2	5,487.00	10,974.00	16,461.00
34	Baler Motor & A/C Relay	3	6,598.00	19,794.00	26,392.00
35	Electric Wiring Set	1	3,669.00	3,669.00	7,338.00
36	Timing Belt	1	6,215.00	6,215.00	12,430.00
37	Mating	2	5,487.00	10,974.00	16,461.00
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39	Wiring & Baler	2	2,050.00	4,100.00	6,150.00
40	Battery 80 Amp, Exide, AGS Osaka or Equivalent	2	5,478.00	10,956.00	16,434.00
41	Tire 175/70-14 Tubeless, Yokohama or Equivalent	5	5,214.00	23,808.00	29,022.00
<b>GRAND TOTAL</b>					<b>396,000.00</b>

(Rupees Three Hundred Ninety Six Thousand Only)

- 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.
- That the "CONTRACTOR / SECOND PARTY" is ready and bound to carry out/execute all the repair works at the place destination as shown in the Work Order at his/ her / their own risk and cost and handed over the complete delivery of all official vehicles as per Work Order to the concern quarter.
- That the "CONTRACTOR / SECOND PARTY" is ready and bound to replace any or all the parts/works broken, damaged/not in working condition (during transportation or at the time of delivery) at his own risk and cost and shall again repair/replacement of parts and deliver 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 complete the repair/replacement of parts 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 Work 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: Azizullah Khan  
NIC No: 42201-5861595-7  
Address: House No. A-3, 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: Syed Ali Raza  
S/o: Syed Najam-Ul-Hassan Zaidi  
NIC No: 42101-0871590-3  
Address: R-164, Sector 15-A/4  
Buffer Zone, North Karachi

  
MR. ATHER ALI NAQVI  
Corporate Sales Executive  
M/S. SASHUN INTERNATIONAL  
FOR AND ON BEHALF OF  
"CONTRACTOR / SECOND PARTY"



## SCHEDULE OF REQUIREMENT

The Purchase/Hiring Of Services For Repair, Maintenance And Replacement Of Spare Parts Of Official Motor Vehicles shall be delivered/execute in accordance with the subsequent Work Order to be issued by the purchaser as per following schedule of requirement: -

Mode of penalty	100% services as per Purchase/Supply Order	Total delivery period
Without penalty	30 days	30 days
With penalty @ 0.5% per day on total bid cost after 45 days of Purchase Order on undelivered quantity	15 days	60 days

Name Syed Athar Ali  
in the capacity of Corporate Sales Executive

Signed \_\_\_\_\_

Duly authorized to sign the security for and on behalf of \_\_\_\_\_

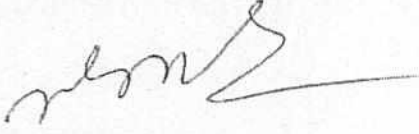
Date 15/11/2017

# Bid Evaluation Report


1. Name of Procuring Agency: Excise, Taxation and Narcotics Control Department
2. Tender Description/Name of Work/Item: Purchase/Hiring Of Services For Repair, Maintenance And Replacement Of Spare Parts Of Official Motor Vehicles For The Year 2017-18
3. Method of Procurement: Single Stage One Envelope
4. Tender Published: SPPRA S. No. 34971 Dated 26-10-2017
5. Total Bid documents Sold: (03) Bid Documents Sold
6. Total Bids Received: (03) Bids Received
7. No. of Bid technically qualified (03) Bids
8. Bid(s) Rejected: NIL
9. Financial Bid Opening date: November 15, 2017 at 2:00 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. 312,038/-	1 <sup>st</sup> Lowest	Within Cost	Rejected due to shortage of Earnest Money	Not Recommended
2	M/s. Sashun International	Rs. 396,000/-	2 <sup>nd</sup> Lowest	Within Cost	Accepted due to lowest rates & Responsive Bid	Recommended for award of work
3.	M/s. Owais Enterprises	Rs. 1,343,592/-	3 <sup>rd</sup> Lowest	Price on higher side	Rejected due to higher rates	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 (General)  
Labour & Human Resource Department

  
(DR. MUSTAFA SUHAG)  
Chairman Procurement Committee





GOVERNMENT OF SINDH  
EXCISE, TAXATION & NARCOTICS  
CONTROL DEPARTMENT  
Karachi, dated the 16<sup>th</sup> November, 2017

