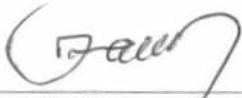


## BID EVALUATION REPORT

1. Name of Procuring Agency: **NED University of Engineering and Technology, Karachi**
2. Tender Reference No: **PC/NED/RG/Photocopier/6383/16**
3. Tender Description/Name of work/item: **Procurement of Photocopier machine for Registrar Office**
4. Method of Procurement: **Single Stage One Envelope**
5. Tender Published: **SPPRA Serial No. 31068**
6. Total Bid documents Sold; **Three**
7. Total Bids Received: **Three**
8. Technical Bid Opening date: (if applicable) \_\_\_\_\_ (Provide details in separate form)
9. No. of Bid technically qualified (if applicable): **Three**
10. Bid(s) Rejected: **Nil**
11. Financial Bid Opening date: **24.01.2017**
12. Bid Evaluation Report:

S No	Name of Firm or Bidder	Cost offered by the Bidder (Rupees)	Ranking in terms of cost	Comparison with Estimated cost	Reasons for acceptance/rejection	Remarks
0	1	2	3	4	5	6
1.	M/s. Universal Business Equipment (Pvt)Ltd..	394,464/-	First Lowest Responsive Bidder in BOQ item # 01	Within approved Budget Allocation		Accepted being the Responsive Bidder
2.	M/s. O & A Business Machine.	570,610/-	Second Lowest Responsive Bidder in BOQ item # 01	----		Responsive Bidder but Firm quoted high Price.
3.	M/s. JS Enterprises	594,594/-	Third Lowest Responsive Bidder in BOQ item # 01	----		Responsive Bidder but Firm quoted high Price.

### Signatures of the Members of the Committee.



Mr. Fawad Ul Hasan Kamran  
ADP-II



Mr. Muhammad Mabroor Khan  
Administrator Officer  
CEMB, UoK



Syed Ghazanfar Hussain  
Registrar, Convener.  
NEDUET,

## Bidder Eligibility / Qualification Report

**Tender # PC/NED/Photocopier/6383/16**

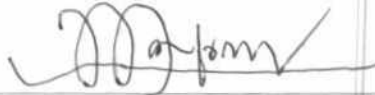
SPPRA ID: 31068

Opening date: 24-01-2017

S. NO	Eligibility / Qualification Criteria	M/s. Universal Business Equipment (Pvt.) Ltd.	M/s. O & A Business Machine.	M/s. JS Enterprises
01	Bidder is a Pakistan Company	Yes	Yes	Yes
02	Local presence in Karachi.	Yes	Yes	Yes
03	Comply with specifications mentioned in bidding documents.	Yes	Yes	Yes
04	Bidders have completed 3 projects of similar nature satisfactory.	Yes	Yes	Yes
05	The bidders have 3 years of experience in the supply.	Yes	Yes	Yes
06	Income Tax Certificate (NTN) and Active Tax Payer.	Yes	Yes	Yes
07	GST Registration Certificate	Yes	Yes	Yes
08	Valid Professional Tax Certificate.	Yes	Yes	Yes
09	Required Bid Security is attached	Yes	Yes	Yes
10	Bid is signed, named and stamped.	Yes	Yes	Yes
11	Non Black list Certificate	Yes	Yes	Yes
12	Qualified/Disqualified	Qualified	Qualified	Qualified



Mr. Fawad Ul Hasan Kamran  
ADP-II



Mr. Muhammad Mabroor Khan  
Administrator Officer  
CEMB, UoK



Syed Ghazanfar Hussain  
Registrar, Convener  
NEDUET.

**Bid Opening Meeting Minutes**  
**of the Procurement Committee held regarding**  
Tender No. PC/NED/Photocopier/6383/16  
SPPRA Serial No. 31068

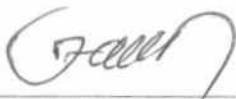
Meeting started with the name of Allah Almighty.

The Convener of the Procurement Committee welcomed the members of the Committee and opened the discussion on the agenda item on date 24-01-2017.

