

MINUTES OF TECHNICAL BID OPENING MEETING

| | |
|-----------------------------------|--|
| NIT No. | DUHS/DP/2021/-137/139 Dated 27 April 2021 |
| SPPRA PPMS NIT ID # | T00582-20-0023 |
| Method & procedure of procurement | Single Stage – Two Envelope Procedure SPP Rules – 46(2) |
| Tender Description | Hiring of Janitorial Services for Health facilities of DUHS along with Dow Lab. Collections Points in Karachi city and across Sindh Province besides Quetta & Hub city of Baluchistan Province. (Ref No. DUHS/DP/2021/138) |

Meeting of the Procurement Committee (PC) held for opening of **Technical Bids** on **25th May 2021** in respect of above NIT. Meeting was attended by the following members of the Procurement Committee and representative of the bidders.

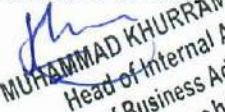
PROCUREMENT COMMITTEE

1. Prof. Dr. Kartar Dawani, (Chairman)
Pro- Vice Chancellor,
Dow University of Health Sciences, Karachi.
2. Mr. Muhammad Khurram Khalid (Member)
Head of Internal Audit
IBA – Karachi
3. Mr. Abdul Rahim Khan (Member)
Project Director, Works & Services
Dow University of Health Sciences, Karachi

BIDDERS WITH NAME OF REPRESENTATIVE

| Sr.# | Name of Representative | Name of Bidder |
|------|------------------------|--|
| 1. | Mr. Yawar Haroon | M/s. Prime Human Resource Services Pvt. Ltd. |
| 2. | Mr. Haider Ali | M/s. Al-Basit Facilities Management (Pvt) Ltd. |
| 3. | Mr. M. Naqi Rehmani | M/s. Master Multi-Tech (Pvt.) Limited |
| 4. | Mr. Burhan | M/s. Ron Don Enterprises (Pvt.) Ltd. |

Meeting started with recitation from the Holy QURAN. Chair welcomed the participants and then commenced the proceedings. Forum was apprise that the Invitation for Bids (IFB) / Notice Inviting Tender (NIT) besides corrigendum were hoisted on the DUHS and SPPRA websites and published in 3 widely circulated leading dailies of English, Urdu and Sindhi languages viz. Daily Dawn, Daily Jang and Daily Kawish on 27 April 2021 and 19 May 2021.


MUHAMMAD KHURRAM
Head of Internal Audit
Institute of Business Administration
Karachi


The receipt of bids was closed at 11:00 a.m. local time on 25 May 2021 as per scheduled date and time. Out of five (05) bidders who purchased the bidding documents, four (04) bidders submitted their bids upto the bid closing date and time.

The participants were informed that following bidders purchased the bidding documents:

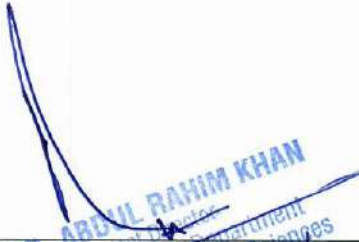
1. M/s. Prime Human Resource Services Pvt. Ltd.
2. M/s. Al-Basit Facilities Management (Pvt) Ltd.
3. M/s. Master Multi-Tech (Pvt.) Limited
4. M/s. Ron Don Enterprises (Pvt.) Ltd.
5. M/s. NKC (SMC-Pvt) Ltd.

It was briefed to the participants that initially, only Technical Bids / Proposals will be opened and evaluated in a manner prescribed in bidding documents, without reference to the price and reject any proposal which does not conform to the specified requirements. Financial Bids / Proposals of technically qualified bids shall be opened publicly at a time, date and venue announced and communicated to the bidders in advance. Financial Bids / Proposals found technically disqualified / non-responsive shall be returned un-opened to the respective bidder(s).


Meeting ended with the vote of thanks to and from the chair.


MUHAMMAD KHURRAM
Head of Internal Audit
Institute of Business Administration
Karachi

Muhammad Khurram Khalid (Member PC)
Head of Internal Audit
Institute of Business Administration (IBA)
Karachi


ABDUL RAHIM KHAN
Project Director, Works & Services,
Dow University of Health Sciences,
Karachi.

Abdul Rahim Khan (Member PC)
Project Director, Works & Services,
Dow University of Health Sciences,
Karachi.


