

# 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 / DEPT SINDH BANK LIMITED/ADMINISTRATION
- 2) PROVINCIAL / LOCAL GOVT / OTHER SCHEDULED BANK
- 3) TITLE OF CONTRACT Supply & Installation of Microsoft Exchange Servers
- 4) TENDER NUMBER SNDB/COK/ADMIN/ID/1198/2019
- 5) BRIEF DESCRIPTION OF CONTRACT Same as above
- 6) FORUM THAT APPROVED THE SCHEME Competent Authority
- 7) TENDER ESTIMATED VALUE Rs 10,712,520/-
- 8) ENGINEER'S ESTIMATE  
(For civil works only) \_\_\_\_\_
- 9) ESTIMATED COMPLETION PERIOD (AS PER CONTRACT) 1 Year
- 10) TENDER OPENED ON (DATE & TIME) 04/06/2020 at 1030 Hrs (Tech & Fin)
- 11) NUMBER OF TENDER DOCUMENTS SOLD 1  
(Attach list of buyers) \_\_\_\_\_
- 12) NUMBER OF BIDS RECEIVED \_\_\_\_\_
- 13) NUMBER OF BIDDERS PRESENT AT THE TIME OF OPENING OF BIDS 1
- 14) BID EVALUATION REPORT  
(Enclose a copy) 13/06/2020
- 15) NAME AND ADDRESS OF THE SUCCESSFUL BIDDER M/s. Jaffer Business System (Pvt.) Ltd
- 16) CONTRACT AWARD PRICE Rs.12,377,171/-
- 17) RANKING OF SUCCESSFUL BIDDER IN EVALUATION REPORT  
(i.e. 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> EVALUATION BID) 1. M/s. Jaffer Business System (Pvt.) Ltd

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

Competent Authority

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

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

Yes	<input checked="" 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-NIT ID T00531-19-0063
No	

ii) News Papers  
(If yes, give names of newspapers and dates)

Yes	Express Tribune, Daily Express & Sindh Express (12/05/2020)
No	

22) NATURE OF CONTRACT

Domestic	<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 details and reasons)

Yes	
No	No

35) WAS IT ASSURED BY THE PROCURING AGENCY THAT THE SELECTED FIRM IS NOT  
BLACK LISTED? Yes  No

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 / ROAD:  
(If yes, enclose a copy) Yes  No

37) WERE PROPER SAFEGUARDS PROVIDED ON MOBILIZATION ADVANCE PAYMENT IN  
THE CONTRACT (BANK GUARANTEE ETC.)? Yes  No

38) SPECIAL CONDITIONS, IF ANY  
(If yes, give Brief Description)

Yes	
No	no

Signature & Official Stamp of  
Authorized Officer

*Lt Col (R) Shalazad Begg*  
20/1/23  
EVP/Head of Administration  
SINDH BANK LIMITED

**FOR OFFICE USE ONLY**

**SPPRA, Block. No.8, Sindh Secretariat No.4-A, Court Road, Karachi**

**Tele: 021-9205356; 021-9205369 & Fax: 021-9206291**

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<b>Technical &amp; Financial Proposals Evaluation Report</b>		
<b>Supply &amp; Installation Of Microsoft Exchange Servers Enterprise Edition 2019 &amp; Microsoft Exchange Servers CALs</b>		
1	Name of Procuring Agency	Sindh Bank Ltd.
2	Tender Reference No.	SNDB/COK/ADMIN/TD/1166/2020
3	Tender Description	Supply & Installation Of Microsoft Exchange Servers Enterprise Edition 2019 & Microsoft Exchange Servers Cals
4	Method of Procurement	Single Stage One Envelop Bidding Procedure
5	Tender Published	SPPRA S. No. T00531-19-0053
6	Total Bid Documents Sold	01
7	Total Bids Received	01
8	Technical Bid Opening Date	04/06/2020
9	Financial Bid Opening Date	04/06/2020
10	No of Bid Technically Qualified	01
11	Bid(s) Rejected	0

S. No.	Name of Company	Cost Offered by Bidder (with GST)	Ranking in Terms of Cost	Comparison with Estimated Cost (Rs. 10,712,520 /- with GST)	Reason for Acceptance/ Rejection	Remarks
0	1	2	3	4	5	6
1	M/s Jaffer Business Systems (Pvt) Ltd	Rs. 12,377,787/-	Qualified Bidder	Rs. 1,665,267/- Above with the estimated cost	Accepted Being the Qualified Bidder	Rule 48 have been complied with.

