

## Bid Evaluation Report

1. Name of Procuring Agency: Institute of Business Administration, Karachi
2. Tender Reference No: ES/04/17-18
3. Tender Description/Name of work/item: Tender for Photography & Video Services for WIFF-2018
4. Method of Procurement: Single Stage Single Envelope
5. Tender Published: January 23, 2018 on IBA & SPPRA web site Serial # 36331  
*Print & Electronic Media (SPPRA ID No. & News papers names with dates)*
6. Total Bid documents Sold; 02 suppliers have collected Tender Documents
7. Total Bids Received: 01
8. Technical Bid Opening date: (if applicable) NA *(Provide details in separate form)*
9. No. of Bid technically qualified (if applicable): NA
10. Bid(s) Rejected: NA
11. Financial Bid Opening date: February 19, 2018


### 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 Al-Rashid Digital Photo Studio	Rs.336,740.00	Responsive Bidder	Rs.350,000.00	Accepted, due to responsive bidder. Comparative sheet attached.	

- 1 The lowest evaluated and qualified bidder is M/s Al-Rashid Studio at Rs. 336,740.00 (inclusive of all Taxes)  
The Market Survey was conducted in accordance with SPPRule-48 and the quoted
- 2 bid was found to be competitive with market price.  
Procurement Committee meeting held on February 22, 2018, recommended to award the Work Order to the responsive bidder to M/s Al-Rashid Digital Photo
- 3 Studio at Rs. 336,740.00 (inclusive of all taxes)

### Signatures of the Central Purchase Committee, Members

  
MEMBER  
CENTRAL PURCHASE COMMITTEE  
INSTITUTE OF BUSINESS ADMINISTRATION  
KARACHI

  
CHAIRPERSON  
CENTRAL PURCHASE COMMITTEE  
INSTITUTE OF BUSINESS ADMINISTRATION  
KARACHI

  
MEMBER (EXTERNAL)  
CENTRAL PURCHASE COMMITTEE  
INSTITUTE OF BUSINESS ADMINISTRATION  
KARACHI  
PPRA Advisor  
HES

Syed Akbar Hussain Kazim  
Finance  
IBA, Karachi

Dr. S.M. Faizal Inayat  
Assistant Professor  
IBA, Karachi

**Comparative Statement  
Photography & Video Services for WIFF 2018  
Tender # ES/04/17-18**


		M/s.AI-Rashid Digital Photo Studio		
S. #	Description	Qty	Rate (Rs.)	Amount (Rs.)
1	<b>Still Photography (Digital)</b> HD Still Photography with DVD Box & Soft Copy Transfer	1 Job for 2 days	10,000.00	20,000.00
2	<b>Video Recording (Digital)</b> HD Video Recording by Three (3) Cameras with Complete OB System with live web streaming on IBA website	1 Job for 2 days with Live Streaming	25,000.00	50,000.00
3	<b>SMD Screens</b> 10' x 12' with complete accessories along with clicker, presentation slider, video all versions	02 SMD 2 days	100,000.00	200,000.00
4	<b>LCD's 40 inches</b> With T-Stands for video display	04 LCDs 2 days	12,000.00	24,000.00
5	<b>Panaflex Framing</b> 5' x 8' Around LCD Black Borders	04 Panaflex 2 days	4,000.00	4,000.00
<b>Total</b>			<b>Rs. 298,000.00</b>	
<b>13% SST</b>			<b>Rs. 38,740.00</b>	
<b>Total Amount</b>			<b>Rs. 336,740.00</b>	

**Recommendations:**


- 1 Participated firm is declared as substantially qualified bidders by the Tender opening committee as meet with minimum qualification / eligibility criteria.
- 2 The lowest evaluated and qualified bidder is M/s AI-Rashid Digital Photo Studio at Rs. 336,740.00 (inclusive of all taxes)
- 3 The Market Survey was conducted in accordance with SPPRule-48 and the quoted bid was found to be competitive with market price.
- 4 Recommended to award the Work Order to the responsive bidder to M/s AI-Rashid Digital Photo Studio at Rs. 336,740.00 (inclusive of all taxes)

