

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 LIMITED/ADMINISTRATION
- 2) PROVINCIAL / LOCAL GOVT./ OTHER SCHEDULED BANK
- 3) TITLE OF CONTRACT Renovation of Karimabad Branch
- 4) TENDER NUMBER SNDB/COK/ADMIN/TD/655/2015
- 5) BRIEF DESCRIPTION OF CONTRACT Same as Above
- 6) FORUM THAT APPROVED THE SCHEME Competent Authority
- 7) TENDER ESTIMATED VALUE -
- 8) ENGINEER'S ESTIMATE Rs. 4,487,060/-
(For civil works only)
- 9) ESTIMATED COMPLETION PERIOD (AS PER CONTRACT) 45 Days
- 10) TENDER OPENED ON (DATE & TIME) 22/12/2015 At 1600 Hours
- 11) NUMBER OF TENDER DOCUMENTS SOLD 02
(Attach list of buyers)
- 12) NUMBER OF BIDS RECEIVED 02
- 13) NUMBER OF BIDDERS PRESENT AT THE TIME OF OPENING OF BIDS 02
- 14) BID EVALUATION REPORT 11/01/2015 Attached
(Enclose a copy)
- 15) NAME AND ADDRESS OF THE SUCCESSFUL BIDDER M/s. Engineering Expert, Office #F-2, Banglow #F-L-4/11, Block-5, Gulshan-e-Gybat, Karachi
- 16) CONTRACT AWARD PRICE Rs. 4,440,000/-
- 17) RANKING OF SUCCESSFUL BIDDER IN EVALUATION REPORT (i.e. 1st, 2nd, 3rd EVALUATION BID).
M/s. Engineering Expert
M/s. Z. Hasan Enterprises

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 COMPETENT AUTHORITY ✓

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	SPPRA S. No:22847/2015 (PQ, Notice) SPPRA S.No.25940/2015 (3rd Dec 2015)
	No	

 ✓

ii) News Papers (If yes, give names of newspapers and dates)	Yes	Express Tribune, Daily Express & Ibrat 18th February 2015
	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: 29/01/16

Signature & Official Stamp of
Authorized Officer

Lt Col (R) Shahzad Begg
EVP/Head of Administration
SINDH BANK LIMITED

FOR OFFICE USE ONLY

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

30/12/2015

Bid Evaluation Report		
Evaluation Report- Renovation etc. Karimabad Branch, Karachi		
1	Name of Procuring Agency	Sindh Bank Ltd.
2	Tender Reference No.	SNDB/COK/ADMIN/TD/655/2015
3	Tender Description	Renovation etc. of Karimabad Branch, Karachi
4	Method of Procurement	Single Stage One Envelop Bidding Procedure
5	Tender Published / SPPRA S.No	SPPRA S.No: 22847/2015 (Prequalification Notice) Express Tribune, Daily Express & Daily Ibrat (18 th February 2015) SPPRA S.No: 25940/2015 (3 rd December 2015)
6	Total Bid Documents Sold	02
7	Total Bids Received	02
8	Technical/Financial Bid Opening Date & Time	22/12/2015 at 1600 Hrs
9	No. Of Bid qualified	02
10	Bid(s) Rejected	-

Detail on the above is as follows:-

S No	Name of Firm or Bidder	Cost offered by the Bidder (Area=2,400 sq.)	Ranking in terms of cost	Comparison with Engineering Estimated cost (Rs. 4,487,060)	Reasons for acceptance/rejection	Remarks
0	1	2	3	4	5	6
1.	M/s. Engineering Experts	Rs. 1,850 per sq. Rs.4,440,000/-	1 st Lowest	Rs. 47,060/- below the estimated cost	Accepted 1 st Lowest Qualified Bidder	-
2.	M/s. Z. Hasan Enterprises	Rs. 1,900 per sq. Rs.4,560,000/-	2 nd Lowest	Rs.72,940/- below the estimated cost	2 nd Lowest Qualified Bidder	-

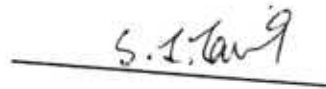
Accordingly going by the eligibility criteria offered in the tender document, Serial No.1 stands as only 1st Lowest Qualified Bidder.

Members Signature- Procurement Committee

Lt. Col. (R) Shahzad Begg
Head of Administration



Mr. Saeed Jamal
Chief Financial Officer



Mr. Syed Muhammad Aqeel
Chief Manager, IDBL Karachi



4 FINANCIAL PROPOSAL

PRICE SCHEDULE

(Applicable for the year 2015-2016)

Name of Bidder Z. HASAN ENTERPRISES

Description	Unit	Rate per sq.	*Total Amount
Renovation, Interior, Works & Construction of Karimabad Branch, Karachi	2400 sq. ft (Approx.) (As per specification mentioned in scope of work)	1900/-	4560000/-

This *total amount will be taken as the financial bid offered by the contractor.

