



EVALUATION REPORT

TENDER FOR PROCUREMENT OF PHOTOCOPY MACHINES WITH CONSUMABLES FOR FY 2025-2026

ITB No. PEF/PROC/ADMIN/2025-26/13

LAST DATE AND TIME FOR SUBMISSION OF TENDER: November 17, 2025 AT 02:00 PM

TENDER OPENING DATE AND TIME: November 17, 2025 AT 02:30 PM



EVALUATION CRITERIA					M/s Canotech Pvt. Ltd NTN # 3190346	M/s Digital Document Solution NTN#4163032	M/s Ideal Business Products NTN # 1194420	M/s Office Automation Group NTN # 0721945	M/s Shirazi Trading Co. Pvt. Ltd NTN #712130
Sr #	ELIGIBILITY CRITERIA FOR BIDDERS				Compliance (Yes/No) & Page #	Compliance (Yes/No) & Page #	Compliance (Yes/No) & Page #	Compliance (Yes/No) & Page #	Compliance (Yes/No) & Page #
1	Is registered with Tax Authorities for NTN and GSTN/ PSTN as per relevant laws in Pakistan (whichever is applicable);				Yes	Yes	Yes	Yes	Yes
2	Provides copies of audited financial statements/ purchase orders/ contracts/ MOUs, etc. for the FY 2022-23, 2023-24 and 2024-2025 of one financial year not before FY 2022-2023 depicting turnover of Rs.16 million during one financial year.				Yes	Yes	Yes	Yes	Yes
3	Provides copies of five (05) purchase orders/contracts/MOUs/satisfactory completion certificates, etc. showing supply of related items in Public Sector Departments.				Yes	Yes	Yes	Yes	Yes
4	Is not applying in the capacity of joint venture for this tender.				Yes	Yes	Yes	Yes	Yes
5	Provide data sheet of quoted machine (verifiable)				Yes	Yes	Yes	Yes	Yes
6	Bidder will be liable to provide list-wise lives of all consumables parts on letter head verifiable.				No	Yes	Yes	Yes	Yes
7	Bidder will provide signed and stamped copy Manufacturer authorization letter (MAL) required.				Yes	NO (Authorization is not from Manufacturer)	Yes	Yes	Yes
8	Bidder must be an authorized OEM distributor/Partner or dealer of quoted brand for minimum 5 years. (Attached Evidence)				No Evidence of only three years attached	Yes	Yes	Yes	Yes
B	OTHER IMPORTANT REQUIREMENTS OF BIDDING DOCUMENT				Compliance (Yes/No) & Page #	Compliance (Yes/No) & Page #	Compliance (Yes/No) & Page #	Compliance (Yes/No) & Page #	Compliance (Yes/No) & Page #
9	Undertaking on stamp paper of Rs. 100/- (all terms and conditions and qualifications listed anywhere in this bidding document have been satisfactorily vetted and bidder is not currently blacklisted by the Procuring Agency or PPRA. The documents/photocopies provided with Bid are authentic. In case of any fake/bogus document look at any stage. They shall be black listed as per Rules / Laws) (Annexure-A).				Yes	Yes	Yes	Yes	Yes
10	Covering letter duly signed and stamped by authorized representative on official letter head of bidder (Annexure-B).				Yes	Yes	Yes	Yes	Yes
11	Bidder will provide an undertaking on official letterhead that he has examined the specifications and allied terms and conditions. Further, he shall be liable to provide the goods as per the terms and conditions and specifications, and also quote brand/model equal or better than the technical specifications of required goods/services mentioned in (Annexure-C).				Yes	No	No	Yes	Yes
12	Duly signed and stamped copy of bidding document to ensure that the participating bidder certifies that each page has been read, understood and all terms and conditions on each page have been accepted unconditionally.				Yes	Yes	Yes	Yes	Yes
13	Submitted Conditional Bid				No	Yes Conditional bid	Yes Conditional bid	No	No
Epilogue					Technically Non Responsive	Technically Non Responsive	Technically Non Responsive	Technically Responsive	Technically Responsive
Superintendent (Admin) (Co-Opted Member PC)	Dy. Director (IT) (Co-Opted Member PC)	Dy. Director (Proc) (Secretary/Member PC)	Dy. Dir (Admin) (Member PC)	Director (Audit) (Member PC)	Director (Fin) (Member PC)	Director (IT) (Member PC)	Director (QAID) (Member PC)	DMD (SS) (Convener PC)	