



OFFICE OF THE  
AUDITOR GENERAL OF PAKISTAN  
AUDIT HOUSE, CONSTITUTION AVENUE ISLAMABAD

427 /118-Dir/IR-BidEvaluation Committee//C

05 June 2020

Assistant Auditor General (Logistics)  
O/o Auditor General of Pakistan

Subject: **MINUTES OF MEETING /BID-EVALUATION COMMITTEE REPORT I.R.O  
EVALUATION OF BIDS FOR PROVISION OF LOT 1-4 FOR PURCHASE OF  
GENERAL AND COMPUTER STATIONERY ITEMS (TENDER REFERENCE  
NO: GEN. ST/2019-20)**

Reference is made to your office letter no. 225/1062/Admin-III/CT/2019-20/F-1 dated 01 June 2020.

2. Please find attached the following for your pursual:

- i. Attendance Sheet of Bidders (Flag-A)
- ii. PPRA Bid Evaluation Report as per PPRA 2004 Rule 35 (Flag-B)
- iii. Minutes of Meetings held on 05 June 2020
- iv. Annexure-A =Table No.1: List of Goods for Tender for provision of Lot 1-4 for purchase of General and Computer Stationery items
- v. Annexure-B = Table 2: Bidders response in light of Eligibility and Qualification Criteria (Compliance of Bidding documents)
- vi. Annexure-C = Table 3: Bidders response in light of Documents comprising the substantially compliant bid (Qualification and Evaluation of Bidding documents)
- vii. Annexure-D = Table 4: Lot 1 Comparative Statement
- viii. Annexure-E = Table 5: Lot 2 Comparative Statement
- ix. Annexure-F = Table 6: Lot 3 Comparative Statement
- x. Annexure-G = Table 7: Lot 4 Comparative Statement
- xi. Sealed envelope containing financial and technical bids and call deposits for: M/S Friends Traders; M/S Atique Traders and M/S A.S.M. Enterprises Islamabad

3. This is for your necessary action, please.

**(Muhammad Afnan Alam)**  
Secretary Bid-Evaluation Committee  
/ Director IR&C Wing, O/o AGP

**Circulation (for information, please)**

- 1. Deputy Auditor-General Policy /Chairman Bid-Evaluation Committee
- 2. Director General B&A, OAGP (without enclosures)
- 3. Director-General HRM / Member Bid-Evaluation Committee
- 4. Director to the Auditor General of Pakistan (without enclosures)
- 5. SPS to the Additional Auditor General-I (without enclosures)

Audit House, Constitution Avenue, Islamabad, Pakistan

*Handwritten notes:*

- i- for up
- ii- for information (139A) upload of Board of members for demand of documents required by members of advisory BTA committee
- iii) for demand of documents required by members of advisory BTA committee

*Handwritten initials and signatures:* A.S.M., BTA, AGP

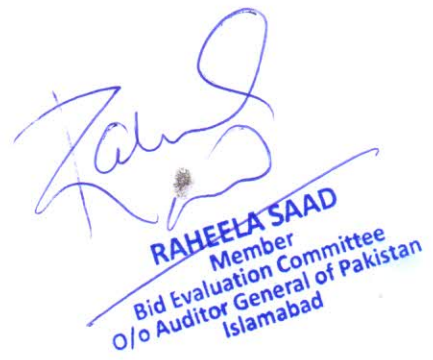
**BID EVALUATION COMMITTEE MINUTES OF MEETING HELD ON 5 JUNE 2020 I.R.O OF EVALUATION OF BIDS FOR PROVISION OF LOT 1-4 FOR PURCHASE OF GENERAL AND COMPUTER STATIONERY ITEMS**

