



Karachi, dated the 15th May, 2020

ATTENDANCE SHEET

**SUBJECT:- FOR BIDDER AGAINST THE TENDER FOR PURCHASE OF
COMPUTER STATIONERY (TECHNICAL PROPOSALS OPENING)**

S. No	COMPANY NAME	REPRESENTATIVE NAME AND CONTACT NO.	SIGNATURE
01.	DODGEA PAK	SYEDALI RAZA 0321-24403008255906.	
02	Omess G	BILAL HASAN	
03	Global Enterprises	Prof. Anwar Suroop 0334-0214421.	
04	Sashin International	0300-8932389 Zabeer Ali	
05	Syed Muhammad Ali Star Kashif Enterprises	0333 7352219 Syed Muhammad Ali	

19.5/2020

15/05/2020



NO: SO (GEN)/ACCTS/ET&NC/C.S/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 PURCHASE OF COMPUTER
STATIONARY HELD ON FRIDAY, 15th MAY, 2020 AT 11:30 A.M**

S. NO	NAME AND DESIGNATION	CONTACT NO	SIGNATURE
	Uzma Ismail Additional Secretary, admn.	03433200109	
	Karim Dad Akhuni. Dy: Director (Admin) MR.	0300-9215266	
	M/USARNAF M/CHITRAL	0304-4897299	
	Jansay Gill	0300-9219471	
	Aijaz Ahmed	0304.4046336	



GOVERNMENT OF SINDH
EXCISE, TAXATION & NARCOTICS
CONTROL DEPARTMENT

Karachi, dated the 18th May, 2020

SUBJECT: MINUTES OF THE MEETING REGARDING THE OPENING OF TECHNICAL BIDS FOR THE TENDER FOR PURCHASE OF COMPUTER STATIONARY FOR THE OFFICES OF GOVERNMENT OF SINDH EXCISE, TAXATION & NARCOTICS CONTROL DEPARTMENT

Meeting of the Departmental Procurement Committee constituted vide Government of Sindh, Excise, Taxation & Narcotics Control Department's Notification No. SO (GEN) / ACCTS / ET&NC / C.STATIONARY/2019-20 dated 28th February, 2020 was held on 15th May, 2020 at 11:30 A.M under the *Chairmanship of Additional Secretary (ADMN-I), Excise, Taxation and Narcotics Control Department, Government of Sindh, Karachi*, in order to undertake the Technical Appraisal of the Bids submitted in response to Tender Notice published in Newspapers.

2. The following Members of the Procurement Committee 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. Karim Dad Abbasi,
Deputy Director, (ADMN), M.R Wing, Karachi
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 |

3. The Chairman of the Procurement Committee welcomed the Procurement Committee Members and bidders. The Committee was apprised that besides three leading Newspapers, the tender was also hoisted on SPPRA's official website with the SPPRA Serial No. T00674-19-0002, dated: 29th April, 2020 and the SPPRA I.D will be released after compliance of Rule-50 i.e. "furnishing of Original Bid Evaluation Report, Technical Evaluation Report, Financial Evaluation Report, Comparative Statement, Form of Contract and Letter of Award & Bill of Quantities to the SPPR Authority".

4. The Committee Members were informed that, in response to the tender advertisement, following Seven (07) firms purchased the Standard Bidding Document issued against their written request and Pay Order of Rs. 2,000/- (Non-Refundable Tender Fee):

- M/s. Ana-Digi Systems
- M/s. Global Enterprises
- M/s. Kashf Enterprises
- M/s. Star Enterprises
- M/s. DodecaPak
- M/s. Sashun International
- M/s. Owais Enterprises

5. However, out of the above seven (07) firms, only five (05) firms namely: M/s. Global Enterprises, M/s. Kashf Enterprises, M/s. DodecaPak, M/s. Sashun International & M/s. Owais Enterprises submitted their bids well within stipulated time, i.e. 15th May, 2020 till 10:30 a.m. The same five bidders also attended the meeting.

6. Accordingly, the bids were opened on 15th May, 2020 at 11:30 a.m in presence of the above mentioned participants. All the members of the Procurement Committee signed the sealed envelope of the technical bids after opening and also signed the sealed financial bids envelopes.

7. The Single Stage-Two Envelopes procedure as prescribed in SPPRA Rules "Procedure of Open Competitive Bidding" was adopted. The Committee proceeded as per prescribed procedure of Rule-46 sub Rule-2 of SPPRA-2010 (Amended-2020), and initially, the Envelopes marked as "**Technical Proposals**" were opened in presence of the Bidders and the Envelopes marked as "**Financial Proposals**" retained in the custody of Departmental Procurement Committee without being opened.

8. The Procurement Committee then perused the technical bids without reference to the price as per Preliminary (Mandatory) Screening Criteria and Evaluation Criteria & Comparison of Bid(s) provided in the Standard Bidding Document and verified the required documents submitted by the bidders on the basis of criteria laid down in the Standard Bidding Document.

