



ZAFAR ULLAH KHAN Stamp Vendor
 Licence No. 135 Shop No 412
 4th Floor, Talker Plaza, Near City Court Karachi
 SNO. 18489 DATE
 ISSUED TO WITH ADDRESS
 THROUGH WITH ADDRESS
 PURPOSE
 VALUE RS. 500/
 STAMP VENDOR SIGNATURE
 (NOT USE FOR ALL TYPES DIVORCE PURPOSE)

25 JUN 2014

17/60

SIAM HASEER ARMED
ADVOCATE

CONTRACT AGREEMENT

THIS CONTRACT AGREEMENT (hereinafter called the "Agreement") made at Karachi on the ___ day of June, 2014, between:

INSTITUTE OF BUSINESS ADMINISTRATION KARACHI (IBA), having its Main Campus at University Road, Karachi, Pakistan (hereafter called the "Employer") of the one part;

And

SeeSam Solutions Pvt Ltd, a company incorporated in Pakistan and having its principal offices at Corporate Office/Karachi office House # 43-10-G block 6, P.E.C.H.S, Karachi, Pakistan (hereafter called the "Contractor") of the other part.

WHEREAS the Employer is desirous that certain Works (Supply of Original Photocopier Nashuatec MP2501L) should be executed by the Contractor and has accepted a Bid by the Contractor for the execution and completion of such Works/Supplies and the remedying of any defects therein.

NOW this Agreement witnesses as follows:

1. In this Agreement, words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract hereinafter referred to.
2. The following documents, listed in their priority order, after incorporating addenda, if any, except those parts relating to Instructions to Bidders shall be deemed to form and be read and construed as part of this Agreement, viz:
 - a) The Contract Agreement;
 - b) The completed Form of Bid;
 - c) The General Conditions – already available in the SBD;
 - d) The priced Bill of Quantities
3. In consideration of the sums to be paid by the Employer to the Contractor as mentioned in the



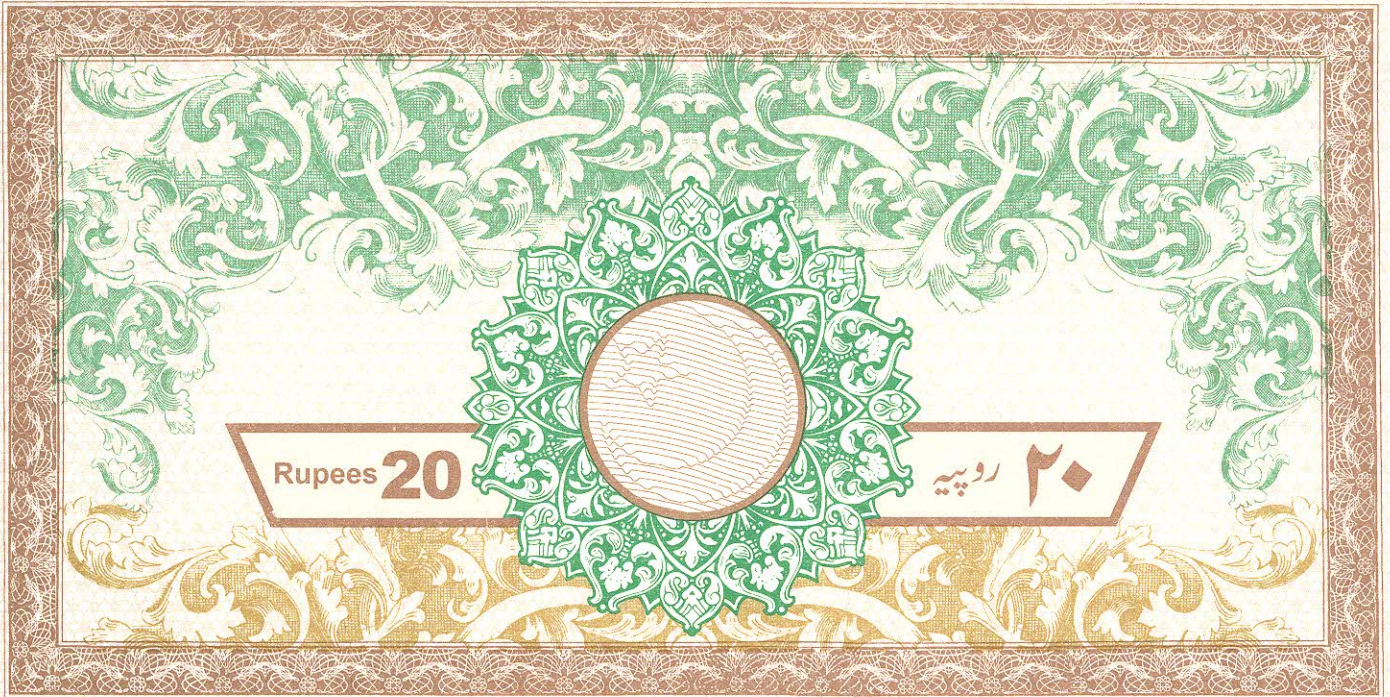
ZAFAR UL
 Licence No. 135 Shop No 412
 4th Floor, Trade Plaza, Near City Court Karachi
 SN 18490 DATE 12 5 JUN 2014
 ISSUED TO WITH ADDRESS...
 THROUGH WITH ADDRESS... MIAN HASEEB AHMED
 PURPOSE... ADVOCATE
 VALUE RS. 200/-
 STAMP MENT... SIGNATURE...
 (NOT USE FOR FREE WILL & DIVORCE PURPOSE)

