

**Printing & Supply of Security Stationery
 Bid Evaluation Report**

1	Name of Procuring Agency	Sindh Bank Ltd.
2	Tender Reference No.	SNDB/COK/ADMIN/TD/1238/2022
3	Tender Description	Printing & Supply of Security Stationery
4	Method of Procurement	Single Stage Two Envelope Bidding Procedure.
5	Tender Published & SPPRA S.No.	T00531-21-0007. Express Tribune, Daily Express, Sindh Express (08/02/2022) & Corrigendum Sindh Express (09/02/2022)
6	Total Bid Documents Sold	01
7	Total Bids Received	01
8	Technical Bid Opening Date & Time	25/02/2022 at 1100 Hrs
9	Financial Bid Opening Date & Time	25/02/2022 at 1200 Hrs
10	No. of bids qualified	01
11	Bid(s) Rejected	-

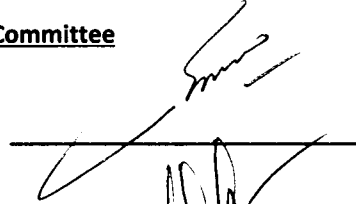
Details on the above as given below:

	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.15,300,000/-)	Reasons for acceptance/rejection	Remarks
	1	2	3	4	5	6	7
1.	M/s. Apex Printry (Pvt) Ltd	Qualified	Rs.16,609,949.25	Only Bidder	Rs.1,309,949.25 Above the estimated cost	Accepted as Only Qualified Evaluated Bid well within 15% limit	Rule 48 has been Complied With.

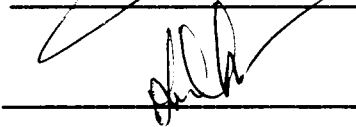
Accordingly, going by the Technical/Financial Evaluation criteria laid down in the tender documents, **M/s.Apex Printry (Pvt) Ltd** is the lowest evaluated qualified bidder and their bid is also below the estimated cost, hence recommended for Printing & Supply of Security Stationery for existing 330 branches of Sindh Bank Limited.

Members Signature- Procurement Committee

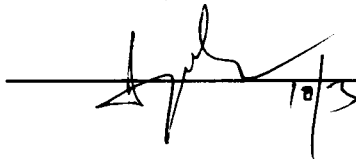
Arshad Abbas Soomro
 Head of Administration



Dilshad Hussain Khan
 Chief Financial Officer



Syed Muhammad Aqeel
 Chief Manager, IDBL Karachi



ATTENDANCE SHEET
 BID OPENING -

FOR SELECTION OF Printing & Supply of Security - Stationery

Date: 25/02/2022

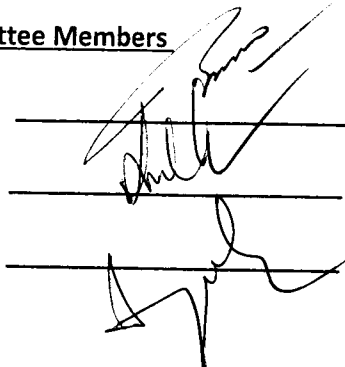
S.No	Company Name	Name of Company Representative	Contact No.	Company Address	Signature
1)	Apex Printing (Pvt) Ltd			By Drop Box	

Signature - Procurement Committee Members

Head of Administration

Chief Financial Officer

Chief Manager (IDBL)



Financial Proposal

ATTENDANCE SHEET
 BID OPENING -

FOR SELECTION OF Printing & Supply of Security Stationery

Date: 25/01/2022

S.No	Company Name	Name of Company Representative	Contact No.	Company Address	Signature
1	Apex Printing (Pvt) Ltd	—	By Drop Box	—	—

Signature –Procurement Committee Members

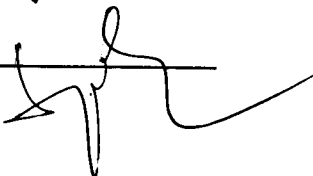
Head of Administration



Chief Financial Officer



Chief Manager (IDBL)



Printing & Supply of Security Stationery**Evaluation Performa**


Serial No: 01

Bidder Name: Apex Printing (Pvt) Ltd


SNDB shall evaluate proposals using the following eligibility criteria.

