

Bid Evaluation Report

1. Name of Procuring Agency: Institute of Business Administration, Karachi
2. Tender Reference No: MISC/04/16-17
3. Tender Description/Name of work/item: Photography & Video Services for Convocation-2016
4. Method of Procurement: Single Stage Single Envelope
5. Tender Published: October 26, 2016 on IBA & SPPRA web site Serial # 30238
Print & Electronic Media (SPPRA ID No. & News papers names with dates)
6. Total Bid documents Sold: 03 suppliers have collected Tender Documents
7. Total Bids Received: 03
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: TWO (1) M/s Qandeel Studio (2) M/s Raees & Sons
11. Financial Bid Opening date: November 10, 2016

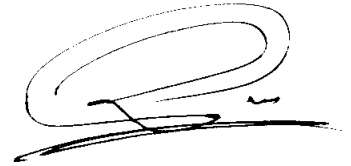
12. Bid Evaluation Report:

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 Al-Rashid Studio	Rs.93,225.00	1 st Lowest	Rs.150,000.00	Accepted, due to lowest in overall basis. Comparative Sheet Attached.		
2.	M/s Qandeel Studio	Rs.186,450.00				Bid Rejected, due to non-submission of Bid Security	
3.	M/s Raees & Sons	Rs.279,110.00					
4.							

Signatures of the Central Purchase Committee, Members



Dr. Farooq Khan
Assistant Professor
IBA



Hina Gul
Team Leader
IBA

Comparative Statement
Photography & Video Services for Convocation-2016
MISC/04/16-17

S. #	Description	Qty	M/s Al-Rashid Studio		M/s Qandeel Photo Studio		M/s Raees & Sons	
			Rate Rs.	Amount Rs.	Rate Rs.	Amount Rs.	Rate Rs.	Amount Rs.
1	Still Photography (Digital) With 5 DSLR Camera (Soft Copies; 225 pictures (approx). Number of CDs: 6)	1 Job for One Day	5,000.00	25,000.00	10,000.00	50,000.00	15,000.00	75,000.00
2	Video Recording (Digital) With 3 HD Camera, Full Mixing Unit, HD Mixture unite system, Online Editor Number of DVDs: 2, Number of VCDs: 2 System DVD with live web streaming in IBA website	1 Job for Two Days Live Streaming on Convocation Day	25,000.00	50,000.00	50,000.00	100,000.00	75,000.00	150,000.00
3	Photo Album For 20 pictures, Pocket Size: 5" x 7", 2 pockets in each page Leatherette Cover, Foam wading. Colour: Crimson Stitched all around the size of album	2 Albums	2,500.00	5,000.00	5,000.00	10,000.00	10,000.00	20,000.00
4	Printing of Photograph Size: 5" x 7" Photo paper	50 Photos	50.00	2,500.00				
	Total							
	SST			Rs. 82,500.00		Rs. 165,000.00		Rs. 247,000.00
	Total Amount			Rs. 10,725.00		Rs. 21,450.00		Rs. 32,175.00
				Rs. 93,225.00		Rs. 186,450.00		Rs. 279,110.00

(Handwritten signature)

Syed Raees Zah
Manager Finance
I.C.A

Dr. Yousaf
Assistant Registrar
I.C.A

Dr. Yousaf
Assistant Registrar
I.C.A

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 2:43 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 2: Approval for Photography & Video Services for Convocation-2016

Item 2: Approval for Photography & Video Services for Convocation-2016

Discussion: Purchase Executive briefed the committee about the tender proceedings of "Photography & Video Services for Convocation-2016". The committee reviewed the comparative statement.

Decision: The committee approved to award for "Photography & Video Services for Convocation-2016" to M/s Al-Rashid Studio at the total cost of Rs.93,225.00 (including Tax) being the lowest evaluated bidder, subject to the availability of budget.

Sr.	Name of Participants	Overall Basis Amount (Rs.) Inclusive Taxes
1.	M/s Al-Rashid Studio	Rs.93,225.00
2.	M/s Al-Rashid Studio	Rs.93,225.00
3.	M/s Al-Rashid Studio	Rs.93,225.00

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



BIDDERS QUALIFICATION REPORT

MF No: MISC-04-16-17
Description of Work: Photography & Video Services for Convocation-2016

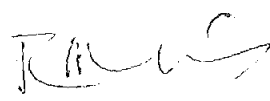
Method & Procedure of procurement: Open Competitive Bidding
Single Stage One Envelope

