

BID EVALUATION REPORT

1. Name of Procuring Agency: **DOW UNIVERSITY OF HEALTH SCIENCES, KARACHI**
2. Tender Reference No: **NIT # DUHS/W&S/2026/1880, 19th August 2026
(REF. NO. DUHS/W&S-NIT/208)**
3. Tender Description: **PROCUREMENT OF SERVICES FOR CONVOCATION 2026
(VENUE SETUP, FURNITURE / FIXTURE, FOOD, REFRESHMENT,
PHOTOGRAPHY, VIDEOGRAPHY, PRINTING MATERIAL ETC.)**
4. Method of Procurement: **Single Stage – Two Envelope, Clause 46(2) of SPPRA Rules 2010
(Amended Up to Date)**
5. Tender Published: **a. DUHS website and SPPRA websites EPADS ID # S-26080824302
b. Dawn (English language newspaper)
c. Daily Jang (Urdu language newspaper)
d. Daily Awami Awaz (Sindhi language newspaper)
on 20th August 2026 (Copies attached)**
6. Total Tender Documents Sold: **Five (05) Nos.**
7. Technical Bids Opening date: **09th September, 2026 at 11:00 am.**
8. Total Bids Received: **Three (03) Bids for Lot -A, One Bid for Lot-B & Three (03) Bid for Lot-C**
9. No. of Bid Technically Qualified: **One (01) Bid for Lot -A, No Bid for Lot-B & Two (02) Bid for Lot-C.**
10. Technical Evaluation Criteria Report: **Attached as Annexure-1**
11. Mandatory Evaluation Report: **Attached as Annexure-2**
12. Financial Bids Opening date: **28th September, 2026 (Lot – A at 11:00 a.m. and Lot – C at 11:15 a.m.)**
13. Financial Proposals Summary: **Attached as Annexure-3**

Recommendations & Remarks:

After conducting a comprehensive technical and financial evaluation in accordance with the prescribed bidding criteria, the following bids for two different lots has been accepted for "Procurement of Services for Convocation 2026 (Venue Setup, Furniture / Fixture, Food, Refreshment, Photography, Videography, Printing Material etc.)" as mentioned below:

- M/s. Darbar Caterers & Decorators (Pvt) Ltd for Lot/ Group/Package – A Only
- M/s. The Times Press (Pvt) Ltd for Lot/ Group/Package – C Only


HASSAN MEMON
ACCOUNTS OFFICER
Dow University of Health Sciences
Karachi.

Mr. Hassan Memon
(Secretary / Member)
Accounts Officer, Finance Directorate,
Dow University of Health Sciences


Mustafa Ali
Project Accounts Officer
Planning & Development Department
Dow University of Health Sciences

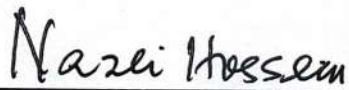
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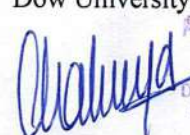

Ahmed Shah
Assistant Internal Audit Officer
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Karachi.

Mr. Ahmed Shah
(Member)
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SYED SHERAZ HUSSAIN
Senior Manager Finance
Institute of Business Administration
Karachi

Mr. Syed Sheraz Hussain
(External Member)
Senior Manager Finance, Institute of
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Nazli Hossain
Prof. Nazli Hossain
VICE CHANCELLOR
Dow University of Health Sciences


Shahriyar Ghazanfar
Professor of Surgery,
Dow University of Health Sciences
Karachi.

Prof. Shahriyar Ghazanfar
(Chairman)
Professor of Surgery,
Dow University of Health Sciences

MINUTES OF FINANCIAL E-BIDS OPENING MEETING

PROCUREMENT OF SERVICES FOR CONVOCATION 2026 (VENUE SETUP, FURNITURE / FIXTURE, FOOD, REFRESHMENT, PHOTOGRAPHY, VIDEOGRAPHY, PRINTING MATERIAL ETC.)

REF NO: DUHS/W&S-NIT/208, EPADS ID # S-26080824302, NIT # DUHS/W&S/2026/1880, 19th August 2026

The bids were submitted online through EPADS SPPRA and the procurement committee online open the financial bid of technically qualified bidders as on 28th September, 2026 (Lot – A at 11:00 a.m. and Lot – C at 11:15 a.m.) for “Procurement of Services for Convocation 2026 (Venue Setup, Furniture / Fixture, Food, Refreshment, Photography, Videography, Printing Material etc.” Ref. No. DUHS/W&S-NIT/208, EPADS ID # S-26080824302, NIT # DUHS/W&S/2026/1880, 19th August 2026

PROCUREMENT COMMITTEE (SERVICES):

1. **Prof. Shahriyar Ghazanfar** (Chairman)
Professor of Surgery,
Dow University of Health Sciences
2. **Mr. Hassan Memon** (Secretary / Member)
Accounts Officer, Finance Directorate,
Dow University of Health Sciences
3. **Mr. Mustafa Ali** (Member)
Project Accounts Officer,
Dow University of Health Sciences
4. **Mr. Ahmed Shah** (Member)
Assistant Internal Audit Officer,
Dow University of Health Sciences
5. **Mr. Syed Sheraz Hussain** (External Member)
Senior Manager Finance,
Institute of Business Administration (IBA) Karachi.

After the technical evaluation of bids submitted by five (05) participants, who submit their online bids for different Lots it was found that the three (03) bidders had technically qualified in the competitive bidding process. The Technical Evaluation Criteria report attached as Annexure-1, Evaluation of technical proposals report (mandatory requirements) attached as Annexure-2 and the comparative statement of financial proposals attached as Annexure-3.


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Summary of Financial Proposals:

After the arithmetic calculations and financial evaluation, the details of financial bids /proposals submitted by the technically qualified bidders are as under:

S. No	Name of Bidders	Total Bid Amount (Including all applicable taxes, duties, levies, insurance, freight / transportation, insurance, delivery and other charges. e.g (SST, GST, WHT)	Fixed Amount of Bid Security	Name of Bank, Pay Order No & Date	Remarks
1.	M/s. Darbar Caterers & Decorators (Pvt) Ltd	Rs. 29,240,000/- For Lot A Only	Rs. 500,000/-	UBL Bank P.O # 20083056 Date 08-09-2026	Accepted and Recommended for Award of Contract for Lot A Only.
2.	M/s. The Times Press (Pvt) Ltd	Rs. 1,963,350/- For Lot C Only	Rs. 50,000/-	Habib Metropolitan Bank P.O # 18949005 Date 04-09-2026	Accepted and Recommended for Award of Contract for Lot C Only.
3.	M/s. Shan Printing press	Rs. 2,163,500/- For Lot C Only	Rs. 50,000/-	Bank Al Habib P.O # 12881317 Date 09-09-2026	Not Recommended

