



HIGH COURT OF SINDH

BID EVALUATION REPORT

**Procurement of Printing Articles on item wise basis for
Sindh High Court, Karachi.**

(T00712-20-0019)

Dated: 21-04-2021

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1. Tender Data Sheet:-

Purpose & Scope	Procurement of Printing Articles. (File Covers, Bailiff Performa Report, Diary Sheets, Order Sheets, Register, Muster Roll as per already approved samples)
Method of Procurement	Tender (Single Stage One Envelope Method)
Date of availability of tender document on website	5 th April, 2021. http://www.sindhhighcourt.gov.pk/tender.php .
Date & time of Submission of Bids	On or before Monday, 19 th April, 2021 at 11:00 a.m.
Date & time of Opening of Bids	On 19 th April, 2021 at 11:30 a.m.
Specifications of Articles	As per already approved samples available in the Store of Sindh High Court and specifications mentioned in tender document.
Venue of Bid Submission & Opening	Office of D.G (F&A), inside I.T Compound, Sindh High Court, Saddar, Karachi.
Tender Fee	Nil
Bid Security	5% of the bid price with all taxes in the form of Deposit at Call or pay order or demand draft or a Bank Guarantee as per rules.
Evaluation Criteria	Lowest evaluated bid (s) on item wise basis.
Estimated Cost	Rs. 1.0 million approximately.
Place of delivery of items	Store of Sindh High Court, Karachi.
Bid Validity Period	90 days from the date of opening of bids.

2. Uploading of Tender Notice & Tender Document:-

Tender Notice and Tender Document for “**Procurement of Printing Articles on item wise basis for Sindh High Court, Karachi**” were uploaded on the official website of Sindh High Court on 02-04-2021 as well as on official website of SPPRA on 03-04-2021 under ID T00712-20-0019.

3. Clarification of Bidding Documents:-

Evaluation criteria and specifications of the required items were well defined in tender document. However, bidders were advised that clarifications (if any) for contents of bidding documents may be sent to the Procurement Committee in writing, at least five calendar days prior to the date of opening of bid i.e. 19-04-2021. No objections were received in writing on tender documents, eligibility criteria, specifications, terms & conditions and tender proceedings from any corner.

4. Attendance Sheet:-

Following bidders submitted bids on time as reflected in attendance sheet.
(copy enclosed)

S.No	Name of Bidder	Name of Representative	NTN & GST No	Contact No
1	M/s. Collateral Services Ltd	Mr. Mobeen Farooq	12983730 3277876128709	0300-2008227 0335-3059079
2	M/s. Al-Hamd Printers	Mr. Abdullah	02576267 1712844204364	0321-9299491
3	M/s. View Vision	Mr. Kashif	6989784 3277876212508	0345-3254299
4	M/s. Direct Solution Company	Tanveer Iqbal	72005747 3277876163935	0313-2393420

5. Opening of Bids:-

Tender was opened in public on already fix date and time i.e. 19th April, 2021 at 11:30 a.m. in the presence of Chairman, Members of Bid Evaluation Committee and representatives of bidders as mentioned above. No complaint was received in writing in respect of tender opening or late bids.

6. Evaluation of Bid Securities:-

S.#	Name of Bidder	Total Bid Amount Rs.	5% Bid Amount Rs.	Name of Bank & Pay Order No	Pay Order Amount Rs.
1	M/s. Collateral Services Ltd	2,051,600/=	Rs. 102,580/=	Telenor Micro Finance Bank 00152441	Rs. 120,500/=
2	M/s. Al-Hamd Printers	Rs. 2,311,513/=	Rs. 115,576/=	UBL 15976227	Rs. 115,577/=
3	M/s. View Vision	Rs. 621855/=	Rs. 31,093/=	Al Baraka Bank 1171095394	Rs. 31,500/=
4	M/s. Direct Solution Company	Rs. 778,568/=	Rs. 389,478/=	Faysal Bank 06185027	Rs. 389,479/=

7. Evaluation of Eligibility Criteria:-

All Bids were evaluated on the basis of already defined eligibility criteria as mentioned below:-

Mandatory Requirement:-

S.No.	Details	M/s. Collateral Services Ltd	M/s. Al-Hamd Printers	M/s. View Vision	M/s. Direct Solution Company
1	GST	YES	YES	YES	YES
2	NTN	YES	YES	YES	YES
3	Proof of Active Tax Payer	YES	YES	YES	YES
4	Tender Document	YES	YES	YES	YES

