



NATIONAL ACCOUNTABILITY BUREAU
Awareness and Prevention Division

Checklist Under Section 33-B of NAO

(Mandatory to be filled for projects 50 M and above for submission to A&P Division NAB HQ Islamabad).

1. Name of the Organization / Department: Trading Corporation of Pakistan (Pvt.) Ltd.
2. Federal / Provincial Government / Other: Federal Government Corporation.
3. Title of Contract / Bid: Purchase of 10,000 MTs of Long Grain White Rice (IRRI-6) and 5,000 MTs of Super Basmati Rice.
4. Tender Number / Bid Number: No.TCP/EM&C/Rice/Cuba-1/2015-16 dated 11-12-15.
5. Brief Description of Contract / Bid: Purchase of 10,000 MTs of Long Grain White Rice (IRRI-6) and 5,000 MTs of Super Basmati Rice for onward export to Cuba as gift.
6. Tender Estimated Value: PKR 925 million.
7. Estimated Completion Period: 25 days.
8. Tender / Bid Opening (Date and Time): 18-12-15
9. Number of Tender Document Sold: Sixteen (Ten for IRRI-6 Rice and Six for Super Basmati Rice).
10. Number of Bid Received: Sixteen (Ten for IRRI-6 Rice and Six for Super Basmati Rice).
11. Number of Bidders present at the time of Opening of Bid: Sixteen (16)
12. Name and Address of the successful bidder:
 - i) M/s. Kafi Commodities, Kafi House, F-50/1, Block-8, KDA Scheme-5, Clifton, Karachi for 5,000 MT of Long Grain White Rice (IRRI-6)
 - ii) M/s. Noor Rice Mills, Beaumont Plaza, Beaumont Road, Civil Lines Quarters, Karachi for 5,000 MT of Long Grain White Rice (IRRI-6)
 - iii) M/s. Chappal Traders, Suit No.4/23, ARKAY Square Extension, New Chali, Shahrah-e-Liaquat, Karachi for 5,000 MT of Basmati Rice
13. Date of contract signing / bid signing: 23-12-2015
14. Contract award price:
 - i) M/s. Kafi Commodities, Kafi House, F-50/1, Block-8, KDA Scheme-5, Clifton, Karachi for 5,000 MT of Long Grain White Rice (IRRI-6) @ PKR 34,490/- per metric ton.
 - ii) M/s. Noor Rice Mills, Beaumont Plaza, Beaumont Road, Civil Lines Quarters, Karachi for 5,000 MT of Long Grain White Rice (IRRI-6) @ PKR 34,490/- per metric ton.

11/18/15
172-187

- iii) M/s. Chappal Traders, Suit No.4/23, ARKAY Square Extension, New Challi, Shahrah-e-Liaquat, Karachi for 5,000 MT of Basmati Rice @ PKR 68,920/- per metric ton.

15. Method of procurement used: **Single Stage – One Envelope**

16. Approving authority for award of contract:

Tender Award Committee:

- | | | |
|-------|--|---------------------|
| (i) | Mr. Rizwan Ahmed | Chairman (In Chair) |
| (ii) | Mr. Shakeel Ahmed Mangnejo
Director-III | Member |
| (iii) | Mr. Khaqan Murtaza
Director-I | Member |
| (iv) | Mr. Manzoor Ali Shaikh
Director – II | Member |
| (v) | Rafique Ahmed Buriro
Finance Director | Member |
| (vi) | Mr. Qamar Anjum,
Director General TDAP
Nominee of Ministry of Commerce | Member |

17. It is certified that following Documents are attached:

- Bid Evaluation Report. (**Annex-A**)
- Technical Committee Evaluation Report. (**Annex-A**)
- Qualification Criteria with Executive Summary. (**Annex-B**)
- Contract documents. (**Annex-C**)

1.	Advertisement: i) PPRA Website (Federal Agencies) (If yes, give date and PPRA's tender number)	Yes	No
		√	
	ii) News Papers (Daily Dawn, Jang & Business Recorder)	Yes	No
		√	
2.	Nature of contract	Local	Int.
		√	
3.	Officer responsible to distribute tender form, name and designation. a) The Deputy Manager (Cash), Principal Office, Karachi. b) The Manager Incharge, Regional Office, Lahore. c) The Manager Incharge, Regional Office, Islamabad.		
4.	Number of forms distributed. 16 (Sixteen)		
5.	Whether qualification criteria were included in bidding / tender documents (if yes enclose a copy, If No, give reasons and attach). Copy enclosed at Annex-D.	Yes	No
		√	
6.	Whether bid evaluation criteria were included in bidding / tender documents (if yes enclose a copy, If No, give reasons and attach). Copy enclosed at Annex-E.	Yes	No
		√	



