

BID EVALUATION REPORT

- 01. Name of Procuring Agency:** Dow University of Health Sciences, Karachi (DUHS).
- 02. Tender Reference No:** DUHS/DP/2024/265/266 Dated 20 February 2024
- 03. Tender Description:** Procurement of Furniture/Fixture for Warehouse at Ojha Campus (Tender Ref. No. DUHS/DP/2024/266)
- 04. Method of Procurement:** Single Stage – Two Envelope, Rule 46(2) of SPP Rules 2017
- 05. Tender Published:**
- Websites:**
 - DUHS and SPPRA at PPMS NIT ID T00582-23-0017
 - Advertised in the following newspapers on 23-02-2024:**
 - Daily The Dawn (English newspaper)
 - Daily Jang (Urdu newspaper)
 - Daily Kawish (Sindhi newspaper) (Annexure – 1)
- 06. Total Bid documents Sold;** Two (02) Nos.
- 07. Total Bids Received:** Two (02) Nos.
- 08. Technical Bid Opening date:** 14 March 2024 at 11:30 Hrs. (Annexure - 2)
- 09. No. of Bids qualified:** One (01) No.
- 10. No. of Bids disqualified:** One (01) Nos.
- 11. Bid(s) Rejected:** None

MCHSIN MEMON
Manager Supply Chain
Incharge Stores
Dow University of Health Sciences
Mohsin Memon
Manager Supply Chain
Dow University of Health Sciences

Syed Shafiqat Hussain
Director Procurement
Dow University of Health Sciences
Director Procurement
Procurement Directorate
Dow University of Health Sciences

Muhammad Khurram Khalid
Head of Internal Audit
Institute of Business Administration (I.B.A)

Aasma Hamid
Director Pharmacy Services
Dow University of Health Sciences
AASMA HAMID
Director Pharmacy
3-Pharm, Pharm-D
Dow University Hospital
Karachi

Prof. Dr. Jahan Ara Hasan
Pro-Vice Chancellor
Dow University of Health Sciences
PROF. DR. JAHAN ARA HASAN
Pro-Vice Chancellor
Professor & H.O.D Obstetrics & Gynecology
Dow University of Health Sciences
Karachi

BID EVALUATION REPORT

**Procurement of Furniture/Fixture for Warehouse at Ojha Campus
(Tender Ref. No. DUHS/DP/2024/266)**

NIT No. DUHS/DP/2024/265/266 Dated 20 February 2024

12. Financial bid opened on: 28 March 2024 at 11:30 Hrs. (Annexure - 3)

13. 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. Brisk Services Co.	Rs. 13,936,222/- (Corrected Bid amount)	Single Bid	The bid is less than 7.08% of the estimated cost of Rs. 15 million	Most advantageous & substantially responsive bid.	Recommended to award the contract.
2.	M/s. Mehran Enterprises	---	---	---	Technically non-responsive bid. Hence, Disqualified	Technically Rejected

Note: Details are attached in Annexures – 4, 5, 6, 7 and 8.


Mohsin Memon

Manager Supply Chain
Dow University of Health Sciences
Mohsin Memon
Manager Supply Chain
Incharge Stores
Dow University Of Health Sciences


Syed Shafqat Hussain

Director Procurement
Dow University of Health Sciences
Director Procurement
Procurement Directorate
Dow University of Health Sciences
Karachi



Muhammad Khurram Khalid
Head of Internal Audit
Institute of Business Administration (I.B.A)


Aasma Hamid

Director Pharmacy Services
Dow University of Health Sciences



Prof. Dr. Jahan Ara Hasan
Pro-Vice-Chancellor
Dow University of Health Sciences
Professor & H.O.D Obstetrics & Gynecology
Dow University of Health Sciences
Karachi

PURCHASE PROPOSAL / RECOMMENDATIONS


Tender Description	Procurement of Furniture/Fixture for Warehouse at Ojha Campus (Tender Ref. No. DUHS/DP/2024/266)
IFB / NIT No.:	DUHS/DP/2024/265/266 Dated 20-02-2024
SPPRA PPMS NIT ID #:	T00582-23-0017
Technical Bid Opening Date & Time:	14 March 2024 at 11:30 Hrs.
Financial Bid Opening Date & Time:	28 March 2024 at 11:30 Hrs.


Based on the detailed evaluation and findings, presented in the bid evaluation report, the purchase recommendations/ proposal for the “**Procurement of Furniture/Fixture for Warehouse at Ojha Campus**” is worked out as under:

M/s. Brisk Services Co., Karachi.				
Item No.	Name and Description of Equipment / Instruments	Qty.	Unit Price DDP Basis Excluding GST	Total Price DDP Basis Excluding GST
1	Wooden Table (Officer) Size : Ht.- 2'-6" x W- 3'-0" x L- 5'-0" As per the approved sample.	4 Nos.	51,607.00	206,428.00
2	Wooden Table (Staff) Size : Ht.- 2'-6" x W- 3'-0" x L- 4'-0" As per the approved sample.	29 Nos.	42,005.00	1,218,145.00
3	Wooden Side Table Size : Ht- 2'-6" x W-1'-6" x L- 3'-0" As per the approved sample.	5 Nos.	31,804.00	159,020.00
4	Wooden Cabinet Low Ht. As per the approved sample.	85 Sft	3,840.00	326,400.00
5	Wooden Cabinet As per the approved sample.	1120 Sft	3,840.00	4,300,800.00
6	Conference Table for 12 Persons Size : Ht.- 2'-6" x W- 6'-0" x L- 14'-0" As per the approved sample.	1 No.	420,053.00	420,053.00


MOHSIN MEMON

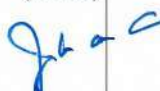
Mohsin Memon
Manager Supply Chain
Dow University of Health Sciences


Syed Shafiqat Hussain
Director Procurement
Dow University of Health Sciences

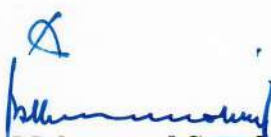

Muhammad Khurram Khalid
Head of Internal Audit
Institute of Business Administration
(I.B.A)


Aasma Hamid

Director Pharmacy Services
Dow University of Health Sciences


Prof. Dr. Jahan Ara Hasan
Pro-Vice Chancellor
Dow University of Health Sciences

PROF. DR. JAHAN ARA HASAN
Pro-Vice Chancellor
Professor & H.O.D Obstetrics & Gynecology
Dow University of Health Sciences
Karachi


Professor Muhammad Saeed Quraishy
Vice Chancellor
Dow University of Health Sciences Karachi
(Approved by)

M/s. Brisk Services Co., Karachi.

Item No.	Name and Description of Equipment / Instruments	Qty.	Unit Price DDP Basis Excluding GST	Total Price DDP Basis Excluding GST
7	Conference Table for 08 Persons Size : Ht.- 2'-6" x W- 4'-0" x L- 9'-0" As per the approved sample.	1 No.	282,036.00	282,036.00
8	Conference Chair As per the approved sample.	32 Nos.	29,404.00	940,928.00
9	Sofa Set – Single Seat As per the approved sample.	11 Nos.	45,606.00	501,666.00
10	Sofa Set – Two Seats As per the approved sample.	7 Nos.	62,408.00	436,856.00
11	Wooden Centre Table Size 4'-0 x 2'-0 x 1'-4" As per the approved sample.	6 Nos.	39,605.00	237,630.00
12	Wooden Side Table Size 1'-8" x 1'-8" x 1'-4" As per the approved sample.	14 Nos.	20,403.00	285,642.00
13	Reception Desk As per the approved sample.	2 Nos.	468,059.00	936,118.00
14	Stainless Steel Framing Sofa Set As per the approved sample.	6 Nos.	62,408.00	374,448.00
15	Chairs Officer As per the approved sample.	44 Nos.	19,803.00	871,332.00
16	Guest President Chair As per the approved sample.	56 Nos.	17,402.00	974,512.00
17	Workstation As per the approved sample.	4 Nos.	80,410.00	321,640.00
18	Seminar Room Chairs As per the approved sample.	56 Nos.	20,403.00	1,142,568.00
TOTAL AMOUNT ON DDP BASIS EXCLUDING GST				13,936,222.00
Rupees thirteen million, nine hundred thirty-six thousand, two hundred twenty two only)				


