



GOVERNMENT OF PAKISTAN  
PAKISTAN TELECOMMUNICATION AUTHORITY  
HEADQUARTERS F-5/1 ISLAMABAD

F.No.7-2/2021/Admin/PTA

Portal File No. PTA/Coord/Admin/General Files/Admin/663/2022

07<sup>th</sup> July, 2022

Subject: - **Minutes of the Meeting of PC-I for Evaluation of Financial Bid for Supply of Drinking Water Bottles (18.9 liters Minimum) to PTA HQ**

1. Meeting of the Procurement Committee-I (PC-I) comprising the members signed below, was held on 30<sup>th</sup> June, 2022 in the PTCL Building 3<sup>rd</sup> Floor, PTA HQ, F-5/1, Islamabad to evaluate the financial bid pertaining to the procurement of "Supply of Drinking Water Bottles to PTA HQ".

2. The Authority approved the Supply of Drinking Water Bottles (18.9 liters minimum) to PTA HQ.

3. The invitation to bid for advertisement was published in Urdu and English news papers and uploaded on PPRA /PTA websites on 20<sup>th</sup> April, 2022.

4. **Technical Evaluation:**

i. Technical bids were opened on 17<sup>th</sup> May, 2022 by the Technical Evaluation Committee (TEC) in the presence of representative of bidder. TEC evaluated the technical bid of one (1) bidder as per criteria defined in the bidding documents. As per technical evaluation, Shan Marketing Services (distributor of Nestle Pakistan Ltd) was declared as technically qualified and recommended for opening of financial bid. Accordingly, the result of technical evaluation has been announced as per PP Rules 2004 on 17<sup>th</sup> June, 2022.

ii. The Minutes of Meeting and technical evaluation sheet duly signed by the technical evaluation committee is attached as **Annexure 'A'**.

5. **Financial Evaluation:**

i. Financial bid of technically qualified bidder was opened on 29<sup>th</sup> June, 2022 in PTCL Building 3<sup>rd</sup> Floor, PTA HQ F-5/1, Islamabad at 1100 hours in presence of the representative of the qualified bidder.

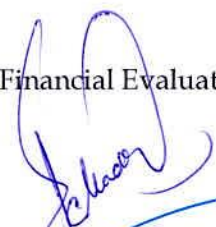
ii. The PC-I deliberated upon the case in view of PPRA Rules, PTA's Procurement Policy and Procedure, and terms & conditions contained in the bidding document. Shan Marketing Services quoted bid amount as per following:


Description	Estimated bottles per month	Year Wise Rate per Bottle (PKR)					Remarks
		1 <sup>st</sup> Year	2 <sup>nd</sup> Year	3 <sup>rd</sup> Year	4 <sup>th</sup> Year	5 <sup>th</sup> Year	
Drinking Water Bottle (18.9 liter minimum)	400	220	240	260	280	300	Most advantageous bid as per Sr. 16 of the published bidding documents. Recommended for award of contract for Supply of Drinking Water to PTA HQ.


6. **Recommendation:**


i. After evaluation of the financial bid, the PC-I recommended the Shan Marketing Services Distributor of Nestle Pakistan Ltd for supply of Drinking Water Bottles (18.9 liters minimum) to PTA HQ after approval of the Authority.

ii. Financial Evaluation Sheet duly signed by PC-I is attached.


  
 Muhammad Salman Zafar  
 Director (ICT)  
 Member

  
 Muhammad Ashraf  
 Deputy Director (Gov. Audit)  
 Member

  
 Abdur Rub Khan  
 Director (P&C)  
 Member

  
 Muhammad Naeem Ashraf  
 Director (Litigation)  
 Member

  
 Raja Inam ul Haque Kiyani  
 Director (Administration)  
 Member

  
 Muhammad Arif Sargana  
 Director General (CA)  
 Convener

**Final Evaluation Report**  
**(As per Rule 35 of PP Rules, 2004)**

1. Name of Procuring Agency: Pakistan Telecommunication Authority
2. Method of Procurement: Single Stage- two Envelope
3. Title of Procurement: Hiring of Services for Supply of Drinking Water Bottles (18.9 ltrs minimum) to PTA HQ
4. Tender Inquiry No.: 3/202/Admin/PTA
5. PPRA Ref. No. (TSE): TS478851E
6. Date & Time of Bid Closing: 17<sup>th</sup> May, 2022 by 1100 hrs
7. Date & Time of Bid Opening: 17<sup>th</sup> May, 2022 by 1130 hrs
8. No of Bids Received: One (01)
9. Criteria for Bid Evaluation: As per Sr. 16 of the published bidding documents
10. Details of Bid(s) Evaluation: Detail is as under

Name of Bidder	Evaluation Marks			Evaluated Cost (PKR)	Rule/Regulation/SBD*/Policy/ Basis for Technical Rejection / Acceptance as per Rule 35 of PP Rules, 2004.
	Technical Marks	Financial Marks	Total Marks		
Shan Marketing Services	59.5	30	89.5	N/A	Most advantageous bid as per Sr. 16 of the published bidding documents. Recommended for award of contract for Supply of Drinking Water to PTA HQ

  
Muhammad Salman Zafar  
Director (ICT)  
**Member**

  
Abdur Rub Khan  
Director (P&C)  
**Member**

Raja Inam ul Haque Kiyani  
Director (Administration)  
**Member**

  
Muhammad Ashraf  
Deputy Director (Gov. Audit)  
**Member**

  
Muhammad Naem Ashraf  
Director (Litigation)  
**Member**

  
Muhammad Arif Sargana  
Director General (CA)  
**Convener**

Financial Bid Form

**Financial Bid for supply/refilling of water bottles (18.9 minimum liters)**

Description	1 <sup>st</sup> year Rate per bottle	2 <sup>nd</sup> Year Rate per bottle	3 <sup>rd</sup> Year Rate per bottle	4 <sup>th</sup> Year Rate per bottle	5th Year Rate per bottle
bottled Water (18.9 Liter minimum)	Rs-220/btl	Rs-240/-	Rs-260/-	Rs-280/-	Rs-300/-

SECURITY DEPOSIT OF EACH BTL WILL BE CHARGED ON COMPANY RATES-

**Note:**

- i. Rate must be inclusive of all applicable taxes (including GST).
- ii. All applicable taxes will be deducted at source as per laws of Government of Pakistan.
- iii. The offered price of the quoted brand shall not be more than its retail price at the time of bid evaluation and during the term of the contract.

Signature \_\_\_\_\_



Several handwritten signatures in blue ink are scattered across the page, including one large signature to the left of the 'Signature' line and several others below it.

Attendance Sheet for opening of Financial Bid of Qualified Bidder for  
Supply of Drinking Water Bottles on 29<sup>th</sup> June, 2022 at 1100 hrs at PTCL  
Building 3<sup>rd</sup> Floor, PTA HQ Islamabad

S.No.	Name of Representative	Cell No.	Signature
	<i>Qazi Ahsan</i>	<i>0333 795 6123</i>	<i>[Signature]</i>

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*[Handwritten signature]*

*[Handwritten signature]*

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