

GOVERNMENT OF PAKISTAN
MINISTRY OF INFORMATION & BROADCASTING
(External Publicity Wing)

No. 1(20)/2022-2023-EP-II

Islamabad: the 11th December, 2023

Subject: PUBLICATION OF THE CONTRACT AGREEMENT ON PPRA WEBSITE UNDER PUBLIC PROCUREMENT RULES 2004

In pursuance of PPRA Rules clause 47, the Contract Agreements on prescribed format for the Tender 2023-2024 (TS519671E) are attached herewith for uploading on the PPRA's website. It may be added that "Evaluation Report" has already been uploaded on the PPRA's website.



(AKHTAR JAVED)
Deputy Director (Admin)
PH: 051-9252269

Director,
Public Procurement Regulatory Authority,
Sector G-5/1,
Islamabad

PUBLIC PROCUREMENT REGULATORY AUTHORITY (PPRA)
CONTRACT AWARD PROFORMA – I

- NAME OF THE ORGANIZATION / DEPTT. : **External Publicity Wing, M/o Information & Broadcasting**
- FEDERAL / PROVINCIAL GOVT. : **Federal**
- TITLE OF CONTRACT : **Annual Tender for Stationery, Misc. Items, Tonners / Cartridges & Renovation of Office Premises**
- TENDER NUMBER : **TS519671E**
- BRIEF DESCRIPTION OF CONTRACT : **Supply of Stationery, Misc. Items, Tonners / Cartridges & Renovation of Office Premises**
- TENDER VALUE : **On Need Basis**
- ENGINEER'S ESTIMATE : **NA**
- ESTIMATED COMPLETION PERIOD : **Within 10 days after issuance of supply order**
- WHETHER THE PROCUREMENT WAS INCLUDED IN ANNUAL PROCUREMENT : **Yes**
- ADVERTISEMENT : **i. PPRA Website on 05.09.2023
ii. Newspapers: The News & Daily Dunya on 05.09.2023**
- TENDER OPENED ON (DATE & TIME) : **20.09.2022 at 11:30 AM**
- NATURE OF PURCHASE : **Local**
- EXTENSION IN DUE DATE (IF ANY) : **NA**
- NUMBER OF TENDER DOCUMENTS SOLD : **04**
- WHETHER QUALIFICATION CRITERIA WAS INCLUDED IN BIDDING / TENDER DOCUMENTS : **Yes**
- WHETHER BID EVALUATION CRITERIA WAS INCLUDED IN BIDDING/TENDER DOCUMENTS. : **Yes**
- WHICH OF THE PROCUREMENT METHOD WAS USED : **Single Stage – One Envelope Procedure**
- WHO IS THE APPROVING AUTHORITY : **Executive Director General (External Publicity Wing), M/o I&B, Islamabad**
- WHETHER APPROVAL OF COMPETENT AUTHORITY WAS OBTAINED FOR USING A METHOD OTHER THAN OPEN COMPETITIVE BIDDING : **NA**
- NUMBER OF BIDS RECEIVED : **04 (One Bid of M/s. Smart Services was regretted due to incomplete documents)**
- WHETHER THE SUCCESSFUL BIDDER WAS LOWEST BIDDING : **Yes**
- WHETHER INTEGRITY PACT WAS SIGNED : **Agreements were signed with qualified firms**

