



DIRECTORATE OF URBAN POLICY & STRATEGIC PLANNING
PLANNING & DEVELOPMENT DEPARTMENT
GOVERNMENT OF SINDH




Subject: MINUTES OF THE PROCUREMENT COMMITTEE (PC) MEETING FOR OPENING OF TECHNICAL AND FINANCIAL BIDS FOR ACQUIRING OF OFFICE PREMISES ON RENTAL BASIS IN KARACHI FOR PROJECT IMPLEMENTATION UNIT - KOWP & DIRECTORATE OF UP&SP.

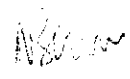
A meeting of Procurement Committee (PC) was held under the Chairmanship of Director General, Directorate of Urban Policy & Strategic Planning (UP&SP), Planning & Development Department, Government of Sindh on 2nd January, 2017 at 3:00 PM in the committee room of the Directorate for opening of technical and financial bids submitted by the interested bidders for the subject assignment. The meeting was attended by all PC members.

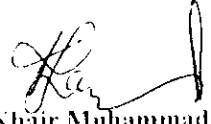
2. The Secretary, Procurement Committee informed the Committee that only one (01) bidder M/s Karsaz Estate (Property Consultant and Advisor) on behalf of owner Dr. Sajid Ali Mirza S/o Mr. Sadiq Ali Mirza had submitted the bid by the cut off time of 2:00 PM on 2nd January, 2017 for the subject assignment. The bid was opened by the PC. However, the bidder / his representative did not attend the bid opening meeting. The price quoted by bidder was read out loudly and its details are mentioned below:

Name of Bidder	Price Schedule	
M/s Karsaz Estate (Property Consultant and Advisor) on behalf of owner Dr. Sajid Ali Mirza S/o Mr. Sadiq Ali Mirza	Monthly Rent:	Rs.490,000/- (including all applicable taxes)
	Rent In Advanced	06 Six Months
	Security Deposit	01 One Month

3. It was discussed that the PC would evaluate technical bid as per evaluation criteria given in the Tender Documents. The meeting concluded with the vote of thanks to and from the Chair.


(Musharrat Ahmed Bhatti)
Deputy Director (Finance & Procurement),
Directorate of UP&SP, P&D Department,
Govt. of Sindh.
(Member/ Secretary)


(Akbar Ali Brahmani)
Deputy Secretary (Dev.II)
Representative
Finance Department,
Govt. of Sindh.


(Khair Muhammad Kalwar)
Director General,
Directorate of UP&SP, P&D Department,
Govt. of Sindh.
(Chairman)



DIRECTORATE OF URBAN POLICY & STRATEGIC PLANNING
PLANNING & DEVELOPMENT DEPARTMENT
GOVERNMENT OF SINDH



Subject: PROCUREMENT FOR ACQUIRING OF OFFICE PREMISES ON RENTAL BASIS
IN KARACHI FOR PROJECT IMPLEMENTATION UNIT - KOWP &
DIRECTORATE OF UP&SP.

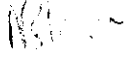
Evaluated on 2nd January, 2017 at 3:00 pm in the Committee Room of the Directorate, Karachi

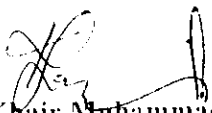
BIDDER QUALIFICATION REPORT

Sr. #.	Firms' Qualification Criteria	Name of Bidder
		M/s Karsaz Estate (Property Consultant and Advisor) on behalf of owner Dr. Sajid Ali Mirza S/o Mr. Sadiq Ali Mirza
1	Valid NTN / all other relevant taxes	Yes
2	Bid Security 1% of the total sum of one year's rent demanded	Yes
3	Tender Fee Rs.1000/-	Yes
4	Undertaking should be on the Letter Head of the Bidder/Firm/Nominated State Agent and should be signed by a person competent (Attached)	Yes
5	Sealed Envelope	Yes
		Eligible


(Musharraf Ahmed Bhatti)

Deputy Director (Finance & Procurement),
Directorate of UP&SP, P&D Department,
Govt. of Sindh.
(Member/ Secretary)


(Akbar Ali Brahmani)
Deputy Secretary (Dev.H)
Representative
Finance Department,
Govt. of Sindh.


