

# EVALUATION REPORT

## (As Per Rule 35 of PP Rules, 2004)

1. Name of Procuring Agency: Finance Division
2. Method of Procurement: Single stage two envelopes
3. Title of Procurement: Purchase of furniture
4. Tender Inquiry No.: 1(8)S-I/2018-19
5. PPRA Ref. No. (TSE): TS373153E dated 24-02-2019
6. Date & Time of Bid Closing: 12<sup>th</sup> March, 2019 11:30 am
7. Date & Time of Bid Opening: 12<sup>th</sup> March, 2019 11:30 am
8. No of Bids Received: Five (05)
9. Criteria for Bid Evaluation: Annex-A
10. Details of Bid(s) Evaluation: Annex-B(Financial Evaluation)  
Annex-C (Technical Evaluation)

Name of Bidder	Marks		Evaluated Cost	Rule/Regulation/SBD*/Policy/ Basis for Rejection / Acceptance as per Rule 35 of PP Rules, 2004.
	Technical (if applicable)	Financial (if applicable)		
M/s.Intime Solutions	Qualified	-	Annex-B	Bids of M/s. Intime solutions & M/s.All Rounders have been recommended by the purchase committee as the lowest evaluated bids most conforming /complying to the financial , technical evaluation criteria and other terms conditions of the bidding document. (Annex-B,C respectively)
M/s.All Rounders	Qualified	-	Annex-C	
M/s.Frigco	Not qualified	-		
M/s. Unique wood working company	Not qualified	-		
M/s. IMBACO Interior	Not qualified	-		

**Lowest Evaluated Bidder**

(i) M/s.Intime Solutions

(ii) M/s.All Rounders

11. Any other additional / supporting information, the procuring agency may like to share.

**Signature:**

*[Handwritten Signature]*  
**SAJID AHMED WOODI**  
 Senior Officer  
 Finance Division

**Official Stamp:**

SAJID AHMED WOODI  
 Senior Officer  
 Finance Division  
 Government of Punjab  
 Lahore

**\*Standard Bidding Documents (SBD).**

Annex-c

F.No.1 (8)/S-I/2018-2019  
Government of Pakistan  
**Finance Division**  
(Services Section)  
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**Subject: - MINUTES OF THE MEETING OF THE PURCHASE COMMITTEE FOR PURCHASE OF OFFICE FURNITURE.**

A Tender Notice for purchase of following furniture items was released on 24<sup>th</sup> February, 2019 in print media, uploaded on the websites of PPRA and Ministry of Finance and published in two leading Newspapers "The Tribune (English)" and "Express (Urdu)" of Rawalpindi/Islamabad (Annex-I).

S.No	Name of items	Specifications
1	Officer Revolving Chairs	i) High back Plastic Jali executive Chair with heavy duty hydraulic system (Imported). ii) Revolving Chair with wooden arms and wooden base (Imported) iii) Revolving Chair made of sheesham wood with lacquer polish, cane knitting (seat & back).
2	Assistant Revolving Chair	i) Low back Plastic Jali Chair with heavy duty hydraulic system (Imported) ii) High quality foam revolving chair.
3	Visitors Chairs	Sheesham wood with lacquer polish (brown) and best quality leatherite/Foam 4" thick (Molty Foam/equivalent or higher quality)
4	Computer Chairs	Revolving Chair with arms and best quality leatherite/Foam (Molty Foam/equivalent or higher quality) having heavy duty machine /panja.
5	Officers Table	Made of Seesham vim board or equivalent with lacquer brown polish best quality with three drawers on the right side with locks (size 3x5 sq.ft)
6	Assistant Table	Made of Seesham vim board or equivalent with lacquer brown polish best quality with three drawers on the right side with locks, tray & box (For Computer) front side (size 4x2 sq.ft)
7	File Rack Wooden	Made of sheesham wood/ vim board lacquer polish, best quality. (size. H.2'.6",D.1.8",L.3')
8	Computer Table	Made of sheesham vim board or equivalent with glass top lacquer polish, one drawer with lock, CPU box and key board tray. (size 2x1.5 sq.ft)
9	Centre Table/Coffee Table	Made of sheesham, dark brown lacquer polish with glass top .(size 4x2 sq.ft)
10	Sofa (5/7) Seater cloth/leathrite, foam, spring (Best quality)	Best quality cloth/leatherite full cushion sofa with Molty foam/ equivalent or higher quality
11	Wall hanging boxes /Fixed wall Almirah	Made of wood/lamination doors with catchers locks, and PVC gola. (Rates must be quoted on per sq ft basis)
12	AC ducting Cover	Wooden/lamination with PVC gola. Rate per. Sq.ft

