

EVALUATION OF TECHNICAL PROPOSALS (Technical Points / Scoring)

**HIRING OF SERVICES OF HUMAN RESOURCE OUTSOURCING FIRMS (HR FIRMS)
FOR PROVIDING SKILLED, SEMI-SKILLED AND UNSKILLED HUMAN RESOURCE
RFP No. DUHS/DP/2020/114 Dated 23 September 2020
TECHNICAL PROPOSALS OPENED ON 13 OCTOBER 2020 at 01:30 P.M.**

Sr. No.	Evaluation Criteria	%age	Total Marks	Hussain International Services (Pvt) Limited	Icon Consultants (Private) Limited	M. M. Associates (Private) Limited	NKC (SMC-PVT) Ltd.	Outriders Pvt. Ltd.	Prime Human Resource Services Pvt. Ltd.	Ron Don Enterprises (Pvt.) Ltd.
a.	Head office and Regional offices: (Please attach list of all offices with complete contact information)		10	0	10	10	0	10	8	10
	- Head Office with 4 or more regional offices	100								
	- Head Office with 3 regional offices	80								
	- Head Office with 2 regional offices	60								
	- Head Office with 1 regional office	40								
b.	Reference, Past Experience & Clientele		20	0	16	8	16	16	8	20
i.	Experience in handling outsourcing HR Service contracts throughout Pakistan (Credible documentary evidence must be provided)									
- More than 15 years	100									
- Between 11 – 15 years	80									
- Between 8 – 10 years	40									
- Between 5 – 7 years	20									
- Less than 5 years	0									
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)		10	0	5	0	0	0	8	3
- More than 10 Projects	100									
- Between 8 – 10 Projects	80									
- Between 5 – 7 Projects	50									
- Between 2 – 4 Projects	30									
- Less than 2 Projects	0									
iii.	Maximum number of personnel provided for outsourcing services annually to largest client in last 3 years (please provide certificate in this regard, which will be subject to verification by the DUHS)		10	0	10	0	0	4	10	6
- Above 400 Personnel	100									
- Above 300 Personnel	80									
- Above 200 Personnel	60									
- Above 100 Personnel	40									
- Below 100 Personnel	0									
c.	HR Requirement & Services		10	0	4	2	0	0	4	2
i.	Customer satisfaction: (Please provide satisfactory performance letter / certificate issued during the last 3 years)									
- Above 20 Clients	100									
- Above 15 Clients	80									
- Above 10 Clients	60									
- Above 5 Clients	40									
- Above 2 Clients	20									
ii.	Availability of ERP/MIS System (modern and specialized HR software) (Credible documentary evidence must be provided)		10	0	10	0	0	0	10	10
- Yes	100									
- No	0									
iii.	Relevant & valid ISO Certification (Credible documentary evidence must be provided)		10	10	0	0	0	0	10	10
- Yes	100									
- 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)		20	6	20	20	20	6	20	20
- Above 150 Million	100									
- Above 100 Million	70									
- Above 50 Million	50									
- Above 25 Million	30									
- Below 25 Million	0									
Total Marks			100	16	75	40	36	36	78	81
REMARKS / FINDINGS				Not Responsive / Disqualified	Responsive / Qualified	Not Responsive / Disqualified	Not Responsive / Disqualified	Not Responsive / Disqualified	Responsive / Qualified	Responsive / Qualified

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BIDDER'S COMPLIANCE TO ELIGIBILITY / QUALIFICATION CRITERIA FOR HR FIRM(MANDATORY REQUIREMENT) AS PER CLAUSE 9 OF SECTION II: INSTRUCTIONS TO RESPONDENT

**HIRING OF SERVICES OF HUMAN RESOURCE OUTSOURCING FIRMS (HR FIRMS)
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S#	Qualification Criteria Parameters	Hussain International Services (Pvt) Limited	Icon Consultants (Private) Limited	M. M. Associates (Private) Limited	NKC (SMC-PVT) Ltd.
i.	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.	C	C	C	NC
ii.	Having minimum experience of five (5) years in similar nature of services.	NC	C	C	C
iii.	HR FIRM should have audited financial statement for the last three years from reputable audit firms.	C	C	C	C
iv.	Average annual turnover (total income) in preceding three (3) years should be atleast Rs. 25.000 million.	C	C	C	C
v.	Reference letters or Job Completion certificates of any two (2) ongoing or completed projects having accumulated yearly contract value of Rs. 20.000 million or above for providing the HR Services during the last 5 years.	NC	C	NC	NC
vi.	Eligible entities should be registered with any relevant authority, if applicable. (Please attach valid registration certificate).	N/A	N/A	N/A	N/A
vii.	Having the valid NTN Certificate.	C	C	C	C
viii.	Having the valid Sindh Sales Tax (SST) Registration Certificate.	C	C	C	C
ix.	HR FIRM must be available on 'List of Active Tax Payers' of FBR (for Income Tax) and SRB (For Sales Tax) websites.	C	C	C	C
x.	Having the valid certificate of Registration of Employees Old-Age Benefit Institution (EOBI).	C	C	C	C
xi.	Having the valid certificate of Social Security Registration of employees.	NC	C	C	C
xiii.	HR FIRM must have secured minimum 70 qualification marks in Technical Evaluation as described in Section II, Para 19.	16 Marks	75 Marks	40 Marks	36 Marks
REMARKS / FINDINGS		Technically not qualified / not responsive	Technically Qualified / Responsive	Technically not qualified / not responsive	Technically not qualified / not responsive

