

**EVALUATION REPORT**  
**(As Per Rule 35 of PP Rules, 2004)**

1	Name of Procuring Agency	Ministry of Law and Justice
2	Method of Procurement	Single Stage One Envelope Procedure
3	Title of Procurement	Procurement of IT and Office Equipment under the Project titled "Archiving and Digitization of Legislations and Record of Ministry of Law and Justice"
4	Tender Inquiry No.	2(6)/2024-ADLR-DW
5	PPRA Ref. No. (TSE)	TS539201E
6	Date & Time of Bid Closing	27 <sup>th</sup> May, 2024, 1100 hrs
7	Date & Time of Bid Opening	27 <sup>th</sup> May, 2024, 1130 hrs
8	No. of Bids Received	Three (03) i. M/s Office Automation Group ii. M/s Shirazi Trading Company (Pvt) Limited iii. M/s CMPak
9	Qualification Criteria	As detailed in bidding documents.

10. Details of Bids Evaluated

S. No.	Bidder's Name	Evaluated Cost		Rule/Regulation/SBD*/Policy/Basis for Rejection / Acceptance as per Rule 35 of PP Rules, 2004.
		Unit Price (Rs)	Total Quoted Price (Rs)	
1.	<b>Computer Branded with Licensed Software (10 in Qty.)</b>			
	M/s CMPak	-	-	Found non-responsive and disqualified due to: a. Non-submission of following document/ information: i. Bid Security in the form of call deposit/bank draft/pay order. ii. Valid Income Tax Registration Certificate iii. Valid Sales Tax Registration Certificate iv. Authorization Certificate of the principal / manufacturer/ sole distributor v. Firm's at least 03 x similar projects executed / work orders undertaken in Pakistan with minimum worth of Rs. 05 Million or more during the last 03 years vi. Annual Turnover of Rs. 05 Million or more on average during the last three years
2.	<b>Laptop with Licensed Software (06 in Qty.)</b>			
	M/s CMPak	-	-	Found non-responsive and disqualified due to: a. Non-submission of following document/ information: i. Bid security in the form of call deposit/bank draft/pay order ii. Valid Income Tax Registration Certificate iii. Valid Sales Tax Registration Certificate

				<ul style="list-style-type: none"> <li>iv. Authorization Certificate of the principal / manufacturer/ sole distributor</li> <li>v. Firm's at least 03 x similar projects executed / work orders undertaken in Pakistan with minimum worth of Rs. 05 Million or more during the last 03 years</li> <li>vi. Annual Turnover of Rs. 05 Million or more on average during the last three years</li> </ul>
3.	<b>Laser Printer (03 in Qty.)</b>			
	M/s Shirazi Trading Company (Pvt) Limited	98,000/-	294,000/-	Qualified and lowest evaluated responsive bidder.
	M/s CMPak	-	-	<p>Found non-responsive and disqualified due to:</p> <ul style="list-style-type: none"> <li>a. Non-submission of following document/ information: <ul style="list-style-type: none"> <li>i. Bid security in the form of call deposit/bank draft/pay order</li> <li>ii. Valid Income Tax Registration Certificate</li> <li>iii. Valid Sales Tax Registration Certificate</li> <li>iv. Authorization Certificate of the principal / manufacturer/ sole distributor</li> <li>v. Firm's at least 03 x similar projects executed / work orders undertaken in Pakistan with minimum worth of Rs. 05 Million or more during the last 03 years</li> <li>i. Annual Turnover of Rs. 05 Million or more on average dur</li> </ul> </li> </ul>
4.	<b>Heavy Duty Photocopier/Scanner Machine (01 in Qty.)</b>			
	M/s Office Automation Group	981,000/-	981,000/-	Qualified, 1 <sup>st</sup> Lowest Evaluated Responsive Bidder
	M/s Shirazi Trading Company (Pvt) Limited	1,270,000/-	1,270,000/-	Qualified, 2 <sup>nd</sup> Lowest Evaluated Responsive Bidder
5.	<b>Book Scanner (01 in Qty.)</b>			
	M/s Shirazi Trading Company (Pvt) Limited	7,478,000/-	7,478,000/-	Qualified and responsive bidder.
6.	<b>ADF Scanner with Legal Flatbed (01 in Qty.)</b>			
	M/s Shirazi Trading Company (Pvt) Limited	1,87,700/-	187,700/-	Qualified and responsive bidder.
7.	<b>Dehumidifier (01 in Qty.)</b>			
	No Bid received.			