Other Requirement:-

S. No.	Descriptions	Flag	Maximum Marks	M/s. Collateral Services Ltd	M/s. Al-Hamd Printers	M/s. View Vision	M/s. Direct Solution Company
1	Completely filled, signed & stamp Tender Document.	A	2	2	2	2	2
2	Proper Flagging		2	2	0	0	2
3	Complete Profile of Company	B	2	2	2	2	0
4	Purchase Order (Printing Articles) & Delivery Challan of the same Purchase Order for the year 2020. (One PO & One Delivery Challan= 1 mark)	C	2	0	2	2	0
5	Purchase Order (Printing Articles) & Delivery Challan of the same Purchase Order for the year 2019. (One PO & One Delivery Challan= 1 mark)	D	2	2	0	0	0

6	Purchase Order (Printing Articles) & Delivery Challan of the same Purchase Order for the year 2018. (One PO & One Delivery Challan= 1 mark)	E	2	2	1	0	0
7	Purchase Order (Printing Articles) & Delivery Challan of the same Purchase Order for the year 2017. (One PO & One Delivery Challan= 1 mark)	F	2	0	1	0	0
8	<u>WORTH OF PURCHASE ORDERS:-</u> Worth of Purchase Order more than Rs. 100,000/= (with all taxes) (One PO= 2 marks)	H	10	10	8	0	0
9	<u>FINANCIAL STABILITY:-</u> Bank Maintenance Certificate with minimum closing balance of Rs. 1 million on 10-04-2021. OR Audited Financial Statements of the last three years with minimum income of Rs. 500,000/= per year.	I	10	10	10	0	10

10	<u>AFFIDAVIT:-</u> Affidavit as per format of Sindh High Court	J	5	5	5	5	5
11	<u>CONTRACT AGREEMENT:-</u> Contract Agreement as per format of Sindh High Court.	K	5	5	5	2	5
12	<u>SCANNED DOCUMENTS:-</u> Scanned copies of completely filled, signed & stamped tender documents, GST, NTN in DVD.	L	6	6	6	6	6
Total Marks			50	46	42	19	30
Passing Marks (50%)			25	PASS	PASS	FAIL	PASS

S.#	Name of Bidder	Marks Obtained	Remarks
1	M/s. Collateral Services Ltd	46	PASS
2	M/s. Al-Hamd Printers	42	PASS
3	M/s. View Vision	19	FAIL
4	M/s. Direct Solution Company	30	PASS

M/s. View Vision could not qualify the eligibility criteria as mentioned above.

8. Specifications & Required Quantity of Articles:-

S #	ITEM NAME	Weight gm	SPECIFICATION (As per approved samples)	Required Quantity
01	PROFESSIONAL REPORT OF BAILIFF	55	ON DUPLICATING PAPER. PRINTING AS PER PRESCRIBED SPECIMEN AND SAMPLE AVAILABLE IN STORE OF SHC.	60000 Sheets
02	DIARY SHEET	55	55 GRAMS ON DUPLICATING PAPER PRINTING AS PER PRESCRIBED SPECIMEN AND SAMPLE AVAILABLE IN STORE OF SHC.	150000 Sheets
03	ORDER SHEET	75	OFFSET PAPER IMPORTED SIZE: (13½ X 8½) PRINTING AS PER PRESCRIBED SPECIMEN AND SAMPLE.	100000 Sheets

04	FILE COVER (DUPLEX) CONFIDENTIAL	250+250	PASTED (DUPLEX) SIZE: 13 ½ X 11" WITH EYELET (LARGE SIZE) PRINTING AS PER PRESCRIBED SPECIMEN AND SAMPLE AVAILABLE IN STORE OF SHC.	1200 File covers
05	FILE COVER (DUPLEX) DEVLOPMENT	250+250	SIZE: (10½" X 14¼") WITH EYELID (LARGE SIZE) PRINTING AS PER PRESCRIBED SPECIMEN AND SAMPLE AVAILABLE IN STORE OF SHC.	1200 File covers
06	FILE COVER (DUPLEX) GAZETTE	250+250	SIZE: 10½" X 14½ CLOSED WITH TWO EYELID LARGE SIZE. PRINTING AS PER PRESCRIBED SPECIMEN AND SAMPLE AVAILABLE IN STORE OF SHC.	1500 File covers
07	FILE COVER (BLUE)	300	BOX BOARD SIZE: 14 ¼ X 10 CLOSED SIZE. PRINTING AS PER PRESCRIBED SPECIMEN AND SAMPLE AVAILABLE IN STORE OF SHC.	15000 File covers
08	FILE COVER (MIT)	300	BOX BOARD SIZE: 14 ¼ X 10 CLOSED SIZE. PRINTING AS PER PRESCRIBED SPECIMEN AND SAMPLE AVAILABLE IN STORE OF SHC.	10000 File covers
09	FILE COVER (DUPLEX) ADMIN	250+250	PASTED (DUPLEX) SIZE: 10½" X 14½" CLOSE WITH 4 EYELID. (BOX BOARD SIZE: 14 ¼ X 10 CLOSED SIZE. PRINTING AS PER PRESCRIBED SPECIMEN AND SAMPLE AVAILABLE IN STORE OF SHC.	1500 File covers
10	FILE COVER (TAX) ASH WHITE	400	DUPLEX BOX BOARD IN (2 PCS SET) SIZE: 8 ¾ X 13 ¾. BOX BOARD SIZE: 14 ¼ X 10 CLOSED SIZE. PRINTING AS PER PRESCRIBED SPECIMEN AND SAMPLE AVAILABLE IN STORE OF SHC.	10000 File covers
11	FILE COVER (JUDICIAL) MISSING PERSON	400	DUPLEX BOX BOARD IN (2 PCS SET) SIZE: 8 ¾ X 13 ¾. PRINTING AS PER PRESCRIBED SPECIMEN AND SAMPLE AVAILABLE IN STORE OF SHC.	1000 File covers

