



REFORM SUPPORT UNIT
SCHOOL EDUCATION & LITERACY DEPARTMENT
GOVERNMENT OF SINDH



PROC.# RSU/ADMIN/OS/413/2021
2021

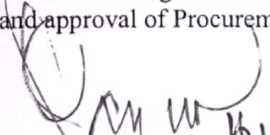
Date: 16th November

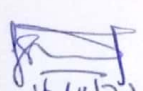
SUBJECT: MINUTES OF PROCUREMENT COMMITTEE TO DISCUSS THE PROCUREMENT OF ACQUIRING OF OFFICE PREMISES ON RENTAL BASIS IN KARACHI FOR REFORM SUPPORT UNIT, SE&LD

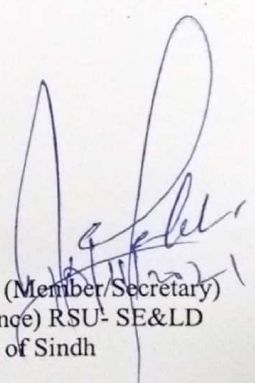
1. A meeting of the Procurement Committee was held on Tuesday 16th November 2021 to open the bids in response to tender published in newspapers on 30th October 2021.
2. The NIT was also hoisted on SPPRA (Hoist ID: T01376-21-0003) and RSU websites dated 01st November 2021.
3. The requirement is to procure office premises on a rental basis in Karachi for Reform Support Unit, SE&LD. The procurement used and approved by the competent authority was open competitive bidding.
4. The meeting was held under the chairmanship of Capt. (R) Abdul Sattar Isani. The Chairman welcomed and thanked the members and invited the Secretary/Member of Procurement Committee to brief the participants about the procurement proceedings to date. It was informed that the competent authority approved the bidding documents and announcement of Notice Inviting Tender (NIT) on 25th October 2021 (**Attached at Annex-A**).
5. The Notice Inviting Tender (NIT) was sent to the Section Officer (G-III), School Education & Literacy Department, Government of Sindh for publication in leading newspapers vide letter# RSU/ADMIN/OS/413/2021 dated: 29th October 2021. (**Attached at Annex-B**).
6. The Notice Inviting Tender (NIT) was advertised in national dailies, i.e. The Daily Jang Published on 30th October 2021, The Daily Express Tribune Published on 30th October 2021, The Daily Awami Muhaaz Published on 30th October 2021, and The Daily Eikta Published on 30th October 2021 (**Attached at Annex-C**).
7. The Member/Secretary of the Procurement Committee also informed the committee members that in response to the above advertisement, the following interested bidders/firms obtained the bidding documents from the procuring agency or downloaded them from the websites free of cost.
8. Following three (03) bidders submitted their bids in sealed envelopes on or before 16th November 2021 up to 3.00 PM.

#	BIDDER'S NAME
1	M/S M.S.F ASSOCIATES PVT.LTD.
2	M/S NICE ENTERPRISES
3	M/S PAKISTAN TRADERS

9. The Procurement Committee opened the sealed proposals on 16th November 2021 at 3:30 PM on the specified venue, in the presence of the committee members and the respective representatives of the bidders. Details of Attendance Sheet (**Attached at Annex-D**) & Bid Price readout sheet of bidders (**Attached at Annex-E**)
10. After the discussion in detail, it was decided that the bid documents of three (03) bidders against the NIT No: RSU/ADMIN/OS/413/2021 to the members of Procurement Committee for qualifications and detailed technical evaluation as per given criteria in bidding document as well as preparation of recommendation for the award of a contract for review and approval of Procurement Committee.


