

Ref: PROC/P/100003

Dated: 27-09-2019


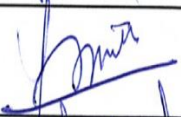
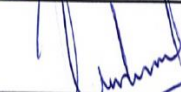
## Announcement of Evaluation Report

Description	Details
Name of Procuring Agency:	Punjab Skills Development Fund
Title of Procurement:	HR Outsourcing Services required for PSDF
Method of Procurement:	Least Cost Method
Procedure of Procurement:	Single Stage two Envelope
Date & Time of Bid Closing:	27-Aug-19 at 03:00 PM
Date & Time of Bid Opening	27-Aug-19 at 03:30 PM
No of EOI Received:	Bids Received=03 Eligible for Technical Evaluation=03 Qualified for Financial Opening=03
Evaluation Report:	Cited Below

**Eligibility:**

**Eligibility-HR Outsourcing Services required for PSDF**

Eligibility Criteria		CATCOS Private Limited	HR Perfect Solution Providers (PVT) LTD	AbacusELS Private Limited
1	Evidence of bidding firms/company Registration / Incorporation (Evidence of certificate of incorporation/company registration certificate )	YES	YES	YES
2	Provide National Tax Number (NTN) and GST/ PST, (if applicable) in the name of Organization (Provide a copy of registration)	YES	YES	YES
3	Should be Active Taxpayer and last year's tax return is required (2017-2018 Tax Return copy required)	YES	YES	YES
4	Affidavit on stamp paper, declaring that company is not blacklisted by any Government /semi government/autonomous body /agency/authority/organization. (Original required) (We solemnly declare that our organization or any member of consortium has never been suspended/debarred or blacklisted. )	YES	YES	YES
5	The bidder should be registered with PESSI and EOBI, (Registration #, and copies required as an evidence)	YES	YES	YES
<b>Declaration</b>		Eligible	Eligible	Eligible

Procurement Committee			
Sr	Name of member	Comments	Signature
1	Faisal Rafiq , Head Procurement		
2	Asim Safer Pasha, Head Human Resources		
3	Muhammad Ahsan, Manager Finance		

**Technical Evaluation:**

**Technical Evaluation-HR Outsourcing Services for PSDF**

Technical Evaluation Sheet			CATCOS Private Limited	HR Perfect Solution Providers (PVT) LTD	AbacusELS Private Limited
<b>Relevant Experience in similar HR outsourcing services (20)</b>					
1	More than or equal to 8 years of experience	Documentary proof (copies of previously signed contract or workorder or Service Order) received from Clients to be furnished.	20	20	20
	Less than 8 years and but greater or equal to 5 years of experience		15		
	Less than 5 years of experience but greater than 3 years		10		10
<b>Total Marks (Relevant Experience in similar HR outsourcing services)</b>				20	20
<b>Clients Portfolio (20)</b>					
2	Worked with at least 10 clients or more with similar HR outsourcing services	Documentary proof (copies of contract or workorder of clients) should be furnished.	20	20	
	Worked with 8 clients or more but less than 10 clients		10		
	Worked with less than 8 clients but greater or equal to 5		5		5
<b>Total Marks (Clients Portfolio )</b>				20	5
<b>Company's overall Financial Capability (PKR) (15)</b>					
3	Annual turnover /revenue of company should be greater than or equal to 50 Million	Copy of Latest financial audit report done by ICAP/SBP registered auditing firm or Last year Tax Return (2017-2018)	15		15
	If less than 50 Million but greater than or equal to 25million		10		10
	Less than 25million but greater 10 Million		5	5	
<b>Total Marks (Company's overall Financial Capability (PKR)</b>				5	10
<b>Number of relevant HR Staff (with recruitment &amp; HR operation experience) available on pool to handle recruitment &amp; HR operation services (15)</b>					
4	10 to 12 personnel	Complete list of staff on company letter head with sign and stamp by authorities and their CVs	15		15
	6 to 9 personnel		10		10
	3 to 5 personnel		5	5	
<b>Total Marks</b>			5	10	15
<b>Registered Office (10)</b>					
5	If registered office in Lahore	Provide Evidence on company letter head showing the address of the company.	10		10
	If registered office is in other cities of the Pakistan, other than Lahore		5	5	
<b>Total Marks (Registered Office)</b>			5	10	10
<b>Online Employee Database and Web Portal (20)</b>					
6	Availability of online employee database and web portal		20	20	20
<b>Total Marks (Online Employee Database and Web Portal)</b>				20	20
<b>Grand Total</b>			100	75	70

Procurement Committee			
Sr	Name of member	Comments	Signature
1	Mr. Faisal Rafiq , Head Procurement	Please proceed	
2	Asim Safeer Pasha, Head Human Resources	Please proceed.	
3	Mr. Muhammad Ahsan , Manager Finance - Budgeting, Forecasting and Reporting	Please proceed with financial report	

Financial Evaluation

Financial Result for "HR Outsourcing Services" required for PSDF			
Detail of Bid Price	Service Charges % percentage offered by Qualified Bidders		
	CATCOS Private Limited	HR Perfect Solution Providers (Pvt) Ltd	AbacusELS Private Limited
Bid Price (%) inclusive of taxes	35%	8%	4.4%

LEAST COST METHOD						
Sr #	Bidder Name	Vendor Technical Score out of 100	Minimum score for Technical Qualification is 65	Service Charges % (Inclusive of all taxes)	Rank	Winner
1	CATCOS Private Limited	75	Pass	35%	3	AbacusELS Private Limited
2	HR Perfect Solution Providers (Pvt) Ltd	75	Pass	8%	2	
3	AbacusELS Private Limited	70	Pass	4.4%	1	

Procurement Committee			
Sr	Name of member	Comments	Signatures
1	Faisal Rafiq, Head Procurement	ok - Proceed with the lowest	<i>Faisal Rafiq</i>
2	Asim Safer Pasha, Head Human Resource	or proceed with the lowest	<i>Asim Safer Pasha</i>
3	Muhammad Ahsan, Manager Finance	Proceed with lowest.	<i>Muhammad Ahsan</i>