



GOVERNMENT OF SINDH  
EDUCATION & LITERACY DEPARTMENT

Karachi, dated: 06.06.2014

To,

M/S SAPPHIRE CONSULTING SERVICES (PVT.)LTD.

**SUBJECT: WORK ORDER FOR THE SUPPLY OF PROCUREMENT OF VARIOUS SOFTWARE ITEMS EDUCATION E-GOVERNANCE PMU FOR THE YEAR 2013-14**

I am directed to convey the decision of departmental purchase committee with reference to the financial tender / bid for the purchase of "PROCUREMENT OF VARIOUS SOFTWARE ITEMS EDUCATION E-GOVERNANCE PMU" at the quoted rates by your firm which are hereby accepted and approved by the Departmental Purchase Committee of Education & Literacy Department & also by the Competent Authority being evaluated the lowest bidder for the supply of Quoted items as per approved specification invited by the Education & Literacy Department, Government of Sindh Karachi.

You are hereby directed to supply the Quoted Items as per approved specification For the Year 2013-14 under ADP # 305.

Item	Description	Quantity	Unit price Delivered duty paid (DDP)	Total
1	Anti-Virus& Operating System for PCs	25	24,700	617,500
2	Productivity software	25	50,000	1,250,000
3	Enterprise Operating System for Intel based servers	3	300,000	900,000
4	Analytical Software for Decision support License	1	33,000,000	33,000,000
5	Relational Database for Analytical Application	1	5,000,000	5,000,000
6	Implementation of Analytical Software	1	9,500,000	9,500,000
7	Web Portal Application Development & Hosting for one (1) year.	1	7,400,000	7,400,000
<b>Total</b>				<b>57,667,500</b>

