



Board of Intermediate Education

Bakhtiari Youth Center, North Nazimabad,
Karachi - 74700

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No. BIE/AG/L&N/60/2017

Dated: 08-11-2017

NOTIFICATION

With reference to this office Notification No: BIE/ADMN GEN/1532/2017 dated 28-03-2017 and with the approval of Competent Authority, a 'Procurement Committee' comprising the following is hereby re-constituted to invite, evaluate and finalize the Bids for Procurement of Goods & Services for BIE, Karachi and recommend the successful Bidder / Firm to the competent authority for award of contract:

- | | |
|--|----------|
| 1. Secretary Board | Convener |
| 2. Controller of Examinations | Member |
| 3. Audit Officer | Member |
| 4. Prof. Muhammad Saleem Ghauri
Principal D.J. Sindh Govt. Sc. College,
Karachi. | Member |
| 5. Prof. Babar Shah Khan
Assistant Professor (Jinnah Govt. College) | Member |

Terms of Reference:

- To Select appropriate method of Procurement, as specified in SPPRA Rules.
- To prepare bidding / pre-qualification documents.
- To prepare invitation of bids / pre-qualification notice.
- To carry-out technical as well as financial evaluation of the bids.
- To prepare bid evaluation report.
- To make recommendation for the award of contract or otherwise, to the competent authority.
- To perform any other function ancillary and incidental thereto.

(AZEEM AHMED)
SECRETARY ACTING

Copy to:

- 1) P.S to Chairman
- 2) P.A to Secretary
- 3) P.A to Controller of Examinations
- 4) S.P.P.R.A
- 5) Guard File

(SYED HADI HASAN)
DEPUTY SECRETARY



Board of Intermediate Education
Bakhtiari Youth Center, North Nazimabad,
Karachi - 74700

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MINUTES OF MEETING

MINUTES OF THE MEETING OF PROCUREMENT COMMITTEE HELD ON 07.02.2018 AT 03:00 P.M. TO FINALIZE THE RECOMMENDATIONS OF TECHNICAL COMMITTEE TO AWARD THE CONTRACT FOR HIRING OF FURNITURE FOR THE BOARD OF INTERMEDIATE EDUCATION KARACHI.

A meeting of the Procurement Committee BIE Karachi was held on 07.02.2018 at 03:00 p.m. in the Committee room of Board of Intermediate Education Karachi, under the Convenership of Secretary BIE Karachi, to review the technical committee report submitted by the committee, and to finalize the award of contract for hiring of furniture for Examination Centers. Following attended the meeting:

1. Mrs. Zarina Rashid, Secretary (Acting), BIE, Karachi. Convener
2. Prof: Muhammad Saleem Ghouri, Principal, D.J. Sindh Govt. Sc. College, Karachi. Member
3. Prof: Babar Shah Khan Assistant Professor, Jinnah Govt. College, Nazimabad. Member
4. Mr. Zahid Ali Lakho, Audit Officer, BIE, Karachi. Member
5. Mr. Muhammad Jaffer, Controller of Examinations (Acting) BIE, Karachi. Member

Meeting started with recitation from Holy Quran. The Committee was informed that the bids invited through press for hiring of furniture for the examination centers during the conducting of Annual Examinations 2018. In order to technically evaluate the standard of furniture/availability in accordance with the specifications mentioned in the tender documents, the 02 members of procurements alongwith two other members from the Board was assigned the responsibility to deeply examine and visit the out lets to inspect the articles and submit his findings to Procurement Committee to finalize for award of contract.

Accordingly, a committee has visited the outlets of their bidders as on 25.01.2018, to check quality and quantity of furniture to be supplied by the bidders during the conducting of Annual Examinations, 2018 and submitted their findings/suggestion to the Procurement Committee for further necessary action, the contents of such report is reproduced as under:

VISIT REPORT OF INVITED BID FOR HIRING OF FURNITURE FOR EXAMINATION CENTERS DURING THE CONDUCTING OF HSC ANNUAL EXAMINATIONS 2018

In accordance with decision of the Procurement Committee dated 26.12.2017, a sub committee comprising seniors officers of the Board and respective members of procurement committee shall visit Godown(s)/Stores of bidding firms for checking the quality and quantity of furniture available in their godown(s)/store and report shall be submitted to procurement committee to finalize the award of contract.

