

## Bid Evaluation Report

1. Name of Procuring Agency: Institute of Business Administration, Karachi
2. Tender Reference No: Tender # CW/02/16-17
3. Tender Description/Name of work/item: Applying Paints on Various Walls at IBA Main Campus
4. Method of Procurement: Single Stage Single Envelope
5. Tender Published: October 18, 2016 on IBA, SPPRA websites SPPRA Serial # 30161  
*Print & Electronic Media (SPPRA ID No. & News papers names with dates)*
6. Total Bid documents Sold: 5 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: November 14, 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 Faisal Trading Corporation | Rs.356,558.00              | Lowest Bidder                 | Rs.300,000.00                  | <b>Accepted.</b> on basis of lowest offered cost. Comparative Statement is attached. |         |
| 2.   | M's BL Corporation             | Rs.371,000.00              | 2 <sup>nd</sup> Lowest Bidder |                                |  |         |
| 3.   |                                |                            |                               |                                |  |         |
| 4.   |                                |                            |                               |                                |  |         |
| 5.   |                                |                            |                               |                                |  |         |

**Signatures of the Central Purchase Committee, Members**

*[Signature]*  
 Syed Javed  
 Manager Finance  
 IBA

*[Signature]*  
 Dr. Khuram Khattak  
 Assistant Professor  
 IBA

*[Signature]*  
 Hina (Khatun)  
 Proc. Officer  
 IBA

Comparative Statement Applying Paints on Various Walls at IBA Main Campus  
Tender # CW/02/16-17

| S#                  | Description of Items  | Approx Qty | Unit  | M/s Faisal Trading Corporation |            | M/s BL Corporation |            |
|---------------------|---|------------|-------|--------------------------------|------------|--------------------|------------|
|                     |   |            |       | Rates                          | Amount     | Rates              | Amount     |
|                     |   |            |       | (Rs.)                          | (Rs.)      | (Rs.)              | (Rs.)      |
| 1                   | Applying Weather shield Paint minimum three coats of approved shades to internal / external surfaces prepared smooth with sand paper, filling the depressions with putty etc. complete in all respect as per assigned area or as instructed by Maintenance Department   | 20000      | Sq ft | 5.85                           | 117,000.00 | 7.00               | 140,000.00 |
| 2                   | Applying Matt Enamel minimum three coats of approved shades to internal external surfaces (including speed breakers / safety markings on roads, security barriers etc.) prepared smooth with sand paper, filling the necessary pores etc. complete in all respect as per assigned area or as instructed by Maintenance Department | 10000      | Sq ft | 5.85                           | 58,500.00  | 7.00               | 70,000.00  |
| 3                   | Applying Distemper minimum three coats of approved shades to internal external surfaces prepared smooth with sand paper, filling the depressions with putty etc. complete in all respect as per assigned area or as instructed by Maintenance Department  | 15000      | Sq ft | 5.85                           | 87,750.00  | 7.00               | 105,000.00 |
| 4                   | Applying Oil Paints minimum three coats of approved shades to internal external surfaces (including speed breakers / safety markings on roads, security barriers etc.) prepared smooth with sand paper, filling the necessary pores etc. complete in all respect as per assigned area or as instructed by Maintenance Department  | 8000       | Sq ft | 5.85                           | 46,800.00  | 7.00               | 56,000.00  |
| <b>Total</b>        |   |            |       | Rs310,050.00                   |            | Rs371,000.00       |            |
| <b>Taxes</b>        |   |            |       | Rs46,508.00                    |            | Inclusive          |            |
| <b>Total Amount</b> |   |            |       | Rs356,558.00                   |            | Rs371,000.00       |            |

Sgt. Sahib  
Manager  
12/17

Dr. Rameez Khan  
General Manager  
IBA

M/s BL Corporation  
Faisal Trading Corporation  
Faisal

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

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

**From:** Secretary Procurement Committee @ IBA

**Sent:** Thursday, November 17, 2016 2:56 PM

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

**Cc:** Procurement-Committee; Jami Moiz / Assistant Professor Dept of Marketing & Center for Entrepreneurial Development-CED @ Main Campus; Moeid Sultan / Director Finance @ Main Campus; Syed Fahad Jawed / Manager (Finance) @ Main Campus; Dr. Farrukh Iqbal / Dean and Director @ IBA

**Subject:** Item 4. Approval for Applying Paints on Various Walls at IBA Main Campus

Item 4: Approval for Applying Paints on Various Walls at IBA Main Campus

Discussion: Purchase Executive briefed the committee about the tender proceedings of Applying Paints on Various Walls at IBA Main Campus. The committee reviewed the comparative statement.

