

# 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 Hardware, Machinery and Equipment's \_\_\_\_\_
- 4) TENDER NUMBER SO/DDO/E&T/CASH/PHYSICAL ASSETS/2017-18 \_\_\_\_\_
- 5) BRIEF DESCRIPTION OF CONTRACT Purchase of Hardware, Machinery and Equipment \_\_\_\_\_
- 6) FORUM THAT APPROVED THE SCHEME Procurement Committee \_\_\_\_\_
- 7) TENDER ESTIMATED VALUE Rs. 706,000/- ✓ \_\_\_\_\_
- 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 01:00 P.M (Attendance Sheets Attach) \_\_\_\_\_
- 11) NUMBER OF TENDER DOCUMENTS SOLD Four (04) Nos. List Attached \_\_\_\_\_  
(Attach list of buyers)
- 12) NUMBER OF BIDS RECEIVED Four (04) Bidders \_\_\_\_\_
- 13) NUMBER OF BIDDERS PRESENT AT THE TIME OF OPENING OF BIDS Four (04) Bidders \_\_\_\_\_
- 14) BID EVALUATION REPORT Copy Enclosed \_\_\_\_\_  
(Enclose a copy)
- 15) NAME AND ADDRESS OF THE SUCCESSFUL BIDDER M/s. Owais Enterprises, PECHS, Karachi \_\_\_\_\_
- 16) CONTRACT AWARD PRICE Rs. 706000/- \_\_\_\_\_
- 17) RANKING OF SUCCESSFUL BIDDER IN EVALUATION REPORT M/s. Owais Enterprises \_\_\_\_\_  
(i.e. 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> EVALUATION BID). M/s. Sashun International \_\_\_\_\_  
M/s. DODECAPAK \_\_\_\_\_
- 18) METHOD OF PROCUREMENT USED :- (Tick one)

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

PLEASE SPECIFY IF ANY OTHER METHOD OF PROCUREMENT WAS ADOPTED i.e. EMERGENCY, DIRECT CONTRACTING ETC. WITH BRIEF REASONS:

19) APPROVING AUTHORITY FOR AWARD OF CONTRACT \_\_\_\_\_

20) WHETHER THE PROCUREMENT WAS INCLUDED IN ANNUAL PROCUREMENT PLAN?

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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21) ADVERTISEMENT :

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

Yes	S No. 34972 Dated 26-10-2017
No	

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

Yes	
No	

22) NATURE OF CONTRACT

Domestic/ Local	<input checked="" type="checkbox"/>	Int.	<input type="checkbox"/>
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23) WHETHER QUALIFICATION CRITERIA  
WAS INCLUDED IN BIDDING / TENDER DOCUMENTS?  
(If yes, enclose a copy)

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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24) WHETHER BID EVALUATION CRITERIA  
WAS INCLUDED IN BIDDING / TENDER DOCUMENTS?  
(If yes, enclose a copy)

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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25) WHETHER APPROVAL OF COMPETENT AUTHORITY WAS OBTAINED FOR USING A  
METHOD OTHER THAN OPEN COMPETITIVE BIDDING?

Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
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26) WAS BID SECURITY OBTAINED FROM ALL THE BIDDERS?

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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27) WHETHER THE SUCCESSFUL BID WAS LOWEST EVALUATED  
BID / BEST EVALUATED BID (in case of Consultancies)

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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28) WHETHER THE SUCCESSFUL BIDDER WAS TECHNICALLY  
COMPLIANT?

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

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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30) WHETHER EVALUATION REPORT GIVEN TO BIDDERS BEFORE THE AWARD OF  
CONTRACT?  
(Attach copy of the bid evaluation report)

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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31) ANY COMPLAINTS RECEIVED  
(If yes, result thereof)

Yes	
No	NO

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

Yes	
No	NO

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

Yes	
No	NO

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

Yes	
No	NO

35) WAS IT ASSURED BY THE PROCURING AGENCY THAT THE SELECTED FIRM IS NOT BLACK LISTED?

