

Supply of Office Stationery to Head Office Bid Evaluation Report		
1	Name of Procuring Agency	Sindh Bank Ltd.
2	Tender Reference No.	SNDB/COK/ADMIN/TD/889/2018
3	Tender Description	Supply of Office Stationery to Head Office
4	Method of Procurement	Single Stage One Envelop Bidding Procedure
5	Tender Published & SPPRA S.No.	S.No: 36929 Notification, <i>Express Tribune, Daily Express & Sunday Express (20/02/18)</i>
6	Total Bid Documents Sold	02
7	Total Bids Received	02
8	Technical/Financial Bid Opening Date & Time	09/03/2018 at 1130 Hrs.
11	No. of bids qualified	02
12	Bid(s) Rejected	-

Details on the above as given below:

S. No.	Name of Firm or Bidder	Qualified / Disqualified in Technical/ Eligibility Inspection	Total Cost offered by the Bidder	Ranking in terms of cost	Comparison with Estimated cost (Rs.1,800,000/-)	Reasons for acceptance/ rejection	Remarks
0	1	2	3	4	5	6	7
01.	M/s. M.R. Enterprises.	Qualified- Obtained 100% in Evaluation Process	Rs.1,600,043.28/-	1 st Lowest	Rs. 199,956.72/- Below the estimated cost	Accepted 1 st Lowest Evaluated Qualified Bidder	Accepted for Contract Award
02.	M/s. Zaib Enterprises.	Qualified- Obtained 80% in Evaluation Process	Rs. 1,871,328/-	2 nd Lowest	Rs. 71,328/- Above the estimated cost	High In Bid	-

Accordingly going by the Technical/Financial Evaluation offered in the tender document, M/s. M.R Enterprises. stands as Only Lowest evaluated Qualified Bidder for Supply of Office Stationery to Head Office.

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

Date: 09/03/2018

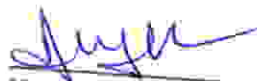
Supply of Office Stationery for Head Office


Serial No: ①

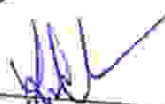
Bidder: MR Enterprises.

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 Cheque List For counting of each bank services to at least 5 branches are mandatory in relevant field. <i>SNDB/DSI/NIB At Bank Bank Islami</i>	40	40	5 Banks and above	Award letters to be attached duly issued from each concerned Bank.	Annexure "A"
		20		3 Banks and above		
		30	30	5 Years and above		
2	Years in Business in relevant field	15		3 years and above	NTN Certificate / Letter of Incorporation / Company Registration Letter / Letter of Declaration of Commencement of Business is required to be enclosed	Annexure "B"
		30	30	6 Million and above		
3	Average Yearly Turn Over in Last 3 Years	15		4 Million and above	Audit Report / Tax Return	Annexure "C"
		5		3 Million and above		
		100	100	Qualified / Disqualified		

Members Signature- Evaluation Committee:


Muhammad Ather Iqbal
Admin Division


Musharrat Hussain
Operation Division

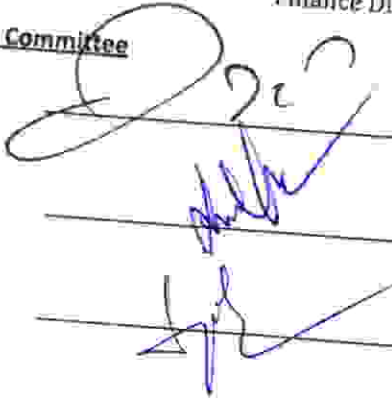

Dilshad Hussain Khan
Finance Division

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



Date: 9/3/2018

Supply of Office Stationery for Head Office

Serial No: ②

Bidder: Zaib Enterprises

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 Cliental List (For counting of each bank services to at least 5 branches are mandatory) to relevant field	40		5 Banks and above	Award letters to be attached duly issued from each concerned Bank.	Annexure "A"
		20	20	3 Banks and above		
2	Years in Business in relevant field	30	30	5 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"
		15		3 years and above		
3	Average Yearly Turn Over in Last 3 Years	30	30	6 Million and above	Audit Report, Tax Return	Annexure "C"
		15		4 Million and above		
		5		3 Million and above		
Total Marks		100	80	Qualified / Disqualified		

Members Signature- Evaluation Committee:

Muhammad Ather Iqbal
Admin Division

Musharaf Hussain
Operation Division

Dilshad Hussain Khan
Finance Division

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

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

TYPE OF PROCUREMENT

ADMIN / IT / CONSULTANT / MEDIA

TENDER NAME

Supply of Office Stationery to Head Office.