Capt. (R) Abdul Sattar Essani (Chairman)
Chief Program Manager (RSU)-SE&LD
Government of Sindh


Mr Fayaz Ahmed Soomro (Member)
Deputy Director (M&E)-CED
Government of Sindh


Mr Abdul Malik Shaikh (Member/Secretary)
Program Officer (Finance) RSU- SE&LD
Government of Sindh

PROCUREMENT COMMITTEE (ATTENDANCE SHEET)

ACQUIRING OF OFFICE PREMISES ON RENTAL BASIS IN KARACHI FOR REFORM SUPPORT UNIT, SE&LD




16-NOV-2021

S.No.	NAME	DESIGNATION	DEPARTMENT	CONTACT NUMBER	SIGNATURE
1	Abdul Sattar Isani	Chief Proj Mnggr	RSU - SE&LD	0333 7274177	[Signature]
2	Fayyaz Ahmad Soomro	Deputy Director	College Education Dept	0333-2975529	[Signature]
3	Abdul Wahid Shah	Director R.S.U.	R.S.U.	0333-2156712	[Signature]

ATTENDANCE SHEET

ACQUIRING OF OFFICE PREMISES ON RENTAL BASIS IN KARACHI FOR REFORM SUPPORT UNIT, SE&LD

16-NOV-2021

S.No.	BIDDER'S NAME	REPRESENTATIVE'S NAME	E-MAIL	CONTACT NUMBER	SIGNATURE
1	MS F Associates	Jamil Raza	poradi@hikmail.com	0321-3874982	
2	Pakistan traders	M. Adnan		0313-2219293	
3	NICE ENTERPRISES	JAWAD YOUSUF	Myidre@gmail.com	0300-3725360	
4					
5					
6					
7					
8					
9					
10					

BID PRICE (AS READ OUT)

Address: Reform Support Unit, School Education & Literacy Department, Government of Sindh
47/E-1, Street#48, P.E.C.H.S. Society, Block-6, Shahrah-e-Faisal, Karachi, Sindh.
Date: Tuesday 16th November 2021
Time: 15:30hrs PST.

ACQUIRING OF OFFICE PREMISES ON RENTAL BASIS IN KARACHI FOR REFORM SUPPORT UNIT, SE&LD

Bidder Identification			Premises Details			Rent-out Bid Price(s)					
Name of Bidder/Estate Agency	Name of Representative	Contact Number	E-mail Address	Address/ City/State or Province	Total Area (in S.ft.)	Per S.ft. Rent/ Months in PKR	Per Month Rent in PKR	Total Monthly Rent in PKR	Bid Security Amount	Bid Security Details	Signatures
(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)	(k)	(l)
M.S.F ASSOCIATES PVT.LTD.	Mrs. Jameel Raza	0321-3874982	portal@hotmail.com	D-178 Block, V Clifton Karachi, Sindh	10896	142.45	1,282,100	14,103,100	141,031	JS BANK Karachi	
NICE ENTERPRISES	Mr. Jawad	0300-8270017	jyridar@gmail.com	FL 3/8, Block V, Clifton Karachi, Sindh	9000	146.70	1,320,000	14,520,000	145,200	Al Baraka Bank Karachi	
PAKISTAN TRADERS	Mr. Adnan Khan	0313-2219293	nice technologies@gmail.com	House no D-29 Block 2 Clifton, Karachi, Sindh	7500	186.67	1,400,000	15,400,000	154,000	Meezan Bank Karachi	



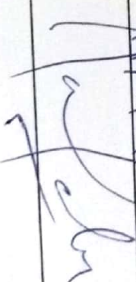
Capt. (R) Abdul Sattar Isani (Chairman)
Chief Program Manager (RSU)- SELLD
Government of Sindh

Mr. Fayaz Ahmed Soomro (Member)
Deputy Director (Monitoring & Evaluation)-CED
Government of Sindh

Mr. Abdul Malik Shaikh (Member)
Program Officer (Finance) RSU- SELLD
Government of Sindh

