

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. | State Bank of Pakistan Banking Services Corporation (Bank), Engineering Department, 1 st Floor, Bolton Market Building, M.A. Jinnah Road Karachi |
| ➤ Federal / Provincial Govt. | Federal / Autonomous |
| ➤ Title of Contract | Procurement of Janitorial, Gardening & Maintenance Services at State Bank of Pakistan Banking Services Corporation Head office Karachi |
| ➤ Tender Number | ED/Proc-HOK/003105/23; Tender No. C-82 |
| ➤ Brief Description of Contract | Scope of services includes, Janitorial, Gardening, Plumbing, Horticultural, Pumping, Carpentry and Painting services. |
| ➤ Tender Value | Rs.9,366,192/- |
| ➤ Engineer's Estimate (for Civil works only) | Rs.12,931,563/- |
| ➤ Estimated Completion Period | 365 |
| ➤ Whether the Procurement was included in Annual Procurement Plan? | Yes |
| ➤ Advertisement: | |
| (i) PPRA Website(Federal Agencies)
(If yes give date and PPRA's tender number) | Yes
20-Jan-23; TS501119E |
| (ii) News Papers
(If yes give names of newspapers and dates) | Yes
22-Jan-23; Business Recorder; Daily Dunya |
| ➤ Tender opened on (Date & Time) | 14-Feb-23; 3:05 PM |
| ➤ Nature of Purchase (Local / International) | Local |
| ➤ Extension in Due Date (If Any) | N/A |



- NUMBER OF TENDER DOCUMENTS SOLD _____ Downloaded from SBP-
(Attach list of Buyers) – Bids submitted by: website.
M/s Prime HR; M/s American Commercial Building Management;
M/s Pak Multi Services; M/s Swift Property Management; M/s
Outriders (Pvt.) Ltd.; ; ; ;
- WHETHER QUALIFICATION CRITERIA WAS INCLUDED IN
BIDDING/ TENDER DOCUMENTS _____ Yes
(If yes enclose a copy)
- WHETHER EVALUATION CRITERIA BID WAS INCLUDED IN
BIDDING/ TENDER DOCUMENTS _____ Yes
(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.) No
- WHO IS THE APPROVING AUTHORITY N/A
- WHETHER APPROVAL OF COMPETENT AUTHORITY WAS
OBTAINED FOR USING A METHOD OTHER THAN OPEN N/A
COMPETITIVE BIDDING.
- NUMBER OF BIDS RECEIVED _____ 5
- WHETHER THE SUCCESSFUL BIDDER WAS LOWEST BIDDER Yes
- WHETHER INTEGRITY PACT WAS SIGNED _____ N/A



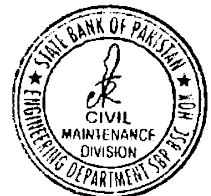
PUBLIC PROCUREMENT REGULATORY AUTHORITY (PPRA)
CONTRACT AWARD PROFORMA – II
(As Per Rule 47 of PP Rules, 2004)

To be filled and uploaded on PPRA website in respect of all public contracts of Works, Services and Goods.

- NUMBER OF BIDDERS PRESENT AT THE TIME OF OPENING OF BIDS 04
- NAME AND ADDRESS OF THE SUCCESSFUL BIDDER M/s Pak Multi Services
Office # 6, 5th floor, Rizwan
Arcade, Adamjee Road, Saddar
Rawalpindi Ph: 051-5564 849; 051-
5562 371 Cell: 0311-7773730
Email: info@pakmultiservices.com;
pms.record@gmail.com
- RANKING OF SUCCESSFUL BIDDER IN EVALUATION REPORT (I.E. 1st, 2nd, 3rd EVALUATED BID) 1st
- NEED ANALYSIS (Why the procurement was necessary?) Scope of services includes, Janitorial, Gardening, Plumbing, Horticultural, Pumping, Carpentry and Painting 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 _____ 31-May-23
(Attach a copy of agreement)
- CONTRACT AWARD PRICE _____ Rs.9,366,192/-
- WHETHER COPY OF EVALUATION REPORT GIVEN TO ALL BIDDER'S (Attach copy of the bid evaluation report) Yes; displayed on SBP and PPRA website.
- ANY COMPLAINTS RECEIVED _____ No
(If yes result thereof)
- ANY DEVIATION FROM SPECIFICATIONS GIVEN IN THE TENDER NOTICE/DOCUMENTS No
(If yes result thereof)
- DEVIATION FROM QUALIFICATION CRITERIA _____ No
(If yes give details)
- SPECIAL CONDITIONS, IF ANY _____ No
(Give brief description)

