

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/DEPTT. SBP BSC (Lahore Office)
- > FEDERAL / PROVINCIAL GOVT. Federal (Autonomous Organization)
- > TITLE OF CONTRACT Tender of Office Tables & Meeting Room Table
- > TENDER NUMBER TS483910E with Allied Chau
- > BRIEF DESCRIPTION OF CONTRACT Supply of Office tables
and meeting room table with allied Chau.
- > TENDER VALUE Rs 849,294/-
- > ENGINEER'S ESTIMATE Nil
(for civil Works only)
- > ESTIMATED COMPLETION PERIOD Four Months
- > WHETHER THE PROCUREMENT WAS INCLUDED IN ANNUAL
PROCUREMENT PLAN? Yes Yes / No
- > ADVERTISEMENT :
 - (i) PPRA Website Yes (20-06-2022) Yes / No
(Federal Agencies) (If yes give date and PPRA's tender number)
 - (ii) News Papers No Yes /
No
- > TENDER OPENED ON (DATE & TIME) 06-07-22 (11:30 Am)
(If yes give names of newspapers and dates)
- > NATURE OF PURCHASE Local Local / International
- > EXTENSION IN DUE DATE (if any) Nil Yes / No



- NUMBER OF TENDER DOCUMENTS SOLD Master Offices
(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 01
- 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 One

- > NAME AND ADDRESS OF THE SUCCESSFUL BIDDER Master Officers,
L Block, Gulberg II, Lahore

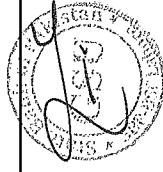
- > RANKING OF SUCCESSFUL BIDDER IN EVALUATION REPORT
(i.e. 1st, 2nd, 3rd EVALUATED BID).
1st

- > NEED ANALYSIS (Why the procurement was necessary?) Furniture
needed to replace the old one.

- > IN CASE EXTENSION WAS MADE IN RESPONSE TIME, WHAT WERE THE
REASONS (Briefly describe) Asid



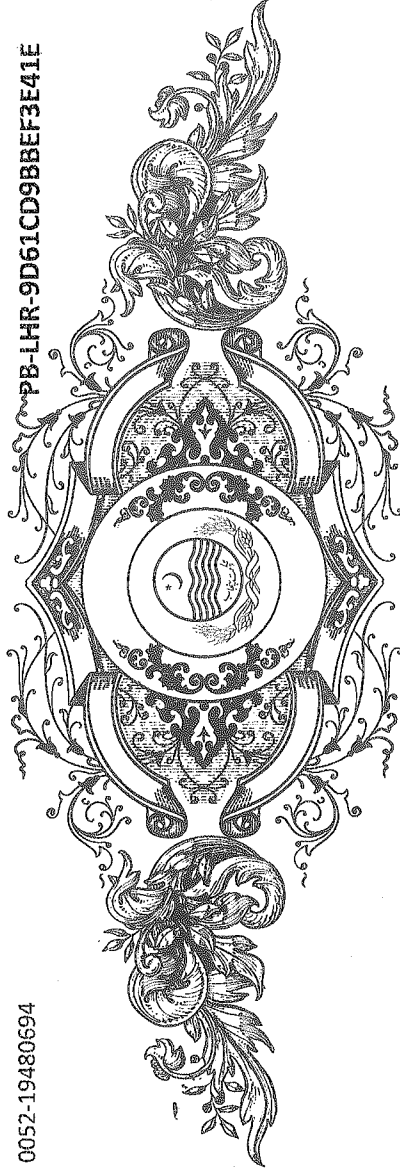
- > WHETHER NAMES OF THE BIDDERS AND THEIR PRICES WERE READ OUT AT THE TIME OF OPENING OF BIDS Yes Yes / No
- > DATE OF CONTRACT SIGNING 05-12-22
(Attach a copy of agreement)
- > CONTRACT AWARD PRICE Rs. 849,294/-
- > WHETHER COPY OF EVALUATION REPORT GIVEN TO ALL BIDDERS Yes Yes / No
(Attach copy of 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)
- _____
- _____