7.	Whether approval of competent authority was obtained for using a method other than open competitive bidding?	Yes	No
		√	
8.	Was bid security (earnest money) not exceeding five percent of the bid price obtained from all the bidders?	Yes	No
		√	
9.	Whether the successful bidder was lowest evaluated bidder?	Yes	No
		√	
10.	Whether the successful bidder was technically qualified?	Yes	No
		√	
11.	Whether integrity pact was signed (if yes enclose a copy)?	Yes	No
	Copy enclosed at Annex-F.	√	
12.	Whether names of the bidders and their quoted prices were read out at the time of opening of bids?	Yes	No
		√	
13.	Whether copy of evaluation report given to all bidders?	Yes	No
		√	
14.	Was any negotiation done in violation of applicable rules?	Yes	No
			√
15.	Was procurement conducted in a fair and transparent manner and the object of procurement will bring value for money?	Yes	No
		√	
16.	Whether all Communications and documentation related to procurements were either in Urdu or English or both except where procuring agency is situated outside the territories of Pakistan?	Yes	No
		√	
17.	Whether procurement / tendering proceeded without any splitting or regrouping of the procurement?	Yes	No
		√	
18.	Whether the annual requirements were advertised in advance on website?	Yes	No
			√
19.	Whether the specifications given were allowing the widest possible competition and did not favor any single contractor or supplier not put others at a disadvantage?	Yes	No
		√	
20.	Whether the specifications were generic and did not include references to brand names, model numbers, catalogue numbers or similar classifications?	Yes	No
		√	
21.	The response time was not less than fifteen days (for national competition Bid) and thirty days (for international competition Biding)? Ans: The response time for the instant tender was seven days. Emergency provisions applicable under Rule-42(c)(v) of PPRA Rules were invoked by the Ministry of Commerce vide its letter No.8(2)/2009-Cuba dated December 17, 2015 (Annex-G).	Yes	No
			√
22.	In pre-Qualification following factors have been considered (a) Relevant experience and past performance. (b) Capability with respect to personnel, equipment and plant (c) Financial position. (d) Appropriate managerial capability	Yes	No
	Not Applicable		
23.	Whether the set of pre qualification documents was provided to all	Yes	No

	interested suppliers / contractors and only the cost of printing was charged for these documents? Not Applicable		
24.	Whether only the suppliers who were pre qualified were permitted to participate further in the procurement proceedings? Not Applicable	Yes	No
25.	Whether the reasons for not pre qualifying have been communicated to all those suppliers or contractors who have not been pre qualified? Not Applicable	Yes	No
26.	Whether unambiguous and precise bidding documents were formulated which were made available to the bidders?	Yes √	No
27.	Whether the bid is subject to a bid validity period?	Yes √	No
28.	Whether the date for opening of bids and the last date for the submission of bids were the same?	Yes √	No
29.	Whether all bids were opened publicly in the presence of the bidders or their representatives. Minutes of the bid opening were also recorded?	Yes √	No
30.	Whether bid submitted after the time prescribed were rejected without being opened?	Yes √	No
31.	Whether an appropriate evaluation criteria was formulated against which the bid was evaluated?	Yes √	No
32.	Whether all the bids were evaluated in accordance with the evaluation criteria?	Yes √	No
33.	Whether no bidder was allowed to alter or modify his bid after the bid have been opened?	Yes √	No
34.	Whether no verbal request for clarification in the bid, made by the procuring agency was entertained. Except in writing?	Yes √	No
35.	Whether no such conditions was introduced which would discriminate between the bidders?	Yes √	No
36.	Whether in case of re bidding, the reasons for rejection have been assessed and specifications, evaluation criteria have been revised? Not Applicable	Yes	No
37.	Whether bid evaluation report was announced at least ten days prior to the award of procurement contract? Ans: The PPRA Rule-35 regarding announcement of Bid Evaluation Report ten days prior to award of contract was not applicable in the instant case due to emergency invoked by the Ministry of Commerce in terms of Rule-42(c)(v) – copy attached as Annex-G.	Yes	No √
38.	Whether no negotiations with the bidders were made, provided that the extent of negotiation permissible shall be subject to the regulations issued by the authority?	Yes √	No

39.	Whether all information regarding the bid evaluation was kept confidential until the time of announcement of the evaluation report?	Yes	No
		√	
40.	Whether a committee comprising of odd number of persons with proper powers and authorization was constituted to address the complaints of bidders prior to the entry into force of the procurement contract?	Yes	No
		√	
41.	Was it assured by the procuring agency that the selected firm is not blacklisted?	Yes	No
		√	
42.	Were proper safeguards provided on mobilization advance payment in the contract (bank guarantee etc)?	Yes	No
		√	

Dated: 16.02.2016

Signature & Official Stamp of
Authorized Officer _____