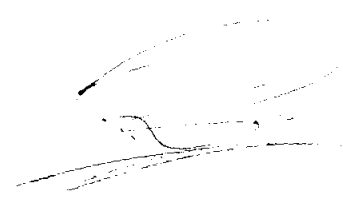
S. No	Eligibility Criteria	M/s Al-Rashid Studio	M/s Qandeel Studio	M/s Raees & Sons
1	Is envelop sealed	Yes	Yes	Yes
2	Required Bid Security in enclosed	Yes	No	No
3	Form of Tender Signed or not	Yes	Yes	Yes
4	Registration in GST SBR & I. Tax	Yes	No	No
5	Turnover in terms of Financial Statement of last three years	Yes	Yes	Yes
6	Tender Fee Received	Yes	Yes	Yes
7	5 plus years experience	Yes	Yes	Yes
8	Qualified / Disqualified	Qualified	Disqualify	Disqualify
9	Any overwriting tender dropped received	No	No	No
10	Cliental list provided	Yes	Yes	Yes
11	Affidavit regarding any litigation or blacklisting	No	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 Al-Rashid Studio at Rs. 93,225.00
- 3 Recommended to award the Work Order to M/s Al-Rashid Studio


M. Farooq
Executive Director


Dr. Imroz Khan
Assistant Professor
IBA


Waqar Butt
CPA Advisor
HES

Institute of Business Administration, Karachi
Tender Opening
November 10, 2016
at 3:30 pm

Statement of Tender for: Photography & Video Services For Convocation-2016

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. Sohal Khan	15,000,000/-			A. G. Asim	
2	M. Sohal Khan	15,000,000/-				
3	M. Sohal Khan	15,000,000/-				

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

M. Sohal Khan
 M. Sohal Khan

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

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 / DEPT. Institute of Business Administration, Karachi
- 2) PROVINCIAL / LOCAL GOVT. / OTHER Local Govt
- 3) TITLE OF CONTRACT Goods
- 4) TENDER NUMBER MISC/04/16-17
- 5) BRIEF DESCRIPTION OF CONTRACT Photography & Video Services for Convocation-2016
- 6) FORUM THAT APPROVED THE SCHEME Procurement Committee
- 7) TENDER ESTIMATED VALUE Rs. 150,000/-
- 8) ENGINEER'S ESTIMATE (For civil works only) NA
- 9) ESTIMATED COMPLETION PERIOD (AS PER CONTRACT) 1 Month
- 10) TENDER OPENED ON (DATE & TIME) November 10, 2016 (3:30 pm)
- 11) NUMBER OF TENDER DOCUMENTS SOLD THREE
(Attach list of buyers)
- 12) NUMBER OF BIDS RECEIVED THREE
- 13) NUMBER OF BIDDERS PRESENT AT THE TIME OF OPENING OF BIDS TWO
- 14) BID EVALUATION REPORT (Enclose a copy) Copy Enclosed
- 15) NAME AND ADDRESS OF THE SUCCESSFUL BIDDER M/s Al-Rashid Studio
- 16) CONTRACT AWARD PRICE Rs 93,225/-
- 17) RANKING OF SUCCESSFUL BIDDER IN EVALUATION REPORT (i.e. 1st, 2nd, 3rd EVALUATION BID)
M/s Al-Rashid Studio
M/s Qandeel Studio
M/s Raees & Sons
- 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 (e.g. 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	November 28, 2016 and SPPRA ID # 2294/2016
No	

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

Yes	
No	✓

22) NATURE OF CONTRACT

Domestic	<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

JAMI MOIZ
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: 021-9206291

Print

Save

Reset

Bid Evaluation Report

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2	M/s Qandeel Studio	Rs 186,450.00			Bid Rejected, due to non-submission of Bid Security	
3	M/s Raees & Sons	Rs 279,720.00				
4						

Signatures of the Central Purchase Committee, Members

MEMBER
CENTRAL PURCHASE COMMITTEE
SPPRA

MEMBER
CENTRAL PURCHASE COMMITTEE
SPPRA

MEMBER
CENTRAL PURCHASE COMMITTEE
SPPRA



Institute of
Business Administration
Karachi

Leadership and Ideas for Tomorrow

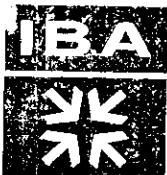
List of Buyers

Tender # MISC 04 16-17

Caption: Photography & Video Services for Convocation-2016

Number of Tender Documents Sold: 03

S #	List of Buyers
01	M/s Al-Rashid Studio
02	M/s Qandeel Studio
03	M/s Rais & Sons



