

**Provision of Janitorial Services & Signboard Cleaning Services**  
**Bid Evaluation Report**

1	Name of Procuring Agency	Sindh Bank Ltd.
2	Tender Reference No.	SNDB/COK/ADMIN/TD/1196/2021
3	Tender Description	Provision of Janitorial Services & Signboard Cleaning Services
4	Method of Procurement	Single Stage One Envelope Bidding Procedure.
5	Tender Published & SPPRA S.No.	T00531-20-0027. Express Tribune, Daily Express, Sindh Express (07/04/2021).
6	Total Bid Documents Sold	05
7	Total Bids Received	05
8	Technical / Financial Bid Opening Date & Time	23/04/2021 at 1130 Hrs
9	No. of bids qualified	05
10	Bid(s) Rejected	-

Details on the above as given below:

S No	Name of Firm or Bidder	Qualified / Disqualified in Technical / Eligibility Inspection	Cost offered by the Bidder	Ranking in terms of cost	Comparison with Estimated cost (Rs.3,184/-)	Reasons for acceptance/ rejection	Remarks
1	2	3	4	5	6	7	
1.	M/s.National Cleaning & Fumigation Services	Qualified	Rs.2,250/-	1 <sup>st</sup> Lowest	Rs.934/- Below the estimated cost	Accepted- 1st Lowest Qualified Evaluated Bidder	Accepted- Award of Contract
2.	M/s. Out Riders (Pvt) Ltd	Qualified	Rs.2,399/-	2 <sup>nd</sup> Lowest	Rs.785/- Below the estimated cost	2nd Lowest	-
3.	M/s. Prime Human Resources (Pvt) Ltd	Qualified	Rs.2,490/-	3 <sup>rd</sup> Lowest	Rs.694/- Below the estimated cost	3 <sup>rd</sup> Lowest	-
4.	M/a. Pak Multi Services (Pvt) Ltd	Qualified	Rs.2,545/-	4 <sup>th</sup> Lowest	Rs.639/- Below the estimated cost	4 <sup>th</sup> Lowest	-
5.	M/s.Motivated Consultancy & Janitorial Services	Qualified	Rs.3,069/-	5 <sup>th</sup> Lowest	Rs.115/- Below the estimated cost	5 <sup>th</sup> Lowest	-

Accordingly, going by the Technical/Financial Evaluation criteria laid down in the tender document, M/s. National Cleaning & Fumigation Services is the 1<sup>st</sup> lowest evaluated bidder and their bid is also below the estimated cost, hence recommended for providing the Janitorial Services & Signboard Cleaning to Sindh Bank Limited - Head Office & Branches.

**Members Signature- Procurement Committee**

Lt. Col. (R) Shahzad Begg  
 Chairperson-Head of Administration


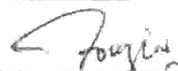

Saeed Jamal  
 Member-Chief Financial Officer

Syed Muhammad Aqeel  
 Member- Chief Manager, IDBL Karachi

**SUMMARY OF EVALUATION FOR PROVISION OF JANITORIAL SERVICES & SIGNBOARD CLEANING SERVICES**

Particulars		Status of Firm		Points Obtained	Average Turn Over in last three years		Points Obtained	Banks Presently on Cliental List (50 Branches of each Bank are mandatory)		Points Obtained	Number of Offices in Provinces		Points Obtained	Grand Total	Qualified (70%) marks / Disqualified
		Total Points			Total Points			Total Points			Total Points				
		5 years & above	3 years & above		70 million & Above	35 million & Above		4 Banks & Above	2 Bank & Above		In 4 Provinces	In 2 and Above Provinces			
S.No	Bidders	20	15		20	15		35	20		25	15			
1	Pak Multi Services (Pvt) Ltd	20		20	20		20		20	20		15	15	75	Qualified
2	Motivated Consultancy (Pvt) Ltd	20		20		15	15		20	20	25		25	80	Qualified
3	Outriders (Pvt) Ltd	20		20	20		20		20	20		15	15	75	Qualified
4	Prime Human Resource Services (Pvt) Ltd	20		20	20		20	35		35		15	15	90	Qualified
5	National Cleaning & Fumigation Services	20		20	20		20		20	20	25		25	85	Qualified