13	Coat Hanger	Sheeshsham/Tali wood with lacquer polish
14	Hydraulic for Revolving Chairs	Heavy duty having one year warranty (Imported).
15	Machine for Revolving Chairs	Heavy duty having one year warranty (Imported).
16	Base/Punja for Revolving Chairs	Heavy duty made of Steel having one year warranty (Imported).
17	Vertical blinds	Imported. Rate per. Sq.ft

2. The last date for receipt of bids was 12<sup>th</sup> March, 2019 and on the same day meeting of the Purchase Committee was held at 11:30 am under the chairmanship of DS(HR) (Annex-II) and opened the technical bids. The members of the purchase committee also signed the proposals of each bidder in presence of the representatives of the firms. Five (05) firms participated in the technical bid and Three (03) representatives signed the attendance sheet (Annex-III). The following members attended the meeting under Chairmanship of D.S (HR):-

- |    |                            |                  |
|----|----------------------------|------------------|
| 1. | Deputy Secretary (Exp)     | Member           |
| 2. | Section Officer (Reg-V)    | Member           |
| 3. | Section Officer (B & A)    | Member           |
| 4. | Section Officer (Services) | Member/Secretary |

3 After evaluation of the technical bids, the Purchase Committee decided unanimously that the firms who have not qualified the criteria/required specifications of the tender be dropped from the competition. It has been further decided that work experience with Finance Division be excluded from technical evaluation form to extend equal opportunity for all.


4. The purchase committee decided to accept those technical bids which were complete and fulfilled the criteria and those which were not fulfilling the criteria be rejected and returned to the representatives of firms along with earnest money as well financial bids unopened. Accordingly, bids of the following firms were rejected being un-qualified and their proposals were returned:-

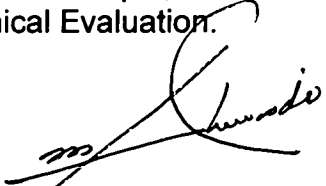
S.No.	Name of firm	Reason of Dis-qualification
1.	M/s. Unique wood working company	• As per TOR Earnest money was not attached with the Technical proposal.
2.	M/s. IMBACO Interior	• As per TOR Earnest money was not attached with the Technical proposal.

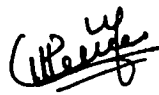
5. However, the following firms which fulfilled the criteria declared qualified and whose technical bids were incomplete were declared disqualified as per tender's requirement.

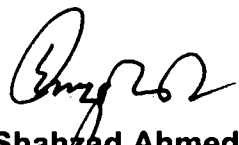
S. No.	Name of firms/ Address
1	M/s. INTIME SOLUTIONS, H.No.79, St.No.690, Sector G-13/3, Islamabad.
2	M/s. All Rounders. Office No.36, Ground Floor, Aries Tower, Shamsabad, Rawalpindi.
3	M/s. Frigco International, M-20, Murree Road , Rawalpindi

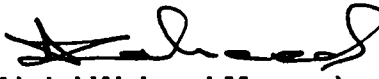
6. The technical bids received within the stipulated time were opened and signed by the members of the Purchase Committee. Detailed statements of the information regarding criteria etc. is attached at **Annex-IV**. The purchase committee's chairman along with members Mr. Ahmad Nawaz Chohan, SO(B&A) and Dr. G.M. Mahmoodi, SO(Services-I) have visited the showrooms and offices of the qualified firms to evaluate their technical skills and capacities to carryout supplies. During the visit, it was found that the office of M/s. Frigco International, M-20, Murree Road , Rawalpindi was not existed on the given address. The purchase committee also decided that another meeting may be arranged to open the financial bids on 5<sup>th</sup> April, 2019 at 4:00 p.m of those firms which have succeeded in the Tender/Technical Evaluation.