Recommendations & Remarks:

After conducting a comprehensive technical and financial evaluation in accordance with the prescribed bidding criteria, the following bids for two different lots has been accepted for "Procurement of Services for Convocation 2026 (Venue Setup, Furniture / Fixture, Food, Refreshment, Photography, Videography, Printing Material etc.)" as mentioned below:

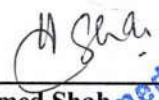
- M/s. Darbar Caterers & Decorators (Pvt) Ltd for Lot/ Group/Package – A Only
- M/s. The Times Press (Pvt) Ltd for Lot/ Group/Package – C Only


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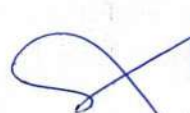
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PURCHASE PROPOSAL / RECOMMENDATIONS
LOT / GROUP / PACKAGE – A
COMPLETE VENUE SETUP FOR CONVOCATION 2026
(VENUE SETUP, FURNITURE / FIXTURE, FOOD & REFRESHMENT)
FOR 6000 GUESTS

REF. NO. DUHS/W&S-NIT/208, NIT # DUHS/W&S/2026/1880, Dated 19th August 2026, EPADS ID # S-26080824302

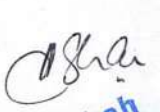
M/s. Darbar Caterers & Decorators (Pvt) Ltd					
S#	Description	Quantity	Units	Rate (PKR.)	Amount (PKR.)
A-1.	Convocation Pandal including stages, food areas, VIP area, Covering the entire pandal with Trussing to provide full shade and protection from sunlight for all guests. Foyer area with wall paneling. The decoration theme should be according to the color Scheme / Theme specified by the Chairperson of the Convocation and as per attached layout drawings.	6000	Guests	990	5,940,000
A-2.	Trussing marquee for Line-up Area and main entrance decoration including chandelier as per attached layout drawings.	1	No.	480,000	480,000
A-3.	Partition wall between Governor, Vice Chancellor and Faculty Changing Room	1	No.	275,000	275,000
A-4.	Covered Prayers Area for Ladies (Fully Carpeted)	1	No.	150,000	150,000
A-5.	Covered Medical Camp Area	1	No.	50,000	50,000
A-6.	Head Table to seat 9 persons on stage Stairs with railing (Two Sides) Stairs should be in Wooden & in good quality (with flower array / decoration and with table cover and skirting)	1	No.	90,000	90,000
A-7.	Arrangement on Main Stage (already available at site Size: 60'L x 24.5'W x 5'H) With neat & clean Carpet, Branding and paneling for stage walls, Stairs, and railings on both sides of Main Stage, Tables with Fresh Flower Arrangements for the main stage and VIP area. Chairs should be proper polished and in good condition.	1	No.	450,000	450,000
A-8.	Side Stages Size 40' x 60', 6 feet height Sitting arrangement on both sides of stage with Iron Framing/ Scaffolding, stairs with railings	2	No.	425,000	850,000
A-9.	Spotless Carpeting in Entire pandal of 6000 Guests including food area, skirts duly stitched. Red runners in walkways where required (As per approved sample and as per attached layout drawings.) Carpeted area towards pandal area	1	Setup	1,750,000	1,750,000
A-10.	Presidential Chair	1	No.	6,000	6,000
A-11.	Semi - Presidential Chair	2	No.	6,000	12,000
A-12.	VVIP Chairs	6	No.	5,000	30,000
A-13.	Sofa Sets Double Seater (White Leatheride) for VVIPs Guests duly Cordoned- off	100	Guests	3,000	300,000
A-14.	Center Tables with fresh flowers for Sofa Sets	15	No.	2,500	37,500
A-15.	Complete Grand Table setup, paneling carpeting, A/C Setup, Crockery, Cutlery, VIP Stainless Steel Chairs and trussing & covering, for VIP Guests along with waiter services and lunch Setting.	300	Guests	2,400	720,000


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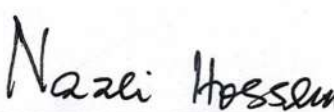
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M/s. Darbar Caterers & Decorators (Pvt) Ltd					
S#	Description	Quantity	Units	Rate (PKR.)	Amount (PKR.)
A-16.	Foamy Chairs with Bows and Chair Covers For Students and Faculty (according to colors of Institutes)	3,000	Guests	198	594,000
A-17.	Acrylic Chairs with Foamy Seat for parents (3000 Guests+ 1000 Seats for Lunch area)	4000	Nos	275	1,100,000
A-18.	Duct Type Air Condition System (50 Ton) with Generator & Fuel.	3	Nos	300,000	900,000
A-19.	Floor Standing Air Condition (4 Ton) with Generator & Fuel.	60	Nos	35,000	2,100,000
A-20.	Power Generators with fuel to support the load of entire setup & pandal.	2	Nos	150,000	300,000
A-21.	Large Size Big Industrial Electric Portable Floor Fan	15	Nos	20,000	300,000
A-22.	Electric Water Dispensers (15 for Pandal and 10 for Lunch area)	25	Nos	3,500	87,500
A-23.	Disposable Glasses	5000	Nos	14	70,000
A-24.	Portable Mobile Wash Rooms	20	Nos	35,000	700,000
A-25.	Sign Boards for each Program with seating arrangement to guide students to sit 3'(w)x 4'(h)x 6'(tall) (As per approved Sample)	37	Nos	7,500	277,500
A-26.	Standing-up Wooden Direction Signs Boards Size 3' x 5' or better, 6 feet tall	40	Nos	4,500	180,000
A-27.	Pair of Line Array Speakers	3	Pairs	150,000	450,000
A-28.	Pair of SP-4 Speakers	6	Pairs	25,000	150,000
A-29.	02 Wireless and 02 Cordless Mics	2	Sets	3,000	6,000
A-30.	Rostrums with 02 Podiums Mics	4	Nos	13,000	52,000
A-31.	Iron Barrier (10 ft Width x 4.5 ft Height) for Crowd Handling	20	Nos	3,000	60,000
A-32.	Food with buffet arrangement along with Food Stations, Waiter Service, Crockery, and Cutlery • Chicken Karahi (must be having big chicken pieces) • Chicken Biryani (must be having big chicken pieces) • Mix Sabzi • Naan+taftan • Gulab Jaman • Tea • Cold Drinks 250 ml Cola / Fizup Next or equivalent Local Brand.	4500	Guests	1,500	6,750,000
A-33.	Post Convocation Dinner / Lunch for Organizers With VVIP Decor Setup, Including Trussing, VIP Wooden Chairs, Tables, Sofas, Crockery, Cutlery, Stage, Waiter Service etc. • Drum Sticks • Reshmi Kabab • Singaporean Rice • Chicken Handi • Nan and Taftan • Fresh Salad Bar, • Raita & Chutneys • Ice Cream • Running Coffee, Kashmiri Tea, Green Tea Station, Cold Drinks 250 ml Cola / Fizup Next or equivalent Local Brand (open all the time)	250	Guests	4,300	1,075,000
A-34.	Coffee, tea, and green tea station including Refreshment Pack (Cold Juices 250 ml Hilal (Fresher) or equivalent Local Brand + Peanuts Small pack + Chocolate brownie (45 gm) Nutrilov or any other local brand + Mix Nimco 45 grams (Shahi/Hilal or equivalent) for the convocation day.	4500	Nos.	655	2,947,500
TOTAL AMOUNT FOR LOT/ GROUP / PACKAGE A					29,240,000
Remarks					Accepted and Recommended for Award of Contract.