In responsive of the decision of the committee, the committee has visited to the Godown(s)/Stores to the following bidding firms who have submitted their offered for the subject matter:

- a) M/s. Zaib Enterprises, Karachi
- b) M/s. Liaquat Sons, Karachi
- c) M/s. Al-Razzaq Enterprises, Karachi.

In order to implement the decision of Procurement Committee, Secretary Board has informed to the bidders official letter dated 24.01.2018, therein directed a sub-committee shall be visited to your outlet as on 25.01.2018, with regard to check the quality and quantity of furniture available to their godown(s).

As per the schedule committee in first instant visited to the outlet o M/s. Al-Razzaq, Enterprises, Karachi, Mr. Adil, representative of the bidding firm was available, during the discussion he informed to the committee her furniture were available in the three different places in first place we visited small carpenter shop in Azizabad, whereas the small quantity of furniture were under process and thereafter, committee visited another place, which is in also Azizabad, and he showed the furniture, which has been found low quality and not mach as per the specification mentioned in the tender documents and committee also visited to their third outlet and furniture was not found to up to mark, so therefore, committee was not satisfied.

After visited of out lets of M/s. Al-Razaqqe, committee visited to the outlet of M/s. Zaib, Enterprises, Karachi, during the visit owner of such bidding firm was available and showed the furniture including all required items, Committee has satisfied that all required items are available in their outlet and found good quality and upto mark in accordance with the specification mentioned in the tender documents and huge quantity of available in the same place.

On the same day committee also visited to the outlet of M/s. Liaquat Sons, Karchi, being third lowest Mr. Hamza, owner of the firm was available in the godowns and showed the furniture including all required items. Committee has also satisfied and the available furniture standardized and up to mark and mach with approved specification mentioned in the tender documents.

SUGGESTION:

1. **Committee suggested the furniture of M/s. Al-Razzaq, Karachi were low quality and below standard.**
2. **Committee has suggested that the furniture of M/s. Zaib Enterprises, Karachi, being second lowest was suitable, standardized and upto mark.**
3. **Committee suggested the furniture of M/s. Liaquat Sons Karach, being third lowest found good quality and standardized but price is in higher side.**

The Procurement Committee appreciated the efforts made by the sub-committee to visited the outlets of bidders in order to check in term of quality and quantity with regard to specifications mentioned in the tender documents and reviewed his recommendations and committee has also reviewed the financial statement, which has been prepared at (Annexure-A).

The summary of financial statement after evaluation of samples, are as under:

Sr.#	Specification	Approx: Qty	M/s. Zaib Enterprises		M/s. Liaquat Sons		M/s. New Al-Razzaq Enterprises	
1	Pair of Folding Table 2'*2 Chair	16000	12.99	207,840	17.80	284,800	12.48	199,680
2	Qanaat 15"*7	15	60.00	900	39.00	585	50.00	750
3	Tent (Shaamiyana	15	400.00	6,000	350.00	5,250	300.00	4,500
4	Water Cooler /Tanki	200	30.00	6,000	20.00	4,000	50.00	10,000
5	Pedestal Fan	300	78.00	23,400	100.00	30,000	80.00	24,000
6	Jug (Steel)	200	5.00	1,000	7.00	1,400	5.00	1,000
7	Glass (Steel)	400	2.00	800	1.00	400	2.00	800
8	Chandni	0	30.00	-	38.00	-	100.00	-
9	Daree	0	30.00	-	39.00	-	100.00	-

Package wise Total

245,940

326,435

240,730

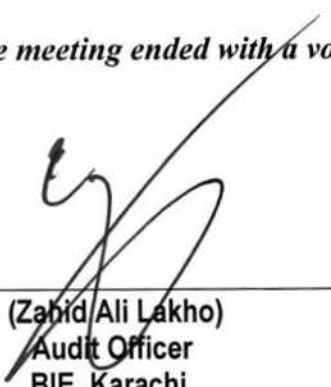
Committee has gone through the report given by the committee and also reviewed the comparative statement as mentioned above, as per the contents of report, the material of M/s. New Al Razzaq Enterprises, Karachi was low quality and as far as financial statement is concerned only Rs.5,000/- amount difference between the first lowest and second lowest, so therefore, the committee first prefer the award of contract to second lowest in the best interest of Board being responsive bidder and further more the examination is sensitive matter of the Board so therefore, any risk can't be afford by the Board at in final stage. After deliberate discussion Committee decided as follows:


DECISION:


- a) **Considering the findings furnished by the technical committee being Responsive bidders, the Procurement Committee recommended to award the contract M/s. Zaib Enterprises, Karachi being responsive bidder, as follows:**


Item #	Description of items	Quantity		Rate	Amount
01	Pair of Folding Table 2'*2 Chair	16000	Nos	12.99	8,313,600
02	Qanaat 15"*7	15	Nos	60.00	36,000
03	Tent (Shamiyana)	15	Nos	400.00	240,000
04	Water Cooler /Tanki	200	Nos	30.00	240,000
05	Pedestal Fan	300	Nos	78.00	936,000
06	Jug (Steel)	200	Nos	5.00	40,000
07	Glass (Steel)	400	Nos	2.00	32,000
08	Chandni	0	Nos	30.00	-
09	Daree	0	Nos	30.00	-
	Grand Total				9,837,600


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


 (Zabid Ali Lakho)
 Audit Officer
 BIE, Karachi.


 (Muhammad Jafar)
 Controller of Examinations (Acting)
 BIE, Karachi.


 (Prof: Babar Shah Khan)
 Assistant Professor
 Jinnah Govt. College, Nazimabad.


 (Prof: Muhammad Saleem Ghouri)
 Principal, D.J. Sindh Govt. Sc. College
 Karachi.


 (ZARINA RASHID)
 SECRETARY (ACTING)
 BIE, Karachi.



Board of Intermediate Education

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MINUTES OF MEETING

MINUTES OF THE MEETING OF PROCUREMENT COMMITTEE HELD ON 26.12.2017 AT 03:00 P.M. TO OPEN THE BIDS INVITED FOR "HIRING OF FURNITURE FOR EXAMINATION CENTERS" FOR HSC ANNUAL EXAMINATIONS 2018.

A meeting of the Procurement Committee BIE Karachi was held on 26.12.2017 at 03:00 p.m. in the committee room of Board of Intermediate Education Karachi, under the convenership of Secretary, BIE Karachi, to open the Bids invited for Hiring of Furniture for Examination 2018, for the Board of Intermediate Education Karachi. Following attended the meeting:

1. Mrs. Zarina Rashid, Secretary (Acting), BIE, Karachi. Convener
2. Prof: Muhammad Saleem Ghouri, Principal, D.J. Sindh Govt. Science College, Karachi. Member
3. Prof: Babar Shah Khan Assistant Professor, Jinnah Govt. College, Nazimabad. Member
4. Mr. Muhammad Jaffer, Controller of Examinations (Acting) BIE, Karachi. Member
5. Mr. Zahid Ali Lakho, Audit Officer, BIE, Karachi. Member

Meeting started with the recitation from Holy Quran. The Committee was informed that sealed bids were invited through press for procurement of computer stationary was published in leading newspapers; Daily Jang (Urdu) as on 07.12.2017 and Daily Kawish (Sindhi) on 08.12.2017. The same was hosted on the website of BIE Karachi as well as SPPRA website at Sr. **No.35664** dated **12.12.2017**. According to SPPRA Rules, Single stage - One envelope bids, containing Technical and Financial Proposals, were invited for the purpose.

In response to advertisement, Three (03) interested firms purchased the tender documents, out of which only Three (03) bidders submitted their bids (Attendance Sheet as annexed at "A"), which are as follows:

- 1) M/s. Zaib Enterprises, Karachi
- 2) M/s. New Al-Razzak Enterprises, Karachi
- 3) M/s. Liaquat Sons, Karachi

The bids were opened by the Procurement Committee on 26.12.2017 in presence of the representative of Bidding Firm and the rates quoted by the bidders were announced. Committee preliminary evaluated the bid technically with regard to availability of required documents; viz. NTN and Sales

Tax Registration, business experience and dealing of firms in supply of similar stores, committee has satisfied after preliminary evaluation of the documents submitted by the bidder.

