

# 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 BANK LTD
- 2) PROVINCIAL / LOCAL GOVT./ OTHER Scheduled Bank
- 3) TITLE OF CONTRACT Supply & Installation of LTO Ultrium 4 Tape Cartridges
- 4) TENDER NUMBER SNDB/COK/ADMIN/TD/455/2014
- 5) BRIEF DESCRIPTION OF CONTRACT Supply & Installation of LTO Ultrium 4 Tape Cartridges
- 6) FORUM THAT APPROVED THE SCHEME Procurement Committee
- 7) TENDER ESTIMATED VALUE Rs 760,000
- 8) ~~ENGINEER'S ESTIMATE~~ \_\_\_\_\_
- 9) ESTIMATED COMPLETION PERIOD (AS PER CONTRACT) One year
- 10) TENDER OPENED ON (DATE & TIME) Technical(16/04/2014at17:00)Financial(16/04/2014 17:00)
- 11) NUMBER OF TENDER DOCUMENTS SOLD 03  
(Attach list of buyers)
- 12) NUMBER OF BIDS RECEIVED 02
- 13) NUMBER OF BIDDERS PRESENT AT THE TIME OF OPENING OF BIDS 02
- 14) BID EVALUATION REPORT 05 May, 2014 (Sindh Bank Website)  
(Enclose a copy)
- 15) NAME AND ADDRESS OF THE SUCCESSFUL BIDDER M/s Allied Computer Services
- 16) CONTRACT AWARD PRICE Rs 514,800/-
- 17) RANKING OF SUCCESSFUL BIDDER IN EVALUATION REPORT  
(i.e. 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> EVALUATION BID). M/s Allied Computer Services  
M/s Zain Tech System & Solution

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

- a) SINGLE STAGE – ONE ENVELOPE PROCEDURE  Domestic/ Local
- b) SINGLE STAGE – TWO ENVELOPE PROCEDURE
- 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:

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

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

Yes	<input 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 S.NO.4336
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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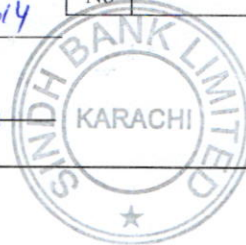
38) SPECIAL CONDITIONS, IF ANY  
(If yes, give Brief Description)

Yes	
No	

39) Date of Award of Contract: 19/05/2014

Signature & Official Stamp of  
Authorized Officer

*M. Rizal*  
19/05/2014



**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

131  
9/5/14

1550/-



211871  
22 FEB 2014  
MRS. FARHANA LOVA  
Advocate L. No. 5369/H.C

CERTIFICATE  
The stamp duty has been assessed as per particulars mentioned in this instrument under the Sanction to the Stamp Act, 1955 and powers conferred by Notification No. CIS/VI/DC/2014/13, dated 03.04.2014, which is required of Rs. 1550/-  
Assistant Chief Inspector of Stamps,  
Assistant Superintendent of Stamps  
Stamp Office, City Court, Karachi.

**1. AGREEMENT**

This Agreement is made on this 20<sup>th</sup> day of May, 2014  
Between Sindh Bank Limited having its head office at 3<sup>rd</sup> Floor, Federation House, Clifton, Karachi (hereinafter called the Purchaser)  
And  
M/S. ALLIED COMPUTER SERVICES having its Registered office at RB-3/19/1, D.M. WAFAI ROAD PAKISTAN CHOWK, KARACHI. (Hereinafter called the Vendor).  
WHEREAS the Vendor is the dealer/supplier/manufacturer of LTO ULTRIUM 4 TAPE CARTRIDGES (Goods).  
AND WHEREAS the Bank is inclined to purchase the Goods as detailed below on  
the terms and conditions laid down hereinafter for the supply of Equipments for the BANK of total sum  
Amounting Rs. 514,800/-.

Detail of Equipment is as follows.