S.No.	Descriptions	Total Marks	Marks Obtained	Remarks	Attachment of relevant evidence in each case is mandatory. In case of non-compliance no mark will be awarded	Attach evidence as																																																		
1	Banks presently on Cliental List (For counting of each bank services to at least 25 branches are mandatory)	15	15	08 Banks and above	Letters to be attached duly issued from each concerned Bank verifying that the company is currently supplying and printing security Stationery for them.	Annexure "A"																																																		
		08		05 Banks and above			2	Years in Business in relevant field	10	10	05 Years and above	NTN Certificate / Letter of Incorporation / Company Registration Letter is required to be enclosed	Annexure "B"	04	03 Years and above	3	Average Yearly Turn Over in Last 3 Years	10	10	On an average of 130 Million & above per year	Audit Report or Tax Return for Last 3 Years	Annexure "C"	04	On an average of 80 Million & above per year	4	Permission to import CBS-1 Security check paper with water mark of the company	20	20	Letter attached	Attach valid letter duly issued from Pakistan Security Papers Ltd	Annexure "D"	5	ISO Certification	15	15	Attach Certificate	Copy of certificate	Annexure "E"	6	Paper Test Certification	30	30	If from 02 labs	Letter from PCSIR/PSPC & any international laboratory)	Annexure "F"	10	If from 01 lab	TOTAL MARKS		100	100					
2	Years in Business in relevant field	10	10	05 Years and above	NTN Certificate / Letter of Incorporation / Company Registration Letter is required to be enclosed	Annexure "B"																																																		
		04		03 Years and above			3	Average Yearly Turn Over in Last 3 Years	10	10	On an average of 130 Million & above per year	Audit Report or Tax Return for Last 3 Years	Annexure "C"	04	On an average of 80 Million & above per year	4	Permission to import CBS-1 Security check paper with water mark of the company	20	20	Letter attached	Attach valid letter duly issued from Pakistan Security Papers Ltd	Annexure "D"	5	ISO Certification	15	15	Attach Certificate	Copy of certificate	Annexure "E"	6	Paper Test Certification	30	30	If from 02 labs	Letter from PCSIR/PSPC & any international laboratory)	Annexure "F"	10	If from 01 lab	TOTAL MARKS		100	100						QUALIFIED		DISQUALIFIED						
3	Average Yearly Turn Over in Last 3 Years	10	10	On an average of 130 Million & above per year	Audit Report or Tax Return for Last 3 Years	Annexure "C"																																																		
		04		On an average of 80 Million & above per year			4	Permission to import CBS-1 Security check paper with water mark of the company	20	20	Letter attached	Attach valid letter duly issued from Pakistan Security Papers Ltd	Annexure "D"	5	ISO Certification	15	15	Attach Certificate	Copy of certificate	Annexure "E"	6	Paper Test Certification	30	30	If from 02 labs	Letter from PCSIR/PSPC & any international laboratory)	Annexure "F"	10	If from 01 lab	TOTAL MARKS		100	100						QUALIFIED		DISQUALIFIED															
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		QUALIFIED		DISQUALIFIED																																																				

Members Signatures- Evaluation Team


Athar Iqbal
Administration Division


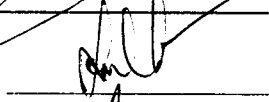
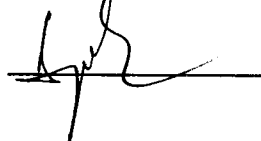

Fouzia Shamim
Operations Division


Taimoor Ghousi
Finance Division

Members - Procurement Committee

- 1 HEAD OF ADMINISTRATION
- 2 CHIEF FINANCIAL OFFICER
- 3 CHIEF MANAGER, IDBL

Signature

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

TYPE OF PROCUREMENT

ADMIN / IT / CONSULTANT / MEDIA

TENDER NAME

Printing & supply of Security Stationery

TYPE OF TENDER

SINGLE STAGE-ONE ENVELOPE / SINGLE STAGE-TWO ENVELOPE / TWO STAGE / TWO STAGE-TWO ENVELOPE

OPENING DATE

28/2/2022

OPENING TIME

1100 Hours

ATTENDANCE (MEMBER PC)