**Note:** M/s Jaffer Business Systems (Pvt) Ltd is selected for Supply & Installation Of Microsoft Exchange Servers Enterprise Edition 2019 & Microsoft Exchange Servers Cals to Sindh Bank Limited being the only qualified Bidder

**Members – Procurement Committee**

(Mr. Saeed Jamal) Chief Financial Officer – EVP – Chairperson

(Col. Shahzad Begg) Head of Administration – EVP – Member

(Mr. Syed Muhammad Aqeel) Chief Manager, IDBL, KHI –AVP – Member

**Signature**





# Saffar Business System

## Eligibility Criteria for Microsoft Exchange Server

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 (attach as Annexure "1")	Yes	No
2	Turn Over in last 3 Years should be at least 30 million	Audit Report / Tax Return (attach as Annexure "2")	Yes	No
3	Registration with Income Tax Sales Tax and SRB	NTN, GST and SRB Certificates (attach as Annexure "3")	Yes	No
4	Offices in minimum 3 major cities (Office in Karachi is mandatory)	Complete address along with PTCL landline numbers (attach as Annexure "4")	Yes	No
5	The offered product must have been supplied / provided in 01 Banks in Pakistan	Documentary Evidence or Purchase Order (attach as Annexure "5")	Yes	No
6	Company must provide a valid Manufacturer Authorization Certificate for Sale/Deal in Pakistan	Manufacturer Authorization Certificate (Attach as Annexure "6")	Yes	No
7	Bidder must be Gold or Silver or Registered Partner with Microsoft	Submit Certificate from Microsoft (Attach as Annexure "7")	Yes	No
<b>Qualified / Disqualified</b>				

### ELIGIBILITY CRITERIA NOTE

- There can be subsequent clarification to this specific tender for which it is advised to keep yourself abreast with the notification being hoisted on Sindh Bank Ltd & SPPRA websites regularly.
- Attachment of relevant evidence in eligibility criteria is mandatory. In case of non-provision of evidence in any of the requisite, bidder will be disqualified.
- The bidder's may participate with joint venture if required.

### MANDATORY

- Attachment of Affidavit (specimen attached as Annexure "H") on stamp paper from the owner of the company.
- Writing of tender reference as given in the NIT on the Envelop, carrying tender document is must or the bank will not be responsible if the documents are not received by the Procurement Committee on time.

### DISQUALIFICATION

The bidder will be considered disqualified prior to/during technical/financial evaluation process or after award of contract if:

- Black listed by SPPRA & Sindh Bank Ltd.
- Issued with two (2) Warning letters/emails by the Sindh Bank Ltd in the past to the bidder for unsatisfactory performances.
- Alternate bid is offered.
- Subletting of Contract:** The qualified bidder sublets the contract in any form/stage to any other agency.
- The tender is deposited without Tender Fee.
- Verification from Client:** During verification process of the client list the response by any of the bank is unsatisfactory on account of previous performance.
- Specification of Supplied Items:** After supply, if the specification of supplied items are found different with the items produced in front of committee at the time of technical evaluation.
- Premature Termination:** In the past, if the company's agreement has been prematurely been terminated after due qualification in any of the category of the tender.
- Non - Attachment of Annexure "A" (With Financial Proposal) & Annexure "B" of tender document (With Financial Proposal if Bank Guarantee is going to be submitted as Bid Security).

  
Tariq Ghousi  
A/P Finance Division

  
Ahsan Ali  
VP/ Operations Div

  
Syed Zeeshan-ul-Haq  
SVP/IT Division

22-07-2020

**Subject:**

**Certificate**  
**Compliance of SPPRA Rule 48**  
**TENDER REF NO. SNDB/ADMIN/TD/1166/2020**

This is to certify that as only one bid was received against the tender, so Rule 48 has been complied with detail as follows.