E-STAMP

0052-19480694

PB-LHR-9D61CD9BBEF3E41E

**Non-Judicial****Rs 2,123/-**

Description : CONTRACT - 22A(b)
 First Party : SBP BSC Lahore [35202-0000000-0]
 Second Party : Master Offisys Private Limited [35202-1801099-7]
 Agent : Master Offisys Private Limited [35202-1801099-7]
 Stamp Duty Paid by : Master Offisys Private Limited [35202-1801099-7]
 Issue Date : 10-Nov-2022, 10:42:04 AM
 Paid Through Challan : 2022356768363588
 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 5th 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., "tender of Office Tables & Meeting Room Table with Allied Chairs" and has accepted a bid by the Supplier for the supply of those goods and services in the sum of Rs.849,294/- (hereinafter called "the Contract Price")

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

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



E-STAMP
CONTINUATION SHEET

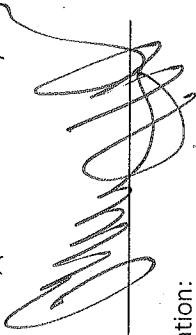
iii. Appendices;

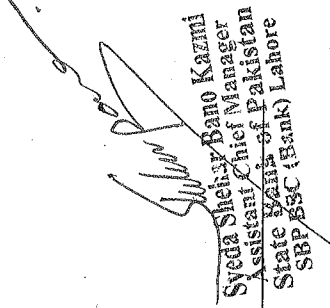
- Appendix-1 Supplier's Representative
- Appendix-2 Technical Specifications
- Appendix-3 Desired Delivery & Implementation Schedule
- Appendix-4 Price Schedule
- Appendix-5 Payment Schedule
- Appendix-6 Supplier Account Form (S2)
- Appendix-7 Performance Guarantee (Bank Guarantee)
- Appendix-8 Integrity 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: JAVAJD IQBAL
 Designation: CHIEF MANAGER
State Bank of Pakistan
SBP-BSC (Bank) Lahore



 Witness 1: Syeda Shehryar Bano Kazmi
 Name: Assistant Chief Manager
State Bank of Pakistan
SBP/BSC (Bank) Lahore

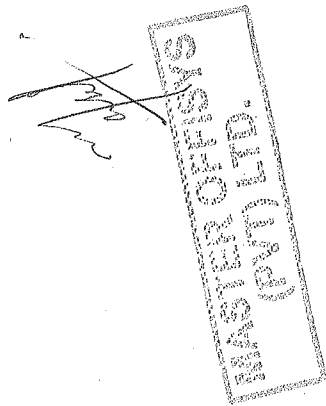

 Witness 2: Tayyab
 Name: MUHAMMAD UBAIR TAYYAB
 Designation: Senior Officer
State Bank of Pakistan
SBP BSC Lahore

Sign and seal, (for the Supplier):


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


 Witness 1: Muhammad Usman
 Name: MUHAMMAD USMAN
 Designation: DM Accounts


 Witness 2: Ashar Ali
 Name: Ashar Ali
 Designation: DM Corporate Sales



Section IV. Technical Specifications

Package - I

Office Tables ----- Qty 02 Nos

Sr.No.	Description	Minimum Required Standards/Specifications for Executive Table with side rack
1	Wood type	MDF Laminated Sheets with polish finishing
2	Hardwares	Bank's approved Export Quality hardwares
3	Length Table	6'
4	Width	2'8" for centre, 2'4" for each end
5	Height	2'6"
6	Rexene/Leatherette padding	3' * 18" 5mm thickness
7	Front elevation	As per drawing
	Table Top Thickness	1.5"
8	Side Rack Length Table	3'6"
9	Side Rack Width	1'6"
10	Side Rack Height	2'6"
11	Keyboard tray & drawers	Same finish as per design
12	Side Rack Front elevation	As per drawing
13	Side Rack Hardwares	Bank's approved Export Quality hardwares
14	Design	As per drawing or sample pictures