The contract's total value in **Pak Rs. 13,936,222/- (DDP Basis - Excluding GST)** for the **Furniture/Fixture for Warehouse at Ojha Campus** is within the cost estimates/ budget allocations. Therefore, case is submitted to the H'able Vice Chancellor, Dow University of Health Sciences for approval of the purchase proposal and issuance of the Acceptance Letter, Contract Award / Work Order and Signing of Contract Agreement


Mohsin Memon

Manager Supply Chain
Dow University of Health Sciences
Incharge Stores
Dow University Of Health Sciences



Syed Shafiqat Hussain


Director Procurement
Dow University of Health Sciences
Director Procurement
Dow University of Health Sciences
Karachi


Muhammad Khurram Khalid
Head of Internal Audit
Institute of Business Administration
(I.B.A)


Aasma Hamid

Director Pharmacy Services
Dow University of Health Sciences


Prof. Dr. Jahan Ara Hasan
Pro-Vice Chancellor
Dow University of Health Sciences
PROF. DR. JAHAN ARA HASAN
Pro-Vice Chancellor
Professor & H.O.D Obstetrics & Gynecology
Dow University of Health & Karachi


Professor Mohammad Saeed Quraishy
Vice Chancellor
Dow University of Health Sciences Karachi
(Approved by)

DAWN

TODAY'S PAPER | FEBRUARY 23, 2024



DOW UNIVERSITY OF HEALTH SCIENCES

IFB/NIT No:DUHS/DP/2024/265/266 Dated 20 Feb. 2024

INVITATION FOR BIDS (IFB)

Dow University of Health Sciences (DUHS), Karachi invites the following sealed bids on DDP Basis (Excluding GST), from the Manufacturers or authorized Agents / Distributors of Manufacturers available on 'List of Active Taxpayers' of FBR for Income Tax & Sales Tax.

Name of Bid	Tender Reference No.
Procurement of "Storeway" Racking System Metallic (M.S) for Warehouse at Ojha Campus	DUHS/DP/2024/265
Procurement of Furniture/Fixture for Warehouse at Ojha Campus	DUHS/DP/2024/266

Tender Fee	Rs. 2,000/- (Rupees two thousand only) Non-Refundable
Bidding Procedure	Single Stage - Two Envelope Procedure as per rule 46 sub-rule 2 of SPP Rules 2010
Bid security	Two percent (2%) of the total bid value.
Tender purchasing date	From the date of publishing to 13 March 2024
Deadline for Submission of Bids	14 March 2024 up to 11:00 A.M.
Bid Opening Date & Time	14 March 2024 at 11:30 A.M.

Bidding Document containing detailed terms & conditions can be obtained against non-refundable pay Order/ Demand Draft of Rs. 2,000/- being tender fee in favor of Dow University of Health Sciences during office hours. No tender shall be sold on the date of opening of bid. Tender Notice and bidding documents are also available on the websites of Dow University of Health Sciences (www.duhs.edu.pk) and Sindh Public Procurement Regulatory Authority (<http://ppms.pprasinindh.gov.pk>). In this situation, bidder is required to enclose Pay Order/ Demand Draft of tender fee (Rs. 2000/-) with their bid, which must be issued by a scheduled bank within the tender purchasing dates, otherwise, bid will not be entertained. DUHS may issue the clarifications or amendments in respect of the bidding documents which will be uploaded on both websites, DUHS will not be responsible for any confusion or misunderstanding in this regard.

The Bidder shall submit an original and one copy of the bid in separate sealed envelopes, clearly marking each "ORIGINAL BID" and "COPY OF BID," as appropriate.

The Dow University of Health Sciences, Karachi (DUHS) reserves the right to reject any or all the bids subject to the relevant provisions of SPP Rules 2010.

Address for Purchasing of bidding documents, submission and opening of bids:

Procurement Directorate at Library Block, Dow University of Health Sciences (Ojha Campus), SUPARCO Road, off Main University Road, Gulzar-e-Hijri, Scheme No. 33, Karachi.

Phone No: +92-21-38771111 (Ext. 4433),
Email: director.procurement@duhs.edu.pk

Director Procurement
Dow University of Health Sciences, Karachi

Jahan Ara Hasan
PROF. DR. JAHAN ARA HASAN
Pro-Vice Chancellor
Professor & H.O.D Obstetrics & Gynecology
Dow University of Health Sciences
Karachi

Mohsin Memon
Director Procurement
Procurement Directorate
Dow University of Health Sciences
Karachi

Mohsin Memon
MCHSIN MEMON
Manager Supply Chain
Incharge Stores
Dow University Of Health Sciences

Aasma Hamid
AASMA HAMID
Director Pharmacy
B-Pharm, Pharm-D, M.Phil
Dow University of Health Sciences
Karachi

Muhammad Khurram Kha
MUHAMMAD KHURRAM KHA
Head of Internal Audit
Institute of Business Administration
Karachi.

The Largest Circulated Sindhi Daily of Pakistan

ڪاوش

روزانو

مارچ 23 هفتي 23 لڳو 2024 ۽ پنهان 12 تديان لاهن 1445 ڊائناميڪ 0.24 ٽيم 4 ٽي

DOW UNIVERSITY OF HEALTH SCIENCES

نمبر: DUHS/DP/2024/265/266 تاريخ: 20 فيبروري، 2024

واڪ گهريل آهن

ڊائونيوورسٽي آف هيلٿ سائنسز، (ڊي يو ايج ايس) ڪراچي ڪمي هيلٿ ڏنل واهڪن جي حصول لاءِ ڊي ڊي پي جي بنياد تي (جي ايس ٽي ڪانسولوا) تيار ڪندڙن يا سندن مجاز ايجنٽس/ڊسٽريبيوٽرز کان مهربند واهڪ گهريل آهن. واهڪ ڏيندڙ انڪم ٽيڪس ۽ سيلو ٽيڪس لاءِ ايڏي بي آر جي ايڪٽو ٽيڪس پيٽر لسٽ پر شامل هجن.

Name of Bid	Tender Reference No.
Procurement of "Storeway" Racking System Metallic (M.S) for Warehouse at Ojha Campus	DUHS/DP/2024/265
Procurement of Furniture/Fixture for Warehouse at Ojha Campus	DUHS/DP/2024/266

2000 روپيا (ٻه هزار روپيا) ناقابل واپسي	ٽينڊر في
سنگل اسٽيج پر لڳاءو بمطابق ايس بي ڊي روزو 2010 جي شق 46 جي ذيلي شق نمبر 2.	واھڪ جو طريقي بھڪار
ڪل واهڪ جي 2%	واھڪ جي سيڪيورٽي
هن اشتهار جي اشاعت کان 13 مارچ، 2024 تائين	واھڪ دستاويزن جي خريداري جي تاريخ
14 مارچ، 2024 صبح 11:00 وڳي	واھڪ جمع ڪرائڻ جي آخري تاريخ ۽ وقت
14 مارچ، 2024 صبح 11:30 وڳي	واھڪ کڻڻ جي تاريخ ۽ وقت

تفصيلي شرطن ۽ ضابطن تي مشتمل واهڪ دستاويز آفيس وقت دوران هيلٿ ڏنل آفيس تان 2000 روپيا (ناقابل واپسي) بطور ٽينڊر في پي آرڊر/ڊمانڊ ڊرافٽ جي صورت ۾ نالي ڊائونيوورسٽي آف هيلٿ سائنسز جمع ڪرائي حاصل ڪري سگهجن ٿا. واهڪ کولڻ واري تاريخ تي ٽينڊر وڪرو نه ٿيندو. ٽينڊر نوٽيس ۽ واهڪ دستاويز ڊائونيوورسٽي آف هيلٿ سائنسز جي ويب سائيت: www.duhs.edu.pk ۽ سنڌ پبلڪ پروڪيورمينٽ ريگيوليٽري اٿارٽي <https://ppms.pprasindh.gov.pk> تي دستياب آهن. ان صورت ۾ واهڪ ڏيندڙ کي پنهنجن واهڪن سان گڏ ٽينڊر خريداري جي مقرر تاريخ کان اڳ ڪنهن به شيا بهول بيهڪ مان جاري ڪيل 2000 روپين جو پي آرڊر/ڊمانڊ ڊرافٽ بطور ٽينڊر في لازمي شامل ڪرڻو پوندو. ٻي صورت ۾ واهڪ ناقابل قبول هوندو.