Decision: The committee evaluated the document and approved to award for Applying Paints on Various Walls at IBA Main Campus to M/s Faisal Trading Corporation at the total cost of Rs.356,558.00 (including Tax) being the lowest evaluated bidder, subject to the availability of budget.

| Sr# | Company Name            | Amount with Taxes (RS.) |
|-----|-------------------------|-------------------------|
| 01  | M/s Faisal Trading Corp | 356,558.00              |
| 02  | M/s B... Corporation    | 323,770.00              |

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

Attendance:

1. Syed Jehanzeb (Member)
2. Asjad Asad (Member)
3. Haris Quershi (External Member)
4. Ahmed Ali Khan (External Member)
5. Mustaque Ahmed (Member)
6. Syed M. Rizwan Rizvi (Member)
7. Muhammad Hanif (Secretary)



Muhammad Hanif,  
Secretary Procurement Committee



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### BIDDERS QUALIFICATION REPORT

NIT No: CW/02/16-17  
Description of Work: Applying Paints on Various Walls at IBA Main Campus

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

| S. No | Eligibility Criteria   | M/s Faisal Trading Corporation | M/s BL Corporation |
|-------|--|--------------------------------|--------------------|
| 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 Faisal Trading Corporation at Rs. 356,558.00
- 3 Recommended to award the Work Order to the itemized lowest qualified bidder to M/s Faisal Trading Corporation

Special Manager Finance  
IBA

Mr. Fawaz Khalid  
Assistant Professor  
IBA

Hossain Hossain  
IBA Advisor  
HET

**Institute of Business Administration, Karachi**  
**Tender Opening**  
**November 14, 2016**  
**at 3:30 pm**

Statement of Tender for Applying Paints on Various Walls at IBA Main Campus

Tender #: CW/02/16-17

| 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. Sohail Khan | Rs. 733,000/-                       |                    | 155/517247/2016/1000<br>15/11/2016         | Wahsan M. B.                           |         |
| 2.   | M. Sohail Khan | Rs. 733,000/-                       |                    | 155/517247/2016/1000<br>15/11/2016         | Mehedi S. M. A.                        |         |

*As per PSN*  
*As per PSN*  
*As per PSN*

**M SOHAIL KHAN**  
 Managing Director & Stores  
 Institute of Business Administration  
 Karachi-Pakistan

Ref. # IBA-MC/PD/CW/217/0079/2016-17

December 09, 2016

Manager (Enforcement-II)  
Govt. of Sindh  
Sindh Public Procurement Regulatory Authority  
Block-8, Sindh Secretariat No. 4-A  
Court Road  
Karachi.

**Subject : Submission of Letter of Award & Contract Evaluation Form**

Please find following Documents to be floated on SPPRA website.

**1. Tender # CW/02/16-17**


Caption: Applying Paints on Various Walls at IBA Main Campus

**SPPRA Serial # 30161**

**Report ID # 2290/2016**

- a. Contract Evaluation Form duly Signed
- b. Letter of Award / Work Order
- c. Form of Contract / Agreement
- d. Bill of Quantities / Schedule of Requirements

Submitted, please

  
**Muhammad Hanif**  
*Purchase Executive*

2597  
09-12-16

# 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 CW/02/2016-17
- 5) BRIEF DESCRIPTION OF CONTRACT Applying Paints on Various Wall at IBA Main Campus
- 6) FORUM THAT APPROVED THE SCHEME Procurement Committee
- 7) TENDER ESTIMATED VALUE Rs 300,000/-
- 8) ENGINEER'S ESTIMATE NA  
(For civil works only)
- 9) ESTIMATED COMPLETION PERIOD (AS PER CONTRACT) 2 Months
- 10) TENDER OPENED ON (DATE & TIME) November 14, 2016 (3:30 pm)
- 11) NUMBER OF TENDER DOCUMENTS SOLD FIVE  
(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 M/s Faisal Trading Corporation
- 16) CONTRACT AWARD PRICE Rs 356,550/-
- 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 Faisal Trading Corporation  
M/s BL Corporation

