


**MINUTES OF THE MEETING/EVALUATION REPORT
(AS PER RULE 35 OF PP RULES, 2004)**

1.	Name of Procuring Agency	Plant Breeders Rights Registry and Strengthening of DUS Examination System Islamabad.
2.	Method of Procurement	Tender
3.	Title of Procurement	PBRR. Project Supply of Stationary, Computer Stationary & Misc items.
4.	Tender Inquiry No.	TENDER NO. PBR PROJECT/11/2019
5.	PPRA Ref.No.(TSE)	TS405121E
6.	Date & Time of Bid Closing	29/11/2019 at 11.00 AM
7.	Date & Time of Bid Opening	29/11/2019 at 11.30 AM
8.	No of Bids Received	(07)
9.	Criteria of Bid Evaluation	1. Sealed tenders were invited according to Public Procurement Rules 2004, from the reputed local parties/firms registered with income tax & sale Tax department for supply of Stationary, Computer Stationary & Misc items and only those were considered which submitted Complete items at lowest quoted rates.
10.	Details of Bid Evaluation	<p>The Purchase Committee of the department, which is also assisting the purchases of newly created department on Plant Breeders Rights Registry (PBRR), project after the expiry of given time i.e 11.30 a.m opened the sealed tenders/quotations on the same day i.e 29-11-2019 in the presence of the bidders/representatives.</p> <p>For purchase of Stationary and Computer stationary (07) firms participated in the bid held on 29-11-2019. Only (04) firms namely M/s Galaxy Traders, Ibd, M/s Acurare, Ibd, M/s ZamZam Business Company and M/s Total Office Solutions, Ibd, submitted the complete bid, While M/s Wajid Traders, M/s Shaheen Traders and ASM Enterprises submitted incomplete and fractional Bids. The Purchase Committee as per tender terms and condition does not recommend these firms bid. As per detail analysis of the rates offered by the (04) firms the items offered by the M/s Total Office Solutions, Ibd were lowest as compared with the other three bidders. The Purchase Committee further recommended that vendor who has qualified the bid shall provide the items as per requirements and in stipulated time. Delay in supply of Stationary and Computer stationary shall be reported in the PPRA and further necessary action as envisaged in the PPRA rules shall be exercised.</p>

Name of Bidder	Marks		Evaluated costs 8,50,000/-	Rule/Regulation/SBD/Policy Basis for Rejection/Acceptance as per Rules 35 of PP Rules, 2004
	Technical (if applicable)	Financial (if applicable)		
M/s Wajid Stationers IBD	Not Applicable	Applicable	20,836/-	Bid was not accepted as per Technical criteria
M/s Galaxy Traders Ibd	Applicable	Not Applicable	26,134/-	Bid was not accepted as per Financial criteria
M/s Acurare, Ibd	Applicable	Not Applicable	28,048/-	Bid was not accepted as per Financial criteria
M/s Zamzam business Co.	Applicable	Not Applicable	24,105/-	Bid was not accepted as per Financial criteria
M/s Shaheen trader. Ibd	Not Applicable	Not Applicable	12,864/-	Bid was not accepted as per Financial criteria
M/s Total Office Solution	Applicable	Applicable	22,115/-	Bid was accepted as accepted technically as well as Financially
M/s ASM Enterprise	Not Applicable	Not Applicable	---/-	Bid was not accepted technically as well as Financially

Lowest Evaluated Bidders: The Purchase Committee of the department technically and financially evaluated the rates offered by the Seven firms (07).As per detail analysis and Terms of condition of tender the rates offered by the M/s Total Office Solution was lowest as compared with the bidder submitted complete list of items and therefore accepted and recommended by the Purchase Committee.

Signature: Sania Izhar
Member Secretary Purchase Committee


SEED CERTIFICATION OFFICER
 Federal Seed Certification & Reg. Dept.
 Government of Pakistan, Islamabad.