

PUBLIC PROCUREMENT REGULATORY AUTHORITY (PPRA)

CONTRACT AWARD PROFORMA – I

To Be Filled And Uploaded on PPRA Website In Respect of All Public Contracts of Works, Services and Goods Worth Fifty Million or More

- NAME OF THE ORGANIZATION/DEPTT. Pakistan State Oil (PSO)
- FEDERAL / PROVINCIAL GOVT. Federal Autonomous Body
- TITLE OF CONTRACT Six (06) Months Contract For The Supply of Super Graphic Poly Ethylene (PE) Labels of PSO Small Packs of Lubricants On As And When' Required Basis.
- TENDER NUMBER LT-16804-FI
- BRIEF DESCRIPTION OF CONTRACT Material is using for labelling.
- TENDER VALUE Rs. 66,629,775
- ENGINEER'S ESTIMATE Not Applicable
(for civil Works only)
- ESTIMATED COMPLETION PERIOD August 31,2023
- WHETHER THE PROCUREMENT WAS INCLUDED IN ANNUAL PROCUREMENT PLAN?
- | | | | |
|-----|---|----|---|
| Yes | ✓ | No | - |
|-----|---|----|---|
- ADVERTISEMENT : 02.10.2022
- (i) PPRA Website (Federal Agencies)
(If yes give date and PPRA's tender #)
- | | |
|-----|-------------------|
| Yes | <u>TS 402044E</u> |
|-----|-------------------|
- (ii) News Papers
(If yes give names of newspapers and dates)
- | | |
|-----|--|
| Yes | <u>The Nation , Dunya 02.10.2023</u>
<u>Jang & Tribune 05.10.2023</u> |
|-----|--|
- TENDER OPENED ON (DATE & TIME) 24.10.2022
- NATURE OF PURCHASE
- | | | | |
|--------------|---|---------------|---|
| <u>Local</u> | ✓ | International | - |
|--------------|---|---------------|---|
- EXTENSION IN DUE DATE (If any)
- | | | | |
|-----|---|----|---|
| Yes | - | No | ✓ |
|-----|---|----|---|

- NUMBER OF TENDER DOCUMENTS SOLD 06
(Attach list of Buyers)

- WHETHER QUALIFICATION CRITERIA WAS INCLUDED IN BIDDING/TENDER DOCUMENTS
(If yes enclose a copy).

Yes	-	No	-
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- WHETHER BID EVALUATION CRITERIA WAS INCLUDED IN BIDDING/TENDER DOCUMENTS
(If yes enclose a copy).

Yes	✓	No	-
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- WHICH METHOD OF PROCUREMENT WAS USED: - (Tick one)
 - a) SINGLE STAGE – ONE ENVELOPE PROCEDURE

N/A

 - b) SINGLE STAGE - TWO ENVELOPE PROCEDURE.

✓

 - c) TWO STAGE BIDDING PROCEDURE.

N/A

 - d) TWO STAGE – TWO ENVELOPE BIDDING PROCEDURE.

N/A

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

Procurement Committee of PSO

- WHETHER APPROVAL OF COMPETENT AUTHORITY WAS OBTAINED FOR USING A METHOD OTHER THAN OPEN COMPETITIVE BIDDING.

Yes	-	NO	✓
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- NUMBER OF BIDS RECEIVED **03**

- WHETHER THE SUCCESSFUL BIDDER WAS LOWEST BIDDER

Yes	✓	No	-
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- WHETHER INTEGRITY PACT WAS SIGNED

Yes	✓	No	-
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PUBLIC PROCUREMENT REGULATORY AUTHORITY (PPRA)

CONTRACT AWARD PROFORMA – II

To Be Filled And Uploaded on PPRA Website In Respect of All Public Contracts of Works, Services & Goods Worth Fifty Million Rupees or More

- NUMBER OF BIDDERS PRESENT AT THE TIME OF OPENING OF BIDS 03
- NAME AND ADDRESS OF THE SUCCESSFUL M/s. EXCEL CARDS (PVT) LTD.
OFFICE # 14, BUSINESS ARCADE, MOVENPICK HOTEL, CLUB ROAD
KARACHI PAKISTAN
- RANKING OF SUCCESSFUL BIDDER IN EVALUATION REPORT
(i.e. 1st, 2nd, 3rd EVALUATED BID). 1st.

NEED ANALYSIS:

_(Why the procurement was necessary?) For labelling of SKU's

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

Yes	-	No	✓
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- WHETHER NAMES OF THE BIDDERS AND THEIR PRICES WERE READ OUT AT THE TIME OF OPENING OF BIDS

Yes	✓	No	-
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- DATE OF CONTRACT SIGNING 14/02/2023
(Attach a copy of agreement)

- CONTRACT AWARD PRICE Rs. 57,891,529.24

- WHETHER COPY OF EVALUATION REPORT GIVEN TO ALL BIDDERS

Yes	✓	No	-
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- ANY COMPLAINTS RECEIVED
(If yes result thereof)

Yes	-	No	✓
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- ANY DEVIATION FROM SPECIFICATIONS GIVEN
IN THE TENDER NOTICE/DOCUMENTS
(If yes give details)

Yes	-	No	✓
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- DEVIATION FROM QUALIFICATION CRITERIA
(If yes give details)

Yes	-	No	✓
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- SPECIAL CONDITIONS, IF Any
(Give Brief Description)

Yes	-	No	✓
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Bidders Participated:

1. Ehtesham Packages
2. Excel Cards Pvt Ltd.
3. PCCL Labels Pakistan Pvt Ltd
4. Pakistan Paper Products Limited
5. Sicpa Inks Pakistan (Pvt.) Ltd
6. Crystal Printing Services

Bid Evaluation Criteria

Mandatory Requirements

Has your firm ever been blacklisted with PSO or another entity?