**TENDER OPENED ON 1100 HOURS ON 4 JUNE 2020**

**(Tender Reference No: (Tender Reference No: Gen. St/ 2019-20)**

1. Bid Evaluation Committee under the Chairmanship of D.A.G. Policy met on 5 June 2020 to review the bids i.r.o Procurement of Lot 1-4 of General and Computer Stationery items. Single-step single envelope tender for the four lots i.r.o General and Computer Stationery items were received on, 10:30 am and opened on 1100 hours on 4 June 2020.
2. Following bidders /their authorized representatives participated in the bidding process. Attendance Sheet is attached as Flag A.
  - i. M/S Friends Traders
  - ii. M/S Atique Traders
  - iii. M/S A.S.M. Enterprises Islamabad
3. Table-1 (Annexure-A) contains the List of Items/ Goods for Tendered for provision of Lot 1-4 for purchase of General and Computer Stationery items.
4. Bid-Evaluation Committee, in line with 1.5 (General Conditions for Bidding), reviewed the bidding documents. Findings of the same are given in Table-2 (Annexure-B).
5. Bid-Evaluation Committee then reviewed the bidding documents in line with Clause 1.6 of the Tender documents, in Table-3 (Annexure-C).
6. Review of financial bids and technical specifications for Lot 1 is shown in Table-4 (Annexure-D). M/S Friends Traders is the only bidder offering rates/prices for Lot1.
7. **Recommendations of Bid-evaluation committee for Lot 1 are as follows:**
  - i. For Lot 1 (Ten items) : M/S Friends is the only bidder offering cumulative price of PKR 522,522. PPRA Rules 2004 (as amended) does not place any restriction to award a contract to a single bidder participant, and the procurement process has been followed in the letter.
8. For Lot 2, Review of financial and technical bids is shown in Table-5 (Annexure-E).

  
 Muhammad Afnan Alam  
 Secretary  
 Bid Evaluation Committee  
 O/o Auditor General of Pakistan  
 Islamabad

  
 RAHEELA SAAD  
 Member  
 Bid Evaluation Committee  
 O/o Auditor General of Pakistan  
 Islamabad

**9. Recommendations of Bid-evaluation committee for Lot 2 are as follows:**

- i. For Lot -2,62 items, M/S Friends Traders is the only bidder offering rates/prices for all items. Cumulative price for Lot 2 is Rs 16,31,356/-.
- ii. M/S ASM Enterprises and M/S Atique Traders have not offered bids for whole of items making it impossible for the Committee to offer a Lot wise perspective.

10. For Lot 3, Review of financial and technical bids is shown below in Table-6 (Annexure-F). M/S ASM Enterprises has offered bids for 25 out of 30 items and M/S Friends Traders has not offered any bid for Lot-3 as mentioned in the covering letter [available on record].

**11. Recommendations of Bid-evaluation committee for Lot-3 are as follows:**

- i. For Lot-3, M/S ASM Enterprises has offered bids for Item No.1-23 and 29,30 with a cumulative price of Rs 12,25,060/-. M/S ASM Enterprises remains the only bidder for Item 1-23 and 29,30

12. For Lot 4, Review of financial and technical bids for Lot-4, is shown below in Table-7 (Annexure-G). M/S ASM Enterprises has offered 5 out of 30 items and M/S Friends Traders has not offered any bid for Lot-4.


**13. Recommendations of Bid-evaluation committee for Lot-4 are as follows:**

- i. For Lot-4, M/S ASM Enterprises has offered bids for Item No.17 with a cumulative price of Rs 60,000/- and has not offered any rate/price for any other item mentioned in the bidding document i.r.o Lot No.4

**14. Summary recommendations for Lot-1 to 4 are as follows:**

- i. For Lot 1 (Ten items), M/S Friends is the only bidder offering cumulative price of PKR 522,522. PPRA Rules 2004 (as amended) does not place any restriction to award a contract in case a single bidder participated, and the procurement process has been followed in the letter.
- ii. For Lot -2 (62 items) M/S Friends Traders is the only bidder offering rates/prices for all items. Cumulative price for Lot 2 is Rs 16,31,356/-.
- iii. For Lot-3 (30 items) M/S ASM Enterprises has offered bids for Item No.1-23 and 29,30 with a cumulative price of Rs 12,25,060/-. M/S ASM Enterprises remains the only bidder for Item 1-23 and 29,30
- iv. For Lot-4 (30 items), M/S ASM Enterprises has offered bids for Item No.17 with a cumulative price of Rs 60,000 /.

  
 Muhammad Afnan Alam  
 Secretary  
 Bid Evaluation Committee  
 O/o Auditor General of Pakistan  
 Islamabad

  
 RAHEELA SAAD  
 Member  
 Bid Evaluation Committee  
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