	8-Dec-2021
	Bid Evaluation Report
	Supply of Scanners
Name of Procuring Agency	Sindh Insurance Ltd
Tender Ref no.	SIL/HO/SCANNER-2021
Method of Procurement	Single Stage Two Envelopes
Tender Description	Supply of Scanners
Tender Published	SPPRA S.No. T00013-21-0009 Dated November, 03, 2021
Total Bid Document Sold	2
Total Bid Received	2
Technical Bid Opening Date	19th October, 1600Hrs
Financial Bid Opening Date	19th October, 1600Hrs
No. of Bids Technically Qualified	2
Bids Rejected	1

s.	Company Name	Qualified/Disqualified in Technical / Eligibility Inspection	Cost of Bid Offered	Ranking In terms of Cost	Comparison With Estimated Cost (Rs. 3,000,000/-)	Reason for Acceptance/Rejection	Remarks
	1	2	3	4	5	6	7
1	M/s Apollo Telecom (Pvt) Limited	Technically qualified	Rs. 1,075,651 /-	2	Rs. 75,651/- Above the Estimated Cost	Accepted being the qualified bidder	Accpeted
2	M/s SeeSam Solutions (Pvt) Limited	Technically qualified but did not fulfil the terms & conditions	Rs. 796,000 /-	1	Rs.204,000/- Below the Estimated Cost	Rejected due to non- fulfiment of terms & conditions	Rejected

Note:- M/s Apollo Telecom (Pvt) Limited is awarded the tender of being the qualified bidder.

Procurement Committee Members

Mr. Nadeem Akhter

Sindh Insurance Ltd CFO & Company Secretary

Head of Procurement Committee

Ms. Meher Dinshaw Khory

Sindh Insurance Ltd Head-HR & Admin

Member

3 Muhammad Adnan Shakeel

Sindh Modaraba

Senir Manager Finance(AVP-I) Independent Member

IN MEMORY OF SHAHEED MOHTARMA BENAZIR BHUTTO



SIL/HO/ADMIN/2021-0344

6th December, 2021

M/s SeeSam Solutions (Pvt) Limited 43-10-G, Block-6, P.E.C.H.S Karachi.

Sub: Provision of Sample / Demo Unit (Tender for Supply of Scanners)

Dear Sir,

This is with reference to your letter dated 29th November, 2021 in response to our letter # SIL/HO/ADMIN/2021-0337 dated 26th November, 2021 in which you were given two more days to provide demo of the same model of the scanner which was offered in the bid and as mentioned in the terms & conditions of the technical specification, but no demo has been provided even after two weeks of the bid opening i.e, 19th November, 2021.

Keeping the above in view, you are informed that your bid is rejected on account of non-fulfilment of the agreed terms & conditions.

Nadeem Akhter

Head-Procurement Committee

Karachi - Pakistan.

+92-21-3564 0715 - 17 Tel : +92-21-3564 0714 Fax

www.sindhinsuranceltd.com

SeeSam Solutions (Private) Limited



November 29th, 2021

Mr. Nadeem Akhter Head of Procurement Committee Sindh Insurance Limited Karachi



Dear Mr. Akhter,

Refers to your Letter No. SIL / HO / ADMIN / 2021 – 0337 dated November 26th, 2021 subject Provision of sample / demo unit (tender for supply of scanners) issued to us in response of our bid submitted against Tender Ref. No. SIL/HO/SCANNERS-2021 due on November 19th, 2021.

We at SeeSam Solutions (private) Limited would like to inform you that the quoted Scanner Model AD345GF in subjected tender is the latest launched model by OEM of the equipment. Referring to your demo request we have placed order to OEM which shall be available in our store within 5 - 7 weeks' time.

Vide this letter we would like to request you, please allow us required time of 7 weeks (maximum) for demo of quoted model AD 345GF at the earliest availability of unit in store.

Hope you will consider our request.