Sample Picture

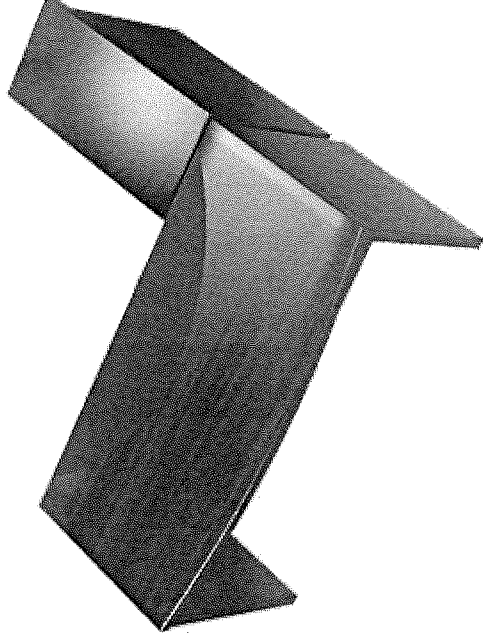
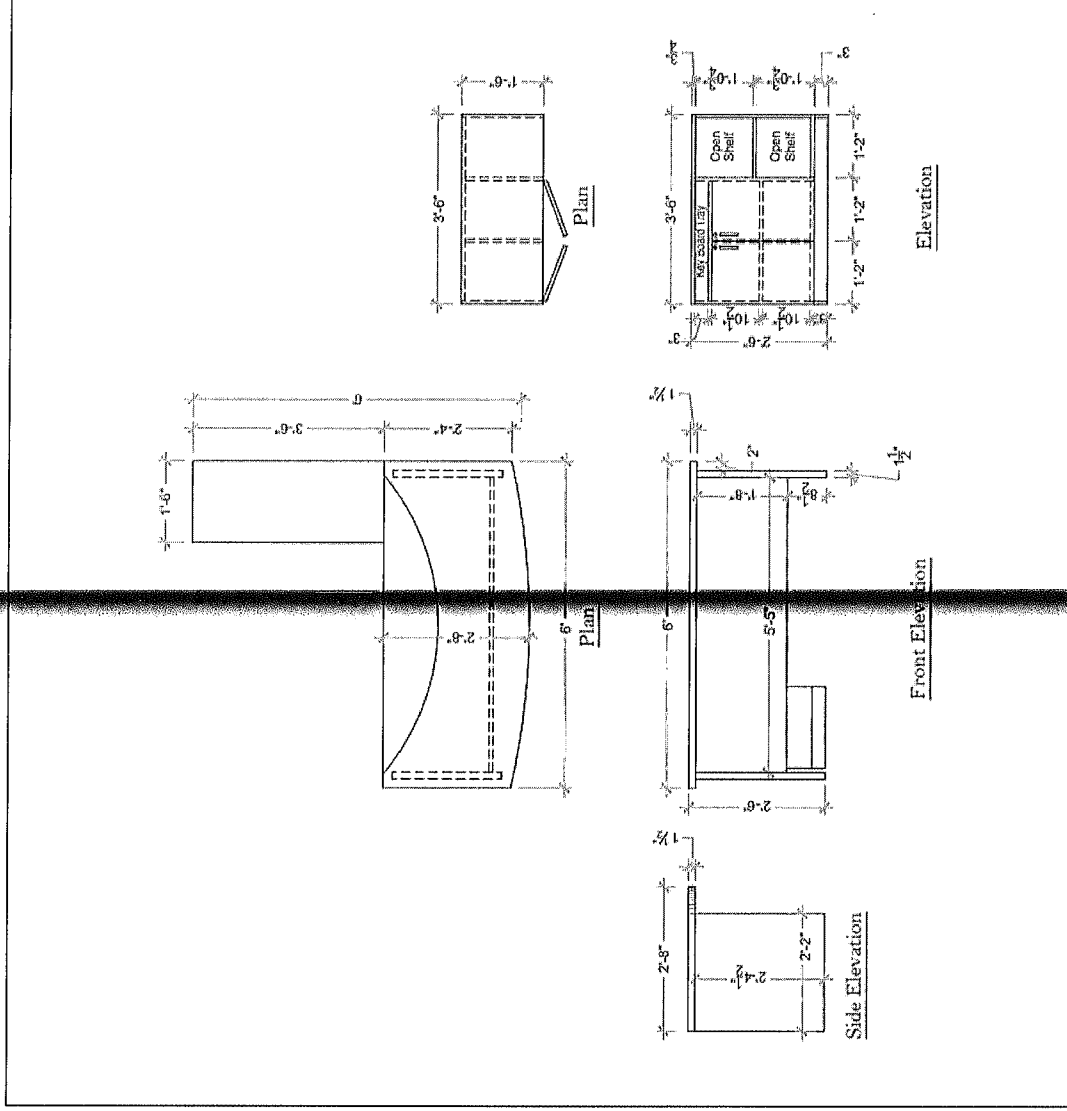
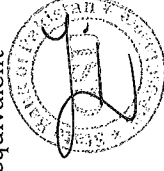


