



No. 11/2/2023-24/CB/Log  
Government of Pakistan  
Directorate General, Immigration & Passports  
(Headquarters)  
G-8/1, Mauve Area,  
Islamabad

AAO (Logistics)  
☐#: 92-51-9107078

9<sup>th</sup> July, 2024

To:

Mr. Rizwan Mehmood,  
Director (IT/Web),  
Public Procurement Regulatory Authority,  
1st Floor FBC, Building Near State Bank,  
Sector G-5/2, Islamabad-Pakistan.

Subject: **UPLOADING OF TECHNICAL EVALUATION REPORT REGARDING  
PROCUREMENT OF CORRUGATED BOXES FOR THE FY 2024-25**

Please refer to the subject cited above and enclosed herewith the technical evaluation report regarding tender for Procurement of corrugated boxes.

2. It is requested to upload the evaluation report on PPRA website [www.ppra.gov.pk](http://www.ppra.gov.pk) at the earliest.
3. Your cooperation in this regard will be appreciated.

(Zia Ur Rehman)  
Assistant Accounts Officer  
(Logistics)

**(TECHNICAL EVALUATION REPORT)**

**As per rule 35 of PP Rules, 2004**

1. Name of Procuring Agency: DIRECTORATE GENERAL IMMIGRATION & PASSPORTS, ISLAMABAD.
2. Method of Procuring: Open Competition bidding Single Stage (Technical + Financial)  
Two Envelop Procedure)
3. Title of Procurement: **PROCUREMENT OF CORRUGATED BOXES**
4. Tender inquiry No: No.11/2/2023-24/CB/Log
5. PPRA Ref. No. (TSE): **TS541222E**
6. Date & time of bid closing: **24.06.2024 till 10:30AM**
7. Date & time of bid opening: **24.06.2024 till 11:00hrs**
8. No. of Copies of Tender Documents sold: **(05) Five**
9. No of bids received: **(04) Four**
10. Criteria for bid evaluation: **Technical Qualification. sample evaluation**

Name of Bidder	Technical evaluation (bid + sample)		Rule/Regulation/SBD*/Policy/ Basis for Rejection / Acceptance as per Rule 35 of PP Rules, 2004
	Technical	Sample	
M/s Decent Traders	Qualified	Qualified	Technically qualified as per clause (05) of bidding documents, and also qualified in sample evaluation. <b>Hence considered for Opening of Financial Proposal.</b>
M/s Saeed & Sons	Qualified	Qualified	Technically qualified as per clause (05) of bidding documents, and also qualified in sample evaluation. <b>Hence considered for Opening of Financial Proposal.</b>
M/s Buksh Enterprises	Dis- Qualified	Not considered for sample evaluation	The bidder has not fulfilled the basic criteria as per clause (5) of the bidding document. <b>Hence stands disqualified.</b>
M/s SKN Traders	Dis- Qualified	Not considered for sample evaluation	The bidder has not fulfilled the basic criteria as per clause (5) of the bidding document. <b>Hence stands disqualified.</b>

SIGNATURE .....

Official Stamp: .....

Standard Bidding Documents (SBD)





**LENDER FOR PURCHASE OF CORRUGATED BOXES  
COMPLIANCE SHEET FOR TECHNICAL PROPOSAL**

S. No.	Document required to be attached with the technical proposal	M/s Buksh Enterprises		M/s Decent Traders		M/s SKN Traders		M/s Saeed & Sons	
		Page No.	Status	Page No.	Status	Page No.	Status	Page No.	Status
1.	Company profile / brochures.	1-2	Yes	20-25	Yes	1-7	Yes	1-7	Yes
2.	Bidder must have valid NTN / ATL & GST. (Copies of valid NTN/ATL and Income / Sales Tax registration certificate).	5-7	Yes	48	Yes	16-17	Yes	9-13	Yes
3.	Proof of membership of Chamber of Commerce for the F.Y 2022-23 & 2023-24.	8	No	54	Yes	-	No	50-62	Yes
4.	Proof of registration with SECP or Registrar of firms.	2024-25	No	114	Yes	13	Yes	16	Yes
5.	Client list	12	Yes					17,18	Yes
6.	Proof of minimum 03 years of experience of supply of Corrugated Boxes in Government/Semi Government departments/ Autonomous body of good repute (Must provide 03) copies of purchase order	-	N/D	79-81 55-57 59-63	Yes	-	N/D	21-25	Yes
7.	Affidavit on Rs 20 stamp paper that the Company is neither blacklisted nor in litigation with any of its clients and if there is any litigation the bidder will be bound to disclose the same with nature	16	Yes	44	Yes	-	No	51	Yes
8.	Financial soundness of the company (Minimum 03 Million credit turnover). Provide last one year of bank statements or bank letter confirming the 03 million credit turnovers or above in last one year w.e.f. 1 <sup>st</sup> May, 2023 to 30 <sup>th</sup> April, 2024.	17-39	Yes	26-42	Yes	-	No	63-66	Yes
9.	Satisfactory performance certificates from clients (Government/Semi Government Departments. / Autonomous body) must be attached	-	No	76-77	Yes	34	Yes	52-52	Yes

