

PUBLIC PROCUREMENT REGULATORY AUTHORITY (PPRA)

CONTRACT AWARD PROFORMA – I

- **NAME OF THE ORGANIZATION/DEPTT:** SBP BSC (Bank) Peshawar
- **FEDERAL / PROVINCIAL GOVT:** Autonomous
- **TITLE OF CONTRACT:** Procurement of Janitorial, Gardening & Maintenance Services at State Bank of Pakistan Banking Services Corporation Peshawar
- **TENDER NUMBER:** ED/003032/23/OS-2022
- **BRIEF DESCRIPTION OF CONTRACT:** Contract includes services for janitorial, gardening and building maintenance which further includes services for carpenter, plumbing, paint/polish and helpers.
- **TENDER VALUE:** Rs. 7.56 Million
- **ENGINEER'S ESTIMATE:** 10.459 Million
- **CONTRACT PERIOD:** 12 Months
- **WHETHER THE PROCUREMENT WAS INCLUDED IN ANNUAL PROCUREMENT PLAN? :** Yes
- **ADVERTISEMENT :**
- (i) **PPRA Website:** TS501010E dated 19-01-2023
- (ii) **News Papers:** 22-01-2023 (The News & Daily Ausaf newspapers)
- **TENDER OPENED ON (DATE & TIME) :** 14-02-2023 @ 03:30 Pm
- **NATURE OF PURCHASE:** Local
- **EXTENSION IN DUE DATE (If any):** Nil
- **NUMBER OF TENDER DOCUMENTS SOLD:** Exact number of firms who downloaded Bid Document from SBP website is not known, however six firms submitted their bids.
- **WHETHER QUALIFICATION CRITERIA WAS INCLUDED IN BIDDING/TENDER DOCUMENTS:** Yes
(Copy enclosed).
- **WHETHER BID EVALUATION CRITERIA WAS INCLUDED IN BIDDING/TENDER DOCUMENTS:** Yes
(Copy enclosed).
- **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.) N/A

- WHO IS THE APPROVING AUTHORITY: Management Committee For Outsourced Services

➤ **WHETHER APPROVAL OF COMPETENT AUTHORITY WAS OBTAINED FOR USING A METHOD OTHER THAN OPEN COMPETITIVE BIDDING:**

N/A

➤ **NUMBER OF BIDS RECEIVED:** 06

➤ **WHETHER THE SUCCESSFUL BIDDER WAS LOWEST BIDDER:** Yes

➤ **WHETHER INTEGRITY PACT WAS SIGNED:** N/A



PUBLIC PROCUREMENT REGULATORY AUTHORITY (PPRA)

CONTRACT AWARD PROFORMA – II

- **NUMBER OF BIDDERS PRESENT AT THE TIME OF OPENING OF BIDS:** Four (04)
- **NAME AND ADDRESS OF THE SUCCESSFUL BIDDER:** M/s Engineering & Construction Services, Flat # 206, Victoria Heights, East Services Road, Expressway Sohan, Islamabad
- **RANKING OF SUCCESSFUL BIDDER IN EVALUATION REPORT:** 1st
- **NEED ANALYSIS (Why the procurement was necessary?) :** Bank does not have permanent staff for janitorial, gardening and maintenance services.
- **IN CASE EXTENSION WAS MADE IN RESPONSE TIME, WHAT WERE THE REASONS (Briefly describe):** N/A
- **WHETHER NAMES OF THE BIDDERS AND THEIR PRICES WERE READ OUT AT THE TIME OF OPENING OF BIDS:** Yes
- **DATE OF CONTRACT SIGNING:** 30-05-2023
- **CONTRACT AWARD PRICE:** Rs. 7.56 Million
- **WHETHER COPY OF EVALUATION REPORT GIVEN TO ALL BIDDERS:** Yes
- **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

