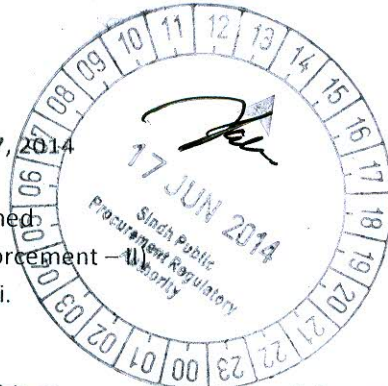


Institute of  
Business Administration  
Karachi

*Leadership and Ideas for Tomorrow*

Dated: June 17, 2014

Mr. Junaid Ahmed  
Manager (Enforcement)  
SPPRA, Karachi.



**Subject:** Submission of documents regarding Rule-50 (IT/62/2013-14)

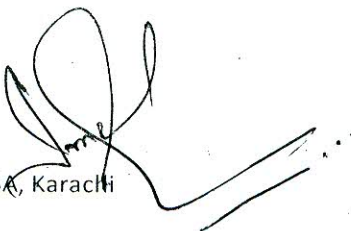
Dear Mr. Junaid Ahmed

In the compliance of SPPRA rule, you are requested to please upload the following details on SPPRA website.

- 1- Bid Evaluation Report of IT/62/2013-14
- 2- Contract Evaluation Form
- 3- Letters of Award and BOQ

Thanking you in anticipation.

Sincerely yours

  
IBA, Karachi

## Bid Evaluation Report

1. Name of Procuring Agency: Institute of Business Administration Karachi.(IBA, Karachi)
2. Tender Reference No: IT/62/2013-14
3. Tender Description/Name of work/item: Procurement of Multi-Functional Production Printer for Testing Department
4. Method of Procurement: Single Stage Single Envelope
5. Tender Published: SPPRA-Sr.No 20295
6. Total Bid documents Sold: Free available on IBA web site
7. Total Bids Received: Five (05)
8. Technical Bid Opening date: (if applicable) \_\_\_\_\_ (Provide details in separate form)
9. No. of Bid technically qualified (if applicable): 05
10. Bid(s) Rejected: 0
11. Financial Bid Opening date: 26-May-2014
12. Bid Evaluation Report:

S No	Name of Firm or Bidder	Cost offered by the Bidder (exclusive of taxes)	Ranking in terms of cost	Comparison with Estimated cost	Reasons for acceptance/rejection	Remarks
0	1	2	3	4	5	6
1.	See Sam	923,538/-	4 <sup>th</sup>		Qualified as per Eligibility Criteria	High in Price
2.	GEMCO	850,400/-	3 <sup>rd</sup>		Qualified as per Eligibility Criteria	High in Price
3.	Mushko	1,322,500/-	5 <sup>th</sup>		Qualified as per Eligibility Criteria	High in Price
4.	DWP	550,000/-	1 <sup>st</sup>		Qualified as per Eligibility Criteria	Recommended for award the contract
5.	Office Automation Group	658,120/-	2 <sup>nd</sup>		Qualified as per Eligibility Criteria	High in Price

**Recommendations: -** The offered amount of Rs.550,000/- (Exclusive of taxes) by M/s. DWP has been recommended by the Procurement Committee to award the work on the basis of their technical qualifying and lowest offered price bid.