Purchase Proposal / Recommendation / Remarks:

It is recommended that contract may be awarded to **M/s. Darbar Caterers & Decorators (Pvt) Ltd** at total value of **Rs 29,240,000/-** accepted and recommended for award of contract for Lot / Group / Package – A (Complete Venue Setup, Furniture / Fixture, Food & Refreshment) for DUHS Convocation 2026.

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COMPARATIVE STATEMENT OF FINANCIAL PROPOSALS**LOT / GROUP / PACKAGE – C (PRINTING MATERIAL)**

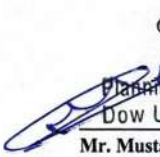
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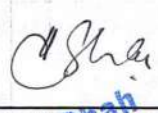
S#	Description	Quantity	Units	M/s. The Times Press (Pvt) Ltd		M/s. Shan Printing Express	
				Rate	Amount	Rate	Amount
C-1.	Printing of Invitation Cards with Envelopes Size: 5.5" x 8.25" Card: 130 gram Art Card Printing: 4 + 2 Envelope: 6" x 9", 4 Color printing Material: IVORY CARD or ALABASTER CARD (Ink stamp friendly material)	2000	Nos.	30	60,000	35	70,000
C-2.	Printing of Convocation Book Size: A4 No. of pages: 210 (± 15 Pages) Paper: 113-gram Matt paper Printing: 4 + 4 Title Card: 300 grams Art Card with Matt Lamination Spot UV Binding: Hot Glue Binding Envelope: 90 gram Off-Set, White Color + 4 color printing.	2000	Nos.	825	1,650,000	887	1,774,000
C-3	Degree Card with Ribbon Size: Legal Size; 145-gram card / paper, 2 Color Printing Degree Ribbon: Blue Ribbon Bow	1500	Nos.	35	52,500	30	45,000
C-4.	Printing of Back-Drop for Main Stage Size: 10' x 60' With approved design and theme with installation, fixing in wooden or iron frame complete job in all respects as per satisfaction of the Site in charge.	1	Nos.	59850	59,850	110,000	110,000
C-5.	Printing of Back-Drop for Media Wall Pictures Size: 10' x 30' With approved design and theme with installation, fixing in wooden or iron frame complete job in all respects as per satisfaction of site in charge.	1	Nos.	23500	23,500	55,000	55,000
C-6.	Printing of Pena flex with Convocation Design & Announcement Size: 3' x 6'	20	Nos.	1100	22,000	1,100	22,000
C-7.	Certificates for volunteers Size: 11" x 9"	500	Nos.	50	25,000	40	20,000
C-8	Car Stickers VIP Car Parking To be placed inside windshield (visible from outside) Material: Transparent polyester/ vinyl, reverse printed Size: Approx. 4 x 4 Inch or 4 x 6 Inch	100	Nos.	80	8,000	75	7,500
C-9.	Volunteers' Hanging Cards Card Material: 300-350 gm art card / laminated card stock (matte or gloss finish) Size: Approx. 4 x 6 inch (100 x 150 mm) Printing: Full Color, single or double-sided. Ribbon: Durable satin/ polyester ribbon with "Dow University of Health Sciences" printed repeatedly.	500	Nos.	125	62,500	120	60,000
TOTAL AMOUNT FOR LOT/ GROUP / PACKAGE C					1,963,350		2,163,500
Remarks				Accepted and Recommended (Lowest Evaluated Responsive Bid)		Not Recommended	

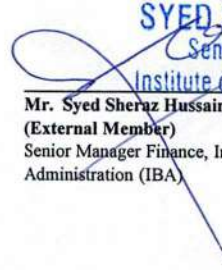
Purchase Proposal / Recommendation / Remarks:

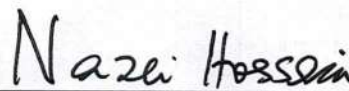
It is recommended that a contract may be awarded to M/s. The Times Press (Pvt) Ltd at total value of Rs. 1,963,350/- being the most advantageous bid accepted in the bidding process for Lot / Group / Package – C (Printing Material) for DUHS Convocation 2026.


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REF. NO. DUHS/W&S-NIT/208, NIT # DUHS/W&S/2026/1880, Dated 19th August 2026, EPADS ID # S-26080824302

