

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,M & R of Furniture and Fixtur
- 4) TENDER NUMBER SO/DDO/E&T/CASH/RM-F&F/2017-18
- 5) BRIEF DESCRIPTION OF CONTRACT Purchase/Hiring of Services for R,M & R of Furniture and Fixtur
- 6) FORUM THAT APPROVED THE SCHEME Procurement Committee
- 7) TENDER ESTIMATED VALUE Rs. 378,000/-
- 8) ENGINEER'S ESTIMATE N/A
(For civil works only)
- 9) ESTIMATED COMPLETION PERIOD (AS PER CONTRACT) 30 Days
- 10) TENDER OPENED ON (DATE & TIME) 15th 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. Sashun International, North Karachi, Karachi
- 16) CONTRACT AWARD PRICE Rs. 377,500/-
- 17) RANKING OF SUCCESSFUL BIDDER IN EVALUATION REPORT
(i.e. 1st, 2nd, 3rd EVALUATION BID). M/s. Sashun International
M/s. DODECAPAK
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"/>
-----	-------------------------------------	----	--------------------------

21) ADVERTISEMENT :

i) SPPRA Website
(If yes, give date and SPPRA Identification No.)

Yes	S. No. 34966 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"/>
--------------------	-------------------------------------	------	--------------------------

23) WHETHER QUALIFICATION CRITERIA
WAS INCLUDED IN BIDDING / TENDER DOCUMENTS?
(If yes, enclose a copy)

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

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"/>
-----	-------------------------------------	----	--------------------------

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"/>
-----	--------------------------	----	-------------------------------------

26) WAS BID SECURITY OBTAINED FROM ALL THE BIDDERS?

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

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"/>
-----	-------------------------------------	----	--------------------------

28) WHETHER THE SUCCESSFUL BIDDER WAS TECHNICALLY
COMPLIANT?

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

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"/>
-----	-------------------------------------	----	--------------------------

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"/>
-----	-------------------------------------	----	--------------------------

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"/>
-----	-------------------------------------	----	--------------------------

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"/>
-----	--------------------------	----	-------------------------------------

37) WERE PROPER SAFEGUARDS PROVIDED ON MOBILIZATION ADVANCE PAYMENT IN THE CONTRACT (BANK GUARANTEE ETC.)?

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

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

Print

Save

Reset



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

Karachi dated: 22nd 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 FURNITURE AND FIXTURES ITEMS 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 Furniture and Fixtures Items for the Year 2017-18 for this Department, the quoted rates by your firm amounting to Rs. 377,500/- (Rupees: Three Hundred Seventy Seven Thousand Five Hundred Only) are hereby accepted and approved being evaluated as the qualified and the lowest bidder for the Purchase/Hiring of Services of following quoted items invited by this Department.

S. No	Description of Items	Qty	Unit	Unit Price	Total Amount
1	Repair and Maintenance of Steel Storage Racks including Replacement of Broken M.S Sheet Racks with Nut Bolts and M.S Bar Support from Top to Bottom in X Shape, Finish with Spray Color	24	Nos.	1,450.00	34,800.00
2	Repair and Maintenance of Lower Staff Tables, Changing of Glass Top, Fixing of Glass Cloth on Top, Changing of Locks and Handless, Removing and Pasting of Formica	20	Nos.	850.00	17,000.00
3	Repair and Replacement of Center Table Glass 20MM with Magnetic Catcher and Spirit Polish Finish	3	Nos.	2,850.00	8,550.00
4	Repair and Maintenance of VIP Visitor Chair Including Replacement of Seat Foam and Leatherate of Seat, Back and Armrest and Finish with Spirit Polish	30	Nos.	1,950.00	58,500.00
5	Repair and Maintenance of Wooden Table including Replacement of Drawers Hardboard, Lock, Handles & Glass 12 MM on Top and Finish with Spirit Polish	12	Nos.	2,550.00	30,600.00
6	Repair and Maintenance of Visitor Chair Including Replacement of Foam and Leatherate of Seat and Back and Finish with Spirit Polish	30	Nos.	1,250.00	37,500.00
7	Repair and Maintenance of Executive Revolving Chair including Replacement of Leatherate Upholstery, Steel Base with Wheels	6	Nos.	2,200.00	13,200.00

Page 1 of 3

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

(2)