<b>Market Price</b>	<b>Current Tender Price</b>
Rs.12,533,769/- (Quotation Attached) <i>Rs.12,533,769/-</i>	Rs.12,377,787/- (BER Attached)

*M. Rashid*

M. Rashid Memon  
VP-1/I.T. Division

**Members - Procurement Committee**

(Saeed Jamal Tariq)  
Chief Financial Officer

(Lt.Col. Retd. Shahzad Begg)  
Head of Admin. Division

(Syed Muhammad Aqeel)  
Chief Manager (IDBL) Karachi

**Signature**

*[Handwritten Signatures]*

SIGNATURE MEMBERS AC-ADMIN JBS

Head - Fin Div. \_\_\_\_\_

Head - Admin Div. \_\_\_\_\_

Member-IOBL \_\_\_\_\_

Date: \_\_\_\_\_

Financial Proposal:

S/n	Type	Item Description	Qty	Unit Price Without GST	Total Price W/O GST	Rate of Tax	Tax Amount	Total Price USD With GST
1		...		3,991.74	15,966.96	17%	2,714.38	18,681.34
2		...		79.96	39,980.00	17%	6,796.60	46,776.60
3		...		9,068.30	9,068.30	13%	1,178.88	10,247.18
Total					65,015.26		10,689.86	75,705.12

$75,705.12 \times 163.5 = 12,373,787$

*Note: All pricing mentioned in the attached document or email are based on the MS reference price as of (July) 2020. All terms and conditions contained in this email (including, but not limited to, those relating to pricing) are subject to change at any time until a final Business Agreement and other necessary legal documentation are executed. This email supersedes all other previous communications with respect to acquisition of products and services under an Agreement.*

Financial - Add-On Optional Item:

S/n	Type	Item Description	Qty	Unit Price Without GST	Total Price W/O GST	Rate of Tax	Tax Amount	Total Price USD With GST
1		...	500	56.08	28,040.00	17%	4,766.80	32,806.80
Total					28,040.00		4,766.80	32,806.80



ATTENDANCE SHEET  
 BID OPENING -

FOR SELECTION OF Supply of Microsoft Exchange Server CAL'S

Date: 04-06-2020

S.No	Company Name	Name of Company Representative	Contact No.	Company Address	Signature
1	Jaffer Engineering Systems	Sulwan Khan	03222207629	Citi Tower DEC HS Karachi	

Signature - Procurement Committee Members

Head of Administration

Chief Financial Officer

Chief Manager (IOB)





## FINANCIALS

Description	Qty	Total Price	Grand Total	Tax Rate	Amount
		USD	USD	17% GST	
Microsoft®ExchangeServer Enterprise 2019 Sngl OLP 1License NoLevel	4	\$ 4,675.03	\$17,581.30	\$2,988.82	\$ 20,570.12
Microsoft®ExchangeEnterpriseCAL 2019 Sngl OLP 1License NoLevel LiscCAL WithoutServices	500	\$ 61.92	\$ 29,106.00	\$ 4,948.02	\$ 34,054.02
				13 % SST	
MIGRATION Services and SUPPORT SERVICES Proposal	1	-	\$ 19,500.00	\$ 2,535.00	\$ 22,035.00
<b>Grand Total</b>					<b>USD 76,659.14</b>

76,659.14 x 123.5 = 12,533,769/2

### Terms & Conditions:

<b>Payment Terms</b>	<p>Payments are to be made in Pak Rupees in the form of crossed cheque in favor of Innolytix Pakistan (Pvt) Limited at prevailing official interbank exchange rate of US Dollar to Pak Rupee if the provided quote in USD.</p> <p>50% Advance</p> <p>50% after sign-off</p>
<b>Offered Pricing Validity &amp; General Terms</b>	<p>Offered pricing is for proposed services. Any subsequent changes, whether made orally or in writing, may result in additional charges.</p> <p>Validity of proposed pricing is 30 days from the date of this submission. Offered prices are quoted in US Dollar exchange rate will be applicable as per the prevailing rate at the day of payment.</p> <p>Any other Taxes not mentioned in this quoted price which applied b/c of any change in government taxation will be applied and charged accordingly.</p>
<b>Delivery Timelines</b>	4-5 Weeks
<b>Duties and Taxes</b>	Prices are based on the prevailing rates of importation, duties and taxes and are subject to revision based on legislation/regulations of Govt.