(Khair Muhammad Kalwar)

Director General,
Directorate of UP&SP, P&D Department,
Govt. of Sindh.
(Chairman)



DIRECTORATE OF URBAN POLICY & STRATEGIC PLANNING
PLANNING & DEVELOPMENT DEPARTMENT
GOVERNMENT OF SINDH



Subject: PROCUREMENT FOR ACQUIRING OF OFFICE PREMISES ON RENTAL BASIS
IN KARACHI FOR PROJECT IMPLEMENTATION UNIT - KQWP &
DIRECTORATE OF UP&SP.

Evaluated on 2nd January, 2017 at 3:15 pm in the Committee Room of the Directorate, Karachi

TECHNICAL EVALUATION REPORT:

(Evaluation Before Physical Verification)

Sr. No	Requirements	Max Marks	Marks Obtained as per Documentary Evidence	Marks Obtained After Due Visit by the Premises Committee	Marking Criteria	Specification Offered	Documents/ Information Attached
1.	Location	40	40		Preferably located Near Sindh Secretariat, Chief Minister House and Clifton area, Karachi	C-89 Block No.2 SCH.5 Clifton Karachi	Site Plan Attached
		20			Away Stride the main Location		
2.	Approach to the Building	20	20		Easy Approach	Evidence given for each approach	Evidence Attached
		10			Crowded Approach		
3.	Area	20	20		6500 Sq.ft. to 7500 Sq.ft.	7072 Sq. ft.	Title document of the Property Attached
		10			Above 5500 Sq.ft.		
		0			Below 5500 Sq.ft.		
4.	Parking Space (Dedicated to the)	20	0	0	With Parking		
		0			Without Parking		
TOTAL MARKS:		100	80				

(Musharraf Ahmed Bhatti)
Deputy Director (Finance & Procurement),
Directorate of UP&SP, P&D Department,
Govt. of Sindh.
(Member/ Secretary)

(Akbar Ali Brahmani)
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Representative
Finance Department,
Govt. of Sindh.

(Khair Muhammad Kalwar)
Director General,
Directorate of UP&SP, P&D Department,
Govt. of Sindh.
(Chairman)



DIRECTORATE OF URBAN POLICY & STRATEGIC PLANNING
PLANNING & DEVELOPMENT DEPARTMENT



GOVERNMENT OF SINDH

Subject: **MINUTES OF THE PROCUREMENT COMMITTEE (PC) MEETING FOR VISITING / PHYSICAL VERIFICATION AND EVALUATION FOR ACQUIRING OF OFFICE PREMISES ON RENTAL BASIS IN KARACHI FOR PROJECT IMPLEMENTATION UNIT - KOWP & DIRECTORATE OF UP&SP.**

The Procurement Committee (PC) Chairman and members for the subject assignment visited office space C-89 Block No.2 SCH.5 Clifton Karachi offered by the bidder i.e. M/s Karsaz Estate (Property Consultant and Advisor) on behalf of owner Dr. Sajid Ali Mirza S/o Mr. Sadiq Ali Mirza on 3rd January, 2017 at 4:30 pm for physical verification and inspection.

2. The PC inspected above said premises as per information given by the bidder and also evaluated as per the technical criteria given in the bidding documents comprised a total score of 100. The minimum qualifying score for technical proposal was 70 out of 100. The criteria included 40 marks for location; 20 marks for approach to the building; 20 marks for area; 20 marks for Parking Space; (a total of 100 marks). The details of evaluation are as under:

Eligibility:

Sr. #	Firms' Qualification Criteria	Name of Bidder
1	Valid NTN / all other relevant taxes	M/s Karsaz Estate (Property Consultant and Advisor) on behalf of owner Dr. Sajid Ali Mirza S/o Mr. Sadiq Ali Mirza
2	Bid Security 1% of the total sum of one year's rent demanded	Yes
3	Tender Fee Rs.1000/=	Yes
4	Undertaking should be on the Letter Head of the Bidder Firm Nominated State Agent and should be signed by a person competent (Attached)	Yes
5	Sealed Envelope	Yes
Eligible		

