

GOVERNMENT OF PAKISTAN  
CABINET SECRETARIAT  
ESTABLISHMENT DIVISION



No. 2(1)/2022-23-General (Stationery)

Islamabad the, 4<sup>th</sup> January, 2023

Subject: - **ANNOUCEMNT OF BID EVALUATION REPORT UNDER RULE-35 OF PPRA RULE-2004**

I am directed to enclose herewith result of bidding competition held on **13.12.2022 at 11:30AM** and announced under provision of **Rule-35 of PPRA Rule-2004.**

2. In case of any grievances, bidder/ bidders may approach to Section Officer (General), Establishment Division within 10 days of the issuance of this report.

**(Encl: above)**

Yours Faithfully,



(Ali Faisal)

Section Officer (General)

**Copy to:-**

- i. System Analyst, PPRA with request to post the bid valuation report on the PPRA's.
- ✓ ii. Director (IT), Establishment Division with request to place the same bid evaluation report on the website of Establishment Division.

**EVALUATION REPORT**  
(As Per Rule 35 of PP Rules, 2004)

1.	Name of the Procuring Agency	Establishment Division, Cabinet Secretariat
2.	Method of Procurement	PPRA Rules 2004, 36 (b) Single Stage two envelop procedure
3.	Title of Procurement	<b>Three (03)</b> i. Stationery ii. Misc. & Other iii. IT Equipment
4.	Tender Inquiry Number	2(1)/2021-22-G(SS)
5.	PPRA Ref. No (TSE)	TS496610E
6.	Date & Time of Bid Closing	13 <sup>th</sup> December, 2022 (Tuesday) 11:00 AM
7.	Date & Time of Bid Opening	13 <sup>th</sup> December, 2022 (Tuesday) 11:30 AM
8.	No. of Bids Received	Four (04)
9.	Criteria for Bid Evaluation	Terms & conditions mentioned in the tender advertised on PPRA website

**Final Bid Evaluation :-**

<u>S.N</u> #	<b>STATIONERY ITEMS</b>		
	Name of Bidder /Firm	Bid Evaluation	Status
1	M/s ATtique Trader	Compliance	Accepted
2	M/s Zeeva Enterprises	Compliance	Accepted
3	M/s Saarim BABA & Co.	Compliance	Rejected

<u>S.N</u> #	<b>MISC.&amp; OTHER ITEMS</b>		
	Name of Bidder /Firm	Bid Evaluation	Status
1	M/s ATtique Trader	Compliance	Accepted
2	M/s Zeeva Enterprises	Compliance	Accepted

<u>S.N</u> #	<b>IT Equipment</b>		
	Name of Bidder /Firm	Bid Evaluation	Status
No firm participated			

**Note:-**

- M/s Subhan & Company was disqualified in Technical Evaluation because of incomplete documents.
- M/s Saarim BABA & Co. was rejected in Financial Evaluation in stationery because of high rates.
- In case of any grievances, bidder/bidders may approach to Section Officer (General), Establishment Division within ten (10) Days of the issuance of this report.

**Distribution: -**

- 1) All Members of Tender /Purchase Committee.
- 2) All Bidders.

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ESTABLISHMENT DIVISION**

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**SUBJECT: MINUTES OF TENDER OPENING COMMITTEE FOR SAMPLE CHECKING & FINANCIAL BIDS OPENING**

Meetings of Tender Opening Committee (TOC) for sample checking and opening of "Financial Bids" were held under the Chairmanship of Joint Secretary (Lit), Establishment Division respectively on 15.12.2022 & 16.12.2022. Following participants attended the meeting: -

i.	Joint Secretary (Lit)	Chairperson
ii.	Deputy Secretary (Expenditure)	Member
iii.	Deputy Secretary (R-I)	Member
iv.	Director (IT)	Member
v.	Section Officer (Cash)	Member / Secretary

2. The Committee examined all the samples in the light of prescribed standards, quality and as per requirement of Establishment Division.