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"/> |
|-----|--------------------------|----|-------------------------------------|

21) ADVERTISEMENT :

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

|     |  |
|-----|--|
| Yes | November 28, 2016 and SPPRA ID # 2290/2016 |
| No  |  |

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

|     |   |
|-----|---|
| Yes |   |
| No  | ✓ |

22) NATURE OF CONTRACT

|                   |                                     |      |                          |
|-------------------|-------------------------------------|------|--------------------------|
| Domestic<br>Local | <input checked="" type="checkbox"/> | Int. | <input type="checkbox"/> |
|-------------------|-------------------------------------|------|--------------------------|

23) WHETHER QUALIFICATION CRITERIA  
WAS INCLUDED IN BIDDING / TENDER DOCUMENTS?  
(If yes, enclose a copy)

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

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"/> |
|-----|--------------------------|----|-------------------------------------|

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"/> |
|-----|-------------------------------------|----|--------------------------|

26) WAS BID SECURITY OBTAINED FROM ALL THE BIDDERS?

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

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 | ✓ | No |  |
|-----|---|----|--|

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)

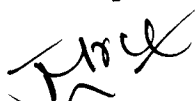
|     |  |    |   |
|-----|--|----|---|
| Yes |  | No | ✓ |
|-----|--|----|---|

37) WERE PROPER SAFEGUARDS PROVIDED ON MOBILIZATION ADVANCE PAYMENT IN  
THE CONTRACT (BANK GUARANTEE ETC.)?

|     |   |    |  |
|-----|---|----|--|
| Yes | ✓ | No |  |
|-----|---|----|--|

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

|     |   |
|-----|---|
| Yes |   |
| No  | ✓ |

  
**JAMI MOIZ**  
**REGISTRAR**  
Institute of Business Administration  
Karachi, Pakistan  
Signature & Official Stamp of  
Authorized Officer \_\_\_\_\_

**FOR OFFICE USE ONLY**

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

Print

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### List of Buyers

**Tender #** CW/02/16-17

**Caption:** Applying Paints of Various Walls at IBA Main Campus

**Number of Tender Documents Sold:** 05

| S # | List of Buyers                 |
|-----|--------------------------------|
| 01  | M/s Faisal Trading Corporation |
| 02  | M/s BL Corporation             |
| 03  | M/s Rajput Construction        |
| 04  | M/s GME Enterprises            |
| 05  | M/s MNM Transcontinental       |

## Bid Evaluation Report

1. Name of Procuring Agency: Institute of Business Administration, Karachi
2. Tender Reference No: Tender # CW 02 16-17
3. Tender Description-Name of work item: Applying Paints on Various Walls at IBA Main Campus
4. Method of Procurement: Single Stage Single Envelope
5. Tender Published: October 18, 2016 on IBA, SPPRA websites SPPRA Serial # 30161  
*Print & Electronic Media (SPPRA ID No. & News papers names with dates)*
6. Total Bid documents Sold: 5 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: November 14, 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  |
|      | M/s Faisal Trading Corporation | Rs 356,558.00              | Lowest Bidder            | Rs 300,000.00                  | Accepted                         | on basis of lowest offered cost Comparative Statement attached |
|      | M/s BI Corporation             | Rs 37,000.00               | 2 Lowest Bidder          |                                |                                  |  |

Signatures of the Central Purchase Committee, Members

*[Signature]*  
 Syed Saadullah  
 Manager Finance  
 IBA

*[Signature]*  
 Mr. Saadullah  
 Manager Finance  
 IBA

*[Signature]*  
 Mr. Saadullah  
 Manager Finance  
 IBA

Letter of Award



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**WORK ORDER**

To : M/s Faisal Trading Corporation  
Order No : IBA-MC/PD/CW/208/0030/2016-17  
Date of Issue : December 08, 2016  
Date of Completion of Work : December 30, 2016  
Place of Execution of Work : IBA, Main Campus  
Total Amount : **Rs.356,558.00 (Including Taxes)**  
**(Rupees Three Hundred Fifty Six Thousand Five Hundred Fifty Eight Only)**

