

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 / DEPTT. Sindh Bank Ltd/Administration
- 2) PROVINCIAL / LOCAL GOVT./ OTHER Scheduled Bank
- 3) TITLE OF CONTRACT Supply & Installation of 3 Pockets (2+1) Sorting Machines
- 4) TENDER NUMBER SNDB/COK/ADMIN/TD/1233/2022 1239/2022
- 5) BRIEF DESCRIPTION OF CONTRACT Supply & Installation of 3 Pockets (2+1) Sorting Machines
- 6) FORUM THAT APPROVED THE SCHEME Competent Authority
- 7) TENDER ESTIMATED VALUE Rs.700,000/-
- 8) ENGINEER'S ESTIMATE
(For civil works only) _____
- 9) ESTIMATED COMPLETION PERIOD (AS PER CONTRACT) 1 Year
- 10) TENDER OPENED ON (DATE & TIME) Tech & Fin(09/03/2022 at 1100 Hrs)
- 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) 12.04.2022
- 15) NAME AND ADDRESS OF THE SUCCESSFUL BIDDER M/s. SY Office Automation (Pvt) Ltd *Office # F-118*
- 16) CONTRACT AWARD PRICE Rs.545,000/- *157 Pkcs*
- 17) RANKING OF SUCCESSFUL BIDDER IN EVALUATION REPORT
(i.e. 1st, 2nd, 3rd EVALUATION BID). 1. M/s. SY Office Automation (Pvt) Ltd *SAMA TARE*
KACA

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:

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	T00531-21-0008 21.02.2022
No	

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

Yes	Notification 21.02.2022
No	

22) NATURE OF CONTRACT

Domestic/ Local	<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 detailed reasons.)

Yes	
No	No

35) WAS IT ASSURED BY THE PROCURING AGENCY THAT THE SELECTED FIRM IS NOT BLACK LISTED?

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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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 ABROAD:
(If yes, enclose a copy)

Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
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37) WERE PROPER SAFEGUARDS PROVIDED ON MOBILIZATION ADVANCE PAYMENT IN THE CONTRACT (BANK GUARANTEE ETC.)?

Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
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38) SPECIAL CONDITIONS, IF ANY
(If yes, give Brief Description)

Yes	
No	No

39) Date of Award of Contract: 18/4/22

Signature & Official Stamp of
Authorized Officer

18/4/22
ARSHAD AHMAD BODMRO
SVP/Head of Administration
Administration Division
Sindh Bank Limited
Head Office Karachi

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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Buyer List

S.No	Company Name	AMOUNT DEPOSITED
1	SY Office Automation	300
Total		300

**Supply & Installation of 3 Pockets (2+1) Sorting Machine
Bid Evaluation Report**

1	Name of Procuring Agency	Sindh Bank Ltd.
2	Tender Reference No.	SNDB/COK/ADMIN/TD/1239/2022
3	Tender Description	Supply & Installation of 3 Pockets (2+1) Sorting Machine
4	Method of Procurement	Single Stage One Envelope Bidding Procedure.
5	Tender Published & SPPRA S.No.	T00531-21-0008. Express Tribune, Daily Express, Sindh Express (21/02/2022)
6	Total Bid Documents Sold	01
7	Total Bids Received	01
8	Technical / Financial Bid Opening Date & Time	09/03/2022 at 1100 Hrs
10	No. of bids qualified	01
11	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.700,000/-)	Reasons for acceptance/ rejection	Remarks
	1	2	3	4	5	6	7
1.	M/s. SY Office Automation (Pvt) Ltd	Qualified	Rs.545,000/-	Only Bidder	Rs.155,000/- Below the estimated cost	Accepted as Only Qualified Evaluated Bid	Rule 48 has been Complied With.

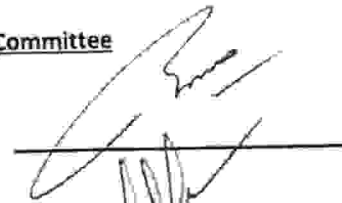
Accordingly, going by the Technical/Financial Evaluation criteria laid down in the tender documents, M/s.SY Office Automation (Pvt) Ltd is the lowest evaluated qualified bidder and their bid is also below the estimated cost, hence recommended for Supply & Installation of 3 Pockets (2+1) Sorting Machine to Sindh Bank Limited.

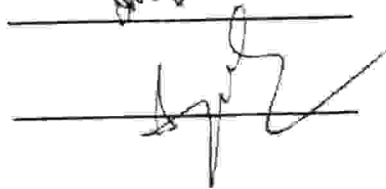
Members Signature- Procurement Committee

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 Supply & Installation of 9 Pocket (2+1) Servicing Machines

Date: 09/03/22

S.No	Company Name	Name of Company Representative	Contact No.	Company Address	Signature
1	Sy office automation (Pvt) Ltd	Sajidullah	03001 2194346	off 116-120, Seem Havel tower -B 1st floor, I. I. Chaudhry Roads	

Signature - Procurement Committee Members

Head of Administration

Chief Financial Officer

Chief Manager (IDBL)

Date: 9/3/15

Supply & Installation of Bank Note Sorting Machine
3 pockets (2+1)

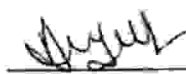
Evaluation Performa

Serial No: 01

Bidder Name: SY office Automation (PVT) LTD

S. No.	Requisite	Total Marks	Marks Obtained	Remarks	Attachment of relevant evidence in each case is mandatory. In case of non-compliance no mark will be awarded	Evidence attached as:
1	Banks presently on Chental List (For counting of each bank services to at least 10 branches are mandatory) for supply of relevant items	30		3 and above	Award letters to be attached duly issued from each concerned Bank for the Year 2018-20.	Annexure "A"
		20	20	1 and above		
2	Years in Business in relevant field	20	20	3 Years and above	NTN Certificate / Letter of Incorporation / Company Registration Letter / Letter or Declaration of Commencement of Business is required to be enclosed	Annexure "B"
		10		2 years and above		
		5		1 years and above		
3	Average Yearly Turnover in Last 3 Years	30	30	1 Million and above	Audit Report / Tax Return	Annexure "C"
		15		0.5 Million and above		
6	Firm's Status	20	20	Public/Private Ltd	NTN Certificate/GST Registration/ Letter of Incorporation	Annexure "F"
		10		Partnership		
		5		Proprietorship		
Total Marks		100	90	Qualified / Disqualified		

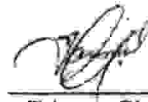
Members Signatures- Evaluation Team



Athar Iqbal
Administration Division



Fouzia Shamim
Operations Division



Taimoor Ghausi
Finance Division

Members - Procurement Committee

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

Signature