**Members Signature- Evaluation Team**

		
M. Ather Iqbal Admin Division	Fouzia Shamim Operation Division	Taimoor Ghausi Finance Division

**Members Signature- Procurement Committee**

Lt. Col. (R) Shahzad Begg  
Head of Administration

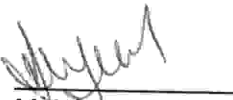
Saeed Jamal  
Chief Financial Officer

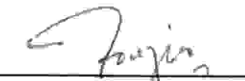
Syed Muhammad Aqeel  
Chief Manager, IDBL Karachi

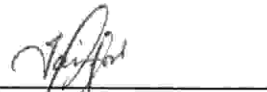
**DISQUALIFICATION CONDITIONS****PROVISION OF JANITORIAL SERVICES & SIGNBOARD CLEANING SERVICES**

S.No	Contractors	Blacklistlisted on SPPRA/Sindh Bank Ltd (Yes/No)	2 X Warning Letters issued by SNDB (Yes/No)	FBR Registration/ Provincial Revenue Collecting Authority (Yes/No)	Alternate Bid Offered (Yes/No)	Tender Fee Submitted (Yes/No)	History of Premature cancellation of tender in the past with SNDB (Yes/No)	Qualified / DisQualified
1	Pak Multi Services (Pvt) Ltd	No	No	Yes	No	Yes	No	Qualified
2	Motivated Consultancy (Pvt) Ltd	No	No	Yes	No	Yes	No	Qualified
3	Outriders (Pvt) Ltd	No	No	Yes	No	Yes	No	Qualified
4	Prime Human Resource Services (Pvt) Ltd	No	No	Yes	No	Yes	No	Qualified
5	National Cleaning & Fumigation Services	No	No	Yes	No	Yes	No	Qualified

**Members Signature- Evaluation Team**

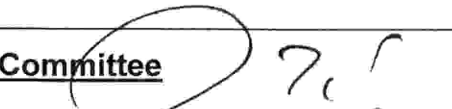
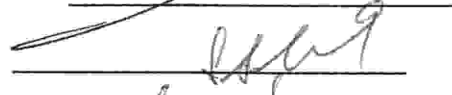

  
M. Athar Iqbal  
Admin Division

  
Fouzia Shamim  
Operation Division

  
Taimoor Ghausi  
Finance Division

**Members Signature- Procurement Committee**

1. Lt. Col. (R) Shahzad Begg  
HEAD OF ADMINISTRATION
2. Saeed Jamal  
CFO
3. Syed Muhammad Aqeel  
Chief Manager, IDBL

#### 4 FINANCIAL PROPOSAL

##### PRICE SCHEDULE

(Applicable for the year 2021-2022)

Name of Bidder National Cleaning & Fumigation Services

Sr. No.	Description	Service Charges in (Rs).
1	Please quote your service charges (excluding taxes) per individual including provision of uniform (For detail refer note no.13 below), material (For detail refer scope of work at page no.14 & 15 of tender document), and cleaning of signboards ( For scope of work refer page no.13 of tender document & List of Branches attached as Annexure "H") <u>Plus Insurance</u>	2250
	<b>*GRAND TOTAL</b>	<b>2250</b>

\*This Grand Total will be considered as the "Bid Offered". Whereas be apprised that the successful bidder will be the one whose "Evaluated Bid" is the lowest. (For further clarification refer Note 7. below).

