### **BID EVALUATION REPORT**

1. Name of Procuring Agency:	Dow University of Health Sciences, Karachi
2. Tender Reference No:	NIT No: DUHS/W&S/2022/770 Bid Reference # DUHS/W&S-NIT/2022/088 Dated 27-Aug 2022. Corrigendum # DUHS/W&S/2022/ (Cor-2)/88 Dated 15-Sep-2022.
3. Tender Description:	Hiring of Services of Human Resource Outsourcing Firms (HR Firms) For Providing Skilled, Semi-Skilled & Unskilled Human Resource.
	Single Stage – Two Envelope, Clause 46(2) of SPPRA Rule 2010 (Amended Up to Date)
5. Tender Published:	<ul> <li>a. DUHS and SPPRA websites NIT # T00573-22-0004</li> <li>b. Daily Dawn (English language newspaper)</li> <li>c. Daily Jang (Urdu language newspaper)</li> <li>d. Daily Kawish (Sindhi language newspaper) on 29<sup>Th</sup> Aug, 2022 (Copy attached)</li> </ul>
6. Total Bid Documents Sold:	Nine (09) Nos.
7. Total Bids Received:	Four (04) Nos.
8. Technical Bid Opening date:	Sep 26, 2022 at 11:30 am.
9. No. of Bid technically qualified:	Two (02)
10. No. of Bid technically rejected:	: Two (02)
11. Financial Bid Opening date:	Oct 17, 2022 at 11:30 am.
12. Technical Evaluation Report:	Attached Annexure-1
13. Mandatory Criteria Report:	Attached Annexure-2
14. Summary of Technical & Financial Evaluation Reports	Attached Annexure-3

The Technical evaluation proposals finalized as under:

S #	Name of Companies	M/s. Catcos (Pvt) Ltd	M/s. Zafar & Sons (Pvt) Ltd	M/s. Ron Don Enterprises (Pvt) Ltd	M/s. Icon Consultants (Pvt) Etd Professor of Obst	Iusrat Sha s. FCPS. MHPE etrics & Gynecolo
1	Marks Obtained out of 100	80	52	-	Dow University of He	Chancellor alth & Sciences, Kara
2	Status	Qualified	Not Qualified not Responsive	Firm had not fulfilled the Mandatory Criteria hence Not Qualified	Qualified	have
3	Weightage (75%) Score	60	39		67.5	2/11/22

Page 2 of 2 thinks it Half for the set of t SYED SHERAZ HUSSAIN Senior Manager Finance Institute of Business Attornistration Karachi AN AHMED Mahager Finance Dow University of Health Sciences Director intersity of Health Sciences Karachi

Sealed Financial proposals of above two (2) technically qualified companies were opened. In the presence of the representatives of their firms while the financial proposals of technically disqualified companies was not opened and remained sealed.

S.No	Name of Company	Technical Marks (TM)	TM x (0.75) (75%)	Total Bid Amount	Bid Security =(2.5% of Total Annual Cost)	Name of Bank Pay order # & Date	Financial Marks Lowest Price / Quoted Price x 25 (25%)	Total Mark s (4+8)	Remarks
1	2	3	4	5	6	7	8	9	10
1	M/s. Icon Consultants (Pvt) Ltd	90	67.5	75,124,434/-	1,670,000/- (2.5% of Rs 66,481,800/-)	Bank Al Habib P.O # 09752791 Date 23-09-22	25.00	92.50	Accepted being most advantageous & Recommended for Award
2	M/s. Catcos (Pvt) Ltd	80	60	97,747,363/-	1,661,000/- & 83,000/- Total 1,744,000/- (2.5% of Rs 69,729,000/-)	Meezan Bank P.O # 00451402 04108632 Date 26-09-22 24-09-22 Respectively	19.21	79.21	Not recommended

After combined the Technical and Financial evaluation of proposals. The results are as under:

#### **Recommendations & Remarks:**

In the light of entire evaluation result (Technical & Financial) the M/s. Icon Consultants (Pvt) Ltd has obtained the highest marks and most advantageous bid.

Therefore it is recommended that contract may be awarded to **M/s. Icon Consultants (Pvt) Ltd** for the Hiring of Services of Human Resource Outsourcing Firms (HR Firms) For Providing Skilled, Semi-Skilled & Unskilled Human Resource for Dow University of Health Sciences.





Karachi Mr, Syed Sheraz Hussain (External Member) Senior Manager Finance, Institute of Business Administration (IBA) Karachi

N AHMED anager Finance eralty of Health Sciences

Mr. Furqan Ahmed arachi (Member) Manager Finance Payable & Tax Dow University of Health Sciences

r Muzaffar Ali Shah Director lanning & Development Dow University of Health Sciences

Mr. Pir Muzaffar Ali Shah (Secretary / Member) Director Planning & Development, Dow University of Health Sciences

Prof. Dr. Nusrat Shah MBBS, MCPS. FCPS. MHPE Professor of Obstetrics & Gynecology Pro-Vice Chancellor Dow University of Health & Sciences, Karachi

Prof. Nusrat Shah (Chairperson) Pro-Vice Chancellor, Dow University of Health Sciences

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Hiring of Services of Human Resource Outsourcing Firms (HR Firms) For Providing Skilled, Semi-Skilled & Unskilled Human Resource.