Contract Documents, the Contractor hereby covenants with the Employer to execute and complete the Works and remedy defects therein in conformity and in all respects with the provisions of the Contract.

4. The Employer hereby covenants to pay the Contractor, in consideration of the execution and completion of the Works as per provisions of the Contract, the Contract price or such other sum as may become payable under the provisions of the Contract at the times and in the manner specified in the Contract.
5. The Contract sum for the Works ("Contract Price") is **Rs.236,000/- with GST**, based on the priced Bill of Quantity as mention in the tender IT/60/2013-14.

Other Terms & Conditions:

1. Material of this order is subject to final inspection at the time of delivery.
2. We reserve the right to cancel any or all the above items if material is not in accordance with our specification or if the delivery is delayed.
3. Payment will be made through crossed cheque after the receipt of the bill and delivery of the above item.
4. General Sales Tax will be paid on applicable items only.
5. Penalty at the rate of 2% per month on actual will be imposed on delayed delivery.
6. No increase in the value of above mentioned items will be accepted on Account of either unit price, total price, any and all other charges, duties, Taxes, scope of supply and / or any other head of account shall not be allowed.
7. In case of any increase in taxes, the IBA would not be responsible. But if any tax is reduced, the IBA Should get its benefit.
8. Competent Authority reserves the right to change / alter / remove any item or article or reduce / enhance quantity without assigning any reason.
9. Invoice / bill should be submitted to Finance Department.
10. Replacement warranty with new parts if found faulty within 07 working days.



ZAFAR ULLAHA KHAN Stamp Vendor
 Licence No. 135 Shop No 412 25 JUN 2014
 4th Floor, Tahir Plaza, Near City Court Karachi
 SNR 18457 DATE
 ISSUED TO WITH ADDRESS
 THROUGH WITH ADDRESS
 PURPOSE
 VALUE RS 207
 STAMP VALUE
 (Not used for any other purpose)

MIAN HASSEB AHMED
 ADVOCATE

- 11. Performance Security deposit (10%) of the total contract value will be refund after complete warranty time .Please submit the PS in finance department.
- 12. Vendor will supply the item as per delivery time mention in IOAi.e from 18-06-2014
- 13. Item must be in good packing conditions.

IN WITNESS WHEREOF the parties hereto have caused this Agreement to be executed on the day, month and year first before written in accordance with their respective laws.

Signature and seal of the Contactor

Fazid Ansari
 SeeSam Solutions



Signature and seal of Employer

[Signature] 5/7/14
 INSTITUTE OF BUSINESS
 ADMINISTRATION KARACHI

Witness:

Fazid Ansari
 (Name, Title and Address)

Witness:

[Signature] 5/7/14
 (Name, Title and Address)

SPECIAL PRICES FOR IBA Karachi

	Qty	Unit Price	Total Amount
nashuatec Digital MFP MP2501L	02	Rs. 100,855/-	Rs. 201,710/-
Adding GST		Rs. 17,145/-	Rs. 34,290/-
Net Payable		Rs. 118,000/-	Rs. 236,000/-