Attachments:

1. Qualification / Evaluation Criteria
2. Agreement
3. Bid Evaluation Report



**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:

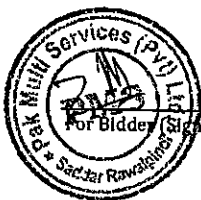
2.1 General

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:



Sl.	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.1.0 Million at any one instance in three months period or credit line facility available during same period.	Bank statement produced between date of publication of tender notice and bid submission date.
9.	General Experience of providing Services	Minimum of 05 Years of Services experience. The bidder must provide "Letter of Award/ Contract agreement/Taking Over/ Completion Certificate" of the projects of which the experience is being claimed.	Required Documents fulfilling criteria

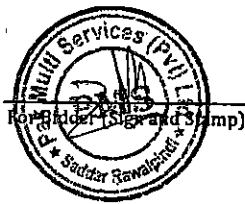


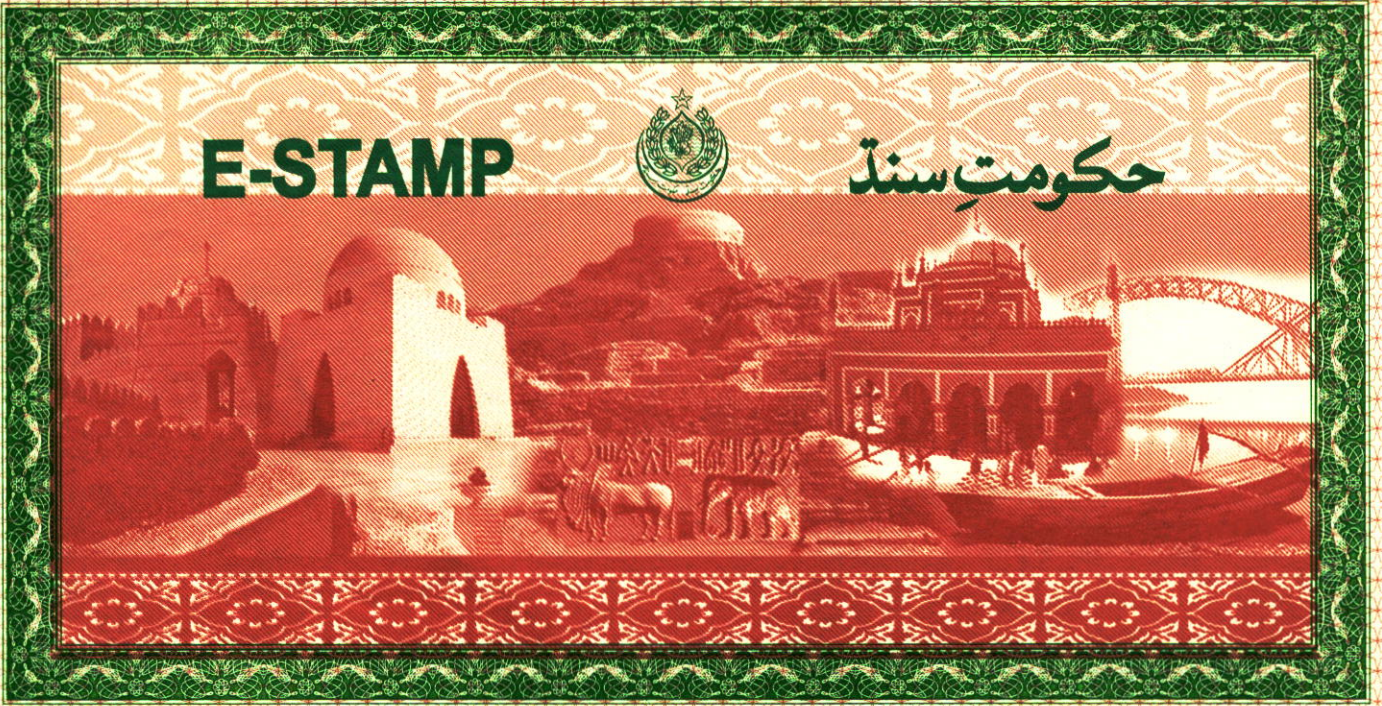
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10.	Particular Experience of the Firm	<p>Services provided amounting to minimum of Rs.5.0 Million/year/contract (at least 02 contracts during last 05 years)</p> <p>The bidder must provide Work orders/ Completion certificates/ contract agreements etc. of the projects of which experience is being claimed.</p>	<p>Required Documents fulfilling criteria</p>
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NBP-0002-2305300002427900