**Exchange Servers**

S.No	Company Name	AMOUNT DEPOSITED
1	Jaffer Business	300
<b>Total</b>		<b>300</b>

### **3. SCOPE OF WORK / TECHNICAL SPECIFICATION**

Sindh Bank intends to use MS Exchange Server to meet its E-Mail hosting requirements. The number of user/email boxes may range to 500 to 3000. We need high available mode with replication on DR site at Lahore. The requirement will be issued on need basis. Therefore quantity may vary depends on the requirement of the bank, accordingly bank will not be responsible if the quantity asked is not as per scope of work below and in this context no claim will be entertained. Payment will be done on supply of actual numbers of items. The purchase of item will be spread over the year as needed.

Following will be required

S. No.	Description	Qty
1	Microsoft Exchange Server Enterprise Edition-2019 or Equivalent or Better	2 Servers at Karachi Data Center with High Availability Mode will replicate at DR-Sit
2	Microsoft Exchange Server Enterprise Edition-2019 or Equivalent or Better	2 Servers at DR-Site Lahore on High Availability Mode
3	CALs	As Required 500
4	Delivery Time	4 Weeks

We also need assistance and assurance that system provided for e-mail server does work therefore following tasks will be responsibility of the vendor without any additional cost.

1. Training of 5 I. T. Staff to configure, deploy and manage the Exchange Server.
2. Deploy the MS Exchange Server in high available mode with replication at DR-Site Lahore.
3. Provide training for Configuration Outlook and Windows Live Mail Profile for Users and provide assistance to SINDH BANK helpdesk team for end-user rollout and adoption.
4. Configure Outlook Anywhere, Outlook Web App, and ActiveSync for mobile access.

#### **Note**

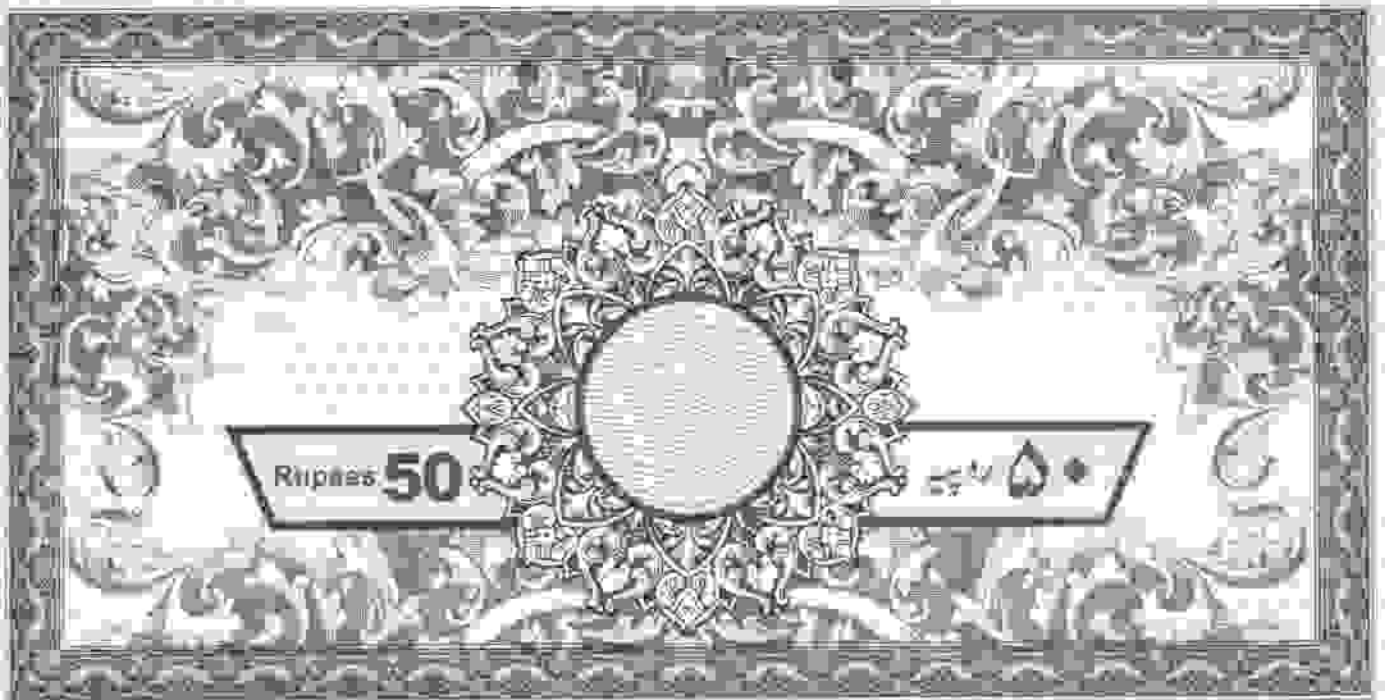
This is a Single Stage one envelop procedure, therefore 1st lowest bid will be evaluated first. If the 1st lowest bidder is disqualified evaluation criteria, then next lowest bid will be evaluated.