Table Drawing



Note:-

- i. Bidder has to provide detailed drawing of the proposed tables with the bid for evaluation on the basis of specified specifications, failing which technical proposals will be rejected.
- ii. Bidder has to get the drawings approved by SBP BSC Lahore Office before initiating work
- iii. Minimum 03 product styles for similar products and design with near to equivalent dimensions duly approved by the Office, may be considered



Package - II**i. Meeting Room Table ----- Qty 01 Nos**

Sr.No.	Description	Minimum Required Standards/Specifications for Executive Table with side rack
1	Wood type	MDF Laminated Sheets with polish finishing
2	Hardwares	Bank's approved Export Quality hardwares
3	Length Table	16'
4	Width	2' for centre, 5'6" for each end
5	Height	2' 6"
6	Openings for Cables (Ducting)	As per drawing (Chrome Finish)
7	Table Top Design	As per drawing
8	Table Top Thickness	1.5"
9	Table Legs Thickness	1.5"
10	Overall Design	As per drawing or sample pictures

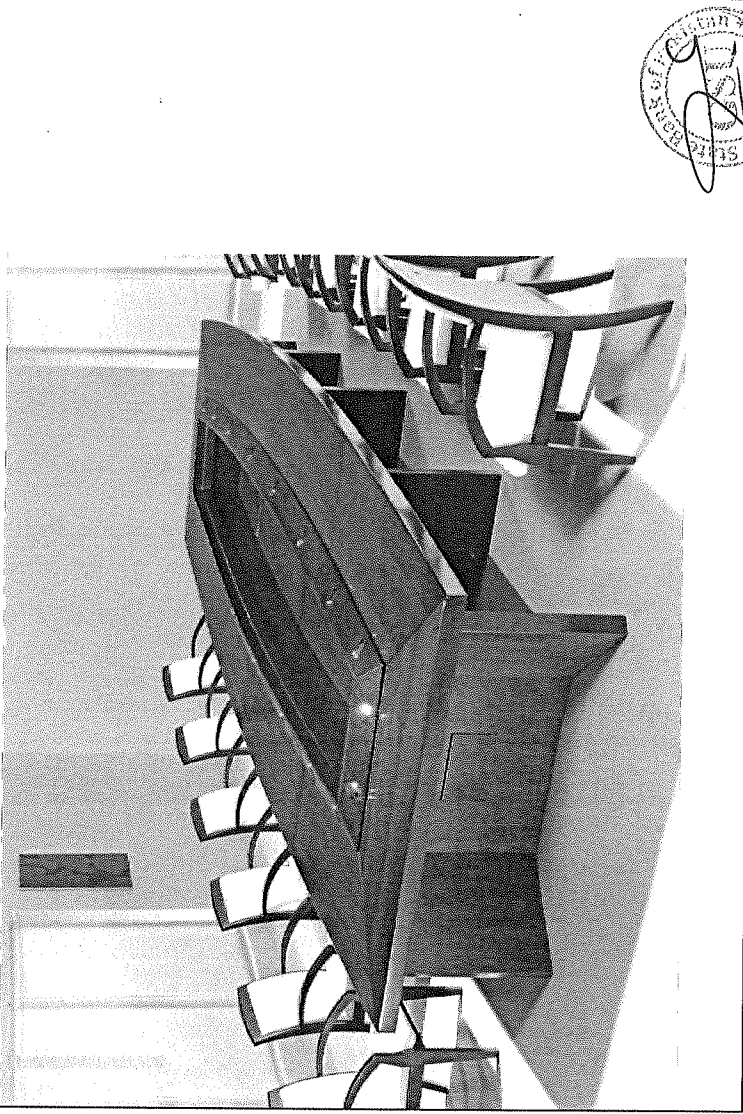
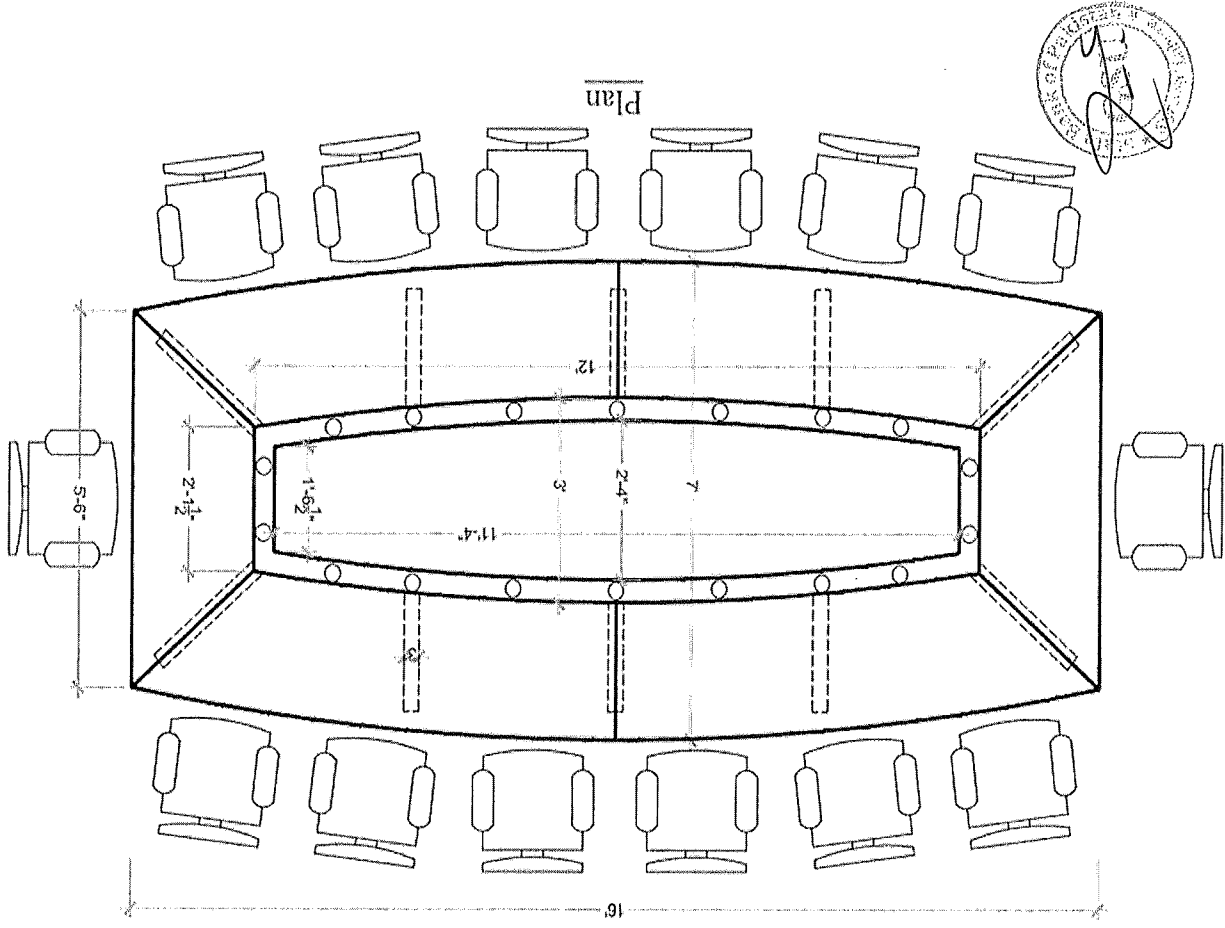
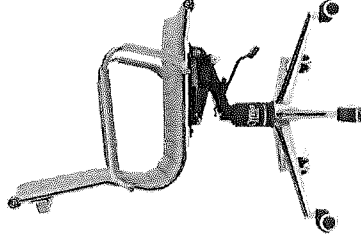
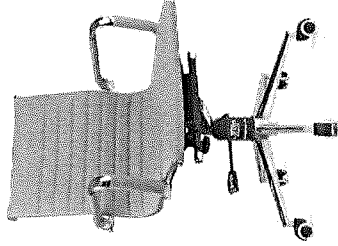
Sample Picture