S.No	Product	Quantity	Unit Price (PKR)	Total Price (PKR)
1	LTO ULTRIUM 4 TAPE CARTRIDGES HP BRAND	200	2,574/- Each	514,800/-

- j. In the event of the default on the part of the vendor, in the performance of any condition of the contract and if such default is not remedied within 3 days it shall be lawful for the the Bank to enforces full or part of the Earnest money / Performance Security and or cancel the whole part of the supply order with vendor and the decision of the the Bank will be the final and legally binding on the vendor.
- k. Proportionate payments against supply of equipment will be made within Thirty days from the equipment delivery date.
- l. In case of any dispute at any point the matter will be settled amicably. If the parties do not reach a settlement the dispute will be referred to the Karachi Centre for Dispute Resolution (KCDR) the decision of KCDR will be final and binding on the vendor and the Bank..
- m. Delivery will be made by the vendor at different locations prescribed by the Bank.
- n. A notice of 10 days will be given prior to the opening of the branch and it will be expected that the requisite will be provided and installed within 10 days
- o. Penalty of 5% cost of uninstalled equipment will be fined in case of failure to supply / fixed the requisite within 10 days after issuance of supply order. In addition to that Rs 500/- per day will be fined after 10 days and Rs 1000/- per day will be fined after 20 days from the issuance of supply order.

In witnesses hereunder both the parties have set their hands on the day and year above first mentioned.

Signature M. Obaid Baig

Name M. Obaid Baig

Designation MANAGER

Company Name ALLIED COMPUTER SERVICES

Address RB 3/19/11 D.M wafi Road

Near Ho Akhbar Digi Aman Park

Stamp

Witness:

Signature M. Owais Khan

Name M. Owais Khan

Designation Asst MANAGER

Address House NO. M264

Korangi No. 4 Karachi



Signature M. Saeed Khan

Name M. SAEED KHAN

Designation SVPLT)

Company Name Sindh Bank Ltd

Address \_\_\_\_\_

Stamp

Witness:

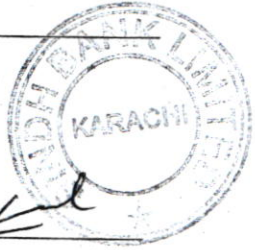
Signature M. Rashid Memo

Name M. Rashid Memo

Designation Acting VP

Address Sindh Bank Ltd, 3rd Floor, Federal

House, Clifton, Karachi



IN MEMORY OF SHAHEED MOHTARMA BENAZIR BHUTTO



Tender Ref No.SNDB/COK/ADMIN/TD/455/2014

Date: 19/05/2014

M/s Allied Computer Services,  
RB-3/19/1,D.M.Wafai Road,  
Near H.O. Akhbar Daily "Aman",  
Pakistan Chowk,  
Karachi.

Subject: **Contract Award- for Supply and Installation of LTO ULTRIUM 4 TAPE CARTRIDGES**

The management of Sindh Bank Ltd is pleased to award the subject contract to M/s Allied Computer Services.

Please acknowledge.

Sincerely,

Muhammad Rashid Memon  
Acting VP/I.T.Division

**3 SCOPE OF WORK / TECHNICAL SPECIFICATION**

Sindh bank Ltd requires data cartridges for data backup.

<b>S.No.</b>	<b>Description</b>	<b>Qty</b>
1.	<b>LTO ULTRIUM 4 TAPE CARTRIDGES</b>  800GB Native Capacity 1.6TB Compressed Capacity  Compatible with all brands of LTO Ultrium Generation 4 drives & tape automation systems specially Tandberg Ultrium 4 (LTO4) DAT Drive.  Delivery-Within Two Weeks	200

**Note:**

1. The Vendor is bound to replace any or all broken or damaged items in transit at his own cost and shall deliver all the equipments in good and sound condition at Sindh bank Head Office.

**Terms & Conditions:**

- a. The vendor will provide the performance security in the form acceptable to the Bank, for the 10% of the order value for the period of 90 days from the date of Submission of performance security . In case Vendor does not fulfil its commitments the bank reserves the right to enforce the performance security.
- b. The vendor shall supply Goods as per specifications and upon the recommendations of the Technical / Standardized Committee appointed by the Bank within one week from the date of receipt of Purchase Order.
- c. The bank will have the option to enforce the performance bond on happening of any one or all the following events.
  - a) If the vendor fails to deliver the Goods as per agreed Schedule.
  - b) If the vendor fails to get the Goods inspected by the Technical Committee.
  - c) If the Goods supplied by the vendor fails to perform as per Banks requirement.

In addition the Bank will have the option to cancel the order and offer the same to the next lowest bidder.

