

**PUBLIC PROCUREMENT REGULATORY  
AUTHORITY (PPRA)**

**CONTRACT AWARD PROFORMA - I**

(As Per Rule 47 of PP Rules, 2004)

To Be Filled And Uploaded on PPRA Website In Respect of All  
Public Contracts of Works, Services and Goods.

- NAME OF THE ORGANIZATION/DEPT. SBP BSC (Lahore Office)
- FEDERAL / PROVINCIAL GOVT. Federal (Autonomous Organization)
- TITLE OF CONTRACT Procurement of Chairs
- TENDER NUMBER TS484049E
- BRIEF DESCRIPTION OF CONTRACT Purchase of Chairs  
at the Office
- TENDER VALUE Rs 1,420,200/-
- ENGINEER'S ESTIMATE Nil  
(for civil Works only)
- ESTIMATED COMPLETION PERIOD 02 months
- WHETHER THE PROCUREMENT WAS INCLUDED IN ANNUAL  
PROCUREMENT PLAN? Yes Yes / No
- ADVERTISEMENT :
- (i) PPRA Website Yes (21-06-22) Yes / No  
(Federal Agencies) (If yes give date and PPRA's tender number)
- (ii) News Papers \_\_\_\_\_ Yes /  
No  
(If yes give names of newspapers and dates)
- TENDER OPENED ON (DATE & TIME) 07-07-2022 (11:30 AM)
- NATURE OF PURCHASE Local Local / International
- EXTENSION IN DUE DATE (if any) No Yes / No



-:2:-

① Master Offisys  
② Power Engineering

- > NUMBER OF TENDER DOCUMENTS SOLD  
(Attach list of Buyers)
- > WHETHER QUALIFICATION CRITERIA  
WAS INCLUDED IN BIDDING/TENDER DOCUMENTS Yes Yes / No  
(if yes enclose a copy).
- > WHETHER BID EVALUATION CRITERIA  
WAS INCLUDED IN BIDDING/TENDER DOCUMENTS Yes Yes / No  
(if yes enclose a copy).
- > WHICH METHOD OF PROCUREMENT WAS 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.
- PLEASE SPECIFY IF ANY OTHER METHOD OF PROCUREMENT WAS  
ADOPTED WITH BRIEF REASONS (i.e EMERGENCY, DIRECT  
CONTRACTING, NEGOTIATED TENDERING ETC.)
- WHO IS THE APPROVING AUTHORITY Nil
- > WHETHER APPROVAL OF COMPETENT AUTHORITY WAS OBTAINED  
FOR USING A METHOD OTHER THAN OPEN COMPETITIVE BIDDING.
- > NUMBER OF BIDS RECEIVED Two
- > WHETHER THE SUCCESSFUL BIDDER WAS LOWEST BIDDER Yes Yes / No
- > WHETHER INTEGRITY PACT WAS SIGNED No Yes / No

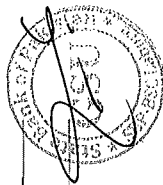


PUBLIC PROCUREMENT REGULATORY  
AUTHORITY (PPRA)  
(As Per Rule 47 of PP Rules, 2004)

CONTRACT AWARD PROFORMA – II

To Be Filled And Uploaded on PPRA Website In Respect of All  
Public Contracts of Works, Services & Goods.

- > NUMBER OF BIDDERS PRESENT AT THE TIME OF  
OPENING OF BIDS 7 NO
- > NAME AND ADDRESS OF THE SUCCESSFUL BIDDER Master Offisys,  
Block 2, Gulberg II, Lahore
- > RANKING OF SUCCESSFUL BIDDER IN EVALUATION REPORT  
(i.e. 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> EVALUATED BID).  
1st
- > NEED ANALYSIS (Why the procurement was necessary?) Chairs  
were needed to replace the old  
broken furniture.
- > IN CASE EXTENSION WAS MADE IN RESPONSE TIME, WHAT WERE THE  
REASONS (Briefly describe) NO



-2:-

- > WHETHER NAMES OF THE BIDDERS AND THEIR PRICES WERE READ OUT AT THE TIME OF OPENING OF BIDS Yes Yes / No
- > DATE OF CONTRACT SIGNING 02-12-2022  
(Attach a copy of agreement)
- > CONTRACT AWARD PRICE Rs 1,420,200/-
- > WHETHER COPY OF EVALUATION REPORT GIVEN TO ALL BIDDERS yes Yes / No  
(Attach copy of the bid evaluation report)
- > ANY COMPLAINTS RECEIVED No Yes / No  
(If yes result thereof)
- > ANY DEVIATION FROM SPECIFICATIONS GIVEN IN THE TENDER NOTICE/DOCUMENTS No Yes / No  
(If yes give details)
- > DEVIATION FROM QUALIFICATION CRITERIA No Yes / No  
(If yes give details)
- > SPECIAL CONDITIONS, IF Any No  
(Give Brief Description)



