



# **BID EVALUATION REPORT**

- 1. Name of Procuring Agency:** Dow University of Health Sciences, Karachi.
- 2. Tender Reference No:** DUHS/DP/2021/-137/139 Dated 27 April 2021
- 3. Tender Description:** Hiring of Janitorial Services for Academic & Administration Blocks of DUHS (Ref No. DUHS/DP/2021/139)
- 4. Method of Procurement:** National Competitive Bidding  
(Single Stage – Two Envelope)
- 5. Tender Published:** NIT Hoisted on DUHS & SPPRA PPMS NIT ID Sr.# T00582-20-0023;  
**NIT published on 29 April 2021**  
a. DAWN (English language newspaper);  
b. JANG (Urdu language newspaper); and  
c. KAWISH (Sindhi language newspaper).  
**(Annexure 1)**
- 6. Total Bid documents Sold:** Six (06) Nos.
- 7. Total Bids Received:** Five (05) Nos.
- 8. Technical Bid Opening date:** 25 May 2021 at 11:30 Hrs. **(Annexure 2)**
- 9. No. of Bid technically qualified:** Three (03 Nos.)
- 10. Bid(s) Rejected/Disqualified:** Two (02 Nos.)
- 11. Financial Bid Opening date:** 24 June 2021 at 11:30 Hrs. **(Annexure 3)**
- 12. Bid Evaluation Report / CS:** Attached as **Annexure 4, 5 and 6.**

  
**MUHAMMAD KHURAM**  
Head of Internal Audit  
Institute of Business Administration  
**Muhammad Khuram Khalid (Member PC)**  
Head of Internal Audit  
Institute of Business Administration (IBA)  
Karachi

  
**ENGR. ABDUL RAHIM KHAN**  
Project Director  
Services Department  
Dow University of Health Sciences  
**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

**EVALUATION OF ELIGIBILITY OF BIDDER (MANDATORY REQUIREMENTS)  
HIRING OF JANITORIAL SERVICES FOR ACADEMIC & ADMINISTRATION BLOCKS OF DUHS  
N.I.T No. DUHS/DPI/2021/137/139 Dated 27 April 2021 (Ref: No. DUHS/DPI/2021/139)  
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.		The Care Takers (Pvt.) Ltd.	
		Yes / No	Yes / No	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	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	Yes	Yes
ITB 2.3	Copy of CNIC of signatory of the Bid Forms.	Yes	Yes	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	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	Yes	Yes
ITB 2.6	Valid Professional Tax Certificate.	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No Expired on 30-06-2020	Yes	Yes
ITB 2.7	Valid registration with SECP / Registrar of Firms.	Yes	Yes	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	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	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	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	Yes	Yes
ITB 2.12	Bidder / Company Profile / Details as per Annexure - D.	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes

  
**MR. ABDUL RAHIM KHAN**  
Member  
Project Director Works & Services  
Dow University of Health Sciences  
Karachi

  
**MR. MUHAMMAD KHURAM**  
(Member)  
Head of Internal Audit  
Institute of Business Administration  
Karachi

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

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



**EVALUATION OF ELIGIBILITY OF BIDDER (MANDATORY REQUIREMENTS)  
HIRING OF JANITORIAL SERVICES FOR ACADEMIC & ADMINISTRATION BLOCKS OF DUHS  
N.I.T No. DUHS/DP/2021/137/139 Dated 27 April 2021 (Ref: No. DUHS/DP/2021/139)  
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.		The Care Takers (Pvt.) Ltd.	
		Yes / No	Yes	Yes / No	Yes	Yes / No	Yes	Yes / No	Yes	Yes / No	Yes / No
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	
ITB 2.14	Valid Clients List as per specimen given at Annexure – F.	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		No		Yes	
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	
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 100 or more Janitor's Services at a time on yearly contract basis. The bidder already working in the DUHS must submit the original satisfactory performance certificate issued by the Registrar, DUHS.	Yes		Yes		Yes		No		No	
	<b>REMARKS</b>										

