

# 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 Local Govt
- 3) TITLE OF CONTRACT Goods
- 4) TENDER NUMBER Tender # Maint/02/2015-16
- 5) BRIEF DESCRIPTION OF CONTRACT Fabrication, Installation & Startup of Metal Signage
- 6) FORUM THAT APPROVED THE SCHEME Procurement Committee
- 7) TENDER ESTIMATED VALUE Rs 850,000/-
- 8) ENGINEER'S ESTIMATE NA  
(For civil works only)
- 9) ESTIMATED COMPLETION PERIOD (AS PER CONTRACT) 2 Months
- 10) TENDER OPENED ON (DATE & TIME) June 6, 2016 (3:30 pm)
- 11) NUMBER OF TENDER DOCUMENTS SOLD THREE  
(Attach list of buyers)
- 12) NUMBER OF BIDS RECEIVED TWO
- 13) NUMBER OF BIDDERS PRESENT AT THE TIME OF OPENING OF BIDS TWO
- 14) BID EVALUATION REPORT Copy Enclosed  
(Enclose a copy)
- 15) NAME AND ADDRESS OF THE SUCCESSFUL BIDDER (1) M/s New Tawakkal Fabricator
- 16) CONTRACT AWARD PRICE Rs 1,095,120.00
- 17) RANKING OF SUCCESSFUL BIDDER IN EVALUATION REPORT  
(i.e. 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> EVALUATION BID). M/s New Tawakkal Fabricator  
M/s Constructive Constructors
- 18) METHOD OF PROCUREMENT USED : - (Tick one)

- a) SINGLE STAGE – ONE ENVELOPE PROCEDURE  Domestic/ Local
- b) SINGLE STAGE – TWO ENVELOPE PROCEDURE  Domestic
- 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 Procurement Committee

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

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

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

Yes	July 27, 2016 and SPPRA ID # 1759/2016	
No		

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

Yes	Thursday, May 19, 2016 Dawn, Jang & Awami Awaz	
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 type="checkbox"/>	No	<input checked="" type="checkbox"/>
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24) WHETHER BID EVALUATION CRITERIA  
WAS INCLUDED IN BIDDING / TENDER DOCUMENTS?  
(If yes, enclose a copy)

Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
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25) WHETHER APPROVAL OF COMPETENT AUTHORITY WAS OBTAINED FOR USING A  
METHOD OTHER THAN OPEN COMPETITIVE BIDDING?

Yes	<input checked="" 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"/>
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28) WHETHER THE SUCCESSFUL BIDDER WAS TECHNICALLY  
COMPLIANT?

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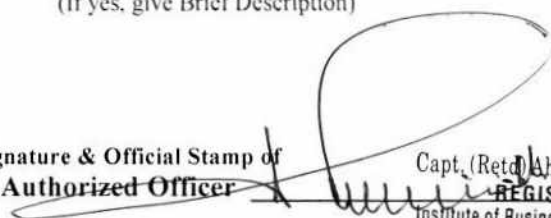
37) WERE PROPER SAFEGUARDS PROVIDED ON MOBILIZATION ADVANCE PAYMENT IN THE CONTRACT (BANK GUARANTEE ETC.)?

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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38) SPECIAL CONDITIONS, IF ANY  
(If yes, give Brief Description)

Yes	
No	✓

Signature & Official Stamp of  
Authorized Officer



Capt. (Retd) Ahmed Zaheer PN  
**REGISTRAR**  
Institute of Business Administration  
Karachi, Pakistan

**FOR OFFICE USE ONLY**

**SPPRA, Block. No.8, Sindh Secretariat No.4-A, Court Road, Karachi**  
Tele: 021-9205356; 021-9205369 & Fax: 021-9206294

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# Bid Evaluation Report


1. Name of Procuring Agency: Institute of Business Administration, Karachi
2. Tender Reference No: Maint 02/15-16
3. Tender Description/Name of work item: Fabrication, Installation & Start-up of Metal Signage
4. Method of Procurement: Single Stage Single Envelope
5. Tender Published: May 19, 2016 on leading news papers "Jang", "Dawn" & "Awami Awaz" and IBA website & SPPRA web site Serial # 28752  
*Print & Electronic Media (SPPRA ID No & News papers names with dates)*
6. Total Bid documents Sold: 03 Companies have collected Tender Documents
7. Total Bids Received: 02
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: June 06, 2016

## 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.	M/s New Tawakkal Fabricator	Rs 1,095,120.00	Lowest bidder	2000,000.00	Accepted	Bid & comparison Stage Attached
2.	M/s Constructive Constructors	Rs 2,018,250.00	2 <sup>nd</sup> Lowest bidder	---	---	---
3.						
4.						