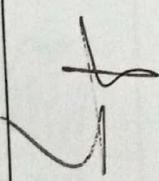
CONSOLIDATE SHEET

ACQUIRING OF OFFICE PREMISES ON RENTAL BASIS IN KARACHI FOR REFORM SUPPORT UNIT, SE&LD

Procurement Reference Number		RSU/ADMIN/OS/413/2021											
NIT Opening Date		Tuesday, November 16, 2021											
Technical Evaluation Date		Wednesday, November 17, 2021											
Reference of the Procurement Committee Members													
Bidder's Name													
M.S.F ASSOCIATES PVT.LTD.													
M1 = Capt. (R) Abdul Sattar Essani (Chairman)													
M2 = Mr Fayaz Ahmed Soomro (Member)													
M3 = Mr Abdul Malik Shaikh (member / secretary)													
NICE ENTERPRISES													
PAKISTAN TRADERS													
Response of Procurement Committee Members in Yes or No													
		M1	M2	M3	M1	M2	M3	M1	M2	M3	M1	M2	M3
1 (Preferred Location) In the vicinity of Sindh Secretariat / Main Clifton / Bath Island and Shahrah-e-Faisal up to FTC.													
2 (Space Required) Commercial Building/space with the approximate covered area between 6000 sq. ft to 10,000 sq. ft. with bathrooms and guardrooms													
3 (Advance Rent) Preferably monthly													
4 (Parking Space) Reserved 8/10 cars minimum preferably with facility of visitors' parking													
5 (Preferable Amenities) Operational Kitchen with gas, telephone, electricity, water connections and availability of public transport in the vicinity													
6 (Registration with FBR) NTN Certificate must be attached													
7 (Bid Security Amount) 1% of the bid contract amount (Bid Security / Earnest money) in shape Pay order / Bank Draft favouring of Chief Program Manager, Reform Support Unit, School Education & Literacy Department, Government of Sindh should be attached along with bidding document.													
COMMENTS BY PROCUREMENT COMMITTEE													
Procurement Committee Members's Signatures													
M1 Capt. (R) Abdul Sattar Essani (Chairman) Chief Program Manager (RSU)- SE&LD Government of Sindh													
M2 Mr Fayaz Ahmed Soomro (Member) Deputy Director (M&E)-CED Government of Sindh													
M3 Mr Abdul Malik Shaikh (Member/Secretary) Program Officer (Finance) RSU- SE&LD Government of Sindh													

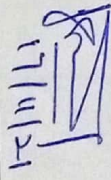
MI = CAPT. (R) ABDUL SATTAR ESSANI

ACQUIRING OF OFFICE PREMISES ON RENTAL BASIS IN KARACHI FOR REFORM SUPPORT UNIT, SE&LD

Procurement Reference Number		RSU/ADMIN/OS/413/2021	
NIT Opening Date		Tuesday, November 16, 2021	
Technical Evaluation Date		Wednesday, November 17, 2021	
Bidder's Name		M.S.F ASSOCIATES PVT.LTD.	NICE ENTERPRISES
QUALIFICATION/ELIGIBILITY CRITERIA REQUIREMENTS ITB 13.3 (d)		Response of MI in Yes or No	
1	(Preferred Location) In the vicinity of Sindh Secretariat / Main Clifton / Bath Island and Shahrah-e-Faisal up to FTC.		
2	(Space Required) Commercial Building/space with the approximate covered area between 6000 sq. ft to 10,000 sq. ft. with bathrooms and guardrooms		
3	(Advance Rent) Preferably monthly		
4	(Parking Space) Reserved 8/10 cars minimum preferably with facility of visitors' parking		
5	(Preferable Amenities) Operational Kitchen with gas, telephone, electricity, water connections and availability of public transport in the vicinity		
6	(Registration with FBR) NTN Certificate must be attached		
7	(Bid Security Amount) 1% of the bid contract amount (Bid Security / Earnest money) in shape Pay order / Bank Draft favouring of Chief Program Manager, Reform Support Unit, School Education & Literacy Department, Government of Sindh should be attached along with bidding document.		
Procurement Committee Member's Signature			
M1 Capt. (R) Abdul Sattar Essani (Chairman) Chief Program Manager (RSU)- SE&LD Government of Sindh			