**TOTAL IN WORDS: Fifty seven million, six hundred and sixty seven thousand, and five hundred.**

S.  
Education & Literacy Department  
Government of Sindh

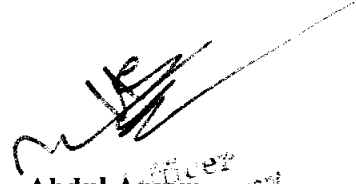


**GOVERNMENT OF SINDH  
EDUCATION & LITERACY DEPARTMENT**

Karachi, dated: 08.06.2014

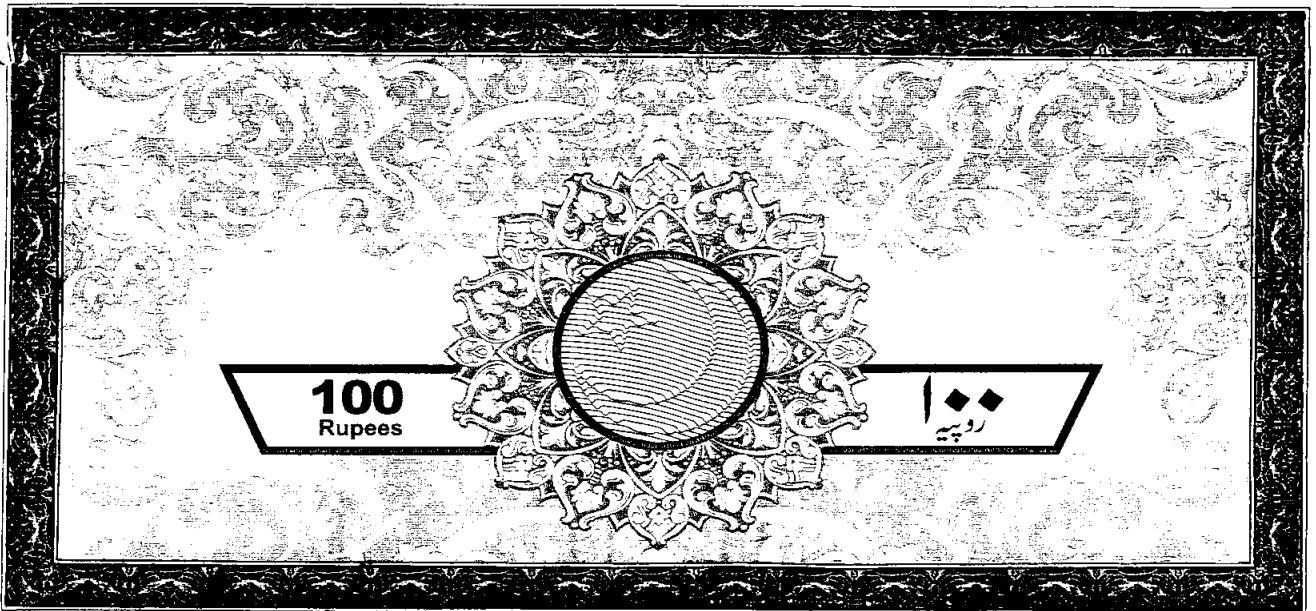
**TERMS & CONDITIONS:**

01. The Software will be supplied by the firm at the destination at their own risk and will replace all the defective / missing articles. They will also pay for the freight, courier and other incidental charges.
02. The Software items will be supplied before 28<sup>th</sup> June-2014.
03. The safe and sound delivery of stores is to be made at the respective office as per supply orders.
04. Software supplied shall be checked, approved by the experts, Inspection committee. If found not in order /condition the same will be replaced.
05. That the payment shall be made after entire satisfaction of the respective Software.

  
Abdul Azeem  
SECTION OFFICER (S-1)  
Education & Literacy Department  
Government of Sindh

Copy for information to:

1. The Accountant General Sindh ,Karachi
4. The Concern College Principals.

**AAMIR ALI STAMP VENDOR**

Licence No. 18, Seat No. 18, City Cantt, Karachi

S. No. *6540* ..... DATEISSUED TO WITH ADDRESS ..... **0.6 FEB 2014**

THROUGH WITH ADDRESS .....

PURPOSE ..... **M. HAWAZ**VALUE RS. .... **ADVOCATE**

STAMP VENDOR'S SIGNATURE .....

**AGREEMENT**

This Agreement is made on this *10<sup>th</sup>* day of **June 2014** between

**Education & Literacy Dept. Govt. of Sindh**

**AND**

**M/S Sapphire Consulting Services (PVT) Ltd.**

Party of the first part, hereinafter called and referred to as the "AUTHORITY" and party of the second part, hereinafter called and referred to as the "CONTRACTOR"

Both the parties have agreed upon the terms and conditions laid down hereinafter for the supply of **Various Software Items Education E-Governance PMU** under the PMU being established in the Secretariat for the ADP scheme#305: **ICT Enabled Education Management Information System(EMIS)** in the Budget year 2013-14.

**TERMS AND CONDITIONS:**

1. That the CONTRACTOR is ready and bound to accept the order for the supply of any all articles as shown in "ANNEXURE-1" attached herewith at the rates approved by AUTHORITY for the PMU.
2. That the CONTRACTOR is ready and bound to get such articles inspected by the Technical / Standardized Committee appointed by the authority within 60 Days from the date of receipt of supply order, failing which the order shall be cancelled and will be placed to the next lowest bidder and the security amount so submitted by the CONTRACTOR shall be considered as forfeited.
3. That the CONTRACTOR is ready and bound to replace any or all articles broken or damaged in transit at his own risk and cost and shall deliver all the articles in good and sound condition.
4. That the CONTRACTOR 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 upto the place of destination.

**Section Officer,  
Education & Literacy Department,  
Government of Sindh**



5. That it is also hereby declared and agreed that in case of default being made by the CONTRACTOR in the performance of the conditions herein agreed to it shall be lawful for the AUTHORITY to forfeit part of full security deposit and cancel the order for the supply of articles and bring the firm on black list of Education Department of over. That the decision of the AUTHORITY shall be final and binding upon the contractor and his successors, nominees etc.
6. That the articles will not be dispatched by the CONTRACTOR until and unless inspection and certified by the committee.
7. That in case the CONTRACTOR fails to supply the articles within the stipulated time the penalty will be charged at the rate 2% monthly (chargeable on basis of days) for the unsupplied items only.
8. That in case of any event of the default on the part of the CONTRACTOR in the performance of any condition of the contract or in case of any dispute it shall be lawful for the AUTHORITY to forfeit full or part of the Earnest money / Security deposit and or cancel the whole/part of the supply order with CONTRACTOR and the decision of the AUTHORITY will be final and legally binding on the CONTRACTOR.
9. That the CONTRACTOR is ready to abide with above terms and condition.

IN WITNESSES WHEREOF, the parties have bound themselves with the above mentioned terms and conditions with sound mind and their senses without any corrosion and force and act their hands below in the presence of the witnesses.