[F.No.2/1/2008PPRA-RA.III]



Del

First Party : SBP BSC Lahore [00000-00000000-0]  
 Second Party : Master OffiSys Private Limited [35202-1801099-7]  
 Agent : SBP BSC Lahore [35202-00000000-0]  
 Stamp Duty Paid by : Master OffiSys Private Limited [35202-1801099-7]  
 Issue Date : 31-Oct-2022, 02:54:26 PM  
 Paid Through Challan : 202297AA5A9721E4  
 Amount in Words : Two Thousand One Hundred and Twenty Three Rupees Only

Please Write Below This Line

## Section VIII Form of Agreement

THIS AGREEMENT made the 2nd day of Dec, 2022 between SBP Banking Services Corporation Lahore Office (hereinafter called "the Purchaser") of the one part and *M/s. Master OffiSys of [Lahore, Pakistan]* (hereinafter called "the Supplier") of the other part:

WHEREAS the Purchaser invited bids for certain goods, viz., "*Procurement of Chairs*" and has accepted a bid by the Supplier for the supply of those goods and services in the sum of *Rs.14,20,200/-* (hereinafter called "the Contract Price")

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to.
2. The following documents shall be deemed to form and be read and construed as part of this Agreement, viz.:
  - i. General Conditions of Contract;
  - ii. Special Conditions of Contract;
  - iii. Appendices;





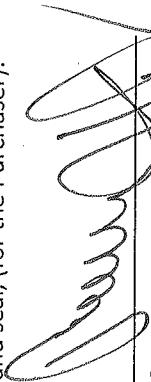
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CONTINUATION SHEET

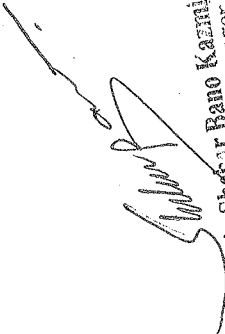
- Appendix-1 Supplier's Representative
- Appendix-2 Technical Specifications
- Appendix-3 Desired Delivery & Implementation Schedule
- Appendix-4 Price Schedule
- Appendix-5 Payment Schedule
- Appendix-6 Supplier Account Form (S2)
- Appendix-7 Performance Guarantee (Bank Guarantee)
- Appendix-8 Integrity Pact
- Appendix-9 The Supplier's Bid

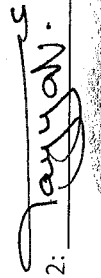
3. In consideration of the payments to be made by the Purchaser to the Supplier as hereinafter mentioned, the Supplier hereby covenants with the Purchaser to provide the goods and services and to remedy defects therein in conformity in all respects with the provisions of the Contract
4. The Purchaser hereby covenants to pay the Supplier in consideration of the provision of the goods and services and the remedying of defects therein, the Contract Price or such other sum as may become payable under the provisions of the contract at the times and in the manner prescribed by the contract.
5. This Agreement can only be amended or extended in writing and upon mutual consent of both the parties.

IN WITNESS whereof the parties hereto have caused this Agreement to be executed the day and year first above written


Sign and seal, (for the Purchaser):

  
 Name: DAVAID IQBAL  
 Designation: CHIEF MANAGER  
State Bank of Pakistan  
SBP-RSC (Bank) Lahore


  
 Witness 1: Syeda Shehwar Bano Kaemi  
 Name: Assistant Chief Manager  
State Bank of Pakistan  
 Designation: SBP RSC (Bank) Lahore

  
 Witness 2: MUHAMMAD UBAIR TAYAB  
 Name: Senior Officer  
 Designation: State Bank of Pakistan  
SBP BSC Lahore

Sign and seal, (for the Supplier):

  
 Name: M. Asif  
 Designation: Asst. Corporate Sales Manager

  
 Witness 1: Raza Mehdi  
 Name: Manager Corporate Sales  
 Designation: Manager Corporate Sales