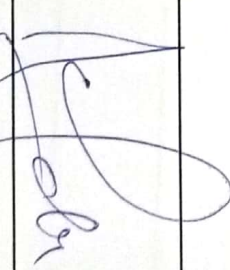
M2= MR FAYAZ AHMED SOOMRO

ACQUIRING OF OFFICE PREMISES ON RENTAL BASIS IN KARACHI FOR REFORM SUPPORT UNIT, SE&LD

Procurement Reference Number		RSU/ADMIN/OS/413/2021	
NIT Opening Date		Tuesday, November 16, 2021	
Technical Evaluation Date		Wednesday, November 17, 2021	
Bidder's Name		M.S.F ASSOCIATES PVT.LTD.	NICE ENTERPRISES PAKISTAN TRADERS
QUALIFICATION/ELIGIBILITY CRITERIA REQUIREMENTS ITB 13.3 (d)			
1	(Preferred Location) In the vicinity of Sindh Secretariat / Main Clifton / Bath Island and Shahrah-e-Faisal up to FTC.		
2	(Space Required) Commercial Building/space with the approximate covered area between 6000 sq. ft to 10,000 sq. ft. with bathrooms and guardrooms		
3	(Advance Rent) Preferably monthly		
4	(Parking Space) Reserved 8/10 cars minimum preferably with facility of visitors' parking		
5	(Preferable Amenities) Operational Kitchen with gas, telephone, electricity, water connections and availability of public transport in the vicinity		
6	(Registration with FBR) NTN Certificate must be attached		
7	(Bid Security Amount) 1% of the bid contract amount (Bid Security / Earnest money) in shape Pay order / Bank Draft favouring of Chief Program Manager, Reform Support Unit, School Education & Literacy Department, Government of Sindh should be attached along with bidding document.		
Procurement Committee Member's Signature			
M2	Mr Fayaz Ahmed Soomro (Member) Deputy Director (M&E)-CED Government of Sindh	 17/11/21	

M3= MR ABDUL MALIK SHAIKH

ACQUIRING OF OFFICE PREMISES ON RENTAL BASIS IN KARACHI FOR REFORM SUPPORT UNIT, SE&LD

Procurement Reference Number		RSU/ADMIN/OS/413/2021	
NIT Opening Date		Tuesday, November 16, 2021	
Technical Evaluation Date		Wednesday, November 17, 2021	
Bidder's Name		M.S.F ASSOCIATES PVT.LTD.	NICE ENTERPRISES
QUALIFICATION/ELIGIBILITY CRITERIA REQUIREMENTS ITB 13.3 (d)		Response of M3 in Yes or No	
1	(Preferred Location) In the vicinity of Sindh Secretariat / Main Clifton / Bath Island and Shahrah-e-Faisal up to FTC.		
2	(Space Required) Commercial Building/space with the approximate covered area between 6000 sq. ft to 10,000 sq. ft. with bathrooms and guardrooms		
3	(Advance Rent) Preferably monthly		
4	(Parking Space) Reserved 8/10 cars minimum preferably with facility of visitors' parking		
5	(Preferable Amenities) Operational Kitchen with gas, telephone, electricity, water connections and availability of public transport in the vicinity		
6	(Registration with FBR) NTN Certificate must be attached		
7	(Bid Security Amount) 1% of the bid contract amount (Bid Security / Earnest money) in shape Pay order / Bank Draft favouring of Chief Program Manager, Reform Support Unit, School Education & Literacy Department, Government of Sindh should be attached along with bidding document.		
Procurement Committee Member's Signature			
M3 Mr Abdul Malik Shaikh (Member/Secretary) Program Officer (Finance) RSU- SE&LD Government of Sindh			