*\*Standard Bidding Documents (SBD)*

**11. Lowest Evaluated Bidder:**

**i. Computer Branded with Licensed Software (10 in Qty.)**

The firm M/s CMPak does not meet the mandatory requirement and stands disqualified. Therefore, the item may be **retendered**.

**ii. Laptop with Licensed Software (06 in Qty.)**

The firm M/s CMPak does not meet the mandatory requirement and stands disqualified. Therefore, the item may be **retendered**.

**iii. Laser Printers (03 in Qty.)**

The firm M/s Shirazi Trading Company (Pvt) Limited has quoted unit price of Rs. 98,000/- for laser printer. The rates quoted have been found reasonable after the market survey conducted by Market Survey Committee. The **laser printers (03 in quantity)** may be procured from **M/s Shirazi Trading Company (Pvt) Limited** at a bid price of **Rs. 294,000/-**.

**iv. Heavy Duty Photocopier/Scanner Machine (01 in Qty.)**

M/s Office Automation Group has been found the 1st lowest responsive and qualified bidder for procurement of Heavy Duty Photocopier. Therefore, Procurement Committee recommends procurement of **Heavy Duty Photocopier** from **M/s Office Automation Group** at a bid price of **Rs. 981,000/-**.

**v. Book Scanner (01 in Qty.)**

M/s Shirazi Trading Company (Pvt) Limited offered its bid for book scanner amounting to Rs. 7,478,000/-. The rate quoted has been found reasonable by Market Survey Committee. The procurement Committee is of the view that the item book scanner quoted by M/s Shirazi Trading Company (Pvt) Limited is at the higher side and is not within the allocated budget in PC-I. Therefore, it is recommended that the specifications of the book scanner may be reviewed in accordance with the allocated budget in PC-I and requirements etc. The item with reviewed specifications may be **retendered**.

**vi. ADF Scanner with Legal Flatbed (01 in Qty.)**

The firm M/s Shirazi Trading Company (Pvt) Limited has quoted unit price of Rs. 187,700/- for laser printer. The rates quoted have been found reasonable after the market survey conducted by Market Survey Committee. Therefore, **ADF Scanner with Legal Flatbed (01 in quantity)** may be procured from **M/s Shirazi Trading Company (Pvt) Limited** at a bid price of **Rs. 187,700/-**.

**vii. Dehumidifier (01 in Qty.)**

No firm participated against the item. Therefore, the item may be **retendered**.

  
(Gulam Hameed)  
Additional Director (L&M)  
(Member)

  
(Ali Abbas)  
Project Manager (ADLR)  
(Member)

  
(Usman Afzal)  
Procurement Expert  
(Member)

  
(M. Moazzam Warraich)  
Senior Planning Officer  
(Member)

  
(Muhammad Umar Aziz)  
Deputy Secretary (Dev)  
Chairman

**BID EVALUATION**  
**PROCUREMENT OF IT AND OFFICE EQUIPMENT**  
**FOR ARCHIVING AND DIGITIZATION OF LEGISLATIONS AND RECORD OF MINISTRY OF LAW AND JUSTICE**