S. No	Description of Items	Qty	Unit	Unit Price	Total Amount
8	Repair and Maintenance of Revolving Chairs including Replacement of Hydraulic Machine and Base	12	Nos.	1,450.00	17,400.00
9	Repair and Maintenance of Door including Color and Replacement of Door Locks Door Closer Implored	30	Nos.	1,150.00	34,500.00
10	Repair and Maintenance of Book Shelf including replacement of Glass Penal and Finish with Spirit Polish	2	Nos.	1,775.00	3,550.00
11	Repair and Maintenance of Credenza including replacement of Shelf Support, Locks and Handles and Finish with Spirit Polish	2	Nos.	2,250.00	4,500.00
12	Repair and Maintenance of Wall Cabinets with Replacement of Locks, Handles, Lasani MDF Internal Support and Formica Pasting	145	Sq. Ft	200.00	29,000.00
13	Repair and Maintenance of Visitor Chairs including replacement of Cane Knitting of Seat and Back	40	Nos.	950.00	38,000.00
14	R&M of Filing Almira, Changing of Locks and Glass Slides, polishing and finishing	12	Nos.	1,150.00	13,800.00
15	R&M of Computer Tables, Changing of Wheels, Locks and Hardboard of Back.	6	Nos.	850.00	5,100.00
16	R&M of Steel Almira, Changing of Locks and Fixing of Selves	12	Nos.	1,250.00	15,000.00
17	Wooden File Cabinets, Changing of Locks and Handles, Complete Polish and Finishing	6	Nos.	850.00	5,100.00
18	Steel File Cabinets, Changing of Locks and Handles, Complete Polish and Finishing	8	Nos.	1,425.00	11,400.00
GRAND TOTAL					377,500.00

(Rupees: Three Hundred Seventy Seven Thousand Five Hundred Only)

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.



Page 2 of 3

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

(3)

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.

190
02/01/2018 1254-



20 DEC 2017

1760
Mr. Ather Ali Naqvi
Signature
Stamp Vendor's Signature

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. 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: 34966, dated: 26-10-2017 and Department's Reference No: SO / DDO / E&T / CASH / RMF&F / 2017-18 under the title "PURCHASE/HIRING OF SERVICES FOR REPAIR, MAINTENANCE AND REPLACEMENT OF FURNITURE AND FIXTURES ITEMS 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 supply at the cost of Rs. 377.500/- (Rupees: Three Hundred Seventy Seven Thousand Five Hundred Only) as per requirements/requisitions 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 Purchase Order issued by the "DEPARTMENT / FIRST PARTY" vide Order No: SO / DDO / E&T / CASH / RMF&F / 2017-18, dated: January, 2018
2. That the "CONTRACTOR / SECOND PARTY" do hereby agree and bound to execute the repair/replacement parts works of following articles / items mentioned 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	Description of Items	Qty	Unit	Unit Price	Total Amount
1	Repair and Maintenance of Steel Storage Racks including Replacement of Broken M.S Sheet Racks with Nut Bolts and M.S Bar Support from Top to Bottom in X Shape, Finish with Spray Color	24	Nos.	1,450.00	34,800.00
2	Repair and Maintenance of Lower Staff Tables, Changing of Glass Top, Fixing of Glass Cloth on Top, Changing of Locks and Handless, Removing and Pasting of Formica	20	Nos.	850.00	17,000.00
3	Repair and Replacement of Center Table Glass 20MM with Magnetic Catcher and Spirit Polish Finish	3	Nos.	2,850.00	8,550.00
4	Repair and Maintenance of VIP Visitor Chair Including Replacement of Seat Foam and Leatherate of Seat, Back and Armrest and Finish with Spirit Polish	30	Nos.	1,950.00	58,500.00
5	Repair and Maintenance of Wooden Table including Replacement of Drawers Hardboard, Lock, Handles & Glass 12 MM on Top and Finish with Spirit Polish	12	Nos.	2,550.00	30,600.00
6	Repair and Maintenance of Visitor Chair Including Replacement of Foam and Leatherate of Seat and Back and Finish with Spirit Polish	30	Nos.	1,250.00	37,500.00
7	Repair and Maintenance of Executive Revolving Chair including Replacement of Leatherate Upholstery, Steel Base with Wheels	6	Nos.	2,200.00	13,200.00
8	Repair and Maintenance of Revolving Chairs including Replacement of Hydraulic Machine and Base	12	Nos.	1,450.00	17,400.00
9	Repair and Maintenance of Door including Color and Replacement of Door Locks Door Closer Implored	30	Nos.	1,150.00	34,500.00
10	Repair and Maintenance of Book Shelf including replacement of Glass Penal and Finish with Spirit Polish	2	Nos.	1,775.00	3,550.00


Signature of the 'FIRST PARTY'

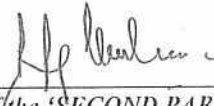

Signature of the 'SECOND PARTY'