Signatures of the Central Purchase Committee, Members

  
**MEMBER**  
**CENTRAL PURCHASE COMMITTEE**  
**INSTITUTE OF BUSINESS ADMINISTRATION**  
**KARACHI**  
 Syed Jehangob  
 Assistant Manager  
 IBA

  
**MEMBER**  
**CENTRAL PURCHASE COMMITTEE**  
**INSTITUTE OF BUSINESS ADMINISTRATION**  
**KARACHI**  
 Dr. Farooq Khani  
 Assistant Professor  
 IBA

  
**MEMBER (EXTERNAL)**  
**CENTRAL PURCHASE COMMITTEE**  
**INSTITUTE OF BUSINESS ADMINISTRATION**  
**KARACHI**  
 Harris Raza  
 PPA  
 IBA

Letter of Award




**Institute of  
Business Administration  
Karachi**

*Leadership and Ideas for Tomorrow*

### WORK ORDER

To : M/s New Tawakkal Fabricator  
Order No : IBA-MC/PD/P&S/208/0012/2016-17  
Date of Issue : August 15, 2016  
Date of Delivery : September 16, 2016  
Place of Delivery : Aman Tower, City Campus  
Total Amount : **Rs.1,095,120.00 (including of all taxes)**  
**(Rupees One Million Ninety Five Thousand One Hundred  
Twenty Only)**

Sr #	Description	Qty	Rate (Rs.)	Amount (Rs.)
1	<p><b>LED Sign Development of IBA &amp; AMAN Foundation Logos on Aman Tower Building (Fabrication, Installation and Startup)</b></p> <p>Structure of a Square as per Brand Manual sharp color and 18 gauge sheet, ALUCOBOND Fedstal Company with 10 years guarantee, 12MM Acrylic Letter Sheet, 3" Wall, Grey MS Sheet Letter base in 22 gauge.</p> <p>Signage will be illuminate with LED Samsung Lights with Two years warrantee including adaptor and timer. Works including installation and fabrication as whole.</p> <p>Logo Box Size : 12ft x 12ft IBA Box Color: Sharp Red</p> <p>Note: Shape &amp; Color of alphabets &amp; figures will be in accordance to IBA &amp; AMAN Foundation Brand Manual. (As per design color picture is attached for ready reference)</p> 	1 Job	374,400.00	374,400.00
2	<p><b>LED Sign Development of IBA &amp; AMAN Foundation Logos on Aman Tower Building (Fabrication, Installation and Startup)</b></p> <p>Structure of a Rectangle as per Brand Manual sharp colors and 18 gauge sheet, ALUCOBOND Fedstal Company with 10 years guarantee, 12MM Acrylic Letter Sheet, 3" Wall, Grey MS Sheet Letter base in 22 gauge.</p> <p>Signage will be illuminate with LED Samsung Lights with Two years warrantee including adaptor and timer. Works including installation and fabrication as whole.</p>	1 Job	561,600.00	561,600.00

Logo Box Size : 12ft x 18ft

**Aman Foundation Box Color:** Brand Colors and Logo contents are in White Color

Note:

Shape & Color of alphabets & figures will be in accordance to IBA & AMAN Foundation Brand Manual

(As per design color picture is attached for ready reference)




<b>Total</b>	<b>Rs. 936,000.00</b>
<b>17% GST</b>	<b>Rs. 159,120.00</b>
<b>Total Amount</b>	<b>Rs. 1,095,120.00</b>

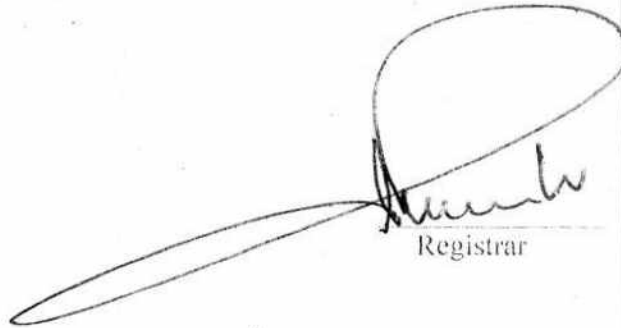
### Terms & Conditions:

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. The rate / item cost is final and no change what so ever will be accepted.
7. Government tax(es), levi(es) and charge(s) will be charged at actual as per SRO.
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, Purchase Order & Delivery Challan should be submitted to Finance Department.
10. Advance Payment subject to Bank Guarantee.
11. All Government taxes (including Income tax and stamp duty), levies and charges will be charged as per applicable rates / denomination of Purchase / Work Order.
12. Stamp duty 0.25% for Goods against total value of Purchase Order / Work Order will be levied accordingly.
13. "FABRICATOR" will coordinate with Senior person from Project Department, of the "IBA" who will assist "FABRICATOR" in supervision of proposed supply.
14. "FABRICATOR" hereby agreed and acknowledge for the periodic supervision of the supply and to check the delivery of Supplies in accordance with the Description & Specification.
15. "FABRICATOR" hereby agreed and acknowledge the acceptance of attending the meetings with the Manager Purchase & Stores, Manager Maintenance & Operations & Senior Person from Project Department "IBA" as & when required.
16. "THE FABRICATOR" hereby agrees to accept variation, if occurred, in scope of professional services and supplies with mutual consent on acceptable cost/price/charges/amount inclusive of all taxes and levies.
17. Thirty (30) days after approval of Sample(s) will be required to fabricate the Metal Signage on Aman Tower at THE FABRICATOR'S expense.
18. All staff must have CNIC and clearly mentioned to discourage work through child labor.
19. Life Insurance/Security of worker will be the responsibility of fabricator. IBA, will not be responsible of any mishap.

