

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 1
- 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/- 151 Pk
SANMATE
FOR 151
11 COUNCIL
ROAD
KARA
- 17) RANKING OF SUCCESSFUL BIDDER IN EVALUATION REPORT
(i.e. 1st, 2nd, 3rd EVALUATION BID). 1. M/s. SY Office Automation (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:

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 BODORO
SUPERVISOR 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

Print

Save

Reset

<u>Buyer List</u>		
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.

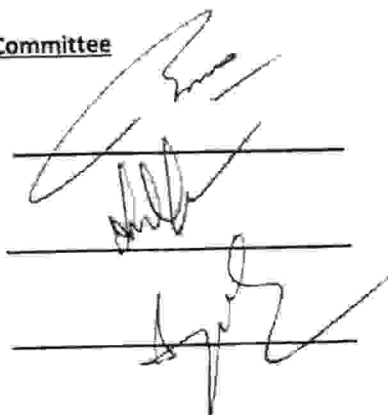
Accordingly, going by the Technical/Financial Evaluation criteria laid down in the tender documents, M/s.SY Office Automation (Pvt) Ltd is the lowest evaluated qualified bidder and their bid is also below the estimated cost, hence recommended for Supply & Installation of 3 Pockets (2+1) Sorting Machine 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 3 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	Sayidullah	03001 2194346	off 116-120, Seem Havel tower - B 1st floor, 1.1 chandigarh Rohat	

Signature - Procurement Committee Members

Head of Administration

Chief Financial Officer

Chief Manager (IDBL)

Date: 9/3/20

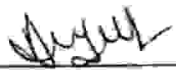
Supply & Installation of Bank Note Sorting Machine**3 pockets (2+1)****Evaluation Performa**

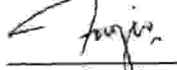
Serial No: 01

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

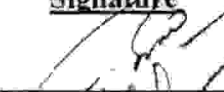
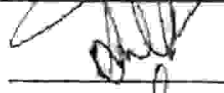


 Fouzia Shamim
 Operations Division


 Talmoor Ghausi
 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

Supply & Installation of 3 Pocket (2+1) Sorting Machines

TYPE OF TENDER

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

OPENING DATE

07/03/22

OPENING TIME

11:00 Hours

ATTENDANCE (MEMBER PC)

178

179

180

ATTENDANCE (REPS. OF BIDDERS)

NAME

FIRM

BID OFFERED

NAME	FIRM	BID OFFERED
<u>/</u>	<u>SY office Automation</u>	<u>B. 545,000/-</u>
<u>/</u>	<u>(PVT) LTD</u>	<u>/</u>
<u>/</u>	<u>/</u>	<u>/</u>
<u>/</u>	<u>/</u>	<u>/</u>
<u>/</u>	<u>/</u>	<u>/</u>
<u>/</u>	<u>/</u>	<u>/</u>
<u>/</u>	<u>/</u>	<u>/</u>
<u>/</u>	<u>/</u>	<u>/</u>

TOTAL BIDS ACCEPTED FOR EVALUATION

#01

L BIDS REJECTED

REMARKS

SIGNATURE MEMBERS PC-ADMIN

Head. PC-ADMIN

Member PC-ADMIN

Member PC-ADMIN

Member PC-ADMIN



SIGNATURE MEMORANDUM

Head - Fin Div. _____

Head - Admin Div. _____

Member-TDBL _____

Date: _____

4 FINANCIAL PROPOSALS

Price Schedule

(Applicable for the year 2022-2023)

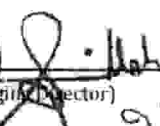
Name of Bidder SY Office Automation Pvt Ltd

S.No	Description	Rate	Quantity	*Total Amount
1	Note Sorting Machine (2+1) Lidix SL-250	545,000/-	01	545,000/-

"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)

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/terms 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 holding 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 is 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.