S No	Description of Items	Qty	Unit	Unit Price	Total Amount
11	Repair and Maintenance of Credenza including replacement of Shelf Support, Locks and Handles and Finish with Spirit Polish	2	Nos.	2,250.00	4,500.00
12	Repair and Maintenance of Wall Cabinets with Replacement of Locks, Handles, Lasani MDF Internal Support and Formica Pasting	145	Sq. Ft	200.00	29,000.00
13	Repair and Maintenance of Visitor Chairs including replacement of Cane Knitting of Seat and Back	40	Nos.	950.00	38,000.00
14	R&M of Filing Almira, Changing of Locks and Glass Slides, polishing and finishing	12	Nos.	1,150.00	13,800.00
15	R&M of Computer Tables, Changing of Wheels, Locks and Hardboard of Back.	6	Nos.	850.00	5,100.00
16	R&M of Steel Almira, Changing of Locks and Fixing of Selves	12	Nos.	1,250.00	15,000.00
17	Wooden File Cabinets, Changing of Locks and Handles, Complete Polish and Finishing	6	Nos.	850.00	5,100.00
18	Steel File Cabinets, Changing of Locks and Handles, Complete Polish and Finishing	8	Nos.	1,425.00	11,400.00
GRAND TOTAL					377,500.00

(Rupees Three Hundred Seventy Seven Thousand Five Hundred 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 Work Order at his/ her / their own risk and cost and handed over the complete delivery of all articles / items as per Work 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.
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.


Signature of the **'FIRST PARTY'**

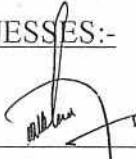

Signature of the **'SECOND PARTY'**

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:-

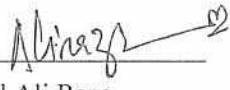
1.


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-UI-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 Furniture and Fixtures Items 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/goods 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 Furniture and Fixture Items
3. Method of Procurement: Single Stage One Envelope
4. Tender Published: SPPRA S. No. 34966 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 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. Sashun International	Rs. 377,500/-	1 st Lowest	Within the cost	Accepted due to lowest rates & Responsive Bid	Recommended for award of work
2.	M/s. DODECAPAK	Rs. 392,600/-	2 nd Lowest	Price on Higher side	Rejected due to higher rates	Not Recommended
3.	M/s. Owais Enterprises	Rs. 396,375/-	3 rd Lowest	Price on Higher side	Rejected due to higher rates	Not Recommended
4.	M/s. Vertex Trading Co (Pvt) Ltd	Rs. 4,409,428/-	4 th 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 16th November, 2017

Subject: MINUTES OF THE PROCUREMENT COMMITTEE MEETING FOR OPENING OF PROPOSALS FOR PURCHASE/HIRING OF SERVICES FOR REPAIR, MAINTENANCE AND REPLACEMENT OF FURNITURE AND FIXTURES ITEMS FOR THE YEAR 2017-18

Meeting of the Departmental Procurement Committee was held on 15th 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: 34966, dated: 26-10-2017 as well as on this Department's official website at Serial No: 01, 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 03:00 PM for opening at 4:00 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,

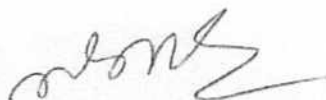
- i. M/s. Sashun International
- ii. M/s. DODECAPAK
- iii. M/s. Owais Enterprises
- iv. M/s. Vertex Trading Co. (Pvt) Ltd

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 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.



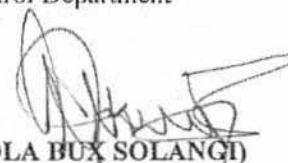
(MAHESH LAL DODANI)
(MEMBER)
Deputy Secretary (Admin-I)
Excise, Taxation and Narcotics
Control Department



(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/RMF&F/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/HIRING
OF SERVICES FOR REPAIR, MAINTENANCE AND
REPLACEMENT OF FURNITURE AND FIXTURES ITEMS

S. No	COMPANY NAME	REPRESENTATIVE NAME AND CONTACT NO.	SIGNATURE
01	Vertex Trading	ADEEL 0315-2036200	Al
02	SASHUN	A. Qureshi 0313-2020215	(Signature)
03.	Dodeca Pak	M. Shujra 0312-1107600	(Signature)
04-	Owais Enterprises	Raja Asif Ali 0321-2131866	(Signature)

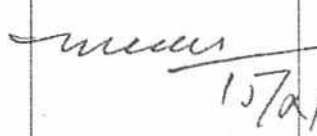
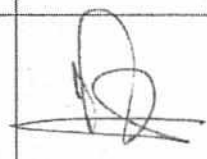