  
(Ahmed Nawaz Chohan)  
Section Officer (B&A)  
Member

  
(Dr. G.M. Mahmoodi)  
Section Officer (Services-I)  
Member/Secretary

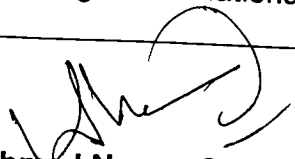
  
(Ms. Parveen Mubarak)  
Section Officer (R-V)  
Member

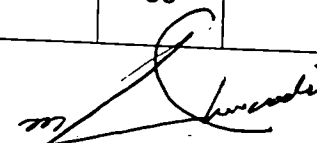
  
(Shahzad Ahmed)  
Deputy Secretary (Exp)  
Member

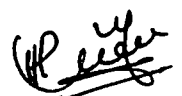
  
(Abdul Waheed Memon)  
Deputy Secretary (HR)  
Chairman

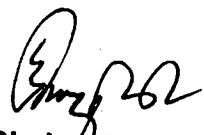
**Criteria for Technical Evaluation**


S.No.	Firm Name	Registration with Income Tax and Sales Tax	Vender Number Allotted	Minimum Experience (3 Years)	Pay Order Attached with Technical Proposals	Affidavit Attached	Quality of Sample	Total Marks	Remarks (If Any)
		15pts	10pts	10pts	15pts	10pts	40pts	100pts	
1.	M/s. Unique Wood Working Company.	15	10	10	0	10	0	45	
2.	M/s. IMBACO Interior.	15	10	10	0	10	0	45	
3.	M/s. INTIME Solutions.	15	10	7	15	10	40	97	
4.	M/s. All Rounders.	15	10	10	15	10	37	97	
5.	M/s. Frigco International.	15	10	10	15	10	0	60	

  
**(Ahmed Nawaz Chohan)**  
 Section Officer (B&A)  
 Member

  
**(Dr. G.M. Mahmoodi)**  
 Section Officer (Services-I)  
 Member/Secretary

  
**(Ms. Parveen Mubarak)**  
 Section Officer (R-5)  
 Member


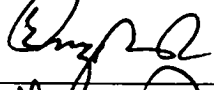
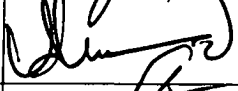
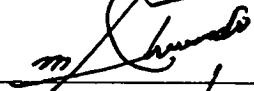
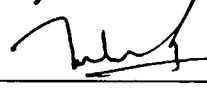
  
**(Shahzad Ahmed)**  
 Deputy Secretary (Exp)  
 Member

  
**(Abdul Waheed Memon)**  
 Deputy Secretary (HR)  
 Chairman

TENDER FOR PURCHASE OF FURNITURE

ATTENDANCE SHEET

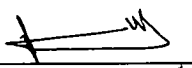
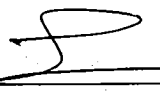
05-04-2019

S.No.	Name of Officer	Designation	Signature
1.	Abdul Wahed	DS (HR)	
2.	Shehzad Ahmad	DS (Exp)	
3.	MHAMMED NAWAZ	SO (BFA)	
4.	Dr. G.M. Mahmoodi	SO (Services)	
5.	Abdul Ghaffar	SO (RS)	
6.			
7.			
8.			
9.			
10.			

**TENDER FOR PURCHASE OF FURNITURE**

**ATTENDANCE SHEET**

**05-04-2019**

S.No.	Name of Firm	Name of Representative	ID Card Number / Mobile Number	Signature
1.	All-Rownders	M. Asif	16101-89479817	
2.	<del>XXXXXXXXXX</del>			
3.	11/ Time Solution Pvt. Ltd.		87962-0950052	
4.				
5.				
6.				
7.				
8.				
9.				
10.				
12.				
13.				
14.				
15.				

Annex-B

F.No.1 (8)/S-I/2018-2019  
Government of Pakistan  
**Finance Division**  
(Services Section)  
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**Subject: - MINUTES OF THE MEETING OF THE PURCHASE COMMITTEE FOR PURCHASE OF OFFICE FURNITURE.**

Meeting of the purchase committee under the chairmanship of DS(HR) was held on 5<sup>th</sup> April, 2019 at 04:00 p.m to open the Financial bids of furniture items. The following members attended the meeting:-

1.	Deputy Secretary (Exp)	Member
2.	Section Officer (Reg-V)	Member
3.	Section Officer (B & A)	Member
4.	Section Officer (Services)	Member/Secretary

2. It is stated that a Tender Notice for purchase of furniture items was released on 24<sup>th</sup> February, 2019 in print media, uploaded on the websites of PPRA and Ministry of Finance and published in two leading Newspapers "The Tribune (English)" and "Express (Urdu)" of Rawalpindi/Islamabad.

