

**PUBLIC PROCUREMENT REGULATORY**  
**AUTHORITY (PPRA)**

**CONTRACT AWARD PROFORMA – I**

To Be Filled And Uploaded on PPRA Website In Respect of All  
Public Contracts of Works, Services and Goods

- NAME OF THE ORGANIZATION/DEPTT. Pakistan Civil Aviation Authority
- FEDERAL / PROVINCIAL GOVT. Federal Govt. (Autonomous)
- TITLE OF CONTRACT PROCUREMENT OF PHOTOCOPIER MACHINES (35 CPM)  
QTY.02 & (20 CPM) QTY.13 FOR CAA OFFICE
- TENDER NUMBER HQCAA/1992/135/XXLN & HQCAA/1992/135/A/XXLN
- BRIEF DESCRIPTION OF CONTRACT For CAA OFFICES
- TENDER VALUE Rs.1000/-
- ENGINEER'S ESTIMATE \_\_\_\_\_ N/A \_\_\_\_\_  
(for civil Works only)
- ESTIMATED COMPLETION PERIOD \_\_\_\_\_ 90 Days \_\_\_\_\_
- WHETHER THE PROCUREMENT WAS INCLUDED IN ANNUAL PROCUREMENT  
PLAN? \_\_\_\_\_ Yes \_\_\_\_\_ Yes / No
- ADVERTISEMENT :
  - (i) PPRA Website Yes ( TS461013E) dated 29/09/2021 \_\_\_\_\_ Yes / No  
(Federal Agencies) (If yes give date and PPRA's tender number)
  - (ii) News Papers Yes (Daily Khabrain & Daily Nation) \_\_\_\_\_ Yes / No  
(If yes give names of newspapers and dates)
- TENDER OPENED ON (DATE & TIME) \_\_\_\_\_ 20-10-2021 11:30 \_\_\_\_\_
- NATURE OF PURCHASE \_\_\_\_\_ Local \_\_\_\_\_ Local / International

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➤ EXTENSION IN DUE DATE (If any) \_\_\_\_\_ No \_\_\_\_\_ Yes / No

➤ NUMBER OF TENDER DOCUMENTS SOLD Six (06)  
(Attach list of Buyers)

➤ WHETHER QUALIFICATION CRITERIA  
WAS INCLUDED IN BIDDING/TENDER DOCUMENTS Yes Yes / No  
(If yes enclose a copy).

➤ WHETHER BID EVALUATION CRITERIA  
WAS INCLUDED IN BIDDING/TENDER DOCUMENTS Yes Yes / No  
(If yes enclose a copy).

➤ WHICH METHOD OF PROCUREMENT WAS USED: - (Tick one)

a) SINGLE STAGE – ONE ENVELOPE PROCEDURE \_\_\_\_\_

b) SINGLE STAGE - TWO ENVELOPE PROCEDURE. \_\_\_\_\_

c) TWO STAGE BIDDING PROCEDURE. \_\_\_\_\_

d) TWO STAGE – TWO ENVELOPE BIDDING PROCEDURE. \_\_\_\_\_

- PLEASE SPECIFY IF ANY OTHER METHOD OF PROCUREMENT WAS  
ADOPTED WITH BRIEF REASONS (i.e EMERGENCY, DIRECT  
CONTRACTING, NEGOTIATED TENDERING ETC.)

- WHO IS THE APPROVING AUTHORITY D.CNS

➤ WHETHER APPROVAL OF COMPETENT AUTHORITY WAS OBTAINED  
FOR USING A METHOD OTHER THAN OPEN COMPETITIVE BIDDING.

➤ NUMBER OF BIDS RECEIVED Five (05)

➤ WHETHER THE SUCCESSFUL BIDDER WAS LOWEST BIDDER Yes Yes/ No

➤ WHETHER INTEGRITY PACT WAS SIGNED N/A Yes / No

**PUBLIC PROCUREMENT REGULATORY**  
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**CONTRACT AWARD PROFORMA – II**

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- NUMBER OF BIDDERS PRESENT AT THE TIME OF OPENING OF BIDS  
Five (05)

NAME AND ADDRESS OF THE SUCCESSFUL BIDDER (S) M/s. SY Office Automation Ltd. Head Office: Office  
No.F-118, 119, 120, 1<sup>st</sup> Floor, Saima Trade Tower "B", I.I. Chundrigar Road, Karachi Pakistan and  
M/s. Seesam Solution Pvt. Ltd. 43-10-G Block 6, P.E.C.H.S, Karachi, Pakistan.

- RANKING OF SUCCESSFUL BIDDER IN EVALUATION REPORT  
(i.e. 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> EVALUATED BID). Two Bidders (01<sup>st</sup>) Most Advantageous

in each line item

- NEED ANALYSIS (Why the procurement was necessary?) CAA Offices IN CASE  
EXTENSION WAS MADE IN RESPONSE TIME, WHAT WERE THE REASONS
- (Briefly describe). N/A

- WHETHER NAMES OF THE BIDDERS AND THEIR PRICES WERE READ OUT AT THE TIME OF OPENING OF BIDS Yes Yes / No
- DATE OF CONTRACT SIGNING Two Contracts Both on 11-02-2022  
(Attach a copy of agreement)
- CONTRACT AWARD PRICE Two Contracts Rs. 699,980/- & Rs. 1,404,000/-
- WHETHER COPY OF EVALUATION REPORT GIVEN TO ALL BIDDERS Yes Yes / No  
(Attach copy of the bid evaluation report)
- ANY COMPLAINTS RECEIVED No Yes / No  
(If yes result thereof)  
\_\_\_\_\_  
\_\_\_\_\_
- ANY DEVIATION FROM SPECIFICATIONS GIVEN IN THE TENDER NOTICE/DOCUMENTS No Yes / No  
(If yes give details)
- DEVIATION FROM QUALIFICATION CRITERIA No Yes / No  
(If yes give details) \_\_\_\_\_  
\_\_\_\_\_
- SPECIAL CONDITIONS, IF Any  
(Give Brief Description)  
N/A  
\_\_\_\_\_  
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