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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36) WAS A VISIT MADE BY ANY OFFICER/OFFICIAL OF THE PROCURING AGENCY TO THE SUPPLIER'S PREMISES IN CONNECTION WITH THE PROCUREMENT? IF SO, DETAILS TO BE ASCERTAINED REGARDING FINANCING OF VISIT, IF ABROAD:  
(If yes, enclose a copy)

Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
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37) WERE PROPER SAFEGUARDS PROVIDED ON MOBILIZATION ADVANCE PAYMENT IN THE CONTRACT (BANK GUARANTEE ETC.)?

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

Yes	
No	NO

Signature & Official Stamp of  
Authorized Officer

  
**Muhammad Ismail Jyo**  
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 / PHYSICAL ASSETS / 2017-18  
GOVERNMENT OF SINDH  
EXCISE, TAXATION & NARCOTICS  
CONTROL DEPARTMENT

Karachi dated: 22nd January 2018

To,

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

**SUBJECT: PURCHASE ORDER FOR PURCHASE OF HARDWARE, MACHINERY AND EQUIPMENT'S**

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 Hardware, Machinery and Equipment's for this Department, the quoted rates by your firm amounting to Rs. 706,000/- (Rupees Seven Hundred Six Thousand Only) are hereby accepted and approved being evaluated as the qualified and the lowest bidder for the supply of following quoted items as per approved specification invited by this Department.

S. No	Description of Items	Qty	Unit	Unit Price	Total Amount
1	Desktop Computers with LCD Monitor	03	Each	82,000/-	246,000/-
2	Multimedia Projector	01	Each	120,000/-	120,000/-
3	Fax Machines	02	Each	37,000/-	74,000/-
4	Ceiling Fans	05	Each	4,200/-	21,000/-
5	Split AC 1.5 Ton	01	Each	65,000/-	65,000/-
6	Water Dispensers	04	Each	15,000/-	60,000/-
7	Photo Copier Machine	01	Each	120,000/-	120,000/-
<b>GRAND TOTAL</b>					<b>706,000/-</b>

**(Rupees: Seven Hundred Six Thousand Only)**

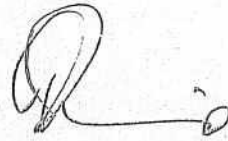
You are hereby directed to supply the quoted items as per approved specification for the Current Financial Year 2017-18. The quantity may reduce or increase depending upon the availability of funds.

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

(2)

**Terms & Conditions:-**

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

K984503

200/-  
27/01/2018

2400/-



MUHAMMAD OWAIS ENTERPRISES STAMP VENDOR  
S. No. 17507  
THROUGH  
PURPOSE  
VALUE RS  
TAMP VENDOR'S SIGNATURE

21 DEC 2017

02 JAN 2018

RUPEES ONE HUNDRED ONLY

Atm M. Naveed  
LN 30044-12020

### AGREEMENT

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

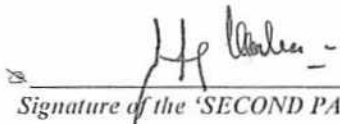
EXCISE TAXATION & NARCOTICS CONTROL DEPARTMENT, GOVERNMENT OF SINDH, THROUGH MR. ABDUL HALEEM SHAIKH, SECRETARY, hereinafter called and referred as the "DEPARTMENT" (which expression shall include their successors of one part) or Party of the "FIRST PARTY"

**AND**

M/S. OWAIS ENTERPRISES, through its MARKETING MANAGER, MR. MUHAMMAD WASEEM AHMED SON OF MUHAMMAD IBRAHIM, holding CNIC No 42201-0543111-1 Muslim, Adult, having its registered business Office at Mezzanine Floor, 770/C-I, Commercial Area, P.E.C.H.S, Tariq Road, 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: 34972, dated: 26-10-2017 and Department's Reference No: SO / DDO / E&T / CASH / PHYSICAL ASSETS / 2017-18 under the title "PURCHASE OF HARDWARE, MACHINERY AND EQUIPMENT'S".

