# SINDH PUBLIC PROCUREMENT REGULATORY AUTHORITY

# CONTRACT EVALUATION FORM

# TO BE FILLED IN BY ALL PROCURING AGENCIES FOR PUBLIC CONTRACTS OF WORKS, SERVICES & GOODS

		Sindh Bank Ltd/Administration
1)	NAME OF THE ORGANIZATION / DEPTT.	Scheduled Bank
2)	PROVINCIAL / LOCAL GOVT./ OTHER	
3)	TITLE OF CONTRACT	Supply & Printing of Annual Reports
4)	TENDER NUMBER	SNDB/COK/ADMIN/TD/1444/2025
5)	BRIEF DESCRIPTION OF CONTRACT	Supply & Printing of Annual Reports
6)	FORUM THAT APPROVED THE SCHEME	Competent Authority
7)	TENDER ESTIMATED VALUE	Rs.1,000,000/-
8)	ENGINEER'S ESTIMATE (For civil works only)	
9)	ESTIMATED COMPLETION PERIOD (AS PI	
10)	TENDER OPENED ON (DATE & TIME)	07.07.2025 at 1030 Hrs
11)	NUMBER OF TENDER DOCUMENTS SOLD (Attach list of buyers)	) FOC
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)	15.07.2025
15)	NAME AND ADDRESS OF THE SUCCESSFO	UL BIDDER M/s. Union Packages SHOP No 1, NAGO
	CONTRACT AWARD PRICE	Rs.1,887,500/-  Rs.1,887,500/-  FAIZ My
17)	RANKING OF SUCCESSFUL BIDDER IN EV (i.e. 1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup> EVALUATION BID).	VALUATION REPORT  1.M/s. Union Packages
18)	METHOD OF PROCUREMENT USED : - (Tic	ck one)
	a) SINGLE STAGE – ONE ENVELOPE	PROCEDURE Domestic/ Local
	b) SINGLE STAGE – TWO ENVELOPE	E PROCEDURE
	c) TWO STAGE BIDDING PROCEDUR	RE
	d) TWO STAGE – TWO ENVELOPE BI	IDDING PROCEDURE
	PLEASE SPECIFY IF ANY OTHER EMERGENCY, DIRECT CONTRACTING	METHOD OF PROCUREMENT WAS ADOPTED i.e.  G ETC. WITH BRIEF REASONS:

31) ANY COMPLAINTS RECEIVED (If yes, result thereof)	Yes	
	No	NO
32) ANY DEVIATION FROM SPECIFICATIONS GIVEN IN (If yes, give details)	THE T	ENDER NOTICE / DOCUMENTS
X 77 8	Yes	NO
33) WAS THE EXTENSION MADE IN RESPONSE TIME?	No	
(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 BLACK LISTED?	THAT	THE SELECTED FIRM IS NOT Yes No
36) WAS A VISIT MADE BY ANY OFFICER/OFFICIAL OF SUPPLIER'S PREMISES IN CONNECTION WITH THE BE ASCERTAINED REGARDING FINANCING OF VIS (If yes, enclose a copy)	PROC	UREMENT? IF SO, DETAILS TO
37) WERE PROPER SAFEGUARDS PROVIDED ON MOTHE CONTRACT (BANK GUARANTEE ETC.)?	BILIZA	TION ADVANCE PAYMENT IN  Yes No
38) SPECIAL CONDITIONS, IF ANY (If yes, give Brief Description)	Yes	:
	No	
Additionized Officer	281	1 2=2S
FOR OFFICE USE ONLY  FOR OFFICE USE ONLY  Head of Administration Bivision  Administration Division  Sinch Bank Limited  Head Office Karachi		
1		

<u>SPPRA, Block. No.8, Sindh Secretariat No.4-A, Court Road, Karachi</u> Tele: 021-9205356; 021-9205369 & Fax: 021-9206291

