



**MINUTES OF MEETING OF BID OPENING FOR  
PROCUREMENT OF IT EQUIPMENT, HARDWARE & SOFTWARE FOR  
FINANCE DEPARTMENT FOR THE YEAR 2024-25.**

Meeting Date: 26.03.2025 (11:00 AM)  
Venue: Office of Additional Secretary (Admn)  
Chaired By: Additional Secretary (Admn),  
Finance Department  
Participants: As per attendance sheet

The meeting started with the recitation of the Holy Quran and followed by a welcome note from the chair. Then introductory session was held with the participants.

The following representative of firms/bidders/suppliers attended the meeting:

S. No.	Name of Firm	Applied for
1.	M/S Haji & Sons	IT Equipment, Hardware & Software
2.	M/S Paragon Office Solution	IT Equipment, Hardware & Software

2. The Additional Secretary (Admn), Finance Department shared brief introduction of the Bid Opening for procurement of the IT Equipment, Hardware & Software for Finance Department, Khyber Pakhtunkhwa. The chair invited the Section Officer (Admn) to proceed the bid opening process. The Section Officer (Admn) explained that none of the bidders become eligible for IT Equipment, Hardware & Software in the previous bidding and the committee agreed to re-tender the same items which was re-advertised not only in the leading newspapers on 12.03.2025 but the same was also uploaded on Department's and KPPRA website. He briefed the participants that the bid will be processed on single stage two envelope under framework contract from the date of signing of contract. The committee checked the mandatory requirements of the 03 bidders to confirm their responsiveness.

3. After scrutiny of the mandatory requirements of the bidders by the committee, the following 03 bidders were short listed (**copy of eligibility evaluation is attached**).

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S. No.	Name of Firm	Applied for
1.	M/S Quick Business solution	IT Equipment, Hardware & Software
2.	M/S Haji & Sons	IT Equipment, Hardware & Software
3.	M/S Paragon Office Solution	IT Equipment, Hardware & Software

4. The Section Officer (Admn) further remarked that according to the Bid Solicitation Documents, the contract shall be awarded to bidder who is technically qualified and offering the best evaluated bid for each individual item.



# GOVERNMENT OF KHYBER PAKHTUNKHWA FINANCE DEPARTMENT

Finance Department, Civil Secretariat, Peshawar

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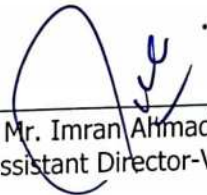
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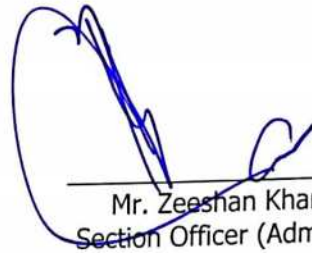
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5. After checking the mandatory requirements of the bidders, the Committee evaluated the technical bids of the eligible bidders and all the three bidders qualified; however, for the items available at S. No.03 in Bid Solicitation Documents, M/S Haji & Sons and M/S Quick Business Solution could not qualify (**copy of Technical Evaluation Report is attached**).

6. The Committee has unanimously decided that the Financial Bids of the qualified bidders shall be opened on 04.04.2025 at 11:00 AM in the office of the Additional Secretary (Admn). Hence the qualified bidders shall note the opening date of FB.

7. The meeting ended with vote of thanks to & from the chair.

  
Mr. Imran Ahmad  
Assistant Director-V FMIU

  
Mr. Zeeshan Khan,  
Section Officer (Admn),

  
Mr. Kamran Khan,  
Additional Secretary (Admn),  
Finance Department.