Similarly if 2<sup>nd</sup> bidder is disqualified, then 3rd lowest bidder will be evaluated and so on.

On qualification of a bidder during this process no further evaluation will be done. Selected bidder must provide a demo/sample unit immediately (within two working days) for necessary inspection/verification of the specifications.







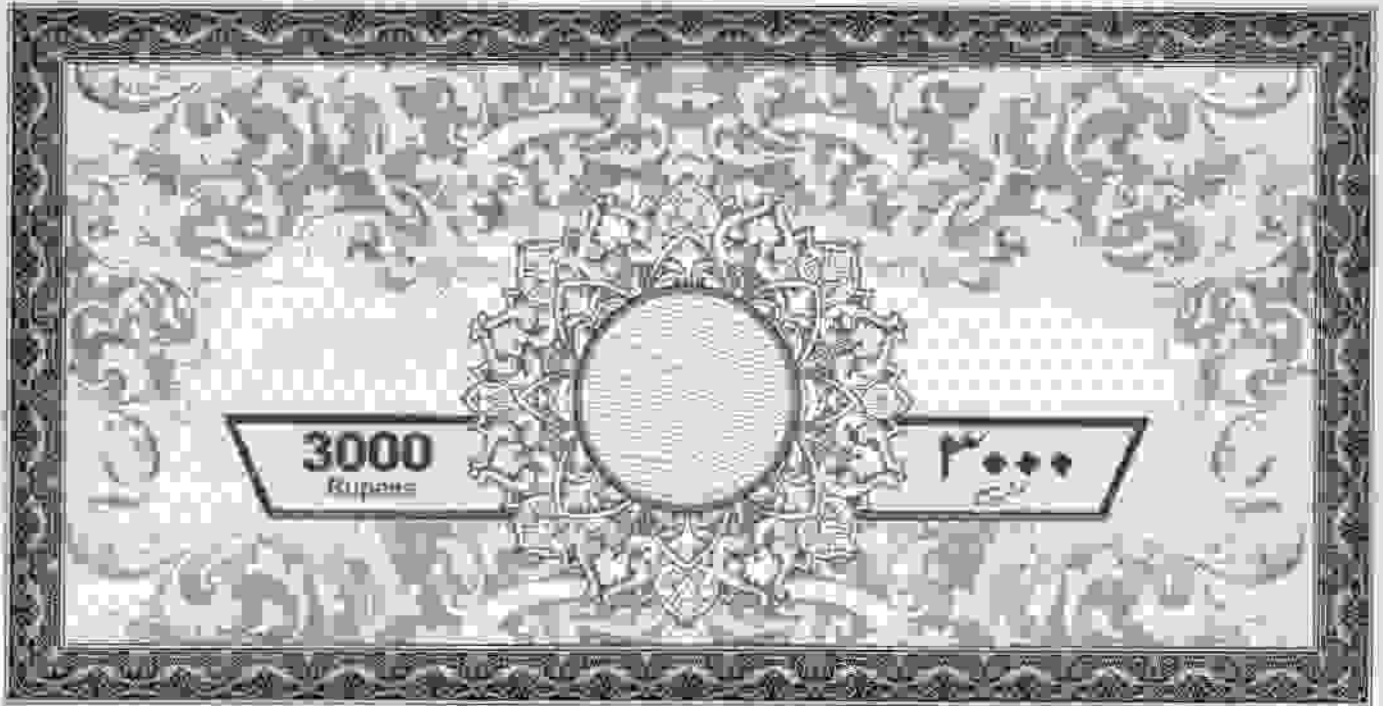
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(RUPEES FIFTY ONLY)