- d. The Vendor is obliged and bound to replace any or all parts broken or damaged in transit at his own cost and risk and shall deliver all the equipments in good and sound condition.
- e. The warranty of the equipment is Three year comprehensive onsite from the date of delivery.
- f. The warranty will be effective while the Goods remain in the premises of the Bank and the Bank will not be responsible to send the equipment to the vendor site. In case however if any portion of equipment required to be shifted to vendor's site, vendor will provide equivalent backup during the warranty period.
- g. Vendor agrees to maintain adequate inventory of the parts so that the replacement is available within 24 hours, if any fault arises in the equipment during the warranty period. In case the effected part is not available, then the vendor will provide backup equipment of the same product or better till the resolution of the fault, without any extra cost to the Bank..The vendor will provide 12 Month Principal Back Warranty to cover Advance Hardware Replacement, 24x7 Technical Assistance, Software Updates & Patches & Support.
- h. The vendor also undertakes to bear 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 charges etc, up to the place of destination.
- i. The Bank reserves the right to Test/Check the equipment to ensure that it is provided as per specification in the tender document. For any discrepancies, the Bank reserve the right to forfeit full security deposit/ cancel the order for the supply and bring the vendor on black list of the Bank forever. The decision of the Bank shall be final and binding upon the vendor.





**4 FINANCIAL PROPOSAL****PRICE SCHEDULE**

(Applicable for the year 2014-2015)

Name of Bidder \_\_\_\_\_

S.No	Item	Unit Cost	Quantity	Total Amount
01	LTO ULTRIUM 4 TAPE CARTRIDGES		200	
*Total Amount				

\*This Total Amount will be taken as the financial bid offered by the vendor.

**Note**

1. The cost must include all taxes, stamp duty (as applicable under Stamp Act 1989) duly stamped on the contract agreement and including delivery charges up to Sindh Bank Head Office, Clifton, Karachi.
2. No advance payment for supply of equipment will be made, bills are only be processed for necessary payment on receipt of certificate of delivery/satisfaction from the concerned Head Office/ Branches.
3. Mechanism for calculation of bid security.  
5% of the Total amount will be the amount of Bid Security to be submitted along with Financial bid document in form of Pay Order/Bank Guarantee.
4. Non- Submission of Earnest Money/Bid Security along with financial Proposal will result in disqualification.
5. If any damages occurred while delivery of requisite, no charges will be paid by the Bank
6. Delivery: Within 2 week.

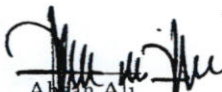
Signature &amp; Stamp of Bidder \_\_\_\_\_

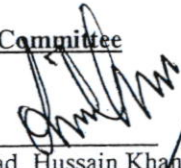
<b>Technical &amp; Financial Evaluation Report</b>		
<b>Supply and Installation of LTO Ultrium 4 Tape Cartridges</b>		
1	Name of Procuring Agency	Sindh Bank Ltd.
2	Tender Reference No.	SNDB/COK/ADMIN/TD/455/2014
3	Tender Description	Supply and Installation of LTO Ultrium 4 Tape Cartridges
4	Method of Procurement	Single Stage Single Envelop Bidding Procedure
5	Tender Published	SPPRA S No.19609
6	Total Bid Documents Sold	03
7	Total Bids Received	02
8	Technical Bid Opening Date	16/04/2014
9	Financial Bid Opening Date	16/04/2014
10	No of Bid Technically Qualified	<b>1</b>
11	Bid(s) Rejected	0


S. No.	Name of Company	Cost Offered by Bidder	Ranking in Terms of Cost	Comparison with Estimated Cost (Rs.760,000/-)	Reason for Acceptance/ Rejection	Remarks
0	1	2	3	4	5	6
1	M/s Allied Computer Services	Rs. 514,800/- @ Rs.2,574/- for 200 Tape Cartridges	Qualified Bidder	Rs.245,200/- below with the estimated cost	Accepted	being the Qualified bidder
2	M/s Zain Tech System & Solution	Rs.614,484/-@ Rs.3072.42 for 200 Tape Cartridges	Disqualified	Rs.145,516/- below with the estimated cost	Disqualified	-Eligibility Criteria Not Fulfilled

**Note:** M/s Allied Computer Services is selected for Supply and Installation of LTO Ultrium 4 Tape Cartridges to Sindh Bank Ltd being the qualified bidder.

**Members Signatures – Pre & Post Evaluation Committee**

  
Ali Iqbal  
AVP/Operations Div.