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**TECHNICAL EVALUATION OF IT EQUIPMENT, HARDWARE & SOFTWARE**

**TOTAL MARKS 100 QUALIFYING MARKS 70**

**26.03.2025**

S. No.	Indicators	Marks Allocation	Firm Name		
			M/S PARAGON OFFICE SOLUTION	M/S HAJI & SONS	M/S QUICK BUSINESS SOLUTION
1	Fully Compliance/Conformance (40 Marks)	40	40	40	40
2	Authorization Level I) Country Partner (15 Marks) II) Authorized Dealer (10 Marks)	15(55)	15	10	15
3	Performance and satisfactory reports 3 Marks Each (15 Marks)	15 (70)	15	15	15
4	Valid ISO Certification (05 Marks)	05 (75)	5	0	5
5	Engineers 3 x BS/BE (06 Marks) 3 DAE Diploma Holder (03 Marks)	09( 84)	0	2	0
6	Annual Turn over Above Rs. 200 Million (05 Marks) Below Rs. 200 Million (03 Marks)	5(89)	3	5	3
7	Workstation At KP (03 Marks) Out Side KP (02 Marks)	3(92)	3	3	3
8	Extended warranty upto 3 Years (08 Marks) Extended Warranty upto 2 years (06 Marks)	8 (100)	8	8	8
<b>Total Marks</b>		<b>100</b>	<b>89</b>	<b>83</b>	<b>89</b>
<b>Minimum Score for qualification is 70 out of 100</b>			<b>Qualified</b>	<b>Qualified</b>	<b>Qualified</b>

\*M/S Haji & Sons and M/S Quick Business Solution do not comply to the Specification for the item available at S.No. 03 in Bid Solicitation Documents. Hence, they are not qualified for said item.

  
**Mr. Imran Ahmad**  
Assistant Director-V FMIU

  
**Mr. Zeeshan Khan,**  
Section Officer (Admn),

  
**Mr. Kamran Khan,**  
Additional Secretary (Admn),  
Finance Department.



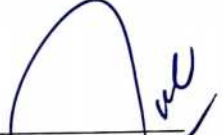


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**MANDATORY CRITERIA FOR PROCUREMENT OF IT EQUIPMENT, HARDWARE  
& SOFTWARE FOR FINANCE DEPARTMENT FOR THE YEAR 2024-25**  
**BID OPENING ON 26.03.2025**

S. No.	Firms Name	M/S PARAGON OFFICE SOLUTION	M/S QUICK BUSINESS SOLUTION	M/S HAJI & SONS
1.	Original Receipt of Rs. 3,000/- paid for obtaining of BSDs.	Yes	Yes	Yes
2.	CDR	Yes	Yes	Yes
3.	Registration with Income Tax, Sales Tax and reflected on Active Taxpayer List (ATL) of FBR. (Provide copy of certificate of incorporation i.e. Income Tax & attach all relevant certificates)	Yes	Yes	Yes
4.	Business profile (Provide copy of business profile which shows business details)	Yes	Yes	Yes
5.	Registration with the Khyber Pakhtunkhwa Revenue Authority. (Provide Copy)	Yes	Yes	Yes
6.	Manufacturer or their Authorized Dealer/ Importer or Distributor. (Provide Copy)	Yes	Yes	Yes
7.	Minimum (05) Five years relevant experience with 05 Nos. of supply orders along with satisfactory supply completion certificates from the Provincial Government Departments only.	Yes	Yes	Yes
8.	Bank Statement of (Business Account only) with minimum Closing balance of Rs. 10,000,000/- (10 Million) at 11.03.2025 or latest. (Provided Bank statement duly signed and stamped by the bank)	Yes	Yes	Yes
9.	<b>NOT BLACKLISTED</b> by any of Government Department, Agency, Organization or autonomous body anywhere in Pakistan. (Provide copy of affidavit as annexed in this document on non-judicial stamp paper)	Yes	Yes	Yes
10.	<b>NOT BEEN DEFAULTER / INSOLVENT NOR BANKRUPT</b> in past from any government department or financial institution. (Provide copy of affidavit attached as annexed in this document on non-judicial stamp paper)	Yes	Yes	Yes
11.	Joint Venture / Consortium	No	No	No

  
Mr. Imran Ahmad  
Assistant Director-V FMIU

  
Mr. Zeeshan Khan,  
Section Officer (Admn),

  
Mr. Kamran Khan,  
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