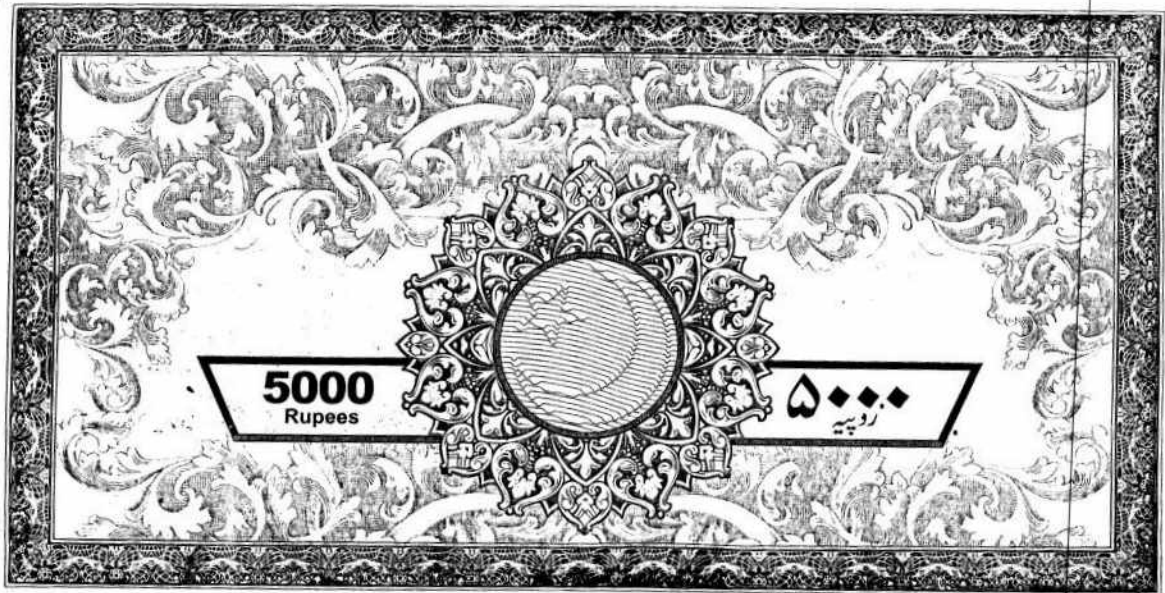
20. ONE year comprehensive/complete repair & maintenance warranty & guarantee of exterior signage should be undertaken by manufacturers / fabricators / contractors.
21. FABRICATOR submit shop drawing showing installation detail including sectional detail of all elements for the approval prior issuance of Work Order.
22. "THE SUPPLIER", will provide all required / necessary labor(s) / transportation(s) / cartage(s) what so ever required to complete the work of Fabrication, Installation & Startup of Metal Signage at the cost/charges amount offered in the tender vide # Maint/02/15-16.

  
\_\_\_\_\_  
Manager Purchase & Stores

Aug 15/16

  
\_\_\_\_\_  
Registrar





STAMP OFFICE CITY COURT, KARACHI  
Issued to S. Wajid Ali Akh  
NIC/Company Card No. 42201-0668871-3  
Vide D.S.R. No. 7 dated 12-8-16  
In behalf of challan No. 32 Dt. 12-8-16  
For the purpose of G.P.  
Date 12-8-16

(RUPEES FIVE THOUSAND ONLY)



## AGREEMENT

THIS AGREEMENT is executed at KARACHI, on this day of 12<sup>th</sup> August, 2016.

**BETWEEN**

**M/s Institute of Business Administration**, through its Registrar, located at **Main Campus, University Road, Karachi**, hereinafter called and referred to as "IBA" (which expression shall wherever the context so permits, be deemed to include its legal representatives, executors, successors and assigns) of the **FIRST PART**.

**AND**

**M/s New Tawakkal Fabricator**, having its office at **Usmania Colony Near Fancy Lacey Lawn, Karachi**, hereinafter referred to as "THE FABRICATOR" (which expression shall wherever the context so permits be deemed to include its legal representatives, executors, successor and assigns), through its proprietor **Mr. Faizan Jamal**, holding CNIC No. 42101-3184129-7, on the **SECOND PART**.

**WHEREAS** "IBA" intends to obtain Metal Signage on Aman Tower vide tender # Maint/02/15-16 to Fabrication, Installation & Startup of Metal Signage (IBA requirement) discussions in respect of the same before the determination of scope of work will be held with "IBA" as "Metal Signage" and "THE FABRICATOR" have offered to fabrication, installation & startup of metal signage as per IBA standards & fixation over the material(s) to the "IBA" having accepted the offer in finished form complete in all respect.

Contd/P/2



**NOW IT IS HEREBY AGREED & DECLARED BY AND BETWEEN THE PARTIES AS FOLLOWS:**

**WITNESSETH**

"IBA" hereby offer to appoint "THE FABRICATOR" as their official FABRICATOR for the specific purpose of "Fabrication, Installation & Startup of Metal Signage" discussions in respect of the same with "IBA", before the determination of Scope of Fabrication, Installation & Startup of Metal Signage. "THE FABRICATOR" hereby agree to the offer of the "IBA" in acceptance of the terms & conditions here in below forth.

**Article I:**

**DUTIES & SCOPE OF WORKS & AGREEMENT**

1.1 This Agreement includes, the "Fabrication, Installation & Startup of Metal Signage", as per "IBA" requirement mentioned in Tender BoQ.

