



SINDH EDUCATION FOUNDATION
GOVT. OF SINDH
(HEAD OFFICE)



SEF (Plot. No. 21/A, Block No.7 & 8 Overseas Cooperative Housing Society,
Ameer Khusro Road) Karachi. 021-34169182 & 184

ATTENDANCE SLIP FOR THE TENDER OPENING MEETING

Date & Time: **18 October, 2017 & 4:00 pm**

Agenda: Tender opening for **Rent Basis SEF Office at Khairpur** Tender No.
SEF/NP/17-18/20 on **18th October, 2017 at 3:30 pm.**

Tender form sold: **NIL**

Following Owners/ Agencies participated in the bid.

S. No	NAME OF FIRM PARTICIPATED/ OWNER	ATTENDED BY (Name & Designation)	CONTACT NO/ EMAIL	SIGNATURES
1	Irshad Ahmad Nemen	Absent		
2	Ghazala Shaheen	Absent		
3	Moham Ali Chaskeheli	Absent		
4				
6				
7				

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Tender form sold: **NIL**

Loudly announced bid information of bidders:

S. No.	Name of Firms	Bid Value in PKR.	Bid Security in PKR	Bidder's Signatures
1	Irshad Ahmed Memon.	Rs= 1,485,000/-	Rs= NIL	Absent-
2	Ghazala Shaheen	Rs= 1,540,000/-	Rs= 3,000/-	Absent
3	Mohram Ali Khaskehi	Rs= 1,430,000/-	Rs= 3000/-	Absent-
4				
5				
6				

Note:

Mr. Irshad Ahmed Memon is disqualified due to non submission of bid security

(Signature)
18/10/2017



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Tender form sold: **NIL**

MEMBERS OF PURCHASE COMMITTEE

S.No.	NAME OF OFFICERS	DESIGNATION	AUTHORITY	SIGNATURE
i	Mr. Muhammad Abdullah Abbasi	Director Admin & IT-SEF	Chairman P. C-SEF	
ii	Mr. Muhammad Ashraf	Deputy Director FR/FFM, Finance Department-SEF	Secretary/Member P. C-SEF	
iii	Mr. Shabtab Naseem ul Haq,	Section Officer (O & M-I), SGA&CD	Member P.C-SEF.	
iv	Mr. Shahnawaz Ali Khan	Acting Deputy Director Procurement-SEF	Coopted Member P. C-SEF.	
v	Mr. Muhammad Adnan	Deputy Director-General Administration	Chairman Technical Committee for hiring rent offices.	
vi	Mr. Aneel Ahmed Memon	Acting Deputy Director-General Administration <i>Ant. coordinating</i>	Member Technical Committee for hiring rent offices.	



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Document Reference No. SEF/Procurement/Minutes/17-18/16

MINUTES OF THE PURCHASE COMMITTEE MEETING HELD ON WEDNESDAY

18 OCTOBER, 2017, 3:30 PM

- Agenda: 1). Cleaning/Washing Services for SEF Head Office (Building 1&2) & Regional office Karachi Tender no. SEF/NP/17-18/18 on 18.10.2017 at 3:30 pm (SPPRA ID no. 34616).
- 2). Rent Basis SEF Office at Khairpur Tender no. SEF/NP/17-18/20 on 18.10.2017 at 4:00 pm (SPPRA ID no. 34616).
- 3). Discussion over reply received from SPPRA vide letter no. A.D(A)/SPPRA/34123/2016-17/1087 and A.D(A)/SPPRA/34054/2016-17/1085.

