



**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

**TENDER ATTENDANCE SLIP**

Date: **March 30, 2016**

Tender No. **SEF/WEB/15-16/35**

Tender of: **Office Chairs.**

Following firms submitted their bids in this IFB.

S.No.	NAME OF PARTICPANT FIRM	ATTENDED BY ( Name )	CONTACT ( Cell # )	SIGNATURES
1	Master affisys (PVT) LTD	Absent		
2				
3				
4				
5				
6				
7				
8				

**Loudly announced bid information of bidders:**

S.No.	Name of Firms	Bid Value in PKR.	Bid Security in PKR	Bidder's Signatures
1	Master affisys (PVT) LTD	Rs. 500,230/-	Rs. 25012/-	
2				
3				
4				
5				
6				
7				
8				

*Ham*

Procurement Department 20/3

*Master affisys (PVT) LTD*  
30/3/2016  
*[Signature]*  
30/3

Admin. Department



**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

**MEMBERS OF PURCHASE COMMITTEE**

Sign: \_\_\_\_\_

**Mr. Muhammad Ashraf**  
Deputy Director Finance,  
Member of Purchase Committee,  
Sindh Education Foundation,  
Government of Sindh.

Sign: \_\_\_\_\_

**Mr. Nisar Ahmed Banbhan**  
Deputy Director (MAP)  
Secretary Purchase Committee  
Sindh Education Foundation.  
Government of Sindh.

Sign: \_\_\_\_\_

**Mr. Fazal Karim Khatri**  
Director (KMTC)  
Chairman Purchase Committee  
Sindh Education Foundation  
Government of Sindh



**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



**MINUTES OF THE PURCHASE COMMITTEE MEETING FOR EVALUATION  
PROCESS FOR THE TENDER OF OFFICE CHAIRS**

The Purchase Committee Meeting, SEF, Karachi was held at 3:30 P.M on Friday, May 6, **2016** in the office of Sindh Education Foundation, GoS, Karachi.

**AGENDA:**

Evaluation of Proposal on Tender of Office Chairs

**(Friday, May 6, 2016)**

**PARTICIPANTS:**

The following participated in the Purchase Committee meeting, SEF, GoS, Karachi:

S.No.	NAME OF OFFICERS	DESIGNATION	AUTHORITY
i	Mr. Muhammad Abdullah Abbasi	Director, Admin & IT	Chairman
ii	Mr. Muhammad Ashraf	Deputy Director (FR/FFM)	Secretary/ Member
iii	Mr. Syed Qasim Akbar Nimai	Section Officer (G-III) Edu. & Lit. Deptt.	Member
iv	Mr. Shahnawaz Ali Khan	Acting Deputy Director	Co-opted Member

**PROCESS:**

In the process of Evaluation of Proposals the purchase committee found only single bidder as per the TENDER ATTENDANCE SLIP of the following participant ( Photo Copy Enclosed ):

:

S.No.	FIRM SUBMITTED THE BID OF OFFICE CHAIRS
1)	M/s.Master Offisys Pvt. Ltd

*(Handwritten signature and date: 23/5/2016)*

*(Handwritten signature)*

**MINUTES OF THE PURCHASE COMMITTEE MEETING FOR EVALUATION  
PROCESS FOR THE TENDER OF OFFICE CHAIRS**

**(Recommandation of Purchase Committee)**

As per requirements of SEF Purchase Committee the concerned bidder has submitted all the relevant paper as mentioned in the minutes of meeting dated. 30<sup>th</sup> March, 2016.

The Purchase Committee SEF had found that **M/s. Master Offisys Pvt. Ltd** was the only single bidder and submitted the specification as per SEF requirements.

The Purchase Committee put the following remarks on the bid.

The Purchase Committee recommended the single bidder for approval of chairs from M/s. Master Offisys (Private) Limited.

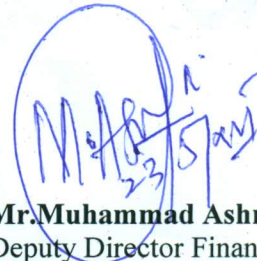


**Mr. Shahnawaz Ali Khan**  
Acting Deputy Director,  
Procurement (Co-opted Member P.C)  
Sindh Education Foundation,  
Govt. of Sindh, Karachi.