Thanks & regards,

Faisal Hoda

Director Innovations & Growth

Email: faisal.hoda@seesam.biz

43-10-G Block 6, P.E.C.H.S., Karachi, Pakistan, Tel: (92 21) 3430 1934-36, 3453 0671-73 Fax: (92 21) 3430 1933 F-mail: solutions@seesam.biz

91-A, Block B, BOR Society, Johar Town, Lahore. Tel: (92 42) 3516 7701-2 Fax: (92 42) 3523 6493 E-mail: lahore@seesam.biz

Plot No. 2-H. Basement No.1 Chaudhry Market, Sector I-9/4 Islamabad. Tel: (92 51) 410 1901-03

E-mail: islamabad@seesam.biz

Hyderabad: (92 22) 278 7055 Sukkur: (92 71) 562 1699 Multan: (92 61) 457 5516 Rawalpindi: (92 51) 551 7353 Quetta: (92) 300 388 2718

Peshawar: (92) 333 516 1725

IN MEMORY OF SHAHEED MOHTARMA BENAZIR BHUTTO



SIL/HO/ADMIN/2021-0337

26th November, 2021

M/s SeeSam Solutions (Pvt) Limited 43-10-G, Block-6, P.E.C.H.S Karachi.

Sub: Provision of Sample / Demo Unit (Tender for Supply of Scanners)

Dear Sir,

This is with reference to the tender for supply of scanners opened on 19th November, 2021, in which you committed to provide the sample / demo unit within 2 days (copy of relevant page attached) and the matter was discussed by you with our Manager I.T during bid opening but no demo has been arranged as yet.

In view of the above, we are giving you two more working days to provide the demo of the same model of the Scanner which was offered in the bid and as mentioned in terms and conditions of technical specifications, otherwise your bid will be rejected.

Nadeem Akhter

Head-Procurement Committee

For 1 26/11/21



Scope of Work / Technical Specifications for - SIL

Technical Specification	on	
	SIL Requirement	SeeSam Offered AD345GF
General	HP / Canon / Epson or equivalent	Equivalent - Avision
Scanner type	Flatbed with Automatic Document Feeder (ADF)	Yes
ADF scan speed	Simplex: 50 ppm Or Higher Duplex: 100 ipm Or Higher	Simplex: 60 ppm Duplex: 120 ipm
Auto document feeder (ADF) input capacity	100 sheets	Yes
Interface	USB 2.0	USB 3.2 Gen 1 x 1
Optical resolution	600 x 600 dpi hardware	Yes
Scanning media types supported	Photo paper, Plain paper	Yes
Paper handling	A4, A5, Legal (Standard)	via ADF – Yes Flatbed – up to A4
Scan Mode	B/W and Color	Yes
Supported OS	Windows 10, Windows 8, Windows 7 (32 bit / 64 bit)	Yes
Warranty	At least 01-year Hardware Warranty with onsite support from Principle AND Vender (Parts Exchange Centre Should be in Karachi). In case of International Warranties, the local authorized dealers should mention their service and warranty setup, details of qualified engineers, etc." Please mention the country of origin / manufacturing / assembly of the quoted brand / model.	Agreed

Note:

- 1. The tender will be dealt as per single stage two envelope method i.e. the financial and technical bids will be opened at one time and after announcing of financial bids, the contract will be awarded to a bidder who qualifies the eligibility criteria & Offered lowest evaluated financial bid.
 - Agreed
- 2. This is a Single Stage one envelop procedure, therefore 1st lowest bid will be evaluated first. If the 1st lowest bidder is disqualified evaluation criteria, then next lowest bid will be evaluated. Similarly if 2nd bidder is disqualified, then 3rd lowest bidder will be evaluated and so on. On qualification of a bidder during this process no further evaluation will be done.
 - o Agreed
- 3. Selected bidder must provide a demo/sample unit immediately (within two working days) for necessary inspection/verification of the specifications.
 - Agreed, Subject to availability of demo unit in stock



