

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. SINDH BANK LIMITED/ADMINISTRATION
- 2) PROVINCIAL / LOCAL GOVT./ OTHER SCHEDULED BANK
- 3) TITLE OF CONTRACT Supply & Printing of Printed Stationery
- 4) TENDER NUMBER SNDB/COK/ADMIN/TD/1157/2020
- 5) BRIEF DESCRIPTION OF CONTRACT Same as Above
- 6) FORUM THAT APPROVED THE SCHEME Competent Authority
- 7) TENDER ESTIMATED VALUE Rs. 9,240,000/-
- 8) ENGINEER'S ESTIMATE
(For civil works only) -
- 9) ESTIMATED COMPLETION PERIOD (AS PER CONTRACT) 01 Year
- 10) TENDER OPENED ON (DATE & TIME) 04/03/2020 At 1130 Hours
- 11) NUMBER OF TENDER DOCUMENTS SOLD 01
(Attach list of buyers)
- 12) NUMBER OF BIDS RECEIVED 01
- 13) NUMBER OF BIDDERS PRESENT AT THE TIME OF OPENING OF BIDS 00
- 14) BID EVALUATION REPORT
(Enclose a copy) 28/07/2020 Attached
- 15) NAME AND ADDRESS OF THE SUCCESSFUL BIDDER M/s Print Link W S A-2, Block-18, F.B. Area, Karachi.
- 16) CONTRACT AWARD PRICE Rs 7,056,223/-
- 17) RANKING OF SUCCESSFUL BIDDER IN EVALUATION REPORT
(i.e. 1st, 2nd, 3rd EVALUATION BID). 1) M/s Print Link
- 18) METHOD OF PROCUREMENT USED. - (Tick one)
- a) SINGLE STAGE - ONE ENVELOPE PROCEDURE 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 _____ COMPETENT AUTHORITY

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

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

21) ADVERTISEMENT :

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

Yes	SPPRA S. No: T00531-19-0043
No	

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

Yes	Express Tribune, Daily Express & Ibrat. 14th February 2020
No	

22) NATURE OF CONTRACT

Domestic Local	<input checked="" type="checkbox"/>	Int.	<input type="checkbox"/>
-------------------	-------------------------------------	------	--------------------------

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

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

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 checked="" 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	No

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

Yes	
No	No

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

Yes	
No	No

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

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

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

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

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

Yes	
No	No

39) Date of Award of Contract: 05/08/2020

Signature & Official Stamp of
Authorized Officer

Lt Col (R) Shahzad Begh
EVP/Head of Administration
SINDH BANK LIMITED

FOR OFFICE USE ONLY

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

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

Print

Save

Reset

SNDB/COK/ADMIN/TD/1157/2020
05/08/2020

M/s. Print Link
W.S.A-2, Block 18,
F.B Area
Karachi

Subject: Contract Award – Supply & Printing of Printed Stationery

The management of Sindh Bank Limited is pleased to award the subject contract to M/s. Print Link in accordance with terms and conditions mentioned in our tender dated 14/02/2020.

Please acknowledge.

Sincerely,

For & behalf of Sindh Bank Limited,



Lt. Col. (R) Shahzad Begg
Head of Administration Division

**Supply of Printed Stationery
 Bid Evaluation Report**

1	Name of Procuring Agency	Sindh Bank Ltd.
2	Tender Reference No.	SNDB/COX/ADMIN/TO/1157/2020
3	Tender Description	Supply of Printed Stationery
4	Method of Procurement	Single Stage One Envelop Bidding Procedure
5	Tender Published & SPPRA'S No.	T00521-19-0043, Express Tribune, Daily Express Sindh Express (14/02/2020).
6	Total Bid Documents Sold	01
7	Total Bids Received	01
8	Technical / Financial Bid Opening Date & Time	04/03/2020 at 11:30 Hrs.
9	No. of bids qualified	01
10	Bid(s) Rejected	-

Details on the above as given below:

S. No.	Name of Firm or Bidder	Qualified / Disqualified in Technical/ Eligibility Inspection	Total Cost offered by the Bidder	Ranking in terms of cost	Comparison with Estimated cost (Rs.9,240,000/-)	Reasons for acceptance/ rejection	Remarks
0	1	2	3	4	5	6	7
01.	M/s. Print Link.	Qualified in Evaluation Process	Rs.7,056,223/-	Only Lowest Bidder	Rs.2,183,777 /- below the estimated cost	Accepted: Only Qualified Evaluated Bidder	Rule 48 has been complied with

Accordingly, going by the Technical/Financial Evaluation criteria laid down in the tender document, M/s. Print Link is the only lowest evaluated bidder and their bid is also below the estimated cost, hence recommended for Supply of Printed Stationery to Sindh Bank Limited.

Members Signature- Procurement Committee

Lt. Col. (R) Shahzad Begg
 Chairperson-Head of Administration

Saeed Jamal
 Member-Chief Financial Officer

Syed Muhammad Aqeel
 Member- Chief Manager, IOBL Karachi

The Manager
Sindh Bank Limited
Head office
Karachi

SIGNATURE MEMBERS PE-ADMIN

Head - Fin Div. [Signature]

Head - Admin Div. [Signature]

FINANCIAL PROPOSAL
PRICE SCHEDULE

(Applicable for the year 2020-2021)
Name of Bidder M/S Printlink Date: [Date]

Printlink

S. No	Item	Tentative Monthly Quantity	No. of Items	Quantity	Color	Size	Unit Price Per Item	Amount (Unit Rate x Quantity)
1	Voucher Register-100 Pages (Offset Paper of 70 gram)	10	no. of Register	10	1+1	8.25x13.25	125	1250-
2	Security Stationery Register-100 Pages (Offset Paper of 70 gram)	10	no. of Register	10	1+1	8.25x13.25	125	1250-
3	Account Opening Forms (Individual Ac. & Company Ac.) (Art Paper of 70 gram)	1,000	no. of Forms	1,000	3+3	8.25 x 11.5	14.50	14,500-
4	Terms & Conditions for Account Opening (Art Paper of 120 gram with 03 fold) in urdu	1,000	no. of Forms	1,000	3+3	24.5 x 12	15.20	15,200-
5	Cash Book Register-100 Pages (Offset Paper of 70 gram)	20	no. of Register	20	1+1	8.25 x 9	125	2,500-
6	Credit Vouchers (Offset Paper of 70 gram)	50	no. of Pad of 100 Sheets	50	1	4.25 x 8	65	3,250-
7	Debit Vouchers (Offset Paper of 70 gram)	50	no. of Pad of 100 Sheets	50	1	4.25 x 8	65	3,250-
8	Key Register-100 Pages (Offset Paper of 70 gram)	10	no. of Register	10	1+1	8.25 x 13.25	125	1,250-
9	Ac Opening Register-100 Pages (Offset Paper of 70 gram)	10	no. of Register	10	1+1	8.25 x 13.25	125	1,250-
10	Ac Closing Register-100 Pages (Offset Paper of 70 gram)	10	no. of Register	10	1+1	8.25 x 13.25	125	1,250-
11	Cheque Return Memo (Offset Paper of 70 gram)	25	no. of Pad of 100 Sheets	25	1	8.25 x 11.5	65	1,625-
12	Pay Order/DD/TT/Remittance Request Forms (Offset Paper of 70 gram)	25	no. of Pad of 100 Sheets	25	1	8.25 x 11.5	65	1,625-
13	Deposit Slips NCR Sheet (1+1) -White & Blue	2000	no. of Pad of 25 SHEETS	2000	1+1	5.5 x 7.75	47.50	95,000-