**CONTRACTOR**

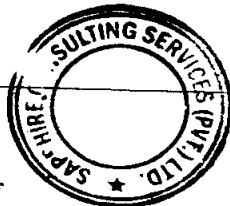
SIGNATURE \_\_\_\_\_

*Sher Afz*

NAME: **(SHER-AFGAN ZUHAIR SIDDIQUI)**

N.I.C:

SEAL \_\_\_\_\_



For and on behalf of  
AUTHORITY

*[Signature]*  
**Section Officer**  
**ABDUL AZEEM** Agency Department  
**SECTION OFFICER** of Sindh

**WITNESSES:**

1 \_\_\_\_\_

\_\_\_\_\_

2 \_\_\_\_\_

\_\_\_\_\_

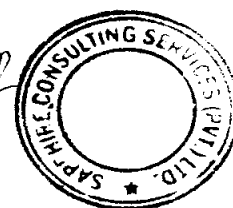
## ANNEXURE-1

Item	Description	Quantity	Unit price Delivered duty paid (DDP)	Total
1	Anti-Virus & Operating System for PCs	25	24,700	617,500
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<b>Total</b>				<b>57,667,500</b>

**TOTAL IN WORDS: Fifty Seven million, Six Hundred and Sixty Seven Thousand, and Five Hundred.**

*[Handwritten signature]*

*Sheraz*





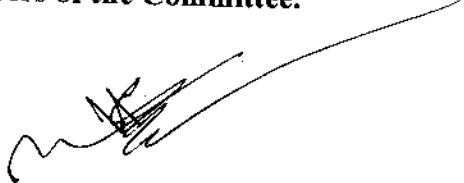
## Bid Evaluation Report

1. Name of Procuring Agency: Education & Literacy Department, Government of Sindh
2. Tender Reference No: IFB NO: SO (S-I) Edu. E&A/Pro-EMIS(S.W.PMU)/2013-14
3. Tender Description/Name of work/item: Procurement of various Software items Education E-Governance PMU
4. Method of Procurement: Single Stage – Two envelop Procedure
5. Tender Published: SPPRA ID The Daily TIMES 02-04-2014, Daily Awami Awz 02-04-2014 & Daily Express 01-04-2014
6. Total Bid documents Sold; (03) Three
7. Total Bids Received: (03) Three
8. Technical Bid Opening date: (if applicable) 28-04-2014 (detail evaluation sheet attached)
9. No. of Bid technically qualified (if applicable): (03) Three
10. Bid(s) Rejected: (0) zero
11. Financial Bid Opening date: 30-04-2014
12. Bid Evaluation Report:

S No	Name of Firm or Bidder	Cost offered by the Bidder	Ranking in terms of cost	Comparison with Estimated cost	Reasons for acceptance/rejection	Remarks
0	1	2	3	4	5	6
1.	M/s Sapphire Consulting Services	See annex - A	1 <sup>st</sup> Lowest	Within the approved cost	Qualified as per Evaluation Criteria	M/s Sapphire Consulting Services Recommended for award of contract

*[Handwritten signatures and marks]*  
23/5/14  
EPU-21

**Signatures of the Members of the Committee.**



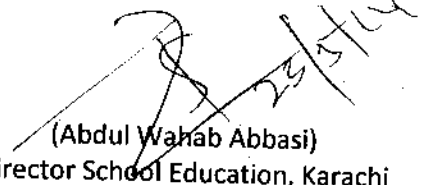
(ABDUL AZEEM)  
SECTION OFFICER (S-I)  
MEMBER / SECRETARY




(Yasir Khan Yousufi)  
Project Director  
Information Technology Department  
MEMBER



(Aijaz Ahmed Memon)  
Section Officer, Finance Department  
MEMBER



(Abdul Wahab Abbasi)  
Director School Education, Karachi  
MEMBER



(Qamar Raza Baloch)  
ADDITIONAL SECRETARY (S-I)  
CHAIRMAN OF COMMITTEE



**MINUTES OF THE MEETING OF PROCUREMENT COMMITTEE  
REGARDING TECHNICAL EVALUATION OF PROCUREMENT OF  
VARIOUS SOFTWARE ITEMS EDUCATION E-GOVERNANCE PMU,  
EDUCATION & LITERACY DEPARTMENT.**

Meeting of Procurement Committee of Education & Literacy Department, Government of Sindh was held on 28-04-2014 to make technical appraisals and evaluation of bids for purchase of Procurement of Various Software Items Education E-Governance PMU, Education & Literacy Department.

The N.I.T was called on 03-04-2014. In all 05 Tender Documents were given and the 03 were received on 22-04-2014. Technical bids were opened by the Departmental Procurement Committee on 22-04-2014 in presence of all bidders.

The Procurement Committee examined and evaluated each bids on 28-04-2014 in light of criteria mentioned in the bidding document, through the information provided by the bidders along with the tender documents. The evaluation report of technical committee is placed at **annexure – A**.