Table Drawing



ii. Low Back Meeting Room Chair ---- Qty 12 Nos

Sr. No.	Description	Minimum Required Standards/Specifications
1.	Back and Seat	One shell back and seat with Leatherette top and high quality foam stuffing for comfort Warranty of Foam: 10 years
2.	Back Size	Length: 22 Inches approx./ standard size Minimum 470mm(W) X 550mm(H) approx./ standard product
3.	Seat Size	Arm to Arm size: 21 Inches approx./ standard size Minimum 500mm(W) X 500mm(D) approx./ standard product
4.	Base	Chrome Base for min 05 prong movement, consist of twin wheel castors pneumatic up & down with one point locking mechanism. Wheels must tolerate weight of 120kg with 05 years warranty
5.	Handle armrest	Chromic Armrest with leatherette cover for design and comfort
6.	Tilting & Revolving	Swivel, 360 degrees revolving type, lockable & unlockable, tilting plungers, pneumatic/gas lifting and tilt tension adjustment facility, 2 levers.
7.	Height of Chair	Min: 900mm approx./ standard size
8.	Color of seat upholstery	Green, Black or any other color as per discretion of the Bank
9.	Upholstery	Clean & fine stitched, wrinkle free (except where necessary), washable leatherette, non-absorbent of fluids, user friendly & easy to clean
10.	Design	As per the picture attached/comparable designs

Sample Picture
Note

- Sample may be seen at the Office on request.

Note:-

- i. Bidder has to provide detailed drawing of the proposed table with the bid for evaluation on the basis of specified specifications, failing which technical proposals will be rejected.
- ii. Bidder has to get the drawings approved by SBP BSC Lahore Office before initiating work
- iii. Bidder has to provide sample article of Chair with the bid for evaluation on the basis of specified specifications, failing which technical proposals will be rejected.
- iv. No extra payment will be made for the sample/s.
- v. Sample will be returned to bidders after completion of technical evaluation.
- vi. Minimum 03 product styles for similar products and design with near to equivalent dimensions duly approved by the Office, may be considered



Section V. Evaluation Criteria

1. Bidders must submit bids against COMPLETE REQUIREMENTS, evaluation of the bids and award of contract will be done for complete requirements.
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. Technical proposals of only the qualified bidders (after minimum eligibility/qualification) shall be evaluated in detail. The Technical specifications will also be evaluated totally on compliance based method.
4. The Financial Proposals of only technically qualified proposals will be opened after approving the sample.

The contract will be awarded to the successful Bidder whose bid will be found technically and commercially compliant and has offered the lowest cost and emerged as lowest evaluated bid. Contracts will be awarded separately for each package.