TYPE OF TENDER

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

OPENING DATE

09/3/2018

OPENING TIME

11:30 Hours

ATTENDANCE (MEMBER PC)

Head of Administration

Chief Financial Officer

Chief Manager, IDBL, Karachi

ATTENDANCE (REPS. OF BIDDERS)

NAME

FIRM

1 - Zaib Enterprises

2 - MR Enterprises

TOTAL BIDS ACCEPTED FOR EVALUATION

02

TOTAL BIDS REJECTED

-

REMARKS

PROCUREMENT COMMITTEE SIGNATURE

Head of Administration:

Chief Finance Officer:

Chief Manager, IDBL:



**ATTENDANCE SHEET
BID OPENING -**

FOR SELECTION OF Supply of Office Stationery to Head Office.

Date: 09/03/2018

S.No	Company Name	Name of Company Representative	Contact No.	Company Address	Signature
01	Zaib Enterprises				
02	MAR Enterprises				
				By Drop	
				Box	

Signature - Procurement Committee Members

Head of Administration _____

Chief Financial Officer _____

Chief Manager (IDBL) _____

M.R. Enterprises

G.S.T.NO. 12-00-4817-172-82

Deals In All Kinds Of Paper, Stationery

SIGNATURE MEMBERS PC-ADMIN

M.R. ENTERPRISES P. LUCE CAN

Head - Fin Div.

N.T.NO 1433823-8

Head - Admin Div.

Date: March-2018

M/S SINDH BANK LIMITED

Member-IDBL

FINANCIAL PROPOSAL FOR TABLE STATIONERY ITEMS

Date:

S.NO	ITEM	DETAIL	QTY		RATES	TOTAL
1	BALL PEN (BLACK/BLUE/RED/GREEN)	CLIPPER OR EQUIVALENT	25.00	PKT	53.00	1325.00
2	POINTER (BLACK/BLUE/RED/GREEN)	DOLLAR OR EQUIVALENT	5.00	PKT	118.00	590.00
3	GEL PEN (BLACK/BLUE/RED/GREEN)	SIGNO OR EQUIVALENT	5.00	PKT	414.00	2070.00
4	HIGHLIGHTER (YELLOW/PINK/ORG/GREEN)	DOLLAR OR EQUIVALENT	5.00	PKT	220.00	1100.00
5	DOCK CLIP 15MM	CRYSTAL OR EQUIVALENT	5.00	PKT	19.00	95.00
6	DOCK CLIP 25MM	CRYSTAL OR EQUIVALENT	5.00	PKT	32.00	160.00
7	DOCK CLIP 32MM	CRYSTAL OR EQUIVALENT	5.00	PKT	42.00	210.00
8	DOCK CLIP 41MM	CRYSTAL OR EQUIVALENT	5.00	PKT	70.00	350.00
9	DOCK CLIP 51MM	CRYSTAL OR EQUIVALENT	5.00	PKT	98.28	491.40
10	GUM STICK SMALL	UHU OR EQUIVALENT	5.00	PKT	720.00	3600.00
11	GUM STICK MEDIUM	UHU OR EQUIVALENT	5.00	PKT	796.00	3980.00
12	JEM CLIP 30MM	CRYSTAL OR EQUIVALENT	5.00	PKT	16.00	80.00
13	JEM CLIP 36M	CRYSTAL OR EQUIVALENT	5.00	PKT	21.65	108.25
14	PUNCH MACHINE	OPAL OR EQUIVALENT	5.00	PCS	139.23	696.15
15	PUNCH MACHINE H/D	OPAL OR EQUIVALENT	1.00	PCS	1150.00	1150.00
16	STAPLER MACHINE 24/6	OPAL OR EQUIVALENT	20.00	PCS	135.00	2700.00
17	STAPLER MACHINE H/D STD-3000	OPAL OR EQUIVALENT	1.00	PCS	1750.00	1750.00
18	REGISTER 200 PAGES	PAPER QUALITY OF 70GM	3.00	PCS	115.00	345.00
19	REGISTER 400 PAGES	PAPER QUALITY OF 70GM	3.00	PCS	149.76	449.28
20	STAPLER MACHINE SMALL	OPAL OR EQUIVALENT	10.00	PCS	70.00	700.00
21	STAPLER PIN # 20	DOLLAR OR EQUIVALENT	5.00	PKT	13.00	65.00
22	STAPLER PIN # 24/6	DOLLAR OR EQUIVALENT	20.00	PKT	20.00	400.00
23	HEAVY DUTY STAPLER PIN # 23/15	DOLLAR OR WHASHIN	2.00	PKT	70.00	140.00
24	HEAVY DUTY STAPLER PIN # 23/17	DOLLAR OR WHASHIN	2.00	PKT	75.00	150.00
25	HEAVY DUTY STAPLER PIN # 23/13	DOLLAR OR WHASHIN	2.00	PKT	51.48	102.96
26	HEAVY DUTY STAPLER PIN # 23/10	DOLLAR OR WHASHIN	2.00	PKT	45.63	91.26
27	HEAVY DUTY STAPLER PIN # 23/8	DOLLAR OR WHASHIN	2.00	PKT	45.63	91.26
28	PAPER RIM A4 70 GRAM	AA OR EQUIVALENT	150.00	RIM	425.00	63750.00
29	PAPER RIM LEGAL WHITE 70 GRAM	AA OR EQUIVALENT	10.00	RIM	444.60	4446.00
30	PAPER RIM LEGAL GREEN 70 GRAM	AA OR EQUIVALENT	20.00	PKT	105.30	2106.00
31	SCOTCH TAPE 1"	3M OR EQUIVALENT	10.00	PCS	15.21	152.10
32	SCOTCH TAPE 1/2"	3M OR EQUIVALENT	10.00	PCS	9.36	93.60
33	PACKING TAPE JUMBO 3"	GOLD STAR OR EQUIVALENT	5.00	PCS	45.00	225.00
34	PAPER TAPE 1"	GOLD STAR OR EQUIVALENT	5.00	PCS	14.63	73.15
35	BROWN TAPE 3"	GOLD STAR OR EQUIVALENT	5.00	PCS	35.69	178.45
36	BLANKO FLUID (BRUSH)	PELIKAN OR EQUIVALENT	5.00	PCS	63.18	315.90
37	BLANKO FLUID (PEN)	PELIKAN OR EQUIVALENT	5.00	PCS	30.00	150.00
38	PLASTIC FOLDER A4 GOOD QUALITY	SAMPLE AVAIABLE IN ADMIN	36.00	PCS	9.24	332.64
39	PLASTIC FOLDER COLOR LEGAL	SAMPLE AVAIABLE IN ADMIN	36.00	PCS	13.50	486.00
40	BOX FILE	KORONA/EURO OR EVQ	20.00	PCS	58.00	1160.00
41	PAPER CUTTER	SD OR EQUIVALENT	5.00	PCS	25.51	127.55
42	SCISSOR SMALL	GOLDEN HORSE	5.00	PCS	29.25	146.25
43	ROUGH PAD SMALL	SOLO OR EQUIVALENT	25.00	PCS	12.75	318.75
44	ROUGH PAD LARGE	SOLO OR EQUIVALENT	25.00	PCS	24.57	614.25
45	RUBBER BAND BOX	BATA	5.00	BOX	25.00	125.00

Flat# 1, First Floor, Hussain Mansion, Tayyabjee Road, Karachi.

