



**GOVERNMENT OF KHYBER PAKHTUNKHWA  
FOOD SAFETY & HALAL FOOD AUTHORITY**



**KHYBER PAKHTUNKHWA FOOD SAFETY & HALAL FOOD  
AUTHORITY**

**Bid Evaluation Report  
(In Pursuance to Rule (45) Of KPPRA Rules 2014)**

**Procurement of Office Stationery, Printing of Official  
Documents, Sampling & Sealing Materials**

January 2025



# GOVERNMENT OF KHYBER PAKHTUNKHWA FOOD SAFETY & HALAL FOOD AUTHORITY



## PROCUREMENT INFORMATION

### GENERAL INFORMATION

<b>I.1 Name of Procurement:</b>	Procurement of Office Stationery, Printing of Official Documents, Sampling & Sealing Materials
<b>I.2 Reference to KPPRA Rules 2014:</b>	Rule No. <b>6(1), 6(2)(b), 9, 11, 12 &amp; 31(A)</b>
<b>I.3 Invitation for Bid (IFB) number:</b>	No: KPFS&HFA/AD(Pro)/2024-2025/10/
<b>I.4 Total Number of Lots:</b>	1
<b>I.5 Framework Agreement (if any):</b>	(a) Office Stationery & Miscellaneous Items (b) Printing of Official documents, Souvenirs & Shield (c) Printer, Copier Tonners & Others Consumable (d) Janitorial Items (e) Sampling & Sealing Materials
<b>I.6 Method &amp; Procedure of Procurement:</b>	Open competitive bidding (Single Stage One Envelope Procedure)

### METHOD OF ADVERTISEMENT

<b>2.1 Invitation for Bid (IFB):</b> Specific procurement notice	Published in following <b>National Newspapers</b> and hoisted on <b>KPPRA</b> and <b>KP-FS&amp;HFA</b> websites.	
	<b>Newspaper Name</b>	<b>Date published</b>
	(a) Daily Mashriq	26 <sup>th</sup> October 2024

### BID CLOSING AND OPENING DATE & TIME

<b>1 Bid/ Tender Submission Deadline:</b>	(a) Closing Time: <b>01 PM</b> (b) Closing Date: <b>14<sup>th</sup> November 2024</b>
<b>2 Public Bid Opening Date &amp; Time:</b>	1. Opening Time: <b>02 PM</b> 2. Opening Date: <b>14<sup>th</sup> November 2024</b>
<b>3 Number of Bids/ Tenders submitted:</b>	Twenty-One (07)
<b>Bid/ Tender validity period:</b>	
(a) Number of Days from day of Bid Opening:	(a) Ninety (90) Days
(b) Date Validity period Ends:	(b) 12 <sup>th</sup> Feb 2025

### Grievance Redressal

1. Grievance Redressals Opportunity Provided?	<b>Yes</b>
2. Duration	• 9 <sup>th</sup> - 23 <sup>rd</sup> January 2025

In pursuance to Khyber Pakhtunkhwa Public Procurement Grievance Redressal Rules 2017 & Guideline for Grievance Redressal corrigendum has been made in final bid evaluation report.

### Bid Evaluation

Preliminary examination includes evaluation of proposals in accordance with **“Qualification Criteria / Must Meet Criteria”** which focus on compliance with tax registration, active taxpayer status, and regulatory requirements, including KPRA. Bidders must provide evidence of successful completion of supply of equipment’s to other departments. All substantially responsive proposals during preliminary examination will qualify for Technical evaluation of proposals.

Proposals which does not conform to the specified requirements to qualify mandatory qualification are considered to be not-qualified/Fail.



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**MANDATORY QUALIFICATION OFFICE STATIONARY, PRINTING OF OFFICIAL DOCUMENTS, SAMPLING & SEALING MATERIALS.**

Sno	Qualification Criteria	AH Khattak	Endless Supplier	HGK	Fast Int	Al Qadir	Green Edge	Bio Vet	Print & Trade
1	Verification	<b>NO</b>	Yes	Yes	Yes	Yes	Yes	<b>NO</b>	Yes
2	Compliance to Agreement	<b>NO</b>	Yes	<b>NO</b>	Yes	Yes	Yes	<b>NO</b>	Yes
3	Registration of firm / company Pakistan:	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
4	Tax Registration	Yes	yes	yes	Yes	Yes	Yes	Yes	yes
5	Bid Security	Yes	yes	yes	Yes	Yes	Yes	Yes	Yes
6	Price/Bid Validity.	<b>NO</b>	Yes	Yes	Yes	Yes	Yes	<b>NO</b>	Yes
7	An Affidavit on Judicial stamp paper of Rs.50 or more submitting following clauses that:	<b>NO</b>	Yes	Yes	Yes	Yes	Yes	<b>NO</b>	yes
8	Bidder's / firms General Experience:	<b>NO</b>	<b>NO</b>	<b>NO</b>	Yes	Yes	Yes	<b>NO</b>	<b>NO</b>
9	Company's / Bidders capacity & Capability	<b>NO</b>	Yes	<b>NO</b>	Yes	yes	Yes	<b>NO</b>	Yes
10	Delivery Schedule	<b>NO</b>	Yes	<b>NO</b>	Yes	Yes	Yes	<b>NO</b>	Yes
		<b>Fail</b>	<b>Fail</b>	<b>Fail</b>	<b>Pass</b>	<b>Pass</b>	<b>Pass</b>	<b>Fail</b>	<b>Fail</b>

- Note:** • The Procuring Agency will evaluate and compare the samples of only such bidders who have been determined to be substantially responsive, meets (Eligibility Criteria).
- Samples will be evaluated and compared on item wise basis against the given specifications and other terms & conditions mentioned in the Bid Solicitation Documents.
  - A Bidder failing to submit samples of the required Goods to meet the required specification(s) and standards, shall be considered technically non-responsive only for those Goods.
  - Bids will be evaluated according to Technical Bid Evaluation Criteria and other requirements specified in the Bidding Documents. Samples of Technically Qualified Bidder(s) will be inspected by the Technical Evaluation Committee. In case samples are not according to standards/ specification(s) and /or not received along with the Technical bid or within the extended time if provided by the Procurement Committee, the Bidder(s) shall be considered as non-responsive and their Technical bid shall be



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rejected for only such Goods.

- Technically Qualified Bidders with samples determined to meet requirements and samples of Goods shown by Procuring Agency, shall qualify for evaluation of Financial Proposals.

### FINANCIAL EVALUATION

- Agreement will be awarded to the lowest responsive financial bid amongst technically responsive bids. Lowest responsive bid is substantially responsive with samples meeting requirements and Least offered cost
- **AH Khattak** didn't provide verified documents, Compliance to agreement, Price Validity, Affidavit, Bidders/Firm General Experience, Company/Bidder Capacity, Delivery Schedule.
- **Endless Supplier** didn't provide three Completion Certificates to qualify mandatory qualification.
- **Haji Gul Karam** didn't provided Compliance to agreement, Bidders/Firm General Experience, Company/Bidder Capacity, Delivery Schedule.
- **Fast International** All bidders qualified preliminary examination.
- **Al-Qadir International** All bidders qualified preliminary examination
- **Green Edge** All bidders qualified preliminary examination
- **Bio Vet** didn't provide verified documents, Compliance to agreement, Price Validity, Affidavit, Bidders/Firm General Experience, Company/Bidder Capacity, Delivery Schedule.
- **Endless Supplier** didn't provide three Completion Certificates to qualify mandatory qualification.





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**Sample Evaluation**

<b>SAMPLE EVALUATION Office Stationary</b>			
<b>Sno</b>	<b>Items</b>	<b>UOM</b>	<b>Fast Int</b>
1	Envelopes (Large Size White)	Each	yes
2	Scotch Tapes (Transparent) 1 inch	Roll	yes
3	A4 Paper (70 GSM)	Box	N/A
4	Legal Paper (70 GSM)	Box	N/A
5	A4 Paper (80 GSM)		yes
6	Legal Size Paper (80 GSM)		yes
7	File Covers (Hard)	Each	yes
8	Ball Point (Black)	Packet	yes
8	Ball Point (Blue)	Packet	yes
9	Ball Point (Red)	Packet	yes
10	Wireless Bells	Each	yes
11	Calculator	Each	yes
12	Cash Book	Each	Yes



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13	Color Clips	Packet	yes
14	Common Pin	Packet	yes
15	Cutter	Each	yes
16	Binding Tape	Roll	yes
17	Dusting Cloth	Each	yes
18	Eraser	Each	yes
19	Flags	Packet	yes
20	Whitener Correction Pen	Each	yes
21	File Tags (6 inches)	Each	yes
22	File Tags (12 inches)		yes
23	Gum Stick (25 gm)	Each	yes
24	Heavy Duty Stapler	Each	yes
25	Highlighter	Each	only yellow color sample submitted which is ok
26	Ink Pad	Each	only blue color sample submitted which is ok
27	Insect Spray	Each	yes
28	Logbooks	Each	yes
29	Note Pad	Each	Yes
30	Notice Board Pins	Packet	yes



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31	Paper (A4)	Box	yes
32	Paper (Legal)	Box	yes
33	Paper Clips	Packet	yes
34	Pen for Desk Stand	Each	only black and blue sample submitted which is ok
35	Permanent Marker	Each	only blue color sample submitted which is ok
36	Pencil Pack of 12 Lead (2x1/2 HB, GoldFish)	Packet	yes
37	Peon Books	Each	yes
38	Plier Punch Machine	Each	yes
39	2 Hole Punch Machine (Heavy Duty)		Yes
40	2 Hole Punch Machine (Heavy Duty)	10	N/A
41	2 Hole Punch Machine	10	Yes
42	2 Hole Ring Binder	Each	N/A
43	Box File	Each	yes





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44	Scales	Each	yes
45	Scissors	Each	yes
46	Sharpeners	Each	yes
47	Stapler	Pack	yes
48	Stapler (Large)	Each	Yes
49	Stapler Pins (Small)	Box	yes
50	Stationery Register	Each	Yes
51	Sticky Notes	Packet	yes
52	Stock Register	Each	yes
53	Tablecloth (Green)	Each	Yes
54	Staple Pin Remover	Each	yes
55	Desk Pen Stand	Each	yes
56	Tissue Box	Each	Submitted sample is 2 ply rose petal but 70 pulls
57	Toilet Roll	Each	Submitted sample is 2 ply
58	Uni Ball Eye Micro 150 (0.5mm)	Each	only blue submitted which is ok
59	USBs (16 GB)	Each	yes
60	USBs (32 GB)	Each	yes
61	USBs (64 GB)	Each	Yes



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62	USBs (128 GB)	Each	Yes
63	Visiting Card Holder	Each	yes
64	Shields	Each	N/A
65	Table Organizer Set	Each	yes
66	Office Name Plates (Glass) Executive	Each	Yes
67	File Board		Yes
68	Sticky Notes (Small)		Yes
69	Blue Gel Pen		yes
70	Black Gel Pen		Yes

**SAMPLE EVALUATION Printing of Official Documents**

Sno	Items	Al Qadir	Green Edge
1	File Covers (Soft)	Yes	N/A
2	File Covers (Hard)	N/A	N/A
3	Small Notebook	Yes	N/A
4	Note Sheet	Yes	N/A
5	Improvement Notices	Yes	N/A
6.	Sealing Forms Books	Yes	N/A
7.	Sample Books	Yes	N/A
8.	Fine Books	Yes	N/A



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9.	Confiscation Books	Yes	N/A
10.	License Fee Challan Book	Yes	N/A
11.	Envelops White (A4)	Yes	N/A
12.	Envelops (Small)	Yes	N/A
13.	Business License Certificate	Yes	yes
14.	Product License Certificates	Yes	N/A
15.	Training Certificate	Yes	N/A
16.	Sealing Sticker	N/A	yes
17.	Leather Shield Procuring Agency's logo	N/A	yes
18.	Wooden Shield	N/A	yes
19.	Metal Plaque Shield	N/A	yes
20.	Thick cardboard and Epoxy Shield	N/A	yes

**SAMPLE EVALUATION Janitorial Items**

Sno	Items	UOM	Fast Int
1	Glass and House Hold Cleaner	Each	Yes
2	Dish Washing Bar	Each	Yes
3	Floor Mop		Yes
4	Phenyl	Each	Yes
5	Phenyl Tablet		Yes
6	Dish Wash Liquid	Each	Yes



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7	Toilet Sweep		Yes
8	Dust Bin Paddle foot		Yes
9	Dust Bin Simple		Yes
10	Automatic Perfume Diffuser		Yes
11	Hand Wash (perfumed)		Yes
12	Perfume for Automatic Perfume Diffuser		Yes
13	Air Freshener for Car		Yes
14	Floor Mats		Yes
15	Floor Wiper (Small)		Yes

**SAMPLE EVALUATION Printer, Copier Tonners & Others Consumable**

Sno	Items	Fast Int
1.	HP Laser Jet HP 55A Toner for (HP LaserJet P3015)	Yes
2.	Hp Laser Jet (83A)	Yes
3.	HP 64A LaserJet Toner Cartridge	Yes
4.	XEROX Versa Link B7035 Printer Toner	Yes
5.	HP LaserJet P4015 Printer Toner	Yes
6.	HP LaserJet Pro MFP M129-M132	Yes
7.	XEROX Versa Link B7035 Drum Cartridge	Yes
8.	Canon i-SENSYS MF237w Toner	Yes



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**SAMPLE EVALUATION SEALING AND SAMPLING ITEMS / MATERIALS**

<b>Sno</b>	<b>Items</b>	<b>Fast Int</b>
1	Cordon Off Ribbon	Yes
2	Tamper Evident Self-Locking Seals / Tie Wraps	Yes
6	Plastic Sampling Bottle (1.25 L)	N/A
7	A-Grade Plastic Bottles (0.50 L)	N/A
8	A-Grade Plastic Bottles (80 mL)	N/A
9	A-Grade Plastic Jar	N/A
10	Sealing Wax Sticks for Large Glue Gun	N/A
11	Glue Gun	N/A
12	Ice Boxes	N/A
13	Sealable Airtight Plastic Bag (5x8)	N/A



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14	Sealable Airtight Plastic Bag (6x8)	N/A
15	Sealable Airtight Plastic Bag (12x8)	N/A

**Assistant Director (Procurement)**

**Khyber Pakhtunkhwa Food Safety & Halal Food Authority**