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 No. 15 on 12-8-2020  
 Date of issue 207 on 12-8-2020  
 No. of copies 15 on 12-8-2020

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J.P.  
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STAMP OFFICE CITY COURT, KARALI,

(RUPEES THREE THOUSAND ONLY)

ISSUED TO S. Lakshmi Devi

CNIC/IG. No. 887

Vol. DSR. No. 19 Dt. 10-9-2020

On behalf of Order No. 252 Dt. 10-9-2020

for the purpose of SD

Entry No. 19 Dt. 10-9-2020

10 SEP 2020

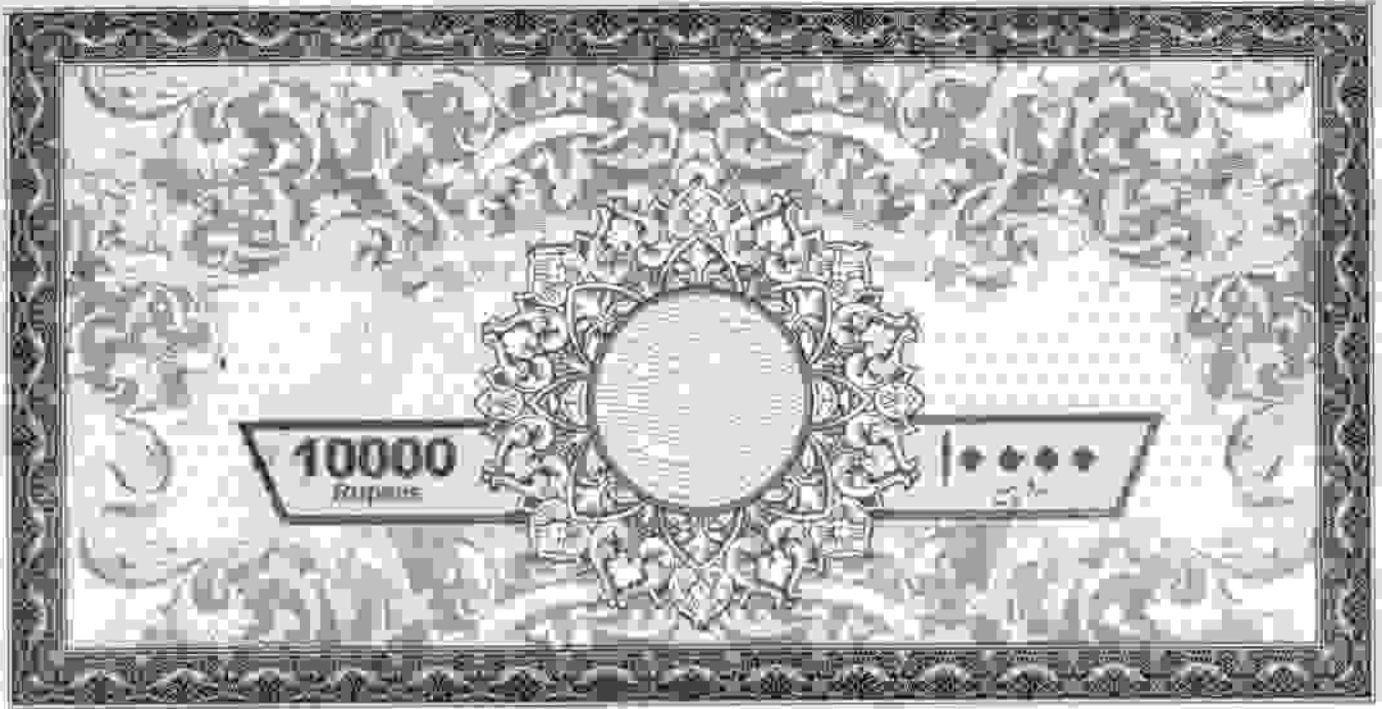
*[Signature]*

*[Handwritten signatures and marks at the bottom of the page]*









NO. KAMP. BUKTI. PENERIMA. BUKTI. KAMP.

Nama S. Cahat P. N. N. N.  
 No. Bukti 527  
 Tanggal Bukti 19 / 12 / 2010  
 No. Bukti 238 / 12 / 2010  
 No. Bukti 50  
 Tanggal Bukti 19 / 12 / 2010

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