  
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. 706,000/- Rupees: Seven Hundred and Six Thousand Only**) as per approved specification 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 / PHYSICAL ASSETS / 2017-18, dated: January, 2018.
2. That the "**CONTRACTOR / SECOND PARTY**" do hereby agree and bound to supply the following articles / items mentioned in the above said Purchase Order within the stipulated time as mentioned in the Bidding Document as well as in above said Purchase Order, details are as under:-

S No	Description of Items	Qty	Unit	Unit Price	Total Amount
1	Desktop Computers with LCD Monitor	03	Each	82,000.00	246,000.00
2	Multimedia Projector	01	Each	120,000.00	120,000.00
3	Fax Machines	02	Each	37,000.00	74,000.00
4	Ceiling Fans	05	Each	4,200.00	21,000.00
5	Split AC 1.5 Ton	01	Each	65,000.00	65,000.00
6	Water Dispensers	04	Each	15,000.00	60,000.00
7	Photo Copier Machine	01	Each	120,000.00	120,000.00
<b>GRAND TOTAL</b>					<b>706,000.00</b>

*(Rupees: Seven Hundred and Six Thousand 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'


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


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

WITNESSES:-

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

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

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

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





## SCHEDULE OF REQUIREMENT

The Hardware, Machinery & Equipment Items 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	Place of Delivery	Completion Period
01	DESKTOP COMPUTERS WITH LCD MONITOR (HP/DELL OR EQUIVALENT)	3	Each	SECRETARIAT, 2 <sup>nd</sup> Floor, Tuqhlaq House, Sindh Secretariat, Karachi	15 Days
02	MULTIMEDIA PROJECTOR (SONY OR EQUIVALENT)	1	Each		
03	FAX MACHINES (CANON/PANASONIC OR EQUIVALENT)	2	Each		
04	CEILING FANS (WAHID/ROYAL OR EQUIVALENT)	5	Each		
05	SPLIT AC 1.5 TON (DAWLANCE/ORIENT OR EQUIVALENT)	1	Each		
06	WATER DISPENSERS (DAWLANCE/ORIENT OR EQUIVALENT)	4	Each		
07	PHOTO COPIER MACHINE (RIHCO/MINOLTA OR EQUIVALENT)	1	Each		

Name Mr. Muhammad Wasim Ahmed.

in the capacity of Marketing Manager.

Signed 

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

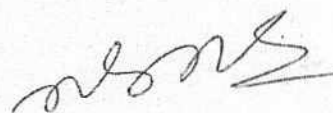
Date 14/10/2017

# Bid Evaluation Report

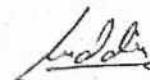
1. Name of Procuring Agency: Excise, Taxation and Narcotics Control Departm
2. Tender Description/Name of Work/Item: Purchase of Hardware, Machinery and Equipment's
3. Method of Procurement: Single Stage One Envelope
4. Tender Published: SPPRA S. No. 34972 Dated 26-10-2017
5. Total Bid documents Sold: (04) Bid Documents Sold
6. Total Bids Received: (04) Bids Received
7. No. of Bid technically qualified (03) Bids
8. Bid(s) Rejected: (01) Bids
9. Financial Bid Opening date: November 14, 2017 at 01:00 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. Owais Enterprises	Rs. 706,000/-	1 <sup>st</sup> Lowest	Within the cost	Accepted due to lowest rates & Responsive Bid	Recommended for award of work
2	M/s. Sashun International	Rs. 727,180/-	2 <sup>nd</sup> Lowest	Price higher on side	Rejected due to higher rates	Not Recommended
3	M/s. DODECAPAK	Rs. 734,240/-	3 <sup>rd</sup> Lowest	Price higher on side	Rejected due to higher rates	Not Recommended
4	M/s. Vertex Trading Co (Pvt) Ltd	Rs. 792,304/-	4 <sup>th</sup> Lowest	Price higher on side	Rejected because not fulfilling the qualification criteria	Not Recommended



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



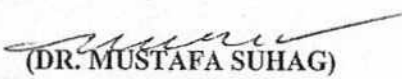
(NASIRUDDIN)  
Section Officer (B&A)



(MUSSARAT MOKHTAR)  
Deputy Director  
Industries & Commerce Department



(MOLA BUX SOLANGI)  
Section Officer (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 OF HARWARE, MACHINERY AND EQUIPMENT'S

