



Institute of
Business Administration
Karachi

Leadership and Ideas for Tomorrow

Date: July 12, 2014

NOTIFICATION

The competent authority is pleased to constitute following committee for upcoming tender "Provide & Supply of Stationery Items". Tender Number: MISC/3/14-15.

1. Mr. Syed Jehanzeb (Project Accountant, IBA)
2. Dr. Nasir Tauheed (Professor, IBA)
3. Mr. Haris Qureshi External Member (HEJ, Karachi University)
- 4.
- 5.

TORs of committee are;

- Facilitating and recommending approval or rejection for Purchasing Authority,
- Ensure compliance with IBA Procurement Policy and Procedures (PP&P), SPPRA rules, etc,
- Recommend procurement method in case of emergency and direct contracting, etc.
- Declaring award of contracts to the lowest evaluated responsive bidders,
- Approval / preparation of bidding documents.
- Approval / preparation of evaluation report
- Responsible for technical and financial evaluation of the bids,
- Provide views and suggestion on how procurement should be taken forward and may set general rules in advance for certain types of procurements, and,
- Acts as a source of advice on contract guidance and for specific cases raised by staff.

Regards

For or on behalf of
IBA, Karachi


Bid Evaluation Report


1. Name of Procuring Agency: Institute of Business Administration, Karachi
2. Tender Reference No: MISC/3/14-15
3. Tender Description/Name of work/item: Provide & Supply of Stationery Items
4. Method of Procurement: Single Stage One Envelope
5. Tender Published: July 14, 2014 on IBA website & SPPRA web site Serial # 21003
Print & Electronic Media (SPPRA ID No. & News papers names with dates)
6. Total Bid documents Sold; 04 Companies have collected Tender Documents
7. Total Bids Received: 04
8. Technical Bid Opening date: (if applicable) NA *(Provide details in separate form)*
9. No. of Bid technically qualified (if applicable): NA
10. Bid(s) Rejected: NA
11. Financial Bid Opening date: August 6, 2014

12. Bid Evaluation Report:

S #	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.	M/s Rajput Stationers	Rs.261,370.00	Lowest only in Seven items	Rs.450,000.00	Accepted, due to lowest in seven items. Comparative Sheet Attached.	
2.	M/s M. F. Brothers	Rs.151,683.10	Lowest only in Three items		Accepted, due to lowest in three items.	
3.	M/s Al-Waqad Enterprises	Rs.731,836.00	Quoted all items			
4.	M/s K&B Enterprises	Rs.362,378.00	Quoted only 5 Items			

Signatures of the Central Purchase Committee, Members


MEMBER
CENTRAL PURCHASE COMMITTEE
INSTITUTE OF BUSINESS ADMINISTRATION
KARACHI


CHAIRPERSON
CENTRAL PURCHASE COMMITTEE
INSTITUTE OF BUSINESS ADMINISTRATION
KARACHI



Comparative Statement Provide & Supply of Stationery Items

Order # MISC/3/14-15

S. #	Items	Qty	Brand	M/s Rajput Stationers		M/s M. F. Brothers		M/s Al-Waqad Enterprises		M/s K&B Enterprises	
				Rate Rs.	Amount Rs.	Rate Rs.	Amount Rs.	Rate Rs.	Amount Rs.	Rate Rs.	Amount Rs.
1	Duster for white board Jumbo	500	Horse	29.00	14,500.00	29.50	14,750.00	72.00	36,000.00	50.00	25,000.00
2	File Folder (lever file)	600	Korona or Equivalent	60.00	36,000.00	64.90	38,940.00	99.00	59,400.00	86.00	51,600.00
3	File Plastic Sheet A-4	500	Bili or Equivalent	19.00	9,500.00	13.09	6,545.00	17.60	8,800.00		NQ
4	Different Colors Punch Machine Large (600 P)	100	Opal or Equivalent	220.00	22,000.00	253.70	25,370.00	384.00	38,400.00		NQ
5	Punch Machine 900/8cm Punching Capacity=6.30mm	20	Fuji or Equivalent	1,350.00	27,000.00	1,652.00	33,040.00	2,400.00	48,000.00		NQ
6	Stapler Machine Medium HD 45N	300	Opal or Equivalent	160.00	48,000.00	151.00	45,300.00	256.00	76,800.00	235.00	70,500.00
7	Stapler Machine Heavy Duty HD - 23 S 24	20	Fuji or Equivalent	1,350.00	27,000.00	1,522.00	30,440.00	3,600.00	72,000.00		NQ
8	Scotch Tap 1" (72 yard)	1000	Deer or Equivalent	55.00	55,000.00	60.00	60,000.00	76.80	76,800.00		NQ
9	Sticker Sheet A-4 (Plain)	10000	Myco or Equivalent	8.00	80,000.00	7.67	76,700.00	13.60	136,000.00	11.00	110,000.00
10	Sticker Sheet A4 - 12ups (96 x 46mm)	5000	Myco or Equivalent	8.00	40,000.00	8.85	44,250.00	13.60	68,000.00	10.00	50,000.00
Total				Rs. 359,000.00		Rs. 375,335.00		Rs. 620,200.00		Rs. 307,100.00	
18% GST				Rs. 64,620.00		Rs. 67,560.30		Rs. 111,636.00		Rs. 55,278.00	
Total Amount				Rs. 423,620.00		Rs. 442,895.30		Rs. 731,836.00		Rs. 362,378.00	

M/s Rajput Stationers	M/s M. F. Brothers
Rs. 221,500.00	Rs. 128,545.00
Rs. 39,870.00	Rs. 23,138.10
Rs. 261,370.00	Rs. 151,683.10

Itemized Total	Rs. 350,045.00
18% GST	Rs. 63,008.10
Itemized Grand Total Amount (Inclusive of GST)	Rs. 413,053.10

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