Bidders Qualification Report

S. No.	Requisite	Total Marks	M/s SeeSam Solutions	M/s Apollo Telecom	Remarks	Attachment of relevant evidence in each case is required. In case of non-	
1	Firm's Status	15	15	15	Public / Private Ltd.	NTN Certificate / Letter of	
		10			Partnership Firm	Incorporation / Partnership	
		05			Sole Proprietorship	Agreement /Company	
					and the second of the second s	Registration/ Sales Tax	
2	Cliental List	20	20	20	10 and above	Supply of I.T related products	
		15		And divinous and and and	8 and above	made during the period.	
		10			5 and above	List to be attached.	
•	Years in Business	20	20	20	5 Years and above	Enclose Documentary	
500	in relevant field	15		4 years and above		evidence	
		10			3 years and above		
4	Set-up	15	15		Importer / Authorized distributors	Certificate required if Authorized distributor	
		10		10	Others		
	Cumulative Turn	15	15	15	On an average of	Financial report / Tax	
5	Over in Last 3	13			2 Million and above	Return	
	Years	10			On an average of		
		*			1 Million and above		
6	No of	15	15	15	Above 02	Addresses & Landline	
	offices/outlets/ branches	10			Upto 02	Numbers	
		5		05	only 01		
	Total Marks	100	100	95	Both biddes q	racefiel	

Mr. Na Steen AKG IE

Mr. Meher Dinshaw Know

M. Adman Shaker

IN MEMORY OF SHAHEED MOHTARMA BENAZIR BHUTTO

SINDH INSURANCE

OPENING OF BIDS FINANCIAL PROPOSALS

Supply of Scanners

Dated: 19/11/2021

S.no	Company Name	Total	Signature of Company Representative	Remarks
1	M/1 Apollo	1075,65	21- July	
2	M/s Apollo M/s Sectan	796,000	or Arry	
3				ſ
4				
5	/ .			
6				

Procurement Committee Memebers

Mr. Nadeem Akhter

Sindh Insurance Ltd CFO & Company Secretary Chairman

Ms. Meher Dinshaw Khory

Sindh Insurance Ltd

Member

Mr. Muhammad Adnan Shakeel

Sindh Mdaraba Asst.Manager Finance(AVP-II) Independent Member

Meher Behrana

Meher Behrana

19/11/2

SeeSam Solutions (Private) Limited



November 19th, 2021

Head of Administration Division

Sindh Insurance Ltd. **Head Office** 1st Floor, Imperial Court, Dr. Ziauddin Ahmed Road, Karachi

Dear Sir,

This is with reference to your tender document No. SIL/HO/Scanners-2021 having closing dated 19th November 2021, Tender for Supply of Scanners. First of all we would like to say thanks to give us an opportunity to show the unparalleled advantages of the latest devices.

Every organization wants innovative products and solutions which not only help them to improve their productivity but easy to install, easy to manage and easy to buy; also prefer to have a single source who has wide range of capabilities and knowledge. To be acknowledged and trusted by our clients, we provide one window solutions with the world class brands like nashuatec, & others.

SeeSam Solutions is proud to be associated with Ricoh International (RIBV) for distributing their nashuatec products in Pakistan and offering their complete Managed Document Services (MDS) & Managed Print Services (MPS). Nashuatec brand provides cutting-edge IT based hardware and software solutions for the document life cycle.

For demanding general office and professional environments, our advanced, high-quality multifunctional products deliver all the benefits of combined digital local/ network printing, copying, scanning and faxing. Enhanced with document workflow solutions, our products provide the productive and efficient answer to all your needs.

We hope that you find our proposal covering all your requirements with the complete satisfaction guaranteed by SeeSam.

Sincerely

Aamir Aziz Khan

Executive Director Commercial

Email: aamir@seesam.biz

Encl: Pay Order No. 08 77 5376, amounting Rs. 16,500 Dated: 18th Nov 21 drawn on Bank

Al Habib Limited., Citi Tower Branch, Karachi

Corporate Office / Karachi Office

43-10-G Block 6, P.E.C.H.S., Karachi, Pakistan. Tel: (92 21) 3430 1934-36, 3453 0671-73 Fax: (92 21) 3430 1933 E-mail: solutions@seesam.biz

Lahore Office

91-A, Block B, BOR Society, Johar Town, Lahore. Tel: (92 42) 3516 7701-2 Fax: (92 42) 3523 6493 E-mail: lahore@seesam.biz

Islamabad Office

Plot No. 2-H, Basement No.1 Chaudhry Market, Sector I-9/4 Islamabad.