NIT Ref No: DUHS/W&S/2022/770, Tender Reference No DUHS/W&S-NIT/2022/088 Corrigendum # DUHS/W&S/2022/(Cor-2)/88

### SUMMARY OF TECHNICAL AND FINANCIAL EVALUATION

#### After combined the Technical and Financial evaluation of proposals. The results are as under:

S.No	Description	Technical Marks	Technical Points	Total Bid Amount Including Taxes for mandatory items	Financial Marks Lowest Price / Quoted Price x 25	Total Marks (Best Evaluated )	Comparision with Estimated Cost	Grading	Remarks / Attachment
1	2	3	4(TM x 0.75)	5	6	7 (4+6)	8	9	10
1	M/s. Icon Consultants (Pvt) Ltd	90	67.5	75,124,434	25.00	92.50	Within 20% of Estimated Cost	1st	Accepted being most advantageous & Recommended for Award
2	M/s. Catcos (Pvt) Ltd	80	60	97,747,363	19.21	79.21	Above 20% of Estimated Cost	2nd	Not recommended

#### **RECOMMENDATION / REMARKS**

In the light of entire evaluation result (Technical & Financial) the M/s. Icon Consultants (Pvt) Ltd has obtained the highest marks and most advantageous bid. Therefore it is recommended that contract may be awarded to M/s. Icon Consultants (Rvf) Ltd for Hiring the Services of Human Resource Outsourcing Firms (HR Firms) For Providing Skilled, Semi-Skilled & Unskilled Human Resource for Dow University of Health Sciences. rsity of Health Sciences

**Pro-Vice Chancellor**,

Pir Muzaffar Ali Directan Planning & Developm

**Dow University of** Mr. Pir Muzaffar Ali Shah (Secretary / Member) **Director Planning & Development,** Dow University of Health Sciences

University DOW

Mr. Khalil Ur Rehman (Member) General Manager Finance, Dow University of Health Sciences

Lager Finance Mr. Furgan Altingedily of Health Sciences (Memberinitied) Manager Finance Payable & Tax Dow University of Health Sciences

Prof. Dr. Nusrat Shah MBBS, MCPS, FCPS, MHPF Professor of Obstetrics & Gynecology **Pro-Vice Chancellor** Dow University of Health & Sciences, Karachi

SYED SHERAZ HUSSAIN Senier Manager Finance Institute of Business Administration

Karachi

Mr. Syed Sheraz Hussain (External Member) Senior Manager Finance, Institute of Business Administration (IBA) Karachi

Prof. Nusrat Shah (Chairperson) Dow University of Health Sciences

### **COMPARATIVE STATEMENT OF FINANCIAL PROPOSALS**

Hiring of Services of Human Resource Outsourcing Firms (HR Firms) For Providing Skilled, Semi-Skilled & Unskilled Human Resource.

### NIT Ref No: DUHS/W&S/2022/770, Tender Reference No DUHS/W&S-NIT/2022/088 Corrigendum # DUHS/W&S/2022/(Cor-2)/88

S#	Break-up of Payment	Offer in % Age / Amo	unt per Employee
		M/s. Icon Consultants (Pvt) Ltd	M/s. Catcos (Pvt) Ltd
1	Handling Charges of of HR Firm including Employee's Insurance coverage cost against death (Natural & Accidental) and injury.PEPM	0.73% (Rs 182.50/- PEPM)	5.65% (Rs 1413.50/-PEPM)
2	SESSI Contribution Mandatory deduction as per Govt. Rate. PEPM	6% (Rs 1500/-PEPM)	6% (Rs 1500/-PEPM)
	EOBI Contribution Mandatory deduction as per Govt. Rate. PEPM	5% (Rs 650/-PEPM)	5% (Rs 1250/-PEPM)
4	Sindh Sales Tax Mandatory deduction as per Govt. Rnte. PEPM	13%.	13%.
	Income Tsx Mandatory deduction as per Govt. Rate. PEPM	3%.	3%.
6	Each Employee Gratuity Mandatory as per prevailing Labor Laws. PEPM	8.33% (Rs 2083.33/- PEPM)	8.33%. (Rs 2082.5/- PEPM))
7	Other Charges (if any, provide details).		
8	Other Charges (if any, provide details).		· · · · · · · · · · · · · · · · · · ·
	REMARKS	Accepted being the most Advantageous bid & Recommended for Award of Contract	Not Accepted, Firm has Quoted high Rates and Above 20% of Estimated Cost (Not recommended)
35	EOBI / SESSI / Sales Tax / Income Tax / Gratuit	y and other Government dedections will be pai	d at Actual.

#### Financial Proposal Recommendation / Remarks

It is Recommended that Contract may be Awarded to M/s. Icon Consultants (Pvt) Ltd at total value of Rs 75,124,434/- being the Most Advantageous bid received for the Hiring of Services of Human Resource Outsourcing Firms (HR Firms) For Providing Skilled, Semi-Skilled & Unskilled Human Resource for DUHS.

Pir Muzaffar Ali Si Director

Planning & Developpent Muzaffar Ali Shah Dow University of Health (Scoretary / Member) Director Planning & Development, Dow University of Health Sciences Mr. Khalil Ur Rehman (Member) General Manager Finance, Dow University of Health Sciences

QAN AHMED lager Finance Mr. Furgan Animed y of Health Sciences

Prof. Dr. Nusrat Shah

Mr. Furgan Ahmed yol hoard (Member) Karachi Manager Finance Payable & Tax Dow University of Health Sciences Mr. Syed Sheraz Hussain (External Member) Senior Manager Finance, Institute of Business Administration (IBA) Karachi

MBBS, MCPS. FCPS, MHPE Professor of Obstetrics & Gynecology Prof. Nusrat Shah (Chairperson) **Pro-Vice Chancellor Pro-Vice Chancellor**, Dow University of Health & Sciences, Karachi Dow University of Health Sciences

Page 1 of 2

Senior Manager Finance

#### MINUTES OF FINANCIAL BID OPENING MEETING

# Hiring of Services of Human Resource Outsourcing Firms (HR Firms) For Providing Skilled, Semi-Skilled & Unskilled Human Resource.

NIT No: DUHS/W&S/2022/770 Dated 27-Aug 2022. Bid Reference # DUHS/W&S-NIT/2022/088 and Corrigendum # DUHS/W&S/2022/ (Cor-2)/88 Dated 15-Sep-2022.

Date & Time: 17th Oct, 2022 at 11:30 a.m.

Venue: Office of the Director Planning & Development 5th Floor Admin Block DMC Campus near Civil Hospital Karachi.