3. The purchase committee decided to accept those Financial bids which were complete and fulfilled the Technical criteria and to reject those not fulfilling the criteria. The following firms fulfilled the Technical criteria as per tender's requirement.

S. No.	Name of firms/ Address
1	<b>M/s. INTIME SOLUTIONS</b> , H.No.79, St.No.690, Sector G-13/3, Islamabad.
2	<b>M/s. All Rounders</b> , Office No.36, Ground Floor, Aries Tower, Shamsabad, Rawalpindi.
3.	<b>M/s.Frigco</b> , International, M-20 Murree Road ,Rawalpindi.

4. The following firms did not fulfill the Technical criteria as per Tender's requirement

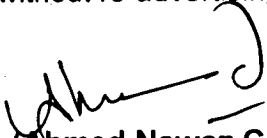
S.No.	Name of firm	Reason of Dis-qualification
1.	<b>M/s.Unique</b> wood working company	• Earnest money was not attached with the Technical Proposal required under Terms & Conditions of Tender.
2.	<b>M/s. IMBACO</b> Interior	• Earnest money was not attached with the Technical Proposal required under Terms & Conditions of Tender.

5. The Comparative statement of rates quoted by the firms for purchase of furniture, accessories is at **Annex-I**.

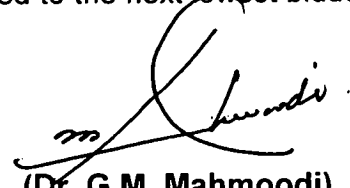
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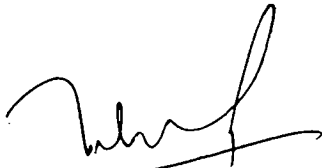
6. The Purchase Committee unanimously recommended that Furniture, accessories items may be purchased from the lowest bidders for each item. The Committee further recommended that the terms and conditions of the Tender be strictly followed and that if any firm fails to supply the required items in terms of quality, quantity and timeline, such firm may be black listed and its security deposit be forfeited. The Purchase Committee also recommended that in such a situation the Tender be awarded to the next lowest bidder without re-advertising the procurement opportunity as per rules.



**(Ahmed Nawaz Chohan)**  
Section Officer (B&A)  
Member



**(Dr. G.M. Mahmoodi)**  
Section Officer (Services-I)  
Member/Secretary



**(Abdul Ghaffar Khan)**  
Section Officer (R-V)  
Member



**(Shahzad Ahmed)**  
Deputy Secretary (Exp)  
Member



**(Abdul Waheed Memon)**  
Deputy Secretary (HR)  
Chairman

**Comparative statement showing rates from the different firms in response to Tender notice dated 24<sup>th</sup> February, 2019 for supply of furniture items for the financial year 2018-19, which appeared two newspapers "The Tribune" and "Daily Express" on 24-02-2019**

S.no	Name of Items	Specifications	Unit	Name of Firms		
				Intime Solutions	All Rounders	Frigco international
1	Officer Revolving Chair	i) Imported high back imported Plastic Jali executive Chair with heavy duty hydraulic system. ii) Revolving Chair imported with wooden arms and wooden base. iii) Revolving Chair made of sheesham with lacure polish, cane bunai (seat & back).	Each	i) 8850.00	i) 10300.00	i) 25375.00
				ii) 30075.00	ii) 13200.00	ii) 23200.00
				iii) 9225.00	iii) 8600.00	iii) 11600.00
2	Assistant revolving Chair	i) Imported low back imported Plastic Jali Chair with heavy duty hydraulic system. ii) High quality foam revolving Chair	Each	i) 7500.00	i) 8900.00	i) 21750.00
				ii) 8900.00	ii) 6400.00	ii) 14500.00
3	Visitors Chairs	Made of Sheesham wood, laker dark brown polish with best quality leatherite/Foam 4" thick (Molty Foam)	Each	6900.00	6900.00	10150.00 7250.00
4	Computer Chairs	Revolving Chair with arms and best quality foam racksine made (heavy duty machine /panja)	Each	6750.00	5750.00	9425.00 6525.00
5	Officers Table	Made of Seesham vim board or equivalent with lacure brown polish best quality with three drawers on the right, side table and locks (size 3x5 sq.ft)	Each	14000.00	15800.00	23200.00 20300.00
6	Assistant Table	Made of Seesham vim board with laker brown polish best quality with three drawers on the right side and tray box (for computer) front side with locks (size 4x2 sq.ft)	Each	11000.00	8400.00	14500.00
7	File Rack Wooden	Made of sheesham wood vim board lacquer polish, best quality. (size. H.2'.6",D.1.8",L.3')	Each	6500.00	5400.00	7250.00