However, the rates quoted by all the seven firms were announced by the Committee in the presence of bidders and the "Financial Statement" of rates quoted by all the bidding firms have been prepared by the committee, which is annexed at "B"). The contents of comparative are as under:

Sr. No.	Description	Qty	M/s. Zaib Enterprises	M/s. Al-Razzaq Enterprises	M/s. Liaquat Sons
			(Rs.)	(Rs.)	(Rs.)
1	Pair of Folding Table Size 18"x24" with Top Formica Lamination & Chair	16,000 Nos. Approx.	12.99 per day each pair	12.48 per day each pair	17.80 per day each pair
2	Qanaat Size 15' x 7'	15 Nos.	60.00 Per day for each	50.00 Per day for each	39.00 Per day for each
3	Tent (Shaamiyana) Size 15'x30'	15 Nos.	400.00 Per day for each	300.00 Per day for each	350.00 Per day for each
4	Water Cooler/ Tanki	200 Nos.	30.00 Per day for each	50.00 Per day for each	20.00 Per day for each
5	Pedestal Fan	300 Nos.	78.00 Per day for each	80.00 Per day for each	100.00 Per day for each
6	Jug (Steel)	200 Nos.	5.00 Per day for each	5.00 Per day for each	7.00 Per day for each
7	Glass (Steel)	400 Nos.	2.00 Per day for each	2.00 Per day for each	1.00 Per day for each
8	Chandni	As per Requirement	30.00 Per day for each	100.00 Per day for each	38.00 Per day for each
9	Daree	As per Requirement	30.00 Per day for each	100.00 Per day for each	39.00 Per day for each

During the discussion, Prof. Muhammad Saleem Ghouri has suggested that as per provision of bidding documents, a committee comprising senior officers to be constituted with regard to visit outlets of bidders to evaluate the furniture in accordance with the specification mentioned in the tender documents.

Finally Committee has suggested the matter referred to the technical experts shall evaluate the samples being the technical specification of such articles and submit his recommendations to Procurement Committee regarding specifications and the quality of samples so the contract could be finalized. The following as expert suggested:

- Prof. Saleem Ghori,
Member of Procurement Committee
- Prof. Babar Shah Khan
Member of Procurement Committee
- Mirza Adnan Baig,
Superintendent (Audit Section), BIE, Karachi
- Mr. Shamimullah Siddiqui,
Maintenance Supervisor, BIE, Karachi

Decision:

1) Committee decided to refer the matter to technical experts as proposed above, shall visit to the outlets of bidders to evaluate the furniture as per the specification and submit his recommendations to Procurement Committee so as the contract could be finalized.

The meeting ended with a vote of thanks to and fro the Chair.



(Muhammad Jaffer)
Controller of Examinations (Acting)
BIE, Karachi.



(Zahid Ali Lakho)
Audit Officer
BIE, Karachi.



(Prof: Babar Shah Khan)
Assistant Professor
Jinnah Govt. College, Nazimabad.



(Prof: Muhammad Saleem Ghouri)
Principal, D.J. Sindh Govt. Sc. College
Karachi.



(ZARINA RASHID)
SECRETARY (ACTING)
BIE, Karachi.



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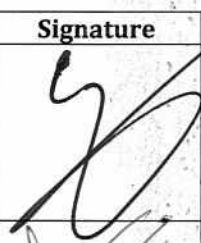



BID EVALUATION REPORT

1)	Name of Procuring Agency:	Board of Intermediate Education, Karachi.
2)	Tender Reference No.	BIEK/AG/L&N/75/2017 dated 04.12.2017
3)	Tender Description/Name of work/item:	Hiring of Furniture for the Examination centers during the conducting of Annual Examination, 2018
4)	Method of Procuring:	Single Stage – One Envelope.
5)	Tender published:	Tender notice hoisted on the website of SPPRA vide Sr. No. 35664, dated 12.12.2017.
6)	Total Bids Documents Sold:	Three (03).
7)	Total Bids Received:	Three (03).
8)	Technical Bids Opening Date:	NA
9)	No. of Bids Technically Qualified:	NA
10)	No. of Bids Rejected:	NA
11)	Financial Bid Opening Date:	26.12.2017

Bid Evaluation Report

Article Description	Name of Bidding Firm	Quoted Rate (PKR) including all Govt taxes	Ranking in Terms of Cost	Reason for Acceptance/Rejection (Remarks)
Hiring of Furniture for the Examination Centers conducting the Annual Examination, 2018.	M/s. New Al-Razzaq Enterprises.	Rs.240,730/- per day	1st Lowest	Non-Responsive due to low quality of furniture not provided as per specification. Rejection.
	M/s. Zaib Enterprises, Karachi.	Rs.245,940/- Per day	2nd Lowest	Approved Responsive Bidder and furniture provided as per specification.
	M/s. Liaquat Sons Karachi.	Rs.326,435/- per day	3rd Lowest/	Approved Responsive Bidder sample provided as per specification but contract awarded to 2nd lowest.