12	FILE COVER (PACKKA)	1750 X 2	SIZE: 9" X 13½" WITH 4 EYELIDS. PRINTING AS PER PRESCRIBED SPECIMEN AND SAMPLE AVAILABLE IN STORE OF SHC.	500 File covers
13	FILE COVER (PACKKA) (CONFIDENTIAL)	1750 X 2	SIZE: 9" X 13½" WITH 4 EYELIDS. PRINTING AS PER PRESCRIBED SPECIMEN AND SAMPLE AVAILABLE IN STORE OF SHC.	500 File covers
14	FILE COVER (JUDICIAL) COLOR: RED	400	(DUPLEX) BOX BOARD IN 2 PCS SET size: 8 ¾ x 13¾ PRINTING AS PER PRESCRIBED SPECIMEN AND SAMPLE AVAILABLE IN STORE OF SHC.	5000 File covers
15	FILE COVER (JUDICIAL) YELLOW	400	DUPLEX BOX BOARD IN 2 PCS SET (8¾" X 13¾") PRINTING AS PER PRESCRIBED SPECIMEN AND SAMPLE AVAILABLE IN STORE OF SHC.	50000 File covers
16	INSTITUTION REGISTER	80	OFFSET PAPER COTAINING 400 PAGES SIZE: 19½" X 14½" PRINTING AS PER PRESCRIBED SPECIMEN AND SAMPLE AVAILABLE IN STORE OF SHC.	200 Register
17	INWARD REGISTER	80	OFFSET PAPER CONTAINING 400 PAGES SIZE: 16½ X 8 ½ PRINTING AS PER PRESCRIBED SPECIMEN AND SAMPLE AVAILABLE IN STORE OF SHC.	150 Registers
18	OUTWARD REGISTER	80	OFFSET PAPER CONTAINING 400 PAGES SIZE 16½ X 8 ½ PRINTING AS PER PRESCRIBED SPECIMEN AND SAMPLE AVAILABLE IN STORE OF SHC.	100 Registers
19	MUSTER ROLL	90	OFFSET PAPER IMPORTED, CONTAINING 50 PAGES COMPLETE FOUR(4) COLORS ON PRINTED TITLE COVER WITH HARD 32 OZ BOARD BINDING PRINT AS PER SAMPLE)	50 MUSTER ROLL

9. Evaluation Criteria for award of tender:

Evaluation criteria have been designed to encourage more participation & completion. Bidders were encouraged to apply for one or more than one item as per their own convenient. Competition of price on individual item will increase the chances that tender may be awarded to more than one bidders which will not only reduce the chances of corruption, favoritism and nepotism but it will also help our organization to achieve the objective of best value of money.

It was clearly defined in tender document that financial evaluation of eligibility qualified Bid (s) shall be done on item wise basis (unit price without GST).

10. Comparison of Financial Proposals of qualified bidders:-

Item wise rates of following articles were read aloud during meeting.

S #	ITEM NAME	Required Quantity	<u>Rates of qualified bidders</u>		
			M/s. Collateral Services Ltd	M/s. Al-Hamd Printers	M/s. Direct Solution Company
01	PROFESSIONAL REPORT OF BAILIFF	60000 Sheets	1.06	0.9316 Lowest	1.21
02	DIARY SHEET	150000 Sheets	1.41	0.9914 Lowest	1.21
03	ORDER SHEET	100000 Sheets	1.55	1.47 Lowest	2.12
04	FILE COVER (DUPLEX) CONFIDENTIAL	1200 File covers	Not Quoted	12.39 Lowest	69.00
05	FILE COVER (DUPLEX) DEVELOPMENT	1200 File covers	Not Quoted	13.67 Lowest	68.03
06	FILE COVER (DUPLEX) GAZETTE	1500 File covers	Not Quoted	14.53 Lowest	62.95
07	FILE COVER (BLUE)	15000 File covers	20.70	13.6752	28.45
08	FILE COVER (MIT)	10000 File covers	20.70	13.6752 Lowest	28.45
09	FILE COVER (DUPLEX) ADMIN	1500 File covers	Not Quoted	12.39 Lowest	67.79
10	FILE COVER (TAX) ASH WHITE	10000 File covers	18.40	12.3932 Lowest	Not Quoted