NAME

NAME

NAME

NAME

NAME

ATTENDANCE (REPS. OF BIDDERS)

NAME

NAME

NAME

NAME

TOTAL BIDS ACCEPTED FOR EVALUATION

TOTAL BIDS REJECTED

REMARKS

NAME

NAME

NAME

NAME

NAME

NAME

NAME

NAME

NAME

NAME

NAME

NAME

FIRM

BID OFFERED

1) Apex printing CO. LTD

#01

NIL

SIGNATURE MEMBERS PC-ADMIN

Head - Fin Div. [Signature]

Head - Admin Div. [Signature]

Member-IDBL. [Signature]

Date: [Signature]

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

TYPE OF PROCUREMENT ADMIN / IT / CONSULTANT / MEDIA

TENDER NAME Printing & Supply of Security Stationery

TYPE OF TENDER SINGLE STAGE-ONE ENVELOPE / SINGLE STAGE-TWO ENVELOPE / TWO STAGE / TWO STAGE-TWO ENVELOPE

OPENING DATE 25/2/2022

OPENING TIME 1200 Hours

ATTENDANCE (MEMBER PC)

MEMBER 1
MEMBER 2
MEMBER 3
MEMBER 4
MEMBER 5
MEMBER 6
MEMBER 7
MEMBER 8
MEMBER 9
MEMBER 10

	NAME	FIRM	BID OFFERED
ATTENDANCE (REPS. OF BIDDERS)		1. Apex Printing (Pvt) Ltd	B. 16,609,949.25
TOTAL BIDS ACCEPTED FOR EVALUATION	#01		
TOTAL BIDS REJECTED			
REMARKS			

SIGNATURE MEMBERS PC-ADMIN

Head - Fin Div. _____

Head - Admin Div. _____

Member-IDBL. _____

Date: _____

Tender Document Printing and Supply of Security Stationary

SIGNATURE MEMBERS PC AD
 Head - Fin Div. _____
 Head - Admin Div. _____
 Member-IDBL. _____
 Date: _____

4 FINANCIAL PROPOSAL

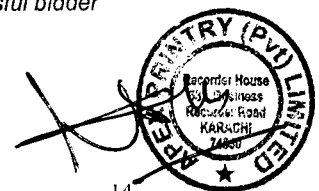
Price Schedule

(Applicable for the year 2022-2023)

Name of Bidder APEX PRINTRY (PVT.) LTD.

S. No.	Items	Total Tentative Books/Leaves Required	Rate (Per Book) (inclusive all taxes)	TOTAL COST
1	Current Account Cheque Book (10 leaves per book)	3,224 Books	50.50	162,812.00
2	Current Account Cheque Book (25 leaves per book)	38,225 Books	126.25	4,825,906.25
3	Current Account Cheque Book (50 leaves per book)	6,643 Books	252.50	1,677,357.50
4	Current Account Cheque Book (100 leaves per book)	7241 Books	505.00	3,656,705.00
5	PLS Cheque Book (10 leaves per book)	101 Books	50.50	5,100.50
6	PLS Cheque Book (25 leaves per book)	5669 Books	126.25	715,711.25
7	PLS Cheque Book (50 leaves per book)	1184 Books	252.50	298,960.00
8	PLS Cheque Book (100 leaves per book)	249 Books	505.00	125,745.00
9	DP Cheque Book (10 leaves per book)	156 Books	50.50	7,878.00
10	DP Cheque Book (25 leaves per book)	4,508 Books	126.25	569,135.00
11	DP Cheque Book (50 leaves per book)	1225 Books	252.50	309,312.50
12	DP Cheque Book (100 leaves per book)	1,715 Books	505.00	866,075.00
13	FCY \$-10 leaves per book USD	9 Books	50.50	454.50
14	FCY \$-25 leaves per book USD	33 Books	126.25	4,166.25
15	FCY \$-50 leaves per book USD	16 Books	252.50	4,040.00
16	FCY \$-100 leaves per Book USD	05 Books	505.00	2,525.00
17	FCY £-10 leaves per book GBP	07 Books	50.50	353.50
18	FCY £-25 leaves per book GBP	12 Books	126.25	1,515.00
19	FCY £-50 leaves per book GBP	2 Books	252.50	505.00
20	FCY €-10 leaves per book EURO	4 Books	50.50	202.00
21	FCY €-25 leaves per book EURO	4 Books	126.25	505.00
22	FCY €-50 leaves per book EURO	02 Books	252.50	505.00
23	FCY €-100 leaves per book EURO	02 Books	505.00	1,010.00
24	Pay Order / Demand Draft (Leaves)	83,667 Leaves	7.50	627,502.50
25	TDR	1,800 Leaves	7.50	13,500.00
26	CDR	14,667 Leaves	7.50	110,002.50
27	Islami Product (25 Leaves per Book)	307 Books	126.25	38,758.75
28	Asan Product (25 Leaves per Book)	20,461 Books	126.25	2,583,201.25
29	Asan Product (50 Leaves per Book)	02 Books	252.50	505.00
*TOTAL AMOUNT				16,609,949.25

