

## Bid Evaluation Report

1. Name of Procuring Agency: Institute of Business Administration, Karachi
2. Tender Reference No: ES/04/17-18
3. Tender Description/Name of work/item: Tender for Photography & Video Services for WIFF-2018
4. Method of Procurement: Single Stage Single Envelope
5. Tender Published: January 23, 2018 on IBA & SPPRA web site Serial # 36331  
*Print & Electronic Media (SPPRA ID No. & News papers names with dates)*
6. Total Bid documents Sold; 02 suppliers have collected Tender Documents
7. Total Bids Received: 01
8. Technical Bid Opening date: (if applicable) NA *(Provide details in separate form)*
9. No. of Bid technically qualified (if applicable): NA
10. Bid(s) Rejected: NA
11. Financial Bid Opening date: February 19, 2018

### **12. Bid Evaluation Report:**

<i>S No</i>	<i>Name of Firm or Bidder</i>	<i>Cost offered by the Bidder</i>	<i>Ranking in terms of cost</i>	<i>Comparison with Estimated cost</i>	<i>Reasons for acceptance/rejection</i>	<i>Remarks</i>
0	1	2	3	4	5	6
1.	M/s Al-Rashid Digital Photo Studio	Rs.336,740.00	Responsive Bidder	Rs.350,000.00	Accepted, due to responsive bidder. Comparative sheet attached.	

- 1 The lowest evaluated and qualified bidder is M/s Al-Rashid Studio at Rs. 336,740.00 (inclusive of all Taxes)
- 2 The Market Survey was conducted in accordance with SPPRule-48 and the quoted bid was found to be competitive with market price.
- 3 Procurement Committee meeting held on February 22, 2018, recommended to award the Work Order to the responsive bidder to M/s Al-Rashid Digital Photo Studio at Rs. 336,740.00 (inclusive of all taxes)

### **Signatures of the Central Purchase Committee, Members**

  
MEMBER  
CENTRAL PURCHASE COMMITTEE  
INSTITUTE OF BUSINESS ADMINISTRATION  
KARACHI

  
CHAIRPERSON  
CENTRAL PURCHASE COMMITTEE  
INSTITUTE OF BUSINESS ADMINISTRATION  
KARACHI

  
MEMBER (EXTERNAL)  
CENTRAL PURCHASE COMMITTEE  
INSTITUTE OF BUSINESS ADMINISTRATION  
KARACHI

Syed Akbar Hussain Kazmi

Dr. S.M. Faisal Iqbal  
Assistant Professor

Harris Qureshi



**Institute of  
Business Administration  
Karachi**

*Leadership and Ideas for Tomorrow*

### BIDDERS QUALIFICATION REPORT

NIT No:

ES/04/17-18

Description of Work:

Tender for Photography & Video Services for WIFF-2018

Method & Procedure of procurement:

Open Competitive Bidding  
Single Stage One Envelope

S. No	Eligibility Criteria	M/s Al-Rashid Digital Photo Studio
1	Is envelop sealed	Yes
2	Required Bid Security in enclosed	Yes
3	Form of Tender Signed or not	Yes
4	Registration in GST / SBR & I. Tax	Yes
5	Turnover in terms of Finanacial Statement of last three years	Yes
6	Tender Fee Received	Yes
7	5 plus years experience	Yes
8	Qualified / Disqualified	Qualified
9	Any overwriting tender dropped received	No
10	Cliental list provided	Yes
11	Affidavit regarding any litigation or blacklisting	No

#### Recommendations:

- 1 Participated firm is declared as substantially qualified bidders by the Tender opening committee as meet with minimum qualification / eligitiblity criteria.
- 2 The lowest evaluated and qualified bidder is M/s Al-Rashid Digital Photo Studio at Rs. 336,740.00 (inclusvie of all taxes).
- 3 The Market Survey was conducted in accordance with SPPRule-48 and the quoted bid was found to be competitive with market price.
- 4 Recommended to award the Work Order to the responsive bidder to M/s Al-Rashid Digital Photo Studio at Rs. 336,740.00 (inclusive of all taxes)