Phone No: 021-32628381

Cont Page

M.R. Enterprises

Deals In All Kinds Of Paper, Stationery

G.S.T.NO. 12-00-4817-172-82

MEMBERS PC-ADMIN
M.T.NO 1433823-8
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Item No.	Description	Brand/Model	Unit Price	Quantity	Material	Rate	Total
46	COLOUR SEPRATOR PLASTIC	HUA JIC OR EQU	20.00	48.00	PCS	960.00	960.00
47	SEPRATOR CARD	FOCAL OR EQU	20.00	80.00	PCS	1600.00	1600.00
48	SEPRATOR 1 TO 10	YIJIAN OR EQU	20.00	18.72	PCS	374.40	374.40
49	SHARPENER	PANAMA OR EQUIVALENT	50.00	3.51	PCS	175.50	175.50
50	PLASTIC COLOUR FLAG	PRONTI OR EQUIVALENT	25.00	25.00	PCS	625.00	625.00
51	COMMON PIN	CHINA OR EQUIVALENT	5.00	16.38	PKT	81.90	81.90
52	COMPUTER FILE	A4 SIZE	20.00	140.00	PCS	2800.00	2800.00
53	STICKY NOTES 2X3	STICK ON OR EQU	26.00	18.60	PCS	483.60	483.60
54	STICKY NOTES 3X3	STICK ON OR EQU	26.00	18.00	PCS	468.00	468.00
55	SITCKY NOTES 3X5	STICK ON OR EQU	25.00	30.00	PCS	750.00	750.00
56	PEN HOLDER	GOLDEN HORSE OR EQU	5.00	65.00	PCS	325.00	325.00
57	SPIRAL BINDING RING 10MM	IBCCO OR EQUIVALENT	50.00	3.39	PCS	169.50	169.50
58	SPIRAL BINDING RING 12MM	IBCCO OR EQUIVALENT	50.00	5.27	PCS	263.50	263.50
59	SPIRAL BINDING RING 14MM	IBCCO OR EQUIVALENT	50.00	5.73	PCS	286.50	286.50
60	SPIRAL BINDING RING 16MM	IBCCO OR EQUIVALENT	50.00	6.25	PCS	312.50	312.50
61	SPIRAL BINDING CARD	IBCCO OR EQUIVALENT	50.00	3.51	PCS	175.50	175.50
62	SPIRAL BINDING PLASTIC SHEET	IBCCO OR EQUIVALENT	50.00	4.68	PCS	234.00	234.00
63	CALENDER REFILL	LOCAL OR EQUIVALENT	5.00	40.37	PCS	201.85	201.85
64	WHITE ENVELOPE SMALL	PAPER QUALITY OF 70GM	100.00	0.88	PCS	88.00	88.00
65	BROWN ENVELOPE SMALL	PAPER QUALITY OF 70GM	100.00	0.64	PCS	64.00	64.00
66	STEEL ENVELOPE OPENER	SAMPLE AVAIALE IN ADMIN	5.00	55.00	PCS	275.00	275.00
67	WHITE ENVELOPE A4	PAPER QUALITY OF 70GM	20.00	2.63	PCS	52.60	52.60
68	WHITE ENVELOPE LEGAL	PAPER QUALITY OF 70GM	20.00	3.51	PCS	70.20	70.20
69	WHITER ENVELOPE A3	PAPER QUALITY OF 70GM	20.00	5.85	PCS	117.00	117.00
70	BROWN ENVELOPE A4	PAPER QUALITY OF 70GM	50.00	1.78	PCS	89.00	89.00
71	BROWN ENVELOPE LEGAL	PAPER QUALITY OF 70GM	20.00	2.11	PCS	42.20	42.20
72	BROWN ENVELOPE A3	PAPER QUALITY OF 70GM	20.00	3.51	PCS	70.20	70.20
73	DOCK CLIP 36MM	CRYSTAL OR EQUIVALENT	25.00	21.65	PKT	541.25	541.25
74	JEM CLIP 75MM	CRYSTAL OR EQUIVALENT	5.00	125.00	PKT	625.00	625.00
75	HEAVY DUTY STAPLER PIN # 23/24	DOLLAR OR WHASHIN	5.00	88.92	PKT	444.60	444.60
76	HEAVY DUTY STAPLER PIN # 23/20	DOLLAR OR WHASHIN	5.00	84.24	PKT	421.20	421.20
77	BOARD MARKER	DOLLAR OR EQUIVALENT	15.00	30.42	PCS	456.30	456.30
78	PERMANENT MARKER	DOLLAR OR EQUIVALENT	15.00	22.82	PCS	342.30	342.30
79	EXECUTIVE BOX FILE	KORONA/BOSTON OR EQU	15.00	127.53	PCS	1912.95	1912.95
80	ERASER	PELIKAN OR EQUIVALENT	25.00	11.11	PCS	277.75	277.75
81	RING FILE FIBER A4/F/S MPM BRAND	ABBA OR EQUIVALENT	50.00	46.80	PCS	2340.00	2340.00
82	RING FILE FIBER A3/F/S MPM BRAND	ABBA OR EQUIVALENT	25.00	46.80	PCS	1170.00	1170.00
83	MESSAGE SLIP	4X4 INCHES	26.00	12.87	PCS	334.62	334.62
84	EXECUTIVE PENCIL	FABER CASTLE OR EQU	15.00	11.11	PCS	166.65	166.65
85	PENCIL	GOLDFISH OR EQU	50.00	5.38	PCS	269.00	269.00
86	PIN REMOVER	OPAL/PELIKAN OR EQU	15.00	32.00	PCS	480.00	480.00
87	STAMP PAD	DOLLAR OR EQUIVALENT	5.00	32.00	PCS	160.00	160.00
88	STAMP PAD INK	DOLLAR OR EQUIVALENT	5.00	19.89	PCS	99.45	99.45
89	STEEL SCALE LARGE	CHINA OR EQUIVALENT	3.00	19.89	PCS	59.67	59.67
90	COLOUR FUL FLAGE PAPER	PRONOTI OR EQUIVALENT	20.00	35.00	PCS	700.00	700.00
91	STICKY NOTES 3X4	STICK ON OR EQU	20.00	36.86	PCS	737.20	737.20
92	THUMB PIN WITH PLASTIC HEAD	STERLING OR EQUIVALENT	3.00	19.89	PKT	59.67	59.67
93	PLASTIC PAPER TRAY	DESIGNER OR EQUIVALENT	3.00	260.00	PCS	780.00	780.00
94	WATER DUMPER (PLASTIC)	SAMPLE AVAIALE IN ADMIN	5.00	25.00	PCS	125.00	125.00
95	CALCULATOR	CASIO MJ-120 OR EQU	3.00	222.30	PCS	666.90	666.90