NTN #:

(Please attach valid copy of NTN Certificate, in the name of firm in whose name applicant is registered)

GST or equivalent #

(Please attach valid copy of GST Certificate)

Bidder must have experience of printing of PE labels:
Minimum 3 years of Experience of printing of PE labels .

(Please provide copies of workorders)

Presently, the plant/machines must be operational and in sound condition and printing and supplying similar labels

(Please provide labels printing Machine(s) list with Make / Model or Manufacturing Capacity detail, the same will be confirmed by PSO team at the time of plant visit)

Undertaking on a Rs.100/- stamp paper, mentioning that your firm is not currently blacklisted by any firm and mentioning that all information provided in relation to this evaluation criteria and tender are accurate and if found otherwise you will be subject to immediate disqualification.

Bidder should not have been defaulted in any financial liability or been subject to any proceedings in bankruptcy or liquidation or have any outstanding judgments against it which are material to its ability to execute the project as envisaged herein.

(Please provide undertaking on Company's Letter Head, signed & stamped)

Financial Position

Average annual turnover/ Gross Sales/ Gross Revenue in last 5 years (10 marks)

Greater than Rs. 140 Million (100%)

Greater than Rs. 120 million & Less than/ equal to 140 Million (90%)

Greater than Rs. 100 million & Less than/ equal to 120 Million (80%)

Greater than Rs. 80 million & Less than/ equal to 100 Million (70%)

Less than/ equal to Rs. 80 mn. (30%)

(Please provide last 5 years tax returns / audited financial statement).

Net Assets (Total Assets – Total Liabilities) (10 marks)

- Greater than Rs. 140 Million (100%)
- Greater than Rs. 120 million & Less than/ equal to 140 Million (90%)
- Greater than Rs. 100 million & Less than/ equal to 120 Million (80%)
- Greater than Rs. 80 million & Less than/ equal to 100 Million (70%)
- Less than/ equal to Rs. 80 mn. (30%)

(Please provide last year tax returns / cash flow statements /audited financial statement).

Working Capital (Current Assets - Current Liabilities) (05 marks)

- Greater than Rs. 14 Million (100%)
- Greater than Rs. 12 million & Less than/ equal to 14 Million (90%)
- Greater than Rs. 10 million & Less than/ equal to 12 Million (80%)
- Greater than Rs. 8 million & Less than/ equal to 10 Million (70%)
- Less than/ equal to Rs. 8 mn. (30%)

(Please provide last year tax returns / cash flow statements /audited financial statement).

Experience

No. of years of Experience of printing of PE labels (10 marks)

- More than 5 years (100%)
- From 4 years to 5 years (85%)
- From 2 years to 3 years (70%)
- Less than 2 years (30%)

(Please provide copies of oldest work orders and other related documents)

Average annual number of labels printed/supplied during last three (03) years (10 marks)

- More than 20 Million Labels (100%)
- More than 15 Million to 20 Million Labels (85%)
- More than 10 Million to 15 Million Labels (70%)
- Less than 10 Million Labels (30%)

(Please provide copies of contract/purchase orders with various organization as evidence)

Number of contracts for printing & supply of Labels handled in last 2 years. (Amount of Rs. 10 Million Minimum) (5 marks)

- At least 04 contracts (100%)
- At least 03 contracts (85%)
- At least 02 contracts(70%)
- Less than 02 contracts (30%)

(Please provide copies of contract/purchase orders with various organization as evidence)

RESOURCES

No. of (operative) PE Labels Printing Machines [Min. 8 colors machine]. (10 marks)

More than 2 Machines (100%)
Minimum 2 Machine (85%)
Minimum 1 Machine (70%)

(Please provide machine list/machine technical document as an evidence)

Annual Manufacturing Capacity [Operational] of Labels (0.7 to 10L) (05 marks)

More than 30 Million (100%)
More than 25 Million to 30 Million Labels (85%)
More than 20 Million to 25 Million Labels (70%)
Less than 20 Million Labels (30%)

(Please provide machines booklet / POs [300 working days and 80% efficiency])

Backup power generation facility for keeping the manufacturing facility operational during power (05 marks)

Yes (100%)
No (0%)

Please provide relative documents/details as evidence

Qualified/certified technical resource (min DAE) for management/supervision of production, maintenance etc. with 5 years of experience. (05 marks)

More than 03 employees (100%)
Minimum 3 employees (85%)
Minimum 2 employees (70%)
Minimum 1 employees (30%)

Please provide documents/educational certificate/experienced certificate / training certificate as evidence, verified at the time of plant visit

HSE COMPLIANCE & OTHER DETAILS

Does company provide half yearly training on Safety Precautions to its workers? (2 marks)

Yes (100%)
No (0%)

(Please attach conducted training session attendance sheet or relative documents an evidence)

Is team aware of Emergency awareness? (2 number for each point)

Fire Extinguisher operation (Yes / No)

First Aid (Yes / No)

Electrical hazards (Yes / No)

(Please attach conducted training session attendance sheet or relative documents an evidence)

Medical Facility/ Screening Record Available – Fitness to work (2 marks)

Yes (100%)

No (0%)

(Please attach employees medical (Fitness to work) certificate an evidence)

Approved Signed HSE Policy (5 mark)

Yes (100%)

No (0%)

Please attach signed HSE policy an evidence

Use of PPEs at site: (Yes / No). (2 number for each point)

1. Head Protection

2. Foot Protection

3. Hand Protection

4. Standard uniform

(Please attach relevant documents an evidence / witness at the time of visit)

Fire Fighting Facility / Equipment available (2 mark)

Yes (100%)

No (0%)

(Please attach equipment list an evidence)