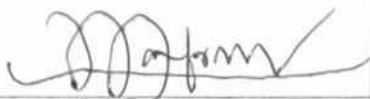
Assistant Director Procurement informed the forum that said tender was appeared & subsequently hoisted on the website of Sindh Public Procurement Regularity Authority vide Serial No.31068

The Committee examined all the bids as per qualification, eligibility and specifications provided in the bidding documents, arithmetical checked and verified the documents and bid security submitted by the bidder. It was unanimously decided that work may be awarded for BoQ item # 01 to M/s. Universal Business Equipment (Pvt.) Ltd. with total cost of Rs. 394,464/- being a lowest responsive evaluated bidder.

The meeting ended with the vote of thanks and to from the chair.



Mr. Fawad Ul Hasan Kamran  
ADP-II



Mr. Muhammad Mabroor Khan  
Administrator Officer  
CEMB, UoK



Syed Ghazanfar Hussain  
Registrar, Convener.  
NEDUET.


## Comparative Statement

Tender # PC/NED/ Photocopier / 6383/16

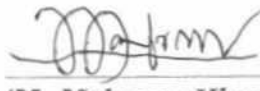
SPPRA # 31068

Opening Date & Time: 24-01-2017 & 11:00 AM

S. No	Name of Firm	BOQ Item # 01 Total Price	Remarks
1.	M/s. Universal Business Equipment (Pvt.) Ltd.	394,464 ✓	With GST
2.	M/s. O & A Business Machines	570,610	With GST
3.	M/s. JS Enterprises	594,594	With GST



(Fawad Ul Hasan Kamran)  
Assistant Director Procurement -II  
NEDUET, Karachi  
Member  
Procurement Committee



(M. Mabroor Khan)  
Administrative Officer  
Centre for Excellence in Marine Biology  
Biology, University of Karachi.  
Member, Procurement Committee



(Syed Ghazanfar Hussain)  
Registrar  
Convener  
Procurement Committee  
NEDUET, Karachi.

Proof

PROCUREMENT CELL


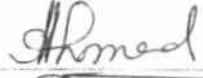

P-59/c

ATTENDANCE SHEET

TENDER NO.: PC/NED/Photocopier/6383/16

TENDER OPENING DATE: 24-01-2017

TIME: 11: 00 AM

SR. No.	NAME OF FIRM	NAME OF REPRESENTATIVE	SIGNATURE
1.	Universal Business Equipment Pvt Ltd	Hasan	
2.	O&A Business Machines	ANZAR	
3.	J.S. Enterprises	Jamil	
4.			
5.			
6.			
7.			
8.			
9.			
10.			



Fawad Ul Hasan/Kamran  
ADP-II  
Member



M. Mabroor Khan  
Administrative Officer. VolK  
Member - External



Syed Ghazanfar Hussain  
Registrar  
Convener



EQSP/02/01/00

P-12/c

Internal Memo
 URGENT       INFO ONLY  
 IMMEDIATE       ROUTINE

To: All Concerned	From: Director Procurement
Sub: Procurement Committee	Ref: DP/PPC Copier/6383/1458
	Date: 02/01/2017

With reference to this University Office Order No. DR(Estab)/(1193)Vol-II/6331 dated 16.06.2016, the Procurement Committee under Rule 7 of the Sindh Public Procurement Rules (as amended) comprising of the following Members has been constituted for procurement of Photocopier Machine (vide Case File No. PC/NED/RG/Photocopier/6383/16 as follows:

- |  |                  |
|--|------------------|
| 1. Syed Ghazanfar Hussain<br>Registrar<br>NEDUET, Karachi  | Convener         |
| 2. Mr. Muhammad Mabroor Khan<br>Administrative Officer<br>Center for Excellence in Marine Biology<br>University of Karachi | Member           |
| 3. Mr. Fawad Ul Hasan<br>Assistant Director Procurement-II<br>NEDUET, Karachi  | Member/Secretary |

The TOR, functions & responsibilities of the aforesaid Procurement Committee will be in accordance with Rule-8 of SPP Rules. The tender will be opened on 24-01-2017 at 11:00 AM in the office of Assistant Director Procurement-II.

