

F.No 1(1)/2019-Admn-IV/CR
Government of Pakistan
Commerce Division

Subject **MINUTES OF MEETING FOR HIRING SERVICES OF COURIER AND PILOT SERVICES DURING FINANCIAL YEAR 2019-20**

As per minutes of meeting dated 11 November, 2019 (**Annex-I**) the financial bids of technically qualified companies were opened in the meeting of tender committee held on 21 November, 2019 at 11.00 am in the office of Deputy Secretary (Admn/Finance) and Chairman of the committee. The following were also present:-

S.No.	Designation	Position
1	Section Officer (GA)	Member & Secretary
2	Section Officer (Accounts)	Member

2 Financial bids of the following technically qualified companies were opened in the presence of their representatives:-

S.No	Name company	Represented by
1.	M/s Leopards Courier Services	Mr. Israr Ahmad
2.	TCS (Pvt) Limited	Mr. Nadeem Ansari

3 The tender committee evaluated the financial bids of above courier companies. The rates quoted by them are as under :-

M/S LEOPARDS COURIER SERVICE
OVERNIGHT NEXT DAY DELIVERY

Weight	Within city (Rs)	Same Province (Rs)	Rest of Pakistan (Rs)
0-250 grams	15	38	38
251-500 grams	15	38	38
501-1000 grams	25	60	60
Additional per KG	25	60	60

DETAINED SERVICE (2-3 WORKING DAYS) MINIMUM 5 K.G WEIGHT

Weight	Rates per kilogram (Rs)
Zone A (Punjab-KPK-AJK)	25
Zone B (Sindh-Baluchistan)	30


MIRZA HASIB BAIG
Section Officer (Accounts)


MUHAMMAD ARSHAD
Section Officer

OVERLAND SERVICE (3-6 WORKING DAYS DELIVERY TIME) MINIMUM UPTO 10 KILOGRAM

Weight	Rates per kilogram (Rs)
Zone A (Punjab-KPK-AJK)	16
Zone B (Sindh-Baluchistan)	18

M/S TCS (PVT) LIMITED
OVERNIGHT NEXT DAY DELIVERY

Weight	Within city (Rs)	Different Zone (Punjab and Sindh (Rs)	Same Zone KPK (Rs)
0.05 kilogram	16	64	48
0.5 to 1 kilogram	40	129	55
Additional per KG	40	129	55

DETAINED SERVICES

Weight	Within city (Rs)	Different Zone (Punjab and Sindh (Rs)	Same Zone KPK (Rs)
0.05 kilogram	-	50	50
0.5 to 1 kilogram	-	50	50
Additional per KG	-	50	50

4 The rates quoted by **M/S Leopards Courier Service** are the lowest therefore the tender is awarded to them for Courier & Pilot services during financial year 2019-20. Comparative statement is attached as Annex-II


(Muhammad Arshid)
Section Officer/Member & Secretary


(Mirza Hasib Baig)
Section Officer/Member


(Engr. Zulfiqar Ali Bhatti)
Deputy Secretary(A/F)/Chairman

Islamabad the 28 November, 2009

Annex-1
18

F, NO 11(2)/2019-Admn-IV/CR
GOVERNMENT OF PAKISTAN
COMMERCE DIVISION

Subject:- **TENDER FOR HIRING SERVICES OF COURIER COMPANIES**


As per Rule 12 of Public Procurement Rules 2004 a tender notice for hiring services of Courier and Pilot companies during financial year 2019-20 was floated on Public Procurement Regulatory Authority and Commerce Division's official websites & was published on 28 October, 2019 vide PPRA TS No 404132E. Last date for submission of technical and financial proposals was Monday 11th November, 2019 up-to 11.30 am. As per PPRA rule 36(b) single stage two envelope procedure was adopted. The following companies have submitted their bids:-

S. No	Name of company	Represented by
1	M/s Leopard Courier Service	Israr Ahmad
2	M/s TCS (Pvt) Ltd	Naeem Ansari


2 A meeting of tender committee was held on 11th November, 2019 at 12.00 noon in the office of Chairman of tender committee. In addition to representatives of companies the following were present:-

S.N o.	Designation	Status
1.	Deputy Secretary (Admn/Finance)	Chairman
2.	Section Officer (GA)	Member & Secretary
3.	Section Officer (Accounts)	Member

3 The technical bids of above named companies were opened on the same date at 12.00pm in presence of representatives of participating companies. The mandatory documents as per para 3 of tender notice have been checked and found attached with technical bids **Annex-A**. Further technical bids of the firms have been evaluated as per terms and conditions of tender notice. Total marks are 75 out of which 56.25 marks are qualifying marks which is 75% of total Marks. As both companies have obtained more the 75% marks therefore are qualify to compete financial bid. The detailed Mark sheet is attached as **Annex-B**.


