

Evaluation Report
For
PREQUALIFICATION OF FIRMS

- 1. TRAVEL AGENTS**
- 2. GENERAL ORDER SUPPLIERS**

Friday, March 17, 2023



RAVI URBAN DEVELOPMENT AUTHORITY (RUDA)
GOVERNMENT OF PUNJAB

Evaluation of Technical Proposals:

1. Background

Ravi Urban Development Authority has been constituted as a long term residential commercial and environmental project aimed at the development of the world's longest riverfront (46Km) on the river Ravi in the city of Lahore. RUDA aims at the fundamental tasks to curtail environmental historical cultural elements of Lahore that have long been neglected. In addition to the provision of ideal, affordable living units to the people of Lahore, the project is targeted at the elimination of pollution through solid and wastewater treatment, prevention of floods through barrages and retaining walls, replenishing of River Ravi, boosting of investments from overseas investors and generation of revenue through the tourism and hospitality industry. Ravi city will contribute significantly to uplift the face of Pakistan.

2. Major Tasks within the Scope of Services

a) Travel Agency (Domestic and International):

- 1) Booking and issuance of international / domestic air tickets
- 2) The agency would ensure booking of tickets /confirmation of waitlisted tickets, delivery of tickets mainly at RUDA offices or other designated place(s) as instructed by authorized representative of RUDA during working hours / holidays / after office hours (at the expense of the agency), collection of tickets for cancellation, getting visa, passports, confirmation/cancellation, up gradation/revalidation of tickets, delivery of tickets, documents.
- 3) Assistance for obtaining visas / transit visas and submitting passports at the embassies
- 4) Obtaining travel related insurances;
- 5) Round the clock (24/7) availability of dedicated personnel for bookings / cancellation of tickets;
- 6) Provision of hotel / car rental including airport pick and drop / cruise rental services when required;
- 7) Translation services
- 8) Pre and post flight covid testing
- 9) End to end Hajj/ Umrah Tour Operation
- 10) Itinerary organizing and management
- 11) Sim & Communication
- 12) any other relevant work as and when required

b) Prequalification of General Order Supplier:

i. Entertainment/Refreshment Facility:

- 1) Arrangements for Conference meetings
- 2) Arrangements for CEO secretariate meetings
- 3) Arrangements for official guests
- 4) Special Arrangements (Whenever required)
 - a. Arrangements for National Event days
 - b. Arrangement of Conference in any hotel, event place.

- c. Arrangement of Press Conference
- d. Arrangement of Field Visits
- e. Arrangement of VVIP Visits

ii. Furniture and Fixtures

The firm will be required to provide as per need basis the required furniture & fixtures for RUDA office wherever required. The firm must have experience in providing the same to government / semi government & corporate sector offices.

iii. Repair & Maintenance of Office Building and Equipment

- 1) Repair, maintenance and renovation work of office building (as and when required).
- 2) Repair and maintenance of office machinery and equipment's like fridge, oven, AC's, Elevator, light bulbs, televisions, generator of 200KV etc. and any other item operational in RUDA Offices (as and when required).
- 3) Repair and maintenance of Water/Boring Motors, plumber work, Electric / Gas / Glass / Aluminum Fixtures and all sanitary items.

Table 1: Name of Companies who submitted prequalification documents:

Sr. No	Name of Company	Date of Submission
1	M/s S.A Enterprises	March 13, 2023
2	M/s MK Engineers & Consultant Pvt. Ltd	
3	M/s Communicaid System	
4	M/s Lastertech Business Solutions	

3. PQD Opening Meeting

The Evaluation Committee met at 11:30 AM on March 13, 2023 for shortlisting the companies. The submitted documents were opened in front of company representatives and committee members.

The details of the Evaluation Committee Members are mentioned in Table 2.

The details of the Company Representatives are mentioned in Table 3.

Table 2: Names of Evaluation Committee Members

Sr. No	Names	Designation
1	Mr. Naveed Riaz (Convenor)	Director Ops
2	Mr. Haroon Rauf	DD-Procurement
3	Mr. Ahsan Raza Jafferri	DD-HR
4	Mr. Khwaja Zeeshan Ahmad	DD-Finance
5	Mr. Sajjad Ahmad Rajar (Secretary)	AD-Admin

Table 3: The details of Company representatives.

Sr. No	Company's Name	Company Representative	Contact Details
1	Communicaid Systems	H.M Ilyas	0305-2698928

2	S.A Enterprises	M. Kalam	0323-4102714
3	Zahid Butt	MK Engineers & Consultant Pvt. Ltd	0300-4327527
4	Shahid Mughal	Lasertech Business Machines	0321-4573673

4. Evaluation Procedures

The evaluation procedure was conducted by the committee members. After detailed scrutiny and threadbare discussion keeping in view the RUDA Procurement Regulations 2022, and pre-defined criteria in the documents, the prequalification documents were reviewed and awarded marks accordingly. The status of knockout criteria is mentioned in table 4 respectively and the evaluation criteria is attached at table 5 respectively.

Table 4: Status of Bidders in Knockout criteria:

EVALUATION CRITERIA MANDATORY REQUIREMENTS			
Sr No.	Firm / Bidder	Valid NTN, PST Registration	Undertaking on Rs. 100 Stamp Paper (Blacklisting)
1	S.A Enterprises	✓	✓
2	MK Engineers & Consultant Pvt. Ltd	✓	✓
3	Communicaid Systems	✓	✓
4	Lasertech Business Machines	✓	✓

Table 5: Evaluation Criteria:

TECHNICAL EVALUATION CRITERIA FOR PREQUALIFICATION OF GENERAL ORDER SUPPLIERS						
			S.A Enterprises	MK Engineers & Consultant Pvt. Ltd	Communicaid Systems	Lasertech Business Machines
Experience and Past Performance	Description	Marks (30)				
1	Experience in Public Sector Organization (Minimum 3 years)	Each year gets 5 marks 15	15			
2	Experience in Private Sector Organization (Minimum 3 years)	Each year gets 5 marks 15	10	15	10	10
List of Clients	2 no.s for each client	Marks (20) 20	20	20	15	15
Human Resource	Technical/Managerial Resource (List of Employees to be attached)	Marks (20)			20	20
	0 to 02 employees	5				
	02 to 5 employees	10				
	5 to 8 employees	15			15	15
	8 to 10 employees	20	20	20		
Financial Transactions in last three years	Minimum 5 million	Marks (20) 20		20		
Income Tax Return for last two years	Each year gets 5 marks	Marks (10) 10	5	10	0	0
Total marks obtained			70	85	65	65
Passing Percentage			70%	85%	65%	65%
(Qualified / Dis-qualified)			Qualified	Qualified	Qualified	Qualified

5. Recommendations by the Committee:

- Technical Committee evaluated and approved technical scores for each applicant.
- All the four bidders that submitted the required documents as General Order Suppliers have qualified the knockout criteria and evaluation criteria. As per regulation 17(7)(c) of RUDA procurement regulations 2022, at least three firms/companies for each area of expertise are mandatory requirement.
- RUDA did not receive any documentation for the purpose of shortlisting travel agencies.
- It is recommended that the list of prequalified general order suppliers may uploaded on RUDA's website.



Director Ops (Convenor)




DD-Procurement



DD-HR

On leave

DD-Finance



A | AD-Admin