##### Note

- Approximately 364 janitorial staff will be deployed in our exiting countrywide branches (names of branches attached) including Head Office at Karachi, who will be paid Rs. 17,500/- per month per individual as per the wage notified by the Government. Supervisor required to be deployed at Head office will paid additional Rs.2,500/- i.e. (Rs.17,500 + Rs.2,500/- = Rs.20,000/-)
- Stamp duty on agreement (as applicable under Stamp Act 1989) will be paid by the bidder.
- No advance payment for the provision for Janitorial services will be made; bills are only be processed for necessary payment on receipt of certificate of delivery/satisfaction from the concerned officer.
- Calculation of bid security.** 5% of Rs 6,370,000/- (364 x 17,500/-) will be submitted with the tender document as bid security in shape of Pay Order /Bank Guarantee in favour of Sindh Bank Ltd.
- In case of over writing/cutting/use of Blanco is found in the Financial Bid document, the bid will be taken as null & void however if the figures are readable and are also duly signed only then, bid will be accepted.
- Contract Start Time:** After 20 working days of award of contract the successful bidder has to ensure deployment of his worker at Head Office & Branches and a fine of Rs.5,000/- will be levied on per day basis and after 10 days of penalty start period the tender will stand cancelled.
- Lowest Evaluated Bidder is going to be the criteria for award of contract rather than considering the lowest bid offered, encompassing the lowest whole sum cost which the Procuring Agency has to pay for the services/items during contract period. SPPRA Rule 49 may please be referred. The successful bidder will be the one whose total sum of cost is the lowest. As it is package tender, so no partial lowest cost will be considered for award of any work.
- EOBI & SESSI will be paid as actual by the procuring agency.
- All conditions in the contract agreement attached as Annexure G are part of this tender document.
- The tender will be considered cancelled if the contract agreement/performance security after due signature are not submitted with Admin Office after 5 days of completion of bid evaluation report hoisting period (3 days) on SPPRA website.
- The tender will stand cancelled if any of the given condition of the tender in not met in strictly as per the requisite of the tender document.

## 4 FINANCIAL PROPOSAL

### PRICE SCHEDULE

(Applicable for the year 2021-2022)

SIGNATURE MEMBERS PC-ADMIN  
Head - Fin Div. \_\_\_\_\_  
Head - Adm. Div. \_\_\_\_\_  
Member-IOBI \_\_\_\_\_  
Date: \_\_\_\_\_

Name of Bidder Outriders (Pvt) Ltd

Sr. No.	Description	Service Charges in (Rs).
1	Please quote your service charges (excluding taxes) per individual including provision of uniform (For detail refer note no.13 below), material (For detail refer scope of work at page no.14 & 15 of tender document), and cleaning of signboards ( For scope of work refer page no.13 of tender document & List of Branches attached as Annexure "H")	2399/-
	<b>*GRAND TOTAL</b>	<b>2399/-</b>

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- Stamp duty on agreement (as applicable under Stamp Act 1989) will be paid by the bidder.
- No advance payment for the provision for Janitorial services will be made; bills are only be processed for necessary payment on receipt of certificate of delivery/satisfaction from the concerned officer.
- Calculation of bid security.** 5% of Rs 6,370,000/- (364 x 17,500/-) will be submitted with the tender document as bid security in shape of Pay Order /Bank Guarantee in favour of Sindh Bank Ltd.
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- EOBI & SESSI will be paid as actual by the procuring agency.
- All conditions in the contract agreement attached as Annexure G are part of this tender document.
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## FINANCIAL PROPOSAL

### PRICE SCHEDULE

Applicable for the year 2021-2022

SIGNATURE MEMBERS PC ADMIN

Head - Fin Div.

Head - Admin Div.

Member-DBL

Date:

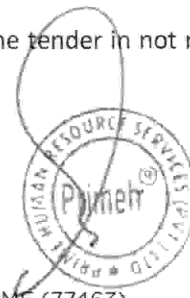
Name of Bidder: M/S Prime Human Resource Services Pvt Ltd

Sr. No.	Description	Service Charges in (Rs).
1	Please quote your service charges (excluding taxes) per individual including provision of uniform (For detail refer note no.13 below), material (For detail refer scope of work at page no.14 & 15 of tender document), and cleaning of signboards ( For scope of work refer page no.13 of tender document & List of Branches attached as Annexure "H")	2,490/-
	<b>*GRAND TOTAL</b>	

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- Stamp duty on agreement (as applicable under Stamp Act 1989) will be paid by the bidder.
- No advance payment for the provision for Janitorial services will be made; bills are only be processed for necessary payment on receipt of certificate of delivery/satisfaction from the concerned officer.
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- EOBI & SESSI will be paid as actual by the procuring agency.
- All conditions in the contract agreement attached as Annexure G are part of this tender document.
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- The tender will stand cancelled if any of the given condition of the tender in not met in strictly as per the requisite of the tender document.



Head - Fin Div.

Head - Admin Div.

Member-IDBL.