  
 Witness 2: AZHAR ALI  
 Name: Deputy Manager  
 Designation: Deputy Manager



|  |  |
|--|--|
| Description<br>First Party<br>Second Party<br>Agent<br>Stamp Duty Paid by<br>Issue Date<br>Paid Through Challan<br>Amount in Words | : CONTRACT - 22A(b)<br>: SBP BSC Lahore [35202-00000000-0]<br>: Master Offisys Private Limited [35202-1801099-7]<br>: Master Offisys Private Limited [35202-1801099-7]<br>: Master Offisys Private Limited [35202-1801099-7]<br>: 10-Nov-2022, 10:43:41 AM<br>: 202224037FCC9997<br>: One Thousand Four Hundred and Twenty Eight Rupees Only |
|--|--|

Please Write Below This Line

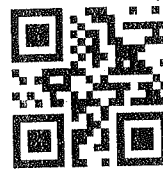
## Section IX. General Conditions of Contract (GCC)

### 1. Definitions

- 1.1. "The Contract" means the agreement entered into between the Purchaser and the Supplier, as recorded in the Contract Form signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein.
- 1.2. "The Contract Price" means the total price agreed at the time of signing the contract payable to the Supplier under the Contract for the full and proper performance of its contractual obligations.
- 1.3. "The Goods" means all of the equipment, machinery, software and/or other materials, which the Supplier is required to supply to the Purchaser under the Contract.
- 1.4. "The Services" means those services ancillary to the supply of the Goods, such as transportation and insurance, and any other incidental services, such as installation, commissioning, provision of technical assistance, training, and other obligations of the Supplier covered under the Contract.

*Handwritten signature*

**MASTER OFFISYS  
(PVT) LTD.**





## E-STAMP

STATE BANK OF PAKISTAN PURCHASER'S SHEET

- 1.5. "GCC" means the General Conditions of Contract contained in this section.
- 1.6. "SCC" means the Special Conditions of Contract.
- 1.7. "The Purchaser" means the SBP Banking Services Corporation, purchaser of the Goods and Services as named in SCC.
- 1.8. "The Islamic Republic of Pakistan" is the country named in SCC.
- 1.9. "The Supplier" means the individual, entity or firm supplying the Goods and Services under this Contract.
- 1.10. "The State Bank" means the State Bank of Pakistan established under SBP Act 1956
- 1.11. "The Project Site," where applicable, means the place or places named in SCC.
- 1.12. "Day" means calendar day.
- 1.13. "Installation and Operational Acceptance" where applicable means the Installation and Acceptance of a product defined as in SCC.
- 1.14. "The Actual (Adjusted) Contract Price" means the price payable to the Supplier under the Contract after all the adjustments of quantities, lengths and extent of deliveries after installation and or Acceptance for the full and proper performance of its contractual obligations.
- 1.15. "System" – is the set of all the components of the project.
- 1.16. "Subsystem" – is a subset of the components of the project grouped for a project site(s) or for a particular category/type of supplies.
- 1.17. "Applicable Law" means the laws and any other instruments having the force of law in the Islamic Republic of Pakistan
- 1.18. "Comparable Experience" means the experience in providing goods comparable to the ones being solicited through this procurement
- 1.19. "Contractor" means a person, consultant, firm, company or an organization who undertakes to supply the goods
- 1.20. "Bid Data Sheet (BDS)" means such part of the Instructions to Bidders used to reflect specific assignment conditions.
- 1.21. "Government" means the Government of the Islamic Republic of Pakistan
- 1.22. "ITB" means Instructions to Bidders (Section III of the Bidding Documents) the document which contains all information and instructions for bidders, which bidders need to prepare their bids.
- 1.23. "In writing" means communicated in written form with proof of receipt and also means communication through electronic mail (email) with proof of delivery receipt.
- 1.24. "Intellectual Property Rights" means all current and future copyright, patents, trademarks (whether or not registered) or rights in databases, inventions or trade secrets, know-how, rights in designs, topographies, trade and business names,

*[Handwritten Signature]*  
**MASTER OFFISYS  
 (PVT) LTD.**



## **Section IV. Evaluation Criteria**

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1. Evaluation of the bids and award of contract will be done for the complete requirement.
2. The bidders' minimum Eligibility/Qualification will be ascertained totally on compliance based method as per Bidders Eligibility/Qualification Criteria (Form T3 of Section VI).
3. The technical proposals of the only qualified bidders (after minimum eligibility/qualification) shall be evaluated in detail. The Technical Compliance (Form T4 of Section VI) will be evaluated totally on compliance based method.
4. The Financial Bids will be evaluated on the basis of unit price and applicable taxes.
5. The contract will be awarded to the successful Bidder whose bid will be found eligible & technically compliant and has offered the lowest cost and would emerge as the Most Advantageous Bid

