

# FINANCIAL EVALUATION REPORT

## Regarding Six (06) Desktop Machine

(As Per Rule 35 of PP Rules, 2004)

1. Name of Procuring Agency: Directorate General of Immigration and Passports, Islamabad
2. Method of Procurement: Open competition bidding (Single stage- two envelope Procedure)
3. Title of Procurement: Procurement of Six (06) Desktop Personalization Machine
4. Tender Inquiry No→: F.No. 1/1/24/DM/Bulk/DGIP
5. PPRA Ref. No. (TSE)→: TS536542E
6. Date & Time of submission, →: 09-05-2024 (13:00 hours) (Original advertisement)
7. Date & Time of submission, →: 30-05-2024 (13:00hours) (corrigendum)
8. No of Bids Received:→ only one (01) bid received.
9. Criteria for Bid Evaluation:→ Technical qualification followed by Financial
10. Detailed of Bid (s) Technical Evaluation: The detail of bid evaluation report are as under:-

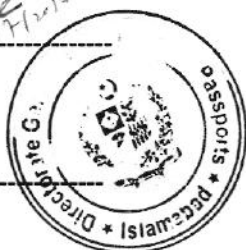
Financial evaluation report duly signed by the member of Procurement Committee, detailed of Financial evaluation report attached at Annex-A

No	Name of Bidder	Total marks 1000			Evaluated Cost in Euro	Rule/Regulation/SBD*/ Policy/ Basis for Rejection / Acceptance as per Rule 35 of PP Rules, 2004.
		Technical qualifying marks 565/800	Financial Marks (200)	Marks obtained		
1.	M/s Muhlbauer ID Services	796 marks out of 800	200	996	1,350,000	<ul style="list-style-type: none"><li>▪ Technical qualified</li><li>▪ Financial Lowest</li><li>▪ Emerged successful after overall bid evaluation</li></ul>

Signature: \_\_\_\_\_

*P. P. H. H. H.*

Official Stamp: \_\_\_\_\_



Standard Bidding Documents (SBD)

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MINUTES OF MEETING.

**SUBJECT: MINUTES OF THE MEETING OF THE PROCUREMENT COMMITTEE IN RESPECT OF TENDER FOR PROCUREMENT OF 06 DESKTOP PERSONALIZATION MACHINES TENDER No. 1/1/24/DM/Bulk/DGIP**

The Department of Immigration & Passports floated international tender for procurement of 06 DESKTOP PERSONALIZATION MACHINES vide TENDER No. 1/1/24/DM/Bulk/DGIP on 06<sup>th</sup> April 2024 through International Financial Times (UK World Edition). The tender was purchased by the following firms:

- 1) M/s Muhlbauer ID Services
- 2) M/s EGS

2. The bid submission for the subject tender was 30<sup>th</sup> May 2024 at 01:00 PM and the bid opening was held at 01:30 PM. The following bidder participated in the tender:

i. M/s Muhlbauer ID Services

3. As per PPRA Rule 38(B), the procuring agency can accept a single bid if (a) it meets the evaluation criteria, ensures compliance of specifications and other terms & conditions expressed in advertisement or bid solicitation documents; (b) is not in conflict with any provision of the Ordinance; (c) conforms to the technical specifications; (d) has financial conformance in terms of rate reasonability. The relevant rule has reproduced herein below:

**38B. Single responsive bid in goods, works and services. -**

(1) *The procuring agency shall consider single bid in goods, works and services if it-*

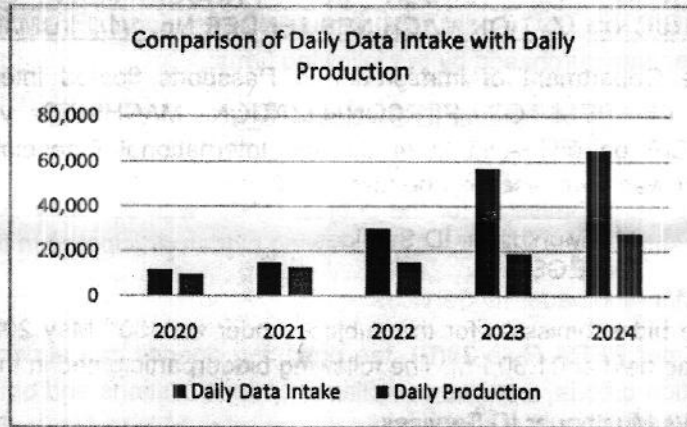
- (a) *meets the evaluation criteria, ensures compliance of specifications and other terms & conditions expressed in advertisement or bid solicitation documents;*
- (b) *is not in conflict with any provision of the Ordinance;*
- (c) *conforms to the technical specifications;*
- (d) *has financial conformance in terms of rate reasonability;*