PARTICIPANTS:

The following members participated in the meeting of above mentioned agendas:

S.No.	NAME OF OFFICERS	DESIGNATION	AUTHORITY
i	Mr. Muhammad Abdullah Abbasi	Director (General Administration and coordination & IT)-SEF	Chairman P. C-SEF
ii	Mr. Muhammad Ashraf	Deputy Director (FR/FFm Finance Audit & Accounts)-SEF	Secretary/Member P. C-SEF
iii	Mr. Shabtab Naseem Ul Haq,	Section Officer (O&M-I) Services, GA&CD	Member P.C-SEF.
iv	Mr. Shahnawaz Ali Khan	Acting Deputy Director Procurement-SEF	Coopted Member P. C-SEF.
v	Mr. Muhammad Adnan	Deputy Director, General Administration and coordination	Chairman T.C (for Agenda 2) and Coopted Member P.C for (Agenda-1)
vi	Mr. Aneel Ahmed Memon	Acting Assistant Director, Administration coordination	Member T.C (for Agenda 2) and Coopted Member P.C for (Agenda-1)
vii	Mr. Syed Danish Ahmed	Acting Assistant Director, Administration coordination	Coopted Member P.C for (Agenda-1)



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AGENDA WISE PROCEEDING AND DISCUSSION:

AGENDA NO.	AGENDA	DECISION			
		Sr. no	Bidder Name	Bid Value	Bid Security
1	Cleaning/Washing Services for SEF Head Office (Building 1&2) & Regional office Karachi Tender no. SEF/NP/17-18/18 on 18.10.2017 at 3:30 pm (SPPRA ID no. 34616).	1	M/s. Imtiaz Khan Cleaning Services	1 st year Rs. 1,440,000/-	Rs. 45,000/-
				2 nd Year Rs. 2,268,000/-	
				3 rd year Rs. 2,058,065/-	
				Total Rs. 5,766,065/-	
		2	Vision Enterprises	1 st year Rs. 1,665,000/-	Rs. 67,800/-
				2 nd Year Rs. 2,375,400/-	
				3 rd year Rs. 2,328,150/-	
				Total Rs. 6,368,550/-	
		3	M/s. Master Multi-Tech	1 st year Rs. 2,017,800/-	Rs. 85,000/-
				2 nd Year Rs. 2,832,000/-	
				3 rd year Rs. 2,725,800/-	
				Total Rs. 7,575,600/-	
		4	M/s. MaxPest & Janitorial Company	1 st year Rs. 114,000/-	Rs. 41,100/-
				2 nd Year NIL	
				3 rd year NIL	
				Total Rs. 114,000/-	
Sealed Financial proposal of the aforementioned firms were opened and financial bids of the bidders were loudly announced by Secretary Purchase Committee. Whereas, M/s. Max Pest & Janitorial Company did not quote complete Financial bid. Hence, the bidder is disqualified due to non-responsive bidder.					

(Signature)



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Sr. no	Bidder Name	Bid Value	Bid Security
1	Mr. Irshad Ahmed Memon	Rs. 1,485,000/-	NIL
2	Ms. Ghazala Shaheen	Rs. 1,540,000/-	Rs. 3000/-
3	Mr. Mohram Ali Khaskheli	Rs. 1,430,000/-	Rs. 3000/-
Sealed Financial proposal of the aforementioned firms were opened and financial bids of the bidders were loudly announced by Secretary Purchase Committee. Whereas, Mr. Irshad Ahmed Memon was declared disqualify by the Purchase Committee-SEF due to non-submission of bid security.			
2	Rent Basis SEF Office at Khairpur Tender no. SEF/NP/17-18/20 on 18.10.2017 at 4:00 pm (SPPRA ID no. 34616).		
3.	Discussion over reply received from SPPRA vide letter no. A.D(A)/SPPRA/34123/2016-17/1087 Tender for Health Insurance for SEF Employees, their Spouse, Children and Parents Ref no. SEF/NP/17-18/07 & Life Insurance for SEF Employees Ref no. SEF/NP/17-18/08 and A.D(A)/SPPRA/34054/2016-17/1085 Tender for Procurement of 200 & 40 KVA Diesel Generators Ref No. SEF/NP/17-18/13	Referring to letter no: A.D(A)/SPPRA/34123/2016-17/1087: Since the matter was not asked to be referred to SPPRA in view of clear cut definition as mentioned in the bidding document. It is therefore, proposed the reply may please be submitted to concerned whom directed. Referring to letter no: A.D(A)/SPPRA/34054/2016-17/1085: The Purchase Committee-SEF has already final the case in the light of SPPRA Rules.	