GoS-KHI-B5EF457311F7D130

Non-Judicial

Rs 32,782/-

Description	: Contract - 15(a)
Principal	: State Bank Of Pakistan [00000000]
Contractor	: M/s Pak Multi Services [00000000]
Applicant	: Abdul Zahid [37405-0382085-1]
Stamp Duty Paid by	: M/s Pak Multi Services [00000000]
Issue Date	: 30-May-2023, 04:34:20 PM
Paid Through Challan	: 2023D8BA693363BF
Amount in Words	: Thirty Two Thousand Seven Hundred and Eighty Two Rupees Only

Please Write Below This Line

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

THIS AGREEMENT for outsourcing job of management and maintenance services at **State Bank of Pakistan, SBP** (Bank) is made on the 13th **31st** day of the month of June **2023**.
May

BETWEEN

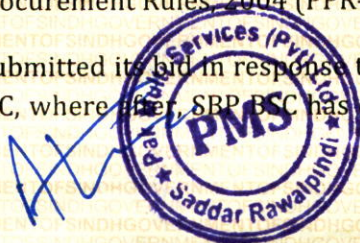
SBP Banking Services Corporation (Bank) formed under **SBP Banking Service Corporation Ordinance 2001**, with having its office located at **Bolton Market Building, M.A. Jinnah Road, Karachi** represented by the **Director Engineering** hereinafter called/ referred to as The Bank (which expression, wherever the context so required, shall include its heirs, executors, assigns, and administrators as the case may be) of The First Part.

AND

M/s. Pak Multi Services (Pvt) Ltd. a partnership, firm, company having its office located at **Office # 06, 5th Floor, Rizwan Arcade, Adamjee Road, Saddar Rawalpindi**, represented by Mr. **Sahibzada Ahmer Sultan**, an adult, resident of **House No. 32, Street No. 81, Sector G-2/11, Islamabad** (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 _____ from an independent Service Provider for which purpose SBP BSC issued an Invitation to Bid (ITB) No. ED/- / 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.





E-STAMP
CONTINUATION SHEET
Government of Sindh

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 : *ED/Proc-HOK/027846/23 dt:29-May-23*
- 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:

- 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
- 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 Banking Services Corporation

[Signature]
RAZIF NAEEM
 Director
 Engineering Department
 State Bank of Pakistan
 SBP BSC, Head Office
 Karachi

[Authorized Representative] (Name, Designation and signature)

Witness-1:

Signed by:

CNIC #:

Witness-2:

[Signature]

 3230307596679

[Signature]
HASNAIN JIVAJEE
 Joint Director (S & M)
 Engineering Department
 State Bank of Pakistan
 SBP BSC
 Head Office Karachi

Signed by:

CNIC #:

For and on behalf of Pak Multi Services Pvt Ltd.



[Signature]
RANA AHMAD RAZA
 Executive Engineer
 Engineering Department
 State Bank of Pakistan
 SBP BSC Head Office
 Karachi.

Sahibzada Ahmer Sultan (6101-628132)

HR Officer.