3. After sample checking, Financial Bids of qualified bidders were opened in the meeting in the presence of the representatives of the qualified bidders. Attendance sheet of members of Committee and bidders is attached in (F/B). The Report/ recommendations of TOC regarding quality of samples is annexed in (Annex-I). A comparative statement prepared in the light of the quoted rates in the Financial Bids by the qualified bidders is attached in (Annex-II).

4. The TOC has completed its tasks/ assignments as per the TORs of the Committee constituted for tender opening/ purchase for procurement of stationery and store items including papers, toners, IT related accessories and other miscellaneous items for the financial year 2022-23. The committee after through scrutiny of technical & financial bids and examining/ checking samples provided by the qualified firms, submits its recommendations, which as follows: -

- Selection of firms on the basis of quality, lowest price and Single Bid for the purchase of stationery and Misc.& Other items for the financial year 2022-23.

1 **Stationery items**

On the basis of sample and lowest rates (Annex-IF) : the following two firms are recommended by the Tender committee for purchase of stationery items during FY-2022-23

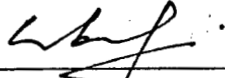
S.No.	Firms	Sr. No of the items (Annex-II) having Lowest Rate	Total Items
1.	Attique Trader	1,2,4	3

1 **Single Bids:-**

On the basis of market competitive rates and quality of the samples the following firms are recommended by the Tender committee for single bid items mentioned against each during CFY -2022-23

S.No.	Category	Firms	Sr.No of the single bided items (Annex-II)	Total Items
1.	Stationery	Zeeva Enterprises	5,6	2
2.	Misc.& Other	Zeeva Enterprises	1,	1

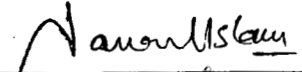
5. The chair thanked all the Committee members and staff of the General Section for support in finalization of the whole tendering process. The meeting ended with the vote of thanks to/from the chair.



(Abid Hussain)  
Section Officer (Cash)  
Secretary / Member (TOC)



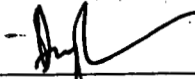
(Zafar Ismail)  
Deputy Secretary(R-I)  
Member



(Sana ul Islam)  
Deputy Secretary (Exp)  
Member



(Muhammad Ayaz)  
Director (IT)  
Member



(Ayesha Bashir Wani)  
Joint Secretary (Lit)  
Chairperson (TOC)

**COMPARATIVE STATEMENT**

Sr.#	1st Under Sr. No.	T-1 STATIONERY (PAPERS)						Approved Rates / Lowest /Single Bid
		Name of Items	Unit	SAARIM BABA & CO.	ATTIQUE TRADER	ZEEVA ENTERPRISES	Remarks	
1	1	Paper 80 GSM A4 (Imported) AA4, Paper One, Navigator	Ream	1644	1245	1573	Lowest Price	1245
2	2	Paper 80 GSM Legal ( Not F4) (Imported) AA4, Paper One, Navigator	Ream	1944	1315	1840	Lowest Price	1315
3	53	Past it pad 654 3M /White 3*5	Pad	-	-	-	No Bid Received	
4	64	Staple Pin 23/17 (Washing)/Dollar/KW	Pkt.	-	310	345	Lowest Price	310
5	89	Single Hole Punch H. Duty T30	Pcs	-	-	10,925	Single Bid	10,925
6	90	Paper Shredder Machine (12 papers) , (Aurora) Deli/ KW/	Pcs	-	-	43,000	Single Bid	43,000
<b>T-2 MISC(Others)</b>								
1	99	Inclined Stand Best Quality	Pcs	-	-	5,750	Single Bid	5,750
<b>T-3 IT Equipment</b>								
1	13	USB 2.0/ Higher Cable for Printers Standard (Best Quality)	Pcs	-	-	-	No Bid Received	
2	14	D-Port Cable	Pcs	-	-	-	No Bid Received	



(Abid Hussain)  
Section Officer (Cash)  
Secretary / Member



(Zafar Ismail)  
Deputy Secretary(R-I)  
Member



(Sana ul Islam)  
Deputy Secretary (Exp)  
Member



(Muhammad Ayaz)  
Director (IT)  
Member



(Ayesha Bashir Wani)  
Joint Secretary (Lit)  
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