



SINDH EDUCATION FOUNDATION
GOVT. OF SINDH
(HEAD OFFICE)



SEF (Plot. No. 21/A, Block No.7 & 8 Overseas Cooperative Housing Society,
Ameer Khusro Road) Karachi. 021-34169182 & 184

ATTENDANCE SLIP

Date: 28th March, 2016.

RFP No. SEF/NP/2015-16/21

RFP FOR: FINANCIAL PROPOSALS OPENING FOR EXTERNAL AUDIT.

Following firms submitted their RFP in this IFB.

S.No.	NAME OF PARTICPANT FIRM	ATTENDED BY (Name)	CONTACT (Cell #)	SIGNATURES
1	Deloitte Yusuf Ali	Sheffat Ali	03333172297	
2	BDO Education & Co	Jawad Khan	03322571711	
* 3	Kasim Khan & Co	Uyaid	0301-8227122	
4	Crowe Horwath.	—	—	Absent.
5				
6				

28/3

Sign:
Acting Deputy Director Procurement,
Sindh Education Foundation.

* Bid Security not found.
28/3/16



**SINDH EDUCATION FOUNDATION
GOVT. OF SINDH
(HEAD OFFICE)**



SEF (Plot. No. 21/A, Block No.7 & 8 Overseas Cooperative Housing Society,
Ameer Khusro Road) Karachi. 021-34169182 & 184

MEMBER OF CONSULTANT SELECTION COMMITTEE

Sign: _____

Mr. Mubashir Mirza

Assistant Director,
(AASP)

Member of Consultant Selection Commit
Sindh Education Foundation,
Govt. of Sindh,

Sign: _____

Mr. Taufiq Ahmed Sheikh

Planning officer,
Planning & Development Dept.

Member of Consultant Selection Committee
Sindh Education Foundation,
Govt. of Sindh,

Sign: _____

Mr. Syed Wajid Ali Shah,

Deputy Sec. (LF) Finance

Member of Consultant Selection Committee
Sindh Education Foundation,
Govt. of Sindh,

Sign: _____

Mr. Nawab Zafar Ali

Deputy Director (M & E), SEF

Secretary of Selection Committee
Sindh Education Foundation
Govt. of Sindh,

COUNTERSIGN

Mr. Aziz Kabani
Director POR/DMD

Chairman Selection Committee
Sindh Education Foundation
Govt. of Sindh



SINDH EDUCATION FOUNDATION

Government of Sindh



MINUTES

(EOI OPENING MEETING OF EXTERNAL AUDIT)

The meeting was held by the Consultant Selection Committee SEF, Karachi on 28th March 2016 at 10:15 A.M in the conference room, Sindh Education Foundation, Govt. of Sindh, Karachi.

AGENDA:

Financial bid Opening of External Audit (EOI # SEF/NP/15-16/21)

(28th March, 2016)

PARTICIPANTS:

The following consultant selection committee members & SEF Officers were participated in meeting:

S.No.	NAME OF OFFICERS	DESIGNATION	AUTHORITY	ATTENDANCE
I	Mr. Aziz Kabani	Director POR / DMD, SEF	Chairman Consultant Selection Committee	Present
II	Mr. Nawab Zafar Ali	Deputy Director (M&E) SEF	Secretary Consultant Selection Committee	Present
III	Mr. Mubashir Mirza	Assistant Director (AASP) SEF	Member of Consultant Selection Committee	Present
IV	Mr. Taufiq Ahmed Sheikh	Planning officer, Planning & Development Dept.	Member of Consultant Selection Committee	Present
V	Mr. Syed Wajid Ali Shah	Deputy Sec. (LF) Finance	Member of Consultant Selection Committee	Not Present
V	Shahnawaz Ali Khan	Acting Deputy Director Procurement	Present

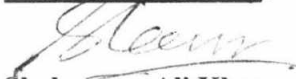
Following firms submitted their financial bid:

S.No.	NAME OF PARTICIPANT FIRMS
1	M/s. BDO EBRAHIM & CO
2	M/s. Horwath Hussain Chaudhari & co
3	M/s. Deloitte
4	M/s. Riaz Ahmed & Company

DICUSSION / DECISION:

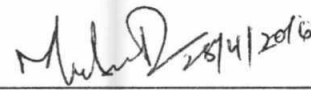
- The meeting was commenced with the tender box opening permission given by Chairman Consultant Selection Committee SEF.
- Only Four sealed envelopes were found in the box, which opened in front of all meeting members and loudly announced the financial bid & the name of Firms which submitted their financial bid.
- M/s. Riaz Ahmed & Company bid has rejected due to not submitted the bid security.
- After reviewing the documents, Deputy Managing Director handed over all related documents & papers to the member of consultant selection committee for further necessary process.

Minutes recorded by:

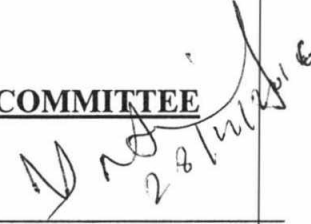

Shahnawaz Ali Khan
Acting Deputy Director
Procurement Department

MEMBER OF CONSULTANT SELECTION COMMITTEE

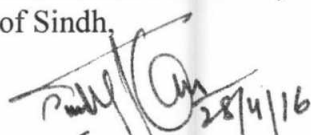
Sign: _____


Mr. Mubashir Mirza
Assistant Director,
(AASP)
Member of Consultant Selection Committee
Sindh Education Foundation,
Govt. of Sindh.