Status.. Not Qualified *Not Qualified* *Not Qualified* *Not Qualified*

*On leave*

(Fawad Ur Rehman)  
Data warehouse  
Specialist-I  
Member

*Hassan Sheraz*  
(Hassan Sheraz)  
Hardware Specialist  
Member

*Muhammad Kamran*  
(Muhammad Kamran)  
Hardware Engineer  
Member

**EVALUATION REPORT**

The undersigned examined the samples of corrugated boxes supplied by the following bidders along with bids. The samples have been examined in the light of required specification. The examination results are as under:

Company Name	Particulars	Specification	Remarks
i. M/s Decent Traders ii. M/s Saeed & Sons	Corrugated Boxes Size Length 5.1inch, Width 4.5inch, Height 2.8inch	i. 5 ply virgin Kraft paper for internal & external box surface, imported strong corrugated carton with strong edge corner	Samples of all bidders are ok as the material used is as per requirement of distribution section; Samples of Corrugated boxes are strong and can bear the weight of Passports Booklet.
	Corrugated Boxes Size Length 4.3 inch, Width 5.5inch, Height 5.5inch	ii. Made out of 5 ply (narrow flute) ply edge corner.	
	Corrugated Boxes Size Length 6.2inch, Width 8.6inch, Height 5.5inch	iii. Bursting strength not less than 25kg/sq.cm.	
	Corrugated Boxes Size Length 6.2inch, Width 8.6inch, Height 10.2inch	iv. Internally Stapled	
	Corrugated Boxes Size Length 12inch, Width 12inch, Height 12inch	v. Double Flap Rap	
	Corrugated Boxes Size Length 12inch, Width 12inch, Height 12inch	vi. Internal Lamination of 125Micron Film	
	Corrugated Boxes Size Length 12.0inch, Width 18.0inch, Height 12.0inch	vii. One Color printing as: Double Top Flap, Made of high quality craft paper of equal or above them 130gms	
		viii. UPWARD (▲) Symbol Sign	
		ix. From: Incharge Distribution Section, Directorate General Immigration & Passports, G-8/1 Mauve area, Islamabad.	
		x. Handle with Care.	

  
**(Rai Raza Jahangir)**  
 Incharge (Distribution)



## MINUTES OF THE MEETING

Subject:

### MEETING OF THE INTERNAL TECHNICAL EVALUATION COMMITTEE HELD ON 24.06.2024 TO EVALUATE THE TECHNICAL BIDS, RECEIVED FOR PURCHASE OF CORRUGATED BOXES THROUGH TENDER FOR THE YEAR 2024-25.

A tender advertisement for purchase of corrugated boxes was released on 5<sup>th</sup> June, 2024, through daily news papers and also published on PPRA Web site [www.ppra.org.pk](http://www.ppra.org.pk). The tender was opened on due date and time i.e. 24<sup>th</sup> June, 2024 in the presence of authorized representatives of bidding firms and the Purchase Committee comprising of the following officers:-

	Designation	Status
1	Director (Network)	Chairman
2	Accounts officer (B&R)	Member
3	Hardware Specialist	Member
4	Assistant Director (General)	Member
5	Assistant Account Officer	Secretary/member

2. Five (05) firms purchased the tender documents while on due date and time only four (04) bidders submitted their technical & financial proposals. The detail of bidders is as under:-

S. No.	Particulars
1	M/s Saeed & Sons
2	M/s SKN Traders
3	M/s Buksh Enterprises
4	M/s Decent Traders

3. All four (04) bids were handed over to internal technical evaluation committee. Committee evaluated the bids as per clause 5 of the tender documents and found that two bidders fulfilled the mandatory eligibility criteria out of four i.e. M/s Saeed & Sons and M/s Decent Traders stand qualified for further process i.e. sample evaluation. The evaluation results are placed at **Annex-A**.

4. Samples of both qualified bidders were handed over to Incharge Distribution for their evaluation. Samples of all bidders were examined by the Production center being the end user, in response Incharge Production has stated that **samples of bleach paper boxes furnished by the following parties were examined:-**

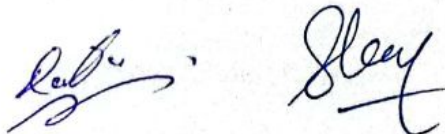
- i. **M/s Decent Traders**
- ii. **M/s Saeed & Sons**

5. Incharge distribution has stated that samples of both bidders are ok as the material used are as per requirement of distribution section, samples of corrugated boxes are stronger and can bear the weight of passports booklet.

6. In this regard on the basis of technical evaluation (bids and sample evaluation) M/s Decent Traders and M/s Saeed & Sons stand qualified for further process i.e. opening of Financial Proposals.

### RECOMMENDATIONS OF INTERNAL TECHNICAL EVALUATION COMMITTEE

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7.

In view of above, on the basis of technical evaluation (bid + samples) internal technical evaluation committee recommended to open the financial Proposal for purchase of bleach paper boxes of technically qualified bidders as detailed below:-

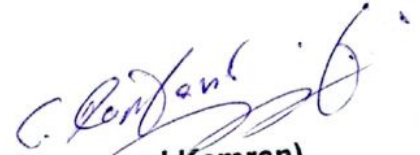
- i. M/s Decent Trader
- ii. M/s Saeed & Sons Traders

*on leave*

**(Fawad Ur Rehman)**  
Data warehouse Specialist-I  
Member



**(Hassan Sheraz)**  
Hardware Specialist  
Member



**(Muhammad Kamran)**  
Hardware Engineer  
Member