ڊي يو ايج ايس واهڪ دستاويزن بابت وضاحت يا ترميمون جاري ڪري سگهي ٿي، جيڪي مٿي ڄاڻايل پنهني ويب سائيتس تي اپ لوڊ ڪيون وينديون. ڊي يو ايج ايس هن سلسلي ۾ ڪنهن به ابھار ۽ غلط فهمي جي ذميواري نه هوندي.

واھڪ ڏيندڙ واهڪ جي اوريجنل ۽ هڪ الڳ ڪاپي مهربند لٽافن ۾ جمع ڪرائي ۽ پنهني تي ڏار "Original Bid" ۽ "Copy Bid" لکي.

ڊائونيوورسٽي آف هيلٿ سائنسز (ڊي يو ايج ايس) ڪراچي، ايس بي ڊي روزو 2010 جي واسطيدار شق مطابق ڪنهن هڪ يا سمورن واهڪن کي رد ڪرڻ جو حق محفوظ رکي ٿي.

واھڪ دستاويز خريد ڪرڻ، جمع ڪرائڻ ۽ کولڻ جي ايڊريس: پروڪيورمينٽ ڊائريڪٽريٽ، لائبريري بلاڪ، ڊائونيوورسٽي آف هيلٿ سائنسز (اوجها ڪيمپس)، مبارڪ روڊ آف مين يونيوورسٽي روڊ، گلدار همبري، اسٽيٽ نمبر 33، ڪراچي.

فون: 92-21-3877 1111، ايڪسٽنشن: 4433
 اي ميل: director.procurement@duhs.edu.pk

ڊائريڪٽر پروڪيورمينٽ
 ڊائونيوورسٽي آف هيلٿ سائنسز، ڪراچي

Ju 01

PROF. DR. JAHAN ARA HASAN
 Pro-Vice Chancellor
 Professor & H.O.D Obstetrics & Gynecology
 Dow University of Health Sciences
 Karachi

[Signature]

Director Procurement
 Procurement Directorate
 Dow University of Health Sciences
 Karachi

[Signature]

MCHSIN MEMON
 Manager Supply Chain
 Incharge Stores
 Dow University Of Health Sciences

[Signature]

AASMA HAMID
 Director Pharmacy
 8-Pharmacy Department
 Dow University Hospital
 Dow University of Health Sciences

[Signature]

MUHAMMAD KHURRAM KHALID
 Head of Internal Audit
 Institute of Business Administration
 Karachi.

Introduction	>
Objectives	>
Tenders	>
Evaluation	>
Conflict of Interest Policy	>
Contact Us	>

TENDERS

- ANNUAL PROCUREMENT PLAN FOR THE FINANCIAL YEAR 2023-2024
- ANNUAL PROCUREMENT PLAN FOR THE FINANCIAL YEAR 2022-2023
- ANNUAL PROCUREMENT PLAN FOR THE FINANCIAL YEAR 2021-2022
- PROCUREMENT PLAN FOR THE FINANCIAL YEAR 2021-2022 (WORKS & SERVICES DEPT.)

Notice Inviting IFB / NIT No: DUHS/DP/2024/267/268 Dated 21 February 2024. "Procurement of

- Linen Articles"(Ref. No: DUHS/DP/2024/267) at Dow University of Health Sciences, Karachi

- (Click here to download the Bidding Documents) (Ref. No: DUHS/DP/2024/267)

- "Procurement of Dental Material & Instruments" (Ref. No: DUHS/DP/2024/268) at Dow University of Health Sciences, Karachi (Click here to download the Bidding Documents)

Notice Inviting IFB / NIT No: DUHS/DP/2024/265/266 Dated 20 February 2024 "Procurement of

- "Storeway" Racking System Metallic M.S) for Warehouse at Ojha Campus" (Ref. No: DUHS/DP/2024/265) at Dow University of Health Sciences, Karachi

- (Click here to download the Bidding Documents)

MOHSIN MEMON
Manager Supply Chain
Incharge Stores
Dow University Of Health Sciences



- Notice Inviting IFB / NIT No: DUHS/DP/2024/265/266 Dated 20 February 2024 "Procurement of Furniture/Fixture for Warehouse at Ojha Campus" (Ref. No: DUHS/DP/2024/266) at Dow University of Health Sciences, Karachi




Director Procurement
Procurement Directorate
Dow University of Health Sciences
Karachi

PROF. DR. JAHAN ARA HASAN
Pro-Vice-Chancellor
Professor & H.O.D Obstetrics & Gynecology
Dow University of Health Sciences
Karachi



DOW UNIVERSITY OF HEALTH SCIENCES
ATTENDANCE SHEET

Procurement of Furniture/Fixture for Warehouse at Ojha Campus
(Ref. No: DUHS/DP/2024/266)

Invitation for Bid (NIT) No: DUHS/DP/2024/265/266 Dated 20 February 2024
TECHNICAL BIDS OPENING / PROPOSALS ON 14th MARCH, 2024 AT 11:30 A.M.

S#	NAME	DESIGNATION	SIGNATURE
1	Prof. Jahan Ara Hasan	Pro-Vice Chancellor & Chairperson Procurement Committee Dow University of Health Sciences	 PROF. DR. JAHAN ARA HASAN Pro-Vice Chancellor Professor & H.O.D Obstetrics & Gynecology Dow University of Health Sciences Karachi
2	Mr. S. Shafqat Hussain	Director Procurement, Dow University of Health Sciences Member / Secretary	 Director Procurement Dow University of Health Sciences Karachi Procurement Directorate
3	Mr. Khurram Khalid	Head Of Internal Audit, Institute of Business Administration, Karachi (IBA) (External) Member	 MUHAMMAD KHURRAM KHALID Head of Internal Audit Institute of Business Administration Karachi.
4	Mr. Mohsin Memon	Manager Supply Chain, Dow University of Health Sciences Member	 MOHSIN MEMON Manager Supply Chain Incharge Stores Dow University Of Health Sciences
5	Concerned Dean / Principal / Director / HOD	Dow University of Health Sciences Member	 MASMA HAMID Director Pharmacy 3-Pharm, Pharm-D, MBA Dow University Hospital Dow University of Health Sciences



DOW UNIVERSITY OF HEALTH SCIENCES

ATTENDANCE SHEET

Procurement of Furniture/Fixture for Warehouse at Ojha Campus

(Ref. No: DUHS/DP/2024/266)

Invitation for Bid (NIT) No: DUHS/DP/2024/265/266 Dated 20 February 2024

FINANCIAL BIDS OPENING / PROPOSALS ON 28th MARCH, 2024 AT 11:30 A.M.

S#	BIDDER (Company / Firm / Contractor)	REPRESENTATIVE (Name)	DESIGNATION	CONTACT NUMBER	SIGNATURE
	Briqk Services Co.	Agha Murtyza	G.M. Contracts	03008218670	<i>[Signature]</i>

[Signature]
MCHSIN MEMON
 Manager Supply Chain
 Incharge Stores
 Dow University Of Health Sciences

[Signature]
MUHAMMAD MUNIRAM KHALID
 Head of Internal Audit
 Institute of Business Administration
 Karachi.

