

EVALUATION REPORT

(As Per Rule 35 of PP Rules, 2004)

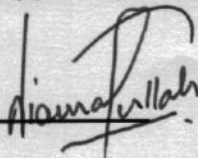
1. Name of Procuring Agency: Finance Division
2. Method of Procurement: Single stage two envelop
3. Title of procurement: Renovation work of room & attached washroom in Q-Block.
4. Tender Inquiry No.: 6(12)Ser.II/2018-19
5. PPRA Ref. No.: TS373153E dated 28-11-2018
6. Date & Time of Bid Closing: December 17th, 2018 11:00 am
7. Date & Time of Bid Opening: December 17th, 2018 11:30 am
8. No. of Bids received: Three (03)
9. Criteria for Bid Evaluation: Annex-A
10. Details of Bid(s) Evaluation: Annex-B (Financial Evaluation)
Annex-C (Technical Evaluation)

Name of Bidder	Marks		Evaluated Cost	Rule/ Regulation/SBD*/Policy/
	Technical (if applicable)	Financial (if applicable)		
M/s All Rounders	Qualified	-	1,427,300	Bids of M/s All Rounders has been recommended by Purchase Committee as the lowest evaluated bid most conforming/ complying to the financial, technical evaluation criteria and other terms conditions of the bidding document.
M/s AH Traders	-do-	-	1,703,700	
M/ Akbar Sons	-do-	-	1,988,,900	
(Add columns if required)				

Lowest Evaluated Bidder: M/s All Rounders

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

Signature: _____



Official Stamp: _____

NIAMAT ULLAH KHAN
Section Officer
Ministry of Finance
Government of Pakistan
Islamabad

*Standard Bidding Documents (SBD).

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GOVERNMENT OF PAKISTAN
FINANCE DIVISION
(Services-II Section)

TERMS & CONDITIONS

- i. Finance Division will follow single stage two envelop process in accordance with Rule 36(b) of PPRA Rules, 2004. The bid shall comprise a single package containing two separate envelopes. Each envelop shall contain separately the financial proposal and the technical proposal. Each envelope containing the respective proposal should be clearly marked with "Technical Proposal" and "Financial Proposal".
- ii. Interested Company should have a regular place of business with telephone, Fax and email address and must provide proof of their existence in the particular business for not less than 3 years.
- iii. The Company should attach the following documents with the technical proposal for participation in bidding process:-
 - a) Pay Order of Rs.100,000/- (Rupees One Hundred Thousand Only) in favour of DDO, Finance Division, as Earnest Money.
 - b) Copies of National Tax Number, Sales Tax Registration and Vender Number.
 - c) Affidavit to the effect that the Company has never been blacklisted by any Ministry / Division or Government Department / Organization.
- iv. Bids not accompanied by bid security / earnest money with the technical proposal will not be entertained.
- v. Bid security / earnest money of successful bidder will be retained as security deposit till expiry of the contract period and that of the rest will be returned.
- vi. No cutting / overwriting in the bids will be accepted.
- vii. Bidders do not have the option of submitting their bids electronically. Unsealed bids will not be entertained / received.
- viii. The deadline for the submission of bids is 17th December, 2018 till 1100 hours.
- ix. Bids received after the due date and time will not be entertained.
- x. The financial bids of only technically qualified bidders will be opened. Financial Bids of technically unsuccessful bidders will be returned unopened.