Subject: MINUTES OF THE PROCUREMENT COMMITTEE MEETING FOR OPENING OF PROPOSALS FOR PURCHASE/HIRING OF SERVICES FOR REPAIR, MAINTENANCE AND REPLACEMENT OF SPARE PARTS OF OFFICIAL MOTOR VEHICLES FOR THE YEAR 2017-18

Meeting of the Departmental Procurement Committee was held on 15<sup>th</sup> November, 2017 at 02:00 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<br>Additional Secretary (ADMN)<br>Excise, Taxation and Narcotics Control Department   | Chairman         |
| 2. Mr. Mahesh Lal Dodani,<br>Deputy Secretary, (ADMN)<br>Excise, Taxation and Narcotics Control Department | Member           |
| 3. Mr. Nasiruddin<br>Section Officer (B&A)<br>Excise, Taxation and Narcotics Control Department,           | Member/Secretary |
| 4. Mr. Mola Bux Solangi<br>Section Officer (General)<br>Labour and Human Resources Department              | Member           |
| 5. Mr. Mussarat Mokhtar<br>Deputy Director<br>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: 34971, dated: 26-10-2017 as well as on this Department's official website at Serial No: 08, 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 14<sup>th</sup> November 2017. The deadline for submission /return of bidding documents duly signed and complete in all respect was given on or before 15<sup>th</sup> November 2017 latest by 01:00 PM for opening at 2:00 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

4. With the permission of Chair and Members, sealed Bids were opened on scheduled time at 02:00 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/R&M-T/2017-18  
GOVERNMENT OF SINDH  
EXCISE, TAXATION AND NARCOTICS  
CONTROL DEPARTMENT

Karachi, dated the 15<sup>th</sup> November, 2017

ATTENDANCE SHEET

SUBJECT: -PROCUREMENT COMMITTEE MEETING FOR THE OPENING AND EVALUATION OF PROPOSALS OF THE TENDER BIDS FOR PURCHASE/HIRING OF SERVICES FOR REPAIR, MAINTENANCE AND REPLACEMENT OF SPARE PARTS OF OFFICIAL MOTOR VEHICLES

S. NO	NAME AND DESIGNATION	DEPARTMENT	SIGNATURE
1.	Dr. Musafa Suley Additional Secy.	E&T	
2.	Maresh Lal Ds.	E&T	
3	Houla Berr Slangi	Labour Deptt	
4.	MUSARRAT HUSNAIN Dt. Dir. Insp.	Inspection Dept.	
5	Nasiruddin S.O.(B&A)	E&T	



**COMPARATIVE STATEMENT**  
**TENDER FOR PURCHASE/HIRING OF SERVICES FOR REPAIR, MAINTENANCE AND REPLACEMENT OF SPARE PARTS OF OFFICIAL MOTOR VEHICLES FOR THE YEAR 2017-18 OPENED ON 15-11-2017 AT 02:00 PM**