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



**SECTION IV (SCHEDULE A TO BID) – QUALIFICATION INFORMATION AND BID
EVALUATION CRITERIA**

1. Basic Conditions for Qualification

- 1.1 Joint Ventures (JV) are not allowed, only firms/ companies fulfilling the requirements mentioned in the Invitation to Bid are eligible to participate in the bidding process.
- 1.2 Information supplied by the Bidders for the qualification statement must apply to the company, named on the statement only. The substitution of background information pertinent to qualification will not be considered for another company related to the applicant company through a "Group ownership". Financial Bids of only technically qualified bidders shall be opened and the Contract shall be awarded to the most advantageous bidder.
- a) SBP BSC will review the information supplied by the bidders submitted for qualification and will make public the results of qualification to the bidders.
 - b) Firms/Companies applying for qualification are advised that any variation of constitution or membership from that put forward in response to this notice, without prior approval of SBP BSC may result in their disqualification.
 - c) The response to this notice must be sufficiently detailed to convince SBP BSC that the firms/companies applying for qualification have the experience as well as the technical, administration and financial qualifications necessary for the execution of the services and they must prove that they have carried out similar services in their own country or abroad.
 - d) Only Technical Proposals will be opened in the presence of Bidders or their authorized representatives who may choose to attend as per the schedule provided in the Invitation to Bids. The bidders should provide maximum information required for evaluation of their Technical Proposals.
 - e) The Financial Bids of the technically qualified bidders shall be opened on the date and venue communicated to the bidders through email/registered post/ courier service. The Financial Bids of the Bidder's, who fail to qualify, shall be returned to them unopened. Decision of SBP BSC in this connection shall be final and binding on all Bidders.

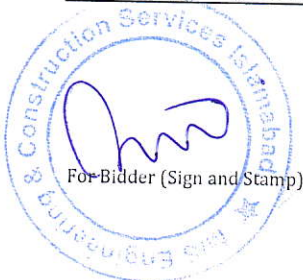
2. Qualification Criteria:

2.1 General

Qualification will be based on all the criteria given in paras 2.1 to 2.2 regarding the Bidder's general and particular experience, personnel and equipment capabilities, and financial position, as demonstrated by the Bidder's responses in the forms attached to this letter. SBP BSC reserves the right to waive minor deviations, if these don't materially affect the capability of Bidder to perform the contract.

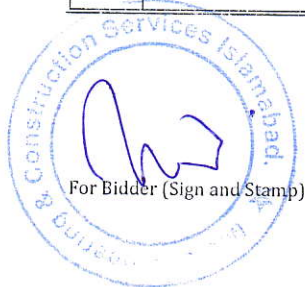
SBP BSC reserves the right to verify or seek clarification of the information furnished by the Bidders. In this regard, Employer reserve the right to have site visit to verify the previous installation /work experience etc. SBP BSC may reject any application for any misrepresentation knowingly made by any bidder in, or pursuant to, their application or for any statement furnished in connection therewith, and intended to be relied upon by the SBP BSC, which is incorrect in any respect.

2.2 Qualification Criteria

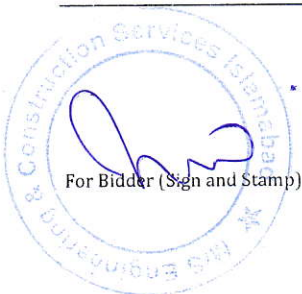


In addition to the eligibility criteria given in the instructions to bidders, for qualification purpose, the bidders must meet the following requirements;

Sr.	Minimum Eligibility/Qualification Criteria	Means of verification	Attached
1.	Bid Security is required as per clause ITB-14.	Bid Security in Original is to be attached with Technical Proposal.	Original bid Security
2.	Bid is unconditional		
3.	Duly filled and signed Form of Bid		
4.	The bidder should be registered with relevant Tax authorities and appear on Active Tax payer list of FBR.	Attach copies of relevant Tax Registration Certificate and proof of being on ATL of FBR. (SBP BSC will also verify that the bidder name is appearing in online active taxpayer list)	Copies of relevant Tax Registration Certificate & proof of being on ATL of FBR
5.	The Bidder should also be registered with relevant / concerned Revenue Authority. If not registered, the 100% tax shall be deducted at source as per applicable law and credited to relevant account.		Copies of relevant Tax Registration Certificate
6.	The bidder should submit an undertaking that the bidder has never been blacklisted or debarred by any organization, is not in the sanctioned list of NACTA (National Counter Terrorism Authority and will comply all applicable laws	Undertaking required on stamp paper of Rs.100/- as per format provided in Form - V	Undertaking required on stamp paper of Rs.100/- as per format provided in Form - V
7.	Proposed Services Execution Plan of the Bidder	Duly filled Methodology/ Program of Performing the Services provided in Schedule E to bid	Duly filled Methodology / Program of Performing the Services in schedule E to bid
8.	Available Financial Capability/ Liquid Assets of the firm	Provide Bank statement showing required balance of Minimum Liquid assets of Rs. 0.85 Million at any one instance in three months period prior to publication of ITB	Required Bank Statement fulfilling criteria
9.	General Experience of providing Services	Minimum of 05 Years of Services experience. The bidder must provide "Letter of Award/ Contract agreement/Taking Over/	Required Documents fulfilling criteria



		Completion Certificate" of the projects of which the experience is being claimed.	
10.	Particular Experience of the Firm	Services provided amounting to minimum of Rs. 4 Million/year/contract (at least 02 contracts during last 05 years) The bidder must provide Work orders/ Completion certificates/ contract agreements etc. of the projects of which experience is being claimed.	Required Documents fulfilling criteria





**Contract for Procurement of Janitorial, Gardening & Maintenance Services at State
Bank of Pakistan Banking Services Corporation Peshawar**

This Contract for Procurement of Janitorial, Gardening & Maintenance Services at State Bank of Pakistan Banking Services Corporation Peshawar is made at SBP BSC (Bank) Peshawar the 30th day of the month of May 2023.