EVALUATION OF TECHNICAL PROPOSAL (MANDATORY REQUIREMENTS)-LOT-A

S.No	Descriptions	M/s. Darbar Caterers & Decorators Pvt Ltd	M/s. Badar Expo Solutions	M/s. Naveed Caterers & Event Management
1.	Tender Fee: Original to be submitted at DUHS before tender opening. A scanned copy must be attached in the Technical Proposal.	Attached	Attached	Attached
2.	Bid Security: Original to be submitted at DUHS before tender opening. A scanned copy must be attached in the Technical Proposal.	Attached	Attached	Attached
3.	Complete bidding document, duly signed and stamped on each page as acceptance of all terms and conditions.	Attached	Attached	Complete bidding documents not attached, however, financial proposal attached along with technical proposal
4.	Valid NTN / Income Tax Registration Certificate with online verification showing "Active Taxpayer" status (FBR).	Attached	Attached	Attached
5.	Valid Sindh Sales Tax (SST-SRB) Registration Certificate with online verification showing "Active Taxpayer" status applicable for Services Only.	Attached	Attached	Attached
6.	Valid Sales Tax (GST-FBR) Registration with online verification showing "Active Taxpayer" status applicable for supply of Goods Only.	Not Applicable	Not Applicable	Not Applicable
7.	Copy of CNIC of the authorized signatory of the bid.	Attached	Attached	Not Attached
8.	Duly signed and stamped Compliance Certificate (as per Annexure-C).	Attached	Attached	Attached
9.	Bidder must be registered/incorporated / established company/firm / company/organization / sole- proprietor etc. in Pakistan with relevant business experience (credible documentary evidence must be provided).	Attached	Attached	Attached
10.	Average Annual Turnover in the last three (03) financial years supported by Income Tax Returns (ITR – FBR) (Annexure-G)	Attached	Attached	Attached
11.	Affidavit on Stamp Paper as per Specimen give at Annexure-I that the bidder is not backlisted not involved in litigation with any of provincial or Federal Government Department, Agency, Organization or autonomous body anywhere in Pakistan. In case involved in any litigation process, proof of dispute resolution is required.	Attached	Attached	Attached
12.	Experience of minimum 02 Convocation of 4000 or more guests in public and/or private sector universities during the last 5 years (Applicable for Lot / Group / Package – A Only)	Attached	Attached	Attached
13.	Valid Press and Publication Declaration Certificate in favor of the bidder (Applicable for Lot / Group / Package – C Only).	Not Applicable	Not Applicable	Not Applicable
14.	Must have existing workshop & outlets with valid addresses & contact numbers. (Applicable for Lot / Group / Package – B Only)	Not Applicable	Not Applicable	Not Applicable
15.	Bidders achieving minimum 70% marks / points in Technical Evaluation Criteria will be considered only for further process besides compliance of all mandatory clauses. Documentary evidence must be attached in support of claim.	Secured more than 70 marks	Obtained less than 70 marks	Secured more than 70 marks
16.	Existing and any past service providers are only eligible for bidding upon providing recent Satisfactory Performance Certificates, dated after publication of the tender document for respective periods of services from the Registrar office of Dow University of Health Sciences, duly signed and stamped. No other certificates will be accepted for eligibility.	Attached	Not Attached- Certificate of Convocation 2023 is not issued from the Registrar Office	Not Applicable
17.	An Undertaking/Affidavit on the firm's official letterhead, duly signed and stamped by the authorized representative, confirming that the work will be executed strictly in accordance with the Technical Specifications prescribed in Annexure-A and Scope of Work of the bidding document, and that all goods, items, and services shall fully conform to the required standards and specifications without deviation. The bidder shall further certify that completion of the entire scope of work within the stipulated period to the satisfaction of DUHS, and accept that failure to comply may result in penalties under the relevant clauses of the contract (Annexure-F).	Attached	Attached	Attached
	Results	Technically Qualified	Technically Disqualified	Technically Disqualified


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PROCUREMENT OF SERVICES FOR CONVOCATION 2026
(VENUE SETUP, FURNITURE / FIXTURE, FOOD, REFRESHMENT, PHOTOGRAPHY, VIDEOGRAPHY, PRINTING MATERIAL ETC.)

REF. NO. DUHS/W&S-NIT/208, NIT # DUHS/W&S/2026/1880, Dated 19th August 2026, EPADS ID # S-26080824302

Technical Evaluation Criteria (FOR LOT / GROUP/ PACKAGE – A ONLY)

S.No	Descriptions	Ranges	Marks Division	Total Marks	M/s. Darbar Caterers & Decorators Pvt Ltd		M/s. Badar Expo Solutions		M/s. Naveed Caterers & Event Management	
					Marks	Comments	Marks	Comments	Marks	Comments
1.	Average Annual Turnover during the last 03 financial years demonstrated through Annual FBR-Income Tax Returns.	Less than PKR 20 Million	00	20	20		20	-	20	-
		PKR 20 Million or more but less than PKR 30 Million	10							
		PKR 30 Million or more but less than PKR 40 Million	15							
		PKR 40 Million or more	20							
2.	Total Assets (upto last financial year) demonstrated through Annual FBR- Income Tax Return.	Less than PKR 20 Million	00	10	10		10		5	-
		PKR 20 Million or more but less than PKR 30 Million	05							
		PKR 30 Million or more but less than PKR 40 Million	07							
		PKR 40 Million or more	10							
3.	Human Resource / Total Number of employees (supported with contracts OR appointment orders OR current salary slips OR Employee Cards)	Less than 10 Persons	00	10	10		10		0	Required documents not attached, only list & some CVs are attached.
		10-20 Persons	03							
		21-30 Persons	06							
		Above 30 Persons	10							
4.	Bidder's experience of organizing the EVENTS OF CONVOCATION during the last 05 years in Public and Private Sector Universities / Degree Awarding Institutes / Government / Semi- Government organizations (supported with purchase order / contract award / contract agreement / advance acceptance letter / satisfactory performance certificate)	5,000 or more Guests (6 marks for each event)	30	30	30		17		18	
		4,000 or more Guests but less than 5000 Guest (5 marks for each event)	20							
		Less than 4000 Guests	00							
5.	Bidder's experience of organizing the OTHER EVENTS during the last 05 years in Public and Private Sector Universities / Degree Awarding Institutes / Government / Semi- Government organizations (supported with purchase order / contract award / contract agreement / advance acceptance letter / satisfactory performance certificate)	3,000 or more Guests (5 marks for each event)	20	20	20		0	No. of Guest in purchase order / contract award / contract agreement / advance acceptance letter / satisfactory performance certificate are not mentioned	19	
		2,000 or more Guests but less than 3000 Guest (3 marks for each event)	15							
		1,000 or more Guests but less than 2000 Guest (2 marks for each event)	10							
		500 or more Guests but less than 1000 Guest (1 marks for each event)	05							
		Less than 500 Guests	00							
6.	Establishment of the Firm/ company/ partnership/ sole-proprietor. Submit documentary evidences and proof	Less than 3 years	00	10	10		10		10	
		3-5 years	05							
		6-10 years	07							
		Above 10 years	10							
TOTAL MAXIMUM MARKS / POINTS				100	100		67		72	

HASSAN MEMON
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Project Accounts Officer
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Dow University of Health Sciences

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Ahmed Shah
Assistant Internal Audit Officer
Department of Health Sciences (DUHS)
Dow University of Health Sciences
Karachi.