Institute of
Business Administration
Karachi

Letter of Award

Leadership and Ideas for Tomorrow

WORK ORDER

To : M/s Al-Rashid Studio
Order No : IBA-MC PD Misc/208 0029/2016-17
Date of Issue : December 08, 2016
Date of Completion : December 09, 2016
Place of Delivery : IBA, Main Campus
Total Amount : **Rs.93,225.00 (Including SST)**
(Rupees Ninety Three Thousand Two Hundred Twenty Five Only)

S. #	Description	Qty	Rate Rs.	Amount Rs.
1	Still Photography (Digital) With 5 DSLR Camera Soft Copies: 225 pictures (approx). Number of CDs: 6	1 Job for One Day	5,000	25,000.00
2	Video Recording (Digital) With 3 HD Camera, Full Mixing Unit, HD Mixture unite system, Online Editor Number of DVDs: 2, Number of VCDs: 2 System DVD with live web streaming in IBA website	1 Job for Two Days Live Streaming	25,000.00	50,000.00
3	Photo Album For 20 pictures, Pocket Size: 5" x 7", 2 pockets in each page Leatherette Cover, Foam wading, Colour: Crimson Stitched all around the size of album	2 Albums	2,500.00	5,000.00
4	Printing of Photograph Size: 5" x 7" Photo paper	50 Photos	50.00	2,500.00
Total				Rs. 82,500.00
14% SST				Rs. 10,725.00
Total Amount				Rs. 93,225.00

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 rights reserved with IBA. No part of the logo can be printed / copies / transferred in any form without the permission of the IBA authority.
12. All Government taxes (including Income tax and stamp duty), levies and charges will be charged as per applicable rates / denomination of Purchase / Work Order.
13. Stamp duty 0.35% for Goods against total value of Work Order will be levied accordingly.
14. IBA, also reserve the right to issue Work Order for any single items to different lowest responsive bidders or issue Purchase Order for all the items to any lowest responsive bidder.

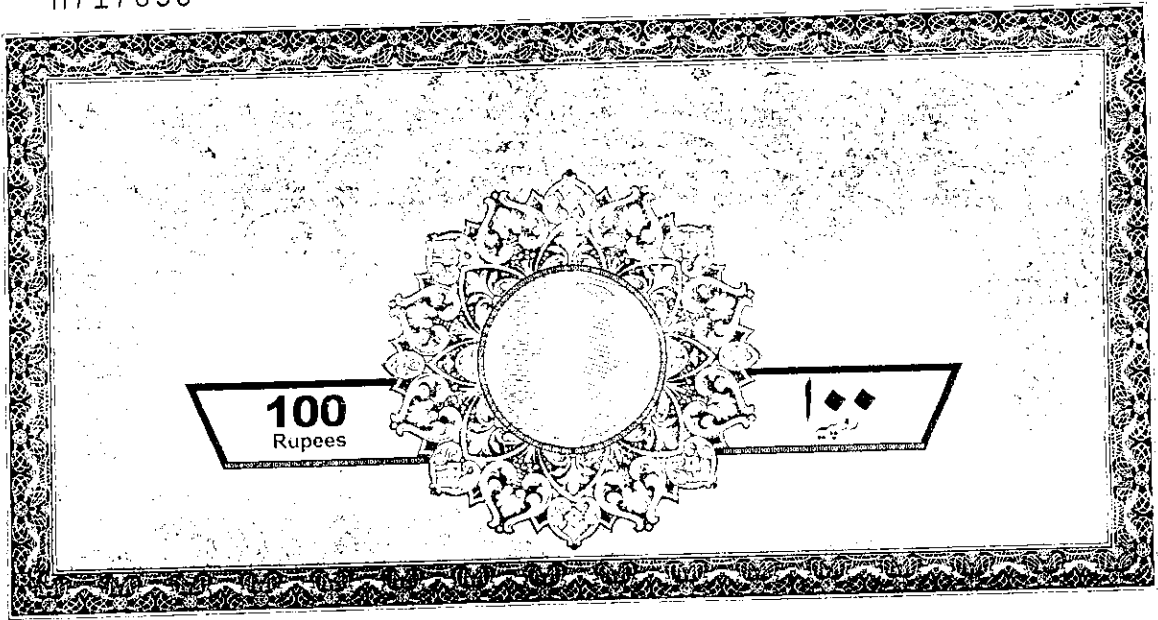


Manager Purchase & Store

Dec 08/16



Registrar



M. ILYAS STAMP VENDOR

Lic No.112, Liaquat abad, Karachi

S.No.