SIGNATURE MEMBERS BC-A

Sl. No.	Description	Head	no. of Leaves	no. of Pads of 100 Sheets	no. of Files	no. of Registers	no. of Cards	no. of nos	Dimensions	Rate	Total
14	Locker Application Form	Head - Fin Div.	50	50	1				10.5 x 11.5	7.20	360 -
15	Specimen Signature Card for A/c (Cards of 310 gram)	Head - Admin Div.	1,000	1,000					5 x 7.25	7.20	7,200 -
16	Specimen Signature Card for Locker Operation (Cards of 310 gram)		Date: 100	100	3				5 x 7.25	6	600 -
17	Cash Debit Vouchers (Mandiyali Paper of 65 gram)		50	50	1				4.25 x 7	65	3,250 -
18	Voucher Covers		1000	1000	1				8.5 x 17	3.20	3,200 -
19	Misplaced Cheque Book Requisition Form (Offset Paper of 68 gram)		10	10	1+1				8.25 x 11.5	75	750 -
20	Sindh Bank Files - 380 gram		500	500	1				13.25 x 22	23.75	11,875 -
21	Locker Visit Register-100 Pages (Offset Paper of 70 gram)		10	10	1+1				8.25 x 13.25	125	1,250 -
22	Sindh Bank Personal Files - 700 gram		300	300	3				13.25 x 22	90	27,000 -
23	Visiting Cards		1000	1000	3				Standard size	4.25	4,250 -
24	Envelopes A-4 (Offset Paper of 70-75 gram)		2,500	2,500	3				10 x 12	9.90	24,750 -
25	Envelopes Legal (Offset Paper of 70-75 gram)		1000	1000	3				11 x 15	12.95	12,950 -
26	Envelopes Small (Offset Paper of 70-75 gram)		2000	2000	3				9 x 4	7.25	14,500 -
27	Letter Head-A4 (Offset Paper of 100 gram)		2000	2000	3				8.25 x 11.75	6.55	13,100 -
28	ATM Application Register-100 Pages (Offset Paper of 70 gram)		10	10	1+1				8.25 x 13.25	125	1,250 -
29	Zakat Exemption Register-100 Pages (Offset Paper of 70 gram)		10	10	1+1				8.25 x 13.25	125	1,250 -
30	Prize Bond Register-100 Pages (Offset Paper of 70 gram)		10	10	1+1				8.25 x 13.25		12,500 -

Signature



SIGNATURE MEMBERS

Sl. No.	Description	no. of Pad of Sheets	no. of Register	no. of nos	Size	Rate	Total
31	TDR/CDR Application Form (Offset Paper of 70 gram)	100	10	10	8.25 x 11.25	125	12500 -
32	Inward/Outward Mail Register-100 Pages (Offset Paper of 70 gram)	10	10	10	8.25 x 13.25	125	12500 -
33	Attendance Register (Offset Paper of 70 gram)	10	10	10	8.25 x 13.25	125	12500 -
34	Envelopes A-4 (Security Thread Envelop)	300	300	300	10 x 12	3.10	9300 -
35	Envelopes Legal (Security Thread Envelop)	300	300	300	11 x 15	3.10	9300 -
36	Small Window Envelopes 70-75 gms	2500	2500	2500	5 x 9	7.25	18125 -
37	E-Forms - 1+3 copies with machine numbering	10	10	10	8.25 x 13.25	175	17500 -
38	M-Forms - 1+1 copy with machine numbering (Local Paper of 68 gram)	10	10	10	8.25 x 13.25	140	14000 -
39	H-Forms - 1+3 copy with machine numbering (Local Paper of 68 gram)	10	10	10	8.25 x 13.25	140	14000 -
40	LC Application & Agreement Form with numbering (Offset Paper of 70 gram)	300	300	300	16.5 x 13.25	5.75	17250 -
41	LC Opening Register with numbering (Offset Paper of 70 gram)	10	10	10	8.25 x 13.25	125	12500 -
42	E-FORM Stock Issue Register with numbering (Offset Paper of 70 gram)	10	10	10	8.25 x 13.25	125	12500 -
43	FOBC/FBP Register with numbering (Offset Paper of 70 gram)	10	10	10	8.25 x 13.25	125	12500 -
44	Inward Foreign Bills Register with numbering (Offset Paper of 70 gram)	10	10	10	8.25 x 13.25	125	12500 -
45	Leave Record Book (Offset Paper of 70 gram)	10	10	10	8.25 x 13.25	125	12500 -
46	Locker Account Ledger (Offset Paper of 70 gram)	10	10	10	8.25 x 13.25	125	12500 -
47	A4 window envelope (100 gram offset paper)	2000	2000	2000	3	4.75	95000 -