| S# | Description of Items  | Approx Qty | Unit  | Rates | Amount     |
|----|---|------------|-------|-------|------------|
|    |   |            |       | (Rs.) | (Rs.)      |
| 1  | Applying Weather shield Paint minimum three coats of approved shades to internal / external surfaces prepared smooth with sand paper, filling the depressions with putty etc. complete in all respect as per assigned area or as instructed by Maintenance Department   | 20000      | Sq ft | 5.85  | 117,000.00 |
| 2  | Applying Matt Enamel minimum three coats of approved shades to internal / external surfaces (including speed breakers / safety markings on roads, security barriers etc.) prepared smooth with sand paper, filling the necessary pores etc. complete in all respect as per assigned area or as instructed by Maintenance Department | 10000      | Sq ft | 5.85  | 58,500.00  |
| 3  | Applying Distemper minimum three coats of approved shades to internal / external surfaces prepared smooth with sand paper, filling the depressions with putty etc. complete in all respect as per assigned area or as instructed by Maintenance Department  | 15000      | Sq ft | 5.85  | 87,750.00  |

Page 1 of 2

|                     |  |      |       |      |              |
|---------------------|--|------|-------|------|--------------|
| 4                   | Applying Oil Paints minimum three coats of approved shades to internal / external surfaces (including speed breakers / safety markings on roads, security barriers etc.) prepared smooth with sand paper, filling the necessary pores etc. complete in all respect as per assigned area or as instructed by Maintenance Department | 8000 | Sq ft | 5.85 | 46,800.00    |
| <b>Total</b>        |  |      |       |      | Rs310,050.00 |
| <b>Taxes</b>        |  |      |       |      | Rs46,508.00  |
| <b>Total Amount</b> |  |      |       |      | Rs356,558.00 |

### Terms & Conditions

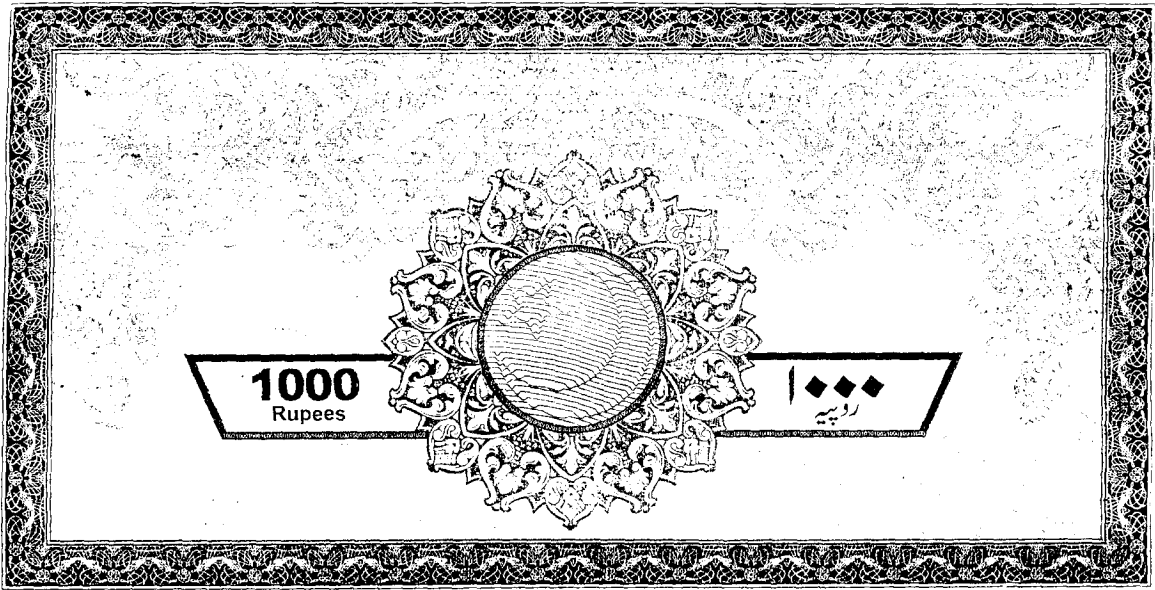
1. Material / quantities of this order is subject to final inspection at the time of delivery and calculations by IBA Maintenance / Project Department
2. We reserve the right to cancel any or all the above items if material is not in accordance with our specification or if the delivery is delayed.
3. 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. Liquidity damages 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 & Work Order etc should be submitted to Finance Department.
10. Advance Payment subject to Bank Guarantee preferably National Bank of Pakistan.
11. No subletting in any case / item / form will be allowed.
12. That upon termination of this agreement the contractor shall be permitted to remove all its devices and equipment which may have been placed at premises from the time to time
13. All Government taxes (including Income tax and stamp duty), levies and charges will be charged as per applicable rates / denomination of Work Order.
14. Stamp duty 0.35% against total value of Work Order will be levied accordingly.
15. All equipment, ladders for any heights, plungers, brushes, buckets etc. will be brought by the contractor.
16. The contractor will responsible for taking all safety measures during working of his staff at any height / surfaces
17. All surfaces where work was carried out required to be cleaned from related materials and stains.