Sr #	Description	Qty
1	<p><b>LED Sign Development of IBA &amp; AMAN Foundation Logos on Aman Tower Building (Fabrication, Installation and Startup)</b></p> <p>Structure of a Square as per Brand Manual sharp color and 18 gauge sheet, ALUCOBOND Fedisal Company with 10 years guarantee, 12MM Acrylic Letter Sheet, 3" Wall, Grey MS Sheet Letter base in 22 gauge.</p> <p>Signage will be illuminate with LED Samsung Lights with Two years warrantee including adaptor and timer. Works including installation and fabrication as whole.</p> <p>Logo Box Size : 12ft x 12ft</p> <p>IBA Box Color: Sharp Red</p> <p>Note:</p> <p>Shape &amp; Color of alphabets &amp; figures will be in accordance to IBA &amp; AMAN Foundation Brand Manual.</p> <p>(As per design color picture is attached for ready reference)</p>	1 Job
2	<p><b>LED Sign Development of IBA &amp; AMAN Foundation Logos on Aman Tower Building (Fabrication, Installation and Startup)</b></p> <p>Structure of a Rectangle as per Brand Manual sharp colors and 18 gauge sheet, ALUCOBOND Fedisal Company with 10 years guarantee, 12MM Acrylic Letter Sheet, 3" Wall, Grey MS Sheet Letter base in 22 gauge.</p> <p>Signage will be illuminate with LED Samsung Lights with Two years warrantee including adaptor and timer. Works including installation and fabrication as whole.</p> <p>Logo Box Size : 12ft x 18ft</p> <p>Aman Foundation Box Color: Brand Colors and Logo contents are in White Color</p> <p>Note:</p> <p>Shape &amp; Color of alphabets &amp; figures will be in accordance to IBA &amp; AMAN Foundation Brand Manual</p> <p>(As per design color picture is attached for ready reference)</p>	1 Job



- 1.2 "FABRICATOR" agrees to provide item to "IBA" whenever and wherever form is required as per the terms & conditions of this Agreement.
- 1.3 "FABRICATOR" will coordinate with Senior person from Project Department, of the "IBA" who will assist "FABRICATOR" in supervision of proposed supply.

### Article II

#### SCOPE OF PROFESSIONAL SERVICES:

- 2.1 "FABRICATOR" hereby agreed and acknowledge for the periodic supervision of the supply and to check the delivery of Supplies in accordance with the Description & Specification.
- 2.2 "FABRICATOR" hereby agreed and acknowledge the acceptance of attending the meetings with the Manager Purchase & Stores, Manager Maintenance & Operations & Senior Person from Project Department "IBA" as & when required.
- 2.3 "THE FABRICATOR" hereby agrees to accept variation, if occurred, in scope of professional services and supplies with mutual consent on acceptable cost/price/charges/amount inclusive of all taxes and levies.
- 2.4 Thirty (30) days after approval of Sample(s) will be required to fabricate the Metal Signage on Aman Tower at THE FABRICATOR'S expense.
- 2.5 All staff must have CNIC and clearly mentioned to discourage work through child labor.
- 2.6 Life Insurance/Security of worker will be the responsibility of fabricator. IBA, will not be responsible of any mishap.
- 2.7 ONE year comprehensive/complete repair & maintenance warranty & guarantee of exterior signage should be undertaken by manufacturers / fabricators / contractors.
- 2.8 FABRICATOR submit shop drawing showing installation detail including sectional detail of all elements for the approval prior issuance of Work Order.
- 2.9 "THE SUPPLIER", will provide all required / necessary labor(s) / transportation(s) / cartage(s) what so ever required to complete the work of Fabrication, Installation & Startup of Metal Signage at the cost/charges amount offered in the tender vide Maint/02/15-16.

### Article III

#### REMUNERATION

- 3.1 The cost offered by THE FABRICATOR is Rs. 1,095,120.00 (inclusive of all taxes) Fabrication, Installation & Startup of Metal Signage on Aman Tower limited to in tender vide # Maint/02/15-16 variation may occurred. The cost is inclusive of labor/transportation/Fabricator/etc. Cost break-up is appended below according to the BoQ.



- 3.2 Liquidity damages @ 2% per month, for which the M/s New Tawakkal Fabricator failed to deliver, fabrication, installation & startup of metal signage execution, period and maximum upto 10% of the total agreed payment as per Work Order, of the total cost will be imposed in case of delayed delivery. Liquidity damages will be imposed after 20 days subject to final proof sample material handed over by FABRICATOR to IBA before the starting date mentioned on the Work Order. Supplies will be deemed completed in finished form as per specification
- 3.3 Payment will be made after delivery and submission of invoice. Advance Payment subject to Bank Guarantee.
- 3.4 Performance Security 10% of total amount of Purchase Order will be provided by the party.
- 3.5 Stamp Duty @ 0.35% of the cost of transaction / purchase order will be deposited in Government treasury by THE FABRICATOR. This paid Stamp Duty challan would be submitted along with the Bill / Invoice.
- 3.6 Tax(es)/Challan(s)/Levy(ies), if any or additional will be paid/borne by FABRICATOR as per SRO/Notification.

**Article IV:**  
**ARBITRATION**

4.1 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, Mr. Faizan Jamal of the fabricator for arbitration/settling of the dispute, failing which the decision of the court law in the jurisdiction of Karachi binding to the parties. The Arbitration proceedings will be governed by the Arbitration Act, 1940 and the Substantive and procedural law of Pakistan. The venue shall be Karachi.

**Article V:**  
**TERMINATION**

5.1 "IBA" may terminate this agreement if the job is not executed according to the requirement at anytime after issuing a 15 day's notice.