  
Dilshad Hussain Khan  
VP/Finance Division

  
M. Saeed Khan  
SVP/I.T. Division


**Members – Procurement Committee**


(Anis Iqbal)  
Head of I. T. Division

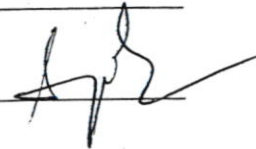
(Saeed Jamal Tariq)  
Chief Financial Officer

(Syed Muhammad Aqeel)  
Chief Manager (IDBL) Karachi

**Signature**

  
28/4/2014

  
28/4/14



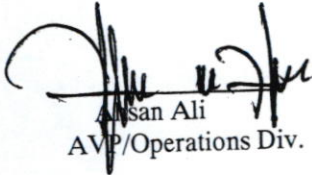
**Eligibility Criteria for LTO ULTRIUM 4 TAPE CARTRIDGES**


S. No.	Requisite	*Evidence required to be attached	Compliance / Proof	
			Yes	No
1	Minimum 03 Years in business in the relevant field	Letter of Incorporation / Company Registration Letter / Letter or Declaration of Commencement of Business / NTN. (attached as Annexure "A")	Yes	No
2	Turn Over in last 3 Years	Audit Report / Tax Return (attached as Annexure "B")	Yes	No
3	Registration with Income Tax and Sales Tax	NTN & GST Certificates (attached as Annexure "C")	Yes	No
4	Office in Karachi is mandatory	Complete address along with PTCL landline numbers (attached as Annexure "D")	Yes	No
5	The offered product must have been supplied / installed by the manufacturer in 03 countries including Pakistan	Certificates from Manufacturer (attached as Annexure "E")	Yes	No
<b>Qualified / Disqualified</b>				


**Note**

1. \*Attachment of relevant evidence in each above requisite is mandatory. In case of non-provision of evidence in any of the requisite, the company will be straight away disqualified.

2. Attach Affidavit on Rs.100/- stamp paper from the owner of the company, stating that the "firm has never been blacklisted by any organization in the past".

  
Asan Ali  
AVP/Operations Div.

  
Dilshad Husain Khan  
VP/Finance Division

  
M.Saeed Khan  
SVP/I.T.Division

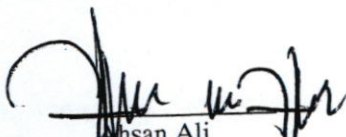
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2	Turn Over in last 3 Years	Audit Report / Tax Return (attached as Annexure "B")	Yes	No ✓
3	Registration with Income Tax and Sales Tax	NTN & GST Certificates (attached as Annexure "C")	Yes ✓	No
4	Office in Karachi is mandatory	Complete address along with PTCL landline numbers (attached as Annexure "D")	Yes ✓	No
5	The offered product must have been supplied / installed by the manufacturer in 03 countries including Pakistan	Certificates from Manufacturer (attached as Annexure "E")	Yes ✓	No ✓
<b>Qualified / Disqualified</b> ✓				


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VP/Finance Division

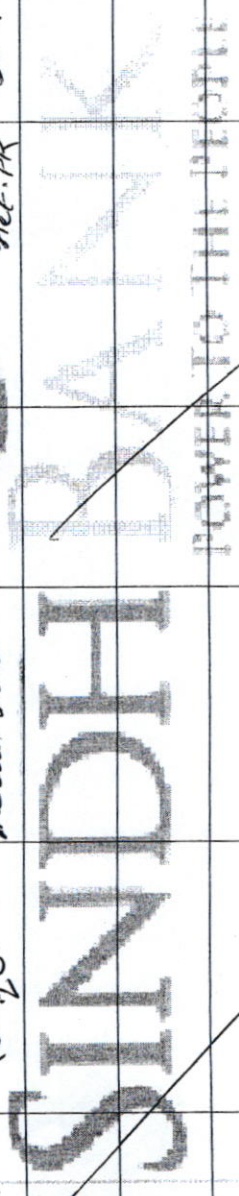
  
M.Saeed Khan  
SVP/I.T.Division

**TENDER DOCUMENT BUYERS COLLECTION RECORD**

**Tender Name:** Supply & Installation of LTO Ultrium 4 TAPE GARTRIDGES

455

S. No.	Date	Company Name	Representative Name	Contact No.	E-mail Address	Amount	Bank's Name	P O No.	Signature of Authorized Company Representative	Signature of Receptionist
01	31/3/14	Zaintech System	Tauseef UR Rehman	0300374184	info@zaintechs.com	500/=	Sumit Bank	113025		
02	09/4/14	Power Zone	M. Usman	0333-2152254	usman@powerzone.net.pk	500/=	Ubl Bank	7976152		
03	14/4/2014	Power Zone	Abdul Wahab	0300-9287374	wahab@powerzone.net.pk	500/=	MCB	3791291		