A meeting of the Procurement Committee was held on 17th Oct, 2022 at 11:30 a.m to open and evaluate the financial bids for "Hiring of Services of Human Resource Outsourcing Firms (HR Firms) For Providing Skilled, Semi-Skilled & Unskilled Human Resource."

NIT No: DUHS/W&S/2022/770 Dated 27-Aug 2022. Bid Reference # DUHS/W&S-NIT/2022/088 and Corrigendum # DUHS/W&S/2022/ (Cor-2)/88 Dated 15-Sep-2022.

The participants include:

#### **PROCUREMENT COMMITTEE (SERVICES):**

Prof. Nusrat Shah (Chairperson) Pro-Vice Chancellor, Dow University of Health Sciences, Karachi.

Mr. Pir Muzaffar Ali Shah (Secretary / Member) Director Planning & Development, Dow University of Health Sciences, Karachi.

Mr. Furgan Ahmed (Member) Manager Finance Payable & Tax, Dow University of Health Sciences, Karachi.

Mr. Khaleel Ur Rehman (Member) General Manager Finance, Dow University of Health Sciences, Karachi.

Mr. Syed Sheraz Hussain (External Member) Senior Manager Finance, Institute of Business Administration (IBA) Karachi.

Prof. Dr. Nusrat Shah MBBS, MCPS, FCPS, MHPE Professor of Obstetrics & Gynecology **Pro-Vice Chancellor** 

Dow University of Health & Sciences, Karachi

Meeting started with recitation from the Holy QURAN. Chair welcomed the participants and then commenced the proceedings. Before opening of financial proposals, the Technical Evaluation result containing scores/marks obtained by all companies were also shared with their representatives. Sealed Financial proposals of Two (02) technically qualified firms were opened in the presence of their representatives.

The rates quoted by the technically qualified bidder were read aloud along with amount of 2.5% of bid security pay order attached by the bidders. Each rate in the comparative statement was confirmed form the original bid by the committee and recommendations were made, which were documented in the Bid Evaluation Report (BER).

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Manager Finance

Dow University of Health Sciences

Pir MuzaffariAlb Shap "-Director Planning & Development Dow Univers

Page 1 of 2 SYED SHERAZ HUSSAIN Senior Manager Finance MALEEL UR REMM General Manual Luna Institute of Business Administration Dow University Anny A Karachi Tinversity of Health Solut

# Summary of Technical and Financial Evaluation:

After combined Technical and Financial Evaluation of proposals, the results are as under:

S.No	Name of Company	Technical Marks (TM)	TM x (0.75) (75%)	Total Bid Amount	Bid Security =(2.5% of Total Annual Cost)	Name of Bank Pay order # & Date	Financial Marks Lowest Price / Quoted Price x 25 (25%)	Total Marks (4+8)	Remarks
1	2	3	4	5	6	7	8	9	10
1	M/s. Icon Consultants (Pvt) Ltd	90	67.5	75,124,434/-	1,670,000/- (2.5% of Rs 66,481,800/-)	Bank Al Habib P.O # 09752791 Date 23-09-22	25.00	92.50	Accepted being most advantageous & Recommended for Award
2	M/s. Catcos (Pvt) Ltd	80	60	97,747,363/-	1,661,000/- & 83,000/- Total 1,744,000/- (2.5% of Rs 69,729,000/-)	Meezan Bank P.O # 00451402 04108632 Date 26-09-22 24-09-22 Respectively	19.21	79.21	Not recommended

#### **Recommendations & Remarks:**

In the light of entire evaluation result (Technical & Financial) the M/s. Icon Consultants (Pvt) Ltd has obtained the highest marks and most advantageous bid.

Therefore it is recommended that contract may be awarded to **M/s. Icon Consultants (Pvt) Ltd** for the Hiring of Services of Human Resource Outsourcing Firms (HR Firms) For Providing Skilled, Semi-Skilled & Unskilled Human Resource for Dow University of Health Sciences.

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

6	Prof. Dr. Nusrat Shal
<ol> <li>Prof. Nusrat Shah (Chairperson)</li> <li>Pro-Vice Chancellor, Dow University of Health Sciences, Karachi.</li> </ol>	MBBS, MCPS. FCPS. MHPE Professor of Obstetrics & Gynecolog Pro-Vice Chancellor Dow University of Health & Sciences, Karac
<ol> <li>Mr. Pir Muzaffar Ali Shah (Secretary / Member)</li> <li>Director Planning &amp; Development, Dow University of Health Sciences, Karachi.</li> </ol>	Pir Muzaffar Ali Shal Director Planning & Development Dow University of Health Science
<ul> <li>Mr. Furqan Ahmed (Member) Manager Finance Payable &amp; Tax,</li> <li>3. Dow University of Health Sciences, Karachi.</li> </ul>	FURQAN AHMED Manager Finance Dow University of Health Sciences
<ul> <li>4. Mr. Khaleel Ur Rehman (Member)</li> <li>General Manager Finance, Dow University of Health Sciences, Karachi.</li> </ul>	W KHALEEL UR Paradet General Managet Finance Dow University Hospital Dow University of Health Sciences
<ul> <li>5. Mr. Syed Sheraz Hussain (External Member)</li> <li>5. Senior Manager Finance, Institute of Business Administration (IBA) Karachi.</li> </ul>	SYED SHERAZ HUSSAIN Sepior Manager Finance Institute of Business Administration

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Dated 17-Oct-2022

### **RECORD OF FINANCIAL BID OPENING**

# Hiring of Services of Human Resource Outsourcing Firms (HR Firms) For Providing

# Skilled, Semi-Skilled & Unskilled Human Resource.

NIT No : DUHS/W&S/2022/770 Bid Ref # DUHS/W&S-NIT/2022/088, Corrigendum # DUHS/W&S/2022/(Cor-2)/88

Note : The following Bid(s) were received by the closing deadline fixed on 26-Sep-2022 at 11:00 a.m and Financial bids were publicly opened on 17-Oct-2022 at 11:30 a.m.