Print Save Reset

				С	competent Authority
19)	APPRO	VING AUTHORITY F	OR AWARD OF CONTR	ACT_	
20)	WHETI	HER THE PROCUREM	IENT WAS INCLUDED I	N ANN	NUAL PROCUREMENT PLAN?  Yes No
21)	ADVER	RTISEMENT :			
	i)	SPPRA Website (If yes, give date and S	SPPRA Identification No.)	Yes	SPPRA EPADS - S-25060300 23/06/2025
				No	
	ii)	News Papers (If yes, give names of	newspapers and dates)	Yes	5-2506-3220 23:6.7025
				No	
22)	NATUF	RE OF CONTRACT			Domestic/ Local Int.
33000-13	WAS IN	HER QUALIFICATION NCLUDED IN BIDDIN enclose a copy)	N CRITERIA G / TENDER DOCUMEN	TS?	Yes No
	WAS IN	HER BID EVALUATION NCLUDED IN BIDDIN enclose a copy)	ON CRITERIA G / TENDER DOCUMEN	TS?	Yes No
25)	WHETH	HER APPROVAL OF O	COMPETENT AUTHORIT EN COMPETITIVE BIDD	TY WA	AS OBTAINED FOR USING A  Yes No
26)	WAS B	ID SECURITY OBTAI	NED FROM ALL THE B	IDDER	Yes V No
27)	WHET BID / B	HER THE SUCCESSFU BEST EVALUATED BI	JL BID WAS LOWEST E D (in case of Consultancie	VALU s)	ATED Yes No
28)		HER THE SUCCESSFULIANT?	UL BIDDER WAS TECHY	NICAL	LY Yes No
29)		HER NAMES OF THE IME OF OPENING OF		QUOT	TED PRICES WERE READ OUT AT  Yes   V   No
30)		HER EVALUATION RACT?	REPORT GIVEN TO	BIDD	ERS BEFORE THE AWARD OF
		copy of the bid evaluat	ion report)		Yes No



		Bid Evaluation Report	
	Supply & Pr	inting of Annual Reports for Sindh Bank Ltd	
1	Name of Procuring Agency	Sindh Bank Limited	
2	Tender Reference No.	SNDB/COK/ADMIN/TD/1444/2025	
3	Tender Description	Supply & Printing of Annual Reports for Sindh Bank Ltd	-
4	Method of Procurement	Single Stage One Envelope Bidding Procedure	
5	Tender Published & SPPRA S. No.	SPPRA E-PADS -S-250603020 Notification (23/06/2025)	
6	Total Bids Received	01	
7	Technical / Financial Bid Opening Date & Time	07/07/2025 at 1030 Hrs.	
8	No. of bids qualified	01	
9	Bid(s) Rejected / Disqualified	00	

Details on the above as given below:

S. No	Name of Firm or Bidder	Qualified / Disqualified in Technical / Eligibility Inspection/ Mandatory	Cost offered by the Bidder	Ranking in terms of cost	Comparison with Estimated cost (Rs.2,000,000/-)	Reasons for acceptance/ rejection	Remarks
	1	2	3	4	5	6	7
1.	M/s. Union Packages	Qualified	Rs.1,887,500/-	Only Bidder	Rs.112,500/- Below the Estimated Cost	Accepted as Most Advantageous Bid	Accepted- Award of Contract and Rule 48 has been complied with

Accordingly, going by the Technical/Financial Evaluation criteria laid down in the tender document, M/s. Union Packages is the most advantageous bid i.e.Rs.1,887,500/-, and their bid is also below the estimated cost, hence recommended for award of contract for Supply & Printing of Annual Reports of Sindh Bank Limited.

Members Signature- Procurement Committee

Dilshad Hussain Khan Chief Financial Officer

Arshad Abbas Soomro Head of Administration

Director Works & Services (SMIU) Karachi



SNDB/COK/ADMIN/TD/1444/2025 Dated: 28/07/2025

M/s. Union Packages, Shop No.1. Nagori Building Faiz Muhammad Fateh Ali Khan. Haqqani Chowk. Karachi.

Subject: Contract Award -Supply & Printing of Annual Reports

Dear Sir,

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

M/s. Union Packages in accordance with terms and conditions mentioned in our tender dated 23.06.2025.

Please acknowledge.

Sincerely,

For & behalf of Sindh Bank Limited,

Arshad Abbas Soomro

Head of Administration & Security Division



### 3. SECTION -III TECHNICAL SPECIFICATIONS/SCOPE OF WORK

Sindh Bank Limited (SNDB) requires proposal from the Contractors/Vendors for SUPPLY & PRINTING OF ANNUAL REPORTS FOR SINDH BANK LTD on need basis. The tender is extendable for two years on mutual same terms & conditions of tender documents.

The tentative quantity for branches may vary, and accordingly Bank will not be responsible if the quantity is decreased. In this context no claim will be entertained.