Note

1. The branch has to be handed over within 45 days of issue date of award letter. In case of delay, a penalty @ 0.15% of total contract amount, for each day of delay will be imposed.
2. The cost must include all applicable taxes, stamp duty (as applicable under Stamp Act 1989) duly stamped on the contract agreement, installation, labor and any other charges.
3. No advance payment will be made, bills will only be processed for necessary payment on receipt of certificate of satisfaction from the Branch Manager/Project Manager.
4. Calculation of bid security: 2% of the *Total Amount will be submitted with the tender document as bid security.
5. In case it is revealed at any stage after the completion of work that the asked specification of the tender have not been met, the amount of that specific item will be fined to the contractor with appropriate action as deemed necessary by the procurement committee.
6. In case of any observation arising in respect of quality of the item, 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 or cancellation of tender as will be decided by the Procurement Committee.
7. The per square ft. rate given above by the contractor will be for inside area of the premises. However for any outside premises work, its changes will be covered in premises per square ft. area. No charges for any necessary outside work will be entertained separately.
8. All terms and condition of Agreement (Annexure "H") are part of Tender Document.

Signature & Stamp of Bidder

Z. HASAN ENTERPRISES

Proprietor

SIGNATURE MEMBERS PC-ADMIN

Head - Fin Div. [Signature]

Head - Admin Div. [Signature]

Member-IDBL. [Signature]

Date: _____

4 FINANCIAL PROPOSAL

PRICE SCHEDULE

(Applicable for the year 2015-2016)

Name of Bidder ENGINEERING EXPERTS

Description	Unit	Rate per sq.	*Total Amount
Renovation, Interior, Works & Construction of Karimabad Branch, Karachi	2400 sq. ft (Approx.) (As per specification mentioned in scope of work)	Rs 1850/-	Rs 4,440,000/-

This *total amount will be taken as the financial bid offered by the contractor.

Note

1. The branch has to be handed over within 45 days of issue date of award letter. In case of delay, a penalty @ 0.15% of total contract amount, for each day of delay will be imposed.
2. The cost must include all applicable taxes, stamp duty (as applicable under Stamp Act 1989) duly stamped on the contract agreement, installation, labor and any other charges.
3. No advance payment will be made, bills will only be processed for necessary payment on receipt of certificate of satisfaction from the Branch Manager/Project Manager.
4. **Calculation of bid security.** 2% of the *Total Amount will be submitted with the tender document as bid security.
5. In case it is revealed at any stage after the completion of work that the asked specification of the tender have not been met, the amount of that specific item will be fined to the contractor with appropriate action as deemed necessary by the procurement committee.
6. In case of any observation arising in respect of quality of the item, 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 or cancellation of tender as will be decided by the Procurement Committee.
7. The per square ft. rate given above by the contractor will be for inside area of the premises. However for any outside premises work, its charges will be covered in premises per square ft. area. No charges for any necessary outside work will be entertained separately.
8. All terms and condition of Agreement (Annexure "H") are part of Tender Document.

Signature & Stamp of Bidder

SIGNATURE MEMBERS PC-ADMIN

Head - Fin Div. _____

Head - Admin Div. _____

Member-IDBL. _____

Date: _____

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

TYPE OF PROCUREMENT ADMIN / IT / CONSULTANT / MEDIA
TENDER NAME Renovation of Karmabad Branch
TYPE OF TENDER SINGLE STAGE-ONE ENVELOPE / SINGLE STAGE-TWO ENVELOPE / TWO STAGE / TWO STAGE-TWO ENVELOPE
OPENING DATE 22/12/2015
OPENING TIME 1600 hours

ATTENDANCE (MEMBER PC) Head of Administration
Chief Financial Officer
Chief Manager IDBL, Karachi

ATTENDANCE (REPS. OF BIDDERS)	NAME	FIRM
	1) Hassan Enterprises	By Drop
	2) Engineering Expert	Box
	_____	_____
	_____	_____
	_____	_____
	_____	_____
TOTAL BIDS ACCEPTED FOR EVALUATION	<u>4</u>	<u>2</u>
TOTAL BIDS REJECTED	<u>-</u>	<u>-</u>

REMARKS _____

PROCUREMENT COMMITTEE SIGNATURE

Head of Administration: [Signature]
Chief Finance Officer: [Signature]
Chief Manager, IDBL: [Signature]

**ATTENDANCE SHEET
 BID OPENING -**

FOR SELECTION OF Renovation of Karmabad Branch

Date: 22/12/2015

S.No	Company Name	Name of Company Representative	Contact No.	Company Address	Signature
01	Z. Hasan	_____	_____	By Drop Box	
02	Engineering Expert	_____	_____	By Drop Box	