PROF. DR. KARTAR DAWANI
Pro Vice Chancellor
Dow University of Health Sciences
Karachi

Prof. Dr. Kartar Dawani (Chairman PC)
Pro-Vice Chancellor
Dow University of Health Sciences,
Karachi

BIDDER'S RESPONSIVENESS TO THE ELIGIBILITY CRITERIA (MANDATORY REQUIREMENTS)

Hiring of Janitorial Services for Health facilities of DUHS along with Dow Lab. Collections Points in Karachi city and across Sindh Province besides Quetta & Hub city of Balochistan Province. (Ref: No. DUHS/DP/2021/138)
N.I.T No. DUHS/DP/2021/137/139 Dated 27 April 2021 (Ref: No. DUHS/DP/2021/138)
Technical Bids Opened on 25 May 2021 AT 11:30 A.M.

| Clause Ref # | Parameters of Eligibility Criteria | AI-Basit Facilities Management (Pvt) Ltd. | | Master Multi-Tech (Pvt.) Limited | | Prime Human Resource Services Pvt. Ltd. | | Ron Don Enterprises (Pvt.) Ltd. | |
|--------------|--|---|----------|----------------------------------|----------|---|----------|---------------------------------|-----------------------|
| | | Yes / No | Yes / No | Yes / No | Yes / No | Yes / No | Yes / No | Yes / No | Yes / No |
| ITB 2.1 | Original Tender Purchase Receipt / Pay Order of Tender Fee. | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes |
| ITB 2.2 | Bidder should be based in Karachi or should have a branch in Karachi. | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes |
| ITB 2.3 | Copy of CNIC of signatory of the Bid Forms. | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes |
| ITB 2.4 | Bidder must be available on 'List of Active Tax Payers' of FBR website (for Income Tax). | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes |
| ITB 2.5 | Bidder must be available on 'List of Active Tax Payers' SRB website (for Sales Tax). | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes |
| ITB 2.6 | Valid Professional Tax Certificate. | Yes | Yes | Yes | Yes | Yes | Yes | No | Expired on 30-06-2020 |
| ITB 2.7 | Valid registration with SECP / Registrar of Firms. | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes |
| ITB 2.8 | Valid certificate of Registration of Employees Old-Age Benefit Institution (EOBI). | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes |
| ITB 2.9 | Valid certificate of Social Security Registration of employees. Registration Certificate with SESSI. | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes |
| ITB 2.10 | Duly signed and stamped General Compliance Certificate as per the format given at Annexure-B of this document. | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes |
| ITB 2.11 | Duly signed and stamped Compliance to Scope of Work as mentioned vide Annexure-C of this document. | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes |

ENGR. ABDUL RAHIM KHAN
Project Director
Business Department

Mr. Abdul Rahim Khan
Dow University
Project Director Works & Services
Dow University of Health Science

MUHAMMAD KHURRAM
Head of Internal Audit
Business Administration
Mr. Muhammad Khurram Khalid
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BIDDER'S RESPONSIVENESS TO THE ELIGIBILITY CRITERIA (MANDATORY REQUIREMENTS)

Hiring of Janitorial Services for Health facilities of DUHS along with Dow Lab. Collections Points in Karachi city and across Sindh Province besides Quetta & Hub city of Balochistan Province. (Ref: No. DUHS/DP/2021/138)

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|----------------|--|---|-------------------------------|----------------------------------|-------------------------------|---|-------------------------------|--------------------------------------|--------------------------------------|
| | | Yes / No | Yes / No | Yes / No | Yes / No | Yes / No | Yes / No | Yes / No | Yes / No |
| ITB 2.12 | Bidder / Company Profile / Details as per Annexure – D. | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes |
| ITB 2.13 | Average annual turnover in preceding 3 years (on closing of last fiscal year) should not be less than Rs. 25.000 million, demonstrated through Income Tax Returns (ITR – FBR), details to be submitted as per Annexure – E. | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes |
| ITB 2.14 | Valid Clients List as per specimen given at Annexure – F. | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes |
| ITB 2.15 | Percentage of payment (tentative) to be paid to the staff out of total payment claimed by the bidder from DUHS (attach progressive schedule month-wise for complete one year). | Yes | Yes | Yes | Yes | Yes | Yes | No | No |
| ITB 2.16 | Duly signed and stamped Affidavit on Stamp Paper of Rs. 100/- as per Specimen at Appendix – 1. | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes |
| ITB 2.17 | Original Reference Letters / Satisfactory Performance Certificates from current employer(s) on their official letter head duly signed and stamped by the competent authority, showing that bidder is providing the 100 or more Janitor's Services at a time on yearly contract basis to a minimum 200 bedded hospital. The bidder already working in the DUHS must submit the original satisfactory performance certificate issued by the Registrar, DUHS, otherwise their bid will be rejected instantly. | Yes | Yes | Yes | Yes | Yes | Yes | No | No |
| REMARKS | | Responsive / Qualified | Responsive / Qualified | Responsive / Qualified | Responsive / Qualified | Responsive / Qualified | Responsive / Qualified | Not Responsive/ Not Qualified | Not Responsive/ Not Qualified |