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- xi. Minimum threshold for qualification of the technical bids will be 60% marks as per criteria for technical evaluation.
- xii. The Finance Division will accept lowest evaluated bid as per Rule 38 of PPRA Rules, 2004.
- xiii. The entire work will be awarded to one firm as a package. The rates to be quoted shall be itemized and inclusive of all taxes.
- xiv. The successful bidder shall be responsible for the transportation of all material / goods required for completion of work at **Q-Block**, Pak Secretariat, Islamabad at their own expense/ arrangement.
- xv. The wastage rubbish of room will be removed from Q-Block Secretariat premises by the firm at their own expense/ arrangement.
- xvi. The demolition and other noisy work will be done by the firm after office hours.
- xvii. It is utmost important that bids should be submitted very carefully and the instructions set forth above, scrupulously complied with, failing which the bid will not be entertained.
- xviii. Submission of any incorrect/ false information / documents and concealing of information will lead to disqualification of the bidder.
- xix. The firm shall not be in any litigation with any Ministry/ Division or Government Department/ Organization.
- xx. In case of unsatisfactory service in any manner including quality and timeline, the bid security / earnest money will be forfeited and contract will be partially / fully cancelled which may lead to blacklisting of the Company.
- xxi. The Finance Division may reject any or all bids / proposals any time prior to acceptance. The ground for rejection of bid or proposal shall be communicated to the bidder upon request without giving justification thereof. Results of bid evaluation shall be announced in accordance with rule 35 of Public Procurement rules, 2004.
- xxii. The decision of the Finance Division would be final and binding on all matters relating to this tender.

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Bid Declaration Form
(On stamp paper of Rs.20/-)

1. Name of Interested Firm: _____

2. CNIC No: _____
(please attach copy of valid CNIC)

3. NTN No: _____
(please attach copy of valid NTN Certificate)

4. Sales Tax Registration No: _____
(please attach copy of Registration)

5. Vender No: _____
(please attach copy of Vender Form)

6. Value of Earnest Money: _____

Rs. _____

(In words) _____

7. Contact Number: _____

8. Postal Address: _____

9. Email Address: _____

Declaration: I certify that, to the best of my knowledge and belief, all the information on and attached is true, correct, complete and made in good faith. I understand that false or fraudulent information on or attached to this form may be grounds for not entertaining my bid, or for cancellation after bid acceptance, and may be punishable by fine or imprisonment according to law of Pakistan. I understand that any information I voluntarily provide on or attached to this bid may be investigated. Moreover, I hereby declare that all the terms and conditions of the bidding document are accepted. Moreover, the company has never been blacklisted nor in any litigation with any Ministry / Division or Government Department / Organization.

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AGREEMENT FORM

Contract No. _____

Dated _____, 2018

Subject:- AGREEMENT FOR RENOVATION WORK AT FINANCE DIVISION.

This agreement is made at _____ on this _____ day of _____ between the Government of Pakistan through Finance Division (hereinafter referred as "the Finance Division") AND M/s _____ (hereinafter as the "Company"), who have agreed as follows:-

TERMS & CONDITIONS

- i) The tenure of appointment of the Company shall be for the following renovation work only:-

S.No.	Description
i.	Demolition of wall in wash room and construction of new wall.
ii.	Removal of old broken tiles.
iii.	Removal of leaked water supply pipes and installation of new water supply pipes.
iv.	Provision and Installation of floor tiles, roof ceiling (elephant brand or equivalent / higher quality) in room (size 26' x 18'), LED (5 LED 1'x4' and spot lights) imported and superior quality in the room and corridor.
v.	Provision and Installation of floor & wall tiles in wash room (size 6' x 18'), installation of all accessories (porta brand or equivalent / higher quality), dumpa ceiling, soup dispenser, geyser small (cannon) or higher brand.
vi.	Provision and White wash in room & wash room including outside windows and corridor (Burger/ICI / equivalent or higher quality).
vii.	Provision and Polish of furniture including officer table, 05 book shelves / side & back racks, 02 side tables 04 chairs and doors (02 Nos).
viii.	Provision and Installation of UPVC door (Imported) in wash room.
ix.	Provision and Change of door hardware accessories (imported quality 'A' category) for 02 doors.
x.	Concealment & new wiring of electricity & networking in room.

- ii) The Company shall be required to deposit a sum-of Rs.100,000/- (Rupees One Hundred Thousand Only) in favour of the DDO, Finance Division in the shape of pay order as Performance Guarantee which will be refundable on the successful completion of the work and related matters under this Agreement.
- iii) The Company shall be responsible for completion of renovation within fifteen (15) days from the date of signing of this agreement.