Technical Evaluation:

Sr. No	Requirements	Max Marks	Marks Obtained as per Documentary Evidence	Marks Obtained After Due Visit by the Premises Committee	Marking Criteria	Specification Offered	Documents/ Information Attached
1.	Location	40	40	40	Preferably located Near Sindh Secretariat, Chief Minister House and Clifton area, Karachi	C-89 Block No.2 SCH.5 Clifton Karachi	Site Plan Attached

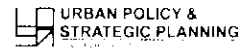
Bungalow No. 37E/2, P.E.C.H.S Block-6, Karachi.

Tel: +92 21 34300555-57 Fax: +92 21 34300554 www.urbandirectorate.gos.pk

3



DIRECTORATE OF URBAN POLICY & STRATEGIC PLANNING
PLANNING & DEVELOPMENT DEPARTMENT



GOVERNMENT OF SINDH

		20			Away Stride the main Location		
2.	Approach to the Building	20	20	20	Easy Approach	Evidence given for each approach	Evidence Attached
		10			Crowded Approach		
3.	Area	20	20	20	6500 Sq.ft. to 7500 Sq.ft.	7072 Sq. ft. Covered area	Title document of the Property
		10			Above 5500 Sq.ft.	600 yards	Attached
		0			Below 5500 Sq.ft.		Only 4 vehicles
4.	Parking Space (Dedicated to the)	20			With Parking		
		0	0	0	Without Parking		
TOTAL MARKS:		100	80	80	PASS		


Financial:

Name of Bidder	Price Schedule	
M/s Karsaz Estate (Property Consultant and Advisor) on behalf of owner Dr. Sajid Ali Mirza S/o Mr. Sadiq Ali Mirza	Monthly Rent:	Rs.490,000/- (including all applicable taxes)
	Rent In Advance	06 Six Months
	Security Deposit	01 One Month

3. Based on the above said evaluation: the PC recommended M/s Karsaz Estate (Property Consultant and Advisor) on behalf of owner Dr. Sajid Ali Mirza S/o Mr. Sadiq Ali Mirza for award of contract. The PC also decided that Rule-48 of SPP Rules 2010 (Amended 2013) may also be complied. The meeting ended with the vote of thanks to and from the Chair.

(Musharraf Ahmed Bhatti)
Deputy Director (Finance & Procurement),
Directorate of UP&SP, P&D Department,
Govt. of Sindh.
(Member Secretary)

(Akbar Ali Brahmani)
Deputy Secretary (Dev.II)
Representative
Finance Department,
Govt. of Sindh.


(Khair Muhammad Kalwar)
Director General,
Directorate of UP&SP, P&D Department,
Govt. of Sindh.
(Chairman)

Bid Evaluation Report

1. **Name of Procuring Agency:** Directorate of Urban Policy & Strategic Planning, Planning & Development Department Government of Sindh

2. **Tender Reference No:** INFO-KRY No. 4776/16 dated 16 December, 2016 and SPPRA Sr. No.30858

3. **Tender Description/Name of work/item:** Procurement Committee (PC) meeting for opening of technical and financial bids for acquiring of office premises on rental basis In Karachi For Project Implementation Unit - KQWP & Directorate OFUP&SP.

4. **Method of Procurement:** Single Stage One Envelope

5. **Tender Published:** INFO-KRY No. 4776/16 dated 16 December, 2016 and SPPRA Sr. No.30858

6. **Total bid documents sold:** Notice Inviting Tender was published in newspapers, websites of SPPRA and bidding documents hosted on SPPRA website and Procuring Agency to invite bids

7. **Total Bids Received:** One (01)

8. **Technical Bid Opening date:** 02.01.2017

9. **No. of Bid technically qualified:** One

10. **Bid(s) Rejected:** No

11. **Financial Bid Opening date:** 02.01.2017

12. **Bid Evaluation Report:**

<i>S No</i>	<i>Name of Firm or Bidder</i>	<i>Cost offered by the Bidder</i>	<i>Ranking in terms of cost</i>	<i>Comparison with Estimated cost</i>	<i>Reasons for acceptance/rejection</i>	<i>Remarks</i>
0	1	2	3	4	5	6
1.	M/s Karsaz Estate (Property Consultant and Advisor) on behalf of owner Dr. Sajid Ali Mirza S/o Mr. Sadiq Ali Mirza	Rs.490,000/ Per month Rs.69.3 per sq. ft.	1 st	NA	Responsive Bidder	Recommended for award of contract

Note: Rates quoted by bidder have been compared with market price in compliance of Rule-48 of SPP Rules, 2010. (Two Quotations are attached)

Signatures of the Members of the Committee.