  
**MR. ABDUL RAHIM KHAN**  
Director, Services Department  
Dow University of Health Sciences  
(Karachi)

**Mr. Abdul Rahim Khan**  
(Member)  
Project Director Works & Services  
Dow University of Health Sciences

  
**MR. MUHAMMAD ARSHAD**  
Head of Internal Audit  
Institute of Business Administration

**Mr. Muhammad Arshad**  
Head of Internal Audit  
Institute of Business Administration

  
**PROF. DR. KARTAR DAWANI**  
Pro-Vice Chancellor  
Dow University of Health Sciences  
(Karachi)

**Prof. Dr. Kartar Dawani**  
(Chairman)

Pro-Vice Chancellor  
Dow University of Health Sciences

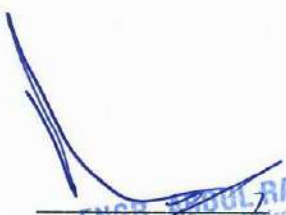



**TECHNICAL EVALUATION REPORT**

**ANNEXURE - 5**

**HIRING OF JANITORIAL SERVICES FOR ACADEMIC & ADMINISTRATION BLOCKS OF DUHS**  
**N.I.T No. DUHS/DP/2021/137/139 Dated 27 April 2021 (Ref: No. DUHS/DP/2021/139)**  
**Technical Bids Opened on 25 May 2021 AT 11:30 A.M.**

S#	Evaluation Parameters/Sub-parameters	Maximum Points	Al-Basit Facilities Management (Pvt) Ltd.	Master Multi-Tech (Pvt.) Limited	Prime Human Resource Services Pvt. Ltd.	The Care Takers (Pvt.) Ltd.	Ron Don Enterprises (Pvt.) Ltd.
<b>1</b>	<b>Head office and Regional offices across the Pakistan:</b>	<b>Max. 10</b>					
1.1	Head Office with 3 regional offices	10	10	10	10	10	10
1.2	Head Office with 2 regional offices	8	0	0	0	0	0
1.3	Head Office with 1 regional office	5	0	0	0	0	0
1.4	Head Office in Karachi	3	0	0	0	0	0
<b>2</b>	<b>Experience in Handling Janitorial Services contracts throughout Pakistan</b>	<b>Max. 15</b>					
2.1	Established during 2016-2020	5	0	0	0	0	0
2.2	Established during 2011-2015	10	10	10	0	10	0
2.3	Established during 2010 or early	15	0	0	15	0	15
<b>3</b>	<b>Past Experience: Number of ongoing / completed projects for providing the Janitorial Services during the last 5 years to any Public Sector Organization OR any Private Sector large National / Multi-National organization registered with SECP.</b> <b>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</b>	<b>Max. 30</b>					
3.1	Providing ≥ 200 Janitorial Staff for min. 12 month period (6 Marks for each project – Maximum 30 Marks)≥	30	6	6	30	0	0
3.2	Providing ≥ 150 Janitorial Staff for min. 12 month period (4 Marks for each project – Maximum 20 Marks)	20	4	12	0	4	4
3.3	Providing ≥ 100 Janitorial Staff for min. 12 month period (3 Marks for each project – Maximum 15 Marks)	15	6	12	0	6	6
3.4	Providing ≥ 50 Janitorial Staff for min. 12 month period (1 Marks for each project – Maximum 5 Marks)	5	4	0	0	0	2
<b>4</b>	<b>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.</b>	<b>Max. 20</b>					
4.1	Above 20 Clients	20	0	0	0	0	0
4.2	Above 15 Clients	15	15	0	0	0	0
4.3	Above 10 Clients	10	0	10	10	0	0
4.4	Above 5 Clients	5	0	0	0	0	5
4.5	Above 2 Clients	2	0	0	0	0	0
<b>6</b>	<b>Human Resource / Total Number of Employees on Bidder's Payroll</b>	<b>Max. 10</b>					
6.1	Above 200 Employees	10	10	10	10	0	10
6.2	Above 100 Employees	7	0	0	0	7	0
6.3	Above 50 Employees	4	0	0	0	0	0
<b>7</b>	<b>Relevant &amp; valid ISO Certification</b>	<b>Max. 5</b>					
7.1	Yes	5	0	0	5	0	0
7.2	No	0	0	0	0	0	0
<b>8</b>	<b>Average Annual Turnover during last three (03) financial years</b>	<b>Max. 10</b>					
8.1	Above 150 Million	10	0	0	10	0	10
8.2	Above 100 Million	7	0	0	0	0	0
8.3	Above 50 Million	5	5	5	0	0	0
8.4	Above 25 Million	3	0	0	0	3	0
8.5	Below 25 Million	0	0	0	0	0	0
<b>TOTAL POINTS</b>		<b>100</b>	<b>70</b>	<b>75</b>	<b>90</b>	<b>40</b>	<b>62</b>
<b>REMARKS / FINDINGS</b>			Responsive / Qualified	Responsive / Qualified	Responsive / Qualified	Not Responsive/ Not Qualified	Not Responsive/ Not Qualified