(Muhammad Arshid)
Section Officer/
Secretary & Member


(Mirza Hasib Baig)
Section Officer/Member


(Engr. Zulfiqar Ali Bhatti)
Deputy Secretary/Chairman

Islamabad the 19 November, 2019


Government of Pakistan
Commerce Division

Annex – A

Mandatory Requirement – Tender for Hiring of Courier Service

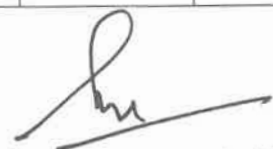
S.No.	Mandatory Requirement	Leopard Courier Service	TCS Courier Service
1.	Copies of NTN and STRN Certificates	✓	✓
2.	Copy of Active Tax Payer List	✓	✓
3.	Certificate of Registration of Firm / Company	✓	✓
4.	Affidavit on legal paper that the firm has not been blacklisted by any Government/Semi Government Organization	✓	✓
5.	Earnest money of Rs.20,000/- in shape of pay order/draft in favor of DDO, NACTA, shall be submitted with Financial Proposal.	✓ (Sealed in Financial Proposal)	✓ (Sealed in Financial Proposal)

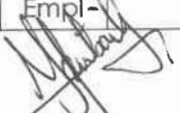

MUHAMMAD ARSHID
Section Officer


MIRZA HASIB LAIG
Section Office (Accounts)

Annex – B

Sl. No	Name of Firms	Fulfilment of Mandatory Documents/Requirements (5)	Company profile year of Establishment with detail expertise (10)	Universal Access Number (UAN) (5)	SMS Tracking (5)	Number of full time employees at Administrative Management Positions (10) (1000 =1.25)		Number of full time employee / Staff available for shipment delivery(10) 1000=1		Number of Express/Collection Centers in the Country(10) 100=0.95		Business Turnover during last two years especially with public sector organization, proof may be provided. (5) 100=1.00		Company / Firm Website (5)	No. of Vehicles (Trucks/Pickups/Motor Cycle etc) being used for shipment delivery (10) 100=1		Total Marks 75.00 Qualifying Mark: 56.25
1	2	3	4	5	6	7		8		9		10		11	12		13
1.	Leopards	5	10	5	5	6700 Empl	6.7	7000 Staff	7	1543 Centers	10	213 Million	2.13	5	750 Vehicles	7.50	63.33
2.	TCS	5	10	5	5	7000 Empl	7	11,000 Staff	10	3800 Centers	10	572 Million	5.00	5	300 Vehicles	3.00	65.00


MUHAMMAD ARSHID
 Section Officer


MIRZA NASIR BAIG
 Section Office (Accounts)


Engr. Zulfiqar Ali Bhatti
 Deputy Secretary

Government of Pakistan
Commerce Division

**COMPARATIVE STATEMENT OF RATES QUOTED BY FIRMS ON ACCOUNT OF COURIER AND PILOT SERVICES DURING
FINANCIAL YEAR 2019-20**

<u>M/S LEOPARDS COURIER SERVICE</u> <u>OVERNIGHT NEXT DAY DELIVERY</u>				<u>M/S TCS (PVT) LIMITED</u> <u>OVERNIGHT NEXT DAY DELIVERY</u>			
Weight	Within city (Rs)	Same Province (Rs)	Rest of Pakistan (Rs)	Weight	Within city (Rs)	Different Zone (Punjab and Sindh (Rs)	Same Zone KPK (Rs)
0-250 grams	15	38	38	0.05 kilogram	16	64	48
251-500 grams	15	38	38	0.5 to 1 kilogram	40	129	55
501-1000 grams	25	60	60	Additional per KG	40	129	55
Additional per KG	25	60	60				
<u>DETAINED SERVICE (2-3 WORKING DAYS)</u> <u>MINIMUM 5 K.G WEIGHT</u>				<u>DETAINED SERVICES</u>			
Weight	Rates per kilogram (Rs)			Weight	Within city (Rs)	Different Zone (Punjab and Sindh (Rs)	Same Zone KPK (Rs)
Zone A (Punjab-KPK-AJK)	25			0.05 kilogram	-	50	50
Zone B (Sindh-Baluchistan)	30			0.5 to 1 kilogram	-	50	50
				Additional per KG	-	50	50

ng. Zulfikar Ali Bhutto
Deputy Secretary
Ministry of Commerce
Government of Pakistan
Islamabad



MUHAMMAD ARSHID
Section Officer
Government of Pakistan
Commerce Division
Islamabad



MIRZA HASIB BAIG
Section Office (Accounts)