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(Musharraf Ahmed Bhatti)

Deputy Director (Finance & Procurement).
Directorate of UP&SP, P&D Department.
Govt. of Sindh.
(Member/ Secretary)

(Akbar Ali Brahmani)

Deputy Secretary (Dev.II)
Representative of
Finance Department,
Govt. of Sindh.
(Member)



(Khair Muhammad Kalwar)

Director General.
Directorate of UP&SP, P&D Department.
Govt. of Sindh.
(Chairman)



DIRECTORATE OF URBAN POLICY & STRATEGIC PLANNING
PLANNING & DEVELOPMENT DEPARTMENT
GOVERNMENT OF SINDH



ATTENDANCE SHEET – REPRESENTATIVES

PROCUREMENT COMMITTEE (PC) MEETING FOR OPENING OF TECHNICAL AND FINANCIAL BIDS FOR ACQUIRING OF OFFICE PREMISES ON RENTAL BASIS IN KARACHI FOR PROJECT IMPLEMENTATION UNIT - KQWP & DIRECTORATE OF UP&SP.

Held on 2nd January, 2017 at 3:00 pm in the Committee Room of the Directorate, Karachi.

S.#	Name	Designation with and Department / Organization	Contact No.	Signature
1.	No participation by any representative			
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				



DIRECTORATE OF URBAN POLICY & STRATEGIC PLANNING
PLANNING & DEVELOPMENT DEPARTMENT
GOVERNMENT OF SINDH

URBAN POLICY &
STRATEGIC PLANNING

ATTENDANCE SHEET – PROCUREMENT COMMITTEE (PC)

PROCUREMENT COMMITTEE (PC) MEETING FOR VISITING / PHYSICAL VERIFICATION
AND EVALUATION FOR ACQUIRING OF OFFICE PREMISES ON RENTAL BASIS IN
KARACHI FOR PROJECT IMPLEMENTATION UNIT - KQWP & DIRECTORATE OF UP&SP.

Held on 3rd January, 2017 at 4:30 Noon.

S.#	Name	Designation and Department / Organization	Contact No.	Signature
1.	Khair M Kohar	DC, UP&SP	021-24300551	
2.	M. A. J. J. J.	DC, UP&SP	021-24300551	
3.	Mushtaq Ahmad	DC (PC) UP&SP	021-24300551	



DIRECTORATE OF URBAN POLICY & STRATEGIC PLANNING
PLANNING & DEVELOPMENT DEPARTMENT
GOVERNMENT OF SINDH

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ATTENDANCE SHEET - PROCUREMENT COMMITTEE (PC)

PROCUREMENT COMMITTEE (PC) MEETING FOR OPENING AND EVALUATION OF
TECHNICAL AND FINANCIAL BIDS FOR ACQUIRING OF OFFICE PREMISES ON RENTAL
BASIS IN KARACHI FOR PROJECT IMPLEMENTATION UNIT - KQWP & DIRECTORATE OF
UP&SP.

Held on 2nd January, 2017 at 3:00 pm in the Committee Room of the Directorate, Karachi.

S.#	Name	Designation and Department / Organization	Contact No.	Signature
1.	Ahmed M. Khan	Secy, PC	3430557	
2.	M. Iqbal Khan	Asst. Secy, UP&SP	3430598	
3.	Khalid M. Khan	DG, UP&SP	3430557	



GOVERNMENT OF SINDH
PLANNING & DEVELOPMENT
DEPARTMENT

NOTIFICATION

NO:SO(ADMIN,IP&D)12(105)2012 (P.F) In pursuance of Rule-7 & 8 of SPP Rules 2010 (Amended 2015), a Procurement Committee is constituted for acquiring of office premises of Project Implementation Unit of Quick Wins for Karachi City Project under Karachi Transformation Strategy housed in Directorate of Urban Policy & Strategic Planning, Planning & Development Department, Government of Sindh with following composition and TORs.