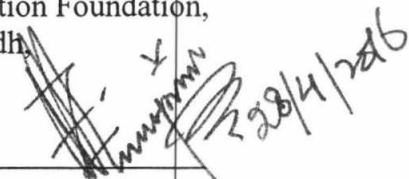
Sign: _____


Mr. Taufiq Ahmed Sheikh
Planning officer,
Planning & Development Dept.
Member of Consultant Selection Committee
Sindh Education Foundation,
Govt. of Sindh.


Sign: _____


Mr. Syed Wajid Ali Shah,
Deputy Sec. (LF) Finance
Member of Consultant Selection Committee
Sindh Education Foundation,
Govt. of Sindh,

Sign: _____


Mr. Nawab Zafar Ali
Deputy Director (M&E)
Secretary of Consultant Selection Committee
Sindh Education Foundation
Govt. of Sindh,

COUNTERSIGNED


Mr. Aziz Kabani
Director POR/DMD
Chairman of consultant Selection Committee
Sindh Education Foundation
Govt. of Sindh,

SINDH EDUCATION FOUNDATION GOVERNMENT OF SINDH
EOI for Hiring of Firm for External Audit (Ref. SEF/NP/15-16/21)

Evaluation of Technical Proposal	Consultant Selection Committee				M/s. Deloitte Yousof Adil	M/s. BDO Ebrahim & Co				M/s. Riaz Ahmed & Co				M/s. Horwath Hussain Chaudhary											
	CHR	SEC	M-1	M-2		Marks Obtain				Average				Average											
	Mr. Aziz Kabani (Chairman)	Mr. Nawab Zafer Ali (Secretary)	Mr. Syed Wajid Ali Shah (Member)	Mr. Taufiq Ahmed Sheikh (Member)		M-1	M-2	M-3	SEC	CHR	Average	M-1	M-2	M-3	SEC	CHR	Average	M-1	M-2	M-3	SEC	CHR	Average		
Technical Proposal Opening Date February 29th 2016	%																								
Criteria of Evaluation	15	37.5%	9	10	11	11	11	11	10.4	12	13	12	12	12	12	12.2	10	10	10	10	10	10	10	10	11.6
Technical Approach	15	37.5%	9	10	10	10	10	10	9.8	12	13	14	14	14	13.4	9	10	11	11	11	11	11	11	11	11.4
Methodology	10	25%	9	8	8	8	8	8	8.2	9	9	9	9	9	9	9	8	8	8	8	8	8	8	8	7.8
Work Plan	10		9	8	8	8	8	8	8.2	9	9	9	9	9	9	9	8	8	8	8	8	8	8	8	7.8
Total	40																								
Team Leader																									
Qualification	12	40%	8	10	10	10	10	10	9.6	12	11	11	11	11	11.2	11	8	9	9	9	9	9	9	9	7.6
Competence	6	20%	6	6	5	5	5	5	5.4	6	6	5	5	5	5.4	5	6	5	5	5	5	5	5	5	5.4
Experience	12	40%	9	10	10	10	10	10	9.8	9	10	10	10	10	9.8	8	8	9	9	9	9	9	9	9	9.4
Total	30																								
Assistant Manager																									
Qualification	8	40%	7	8	7	7	7	7	7.2	7	8	7	7	7	7.2	6	7	7	7	7	7	7	7	7	6.8
Competence	4	20%	3	3	3	3	3	3	3	4	3	3	3	3	3.2	3	2	2	2	2	2	2	2	2	3.4
Experience	8	40%	6	6	6	6	6	6	6	5	6	6	6	6	5.8	6	5	6	6	6	6	6	6	6	7
Total	20																								
Officers (02 in Nos)																									
Qualification	4	40%	2	1	2	2	2	2	1.8	2	3	3	3	3	2.8	1	3	3	3	3	3	3	3	3	2.2
Competence	2	20%	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1.8
Experience	4	40%	1	1	2	2	2	2	1.6	3	3	3	3	3	3	1	3	3	3	3	3	3	3	3	2.6
Total	10																								
GRAND TOTAL	100								73.8						84										77
Minimum 70 marks to qualify. Positions are:									3rd						1st										2nd

NOTE: The Consultant Selection Committee is recommending above Technical Evaluation for further process of Financial Proposal to be opened.