<b>1. BID SECURITY (as per ITC 18.1 of Bidding Documents)</b>				
Sr. No.	Documentary Requirements	M/s Office Automation Group	M/s Shirazi Trading	M/s CMPak
1	Bid Security	Attached Allied Bank Limited CDR BBB15276680 dated 24 May, 2024 amounting to Rs. 20,000/- against item at S. No. 04 (Photocopier)	Attached Meezan Bank CDR 04043019 dated 23 May 2024 against amounting to Rs. 20,000/- against item at Sr. No. 04 (Photopier) Attached Meezan Bank CDR 04043020 dated 23 May 2024 amounting to Rs. 105,000/- against item at Sr. No. 05 (Book Scanners) Attached Meezan Bank CDR 04043021 dated 23 May 2024 amounting to Rs. 10,000/- against item at Sr. No. 03 (Laser Printer) Attached Meezan Bank CDR 04043022 dated 23 May 2024 amounting to Rs. 12,000/- against item at Sr. No. 6 (ADF Scanner with Flatbed)	Cheque No. 38415382 dated 27 May 2024 amounting to Rs. 145,000/- against items at Sr. No. 1(Computers), Sr.No. 2 (Laptops) and Sr. No. 03 (Laser Printers) Not Acceptable as the Bid Security shall be in the form of call deposit/bank draft/pay order
<b>2. MANDATORY REQUIREMENTS (as per Evaluation Criteria of Bidding Documents)</b>				
Sr. No.	Documentary Requirements (No Means Disqualification)			
1	Certificate of Incorporation with SECP or Registrar or relevant Registration authority showing organization's/firm's legal status.	YES 23 Oct 1995	YES 20 Jun 1975	YES 26 Apr, 2007
2	Valid Income Tax Registration Certificate	YES NTN 0721945-8 30 Mar, 2004	YES NTN 0712130-0 04 Aug 2000	Not Provided
3	Valid Sales Tax Registration Certificate (Status = Active with FBR)	YES 20 Jan 1998	YES 08 Jan 1998	Not Provided
4	Authorization Certificate of the principal / manufacturer/sole distributor certificate for items mentioned in bidding documents	YES	YES	Not Provided
5	Firm's at least 03 x similar projects executed/work orders undertaken in Pakistan with minimum worth of Rs. 05 Million or more during the last 03 years Documentary proof/evidence required. Attach work/supply order/contract agreement/ completion certificate.	YES	YES	Not Provided
6	Firm should be in operations for more than 05 years (Certificate of incorporation/ registration under the laws of Pakistan – Documentary proof/ evidence required)	YES	YES	Not Provided
7	Annual Turnover of Rs. 05 Million or more on average during the last three years Documentary proof/evidence required. (Attach financial statements/audited statements/bank statements, etc)	YES	YES	Not Provided
8	Bidder must provide an Affidavit on Non-judicial stamp paper of Rs. 100/- that bidder has never been under investigation for offence related to corrupt and fraudulent practices, under-invoicing, tax evasion, concealment, money	YES	YES	Provided
9	Bidder must provide an Affidavit on Non-judicial stamp paper of Rs. 100/- stating that the bidder is not blacklisted by any public sector organization in Pakistan	YES	YES	Provided
10	Details of litigations (if any) for default of services on Non-judicial stamp paper of Rs. 100/-.	YES	YES	Provided
<b>STATUS</b>		<b>QUALIFIED</b>	<b>QUALIFIED</b>	<b>DISQUALIFIED</b>

The firms M/s Office Automation Group and M/s Shirazi Trading Private Limited meet the mandatory requirements and stand qualified. M/s CMPak does not meet the mandatory requirement and stands disqualified.

**TECHNICAL AND FINANCIAL EVALUATION**

1	<b>Technical Specifications Required</b>		<b>M/s Shirazi Trading Company (Pvt) Limited</b>
	<b>Laser Printer</b>		<b>LBP 226dw</b>
	Print Technology	Laser Print (single tonner drum process)	Yes
	Speed	(Black) minimum 38 ppm or Higher	Yes
	Processor Speed	Minimum 1200 Mhz or Higher	Yes
	Print Quality	Print Quality (Black) Minimum 1200x1200 dpi or high	Yes
	Input Capacity	250 Sheets	Yes
	Output Capacity	125 Sheets	Yes
	Memory	Minimum 256 MB	Yes
	Duplex Printing:	Automatic	Yes
	Connectivity:	USB 2.0 or higher, GB-Ethernet 100/1000base-T Network.	Yes
	Warranty	01 Year	Yes
	<b>Quoted Bid Price Per Unit (Excl. of Taxes)</b>		<b>Rs. 83,051/-</b>
	<b>Quoted Bid Price Per Unit (Incl. of Taxes)</b>		<b>Rs. 98,000/-</b>

2	<b>Technical Specifications Required</b>		<b>M/s Office Automation Group</b>	<b>M/s Shirazi Trading Company (Pvt) Limited</b>
	<b>Heavy Duty Photocopier/Scanner Machine</b>		<b>Konika Minolta Bizhub450i</b>	<b>MFP Canon iR2945i</b>
	Speed	Minimum 45 copies per minute,	Yes	Yes
	Resolution	minimum (1200X1200 dpi(Print) or higher,	Yes	Yes
	Image Server Memory	minimum 2 GB	Yes	
	HDD	HDD 250 GB	Yes	Yes
	Zoom Range	25%-400%	Yes	
	Paper Size	A-3	Yes	
	Warn up time	maximum 35 Second,	Yes	
	Scan	Dual Scan/Auto Document Feeder/Auto Duplexing Unit, color display, Dry Mono/Dual component tonner projection	Yes	Yes
	Multiple Copying	minimum 999 sheets	Yes	Yes
	Drum life	minimum 100,000 copies	Yes	Yes
	<b>No. of Units</b>			<b>3</b>
	<b>Total Quoted Bid Price</b>			<b>Rs. 294,000/-</b>