Tel: (92 51) 410 1901-03 E-mail: islamabad@seesam.biz Hyderabad: (92 22) 278 7055 Sukkur: (92 71) 562 1699

Multan: (92 61) 457 5516 Rawalpindi: (92 51) 551 7353 Quetta: (92) 300 388 2718 Peshawar: (92) 333 516 1725

SeeSam Solutions (Private) Limited



BID FORM

FORM OF BID

Tender Reference No: SIL/HO/SCANNERS-2021

Dated: 19th Oct, 2021

Annexure

Head of Administration Division

Sindh Insurance Ltd. **Head Office** 1st Floor, Imperial Court, Dr. Ziauddin Ahmed Road, Karachi

Gentleman,

Having examined the bidding documents, the receipt of which is hereby duly acknowledged, we, the undersigned, offer, in conformity with the said bidding documents for the sum of Rs. 796,000/- seven hundred ninety-six thousand only currency

We understand that all the Annexures attached hereto form part of this Bid

We undertake, if our Bid is accepted, for supply of scanners to SIL (06 Units), that will be in accordance with the terms defined in the proposal and /or contract.

Our firm, including any subcontractors or suppliers for any part of the Contract, have nationalities from the following eligible countries **Pakistan**

If our Bid is accepted, we will obtain SIL Guarantee/Pay order in a sum equivalent to five percent (5%) of the Contract Price for the due performance of the Contract, in the form prescribed by SIL.

We agree to abide by this Bid for a period of ninety (90) days from the date fixed for Bid Opening and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

Until a formal Contract is prepared and executed, this Bid, together with your written acceptance thereof and your notification of award, shall constitute a binding Contract between us.

Commissions or gratuities, if any, paid or to be paid by us to agents relating to this Bid and to contract execution if we are awarded the contract, are listed below:

We understand that you are not bound to accept the lowest or any Bid you may receive.

Name & Address of Bidder in Block Capital SEESAM SOLUTIONS (PVT) LTD (43-10-G- BLOCK 6 PECHS KARACHI)

KARACHI

19th Oct day of

Friday 2021

Aamir Aziz Khan (Executive Director Commercial)

[Signature]

[In the Capacity of]

Duly authorized to sign Bid for and on behalf of SeeSam Solutions (Pvt) Ltd

Witness;

Signature;

Name:

Hadeed Khan

Address:

43-10-G-BLOCK 6 PECHS KARACHI

Occupation: **Private Services**

Corporate Office / Karachi Office

43-10-G Block 6, P.E.C.H.S., Karachi, Pakistan, Tel: (92 21) 3430 1934-36, 3453 0671-73 Fax: (92 21) 3430 1933

E-mail: solutions@seesam.biz

Lahore Office

91-A, Block B, BOR Society, Johar Town, Lahore. Tel: (92 42) 3516 7701-2 Fax: (92 42) 3523 6493

E-mail: lahore@seesam.biz

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Tel: (92 51) 410 1901-03

E-mail: islamabad@seesam.biz

Hyderabad: (92 22) 278 7055 Sukkur: (92 71) 562 1699 Multan: (92 61) 457 5516

Rawalpindi: (92 51) 551 7353 Quetta: (92) 300 388 2718 Peshawar: (92) 333 516 1725

PRICE SCHEDULE

(Applicable for the year 2021)

Name of Bidder: SeeSam Solutions (Pvt) Ltd

S.No	ltem .	Quantity	Unit Cost	*Total Amount
01	Scanners	04	Rs. 199,000/-	Rs. 796,000/-

^{*}This total amount will be taken as lowest submitted price offered by the vendor.