  
 Director Procurement

cd

# NED UNIVERSITY OF ENGINEERING & TECHNOLOGY

No. DR (Estab)/(1003)/5730

Dated: 27/05/2016

## OFFICE ORDER

In supersession of this office order No. DR (Estab)/(1003)/11418 dated 02-11-2015, the University Administration has constituted the Complaint Redressal Standing Committee comprising of the following officers to address complaints regarding all procurement issues in the University in pursuance of Clause 31(1) of the SPPRA rules:

- |    |   |          |
|----|---|----------|
| 1. | <b>Prof. Dr. Saad Ahmed Qazi</b><br>Dean (ECE)          | Convener |
| 2. | <b>Independent Professional from the relevant field</b> | Member   |
| 3. | <b>Nominee of Accountant General Sindh</b>              | Member   |

  
Ag-REGISTRAR 27/5/2016

To:

**The Convener & all members**

Copy for information to:

- 1 Dean (ECE)
- 2 Director Planning & Projects
- 3 Director Finance
- 4 Director, Procurement Cell
- 5 Ag. Resident Auditor



**NED UNIVERSITY OF ENGINEERING & TECHNOLOGY  
PROCUREMENT CELL**

Tele # 99261261- 68, (Ext. 2471) Fax # 99261255, E-mail: [ddff@neduet.edu.pk](mailto:ddff@neduet.edu.pk)

"Say NO to Corruption" -

P-10/e

No. PC/NID/105170/

Dated: 2016.

**Notice Inviting Tender**

S/1	Number	Tender	Tender Schedule -- Date and Time				Tender Fee Rs
			Issue / Sale		Submission	Opening	
			From	To			
1	PC/NID/Photocopier/6383/16	Procurement of Photocopier Machine for Registrar Office	05-01-2017	23-01-2017	24-01-2017 10:30 A.M	24-01-2017 11:00 A.M	500/-

Bid Security @ 2.5% of the total bid cost PO / Bank Guarantee in favor of Director Finance

Tender Documents can be purchased from ADP-II office against PO in favour of Director Finance & shall be opened as per above schedule in same office.


**2. ELIGIBILITY CRITERIA**

- (i) 03 years experience in the relevant field
- (ii) Turn-over of at least last three years
- (iii) Registration with Federal Board of Revenue (FBR), for Income Tax and Sales Tax in case of procurement of goods
- (iv) Registration with the Sindh Revenue Board (SRB) in case of procurement of works and services
- (v) An Affidavit on Stamp Paper that the firm has never been Blacklisted

**3. Method of Procurement: (Single Stage One Envelope Procedure)**

**4. Terms & Conditions:**

- a) Under following conditions bid will be rejected:-
  - i. Conditional and telegraphic bids/tenders
  - ii. Bids not accompanied by Bid Security of required amount and form
  - iii. Bids received after specified date and time
  - iv. Bids of Blacklisted firms
- b) **Bid Validity Period:** 90 days from the date of opening of Tender.
- c) Procuring Agency reserves the right to reject all or any bids subject to the relevant provisions of Sindh Public Procurement Rules-2010 (Amended 2013), and can divide business amongst more than one bidder.
- d) Any quotation not conforming to specifications and terms and conditions shall be rejected, however on request grounds for rejection of bid can be communicated.
- e) Tender document can be downloaded from SPPRA website [www.pprasinhd.gov.pk](http://www.pprasinhd.gov.pk) and this University website [www.neduet.edu.pk](http://www.neduet.edu.pk) further (detailed Terms & Conditions are mentioned in bidding documents)

  
**Director Procurement**

9/c



NEU UNIVERSITY OF ENGINEERING & TECHNOLOGY  
ANNUAL PROCUREMENT PLAN FOR THE YEAR 2016-17 (Revision-1)