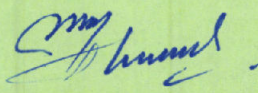
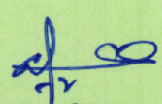
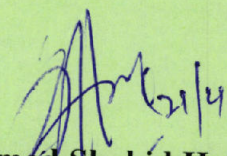
11	FILE COVER (JUDICIAL) MISSING PERSON	1000 File covers	Not Quoted	13.675 Lowest	72.630
12	FILE COVER (PACKKA)	500 File covers	Not Quoted	58.974 Lowest	326.85
13	FILE COVER (PACKKA) CONFIDENTIAL	500 File covers	Not Quoted	58.974 Lowest	326.85
14	FILE COVER (JUDICIAL) COLOR: RED	5000 File covers	Not Quoted	13.2478	72.63
15	FILE COVER (JUDICIAL) YELLOW	50000 File covers	18.40	11.96582 Lowest	72.63
16	INSTITUTION REGISTER	200 Register	Not Quoted	811.965 Lowest	2178.99
17	INWARD REGISTER	150 Registers	Not Quoted	726.50 Lowest	1077.30
18	OUTWARD REGISTER	100 Registers	Not Quoted	726.50 Lowest	1077.30
19	MUSTER ROLL	50 MUSTER ROLL	Not Quoted	107.70 Lowest	411.59

11. Contract/ Bid Evaluation Form:-

1	Name of Procuring Agency:	High Court of Sindh, Karachi.
2	Tender Reference No:	NO.SHC/Budget/Tender-2020-20201/VIII
3	Tender Description/Name of work/item:	Procurement of Printing Articles on item wise basis for Sindh High Court, Karachi.
4	Method of Procurement:	Tender Single Stage One Envelope Method
5	Tender uploaded on SPPRA with ID:	29-03-2021 T00712-20-0019
6	Total Bid documents Sold;	Nil (free of cost downloading)
7	Total Bids Received:	04
8	Technical Bid Opening date: (if applicable)	N/A
9	No. of Bid technically qualified (if applicable):	N/A
10	Bid(s) disqualified	01 M/s. View Vision could not qualify eligibility criteria.
11	Financial Bid Opening date:	19-04-2021
12	Nature of Tender:	Domestic
13	Whether Eligibility Criteria was mentioned in tender documents?	Yes
14	Whether Evaluation Criteria was mentioned in tender document?	Yes
15	Whether Bid Securities were obtained from all bidders?	Yes
16	Whether the successful bid was lowest evaluated bid / best evaluated bid?	Yes
17	Whether the successful bidder was technically compliant?	Yes
18	Whether names of the bidders and their quoted prices were read out at the time of opening of bids?	Yes
19	Any complaints received (if yes, result thereof)	No
20	Any deviation from specifications given in the tender notice / documents (if yes, give details)	No
21	Was the extension made in response time? (if yes, give reasons)	No
22	Deviation from qualification criteria? (if yes, give detailed reasons)	No
23	Was it assured by the procuring agency that the selected firm is not black listed?	Yes

12. Ending Remarks:-

1. Due care has been taken to ensure accuracy & correctness in compilation of bid evaluation report. However, Bid Evaluation Committee reserves the right of rectifying any error and/ or omission etc. at any time.
2. Objection(s) if any must be submitted within three (03) working days of uploading of Bid Evaluation Report along with the copies of required documents on the basis of which objections will be raised.
3. Objection(s) without supporting/missing documents or received after given deadline shall be rejected without consideration.
4. No compromise shall be made on quantity & quality of the required items.
5. No request for change in rates shall be considered under any circumstance of whatsoever nature.
6. The Sindh High Court reserves the right to increase/ decrease the required quantity/ to award or cancel the tender process, subject to rules.

 Kamran Ahmed Hamidi Director General (Finance & Accounts) Chairman	
 Saleem Shaikh Deputy Registrar (Accounts) Member	 Muhammad Shahid Hassan Accounts Officer/ Nominee of A.G Sindh Member

Copy is forwarded to the I/c: Director I.T with request to direct the concerned to upload the bid evaluation report on the official website of this Court and forward the same to all bidders through e-mail as well as inform through SMS that "Bid Evaluation Report for Procurement of Printing Articles has been uploaded on the official website of this Court".