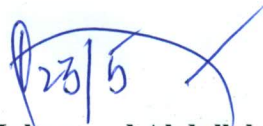
**SIGNED**



**Mr. Syed Qasim Nimai,**  
Section Officer (G-III) Edu. & Lit. Dept.,  
Member, Purchase Committee  
Sindh Education Foundation,  
Govt. of Sindh, Karachi



**Mr. Muhammad Ashraf**  
Deputy Director Finance,  
Secretary/Mamber Purchase Committee  
Sindh Education Foundation,  
Govt. of Sindh, Karachi.



**Mr. Muhammad Abdullah Abbasi,**  
Director Admin. & I.T,  
Chairman Purchase Committee  
Sindh Education Foundation  
Govt. of Sindh Karachi.

2/2

**SINDH EDUCATION FOUNDATION GOVT. OF SINDH**

COMPARATIVE STATEMENT FOR OFFICE CHAIRS

SEF/WEB/15-16/35

Opening Date:30-March-2016

S. No.	SEF DESCRIPTION	DESCRIPTION OF ITEM(S)	QTY Required		QUOTATION - I	
					M/S. MASTER OFFISYS (PRIVATE)LIMITED	
					Unit Price	Total amount
1	Chairs for Conference Rooms Equivalent Master Genesis Low Back Chair, Master Leatherite	Master Genesis ECO Low Back Chair Master Fabric/Leatherite	pcs	50	8,840	442,000
2	Benches for Visitors (Two Seater) Stainless Steel, Equivalent Master Public Seating	Master Public Seating (2 Seater) Seater In Metal Finish.Seat thickness 1.6 mm and plate gauge 18mm.	pcs	2	13,050	26,100
3	Benches for Visitors (Three Seater) Stainless Steel, Equivalent Master Public Seating	Master Public Seating (03 Seater) Seater In Metal Finish.Seat thickness 1.6 mm and plate gauge 18mm.	pcs	2	16,065	32,130
<b>TOTAL AMOUNT All Inclusive</b>			---		<b>500,230</b>	

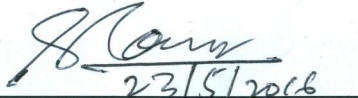
Amount in Words: Five Lac Two Hundred & Thirty Rupees Only.

**NOTE:**

Only one quotation was received from M/s. Master Offisys (Private) Limited, as per the SEF Specification requirement of Chairs Master Genesis.


Purchase Committee is seeking approval of the the lowest bidder **M/S.Master Offisys (Private) Limited.** from the higher and competent authorities for the above purchase.

All above required specifications are followed as per Master Offisys and the participated bidder is also **M/s. Master Offisys (Pvt) Ltd** which quoted items are completely matched with our requirement.

  
23/5/2016

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

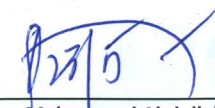
**MEMBER PURCHASE COMMITTEE**



**Syed Qasim Akber Nimai**  
Section Officer (G-III) Edu. & Lit. Dept.  
Member Purchase Committee  
Govt.of Sindh

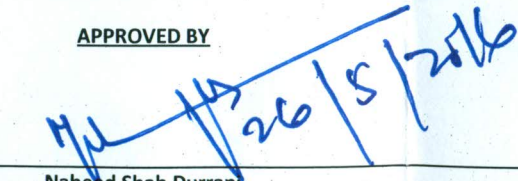
  
22/5/2016

**Muhammad Ashraf (FR/FFM)**  
Secretary/Member Purchase Committee  
Sindh Education Foundation  
Govt.of Sindh

  
23/5

**Muhammad Abdullah Abbasi**  
Director (Admin & IT)  
Chairman Purchase Committee  
Sindh Education Foundation  
Govt.of Sindh

**APPROVED BY**

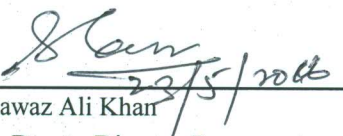
  
26/5/2016

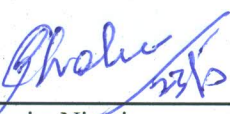
**Naheed Shah Durrani**  
Managing Director  
Sindh Education Foundation  
Govt.of Sindh

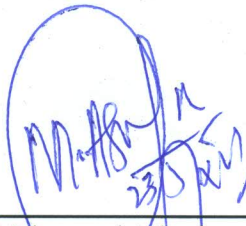
## Bid Evaluation Report

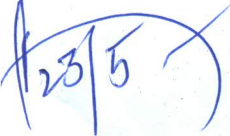
1. Name of Procuring Agency: Sindh Education Foundation (Govt. of Sindh)
2. Tender Reference No: SEF/WEB/15-16/35.
3. Tender Description/Name of work/item: Office Chairs.
4. Method of Procurement: SINGLE STAGE ONE ENVELOPE.
5. Tender Published: SPPRA ID # 2147483647 (07-03-2016)
6. Total Bid documents Sold: 1
7. Total Bids Received: One Bid.
8. Bid Opening date: (if applicable) 30<sup>th</sup> March ,2016.
9. No. of Bid technically qualified (if applicable): One.