NO.	BIDDER (Company / Firm / Contractor)	REPRESENTATIVE (Name)	DESIGNATION	CONTACT NUMBERS	COMPANY'S EMAIL ADDRESS (Atleast two)	SIGNATURE
1	CATCOS Private limited	Dilshad Ikian	Manager BD	0332-3277752	Sajid@catcos.com	D16 17-60:2022
2	ICORCONSUltants Prt Ltd.	USAMA	HR-Execut	0322-22906	ing 006099700P.0	A

### **BIDDERS ATTENDANCE SHEET**

Pir Muzaffar Ali Shah Director Planning & Dey Dow University of He

Prof. Dr. Nusrat Shah MBBS, MCPS, FCPS, MHPE **Professor of Obstetrics & Gynecology Pro-Vice Chancellor** Dow University of Health & Sciences, Karachi

SKED SHERAZ HUSSAIN Institute of Business Administration Karachi

Dow University Hospital

Dow University of Health Sciences

FURQAN AHMED Manager Finance Dow University of Health Sciences Karachi



# **ATTENDANCE SHEET**

# **PROCUREMENT COMMITTEE-SERVICES**

## FINANCIAL BID OPENING DATE 17-OCT-2022 AT 11:30 A.M

# Hiring of Services of Human Resource Outsourcing Firms (HR Firms) For

# Providing Skilled, Semi-Skilled & Unskilled Human Resource.

NIT No : DUHS/W&S/2022/770 Bid Ref # DUHS/W&S-NIT/2022/088, Corrigendum # DUHS/W&S/2022/(Cor-2)/88

S. NO	NAME OF MEMBERS	DESIGNATION	SIGNATURE
1	Prof.Dr Nusrat Shah (Chairperson)	Pro-Vice Chancellor,Dow University of Health Sciences DUHS	Prof. Dr. Nusrat S MBBS-MCPS. FCPS. MHF Professor of Obstetrics & Gyne Pro-Vice Chancello Dow University of Health & Sciences,
2	Mr.Pir Muzaffar Ali Shah (Secretary/ Member)	Director Planning & Development ,Dow University of Health Sciences DUHS	Pir Muzaffar Ali Sha Director Planning & Development Dow University of Health Science
3	Mr.Khaleel Ur Rehman (Member)	General Manager Finance,Dow University of Health Sciences DUHS	WattalEEEL UR In Financia General Manager Financia General Manager Hostof al Dow University of Health Sciences
4	Mr.Furqan Ahmed (Member)	Manager Finance Payable & Tax,Dow University of Health Sciences DUHS	FURQAN AHME FURQAN AHME W VI No Manager Finance Now University of Health Scient Karachi
5	Mr.Syed Sheraz Hussain (External Member)	Senior Manager Finance Institute of Business Administration (IBA) Karachi.	SYED SHERAZ HUSSAIN Senior Manager Finance Institute of Business Administration Karachi

#### Hiring of Services of Human Resource Outsourcing Firms (HR Firms) For Providing Skilled, Semi-Skilled & Unskilled Human Resource. NIT Ref No: DUHS/W&S/2022/770, Tender Reference No DUHS/W&S-NIT/2022/088 & Corrigendum # DUHS/W&S/2022/(Cor-2)/88

Annexure - 2

#### ELIGIBILITY CRITERIA FOR HR FIRM (MANDATORY REQUIREMENT)

S. NO:	HR FIRMs applying for being selected under the RFP must fulfill the following eligibility criteria:	M/s. Catcos (Pvt) Ltd	M/s. Zafar & Sons (Pvt) Ltd	M/s. Ron Don Enterprises (Pvt) Ltd	M/s. Icon Consultants (Pvt) Ltd
1.	HR FIRM blacklisted by any ministry/department of Govt/Provincial/Federal Govt, FIA/NAB or convicted by court shall not be eligible. HR FIRM also should not have defaulted either in works or in financial progress in any of their works with the Government departments or agencies. HR FIRM also should not be in litigation with DUHS. In this regard an Affidavit to be submitted on Rs. 100 stamp paper.	Attached	Attached	Not Attached	Attached
2.	Having minimum experience of five (5) years in similar nature of services.	Attached	Attached	Attached	Attached
3.	HR FIRM should have audited financial statement for the last three years from reputable audit firms.	Attached	Attached	Attached	Attached
4.	Average annual turnover (total income) in preceding three (3) years (on closing of last fiscal year) should be at least Rs. 100.000 million. demonstrated through Income Tax Returns (ITR – FBR), with audited statement of accounts details to be submitted	Attached	Attached	Attached	Attached
5.	Reference letters or Job Completion certificates / POs / works order /agreements of any two (2) ongoing or completed projects having accumulated yearly contract value of Rs. 100.000 million or above for providing the HR Services during the last 5 years.	Attached	Attached Only One Client Detail	Attached	Attached
6.	Having the valid Sindh Sales Tax (SST) Registration Certificate.	Attached	Attached	Attached	Attached
7.	HR FIRM must be available on 'List of Active Tax Payers' of FBR (for Income Tax) and SRB (For Sales Tax) websites.	Attached	Attached	Attached	Attached
8.	Having the valid certificate of Registration of Employees Old-Age Benefit Institution (EOBI).	Attached	Attached	Attached	Attached
9.	Having the valid certificate of Social Security Registration of employees.	Attached	Attached	Attached	Attached
10.	HR FIRM must attach the valid documentary evidence in support of eligibility / qualification and evaluation criteria and conformity with required terms and conditions of Scope of Work / Services given in the Tender Document.	Attached	Attached	Not Attached	Attached
11.	. HR FIRM must have secured minimum 70 qualification marks in Technical Evaluation as described in Section II, Para 19.	Secured More than 70 Marks	Obtain Less than 70 Marks	Secured More than 70 Marks	Secured More than 70 Marks
12.	Bidders past experience for Hiring of Services of Human Resource outsourcing firms (HR Firms) for providing skilled, Semi-Skilled and Unskilled Human Resource. Original satisfactory performance certificate with agreement, Work order must be attached as an evidence.	Attached	Attached	Attached	Attached
13.	Existing and any past service providers are only eligible for bidding upon providing Satisfactory Performance Certificates of recent	Not Applicable	Not Applicable	Unsatisfactory Certificate has been issued from Registrar Office	Attached
14.	Undertaking on Rs. 100/- stamp paper by the company to the effect that employee is paid monthly wages, not less than the minimum wages fixed by the government of Sindh from time to time. Any violation at any stage in this regard will render the company ineligible to work with DUHS	Attached	Attached	Not Attached	Attached
	Results	Technically Oualified	Technically Dis-Oualified	Technically Dis-Oualified	Technically Qualified Dr. Nusrat S