Signature –Procurement Committee Members

Head of Administration

Chief Financial Officer

Chief Manager (IDBL)

[Handwritten signatures over lines]

Renovation of Karimabad Branch

S.NO	COMPANY NAME	AMOUNT	PO NO	BANK NAME
1	Z. Hasan Enterprises	300	325417	Sindh Bank
2	Engineering Expert	300	03159116	Faysal Bank
Total		600/-		

3 SCOPE OF WORK

Sindh Bank Limited (SNDB) requires proposal from the Prequalified Contractors (SPPRA S.No. 22847) for Renovation etc. at Karimabad Branch, Karachi.

For establishment of its new Branches, throughout the country and for renovation of Branches / offices, Sindh bank advised to pre-qualified contractors to submit their offer / bid, against tender, with following terms and conditions.

After thorough visit of desired premises, the contractor will submit per square feet rate of said work, complete in all respect, as per given tender, lay out plan, specification and brand / make.

However as per actual site condition and market availability, equivalent item can be provided with prior written approval from Bank, failing which the payment of such items will be deducted accordingly from the final bill.

The salient works which are the part of requirement will be as under;

1. Your given per sq. feet rates will be based only for area, inside the developed branch . However provision for entire works, given follows and mentioned in specification will be included in internal area's PSFT charges and no additional payment for any work, executed outside will be given. We will multiply your given PSFT rates with internal developed area and will get entire internal and outer works with in that cost.
2. The given PSFT rates will also include charges for approval of proposed lay out / construction, from respective town / Municipal Corporation, if any.
3. Comprehensive visit of site and submission of proposed lay out plan. The number of required counters , staff strength and requirement of lockers will be given by the bank.
4. Complete demolition of existing structure, necessary for establishment of new branch, including brick walls, RCC, slab, beam, floor, etc. and removal of debris.
5. New Block masonry / Brick masonry walls/ RCC slab / lintel for bath, stores, guard post, ATM room, and other works as per plan.
6. Floor tiling, approved design tiles, matching skirting, false ceiling complete in all respect.
7. Wash rooms and kitchen tiles, approved fixtures, approved pipes, fittings, ventilators, exhaust fans, complete in all respect.
8. All internal and external plaster works
9. All RCC works for Strong Room and lockers, and other, as per lay out and specifications
10. All internal and external paint and polishing works with approved quality paint.
11. Approved false ceiling with approved hanging system/ lights/ down lighters
12. Solid and skin pasted flush doors for baths, kitchen, store, and other place with best quality locks, handle, hinges, tower bolt, stoppers, complete in all respect, including beach wood solid frames, beadings, approved polishing as per lay out..

13. Two full height 3X7 feet wooden Almirah in store, kitchen cabinets, column cladding, complete in all respect.
14. Complete Electrical wiring for light points, power points, Air Conditioning units, ATM, sign Board, with PCL / Fast / AGE / Pioneer copper wires or equivalent of approved size, in approved PVC pipes, Boxes, switches, main lines, three DBs, one for UPS, other for AC and 3rd for lighting & power as per plan, with Change over switch. Two standard earth pits, as per approved specifications and lay out plans, along with all approved light fixture and fittings.
15. Technology box for each users with two Flat pins, one round pins, one RJ-45 for Data, one RJ-12 , I/O sockets for telephones, cat 6 cables from I/o to patch panel, telephone cat-6 cables from I/O to tag block, supply of 24 ports approved 3M or equivalent patch panel, one 15 u Cabinet, termination, necessary line cords and patch cords, with certification, 4additional data points for fax machine& time attendance machine, and also for manager & ops Manager, tagging / numbering at both ends, complete Electrical wiring, data and telephone works, in all respect.
16. Approved glass partitions for Manager room, ATM room, Entrance, fixed glazing, with approved glass, aluminium section, gasket, locks, D locks, handles, necessary frosting, Ajrak tiles film, Korean or equivalent door closer machines, necessary windows, doors, as per lay out plan.
17. Approved design grills for Entrance, all front and sides external windows , ATM internal door, Exit door, and Rolling shutters at all external glass doors, fixed glazing, ATM Entrance, MS approved Exit door, approved vertical blinds on all external glasses, windows ,fixing of vault and lockers doors.
18. All elevation works, elevation tiles, full granite steps for Entrance and ATM entrance, 35 degree Ramps, ATM , front landscaping, all front tough pavers, complete in all respect, as per lay out drawing & Design Book.
19. Approved copper piping for inverter AC, wiring, breakers, drain lines, fixing of outer units, complete in all respect