Signature



48	Atm brochure (115 gram matt paper)	SIGNATURE MEMBERS	nos	2000	1	8.25 x 12	4.50	13,500 -	
49	Atm welcome letter	Head - Fin Div.	nos	2000	3	8.25 x 11.5	5	10,000 -	
50	Voucher envelope (craft paper 115 gm) without Branch address	Member-IOBL	Dates	nos	1000	1	11 x 16	9.90	9,900 -
51	Cad file (700 gm imported blue board)		nos	100	1	13.25 x 22	83	8300 -	
52	Cheque Book Issue Register (Offset Paper of 70 gram)		10 Register	10	1+1	8.25 x 13.25	125	1250 -	
53	Safe in Safe Out Register (Offset Paper of 70 gram)		10 Register	10	1+1	8.25 x 13.25	125	1250 -	
54	Stock Register for Security Stationery (Offset Paper of 70 gram)		10 Register	10	1+1	8.25 x 13.25	125	1250 -	
55	Inward / Outward Drawing/Cash Cheque Return Register (Offset Paper of 70 gram)		10 Register	10	1+1	6.25 x 13.25	125	1250 -	
56	Envelope (Half of A-4 size & Offset Paper of 70-75 gram)		nos	1000	3	8.4 x 5.9	695	6,950 -	
57	Voucher Envelope Draft Paper (120gm CRAFT paper)		nos	1000	1	11 x 15	9.95	9,950 -	
58	ENVELOPES WINDOW (BROWN CRAFT PAPER 70 GRAM)		nos	1000	3	10 x 12	390	3,900 -	
59	ENVELOPES SMALL (BROWN CRAFT PAPER 70 GRAM)		nos	1000	3	11 x 15	490	4,900 -	
60	ENVELOPES A-4 HALF (BROWN CRAFT PAPER 70 GRAM)		nos	2000	3	9x8	2.25	4,500 -	
61	ENVELOPES A-4 (BROWN CRAFT PAPER 70 GRAM)		nos	500	1	-	4.50	2,250 -	
62	ENVELOPES LEGAL (BROWN CRAFT PAPER 70 GRAM)		nos	1000	1	-	5.50	5,500 -	
63	Sindh Tender File (700 gm. imported)		200 Files	50	1	13.25 x 22	83	4,150 -	
64	Prize Bond Register (100 Pages)		nos	10	3+3	-	9.50	95	