**MEMBER**  
CENTRAL PURCHASE COMMITTEE  
INSTITUTE OF BUSINESS ADMINISTRATION  
KARACHI

Syed Akbar Hussain Karimi  
Finance

**CHAIRPERSON**  
CENTRAL PURCHASE COMMITTEE  
INSTITUTE OF BUSINESS ADMINISTRATION  
KARACHI

DR. S. M. Faisal Aradat  
President of Board of Directors

**MEMBER (EXTERNAL)**  
CENTRAL PURCHASE COMMITTEE  
INSTITUTE OF BUSINESS ADMINISTRATION  
KARACHI

Haris Qureshi

**Comparative Statement**  
**Photography & Video Services for WIFF 2018**  
**Tender # ES/04/17-18**

		M/s.Al-Rashid Digital Photo Studio		
S. #	Description	Qty	Rate (Rs.)	Amount (Rs.)
1	<b>Still Photography (Digital)</b> HD Still Photography with DVD Box & Soft Copy Transfer	1 Job for 2 days	10,000.00	20,000.00
2	<b>Video Recording (Digital)</b> HD Video Recording by Three (3) Cameras with Complete OB System with live web streaming on IBA website	1 Job for 2 days with Live Streaming	25,000.00	50,000.00
3	<b>SMD Screens</b> 10' x 12' with complete accessories along with clicker, presentation slider, video all versions	02 SMD 2 days	100,000.00	200,000.00
4	<b>LCD's 40 inches</b> With T-Stands for video display	04 LCDs 2 days	12,000.00	24,000.00
5	<b>Panaflex Framing</b> 5' x 8' Around LCD Black Borders	04 Panaflex 2 days	4,000.00	4,000.00
<b>Total</b>			<b>Rs. 298,000.00</b>	
<b>13% SST</b>			<b>Rs. 38,740.00</b>	
<b>Total Amount</b>			<b>Rs. 336,740.00</b>	

**Recommendations:**

- 1 Participated firm is declared as substantially qualified bidders by the Tender opening committee as meet with minimum qualification / eligibility criteria.
- 2 The lowest evaluated and qualified bidder is M/s Al-Rashid Digital Photo Studio at Rs. 336,740.00 (inclusive of all taxes)
- 3 The Market Survey was conducted in accordance with SPPRule-48 and the quoted bid was found to be competitive with market price.
- 4 Recommended to award the Work Order to the responsive bidder to M/s Al-Rashid Digital Photo Studio at Rs. 336,740.00 (inclusive of all taxes)

  
**MEMBER**  
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 INSTITUTE OF BUSINESS ADMINISTRATION  
 KARACHI

  
**CHAIRPERSON**  
 CENTRAL PURCHASE COMMITTEE  
 INSTITUTE OF BUSINESS ADMINISTRATION  
 KARACHI

  
**MEMBER (EXTERNAL)**  
 CENTRAL PURCHASE COMMITTEE  
 INSTITUTE OF BUSINESS ADMINISTRATION  
 KARACHI

Syed Akbar Hussain Kazmi  
 Finance  
 IBA, Karachi

Dr. S. M. Faizul Iradat  
 Assistant Professor  
 IBA, Karachi

Harris Qureshi  
 PRA Advisor  
 WFI



**Muhammad Hanif / Senior Executive (Purchase) @ Main Campus**

To:

Subject:

Secretary Procurement Committee @ IBA  
SPPRA - PC Minutes of Bid Opening Meeting

From: Secretary Procurement Committee @ IBA

Sent: Thursday, February 22, 2018 4:01 PM

To: Muhammad Sohail Khan / Senior Manager (Purchase and Stores) @ IBA

Cc: Procurement-Committee; Aamer Shabbir Khan / General Manager Administration @ IBA; Sarwat Ahson / Senior Program Manager CEIF @ IBA; Moeid Sultan / Director Finance @ Main Campus; Syed Fahad Jawed / Senior Manager Finance (Pre-audit and Budget) @ Main Campus; Dr. Farrukh Iqbal / Dean and Director @ IBA; Dr. Sayeed Ghani / Associate Dean @ IBA

Subject: Item 5. Approval for Photography & Video Services for WIFF-2018

**Item # 5:** Approval for Photography & Video Services for WIFF-2018

Discussion: Sr. Executive Purchase briefed the committee about the tender proceedings 'Tender for Photography & Video Services for WIFF-2018' for CEIF Department. Two bidders collected the tender documents and only one bidder participated in the bidding process. Market Survey was conducted in accordance with SPPRule 48 and the quoted bid was found to be competitive with the market price.

Decision: Recommended to award 'Tender for Photography & Video Services for WIFF-2018' to M/s Al-Rashid Digital Photo Studio at the total cost of Rs.336,740.00 (including taxes)\*

\*subject to the availability of budget.

Action: Sr. Manager Procurement & Stores will implement the decision in accordance with the prescribed rules & regulations framed by IBA PP&P and SPPRA.

Committee:

1. Dr. S. M. Faisal Iradat (Chairman)
2. Mushtaque Ahmed (Member)
3. Syed Akbar Hussain Kazmi (Member)
4. Haris Qureshi (External Member)
5. M. Mabroor Khan (External Member)
6. Muhammad Hanif (Secretary)

Muhammad Hanif,  
Secretary Procurement Committee

MEMBER  
CENTRAL PURCHASE COMMITTEE  
INSTITUTE OF BUSINESS ADMINISTRATION  
KARACHI

Syed Akbar Hussain Kazmi  
Finance

CHAIRPERSON  
CENTRAL PURCHASE COMMITTEE  
INSTITUTE OF BUSINESS ADMINISTRATION  
1 KARACHI

Dr. S. M. Faisal Iradat  
Assistant Professor

MEMBER (EXTERNAL)  
CENTRAL PURCHASE COMMITTEE  
INSTITUTE OF BUSINESS ADMINISTRATION  
KARACHI

Haris Qureshi  
SPPRA Advisor