SYED SHERAZ HUSSAIN
Senior Manager Finance
Institute of Business Administration
Karachi

**PROCUREMENT OF SERVICES FOR CONVOCATION 2026
(VENUE SETUP, FURNITURE / FIXTURE, FOOD, REFRESHMENT, PHOTOGRAPHY, VIDEOGRAPHY, PRINTING MATERIAL ETC.)**

REF. NO. DUHS/W&S-NIT/208, NIT # DUHS/W&S/2026/1880, Dated 19th August 2026, EPADS ID # S-26080824302

EVALUATION OF TECHNICAL PROPOSAL (MANDATORY REQUIREMENTS)-LOT-B		
S.No	Descriptions	M/s. Badar Expo Solutions
1.	Tender Fee: Original to be submitted at DUHS before tender opening. A scanned copy must be attached in the Technical Proposal.	Attached
2.	Bid Security: Original to be submitted at DUHS before tender opening. A scanned copy must be attached in the Technical Proposal.	Attached
3.	Complete bidding document, duly signed and stamped on each page as acceptance of all terms and conditions.	Attached
4.	Valid NTN / Income Tax Registration Certificate with online verification showing "Active Taxpayer" status (FBR).	Attached
5.	Valid Sindh Sales Tax (SST-SRB) Registration Certificate with online verification showing "Active Taxpayer" status applicable for Services Only.	Attached
6.	Valid Sales Tax (GST-FBR) Registration with online verification showing "Active Taxpayer" status applicable for supply of Goods Only.	Attached
7.	Copy of CNIC of the authorized signatory of the bid.	Attached
8.	Duly signed and stamped Compliance Certificate (as per Annexure-C).	Attached
9.	Bidder must be registered/incorporated / established company/firm / company/organization / sole- proprietor etc. in Pakistan with relevant business experience (credible documentary evidence must be provided).	Attached
10.	Average Annual Turnover in the last three (03) financial years supported by Income Tax Returns (ITR – FBR) (Annexure-G)	Attached
11.	Affidavit on Stamp Paper as per Specimen give at Annexure-I that the bidder is not backlisted not involved in litigation with any of provincial or Federal Government Department, Agency, Organization or autonomous body anywhere in Pakistan. In case involved in any litigation process, proof of dispute resolution is required.	Attached
12.	Experience of minimum 02 Convocation of 4000 or more guests in public and/or private sector universities during the last 5 years (Applicable for Lot / Group / Package – A Only)	Not Applicable
13.	Valid Press and Publication Declaration Certificate in favor of the bidder (Applicable for Lot / Group / Package – C Only).	Not Applicable
14.	Must have existing workshop & outlets with valid addresses & contact numbers. (Applicable for Lot / Group / Package – B Only)	Not Attached relevant document. The documents provided pertains to the warehouse; however, the requirement was for a photography workshop. Moreover, Mr. Mustafa, Manager Operations Warehouse, has been working since 2011, but his name is not included in the HR portfolio shared by the bidder.
15.	Bidders achieving minimum 70% marks / points in Technical Evaluation Criteria will be considered only for further process besides compliance of all mandatory clauses. Documentary evidence must be attached in support of claim.	Secured more than 70 marks
16.	Existing and any past service providers are only eligible for bidding upon providing recent Satisfactory Performance Certificates, dated after publication of the tender document for respective periods of services from the Registrar office of Dow University of Health Sciences, duly signed and stamped. No other certificates will be accepted for eligibility.	Not Applicable
17.	An Undertaking/Affidavit on the firm's official letterhead, duly signed and stamped by the authorized representative, confirming that the work will be executed strictly in accordance with the Technical Specifications prescribed in Annexure-A and Scope of Work of the bidding document, and that all goods, items, and services shall fully conform to the required standards and specifications without deviation. The bidder shall further certify that completion of the entire scope of work within the stipulated period to the satisfaction of DUHS, and accept that failure to comply may result in penalties under the relevant clauses of the contract (Annexure-F).	Attached
Result		Technically Disqualified


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PROCUREMENT OF SERVICES FOR CONVOCATION 2026

(VENUE SETUP, FURNITURE / FIXTURE, FOOD, REFRESHMENT, PHOTOGRAPHY, VIDEOGRAPHY, PRINTING MATERIAL ETC.)

REF. NO. DUHS/W&S-NIT/208, NIT # DUHS/W&S/2026/1880, Dated 19th August 2026, EPADS ID # S-26080824302

TECHNICAL EVALUATION CRITERIA (FOR LOT / GROUP/ PACKAGE – B ONLY)					
S#	Descriptions	Ranges	Marks Division	Total Marks	M/s. Badar Expo Solutions
1.	Average Annual Turnover during the last 03 Financial years demonstrated through Annual FBR- Income Tax Return.	Less than PKR 5 Million	00	30	30
		PKR 5 Million or more but less than PKR 10 Million	10		
		PKR 10 Million or more but less than PKR 20 Million	20		
		PKR 20 Million or more	30		
2.	Total Assets (upto last financial year) demonstrated through Annual FBR- Income Tax Return.	Less than PKR 3 Million	00	15	15
		PKR 3 Million or more but less than PKR 5 Million	05		
		PKR 5 Million or more but less than PKR 10 Million	10		
		PKR 10 Million or more	15		
3.	Human Resource / Total Number of employees (supported with contracts OR appointment orders OR employee cards)	Less than 05 Persons	00	10	10
		05-10 Persons	03		
		11-20 Persons	06		
		Above 20 Persons	10		
27.	Bidder's experience for providing the quoted services / material during the last 05 years in Public and Private Sector Universities / Government / Semi- Government organizations (supported with purchase order/ contract award / contract agreement / advance acceptance letter / satisfactory performance certificate)	Purchase Orders / Contracts of Rs. 3 million or above (10 marks for each)	30	30	10
		Purchase Orders / Contracts of Rs. 2 million or above but less than Rs. 3 million (7 marks for each)	21		
		Purchase Orders / Contracts of Rs. 1 million or above but less than Rs 2 million (5 marks for each)	15		
		Purchase Orders / Contracts of Rs. 0.5 million or above but less than Rs 1 million (2 marks for each)	10		
		Purchase Orders / Contracts of Less than Rs. 0.5 million	00		
5.	Establishment of the Firm/company/ partnership / sole-proprietor	Less than 3 years	00	15	15
		3-5 years	5		
		6-10 years	10		
		Above 10 years	15		
TOTAL MAXIMUM MARKS / POINTS				100	80


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**PROCUREMENT OF SERVICES FOR CONVOCATION 2026
(VENUE SETUP, FURNITURE / FIXTURE, FOOD, REFRESHMENT, PHOTOGRAPHY, VIDEOGRAPHY, PRINTING MATERIAL ETC.)**

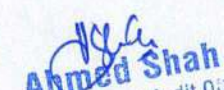
REF. NO. DUHS/W&S-NIT/208, NIT # DUHS/W&S/2026/1880, Dated 19th August 2026, EPADS ID # S-26080824302