BETWEEN

SBP Banking Services Corporation established under SBP Banking Service Corporation Ordinance 2001, having its office located at Main Saddar Road Peshawar represented by the Chief Manager (hereinafter referred as "**SBP BSC**") (which expression, wherever the context so required, shall include its heirs, executors, assigns, and administrators as the case may be). of the First Part.

AND

M/s. Engineering & Construction Services having its office located at Flat # H, Block # 20 D, Near Tandoori Restaurant G-8 Markaz Islamabad represented by **Mr. Arshad Abbas Malik** s/o Malik Ghulam Abbas bearing CNIC No. 37201-0415051-9, an adult, resident of Kalar Khar Chakwal (hereinafter referred as "Service Provider") (which expression, wherever the context so required, shall include its heirs, executors, assigns, and administrators as the case may be) of The Second Part.



WHEREAS SBP BSC is desirous of outsourcing its Janitorial, Gardening & Maintenance Services provided to its buildings and premises from an independent Service Provider for which purpose SBP BSC issued an Invitation to Bid (ITB) No. ED/ 003032/23/OS-2022 calling for bids in the manner as provided for in the Public Procurement Rules, 2004 (PPR-2004).

AND WHEREAS the Service Provider submitted its bid in response to the SBP BSC's ITB and the bid of the Service Provider has been accepted by SBP BSC, where after, SBP BSC has offered to the Service Provider to perform the services as per this contract.

AND WHEREAS the Service Provider having represented to SBP BSC that they have the required professional skills, and personnel and technical resources, have agreed to provide the Services on the terms and conditions set forth in this contract at an agreed contract price. NOW THEREFORE the parties hereto agree as follows:

The following documents attached hereto shall be deemed to form an integral part of this contract:

- General Conditions of Contract;
- Special Conditions of Contract;
- Instructions to bidders and bid data sheet
- Bidding Documents-Section V
- Bidding Documents-Section VI