S.No	ITEMS	Qty	Unit	Quoted Rates									Name of Qualified Bidder
				M/s. SASHUN INTERNATIONAL			M/s. Owais Enterprises			M/s. DODECAPAK			
				RATES OF THE COMPONENTS PER UNIT	FITTING & LABOUR CHARGES	Total	RATES OF THE COMPONENTS PER UNIT	FITTING & LABOUR CHARGES	Total	RATES OF THE COMPONENTS PER UNIT	FITTING & LABOUR CHARGES	Total	
<b>ENGINE OVERHAULING</b>													
1	Complete Engine Over Hauling with Lath Machine Working and Using Genuine Parts	1	Job	-	24,500.00	24,500.00	-	24,900.00	24,900.00	-	26,950.00	26,950.00	M/s. DODECAPAK
<b>DENTING PAINTING WITH ELECTRIC WIRING</b>													
2	Complete Denting Painting	1	Job	-	6,500.00	6,500.00	-	7,800.00	7,800.00	-	7,150.00	7,150.00	M/s. DODECAPAK
3	Complete Electric Wiring, Head Lights and Indicators etc.	1	Job	-	10,500.00	10,500.00	-	12,600.00	12,600.00	-	11,550.00	11,550.00	M/s. DODECAPAK
<b>SPARE PARTS</b>													
4	Oil Filter, Genuine	12	Nos	120.00	1,440.00	1,560.00	1,728.00	20,736.00	22,464.00	1,584.00	1,584.00	1,584.00	M/s. DODECAPAK
5	Air Filter, Genuine	12	Nos	120.00	1,440.00	1,560.00	1,728.00	20,736.00	22,464.00	1,584.00	1,584.00	1,584.00	M/s. DODECAPAK
6	Brake Pad and Disc Tang, Genuine	10	Set	350.00	3,500.00	3,850.00	4,200.00	42,000.00	46,200.00	3,850.00	3,850.00	3,850.00	M/s. DODECAPAK
7	Brake Shoe, Genuine	10	Set	300.00	3,000.00	3,300.00	3,600.00	36,000.00	39,600.00	3,300.00	3,300.00	3,300.00	M/s. DODECAPAK
8	Radiator, Genuine	2	Nos	12,500.00	25,000.00	37,500.00	30,000.00	60,000.00	90,000.00	27,500.00	27,500.00	27,500.00	M/s. DODECAPAK
9	Suspension, Genuine	2	Nos	4,500.00	9,000.00	13,500.00	10,800.00	21,600.00	32,400.00	9,900.00	9,900.00	9,900.00	M/s. DODECAPAK
10	Kamani, Genuine	4	Nos	3,500.00	14,000.00	17,500.00	16,800.00	67,200.00	84,000.00	15,400.00	15,400.00	15,400.00	M/s. DODECAPAK
11	Sparking Plug, Denso or Equivalent	10	Nos	250.00	2,500.00	2,750.00	3,000.00	30,000.00	33,000.00	2,750.00	2,750.00	2,750.00	M/s. DODECAPAK
12	Fuel Pump, Japan or Equivalent	1	Nos	2,500.00	2,500.00	5,000.00	3,000.00	3,000.00	6,000.00	2,750.00	2,750.00	2,750.00	M/s. DODECAPAK
13	Head Light & Back Light	1	Nos	1,250.00	1,250.00	2,500.00	1,500.00	1,500.00	3,000.00	1,375.00	1,375.00	1,375.00	M/s. DODECAPAK
14	Seal Set	10	Nos	350.00	3,500.00	3,850.00	4,200.00	42,000.00	46,200.00	3,850.00	3,850.00	3,850.00	M/s. DODECAPAK
15	Self Kabli, Genuine	1	Nos	750.00	750.00	1,500.00	900.00	900.00	1,800.00	825.00	825.00	825.00	M/s. DODECAPAK
16	Switch Plug, Genuine	1	Nos	850.00	850.00	1,700.00	1,020.00	1,020.00	2,040.00	935.00	935.00	935.00	M/s. DODECAPAK
17	Whippier belt, Genuine	4	Set	650.00	2,600.00	3,250.00	3,120.00	12,480.00	15,600.00	2,860.00	2,860.00	2,860.00	M/s. DODECAPAK
18	Hand Break shoe, Genuine	2	Nos	350.00	700.00	1,050.00	840.00	1,680.00	2,520.00	770.00	770.00	770.00	M/s. DODECAPAK
19	Clutch/ Pressure Set	3	Nos	950.00	2,850.00	3,800.00	3,420.00	10,260.00	13,680.00	3,135.00	3,135.00	3,135.00	M/s. DODECAPAK
20	Clutch Boring	1	Nos	950.00	950.00	1,900.00	1,140.00	1,140.00	2,280.00	1,045.00	1,045.00	1,045.00	M/s. DODECAPAK
21	Clutch Cylinder Set kit	1	Nos	12,500.00	12,500.00	25,000.00	15,000.00	15,000.00	30,000.00	13,750.00	13,750.00	13,750.00	M/s. DODECAPAK
22	Gear Oil	10	Nos	350.00	3,500.00	3,850.00	4,200.00	42,000.00	46,200.00	3,850.00	3,850.00	3,850.00	M/s. DODECAPAK
23	Break Oil	10	Nos	450.00	4,500.00	4,950.00	5,400.00	54,000.00	59,400.00	4,950.00	4,950.00	4,950.00	M/s. DODECAPAK
24	Rubber Pipe Clipper Lied	1	Nos	650.00	650.00	1,300.00	780.00	780.00	1,560.00	715.00	715.00	715.00	M/s. DODECAPAK
25	A/C Condition & Pipe	1	Nos	12,500.00	12,500.00	25,000.00	15,000.00	15,000.00	30,000.00	13,750.00	13,750.00	13,750.00	M/s. DODECAPAK
26	Compressor Cooling coil Repairing	1	Nos	250.00	250.00	500.00	300.00	300.00	600.00	275.00	275.00	275.00	M/s. DODECAPAK
27	Complete Service, Gas Labor Charges	1	Nos	450.00	450.00	900.00	540.00	540.00	1,080.00	495.00	495.00	495.00	M/s. DODECAPAK
28	Silencer	1	Nos	350.00	350.00	700.00	420.00	420.00	840.00	385.00	385.00	385.00	M/s. DODECAPAK
29	Tai Rod Section Rod Recondition	1	Nos	1,544.00	1,544.00	3,088.00	1,852.80	1,852.80	3,705.60	1,698.40	1,698.40	1,698.40	M/s. DODECAPAK
30	Shocks Fitting & Bushes Press & Balance Rod Bushes	1	Set	2,548.00	2,548.00	5,096.00	3,057.60	3,057.60	6,115.20	2,802.80	2,802.80	2,802.80	M/s. DODECAPAK
31	Fan Belt	5	Nos	5,487.00	27,435.00	32,922.00	32,922.00	164,610.00	197,532.00	30,178.50	30,178.50	30,178.50	M/s. DODECAPAK
32	Back Door Lock Set	2	Set	2,598.00	5,196.00	7,794.00	6,235.20	12,470.40	18,705.60	5,715.60	5,715.60	5,715.60	M/s. DODECAPAK
33	Rubber Packing	2	Nos	5,487.00	10,974.00	16,461.00	13,168.80	26,337.60	39,506.40	12,071.40	12,071.40	12,071.40	M/s. DODECAPAK

