



GOVERNMENT OF SINDH
EXCISE, TAXATION & NARCOTICS
CONTROL DEPARTMENT
Karachi, dated the 18th May, 2020

Subject: **MINUTES OF THE PROCUREMENT COMMITTEE MEETING FOR
OPENING OF TENDER BID/PROPOSALS IN RESPECT OF TENDER
FOR SUPPLY OF UNIFORM AND PROTECTIVE CLOTHING**

A Meeting of the Departmental Procurement Committee was held on 15th May, 2020 at 11:00 AM under the Chairmanship of Additional Secretary (ADMN), Excise, Taxation and Narcotics Control Department, Government of Sindh, Karachi, in order to undertake the Appraisal of the Bids submitted in response to subject Tender Notice.

The following attended the meeting:-

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| 1. Ms. Uzma Ismail
Additional Secretary (ADMN-I)
Excise, Taxation and Narcotics Control Department | Chairman |
| 2. Mr. Yousuf Gill,
Deputy Secretary, (ADMN-I)
Excise, Taxation and Narcotics Control Department | Member |
| 3. Mr. Jamal Muhammad Arif,
Deputy Secretary, (ADMN-II)
Excise, Taxation and Narcotics Control Department | Member |
| 4. Mr. Aijaz Ahmed Soomro
Section Officer (General)
Excise, Taxation and Narcotics Control Department | Member/Secretary |
| 5. Mr. Musarrat Mokhtar
Deputy Director
Industries and Commerce Department | Member |

2. The Secretary Procurement Committee informed that the Notice Inviting Tender (NIT) was hoisted on official Website of SPPRA at Serial No: T00674-19-0001, dated: 29-04-2020, in which "Single Stage One Envelope" procedure was adopted in accordance with the clause 46(1) of SPPRA Rules 2010 in Amended 2020.

3. Accordingly Tender Bidding Documents were issued to the interested bidders from the date of publication of NIT up to 14th May, 2020. The deadline for submission / return of Tender Bidding Documents duly signed and complete in all respect was given on or before 15th May, 2020 latest by 10:00 AM, and for opening at 11:00 AM on the same day in the room of Additional Secretary (Admin) in presence of Members of Procurement Committee and Representatives of interest bidders. The Secretary Procurement Committee further informed that in response to the Notice Inviting Tender (N.I.T), the following Three (03) firms / companies purchased the Tender Documents:-

- i. M/s. Sashun International
- ii. M/s. DODECAPAK
- iii. M/s. Owais Enterprises

4. In response of the Notice Inviting Tender (NIT), all the above three (03) Firms submitted their Bids well in stipulated time i.e. 15th May, 2020 till 10:00 A.M.

5. Thereafter, with the permission of Chair and Members, sealed Bids were opened on the same day on scheduled time at 11:00 AM in presence of the Bidders. The price/rates quoted by the qualified Bidders were announced / read out clearly and loudly, encircled and signed by the Chairman as well as the Members of Committee. The Comparative Statement of the above three (03) Bids as announced in the Meeting is attached with the Minutes at (*Annexure-A*), whereas the Earnest Money in shape of Pay Orders equivalent to 05% of the total Bid value submitted by the said Bidders are as under:-

- M/S. DODECAPAK submitted Earnest Money Pay Order amounting to Rs. 21,240/- (Twenty One Thousand Two Hundred Forty Only) vide P.O No: 00068350, dated: 15th May, 2020, drawn from Bank Islami Pakistan Limited.
- M/S. Owais Enterprises submitted Earnest Money Pay Order amounting to Rs. 17,700/- (Seventeen Thousand Seven Hundred Only) vide P.O No: 1972819, dated: 13th May, 2020, drawn from Bank Islami Pakistan Limited.
- M/S. Sashun International submitted Earnest Money Pay Order amounting to Rs. 19,470/- (Nineteen Thousand Four Hundred Seventy Only) vide P.O No: AAA 13880451, dated: 14th May, 2020, drawn from Allied Bank Limited.

6. The Procurement Committee then perused the Bids without reference to the Price as per Preliminary (Mandatory) Screening Criteria and verified the Documents submitted by the Bidders on the basis of criteria laid down in the Tender Bidding Documents.

7. During the opening of the bids, the Bidders were further informed that the successful and qualified Bidder would be announced within three working days after the completion of evaluation process, the Bids would be evaluated and calculated arithmetically and after clearing the Preliminary (Mandatory) Screening Criteria, Qualification and Evaluation Criteria, the Bids which are found the lowest quoted, best evaluated and workable would be recommended for award of contract after obtaining the approval from Competent Authority.

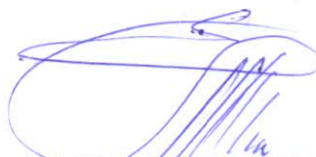
8. It was therefore agreed by the Procurement Committee that the process of examination, scrutiny and evaluation of bids submitted by the above firms / bidders as per Preliminary (Mandatory) Screening Criteria and Evaluation Criteria & Comparison of Bid(s) would be finalized within the given time frame.

9. The Procurement Committee unanimously decided that after completing the required formalities, the same may be recommended to the Competent Authority for approval. The Bid Evaluation Reports along with other relevant Documents may be hoisted at SPPRA websites, as well as letter of acceptance may be issued to the successful and qualified Bidder as per SPPRA Rules, 2010 Amended in 2020.

The meeting ended with the vote of thanks to and from the chair.



(YOUSUF GILL)
(MEMBER)
Deputy Secretary (Admin-I)
Excise, Taxation and Narcotics
Control Department



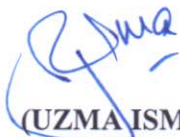
(JAMAL MUHAMMAD ARIF)
(MEMBER)
Deputy Secretary (Admin-II)
Excise, Taxation and Narcotics
Control Department



(MUSARRAT MOKHTAR)
(MEMBER)
Deputy Director
Industries & Commerce Department



(AIJAZ AHMED SOOMRO)
(MEMBER / SECRETARY)
Section Officer (General)
Excise, Taxation and Narcotics
Control Department



(UZMA ISMAIL)
(CHAIRMAN)
Additional Secretary (Admin-I)
Excise, Taxation and Narcotics
Control Department



SO (G) / ACCTS / ET&NC / UNIFORM / 2019-20
GOVERNMENT OF SINDH
EXCISE, TAXATION AND NARCOTICS
CONTROL DEPARTMENT

Karachi, dated the 15th May, 2020

ATTENDANCE SHEET

SUBJECT: - PROCUREMENT COMMITTEE MEETING REGARDING
EVALUATION OF TECHNICAL PROPOSAL OF TENDER BIDS IN
RESPECT OF TENDER FOR SUPPLY OF UNIFORMS AND
PROTECTIVE CLOTHING 2019-20 HELD ON FRIDAY, 15th MAY,
2020 AT 11:00 A.M

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