Pir Muzaffar Ali Shah Director Planning & Developmen Dow University of Health Sciences

FURQAN AHMED Manager Finance Dow University of Health Sciences Karachi SYED SHERAZ HUSSAIN Senior Manager Finance Institute of Business Administration Karachi ALEEL UR REHMAN MBBS, MCPS, FCPS, MHPE Professor of Obstetrics & Gynecolog Pro-Vice Chancellor Pro-Vice Chancellor Dow University of Health Sciences Sow University of Health Sciences Dow University of Health Sciences Hiring of Services of Human Resource Outsourcing Firms (HR Firms) For Providing Skilled, Semi-Skilled & Unskilled Human Resource. NIT Ref No: DUHS/W&S/2022/770, Tender Reference No DUHS/W&S-NIT/2022/088 Corrigendum # DUHS/W&S/2022/(Cor-2)/88

#### BID EVALUATION OF CRITERIA (TECHNICAL EVALUATION REPORT)

Sr. No	BID EVALUATION OF CRITERI Evaluation Criteria The Procurement Committees of DUHS shall evaluate the proposals.	Marks	Total Marks	M/s. Catcos (Pvt) Ltd	M/s. Zafar & Sons	M/s. Ron Don Enterprises	M/s. Icon Consultants
• 11		n sanala (h)			(Pvt) Ltd	(Pvt) Ltd	(Pvt) Ltd
a.	Head office and Regional offices:						1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1
	<ul> <li>(Please attach list of all offices with complete contact information &amp;</li> <li>Head Office with 4 or more regional offices</li> </ul>	10					
	Head Office with 3 regional offices	10	10	6	4	10	10
	Head Office with 2 regional offices	6					
-	Head Office with 1 regional office	4			_		
b. i.	Reference, Past Experience & Clientele Experience in handling outsourcing HR Service contracts						
1.	throughout Pakistan	2. 1		1		5 m Y 15 j	51 24
	(Credible documentary evidence must be provided in the form work	4,05	(m. 17. (av)	Contra to		Per . ( b. 199)	22
	More than 15 years	20	-				
	Between 13 – 15 years	16	20	16	8	16	20
						A DE LE COLLETTE	88. J. A. 36
	Between 9 – 12 years	12					
÷	Between 5 – 8 years	8		1.		1997 - Star	Carl Carl 1
	Less than 5 years	4					
ii.	Number of projects having accumulated yearly contract value of 20 million or above for providing the HR Services during the last 3 years (Credible documentary evidence must be provided in the form or						
	More than 10 Projects	10	10	8	0	6	10
	Between 8 – 10 Projects	8	10				10
	Between 5 – 7 Projects	6					Deep a second
	Between 2 – 4 Projects	4					
	Less than 2 Projects	0		•		1	1
ш.	Maximum number of personnel provided for outsourcing services         annually to largest client in last 3 years         (please provide certificate in the form or work order, contract         agreement, satisfactory performance in this regard, which will be         • Above 600 Personnel         • Above 500 Personnel         • Above 400 Personnel	20 16 12	20	20	20	4	20
	Above 300 Personnel	8					
	Below 200 Personnel	4					
'c.	HR Requirement & Services		_				
í.	Availability of ERP/MIS System (modern and specialized HR software):		10	10	0	10	10
	• Yes	10			U U	10	
	• No	0					
ii.	Relevant & valid ISO Certification (Credible documentary evidence must be provided)		10	10	0	10	10
	• Yes	10	10	10	U	10	10
	• No	0					
d.	Average Annual Turnover during last three (03) financial years (Audited Statements of Accounts and Income Tax Return Forms must be attached as supporting documents)						×.
	Above 250 Million	20					
	Above 200 Million	15					
i.	Above 150 Million	10	20	10	20	20	10
	Above 100 Million	5				20	

Prof. Dr. Nusrat Sha MBBS, MCPS. FCPS. MHPE

Professor of Obstetrics & Gynecology Pro-Vice Chancellor Dew University of Health & Sciences, Karachi

Pir Mazaffar Ali Shah Director Planning & Development **Dow University of Health Sciences**  Manager Finance Dow University of Health Sciences Institute of Business Administration General University Health Sciences Karachi Karachi

Dow University of Health Sciences

#### MINUTES OF TECHNICAL BID OPENING MEETING

### Hiring of Services of Human Resource Outsourcing Firms (HR Firms) For Providing Skilled, Semi-Skilled & Unskilled Human Resource.

Held at VC Board Room 4<sup>th</sup> Floor Admin Block DOW University of Health Sciences (DMC Campus), Near Civil Hospital Karachi On 26<sup>th</sup> Sep<sup>2022</sup> at 11:30 a.m

A meeting was held under the chairperson of Prof. Nusrat Shah Pro-Vice Chancellor, Dow University of Health Sciences DUHS, and Chairpersonship of Procurement Committee-Services open and the bids for "Hiring of Services of Human Resource Outsourcing Firms (HR Firms) For Providing Skilled, Semi-Skilled & Unskilled Human Resource."