EVALUATION OF TECHNICAL PROPOSAL (MANDATORY REQUIREMENTS)-LOT-C				
S.No	Descriptions	M/s. Badar Expo Solutions	M/s. The Times Press (Pvt) Ltd	M/s. Shan Printing Press
1.	Tender Fee: Original to be submitted at DUHS before tender opening. A scanned copy must be attached in the Technical Proposal.	Attached	Attached	Attached
2.	Bid Security: Original to be submitted at DUHS before tender opening. A scanned copy must be attached in the Technical Proposal.	Attached	Attached	Attached
3.	Complete bidding document, duly signed and stamped on each page as acceptance of all terms and conditions.	Attached	Attached	Attached
4.	Valid NTN / Income Tax Registration Certificate with online verification showing "Active Taxpayer" status (FBR).	Attached	Attached	Attached
5.	Valid Sindh Sales Tax (SST-SRB) Registration Certificate with online verification showing "Active Taxpayer" status applicable for Services Only.	Not Applicable	Not Applicable	Not Applicable
6.	Valid Sales Tax (GST-FBR) Registration with online verification showing "Active Taxpayer" status applicable for supply of Goods Only.	Attached	Attached	Attached
7.	Copy of CNIC of the authorized signatory of the bid.	Attached	Attached	Attached
8.	Duly signed and stamped Compliance Certificate (as per Annexure-C).	Attached	Attached	Attached
9.	Bidder must be registered/incorporated / established company/firm / company/organization / sole- proprietor etc. in Pakistan with relevant business experience (credible documentary evidence must be provided).	Attached	Attached	Attached
10.	Average Annual Turnover in the last three (03) financial years supported by Income Tax Returns (ITR – FBR) (Annexure-G)	Attached	Attached	Attached
11.	Affidavit on Stamp Paper as per Specimen give at Annexure-I that the bidder is not backlisted not involved in litigation with any of provincial or Federal Government Department, Agency, Organization or autonomous body anywhere in Pakistan. In case involved in any litigation process, proof of dispute resolution is required.	Attached	Attached	Attached
12.	Experience of minimum 02 Convocation of 4000 or more guests in public and/or private sector universities during the last 5 years (Applicable for Lot / Group / Package – A Only)	Not Applicable	Not applicable	Not applicable
13.	Valid Press and Publication Declaration Certificate in favor of the bidder (Applicable for Lot / Group / Package – C Only).	Certificate Not Attached (Memorandum of Understanding is shared which is signed with Independent Music Group (SMC-Pvt) Ltd and it is an agreement not a certificate from the regulatory body for consideration)	Attached	Attached
14.	Must have existing workshop & outlets with valid addresses & contact numbers. (Applicable for Lot / Group / Package – B Only)	Not applicable	Not applicable	Not applicable
15.	Bidders achieving minimum 70% marks / points in Technical Evaluation Criteria will be considered only for further process besides compliance of all mandatory clauses. Documentary evidence must be attached in support of claim.	Secured more than 70 marks	Secured more than 70 marks	Secured more than 70 marks
16.	Existing and any past service providers are only eligible for bidding upon providing recent Satisfactory Performance Certificates, dated after publication of the tender document for respective periods of services from the Registrar office of Dow University of Health Sciences, duly signed and stamped. No other certificates will be accepted for eligibility.	Not applicable	Attached	Not applicable
17.	An Undertaking/Affidavit on the firm's official letterhead, duly signed and stamped by the authorized representative, confirming that the work will be executed strictly in accordance with the Technical Specifications prescribed in Annexure-A and Scope of Work of the bidding document, and that all goods, items, and services shall fully conform to the required standards and specifications without deviation. The bidder shall further certify that completion of the entire scope of work within the stipulated period to the satisfaction of DUHS, and accept that failure to comply may result in penalties under the relevant clauses of the contract (Annexure-F).	Attached	Attached	Attached
Results		Technically Disqualified	Technically Qualified	Technically Qualified


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REF. NO. DUHS/W&S-NIT/208, NIT # DUHS/W&S/2026/1880, Dated 19th August 2026, EPADS ID # S-26080824302

TECHNICAL EVALUATION CRITERIA (FOR LOT / GROUP/ PACKAGE – C ONLY)

S#	Descriptions	Ranges	Marks Division	Total Marks	M/s. Badar Expo Solutions	M/s. The Times Press (Pvt) Ltd	M/s. Shan Printing Express
1.	Average Annual Turnover during the last 03 Financial years demonstrated through Annual FBR- Income Tax Return.	Less than PKR 5 Million	00	30	30	30	30
		PKR 5 Million or more but less than PKR 10 Million	10				
		PKR 10 Million or more but less than PKR 20 Million	20				
		PKR 20 Million or more	30				
2.	Total Assets (upto last financial year) demonstrated through Annual FBR- Income Tax Return.	Less than PKR 3 Million	00	15	15	15	15
		PKR 3 Million or more but less than PKR 5 Million	05				
		PKR 5 Million or more but less than PKR 10 Million	10				
		PKR 10 Million or more	15				
3.	Human Resource / Total Number of employees (supported with contracts OR appointment orders OR employee cards)	Less than 05 Persons	00	10	10	6	0 (Documentary evidences are not attached)
		05-10 Persons	03				
		11-20 Persons	06				
		Above 20 Persons	10				
4.	Bidder's experience for providing the quoted services / material during the last 05 years in Public and Private Sector Universities / Government / Semi- Government organizations (supported with purchase order/ contract award / contract agreement / advance acceptance letter / satisfactory performance certificate)	Purchase Orders / Contracts of Rs. 3 million or above (10 marks for each)	30	30	10	30	30
		Purchase Orders / Contracts of Rs. 2 million or above but less than Rs. 3 million (7 marks for each)	21				
		Purchase Orders / Contracts of Rs. 1 million or above but less than Rs 2 million (5 marks for each)	15				
		Purchase Orders / Contracts of Rs. 0.5 million or above but less than Rs 1 million (2 marks for each)	10				
		Purchase Orders / Contracts of Less than Rs. 0.5 million	00				
5.	Establishment of the Firm/company/ partnership / sole-proprietor	Less than 3 years	00	15	15	15	15
		3-5 years	5				
		6-10 years	10				
		Above 10 years	15				
TOTAL MAXIMUM MARKS / POINTS				100	80	96	90



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SYED SHERAZ HUSSAIN
Senior Manager Finance
Institute of Business Administration
Karachi

MINUTES OF TECHNICAL E-BIDS OPENING MEETING

PROCUREMENT OF SERVICES FOR CONVOCATION 2026 (VENUE SETUP, FURNITURE / FIXTURE, FOOD, REFRESHMENT, PHOTOGRAPHY, VIDEOGRAPHY, PRINTING MATERIAL ETC.)