* This amount will be considered as only 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 6. Below)



NOTE

1. 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.
2. If the item is not provided after 10 days of issuance of Purchase Order, a fine of Rs.1,000/- per day will be deducted from the bill.
3. The cost must include all applicable taxes, stamp duty (as applicable under Stamp Act 1989) duly stamped on the contract agreement, transportation and labor charges.
4. No advance payment for the supply of equipment will be made, bills are only be processed for necessary payment on receipt of certificate of delivery/satisfaction from the concerned officer.
5. Calculation of bid security. 5% of the *(Total Amount) will be submitted with the tender document as bid security in shape of Pay Order/Demand Draft /Bank Guarantee in favor of Sindh Bank Ltd.
6. 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.
7. 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.
8. In case financial bids are the same, the successful bidder will be the one who has acquired more marks in the technical evaluation.
9. If the obligation of warranty period are not met or delayed, the repair etc. requirement on this account will be carried out by the bank & the billed amount will be deducted from the performance security/ upcoming payment due to supplier. Risk & subsequent cost to this effect if any will be liability of the vendor and any subsequent expenses on the equipment will also be borne by the supplier.
10. Qualified company will also be bound to sign a bond/undertaking that in case of any observation arising in respect of quality of the equipment within the warranty period, the company will be liable to address it at his own cost, non-compliance of the same will result into initiation of a case against the company for non-commitment.
11. All terms & conditions of the Contract Agreement (Annexure "G") are part of tender document.
12. The tender will stand cancelled if any of the given condition of the tender is not met in strictly as per the requisite of the tender document.
13. If the company qualifies the eligibility criteria than it will be required to produce the equipment along with all relevant brochures at its location on the date and time as will be intimated by the bank for necessary inspection/verification. The site inspection phase will be checked as per the performa attached as Annexure N.

We, hereby accept all the terms and conditions as given above.

Munib Shah
G.M. Sales & Marketing
Apex Printry (Pvt.) Ltd



(Signature of bidder with name, Designation and Company Seal)

Dated: 25-02-2022

SIGNATURE MEMBERS PC-ADMIN

Head - Fin Div. _____

Head - Admin Div. _____

Member-TORL _____

Date: _____

TENDER No: SNDB/COK/ADMIN/TD/1238/2022

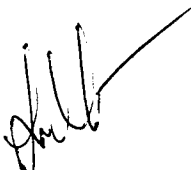
Date: 08/03/2022

Printing & Supply of Security Stationery
Certificate in Compliance of Rule 48 of SPPRA

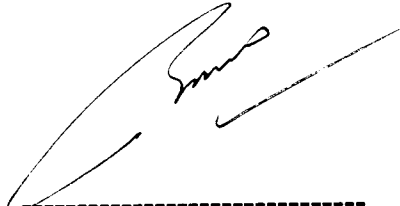
This is to certify that as only one bid was received against the tender, so Rule 48 has been complied with detail as follows:

S.No	Market Price.	Estimated Price	Current tender Price
01	Rs.19,743,516/-	Rs.15,300,000/-	Rs.16,609,949.25