NIT No: DUHS/W&S/2022/770 Dated 27-Aug 2022. Bid Reference # DUHS/W&S-NIT/2022/088 and Corrigendum # DUHS/W&S/2022/ (Cor-2)/88 Dated 15-Sep-2022.

The participants include:

#### PROCUREMENT COMMITTEE (SERVICES):

**Prof. Nusrat Shah (Chairperson)** Pro-Vice Chancellor, Dow University of Health Sciences, Karachi.

Mr. Pir Muzaffar Ali Shah (Secretary / Member) Director Planning & Development, Dow University of Health Sciences, Karachi.

Mr. Furqan Ahmed (Member) Manager Finance Payable & Tax, Dow University of Health Sciences, Karachi.

Mr. Khaleel Ur Rehman (Member) General Manager Finance, Dow University of Health Sciences, Karachi.

Mr. Syed Sheraz Hussain (External Member) Senior Manager Finance, Institute of Business Administration (IBA) Karachi.

#### PARTICIPANT BIDDERS WITH NAME OF REPRESENTATIVE

- 1. Mr. Dilshad Ikram
- 2. Mr. Muhammad Athar
- 3. Mr. Usama Jameel
- 4. Mr. Abid uz Zafar

Pir Muza Director Planning & Development Dow University of Health Sciences

M/s. Catcos (Pvt) Ltd M/s. Ron Don Enterprises (Pvt) Ltd M/s. Icon Consultants (Pvt) Ltd M/s. Zafar & Sons (Pvt) Ltd

AHMED nager Finance Dow University of Health Sciences Karachi

Prof. Dr. Nusrat Shah MBBS, MCPS, FCPS, MHPE Professor of Obstetrics & Gynecology Pro-Vice Chancellor Dow University of Health & Sciences, Karachi

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SYED SHERAZ HUSSAIN Senior Manager Finance Institute of Business Administration Karachi

Meeting started with recitation from the Holy QURAN. Chair welcomed the participants and then commenced the proceedings. Forum was apprising that the Notice Inviting Tender, NIT No: DUHS/W&S/2022/770 Bid Reference # DUHS/W&S-NIT/2022/088 Dated 27-Aug 2022, was hoisted on the DUHS, SPPRA websites NIT # T00573-22-0004 and the same was published in 3 widely circulated leading daily newspaper of English, Urdu and Sindhi languages viz. Daily Dawn, Daily Jang and Daily Kawish on 29<sup>th</sup> Aug, 2022 and Corrigendum # DUHS/W&S/2022/ (Cor-2)/88 Dated 15-Sep-2022.

The receipt of bids was closed at 11:00 a.m on 26<sup>th</sup> July-2022 as per revised scheduled date and time. There are only four (04) Bidders submitted their bids from the Nine (09) bidders who purchased the bidding documents:

It was briefed to the participant that initially, only Technical Bid / Proposal 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 Bid / Proposal of technically qualified bid shall be opened publicly at a time, date and venue announced and communicated to the bidder in advance. Financial Bid / Proposal found technically disqualified / non-responsive shall be returned un-opened to the respective bidder(s). Accordingly, prior to evaluate bid in depth, preliminary examination of the bid was made by the procurement committee.

Bidder was informed that the detailed technical evaluation will be carried-out and communicate, and there after Financial Bid will be opened in presence of the bidder's representative(s).

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

Prof. Nusrat Shah (Chairperson) Pro-Vice Chancellor, Dow University of Health Sciences, Karachi.	Prof. Dr. Nusrat Shah MBBS. MCPS. FCPS. MHPE Professor of Obstetrics & Gynecology Pro-Vice Chancellor Dow University of Health & Sciences, Karachi
Mr. Pir Muzaffar Ali Shah (Secretary / Member) Director Planning & Development, Dow University of Health Sciences, Karachi.	Pir Muzaffar Ali Shah Director Planning & Development Dow University of Health Sciences
Mr. Furqan Ahmed (Member) Manager Finance Payable & Tax, Dow University of Health Sciences, Karachi.	FURQAN AHMED Manager Finance Dow University of Health Sciences Karachi
Mr. Khaleel Ur Rehman (Member) General Manager Finance, Dow University of Health Sciences, Karachi.	WKHALEEL UR REMMeren General Manager Finance Dow University Hospital Bow University of Health Sciences
Mr. Syed Sheraz Hussain (External Member) Senior Manager Finance, Institute of Business Administration (IBA) Karachi.	Step Step Step Step Step Step Step Step
	<ul> <li>Dow University of Health Sciences, Karachi.</li> <li>Mr. Pir Muzaffar Ali Shah (Secretary / Member) Director Planning &amp; Development, Dow University of Health Sciences, Karachi.</li> <li>Mr. Furqan Ahmed (Member) Manager Finance Payable &amp; Tax, Dow University of Health Sciences, Karachi.</li> <li>Mr. Khaleel Ur Rehman (Member) General Manager Finance, Dow University of Health Sciences, Karachi.</li> <li>Mr. Syed Sheraz Hussain (External Member) Senior Manager Finance, Institute of Business</li> </ul>



Dow Univ

DOW UNIVERSITY OF HEALTH SCIENCES, KARACHI

Dated 26-Sep-2022

### RECORD OF TECHNICAL BID OPENING

### Hiring of Services of Human Resource Outsourcing Firms (HR Firms) For Providing Skilled,

### Semi-Skilled & Unskilled Human Resource.

NIT No : DUHS/W&S/2022/770 Bid Ref # DUHS/W&S-NIT/2022/088, Corrigendum # DUHS/W&S/2022/(Cor-2)/88 Note :The following Bid(s) were received by the closing deadline fixed on 26-Sep-2022 at 11:00 a.m and Technical bids were publicly opened on the same date at 11:30 a.m BIDDEDS\_ATTENDANCE SHEET