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BIDDER'S COMPLIANCE TO ELIGIBILITY / QUALIFICATION CRITERIA FOR HR FIRM (MANDATORY REQUIREMENT) AS PER CLAUSE 9 OF SECTION II: INSTRUCTIONS TO RESPONDENT

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S#	Qualification Criteria Parameters	Outriders Pvt. Ltd.	Prime Human Resource Services Pvt. Ltd.	Ron Don Enterprises (Pvt.) Ltd.
i.	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.	C	C	C
ii.	Having minimum experience of five (5) years in similar nature of services.	C	C	C
iii.	HR FIRM should have audited financial statement for the last three years from reputable audit firms.	C	C	C
iv.	Average annual turnover (total income) in preceding three (3) years should be atleast Rs. 25.000 million.	C	C	C
v.	Reference letters or Job Completion certificates of any two (2) ongoing or completed projects having accumulated yearly contract value of Rs. 20.000 million or above for providing the HR Services during the last 5 years.	NC	C	C
vi.	Eligible entities should be registered with any relevant authority, if applicable. (Please attach valid registration certificate).	N/A	N/A	N/A
vii.	Having the valid NTN Certificate.	C	C	C
viii.	Having the valid Sindh Sales Tax (SST) Registration Certificate.	C	C	C
ix.	HR FIRM must be available on 'List of Active Tax Payers' of FBR (for Income Tax) and SRB (For Sales Tax) websites.	C	C	C
x.	Having the valid certificate of Registration of Employees Old-Age Benefit Institution (EOBI).	C	C	C
xi.	Having the valid certificate of Social Security Registration of employees.	C	C	C
xiii.	HR FIRM must have secured minimum 70 qualification marks in Technical Evaluation as described in Section II, Para 19.	36 Marks	78 Marks	81 Marks
REMARKS / FINDINGS		Technically not qualified / not responsive	Technically Qualified / Responsive	Technically Qualified / Responsive

C = COMPLIED

NC = NOT COMPLIED

N/A = NOT APPLICABLE

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COMPARATIVE STATEMENT AND PURCHASE RECOMMENDATION / PROPOSAL

ANNEXURE - 4

HIRING OF SERVICES OF HUMAN RESOURCE OUTSOURCING FIRMS (HR FIRMS)

FOR PROVIDING SKILLED, SEMI-SKILLED AND UNSKILLED HUMAN RESOURCE

RFP No. DUHS/DP/2020/114 Dated 23 September 2020

TECHNICAL PROPOSALS OPENED ON 13 OCTOBER 2020 at 01:30 P.M.

FINANCIAL PROPOSALS OPENED ON 27 OCTOBER 2020 at 12:00 NOON

S #	Break-up of Payment	OFFER IN %AGE / AMOUNT		
		M/s. Icon Consultants (Private) Limited	M/s. Ron Don Enterprises (Pvt.) Ltd.	M/s. Prime Human Resource Services Pvt. Ltd.
1	Service Charges / Commission Rate of HR Firm including Employee's Insurance coverage cost against death (Natural & Accidental) and injury.	1.43% (Rs. 286/- PEPM)	3%	3.9%
2	SESSI Contribution Mandatory deduction as per Govt. Rate	6% (Rs. 1,200/- PEPM)	6% (Rs. 1,050/- PEPM)	6%
3	EOBI Contribution Mandatory deduction as per Govt. Rate	5% (RS. 650/- PEPM)	5% (RS. 650/- PEPM)	5%
4	Sindh Sales Tax Mandatory deduction as per Govt. Rate	13% (Rs. 277/68 PEPM)	13%	13%
5	Income Tax Mandatory deduction as per Govt. Rate	3% (Rs. 8/58 PEPM)	3%	3%
6	Each Employee Gratuity Mandatory as per prevailing Labour Laws	8.33% (Rs. 1,666/67 PEPM)	8.33% (Rs. 1,666/- PEPM)	8.33% (Rs. 1,667/- PEPM)
7	Contractual Liability Insurance	-	-	Rs. 100/- PEPM
8	Administrative / Supervisor Cost	-	-	Rs. 250/- PEPM
9	Group Life Insurance	-	0.75% (RS. 150/- PEPM)	-
GRADING		FIRST LOWEST	SECOND LOWEST	THIRD LOWEST
The lowest %age of Service Charges / Commission Rate of HR Firm per staff per month has been considered as lowest bid. EOBI / SESSI / SALES TAX / INCOME TAX / GRATUITY and other Government deductions will be paid AT ACTUAL.				

PEPM = PER EMPLOYEE PER MONTH

RECOMMENDATION / PURCHASE PROPOSAL

Recommended to award the contract to M/s. Icon Consultants (Private) Limited being the Lowest evaluated responsive bid.

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