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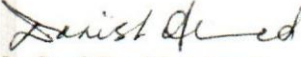
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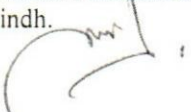
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18 OCTOBER, 2017, 3:30 PM

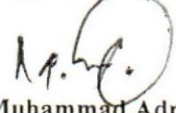
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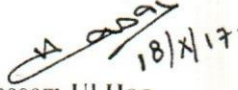
MEMBERS OF PURCHASE COMMITTEE

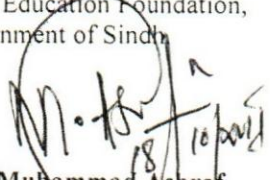

Mr. Syed Danish Ahemd
Acting Assistant Director,
General Administration and coordination
Coopted Member P.C for (Agenda-1)
Sindh Education Foundation
Govt. of Sindh.



Mr. Aneel Ahmed Memon
Acting Assistant Director,
General Administration and coordination
Member T.C(for Agenda 2)
Sindh Education Foundation
Govt. of Sindh.


Mr. Shahnawaz Ali Khan
Acting Deputy Director-Procurement
Co-opted Member
Sindh Education Foundation
Govt. of Sindh


Mr. Muhammad Adnan
Deputy Director
General Administration and coordination
Chairman T.C (for Agenda 2) and Coopted
Member P.C for (Agenda-1)
Sindh Education Foundation
Govt. of Sindh


Mr. Shabtab Naseem Ul Haq,
Section Officer (O&M-I), SGA&CD.
Member of P.C. SEF
Sindh Education Foundation,
Government of Sindh


Mr. Muhammad Ashraf
Deputy Director FFM/FR-SEF
(Secretary/ Member P.C)
Sindh Education Foundation
Govt. of Sindh


Mr. Muhammad Abdullah Abbasi
Director (General Administration/
coordination)
Chairman Purchase Committee
Sindh Education Foundation
Government of Sindh.



Minutes of Meeting of the Technical Committee

03rd November, 2017

With reference to the Tender Ref No. SEF/NP/17-18/20 FY 2017-18 for Rent Basis SEF office for Khairpur opened on 18.10.2017. The Technical committee members have visited the quoted bungalows/premises of 02 qualified bidders namely Ms. Ghazala Shaheen and Mr. Mohram Ali Khaskheli on 03.11.2017.

The Committee has rejected on site the bungalow/premises quoted by **Ms. Ghazala Shaheen**, due to higher rent demand, lesser size of premises, insufficient car parking area, first floor was under constructions and was not suitable for office purpose.

The second qualified bidder namely Mr. Mohram Ali Khaskheli is the owner of existing SEF District Office Khairpur premises and has also offered the same premises for the above tender, which meets the SEF required specification.

The Technical Committee has selected the premises of Mr. Mohram Ali Khaskheli with the recommendation to award the tender contract to Mr. Mohram Ali Khaskheli.

Meeting minutes prepared by

Aneel Ahmed Memon, Acting A.D (GA&C), SEF,
Member of T.C for SEF Rent Offices.

Agreed by

Dilshad Ali Pirzada
Regional Assistant Director (Sukkur)
Member of T.C

Adnan Mustaqeem
Deputy Director (GA&C)
Chairman of T.C

Purchase Committee

RECOMMENDATIONS

With reference to the Tender Ref No. SEF/NP/17-18/20 for the hiring of Rent Office for Khairpur, which tender was opened on 18.10.2017.

In this regard, a visit of Technical Committee Chairman and Member was conducted in Khairpur on dated 02.11.2017 to evaluate the specification which received against SEF requirement specification. The premises of 02 qualified bidders namely Ms. Ghazala Shaheen Mr. Mohram Ali Khaskheli was physically surveyed.