REF NO: DUHS/W&S-NIT/208, EPADS ID # S-26080824302, NIT # DUHS/W&S/2026/1880, 19th August 2026

The bids were submitted online through EPADS SPPRA and the procurement committee open the technical bids online as on 09th September, 2026 at 11:00 a.m. for "Procurement of Services for Convocation 2026 (Venue Setup, Furniture / Fixture, Food, Refreshment, Photography, Videography, Printing Material etc.)"

Ref. No. DUHS/W&S-NIT/208, EPADS ID # S-26080824302, NIT # DUHS/W&S/2026/1880, 19th August 2026

PROCUREMENT COMMITTEE (SERVICES):

1. **Prof. Shahriyar Ghazanfar** (Chairman)
Professor of Surgery,
Dow University of Health Sciences
2. **Mr. Hassan Memon** (Secretary / Member)
Accounts Officer, Finance Directorate,
Dow University of Health Sciences
3. **Mr. Mustafa Ali** (Member)
Project Accounts Officer,
Dow University of Health Sciences
4. **Mr. Ahmed Shah** (Member)
Assistant Internal Audit Officer,
Dow University of Health Sciences
5. **Mr. Syed Sheraz Hussain** (External Member)
Senior Manager Finance,
Institute of Business Administration (IBA) Karachi.

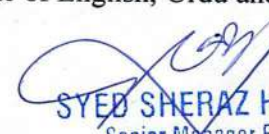
PARTICIPANT BIDDERS WHO SUBMITTED THEIR ONLINE BIDS

1. M/s. Darbar Caterers & Decorators Pvt Ltd
2. M/s. Badar Expo Solutions
3. M/s. Naveed Caterers & Event Management
4. M/s. The Times Press (Pvt) Ltd
5. M/s. Shan Printing press

Notice Inviting Tender, NIT # DUHS/W&S/2026/1880, 19th August 2026, Ref. No. DUHS/W&S-NIT/208, was hoisted on the SPPRA website <https://sindh.eprocure.gov.pk/> EPADS ID # S-26080824302, DUHS website and the same was published in 03 widely circulated leading daily newspaper of English, Urdu and Sindhi languages viz. Dawn, Daily Jang and Daily Awami Awaz on 20th August, 2026.


HASSAN MEMON
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Mustafa Ali
Project Accounts Officer
Planning & Development Department
Dow University of Health Sciences


SYED SHERAZ HUSSAIN
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Institute of Business Administration
Karachi


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Assistant Internal Audit Officer
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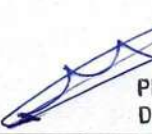
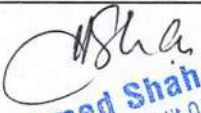
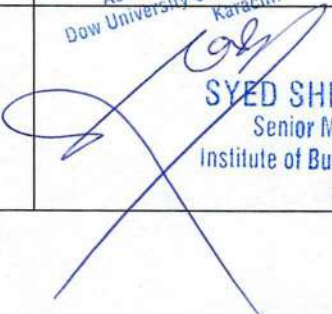
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Professor Shahriyar Ghazanfar
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The online receipt of bids was closed at 10:00 a.m. as on 09th September, 2026 as per scheduled date and time. The technical bids were opened online through EPADS, five (05) bidders had submitted their online bids details as below:

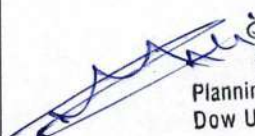
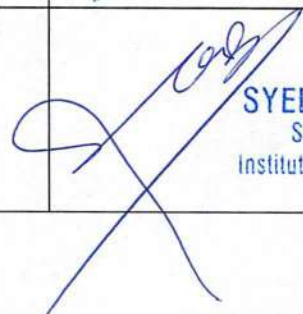
- M/s. Darbar Caterers & Decorators Pvt Ltd Quoted for Lot/ Group/Package – **A only**
- M/s. Badar Expo Solutions Quoted for Lot/ Group/Package – **A, B & C**
- M/s. Naveed Caterers & Event Management Quoted for Lot/ Group/Package – **A only**
- M/s. The Times Press (Pvt) Ltd Quoted for Lot/ Group/Package – **C Only**
- M/s. Shan Printing press Quoted for Lot/ Group/Package – **C Only**

As per the bid evaluation criteria only technical bids were opened and evaluated, without reference to the price and reject any proposal which does not fulfilled the mandatory Criteria of the bidding document. Financial Proposals of only technically qualified bidders will be opened online through EPADS. Financial Proposals of disqualified bidders shall not be opened and bid security shall be returned to the bidder.

S. NO	NAME OF MEMBERS	SIGNATURE
1	Prof. Shahriyar Ghazanfar (Chairman) Professor of Surgery, Dow University of Health Sciences	 Professor Shahriyar Ghazanfar MRCS Ed, FCPS Department of Surgery Dow Medical College & Civil Hospital Dow University of Health Sciences
2	Mr. Hassan Memon (Secretary / Member) Accounts Officer, Finance Directorate, Dow University of Health Sciences	 HASSAN MEMON ACCOUNTS OFFICER Dow University of Health Sciences Karachi.
3	Mr. Mustafa Ali (Member) Project Accounts Officer, Dow University of Health Sciences	 Mustafa Ali Project Accounts Officer Planning & Development Department Dow University of Health Sciences
4	Mr. Ahmed Shah (Member) Assistant Internal Audit Officer, Dow University of Health Sciences	 Ahmed Shah Assistant Internal Audit Officer Dow University of Health Sciences (DUHS) Karachi.
5	Mr. Syed Sheraz Hussain (External Member) Senior Manager Finance, Institute of Business Administration (IBA) Karachi.	 SYED SHERAZ HUSSAIN Senior Manager Finance Institute of Business Administration Karachi

CERTIFICATE

This is to certify that the prices are comparable with the Provision of market rates in respect of the technically qualified bids for the “**PROCUREMENT OF SERVICES FOR CONVOCATION 2026 (VENUE SETUP, FURNITURE / FIXTURE, FOOD, REFRESHMENT, PHOTOGRAPHY, VIDEOGRAPHY, PRINTING MATERIAL ETC.)**” In respect of NIT # DUHS/W&S/2026/1880, Dated 19th August 2026, Ref. No. DUHS/W&S-NIT/208, EPADS ID # S-26080824302, for which technical E-bids were opened online as on 09th September, 2026 at 11:00 a.m. and financial E-bids of technically qualified bidders were opened online as on 28th September, 2026 (Lot – A at 11:00 a.m. and Lot – C at 11:15 a.m.)