MEMBERS OF CONSULTANT SELECTION COMMITTEE	
<p><i>Mubashir Mirza</i> 16/12/16</p> <p>Mr. Mubashir Mirza Assistant Director (AASP)</p> <p>Member of Consultant Selection Committee Sindh Education Foundation Govt. of Sindh</p>	<p><i>Mr. Syed Wajid Ali Shah</i> 17/12/16</p> <p>Mr. Syed Wajid Ali Shah Deputy Sec. (LF) Finance Finance Dept. Govt. of Sindh</p> <p>Member of Consultant Selection Committee Sindh Education Foundation Govt. of Sindh</p>
<p><i>Mirza Aziz Kabani</i> 17/12/16</p> <p>Mr. Mirza Aziz Kabani Director POR/DMD Chairman of Consultant Selection Committee Sindh Education Foundation Govt. of Sindh</p>	<p><i>Mr. Nawab Zafer Ali</i> 17/12/16</p> <p>Mr. Nawab Zafer Ali Deputy Director (M&E) Secretary of Consultant Selection Committee Sindh Education Foundation Govt. of Sindh</p>

SINDH EDUCATION FOUNDATION GOVERNMENT OF SINDH

EOI FOR HIRING OF EXTERNAL AUDIT FIRM (Ref. SEF/NP/15-16/21) FOR THE YEAR OF 2013-14 & 2014-15





Evaluation of Technical & Financial Proposals:

TECHNICAL EVALUATION:	M/s. BDO Ebrahim & Co.	M/s. Horwath Hussain Chaudhury & Co.	M/s. Deloitte	M/s. Riaz Ahmad & Company
Technical Points out of 100	84.00	77.00	73.80	72.40
Ranking at Technical score	1st	2nd	3rd	
FINANCIAL EVALUATION:				
Financials Prices	1,250,000	1,070,516	1,900,000	900,000
Financials Points out of 100	84.96	100.00	56.34	N/A
Ranking at Financial score	2nd	1st	3rd	Bid Security was not submitted
Consolidate ranking according to the formula to calculate the highest combined achieving Tech & Fin score (S = St x T% + Sf x P%).	84.24	82.75	69.44	N/A
Ranking at Consolidate Marks:	1st	2nd	3rd	Bid Security was not submitted

NOTE:

- 1) The Consultant Selection Committee has found that the Firm is out of competition due to not submission of Payorder of Bid Security by M/s. Riaz Ahmed & Company.
- 2) The Consultant Selection Committee recommended M/s. BDO Ebrahim & Co., at top(1st) ranking on the basis of Technical & Financial Evaluation as per QCBS selection method, this is for kind approval of Competent Authority of SEF.

MEMBERS OF CONSULTANT SELECTION COMMITTEE

			
Mr. Mubashir Mirza Assistant Director (AASP)	Mr. Syed Wajid Ali Shah , Deputy Sec. (LF) Finance, Member of Consultant Selection Committee	Mr. Nawab Zafar Ali Deputy Director (M & E) Secretary of Consultant Selection Committee	Mr. Aziz Kabani Director POR/DMD Chairman Consultant Selection Committee
Member of Consultant Selection Committee Sindh Education Foundation Govt. of Sindh	Member of Consultant Selection Committee Sindh Education Foundation Govt. of Sindh	Secretary of Consultant Selection Committee Sindh Education Foundation Govt. of Sindh	Chairman Consultant Selection Committee Sindh Education Foundation Govt. of Sindh

APPROVED BY:



Ms. Naheed S. Durrani
Managing Director
Sindh Education Foundation
Govt. of Sindh

Bid Evaluation Report

1. Name of Procuring Agency: **Sindh Education Foundation (Govt. of Sindh)**

2. Tender Reference No: **SEF/NP/15-16/021.**

3. Tender Description/Name of work/item: **EOI External Audit**

4. Method of Procurement: **QCBS Method**

5. Tender Published: **SPPRA ID # 2147483647 (15-12-2012)**

Print & Electronic Media (SPPRA ID No. with dates)

Jang Urdu 27/11/2015, Dawn English 27/11/2015

6. Total RFP documents Issued: **5**


7. Total Bids Received: **Four Bids Received.**

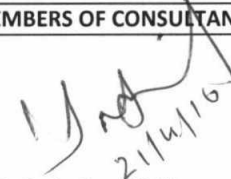
8. Technical Bid Opening date: (if applicable) **29 Feb ,2016.**

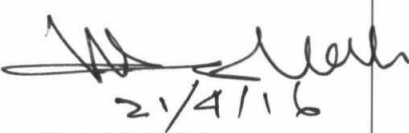
09. No. of Bid technically qualified (if applicable): **4**

S No	Name of Firm or Bidder	Total Bid,Cost offered by the Bidder	Ranking in terms of consolidate (Tech & Finan) evaluation	Comparison with Estimated cost	Reasons for acceptance/rejection Through QCBS selection method and rating calculated of formula (s=stxt%+sfxP%)	Remarks
0	1		3	4	5	6
1	M/s. BDO Ebrahim & Co.	1,260,000	1st	1.5 Million	Because of top in ranking	Recommended to award the contract.
2	M/s. Horwath Hussain Chaudhury & Co.	1,070,516	2nd	1.5 Million	2nd	Not Recommended to award the contract.
3	M/s. Deloitte	1,900,000	3rd	1.5 Million	3rd	Not Recommended to award the contract.
4	M/S. Riaz Ahmed & Company	900,000	Rejected due to Bid security not submitted	1.5 Million	Rejected due to Bid security not submitted	Not Recommended to award the contract.

