

PUBLIC PROCUREMENT REGULATORY
AUTHORITY (PPRA)

CONTRACT AWARD PROFORMA – I

To Be Filled And Uploaded on PPRA Website In Respect of All
Public Contracts of Works, Services and Goods Worth Fifty
Million or More

- NAME OF THE ORGANIZATION/DEPTT. _____
- FEDERAL / PROVINCIAL GOVT. _____
- TITLE OF CONTRACT _____
- TENDER NUMBER _____
- BRIEF DESCRIPTION OF CONTRACT _____

- TENDER VALUE _____
- ENGINEER'S ESTIMATE _____
(for civil Works only)
- ESTIMATED COMPLETION PERIOD _____
- WHETHER THE PROCUREMENT WAS INCLUDED IN ANNUAL
PROCUREMENT PLAN? _____ Yes / No
- ADVERTISEMENT :
 - (i) PPRA Website _____ Yes / No
(Federal Agencies) (If yes give date and PPRA's tender number)
 - (ii) News Papers _____ Yes /
No
(If yes give names of newspapers and dates)
- TENDER OPENED ON (DATE & TIME) _____
- NATURE OF PURCHASE _____ Local / International
- EXTENSION IN DUE DATE (If any) _____ Yes / No

- NUMBER OF TENDER DOCUMENTS SOLD _____
(Attach list of Buyers)
- WHETHER QUALIFICATION CRITERIA
WAS INCLUDED IN BIDDING/TENDER DOCUMENTS _____ Yes / No
(If yes enclose a copy).
- WHETHER BID EVALUATION CRITERIA
WAS INCLUDED IN BIDDING/TENDER DOCUMENTS _____ Yes / No
(If yes enclose a copy).
- WHICH METHOD OF PROCUREMENT WAS USED: - (Tick one)
 - a) SINGLE STAGE – ONE ENVELOPE PROCEDURE _____
 - b) SINGLE STAGE - TWO ENVELOPE PROCEDURE. _____
 - c) TWO STAGE BIDDING PROCEDURE. _____
 - d) TWO STAGE – TWO ENVELOPE BIDDING PROCEDURE. _____
- PLEASE SPECIFY IF ANY OTHER METHOD OF PROCUREMENT WAS
ADOPTED WITH BRIEF REASONS (i.e EMERGENCY, DIRECT
CONTRACTING, NEGOTIATED TENDERING ETC.)
- WHO IS THE APPROVING AUTHORITY _____
- WHETHER APPROVAL OF COMPETENT AUTHORITY WAS OBTAINED
FOR USING A METHOD OTHER THAN OPEN COMPETITIVE BIDDING.
- NUMBER OF BIDS RECEIVED _____
- WHETHER THE SUCCESSFUL BIDDER WAS LOWEST BIDDER Yes / No
- WHETHER INTEGRITY PACT WAS SIGNED _____ Yes / No

ATTACHMENT – II
(See regulation 2)

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CONTRACT AWARD PROFORMA – II

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➤ NUMBER OF BIDDERS PRESENT AT THE TIME OF
OPENING OF BIDS _____

➤ NAME AND ADDRESS OF THE SUCCESSFUL BIDDER _____

➤ RANKING OF SUCCESSFUL BIDDER IN EVALUATION REPORT
(i.e. 1st, 2nd, 3rd EVALUATED BID).

➤ NEED ANALYSIS (Why the procurement was necessary?) _____

➤ IN CASE EXTENSION WAS MADE IN RESPONSE TIME, WHAT WERE THE
REASONS (Briefly describe) _____

➤ WHETHER NAMES OF THE BIDDERS AND THEIR PRICES WERE READ OUT AT THE TIME OF OPENING OF BIDS _____ Yes / No

➤ DATE OF CONTRACT SIGNING _____
(Attach a copy of agreement)

➤ CONTRACT AWARD PRICE_____

➤ WHETHER COPY OF EVALUATION REPORT GIVEN TO ALL BIDDERS _____ Yes / No
(Attach copy of the bid evaluation report)

➤ ANY COMPLAINTS RECEIVED _____ Yes / No
(If yes result thereof)

➤ ANY DEVIATION FROM SPECIFICATIONS GIVEN IN THE TENDER NOTICE/DOCUMENTS _____ Yes / No
(If yes give details)

➤ DEVIATION FROM QUALIFICATION CRITERIA _____ Yes / No
(If yes give details)

➤ SPECIAL CONDITIONS, IF Any
(Give Brief Description)