IBA (Internal Member)  
Mr. Syed Jehanzeb  
Assistant Manager



IBA (Internal Member)  
Dr. Nasir Touheed  
Professor



IBA (External Member)  
Mr. Haris Quershi  
HEJ Karachi University

# 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 / DEPT. Institute of Business Administration Karachi
- 2) PROVINCIAL / LOCAL GOVT. / OTHER Provincial
- 3) TITLE OF CONTRACT Provincial of Multi-Functional Production for Testing Depart
- 4) TENDER NUMBER IT/62/2013-14
- 5) BRIEF DESCRIPTION OF CONTRACT Provincial of Multi-Functional Production for Testing Depart
- 6) FORUM THAT APPROVED THE SCHEME Central Purchase Committee (CPC)
- 7) TENDER ESTIMATED VALUE 1,000,000/-
- 8) ENGINEER'S ESTIMATE  
(For civil works only)
- 9) ESTIMATED COMPLETION PERIOD (AS PER CONTRACT) 07 Days approximately
- 10) TENDER OPENED ON (DATE & TIME) 26 May 2014 / 11:30AM
- 11) NUMBER OF TENDER DOCUMENTS SOLD Available on IBA website  
(Attach list of buyers)
- 12) NUMBER OF BIDS RECEIVED 05 Five
- 13) NUMBER OF BIDDERS PRESENT AT THE TIME OF OPENING OF BIDS 05
- 14) BID EVALUATION REPORT  
(Enclose a copy)
- 15) NAME AND ADDRESS OF THE SUCCESSFUL BIDDER DWP Technologies
- 16) CONTRACT AWARD PRICE Rs. 550,000/- without GST
- 17) RANKING OF SUCCESSFUL BIDDER IN EVALUATION REPORT  
(i.e. 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> EVALUATION BID).  
1st DWP Technologies  
2nd Office Automation Group  
3rd GEMCO
- 18) METHOD OF PROCUREMENT USED : - (Tick one)
- a) SINGLE STAGE - ONE ENVELOPE PROCEDURE Domestic ☐ Domestic/ Local ☐
- b) SINGLE STAGE - TWO ENVELOPE PROCEDURE ☐
- 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 \_\_\_\_\_

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

Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
-----	--------------------------	----	-------------------------------------

21) ADVERTISEMENT :

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

Yes	SPPRA S.No 20295 / 26 May 2014
No	

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

Yes	Dawn, Jang, AAS
No	

22) NATURE OF CONTRACT

Domestic/ Local	<input checked="" type="checkbox"/>	Int.	<input type="checkbox"/>
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23) WHETHER QUALIFICATION CRITERIA  
WAS INCLUDED IN BIDDING / TENDER DOCUMENTS?  
(If yes, enclose a copy)

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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24) WHETHER BID EVALUATION CRITERIA  
WAS INCLUDED IN BIDDING / TENDER DOCUMENTS?  
(If yes, enclose a copy)

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
-----	-------------------------------------	----	--------------------------

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

Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
-----	--------------------------	----	--------------------------

26) WAS BID SECURITY OBTAINED FROM ALL THE BIDDERS?

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
-----	-------------------------------------	----	--------------------------

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

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
-----	-------------------------------------	----	--------------------------

28) WHETHER THE SUCCESSFUL BIDDER WAS TECHNICALLY  
COMPLIANT?

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
-----	-------------------------------------	----	--------------------------

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

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
-----	-------------------------------------	----	--------------------------

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

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
-----	-------------------------------------	----	--------------------------

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	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
-----	-------------------------------------	----	--------------------------

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	<input type="checkbox"/>	No	<input type="checkbox"/>
-----	--------------------------	----	--------------------------

37) WERE PROPER SAFEGUARDS PROVIDED ON MOBILIZATION ADVANCE PAYMENT IN  
THE CONTRACT (BANK GUARANTEE ETC.)?

Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
-----	--------------------------	----	--------------------------

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

Yes	
No	

Signature & Official Stamp of

Authorized Officer Mr. Imran Balada (Head of ICT)

**FOR OFFICE USE ONLY**

**SPPRA, Block. No.8, Sindh Secretariat No.4-A, Court Road, Karachi**

**Tele: 021-9205356; 021-9205369 & Fax: 021-9206291**

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Institute of  
Business Administration  
Karachi

Leadership and Ideas for Tomorrow

Ref: IT/62/2013-14

Dated June 16, 2014

M/s DWP Technologies  
11-First Floor, Mandviwalla Chambers,  
Talpur Road, Karachi  
Tel: 021-111-005-006

Attn: Mr. Asad

Sub: **INSTITUTE OF BUSINESS ADMINISTRATION – KARACHI**  
(Procurement of Multi-Functional Production Printer for Testing Department)  
"LETTER OF AWARD"

Dear Mr. Asad,

This is in reference to your bid submitted on 26-05-2014, for the subject work. The Management is pleased to inform you that your bid has been approved for award of subject work to your firm at price of Rs.550,000/- (exclusive of taxes) for Procurement of Multi-Functional Production Printer for Testing Department (Main Campus).

S.No.	Item	Price
1	Complete Solution	550,000/-
	GST	93,500/-
	Total (GST 17%)	643,500/-

This letter of award is based on the following documents and following terms and conditions, which form its part thereof and are the governing documents of the contract:

- Your quotation submitted on 26-05-2014
- Priced Bill of Quantity
- Tender Drawings.(If apply)
- Delivery time 07 days from the date of receiving of this LOA.
- Please submit the Performance Security 10% in Finance Dept.

You are advised to please return the duplicate copy of this Letter of Award duly signed as an acknowledgment of its receipt as well as your unqualified acceptance of the same.

