SINDH PUBLIC PROCUREMENT REGULATORY AUTHORITY

CONTRACT EVALUATION FORM

TO BE FILLED IN BY ALL PROCURING AGENCIES FOR PUBLIC CONTRACTS OF WORKS, SERVICES & GOODS

1) NAME OF THE ORGANIZATION / DEPTT. — Institute of Business Administration, Karachi

2) PROVINCIAL / LOCAL GOVT./ OTHER — Local Govt

3) TITLE OF CONTRACT — Goods

4) TENDER NUMBER — Maint/01/16-17

5) BRIEF DESCRIPTION OF CONTRACT — Provide & Supply of Anti-Termite Medicines

6) FORUM THAT APPROVED THE SCHEME — Procurement Committee

7) TENDER ESTIMATED VALUE — Rs.150,000/-

8) ENGINEER'S ESTIMATE (For civil works only) — NA

9) ESTIMATED COMPLETION PERIOD (AS PER CONTRACT) — 1 Month

10) TENDER OPENED ON (DATE & TIME) — June 22, 2017 (12:30 pm)

11) NUMBER OF TENDER DOCUMENTS SOLD — FOUR (Attach list of buyers)

12) NUMBER OF BIDS RECEIVED — FOUR

13) NUMBER OF BIDDERS PRESENT AT THE TIME OF OPENING OF BIDS — NA

14) BID EVALUATION REPORT (Enclose a copy) — Copy Enclosed

15) NAME AND ADDRESS OF THE SUCCESSFUL BIDDER — TWO

16) CONTRACT AWARD PRICE — Rs.146,268.72

17) RANKING OF SUCCESSFUL BIDDER IN EVALUATION REPORT (i.e. 1st, 2nd, 3rd EVALUATION BID). — (1) M/s M. F. Brothers (2) M/s S.I. Enterprises

(3) M/s S. M. Saeed & Brothers (4) M/s K&B Enterprises

18) METHOD OF PROCUREMENT USED : - (Tick one)

a) SINGLE STAGE – ONE ENVELOPE PROCEDURE ✓ [Domestic/ Local]

b) SINGLE STAGE – TWO ENVELOPE PROCEDURE [Domestic]

c) TWO STAGE BIDDING PROCEDURE [ ]

d) TWO STAGE – TWO ENVELOPE BIDDING PROCEDURE [ ]

PLEASE SPECIFY IF ANY OTHER METHOD OF PROCUREMENT WAS ADOPTED i.e. EMERGENCY, DIRECT CONTRACTING ETC. WITH BRIEF REASONS.

19) APPROVING AUTHORITY FOR AWARD OF CONTRACT __Procurement Committee__

20) WHETHER THE PROCUREMENT WAS INCLUDED IN ANNUAL PROCUREMENT PLAN?

Yes [ ] No [✓]

21) ADVERTISEMENT :

i) SPPRA Website
(If yes, give date and SPPRA Identification No.)

Yes	July 11, 2017 and SPPRA ID # 2137/17
No	

ii) News Papers
(If yes, give names of newspapers and dates)

Yes	
No	✓

22) NATURE OF CONTRACT   Domestic/Local [✓] Int. [ ]

23) WHETHER QUALIFICATION CRITERIA
WAS INCLUDED IN BIDDING / TENDER DOCUMENTS?
(If yes, enclose a copy)

Yes [ ] No [✓]

24) WHETHER BID EVALUATION CRITERIA
WAS INCLUDED IN BIDDING / TENDER DOCUMENTS?
(If yes, enclose a copy)

Yes [ ] No [✓]

25) WHETHER APPROVAL OF COMPETENT AUTHORITY WAS OBTAINED FOR USING A
METHOD OTHER THAN OPEN COMPETITIVE BIDDING?

Yes [✓] No [ ]

26) WAS BID SECURITY OBTAINED FROM ALL THE BIDDERS?

Yes [✓] No [ ]

27) WHETHER THE SUCCESSFUL BID WAS LOWEST EVALUATED
BID / BEST EVALUATED BID (in case of Consultancies)

Yes [✓] No [ ]

28) WHETHER THE SUCCESSFUL BIDDER WAS TECHNICALLY
COMPLIANT?

Yes [✓] No [ ]

29) WHETHER NAMES OF THE BIDDERS AND THEIR QUOTED PRICES WERE READ OUT AT
THE TIME OF OPENING OF BIDS?

Yes [✓] No [ ]

30) WHETHER EVALUATION REPORT GIVEN TO BIDDERS BEFORE THE AWARD OF
CONTRACT?
(Attach copy of the bid evaluation report)

Yes [✓] No [ ]

31) ANY COMPLAINTS RECEIVED
(If yes, result thereof)

Yes	
No	✓

32) ANY DEVIATION FROM SPECIFICATIONS GIVEN IN THE TENDER NOTICE / DOCUMENTS
(If yes, give details)

Yes	
No	✓

33) WAS THE EXTENSION MADE IN RESPONSE TIME?
(If yes, give reasons)

Yes	
No	✓

34) DEVIATION FROM QUALIFICATION CRITERIA
(If yes, give detailed reasons.)

Yes	
No	✓

35) WAS IT ASSURED BY THE PROCURING AGENCY THAT THE SELECTED FIRM IS NOT
BLACK LISTED? Yes ✓ No ☐

36) WAS A VISIT MADE BY ANY OFFICER/OFFICIAL OF THE PROCURING AGENCY TO THE
SUPPLIER'S PREMISES IN CONNECTION WITH THE PROCUREMENT? IF SO, DETAILS TO
BE ASCERTAINED REGARDING FINANCING OF VISIT, IF ABROAD:
(If yes, enclose a copy) Yes ☐ No ✓

37) WERE PROPER SAFEGUARDS PROVIDED ON MOBILIZATION ADVANCE PAYMENT IN
THE CONTRACT (BANK GUARANTEE ETC.)? Yes ✓ No ☐

38) SPECIAL CONDITIONS, IF ANY
(If yes, give Brief Description)

Yes	
No	✓

**Signature & Official Stamp of
Authorized Officer** _____

Aamer Shahbbir
Wing Commander (Retd)
General Manager Administration
Institute of Business Administration (IBA),
Karachi, Pakistan

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