Form T3 Bidders Eligibility/Qualification Criteria

IFB No: IFB NO. GSU.LHR/037676/ 2021-22

Title: "Procurement of Office Tables and Meeting Table with Allied Chairs"

Bidder:

#	Eligibility / Qualification Criteria		Reference in Bid/page #**	Bidder's Assessment (Y/N)
a.	Bidder must be Registered with Income Tax Authority with similar name of bidder	Attach copy of valid NTN certificate. In case of merger or change of company name, previous track able documents may also be attached		
b.	Bidder must be Registered with Sales Tax Department with similar name of bidder	Attach copy of valid GST certificate. In case of merger or change of company name, previous track able documents may also be attached		
c.	Bidder must be appeared on Active Taxpayers List (ATL) of FBR with similar name of bidder	Attach copy of valid ATL. In case of merger or change of company name, track able documents may also be attached		
d.	Bidder must have an experience of having executed at least 03 similar projects/assignments/work of Minimum Rupees 1.5 Million total cost during last three (03) financial years;	Attach Copy/copies of purchase order/ delivery order(s), showing name(s) of purchaser organization(s). Please attach a list of contracts.		
e.	Bidder must have Annual Sales Volume/Gross Turnover of at least Rs.4 million in any of last three (3) Financial years;	Attach Copy/copies of Audited Financial Statements / Sales Tax/ Income Tax return filed in FBR.		
f.	Bidder must have support/branch offices with enough personnel in Lahore, to provide technical support timely.	Provide official addresses/e-mail and contact numbers of office(s) location(s), as per FBR certificate, employee cards or any other identification for verification of address.		
g.	Bidder should provide Affidavit on non-judicial stamp paper that the bidder has never been blacklisted , declared in-eligible or debarred by any organization / department for corrupt or fraudulent practices, or no failure to perform with SBP BSC in past.	Affidavit on non-judicial stamp paper		
h.	Signed Form of Technical BID	Signature from company's owner / the person whose name mentioned in FBR Certificate or Form /CEO/ Proprietor/ authorized Director/ Authorized attorney/ GM Marketing or procurement or tender / the person registered		

Section VI.

Technical Proposal Forms

i.	Compliance of section VI	Complete information to be filled along with references, brochures, any other evidence etc. in all tables from Form T1 to Form T7, under section VI		
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** Please write down the reference Doc and its page # in this column.

Seal & Signature of Bidder: Date:
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Experience of Similar Supplies and Installation

#	Assignment Description	Name /Contact Details of Client	Cost
1.			
2.			
3.			

Please attach copies of work/Purchase orders, contract or customer reference letter/email or any other reference document that can substantially prove the above.

References of Product Implementations


#	Product Description	Company Name /Contact Details of Client
1.		
2.		
3.		

Please attach copies of work/Purchase orders, contract or customer reference letter/email or any other reference document that can substantially prove the above.

Details of Offices:

#	City	Detailed Address	Name of Representative with Contact No.
1.			
2.			
3.			

Please Attach office addresses along with addresses and contact number of offices /location.



Form T4 Technical Compliance

IFB No:

IFB NO. GSU.LHR/037676/ 2021-22

Title:

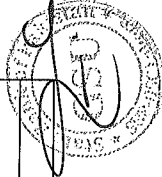
"Procurement of Office Tables and Meeting Table with Allied Chairs"

Bidder:

Please write Yes / No in the blank space against each specification of items, which your product contains, and in case of any difference please elaborate equivalence.

Package - I (Office Table)**Office Tables ---- Qty 02 Nos**

Sr. No.	Description	Minimum Required Standards/Specifications	Bidder Assessment Yes/No	Page Ref. Nos.
1	Wood type	MDF Laminated Sheets with polish finishing		
2	Hardwares	Bank's approved Export Quality hardwares		
3	Length Table	6'		
4	Width	2'8" for centre, 2'4" for each end		
5	Height	2' 6"		
6	Rexene/Leatherette padding	3' * 18" 5mm thickness		
7	Front elevation	As per drawing		
8	Table Top Thickness	1.5"		
9	Side Rack Length Table	3'6"		
10	Side Rack Height	2'6"		
11	Keyboard tray & drawers	Same finish as per design		
12	Side Rack Front elevation	As per drawing		
13	Side Rack Hardwares	Bank's approved Export Quality hardwares		
14	Design	As per drawing or sample pictures		



Note – Minimum 03 product styles for similar products and design with near to equivalent dimensions duly approved by the Bank, may be considered.