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96	SIGNATURE PEN/GEL	EYE MICRO OR EQU	3.00	PKT	830.00	2490.00
97	RUBBER BAND BOX PENGUIN BRAND	PENGUIN BRAND	5.00	PKT	25.74	128.70
98	RUBBER BAND 200 GM UNIVERSAL BRAND	200GM UNIVERSAL	1.00	KG	600.00	600.00
99	SIGNATURE PEN VISION ELITE 0.8	VISION ELITE 0.8 OR EQU	3.00	PKT	965.00	2895.00
100	TRANSPARENCY SHEET (100 SHEETS)	LOCAL OR EQUIVALENT	2.00	PKT	510.00	1020.00
101	H/D STAPLER PIN REMOVER OPAL SR-300	OPAL SR-300 OR EQU	2.00	PCS	269.10	538.20
102	SPIRAL NOTE BOOK ALBA DELI BRAND	ALBA DELI BRAND	5.00	PCS	120.00	600.00
103	TABLE SHARPENER CHINA DELI BRAND	DELI BRAND OR EQU	3.00	PCS	286.65	859.95
104	SCOTCH TAPE DISPENSER NATIONAL/LUCKY	NATIONAL/LUCKY OR EQU	3.00	PCS	69.03	207.09
105	ATTENDANCE REGISTER SAME BRAND	HB OR EQUIVALENT	3.00	PCS	74.88	224.64
106	RE-RING MEHFOOZ	MEHFOOZ OR EQU	5.00	BOX	16.32	81.60
107	CORRECTION PEN UNI BRAND	UNI BRAND OR EQU	5.00	PCS	81.90	409.50
108	CARBON PAPER BLUE KCR 100 SHEETS	KCR 100 SHEETS	2.00	PKT	240.00	480.00
109	COUNTER PEN	KEEN OR EQUIVALENT	5.00	PCS	25.00	125.00
110	POSTED FLAG	JB OR EQUIVALENT	15.00	PCS	37.44	561.60
Total Amount						133336.94
Grand Total x 12 Month						1600043.28

Thanking You

Rehan Makki

SIGNATURE MEMBERS PC-ADMIN
 Head - Fin Div. _____
 Head - Admin Div. _____
 Member-IDBL. _____
 Date: _____