  
 Manager Purchase & Stores

  
 Registrar

- Dec 08/16





AAMIR ALI SHAIKH VENDOR

Plot No. 4, A-2, Dera Ghokri Phase, Road No. 1, Karachi

Dist. No. 34  
S. No. 93932

DATE: 14 NOV 2016

ISSUED TO WITH ADDRESS .....  
THROUGH WITH ADDRESS .....  
PURPOSE .....  
VALUE RS. ....  
STAMP VENDOR'S SIGNATURE ..... *Aamir Ali Sheikh*

WHEREAS "IBA" intends to Applying Paints on Various Walls at IBA Main Campus related jobs/works as assigned in accordance to the tender vide # CW/02/16-17 at IBA Main Campus at the cost of **Rs.356,5586.00 Inclusive all taxes.** The basis with the works/jobs of items as per tender vide # CW/02/16-17 (IBA requirement) discussions in respect of the same as per determination of scope of works will be held with Manager General Maintenance & Manager Purchase & Stores and "THE CONTRACTOR" have offered to render all kind of works/jobs (including but not limited to the "works/jobs mentioned in Work Order") of the proposed works up to the satisfaction & handing over the project to the "IBA" having accepted the offer in finished form complete in all respect.

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

WITNESSETH

"IBA" hereby offer to appoint "THE CONTRACTOR" as their official work executor for the specific purpose of "Works & Services" in respect of the same with "IBA" as per the determination of scope of works/jobs on suitable scale with any/all other relevant details for paint works of IBA Main Campus. "THE CONTRACTOR" hereby agree to the offer the "IBA" in acceptance of the terms & conditions here in below forth. However, the terms and conditions of the tender document vide # CW/02/16-17 would be integral part of this agreement.

**Article I:**  
**DUTIES & SCOPE OF WORK & AGREEMENT**

- 1.1 This Agreement includes, the "services & works", discussions with "IBA" as per determination of scope of services, schedule of work & time line to suitable scale with any/all other relevant details to "IBA".
- 1.2 "THE CONTRACTOR" agrees to provide any/all kind of services related to execution of work/job to "IBA" whenever and wherever is required as per the terms & conditions of this Agreement.
- 1.3 "THE CONTRACTOR" will coordinate for required/assigned works/jobs/project with Manager General Maintenance and Manager Purchase & Stores, of the "IBA" who will advise "THE CONTRACTOR" in supervision of proposed works/jobs related.
- 1.4 "THE CONTRACTOR" is bound to provide items including machineries, equipments, goods material, gadget and manpower according to the BoQ.
- 1.5 It will be responsibility of the Contractor to remove debris/sludge/garbage/waste material/left over material, machineries, equipment and manpower from the site at their own cost after completion of works/jobs/project. However, Clearance Note / Certificate will be required from Manager General Maintenance and Manager Purchase & Stores. .
- 1.6 Any additional work/job, if required / necessary etc over and above/extra the BoQ, will be executed on the basis of Variation Order.
- 1.7 Applying Paints on Various Walls at IBA Main Campus, as assigned in accordance to the tender vide # CW/02/16-17.
- 1.8 Entry & Endorsement in Measurement Book for all jobs done is mandatory. The Measurement Book is to be countersigned by Maintenance Supervisor on each occurrence / daily basis.
- 1.9 The Contract will require to obtain Entry Pass of their employee/labour/manpower etc from IBA, Security Office.
- 1.10 Any alteration/deletion/addition will only be consider if provided in writing by Manager General Maintenance. No verbal instruction(s) / order(s) will consider valid.

