

*Tender Fee: Rs.500/-
(Non-Refundable)*

TENDER FORM

Tender # ME/12/13-14

SUPPLY OF TOOLS & TESTING EQUIPMENT

Date of Issue : **May 2, 2014**
Last Date of Submission : **May 21, 2014 (3:00 pm)**
Date of Opening : **May 21, 2014 (3:30 pm)**

Pay Order / Demand Draft #, Amount :Rs.....

Drawn on Bank..... Dated.....

1. Introduction

Dear Tenderer:

Thank you the interest you have shown in response to the IBA's advertisement which has floated on websites of IBA & SSPRA on May 2, 2014 to supply of Tools & Testing Equipment.

The Institute of Business Administration, Karachi is premiere educational institute in South Asia imparting quality education to the nation. We are interested to procure tools & testing equipment of pre-determined specs from your esteemed company /firm / agency.

Tender Documents are available at the Office of Manager Purchase & Stores from May 2, 2014 to May 21, 2014 between 9:00 am to 3:00 pm. In case of any holiday the tender shall be opened on next working day at same place and time.

You are requested kindly to fill in the attached Tender Forms and attach company / firm / agency profile etc along with the Tender Documents.

Please mention "Tender Number" at top left corner of the envelopes. IBA reserve the right to accept or reject any or all tender(s) or terminate proceedings at any stage in accordance to the rules & regulations framed by SPPRA.

Kindly deposit a Pay Order / Demand Draft of 5% of the offered amount, the Bid Security, issued in favor of the Institute of Business Administration, Karachi.







For more information, please contact with on 38104700 Ext. 2150








Thank you.

-sd-
Registrar

TENDER FORM

Provide & Supply of Electrical Tools & Testing Equipment

S/No	Description	Specification	Qty	Image for perusal	Rate (Rs.)	Amount (Rs.)
1	Adjustable Wrench	Insulated Size: 12 inches Brand: Ridgit (USA Brand) or equivalent	3			
2	Hammer Ball & Cross pin combination	Wooden Handle Size: 0.5 KG Brand: Elora (Germany) or equivalent	3			
3	Hammer Ball & Cross pin combination	Wooden Handle Size: 0.25 KG Brand: Elora (Germany) or equivalent	3			
4	Hot Chisel 12 inches length	12 inches Brand: Elora (Germany) or equivalent	3			
5	Hot Chisel 18 inches length	18 inches Brand: Elora (Germany) or equivalent	3			
6	Hacksaw with Frame	Large Size Brand: U-tools (Japan) or equivalent	3			

7	Screw Driver Star Set	interchangeable(10 in 1) Brand: Star (Japan) or equivalent	6			
8	Combination Pliers	Insulation tested Rating 1000 Vac Size: 6 inches Brand: IZeltas (Turkish) or equivalent	6			
9	Cutter pliers	Insulation tested Rating 1000 Vac Size: 6 inches Brand: IZeltas(Turkish) or equivalent	6			
10	Nose Pliers	Insulation tested Rating 1000 Vac Size: 6 inches Brand: iZeltas(Turkish) or equivalent	6			
11	Insulated Box Wrench with Ratchet	Insulation tested Rating 11 KV Size: 19 in 1 Brand: Facom (USA) or equivalent	3			
12	Heat gun Blower	Air Temp: 100 to 550 Degree Model: HG551VK Brand: makita (Japan) or equivalent	3			
13	Angle Grinder	input: 840W (diameter)center wheel: 125mm Model 9558HP Brand: makita (Japan) or equivalent	2			

14	Wire Stripper	10 inches (Approx) Brand: Elora (Germany) or equivalent	3			
15	LN-Key set	In-inches Brand: Elora (Germany) or equivalent	3			
16	Precession Screw Driver set	Huijiaqi 53 in 1 Multi-purpose Magnetic Precision Screwdriver Set. Size: 53 in 1 Brand: Huijiaqi (Germany / Japan) or equivalent	3			
17	Multi Meter with Power Factor Reading	Power AC/TRM 20/100/300/600V, +-5 digits Current AC/TRMS 40/100/1000A, +-5 digits Active power measurement 0.01KW to 600KVA 5 digits Apparent power measurement 0.01kva to 600kva,+- 30% +5 digits Reactive power measurement 0.01kva to 600 kvar,+- 4.0%+5 digits Brand: Kyoritsu PCE-UT232 or equivalent	3			