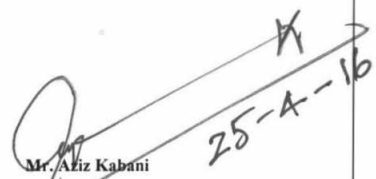
MEMBERS OF CONSULTANT SELECTION COMMITTEE


Mr. Mubashir Mirza
 Assistant Director
 (AASP)
 Member of Consultant Selection Committee
 Sindh Education Foundation
 Govt. of Sindh


Mr. Taufiq Ahmed Sheikh
 Planning officer,
 Planning & Development Dept. Govt. of Sindh
 Member of Consultant Selection Committee
 Sindh Education Foundation
 Govt. of Sindh


Mr. Syed Wajid Ali Shah,
 Deputy Sec. (LF) Finance, Govt. of Sindh
 Member of Consultant Selection Committee
 Sindh Education Foundation
 Govt. of Sindh


Mr. Nawab Zafar Ali
 Deputy Director (M&E)
 Secretary of Consultant Selection Committee
 Sindh Education Foundation
 Govt. of Sindh


Mr. Aziz Kabani
 Director FOR/DMD
 Chairman of Consultant Selection Committee
 Sindh Education Foundation
 Govt. of Sindh



Sindh Education Foundation



Government of Sindh

Date: 10/03/2016

Ref: SEF/Pro/15-16/03

ORDER

ORDER #. SEF/Procurement/2015-16/03: In pursuance of SEF # Pro/12/15-16 dated March 9, 2016; Mr. Mubashir Mirza, Assistant Director, AASP Unit, SEF, is hereby nominated as the *Member of the Consultant Selection Committee* after Transfer of Mr. Ashfaq Hussain Mirani, Assistant Director RBCS, SEF, with immediate effect.

SEF/Procurement/2015-16/03

Ms. Naheed S. Durrani
Managing Director
Karachi, dated March 10, 2016

Copy to:

4. The Secretary, Education & Literacy Department, Govt. of Sindh.
5. The Secretary, Finance Department, Govt. of Sindh.
6. The Secretary, Planning & Development, Govt. of Sindh.

Committee Members:

- Mr. Aziz Kabani, Director-POR/Deputy Managing Director, SEF (Chairman of Committee).
- Mr. Ashfaq Hussain Meerani, (Assistant Director, RBCS).
- Representative from Planning & Development Department, Govt. of Sindh.
- Deputy Secretary (LF), Finance Department, Govt. of Sindh.
- Mr. Nawab Zafar Ali, Deputy Director, Monitoring and Evaluation Unit, SEF.

Shahnawaz Ali Khan
Acting Deputy Director, Procurement
Karachi, dated March 10, 2016

Regional Offices:



Sindh Education Foundation



Government of Sindh

Date: 15/2/16

Ref: SEF/HR/4939

ORDER

ORDER No. SEF/ORDER-200/.....: In pursuance of SEF Notification # SEF/57/2015 dated August 11, 2015; Mr. Nawab Zafar Ali, Deputy Director, Monitoring and Evaluation Unit, SEF, is hereby nominated as the *Secretary of the Consultant Selection Committee* after resignation of Mr. Hadi Khan, Deputy Director PSDU, SEF, with immediate effect.

Ms. Naheed S. Durrani
Managing Director

SEF/ORDER-200/.....

Karachi, dated February 15, 2016

Copy to:

1. The Secretary, Education & Literacy Department, Govt. of Sindh.
2. The Secretary, Finance Department, Govt. of Sindh.
3. The Secretary, Planning & Development, Govt. of Sindh.

Committee Members:

- Mr. Aziz Kabani, Director-POR/Deputy Managing Director, SEF (Chairman of Committee).
- Mr. Ashfaq Hussain Meerani, (Assistant Director, RBCS).
- Representative from Planning & Development Department, Govt. of Sindh.
- Deputy Secretary (LF), Finance Department, Govt. of Sindh.
- Mr. Nawab Zafar Ali, Deputy Director, Monitoring and Evaluation Unit, SEF.

Shahnawaz Ali Khan
Acting Deputy Director, Procurement
Karachi, dated February 15, 2016

Regional Offices:



Date: 11-08-2015

Ref: SEF/57/2015

NOTIFICATION

Subject: Formation of Consultant Selection Committee in Accordance with SPPRA Rule # 67.

With reference to above, a Consultant Selection Committee is hereby constituted with following composition:

1. Mr. Aziz Kabani, Director POR/Deputy Managing Director SEF (Chairman of the Committee)
2. Mr. Ashfaq Hussain Meerani, (Assistant Director RBCS)
3. Representative From Planning & Development Department Govt. of Sindh, (not below the rank of BS-18)
4. Deputy Secretary (LF), Finance Department, Govt. of Sindh
5. Mr. Hadi Khan, Deputy Director PSDU, SEF (Secretary of the Committee)

The committee's TORs are:

- Approval of Request for Proposal before issuance;
- Shortlisting of consultants, responding to the Request for Expression of Interest, where applicable, in accordance with the criteria mentioned in Request for Expression of Interest;
- Evaluation of technical and financial proposals, according to the selection method and evaluation criteria, mentioned in the Request for Expression of proposal;
- Finalization of recommendation based on evaluation as mentioned above;
- Perform any other function assign by competent authority;

MJ
11/8/2015
Ms. NAHEED S. DURRANI
Managing Director,

Copy to:

The Secretary Education & Literacy Department, Govt. of Sindh

The Secretary Finance Department, Govt. of Sindh

The Secretary Planning & Development, Govt. of Sindh

Committee members:

- Mr. Aziz Kabani, Director POR/Deputy Managing Director SEF (Chairman of Committee)
- Mr. Ashfaq Hussain Meerani, (Assistant Director RBCS)
- Representative From Planning & Development Department Govt. of Sindh, (not below the rank of BS-18)
- Deputy Secretary (LF), Finance Department, Govt. of Sindh
- Mr. Hadi Khan, Deputy Director PSDU, SEF (Secretary of the Committee)

Head Office: House # 21-A, Block 7/8, Overseas Cooperative Housing Society, Ameer Khusro Road, Karachi.