**Article II**  
**SCOPE OF PROFESSIONAL SERVICES & WORKS:**

- 2.1 "THE CONTRACTOR" hereby agree and acknowledge for the periodic supervision of the works and to check the execution of works in accordance with the Description & Specification vide Tender # CW/02/16-17.
- 2.2 "THE CONTRACTOR" hereby agree and acknowledge the acceptance of attending the meetings with the Manager General Maintenance and Manager Purchase & Stores "IBA" as & when required.
- 2.3 Physical inspection will be carried out by IBA authority. Ordered material is subject to final inspection at the time of delivery.
- 2.4 All staff must have CNIC and clearly mentioned to discourage work through child labor.



**Article III  
REMUNERATION**

- 3.1 The cost offered by the Contractor is Rs. 356,558.00 (inclusive of all taxes) vide tender # CW/02/16-17.
- 3.2 This Agreement includes, the "Applying Paints on Various Walls at IBA Main Campus", as per "IBA" requirement mentioned in Tender BoQ.

| S#                  | Description of Items  | Approx Qty | Unit  | Rates               | Amount     |
|---------------------|---|------------|-------|---------------------|------------|
|                     |   |            |       | (Rs.)               | (Rs.)      |
| 1                   | Applying Weather shield Paint minimum three coats of approved shades to internal / external surfaces prepared smooth with sand paper, filling the depressions with putty etc. complete in all respect as per assigned area or as instructed by Maintenance Department   | 20000      | Sq ft | 5.85                | 117,000.00 |
| 2                   | Applying Matt Enamel minimum three coats of approved shades to internal / external surfaces (including speed breakers / safety markings on roads, security barriers etc.) prepared smooth with sand paper, filling the necessary pores etc. complete in all respect as per assigned area or as instructed by Maintenance Department | 10000      | Sq ft | 5.85                | 58,500.00  |
| 3                   | Applying Distemper minimum three coats of approved shades to internal / external surfaces prepared smooth with sand paper, filling the depressions with putty etc. complete in all respect as per assigned area or as instructed by Maintenance Department  | 15000      | Sq ft | 5.85                | 87,750.00  |
| 4                   | Applying Oil Paints minimum three coats of approved shades to internal / external surfaces (including speed breakers / safety markings on roads, security barriers etc.) prepared smooth with sand paper, filling the necessary pores etc. complete in all respect as per assigned area or as instructed by Maintenance Department  | 8000       | Sq ft | 5.85                | 46,800.00  |
| <b>Total</b>        |   |            |       | Rs310,050.00        |            |
| <b>Taxes</b>        |   |            |       | Rs46,508.00         |            |
| <b>Total Amount</b> |   |            |       | <b>Rs356,558.00</b> |            |

- 3.3 Payment will be made after completion of works/jobs/project and submission of bill/invoice. Clearance Note / Certificate from Manager General Maintenance and Manager Purchase & Stores is required before process of bill/invoice.
- 3.4 Advance Payment subject to Bank Guarantee.
- 3.5 Performance Security 5% of total amount of Work Order must be deposited to the IBA, Karachi. Security Deposit will be released after clearance of invoice which will be submit after completion of satisfactory work.
- 3.6 All Government taxes (including Income tax and stamp duty), levies and charges will be charged as per applicable rates / denomination of Purchase / Work Order.
- 3.7 Stamp duty 0.35% for Services against total value of Work Order will be levied accordingly.
- 3.8 All rules, regulations and policies will be governed in accordance to the SPPRA & IBA PP&P.
- 3.9 Tax(es)/Challan(s)/Levy(ies), if any or additional will be paid/borne by M/s Faisal Trading Corporation as per SRO/Notification.
- 3.10 A liquidity damages @ 2% per month, of the total agreed payment, of the total cost will be imposed in case of delayed delivery. Penalty will be imposed after 07 days subject to services by IBA before the starting date mentioned on the Work Order.
- 3.91 IBA will not pay any charges(s) regarding cartage / carriage / transportation / food / wages / accidental etc.

**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 of the "THE CONTRACTOR" 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.
- 5.2 IBA reserve the right to accept or reject any or all agreement(s) or terminate proceedings at any stage in accordance to the rules & regulations framed by SPPRA.

Article VI:  
**INDEMNITY**

- 6.1 "THE CONTRACTOR" 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 CONTRACTOR", as a result of any defect in the title of IBA or any fault, neglect or omission by the "THE CONTRACTOR" which disturbs or damage the reputation, quality or the standard of services & works 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 Its intention not to obtain the 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 contractor/ manufacturer / supplier / distributor 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 The contractor/ manufacturer/supplier/distributor 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, manufacturer/supplier/distributor 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 contractor / company / firm / supplier / agency / service provider as aforesaid for the purpose of obtaining or inducing procurement/work/service or other obligation or benefit in whatsoever from the IBA.