Thanking you.

Yours sincerely

for Institute of Business Administration Karachi:

Head of ICT



Received and Accepted on behalf of M/s.



Schedule of Requirement / Bill of Quantity (IT/62/2013-14)		
System Specifications	IBA Requirement	DWP
Speed	55 ppm or higher	YES
Size	8.5 x 11 in. / A4 (LEF)	YES
	8.5 x 13 to 8.5 x 14 in. /	
	A4 to B4 (SEF)	
	11 x 17 in. / A3 (A3 SEF)	
Monthly Duty Cycle <sup>1</sup>	Up to 200,000 pages or higher	YES
Hard Drive / Processor /Memory	160 GB / 1 GHz Dual-core / 2 GB system	YES
Connectivity	10/100/1000Base-T Ethernet, High-Speed USB 2.0 direct print	YES
Print Resolution	Up to 4800 x 600, 256 shades of gray, 1200 x 1200 emulation	YES
Mobile Printing	Require	YES
Scan Standard Features	Scan to Network, Scan to Email, Scan to Folder, Scan to SMB or FTP, Text Searchable PDF, PDF/A, XPS, Linearized PDF, Scan to USB Memory Device, Single Touch Scanning	YES
Connect Key	for SharePoint®, Connect Key Share to Cloud, N® Scan to PC Desktop® SE and Professional, numerous	YES
Security	McAfee® Embedded, McAfee ePolicy (ePO) Compatible, HDD Overwrite, 256-bit Encryption (FIPS 140-2 compliant),	YES
	Common Criteria Certification (ISO 15408), Secure Print, Secure Fax, Secure Scan, Secure Email, Cisco® TrustSec Identity	
	Services Engine (ISE) Integration, Network Authentication, SSL, SNMPv3, Audit Log, Access Controls, User Permissions	
Mail Merge Printing	Yes	YES
Auto Tray Switching	Yes	YES
XSA Software	Standard Accounting (Copy, Print, Scan, Fax) or equal	YES
	Adobe® PostScript® 3™, PDF, PCL® 5c / PCL 6, XML Paper Specification (XPS®)	
Page Description Languages		YES
Print Features	Application Defaults	YES
	Banner Sheet Enable / Disable	
	Bi-directional Status	
	Cover Selection	
	Delay Print (specific time)	
	User Permissions	
	Image Options (Toner Saver, Resolution (Standard, High)	
	Job Identification (Print ID or Banner, Print ID in margins on first page only or all pages)	

	Layout / Watermark (N-up (up to 16 pages per sheet), Multi-up, Booklet layout / finishing, Fit to new paper size)	
	Overlays	
	Paper Selection by Attribute	
	Sample Set	
	Saved Job	
	Secure Print with Timed Deletion	
	Special Pages (exception page programming: covers, inserts, exception pages)	
	Store and Recall Driver Settings	
	Sustainability Features ( Earth Smart Settings, Duplex, N-up, Turn-off Banner and Print ID, Smart Sample Set, Hold All Jobs)	
Print / scan from USB	Allows walk-up printing from USB port	YES
	Supports direct printing from computer via USB port	
	Supported file formats: PDF, JPEG, TXT	
Scan to Email (Standard)	Yes	YES
Trays 1 and 2	500 sheet each or higher	YES
High Capacity Tandem Tray 3 and 4	Tray 3: 1,600 sheets	YES
	Tray 4: 2,000 sheets or higher	
Secure Printing / Secure Scanning	Yes	YES
	Print from USB, Earth Smart Driver Settings, Job Identification, Booklet Creation, Store and Recall Driver Settings,	
	Bi-directional Status, Scaling, Job Monitoring	
Print Features		YES
Print Features		YES
Toner Cartridge	76,000 pages or higher	YES
Fuser Module	400,000 or higher	YES
Xerographic Module – Metered	450,000 or higher	YES
Centre Ware® Web	A Web-based server application for network administrators that permits Web browser-based device management from any workstation, whether running Windows, UNIX or any other operating system:	YES
	• Works with any SNMP-managed printer from any manufacturer.	
	• Provides help with device discovery and installation, health checks and troubleshooting, and device upgrades, as well	
	as basic accounting and asset management.	



	• Requires Windows XP, Vista or Windows 7 and Internet Explorer 6.0 and higher.	
Warranty	Three Years original Manufacture warranty with parts and services onsite free of cost	YES
Price (without GST)		550,000
GST (17%)		93,500
Grand Total		643,500
Quantity		1