

**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. PMU, TCAP-TAP, Mines and Mineral
- 2) PROVINCIAL / LOCAL GOVT./ OTHER A project of M&MDD
- 3) TITLE OF CONTRACT Procurement of Server, Computers, Laptops & P
- 4) TENDER NUMBER 3438
- 5) BRIEF DESCRIPTION OF CONTRACT Hardware for the office of PMU, TCAP-TAP
- 6) FORUM THAT APPROVED THE SCHEME Project Coordinator, PMU, TCAP-TAP
- 7) TENDER ESTIMATED VALUE Rs. 3,000,000
- 8) ENGINEER'S ESTIMATE N/A  
(For civil works only)
- 9) ESTIMATED COMPLETION PERIOD (AS PER CONTRACT) N/A
- 10) TENDER OPENED ON (DATE & TIME) August 17, 2009 at 2:30 p.m
- 11) NUMBER OF TENDER DOCUMENTS SOLD Six (06), No Tender fee, List attached F/A  
(Attach list of buyers)
- 12) NUMBER OF BIDS RECEIVED Five (05)
- 13) NUMBER OF BIDDERS PRESENT AT THE TIME OF OPENING OF BIDS All
- 14) BID EVALUATION REPORT F/B  
(Enclose a copy)
- 15) NAME AND ADDRESS OF THE SUCCESSFUL BIDDER Ora-Tech Systems, SMCHS, Karachi
- 16) DATE OF CONTRACT SIGNING N/A  
(Attach a copy of agreement)
- 17) CONTRACT AWARD PRICE Rs. 2,438,300
- 18) RANKING OF SUCCESSFUL BIDDER IN EVALUATION REPORT  
(i.e. 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> EVALUATION BID). Ora-Tech Systems (Pvt.) Ltd.  
Hyper Office Products  
Asia Traders
- 19) METHOD OF PROCUREMENT USED : - (Tick one)
- a)  SINGLE STAGE – ONE ENVELOPE PROCEDURE \_\_\_\_\_
- b)  SINGLE STAGE – TWO ENVELOPE PROCEDURE \_\_\_\_\_
- c)  TWO STAGE BIDDING PROCEDURE \_\_\_\_\_
- d)  TWO STAGE – TWO ENVELOPE BIDDING PROCEDURE \_\_\_\_\_
- e)  IN CASE OF CONSULTANCY:
- (i) Least Cost \_\_\_\_\_
- (ii) QCBS \_\_\_\_\_

(iii) QBC \_\_\_\_\_

(iv) CQS \_\_\_\_\_

- PLEASE SPECIFY IF ANY OTHER METHOD OF PROCUREMENT WAS ADOPTED i.e. EMERGENCY, DIRECT CONTRACTING / NEGOTIATION ETC. WITH BRIEF REASONS:

20) APPROVING AUTHORITY FOR AWARD OF CONTRACT Secretary, Mines and Mineral De

21) WHETHER THE PROCUREMENT WAS INCLUDED IN ANNUAL PROCUREMENT PLAN?

Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
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22) ADVERTISEMENT :

i) SPPRA Website  
(If yes, give date and SPPRA's tender number)

Yes	Tender number 3438
No	

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

Yes	
No	No

23) NATURE OF CONTRACT

Local	<input checked="" type="checkbox"/>	Int.	<input type="checkbox"/>
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24) 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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25) 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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26) WHETHER APPROVAL OF COMPETENT AUTHORITY WAS OBTAINED FOR USING A METHOD OTHER THAN OPEN COMPETITIVE BIDDING?

Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
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27) WAS BID SECURITY OBTAINED FROM ALL THE BIDDERS?

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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28) 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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29) WHETHER THE SUCCESSFUL BIDDER WAS TECHNICALLY COMPLIANT?

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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30) WHETHER INTEGRITY PACT WAS SIGNED?  
(If yes, enclose a copy)

Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
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31) 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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32) WHETHER COPY OF EVALUATION REPORT GIVEN TO ALL BIDDERS?  
(Attach copy of the bid evaluation report)

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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33) WAS ANY NEGOTIATION DONE IN VIOLATION OF PPRA/OTHER APPLICABLE RULES (If yes, give reasons)

Yes	
No	No

34) ANY COMPLAINTS RECEIVED (If yes, result thereof)

Yes	
No	No

35) ANY DEVIATION FROM SPECIFICATIONS GIVEN IN THE TENDER NOTICE / DOCUMENTS (If yes, give details)

Yes	
No	

36) WAS THE EXTENSION MADE IN RESPONSE TIME? (If yes, give reasons)

Yes	
No	No

37) DEVIATION FROM QUALIFICATION CRITERIA (If yes, give detailed reasons.)

Yes	
No	No

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

Yes  No

39) 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  No

40) WERE PROPER SAFEGUARDS PROVIDED ON MOBILIZATION ADVANCE PAYMENT IN THE CONTRACT (BANK GUARANTEE ETC.)?

Yes  No

41) SPECIAL CONDITIONS, IF ANY (If yes, give Brief Description)

Yes	N/A
No	

Signature & Official Stamp of Authorized Officer

*SHARIF RAZA*  
**SHARIF RAZA**  
 TECHNICAL OFFICER - II  
 Mines & Mineral Development Department  
 Government of Sindh

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List of buyers who received the Tenders

S.No	Name of firm
1	Raza Enterprises
2	Hyper Office Products
3	Asia Traders
4	Technical Solutions
5	Decent Trading Company
6	Ora-Tech Systems (Pvt.) Ltd.