[Signature]
PROF. DR. JAHAN ARA HASAN
 Pro-Vice Chancellor
 Professor & H.O.D Obstetrics & Gynecology
 Dow University of Health Sciences
 Karachi

[Signature]
Director Procurement
 Procurement Directorate
 Dow University of Health Sciences
 Karachi



DOW UNIVERSITY OF HEALTH SCIENCES ATTENDANCE SHEET

**Procurement of Furniture/Fixture for Warehouse at Ojha Campus
(Ref. No: DUHS/DP/2024/266)**

**Invitation for Bid (NIT) No: DUHS/DP/2024/265/266 Dated 20 February 2024
FINANCIAL BIDS OPENING / PROPOSALS ON 28th MARCH, 2024 AT 11:30 A.M.**

S#	NAME	DESIGNATION	SIGNATURE
1	Prof. Jahan Ara Hasan	Pro-Vice Chancellor & Chairperson Procurement Committee Dow University of Health Sciences	 PROF. DR. JAHAN ARA HASAN Pro-Vice Chancellor Professor & H.O.D Obstetrics & Gynecology Dow University of Health Sciences Karachi
2	Mr. S. Shafqat Hussain	Director Procurement, Dow University of Health Sciences Member / Secretary	 Director Procurement Procurement Directorate Dow University of Health Sciences Karachi
3	Mr. Khurram Khalid	Head Of Internal Audit, Institute of Business Administration, Karachi (IBA) (External) Member	 MUHAMMAD KHURRAM KHALID Head of Internal Audit Institute of Business Administration Karachi.
4	Mr. Mohsin Memon	Manager Supply Chain, Dow University of Health Sciences Member	 MCHSIN MEMON Manager Supply Chain Incharge Stores Dow University of Health Sciences
5	Concerned Dean / Principal / Director / HOD	Dow University of Health Sciences Member	 AASMA HANID Director Pharmacy S-Pharmacy, M.D., MBA University Hospital Dow University of Health Sciences

TECHNICAL / INSPECTION REPORT

Annexure - 4

PROCUREMENT OF FURNITURE/FIXTURE FOR WAREHOUSE AT OJHA CAMPUS (Ref No. DUHS/DP/2024/266) IFB / NIT No: DUHS/DP/2024/265/266 Dated 20 February 2024

Technical Bids opened on 14 March 2024


The meeting of the technical committee was held on 27 March 2024 at 12:30 Hrs. to evaluate and inspect the samples invited from M/s. Brisk Services Co. and M/s. Mehran Enterprises, which are to be submitted up to the prescribed deadline i.e. 26 March 2024.

The committee thoroughly evaluated / inspected the following samples of M/s. Brisk Services Co.

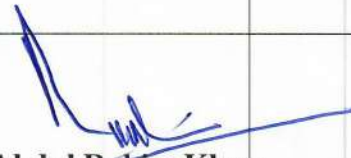
Item No.	Name of Item
1.	Wooden Table (Officer), Size : Ht.- 2'-6" x W- 3'-0" x L- 5'-0"
3.	Wooden Side Table, Size : Ht- 2'-6" x W-1'-6" x L- 3'-0"
4.	Wooden Cabinet Low Ht.
5.	Wooden Cabinet
6.	Conference Table for 12 Persons, Size : Ht.- 2'-6" x W- 6'-0" x L- 14'-0"
8.	Conference Chair
9.	Sofa Set – Single Seat
10.	Sofa Set – Two Seats
11.	Wooden Centre Table, Size 4'-0 x 2'-0 x 1'-4"
12.	Wooden Side Table, Size 1'-8" x 1'-8" x 1'-4"
13.	Reception Desk
14.	Stainless Steel Framing Sofa Set (Charister)
15.	Chairs Officer (Charister)
16.	Guest President Chair (Charister)
17.	Workstation
18.	Seminar Room Chairs (Charister)

RECOMMENDATIONS / REMARKS:

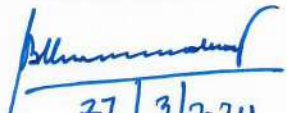
- M/s. Mehran Enterprises did not provide the samples of the required items for the technical evaluation/inspectio and approval of the committee, up to the given deadline.
- The samples of above items submitted by M/s. Brisk Services Co. are evaluated/inspected by the committee, and it is found that offered goods are meeting the required standards and specifications of the bidding documents. Therefore, approved and recommended for the acceptance of their technical bid.


Mohsin Memon
Manager Supply Chain
(Member)
Dow University of Health Sciences


Aasma Hamid
Director Pharmacy Services
(Member)


Abdul Rahim Khan
Project Director, Works & Services
(Chairman)

APPROVED


27 / 3 / 2024
Vice Chancellor

Dow University of Health Sciences, Karachi.



OFFICE OF THE REGISTRAR DOW UNIVERSITY OF HEALTH SCIENCES

Baba-e-Urdu Road Karachi-74200, Pakistan. Tel: 99215754-7 / Ext: 5603
Facsimile: 99215763, E-mail: registrar@duhs.edu.pk, Website: www.duhs.edu.pk

Ref No: DUHS/Reg./2024/03-176

Date: 27.03.2024

MEMORANDUM

Subject: **CONSTITUTION OF TECHNICAL COMMITTEE OF STOREWAY RACKING SYSTEM METALLIC M.S AND FURNITURE / FIXTURE FOR WARE HOUSE AT OJHA CAMPUS**

With the approval of the Vice Chancellor, the Dow University of Health Sciences, is pleased to constitute the Technical Committee comprising of the following composition with immediate effect and until further orders: -

- | | |
|--|--------------------|
| 1. Mr. Abdul Rahim Khan,
Director, Works & Services,
DUHS. | Chairman |
| 2. Ms. Aasma Hamid
Director Pharmacy, DUHS. | Member |
| 3. Mr. Mohsin Memon
Manager Supply Chain
DUHS. | Secretary / Member |

2. The Technical Committee will evaluate the Technical Bids, received in respect of procurement of "Storeway" Racking System Metallic M.S) and procurement of Furniture/Fixture for Warehouse at Ojha Campus, till the bid closing date and time and furnish its recommendations / suggestions, to the Vice Chancellor, DUHS for further necessary orders.

(Dr. Ashar Afaq)
Registrar,
Dow University of Health Sciences
Karachi.

Copy to:

1. The Chairperson of the Committee, DUHS
2. All Members of the Committee, DUHS.
3. PA to the Vice Chancellor, DUHS.

BIDDER'S QUALIFICATION REPORT (MANDATORY REQUIREMENTS) --- ITB CLAUSE 24
Procurement of Furniture/Fixture for Warehouse at Ojha Campus
I.F.B / N.I.T No: DUHS/DP/2023/265/266 Dated 20 February 2024 (Ref. No. DUHS/DP/2024/266)
Technical Bids opened on 14 March 2024 at 11:30 Hrs. (Single Stage - Two Envelope Procedure)

S#	Qualification Criteria (MANDATORY REQUIREMENTS)	Mehran Enterprises	Brisk Servicew Co.
1	Original Tender Purchase Receipt / Pay Order of Tender Fee	C	C
2	Copy of CNIC of signatory of the Bid Forms	C	C
3	Compliance to the Technical Specifications (as per Form A). The bidder is required to provide the relevant documents such as Sketches, Drawings, Catalogues, Brochures, Technical Data Sheet duly highlighting the complete technical specifications of the offered goods along with the dimensions and details of material. Valid Manufacturer Authorization in accordance with ITB Clause 11.1(a).	NC Sample not submitted for technical evaluation and approval	C
4	NOTE: - a. Only manufacturer OR manufacturer's SOLE AGENT can participate in the bidding process. b. Valid Factory Registration Certificate issued by the competent authority / Principal Activity Registered in FBR as Manufacturer of Furniture and ISO 9001: 2015 Certificate as manufacturer must be attached. c. SUB-DISTRIBUTOR/ SPOT AUTHORIZED AGENT is not allowed to participate in the bidding process.	C	C
5	Technical Bid / Proposal on Bidder's Letterhead duly signed and stamped.	C	C
6	Bid Security of required amount and in prescribed shape. (Copy with value hidden in Technical Proposal; Original in Financial Proposal)	C	C
7	Bid Form on Bidder's Letterhead duly signed and stamped. (Copy with value hidden in Technical Proposal; Original in Financial Proposal)	C	C
8	Price Schedule(s) on Bidder's Letterhead duly signed and stamped. (Copy with value hidden in Technical Proposal; Original in Financial Proposal)	C	C
9	Bidding Documents (Duly filled, Signed & Stamped by Bidder)	C	C
10	Compliance to Bid Validity Period	C	C
11	Compliance to the Delivery Schedule	C	C

AASMA HAMID
 Director Pharmacy Services
 Dow University of Health Sciences

Mohsin Memon
 Manager Supply Chain
 Dow University of Health Sciences

MUHSIN MEMON
 Manager Supply Chain
 Incharge Stores
 Dow University Of Health Sciences

Muhammad Khuram Khalid
 Head of Internal Audit
 Institute of Business
 Administration (I.B.A)

Syed Shafaq Hussain
 Director Procurement
 Dow University of Health Sciences

Director Procurement
 Dow University of Health Sciences
 Karachi

Prof. Dr. Jahan Ara Haidar
 Vice Chancellor
 Dow University of Health Sciences & Gynecology

Professor & H.O.D Obstetrics & Gynecology
 Dow University of Health Sciences
 Karachi

Page 1 of 2

BIDDER'S QUALIFICATION REPORT (MANDATORY REQUIREMENTS) --- ITB CLAUSE 24
Procurement of Furniture/Fixture for Warehouse at Ojha Campus
I.F.B / N.I.T No: DUHS/DP/2023/265/266 Dated 20 February 2024 (Ref. No. DUHS/DP/2024/266)
Technical Bids opened on 14 March 2024 at 11:30 Hrs. (Single Stage - Two Envelope Procedure)

S#	Qualification Criteria (MANDATORY REQUIREMENTS)	Mehran Enterprises	Brisk Servicew Co.
12	Compliance to the Payment Terms	C	C
13	Valid General Sales Tax (GST-FBR) Registration with Active Taxpayer Status on FBR website	C	C
14	Valid Income Tax (FBR) Registration with Active Taxpayer Status on FBR website	C	C
15	Affidavit on stamp paper of Rs. 100/- duly notarized	Not Notorized change format	C
16	Warranty Certificate from Bidder for Wooden Furniture being Termite-free for at-least 2 years from the date of delivery.	C	C
17	Past Experience / Performance (Form B): Bidder must had completed minimum three (03) Contract / Project / Purchase order / Supply order valuing PKR 10 million or above for supplying the Furniture/Fixture to any Public Sector Organization during last 3 years. (Verifiable documentary evidence must be attached).	NC Form B not filled	C
18	Bidder's average Annual Turnover of last three (03) financial years must be PRs. 30 million or above (Form C).	C Form C not filled	C
19	Company Profile	C	C
REMARKS / FINDINGS		NR / NQ	R / Q

C = Compilied **R/Q = Responsive / Qualified**
NC = Not Complied **NQ = Not Qualified**
NA = Not Applicable **NR = Not Responsive**


Aasma Hamid
 Director Pharmacy Services
 Dow University of Health Sciences


Mohsin Memon
 Manager Supply Chain
 Dow University of Health Sciences


Muhammad Khuram-Khalid
 Head of Internal Audit
 Institute of Business
 Administration (I.B.A)


Syed Sharqat Mussatir
 Director Procurement
 Dow University of Health Sciences


Prof. Dr. Jabbar Ara Hasani
 Pro-Vice Chancellor
 Dow University of Health Sciences & Gynecology

TECHNICAL EVALUATION REPORT

Procurement of Furniture/Fixture for Warehouse at Ojha Campus


I.F.B / N.I.T No: DUHS/DP/2023/265/266 Dated 20 February 2024 (Ref. No. DUHS/DP/2024/266)

Technical Bids opened on 14 March 2024 at 11:30 Hrs. (Single Stage - Two Envelope Procedure)

Item No.	Name of Bidder	Year of Establishment			Manufacturer / Manufacturer's Authorization		Registration/ Certification	Client's Satisfactory Performance Certificate issued during the last 3				Past Experience / Performance in Public or Private Sector Organizations during last three (3) years.				Average Annual Turnover during last 03 financial years			Total Marks	Remarks / Findings	Qualified/ Responsive
		1.1	1.2	1.3	2.1	2.2		3.1	4.1	4.2	4.3	4.4	5.1	5.2	5.3	5.4	6.1	6.2			
1	M/S. Brisk Services Co.	10	5	3	20	5	10	10	6	3	2	35	21	14	5	15	10	5	86		
		-	5	-	20	-	10	-	6	-	-	35	-	-	-	-	10	-			


Asma Hamid
 Director Pharmacy Services
 Dow University of Health Sciences


Mohsin Memon
 Manager Supply Chain
 Dow University of Health Sciences


Muhammad Khurram Khalid
 Head of Internal Audit
 Institute of Business Administration (I.B.A)


Syed Shaifqat Hussain
 Director Procurement
 Dow University of Health Sciences


Prof. Dr. Jahan Ara Hasan
 Pro-Vice-Chancellor
 Dow University of Health Sciences


Prof. Dr. Jahan Ara Hasan
 Professor & H.O.D. Obstetrics
 Dow University of Health Sciences

MOHSIN MEMON
 Manager Supply Chain
 Incharge Stores
 Dow University Of Health Sciences

Procurement Administration
 Dow University of Health Sciences
 Karachi

COMPARATIVE STATEMENT AND PURCHASE RECOMMENDATION / PROPOSAL**Procurement of Furniture/Fixture for Warehouse at Ojha Campus**

I.F.B / N.I.T No: DUHS/DP/2023/265/266 Dated 20 February 2024 (Ref. No. DUHS/DP/2024/266)

Technical Bids opened on 14 March 2024 at 11:30 Hrs. (Single Stage - Two Envelope Procedure)

Financial Bids opened on 28 March 2024 at 11:30 Hrs.

Item No.	Name of Equipment	Qty.	Name of Bidder	Model / Cat No./ Standard	Make	Country of Origin	Unit Price DDP Basis Excluding GST	Total Price DDP Basis Excluding GST
1	Wooden Table (Officer) Size : Ht.- 2'-6" x W- 3'-0" x L- 5'-0"	4 Nos.	Brisk Services Co.	As per approved Sample	Brisk Services Co.	Pakistan	51,607	206,428
2	Wooden Table (Staff) Size : Ht.- 2'-6" x W- 3'-0" x L- 4'-0"	29 Nos.	Brisk Services Co.	As per approved Sample	Brisk Services Co.	Pakistan	42,005	1,218,145
3	Wooden Side Table Size : Ht.- 2'-6" x W- 1'-6" x L- 3'-0"	5 Nos.	Brisk Services Co.	As per approved Sample	Brisk Services Co.	Pakistan	31,804	159,020
4	Wooden Cabinet Low Ht.	85 Sft	Brisk Services Co.	As per approved Sample	Brisk Services Co.	Pakistan	3,840	326,400
5	Wooden Cabinet	1120 Sft	Brisk Services Co.	As per approved Sample	Brisk Services Co.	Pakistan	3,840	4,300,800
6	Conference Table for 12 Persons Size : Ht.- 2'-6" x W- 6'-0" x L- 14'-0"	1 No.	Brisk Services Co.	As per approved Sample	Brisk Services Co.	Pakistan	420,053	420,053
7	Conference Table for 08 Persons Size : Ht.- 2'-6" x W- 4'-0" x L- 9'-0"	1 No.	Brisk Services Co.	As per approved Sample	Brisk Services Co.	Pakistan	282,036	282,036
8	Conference Chair	32 Nos.	Brisk Services Co.	As per approved Sample	Brisk Services Co.	Pakistan	29,404	940,928
9	Sofa Set – Single Seat	11 Nos.	Brisk Services Co.	As per approved Sample	Brisk Services Co.	Pakistan	45,606	501,666
10	Sofa Set – Two Seats	7 Nos.	Brisk Services Co.	As per approved Sample	Brisk Services Co.	Pakistan	62,408	436,856
11	Wooden Centre Table Size 4'-0 x 2'-0 x 1'-4"	6 Nos.	Brisk Services Co.	As per approved Sample	Brisk Services Co.	Pakistan	39,605	237,630