  
**MR. ABDUL RAHIM KHAN**  
 Project Director  
 Works & Services Department  
 Dow University of Health Sciences  
 (Member)  
 Project Director Works & Services  
 Dow University of Health Sciences

  
**MUHAMMAD KHURRAM**  
 Head of Internal Audit  
 Institute of Business Administration  
 Karachi  
 Head of Internal Audit  
 Institute of Business Administration

  
**PROF. DR. KARTAR DAWANI**  
 Pro-Vice Chancellor  
 Dow University of Health Sciences  
 Karachi  
**Prof. Dr. Kartar Dawani**  
 (Chairman)  
 Pro-Vice Chancellor  
 Dow University of Health Sciences



**COMPARATIVE STATEMENT****HIRING OF JANITORIAL SERVICES FOR ACADEMIC & ADMINISTRATION BLOCKS OF DUHS  
(REF NO. DUHS/DP/2021/139)**

N.I.T No. DUHS/DP/2021/-137/139 Dated 27 April 2021 (REF NO. DUHS/DP/2021/139)

Technical Bids Opened on 25 May 2021 ---- Financial Bids opened on 24 June 2021  
(GROUP – A)

S#	Description	Unit / Qty.		M/s. Prime Human Resource Services Pvt. Ltd.		M/s. Al-Basit Facilities Management (Pvt) Ltd.		M/s. Master Multi-Tech (Pvt.) Limited	
				Monthly Service Charges for Each	Total Monthly Charges	Monthly Service Charges for Each	Total Monthly Charges	Monthly Service Charges for Each	Total Monthly Charges
1	Supervisor	8	Nos.	24,390.00	195,120.00	24,990.00	199,920.00	28,000.00	224,000.00
2	Janitorial Staff (Male / Female)	177	Nos.	22,890.00	4,051,530.00	22,990.00	4,069,230.00	26,800.00	4,743,600.00
<b>Total Monthly Charges (in Pak Rs.) including taxes</b>					<b>4,246,650.00</b>		<b>4,269,150.00</b>		<b>4,967,600.00</b>
<b>Total Yearly Charges (in Pak Rs.) including taxes</b>					<b>50,959,800.00</b>		<b>51,229,800.00</b>		<b>59,611,200.00</b>
<b>Ranking</b>				<b>1st Lowest Bidder</b>		<b>2nd Lowest Bidder</b>		<b>3rd Lowest Bidder</b>	


**RECOMMENDATIONS**

The bid of M/s. Prime Human Resource Services Pvt. Ltd. is approved and recommended for award of contract being the lowest evaluated responsive / qualified bid.

  
**ENGR. ABDUL RAHIM KHAN**  
 Member Director  
 Project Director Works & Services  
 Dow University of Health Sciences  
 (Member) Karachi

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

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

  
**Mr. Muhammad Khalid**  
 Head of Internal Audit  
 Institute of Business Administration

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