**COMPARATIVE STATEMENT**  
**TENDER FOR PURCHASE/HIRING OF SERVICES FOR REPAIR, MAINTENANCE AND REPLACEMENT OF SPARE PARTS OF OFFICIAL MOTOR VEHICLES FOR THE YEAR 2017-18 OPENED ON 15-11-2017 AT 02:00 PM**

S.No	ITEMS	Qty	Unit	Quoted Rates									Name of Qualified Bidder
				M/s. SASHI/N INTERNATIONAL			M/s. Owais Enterprises			M/s. DODECAPAK			
				RATES OF THE COMPONENTS PER UNIT	FITTING & LABOUR CHARGES	Total	RATES OF THE COMPONENTS PER UNIT	FITTING & LABOUR CHARGES	Total	RATES OF THE COMPONENTS PER UNIT	FITTING & LABOUR CHARGES	Total	
34	Baler Motor & A/C Relay	3	Nos	6,598.00	19,794.00	26,392.00	23,752.80	71,258.40	95,011.20	21,773.40	21,773.40	21,773.40	M/s. DODECAPAK
35	Electric Wiring Set	1	Set	3,669.00	3,669.00	7,338.00	4,402.80	4,402.80	8,805.60	4,035.90	4,035.90	4,035.90	M/s. DODECAPAK
36	Timing Belt	1	Nos	6,215.00	6,215.00	12,430.00	7,458.00	7,458.00	14,916.00	6,836.50	6,836.50	6,836.50	M/s. DODECAPAK
37	Mating	2	Set	5,487.00	10,974.00	16,461.00	13,168.80	26,337.60	39,506.40	12,071.40	12,071.40	12,071.40	M/s. DODECAPAK
38	Seat Cover	2	Set	2,214.00	4,428.00	6,642.00	5,313.60	10,627.20	15,940.80	4,870.80	4,870.80	4,870.80	M/s. DODECAPAK
39	Wiring & Baler	2	Nos	2,050.00	4,100.00	6,150.00	4,920.00	9,840.00	14,760.00	4,510.00	4,510.00	4,510.00	M/s. DODECAPAK
40	Battery 80 Amp. Exide, AGS Osaka or Equivalent	2	Nos	5,478.00	10,956.00	16,434.00	13,147.20	26,294.40	39,441.60	12,051.60	12,051.60	12,051.60	M/s. DODECAPAK
41	Tire 175/70-14 Tubeless, Yokohama or Equivalent	5	Nos	5,214.00	23,808.00	29,022.00	28,569.60	142,848.00	171,417.60	26,188.80	26,188.80	26,188.80	M/s. DODECAPAK
						396,000.00			1,343,592.00			312,038.10	
	Earnest Money @ 2%					7,950.00			3,000.00			2,400.00	