Seal & Signature of Bidder:

Date:

Please write Yes / No in the blank space against each specification of items, which your product contains, and in case of any difference please elaborate equivalence.

Package - II (Meeting Room Table and Allied Chairs)


j. Meeting Room Table --- Qty 01 No

Sr. No.	Description	Minimum Required Standards/Specifications	Bidder Assessment Yes/No	Page Ref: Nos.
1	Wood type	MDF Laminated Sheets with polish finishing		
2	Hardwares	Bank's approved Export Quality hardwares		
3	Length Table	16'		
4	Width	2' for centre, 5'6" for each end		
5	Height	2' 6"		
6	Openings for Cables (Ducting)	As per drawing (Chrome Finish)		
7	Table Top Design	As per drawing		
8	Table Top Thickness	1.5"		
9	Table Legs Thickness	1.5"		
10	Overall Design	As per drawing or sample pictures		

Note – Minimum 03 product styles for similar products and design with near to equivalent dimensions duly approved by the Bank, may be considered.

Seal & Signature of Bidder:

Date:



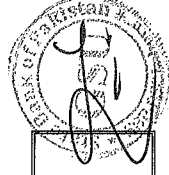
ii. Low Back Meeting Room Chairs--- Qty 12 Nos.

Sr. No.	Description	Minimum Required Standards/Specifications	Bidder Assessment Yes/No	Page Ref. Nos.
1	Back and Seat	One shell back and seat with Leatherette top and high quality foam stuffing for comfort Warranty of Foam: 10 years		
2	Back Size	Length: 22 Inches approx./ standard size Minimum 470mm(W) X 550mm(H) approx./ standard product		
3	Seat Size	Arm to Arm size: 21 Inches approx./ standard size Minimum 500mm(W) X 500mm(D) approx./ standard product		
4	Base	Chrome Base for min 05 prong movement, consist of twin wheel castors pneumatic up & down with one point locking mechanism. Wheels must tolerate weight of 120kg with 05 years warranty		
5	Handle armrest	Chromic Armrest with leatherette cover for design and comfort		
6	Tilting & Revolving	Swivel, 360 degrees revolving type, lockable & unlockable, tilting plungers, pneumatic/gas lifting and tilt tension adjustment facility, 2 levers.		
7	Height of Chair	Min: 900mm approx./ standard size		
8	Color of seat upholstery	Green, Black or any other color as per discretion of the Bank		
9	Upholstery	Clean & fine stitched, wrinkle free (except where necessary), washable leatherette, non-absorbent of fluids, user friendly & easy to clean		
10	Design	As per the picture attached/comparable designs		

Note – Minimum 03 product styles for similar products and design with near to equivalent dimensions duly approved by the Bank, may be considered.

Seal & Signature of Bidder: _____

Date: _____



August 01, 2022

EVALUATION REPORT
(As Per Rule 35 of PP Rules, 2004)

1. Name of Procuring Agency: State Bank of Pakistan
2. Method of Procurement: Regulation - 36 (B) "Single Stage - Two Envelope Procedure of PPR-2004"
3. Title of Procurement: Procurement of Office Tables and Meeting Table with Allied Chairs
4. Tender Inquiry No.: IFB No. GSU-LHR / 037676 / 2021-22
5. PPRA Ref. No. (TSE): TS483910E
6. Date & Time of Bid Closing: 06-07-2022 - 11:00 AM
7. Date & Time of Bid Opening: 067-07-2022 - 11:30 AM
8. No. of Bids Received: 01 (One)
9. Criteria for Bid Evaluation: Compliance Based
10. Details of Bid(s) Evaluation:

Name of Bidder	Rule/ Regulation/ SBD*/ Policy/ Basis for Technical Rejection / Acceptance as per Rule 35 of PP Rules, 2004.
Master Offisys	Responsive

*Standard Bidding Documents

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

Signature:


ZAHIR ALI SOLAHRI
Senior Officer
State Bank of Pakistan

Official Stamp:

