



Dated Lahore, the 25<sup>th</sup> March, 2021

SUBJECT: **MINUTES OF MEETING OF PROCUREMENT COMMITTEE FOR FINANCIAL EVALUATION REGARDING “PROCUREMENT OF STATIONARY AND PRINTING MATERIAL”**

Meeting of Procurement Committee regarding subject matter was held on March 25<sup>th</sup>, 2021 in the Committee Room of Project Management Unit (PMU) under the convenorship of Director Outsourcing, PMU.

2. Project Management Unit, Primary & Secondary Healthcare Department invited sealed proposals (Technical & Financial) against tender of **“PROCUREMENT OF STATIONARY AND PRINTING MATERIAL”**. Consequently, 06 applicant submitted the proposals for the subject which were received and opened on 18-02-2021. Notified Procurement Committee evaluated the Technical Proposals in accordance with Rule No. 32 of Punjab Procurement Rules, 2014. As per Technical Proposal Evaluation Report, two bidders declared Technically Responsive and the Technical Evaluation Report was uploaded on official website of PMU & P&SHD and was informed to the applicant along with the intimation for the meeting of Financial Proposals opening. The meeting of Financial Proposals Opening was held on 15-03-2021.

3. The rates of Applicants / Firms were presented before the Committee Members. The detail of Lowest Evaluated Responsive Bidder (LERB) for the subject procurement is attached is as below.

Sr. No.	Name of Item	Supplier	Lots Applied	Qualified Lots	Remarks	Rates
1	Procurement of Stationary And Printing Material	M/s Fahad Publishing House	06	06	1 <sup>st</sup> Lowest Evaluated Bidder	Annexed

4. The house was informed that the second bidder i.e: M/s Afroz Technologies haven't submitted the financial bid according to the floated bidding document (ITB Clause 28). Procurement Committee unanimously declared the above mentioned quoted rates by M/s Fahad Publishing House as the lowest evaluated bidder. Subsequently, Advance Acceptance of Tender (AAT) may be issued accordingly to the Lowest Evaluated Responsive Applicant / Firm. Meeting ended with the vote of thanks by the chair.

**Admin Officer  
(Co-Opted)**

**Project Officer  
(Procurement)**

**Project Manager  
(Procurement)**

**Project Manager  
(Audit & Account)**

**Procurement  
Specialist**

**Director  
Operations**

**Director Outsourcing  
(In-Chair)**

**Deputy Project Director  
(Co-opted Member)**

M/s Fahad Publishing							
Sr. No.	Lot No	Description	Tent. Qty.	Quaoted Price	Standard Quoted UOM As Bidding Document	Standard Factor	Standardized Quaoted Rated As Bidding Document UOM
1	Lot 1	Pencil Lead	250	60	Per Dozen	1	60
2		Pencil Shorthand	250	89	Per Dozen	1	89
3		Ink Stamp	250	24	Per Dozen	12	288
4		Whitener	550	87	Per Set	1	87
5		White Fluid Pen	550	27	Per Piece	1	27
6		Stencil Fluid Red	550	20	Per Piece	1	20
7		Gum Liquid 5.O.Z	900	22	Per Dozen	12	264
8		Gum Stick (UHU) Large Size Or equivalent	1,300.00	54	Per Piece	1	54
9		Ink Parker (Genuine) Blue, Black, Red & Green	700	74	Per Dozen	12	888
10		Laces 36" Fine Quality	600	93	Per Gross	1	93
11		Tags 6" Fine Quality	6,000.00	21	P-1000 (Bundle)	10	210
12		Ball Point Blue, Black, Red & Green	5,000.00	67	Per Packet	1	67
13		Ball Point (Picasso) Blue, Black, Red & Green	5,000.00	84	Per Packet	1	84
14		Marker No. 70 & 90)	600	26	Per Piece	1	26
15		i. Marker Uni Ball (Eye)	4,000.00	86	Per Dozen	12	1032
16		ii. Pilot Grip G-I Or equivalent	4,000.00	80	Per Dozen	12	960
17		Marker Uni Ball Signo Blue, Black, Red & Green Or equivalent	600	57	Per Dozen	12	684
18		Rubber AL-30 L/Size	300	6	Per Dozen	12	72
19		i. Scotch Tape 1"	2,000.00	39	Per Piece	1	39
20		ii. Scotch Tape ½"	2,000.00	31	Per Piece	1	31
21		i. Steel Foot 12" fine	350	39	Per Piece	1	39
22		ii. Steel Foot 6" fine	350	22	Per Piece	1	22
23		Paper Pin	1,200.00	22	Per Dozen	12	264
24		Stapler Pin	900	24	Per Box(10 Piece)	10	240
25		Shapner	600	6	Per Dozen	12	72
26	Lot 2	Paper Cutter Alpha, STI, Large Size	500	39	Per Piece	1	39
27		Paper Weight Round Marble	250	10	Per Piece	1	10
28		Paper Clip 36mm Three Flower	600	32	Per Box(10 Piece)	10	320
29		Stapler Pin, Heavy Duty 2310	200	48	Per Packet	1	48
30		2313		62	Per Packet	1	62
31		2317		76	Per Packet	1	76
32		2315		79	Per Packet	1	79
33		Stapler Machine	500	192	Per Piece	1	192
34		Stapler Machine Heavy Duty	100	1950	Per Piece	1	1950
35		Paper Punch (Single) Steel Fine Quality	500	64	Per Piece	1	64
36		Double Punch Machine (Rapid) (Big Size)	450	272	Per Piece	1	272
37		Telephone Index (Big Size)	250	210	Per Piece	1	210
38		Pen Holder	350	54	Per Set	2	108
39		Pen Stand with Diary Stand Marble	350	140	Per Piece	1	140
40		i. Table Set Plastic 9p (fine quality)	450	750	Per Set	1	750
41		ii. Table Set 9p		700	Per Set	1	700
42		iii. Table Set marble 9p		750	Per Set	1	750
43		iv. Table Set Wooden 9p		700	Per Set	1	700
44		Pen Holder (Hero)	400	54	Per Piece	1	54
45		Pin Cussion (Magnet)	450	57	Per Piece	1	57
46		Post it Pad Size 3" x 5"	450	57	Per Packet	1	57
47		Scissor 10" Steel	100	47	Per Piece	1	47
48		Stamp Pad L/Size	200	53	Per Piece	1	53
49		Pin Remover KW	500	54	Per Piece	1	54
50		Ink Remover	500	27	Per Piece	1	27

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Sr. No.	Lot No	Description	Tent. Qty.	Quaoted Price	Standard Quoted UOM As Bidding Document	Standard Factor	Standardized Quaoted Rated As Bidding Document UOM
51		Highlighter Marker	550	26	Per Piece	1	26
52	Lot 3	Pay Bill Form Gazetted	200	45	Per Pad	1	45
53		Pay Bill Form Non Gazetted	150	40	Per Pad	1	40
54		T.A Bill Form, Gazetted	150	80	Per Pad	1	80
55		T.A Bill Form, Non Gazetted	150	45	Per Pad	1	45
56		Change Form, F1	150	1	Per Pad	1	1
57		Change Form, F2	150	32	Per Pad	1	35
58		Change Form, F3	150	32	Per Pad	1	35
59		Change Form, F5	150	32	Per Pad	1	35
60		Contingent Bill Form	150	40	Per Pad	1	40
61		Computer Sheet	150	35	Per Pad	1	35
62		Acknowledgement	150	20	Per Pad	1	20
63		i. ACR Form BS-16 & Above	1,500	3	Per Form	1	3
64		ii. ACR Form BS-5 to 15	1,500	2	Per Form	1	2
65		iii. ACR Form BS 1 to 4	1,500	1	Per Form	1	1
66		D.O Envelope printing imported paper 80 gm (9x4)	350	1.4	Per 100	100	140
67		Attendance Register printed fine paper A-4 size	70	114	Per Register (100 Sheet)	1	114
68		Diary / Despatch Register Fullscape Printed on 80 gm paper (Flying) as per sample	700	181	Per Register (200 Sheet)	1	181
69		Slip Book Printed 100 Sheet (size 6x8) 80 gm paper	450	74	Per Book	1	74
70		Blank / Lined Register 80 gm Paper Flying Full Scape. As per sample	1,500	157	Per Register (200 Sheet)	1	157
71		Routine Sheet Fullscape printed on 80 gm VRG Imported	1,800	570	Per Ream	1	570
72		Log Book Printed with Binding	400	71	Per Book (200 Sheet)	1	71
73		Ring Note Book Printed on 80 gm imported paper as per sample	500	87	Per Pad (100 Sheet)	1	87
74		Envelope 80 gm Local Size 9x4, White	6,000	0.87	Per 1000	1000	870
75		Envelope 80 gm Local Size 11x5, White	6,000	1	Per 1000	1000	1000
76		Envelope 80 gm Local Size 10x12, White	6,000	2	Per 100	100	200
77		Envelope File Size 80 gm Local Size 12x15, White	5,000	3	Per 100	100	300
78		Envelope 18x13 with Cloth Binding	6,000	16	Per Piece	1	16
79		File Board with Flapper Fine Quality as per sample	3,500	12	Per Piece	1	12
80		Peon Book Printed Paper Size 6.5x8.5	1,500	64	Per Book	1	64
81	Lot 4	Magic Flapper Golden embossed printing with Mono gram	4,000	37	Per Piece	1	37
82		Summary paper imbose printing Full Scape 100gm imported paper "Summary for Chief Minister" , "Summary for Governor"	350	190	Per Pad (100 Sheet)	1	190
83		Slips different color Imbose printing Size 3x5 on imported art card 300 gm "Urgent, Immediate, Top Priority, Time Limit, Court Case & Enquiry Case"	12,000	1	Per Piece	1	1
84		Slips Imbose on 100 gm imported paper Size 2x5 PUC, DFA, Flag A,B,C,D,E,F & G.	12,000	0.6	Per 100	100	60
85		Pakka File Cover printed with Lamination Fine Quality Board (Karachi Gatta) as per sample	5,000	27	Per Pair	1	27
86		Officer Engagement card Imbose printing on imported 300 gm art card size A-4	600	2	Per Piece	1	2
87		Slip Book Cover Rexion with golden embossed printing Fine Quality Printed as per sample	300	127	Per Cover	1	127
88		Dak Pad Printed Fine Quality Rexion as per sample	300	270	Per Pad	1	270
89		Meeting Pad Rexion with golden embossed printing Fine Quality printed as per sample	500	147	Per Pad	1	147
90		D.O Paper embossed Printing on 100 gm paper Imported paper Fullscape	500	190	Per Pad (100 Sheet)	1	190
91		D.O Paper embossed Printing on 100 gm imported paper A-4 Size		174	Per Pad (100 Sheet)	1	174
92		Appreciation Cover Rexion with Golden Embossed and Mono Printing	950	190	Each Piece	1	190
93		Appreciation Letter 4-Color Printing	950	3	Each Piece	1	3
94		Page printed 4 Color on 100 Gram imported paper Ax4 Size	25,000	2	Each	1	2
95		Page printed 4 Color on 100 Gram imported paper Legal Size	25,000	2.7	Each	1	2.7
96	Lot 5	Box File Imported Legal Size with imported clip	3,000	189	Per Piece	1	189
97		Box File Imported Ax4 Size with imported clip	3,000	187	Per Piece	1	187
98		Clip File cover plastic fine quality	2,500	13	Per Piece	1	13