NO: SO/DDO/E&T/CASH/RMF&F/2017-18
GOVERNMENT OF SINDH
EXCISE, TAXATION AND NARCOTICS
CONTROL DEPARTMENT

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/HIRING OF SERVICES FOR REPAIR, MAINTENANCE AND REPLACEMENT OF FURNITURE AND FIXTURES ITEMS

S. NO	NAME AND DESIGNATION	DEPARTMENT	SIGNATURE
1	Ds: Mushtaq Sahaf Additional Insp:	E T & NC	 15/11/17
2	Mahesh Lal Ds.	E & T	0333 025 0801 2186624.
3	Howla Bux Solangi	Labour Deptt.	
4	MUSARRAT MOHTAR Dy. Div. Inspector	Inspection Deptt.	
5	Nasiruddin S.O(B&A)	E & T	 15/11/17

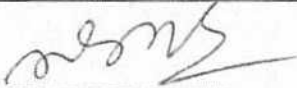
COMPARATIVE STATEMENT

TENDER FOR PURCHASE/HIRING OF SERVICES FOR REPAIR, MAINTENANCE AND REPLACEMENT OF FURNITURE AND FIXTURES ITEMS FOR THE YEAR 2017-18 OPENED ON 15-11-2017 AT 04:00 PM

S.No	ITEMS	Qty	Unit	Quoted Rates								Name of Qualified Bidder
				M/s. DODECAPAK	Total	M/s. Owais Enterprises	Total	M/s. Vertex Trading Co (Pvt) Ltd	Total	M/s. Sashun International	Total	
1	Repair and Maintenance of Steel Storage Racks including Replacement of Broken M.S Sheet Racks with Nut Bolts and M.S Bar Support from Top to Bottom in X Shape, Finish with Spray Color	24	Nos.	1,508.00	36,192.00	1,522.50	36,540.00	15,124.00	362,976.00	1,450.00	34,300.00	M/s. Sashun International
2	Repair and Maintenance of Lower Staff Tables, Changing of Glass Top, Fixing of Glass Cloth on Top, Changing of Locks and Handles, Removing and Pasting of Formica	20	Nos.	884.00	17,680.00	892.50	17,850.00	10,586.00	211,720.00	850.00	17,000.00	M/s. Sashun International
3	Repair and Replacement of Center Table Glass 20MM with Magnetic Catcher and Spirit Polish Finish	3	Nos.	2,964.00	8,892.00	2,992.50	8,977.50	15,124.00	45,372.00	2,850.00	8,550.00	M/s. Sashun International
4	Repair and Maintenance of VIP Visitor Chair including Replacement of Seat Foam and Leatherate of Seat, Back and Armrest and Finish with Spirit Polish	30	Nos.	2,028.00	60,840.00	2,047.50	61,425.00	7,562.00	226,860.00	1,950.00	58,500.00	M/s. Sashun International
5	Repair and Maintenance of Wooden Table including Replacement of Drawers Hardboard, Lock, Handles & Glass 12 MM on Top and Finish with Spirit Polish	12	Nos.	2,652.00	31,824.00	2,677.50	32,130.00	5,746.00	68,952.00	2,550.00	30,600.00	M/s. Sashun International
6	Repair and Maintenance of Visitor Chair including Replacement of Foam and Leatherate of Seat and Back and Finish with Spirit Polish	30	Nos.	1,300.00	39,000.00	1,312.50	39,375.00	5,746.00	172,380.00	1,250.00	37,500.00	M/s. Sashun International
7	Repair and Maintenance of Executive Revolving Chair including Replacement of Leatherate Upholstery, Steel Base with Wheels	6	Nos.	2,288.00	13,728.00	2,310.00	13,860.00	6,804.00	40,824.00	2,200.00	13,200.00	M/s. Sashun International
8	Repair and Maintenance of Revolving Chairs including Replacement of Hydraulic Machine and Base	12	Nos.	1,508.00	18,096.00	1,522.50	18,270.00	6,804.00	81,648.00	1,450.00	17,400.00	M/s. Sashun International
9	Repair and Maintenance of Door including Color and Replacement of Door Locks Door Closer Implord	30	Nos.	1,196.00	35,880.00	1,207.50	36,225.00	9,074.00	272,220.00	1,150.00	34,500.00	M/s. Sashun International
10	Repair and Maintenance of Book Shelf including replcement of Glass Panels and Finish with Spirit Polish	2	Nos.	1,846.00	3,692.00	1,863.75	3,727.50	10,586.00	21,172.00	1,775.00	3,550.00	M/s. Sashun International
11	Repair and Maintenance of Credenza including replcement of Shelf Support, Locks and Handles and Finish with Spirit Polish	2	Nos.	2,340.00	4,680.00	2,362.50	4,725.00	15,124.00	30,248.00	2,250.00	4,500.00	M/s. Sashun International
12	Repair and Maintenance of Wall Cabinets with Replacement of Locks, Handles, Laxani MDF Internal Support and Formica Pasting	145	Sq. Ft	208.00	30,160.00	210.00	30,450.00	15,124.00	2,192,980.00	200.00	29,900.00	M/s. Sashun International
13	Repair and Maintenance of Visitor Chairs including replacement of Cane Knaiting of Seat and Back	40	Nos.	988.00	39,520.00	997.50	39,900.00	6,806.00	272,240.00	950.00	38,000.00	M/s. Sashun International
14	R&M of Filing Almirah, Changing of Locks and Glass Slides, polishing and finishing	12	Nos.	1,196.00	14,352.00	1,207.50	14,490.00	8,317.00	99,804.00	1,150.00	13,800.00	M/s. Sashun International
15	R&M of Computer Tables, Changing of Wheels, Locks and Hardboard of Back.	6	Nos.	884.00	5,304.00	892.50	5,355.00	6,806.00	40,836.00	850.00	5,100.00	M/s. Sashun International
16	R&M of Steel Almirah, Changing of Locks and Fixing of Selves	12	Nos.	1,300.00	15,600.00	1,312.50	15,750.00	9,074.00	108,888.00	1,250.00	15,000.00	M/s. Sashun International
17	Wooden File Cabinets, Changing of Locks and Handles, Complete Polish and Finishing	6	Nos.	884.00	5,304.00	892.50	5,355.00	10,586.00	62,516.00	850.00	5,100.00	M/s. Sashun International