Aasma Hamid
Director Pharmacy Services
Dow University of Health Sciences

Mohsin Meemon
Manager Supply Chain
Dow University of Health Sciences

Muhammad Khurram Khalid
Head of Internal Audit
Institute of Business
Administration (I.B.A)

Syed Shafiqat Hussain
Director Procurement
Dow University of Health Sciences

PROF. DR. JAHAN ARA HASAN
Principal Vice Chancellor
Dow University of Health Sciences
Professor & Head of Health Sciences
Dow University of Health Sciences
Karachi

COMPARATIVE STATEMENT AND PURCHASE RECOMMENDATION / PROPOSAL

Procurement of Furniture/Fixture for Warehouse at Ojha Campus

I.F.B / N.I.T No: DUHS/DP/2023/265/266 Dated 20 February 2024 (Ref. No. DUHS/DP/2024/266)

Technical Bids opened on 14 March 2024 at 11:30 Hrs. (Single Stage - Two Envelope Procedure)

Financial Bids opened on 28 March 2024 at 11:30 Hrs.

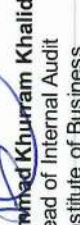
Item No.	Name of Equipment	Qty.	Name of Bidder	Model / Cat No./ Standard	Make	Country of Origin	Unit Price DDP Basis Excluding GST	Total Price DDP Basis Excluding GST
12	Wooden Side Table Size 1'-8" x 1'-8" x 1'-4"	14 Nos.	Brisk Services Co.	As per approved Sample	Brisk Services Co.	Pakistan	20,403	285,642
13	Reception Desk	2 Nos.	Brisk Services Co.	As per approved Sample	Brisk Services Co.	Pakistan	468,059	936,118
14	Stainless Steel Framing Sofa Set	6 Nos.	Brisk Services Co.	As per approved Sample	Brisk Services Co.	Pakistan	62,408	374,448
15	Chairs Officer	44 Nos.	Brisk Services Co.	As per approved Sample	Brisk Services Co.	Pakistan	19,803	871,332
16	Guest President Chair	56 Nos.	Brisk Services Co.	As per approved Sample	Brisk Services Co.	Pakistan	17,402	974,512
17	Workstation	4 Nos.	Brisk Services Co.	As per approved Sample	Brisk Services Co.	Pakistan	80,410	321,640
18	Seminar Room Chairs	56 Nos.	Brisk Services Co.	As per approved Sample	Brisk Services Co.	Pakistan	20,403	1,142,568
Total Amount in Pak Rs. Excluding GST								13,936,222


FINDINGS / REMARKS / RECOMMENDATIONS / PURCHASE PROPOSAL:

The bid submitted by **M/s. Brisk Services Co., Karachi** amounting to **Pak Rs. 13,936,222/- (DDP Basis - Excluding GST)** for above item is recommended for contract award being the most advantageous and substantially responsive bid.


Aasma Hamid
 Director Pharmacy Services
 Dow University of Health Sciences


Mohsin Memon
 Manager Supply Chain
 Dow University of Health Sciences
 Manager Supply Chain
 Incharge Stores
 Dow University of Health Sciences


Muhammad Khuram Khalid
 Head of Internal Audit
 Institute of Business
 Administration (I.B.A)


Syed Shafiqat Hussain
 Director Procurement
 Dow University of Health Sciences
 Director Procurement
 Dow University of Health Sciences


Prof. Dr. Jahan Ara Hasan
 Co-Chancellor
 Dow University of Health Sciences & Gynecology
 Professor & H.O.D. Obstetrics
 Dow University of Health Sciences
 Karachi

SUMMARY OF BID PRICES
(Arithmetic Corrections and Corrected Bid Prices)

Procurement of Furniture/Fixture for Warehouse at Ojha Campus
I.F.B / N.I.T No: DUHS/DP/2023/265/266 Dated 20 February 2024 (Ref. No. DUHS/DP/2024/266)
Technical Bids opened on 14 March 2024 at 11:30 Hrs.
Financial Bids opened on 28 March 2024 at 11:30 Hrs.

Name of Bidder	Total Bid Price at the time of opening in PKR DDP Basis Excluding GST	Correction in PKR DDP Basis Excluding GST	Corrected Bid Price in PKR DDP Basis Excluding GST	Ranking
M/s. Brisk Services Co.	13,936,230.00	(8.00)	13,936,222.00	Single Bid

AASMA HAMID
 Director Pharmacy Services
 Dow University of Health Sciences

Mohsin Memon
 Manager Supply Chain
 Dow University of Health Sciences

Muhammad Qurram Khalid
 Head of Internal Audit
 Institute of Business Administration (I.B.A)

Syed Shafaq Hussain
 Director Procurement
 Dow University of Health Sciences
Directorate
Procurement of Health Sciences
 Karachi

Prof. Dr. Zahid Arif
 Vice-Chancellor
 Dow University of Health Sciences
Professor & H.O. of Health Sciences
 Dow University of Health Sciences
 Karachi

CERTIFICATE


This is to certify that the prices are comparable to the cost estimates with respect to a single bid received in response to NIT / IFB No. DUHS/DP/2024/265/266 Dated 20 February 2024 for the Procurement of Furniture/Fixture for Warehouse at Ojha Campus (Tender Ref. No. DUHS/DP/2024/266) for which Technical Bids were opened on 14 March 2024 and Financial Bids were opened on 28 March 2024.


Mohsin Memon

Manager Supply Chain
Incharge Stores
Dow University of Health Sciences


Syed Shafqat Hussain


Director Procurement
Dow University of Health Sciences


Muhammad Khurram Khalid
Head of Internal Audit

Institute of Business Administration (I.B.A)


Aasma Hamid

Director Pharmacy Services
Dow University of Health Sciences


Prof. Dr. Jahan Ara Hasan
Pro-Vice Chancellor
Dow University of Health Sciences

PROF. DR. JAHAN ARA HASAN
Pro-Vice Chancellor
Professor & H.O.S. Obstetrics & Gynecology
Dow University of Health Sciences
Karachi

CERTIFICATE

This is to certify that the Procuring Agency / Complaint Redressal Committee has not received any complaint related to the NIT / IFB No. DUHS/DP/2024/265/266 Dated 20 February 2024 for the Procurement of Furniture/Fixture for Warehouse at Ojha Campus (Tender Ref. No. DUHS/DP/2024/266).