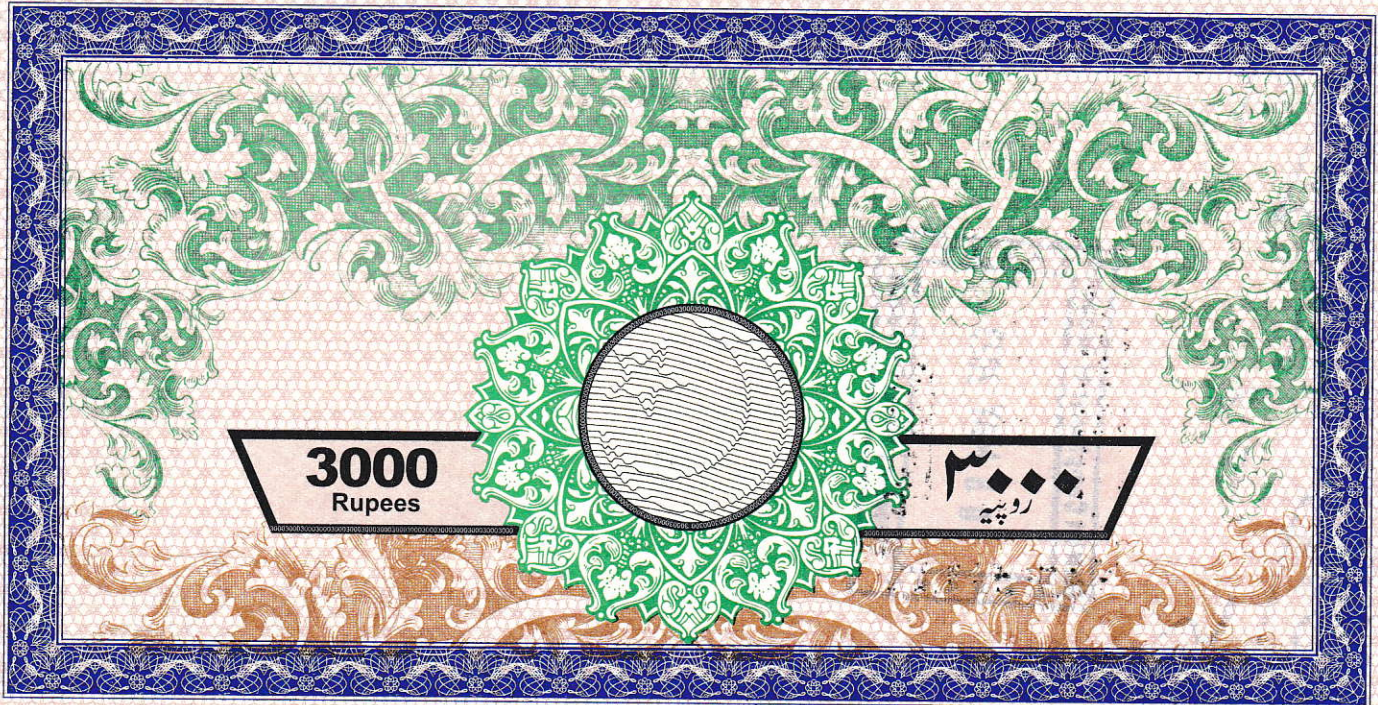


- Beneficial Ownership (if applicable)
- Letter of Acceptance
- Performance Guarantee
- Addendum / corrigendum (If any)
- Integrity Pact (If applicable)
- Non-Disclosure Agreement (If applicable)

The mutual rights and obligations of SBP BSC and the Service Provider shall be as set forth in the Conditions of Contract and Invitation to Bid (ITB), in particular:

- a) The Service Provider shall carry out the Services only through its regular / contracted employees, in accordance with the provisions of the Conditions of Contract and ITB; and
- b) SBP BSC shall make payments to the Service Provider in accordance with the provisions of the same after deduction of all the applicable taxes required under the existing laws at the time of payment and recover damages, if any, during provision of the services.

IN WITNESS WHEREOF, the Parties hereto have caused this contract to be signed in their respective names as of the day and year first above written.



For and on behalf of

SBP BSC (Bank) Peshawar

M/s Engineering & Construction Services

Mr. Ishtiaq Ahmed
Chief Manager

Mr. Arshad Abbas Malik
Supervisor



Signed, Sealed and Delivered in the presence of:

1. Witness:

MIRAN ASLAM
Deputy Chief Manager Engineering
State Bank of Pakistan
SBP BSC (Bank) Peshawar

2. Witness:

Mu Ali
Muhammad Ali
37201-4020262-5

1. Witness:

Shauaiz Mehboob
17301-4150294-1

2. Witness:

Rashid Ali
17301-2687259-5

ENGINEERING DIVISION
FINANCIAL BID EVALUATION REPORT
PROCUREMENT OF JANITORIAL, GARDENING AND MAINTENANCE SERVICES AT STATE
BANK OF PAKISTAN BANKING SERVICES CORPORATION PESHAWAR

1. Name of Procuring Agency: SBP BSC (Bank), Peshawar
2. Method of Procurement: National Competitive Bidding, Single Stage Two Envelope Procedure.
3. Title of Procurement: Procurement of Janitorial, Gardening & Maintenance Services at State Bank of Pakistan Banking Services Corporation Peshawar
4. Tender Inquiry No: ED/003032/23/OS-2022
5. PPRA Ref. No. (TSE): TS501010E
6. Date & Time of Bid Closing: 14-02-2023 @ 03:00 PM
7. Date & Time of Bid Opening: Technical Proposals on: 14-02-2023 @ 03:30 PM
Financial Proposals on: 07-03-2023 @ 10:30 Am
8. No. of Bids Received: 06
9. Criteria for Bid Evaluation: **As given in the Bidding Documents.**
10. Details of Bid(s) Evaluation:

S.No	Name Of Bidding Firm/Company	Description of Evaluation Parameters		
		Compliance to the Technical Bid Qualification Criteria	Quoted Amount Per Annum (Rs.)	Position Of Bidder
1.	M/s Engineering & Construction Services	OK	7,560,000	Lowest evaluated and most advantageous Bidder
2.	M/s Pak Multi Services (Pvt.) Ltd	OK	8,725,824	2 nd Lowest Bidder
3.	M/s Khan & Sons	OK	9,322,800	3 rd Lowest Bidder
4.	M/s Hafiz Traders	OK	10,293,840	4 th Lowest Bidder
5.	M/s Outriders (Pvt.) Ltd	OK	12,731,778	5 th Lowest Bidder
6.	M/s What's Traders	NOT OK	-----	-----

Lowest evaluated and most advantageous bidder compliant to technical and financial bid qualification criteria: **M/s Engineering & Construction Services.**

Signature:



Official Stamp:

IMRAN ASLAM
Deputy Chief Manager Engineering
State Bank of Pakistan
SBP BSC (Bank) Peshawar.