Signature



		SIGNATURE MEMBERS PG-ADMI						
65	Terms & Conditions for Account Opening (A4 Paper of 120 gram with 03 fold) English Head - Fin Div.	2,000 nos	2,000	3-3	8.25 x 11.5	18	36,000 -	
66	Asan Account Opening Form with Terms & Conditions Hart Paper of 120 Gram (English) Head - Admin Div.	1,000 nos of Forms	1,000	3-3	24.5 x 12	13.90	13,900 -	
67	Asan Account Opening Form with Terms & Conditions Hart Paper of 120 Gram (Urdu) Date: 1,000	no. of Forms	1,000	4	18 x 11.75	15	15,000 -	
68	KYC Form for individual (Offset Paper of 70 gram)	10	no. of Forms	10	4	18 x 11.75	3.50	35 -
69	KYC Form for Companies (Offset Paper of 70 gram)	10	no. of pad	10	4	8.25 x 11.75	5.50	55 -
70	ATM Application Form 1 (5 Hart Paper)	1000	no. of pad	1000	4	8.25 x 11.75	5.50	5500 -
71	Cheque Book Requisition Pad	25	no. of pad	25	4	8.25 x 11.75	85	2,125 -
72	Undertaking Form 70 Gram Art Paper	10	no. of pad	10	1	8.5 x 11.75	100	1,000 -
73	Pay Order Issuance Register 100 Pages Offset Paper 70 grams	10	no. of pad	10	1	8.5 x 11.75	125	1,250 -
74	TDR/CDR Register 100 Pages	10	no. of Register	10	1	8.7 x 14	125	1,250 -
75	Inward/Outward Mail Register 100 Pages	10	no. of Register	10	1	14 x 8.5	125	1,250 -
76	Petty Cash Register 100 Pages	10	no. of Register	10	1	14 x 8.5	125	1,250 -
77	OBC Register 100 Pages	10	no. of Register	10	1	14 x 8.5	125	1,250 -
78	Dispatch Book 100 Pages	10	no. of Register	10	1	14 x 8.5	125	1,250 -
79	Inter City Clearing Register 100 Pages	10	no. of Register	10	1	14 x 8.5	125	1,250 -
80	Letter Head Continuation Sheet (A-4 Offset Paper 70 Gram)	500	no. of Register	500	1	8.5 x 14	3.55	1,775 -
81	Loan Application Form upto Rs. 1 Million (English)	25	no. of Leaves	25	2	8.5 x 11.75	18.50	463 -

Signature



82	Loan Application Form upto Rs. 1 Million (Urdu)	25	no. of Leaves	25	3	17.5 X 11.75 (5000)	18.50	463 -
83	Loan Application Form above Rs. 1 Million (English)	50	no. of Leaves	50	3	17.5 X 11.75 (5000)	18.50	925 -
84	Loan Application Form above Rs. 1 Million (Urdu)	50	no. of Leaves	50	3	17.5 X 11.75 (5000)	20	1000 -
85	Schedule of Bank Charges Islamic Bank 4 Color Printing	25	no. of Leaves	25	3	17.5 X 11.75 (5000)	45	1125 -
86	Schedule of Bank Charges Conventional Banking 4 Color Printing	25	no. of Books	25	4	11.75 X 8.5 (1000)	45	1125 -
87	Authority to 3 rd Party Pad	10	no. of Books	10	4	11.75 X 8.5 (1000)	95	950 -
88	ATM Cash Register Book	10	no. of pad	10	1	A4	125	1250 -
89	Stop Payment Caution Memo	10	no. of Register	10	1	8.5 X 14	100	1000 -
90	Prize Bond Pad	10	no. of pad	10	1	A4	125	1250 -
91	Prize Bond Pad 70 grms Imp	10	no. of Register	10	1	A4	100	1000 -

TOTAL AMOUNT Total 502,580 -

Add GST 17% GST 17% 85439 -

Grand total for month 588,019 -

*GRAND TOTAL = (TOTAL Amount x 12 (12 months)) 7056223 -



Shahid

SIGNATURE MEMBERS PG-ADM.

Head - Fin Div. *[Signature]*

Head - Admin Div. *[Signature]*

Member-IDBL. *[Signature]*

Date: *[Signature]*




TENDER No: SNDB/COK/ADMIN/TD/1157/2020
Date: 20/07/2020

Supply & Printing of Printed Stationery
Certificate in Compliance of Rule 48 of SPPRA

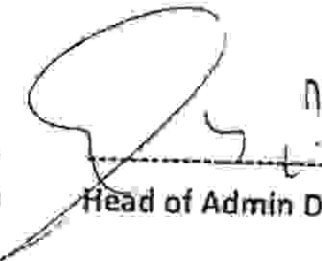
This is to certify that as only one bid was received against the tender, so Rule 48 has been complied with detail as follows:

S.No	Market Price.	Estimated Price	Current Tender Price
01	Rs.7,409,364/-	Rs. 9,240,000/-	Rs.7,056,223/-


Member Procurement Committee



Head of Finance Division



Head of Admin Division



Member of IDBL