**Article VI:**  
**INDEMNITY**

6.1 "THE FABRICATOR" in its individual capacity shall indemnify and keep IBA and any person claiming through IBA fully indemnified and harmless from and against all damages, cost and expenses caused to or incurred by "THE FABRICATOR", as a result of any defect in the title of IBA or any fault, neglect or omission by the "THE FABRICATOR" which disturbs or damage the reputation, quality or the standard of services provided by "IBA" and any person claiming through the IBA.

**Article VII:**  
**NOTICE**

7.1 Any notice given under this AGREEMENT shall be sufficient if it is in writing and if sent by courier or registered mail.



**Article VIII:  
INTEGRITY PACT**

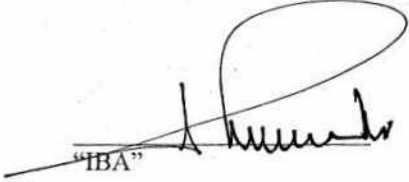
- 8.1 The intention not to obtain the procurement / work of any Contract, right, interest, privilege, or other obligation or benefit from the IBA or any administrative or financial offices thereof or any other department under the control of the IBA through any corrupt practice(s).
- 8.2 Without limiting the generality of the forgoing the M/s New Tawakkal Fabricator, represents and warrants that it has fully declared the charges, fees, commission, taxes, levies etc, paid or payable to anyone and not given or agreed to give and shall not give or agree to give to anyone within the IBA directly or indirectly through any means any commission, gratification, bribe, gifts, kickback whether described as consultation fee or otherwise, with the object of obtaining or including the procurement or service contract or order or other obligations whatsoever from the IBA, except that which has been expressly declared pursuant hereto.
- 8.3 M/s New Tawakkal Fabricator accepts full responsibility and strict liability for making any false declaration/statement, not making full disclosure, misrepresenting facts or taking any action likely to degrade the purpose of declaration, representation and warranty. It agrees that any contract/order obtained aforesaid shall without prejudice to any other right & remedies available to the IBA under any law, contract, or other instrument, be stand void at the discretion of the IBA.
- 8.4 Notwithstanding any right and remedies exercised by the IBA in this regard, M/s new Tawakkal Fabricator agrees to indemnify the IBA for any loss or damage incurred by it on account of its corrupt business practice & further pay compensation to the IBA in any amount equivalent to the loss of any commission, gratification, bribe, gifts, kickback given by the M/s New Tawakkal Fabricator as aforesaid for the purpose of obtaining or inducing procurement/work/service or other obligation or benefit whatsoever from the IBA.

**Article IX:  
MISCELLANEOUS**

- 9.1 Any addition(s) & or alteration(s) made in the contents of BoQ as required by the contractor on proof sample or in course of the supplies in progress which entailed extra time & labor and material on part of the fabrication, shall not be charged separately/extra on 'Quantum Merit' basis before & on final material handed over to the "IBA". After FINALIZATION OF SAMPLE(S) if any additional(s) & or alteration(s), arise charges will be paid on mutually agreed upon.
- 9.2 Material(s) will be handed over by the "IBA" or vet the cost with authentic stamp and signature.
- 9.3 The terms and conditions of the AGREEMENT have been read over to the parties which they admit to be correct and abide by the same.
- 9.4 The validity of the contract will be effective from the date of issue of Work Order.
- 9.5 All terms and conditions of tender vide # Maint/02/15-16 will be the integral part of this agreement and can't be revoked.



IN WITNESS WHEREOF both the parties hereto have set & subscribed their respective hands to this agreement at Karachi on the date as mentioned above.

  
"IBA"

NAME: Capt. (Retd.) Ahmed Zaheer PN

CNIC # \_\_\_\_\_

Address:

Registrar, Institute of Business  
Administration Main Campus

University Road, Karachi

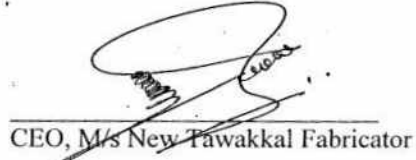
WITNESS:

1. 

**M. SOHAIL KHAN**  
Manager Purchase & Stores  
Institute of Business Administration  
CNIC # Karachi-Pakistan

Address: \_\_\_\_\_

\_\_\_\_\_

  
CEO, M/s New Tawakkal Fabricator

NAME: FAIZAN JAMAL

CNIC # 42101-3184129-7

Address:

Address: Usmania Colony, Near  
Fancy Lamcy Lawn, Karachi


2. Yaqoob

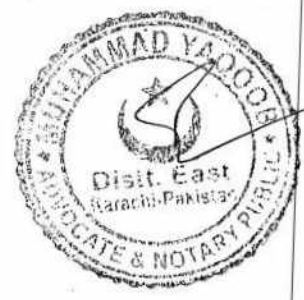


CNIC # \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

  
IN THE CITY OF KARACHI  
ATTESTED-NOTARIZED  
MUNAMMAD YAQOOB  
ADVOCATE & NOTARY PUBLIC  
PRESENTED FOR ATTESTATION IN KARACHI PAKISTAN