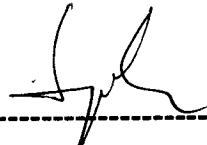
Member Procurement Committee



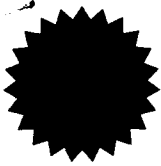
Head of Finance Division



Head of Admin Division



Member of IDBL



SAFARI PRINT HOUSE

Sindh Bank Limited

Tender Document - Printing and Supply of Security Stationary

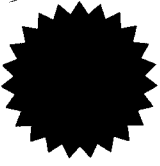
4 FINANCIAL PROPOSAL

Name of Bidder SAFARI PRINT HOUSE

FINANCIAL PROPOSAL SINDH BANK

S.No	Items	Total Tentative Books/Leaves Required	Qty	Rate (Per Book) (inclusive all taxes)	TOTAL COST
1	Current Account Cheque Book (10 leaves per book)	3224 Books	3224	60.00	193,440.00
2	Current Account Cheque Book (25 leaves per book)	38,225 Books	38225	150.00	5,733,750.00
3	Current Account Cheque Book (50 leaves per book)	6,643 Books	6643	300.00	1,992,900.00
4	Current Account Cheque Book (100 leaves per book)	7,241 Books	7241	600.00	4,344,600.00
5	PLS Cheque Book (10 leaves per book)	101 Books	101	60.00	6,060.00
6	PLS Cheque Book (25 leaves per book)	5669 Books	5669	150.00	850,350.00
7	PLS Cheque Book (50 leaves per book)	1184 Books	1184	300.00	355,200.00
8	PLS Cheque Book (100 leaves per book)	249 Books	249	600.00	149,400.00
9	DP Cheque Book (10 leaves per book)	156 Books	156	60.00	9,360.00
10	DP Cheque Book (25 leaves per book)	4508 Books	4508	150.00	676,200.00
11	DP Cheque Book (50 leaves per book)	1225 Books	1225	300.00	367,500.00
12	DP Cheque Book (100 leaves per book)	1715 Books	1715	600.00	1,029,000.00
13	FCY \$-10 leaves per book USD	9 Books	9	60.00	540.00
14	FCY \$-25 leaves per book USD	33 Books	33	150.00	4,950.00
15	FCY \$-50 leaves per book USD	16 Books	16	300.00	4,800.00
16	FCY \$-100 leaves per book USD	5 Books	5	600.00	3,000.00
17	FCY £-10 leaves per book GBP	7 Books	7	60.00	420.00
18	FCY £-25 leaves per book GBP	12 Books	12	150.00	1,800.00
19	FCY £-50 leaves per book GBP	2 Books	2	300.00	600.00
20	FCY €-10 leaves per book EURO	4 Books	4	60.00	240.00
21	FCY €-25 leaves per book EURO	4 Books	4	150.00	600.00
22	FCY €-50 leaves per book EURO	2 Books	2	300.00	600.00
23	FCY €-100 leaves per book EURO	2 Books	2	600.00	1,200.00
24	Pay Order /Demand Draft (Leaves)	83,667 Leaves	83667	9.00	753,003.00
25	TDR (Leaves)	1,800 Leaves	1800	9.00	16,200.00
26	CDR (Leaves)	14,667 Leaves	14667	9.00	132,003.00
27	Islami Product (25 Leaves per Book)	307 Books	307	150.00	46,050.00
28	Asan Product (25 Leaves per Book)	20461 Books	20461	150.00	3,069,150.00
29	Asan Product (50 Leaves per Book)	02 Books	2	300.00	600.00
*TOTAL AMOUNT					19,743,516.00

* This amount will be considered as only 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 6. Below)