Mohsin Memon

Manager Supply Chain
Warehouse Stores
Dow University of Health Sciences


Syed Shafqat Hussain

Director Procurement
Dow University of Health Sciences


Muhammad Khurram Khalid

Head of Internal Audit
Institute of Business Administration (I.B.A)


Aasma Hamid

Director Pharmacy Services
Dow University of Health Sciences


Prof. Dr. Jahan Ara Hasan

Pro-Vice Chancellor
Dow University of Health Sciences

PROF. DR. JAHAN ARA HASAN
Professor & H.O.D Obstetrics & Gynecology
Dow University of Health Sciences
Karachi

MINUTES OF TECHNICAL BID OPENING MEETING

Meeting / Bid Opening Date & Time:	14 March 2024 at 11:30 Hrs.
Venue:	Procurement Directorate, Library Block, SUPARCO Road, off Main University Road, Gulzar-e-Hijri, Scheme No. 33, Karachi.
Tender Description	Procurement of Furniture/Fixture for Warehouse at Ojha Campus (Tender Ref. No. DUHS/DP/2024/266)
IFB / NIT No.:	DUHS/DP/2024/265/266 Dated 20 February 2024
SPPRA PPMS NIT ID #:	T00582-23-0017
Method & procedure of procurement:	Single Stage – Two Envelope Procedure Rule 46(2) of SPP Rules 2010

A meeting of the Procurement Committee (PC) was held for the opening of the **Technical Bids** on **14 March 2024 at 11:30 Hrs.** in respect of the above-mentioned tender. The meeting was attended by the following Procurement Committee members and bidders' representatives.

PROCUREMENT COMMITTEE

1. Prof. Dr. Jahan Ara Hasan
Pro - Vice Chancellor
Dow University of Health Sciences, Karachi
2. Mr. Muhammad Khurram Khalid
Head of Internal Audit
IBA – Karachi
3. Syed Shafqat Hussain
Director Procurement
Dow University of Health Sciences, Karachi
4. Mr. Mohsin Memon
Manager Supply Chain
Dow University of Health Sciences, Karachi
5. Ms. Aasma Hamid
Director Pharmacy Services
Dow University of Health Sciences, Karachi

(Chairperson)

(Member)

(Secretary / Member)

(Member)

(Member)

PROF. DR. JAHAN ARA HASAN
Pro-Vice Chancellor
Dow University of Health Sciences
Karachi

MUHAMMAD KHURRAM KHALID
Head of Internal Audit
Institute of Business Administration
Karachi.

Director Procurement
Procurement Directorate
Dow University of Health Sciences
Karachi

MOHSIN MEMON
Manager Supply Chain
Incharge Stores
Dow University Of Health Sciences

AASMA HAMID
Director Pharmacy Services
Dow University Hospital
Dow University of Health Sciences

BIDDERS WITH NAME OF REPRESENTATIVE

S#	Name of Representative	Name of Bidder
1.	Mr. Hunain	M/s. Brisk Services Co.
2.	Mr. M. Saleem	M/s. Mehran Enterprises


The meeting started with a recitation from the Holy Qur'an. The chair welcomed the participants and then commenced the proceedings. The Forum was apprised that the notice inviting tender (NIT) was hoisted on the DUHS and SPPRA websites at PPMS ID No. T00582-23-0017 and the same was published in 3 widely circulated leading dailies of English, Urdu and Sindhi languages viz. Daily Dawn, Daily Jang and Kawish on 23-02-2024.

The participants were informed that two (02) bidders i.e. M/s. Brisk Services Co. and M/s. Mehran Enterprises submitted their bids up to the bid submission deadline i.e. 14 March 2024 at 11:00 Hrs.

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 any proposal which does not conform to the specified requirements will be rejected. 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 unopened to the respective bidder(s). Accordingly, prior to the detailed evaluation of the bids, the Procurement Committee conducted a preliminary examination of the bids.

Bidders were informed that the detailed technical evaluation will be carried out, and thereafter Financial Bids of the technically qualified bidders shall be opened in the presence of the bidder's representative.

The meeting ended with a vote of thanks to and from the chair.


Aasma Hamid
Director Pharmacy Services
Dow University of Health Sciences


Muhammad Khurram Khalid
Head of Internal Audit
Institute of Business Administration (I.B.A)


Mohsin Memon
Manager Supply Chain
Dow University of Health Sciences
Incharge of Procurement
Dow University Of Health Sciences


Syed Shafiq Hussain
Director Procurement
Dow University of Health Sciences
Director Procurement
Procurement Directorate
Dow University of Health Sciences
Karachi


Prof. Dr. Jahan Ara Hasan
Pro-Vice Chancellor
Dow University of Health Sciences
PROF. DR. JAHAN ARA HASAN
Pro-Vice Chancellor
Professor & H.O.D Obstetrics & Gynecology
Dow University of Health Sciences
Karachi

MINUTES OF FINANCIAL BID / PROPOSALS OPENING MEETING

Meeting / Bid Opening Date & Time:	28 March 2024 at 11:30 Hrs.
Venue:	Procurement Directorate, Library Block, SUPARCO Road, off Main University Road, Gulzar-e-Hijri, Scheme No. 33, Karachi.
Tender Description	Procurement of Furniture/Fixture for Warehouse at Ojha Campus (Tender Ref. No. DUHS/DP/2024/266)
IFB / NIT No.:	DUHS/DP/2024/265/266 Dated 20 February 2024
SPPRA PPMS NIT ID #:	T00582-23-0017
Method & procedure of procurement:	Single Stage – Two Envelope Procedure Rule 46(2) of SPP Rules 2010

A meeting of the Procurement Committee (PC) was held for the opening of the **Financial Bid** on **28 March 2024 at 11:30 Hrs.** regarding the above-mentioned tender. The meeting was attended by the following members of the Procurement Committee and representatives of the bidders.

PROCUREMENT COMMITTEE

1. Prof. Dr. Jahan Ara Hassan
Pro - Vice Chancellor
Dow University of Health Sciences, Karachi
2. Mr. Muhammad Khurram Khalid
Head of Internal Audit
IBA – Karachi
3. Syed Shafqat Hussain
Director Procurement
Dow University of Health Sciences, Karachi
4. Ms. Aasma Hamid
Director Pharmacy Services
Dow University of Health Sciences, Karachi.
5. Mr. Mohsin Memon
Manager Supply Chain
Dow University of Health Sciences, Karachi


(Chairperson)


(Member)


(Secretary)


(Member)


(Member)


PROF. DR. JAHANARA HASAN
 Pro-Vice Chancellor
 Head of H.O.D Obstetrics & Gynecology
 Dow University of Health Sciences
 Karachi


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


Director Procurement
 Procurement Directorate
 Dow University of Health Sciences


AASMA HAMID
 Director Pharmacy Services
 Dow University of Health Sciences


MOHSIN MEMON
 Manager Supply Chain
 Incharge Stores
 Dow University Of Health Sciences

BIDDERS WITH NAME OF REPRESENTATIVE

S#	Name of Representative	Name of Bidder
1.	Mr. Agha Murtaza	M/s. Brisk Services Co.

The meeting started with a recitation from the Holy Qur'an. The chair welcomed the participants and then commenced the proceedings. The forum was apprised that the DUHS/DP/2024/265/266 Dated 20 February 2024 was hoisted on the DUHS and SPPRA websites at PPMS ID No. T00582-23-0017 and the same was published in 3 widely circulated leading dailies of English, Urdu and Sindhi languages viz. Daily Dawn, Daily Jang and Daily Kawish on 23-02-2024. It was also informed to the forum that Technical Bids / Proposals of two (02) bidders were opened on 14 March 2024, which were technically evaluated by a committee constituted vide Memorandum No. DUHS/Reg./2024/03-176 dated 27-03-2024. The technical committee evaluated and approved the samples submitted by M/s. Brisk Services Co. (Copies of the memorandum and technical report are annexed herewith).

After detailed scrutiny, the technical proposal / bid, submitted by the M/s. Mehran Enterprises was found not responsive to the technical specifications and mandatory requirements outlined in the bidding documents, hence technically disqualified/ rejected. The reasons for the disqualification/ rejection have been recorded in the bid evaluation report.

As per the agenda, the financial proposal of the technically qualified bidder namely M/s. Brisk Services Co. was taken into consideration by the committee, and rates quoted by the bidder were read aloud along with the amount and other details of the bid security. Each rate in the comparative statement was confirmed from the original bid by the committee and recommendations were made, which were documented in the Bid Evaluation Report (BER).