**ABDUL WAHEED MEMON**  
Deputy Secretary (HR)  
Government of Pakistan  
Finance Division  
Islamabad


**DR. G. M. MAHMOODI**  
Section Officer  
Finance Division  
Government of Pakistan  
Islamabad


**AHMED NAWAZ CHOHAN**  
Section Officer  
Finance Division  
Government of Pakistan  
Islamabad

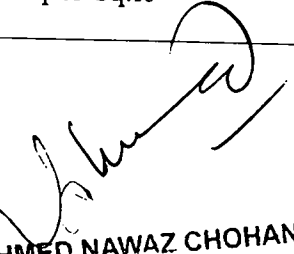
**ABDUL GHAFAR KHAN**  
Section Officer  
Finance Division  
Government of Pakistan  
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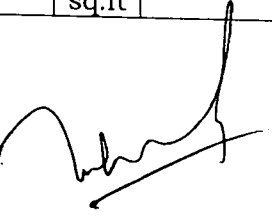
**SHAHZAD AHMAD**  
Deputy Secretary  
Finance Division  
Islamabad

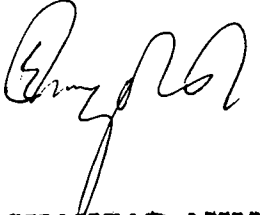
S.no	Name of Items	Specifications	Unit	Name of Firm		
				Intime Solutions	All Rounders	Frigco international
8	Computer Table	Made of sheesham vim board with glass top , lacqure polish ,one drawer with lock , CPU box and key board tray. (size 2x1.5 sq.ft)	Each	9500.00	5900.00	7250.00
9	Centre Table/Coffee Table	Made of sheesham, dark brown lacquer polish with glass top .(size 4x2 sq.ft)	Each	12000.00	6400.00	8700.00
10	Sofa (5/7) Seater cloth/leathrite, molty foam, spring (Best quality)	Best quality cloth/leatherite full cushion sofa with Molty foam/equivalent	Each	5 seat 40500.00 7 seat 56000.00	5 seat 34000.00 7 seat 46000.00	5 seat 101500.00 seat 72500.00
11	Wall hanging boxes/fixed wall Almirah	Made of wood/lamination doors with catchers locks, and PVC gola.(per sq.ft)	per sq.ft	750.00	450.00	1180.00
12	AC ducting Covers	Wooden/lamination PVC gola.(per sq.ft)	per sq.ft	300.00	234.00	745.00
13	Coat Hanger	Sheesham/Tabli wood with lacquer polish	Each	6000.00	6900.00	8700.00
14	Hydraulic for Revolving Chairs	Heavy duty having one year warranty (imported)	Each	600.00	1120.00	1450.00
15	Machine for Revolving Chairs	Heavy duty having one year warranty (imported)	Each	9" 2100.00 11" 2400.00 13" 3100.00	11" 1290.00 13" 2950.00	3625.00
16	Base /Punja for Revolving Chairs	Heavy duty made of steel having one year warranty (imported)	Each	900.00	1480.00	3625.00
17	Vertical Blinds	Imported Rate.per sq.ft	per sq.ft	160.00	109.00	174.00

  
**DR. G. M. MAHMOODI**  
 Section Officer  
 Finance Division  
 Government of Pakistan  
 Islamabad

  
**ABDUL WAHEED MEMON**  
 Deputy Secretary (HR)  
 Government of Pakistan  
 Finance Division  
 Islamabad

  
**AHMED NAWAZ CHOCHAN**  
 Section Officer  
 Finance Division  
 Government of Pakistan  
 Islamabad

  
**ABDUL GHAFFAR KHAN**  
 Section Officer  
 Finance Division  
 Government of Pakistan  
 Islamabad

  
**SHAHZAD AHMAD**  
 Deputy Secretary  
 Finance Division  
 Islamabad