COMPARATIVE STATEMENT
TENDER FOR PURCHASE/HIRING OF SERVICES FOR REPAIR, MAINTENANCE AND REPLACEMENT OF FURNITURE AND FIXTURES ITEMS FOR THE
YEAR 2017-18 OPENED ON 15-11-2017 AT 04:00 PM

S.No	ITEMS	Qty	Unit	Quoted Rates								Name of Qualified Bidder
				MA. DODECAPAK	Total	Ms. Owais Enterprises	Total	Ms. Vertex Trading Co (Pvt) Ltd	Total	Ms. Sashun International	Total	
18	Steel File Cabinets, Changing of Locks and Handles, Complete Polish and Finishing	8	Nos.	1,482.00	11,856.00	1,496.25	11,970.00	12,099.00	96,792.00	1,425.00	11,400.00	Ms. Sashun International
					392,600.00		396,375.00		4,409,428.00		377,500.00	
	Earnest Money @ 2%				1,625.00		1,510.00		88,189.00		7,550.00	



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




MOHD. BILAL SOLANGI
 Section Officer (General)
 Labour & Human Resource
 Department
 (MEMBER)



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



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

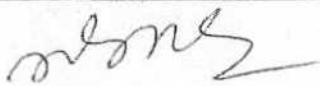


MUSARRAT MOKHTAR
 Deputy Director
 Industries and Commerce
 Department
 (MEMBER)

PRELIMINARY (MANDATORY) SCREENING CRITERIA:

**PURCHASE/HIRING OF SERVICES FOR REPAIR, MAINTENANCE AND REPLACEMENT
OF FURNITURE AND FIXTURES ITEMS FOR THE YEAR 2017-18 OPENED ON 15-11-2017
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)



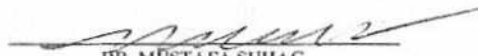
MOLA BUX SOLANGI
Section Officer (General)
Labour & Human Resource
Department
(MEMBER)



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

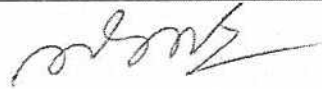
PURCHASE/HIRING OF SERVICES FOR REPAIR, MAINTENANCE AND REPLACEMENT OF FURNITURE AND FIXTURES ITEMS FOR THE YEAR 2017-18 OPENED ON 15-11-2017 AT 04:00 PM

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		

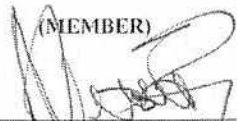
QUALIFICATION & EVALUATION CRITERIA

PURCHASE/HIRING OF SERVICES FOR REPAIR, MAINTENANCE AND REPLACEMENT OF FURNITURE AND FIXTURES ITEMS FOR THE YEAR 2017-18 OPENED ON 15-11-2017 AT 04:00 PM

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	



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)