The premises of Ms. Ghazal Shaheen was not considered as the same does not meet SEF required specifications and was also not suitable for office purpose.

The second qualified bidder namely Mr. Mohram Ali Khaskheli is the owner of existing SEF District Office Khairpur premises and has also offered the same premises for the above tender.

It is submitted that currently only ground floor of the premises is rented out to SEF by Mr. Mohram Ali Khaskheli, whereas Mr. Mohram Ali Khaskheli has constructed First floor on the same premises which consists of **04** Halls, **09** Rooms and **07** Common toilet and has offered the same in the tender. *(complete building.)*

The newly constructed floor is fully furnished and also meet SEF required specification. Besides, the Land Lord Mr. Mohram Ali Khaskheli is also agreed for the coloring/renovation and required R&M work of the ground floor.

Hence, it is **recommended** that the offer of Mr. Mohram Ali Khaskheli may be considered and tender may be awarded to him on above grounds.

The current rent of SEF District Office Khairpur is Rs. **59,589/-** per month for ground floor only and Mr. Mohram Ali Khaskheli has quoted Rs. 130,000/- rent per month inclusive of taxes for ground+first floor.

Recommended by



District Incharge -District office -Khairpur

Endorsed by



RAD-SEF Regional Office Sukkur

SINDH EDUCATION FOUNDATION, GOVERNMENT OF SINDH, KARACHI
COMPARATIVE STATEMENT FOR SEF OFFICE FOR KHAIRPUR ON RENT BASIS

TENDER REF # SEF/NP/17-18/20 FY 2017-18

Tender Opening Date: 18 OCTOBER, 2017

S.No.	DESCRIPTI ON OF ITEM(S)	SEF REQUIRED SPECIFICATION	DURATION FOR RENT IN MONTHS	Quoted Description	QUOTATION - I		Quoted Description	QUOTATION - II	
					Ms. Ghazala Shaheen			Mr. Mohram Ali Khaskheli	
					RENT PER MONTH (In PKRs)	TOTAL AMOUNT (In PKRs)		RENT PER MONTH (In PKRs)	TOTAL AMOUNT (In PKRs)
1	RENT BASIS SEF OFFICE FOR KHAIRPUR	Location: Main City (Khairpur), Area 600 Sq. Yard, Rooms: 10- 12, Parking area for 8 vehicles, with garden, well- finished, Big meeting Hall, availability of Gas, Water & Electricity.	11	4000 Sq. Ft. Ground Floor. 04 rooms. 01 Hall. 01 Kitchen, Garrage for two cars. First Floor. 04 Rooms. 01 Hall. 02 Kitchen.	140,000	1,540,000	Ground Floor:5 Rooms with attache bath. 02 meeting halls, 01 kitchen. Car parking for 10 cars. Common Bath room. Garden on 2000 Sq. Ft. First Floor: 5 rooms with attached bath room. 2 wide halls, kitchen. 3 common bath room. Open space.	130,000	1,430,000
Total						1,540,000		1,430,000	



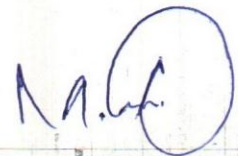
NOTE OF P.C:

Above made on behalf of quotations received from the above quoted Two (02) qualified Bidders
 The Technical Committee has selected Mr. Mohram Ali Khaskheli quoted bungalow mentioned at Quotation No- II being the lowest bidder and also meets other requirement of Add
 published in news papers and is suitable for all office requirements.

Note: The other Bidder (Ms. Ghazala Shaheen), due to higher rent demand, lesser size of premises, insufficient car parking area, first floor was under construction and was not
 suitable for office purpose.


