

Evaluation Report

| | | |
|---|-----------------------------|--|
| 1 | Name of Procuring Agency | Benazir Income Support Programme (BISP) |
| 2 | Method of Procurement | Single Stage One Envelope Procedure as per Public Procurement Rules, 2004. |
| 3 | Title of Procurement | Purchase of Stationery & Misc. Store Items |
| 4 | Tender Inquiry No | IFB#01(01)/BISP/Admin/2019-20 |
| 5 | PPRA Reference No (TSE) | TS398914E |
| 6 | Date & Time for Bid Closing | 18 th September, 2019 at 11:00 PM |
| 7 | Date & Time for Bid Opening | 18 th September, 2019 at 11:30PM |
| 8 | No of Bids Received | 08 (Eight) |
| 9 | Criteria for Bid Evaluation | <p>Eligibility/qualification criteria</p> <ol style="list-style-type: none"> i. The bidder must have at least five years of experience of similar nature items as requisitioned in the bid. ii. The bidder must have successfully completed at-least two (02) contracts of similar nature as requisitioned in the Bidding Document, during last two (2) years. Documentary evidence to this effect must be provided with the Bid, which includes copy of contract/purchase order, certificate from client for successful completion of contract, etc. iii. The bidder shall submit National and Sales Tax Numbers' Certificates. The bidder shall be on Active Taxpayer List (ATL) of FBR. iv. An affidavit on legal stamp paper of Rs. 100/-, duly named, signed and stamped by the signing authority/person competent and having the power of attorney to sign, to the effect that bidder has not been blacklisted by any of the Federal/Provincial Government Department/Organization. v. Bid Security as mentioned at ITB Clause 13.1 is furnished from scheduled Bank. vi. <u>The bidder must have proper Business setup i.e. shop, outlet or branch office in Rawalpindi/Islamabad and landline telephone facility.</u> <p>Evaluation Criteria</p> <ol style="list-style-type: none"> i. Delivered Duty Paid (inclusive of all applicable indirect taxes & transportation & delivery charges, insurances & warranties, if any) Price only, on itemized basis. ii. A Bidder, if he so chooses, can bid for any number of selective items from the list of goods provided for in the Schedule of Requirements. A Bidder is also at a liberty to bid for all the goods mentioned in the Schedule of Requirements. iii. The Bidder has to quote only one rate for each item as per Bid's specification. No alternate model/bid or separate accessories shall be accepted. |

| | | |
|--------------------------|---------------------------|---|
| | | <p>iv. For toners, a bidder must submit an authorization certificate from manufacturer or its authorized distributor/agent as proof of their genuineness.</p> <p>v. Products of only well-known brands, available in the market, shall be accepted.</p> <p>vi. Samples of all the quoted items (if so asked) to evaluate the quality to finalize the process.</p> |
| 10 | Details of Bids Evaluated | <ul style="list-style-type: none"> • Bid Evaluation Results for all Stationary and Misc Store items except Punch Machine, Heavy Duty Punch, LED Rod (4 ft), LED Rod (2 ft), Electric Extension (Best Quality), Garbage Bag, Bucket, Capacitor (45 uf), HP 2035 Tonner (5/A), HP Laser jet pro 400 MFP (M425dw), HP Laser jet Pro M 402, MFP M426, HP Color M452 NW have already been announced on PPRA and BISP Websites dated, 14-10-2019. • For stationery items i.e. Punch Machine, Heavy Duty Punch, LED Rod (4 ft), LED Rod (2 ft), Electric Extension (Best Quality), Garbage Bag, Bucket, Capacitor (45 uf), HP 2035 Tonner (5/A), HP Laser jet pro 400 MFP (M425dw), HP Laser jet Pro M 402, MFP M426, HP Color M452 NW, the designated Procurement Evaluation Committee recommended to check the samples of these items before award of contract to the lowest evaluated bidders i.e. M/s Intime Associates, M/s Capital Stationers and M/s Ana-Digi. • For other items i.e. Attractive 2 Ring File No. 1284, Water Filters there was only single responsive Bidder i.e. M/s Rayyan Enterprises, therefore, in order to determine the reasonability of quoted prices of these items, Market Survey was conducted. |
| Name of Bidder(s) | Evaluated Cost | Rule/Regulations/SBD/Policy/Basis for Rejection |

Lowest Evaluated Responsive Bidders

M/s Intime Associates:-

| S. No | Items | Unit | Unit Rate |
|---|------------------|------|-----------|
| Stationery Items | | | |
| 25 | Punch Machine | Each | 910 |
| 28 | Heavy Duty Punch | Each | 2535 |
| Electric & Miscellaneous Items | | | |
| 1 | LED Rod (4 ft) | Each | 320 |
| 2 | LED Rod (4 ft) | Each | 240 |

M/s Capital Stationers:-

| S. No | Items | Unit | Unit Rate |
|-------------------------|-----------------------------------|------|-----------|
| Misc. Store Item | | | |
| 15 | Electric Extension (Best Quality) | Each | 485.55 |
| 32 | Garbage Bag | Each | 351.00 |
| 33 | Bucket | Each | 259.10 |

M/s Ana Digi Systems:-

| S. No | Items | Unit | Unit Rate |
|-------------------------|------------------------------------|------|-----------|
| Misc. Store Item | | | |
| 1 | HP 2035 Tonner (5/A) | Each | 9,000 |
| 12 | HP Laser jet pro 400 MFP (M425dw) | Each | 9,800 |
| 13 | HP Laser jet Pro M 402, MFP M426 | Each | 10,000 |
| 17 | HP Color M452 NW | Each | 55,000 |

For other items i.e. Attractive 2 Ring File No. 1284 and Water Filters, in order to ascertain the price reasonability of the quoted prices, a market survey was conducted by the designated Committee, on the basis of which the Committee observed that the offered prices of single responsive bidder i.e. M/s Rayyan Enterprises is on the higher side and therefore not recommended for award of contract of these items. Similarly, the sample of Capacitor (45 uf) of lowest evaluated bidder of M/s Capital Stationers was not approved by the Committee.