# 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 / dep'tt.**
   - Institute of Business Administration Karachi

2. **Provincial / local govt. / other**
   - Provincial

3. **Title of contract**
   - Procurement of Wireless IP phones

4. **Tender number**
   - 17/53/2013-14

5. **Brief description of contract**
   - Procurement of Wireless IP phones

6. **Forum that approved the scheme**
   - Central Purchase Committee (CPC)

7. **Tender estimated value**
   - Rs. 800,000/-

8. **Engineer's estimate**
   - (For civil works only)

9. **Estimated completion period (as per contract)**
   - Six Weeks approximately

10. **Tender opened on (date & time)**
    - 05 April 2014 / 11:30 AM

11. **Number of tender documents sold**
    - Available on IBA website

12. **Number of bids received**
    - One (1)

13. **Number of bidders present at the time of opening of bids**
    - One (1)

14. **Bid evaluation report**
    - (Enclose a copy)

15. **Name and address of the successful bidder**
    - DWP Technologies

16. **Contract award price**
    - Rs 655,559/- C&F

17. **Ranking of successful bidder in evaluation report**
    - 1st DWP Technologies

18. **Method of procurement used** - (Tick one)

   a) **Single stage – one envelope procedure**

   b) **Single stage – two envelope procedure**

   c) **Two stage bidding procedure**

   d) **Two stage – two envelope bidding procedure**

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*Please specify if any other method of procurement was adopted i.e. emergency, direct contracting etc. with brief reasons.*

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1/3
19) APPROVING AUTHORITY FOR AWARD OF CONTRACT ________________________________

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

<table>
<thead>
<tr>
<th></th>
<th>Yes</th>
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21) ADVERTISEMENT:

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<th>Yes</th>
<th>No</th>
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<tbody>
<tr>
<td>i) SPPRA Website (If yes, give date and SPPRA Identification No.)</td>
<td>SPPRA S.No 19473 / 21 March 2014</td>
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<td>ii) News Papers (If yes, give names of newspapers and dates)</td>
<td>Dawn,jang,AAS</td>
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22) NATURE OF CONTRACT ________________________________

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

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

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

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<th>Yes</th>
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26) WAS BID SECURITY OBTAINED FROM ALL THE BIDDERS?

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

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<th>Yes</th>
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28) WHETHER THE SUCCESSFUL BIDDER WAS TECHNICALLY COMPLIANT?

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<th>Yes</th>
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29) WHETHER NAMES OF THE BIDDERS AND THEIR QUOTED PRICES WERE READ OUT AT THE TIME OF OPENING OF BIDS?

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<thead>
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<th>Yes</th>
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30) WHETHER EVALUATION REPORT GIVEN TO BIDDERS BEFORE THE AWARD OF CONTRACT? (Attach copy of the bid evaluation report)

<table>
<thead>
<tr>
<th></th>
<th>Yes</th>
<th>No</th>
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</table>
31) ANY COMPLAINTS RECEIVED
(If yes, result thereof)

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<thead>
<tr>
<th>Yes</th>
<th>No</th>
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32) ANY DEVIATION FROM SPECIFICATIONS GIVEN IN THE TENDER NOTICE / DOCUMENTS
(If yes, give details)

<table>
<thead>
<tr>
<th>Yes</th>
<th>No</th>
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33) WAS THE EXTENSION MADE IN RESPONSE TIME?
(If yes, give reasons)

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<thead>
<tr>
<th>Yes</th>
<th>No</th>
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34) DEVIATION FROM QUALIFICATION CRITERIA
(If yes, give detailed reasons.)

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<thead>
<tr>
<th>Yes</th>
<th>No</th>
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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)

<table>
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<tr>
<th>Yes</th>
<th>No</th>
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Signature & Official Stamp of Authorized Officer

[Signature]

FOR OFFICE USE ONLY
Institute of
Business Administration
Karachi

Leadership and Ideas for Tomorrow
Ref: IT/53/2013-14
Dated May 21, 2014

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

Attn: Mr. Waseem Sher

Sub: INSTITUTE OF BUSINESS ADMINISTRATION – KARACHI
(Procurement of Wireless IP phones (Main Campus), KARACHI
“LETTER OF AWARD”

Dear Mr. Waseem Sher,

This is in reference to your bid submitted on 05 April, 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.665,559/- (C&F) for Procurement of Wireless IP phones (Main
Campus).

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:

a. Tender Documents
b. Priced Bill of Quantity
c. Tender Drawings.(If apply)
d. Your bid letter submitted on April 05, 2014

All other Technical and contractual matters are as per Tender Documents and Drawings.

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.

[Signature]

Head of ICT

Received and Accepted on behalf of M/s.

Main Campus: University Road, Karachi. UAN: 111-422-422 Tel: (92-21) 38104700 Fax: (92-21) 99261508
City Campus: Garden/Kayani Shahheed Road. Karachi. Tel: (92-21) 38104701 Fax (92-21) 38103008
Website: www.iba.edu.pk E-mail: info@iba.edu.pk
Bid Evaluation Report

1. Name of Procuring Agency: Institute of Business Administration, Karachi

2. Tender Reference No: Procurement of Wireless IP Phones Sets

3. Tender Description/Name of work/item: IT/53/2013-14

4. Method of Procurement: Single Stage Single Envelope

5. Tender Published: SPPRA-SNo 19473 (March 21, 2014) Dawn, Jang, Aas

6. Total Bid documents Sold; Free of Cost, available on web site

7. Total Bids Received: 01

8. Technical Bid Opening date: April 05, 2014

9. No. of Bid technically qualified: 01

10. Bid(s) Rejected: 0

11. Financial Bid Opening date: April 05, 2014

12. Bid Evaluation Report:

<table>
<thead>
<tr>
<th>S No</th>
<th>Name of Firm or Bidder</th>
<th>Cost offered by the Bidder</th>
<th>Ranking in terms of cost</th>
<th>Comparison with Estimated cost</th>
<th>Reasons for acceptance/rejection</th>
<th>Remarks</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>DWP Technologies</td>
<td>PKR-665,559/-</td>
<td>1st</td>
<td>Qualified as per Eligibility Criteria</td>
<td>Recommended for award the contract</td>
<td></td>
</tr>
</tbody>
</table>

Recommendations: The offered amount of Rs.665,559/- (C&F) by M/s. DWP Technologies 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
<table>
<thead>
<tr>
<th>Sr.No.</th>
<th>Description</th>
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<tbody>
<tr>
<td>1</td>
<td>Prices of Hardware</td>
</tr>
<tr>
<td>2</td>
<td>Prices of Services</td>
</tr>
<tr>
<td>3</td>
<td>Grand Total</td>
</tr>
</tbody>
</table>

**Prices of Hardware**
1. CP-7960G-RE-AX-Cisco: 7960G-E55: Battery/PWR Supply not included
3. CP-PWR-7960G-UK: Cisco 7960G Power Supply for United Kingdom
4. CP-BATT-7960G-EXT: Cisco 7960G Battery: Extended
5. UJ-CM-01: Temporary part number for Unified CM Device Downtown

**Prices of Services**

**Grand Total**

Note: 8% VAT is exempted from custom duties, sales tax & import duties