LAST DATE OF SUBMISSION OF TD

DATE 16-04-2014

TIME 16:00 | 4:00

AVAILABILITY OF TD

FROM 28-03-2014

TO 15-04-2014

Date: 21-04-2014

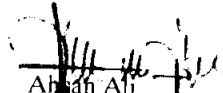
**Technical & Financial Evaluation Report**  
**Supply and Installation of LTO Ultrium 4 Tape Cartridges**

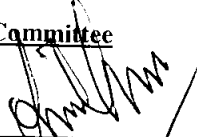
1	Name of Procuring Agency	Sindh Bank Ltd.
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3	Tender Description	Supply and Installation of LTO Ultrium 4 Tape Cartridges
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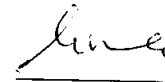
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Ahsan Ali  
AVP/Operations Div.

  
Dilshad Hussain Khan  
VP/Finance Division

  
M. Saeed Khan  
SVP/I.T. Division

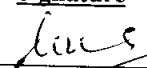
**Members – Procurement Committee**

(Anis Iqbal)  
Head of I. T. Division

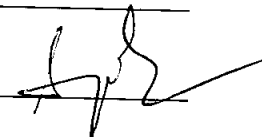
(Saeed Jamal Tariq)  
Chief Financial Officer

(Syed Muhammad Aqeel)  
Chief Manager (IDBL) Karachi

**Signature**

  
25/4/2014

  
25/4/14



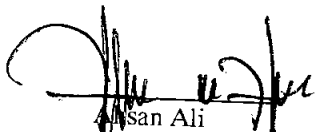
M/s Allied Computer Services


Eligibility Criteria for LTO ULTRIUM 4 TAPE CARTRIDGES


S. No.	Requisite	*Evidence required to be attached	Compliance / Proof	
			Yes	No
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Note

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- Attach Affidavit on Rs.100/- stamp paper from the owner of the company, stating that the "firm has never been blacklisted by any organization in the past".

  
Mansur Ali  
AVP/Operations Div.

  
Dilshad Husain Khan  
VP/Finance Division

  
M.Saeed Khan  
SVP/I.T.Division

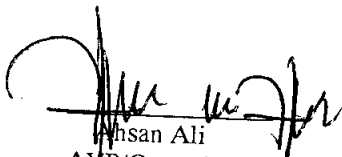
M/S Zain Tech

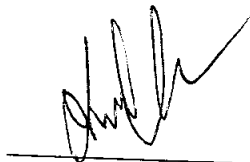
**Eligibility Criteria for LTO ULTRIUM 4 TAPE CARTRIDGES**

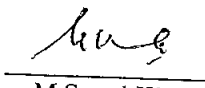
S. No.	Requisite	*Evidence required to be attached	Compliance / Proof	
1	Minimum 03 Years in business in the relevant field	Letter of Incorporation / Company Registration Letter / Letter or Declaration of Commencement of Business / NTN. (attached as Annexure "A")	Yes ✓	No
2	Turn Over in last 3 Years	Audit Report / Tax Return (attached as Annexure "B")	Yes	No ✓
3	Registration with Income Tax and Sales Tax	NTN & GST Certificates (attached as Annexure "C")	Yes ✓	No
4	Office in Karachi is mandatory	Complete address along with PTCL landline numbers (attached as Annexure "D")	Yes ✓	No
5	The offered product must have been supplied / installed by the manufacturer in 03 countries including Pakistan	Certificates from Manufacturer (attached as Annexure "E")	Yes	No ✓
<b>Qualified / Disqualified</b> ✓				

**Note**

- \*Attachment of relevant evidence in each above requisite is mandatory. In case of non-provision of evidence in any of the requisite, the company will be straight away disqualified.
- Attach Affidavit on Rs.100/- stamp paper from the owner of the company, stating that the "firm has never been blacklisted by any organization in the past".

  
Mansan Ali  
AVP/Operations Div.

  
Dilshad Husain Khan  
VP/Finance Division

  
M.Saeed Khan  
SVP/I.T.Division