Ph:021-34169141-5, 021-34305753-4, 021-34301460-3 Fax: 021-34169181 E-mail: info@sef.org.pk, Website: www.sef.org.pk

Regional Offices:

Hyderabad Ph:022-9260377, 022-9260378 Larkana Ph:074-4058639

Sukkur Ph:071-5632292, 071-9310985 Dadu Ph:025-4710731 Mirpurkhas Ph:0233-9290385

Shaheed Benazirabad Ph:0244-382090-1



Sindh Education Foundation



Government of Sindh

Date: 26-04-2016

Ref: SEF/761/2016

To,

Mr. Zulfikar Ali Causer,
Partner,
M/s. BDO Ebrahim & Co.,
2nd Floor Lakson Square, Block C,
Building No. 1, Sarwar Shaheed Road,
Karachi.

Tel # 021-35683030

Subject: Intimation Letter for Tender of EOI External Audit (SEF/NP/15-16/021)

Dear Sir,

The evaluation process of submitted tender has been completed; therefore the Bid Evaluation Report is enclosed for your intimation.

This is for your kind information.

Thanks for understanding.

Best regards,

Acting Deputy Director Procurement,
Sindh Education Foundation,
Govt. of Sindh,
Karachi.

Cc.

- 1 P.S to MD, SEF
- 2 Deputy Managing Director, SEF
- 3 Director Admin & IT
- 4 Acting Director Finance

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. Sindh Education Foundation Govt. Of Sindh
- 2) PROVINCIAL / LOCAL GOVT./ OTHER Government of Sindh
- 3) TITLE OF CONTRACT EOI for Hiring of External Audit Firm
- 4) TENDER NUMBER SEF/NP/15-16/21
- 5) BRIEF DESCRIPTION OF CONTRACT External Audit (Finance)
- 6) FORUM THAT APPROVED THE SCHEME Senior Management
- 7) TENDER ESTIMATED VALUE PKR. 1260,000/-
- 8) ENGINEER'S ESTIMATE N/A
(For civil works only)
- 9) ESTIMATED COMPLETION PERIOD (AS PER CONTRACT) January 10th, 2017
- 10) TENDER OPENED ON (DATE & TIME) December 31th, 2015 at time 03.30 pm
- 11) NUMBER OF TENDER DOCUMENTS SOLD NIL
(Attach list of buyers)
- 12) NUMBER OF BIDS RECEIVED 05
- 13) NUMBER OF BIDDERS PRESENT AT THE TIME OF OPENING OF BIDS 03
- 14) BID EVALUATION REPORT (Enclose a copy)
(Enclose a copy)
- 15) NAME AND ADDRESS OF THE SUCCESSFUL BIDDER M/s.BDO Ebrahim & Co.
- 16) CONTRACT AWARD PRICE PKR.1,260,000/=
- 17) RANKING OF SUCCESSFUL BIDDER IN EVALUATION REPORT 1st Lowest
(i.e. 1st, 2nd, 3rd EVALUATION BID).

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

- a) SINGLE STAGE – ONE ENVELOPE PROCEDURE _____ Domestic/ Local
- b) SINGLE STAGE – TWO ENVELOPE PROCEDURE _____ YES
- c) TWO STAGE BIDDING PROCEDURE _____
- d) TWO STAGE – TWO ENVELOPE BIDDING PROCEDURE _____

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

Managing Director

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	SPPRA ID#2147483647(15-12-2015)
No	

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

Yes	Daily Dawn English Daily Kawish Sindhi & Daily Jang Urdu on 13/12/2015
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"/>
-----	-------------------------------------	----	--------------------------

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

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

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 *J.A. Khan*
Authorized Officer **Procurement Department**
Sindh Education Foundation
Govt. 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

Bid Evaluation Report

1. Name of Procuring Agency: Sindh Education Foundation (Govt. of Sindh)

2. Tender Reference No: SEF/NP/15-16/021.

3. Tender Description/Name of work/Item: EOI External Audit

4. Method of Procurement: QCBS Method

5. Tender Published: SPPRA ID # 2147483647 (15-12-2012)

Print & Electronic Media (SPPRA ID No. with dates)