PUBLIC PROCUREMENT REGULATORY AUTHORITY (PPRA)
CONTRACT AWARD PROFORMA – II

- NUMBER OF BIDDERS PRESENT AT THE TIME OF OPENING OF BIDS : **None**
- NAME AND ADDRESS OF THE SUCCESSFUL BIDDER :
- | Sr. # | Description | Lowest Successful Bidders |
|-------|-------------------------------|---|
| 1 | Stationery | 1) M/s. Al-Hafiz Corporation, Office # 7/A, Mezzanine Floor, A-1 Building, Jinnah Avenue, Islamabad
2) M/s. Atique Traders, Shop No. 30 G-F Badri Building I.I. Chundrigar Road, Karachi |
| 2 | Miscellaneous Items | 1) M/s. Al-Hafiz Corporation (address as mentioned above) |
| 3 | Tonnors / Cartridges | 1) M/s. Good Luck Trader, Islamabad, Office No. 20, 3 rd Floor Pakland Business Center I-8 Markaz, Islamabad.
2) M/s. Al-Hafiz Corporation (address as mentioned above) |
| 4 | Renovation of Office Premises | 1) M/s. Al-Hafiz Corporation (address as mentioned above) |
- RANKING OF SUCCESSFUL BIDDER IN EVALUATION REPORT (i.e. 1st, 2nd, 3rd EVALUATED BID) : **As above**
- NEED ANALYSIS (WHY THE PROCUREMENT WAS NECESSARY?) : **The items are required for day to day functioning of official business.**
- IN CASE EXTENSION WAS MADE IN RESPONSE TIME, WHAT WERE THE REASONS (Briefly describe) : **NA**
- WHETHER NAMES OF THE BIDDERS AND THEIR PRICES WERE READ OUT AT THE TIME OF OPENING OF BIDS : **Yes**
- DATE OF CONTRACT SIGNING : **08.11.2023 & 10.11.2023**
- CONTRACT AWARD PRICE : **NA**
- WHETHER COPY OF EVALUATION REPORT GIVEN TO ALL BIDDERS : **Yes, and uploaded on PPRA's website as well.**
- ANY COMPLAINTS RECEIVED : **No**
- ANY DEVIATION FROM SPECIFICATIONS GIVEN IN THE TENDER NOTICE/DOCUMENTS : **No**
- DEVIATION FROM QUALIFICATION CRITERIA : **No**
- SPECIAL CONDITIONS, IF Any : **No**



AGREEMENT BETWEEN

Supplier Company: M/s. Atique Traders Office
&

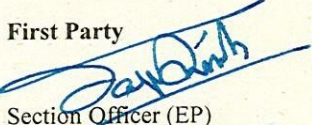
Purchaser: External Publicity Wing, Ministry of Information and Broadcasting, Islamabad

This agreement is signed on the 10th November, 2023 between External Publicity Wing, Ministry of Information and Broadcasting, Benevolent Fund Building, Zero Point, Islamabad (hereinafter referred to as First Party) and M/s. Atique Traders Office, Plot No. 52, Street No. 12, Warehouse No. 05, Sector I-9/2, Islamabad (hereinafter referred to as a Second Party).

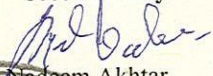
2. It has been mutually agreed that: -

- The Second Party will provide winning items as and when required by First Party during FY 2023-2024 or up till 30.06.2024.
- The Second Party will be responsible to ensure provision of these items as per demand /order of the First Party.
- All items shall be provided according to the description mentioned in Tender Documents by Second Party; no item will be accepted other than approved description.
- The Second Party will make invoices/bills according to the rates quoted in the Tender Documents.
- Top priority shall be given to the work assigned by Second Party in order to complete the work as per requirement /time-line given by First Party, since few matters warrants shortage of time. In case of violation of time-line Second Party will be liable to penalty as per government rules and First Party will have right to cancel the Tender and seize the security deposit.
- The bidder should make sure for in time supply according to the approved quality/standards/specifications for the Tender period as mentioned in the Tender Notice & Tender Documents.
- The quantity of item(s) can vary as per the requirement of the First Party.
- The delivery shall be completed within 10 days from the date of issuance of work/supply order or as directed.
- The firm will be responsible for delivery of the items at External Publicity Wing (Ministry of Information and Broadcasting), Block B-II, B.F. Building Zero Point, Islamabad within specified time period.
- The firm will be responsible for replacement of items found faulty or not matching the required specifications. Supply of faulty/undesirable items may result in cancellation of the qualified awarded work and blacklisting of the firm.
- Payment will be made through AGPR on submission of original bills upon 100% delivery. No advance payment will be made for any kind of invoice and Income Tax and other applicable taxes will be deducted as per Government rules.
The quoted rates shall remain valid till 30th June, 2024.