Sardar Ahmed Gajjar (Managing Director)
Date: 9/3/2022

TERMS & CONDITIONS

- Delivery within 08 to 12 weeks after receipt of confirmed purchase order, from your end.
- 30 days price validity from the date of quotation.
- One year warranty with parts and Labor excluding consumable items, warranty void if non-genuine and other than SeeSam supplied consumables and parts consumables are being used during warranty period
- Damage caused by mishandling of equipment or human intervention does not cover under warranty.
- Burning of main board, power supplies, internal unit of equipment or damages caused due to electricity fluctuation does not covered under warranty.
- Purchase Order will be made in favor of SeeSam Solutions (Pvt.) Ltd.
- Payment 100% Advance in the favor of SeeSam Solutions (Pvt.) Ltd.
- Please note that Income tax @ 4.5% is not be Deducted since all our supplied goods are directly imported and we will provide all necessary certificate.

Note: Stable power supply or UPS is recommended to avoid any interruption / damage caused by electrical surge.

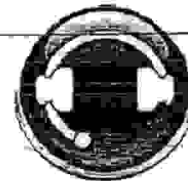
TECHNICAL SUPPORT



Flexible Contracts &
Service Level Agreements



Technical Support
Centre



Customer Support
Centre



On-Site Maintenance
& Repair



Technical Skills
& Qualifications



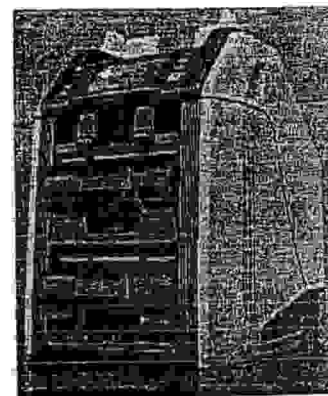
On-Line Technical
Support

Financial & Technical of 3 Pockets (2 +1) Sorter for SINDH Bank

Description	Unit	Price Per Unit
Desktop Banknote Sorting Machine – CM200V Bundled with calibration software Special Discounted price for Sindh Bank	01 Unit	Rs. 689,000/-*

*Above quoted prices are inclusive of GST, 17% applicable on the quoted prices as per Govt. of Pakistan Policy.

- Counting speed : 1000 (NPM)
- Sorting speed (NPM) : 720
- Number of Pockets : 3 Pockets (2 + 1)
- Stacker Capacity : 200 bank notes
- Hopper Capacity : 500 bank notes (continuous feeding)
- Reject Capacity : 100 bank notes
- Display : 5 * Color Touch plus function keys
- Counterfeit Detecting Sensors : UV / IR / MG / MRA / CIS / MDD, MR array, (parameters can be customize through Admin console)
- Stacker type : Lift
- Service Mode : Fitness can be calibrated according to local currency.
- Currencies Capacity : up to 15 countries, currency
- Fitness Sorting : Tape, Dog-ear, Soil, Tear, Hole, Graffiti
- Interfaces : USB, LAN, RS232
- Power Supply (V, Hz) : 100~220, 50/60
- Dimension : 310x 435 x 428 (mm)
- Weight (kg) : 23
- Functionality
 - Fitness sorting
 - Denomination sorting
 - Version Sorting
 - Value Counting
 - Orientation sorting
 - Customized Sorting





INTEGRITY PACT

Contract Number: 12389

Dated: 18/4/22

Contract Value: Rs. 545,000/-

Contract Title: SUPPLY & INSTALLATION of 3 Baskets (2+1) Sami Machine

Declaration of Fees, Commissions and Brokerage etc. Payable by the Suppliers of Services Pursuant To Rule 89 Sindh Public Procurement Rules Act, 2010

M/s. SY Office Automation Pvt Ltd, hereby declares that it has not obtained or induced the procurement of any contract, right, interest, privilege or other obligation or benefit from Government of Sindh (Gos) or any administrative subdivision or agency thereof or any other entity owned or controlled by it (Gos) through any corrupt business practice.