# **Technical Specification for Annual Reports for Branches**

S. No.	Description	Specification
1	Size	8.25 X 11.75
2	Material	128 grams Matt paper
3	Pages	240 pages in each Report
4	Printing	6+6 Colour printing inside pages with water base and drip off + Spot UV on different pages
5	Cover	300 gram Textured card with 6+6 colour printing 8 Screen printing with embossing also on cover
6	Binding	Gum binding with packaging & delivery
7	Others	Envelope & Complimentary Slip cost included

SAMPLE SPECIMEN CAN BE SEEN FROM ADMINISTRATION DIVISION, HEAD OFFICE.

POWER TO THE PEOPLE

بالجنيار عواص

Phones: 32625325-6



Designer & Printer

S-1 Nagori Building, Faiz Muhammad Fateh Ali Road, Haqqani Chowk, Karachi.

Ref. \_\_\_\_\_

Date: 23-07-25

#### INTEGRITY PACT

Contract Number:	
Contract Value: Rs. 1, 887, 500 (-	
Contract Title: Supply 8 PRIVILLE	of Dania Room

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. 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.

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. \_\_\_\_\_\_\_\_\_ accepts full responsibility and strict liability for making any false declaration, not making full disclosure, misrepresenting facts or taking any \_\_\_\_\_\_\_\_\_ in likely to defeat the purpose of this declaration, representation and warranty. It agrees that any contract, ri\_\_\_\_\_\_\_ it, 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. \_\_\_\_\_\_ 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

Signature: ASIM

For and On Behalf Of

enature:

Name: Arsito Assas

Leas of Aarwishar





S.No. 2 212 09 02 2025

S.No. 2 212 09 02 2025

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#### AGREEMENT FOR SUPPLY & PRINTING OF ANNUAL REPORTS OF SINDH BANK LTD

on this the B day of Ducy, 2025

# BETWEEN

M/S.Union Packages, a sole proprietorship concernhaving its principal place of business at Shop No.1, Nagori Building, Faiz Muhammad Fateh Ali Road, Haqqani Chowk, 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 3<sup>rd</sup> Floor, Federation House, Abdullah Shah Ghazi Road, Clifton, Karachi-75600, Pakistan. (here in after 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 & Printing of Annual Reports of Sindh Bank (goods) for its Head Office and countrywide branches and Supplier agrees to provide the following services to the bank, as per tender opening date 07-07-2025 along with Price Schedule mentioned in Financial Proposal at a active tender amount of Rs.1,887,500/-.

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 of requisite supplies and it will be expected within 05 days of issue of the purchase order, the said supplies will be made available at the site.
- 3) A fine of Rs 1,000/- per day will be charged, if the demanded items has not been supplied after 5 days of issuance of purchase order.
- 4) 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 15 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.

- Supplier agrees to maintain adequate inventory of the goods 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 item or better till the resolution of the fault is met, without any extra cost to the Bank.
- 6) 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.
- 7) 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.
- Delivery will be made by the Supplier as prescribed by the Bank.
- 9) 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.
- 10) 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.
- 11) A party may change its address for notice by giving a notice to the other Party in writing of such change.
- 12) The contractor will not assign their job to anyone, except prior written permission of the bank 28/7/2025 28/7/2025
- .This agreement is 13) This agreement is valid for a period of one year commencing from \_ to extendable for a period of two years on the same rates and terms & conditions of tender document.
- 14) Payment Schedule: 100 % of the total amount for the Supply & Printing of Annual Reports will be paid within one month of invoice submission by the supplier. If the obligation of warranty period / conditions of the tender are not met or delayed, the supply 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 Supply & Printing of Annual Reports will also be borne by the supplier.
- 15) Performance Guarantee: 5% of the total tender amount 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. Before releases performance security a technical team of the Bank will check to confirm the specifications of the supplied N items as provided in offered items by the supplier. Any variation if found will disqualify the supplier along with forfeiting of the performance security and will ultimate recommendations to SPPRA authority for blacklisting of the firm.
- 16) 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.
- 17) Termination of Agreement by the Bank:
- 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/emails are issued by the Bank for unsatisfactory performance supplier.

#### 18) Goods Faith:

The Parties undertake to act in good 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.

## 19) Settlement of Disputes:

- a) 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.
- b) 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 the grievance committee of Bank and if matter could not be resolved the matter will be referred for 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.