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Sr. No.	Lot No	Description	Tent. Qty.	Quoted Price	Standard Quoted UOM As Bidding Document	Standard Factor	Standardized Quoted Rated As Bidding Document UOM
99	Lot 5	Ring File Cover plastic fine quality	2,000	74	Per Piece	1	74
100		Drafting pad 80 gm paper Legal Size	550	47	Per Pad (100 Sheet)	1	47
101		Drafting pad 80 gm paper A-4 Size	550	37	Per Pad (100 Sheet)	1	37
102		Flapper Size 4x26.5 (Raxion) Fine Quality 38" Door as per sample	7,000	7	Per Piece	1	7
103		File Cover Albaster Card 360 Gram, 4-Color Printing, Creasing & Koka Pasting.Ax4 Size	28,000	17	Per File Cover	1	17
104		File Cover Alabaster Card 360 Gram, 4-Color Printing, Creasing & Koka Pasting. Legal Size	29,000	18	Per File Cover	1	18
105		Photostat Paper 80 gm imported Ax4 Size (AA)	5,000	737	Per Ream	1	737
106		Computer Paper imported 100 gm Fullscape	3,000	773	Per Ream	1	773
107		Computer Paper Imported 100 gm A-4 Size	5,000	733	Per Ream	1	733
108		Photo State Paper Fullscape Local 80 gm Flying	3,000	571	Per Ream	1	571
109		Colored Paper Ax4 Size	1,200 PKT	187	Per Pkt	1	187
110	Lot 6	Pen Drive (16GB)	250	467	Per Piece	1	467
111		Pen Drive (32GB)	250	597	Per Piece	1	597
112		Sealing Wax Large Size	250	34	Per Packet	1	34
113		Short Hand Book line paper with Board Binding, 80 gm Paper, 200 Sheets	200	39	Per Dozen	12	468
114		Pokeh r (Steel) Fine Quality	200	7	Per Dozen	12	84
115		Fax Roll 80 Mtr. Panasonic	200	60	Per Roll	1	60
116		HP Color Transparency Sheet	1,400	790	Per Packet	1	790
117		Transparency Sheet 3mm	1,300	267	Per Packet	1	267
118		Table Diary (fine paper)	2,500	32	Per Piece	1	32
119		Carbon Paper	550	210	Per Packet	1	210
120		CD (R) Individual Packing	500	60	Per Box	10	600
121		Colored Paper Ax4 Size	1,300	184	Per Pkt	1	184
122		Paper Shredder	7	4100	Each Piece	1	4100
123		Heavy Duty Punch Machine	23	840	Each Piece	1	840
124		Tires APV 195/70R14	36	9400	Each Piece	1	9400
125		Tires Jimny 205/65R15	8	17000	Each Piece	1	17000
126		Tires Corolla 195/R15	8	16000	Each Piece	1	16000
127		Tires Cultus 195/R13	36	9000	Each Piece	1	9000
128		Tires High Roof 195/R15c		18400	Each Piece	1	18400
129		Calculator "Casio" Japan made 12-Digit, Large Display or equivalent	400	340	Per Piece	1	340