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- iv) The successful bidder shall be responsible for the transportation of all material / goods required for completion of work at Q-Block, Pak Secretariat, Islamabad at their own expense/ arrangement.
- v) The wastage rubbish of room will be removed from Q-Block Secretariat premises by the firm at their own expense/ arrangement.
- vi) The demolition and other noisy work will be done by the firm after office hours.
- vii) The Tender Committee will inspect the renovation work for quality and timeline.
- viii) In case of unsatisfactory service in any manner including quality and timeline, the bid security / earnest money will be forfeited and contract will be partially / fully cancelled which may lead to blacklisting of the Company.
- ix) The decision of the Finance Division would be final and binding on all matters relating to this tender.
- x) The Income Tax and Sales Tax shall be deducted at source from the bill of the Company as per Government rules unless an exemption certificate from the appropriate authority is produced.
- xi) This Agreement shall become effective from the date of signatures.

The Company
M/s.....

FINANCE DIVISION
(.....)

Witness:

Witness:

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F.No.3(2)-S-I/2016-2017
Government of Pakistan
Finance Division
(Services Section)

SUBJECT:- MINUTES OF THE MEETING REGARDING OPENING OF FINANCIAL BIDS AND EVALUATION IN RESPECT OF RENOVATION WORK OF ROOM AND ATTACHED WASHROOM IN Q-BLOCK PAK SECRETARIAT, FINANCE DIVISION ISLAMABAD.

A meeting of the Purchase Committee regarding evaluation and opening of financial bids in respect of renovation work of room and attached washroom in Q-Block, Pak Secretariat, Finance Division, Islamabad was held under the Chairmanship of Deputy Secretary (HR) on 19-12-2018 at 10:30 hours. The following members of the Committee attended the meeting:-

1.	Deputy Secretary (HR)	Chairman
2.	Deputy Secretary (Exp)	Member
3.	Section Officer (B & A)	Member
4.	Section Officer (Reg-V)	Member
5.	Section Officer (Services-I)	Member/Secretary

2. The Committee was informed that the last date for receipt of bids was 17th December, 2018 till 1100 hours and on the same day meeting of the Purchase Committee was held and opened the technical bids at 1130 hours. Three firms submitted their sealed bids for said renovation work. After evaluation of technical bids, the Purchase Committee unanimously decided to accept the technical bids of all the three firms as they were fulfilling the technical qualification of the tender.

3. Financial proposals of the following three firms qualifying the technical criteria were opened and signed by the members of Purchase Committee:-

S.No.	Name of Firms
1.	M/s. All Rounders, Islamabad.
2.	M/s. AH Traders, Islamabad.
3.	M/s. Akbar Sons, Islamabad.

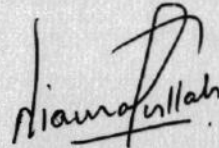
4. The comparative statement (Annex-I) shows that M/s. All Rounders, Islamabad is the first lowest bidder quoting cost of Rs.1,427,300/- for renovation work of room and attached washroom in Q-Block, Finance Division, Islamabad.

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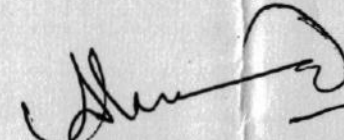
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COMPARATIVE STATEMENT FOR RENOVATION WORK OF ROOM AND ATTACHED WASHROOM IN Q-BLOCK PAK SECRETARIAT, FINANCE DIVISION ISLAMABAD.

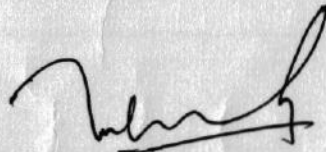
S.No.	Name of Firm	Total Price Including GST	Remarks
1.	M/s. All Rounders, Islamabad.	Rs.1,427,300/-	1 st Lowest May be Recommended
2.	M/s. Akbar Sons, Islamabad.	Rs.1,703,700/-	2 nd Lowest May not be Recommended
3.	M/s. AH Traders, Islamabad.	Rs.1,988,900/-	Highest May not be Recommended



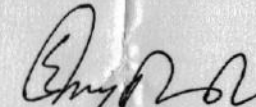
(NIAMATULLAH KHAN)
Section Officer (Services-I)
Member/Secretary



