



COMSATS UNIVERSITY  
Park Road, Tarlai Kalan, Islamabad  
Tel: 051-90495039, 5242, 5122, Fax: 051-9247006  
**Bid Evaluation Report**

No: CIIT/Hiri/Photocop/Svc/

16 July, 2018

**ANNOUNCEMENT OF BID EVALUATION REPORT FOR HIRING OF PHOTOCOPY SERVICES, CU ISLAMABAD. AS PER RULE 35 OF PP RULES, 2004**

1.	<b>Name of Procuring Agency:</b>	COMSATS University, Islamabad
2.	<b>Method of Procurement:</b>	"Single-Stage Two-Envelop"
3.	<b>Title of Procurement:</b>	Hiring of Photocopy Services
4.	<b>PPRA Number:</b>	TS353533E
5.	<b>Date and Time of Bid closing:</b>	10:30 AM on 16 <sup>th</sup> May, 2018
6.	<b>Date and Time of Bid Opening:</b>	11:00 AM on 16 <sup>th</sup> May, 2018
7.	<b>No. of Bids Received:</b>	<ol style="list-style-type: none"><li>1. M/s A One Computer &amp; Stationers</li><li>2. M/s Gul Photocopy &amp; Services</li><li>3. M/s Copier Zone</li><li>4. M/s Safer Photocopy</li><li>5. M/s Ideal 2</li><li>6. M/s PC World</li><li>7. M/s A3 Solution</li></ol>
8.	<b>Criteria for Bid Evaluation: &amp; Details of Bids Evaluation:</b>	<p>At first, Technical Bids were opened and evaluated as per pre-defined criteria of CIIT EOI document. Out of above 4 x vendors/firms were declared technically qualified.</p> <ol style="list-style-type: none"><li>1. M/s Gul Photocopy &amp; Stationers</li><li>2. M/s Copier Zone</li><li>3. M/s Safer Photo Copy</li><li>4. M/s A3 Solution</li></ol>

9. At 2nd Stage, Financial Bids of Technically qualified bidders were opened and evaluated as per specified financial criteria. Finally, CPC recommends the award of contract to M/s Gul Photocopy & Stationers on the basis of lowest cost as per following detail:

**Photocopying Rates:**


Sr. #	Description of Work	Size of Paper	Quality of Paper	Specifications	Rate
					Black & White
1	Photocopying	A4	70 gms	Single Side	0.69
				Double Side	0.71
			80 gms	Single Side	0.99

COM 237.MJ

2	Photocopying	Legal	90 gms	Double Side	1.00	
				Single Side	1.02	
				Double Side	1.04	
				Single Side	0.71	
				Double Side	0.73	
				Single Side	0.77	
			80 gms	Double Side	0.78	
				Single Side	0.80	
				90 gms	Single Side	0.80
					Double Side	0.82

**Binding Rates:**

Sr. #	Specification/Description of Work	Rate Rs.	
1	Upto 20 Pages	Spiral Binding	5
		Tape Binding	5
		Strip Binding	4
		Hard Book Binding	18
		Hard binding (with Gold Print)	68
2	Upto 21-50 Pages	Spiral Binding	5
		Tape Binding	4
		Strip Binding	4
		Hard Book Binding	20
		Hard binding (with Gold Print)	72
3	Upto 51-100 Pages	Spiral Binding	6.5
		Tape Binding	6
		Strip Binding	5
		Hard Book Binding	22
		Hard binding (with Gold Print)	74
4	Upto 101-500 Pages	Spiral Binding	8
		Tape Binding	22
		Strip Binding	6
		Hard Book Binding	37
		Hard binding (with Gold Print)	82

  
 (Muhammad Abid)  
 Deputy Treasurer (Procurement)

300825