Paper Capacity	Standard Paper capacity Cassettes 2 x 500 sheets 100 sheets bypass tray(80 G/M)	Yes	Yes
Tonner life	minimum 25,000 copies or higher,	Yes	Yes
Warranty	Warranty: 01-year free service along with replacement of defective parts	Yes	Yes
<b>Quoted Bid Price Per Unit (Excl. of Taxes)</b>		<b>Rs. 831,356/-</b>	<b>Rs. 1,076,271/-</b>
<b>Quoted Bid Price Per Unit (Incl. of Taxes)</b>		<b>Rs. 981,000/-</b>	<b>Rs. 1,270,000/-</b>
<b>No. of Units</b>		<b>1</b>	<b>1</b>
<b>Total Quoted Bid Price</b>		<b>Rs. 981,000/-</b>	<b>Rs. 1,270,000/-</b>
<b>Status</b>		<b>1st Lowest</b>	<b>2nd Lowest</b>

3	<b>Technical Specifications Required</b>		<b>M/s Shirazi Trading Company (Pvt) Limited</b>
	<b>Book Scanner</b>		<b>Bookeye 5 V2</b>
		V-Shaped & Flat Mode book cradle & V-Shaped Glass plate	Yes
	Scan Area	Minimum 460 x 620mm	Yes
	Screen Resolution	600 * 600 dpi	
	File Conversion	different formats (PDF, PDF/A, JPEG, PNM, TIFF decompressed, TIFF)	Yes
	Other Requirements	build in cpu with at least 8 GB RAM and, 240 GB SSD, at least 2 * USB 3.0 ports, and software functions must include: automatic finger print, removal, automatic book curve correction, digital color management, White Balance,	Yes
	Lamp Life	at least 50,000 hours	
	Warranty	01-year free service along with replacement of defective parts	Yes
	<b>Quoted Bid Price Per Unit (Excl. of Taxes)</b>		<b>Rs. 6,337,288/-</b>
<b>Quoted Bid Price Per Unit (Incl. of Taxes)</b>		<b>Rs. 7,478,000/-</b>	
<b>No. of Units</b>		<b>1</b>	
<b>Total Quoted Bid Price</b>		<b>Rs. 7,478,000/-</b>	

4	<b>Technical Specifications Required</b>		<b>M/s Shirazi Trading Company (Pvt) Limited</b>
	<b>ADF Scanner with Legal Flatbed</b>		<b>Canon DRC230 FSU 102</b>
	Scan Resolution	upto 600*600 dpi hardware, upto 600 dpi Optical or higher	Yes
	Scan Speed	ADF Minimum 30 ppm (Legal size flatbed) or higher	Yes
	Media Types	paper (plain, inkjet, photo), envelopes, cards (business, plastic)	Yes
	Scan Size	Maximum scan size (ADF): 8.5*34 In (216*864 mm)	Yes
	Standard Connectivity	1 Hi-Speed USB 2.0 or higher	Yes
	Scanner Advanced Features	OCR (Optical Character Recognition), Image enhancements such as blank page removal, crop, de skew, orientation, barcode detection, batch separation, documents merge, Precision feed technology.	Yes
	Warranty	01 Year manufacturer warranty of parts and labor.	Yes
	<b>Quoted Bid Price Per Unit (Excl. of Taxes)</b>		<b>Rs. 159,068/-</b>
	<b>Quoted Bid Price Per Unit (Incl. of Taxes)</b>		<b>Rs. 187,700/-</b>
	<b>No. of Units</b>		<b>1</b>
<b>Total Quoted Bid Price</b>		<b>Rs. 187,700/-</b>	

**Recommendations:**

**i. Computer Branded with Licensed Software (10 in Qty.)**

The firm M/s CMPak does not meet the mandatory requirement and stands disqualified. Therefore, the item may be retendered.

**ii. Laptop with Licensed Software (06 in Qty.)**

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**vii. Dehumidifier (01 in Qty.)**

No firm participated against the item. Therefore, the item may be retendered.

  
**Gulfar Hameed**  
Additional Director (L&M)  
Member

  
**Usman Afzal**  
Procurement Expert  
Member

  
**Muhammad Umar Aziz**  
Deputy Secretary (Development)  
Chairman

  
**Ali Abbas**  
Project Manager (ADLR)  
Member

  
**M. Moazzam Warraich**  
Senior Planning Officer  
Member