DATE:

29/11/16

29 NOV 2016

USE TO BE FOLLOWS
1. The stamp is to be used for the purpose of the stamp only.
2. The stamp is to be used for the purpose of the stamp only.
3. The stamp is to be used for the purpose of the stamp only.

AGREEMENT

THIS AGREEMENT is executed at KARACHI, on this day December 07, 2016.

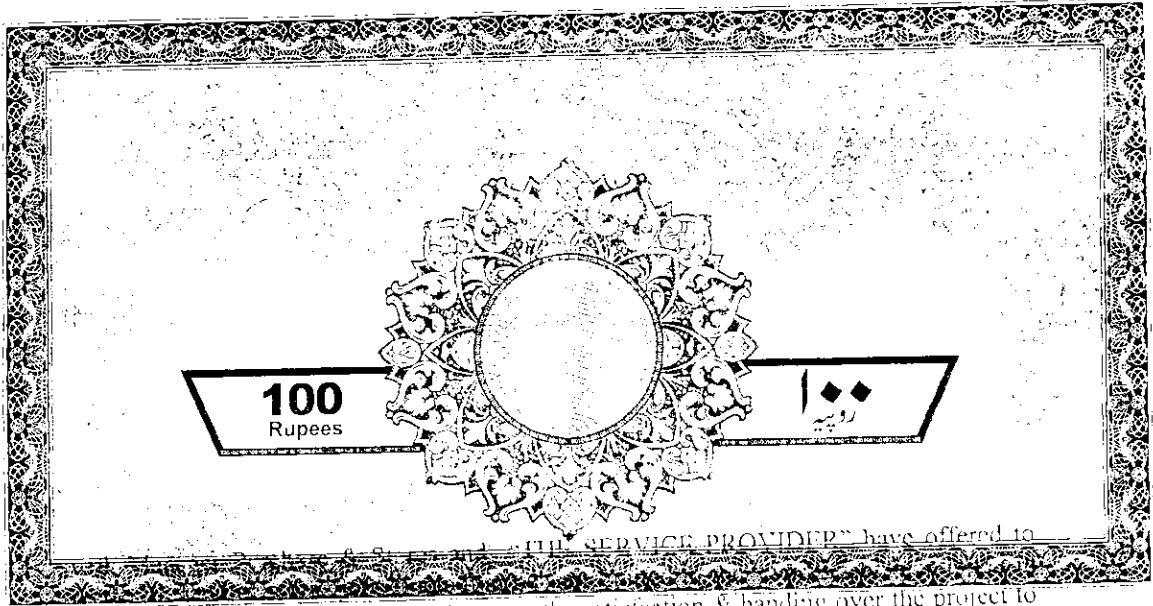
BETWEEN

M/s Institute of Business Administration, Karachi 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 Al-Rashid Studio, having its office at Shop # A-1, Abid Appartment, Block-2, Gulshan-e-Iqbal, Karachi, hereinafter referred to as "THE SERVICE PROVIDER" (which expression shall wherever the context so permits be deemed to include its legal representatives, executors, successor and assigns), through its proprietor M. Rashid holding CNIC No. 42201-0560161-9 on the SECOND PART.

WHEREAS "IBA" intends to obtain Photography & Video Services for Convocation-2016 at IBA Main Campus as assigned in accordance to the tender vide # MISC/04/16-17 at the cost of **Rs.93,225.00 Inclusive all taxes**. The basis with the works/jobs of items as per tender vide # MISC/04/16-17 (IBA requirement) discussions in respect of the same as per determination of scope of works will be held



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.

M. ILYAS STAMP VENDOR

Lic.No.112, Licence No. 112, S.No. DATE:

29 NOV 2016

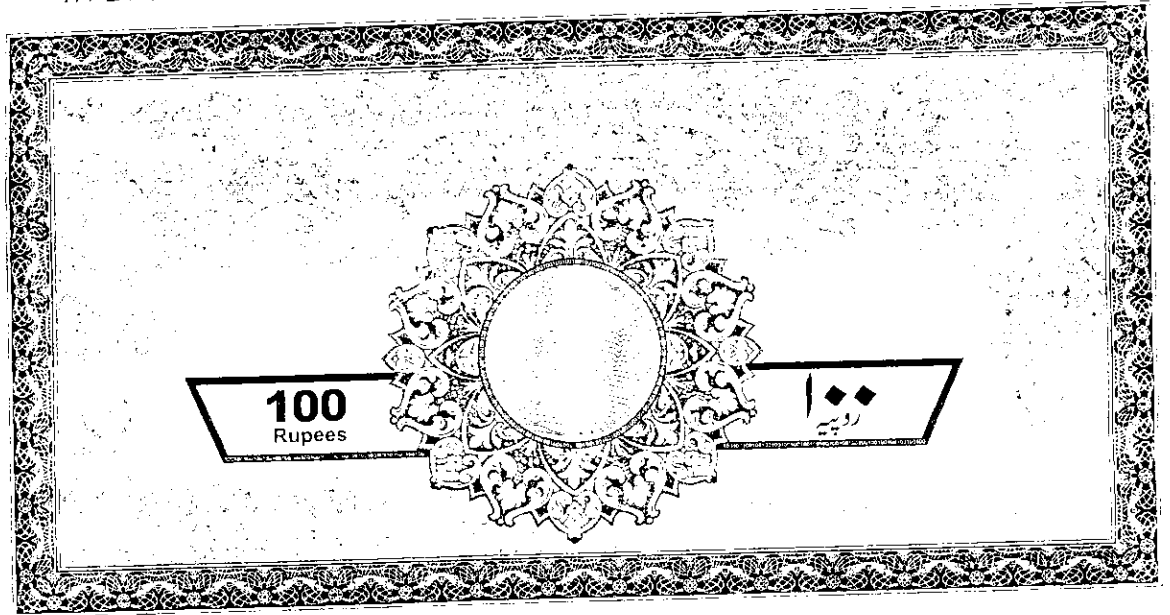
NOW IT IS HEREBY AGREED & DECLARED BY BOTH PARTIES AS FOLLOWS:

WITNESSETH

"IBA" hereby offer to appoint "THE SERVICE PROVIDER" 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. "THE SERVICE PROVIDER" 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 # MISC/04/16-17 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 & time line to suitable scale with any all other relevant details to "IBA".
- 1.2 "THE SERVICE PROVIDER" 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 SERVICE PROVIDER" will coordinate for required/assigned works/jobs/project with Manager Purchase & Stores, of the "IBA" who will advise "THE SERVICE PROVIDER" in supervision of proposed works/jobs related.
- 1.4 "THE CONTRACTOR" is bound to provide items including Still Photography (Digital), Video Recording (Digital) with live streaming on convocation day, Photo Album & Printing of Photographs and manpower according to the BoQ vide tender # MISC/04/16-17.
- 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 will be required from 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 All staff must have CNIC and clearly mentioned to discourage work through child labor.



M. KYAS STAMP NUMBER

Article II

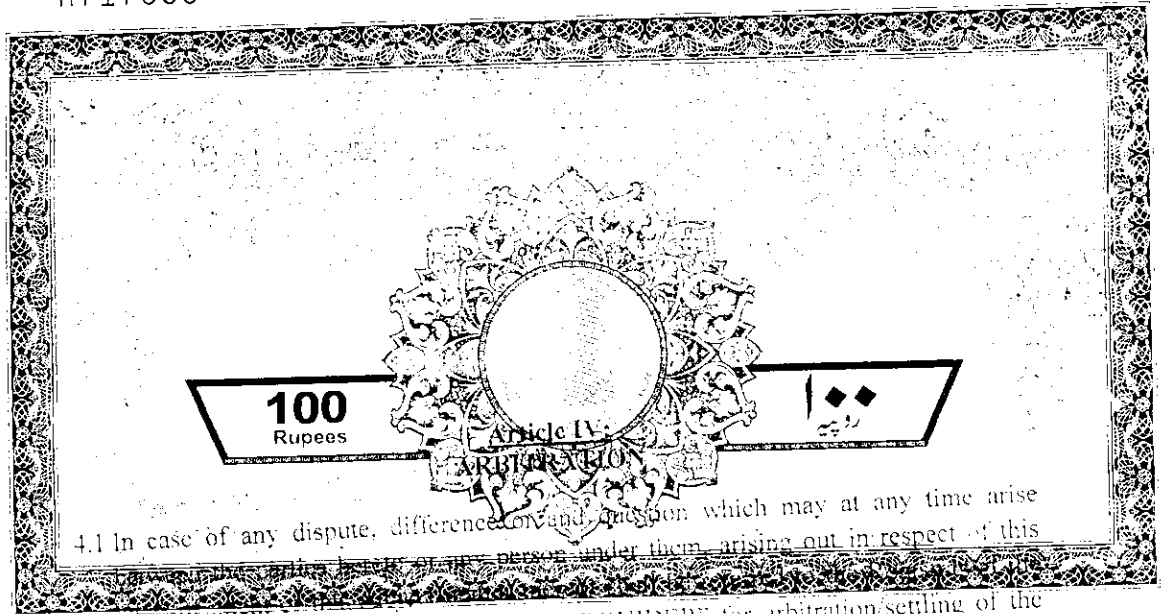
Lic.No.112, Lic.No.113, SCOPE OF PROFESSIONAL SERVICES & WORKS:
S.No. 29154