#### 20) 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.

#### 21) CONFIDENTIALITY

- a) Confidential Information. For the purposes of the Agreement, the term "Confidential Information" shall mean any information comes in possession of Union Packages and its personnel during normal course of business / Services shall be the property of the BANK at all times and / or any of the BANK's communications, whether in oral, written, graphic, magnetic, electronic, or other form, that is either conspicuously marked "confidential" or "proprietary," or is known to be confidential or proprietary, or is of a confidential or proprietary nature, and that is made in the course of discussions, studies, or other work undertaken shall be kept confidential byUnion Packages.
- b) Union Packages acknowledges that BANK is under strict confidentiality obligations with regard to all the information and affairs of its Customers. Therefore, Union Packagesshall not disclose any data, information or other affairs of BANK's customers which may come to the knowledge of Union Packagesin providing the above services. Union Packages undertakes to obtain from its employees involved in the Services written undertakings to maintain the confidentiality obligations of Union Packages under this Agreement.

#### 22) Indemnity

- a) Union Packages (the "Indemnifier") agrees that it shall indemnify, defend, and hold harmless the BANK 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).
- b) This Article shall survive after termination of this Agreement.
- 23) Ensuring Access to SBPUnion Packages and BANK agree to provide to State Bank of Pakistan necessary access to the documentation and accounting records in relation to the activities and right to conduct onsite to Union Packages, if required.
- 24) 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."

S CONTRACTOR OF STATE OF STATE

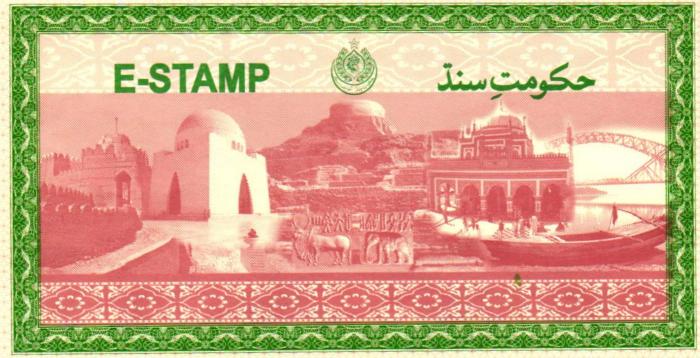
# Support Escalation Matrix:

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

or timely addressing of complaints given support escalation ma	Name/Designation (support staff)	
First complain if the call is not resolved "within specified	Landline Phone	
response time"	Email	
(12 hours)	Cell	
LEVEL-2	Name/Designation (Regional Head/Manager/GM)	
Second complain, if the call is attended within "Specified	Landline Phone	
Response Time" and not attended / or the problem still unresolved even after complaining at Level-1	Email	
(24 hours)	Cell	
LEVEL-3	Name/Designation (CEO of the firm)	
This is a selected if the call is attended within "Specified	Landline Phone	
Third complain, if the call is attended within "Specified Response Time" and not attended /or the problem still	Email	
unresolved even after complaining at Level-2	Cell	
Note: Ensure that no column	above is left blank	

In witnesses hereunder both the parties have set their hands on the day and year above first mentioned.

Supplier Signature	Witness:
Name Mohd. Asim	Signature Show
Designation Caraphies Designer	Name M. Shafi
Company Name Union Packages	Designation May Keting Manager
Address Shop # 04 Nageri Bldg.	Address Shop # 01, Magori Blog.
Haglan; Chowk, Karachi	Hadani Chowk Khi.
Stamp	
112/	Muller
Customer Signature	Signature
Name Azzitas Assos Son	Name ATHER 120A
Designation Has of Adul-	Designation Method Programmed
Company Name Sindh Bank Limited	Company Name Sindh Bank Limited
Address Federation House, Sindh Bank	Address Federation House, Sindh Bank
Ltd. Head Office Karachi	Ltd. Head Office, Karachi
Stamp	
Witness:	
Signature	
Name	
Designation	
Address	



SND-0302-52502833924

GoS-KHI-D56B8DA06514EBFD

# Non-Judicial

Rs 6,607/-

Description

: Contract - 15(a)

Principal Contractor : SINDH BANK LTD. [36540084] : UNION PACKAGES [09033904] : MUHAMMAD ASIM [42301-9544614-1]

Applicant Stamp Duty Paid by

: UNION PACKAGES [09033904]

Issue Date
Paid Through Challan

: 22-Jul-2025, 03:39:52 PM : 20250C18FAC2555A

Amount in Words

: Six Thousand Six Hundred and Seven Rupees Only

Please Write Below This Line

You can verify your e-Stamp paper by scanning the QR code or online at www.estamps.gos.pk using the 'Verification Through Web' option