The Procurement Committee unanimously decided that technically qualified firms / bidders i.e. M/s Sapphire Consulting Services, M/s Jaffer Brothers & M/s AGCN in the category of

28/5/14



21  
Procurement of various software items Education E- Governance PMU,  
Education & Literacy Department may be opened for further process.

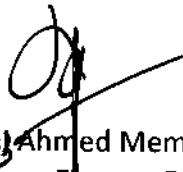
Meeting ended with the thanks of chair.



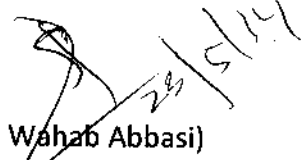
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SECTION OFFICER (S-I)  
MEMBER / SECRETARY



(Yasir Khan Yousufi)  
Project Director  
Information Technology Department  
MEMBER



(Aiza Ahmed Memon)  
Section Officer, Finance Department  
MEMBER



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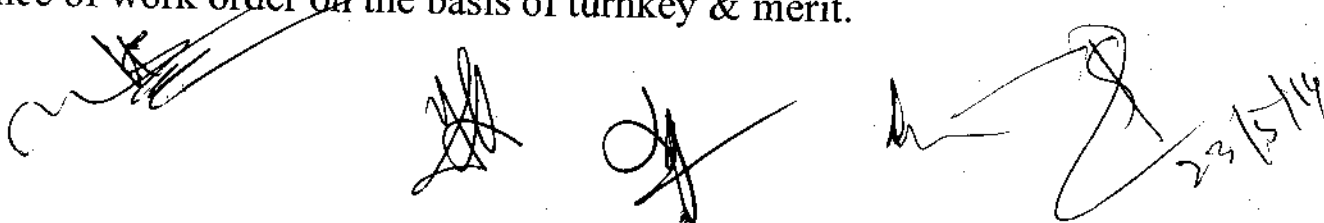
**MINUTES OF THE MEETING OF PROCUREMENT COMMITTEE  
REGARDING FINANCIAL EVALUATION OF PROCUREMENT OF  
VARIOUS SOFTWARE ITEMS, EDUCATION E- GOVERNANCE PMU,  
EDUCATION & LITERACY DEPARTMENT.**

Meeting of Procurement Committee of Education & Literacy Department, Government of Sindh was held on 30-04-2014 to make financial appraisals and evaluation of bids for purchase of Procurement of Various Software Items, Education E- Governance PMU, Education & Literacy Department.

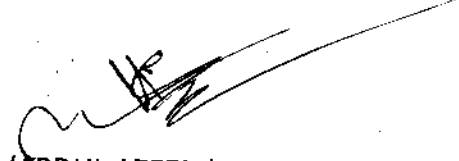
In the light of decision of technical committee meeting financial bid of M/s Sapphire Consulting Services, M/s Jaffer Brothers & M/s AGCN was opened on 30-04-2014.

The Procurement Committee unanimously decided that the required quality and specification mentioned in the tender document for M/s Sapphire Consulting Services, be strictly observed. The comparative statements of rates of firms are annexed at – A.

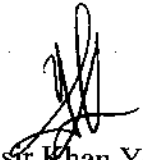
M/s Sapphire Consulting Services are recommended for issuance of work order on the basis of turnkey & merit.



Meeting ended with the thanks of chair.



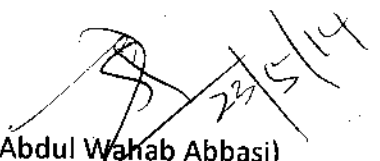
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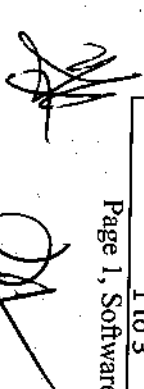
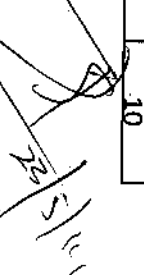


(Qamar Raza Baloch)  
ADDITIONAL SECRETARY (S-I)  
CHAIRMAN OF COMMITTEE

# EDUCATION & LITERACY DEPARTMENT

## EVALUATION REPORT OF Various Software Items FOR THE YEAR 2013-14

S#	Evaluation Parameter for proposal	Quantity Description	Marks	Mandatory Requirements			Sapphire Consulting
				Jaffer Brothers	AGCN		
0.0	Sales Tax Registration						
	Income Tax Number						
	Authorized reseller or partner						
1.0		<b>Company Profile</b>					
1.1	Period since Firm is in Information Technology business. (Submit SECP registration certificate)	From 1 to 3 years	05				
		From 4 to 7 years.	10	25	10	25	
		8 years and above.	25				
1.2	Number of office locations in Sindh (Specify addresses of all office locations along with rental agreements or any other document as proofs)	1 to 2	10				
		More than 2	25	25	25	25	
2.0		<b>Financial Soundness/Status</b>					
2.1	Income Tax Return of Firm (Submit copies of the returns)	Last year only	05				
		Last Consecutive 3 years	15	0	15	25	
		Last Consecutive 7 years	25				
		Below PKR 30 Million	05				
		B/W PKR 30 Million and PKR 60 Million	10	25	25	25	
2.2	Average Annual Turnover of last four (4) years (Attach copies of the Audited Accounts)	B/W PKR 60 Million and PKR 100 Million	15				
		PKR 100 million and above	25				
		<b>Company Experience</b>					
3.0	Number of software and consultancy projects, with at least two being PKR 50 million and above, in Public Sector (Submit contracts or completion certificates with costs specified)	1 to 3	10				
		4 to 9	30	75	75	75	
		10 and above	75				
3.1		1 to 3	10				
		4 to 9	30	75	75	75	
		10 and above	75				

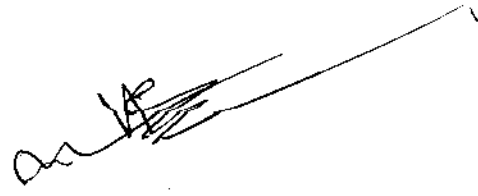
  
  


3.2	Number of Software and consultancy projects, with at least two being PKR 10 million and above, in Private sector (Submit contracts or completion certificates with costs specified)	4 to 9	30	75	75	75
		10 and above	75			
3.3	Number of Support Projects, with at least two being PKR 2 million and above annually (Submit contracts along with costs)	1 to 3	10	50	50	50
		4 to 9	20			
		10 and above	50			
3.4	Number of software and Consultancy projects in Education Sector with at least 2 being more 10 million. (Submit contracts or completion certificates with costs specified)	1 to 2	10	20	20	50
		2 to 4	20			
		5 or more	50			
<b>Technical Solution</b>						
4.0	Quality of the solution. This should include complete architecture of the proposed software (database, application server, operating systems, reporting tools etc)		100	100	100	100
4.2	Project management methodology		50	30	40	40
4.3	Software development methodology		50	25	40	45
4.4	Implementation & deployment methodology		50	30	40	40
4.5	Support & Maintenance Plan		50	35	40	40
4.6	Training Plan		50	30	35	40
<b>Team Qualifications</b>						
5.1	Proposed Project team. Project Director, Project Manager, Development Team lead, Database Lead, Functional Lead, QA lead, Release Management Lead. Submit CVs of all the Leads along with rest of the team.	5 to 10	20	60	75	90
		11 to 24	50			
		25 and above	100			
5.2	Certifications in Oracle, IBM, Microsoft, CISCO, PMP etc technologies	5 to 25	20	100	100	100
		26 to 74	50			
		75 and above	100			
5.3	Full Time Resources on payroll as full time permanent employee for at least one (1) year prior to submission of bid	5 to 25	20	100	50	100
		26 to 74	50			
			<b>805</b>	<b>815</b>	<b>945</b>	

2/25/14

**EDUCATION & LITERACY DEPARTMENT**  
**Government of Sindh**  
COMPARATIVE STATEMENT OF  
Various Software Items  
**FOR THE YEAR 2013-14**

S#	Name of the Firm	Total Offered Price	Remarks
1	M/s Sapphire Consulting	57,667,500	Lowest
2	M/S AGCN	60,942,500	2 <sup>nd</sup> Lowest
3	M/s Jaffar Brothers	61,400,000	3 <sup>rd</sup> Lowest



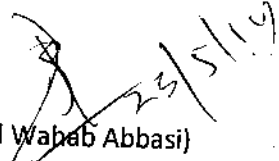
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Director School Education, Karachi  
MEMBER



(Qamar Raza Baloch)  
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CHAIRMAN OF COMMITTEE

**Price Schedule in Pak. Rupees**

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

IFB Number \_\_\_\_\_

Page of \_\_\_\_\_

1	2	4	5	6	7
Item	Description	Quantity	Unit price Delivered duty paid (DDP)	Unit Price in words	Total
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4	Analytical Software for Decision support License	1			
5	Relational Database for Analytical Application	1			
6	Implementation of Analytical Software	1			
7	Web Portal Application Development & Hosting for one(1) year.	1			
<b>TOTAL</b>					

Total Price in Word: \_\_\_\_\_

Signature of Bidder: \_\_\_\_\_

**Note: In case of discrepancy between unit price and total, the unit price shall prevail.**