- DATE: 21-11-2016
- 2.1 "THE SERVICE PROVIDER" 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 # MISC/04:16-17.
- 2.2 "THE SERVICE PROVIDER" hereby agree and acknowledge the acceptance of attending the meetings with the Manager Purchase & Stores "IBA" as & when required.

Article IIIREMUNERATION

- 3.1 The cost offered by the Contractor is Rs. 93,225,000 (inclusive of all taxes) vide Tender # MISC/04:16-17.
- 3.2 Payment will be made after completion of works jobs project and submission of bill/invoice.
- 3.3 Advance Payment subject to Bank Guarantee.
- 3.4 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.
- 3.5 All Government taxes (including Income tax and stamp duty), levies and charges will be charged as per applicable rates + denomination of Purchase Work Order.
- 3.6 Stamp duty 0.35% for Services against total value of Work Order will be levied accordingly.
- 3.7 All rules, regulations and policies will be governed in accordance to the SPPRA & IBA PP&P.
- 3.8 Tax(es)/Challan(s) Levy(ies), if any or additional will be paid borne by M/s Termitex Services as per SRO Notification.
- 3.9 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.

(Signature)
29/11/2016



4.1 In case of any dispute, difference or question which may at any time arise between the person under them arising out in respect of this IBA and CEO of the "THE SERVICE PROVIDER" for arbitration/settling of the dispute, failing which the decision of the court law in the jurisdiction of Karachi shall be binding to the parties. 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 SERVICE PROVIDER" 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 SERVICE PROVIDER", as a result of any defect in the title of IBA or any fault, neglect or omission by the "THE SERVICE PROVIDER" 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 service provider 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

[Handwritten signature]

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 service provider 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 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 Work/job/project will be handed over by the "IBA" or yet the cost with authentic stamp and signature.

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.

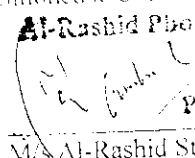
8.6 All terms and conditions of tender vide # MISC/01/16-17 will be the integral part of this agreement and can't be revoked.

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"
JAMI MOIZ
REGISTRAR
Institute of Business Administration
Karachi, Pakistan

CNIC # _____

Address:
Registrar, Institute of Business
Administration Main Campus
University Road, Karachi



Proprietor
M. Rashid Studio

NAME: M. Rashid

CNIC # 42201-0560101-9

Address:
Shop # A-1,
Block '2', Gulshan-e-Iqbal,
Karachi

WITNESS



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

CNIC # _____

Address: _____

Zaashen M.

Zaashen M.

CNIC# 42201-75455358

Address: M.P. I.A.S.

SPEC NO # 3 House No 2/1

Bo Q

3.

TENDER FORM

Photography & Video Services for Convocation 2016

S. #	Description	Qty	Rate Rs.	Amount Rs.
1	Still Photography (Digital) With 5 DSLR Camera Soft Copies: 225 pictures (approx) Number of CDs: 4	1 Job for 6 Days	5000/-	25,000/-
2	Video Recording (Digital) With 3 HD Camera, Full Mixing Unit, HD Mixture unite system, Online Editor Number of DVDs: 2, Number of VCDs: 2 System DVD with live web streaming in IBA website	1 Job for Two Days Live Streaming Convocation Day	25,000/-	50,000/-
3	Photo Album For 20 pictures, Pocket Size: 7" x 7", 2 pockets in each page Leatherette Cover, Foam wading, Colour: Crimson Stitched all around the size of album	2 Albums	2500/-	5000/-
4	Printing of Photograph Size: 5" x 7" Photo paper	50 Photos	50/-	2500/-
Total				82,500/-
13% SST				10,725/-
Total Amount				93,225/-

Total Amount: Rupees (in words)

NINETY THREE THOUSAND TWO HUNDRED

20 TWENTY FIVE

(Signature)

(Signature)
Sd/- & Stamp