

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: **SBP BSC**
- FEDERAL / PROVINCIAL GOVT: **Other**
- TITLE OF CONTRACT: **Procurement of General Support Services for BSC House Karachi**
- TENDER NUMBER: **No. GSD (Proc.II) / 57098 / Support Services-SBP BSC /2020**
- BRIEF DESCRIPTION OF CONTRACT:
SBP BSC procure external general support services under outsourcing arrangement on recurring basis to support and facilitate the non-core operations of the Bank.
- TENDER VALUE: **Rs.81,955,704/-**
- ENGINEER'S ESTIMATE: **N/A**
(for civil Works only)
- ESTIMATED COMPLETION PERIOD: **3 years**
- WHETHER THE PROCUREMENT WAS INCLUDED IN ANNUAL PROCUREMENT PLAN? **Yes**
- ADVERTISEMENT :
 - (i) PPRA Website: **Yes** (PPRA's tender number: **TS427359E**)
 - (ii) News Papers: **Yes** (**Business Recorder, Roznama 92 News dated July 28, 2020**)
- TENDER OPENED ON (DATE & TIME): **03:30 PM, August 18, 2020**
- NATURE OF PURCHASE: **Local**
- EXTENSION IN DUE DATE (If any): **No**
- NUMBER OF TENDER DOCUMENTS SOLD: 05
 1. M/s CATCOS Pvt. Ltd.
 2. M/s Computer Marketing Co. Pvt. Ltd.
 3. M/s ASK Development Pvt. Ltd.
 4. M/s G.M.B Rass Services Pvt. Ltd.
 5. M/s Prime HR Pvt. Ltd.

➤ 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: **Governor SBP**

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

N/A

➤ NUMBER OF BIDS RECEIVED: **3 (three)**

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

➤ WHETHER INTEGRITY PACT WAS SIGNED: **Yes**

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:
- **At the time of technical bids opening: 03 (Three)**
 - **At the time of financial bids opening: 2(two)**
- NAME AND ADDRESS OF THE SUCCESSFUL BIDDER: **M/s Prime Human Resource Services (Pvt.) Limited, Office # 111, Level 1, Park Towers, Block-5, Clifton, Karachi.**
- RANKING OF SUCCESSFUL BIDDER IN EVALUATION REPORT (i.e. 1st, 2nd, 3rd EVALUATED BID): **1st**
- NEED ANALYSIS (Why the procurement was necessary?)
SBP BSC procure external general support services under outsourcing arrangement on recurring basis to support and facilitate the non-core operations of the Bank.
- 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: **February 09, 2021**
(Copy of Agreement Attached)

- CONTRACT AWARD PRICE: **Rs.81,955,704/- (inclusive of all applicable taxes)**
- WHETHER COPY OF EVALUATION REPORT GIVEN TO ALL BIDDERS: **Yes**
(Copy of Evaluation report attached)
- ANY COMPLAINTS RECEIVED _____ **No**
(If yes result thereof)
- ANY DEVIATION FROM SPECIFICATIONS GIVEN IN THE TENDER NOTICE/DOCUMENTS _____ **No**
(If yes give details)
- DEVIATION FROM QUALIFICATION CRITERIA _____ **No**
(If yes give details)
- SPECIAL CONDITIONS, IF Any: **No**
(Give Brief Description)

Form I (a)

Minimum Eligibility/Qualification Criteria:

#	Minimum Eligibility/ Qualification Criteria	Means of verification	Bidder's Assessment
a)	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.	
b)	The bidder should have minimum 05-years of experience of providing General Support Services.	Attach copies of oldest Contracts to prove mentioned experience.	
c)	The bidder must have provided general support services to at least 03 Public Sector Enterprises	Attach copies of Contracts / P.Os / sufficient documentary proof.	
d)	The bidder must have provided general support services to at least 05 organizations other than Public Sector Enterprises/ Government bodies	Attach copies of Contracts / P.Os / sufficient documentary proof.	
e)	The bidder should submit an affidavit that the bidder has never been blacklisted or debarred by any organization and is not in the sanctioned list of NACTA (National Counter Terrorism Authority).	Undertaking required on stamp paper of Rs.100/-	