NO.	BIDDER (Company / Firm / Contractor)	REPRESENTATIVE (Name)	DESIGNATION	CONTACT NUMBER	SIGNATURE
1	CATCOS PUE. Ltd. BON DON ENTER (PUE)4	Dilshad Skearn	Manager BD	0332-3277752	QIL
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9	Pir Muzaffar Ali Shah Director				
10	Planning & Development Dow University of Hearty Sciences	10/2		,	
PS, F stetri	srat Shah CPS. MHPE cs & Gynecology ancellor & Sciences, Karachi Karachi	r Finance Administration	Manager Finance Dow University of Health Scien Karachi	Dow	EL UR REHMAN I Manager Finance I Manager Finance University Hospital Versity of Health Sciences



# **ATTENDANCE SHEET**

### **PROCUREMENT COMMITTEE-SERVICES**

### **TECHNICAL BID OPENING DATE 26-SEP-2022 AT 11:30 A.M**

# Hiring of Services of Human Resource Outsourcing Firms (HR Firms) For Providing

# Skilled, Semi-Skilled & Unskilled Human Resource.

### NIT No : DUHS/W&S/2022/770 Bid Ref # DUHS/W&S-NIT/2022/088, Corrigendum # DUHS/W&S/2022/(Cor-2)/88

s. NO	NAME OF MEMBERS	DESIGNATION	SIGNATURE
1	Prof.Dr Nusrat Shah (Chairman)	Pro-Vice Chancellor,Dow University of Health Sciences DUHS	Prof. Dr. Nusrat Shah MBBS, MCPS, FCPS, MHPE Professor of Obstetrics & Gynecology Pro-Vice Chancellor Dow University of Health & Sciences, Karach
2	Mr.Pir Muzaffar Ali Shah (Secretary/ Member)	Director Planning & Development ,Dow University of Health Sciences DUHS	Pir Muzaffar Ali Sha Director Planning & Development Dow University of Health Science
3	Mr.Khaleel Ur Rehman (Member)	General Manager Finance,Dow University of Health Sciences DUHS	MALEEL UR REference General Nanager Finance Dow University Hospital Dow University of Health Sciences Dow University of Health Sciences
4	Mr.Furqan Ahmed (Member)	Manager Finance Payable & Tax,Dow University of Health Sciences DUHS	FURQAN AHMEI Manager Finance pow University of Health Science
5	Mr.Syed Sheraz Hussain (External Member)	Senior Manager Finance Institute of Business Administration (IBA) Karachi.	SYED SHERAZ HUSSA Senior Manager Ainance Institute of Business Administrat

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### **CERTIFICATE**

This is to certify that the prices are comparable with the Provision of market rates in respect of the technically qualified bids for the "Hiring of Services of Human Resource Outsourcing Firms (HR Firms) For Providing Skilled, Semi-Skilled & Unskilled Human Resource."

In respect of NIT No: DUHS/W&S/2022/770, Dated 27-Aug-2022 Tender Reference No DUHS/W&S-NIT/2022/088 and Corrigendum # DUHS/W&S/2022/(Cor-2)/88 Dated 15-Sep-2022 For which Technical bids were opened on 26-Sep, 2022 at 11:30 am and & Financial bids were opened on 17-Oct-2022 at 11:30 am.

1.	<b>Prof. Dr. Nusrat Shah (Chairperson)</b> Pro-Vice Chancellor, Dow University of Health Sciences, Karachi.	Prof. Dr. Nusrat Shah MBBS, MCPS. FCPS. MHPE Professor of Obstetrics & Gynecology Pro-Vice Chancellor Dow University of Health & Sciences, Karach
2.	Mr. Pir Muzaffar Ali Shah (Secretary / Member) Director Planning & Development, Dow University of Health Sciences, Karachi.	Pir Muzaffar Ali Shah Director Planning & Development Dow University of Health Sciences
3.	<b>Mr. Furqan Ahmed (Member)</b> Manager Finance Payable & Tax, Dow University of Health Sciences, Karachi.	FURQAN AHMED Manager Finance Dow University of Health Sciences Karachi
4.	<b>Mr. Khaleel Ur Rehman (Member)</b> General Manager Finance, Dow University of Health Sciences, Karachi.	WHALEEL UR REHMAN KHALEEL Wanager Finance General Wanager Finance Dow University of Health Sciences Dow University of Health Sciences
5.	Mr. Syed Sheraz Hussain (External Member) Senior Manager Finance, Institute of Business Administration (IBA) Karachi.	STED SHERAZ HUSSAIN Senior-Manager Finance Institute of Business Administration



No. DUHS/W&S/2022/ (Cor-2)/88

Dated: September 15, 2022

# CORRIGENDUM-II

Reference to Notice Inviting Tender (N.I.T) No: DUHS/W&S/2022/770, Dated: 27-08-2022 published in Daily Newspapers The Dawn (English), Daily Jang (Urdu) and Daily Kawish (Sindhi) as on 29th August, 2022.

HIRING OF SERVICES OF HUMAN RESOURCE OUTSOURCING FIRMS (HR FIRMS) FOR PROVIDING SKILLED, SEMI-SKILLED AND UNSKILLED HUMAN RESOURCE. (REF. NO. DUHS/W&S-NIT/2022/088)

The bidding document has been amended/corrected/ modified above-referred tender. All the interested eligible bidders are requested to please furnish their bid in accordance with the amended/corrected/ modified specifications, which may be downloaded from Dow University of Health Sciences (DUHS) and Sindh Public Procurement Regulatory Authority (SPPRA) website at PPMS NIT ID No. T00573-22-004.

Tender purchase and opening date for the subjected tender is further extended up-to 24th September, 2022 till 14:00 Hrs. Bids shall be opened on 26th September, 2022 at 11:30 Hrs. All others terms and condition will remain the same.