Following members of Procurement Committee after due consideration has recommended to accept the 2nd lowest best evaluated bid for supply of furniture to the Examination Centers during the conducting the Annual Examination 2018, in favor of M/s. Zaib Enterprises, Karachi.

Committee Members	Signature	Committee Members	Signature
(Muhammad Jaffer) Deputy Secretary (Accounts) BIE Karachi/Member		(Zahid Ali Lakho) Audit Officer BIE Karachi/Member	
(Prof: Babar Shah Khan) Assistant Professor Jinnah Govt. College, Nazimabad /Member		(Prof: Muhammad Saleem Ghouri) Principal, Govt. Boys Degree College, 5-L, New Karachi/ Member	
(Azeem Ahmed) Secretary (Acting) BIE, Karachi/Convener			






BOARD OF INTERMEDIATE EDUCATION KARACHI

PAGE NO: - _____

SUBJECT: - OPENING OF BIDS TENDER FOR HIRING OF FURNITURE FOR THE EXAMINATION CENTRES

NOTES & ORDERS

Attendance of members of the Procurement Committee / Officers of the Board with the remarks that today on **26-12-2017** all the Bids were opened before us and with the observation that all the required codal formalities in accordance with the SPPRA Rules were completed in the process of opening of the bids for Hiring of Furniture for the Examination Centres.

S.NO.	NAME	SIGNATURE
1.	Mrs. Zarina Rashid, Acting Secretary, BIEK Convener Procurement Committee	
2.	Mr. Muhammad Jafar, Acting Controller of Examinations, BIEK, Member Procurement Committee	
3.	Mr. Zahid Ali Lakho, Audit Officer, BIEK. Member Procurement Committee	
4.	Prof. Muhammad Saleem Ghauri, Principal, D.J. Sindh Govt. College, Member Procurement Committee	
5.	Prof. Babar Shah Khan, Assistant Professor, Jinnah Govt. College, Member Procurement Committee	



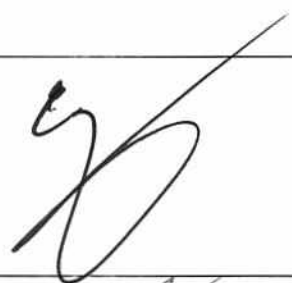


BOARD OF INTERMEDIATE EDUCATION KARACHI

PAGE NO: - _____

SUBJECT: - MEETING OF PROCUREMENT COMMITTEE TENDER FOR HIRING OF FURNITURE FOR EXAMINATION CENTERS FOR THE HSC ANNUAL EXAMINATIONS-2018

NOTES & ORDERS

Attendance of members of the Procurement Committee / Officers of the Board today on **07-02-2018** to finalize and recommend the award of contract to the successful bidder.

S.NO.	NAME	SIGNATURE
1.	Mrs. Zarina Rashid, Acting Secretary, BIEK Convener Procurement Committee	
2.	Mr. Muhammad Jafar, Acting Controller of Examinations, BIEK, Member Procurement Committee	
3.	Mr. Zahid Ali Lakho, Audit Officer, BIEK. Member Procurement Committee	
4.	Prof. Muhammad Saleem Ghauri, Principal, D.J. Sindh Govt. College, Member Procurement Committee	
5.	Prof. Babar Shah Khan, Assistant Professor, Jinnah Govt. College, Member Procurement Committee	



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NIT NO. BIE/AG/L&N/ 75 /2017

SPPRA SR. NO. 35664

METHOD & PROCEDURE OF PROCUREMENT:

OPEN COMPETITIVE BIDDING
(NATIONAL COMPETITIVE BIDDING)
SINGLE STAGE – ONE ENVELOPE

DESCRIPTION OF WORK:


TENDER FOR HIRING OF FURNITURE
FOR EXAMINATION CENTERS

DATE OF OPENING:


26.12.2017


BIDDERS' ELIGIBILITY / QUALIFICATION REPORT Eligibility / Qualification Criteria

S. NO.	ELIGIBILITY/QUALIFICATION	M/S. ZAIB ENTERPRISES	M/S. NEW AL-RAZZAQ ENTERPRISES	M/S. LIAQUAT SONS
1	NTN	YES	YES	YES
2	Sales Tax Registration	YES	YES	YES
3	SRB Registration	YES	YES	YES
QUALIFICATION CRITERIA				
4	Minimum 03-years experience in relevant field	YES	YES	YES
5	Turnover of at least last 3-years with a sum of Rs.5 million	YES	YES	YES
6	03-years Bank Statement/Financial Statement verified by Chartered Accountant Firm	YES	YES	YES
7	Affidavit on Stamp Paper	YES	YES	YES
5	Required Bid Security is attached	YES	YES	YES
	QUALIFIED / DISQUALIFIED	QUALIFIED	QUALIFIED	QUALIFIED


(Muhammad Jaffer)
Controller of Examinations (Acting)
BIE, Karachi
(Member)


(Zahid Ali Lakho)
Audit Officer
BIE, Karachi
(Member)


(Prof. Babar Shah Khan)
Assistant Professor
Jinnah Govt. College, Nazimabad
Karachi
(Member)


(Prof. Muhammad Saleem Ghouri)
Principal
D.J. Sindh Govt. Sc. College,
Karachi
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COMPARATIVE STATEMENT FOR “HIRING OF FURNITURE FOR EXAMINATION CENTERS” 2017-2018

S. NO.	DESCRIPTION OF ITEM	QTY	M/S. ZAIB ENTERPRISES	M/S. NEW AL-RAZZAQ ENTERPRISES	M/S. LIAQUAT SONS
			Rate	Rate	Rate
			Rs.	Rs.	Rs.
1	Pair of Folding Table Size 18"x24" Top Formica Lamination & Chair	16,000 Nos. Approx.	12.99 per day each pair	12.48 per day each pair	17.80 per day each pair
2	Qanaat 15' x 7'	15 Nos.	60.00 Per day for each	50.00 Per day for each	39.00 Per day for each
3	Tent (Shaamiyana) 15'x30'	15 Nos.	400.00 Per day for each	300.00 Per day for each	350.00 Per day for each
4	Water Cooler / Tanki	200 Nos.	30.00 Per day for each	50.00 Per day for each	20.00 Per day for each
5	Pedestal Fan	300 Nos.	78.00 Per day for each	80.00 Per day for each	100.00 Per day for each
6	Jug (Steel)	200 Nos.	5.00 Per day for each	5.00 Per day for each	7.00 Per day for each
7	Glass (Steel)	400 Nos.	2.00 Per day for each	2.00 Per day for each	1.00 Per day for each
8	Chandni	As per requirement	30.00 Per day for each	100.00 Per day for each	38.00 Per day for each
9	Daree	As per requirement	30.00 Per day for each	100.00 Per day for each	39.00 Per day for each


(Muhammad Jaffer)
Controller of Examinations (Acting)
BIE, Karachi
(Member)


(Zahid Ali Lakho)
Audit Officer
BIE, Karachi
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(Prof. Babar Shah Khan)
Assistant Professor
Jinnah Govt. College, Nazimabad
Karachi
(Member)


(Prof. Muhammad Saleem Ghouri)
Principal
D.J. Sindh Govt. Sc. College,
Karachi
(Member)


(Mrs. Zarina Rashid)
Secretary (Acting)
BIE, Karachi
(Convener)



BOARD OF INTERMEDIATE EDUCATION KARACHI

PAGE NO: - _____

**SUBJECT: - ATTENDANCE OF BIDDERS OPENING OF BIDS TENDER FOR HIRING OF FURNITURE
FOR THE EXAMINATION CENTRES**

NOTES & ORDERS

Attendance of Bidders or their representatives, with the remarks that on **26-12-2017** all the bids were opened before us and with the observation that the required codal formalities in accordance with the SPPRA Rules were completed in the process of opening of bids for Hiring of Furniture for the Examination Centres.

S.NO	NAME OF BIDDER / REPRESENTATIVE	NAME OF THE FIRM	SIGNATURE
01.	HANZA LIAQUAT	M/s. Liaquat Sons	
02.	S.M. ADIL	M/s. New Al-Razzaq Enterprises	
03.	M. Wasimuddin Zaid Enterprises	M/s. Zaib Enterprises	