<i>S No</i>	<i>Name of Firm or Bidder</i>	<i>Total Bid,Cost offered by the Bidder</i>	<i>Ranking in terms of cost</i>	<i>Comparison with Estimated cost</i>	<i>Reasons for acceptance/rejection</i>	<i>Remarks</i>
0	1	2	3	4	5	6
1	M/s. Master Offisys Pvt Ltd	500,230	1st Lowest	2 Million	Accepted because , the only firm is found	Recommended to award the contract.

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

  
Syed Qasim Nimai  
Section Officer (G-III) Edu. & Lit Dept  
Member P.C.  
Sindh Education Foundation  
Govt. of Sindh

  
Muhammad Ashraf  
Deputy Director Operation  
Member P. C.  
Sindh Education Foundation  
Govt. of Sindh

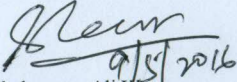
  
Muhammad Abdullah Abbasi  
Director Admin & IT  
Chairman P. C.  
Sindh Education Foundation,  
Govt. of Sindh.

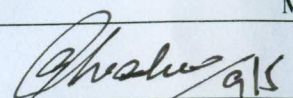
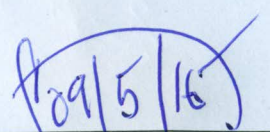
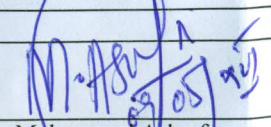
**SINDH EDUCATION FOUNDATION GOVERNMENT OF SINDH  
TECHNICAL CRITERIA OF OFFICE CHAIRS**

<b>Tender # SEF/WEB/15-16/35</b>		
<b>Tender Opening Date 30TH March, 2016</b>		
s#	<b>IMPORTANT PRE-QUALIFICATION / ASSESSMENT POINTS</b>	<b>M/S. Master Offisys (Private) Limited.</b>
<b>Technical Bid Maximum Score</b>		
Comprises following criteria of marking		
1	5 Year experience in <u>Office Chairs</u> field (evidence required). At least last 5 copies of Purchase orders / Contract are requiring along with three acknowledge copies of evidence .	yes
2	Minimum Turnover is Rs.2 Million per annum in the same field of Office Chairs. For evidence documents require : • Latest twelve months Bank Statement duly stamps from concerned bank required.	yes
3	List of Litigations with the clients (If any) and nature of Litigations & Affidavit @ 50/- rupees stamp/Bond paper that the firm has never been blacklisted.	yes
4	Have registration with relevant Tax & Sale Tax Departments of the Govt. of Pakistan or Govt. of Sindh. Following evidence documents are required: • Copy of Sales/Services Tax return required for last three months duly acknowledge by SRB/ITD(must) • Copy of sales/Services tax Registration Certificate required (must) • Copy of National Tax Registration Certificate required (must) • Copy of Tax Exemption Certificate required (if applicable)	yes yes yes yes

**Note:**

The Purchase Committee found that the only one vendor has participated in the bid.  
As per Technical criteria M/s. Master Offisys (Private) Limited is selected by the Purchase Committee.  
Therefore, the Purchase Committee seeking approval from SEF Competent Authority for further necessary process.

  
Shahnawaz Ali Khan  
Acting Deputy Director (Co-opted Member)  
Procurement Department, SEF

<b>MEMBERS OF PURCHASE COMMITTEE (SEF)</b>		
 Mr. Syed Qasim Akber Nimai Section Officer (G-III) Member PC Sindh Education Foundation Govt. of Sindh	 Mr. Muhammad Abdullah Abbasi Director General (Admin & If) <b>Chairman PC (SEF)</b> Sindh Education Foundation Govt. of Sindh	 Mr. Muhammad Ashraf Deputy Director (FR/FFM) Secretary PC Sindh Education Foundation Govt. of Sindh