Jang Urdu 27/11/2015), Dawn English 27/11/2015

6. Total RFP documents Issued: 5

7. Total Bids Received: Four Bids Received.

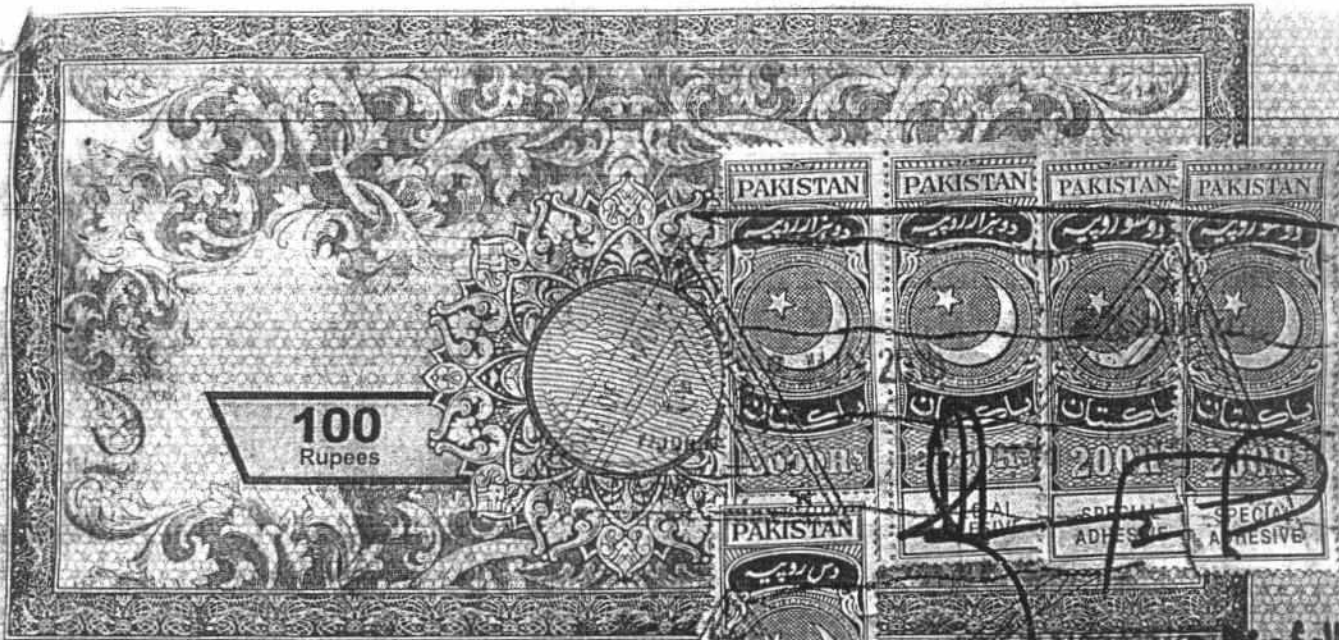
8. Technical Bid Opening date: (If applicable) 29 Feb, 2016.

09. No. of Bid technically qualified (if applicable): 4

S No	Name of Firm or Bidder	Total Bid, Cost offered by the Bidder	Ranking in terms of consolidate (Tech & Finan) evaluation	Comparison with Estimated cost	Reasons for acceptance/ rejection Through QCBS selection method and rating calculated of formula $(s-stx\%+sfxP\%)$	Remarks
0	1		3	4	5	6
1	M/s. BDO Ebrahim & Co.	1,260,000	1st	1.5 Million	Because of top in ranking	Recommended to award the contract.
2	M/s. Horwath Hussain Chaudhury & Co.	1,070,516	2nd	1.5 Million	2nd	Not Recommended to award the contract.
3	M/s. Deloitte	1,900,000	3rd	1.5 Million	3rd	Not Recommended to award the contract.
4	M/S. Riaz Ahmed & Company	900,000	Rejected due to Bid security not submitted	1.5 Million	Rejected due to Bid security not submitted	Not Recommended to award the contract.

MEMBERS OF CONSULTANT SELECTION COMMITTEE

 Mr. Mubashir Mirza Assistant Director (AASP) Member of Consultant Selection Committee Sindh Education Foundation Govt. of Sindh	 Mr. Taufiq Ahmed Sheikh Planning officer, Planning & Development Dept. Govt. of Sindh Member of Consultant Selection Committee Sindh Education Foundation Govt. of Sindh	 Mr. Syed Wajid Ali Shah, Deputy Sec. (LF) Finance, Govt. of Sindh Member of Consultant Selection Committee Sindh Education Foundation Govt. of Sindh
 Mr. Nawab Zafar Ali Deputy Director (M&E) Secretary of Consultant Selection Committee Sindh Education Foundation Govt. of Sindh	 Mr. Aziz Kabani Director FOR/DMD Chairman of Consultant Selection Committee Sindh Education Foundation Govt. of Sindh	



SHAKEEL IQBAL STAMP VENDOR
Lic # 50, Shop # 113, New Ruby Centre,
Talpur Road, Boultan Market, Karachi

09 JUN 2016

Stamp Office, City Centre
Karachi
28 JUN 2016
RUPEES ONE HUNDRED ONLY

S.No. Date
Issued to with Address
Through with Address
Purpose
Value Rs. Attached
Stamp Vendor's Signature
(NOT USE FOR FREE WILL & DIVORCE PURPOSE)