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TECHNICAL EVALUATION REPORT

ANNEXURE - 5

Hiring of Janitorial Services for Health facilities of DUHS along with Dow Lab. Collections Points in Karachi city and across Sindh Province besides Quetta & Hub city of Balochistan Province. (Ref: No. DUHS/DP/2021/138)
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| S# | Evaluation Parameters/Sub-parameters | Maximum Points | Al-Basit Facilities Management (Pvt) Ltd. | Master Multi-Tech (Pvt.) Limited | Prime Human Resource Services Pvt. Ltd. | Ron Don Enterprises (Pvt.) Ltd. |
|---------------------|---|----------------|---|----------------------------------|---|--------------------------------------|
| 1 | Head office and Regional offices across the Pakistan: | Max. 10 | | | | |
| 1.1 | Head Office with 3 regional offices | 10 | 10 | 10 | 10 | 10 |
| 1.2 | Head Office with 2 regional offices | 8 | 0 | 0 | 0 | 0 |
| 1.3 | Head Office with 1 regional office | 5 | 0 | 0 | 0 | 0 |
| 1.4 | Head Office in Karachi | 3 | 0 | 0 | 0 | 0 |
| 2 | Experience in Handling Janitorial Services contracts throughout Pakistan | Max. 15 | | | | |
| 2.1 | Established during 2016-2020 | 5 | 0 | 0 | 0 | 0 |
| 2.2 | Established during 2011-2015 | 10 | 10 | 10 | 0 | 0 |
| 2.3 | Established during 2010 or early | 15 | 0 | 0 | 15 | 15 |
| 3 | Prior Similar Experience with the Public / Private Sector HOSPITAL for providing the Janitor's Services for a minimum period of 12 months during the last five (05) years ending on the deadline for bid submission. NOTE:- If a contract extended by the employer(s) for next 12 month or more period all such projects shall be considered as a separate yearly Project(s). No point shall be given for less than 12 month's period. | Max. 30 | | | | |
| 3.1 | 400 Bed Hospital and above for providing the 200 or more Janitor's Services at a time (10 points for each yearly contract – Max. 30 points) | 30 | 10 | 10 | 10 | 0 |
| 3.2 | 300 Bed Hospital and above for providing the 150 or more Janitor's Services at a time (8 points for each yearly contract – Max. 24 points) | 24 | 0 | 24 | 0 | 0 |
| 3.3 | 200 Bed Hospital and above for providing the 100 or more Janitor's Services at a time (5 points for each yearly contract – Max. 15 points) | 15 | 10 | 5 | 0 | 0 |
| 3.4 | 100 Bed Hospital and above for providing the 50 or more Janitor's Services at a time (3 points for each yearly contract – Max. 9 points) | 9 | 0 | 0 | 0 | 0 |
| 4 | Client's Satisfactory Performance Certificate issued during the last 5 years by any Public Sector Organization OR any Private Sector large National / Multi-National organization registered with SECP. | Max. 20 | | | | |
| 4.1 | Above 20 Clients | 20 | 0 | 0 | 0 | 0 |
| 4.2 | Above 15 Clients | 15 | 15 | 0 | 0 | 0 |
| 4.3 | Above 10 Clients | 10 | 0 | 10 | 10 | 0 |
| 4.4 | Above 5 Clients | 5 | 0 | 0 | 0 | 5 |
| 4.5 | Above 2 Clients | 2 | 0 | 0 | 0 | 0 |
| 6 | Human Resource / Total Number of Employees on Bidder's Payroll | Max. 10 | | | | |
| 6.1 | Above 200 Employees | 10 | 10 | 10 | 10 | 10 |
| 6.2 | Above 100 Employees | 7 | 0 | 0 | 0 | 0 |
| 6.3 | Above 50 Employees | 4 | 0 | 0 | 0 | 0 |
| 7 | Relevant & valid ISO Certification | Max. 5 | | | | |
| 7.1 | Yes | 5 | 0 | 0 | 5 | 0 |
| 7.2 | No | 0 | 0 | 0 | 0 | 0 |
| 8 | Average Annual Turnover during last three (03) financial years | Max. 10 | | | | |
| 8.1 | Above 150 Million | 10 | 0 | 0 | 10 | 10 |
| 8.2 | Above 100 Million | 7 | 0 | 0 | 0 | 0 |
| 8.3 | Above 50 Million | 5 | 5 | 5 | 0 | 0 |
| 8.4 | Above 25 Million | 3 | 0 | 0 | 0 | 0 |
| 8.5 | Below 25 Million | 0 | 0 | 0 | 0 | 0 |
| TOTAL POINTS | | 100 | 70 | 75 | 70 | 50 |
| REMARKS | | | Responsive / Qualified | Responsive / Qualified | Responsive / Qualified | Not Responsive/ Not Qualified |

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