SAFARI PRINT HOUSE

Sindh Bank Limited

Tender Document – Printing and Supply of Security Stationary

NOTE

1. 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.
2. If the item is not provided after 10 days of issuance of Purchase Order, a fine of Rs.1,000/- per day will be deducted from the bill.
3. The cost must include all applicable taxes, stamp duty (as applicable under Stamp Act 1989) duly stamped on the contract agreement, transportation and labor charges.
4. No advance payment for the supply of equipment will be made, bills are only be processed for necessary payment on receipt of certificate of delivery/satisfaction from the concerned officer.
5. Calculation of bid security. 5% of the *(Total Amount) will be submitted with the tender document as bid security in shape of Pay Order/Demand Draft /Bank Guarantee in favor of Sindh Bank Ltd.
6. 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.
7. 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.
8. In case financial bids are the same, the successful bidder will be the one who has acquired more marks in the technical evaluation.
9. If the obligation of warranty period are not met or delayed, the repair etc. requirement on this account will be carried out by the bank & the billed amount will be deducted from the performance security/ upcoming payment due to supplier. Risk & subsequent cost to this effect if any will be liability of the vendor and any subsequent expenses on the equipment will also be borne by the supplier.
10. Qualified company will also be bound to sign a bond/undertaking that in case of any observation arising in respect of quality of the equipment within the warranty period, the company will be liable to address it at his own cost, non-compliance of the same will result into initiation of a case against the company for non-commitment.
11. All terms & conditions of the Contract Agreement (Annexure "G") are part of tender document.
12. The tender will stand cancelled if any of the given condition of the tender is not met in strictly as per the requisite of the tender document.
13. If the company qualifies the eligibility criteria than it will be required to produce the equipment along with all relevant brochures at its location on the date and time as will be intimated by the bank for necessary inspection/verification. The site inspection phase will be checked as per the performa attached as Annexure N.

We, hereby accept all the terms and conditions as given above.

SAFARI PRINT HOUSE

(Signature of bidder with name, Designation and Company Seal)

Dated: **25th February, 2022**

COMPARISON OF SECURITY STATIONERY - PRICES

Head - Fin Div.

S.No	Items	Quantity	Market Unit Rate in 2022	Market Total Amount in Rs.	Order Unit Rate in 2022	Tender Total Amount in Rs.
1	Current Account Cheque Book (10 leaves per book)	3,224	60	193,440	50.50	162,812.00
2	Current Account Cheque Book (25 leaves per book)	38,225	150	5,733,750	126.25	4,825,906.25
3	Current Account Cheque Book (50 leaves per book)	6,643	300	1,992,900	252.50	1,677,357.50
4	Current Account Cheque Book (100 leaves per book)	7,241	600	4,344,600	505.00	3,656,705.00
5	PLS Cheque Book (10 leaves per book)	101	60	6,060	50.50	5,100.50
6	PLS Cheque Book (25 leaves per book)	5,669	150	850,350	126.25	715,711.25
7	PLS Cheque Book (50 leaves per book)	1,184	300	355,200	252.50	298,960.00
8	PLS Cheque Book (100 leaves per book)	249	600	149,400	505.00	125,745.00
9	DP Cheque Book (10 leaves per book)	156	60	9,360	50.50	7,878.00
10	DP Cheque Book (25 leaves per book)	4,508	150	676,200	126.25	569,135.00
11	DP Cheque Book (50 leaves per book)	1,225	300	367,500	252.50	309,312.50
12	DP Cheque Book (100 leaves per book)	1,715	600	1,029,000	505.00	866,075.00
13	FCY \$-10 leaves per book USD	9	60	540	50.50	454.50
14	FCY \$-25 leaves per book USD	33	150	4,950	126.25	4,166.25
15	FCY \$-50 leaves per book USD	16	300	4,800	252.50	4,040.00
16	FCY \$-100 leaves per book USD	5	600	3,000	505.00	2,525.00
17	FCY £-10 leaves per book GBP	7	60	420	50.50	353.50
18	FCY £-25 leaves per book GBP	12	150	1,800	126.25	1,515.00
19	FCY £-50 leaves per book GBP	2	300	600	252.50	505.00
20	FCY €-10 leaves per book EURO	4	60	240	50.50	202.00
21	FCY €-25 leaves per book EURO	4	150	600	126.25	505.00
22	FCY €-50 leaves per book EURO	2	300	600	252.50	505.00
23	FCY €-100 leaves per book EURO	2	600	1,200	505.00	1,010.00
24	Pay Order /Demand Draft (Leaves)	83,667	9	753,003	7.50	627,502.50
25	TDR (Leaves)	1,800	9	16,200	7.50	13,500.00
26	CDR (Leaves)	14,667	9	132,003	7.50	110,002.50
27	Islami Product (25 Leaves per Book)	307	150	46,050	126.25	38,758.75
28	Asan Product (25 Leaves per Book)	20,461	150	3,069,150	126.25	2,583,201.25
29	Asan Product (50 Leaves per Book)	2	300	600	252.50	505.00
TOTAL AMOUNT in Rs.				19,743,516		16,609,949.25