Meeting of the Departmental Procurement Committee was held on 14<sup>th</sup> November, 2017 at 01:00 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: 34972, dated: 26-10-2017 as well as on this Department's official website at Serial No: 03, 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 13<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 14<sup>th</sup> November 2017 latest by 12:00 Noon for opening at 01:00 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,

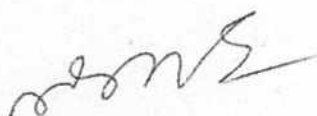
- i. M/s. Sashun International
- ii. M/s. DODECAPAK
- iii. M/s. Owais Enterprises
- iv. M/s. Vertex Trading Co. (Pvt) Ltd

4. With the permission of Chair and Members, sealed Bids were opened on scheduled time at 01:00 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.



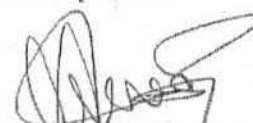
**(MAHESH LAL DODANI)**  
**(MEMBER)**  
Deputy Secretary (Admin-I)  
Excise, Taxation and Narcotics  
Control Department



**(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/PHYSICAL ASSETS/2017-18  
GOVERNMENT OF SINDH  
EXCISE, TAXATION AND NARCOTICS  
CONTROL DEPARTMENT

Karachi, dated the 14<sup>th</sup> November, 2017

ATTENDANCE SHEET

SUBJECT: -FOR BIDDER AGAINST THE TENDER FOR PURCHASE OF  
HARDWARE, MACHINERY AND EQUIPMENT'S

S. No	COMPANY NAME	REPRESENTATIVE NAME AND CONTACT NO.	SIGNATURE
01.	Qwais Enterprises	Ali Raza Zaidi 0300 8255986	Mirza
	SASHUN	A. Qureshi 0344-2020216	Qureshi
03.	Dodeca Pak	M. Shujaa 0312-1107600	Shujaa
04	Vertex Trading company	Qwais Khan 0307-2663457	Qwais Khan



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

Karachi, dated the 14<sup>TH</sup> November, 2017

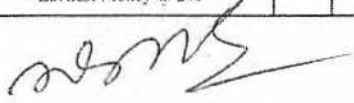
ATTENDANCE SHEET


SUBJECT: -PROCUREMENT COMMITTEE MEETING FOR THE OPENING  
AND EVALUATION OF PROPOSALS OF THE TENDER BIDS FOR  
PURCHASE OF HARDWARE, MACHINERY AND EQUIPMENT


S. NO	NAME AND DESIGNATION	DEPARTMENT	SIGNATURE
1.	Dr: Mustafa Ishaq Assistant Secretary	E & T	
2.	Maheesh Lal DS.	E & T	
3-	M. LISARRAT UJOKHTAR. Deputy Director Imports	Production Dept.	
4.	Maula Bux Pitambarji	Labour Dept	
5.	Nawabuddin S.O (B&A)	E & T	


**COMPARATIVE STATEMENT**  
**TENDER FOR PURCHASE OF HARDWARE, MACHINERY AND EQUIPMENT'S 2017-18 OPENED ON 14-11-2017 AT 01:00 PM**

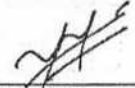
S.No	ITEMS	Qty	Unit	Quoted Rates								Name of Qualified Bidder
				M/s. DODECAPAK	Total	M/s. Owais Enterprises	Total	M/s. Vertex Trading Co (Pvt) Ltd	Total	M/s. Sushun International	Total	
1	Desktop Computers with LCD Monitor	03	Each	84,460.00	253,380.00	82,000.00	246,000.00	69,545.00	208,635.00	84,460.00	253,380.00	M/s. Owais Enterprises
2	Multimedia Projector	01	Each	123,600.00	123,600.00	120,000.00	120,000.00	142,499.00	142,499.00	123,600.00	123,600.00	M/s. Owais Enterprises
3	Fax Machines	02	Each	38,110.00	76,220.00	37,000.00	74,000.00	36,900.00	73,800.00	38,110.00	76,220.00	M/s. Owais Enterprises
4	Ceiling Fans	05	Each	4,326.00	21,630.00	4,200.00	21,000.00	2,086.00	10,430.00	4,326.00	21,630.00	M/s. Owais Enterprises
5	Split AC 1.5 Ton	01	Each	66,950.00	66,950.00	65,000.00	65,000.00	63,525.00	63,525.00	66,950.00	66,950.00	M/s. Owais Enterprises
6	Water Dispensers	04	Each	15,450.00	61,800.00	15,000.00	60,000.00	16,635.00	66,540.00	15,450.00	61,800.00	M/s. Owais Enterprises
7	Photo Copier Machine	01	Each	123,600.00	123,600.00	120,000.00	120,000.00	226,875.00	226,875.00	123,600.00	123,600.00	M/s. Owais Enterprises
					727,180.00		706,000.00		792,304.00		727,179.00	
	Earnest Money @ 2%				14,690.00		14,120.00		15,846.00		14,545.00	