Sr.No.	Description Procurement	Budget Allocated Rs. Million	Budget Head	Timing of Procurement				Remarks Timing of procurement may subject to the requirement of department			
				1st Qtr	2nd Qtr	3rd Qtr	4th Qtr				
1	Purchase of Durable Goods	12.076	Transport	-	-	√	-	.	.	.	.
			Machinery & Equipment	√	√	√	√	.	.	.	.
			Furniture	√	√	√	√	.	.	.	.
2	Repair & Maintenance of durable goods	11.757	Maintenance of Transport	√	√	√	√	.	.	.	.
			Machinery & Equipment	√	√	√	√	.	.	.	.
			Furniture & Fixture	√	√	√	√	.	.	.	.
			Admin /Acad. Building	-	-	-	√	.	.	.	.
3	Printing Stationary & Publication	15.990	Printing & Stationery office	√	√	√	√	.	.	.	.
			Printing & Stationery Computer	√	√	√	√	.	.	.	.
4	Commodities & Services (POL)	13.420	POL	√	√	√	√	.	.	.	.
5	Uniform And Liveries	0.770	Uniform	√	√	√	√	.	.	.	.
6	Renewal of Software Licence all Deptl.	3.850	Renewal of Software	√	√	√	√	.	.	.	.
7	Student Affairs	0.545	Purchase of Sport Material	√	-	-	-	.	.	.	.
8	Registrar Office	4.235	Entry Test	-	√	-	-	.	.	.	.
			Convocation Expenses	-	-	√	-	.	.	.	.
9	Abul Kalam Library	8.470	News Paper periodicals and Book	√	√	√	√	.	.	.	.
			Book Bank	√	√	√	√	.	.	.	.
10	Medical Department	0.484	Purchase of Medicine	√	√	√	√	.	.	.	.
			Hospitalization	33.000	√	√	√	√	.	.	.
11	Internet Department	0.726	Linkage	√	√	√	√	.	.	.	.
12	Conduct of Examination	5.000	Printing Jobs	√	√	√	√	.	.	.	.
13	ARC's	10.257	a. ARC Hardware	√	√	√	√	.	.	.	.
			b. ARC Plumbing	√	√	√	√	.	.	.	.
			c. ARC Painting	√	√	√	√	.	.	.	.
			d. ARC Horticulture items	√	√	√	√	.	.	.	.
			e. ARC Janitorial Items	√	√	√	√	.	.	.	.
			f. ARC Stationery	√	√	√	√	.	.	.	.
			g. ARC Paper	√	√	√	√	.	.	.	.
			h. ARC Electrical	√	√	√	√	.	.	.	.
14	Lab Charges	2.778	For B.E	√	√	√	√	.	.	.	.
			For Masters	0.868	√	√	√	√	.	.	.
15	Publication / Advertisement	1.650	Advertisement	√	√	√	√	.	.	.	.
16	UDWP ACCOUNT	145.604	UDWP	√	√	√	√	.	.	.	.
	(a) Computers, Air Conditions, Multimedia etc.	.	.	-	√	√	√	.	.	.	.
	(b) Desktop Computers & Laptops	.	.	-	√	√	√	.	.	.	.
	(c) Computers	.	.	-	√	√	√	.	.	.	.
	(d) Laboratory Equipment	.	.	-	√	√	√	.	.	.	.
	(e) Furniture & Fixtures	.	.	-	√	√	√	.	.	.	.
17	Insurance Services	2.904			√			.	.	.	.

20

# NED UNIVERSITY OF ENGINEERING & TECHNOLOGY, KARACHI.

Name of Development Scheme: Strengthening of NED University of Engineering & Technology, (M-III)