ACQUIRING OF OFFICE PREMISES ON RENTAL BASIS IN KARACHI FOR REFORM SUPPORT UNIT, SE&LD

SUBMITTED 1% BID SECURITIES DETAILS

PROCUREMENT REFERENCE NUMBER




RSU/ADMIN/OS/413/2021

BID OPENING DATE

Tuesday, November 16, 2021

TECHNICAL EVALUATION DATE

Wednesday, November 17, 2021

#	BIDDER'S NAME	TOTAL AREA IN S.FT.	PER S.FT. RENT/MONTH IN PKR	PER MONTH RENT IN PKR	MONTHS	TOTAL 11 MONTHS' RENT IN PKR	1% BID SECURITY	SUMMITTED BID SECURITY	REMARKS
1	M.S.F ASSOCIATES PVT.LTD.	9,000	142.455	1,282,095	11	14,103,045	141,030	141,030	✓
2	NICE ENTERPRISES	9,000	146.7	1,320,300	11	14,523,300	145,233	145,233	✓
3	PAKISTAN TRADERS	7,500	186.67	1,400,025	11	15,400,275	154,003	154,003	✓
M1	Capt. (R) Abdul Sattar Essani (Chairman) Chief Program Manager (RSU)- SE&LD Government of Sindh 								
M2	Mr Fayaz Ahmed Soomro (Member) Deputy Director (M&E)-CED Government of Sindh 								
M3	Mr Abdul Malik Shaikh (Member/Secretary) Program Officer (Finance) RSU- SE&LD Government of Sindh 								

RANKWISE BIDS AMOUNT

ACQUIRING OF OFFICE PREMISES ON RENTAL BASIS IN KARACHI FOR REFORM SUPPORT UNIT, SE&LD

PROCUREMENT REFERENCE NUMBER

RSU/ADMIN/OS/413/2021

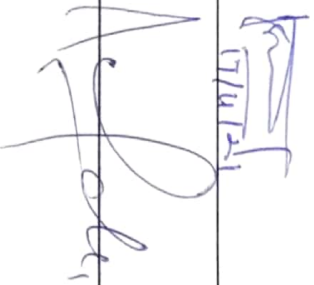
BID OPENING DATE

Tuesday, November 16, 2021

TECHNICAL EVALUATION DATE

Wednesday, November 17, 2021

#	BIDDER'S NAME	TOTAL AREA IN S.FT.	PER S.FT. RENT/MONTH IN PKR	PER MONTH RENT IN PKR	MONTHS	TOTAL 11 MONTHS' RENT IN PKR	RANK	REMARKS
1	M.S.F ASSOCIATES PVT.LTD.	9,000	142.455	1,282,095	11	14,103,045	1	1 st Lowest & Responsive Bid
2	NICE ENTERPRISES	9,000	146.7	1,320,300	11	14,523,300	2	2 nd Lowest & Responsive Bid
3	PAKISTAN TRADERS	7,500	186.67	1,400,025	11	15,400,275	3	3 rd Lowest & Responsive Bid
M1	Capt. (R) Abdul Sattar Essani (Chairman) Chief Program Manager (RSU)-SE&LD Government of Sindh							
M2	Mr Fayaz Ahmed Soomro (Member) Deputy Director (M&E)-CED Government of Sindh							
M3	Mr Abdul Malik Shaikh (Member/Secretary) Program Officer (Finance) RSU- SE&LD Government of Sindh							