[Authorized Representative] (Name, Designation, Signature, CNIC Number)

Witness-1:

Signed by:

CNIC #:

Witness-2:

[Signature]

 323030759667.9

[Signature]

Signed by:

CNIC #:

42401-3787734-1

FINAL EVALUATION REPORT

(As Per Rule 35 of PP Rules, 2004)

1. Name of Procuring Agency:	State Bank of Pakistan Banking Services Corporation (Bank) 1st floor, Bolton Market Building, M.A. Jinnah Road, Karachi
2. Method of Procurement:	Rule 36(b) of PPRA Rules i.e. Single Stage, Two Envelope
3. Title of Procurement:	Procurement of Janitorial, Gardening & Maintenance Services at State Bank of Pakistan Banking Services Corporation Head office Karachi
4. Tender Inquiry No:	ED/Proc-HOK/003105/23; (Tender No. C-82)
5. PPRA Ref: No. (TSE):	TS501119E
6. Date & Time of Bid Closing:	14-Feb-23; 2:30 PM
7. Date & Time of Bid Opening:	14-Feb-23; 3:05 PM
8. No. of Bids Received:	5
9. Criteria for Bid Evaluation:	Compliance Based
10. No. of Responsive Bids:	5

Sr No	Name of Bidder	Technical Evaluation	Financial Evaluated Cost (Rs.)	Basis for Rejection / Acceptance as per Rule 35 of PP Rules, 2004.
1.	Pak Multi Services	Responsive	9,366,192	Most Advantageous Bid
2.	Swift Property Management	Responsive	11,348,880	-
3.	Prime HR	Responsive	12,829,632	-
4.	Outriders (Pvt.) Ltd.	Responsive	13,824,636	-
5.	American Commercial Building Management	Responsive	157,745,696	-

Lowest Evaluated Bidder: **M/s Pak Multi Services**

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

Signature:.....



KANA AHMAD RAZA
Executive Engineer
Engineering Department
State Bank of Pakistan
SBP BSC Head Office
Karachi.

Official Stamp:....

	MUL (SML)/6649/2023 TS502387E State Bank of Pakistan Final Evaluation		
EV49947	ContinUous & Uninterrupted Management Services ED/Proc- HOK/003105/2023, M-93 TS501119E State Bank of Pakistan Final Evaluation		7/4/2023
EV49942	Continous & Uninterrupted Management Services ED/Proc- HOK/003105/2023, M-96 TS501119E State Bank of Pakistan Final Evaluation		7/4/2023
EV49943	Continuous & Uninterrupted Management Services ED/Proc- HOK/003105/2023, M-92 TS501119E State Bank of Pakistan Final Evaluation		7/4/2023
EV49944	Continuous & Uninterrupted Management Services ED/Proc- HOK/003105/2023, M-97 TS501119E State Bank of Pakistan Final Evaluation		7/4/2023
EV49946	Janitorial ,Gardeining Services,etc.. ED/Proc- HOK/003105/2023, C-81 TS501119E State Bank of Pakistan Final Evaluation		7/4/2023
EV49948	Continous & Uninterrupted Management Services ED/Proc-HOK/003105/23/M-95 TS501119E State Bank of Pakistan Final Evaluation		7/4/2023
EV49950	Water Proofing.. ED/Proc-HOK/003116/23/Civil-104 TS502560E State Bank of Pakistan Final Evaluation		7/4/2023
EV49945	Janitorial ,Gardeining Services,etc.. ED/Proc- HOK/003105/2023, C-82 TS501119E State Bank of Pakistan Final Evaluation		7/4/2023
EV49881	Supply/Delivery of Computer Papers..... GSU/PROC/COMP.PAPERS/2023/02 TS505069E State Bank of Pakistan Final Evaluation		5/4/2023
EV49868	Disposal Engg-LHR)/005509/ Disposal / 2023 TS502073E State Bank of Pakistan Final Evaluation		5/4/2023
EV49866	IT Equipment GSD (PROC-I)/069671/Supply/IT Equipment-/2022 TS496864E		5/4/2023