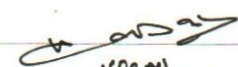
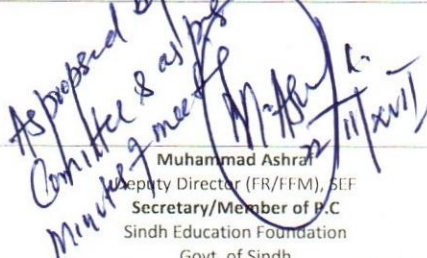
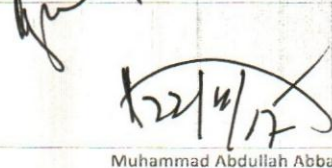
TECHNICAL COMMITTEE

Order Ref # SEF/246/2017 Dated 28.08.2017

 Dilshad Ali Pirzada Regional A.D (Sukkur) Member of T.C Sindh Education Foundatio Govt. of Sindh	 Aneel Ahmed Memon Acting A.D (GA&C),SEF Member of T.C Sindh Education Foundation Govt. of Sindh	 Adnan Mustaqeem Deputy Director (GA&C), SEF Chairman of T.C Sindh Education Foundation Govt. of Sindh
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NOTE OF P.C:

PURCHASE COMMITTEE

 Shamawaz Ali Khan Acting D.D (Proc), SEF Coopted Member of P.C Sindh Education Foundation Govt. of Sindh	 Section Officer (Budget), SGA&CD Member of P.C Sindh Education Foundation Govt. of Sindh	<p><i>As proposed by Technical Committee & as per meeting minutes</i></p>  Muhammad Ashraf Deputy Director (FR/FFM), SEF Secretary/Member of P.C Sindh Education Foundation Govt. of Sindh	 Muhammad Abdullah Abbasi Director GA&C, SEF Chairman of P.C Sindh Education Foundation Govt. of Sindh
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Sindh Education Foundation

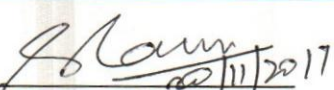
Government of Sindh

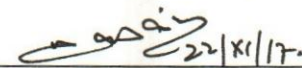


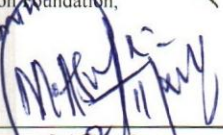
Bid Evaluation Report

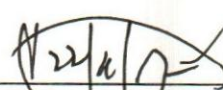
1. Name of Procuring Agency: **Sindh Education Foundation (Govt. of Sindh)**
2. Tender Reference No: **SEF/NP/17-18/20.**
3. Tender Description/Name of work/item: **Rent Basis SEF Office at Khairpur.**
4. Method of Procurement: **SINGLE STAGE ONE ENVELOPE PROCEDURE.**
5. Tender Published: **SPPRA S.N. 34616 (02-10-2017)**
Print & Electronic Media (SPPRA ID No. with dates)
Kawish (30.09.2017), DAWN (30.09.2017), Jung (01.10.2017).
6. Total Bid documents Sold: **NIL.**
7. Total Bids Received: **Three (3).**
8. No. of Bid technically qualified (if applicable): **Two (2).**

S No	Name of Firm or Bidder	Total Bid, Cost offered by the Bidder	Cost offered by the Bidder	Ranking in terms of cost	Comparison with Estimated cost	Reasons for acceptance/ rejection	Remarks
0	1	2	3	4	5	6	7
1	Mr. Moharam Ali Khaskheli	1,430,000	1,430,000	1st	1.56 Million	1st	Accepted
2	Mr. Shams ur Rehman	1,540,000	1,540,000	2nd		2nd	Rejected


Mr. Shah Nawaz Ali Khan
Acting Deputy Director Procurement
Co-opted Member PC
Sindh Education Foundation,
Govt. of Sindh


Mr. Shabtab Naseem ul Haq
Section Officer (O&MI), SGA&CD.
Member PC
Sindh Education Foundation
Govt. of Sindh


Mr. Muhammad Asiraf
Deputy Director FR/FFM
Secretary/Member P.C
Sindh Education Foundation,
Govt. of Sindh


Mr. Muhammad Abdullah Abbasi
Director General Administration & Coordination.
Chairman P. C.
Sindh Education Foundation,
Govt. of Sindh