 17/11/21

Bid Evaluation Report

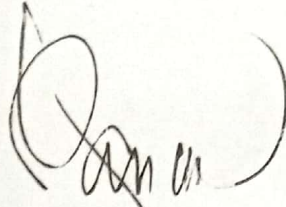
Bid Evaluation Report Date	Thursday 18 th November 2021
1. Name of Procuring Agency	Reform Support Unit, School Education & Literacy Department, Government of Sindh
2. Tender Reference No.	RSU/ADMIN/OS/413/2021
3. Tender Description/Name of work/item	ACQUIRING OF OFFICE PREMISES ON RENTAL BASIS IN KARACHI FOR REFORM SUPPORT UNIT, SE&LD
4. Method of Procurement	Bidding shall be conducted through Open Competitive Bidding (Single Stage-One Envelope) procedures specified in Rule No. 46 (1) of SPPRA Rules 2010 (Amended till date)
5. Tender Published	SPPRA ID NO: TO1376-21-0003 NEWSPAPERS NAMES WITH DATES: i. The Daily Jang Published on 30 th October 2021 ii. The Daily Express Tribune Published on 30 th October 2021 iii. The Daily Awami Muhaaz Published on 30 th October 2021 iv. The Daily Eikta Published on 30 th October 2021
6. Total Bid documents Sold	03
7. Total Bids Received	03
8. Technical Bid Opening date: (if applicable)	Not Applicable
9. No. of Bid technically qualified (if applicable)	Not Applicable
10. Bid(s) Rejected	0
11. Financial Bid Opening date:	Tuesday 16 th November 2021 at 15:30 Hours (PST)

12. Bid Evaluation Report:

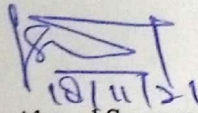
<i>S No</i>	<i>Name of Firm or Bidder</i>	<i>Cost offered by the Bidder</i>	<i>Ranking in terms of cost</i>	<i>Comparison with Estimated cost</i>	<i>Reasons for acceptance/rejection</i>	<i>Remarks</i>
0	1	2	3	4	5	6
1.	M.S.F ASSOCIATES PVT.LTD.	Area= 9000 S.ft. Rs.142.455/S.ft. Rs. 1,282,100/month rent	1 ST	20.37% below the budgeted amount	(Accepted) Fulfills all requirement of eligibility criteria set in the BD	Recommended for the award of contract based on being 1 st Lowest Qualified Evaluated Bid and for approval of the issuance of Letter "Award of Contract"
2.	NICE ENTERPRISES	Area= 9000 S.ft. Rs. 146.7/S.ft. Rs. 1,320,000/month rent	2 ND	17.49% below the budgeted amount	(Rejected) Because rate quoted by the bidder is the 2 nd lowest	Rejected

3.	PAKISTAN TRADERS	Area= 7500 S.ft. Rs. 186.67/S.ft. Rs. 1,400,000/month rent	3 RD	11.63% below the budgeted amount	(Rejected) Because rate quoted by the bidder is the 3 rd lowest	Rejected
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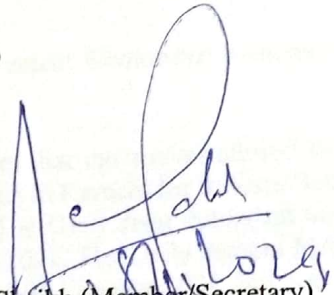
Signatures of the Members of the Committee.



Capt. (R) Abdul Sattar Isani (Chairman)
Chief Program Manager (RSU)- SE&LD
Government of Sindh



Mr. Fayaz Ahmed Soomro (Member)
Deputy Director (M&E)-CED
Government of Sindh



Mr. Abdul Malik Shaikh (Member/Secretary)
Program Officer (Finance) RSU- SE&LD
Government of Sindh



REFORM SUPPORT UNIT

SCHOOL EDUCATION DEPARTMENT
GOVERNMENT OF SINDH



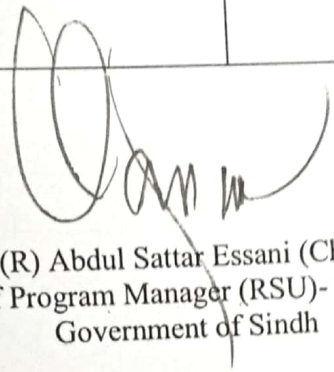
PROC.# RSU/ADMIN/OS/413/2021

Date: 18th November 2021

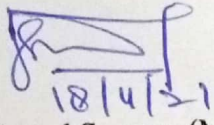
SUBJECT: MINUTES OF THE MEETING OF THE PROCUREMENT COMMITTEE HELD REGARDING THE FINALIZATION OF NIT NO: RSU/ADMIN/OS/413/2021 UNDER THE NON-ADP FOR THE FINANCIAL YEAR 2021-22.

