

EVALUATION REPORT
(As Per Rule 35 of PP Rules-2004)

1. Name of Procuring Agency: National Bank of Pakistan
2. Method of Procurement: 36 (b) - Single Stage Two Envelope Procedure, 2004
3. Title of Procurement: **Procurement of Recruitment & Employee Search Services for Batch Hiring**
4. Tender Inquiry No.: NT-11/14/2022-2
5. PPRA Ref. No. TSE: TS495486E
6. Date & Time of Bid Submission: December 1, 2022 – 10:30 AM
7. Date & Time of Bid Opening: December 1, 2022 – 11:00 AM
8. Number of Bids Received: *7
9. Criteria for Bid Evaluation: Mentioned in the RFP/Bidding documents.
10. Details of Bid(s) Evaluation: As follows

Name of Bidder	Technical Weightage (80%)			Bidders Rate (% on Annual Gross Salary per hired)	Financial Weightage (20%)	Total Score	As Per Rule 35 of PP Rules-2004
	Total Technical Score	Score Achieved	Total Technical Weightage				
M/s. Sidat Hyder Morshed Associates Pvt. Ltd.	35	34	0.777	5.708	0.200	0.977	Successful
M/s. Prime HR Pvt Ltd	35	35	0.800	9.029	0.126	0.926	Unsuccessful
M/s. Naseeb Online (Roze Pk)	Not meeting the mandatory eligibility criteria 5.2 clause 3.						
M/s. FSC Integrated Services Pvt. Ltd.	Not meeting the mandatory eligibility criteria 5.2 clause 3.						
M/s Institute of Bankers Pakistan	Not meeting the mandatory eligibility criteria 5.2 clause 3.						

****M/s Resources Linked & M/s Human Capital HR Solutions bids were returned due to incomplete submission.***

Most Advantageous Bidder: M/s. Sidat Hyder Morshed Associates Pvt. Ltd.

11. Any other additional / supporting information, the procuring agency may like to share.
- Annexure I - Evaluation Criteria.

(Divisional Head)
Procurement Division
Logistics, Communications & Marketing Group
Head Office, NBP, Karachi.

Evaluation Criteria

Procurement of Recruitment & Employee Search Services for Batch Hiring

The bids/proposals with all complete documents will be evaluated as under:

Evaluation Criteria

NBP shall conduct a comprehensive, fair, and impartial evaluation of all proposals received. This section describes the evaluation methodology and criteria to be used to evaluate each submitted proposal.

The bidders qualifying the mandatory criteria mentioned in section 5.2 will be eligible for further evaluation which will be a two (2) step process as mentioned below:

Step 1: Technical Evaluation

Step 2: Financial Evaluation

Proposals will be evaluated on the following basis.

- a. 80% of the proposal strength will be measured in technical evaluation.
- b. 20% of the proposal strength will be measured in financial evaluation.

Technical Evaluation Criteria and Scoring

Technical evaluation of the proposals will be given weightage through the below mentioned factors based on the formula mentioned below:

Minimum score of 25 out of 35 on evaluation criteria specified below is required to qualify for financial evaluation.

The purpose of the detailed evaluation of technical proposals is to select finalists who will qualify technically based on the evaluation criteria. Technical proposal evaluation criteria will be weighted as per details mentioned in 5.3 (Technical Evaluation Criteria).

Financial Evaluation Criteria

Points will be assigned for Cost Analysis using the price provided by the bidders as outlined in this bidding document.

Bid price will be calculated as:

$$\frac{\text{Lowest Bid Price}}{\text{Bidder's Price}} \times \text{Weight}$$

Combined Evaluation will be calculated by adding the Technical and Financial Evaluation as below:

$$\left[\frac{\text{Bidders Technical Score}}{\text{Total Technical Score}} \times \text{Weight} \right] + \left[\frac{\text{Lowest Bid Price}}{\text{Bidder's Price}} \times \text{Weight} \right]$$

A combined evaluation of technical and financial proposals shall follow and the applicant with the winning proposal (i.e., who will obtain the highest score in combined evaluation) will be accepted. (Reference 5.4 (d) of Bidding documents).

Award Criteria

Subject to ITB Clause 3.6.2, NBP will award the contract to the successful Bidder whose Bid has been determined to be substantially responsive and has been determined to be the most advantageous Bid, provided that the Bidder has been determined to be qualified to perform the contract satisfactorily.