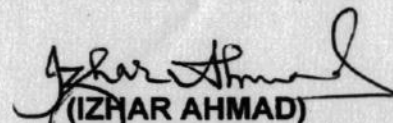
(AHMAD NAWAZ CHOHAN)
Section Officer (B&A)
Member



(ABDUL GHAFFAR KHAN)
Section Officer (Reg-V)
Member



(SHAHZAD AHMAD)
Deputy Secretary (Exp)
Member



(IZHAR AHMAD)
Deputy Secretary (HR)
Chairman

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3.	Section Officer (B & A)	Member
4.	Section Officer (Reg-V)	Member
5.	Section Officer (Services-I)	Member/Secretary

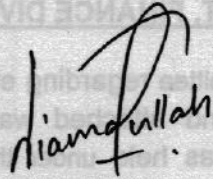
2. The Committee was informed that after obtaining approval of competent authority, a Tender Notice for renovation work of room and attached washroom in Q-Block, Pak secretariat, Finance Division Islamabad was uploaded on the websites of Public Procurement Regulatory Authority (PPRA) and Ministry of Finance on 28-11-2018 and also published in two daily newspapers of Rawalpindi/Islamabad i.e Express and "The News" on 28th November, 2018 respectively (**Annex-I**). In response, the following three firms submitted their sealed bids for said renovation work:-

S.No.	Name of Firms
1.	M/s. All Rounders, Islamabad.
2.	M/s. AH Traders, Islamabad.
3.	M/s. Akbar Sons, Islamabad.

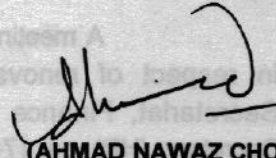
3. The last date for receipt of bids was 17th December, 2018 till 1100 hours and on the same day meeting of the Purchase Committee was held (**Annex-II**) and opened the bids at 1130 hours. The members of the Purchase Committee also signed the proposals of each bidder in presence of the representatives of the firms. Three firms participated in the bids, and representative signed the attendance sheet (**Annex-III**).

4. The bids received within the time were opened and signed by the members of the Purchase committee. Detailed statement of the information regarding criteria etc. is attached at **Annex-IV & V**. After evaluation of the bids, the Purchase Committee unanimously decided to accept the technical bids of all the three firms as they are fulfilling the technical qualification of the tender

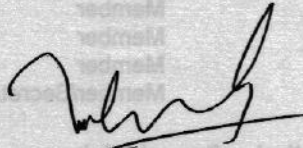
5. The purchase committee decided that another meeting on 19-12-2018 at 10:30 a.m may be arranged to open the financial bids of those firms which have succeeded in the technical qualification.



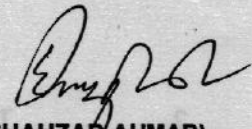
(NIAMATULLAH KHAN)
Section Officer (Services-I)
Member/Secretary



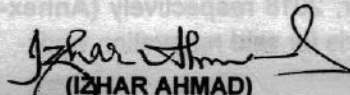
(AHMAD NAWAZ CHOHAN)
Section Officer (B&A)
Member



(ABDUL GHAFAR KHAN)
Section Officer (Reg-V)
Member



(SHAHZAD AHMAD)
Deputy Secretary (Exp)
Member



(IZHAR AHMAD)
Deputy Secretary (HR)
Chairman

Names of Firms	
1.	M/s. Akbar Sons Islamabad
2.	M/s. AH Tenders Islamabad
3.	M/s. All Rounders Islamabad

The last date for receipt of bids was 17th December, 2018 till 11:00 hours and on the same day meeting of the Purchase Committee was held (Annex-II) and opened the bids at 1:30 hours. The members of the Purchase Committee also signed the proposals of each bidder in presence of the representatives of the firms. Three firms participated in the bids, and representative signed the attendance sheet (Annex-III).

The bids received within the time were opened and signed by the members of the Purchase committee. Detailed statement of the information regarding criteria etc. is attached at Annex-V & V. After evaluation of the bids, the Purchase Committee unanimously decided to accept the technical bids of all the three firms as they are fulfilling the technical qualification of the tender.