First Party


Section Officer (EP)
External Publicity Wing,
M/o Information and Broadcasting
Islamabad

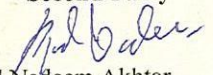
Second Party


Syed Nadeem Akhtar
Sales Executive
M/s. Atique Traders Office,
Islamabad
Office


UNDERTAKING BY THE SECOND PARTY

I, Syed Nadeem Akhtar, Sales Executive, M/s. Atique Traders Office, Islamabad, read all the terms and conditions of agreement and will abide by the contents of agreement, if I fail to follow the agreement I will be liable to any kind of fine/penalty.

Second Party


Syed Nadeem Akhtar
Sales Executive
M/s. Atique Traders Office
10.11.2023

WITNESS NO. 01


TARIQ IQBAL MAHER
Advocate High Court
(Zaid Ullah Khan)
Deputy Director (BS-18)
External Publicity Wing, M/o Information & Broadcasting, Islamabad


Zahidullah Khan
Director
External Publicity Wing
Ministry of Information & Broadcasting
Islamabad

WITNESS NO. 02


(Muhammad Sajid)
M/s. Atique Traders Office, Islamabad
CNIC: 42101-7240855-7



AGREEMENT BETWEEN

Supplier Company: M/s. Good Luck Trader
&

Purchaser: External Publicity Wing, Ministry of Information and Broadcasting, Islamabad

This agreement is signed on the 08th of November 2023 between External Publicity Wing, Ministry of Information and Broadcasting, Benevolent Fund Building, Zero Point, Islamabad (hereinafter referred to as First Party) and M/s. **Good Luck Trader, Office No. 20, 3rd Floor, Pak land Business Center, 1-8 Markaz, Islamabad** (hereinafter referred to as a Second Party).

2. It has been mutually agreed that: -

- The Second Party will provide winning items as and when required by First Party during FY 2023-2024 or up till 30.06.2024.
- The Second Party will be responsible to ensure provision of these items as per demand /order of the First Party.
- All items shall be provided according to the description mentioned in Tender Documents by Second Party; no item will be accepted other than approved description.
- The Second Party will make invoices/bills according to the rates quoted in the Tender Documents.
- Top priority shall be given to the work assigned by the Second Party in order to complete the work as per requirement /timeline given by First Party, since few matters warrants shortage of time. In case of violation of timeline Second Party will be liable to penalty as per government rules and First Party will have right to cancel the Tender and seize the security deposit.
- The bidder should make sure of in time supply according to the approved quality/standards/specifications for the Tender period as mentioned in the Tender Notice & Tender Documents.
- The quantity of item(s) can vary as per the requirement of the First Party.
- The delivery shall be completed within 10 days from the date of issuance of work/supply order or as directed.
- The firm will be responsible for delivery of the items at External Publicity Wing (Ministry of Information and Broadcasting), Block B-II, B.F. Building Zero Point, Islamabad within specified time period.
- The firm will be responsible for the replacement of items found faulty or not matching the required specifications. Supply of faulty/undesirable items may result in cancellation of the qualified awarded work and blacklisting of the firm.
- Payment will be made through AGPR on submission of original bills upon 100% delivery. No advance payment will be made for any kind of invoice and Income Tax and other applicable taxes will be deducted as per Government rules.
- The quoted rates shall remain valid till 30th June 2024.

First Party

Section Officer (EP) External Publicity Wing,
M/o Information and Broadcasting Islamabad

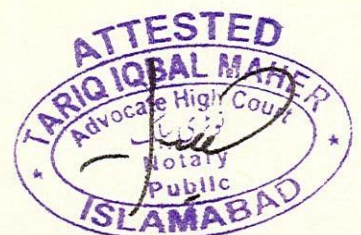
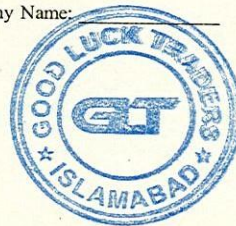
SADIA KHAN
Section Officer
External Publicity Wing
Ministry of Information & Broadcasting
Islamabad

Second Party

Name: Haris Khan

Designation: _____

Company Name: _____



08 NOV 2023

UNDERTAKING BY THE SECOND PARTY

I, **Hamza Khan, Sale Representative of M/s. Good Luck Trader, Islamabad**, read all the terms and conditions of agreement and will abide by the contents of agreement, if I fail to follow the agreement I will be liable to any kind of fine/penalty.