18	Tools Bag	Jeans Fabric Type M-Size Brand: Local Made or equivalent	6			
19	Drill Machine	Wood 40mm, steel 13mm, create 20mm Hi 0 2300 and low 0-900 rpm 3.0kg/3, 750W Brand: Makita HP2010N (Japan) or equivalent	3			
20	Cable Cutter	Length 720mm WR-32/300mm WR-32H Weight about 11KGW WR - 32/9.3KGS WR- 32 Warning: Do not cut any CCP cable or lead sheathed or ACSR Brand: OPT Electric Tools (Local Made) or equivalent	1			
21	Cable Lugs Punch	Hydraulic punching up to 300 mmsq Brand: Camsco Electric Tools or equivalent	1			
Total						
17% GST						
Total Amount						

Grand Total Rupees (in words) _____

Stamp & Signature

Terms & Conditions

The following terms of the purchase are agreed by the vendor / supplier / manufacturer:

- (i) **Receiving/Acceptance of Purchase Order:** The vendor / supplier will sign the copy of the Purchase Order as acknowledgement.
- (ii) **Place of Delivery:** As specified in the Purchase Order unless otherwise informed accordingly.
- (iii) **Delayed Delivery:** 2% penalty of the total amount will be imposed per month for which the company/firm/agency/manufacturer failed to deliver within the delivery/execution period.
- (iv) **Inspection:** Physical inspection will be carried out by IBA authority. Ordered material is subject to final inspection at the time of delivery.
- (v) **Quantity Delivered:** Competent Authority reserves the right to change/alter/remove any item or article or reduce/enhance quantity upto 15% without assigning any reason and contractor will abide the instruction.
- (vi) **Condition of Goods:** All items must meet in all respects with the specs & conditions of the Order and must be in good condition otherwise they will be liable to reject.
- (vii) **Delivery of Goods:** All the items must be delivered to the Store of the IBA who will sign the receipt with stamp on delivery note.
- (viii) **Rejection of Goods:** We reserve the right to cancel any or all the items if material is not in accordance with our specification or if the delivery is delayed.
- (ix) **Sub-letting:** No sub-letting in any case and form will be acceptable.
- (x) **Termination:** That upon termination of this agreement the service provider shall be permitted to remove all its devices and equipment which may have been placed at premises from the time to time.
- (xi) **Submission of Bills/Invoices:** Invoice/bill, Purchase Order & Delivery Challan should be submitted to Finance Department.
- (xii) **Advance Payment:** Advance Payment subject to Bank Guarantee preferably National Bank of Pakistan.
- (xiii) **Arbitration:** In case of any dispute, difference or and question which may at any time arise between the parties hereto or any person under them, arising out in respect of this letter of intent or this subject matter thereof shall be referred to the Registrar of the IBA and CEO of the company / firm / agency / manufacturer for arbitration/settling of the dispute, failing which the decision of the court law in the jurisdiction of Karachi binding to the parties.
- (xiv) **Price / Rate:** Price / rate must be quoted on Tender Form only and submitted in sealed envelope.

Stamp & Signature

- (xv) **Bid Security:** 5% Bid Security should be evaluated on higher cost and deposited along with the tender form in shape of PAY ORDER / DEMAND DRAFT only in the name of Institute of Business Administration, Karachi.
- (xvi) **Security Deposit:** 5% Security Deposit of total amount will be provided by the party before award of Work Order.
- (xvii) **Rules, Regulations & Policies:** All rules, regulations and policies will be governed in accordance to the SPPRA & IBA PP&P.
- (xviii) **General Sales Tax:** General Sales Tax will be paid on applicable items only by the company/firm/agency.
- (xix) **Government tax(es), levi(es) and charges(s):** It will be charged at actual as per SRO.
- (xx) **Validity of Bid:** Validity is for ninety (90) days.
- (xxi) **Rights:** IBA reserve the right to accept or reject any or all tender(s) or terminate proceedings at any stage in accordance to the rules & regulations framed by SPPRA.
- (xxii) **Company Profile:** Company Profile be attached with this document.
- (xxiii) **Tender Document:** Tender Document available at the Office of Manager Purchase & Stores, IBA Main Campus, University Road, Karachi.
- (xxiv) **Submission of Documents:** Last date for tender submission is May 21, 2014 upto 3:00 pm.
- (xxv) **Opening of Tender:** Tender will be opened on May 21, 2014 on 3:30 pm at IBA Main Campus, University Road, Karachi.
- (xxvi) **Government tax(es), levi(es) and charges(s):** All Government taxes (including Income tax and stamp duty), levies and charges will be charged as per applicable rates / denomination of Purchase / Work Order.
- (xxvii) **Stamp Duty:** Stamp duty 0.3% for Goods against total value of Purchase Order / Work Order will be levied accordingly.
- (xxviii) **Works Assign:** IBA, also reserve the right to issue Purchase Order for any single items to different lowest responsive bidders or issue Purchase Order for all the items to any lowest responsive bidder.

M/s _____

Contact Person: _____

Address _____

Tel # _____ Fax # _____

Mobile # _____ e-mail: _____

Stamp & Signature