Note

- 1. The company will be considered disqualified from the very outset, if not GST registered.
 - Agreed
- 2. The cost must include all taxes, stamp duty (as applicable under Stamp Act 1989) duly stamped on the contract agreement, installation, commissioning, transportation and labor charges.
 - Agreed
- 3. No advance payment for the supply of equipment will be made, bills are only be processed for necessary payment on receipt of certificate of delivery/satisfaction from the concerned officer.
 - Agreed
- 4. Calculation of bid security. 2% of the *Total Amount will be submitted with the tender document as bid security in shape of Pay Order /Bank Guarantee in favor of Sindh Insurance Ltd.
 - Agreed attached with Financial Bid
- 5. In case it is reviled at any stage after installation of the equipment that the asked specification of the tender have not been met, the amount of the total installation of that specific equipment will be fined to the vendor with appropriate action as deemed necessary by the procurement committee
 - Agreea
- 6. The successful bidder will be the one whose total sum of cost is the lowest. As it is package tender, so no partial lowest cost will be considered for award of any work.
 - Agreed
- 7. Qualified company will also be bound to sign a bond/undertaking that in case of any observation arising in respect of quality of the equipment within the warranty period, the company will be liable to address it at his own cost, non-compliance of the same will result into initiation of a case against the company for non-commitment.
 - Agreed
- 8. All conditions in the contract agreement attached as Annexure G are part of this tender document.
 - Agreed
- 9. The tender will be considered cancelled if the contract agreement/performance security after due signature is not submitted with Admin Office after 5 days of completion of bid evaluation report hoisting period (7 days) on SPPRA website.
 - Agreed
- 10. The tender will stand cancelled if any of the given condition of the tender in not met in strictly as per the requisite of the tender document.
 - Agreed
- 11. In case the financial bids are the same, the successful bidder will be the one who has the highest turnover of the two bidders.
 - Agreed
- 12. Pre Bid Meeting: Within one week (For Any Clarification)
 - Agreed

Note. There can be subsequent modification or amendment to this specific tender for which it is advised to keep yourself abreast with the notification being hoisted on Sindh Insurance Ltd. & SPPRA website regularly.

Signature & Stamp of Bidder:

19/1/2

4. FINANCIAL PROPOSAL

PRICE SCHEDULE

(Applicable for the year 2021)

Name of Bidder	

S.No	Item	Quantity	Unit Cost	*Total Amount
01	Scanners	04	199,000/-	796,000/-

*This total amount will be taken as lowest submitted price offered by the vendor.

Note

The company will be considered disqualified from the very outset, if not GST registered.

 The cost must include all taxes, stamp duty (as applicable under Stamp Act 1989) duly stamped on the contract agreement, installation, commissioning, transportation and labor charges.

3. No advance payment for the supply of equipment will be made, bills are only be processed for necessary payment on receipt of certificate of delivery/satisfaction from the concerned officer.

4. <u>Calculation of bid security.</u> 2% of the *Total Amount will be submitted with the tender document as bid security in shape of Pay Order /Bank Guarantee in favor of Sindh Insurance Ltd.

5. In case it is reviled at any stage after installation of the equipment that the asked specification of the tender have not been met, the amount of the total installation of that specific equipment will be fined to the vendor with appropriate action as deemed necessary by the procurement committee

7. The successful bidder will be the one whose total sum of cost is the lowest. As it is package tender, so no partial lowest cost will be considered for award of any work.

8. Qualified company will also be bound to sign a bond/undertaking that in case of any observation arising in respect of quality of the equipment within the warranty period, the company will be liable to address it at his own cost, non-compliance of the same will result into initiation of a case against the company for non-commitment.

9. All conditions in the contract agreement attached as Annexure G are part of this tender document.

The tender will be considered cancelled if the contract agreement/performance security after due signature is not submitted with Admin Office after 5 days of completion of bid evaluation report hoisting period (7 days) on SPPRA website.

The tender will stand cancelled if any of the given condition of the tender in not met in strictly as per the requisite of the tender document.

12. In case the financial bids are the same, the successful bidder will be the one who has the highest turnover of the two bidders.

14. Pre Bid Meeting: Within one week (For Any Clarification)

Note. There can be subsequent modification or amendment to this specific tender for which it is advised to keep yourself abreast with the notification being hoisted on Sindh Insurance Ltd. & SPPRA website regularly.

Signature & Stamp of Bidder _

(in

Mehe Behrana



PRICE SCHEDULE

(Applicable for the year 2021)

Name of Bidder M/s Apollo Telecom Private Limited.

S.No	Item	Quantity	Unit Cost	*Total Amount
01	Scanners	04	PKR 268,913/- (Inc Tax)	PKR 1,075,652/- (Inc Tax)

^{*}This total amount will be taken as lowest submitted price offered by the vendor.