General requirement	Detail	Nashuatec MP2501L
Copy Speed	24 CPM or higher	25 PPM/CPM
Duplex printing	Require (copy, print, color scan)	Yes
Warmup time	13 seconds or lesser	Yes Lesser 10 seconds
First Print out	8.5 second or lesser	Yes Lesser - 6.5 second
Memory	128 MB RAM	Yes
Resolution (scanning)	600 x 600 dpi or higher	Yes
Resolution (Printing)	1200 x 600 dpi or higher	yes
Multiple copies	99 copies	yes
Paper size	A5 – LGL or higher	yes
Zoom ratio	50% to 200%	Yes
Paper input capacity	1 x 500 or higher	Yes – 500 sheets (2 x 250sheets)
Bypass tray	100 sheets	Yes
Paper output capacity	350 sheets	Yes
Type	Dry mono laser single component	Yes
Toner capacity	7000 pages	9,000 pages
Scan once print many	Require	yes
USB & network printing port	Require	Yes
Warranty	One year	yes
Quantity	02	Yes – 02 units quoted
Prices with taxes	-	Quoted above
SLA amount After warranty	Rs. 6,000 shall be charged as SLA Amount after warranty	



Bid Evaluation Report

1. Name of Procuring Agency: Institute of Business Administration Karachi.(IBA, Karachi)
2. Tender Reference No: IT/60/2013-14
3. Tender Description/Name of work/item: Procurement of Photo Copier
4. Method of Procurement: Single Stage Single Envelope
5. Tender Published: SPPRA-Sr.No 20103
6. Total Bid documents Sold; Free available on IBA web site
7. Total Bids Received: Four (04)
8. Technical Bid Opening date: (if applicable) _____ (Provide details in separate form)
9. No. of Bid technically qualified (if applicable): 03
10. Bid(s) Rejected: 01
11. Financial Bid Opening date: 17-May-2014
12. Bid Evaluation Report:

S No	Name of Firm or Bidder	Cost offered by the Bidder	Ranking in terms of cost	Comparison with Estimated cost	Reasons for acceptance/rejection	Remarks
0	1	2	3	4	5	6
1.	See Sam	236,000	1 st		Qualified as per Eligibility Criteria	Recommended for award the contract
2.	GEMCO	289,926	2 nd		Qualified as per Eligibility Criteria	High in Price
3.	Shirazi Trading	418,000	3 rd		Qualified as per Eligibility Criteria	High in Price
4.	DWP	250,000 (For 01 unit)	Nil		Non Responsive Bidder, quoted price for only (01) unit instead of (02).	Rejected

Recommendations: - The offered amount of **Rs.236,000/- (Inclusive of taxes)** by **M/s. See Sam** has been recommended by the Procurement Committee to award the work on the basis of their technical qualifying and lowest offered price bid.



IBA (Internal Member)

Mr. Syed Jehanzeb

Assistant Manager



IBA (Internal Member)

Dr. Nasir Touheed

Professor



IBA (External Member)

Mr. Haris Quershi

HEJ Karachi University

SINDH PUBLIC PROCUREMENT REGULATORY AUTHORITY

CONTRACT EVALUATION FORM

TO BE FILLED IN BY ALL PROCURING AGENCIES FOR PUBLIC CONTRACTS OF WORKS, SERVICES & GOODS

- 1) NAME OF THE ORGANIZATION / DEPTT. Institute of Business Administration Karachi
- 2) PROVINCIAL / LOCAL GOVT./ OTHER Provincial
- 3) TITLE OF CONTRACT Procurement of Photo Copier
- 4) TENDER NUMBER IT/60/2013-14
- 5) BRIEF DESCRIPTION OF CONTRACT Procurement of Photo Copier
- 6) FORUM THAT APPROVED THE SCHEME Central Purchase Committee (CPC)
- 7) TENDER ESTIMATED VALUE 300.000/-
- 8) ENGINEER'S ESTIMATE
(For civil works only) _____
- 9) ESTIMATED COMPLETION PERIOD (AS PER CONTRACT) 15 Days approximately
- 10) TENDER OPENED ON (DATE & TIME) 17 May 2014 / 11:30AM
- 11) NUMBER OF TENDER DOCUMENTS SOLD Available on IBA website
(Attach list of buyers)
- 12) NUMBER OF BIDS RECEIVED 04 Four
- 13) NUMBER OF BIDDERS PRESENT AT THE TIME OF OPENING OF BIDS 04
- 14) BID EVALUATION REPORT
(Enclose a copy) _____
- 15) NAME AND ADDRESS OF THE SUCCESSFUL BIDDER SeeSam
- 16) CONTRACT AWARD PRICE Rs.236,000/- with GST
- 17) RANKING OF SUCCESSFUL BIDDER IN EVALUATION REPORT
(i.e. 1st, 2nd, 3rd EVALUATION BID).
1st SeeSam
2nd GEMCO
3rd Shirazi Trading