Without limiting the generality of the foregoing, M/s. SY Office Automation Pvt Ltd, represents and warrants that it has fully declared the brokerage, commission, fees etc. paid or payable to anyone and not given or agreed to give and shall not give or agree to give to anyone within or outside Pakistan either directly or indirectly through any natural or juridical person, including its affiliate, agent, associate, broker, consultant, director, promoter, shareholder, sponsor or subsidiary, any commission, gratification, bribe, finder's fee or kickback, whether described as consultation fee or otherwise, with the object of obtaining or inducing the procurement of a contract, right, interest, privilege or other obligation or benefit in whatsoever form from Gos, except that which has been expressly declared pursuant hereto.

M/s. SY Office Automation Pvt Ltd, certifies that it has made and will make full disclosure of all agreements and arrangements with all persons in respect of or related to the transaction with Gos and has not taken any action or will not take any action to circumvent the above declaration, representation or warranty. M/s. SY Office Automation Pvt Ltd, accepts full responsibility and strict liability for making any false declaration, not making full disclosure, misrepresenting facts or taking any action likely to defeat the purpose of this declaration, representation and warranty. It agrees that any contract, right, interest, privilege or other obligation or benefit obtained or procured as aforesaid shall, without prejudice to any other right and remedies available to Gos under any law, contract or other instrument, be voidable at the option of Gos.

Notwithstanding any rights and remedies exercised by Gos in this regard, M/s. SY Office Automation Pvt Ltd, agrees to indemnify Gos for any loss or damage incurred by it on account of its corrupt business practices and further pay compensation to Gos in an amount equivalent to ten times the sum of any commission, gratification, bribe, finder's fee or kickback given by , as aforesaid for the purpose of obtaining or inducing the procurement of any contract, right, interest, privilege or other obligation or benefit in whatsoever form from Gos.

For and On Behalf of

M/s. SY Office Automation Pvt Ltd,

Signature: _____

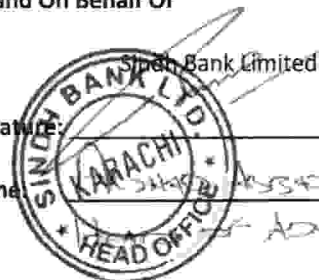
Name: _____



For and On Behalf of

Signature: _____

Name: _____



SY Office Automation Private Ltd.

Office # F-118, 119, 120, 1st floor, Saima Trade Tower "B", I.I Chundrigar Road, Karachi - Pakistan
Tel: +92 21 32217282-4, 35845014 Fax: +92 21 35247021 Email: info@sy.com.pk Web: www.sy.com.pk

3 SCOPE OF WORK / TECHNICAL SPECIFICATION

Sindh Bank Limited (SNDB) requires note sorting machines 3 pockets (2+1) on need basis as per the given detail below:

Pockets	3 (2+1)
Hopper capacity	600 notes minimum
Stacker Capacity	200 notes* 2 minimum
Reject pocket capacity	100 Notes minimum
Sorting Mode	Count/Fitness/ATM/version/Orientation/Denomination/Mixed/Batch/Custom
Sorting Capability	Counterfeit notes, Unfit notes, tear, Missing corner. Inked.
Interfaces	For connection with Printer, PC & Ethernet etc.
Make	China or equivalent
Warranty	1 Year Unconditional

M/s. SY Office Automation (Pvt.) Ltd.
Office # F-117-118. 1st Floor.
Saima Trade Tower "B".
I.I Chundrigar Road.
Karachi.

Subject: Contract Award – Supply & Installation of 3 Pockets (2+1) Sorting Machines

Dear Sir,

The management of Sindh Bank Limited is pleased to award the subject contract to

M/s. SY Office Automation (Pvt.) Ltd in accordance with terms and conditions

mentioned in our tender dated 21/02/2022.

Please acknowledge.