Article IX:  
**MISCELLANEOUS**

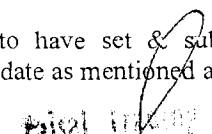
- 8.1 Works/job/project will be handed over by the "IBA" or vet the cost with authentic stamp and signature.
- 8.2 Competent Authority reserves the right to change / alter / remove any item or reduce / enhance quantity without assigning any reason, if any alteration(s), arise charges will be paid on mutually agreed upon under the clause of Direct Contracting of SPPRA.
- 8.4 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.
- 8.5 The validity of the contract will be effective from the date of issue of Work Order.
- 8.6 All terms and conditions of re-tender vide # CW/02/16-17 will be the integral part of this agreement and can't be revoked.
- 8.7 Any additional work/job, if required / necessary etc over and above/extra the BoQ, will be executed on the basis of Variation Order.
- 8.8 Entry & Endorsement in Measurement Book for all jobs done is mandatory. The Measurement Book is to be countersigned by Maintenance Supervisor on each occurrence / daily basis.

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

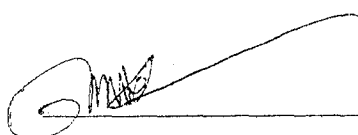
  
"IBA"  
**JAMI MOIZ**  
REGISTRAR  
Institute of Business Administration  
Karachi, Pakistan  
NAME: Jami Moiz

CNIC # \_\_\_\_\_  
Address: Registrar, Institute of Business  
Administration Main Campus  
University Road, Karachi

1.   
**M. SOHAIL KHAN**  
Manager Purchase & Stores  
Institute of Business Administration  
Karachi-Pakistan  
CNIC # \_\_\_\_\_  
Address: \_\_\_\_\_

  
Faisal  
855-15  
M/s Faisal Trading Corporation  
NAME: M. Nazir Khan

CNIC # 4210152543761  
Address: R-68, Hina Banglows, Block-19,  
Gulistan-e-Jouhar Karachi

2 MUHAMMAD WASEEM  
  
CNIC42501626606-9  
Address: \_\_\_\_\_

BoQ

5.

**Scope of Work / BoQ**

**APPLYING OF PAINT / WEATHER SHIELD / DISTEMPER AT VARIOUS PLACES / WALLS AT IBA**

| S#                            | Description of Items   | Approx Qty | Unit  | Rates (Rs.) | Amount (Rs.) |
|-------------------------------|--|------------|-------|-------------|--------------|
| 1                             | Applying <b>Weather shield Paint</b> minimum three coats of approved shades to internal / external surfaces prepared smooth with sand paper, filling the depressions with putty etc. complete in all respect as per assigned area or as instructed by Maintenance Department   | 20000      | Sq ft | 5/85        | 117000       |
| 2                             | Applying <b>Matt Enamel</b> minimum three coats of approved shades to internal / external surfaces (including speed breakers / safety markings on roads, security barriers etc.) prepared smooth with sand paper, filling the necessary pores etc. complete in all respect as per assigned area or as instructed by Maintenance Department | 10000      | Sq ft | 5/85        | 85500        |
| 3                             | Applying <b>Distemper</b> minimum three coats of approved shades to internal / external surfaces prepared smooth with sand paper, filling the depressions with putty etc. complete in all respect as per assigned area or as instructed by Maintenance Department  | 15000      | Sq ft | 5/85        | 127500       |
| 4                             | Applying <b>Oil Paints</b> minimum three coats of approved shades to internal / external surfaces (including speed breakers / safety markings on roads, security barriers etc.) prepared smooth with sand paper, filling the necessary pores etc. complete in all respect as per assigned area or as instructed by Maintenance Department  | 8000       | Sq ft | 5/85        | 68000        |
| <b>Total</b>                  |  |            |       |             | 308000       |
| <b>Taxes</b> SFB as per rules |  |            |       |             | 46500        |
| <b>Total Amount</b>           |  |            |       |             | 354500       |

Total Amount in Words: Rs.

*Three Lac fifty four thousand five hundred & fifty*

Stamp & Signature