## Evaluation Report

### I. Server (One)

S.No	Name of firm	Cost of Server	Operating System	Total Cost of the item	Comments
1	Ora-Tech Systems (Pvt.) Ltd.	313,500	238,000	551,500	First ranked.
2	Hyper Office Products	436,000	329,000	765,000	Second ranked.
3	Technical Solutions			950,000	Third ranked.
4	Decent Trading Company	449,964	Not Given		Non-responsive.
5	Asia Traders	489,000	Not Given		Non-responsive.

### II. DESKTOP COMPUTERS (Fifteen No.)

S.No	Name of firm	Cost of Desktop	Operating System	Total Cost of the item	Comments
1	Ora-Tech Systems (Pvt.) Ltd.			73,900	First ranked.
2	Hyper Office Products	91,900	17,400	109,300	Second ranked.
3	Technical Solutions			115,000	Third ranked.
4	Decent Trading Company			115,884	Fourth ranked.
5	Asia Traders	95,000	Not Given		Disqualified.

### III. Laptops (Three)

S.No	Name of firm	Cost of the item	Comments
1	Ora-Tech Systems (Pvt.) Ltd.	144,900	First ranked.
2	Hyper Office Products	169,500	Second ranked.
3	Decent Trading Company	173,884	Third ranked.
4	Asia Traders	175,000	Fourth ranked.
5	Technical Solutions	200,000	Fifth ranked.

IV. PRINTERS (Two)

S.No	Name of firm	Cost of the item	Comments
1	Ora-Tech Systems (Pvt.) Ltd.	171,800	First ranked.
2	Hyper Office Products	197,900	Second ranked.
3	Asia Traders	199,000	Third ranked.
4	Decent Trading Company	205,204	Fourth ranked.
5	Technical Solutions	225,000	Fifth ranked.

# Qualification and Bid Evaluation Criteria

## TERMS AND CONDITIONS

### **1. Instruction to Bidders:**

- i. General: Sealed bids are invited for the purchase Computers & Equipments from the authorized dealers / sole distributors / suppliers/firms on free delivery basis, with warranty. The supplies are to be delivered at the PMU in Karachi. The Bids which are not accompanied by the authorization letter shall not be entertained.
- ii. Bill of quantities: The price must be quoted against each item with cumulative total at the end.
- iii. Date & time of submission of tenders: The interested bidders shall submit their bids on the prescribed form, available on written request on the firm/company letter pad from the office of Project Management Unit, Mines & Mineral Development Department. The tenders will be opened publicly on **17<sup>th</sup> August 2009** at 2:30 p.m PST in the presence of bidders or their nominated agents, who may care to be present.
- iv. BID SECURITY: The tenders without or containing less than 2% Bid Security of the total quoted amount in shape of pay order/bank draft in favor of Secretary Mines & Mineral Development Department -will not be accepted.
- v. Change in quantities: PMU reserves the right to increase/decrease quantities and it will be the responsibility of the supplier/contractor to deliver the item on time.
- vi. NTN/GST certificate: Bidders must be registered with GST and NTN. Contractor/suppliers must mention their National Tax registration Number (NTN) and General Sales Tax (GST) number and furnish a copy of NTN and GST certificate along with tender.
- vii. Tax deductions: Taxes will be deducted from the amount as per Rules.
- viii. Acceptance/rejection: Procuring Agency may reject all or any bids / proposals subject to relevant provision of PPRA Rules.

### **2. Specification criteria:**

All bids must be submitted according to specification given in the **Annexure B**.

### **3. Delivery time:**

- i. Maximum delivery/installation time for the supply of tender items will be 15 days from the date of supply order.
- ii. Validity period of the tender shall be 60 days (2 months) from the date of placement of order. During this period successful bidders will be bound to supply the items on the rates they quoted.
- iii. In case supplier fails to supply & install the agreed material in time, the competent authority reserves the right to reject his offer and confiscate the bid security money deposited.

#### **4. Procedure of open competitive bidding:**

The bids shall comprise in a single package containing one envelope containing the financial proposal and relevant documents like NTM and registration with Sales Tax Department, duly sealed. The envelopes shall be marked clearly of its purpose in bold and legible letters to avoid any confusion.

#### **5. Bid evaluation criteria:**

- The bids shall be evaluated on the basis of competitive price for each item.
- The Bid Opening Committee of PMU, M&MD will open the Financial Proposals (Annex-A) on 17 August 2009 at 2:30 p.m PST in the presence of the bidders or their authorized representatives, who may like to be present. Bids not accompanied by the documents as mentioned at Annexure -A shall be declared as Non-Responsive.
- The price must be quoted against each item for each of the category with cumulative total at the end.
- The description of the items other than specified in Tender Document at Annexure- B must be supported with brochure and comparison.

#### **6. Quality of items:**

All item(s) supplied by successful bidder should be wholesome and include all the basic accessories. The offered item(s) should not be of substandard nature.

#### **7. Warranty:**

Please mentioned against each item.

#### **8. Installation:**

The installation of goods and Local area network services should be provided free of cost at the locations of PMU.