Sincerely,

For & behalf of Sindh Bank Limited,


Arshad Abbas Soomro
Head of Administration Division & Chief Security Officer



1. Name of Debtor: **AMJAD CHOHAN**
 2. Address of Debtor: **Advocate**
 3. City: **Lodhran**
 4. District: **Lodhran**
 5. State: **Punjab**
 6. Country: **India**
 7. Date: **12/12/2019**
 8. Ledger # **8079-HC**
 9. State Vendor Number: **12/12/2019**
 10. State Vendor Name: **12/12/2019**
 11. State Vendor Address: **12/12/2019**
 12. State Vendor City: **12/12/2019**
 13. State Vendor District: **12/12/2019**
 14. State Vendor State: **12/12/2019**
 15. State Vendor Country: **12/12/2019**

02 MAR 2022

(RUPEES ONE HUNDRED ONLY)

THIS AGREEMENT is entered into at Karachi
on this the 18 day of April, 2022

BETWEEN

M/S. SY Office Automation (Pvt) Ltd, having its principal place of business at **Karachi Office # F-118,119,120,1st Floor, Saima Trade Tower "B".I.I Chundrigar Road, Karachi** (hereinafter referred to as "Supplier", which expression shall be deemed to mean and include its successors-in-interest and assigns) of the First Part;

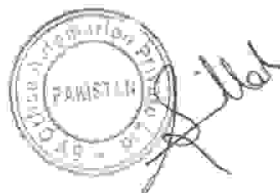
AND

SINDH BANK LIMITED, a banking company incorporated under the laws of Pakistan and having its Head office at 3rd Floor, Federation House, Abdullah Shah Ghazi Road, Clifton, Karachi-75600, Pakistan. (Hereinafter referred to as "THE BANK", which expression shall be deemed to mean and include its successors-in-interest and assigns) of the Second Part.

WHEREAS:

"THE BANK" intends to acquire the services of "Supplier" for **Supply & Installation of 3 Pockets (2+1) Sorting Machine** - for its existing Branches and Supplier agrees to provide the services to the bank, as per tender opening dated **09-03-2022** along with Price Schedule mentioned in Financial Proposal cost of **Rs.545,000/-** i.e. (Qty 01 x Rate Rs.545,000/-):

The terms and conditions are as follows:



Terms & Conditions:

- 1) All terms and conditions of the tender document will remain part of this agreement.
- 2) A prior notice of 10 days will be given for the supply and installation of requisite supplies and it will be expected within 03 days, the said supplies will be made available at the site.
- 3) The Supplier shall supply the said goods as per specifications of the tender within 10 days from the date of issue of Purchase Order by the Bank.
- 4) A fine of Rs. 1,000/- per day will be charged, if even after 10 days of issuance of Purchase order, the supplies are not provided, installed and made operational till the requisite is completed.
- 5) In the event of the default on the part of the Supplier, in the performance of any condition of the contract/tender or delay in supply of the items even after a lapse of 10 days of the issuance of the purchase order, it shall be lawful for the Bank to forfeit the performance security and cancel the whole part of the supply order or cancel the contract. Decision of the Bank will be final and will be legal binding on the Supplier.
- 6) Supplier agrees to maintain adequate inventory of the parts so that the replacement is available within 24 hours, if any fault arises in the goods supplied during the warranty period. In case the effected part is not available, then the Supplier will provide the backup of the same product/item or better till the resolution of the fault is met, without any extra cost to the Bank.
- 7) The Supplier also undertakes to bear all kind of taxes i.e. Stamp duty/ Services Charges/Professional Tax / Sales Tax Invoice, Income Tax, Zila / Octroi Tax (if any) and all other incidental charges etc, up to the place of destination.
- 8) The Bank reserves the right to test/check the goods to ensure that it is provided as per specification in the tender document. For any discrepancies, at the time of supply or later, the Bank reserve the right to forfeit full performance security and cancel the tender and initiate the process for blacklisting of the Supplier. The decision of the Bank shall be final and binding upon the Supplier.
- 9) Delivery will be made by the Supplier at prescribed location by the Bank.
- 10) The cost must include all applicable taxes, installation, labour including delivery charges upto the Bank location at Imperial Court Karachi
- 11) Supplier binds/undertakes that in case of any observation arising in respect of quality/performance of the goods within the warranty period, the supplier will be liable to address it at his own cost within 24 hours. Non-compliance of the same will result into initiation of a case against the company for non-commitment and forfeiting of performance security or any other action as deemed necessary.
- 12) Any notice, request or consent required or permitted to be given or made pursuant to this agreement shall be in writing. Any such notice, request or consent shall be deemed to have been given or made when delivered in person



to an authorized representative of the Party to whom the communication is addressed, or when sent to such Party at the given address.