18) METHOD OF PROCUREMENT USED : - (Tick one)

- a) SINGLE STAGE – ONE ENVELOPE PROCEDURE Domestic Domestic/ Local
- 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 i.e. EMERGENCY, DIRECT CONTRACTING ETC. WITH BRIEF REASONS:

19) APPROVING AUTHORITY FOR AWARD OF CONTRACT _____

20) WHETHER THE PROCUREMENT WAS INCLUDED IN ANNUAL PROCUREMENT PLAN?

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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21) ADVERTISEMENT :

i) SPPRA Website
(If yes, give date and SPPRA Identification No.)

Yes	SPPRA S.No 20103 / 29 April 2014
No	

ii) News Papers
(If yes, give names of newspapers and dates)

Yes	Dawn,jang,AAS
No	

22) NATURE OF CONTRACT

Domestic/Local	<input checked="" type="checkbox"/>	Int.	<input type="checkbox"/>
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23) WHETHER QUALIFICATION CRITERIA WAS INCLUDED IN BIDDING / TENDER DOCUMENTS?
(If yes, enclose a copy)

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
-----	-------------------------------------	----	--------------------------

24) WHETHER BID EVALUATION CRITERIA WAS INCLUDED IN BIDDING / TENDER DOCUMENTS?
(If yes, enclose a copy)

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
-----	-------------------------------------	----	--------------------------

25) WHETHER APPROVAL OF COMPETENT AUTHORITY WAS OBTAINED FOR USING A METHOD OTHER THAN OPEN COMPETITIVE BIDDING?

Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
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26) WAS BID SECURITY OBTAINED FROM ALL THE BIDDERS?

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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27) WHETHER THE SUCCESSFUL BID WAS LOWEST EVALUATED BID / BEST EVALUATED BID (in case of Consultancies)

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
-----	-------------------------------------	----	--------------------------

28) WHETHER THE SUCCESSFUL BIDDER WAS TECHNICALLY COMPLIANT?

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
-----	-------------------------------------	----	--------------------------

29) WHETHER NAMES OF THE BIDDERS AND THEIR QUOTED PRICES WERE READ OUT AT THE TIME OF OPENING OF BIDS?

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
-----	-------------------------------------	----	--------------------------

30) WHETHER EVALUATION REPORT GIVEN TO BIDDERS BEFORE THE AWARD OF CONTRACT?
(Attach copy of the bid evaluation report)

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
-----	-------------------------------------	----	--------------------------

31) ANY COMPLAINTS RECEIVED
(If yes, result thereof)

Yes	
No	

32) ANY DEVIATION FROM SPECIFICATIONS GIVEN IN THE TENDER NOTICE / DOCUMENTS
(If yes, give details)

Yes	
No	

33) WAS THE EXTENSION MADE IN RESPONSE TIME?
(If yes, give reasons)

Yes	
No	

34) DEVIATION FROM QUALIFICATION CRITERIA
(If yes, give detailed reasons.)

Yes	
No	

35) WAS IT ASSURED BY THE PROCURING AGENCY THAT THE SELECTED FIRM IS NOT
BLACK LISTED?

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
-----	-------------------------------------	----	--------------------------

36) WAS A VISIT MADE BY ANY OFFICER/OFFICIAL OF THE PROCURING AGENCY TO THE
SUPPLIER'S PREMISES IN CONNECTION WITH THE PROCUREMENT? IF SO, DETAILS TO
BE ASCERTAINED REGARDING FINANCING OF VISIT, IF ABROAD:
(If yes, enclose a copy)

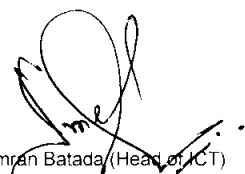
Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
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37) WERE PROPER SAFEGUARDS PROVIDED ON MOBILIZATION ADVANCE PAYMENT IN
THE CONTRACT (BANK GUARANTEE ETC.)?

Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
-----	--------------------------	----	--------------------------

38) SPECIAL CONDITIONS, IF ANY
(If yes, give Brief Description)

Yes	
No	

Signature & Official Stamp of
Authorized Officer  Mr. Imran Batada (Head of ICT)

FOR OFFICE USE ONLY

SPPRA, Block. No.8, Sindh Secretariat No.4-A, Court Road, Karachi
Tele: 021-9205356; 021-9205369 & Fax: 021-9206291

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IT/60

Tenders

Committee

Review Panel

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21 Users Online

03-Mar-14 Update

03-Mar-14 Update

03-Mar-14 Update

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IBA (Internal Member)

Mr. Syed Jehanzeb


Assistant Manager



IBA (Internal Member)

Dr. Nasir Touheed

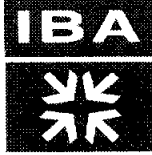
Professor



IBA (External Member)

Mr. Haris Quershi

HEJ Karachi University



Institute of
Business Administration
Karachi

Leadership and Ideas for Tomorrow

Ref: IT/60/2013-14

Dated June 17, 2014

M/s SeeSam

Karachi Office

House# 43-10-G, Block 6, P.E.C.H.S

Karachi.

Tel: (92 21) 3430 1934 - 36

Attn: Mr. Aamir Aziz Khan

Sub: **INSTITUTE OF BUSINESS ADMINISTRATION – KARACHI**
(Procurement of Photo Copier)
"LETTER OF AWARD"

Dear Mr. Aamir Aziz Khan,

This is in reference to your bid submitted on 17-05-2014, for the subject work. The Management is pleased to inform you that your bid has been approved for award of subject work to your firm at price of **Rs.236,000/- (inclusive of taxes)** for **Procurement of Photo Copier (Main Campus)**.

S.No.	Item	Price
1	Nashuatec Digital MFP MP2501L (Qty:02)	201,710/-
	GST	34,290/-
	Total (GST 17%)	236,000/-

This letter of award is based on the following documents and following terms and conditions, which form its part thereof and are the governing documents of the contract:

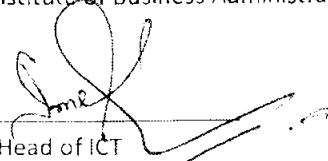
- Your quotation submitted on 17-05-2014
- Priced Bill of Quantity
- Tender Drawings.(If apply)
- Delivery time **15 days from the date of receiving of this LOA.**
- Please submit the Performance Security 10% in Finance Dept.

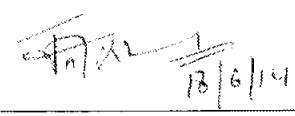
You are advised to please return the duplicate copy of this Letter of Award duly signed as an acknowledgment of its receipt as well as your unqualified acceptance of the same.

Thanking you.

Yours sincerely

for Institute of Business Administration Karachi.


Head of ICT


Received and Accepted on behalf of M/s.

Sec Sam Solutions Pvt Ltd
Javed Inayat.

Main Campus: University Road, Karachi. UAN: 111-422-422 Tel: (92-21) 38104700 Fax: (92-21) 99261508

City Campus: Garden/Kiyani Shaheed Road, Karachi. Tel:(92-21) 38104701 Fax:(92-21) 38103008

Website: www.iba.edu.pk E-mail: info@iba.edu.pk

General requirement	Detail	Nashuatec MP2501L
Copy Speed	24 CPM or higher	25 PPM/CPM
Duplex printing	Require (copy, print, color scan)	Yes
Warmup time	13 seconds or lesser	Yes Lesser 10 seconds
First Print out	8.5 second or lesser	Yes Lesser - 6.5 second
Memory	128 MB RAM	Yes
Resolution (scanning)	600 x 600 dpi or higher	Yes
Resolution (Printing)	1200 x 600 dpi or higher	yes
Multiple copies	99 copies	yes
Paper size	A5 - LGL or higher	Yes
Zoom ratio	50% to 200%	Yes
Paper input capacity	1 x 500 or higher	Yes
Bypass tray	100 sheets	Yes
Paper output capacity	350 sheets	Yes
Type	Dry mono laser single component	Yes
Toner capacity	7000 pages	9,000 pages
Scan once print many	Require	yes ✓
USB & network printing port	Require	Yes ✓
Warranty	One year	yes
Quantity	02	Yes - 02 units quoted
Prices with taxes	-	Quoted above
SLA amount After warranty	Rs. 6,000 shall be charged as SLA Amount after warranty	