Bo Q

### 3. TENDER FORM

## Fabrication, Installation and Startup of Metal Signage

S. #	Description	Qty	Amount
01	<p><b>LED Sign Development of IBA &amp; AMAN Foundation Logos on Aman Tower Building (Fabrication, Installation and Startup)</b></p> <p>Structure of a Square as per Brand Manual sharp color and 18 gauge sheet, ALUCOBOND Fedral Company with 10 years guarantee, 12MM Acrylic Letter Sheet, 3" Wall, Grey MS Sheet Letter base in 22 gauge.</p> <p>Signage will be illuminate with LED Samsung Lights with Two years warrantee including adaptor and timer. Works including installation and fabrication as whole.</p> <p><b>Logo Box Size : 12ft x 12ft</b> <b>IBA Box Color: Sharp Red</b></p> <p><b>Note:</b> Shape &amp; Color of alphabets &amp; figures will be in accordance to IBA &amp; AMAN Foundation Brand Manual. (As per design color picture is attached for ready reference)</p>	01 job	374,400
02	<p><b>LED Sign Development of IBA &amp; AMAN Foundation Logos on Aman Tower Building (Fabrication, Installation and Startup)</b></p> <p>Structure of a Rectangle as per Brand Manual sharp colors and 18 gauge sheet, ALUCOBOND Fedral Company with 10 years guarantee, 12MM Acrylic Letter Sheet, 3" Wall, Grey MS Sheet Letter base in 22 gauge.</p> <p>Signage will be illuminate with LED Samsung Lights with Two years warrantee including adaptor and timer. Works including installation and fabrication as whole.</p> <p><b>Logo Box Size : 12ft x 18ft</b> <b>Aman Foundation Box Color: Brand Colors and Logo contents are in White Color</b></p> <p><b>Note:</b> Shape &amp; Color of alphabets &amp; figures will be in accordance to IBA &amp; AMAN Foundation Brand Manual (As per design color picture is attached for ready reference)</p>	01 job	561,600
<b>Total</b>			936,000
<b>17% GST</b>			159,120
<b>Total Amount</b>			1,095,120

312



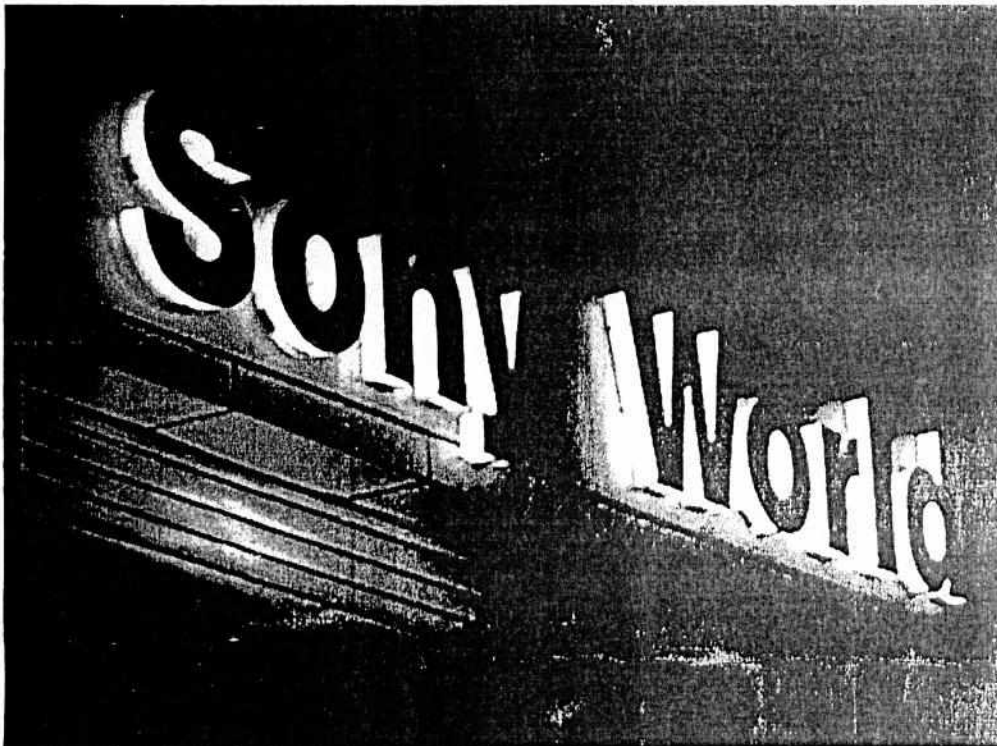


Total Amount Rupees (in words) TEN LAK NINETY FIVE THOUSAND

ONE HUNDRED TWENTY

**Important;**

Conceptual design color picture is attached for ready reference.



**Note:**

For more information related to technical specs, bill of quantity, site visit please contact with Mr. Mushtaque Ahmed (Manager Operations & Maintenance) on 38104700 ext: 2506 or cell # 0336-0321026

2/2

**New Technical Fabricator**

*[Handwritten Signature]*  
Proprietor

Stamp & Signature





It is hereby certified that the terms and conditions have been read, agreed upon and signed.