CONTRACT

THIS CONTRACT (External Audit on Accounting & Financial Management of Sindh Education Foundation) is entered into this June 10, 2016, by and between Sindh Education Foundation, Government of Sindh having its principal place of business at Plot No. 21-A, Block No. 7/8, OCHS, Ameer Khusro Road, Karachi (the "Procuring Agency" or "PA"), and M/S. BDO Ebrahim & Co. having its principal office located at 2nd Floor, Block-C, Lakson square, Building No. 1, Sarwar Shaheed Road, Karachi (the "Consultant");

WHEREAS, the Procuring Agency wishes to have the Consultant performing the services hereinafter referred to, and

WHEREAS, the Consultant is willing to perform these services, NOW THEREFORE THE PARTIES hereby agree as follows:

1. Services
 - (i) The Consultant shall perform the services specified in Annex A, "Terms of Reference and Scope of Services," which is made an integral part of this Contract (External Audit on Accounting & Financial Management of Sindh Education Foundation).
 - (ii) The Consultant shall provide the reports listed in Annex B, "Consultant's Reporting Obligations," within the time periods listed in such Annex, and the personnel listed in Annex C, "Cost Estimate of Services, List of Personnel and Schedule of Rates" to perform the Services.
2. Term
The Consultant shall perform the Services during the period commencing July 10, 2016, and continuing through [Six months after signature of contract] or any other period as may be subsequently agreed by the parties in writing.

3. Payment

A. Ceiling

For Services rendered pursuant to Annex A, the PA shall pay the Consultant an amount not to exceed *Rs.1,260,000/-*. This amount has been established based on the understanding that it includes all of the Consultant's costs and profits as well as any tax obligation that may be imposed on the Consultant.

C. Payment Conditions

Payment shall be made in *Pakistani Rupee*, no later than 30 days following submission by the Consultant of invoices in duplicate to the Coordinator designated in paragraph 4.

4. Economic Price Adjustment

In order to adjust the remuneration for inflation, a price adjustment provision has been included if the contract has duration of more than 18 months or if the inflation is expected to exceed ---% per annum. The adjustment will be made every 12 months after the date of the contract for remuneration. Remuneration will be adjusted by using the relevant index as per following provision: "Payments for remuneration made in accordance with Clause 3 shall be adjusted as follows:

Remuneration pursuant to the rates set forth in Annex C shall be adjusted every 12 months (and, for the first time, with effect for the remuneration earned in the *[13] th* calendar month after the date of the Contract) by applying the following formula:

$$R_t = R_{t_0} \times \frac{I}{I_{t_0}}$$

where R_t is the adjusted remuneration, R_{t_0} is the remuneration payable on the basis of the rates set forth in Annex C for payable remuneration, I is the official rate of inflation for the first month for which the adjustment is to have effect and, I_{t_0} is the official rate of inflation for the month of the date of the Contract."]

(Not Applicable)

5. Project Administration

A. Coordinator

The PA designates Mr. Muhammad Tasleem Acting Director Finance as PA's Coordinator; the Coordinator shall be responsible for the coordination of activities under the Contract, for receiving and approving invoices for payment, and for acceptance of the deliverables by the PA.

B. Timesheets

During the course of their work under this Contract the Consultant's employees providing services under this Contract may be required to complete timesheets or any other document used to identify time spent, as instructed by the Coordinator.

C. Records and Accounts


The Consultant shall keep accurate and systematic records and accounts in respect of the Services, which will clearly identify all charges and expenses. The PA reserves the right to audit, or to nominate a reputable accounting firm to audit, the Consultant's records relating to amounts claimed under this Contract during its term and any extension, and for a period of three months thereafter.

6. Performance Standard

The Consultant undertakes to perform the Services with the highest standards of professional and ethical competence and integrity. The Consultant shall promptly replace any employees assigned under this Contract that the PA considers unsatisfactory.

7. **Confidentiality** The Consultants shall not, during the term of this Contract and within two years after its expiration, disclose any proprietary or confidential information relating to the Services, this Contract or the PA's business or operations without the prior written consent of the PA.
8. **Ownership of Material** Any studies, reports or other material, graphic, software or otherwise, prepared by the Consultant for the PA under the Contract shall belong to and remain the property of the PA. The Consultant may retain a copy of such documents and Software.
9. **Consultant Not to be Engaged in Certain Activities** The Consultant agrees that, during the term of this Contract and after its termination, the Consultants and any entity affiliated with the Consultant, shall be disqualified from providing goods, works or services (other than the Services or any continuation thereof) for any project resulting from or closely related to the Services.
10. **Insurance** The Consultant will be responsible for taking out any appropriate insurance coverage for their personnel and equipment's.
11. **Assignment** The Consultant shall not assign this Contract or Subcontract any portion thereof it without the PA's prior written consent.
12. **Law Governing Contract and Language** The Contract shall be governed by the laws of Islamic Republic of Pakistan or the Provincial Government and the language of the Contract shall be English.
13. **Dispute Resolution** Any dispute arising out of this Contract, which cannot be amicably settled between the parties, shall be referred to adjudication/arbitration in accordance with the Arbitration Act of 1940


FOR THE PA



Signed by Mr. Aziz Kabani,

Director (POR)/ Deputy Managing Director,
Sindh Education Foundation, GoS

FOR THE CONSULTANT



Mr. Raheel shahnawaz,
BDO EBRAHIM & CO:
Chartered Accountants

M/s. BDO Ebrahim & Co.