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

  
**MOLA BUNKOLANGI**  
 Section Officer (General)  
 Labour & Human Resource  
 Department  
 (MEMBER)

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

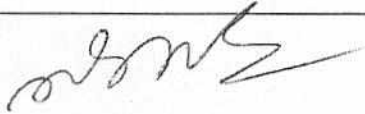
  
**NASIRUDDIN**  
 Section Officer (B&A)  
 Excise, Taxation and Narcotics  
 Control Department  
 (MEMBER/SECRETARY)

  
**MUSARRAT MOKHTAR**  
 Deputy Director  
 Industries and Commerce  
 Department  
 (MEMBER)


**PRELIMINARY (MANDATORY) SCREENING CRITERIA:**

**TENDER FOR PURCHASE OF HARDWARE, MACHINERY AND EQUIPMENT'S 2017-18 OPENED  
ON 14-11-2017 AT 01:00 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  
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Control Department  
(MEMBER)



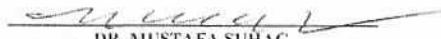
MOLA BUX SOLANGI  
Section Officer (General)  
Labour & Human Resource  
Department  
(MEMBER)



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



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Department  
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Control Department  
(CHAIRMAN)



**QUALIFICATION & EVALUATION CRITERIA**

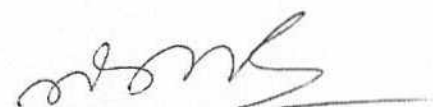
**TENDER FOR PURCHASE OF HARDWARE, MACHINERY AND EQUIPMENT'S 2017-18 OPENED ON 14-11-2017 AT 01:00 PM**

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)	NTN Valid	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	
	a Details of similar works and cost, completed during the last 05 years with completion certificates.	No	Yes	Yes	Yes	
	b Experience of Supplying similar product in Government/Private Institutions with documentary evidence	No	Yes	Yes	Yes	
	c 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	
	d 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	
	e 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.	N/A	Yes	Yes	Yes	Bank Certificate attached instead of Bank Statement by M/s. Vertex Trading Co.
	f 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	
g Bidders having at least Five (05) Years' experience for supplies of similar nature Products shall be apply. Valid Documentary evidence should be submitted in shape of copies of Purchase orders/work orders/agreements. (Minimum 30-proofs required for the last Five (05) Years i.e. 2012, 2013, 2014, 2015 & 2016 Work Experience in relating to the concerned field). At least Six (06) Proofs shall be submitted of each Year.	No	Yes	Yes	Yes		

**QUALIFICATION & EVALUATION CRITERIA**

**TENDER FOR PURCHASE OF HARDWARE, MACHINERY AND EQUIPMENT'S 2017-18 OPENED ON 14-11-2017 AT 01:00 PM**

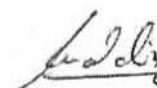
S No	Description	Name of Bidder(s)				REMARKS
		M/s. Vertex Trading Co (Pvt) Ltd	M/s. DODECAPAK	M/s. Sashun International	M/s. Owais Enterprises	
D	An undertaking on stamp paper Rs. 100/- by the firm / contractor to the effect that "Neither the firm/contractor nor its Directors/ stakeholders as a whole 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	



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