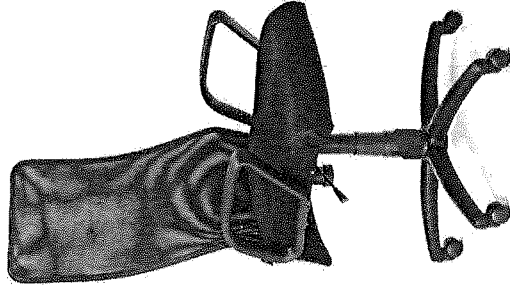
## Section IV. Technical Specifications

### Office Chairs (Revolving)

#### i. Medium Back Office Chairs ---- Qty 60 Nos

| Sr. No. | Description              | Minimum Required Standards/Specifications   |
|---------|--------------------------|---|
| 1       | Wood & Foam              | Export quality 16 mm ply for seat with high density A grade molded PU foam of 2' inches. Back shall be a net of high quality fabric with inward slope at the point of arm joint. Warranty of Foam: 10 years         |
| 2       | Back Size                | Length: 29 Inches approx./standard size<br>Dimensions: 500mm(W) X 800mm(H) approx./standard size  |
| 3       | Seat Size                | Arm to Arm seat size: 21 inches approx./standard size<br>Dimensions: 500mm(W) X 500mm(D) approx./standard size  |
| 4       | Base                     | Made of reinforced PU plastic in black colour for min 05 prong, consist of twin wheel castors pneumatic up & down with one point locking mechanism.<br>Wheels must tolerate weight of 120kg with 05 years warranty  |
| 5       | Handle armrest           | Made of PU plastic in smart design  |
| 6       | Tilting & Revolving      | Swivel, 360 degrees revolving type, lockable & unlockable, tilting plungers with extra torsion adjustment control, pneumatic/gas lifting and tilt tension adjustment facility. 2 levers and adjustable seat height. |
| 7       | Height of Chair          | Min: 1190mm approx./ standard height  |
| 8       | Color of seat upholstery | Black or any other color as per discretion of the Bank  |
| 9       | Fabric/Cover             | Clean & fine stitched, wrinkle free (except whereas necessary), made of high quality fabric, user friendly & easy to clean  |

#### Sample Picture



#### Note

- Sample may be seen at the Office on request.

Note:-

- i. Bidder has to provide sample article with the bid for evaluation on the basis of specified specifications, failing which technical proposals will be rejected.
- ii. No extra payment will be made for the sample/s.
- iii. Sample will be returned to bidders after completion of technical evaluation.
- iv. Minimum 03 product styles for similar products and design with near to equivalent dimensions duly approved by the Office, may be considered

**EVALUATION REPORT**

(As Per Rule 35 of PP Rules, 2004)

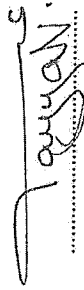
1. Name of Procuring Agency: State Bank of Pakistan, SBP, BSC (Bank), Lahore Office
2. Method of Procurement: Rule 36 (b) of PPR 2004
3. Title of Procurement: Procurement of Chairs
4. Tender Inquiry No.: RFP No. GSU.LHR/037898/2021-22
5. PPRA Ref. No. (TSE): TS484049E
6. Date & Time of Bid Closing: 07-07-2022 - 11:00 AM
7. Date & Time of Bid Opening: 07-07-2022 - 11:30 AM
8. No of Bids Received: 02
9. Criteria for Bid Evaluation: Compliance Based
10. Details of Bid(s) Evaluation:

| # | Bidder                          | Minimum Eligibility / Qualification | Technical Requirement | Evaluated Bid Amount (Rs.) | Rule/Regulation/SBD/ Policy/ Basis for Rejection / Acceptance as per Rule 35 of PP Rules, 2004. |
|---|---------------------------------|-------------------------------------|-----------------------|----------------------------|---|
| 1 | M/s. Master Offisys             | Eligible                            | Compliant             | 1,420,200/-                | Responsive and Most Advantageous Evaluated Bid as per Rule 2(h) of PPR-2004                     |
| 2 | M/s. Power Engineering Pakistan | Eligible                            | Non-Compliant         | -                          | Non-Responsive  |

Most Advantageous Bidder: M/s. Master Offisys

11. Any other additional / supporting information, the procuring agency may like to share.

Signature:



Official Stamp:

.....**MUHAMMAD UBAIR TAYYAB**  
Senior Officer  
State Bank of Pakistan  
SBP BSC Lahore