- 13) A party may change its address for notice by giving a notice to the other Party in writing of such change.
- 14) Supplier will depute their representative at our Head Office to pursue the repair & maintenance issue/complaint of supply & installation of UPS Batteries on daily basis with proper logging system within specified response time.
- 15) The supplier will not assign the job to anyone, except prior written permission of the bank.
- 16) This agreement is valid for a period of one year commencing from 12/4/2022 to 12/4/2023

Warranty

- The warranty of the goods is one year comprehensive onsite from the date of delivery.

Payment Schedule:

100 % of the total amount for the Supply & Installation of 3 Pockets (2+1) Sorting Machine will be paid within one month of invoice submission by the supplier. 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

Performance Security:

As per SPPRA Rule 39, the performance security can only be submitted in shape of pay order/demand draft/bank guarantee. 5% of the total tender amount of will be retained by the Bank as "Performance Security" and will be returned to the supplier after 90 days of supply of complete tender items, including satisfactory confirmation by the branch managers, where the items have been supplied.

Authorized Representative:

- Any action required or permitted to be taken, and any document required or permitted to be executed under this agreement by the Bank or the Supplier may be taken or executed by the officials.

Termination of Agreement by the Bank:

- a) If the Supplier, in the judgment of the Bank has engaged in corrupt or fraudulent practices in competing for or in executing the Agreement.
- b) If, as the result of Force Majeure, the Supplier is unable to perform a material portion of the Services for a period of not less than thirty (30) days; and
- c) If the Bank, in its sole discretion and for any reason whatsoever, decided to terminate this Agreement.
- d) If two (2) unsatisfactory letters/warnings are issued by the Bank for unsatisfactory performance by the supplier.



Goods Faith:

The Parties undertake to act in goods faith with respect to each other's rights under this agreement and to adopt all reasonable measures to ensure the realization of the objectives of this agreement.

Settlement of Disputes:

The Parties agree that the avoidance or early resolution of disputes is crucial for a smooth execution of the Agreement and the success of the assignment. The Parties shall use their best efforts to settle amicably all disputes arising out of or in connection with the Agreement or its interpretation.

If Parties fail to amicably settle any dispute arising out of or in connection with the Agreement within (10) days of commencement of such informal negotiations, the dispute shall first complaint redressal committee of the bank and if parties could not reach at amicable situation, then the matter will be referred to arbitration of two arbitrators, one to be appointed by each party, in accordance with the Arbitration Act, 1940. Venue of arbitration shall be Karachi, Pakistan and proceedings of arbitration shall be conducted in English.

Conflict of Interest:

The Supplier shall hold the Bank's interests paramount, without any consideration for future work, and strictly avoid conflict with other assignments or their own corporate interests

Confidentiality:

Except with the prior written consent of the Bank, the supplier and the Personnel shall not at any time communicate to any person or entity and confidential information acquired in the course of the Services, nor shall the supplier and the Personnel make public the recommendations formulated in the course of, or as a result of, the Services.

INDEMNIFICATION.

M/S. SY Office Automation (Pvt) Ltd (the "Indemnifier") agrees that it shall indemnify, defend, and hold harmless the SNDB and its parent, subsidiaries, affiliates, successors, and assigns and their respective directors, officers, employees and agents (collectively, the "Indemnities") from and against any and all liabilities, claims, suits, actions, demands, settlements, losses, judgments, costs, damages and expenses (including, without limitation, reasonable attorneys', accountants' and experts' fees) arising out of or resulting from, in whole or in part: (i) any act, error or omission, whether intentional or unintentional, by the Indemnifier or its officers, directors, employees, or sub-administrators, related to or arising out of the business covered by this Agreement, or (ii) an actual or alleged breach by the Indemnifier of any of its representations, warranties or covenants contained in this Agreement (including, without limitation, any failure of Indemnifier to comply with applicable local, state, provincial or federal regulations concerning Indemnifier's performance under this Agreement).