## PROCUREMENT PLAN 2016 - 2017

S. No.	Name / Title of Procurement including items to be executed	Estimated Cost including GST	Head of Account / Sub-Head of Account	Approved Allocated Funds	Source of Funds	Nature of Procurement	Method of Procurement	Anticipated Date of			Remarks
								Advertisement	Start	Completion	
1.	Procurement of Laboratory Equipment for Deptt. of Metallurgical Engg.	---	Laboratory Equipment / Metallurgical Engineering	62.460	PSDP-HEC	Press Tender	Single Stage One Envelope	July / August / 2016	August	Sept.	Preparation Stage
2.	Procurement of Laboratory Equipment for Deptt. of Materials Engg.	---	Laboratory Equipment / Materials Engineering	19.200	PSDP-HEC				August	Sept.	Preparation Stage
3.	Procurement of Laboratory Equipment for Deptt. of Polymer & Petrochemical Engg.	---	Laboratory Equipment / Polymer & Petrochemical Engineering	7.763	PSDP-HEC				August	Sept.	Preparation Stage
4.	Procurement of Laboratory Equipment for Deptt. of Chemical Engg.	---	Laboratory Equipment / Chemical Engineering	3.039	PSDP-HEC				August	Sept.	Preparation Stage
5.	Procurement of Laboratory Equipment for Deptt. of Petroleum Engg.	---	Laboratory Equipment / Petroleum Engineering	7.660	PSDP-HEC				August	Sept.	Preparation Stage
6.	Procurement of Laboratory Equipment for Deptt. of Mechanical Engg.	---	Laboratory Equipment / Mechanical Engineering	10.392	PSDP-HEC				August	Sept.	Preparation Stage

2016/17  
PD (M-15)

S. No.	Name / Title of Procurement including items to be executed	Estimated Cost including GST	Head of Account / Sub-Head of Account	Approved Allocated Funds	Source of Funds	Nature of Procurement	Method of Procurement	Anticipated Date of			Remarks
								Advertisement	Start	Completion	
7.	Procurement of Laboratory Equipment for Deptt. of Textile Engg.	---	Laboratory Equipment / Textile Engineering	3.730	PSDP-HEC	Press Tender	Single Stage One Envelope	July / August / 2016	August	Sept.	Preparation Stage
8.	Procurement of Laboratory Equipment for Deptt. of Electrical Engg.	---	Laboratory Equipment / Electrical Engineering	9.440	PSDP-HEC				August	Sept.	Preparation Stage
9.	Procurement of Laboratory Equipment for Product Development Centre	---	Laboratory Equipment / Product Development Centre	19.712	PSDP-HEC				August	Sept.	Preparation Stage
10.	Procurement of Furniture items for various Departments.	---	Furniture	2.500	PSDP-HEC			August / 2016	August	Sept.	---

20/06/16  
 P. (M-12)

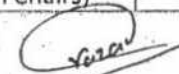
## NED UNIVERSITY OF ENGINEERING &amp; TECHNOLOGY KARACHI


20

**ANNUAL PROCUREMENT PLAN  
(WORKS, GOODS AND SERVICES)  
FINANCIAL YEAR: 2016-17**

**PROJECT: COMMENCEMENT OF NEW ENGINEERING PROGRAMMES & INFRASTRUCTURE DEVELOPMENT**

Sr. No.	Description of Procurement	Quantity (where applicable)	Estimated Unit cost (where applicable)	Estimated total cost	Funds allocated	Sources of funds (ADP/Non ADP)	Proposed Procurement method	Timing of Procurement				Remarks
								1 <sup>st</sup> Qtr	2 <sup>nd</sup> Qtr	3 <sup>rd</sup> Qtr	4 <sup>th</sup> Qtr	
1	Equipment for Earthquake Engg. Laboratory	09 Nos.	--	43.100	43.100	PSDP (HEC)	National Competitive Bidding	√				
	Equipment for Fire Laboratory	04 Nos.	--	69.600	69.600	PSDP (HEC)	National Competitive Bidding	√				
	Remaining equipment for Fire & Earthquake Engg. Laboratory	39 Nos.		39.787	39.787	PSDP (HEC)	National Competitive Bidding		√			
2	Construction of Buildings and related infrastructure	58,485 sft	--	159.363	159.363	PSDP (HEC)	National Competitive Bidding		√			
3	Procurement of Furniture (Computer Tables with Chairs)	140 set.	12,000	1.680	1.680	PSDP (HEC)	National Competitive Bidding	√				

Prepared By:  Engr. Raza ur Rehman  
Focal Person

 Engr. Ashfaq Ahmed Khan  
Project Coordinator (Mega-4)