> ENGR. ABDUL RAHIM KHAN DIRECTOR Works & Services Department, Dow University of Health Sciences, Karachi. Baba-e-Urdu Road, Besides Civil Hospital, Karachi Tel/Fax # 021-99216065

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Prof. Dr. Nusrat Shah MBBS, MCPS. FCPS. MHPE Professor of Obstetrics & Gynecology **Pro-Vice Chancellor** Dow University of Health & Sciences, Karachi

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SKED SHERAZ HUSSAIN Senior Manager Finance Institute of Business Administration FURQAN ARMED Nanger Finance Dow University of Realth Sciences Karachi

Suzaffar All Shah Director Planning & Development Dow University of Health Sciences

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Prof. Dr. Nusrat Shah MBBS, MCPS. FCPS. MHPE Professor of Obstetrics & Gynecology **Pro-Vice Chancellor** Dow University of Health & Sciences, Karachi RURQAN AHMED Manager Finance Dow University of Health Sciences Karachi

Step SHERAZ HUSSAIN KHALEEL UR REHMAN Senior Manager Finance Institute of Business Administration Karachi Dow University Health Sciences Dow University of Health Sciences

Pir Muzaffar Ali Shah Director Planning & Development Dow University of Health Sciences

pap	er Date: 2022-08-20	DAWN	M D D M Roman Angen 20. Angen 20. An	Prof. Dr. Nusrat Shah MBBS, MCPS, FCPS, MHPE Professor of Obstetrics & Gynecology Pro-Vice Chancellor Dow University of Health & Sciences, Karachi
E No. I	DOW UNI	VERSITY OF HEALTH S	CIENCES	REHAN DA er Finance y Hospital y Hospital
from regis	University of Health So well-reputed Agenci	CE INVITING TENDE siences (DUHS), Karachi invites the bids fo es/Companies/Firms/Event Managers/ Board of Revenue (FBR), Income Tax I id Sales Tax.	or following services Organizers/having	CHALEL UR REHARAN General Manager Finance Dow University Hospikal Dow University of Health Scillings
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2.	with Dow Lab. Collec	rvices for Health facilities of DUHS along tions Points in Karachi city and across les Quetta & Hub city of Baluchistan	DUHS/W&S- NIT/2022/086	
3.		ervices for Academic and Administration	DUHS/W&S- NIT/2022/087	. 2 -
4.	Hiring of Services of I	Human Resource Oulsourcing Firms (HR Skilled, Semi-Skilled & Unskilled Human	DUHS/W&S- NIT/2022/088	SAIL
5.	Resource.	Management Services for 7th All Pakistan	DUHS/W&S- NIT/2022/089	<b>J SHERAZ HUSSAIN</b> enior Manager Finance e of Business Administratio
(HELC)		(Rupees Two Thousand Only) Non-Refunds and Draft in favor of Dow University of Health Single Stage - Two Envelope Procedure	Sciences, Karachi.	SHERA nior Manago of Busines
	Security	2.5% of the total bid value in the form of Guarantee/Demand Draft/Pay Order in University of Health Sciences with the F	f CDR / Bank favor of Dow	SYED Sen
	chasing Date & Time	31-08-2022 to 16-09-2022 (11 a.m to 0	2 p.m)	U L
Ope (Sr.	s Delivery & ening Date & Time 1 & 2)	17-09-2022 at 11:00 a.m & 11:30 a.m.		MED Sciences
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terms Univ acco date In ca on th time.	s and conditions. Biddi ersity of Health Scier impanied by Bid Secu and time and bids of I use of any unforeseen the date of opening, bids. The Dow University o or all the bids subject t	e mentioned in the prescribed tender do ing documents can be download from SPF ices, website. Conditional Bids, Telegra rity of required amount and form, bids red Blacklisted firms will be rejected. situation or government holiday resulting schall be submitted / opened on next work / Health Sciences, Karachi (DUHS) reserv to the relevant provisions of SPP Rules 20	PRA website or Dow phic Bids, Bids not served after specific in closure of office ing day at the given es the right to reject	FUEDAN AHMED Jow University of Health Sciences Karachi
Offic	NING OF BIDS: e of the Director Plann pus), 5th Floor Admini DIRECTOR Works & Serv	ASING OF BIDDING DOCUMENTS, S ing & Development, Dow University of He. stration Block, Baba-e-Urdu Road near Ci vices Department, ty of Health Sciences, Karachi	alth Sciences (DMC	Ali Shah r elopment sath Sciences
				Pir Muzagar Ali Shah Director Planning & Development Dow University of Health Sciences

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Pir Muzaffar Ali Shah Director Planning & Development Dow University of Health Sciences

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Prof. Dr. Nusrat Shah MBBS, MCPS. FCPS. MHPE Professor of Obstetrics & Gynecology Pro-Vice Chancellor Dow University of Health & Sciences, Karachi

# 29-08-2022



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1.	Hiring of Security Services Company.	DUHS/W&S- NIT/2022/085
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14	Hinng of Services of Human Resource Outsourcin Firms) For Providing Skilled, Sant-Skilled & Unsk Resource	g Firms (HR DUHS.W&S- aled Human NiT/2022/098
5	Procurement of Event Management Services for 7th	Al Pakistan DUHS/W8.S- NIT/2022/089
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888	ت داد 17 سيپتمبر, 2022 سيم 11:00 ركورتالين پايين گوريو جيڪي ساڳلي ڏينهن منجهند 12:00 رگي كراميا ويندا	راڪ جمع ڪرائڻ/گلڻ جي تاريخ ۽ رق سيريل نمبر 3.کان 5)
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		دستاويز خريد ڪرڻ. جمع ڪرائڻ ۽

Prof. Dr. Nusrat Shah MBS, MCPS, FCPS, MHPE Professor of Obstetrics & Gynecology Pro-Vice Chancellor

Dow University of Health & Sciences, Karachi

KHALEEL UR REHMAN General Manager Finance Dow University Hospital Dow University of Health Sciences

SYED SHERAZ HUSSAIN Senior Manager Finance Institute of Business Administration Karachi

EUS House of the states Planning & Development ow University of Health Sciences Pir Muzaffar Ali Shah Dow E