M/s NEW TAWAKKAL FABRICATOR

Contact Person FADAN JAMAL

Address USMAYINIA COLONY NEAR FANCY JAMALY LAWN

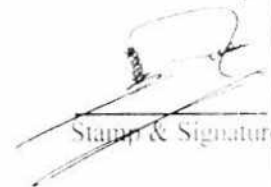
Tel # \_\_\_\_\_ Fax \_\_\_\_\_

Mobile 0824-2256724 email new.tawakkal.fabricator@gmail.com

  
SIGNATURE & STAMP

New Tawakkal Fabricator

Proprietor

  
Stamp & Signature

2/2



## Bid Evaluation Report

1. Name of Procuring Agency: Institute of Business Administration, Karachi
2. Tender Reference No: Maint/02/15-16
3. Tender Description/Name of work/item: Fabrication, Installation & Startup of Metal Signage
4. Method of Procurement: Single Stage Single Envelope
5. Tender Published: May 19, 2016 on leading news papers "Jang", "Dawn" & "Awami Awaz" and IBA website & SPPRA web site Serial # 28752  
*Print & Electronic Media (SPPRA ID No. & News papers names with dates)*
6. Total Bid documents Sold; 03 Companies have collected Tender Documents
7. Total Bids Received: 02
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: June 06, 2016

### 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.	M/s New Tawakkal Fabricator	Rs.1,095,120.00	Lowest bidder	1,000,000.00	Accepted due to lowest bid. Comparative Sheet Attached.	
2.	M/s Constructive Constructors	Rs.2,018,250.00	2 <sup>nd</sup> Lowest bidder	---		
3.						
4.						



Signatures of the Central Purchase Committee, Members

  
**MEMBER**  
**CENTRAL PURCHASE COMMITTEE**  
**INSTITUTE OF BUSINESS ADMINISTRATION**  
**KARACHI**  
 Syed Jehangzeb  
 Assistant Manager  
 IBA


  
**CHAIRPERSON**  
**CENTRAL PURCHASE COMMITTEE**  
**INSTITUTE OF BUSINESS ADMINISTRATION**  
**KARACHI**  
 Dr. Rameez Khalid  
 Assistant Professor  
 IBA

  
**MEMBER (EXTERNAL)**  
**CENTRAL PURCHASE COMMITTEE**  
**INSTITUTE OF BUSINESS ADMINISTRATION**  
**KARACHI**  
 Hameed Qureshi  
 PPRA Advisor  
 HES

**Comparative Statement of Fabrication, Installation & Startup of Metal Signage**  
**Tender # Maint/02/15-16**

Sr #	Description	Qty	M/s New Tawakkal Fabricator		M/s Constructive Constructors	
			Rate (Rs.)	Amount (Rs.)	Rate (Rs.)	Amount (Rs.)
1	<p><b>LED Sign Development of IBA &amp; AMAN Foundation Logos on Aman Tower Building (Fabrication, Installation and Startup)</b></p> <p>Structure of a Square as per Brand Manual sharp color and 18 gauge sheet, ALUCOBOND Fedral Company with 10 years guarantee. 12MM Acrylic Letter Sheet, 3" Wall. Grey MS Sheet Letter base in 22 gauge.</p> <p>Signage will be illuminate with LED Samsung Lights with Two years warrantee including adaptor and timer. Works including installation and fabrication as whole.</p> <p><b>Logo Box Size : 12ft x 12ft</b>  <b>IBA Box Color: Sharp Red</b></p>  <p><b>Note:</b>                      Shape &amp; Color of alphabets &amp; figures will be in accordance to IBA &amp; AMAN Foundation Brand Manual.                      (As per design color picture is attached for ready reference)</p>	1 Job	374,400.00	374,400.00	825,000.00	825,000.00
2	<p><b>LED Sign Development of IBA &amp; AMAN Foundation Logos on Aman Tower Building (Fabrication, Installation and Startup)</b></p> <p>Structure of a Rectangle as per Brand Manual sharp colors and 18 gauge sheet, ALUCOBOND Fedral Company with 10 years guarantee, 12MM Acrylic Letter Sheet, 3" Wall. Grey MS Sheet Letter base in 22 gauge.</p> <p>Signage will be illuminate with LED Samsung Lights with Two years warrantee including adaptor and timer. Works including installation and fabrication as whole.</p> <p><b>Logo Box Size : 12ft x 18ft</b>  <b>Aman Foundation Box Color: Brand Colors and Logo contents are in White Color</b></p>  <p><b>Note:</b>                      Shape &amp; Color of alphabets &amp; figures will be in accordance to IBA &amp; AMAN Foundation Brand Manual                      (As per design color picture is attached for ready reference)</p>	1 Job	561,600.00	561,600.00	900,000.00	900,000.00
<b>Total</b>			Rs. 936,000.00		Rs. 1,725,000.00	
<b>17% GST</b>			Rs. 159,120.00		Rs. 293,250.00	
<b>Total Amount</b>			Rs. 1,095,120.00		Rs. 2,018,250.00	

  
**MEMBER**  
 CENTRAL PURCHASE COMMITTEE  
 INSTITUTE OF BUSINESS ADMINISTRATION  
 KARACHI  
 Syed Jehanzeb  
 Assistant Manager  
 IBA

  
**CHAIRPERSON**  
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 KARACHI  
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 IBA

  
**MEMBER (EXTERNAL)**  
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 INSTITUTE OF BUSINESS ADMINISTRATION  
 KARACHI  
 Haris Qureshi  
 PPR Advisor  
 HES

## **Muhammad Hanif / Executive I (Purchase) @ Main Campus**

**To:** Secretary Procurement Committee @ IBA  
**Subject:** SPPRA - PC Minutes of Bid Opening

**From:** Secretary Procurement Committee @ IBA

**Sent:** Thursday, July 21, 2016 3:55 PM

**To:** Muhammad Sohail Khan / Manager Purchase and Stores @ IBA

**Cc:** Procurement-Committee; TEC-PROJ; Ahmed Zaheer / Registrar @ IBA; Moeid Sultan / Director Finance @ Main Campus; Syed Fahad Jawed / Manager (Finance) @ Main Campus; Dr.Sayeed Ghani / Associate Dean @ IBA