Second Party



Hamza Khan
Sales Representative
M/s. Good Luck Trader
08.11.2023

WITNESS NO. 01



Zahidullah Khan
Director
External Publicity Wing
Ministry of Information & Broadcasting
Islamabad

(Zahid Ullah Khan)

Deputy Director (BS-18)

External Publicity Wing,

M/o Information & Broadcasting,

Islamabad

WITNESS NO. 02



(Muhammad Shoaib Butt)

M/s. Good Luck Trader

Islamabad

CNIC: 37405-8654680-7



AGREEMENT BETWEEN
Supplier Company: M/s. Al-Hafiz Corporation
&

Purchaser: External Publicity Wing, Ministry of Information and Broadcasting, Islamabad

This agreement is signed on the 08th November, 2023 between External Publicity Wing, Ministry of Information and Broadcasting, Benevolent Fund Building, Zero Point, Islamabad (hereinafter referred to as First Party) and M/s. Al-Hafiz Corporation, Office No. 7/A, Mezzanine Floor, A-1 Building, Jinnah Avenue, Islamabad (hereinafter referred to as a Second Party).

2. It has been mutually agreed that: -

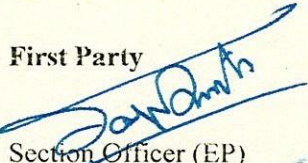
- a) The Second Party will provide winning items as and when required by First Party during FY 2023-2024 or up till 30.06.2024.
- b) The Second Party will be responsible to ensure provision of these items as per demand /order of the First Party.
- c) All items shall be provided according to the description mentioned in Tender Documents by Second Party; no item will be accepted other than approved description.
- d) The Second Party will make invoices/bills according to the rates quoted in the Tender Documents.
- e) Top priority shall be given to the work assigned by Second Party in order to complete the work as per requirement /time-line given by First Party, since few matters warrants shortage of time. In case of violation of time-line Second Party will be liable to penalty as per government rules and First Party will have right to cancel the Tender and seize the security deposit.
- f) The bidder should make sure for in time supply according to the approved quality/standards/specifications for the Tender period as mentioned in the Tender Notice & Tender Documents.
- g) The quantity of item(s) can vary as per the requirement of the First Party.
- h) The delivery shall be completed within 10 days from the date of issuance of work/supply order or as directed.

The firm will be responsible for delivery of the items at External Publicity Wing (Ministry of Information and Broadcasting), Block B-II, B.F. Building Zero Point, Islamabad within specified time period.

The firm will be responsible for replacement of items found faulty or not matching the required specifications. Supply of faulty/undesirable items may result in cancellation of the qualified awarded work and blacklisting of the firm.

- k) Payment will be made through AGPR on submission of original bills upon 100% delivery. No advance payment will be made for any kind of invoice and Income Tax and other applicable taxes will be deducted as per Government rules.
- l) The quoted rates shall remain valid till 30th June, 2024.

First Party


Section Officer (EP)
External Publicity Wing,
M/o Information and Broadcasting
Islamabad

Second Party

Name: Ijaz Ahmed
Designation: Proprietor
Company Name: M/s. Al-Hafiz Corporation






UNDERTAKING BY THE SECOND PARTY

I, Mr. Ijaz Ahmed, S/O Mukhter Ahmed, read all the terms and conditions of agreement and will abide by the contents of agreement, if I fail to follow the agreement I will be liable to any kind of fine/penalty.

Second Party


Name: Ijaz Ahmed
Designation: Proprietor
Company Name: AL-HAFIZ Corporation

WITNESS NO. 01


(Zahid Ullah Khan)
Deputy Director (BS-18)
External Publicity Wing,
M/o Information & Broadcasting,
Islamabad

Zahidullah Khan
Director
External Publicity Wing
Ministry of Information & Broadcasting
Islamabad

WITNESS NO. 02


ASHISHAM GUL
Representative of AL-HAFIZ Corporation
61161-1087712-3