  
MEMBER  
CENTRAL PURCHASE COMMITTEE  
INSTITUTE OF BUSINESS ADMINISTRATION  
KARACHI

Syed Akbar Hussain Kazmi  
Finance  
IBA, Karachi

  
CHAIRPERSON  
CENTRAL PURCHASE COMMITTEE  
INSTITUTE OF BUSINESS ADMINISTRATION  
KARACHI

DR. S.M. Faisal Iqbal  
Assistant Professor  
IBA, Karachi

  
MEMBER (EXTERNAL)  
CENTRAL PURCHASE COMMITTEE  
INSTITUTE OF BUSINESS ADMINISTRATION  
KARACHI

Haris Qureshi  
PRA Advisor  
HEJ

## **Muhammad Hanif / Senior Executive (Purchase) @ Main Campus**

**To:** Secretary Procurement Committee @ IBA  
**Subject:** SPPRA - PC Minutes of Bid Opening Meeting

**From:** Secretary Procurement Committee @ IBA

**Sent:** Thursday, February 22, 2018 4:01 PM

**To:** Muhammad Sohail Khan / Senior Manager (Purchase and Stores) @ IBA

**Cc:** Procurement-Committee; Aamer Shabbir Khan / General Manager Administration @ IBA; Sarwat Ahson \ Senior Program Manager CEIF @ IBA; Moeid Sultan / Director Finance @ Main Campus; Syed Fahad Jawed / Senior Manager Finance (Pre-audit and Budget) @ Main Campus; Dr. Farrukh Iqbal / Dean and Director @ IBA; Dr. Sayeed Ghani / Associate Dean @ IBA

**Subject:** Item 5. Approval for Photography & Video Services for WIFF-2018

### **Item # 5: Approval for Photography & Video Services for WIFF-2018**

Discussion: Sr. Executive Purchase briefed the committee about the tender proceedings 'Tender for Photography & Video Services for WIFF-2018' for CEIF Department. Two bidders collected the tender documents and only one bidder participated in the bidding process. Market Survey was conducted in accordance with SPPRule 48 and the quoted bid was found to be competitive with the market price.

Decision: Recommended to award 'Tender for Photography & Video Services for WIFF-2018' to M/s Al-Rashid Digital Photo Studio at the total cost of Rs.336,740.00 (including taxes)\*


\*subject to the availability of budget.


Action: Sr. Manager Procurement & Stores will implement the decision in accordance with the prescribed rules & regulations framed by IBA PP&P and SPPRA.

### **Committee:**

1. Dr. S. M. Faisal Iradat (Chairman)
2. Mushtaque Ahmed (Member)
3. Syed Akbar Hussain Kazmi (Member)
4. Haris Qureshi (External Member)
5. M. Mabroor Khan (External Member)
6. Muhammad Hanif (Secretary)

Muhammad Hanif,  
Secretary Procurement Committee

  
MEMBER  
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KARACHI  
Syed Akbar Hussain Kazmi  
Finance  
IBA, Karachi

  
CHAIRPERSON  
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Dr. S. M. Faisal Iradat  
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IBA, Karachi

  
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INSTITUTE OF BUSINESS ADMINISTRATION  
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Haris Qureshi  
PPRA Advisor  
HEJ



**BIDDERS QUALIFICATION REPORT**

NIT No: ES/04/17-18  
 Description of Work: Tender for Photography & Video Services for WIFF-2018  
 Method & Procedure of procurement: Open Competitive Bidding  
 Single Stage One Envelope

S. No	Eligibility Criteria	M/s Al-Rashid Digital Photo Studio
1	Is envelop sealed	Yes
2	Required Bid Security in enclosed	Yes
3	Form of Tender Signed or not	Yes
4	Registration in GST / SBR & I. Tax	Yes
5	Turnover in terms of Finanacial Statement of last three years	Yes
6	Tender Fee Received	Yes
7	5 plus years experience	Yes
8	Qualified / Disqualified	Qualified
9	Any overwriting tender dropped received	No
10	Cliential list provided	Yes
11	Affidavit regarding any litigation or blacklisting	No

**Recommendations:**

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- 3 The Market Survey was conducted in accordance with SPPRule-48 and the quoted bid was found to be competitive with market price.
- 4 Recommended to award the Work Order to the responsive bidder to M/s Al-Rashid Digital Photo Studio at Rs. 336,740.00 (inclusive of all taxes)

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 IBA, Karachi

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 Assistant Professor  
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 INSTITUTE OF BUSINESS ADMINISTRATION  
 KARACHI

Haris Qureshi  
 PPRR Advisor  
 HEJ

**I. titute of Business Administratio: Karachi**  
**Tender Opening / Attendance Sheet**  
**February 19, 2018**  
**at 3:30 pm**

Statement of Tender for: Photography & Video Services for WIFF-2018	Tender #: ES/04/17-18
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S. #	Company Name	Tender Amount in Figures / in Words	Conditions, if any	Bid Security Pay Order No. / Amount & Date	Contractors / Representative Signature	Remarks
1-	M/S Al-Rashid Digital Photo Studio	Rs 336,746.00		17407123 HBL RS 250000-70615, 2018		

**RAUF AHMED**  
 Sr. Finance Executive

M. Hanif  
 Sr. Executive Purchase

**M SOHAIL KHAN**  
 Manager Purchase & Stores  
 itute of Business Administration  
 Karachi-Pakistan

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 DR. S.M Faisal Qadri  
 Assistant Professor  
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 BPRA Advisor  
 IAEI