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 Provincial
3) TITLE OF CONTRACT Procurement of Branded Computers
4) TENDER NUMBER IT/47/2013-14
5) BRIEF DESCRIPTION OF CONTRACT Procurement of Branded Computers
6) FORUM THAT APPROVED THE SCHEME Central Purchase Committee (CPC)
7) TENDER ESTIMATED VALUE 4,000,000/-
8) ENGINEER'S ESTIMATE (For civil works only) _____
9) ESTIMATED COMPLETION PERIOD (AS PER CONTRACT) Six Weeks approximatelly
10) TENDER OPENED ON (DATE & TIME) 15 Dec 2013 / 3:30PM
11) NUMBER OF TENDER DOCUMENTS SOLD Available on IBA website (Attach list of buyers)
12) NUMBER OF BIDS RECEIVED 01 (One)
13) NUMBER OF BIDDERS PRESENT AT THE TIME OF OPENING OF BIDS 01
14) BID EVALUATION REPORT (Enclose a copy) _____
15) NAME AND ADDRESS OF THE SUCCESSFUL BIDDER NewTech Computers
16) CONTRACT AWARD PRICE Rs.4,095,000/-
17) RANKING OF SUCCESSFUL BIDDER IN EVALUATION REPORT (i.e. 1st, 2nd, 3rd EVALUATION BID). 1st NewTech Computers
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:

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Central Purchase Committee

19) APPROVING AUTHORITY FOR AWARD OF CONTRACT _____

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	SPPRA S.No 18275 / 31 Dec 2013
No	

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

Yes	Dawn,Express,AAS
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	

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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	

SPPRA

Signature & Official Stamp of
Authorized Officer Mr.Imran Batada (Head of ICT)

Imran Batada
Head of ICT
Institute of Business Administration
Karachi-Pakistan

FOR OFFICE USE ONLY

IBA Institute of Business Administration Karachi

Leadership and Ideas for Tomorrow

Ref: IT/47/2013-14 **Dated 28-01-2014**

M/s New Tech Computers
Suite # 13, 3rd Floor, Sasi Arcade, Block 7.
Clifton, Karachi
Tel:021-35863213-14

Attn: Mr.Riaz

Sub: **INSTITUTE OF BUSINESS ADMINISTRATION – KARACHI**
(Procurement of Branded Computers (iMac), KARACHI
"LETTER OF AWARD"

Dear Mr. Riaz,

This is in reference to your bid submitted on Dec 31, 2013 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.4,095,000/- (C&F)** for 20 **Apple iMac Model-ME086ZA/A**.

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 December 31, 2013

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.

Head of ICT

30/01/2014

Received and Accepted on behalf of M/s.