Sindh Education Foundation



Government of Sindh

Date 17/5/2016

Ref SEF/650/16

To,

(PROCUREMENT DEPARTMENT)

Mr. Zulfikar Ali Causer
Partner
M/s. BDO Ebrahim & Co.
Chartered Accountants
2nd Floor, Lakson Square, Block C,
Building No. 1, Sarwar Shaheed Road,
Karachi.

SUBJECT: Letter of Award for EOI of Hiring of External Audit Firm (SEF/NP/15-16/21).

With reference to subject EOI, we are pleased to inform you that your submitted bid has been found first lowest and accepted at following detail and price.

Description: Hiring of External Audit Firm in SEF.

Bid Price: PKR. 1,260,000/- (including of all taxes)

2. Therefore now we would like to share our draft of contract for your review, kindly return us within a week along with your confirmation of acceptance letter and further get immediate visit to our Head office for any prior preparation work.
3. After signing of contract, please contact to our Human Resource Department and arrange 5% performance security too within given time.

Acting Deputy Director

(Procurement)

Enclosure: As stated above

A copy is forwarded for information to:

Director (Admin & IT), SEF.
P.S to MD, SEF.
Master File.

Head Office: House # 21-A, Block 7/8, Overseas Cooperative Housing Society, Ameer Khusro Road, Karachi.
Ph:021-34169141-5, 021-34305753-4, 021-34301460-3 Fax: 021-34169182 E-mail: info@sef.org.pk, Website: www.sef.org.pk

Regional Offices:

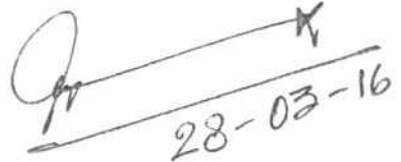

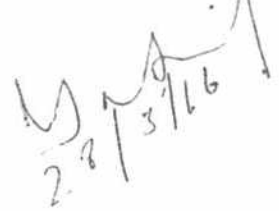

Hyderabad Ph: 022-9240173-4 Larkana Ph:074-4058639
Sukkur Ph:071-5832292, 071-9310985 Dadu Ph:025-4710731 Mirpurkhas Ph:0233-9290385
Shaheed Benazirabad Ph:0244-382090-1

SUMMARY OF COSTS

Item	COSTS
	Amount in Pak Rupees
Total Costs of Financial Proposal per annum (excluding taxes)	600,000
Sindh sales tax at 6% per annum	<u>30,000</u>
Total Costs of Financial Proposal per annum (including taxes and out of pocket expenses)	<u><u>630,000</u></u>

The above cost represent annual fee for audit of financial statements of Sindh Education Foundation. Please note that Code of Ethics of Institute of Chartered Accountants of Pakistan does not allow us accept the appointment as auditors at a fee lower than charged by retiring auditors.

Our fee shall be payable within 15 days of the date of our invoice.

1.    

TERMS OF REFERENCE (ToRs)

EXTERNAL AUDIT ON ACCOUNTING AND FINANCIAL MANAGEMENT OF SINDH EDUCATION FOUNDATION

2. OVERALL PURPOSE

The overall purpose of the external audit is to review the effectiveness of the operations of Sindh Education Foundation and of the accounting process & operation of the Foundation, as well as the correct use of funds received from donors and the transparency of the disclosed accounting and financial information.

3. SCOPE

The audit is expected to cover all aspects related to finance and accounting, including – but not limited to – the following aspects:

- Cash and Bank accounts management and reconciliations; cash management procedures and their validity in terms of control
- Client loans and savings accounting processes, monthly reconciliation procedures;
- Control over late payments, loan loss provisioning, loan write offs
- Staff payroll preparation, accounting and control
- Booking of funds received from donors, and compliance of fund use with the terms agreed by the donors
- The accounting ledgers, vouchers and other supporting documents
- The financial statements (balance sheet, profit and loss statement
- Budget control

And more generally speaking, the audit will aim at controlling the compliance of the Foundation's practices with the procedure manuals, as well as the quality of these manuals & as per applicable rules of government.

4. EXPECTED OUTPUT

A comprehensive financial audit report comprising detailed financial statements, all notes to the statements and a proper management letter, has to be submitted to the Managing Director of Sindh Education Foundation.

The report has to be well-structured, including an in-depth analysis on all the aspects of accounting and financial management as listed above and evidence-based recommendations for consolidation and improvement of Sindh Education Foundation financial management. The final version of the management letter will include the institution's management's response to the listed findings and to the recommendations.

5. METHODOLOGY:

Desk study and field visits as per requirement are must. The audit is expected to take a risk-based approach.

Schedule of Requirement



TERMS OF REFERENCE (ToRs)

6. TIMING

The job is expected to be carried and completed within two (02) months (Sixty days) after signature of the contract/Engagement letter.

7. PROPOSALS

The proposals must include a description of the scope of work, timing of conduction of audit, as well as detailed composition of the team, breakdown of the fees and charge

A handwritten signature in black ink, appearing to be 'S. J. Singh', is written in the center of the page.