Seal and Signature of Bidder: _____

Form I (b)

Evaluation Criteria

Services Execution plan of bidder

Services Execution Plan		
Parameters	Criteria of assessment	Score
Services Management plan.	<ul style="list-style-type: none"> • Proposed services delivery plan • Proposed services Quality parameters • Proposed Services Supervision Plan (how services will be supervised) • Any other parameter/s consider necessary by the service provider for execution of services as per best practices. • Any other necessary information in support of this parameter. 	<ul style="list-style-type: none"> • Good (7 marks) • Average (3.5 marks) • Poor (00 mark)
Plan for execution of uninterrupted Services.	<ul style="list-style-type: none"> • How service provider will assure uninterrupted services without any delay. • What is the strength/ tools available with the services provider for managing the uninterrupted services. • How quality of services will be ensured for providing uninterrupted services. • What will be the downtime during services interruption (if any)? • Any other necessary information in support of this parameter. 	<ul style="list-style-type: none"> • Good (3 marks) • Average (1.5 marks) • Poor (00 mark)
Capability plan for services execution	<ul style="list-style-type: none"> • Financial strength of bidder • Existing clientele of bidder along with services details • Capacity of providing requisite services • Any other necessary information in support of this parameter. 	<ul style="list-style-type: none"> • Good (7 marks) • Average (3.5 marks) • Poor (00 mark)
Plan for compliance of relevant laws.	<ul style="list-style-type: none"> • Name of relevant law, statutory instructions / requirement i.e. provincial/ Federal applicable laws on these services • How the firm fulfill the requirement of said laws , Government organization organizations statutory instructions / requirement applicable on the service provider • Any other necessary information in support of this parameter. 	<ul style="list-style-type: none"> • Good (2 marks) • Average (1 mark) • Poor (00 mark)

- Bidder is requested to give a comprehensive plan keeping in view the term of reference and other conditions defined in Appendix A & B
- Bidders will be invited for site visit after which they will propose a Services Execution Plan
- Services Execution Plan will be evaluated in terms of aforementioned parameters by considering the services management plan in terms of quantity/ability to execute the services, how uninterrupted services will be ensured, what mechanism to be followed to handle the complaints and how compliance of relevant laws will be ensured.
- Minimum passing marks are 16 subject to no “ poor (0 mark)” in any of the above parameters
- Failing to meet the Technical Evaluation Criteria will lead to rejection of bid

EVALUATION REPORT
(As Per Rule 35 of PP Rules, 2004)

1. Name of Procuring Agency State Bank of Pakistan Banking Services Corporation (SBP BSC)
2. Method of Procurement National Open Competitive Bidding (Rule 36-b, Single Stage Two Envelope Procedure)
3. Title of Procurement Procurement of General Support Services for BSC House Karachi
4. Tender Inquiry No IFB No. GSD (Proc.II) / 57098 / Support Services-SBP BSC /2020
5. PPRA Ref. No. (TSE) TS427359E
6. Date & Time of Bid Closing 18-08-2020 – 03:00 PM
7. Date & Time of Bid Opening 18-08-2020 – 03:30 PM
8. No. of Bids Received Three (03)
9. Criteria for Bid Evaluation Compliance/Score Based
10. Details of Bid(s) Evaluation

Name of Bidder	Technical Evaluation	Total Bid amount for 3 years (Rs.)		Rule/ Regulation/ SBD*/ Policy/ Basis for Rejection / Acceptance as per Rule 35 of PP Rules, 2004.
		On opening	After Scrutiny	
M/s Prime Human Resource Services (Pvt.) Ltd	Compliant	81,955,691	81,955,704	Responsive and most advantageous bidder
M/s CATCOS (Pvt.) Ltd	Compliant	103,877,655	103,877,655	Responsive
M/s GMB Rass Services (Pvt.) Ltd	Non-Compliant	--	--	--

*Standard Bidding Documents

11. **Most Advantageous Bidder** M/s Prime Human Resource Services (Pvt.) Ltd

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

Signature: 

Official Stamp: 
Behzad Jawan Bakhsh
Assistant Director
General Services Department
State Bank of Pakistan
SBP BSC (Bank)
Head Office, Karachi.