1. The Chairman of the Procurement Committee welcomed the Procurement Committee members and opened the discussion on the agenda items.
2. Member/Secretary of the Procurement Committee informed the forum that the above-referred Notice Inviting Tender (NIT) for Acquiring of Office Premises on Rental Basis in Karachi for Reform Support Unit, SE&LD. The said NIT was advertised in national dailies, i.e. The Daily Jang Published on 30th October 2021, The Daily Express Tribune Published on 30th October 2021, The Daily Awami Muhaaz Published on 30th October 2021, and The Daily Eikta Published on 30th October 2021 and was also uploaded on SPPRA (Hoist ID: T01376-21-0003) & RSU websites dated 1st November 2021.
3. The Procurement Committee examined all the bids per qualification/eligibility criteria set in the bidding document (**Details Attached at Annex-F**). Arithmetical checked and verified the documents and bid securities submitted by the bidders (**Details Attached at Annex-G**). In addition, individuals and consolidated evaluated sheets of procurement committee (**Details Attached at Annex-H & I respectively**). Bid Evaluation Report (BER) as per SPPRA format (**Details Attached at Annex-J**).
4. The Procurement Committee members have visited the quoted premises of three (03) bidders namely M/S. M.S.F Associates (Pvt.) Ltd., M/S. Nice Enterprises and M/S. Pakistan Traders.
5. The Procurement Committee has rejected on site premises quoted by M/S. Nice Enterprises and M/S. Pakistan Traders due to the highest rent demand per month and was also not suitable for the office purpose in light of the RSU criteria.
6. The premises of bidder M/S. M.S.F Associates (Pvt.) Ltd. meet the RSU required criteria being the lowest bidder and the Procurement Committee has selected the same premises.
7. In this regard, the Procurement Committee members have scheduled a meeting with the representative of M/S. M.S.F Associates (Pvt.) Ltd. regarding discussion related to the quoted premises and to consider the rent.
8. M/S. M.S.F Associates (Pvt.) Ltd. has not agreed to reconsider the rent. Further it was agreed/decided that M/S. M.S.F Associates (Pvt.) Ltd. will hand over the quoted premises to RSU in neat and clean condition with pre-installed basic facilities/equipment i.e. water motor, Kitchen with Stoves and gas, light and fan fitting in fully working condition.
9. It was unanimously decided that the lowest and evaluated responsive bidder may be awarded the contract as below.

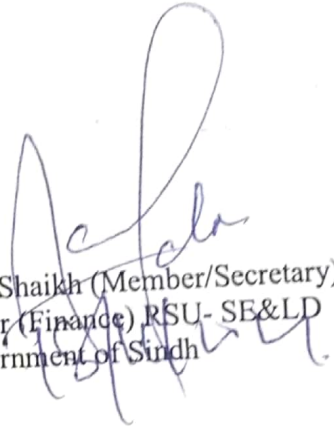
#	CONTRACT FOR	PREMISES DETAILS	BID AMOUNT	AWARD OF CONTRACT TO
1	Acquiring of Office Premises on Rental Basis in Karachi for Reform Support Unit, SE&LD	Name: D-178, Block-V, Clifton, Karachi Total Area= 10896 S.ft. Total Covered Area= 90000 S.ft.	Per month rent is 1,282,100/- PKR with inclusive of all applicable Taxes	M/S M.S.F ASSOCIATES (PVT) LTD.



Capt. (R) Abdul Sattar Essani (Chairman)
Chief Program Manager (RSU)- SE&LD
Government of Sindh



Mr Fayaz Ahmed Soomro (Member)
Deputy Director (M&E)-CED
Government of Sindh



Mr Abdul Malik Shaikh (Member/Secretary)
Program Officer (Finance) RSU- SE&LD
Government of Sindh