**Subject:** Item # 2: Fabrication, Installation & Startup of Metal Signage (Reporting Item)

Item # 2 : Fabrication, Installation & Startup of Metal Signage (Reporting Item)

Discussion: The committee reviewed the minutes of TEC meeting held on June 04, 2016 received from Convener (TEC-Works). Mr. Akbar Kazmi (on phone) defined to PC his understanding of 10% performance guarantee which was to be released to supplier after three months of completion of work. However, PC explained to him and Dr. Kamran Mumtaz (on phone) that the 10% performance guarantee will be released three months after service warrantee period of 1 year (as per clause # 5 (xxxi)). After this clarification TEC-Works agreed not to hold 5% Retention. The quoted clause of tender documents under 1.4 of TEC meeting minutes is not as per tender documents. Further Dr. Kamran Mumtaz (as per 1.5) suggested that a senior technical person from Project Dept. should ensure that proper standards are being followed in fabrication and erection of the signage.

Decision: The Committee endorsed the expert advice for safety & quality issue relevant to TEC-Works meeting (specially clauses 1.5 & 1.6) held on July 04, 2016 to award the work to M/s New Tawwakal Fabricator on the basis of lowest evaluated bidder to complete the Aman Tower signage works at Rs. 1,095,120.00 inclusive of all taxes, subject to the availability of budget.

**1.6** Mr. Mahmood Ali advised that the contractor submit shop drawing show installation detail including sectional detail of all elements for the approval price issuance of letter of award.

Action: Manager Purchase & Stores will implement the decision in accordance to the prescribed rules & regulations framed by IBA PP&P and SPPRA.

Attendance:

1. Dr. Rameez Khalid (Chairman)
2. Asjad Asad (Member)
3. Haris Quershi (External Member)
4. Ahmed Ali Khan (External Member)
5. Mustaque Ahmed (Member)
6. Muhammad Hanif (Secretary)
7. Dr. Kamran Mumtaz (Chairman, TEC-Projects, on phone)
8. Syed Akbar Hussain Kazmi (Member, TEC-Projects, on phone)



Muhammad Hanif,  
Secretary Procurement Committee



Institute of  
Business Administration  
Karachi

Leadership and Ideas for Tomorrow

### BIDDERS QUALIFICATION REPORT

NIT No: Maint/02/15-16  
Description of Work: Fabrication, Installation & Startup of Metal Signage


Method & Procedure of procurement: Open Competitive Bidding  
Single Stage One Envelope

S. No	Eligibility Criteria	M/s New Tawakkal Fabricator	M/s Constructive Constructors
1	Is envelop sealed	Yes	Yes
2	Required Bid Security in enclosed	Yes	Yes
3	Form of Tender Signed or not	Yes	Yes
4	Registration in GST / SBR & I. Tax	Yes	Yes
5	Turnover in terms of Financial Statement of last three years	Yes	Yes
6	Tender Fee Received	Yes	Yes
7	5 plus years experience	Yes	Yes
8	Qualified / Disqualified	Qualified	Qualified
9	Any overwriting tender dropped received	No	No
10	Cliental list provided	Yes	Yes
11	Affidavit regarding any litigation or blacklisting	No	No

#### Recommendations:

- 1 Participated firms are declared as substantially qualified bidders by the Tender opening committee as meet with minimum qualification / eligibility criteria.
- 2 The lowest evaluated and qualified bidder is M/s New Tawakkal Fabricator Rs. 1,095,120.00
- 3 Recommended to award the Work Order to the itemized lowest qualified bidder to M/s New Tawakkal Fabricator

  
MEMBER  
CENTRAL PURCHASE COMMITTEE  
INSTITUTE OF BUSINESS ADMINISTRATION  
KARACHI  
Syed Sehansab  
Assistant Manager  
IBA

  
CHAIRPERSON  
CENTRAL PURCHASE COMMITTEE  
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KARACHI  
Dr. Rameez Khalid  
Assistant Professor  
IBA

  
MEMBER (EXTERNAL)  
CENTRAL PURCHASE COMMITTEE  
INSTITUTE OF BUSINESS ADMINISTRATION  
KARACHI  
Harris Qureshi  
PPRA Advisor  
HES

**Institute of Business Administration, Karachi**  
**Tender Opening**  
June 6, 2016  
**at 3:30 pm**

Statement of Tender for: Fabrication, Installation & Startup of Metal Signage  
 Tender #: Maint/02/15-16

S. #	Company Name	Tender Amount in Figures / in Words	Conditions, if any	Bid Security Pay Order No. / Amount & Date	Contractors / Representative Signature	Remarks
1-	M/s. C. S. Trade Tools & Equip. Traders	Rs. 2,018,250/-		000079960 Bank Alfa Ltd Rs. 100,912/- June 06, 2016		
2-	M/s. A. S. Trade Tools & Equip. Traders	Rs. 1,005,120/-		12238974 CIBL Rs. 55,000/- June 06, 2016		

M. Sohail Khan  
 Purchase Executive

A. Khalid  
 ADDIE H. MALID  
 100-105, 3rd Floor, 20th Anniversary  
 Institute of Business Administration  
 Karachi-75200

**M. SOHAIL KHAN**  
 Manager Purchase & Stores  
 Institute of Business Administration  
 Karachi-Pakistan