PRICE SCHEDULE

Date:

## 4 FINANCIAL PROPOSAL

(Applicable for the year 2021-2022)

Name of Bidder PAK MULTI SERVICES (PVT) LTD.

Sr. No.	Description	Service Charges in (Rs).
1	Please quote your service charges (excluding taxes) per individual including provision of uniform (For detail refer note no.13 below), material (For detail refer scope of work at page no.14 & 15 of tender document), and cleaning of signboards ( For scope of work refer page no.13 of tender document & List of Branches attached as Annexure "H")	2,545/-
	<b>*GRAND TOTAL</b>	<b>2,545/-</b>

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- No advance payment for the provision for Janitorial services will be made; bills are only be processed for necessary payment on receipt of certificate of delivery/satisfaction from the concerned officer.
- Calculation of bid security.** 5% of Rs 6,370,000/- (364 x 17,500/-) will be submitted with the tender document as bid security in shape of Pay Order /Bank Guarantee in favour of Sindh Bank Ltd.
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# 4 FINANCIAL PROPOSAL

SIGNATURE MEMBERS PC-ADMIN

Head - Fin Div.

Head - Admin Div.

Member-IDBL.

## PRICE SCHEDULE

(Applicable for the year 2021-2022)

 Name of Bidder **Motivated Consultancy**

Sr. No.	Description	Service Charges in (Rs)
1	Please quote your service charges (excluding taxes) per individual including provision of Uniform ( For detail refer note no. 13 below), material ( For detail refer scope of work at page no. 14 &15of tender documents), and cleaning of signboards (For scope of work refer page no. 13 of tender documents & list of Branches attached as Annexure "H")	Rs=3069/- Per month per Person.
	<b>GRAND TOTAL</b>	Rs=3069/-

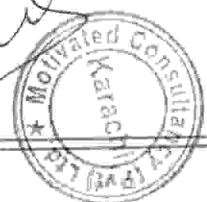
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- EOBI & SESSI will be paid as actual by the procuring agency.

Office No. 217, Shams Chamber, Shahrah-e-Liaquat, Karachi.

Ph: 021-32412264, 0302-2405771 Email: motivatedconsultancy@yahoo.com





**SUMMARY****EVALUATION RESULT - JANITORIAL & SIGNBOARD CLEANING**

S#	Name of Bidders	Service Charges Offered Per Janitorial Staff (Rs)	Bid Financial Ranking	Remarks
1	National Cleaning & Fumigation Services	2,250	1st	Qualified
2	Outriders (Pvt) Ltd	2,399	2nd	Qualified
3	Prime Human Resources (Pvt) Ltd	2,490	3rd	Qualified
4	Pak Multi Services (Pvt) Ltd	2,545	4th	Qualified
5	Motivated Consultancy (Pvt) Ltd	3,069	5th	Qualified

SIGNATURE MEMBERS PC ADMIN

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

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

Member-IDBL. \_\_\_\_\_

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

Chief Manager (IDBL)

# MINUTES OF THE OPENING OF THE TENDER (TECHNICAL / FINANCIAL PHASE)

TYPE OF PROCUREMENT ADMIN / IT / CONSULTANT / MEDIA  
TENDER NAME Provision of Janitorial & Sign board Cleaning Services  
TYPE OF TENDER SINGLE STAGE-ONE ENVELOPE / SINGLE STAGE-TWO ENVELOPE / TWO STAGE / TWO STAGE-TWO ENVELOPE  
OPENING DATE 23-4-21  
OPENING TIME 1130 Hrs  
ATTENDANCE (MEMBER PC)

NAME

FIRM

ATTENDANCE (REPS. OF BIDDERS)

① <u>Pak Multi Services</u>	_____
② <u>Motivated Consulting</u>	_____
③ <u>Outriders (Pvt) Ltd</u>	_____
④ <u>Prime HR</u>	_____
⑤ <u>National cleaning</u>	_____

TOTAL BIDS ACCEPTED FOR EVALUATION

#05

AL BIDS REJECTED

REMARKS

SIGNATURE MEMBERS PC-ADMIN  
Head - Fin Div. \_\_\_\_\_  
Head - Admin Div. \_\_\_\_\_  
Member-IDBL \_\_\_\_\_  
Date: \_\_\_\_\_