This Article shall also survive after termination of this Agreement.

ACCESS TO REGULATOR.



ACCESS TO REGULATOR.

M/S. SY Office Automation (Pvt) Ltd and The Bank agree to provide State Bank of Pakistan necessary access to the documentation and accounting records in relation to the **Supply & Installation of 3 Pockets (2+1) Sorting Machine** and right to conduct on – site inspection, If required.

Anti – Money Laundering.

"Supplier acknowledge that they do not violate any statutory / prudential requirement on anti-money laundering or record keeping procedure as per existing laws / rules and regulations of locals as well as foreign jurisdiction."

Support Escalation Matrix:

For timely addressing of complaints given support escalation matrix will be utilized/followed:-

LEVEL-1	Name/Designation (support staff)	Miss. Fatima (Support Coordinator)
First complain if the call is not resolved " within specified response time " (24 hours)	Landline Phone	021-32217282-4
	Email	support@sy.com.pk
	Cell	03088885139
LEVEL-2	Name/Designation (Regional Head/Manager/GM)	Miss. Mahjabeen (Technical Support Manager) Mr. Muhammad Saad (Technical Head)
Second complain, if the call is attended within " Specified Response Time " and not attended / or the problem still unresolved even after complaining at Level-1 (48 hours)	Landline Phone	021-32217282-4
	Email	service@sy.com.pk / msaad@sy.com.pk
	Cell	03088885146 / 03330867513
LEVEL-3	Name/Designation (CEO of the firm)	Nabeel Muhammad Naseem (Operational Manager)
Third complain, if the call is attended within " Specified Response Time " and not attended /or the problem still unresolved even after complaining at Level-2	Landline Phone	021-32217282-4
	Email	nabeel@sy.com.pk
	Cell	03088885117
Note: Ensure that no column above is left blank		



Supplier Signature




Name

Safiullah

Designation

Business development Manager

Company Name

SY Office Automation

Address

Off# 118-26, 1st floor, Seema

Trade tower-B, Hahndriger Road KHI

Stamp

Witness:

Signature

Name

La beeb Ahsan

Designation

Finance Manager

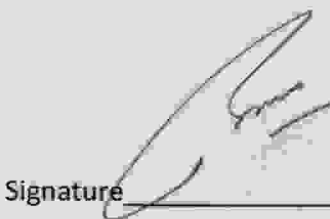
Address

Clifton Block

Karachi

Customer Signature

Name


Arshad Arshad Sami

Designation

Head of Administration

Company Name

Sindh Bank Limited

Address

Federation House, Sindh Bank
Ltd. Abdullah Ghazi Road Head
Office, Karachi

Stamp



Signature

Name


Sibraz Arshad Sami

Designation

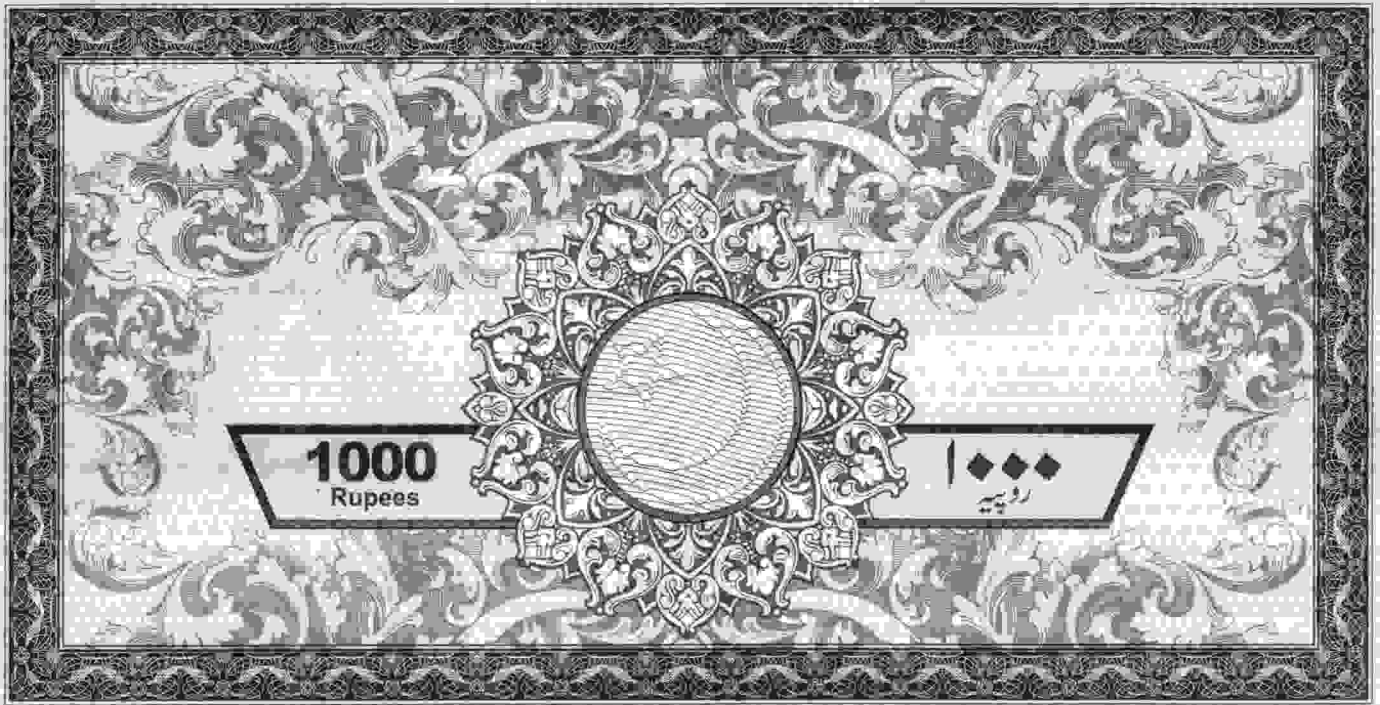
AR/AR

Company Name

Sindh Bank Limited

Address

Federation House, Sindh Bank
Ltd. Abdullah Ghazi Road Head
Office, Karachi



1000
Rupees

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MUHAMMAD MUDASHIR TAYYAB 05 APR 2022