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



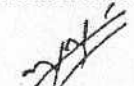
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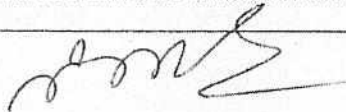


MUSARRAT MOKHTAR  
 Deputy Director  
 Industries and Commerce  
 Department  
 (MEMBER)

**PRELIMINARY (MANDATORY) SCREENING CRITERIA:**

**TENDER FOR PURCHASE/HIRING OF SERVICES FOR REPAIR, MAINTENANCE AND REPLACEMENT OF SPARE PARTS OF OFFICIAL MOTOR VEHICLES FOR THE YEAR 2017-18 OPENED ON 15-11-2017 AT 02:00 PM**

Sr. No	Description			
		M/s. DODECAPAK	M/s. Sashun International	M/s. Owais Enterprises
1	Are Envelope Sealed?	Yes	Yes	Yes
2	Are Envelope properly typed as prescribed in clause 12.6 & 12.8?	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> ?	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
5	Is Undertaking Format at <i>Annexure-C</i> typed properly on Bidder(s) Letter Head with Authorized Signatures & Official Seal?	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
7	Is Bid at <i>Annexure-E</i> properly Filled with bidder(s) complete address with Authorized Signatures & Seal?	Yes	Yes	Yes
8	Is Valid General Sales Tax (GST) Certificate(s) provided by the Bidder(s)? (Color copy required).	Yes	Yes	Yes
9	Is Valid National Tax Number (NTN) Certificate(s) provided by the Bidder(s)? (Color Copy required).	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
11	Are all documents submitted by the Bidder(s) duly Signed with Official Seal & Paginated as well as flagged?	Yes	Yes	Yes
12	Is detail of all the documents are mentioned in front of the Index?	Yes	Yes	Yes



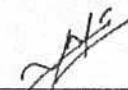
MAHESH LAL DODANI  
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Control Department  
(MEMBER)




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Department  
(MEMBER)



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

**QUALIFICATION & EVALUATION CRITERIA**

**TENDER FOR PURCHASE/HIRING OF SERVICES FOR REPAIR, MAINTENANCE AND REPLACEMENT OF SPARE PARTS OF OFFICIAL MOTOR VEHICLES FOR THE YEAR 2017-18  
OPENED ON 15-11-2017 AT 02:00 PM**

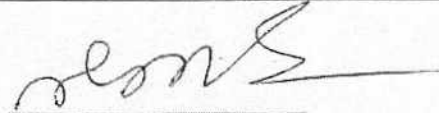
S N o	Description	M/s.	M/s. Sashun	M/s. Owais	REMARKS
		DODECAPAK	International	Enterprises	
A	Valid Registration with FBR (Federal Board of Revenue) for Income Tax (NTN) and Sales Tax (GST Registration Certificate)	Yes	Yes	Yes	
B	Valid SST Registration from Sindh Revenue Board. (Where Applicable)	N/A	N/A	N/A	
	Company Profile included Relevant Experience of Last Five (05) Years.	Yes	Yes	Yes	
	a Details of similar works and cost, completed during the last 05 years with completion certificates.	Yes	Yes	Yes	
	b Experience of Supplying similar product in Government/Private Institutions with documentary evidence	Yes	Yes	Yes	
	c 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.	Yes	Yes	Yes	
C	d 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	
	e 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.	Yes	Yes	Yes	



**QUALIFICATION & EVALUATION CRITERIA**

**TENDER FOR PURCHASE/HIRING OF SERVICES FOR REPAIR, MAINTENANCE AND REPLACEMENT OF SPARE PARTS OF OFFICIAL MOTOR VEHICLES FOR THE YEAR 2017-18  
OPENED ON 15-11-2017 AT 02:00 PM**

S N o	Description	M/s.	M/s. Sashan	M/s. Owais	REMARKS
		DODECAPAK	International	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	
E	Authorized Representative Certificate must have attached with bid and one copy with representative whom attend the bid opening meeting.	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 Deptment  
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