- | | | |
|----|---|------------------|
| 1. | Director General, Directorate of Urban Policy & Strategic Planning, P&D Department Govt. of Sindh | Chairman |
| 2. | Representative of Finance Department Govt. of Sindh | Member |
| 3. | Deputy Director (Finance & Procurement) Directorate of UP&SP | Member Secretary |

Functions and Responsibilities of Procurement Committee – Procurement Committee shall be responsible for:

- (1) Preparing bidding documents
- (2) Carrying out technical as well as financial evaluation of the bids
- (3) Preparing evaluation report as provided in Rule-45
- (4) Making recommendations for the award of contract to the competent authority; and
- (5) Perform any other function ancillary and incidental to the above.

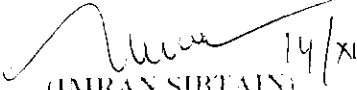
-MUHAMMAD WASEEM-
Additional Chief Secretary (P&D)

NO:SO(ADMIN,IP&D)12(105)2012 (P.F)

Karachi dated 14th December, 2016

A copy is forwarded for information and necessary action to:

1. ~~The Secretary to Govt. of Sindh, Finance Department, Karachi~~
2. The Director General, Directorate of Urban Policy & Strategic Planning, Sindh, P&D Department
3. The Deputy Secretary (Admin.), P&D Department, Govt. of Sindh, Karachi
4. The Superintendent, Sindh Govt. Printing Press, Karachi
5. P.S. to ACS (Dev.), P&D Department, Govt. of Sindh Karachi
6. P.S. to Secretary Planning, P&D Department, Govt. of Sindh, Karachi
7. Officers concerned
8. Master File


(IMRAN SIBTAIN)
Section Officer (ADMIN-1)
Tel: 021-99211926
14/XII/2016



GOVERNMENT OF SINDH
PLANNING & DEVELOPMENT DEPARTMENT
KARACHI

NOTIFICATION

No. SO/ADMN.DP&D/121/5/2012 (Part-1) In pursuance of clause 31 of SPP Rules 2010 (Amended 2015) a committee comprising the following is hereby constituted in respect of procurement regarding procurement of computer software premises of Project Implementation Unit of Karachi Extension City Project under Karachi Transformation Strategy housed in Directorate of Urban Policy & Strategic Planning, Planning & Development Department, Government of Sindh with following composition and TORs.

1. Secretary (Planning), P&D Department, Govt. of Sindh	Chairman
2. Representative of Accountant General Sindh	Member
3. Any other persons to be nominated by an relevant officer	Member

Terms of Reference (TORs)

TORs of the committee are as provided under Rule-31 of SPP Rules 2010 (Amended 2015)

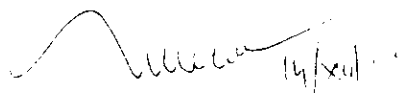
-MUHAMMAD WASEEM-
Additional Chief Secretary (Dev.)

No. SO/ADMN.DP&D/121/5/2012 (Part-1)

Karachi dated 14th December 2016

copy is forwarded for information and necessary action to:

1. The Secretary to Govt. of Sindh, Finance Department, Karachi
2. The Accountant General Sindh, Karachi.
3. The Director General, Directorate of Urban Policy & Strategic Planning, Sindh, P&D Department
4. The Deputy Secretary (Admin.), P&D Department, Govt. of Sindh, Karachi
5. The Superintendent, Sindh Govt. Printing Press, Karachi.
6. P.S. to ACS (Dev.), P&D Department, Govt. of Sindh Karachi
7. P.S. to Secretary Planning, P&D Department, Govt. of Sindh, Karachi
8. Officers concerned
9. Master File


(MIRAN SIBTAIN)
Section Officer (ADMN-D)
Tel: 021-99211926