Following is the detail of bid security submitted by the bidder:

S. No.	Name of Bidder	Total Corrected Bid Amount	Amount of Bid Security	Bank Instrument No. & Date	Bank Details
1.	M/s. Brisk Services Co.	PKR 13,936,222/-	PKR 350,000/-	PO No. 05504105 Dated: 13-03-2024	Meezan Bank Limited Urdu Bazar Br, Karachi (0155)

DECISION / RECOMMENDATION

The bid submitted by M/s. Brisk Services Co., Karachi amounting to PKR 13,936,222/- (DDP Basis – Excluding GST) for the Supply / Fixing of Furniture/Fixture for Warehouse at Ojha Campus is recommended for contract award being the most advantageous and substantially responsive bid.

The meeting ended with a vote of thanks to and from the chair.


Aasma Hamid

Director Pharmacy Services
Dow University of Health Sciences


Mohsin Memon

Manager Supply Chain
Dow University of Health Sciences
Incharge Stores
Dow University Of Health Sciences



Muhammad Khurram Khalid

Head of Internal Audit
Institute of Business Administration (I.B.A)


Syed Shafiqat Hussain

Director Procurement
Dow University of Health Sciences

Director/Procurement
Procurement Directorate
Dow University of Health Sciences


Prof. Dr. Jahan Ara Hasan
Pro-Vice Chancellor
Dow University of Health Sciences
PROF. DR. JAHAN ARA HASAN
Pro-Vice Chancellor
Professor & H.O.D Obstetrics & Gynecology
Dow University of Health Sciences
Karachi



**OFFICE OF THE REGISTRAR
DOW UNIVERSITY OF HEALTH SCIENCES**

Baba-e-Urdu Road Karachi-74200, Pakistan. Tel: 99215754-7 / Ext: 5603
Facsimile: 99215763, E-mail: registrar@duhs.edu.pk, Website: www.duhs.edu.pk

Ref No: DUHS/Reg./2024/03-25

Date: 06.03.2024

MEMORANDUM

Subject: **RE-CONSTITUTION OF PROCUREMENT COMMITTEE- GOODS**

With the approval of the Competent Authority, the Dow University of Health Sciences, is pleased to re-constitute the Procurement Committee of Goods comprising of the following composition with immediate effect and until further orders: -

- | | |
|--|-------------------|
| 1. Prof. Jahan Ara Hasan,
Pro-Vice Chancellor, DUHS. | Chairperson |
| 2. Mr. Khurram Khalid,
Head of Internal Audit, (IBA Karachi). | Member (External) |
| 3. Syed Shafqat Hussain,
Director Procurement, Ojha Campus, DUHS. | Member/Secretary |
| 4. Mr. Mohsin Memon,
Manager Supply Chain, DUHS. | Member |
| 5. Concerned Dean / Principal / Director / HOD,
DUHS. | Member |

TERMS OF REFERENCE:

1. The committee shall perform all its basic responsibilities as mentioned in Rules 7 & 8 of SPP Rules.
2. The committee shall abide by timeliness as mentioned in SPP Rules and Regulations for matters related to procurement without delay.
3. The Secretary of the committee will ensure proceedings of the Committee takes place on time and maintain complete record including but not limited to agendas, minutes of meetings and communications done with the competent authority and all bidders.
4. The Secretary shall record all meetings and also any unavoidable situations in writings.
5. All members of the committee must submit ethical statement that there is no conflict of interest. If member is already somehow have interest prior to the committee he must disclose to the University in writing and get clearance from the committee. In other case he shall not be considered as part of the committee for specific proceeding. Interest can be of any type financial as well non-financial. For example, a relative of a member is working in / for potential bidders company.
6. All members submit their fit for proper criteria scores after each quarter end.
7. The committee as whole shall be responsible for preparing / reviewing and approving bidding documents. The committee can assign this task to a subcommittee duly recorded in writing, however, the final responsibility lies with the committee. The committee shall do this exercise within 15 working days from receipt of request for tender from respective concerned departments and report same to the Competent Authority within due time for information.


8. It will responsibility of the Committee to prepare / review/ and approve engineering estimates/ rate analysis and or market survey before hoisting of tender and Advertisement. The committee may delegate these tasks in writing to a subcommittee, however, the final responsibility will lies with the committee. This exercise shall be done in not more than 10 working days in order to facilitate timely procurement from the day request is received for tender by concerned department. Approved estimates / analysis along with report shall be submitted with the competent authority for information within due time.
9. Open Competitive bids shall be used for procurement by the Committee. The committee shall choose a method of Procurement as per SPP Rules with relevance to tender and make compliance accordingly.
10. All communications with bidders shall be done as per Rules and in writing.
11. The committee must obtain two sets of Bidding Documents and one to be handed over to Internal Audit Directorate upon receipt for record purpose only and will not be reviewed or evaluated unless permitted for some reason.
12. The committee shall conduct self-review assessment of its proceedings not later than 10th day of month following each quarter end. Such assessments shall include brief information on number of procurement done successfully, canceled (along with basis for such and must have strong valid reason), complain received and its suggested solutions. This report to be shared with the Competent Authority and Internal Audit Directorate as per Timeliness i.e. 15th day of month after each quarter.
13. The committee shall prefer to conduct evaluation by themselves on specific date and time of all submitted bids. Any evaluation remarks shall be recorded by secretary in writing and kept for record. If committee is handing over evaluation task to a subcommittee. The subcommittee shall also be notified in writing by the Registrar and it shall not be given with powers beyond rules or beyond these ToRs. Such notification shall be done on timely basis so that overall evaluation times as per Rules are not affected.
14. Committee as whole or any member of the committee shall not exercise power beyond limitations under Rules.
15. The committee shall act fair towards all bidders and same method and judgments to be used for all bidders during evaluation of Bids.
16. All submitted bids shall be responsibility of the Committee as a whole and shall be kept in safe and with confidentiality.
17. The committee shall evaluate bids only as per Rules and terms mentioned in bidding documents without exercising any act not specifically defined.
18. The committee shall consider all evidences which are specifically required under bidding documents as a matter of prudent. If bidding documents does not define specific documentary evidences, the same shall not be asked by bidder unless it is informed and agrees by all bidders.

19. Bids are to be evaluated on available evidences submitted against bidding documents criteria. No extra powers to be exercised. However, in case of clarification of bid Rule must be followed in true spirit and in writing. All bidders should be informed for same.
20. The committee may visit bidder's premises only if it is mentioned as a scoring criteria in bidding documents. The method shall be for all bidders.
21. The committee shall not hoist tender or evaluate with multiple interpretation of a particular clause. Each clause and criteria shall be definite and clear.
22. The committee shall act in the best interest of DUHS, work towards best evaluated bids and value for money at each stage of Procurement from procurement plan to award of Contract.
23. If a member of committee is aggrieved by any proceeding matter he shall report to the competent authority through secretary of the committee with valid reason along with supporting documents.
24. No member shall exercise influence over each other and respect the whole committee and its proceedings.
25. Annual performance of the committee shall be done and reports to be shared with the Competent Authority.
26. These ToRs shall not override any Rules or Regulations issued by SPP Authority.

NOTE:

All existing/previous procurement committees shall stand dissolved with immediate effect subject to any pending or ongoing existing assignments. These shall furnish report on completion of existing assignments and cease it further proceedings.

This University memorandum no. DUHS/Reg./2023/08-109 dated 25.08.2023, hereby cancelled / withdrawn with immediate effect.


(Dr. Ashar Afaq)
Registrar,
Dow University of Health Sciences
Karachi.

Copy to:

1. The Chairperson of the Committee, DUHS
2. All Members of the Committee, DUHS.
3. PA to the Vice Chancellor, DUHS.