LICENCE NO. 177 OFFICE NO. 098 AL BASHIR
TRADE CENTRE NEAR CITY COUNCIL KARACHI
S NO. 19732 DATE 05 APR 2022

IREAN ALI SHAIKH

Advocate

ISSUED TO WITH ADDRESS Leg. # 445 KBA

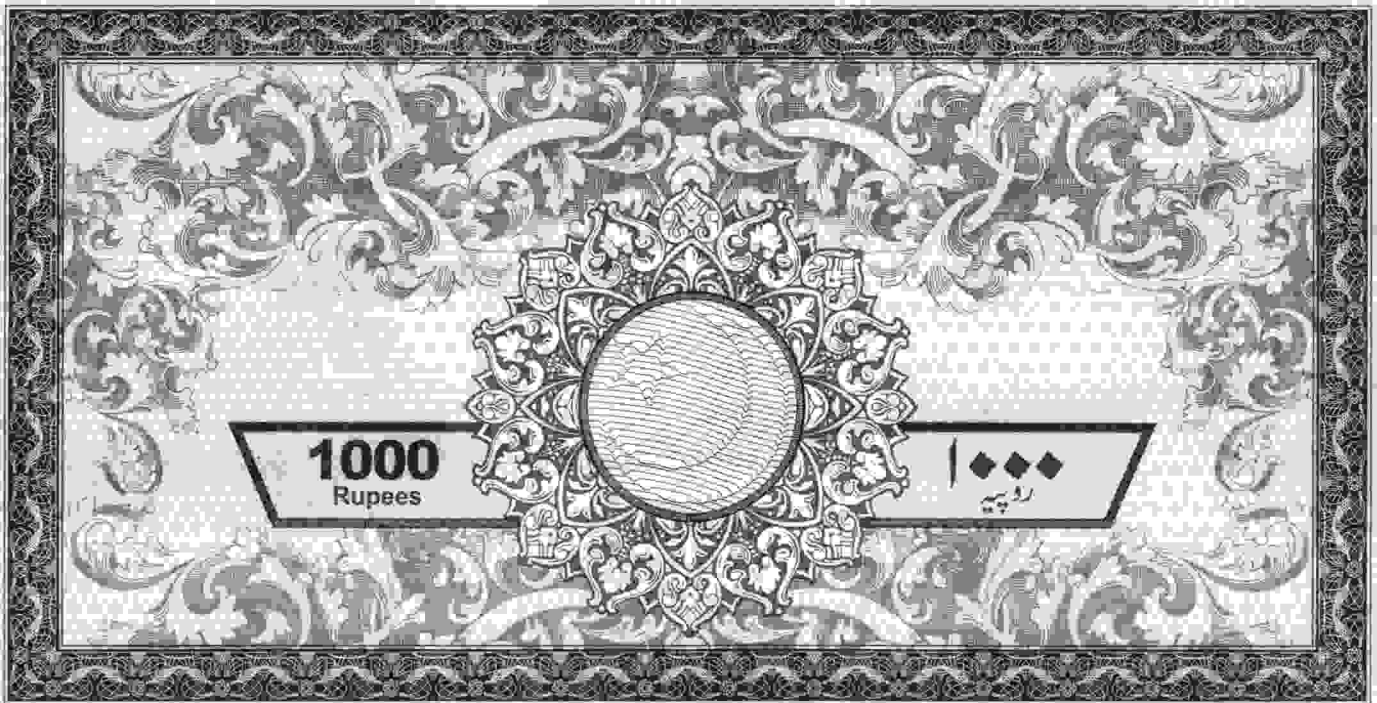
THROUGH WITH ADDRESS PURPOSE

VALUE & RE DATE 05 APR 2022

STAMP HERE WITH SIGNATURE NOT USE FOR FREE WILL & DIVORCE



[Handwritten signature]



1000
Rupees

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روپے

MUHAMMAD MURASHIR TAYYAB

05 APR 2022

STAMPED

STAMPED

LICENCE NO. 177 OFFICE NO. 111 AL RAHIM
TRADE MARK NO. 111 AL RAHIM KARACHI

19.738 DATE
ISSUED TO
THROUGH
PURPOSE
VALUES AS
STAMP VENDERS SIGNATURE
NOT USE FOR FREE WILL & DIVORCE

IREAN ALI SHAIKH

Advocate

Reg. # 443 KBA



Signature

Letter of Acceptance

Date: 12/4/2022

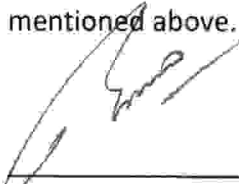
To: M/s. SY Office Automation (Pvt) Ltd & Office No.118, 119, 120, 1st Floor, Saima Trade Tower "B", I.I Chundrigar Road, Karachi

Subject: Supply & Installation of 3 Pockets (2+1) Sorting Machine

Notification of Award of Contract No: SNDB/COK/ADMIN/TD/1239/2022

This is to notify you that your Bid dated 21/02/2022 for execution of the Supply & Installation of 3 Pockets (2+1) Sorting Machine & SNDB/COK/ADMIN/TD/1239/2022 for the accepted contract amount of the equivalent of (Rs.545,000/- & Rupees: Five Hundred Fourty Five Thousand Only) as corrected and modified in accordance with instructions to bidders is hereby accepted by our agency.

You are requested to furnish the Performance Security within 28 days in accordance with the conditions of Contract, using for that purpose the Performance Security Form included in the bidding document and sign the contact agreement attached herewith within stipulated time mentioned above.


Arshad Abbas Soomro
Head of Administration & Chief Security Officer
Sindh Bank Ltd

CERTIFICATE

This is to certify that no complaint has been received in related to
Supply & Installation of 3 Pockets (2+1) Sorting Machine having
Reference no. SNDB/COK/ADMIN/TD/1239/2022 having SPPRA ID No:
TOO531-21-0008.

Members – Procurement Committee

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

Signature