*Provided that except unsolicited proposal, in case of pre-qualification proceedings single bid shall not be entertained.*

(2) *The procuring agency shall make a decision with due diligence and in compliance with general principles of procurement like economy, efficiency and value for money.*

4. It is pertinent to mention that the procurement committee considered the single bid under PPRA rule 38B as according to the current working condition of the production facility, most of the MRP Printing machines have been in use for the past many years due to which their wear & tear is more than usual and they require extensive maintenance to continue operations (which is an overhead expense for DGIP). Hence, the instant procurement is being made in order to upgrade the printing facility and ensure that it is line with the state-of-the-art technology to print the passports in accordance with the daily production volume (reducing the backlog), as the daily data intake is 60 to 70 thousand passports whereas the production capacity is not more than 25 to 28 thousand passports day. Below is a brief demonstration of the same. Moreover, the demand in Passports has a significant sharp increase of more than 50%.

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5. Keeping in view the rising trend of passport demand in Pakistan, it is expected to further increase in the near future whereas the existing production setup cannot fulfill even half of the production requirement. Therefore, it is important that the instant procurement is made without further delays to meet with the production requirements as any delays in the process would lead to delays in issuance of passports to the citizens of Pakistan, ultimately leading to crisis at a national level.

6. Keeping in view the above considerations, the procurement committee proceeded with technical evaluation of the bid submitted by the bidder as per PPRA Rule "30-Evaluation of Bids". Consequently, the bid was handed over to internal technical committee nominated by the DGIP for the purpose to conduct the technical evaluation of the proposal submitted by M/s Muhlbauer ID services. The Internal Technical Committee vide Technical Evaluation Report at (Annex-A) declared the following bidder technically qualified:

Sr. No.	Bidders	Compliant/non-compliant
1.	M/s Muhlbauer ID Services	Compliant

7. The Technical Evaluation Report was shared with the qualified Bidder(s) by uploading the Technical Evaluation Report on PPRA website on 26.06.2024. After completion of stipulated period of 07 days as per PPRA, the financial opening of bids was scheduled on 04.07.2024.

8. A meeting of the Procurement Committee was held on 04.07.2024 under the Chairmanship of Director (Nw/Logistics). The representative of M/s Muhlbauer was also present in the meeting. The committee opened the proposal submitted by M/s Muhlbauer and announced as follows:

Sr. #	Bidders	Financial Offer
1	M/s Muhlbauer	1,350,000 Euro

9. The Secretary Procurement Committee informed the participants that following the provisions of PPRA Rules, the financial offer quoted by the qualified bidder stands to be in line within the financial conformance of rate reasonability and the general principles of procurement like economy, efficiency & value for money as according to the budgetary quotation obtained from potential vendor for a single unit of MRP Machine is as follows:

**M/S MUHLBAUER ID SERVICES****(Amount in Euro)**

Sl. No	Particulars	Qty	Budgetary Offer
1.	Passport Personalization Machine	1	121,000
2.	Options to the Passport Personalization Machine	1	142,000
3.	Implementation Services	1	17,000
4.	Maintenance & Support	3 years	84,000
	<b>Total Cost for 01 Unit of Desktop Machine</b>		<b>364,000</b>

10. Hence, the budgetary quotation for 06 units would be (364,000 euro x 06 units) **2,184,000/- Euro(Annex-B)** whereas the financial offer quoted by the qualified bidder i.e. M/s Muhlbauer is **1,350,000 Euro** which lies below the budgetary quotation.

**RECOMMENDATION:**

11. The procurement Committee concluded that the proposal submitted by M/s Muhlbauer ID Services against the subject tender is technically & financially compliant in terms of conformance to the technical specifications, terms & conditions of the tender document, not in conflict in any ordinance and has financial rate reasonability.

12. Based on the above conclusion, the Procurement Committee recommended that M/s Muhlbauer be declared as the successful bidder for supply of six desktop personalization machines to Directorate General Immigration & Passports, Islamabad.



Assistant Account Officer  
(Member/Secretary  
Committee)



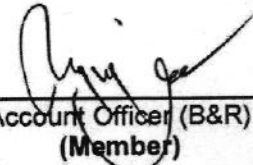
Incharge Hardware  
Specialist/HWS  
(Member)



Director (Network/Logistics)  
(Chairman Committee)



Assistant Director  
(General)  
(Member)



Account Officer (B&R)  
(Member)