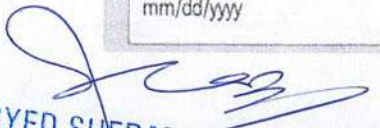
S. NO	NAME OF MEMBERS	SIGNATURE
1	Prof. Shahriyar Ghazanfar (Chairman) Professor of Surgery, Dow University of Health Sciences	 Professor Shahriyar Ghazanfar MRCS Ed, FCPS Department of Surgery Dow Medical College & Civil Hospital Dow University of Health Sciences Karachi
2	Mr. Hassan Memon (Secretary / Member) Accounts Officer, Finance Directorate, Dow University of Health Sciences	 HASSAN MEMON ACCOUNTS OFFICER Dow University of Health Sciences Karachi.
3	Mr. Mustafa Ali (Member) Project Accounts Officer, Dow University of Health Sciences	 Mustafa Ali Project Accounts Officer Planning & Development Department Dow University of Health Sciences
4	Mr. Ahmed Shah (Member) Assistant Internal Audit Officer, Dow University of Health Sciences	 Ahmed Shah Assistant Internal Audit Officer Dow University of Health Sciences (DUHS) Karachi.
5	Mr. Syed Sheraz Hussain (External Member) Senior Manager Finance, Institute of Business Administration (IBA) Karachi.	 SYED SHERAZ HUSSAIN Senior Manager Finance Institute of Business Administration Karachi


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Karachi



**Sindh Public Procurement
Regulatory Authority**
Government of Sindh

سندھ پبلک پروکیورمنٹ ریگولیشنری
اتھارٹی حکومت سندھ

Sep 28, 2026 UAN: 051-111-137-237

Register as a Supplier

EPADS Login

Tender Search Filters

Procurement Name

Department Name

Director (Works & Services), Dow
University Of Health Sciences Karachi

Procurement Status

Select

Tender No

Published Date

mm/dd/yyyy

Public Tenders

Sort By:

Total Records: (68)

EPADS-S-26080824302

**PROCUREMENT OF SERVICES FOR
CONVOCATION 2026 (VENUE SETUP,
FURNITURE / FIXTURE, FOOD,
REFRESHMENT, PHOTOGRAPHY,
VIDEOGRAPHY, PRINTING MATERIAL
ETC.) (REF. NO. DUHS/W&S-NIT/208)**

**Department Name: Director (Works &
Services), Dow University of Health
Sciences Karachi**

Status: In-Progress

Location: Karachi south

Published Date: Aug 22, 2026, 3:00 PM

Closing Date: Sep 9, 2026, 10:00 AM

Bid Opening Date: Sep 9, 2026, 10:30 AM

Validity Date: Dec 8, 2026

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HASSAN MEMON
ACCOUNTS OFFICER
Dow University of Health Sciences
Karachi.



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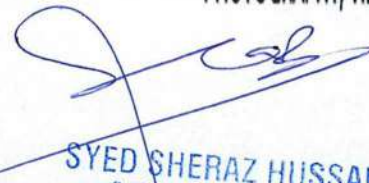

Mustafa Ali
Project Accounts Officer
Planning & Development Department
Dow University of Health Sciences


Ahmed Shah
Assistant Internal Audit Officer
University of Health Sciences (DUHS)
Karachi

• NIT No. DUHS/W&S/2026/1880, Dated: 19th August, 2026

• PROCUREMENT OF SERVICES FOR CONVOCATION 2026 (VENUE SETUP, FURNITURE / FIXTURE, FOOD, REFRESHMENT, PHOTOGRAPHY, VIDEOGRAPHY, PRINTING MATERIAL ETC.) (REF. NO. DUHS/W&S-NIT/208)


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NIT No. DUHS/W&S/2026/1880

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TENDER NOTICE

Dow University of Health Sciences (DUHS), Karachi is a Public Sector University that invites e-bids through E-Pak Acquisition & Disposable System (EPADS) from well-reputed Companies / Bidders/firms having registration with the Federal Board of Revenue (FBR), Income Tax Department, Sindh Revenue Service Board and Sales Tax.

S. No.	NAME OF WORK	METHOD OF PROCUREMENT
1.	PROCUREMENT OF SERVICES FOR CONVOCATION 2026 (VENUE SETUP, FURNITURE / FIXTURE, FOOD, REFRESHMENT, PHOTOGRAPHY, VIDEOGRAPHY, PRINTING MATERIAL ETC.) (REF. NO. DUHS/W&S-NIT/208)	Single Stage – Two Envelope Procedure as per rule 46 sub rule-2 of SPP Rules 2010 (Amended up to date)
2.	PROVISION OF PATIENT'S MEAL & CANTEEN SERVICES (REF. NO. DUHS/W&S-NIT/209)	
Tender Fee	Rs. 5,000/- (Rupees Five Thousand Only) Non-Refundable in shape of Pay Order / Demand Draft in favor of Dow University of Health Sciences, Karachi.	
Security	Bid Security and Performance Security as mentioned in the bidding document.	

E-Bidding documents as per detailed terms and conditions, specifications and requirements are available for the registered bidders on Sindh Public Procurement Regulatory Authority's EPADS at <https://portalsindh.eprocure.gov.pk/#/> and University website <https://duhs.edu.pk> on the payment noted above (non-refundable) on any working day except the day of opening of tenders.

The electronics bids must be submitted using EPADS before closing time **09-09-2026 at 10:00 Hrs.** Manual bids, shall not be accepted. Electronic Bids will be opened on **09-09-2026 at 11:00 Hrs.** For any query related to e-bidding, please Contact to the facilitator /Coordinator, Procurement Committee Services at Admin Block 5th floor DMC Campus, Baba-e-Urdu Road near Civil Hospital Karachi, Phone No. 021-38771000 (Ext. 5820 /5907). The tender fee (non-refundable) and bid security (refundable) shall be submitted in the form of a Pay Order / Demand Draft / Bank Guarantee issued by a Scheduled Bank of Pakistan in favor of Dow University of Health Sciences, Karachi and must be delivered to the above-mentioned office of the Facilitator / Coordinator, Procurement Committee at the same address.

In case of any unforeseen situation resulting in the closure of the office on the date of opening or if Government declares Holiday the tenders shall be submitted/opened online on the next working day at the same time. The Procuring Agency reserves the right to reject any or all bids subject to relevant provisions of SPP Rules, 2010 (Amended up to date) and may cancel the bidding process at any time prior to the acceptance of a bid or proposal under "Rule-25" of said Rules. In case of any ambiguity in between NIT and tender document, tender will be considered as senior.

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Dow University of Health Sciences, Karachi

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HASSAN MEMON
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