Note

- The company will be considered disqualified from the very outset, if not GST registered.
- 2. The cost must include all taxes, stamp duty (as applicable under Stamp Act 1989) duly stamped on the contract agreement, installation, commissioning, transportation and labor charges.
- 3. No advance payment for the supply of equipment will be made, bills are only be processed for necessary payment on receipt of certificate of delivery/satisfaction from the concerned officer.
- Calculation of bid security. 2% of the *Total Amount will be submitted with the tender document as bid security in shape of Pay Order /Bank Guarantee in favor of Sindh Insurance Ltd.
- In case it is reviled at any stage after installation of the equipment that the asked specification of the tender have not been met, the amount of the total installation of that specific equipment will be fined to the vendor with appropriate action as deemed necessary by the procurement committee
- The successful bidder will be the one whose total sum of cost is the lowest. As it is package tender, so no partial lowest cost will be considered for award of any work.
- 8. Qualified company will also be bound to sign a bond/undertaking that in case of any observation arising in respect of quality of the equipment within the warranty period, the company will be liable to address it at his own cost, non-compliance of the same will result into initiation of a case against the company for non-commitment.
- All conditions in the contract agreement attached as Annexure G are part of this tender document.
- The tender will be considered cancelled if the contract agreement/performance security after due signature is not submitted with Admin Office after 5 days of completion of bid evaluation report hoisting period (7 days) on SPPRA
- 11 The tender will stand cancelled if any of the given condition of the tender in not met in strictly as per the requisite of the tender document.
- In case the financial bids are the same, the successful bidder will be the one who has the highest turnover of the two bidders.
- 14. Pre Bid Meeting: Within one week (For Any Clarification)

Note. There can be subsequent modification or amendment to this specific tender for which it is advised to keep yourself abreast with the notification being hoisted on Sindh Insurance Ltd. & SPPRA website regularly.

Signature & Stamp of Bidder

Meha Behrara
19/11/21

2nd Floor. Royal Plaza. 30 East, Fazal-e-Haq Road,

Blue Area, Islamabad. 44000, Pakistan

Phone: +92 (0) 51 111 111 747

Fax: 051 280 1323

E-mail: apolloho@apollo.com.pk

www.apollo.com.pk

Financial Summary

· ·	HP Scanner							
S.No.	Item Description	User	Unit Price PKR	Total Price PKR	GST 17% PKR	Total Price		
1	HP ScanJet Enterprise Flow 7500 Flatbed Scanner	4	229,840	919,360	156,291	1,075,651		

Note: The above prices including with 1 Year Brand warranty.

*All Claims shall be done through Apollo Telecom.

Mches Behrona (19/11/2)





MINUTES OF THE OPENING OF THE TENDER (TECHNICAL / FINANCIAL PHASE)

TYPE OF PROCUREMENT	ADMIN / IT / CONSULTANT / MEDIA	
TENDER NAME	Supply of Scanners	
TYPE OF TENDER	SINGLE STAGE-ONE ENVELOPE / SINGLE STAGE-TWO ENVE	LOPE / TWO STAGE-TWO ENVELOPE
OPENING DATE	19-Nov-21	
OPENING TIME	1100 Hours	
ATTENDANCE MEMBER (PC)	Mr. Nadeem Akhter Ms. Meher Dinshaw Khory Mr. Muhammad Adnan Shakeel	
ATTENDANCE (REPS. OF BIDDERS)	Suleman A318 James 19pm	M/s Apollo M/s Seleman'
TOTAL BIDS ACCEPTED FOR EVALUATION	02	
TOTAL BIDS REJECTED		
REMARKS	Ms seesam solute the lowest bid be given within	but dens to > days. Othiwise, Then see
PROCUREMENT COMMITTEE	bid will be reject	THE V
Mr. Nadeem Akhter	19/11	
Ms. Meher Dinshaw Khory	Micha Behra	a-19/11/2
Mr. Muhammad Adnan Shakeel	- Chamber	_

Sindh Insurance Limited

ATTENDANCE SHEET

BID OPENING

Date:-

19-Nov-21

Supply of Scanners

Mo.	Company Name	Name of Company Representative	Contact No.	Signature
1	Smalls Telecon	Syleman dzig	0323-2383178	Henry
2	Seesam Solutions	Jones IRBAL	0333-2323	
3			/	
4				
5			/	

Signature of Procurement Committee

Mr. Nadeem Akhter Head-Procurement Committee

Ms.Meher Dinshaw Khory Member:-

Mr. Muhammad Adnan Shakeel Independent Member 19/11/21

Meha Behrona 19/11)