

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 # MISC/03/17-18
- 5) BRIEF DESCRIPTION OF CONTRACT Provide & Supply of General & Maintenance Items
- 6) FORUM THAT APPROVED THE SCHEME Procurement Committee
- 7) TENDER ESTIMATED VALUE Rs.450,000/-
- 8) ENGINEER'S ESTIMATE NA
(For civil works only)
- 9) ESTIMATED COMPLETION PERIOD (AS PER CONTRACT) 1 Month
- 10) TENDER OPENED ON (DATE & TIME) January 12, 2018 (3:30 pm)
- 11) NUMBER OF TENDER DOCUMENTS SOLD FIVE
(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 Copy Enclosed
(Enclose a copy)
- 15) NAME AND ADDRESS OF THE SUCCESSFUL BIDDER ALL THREE BIDDERS (On Itemized Basis)
- 16) CONTRACT AWARD PRICE Rs.337,140/-
- 17) RANKING OF SUCCESSFUL BIDDER IN EVALUATION REPORT
(i.e. 1st, 2nd, 3rd EVALUATION BID). (1) M/s S. M. Saeed & Brothers
(2) M/s Faisal Trading Corporation
(3) M/s Qureshi Enterprises

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

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

Yes	February 06, 2018 and SPPRA ID # 292/2018
No	

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

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

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	<input checked="" type="checkbox"/>

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

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

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

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

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

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

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	<input checked="" type="checkbox"/>

Signature & Official Stamp of
Authorized Officer

Amir Shabbir
Wing Commander (Retd)
Acting Registrar
Institute of Business Administration (IBA),
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

1. Name of Procuring Agency: Institute of Business Administration, Karachi
2. Tender Reference No: Tender # MISC/03/17-18
3. Tender Description/Name of work/item: Provide & Supply of General & Maintenance Items
4. Method of Procurement: Single Stage One Envelope
5. Tender Published: December 22, 2017 on IBA website & SPPRA web site Serial # 35812
Print & Electronic Media (SPPRA ID No. & News papers names with dates)
6. Total Bid documents Sold; 05 Companies 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: NA
11. Financial Bid Opening date: January 12, 2018.


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.84,816.62	Lowest in NINE Items	450,000.00	Accepted, due to lowest in NINE items. Comparative Sheet Attached.	
2.	M/s S. M. Saeed & Brothers	Rs.177,117.97	Lowest in TWELVE Items		Accepted, due to lowest in TWELVE items. Comparative Sheet Attached.	
3.	M/s Qureshi Enterprises	Rs.75,202.60	Lowest in FIVE Items		Accepted, due to lowest in FIVE items. Comparative Sheet Attached.	
4.						

Signatures of the Central Purchase Committee, Members


MEMBER
CENTRAL PURCHASE COMMITTEE
INSTITUTE OF BUSINESS ADMINISTRATION
KARACHI
Arbab Hussain Kazmi
Finance
3A, Karachi


CHAIRPERSON
CENTRAL PURCHASE COMMITTEE
INSTITUTE OF BUSINESS ADMINISTRATION
KARACHI
Dr. S.M. Faisal Gradat
Assistant Professor
IBA, Karachi


MEMBER (EXTERNAL)
CENTRAL PURCHASE COMMITTEE
INSTITUTE OF BUSINESS ADMINISTRATION
KARACHI
Harris Qureshi
SPPRA Advisor
HEJ



Institute of
Business Administration
Karachi

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LIST OF BUYERS

Tender # MISC/03/17-18

Caption: Provide & Supply of General & Maintenance Items

Number of Tender Documents Sold: 05

Sr #	List of Buyers
1.	M/s. S.M. Saeed & Brothers
2.	M/s. Faisal Trading Corporation
3.	M/s. Qureshi Enterprises
4.	M/s. Creative Arts
5.	M/s. SC & L Network



Institute of
Business Administration
Karachi

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Letter of Award

Purchase Order

Approval Status: Approved

IBA Karachi
IBA MAIN CAMPUS
KARACHI
Pakistan

Purchase Order IBA-0000000282		Issue Date 13, February, 2018	
Payment Terms 30 Days		Ship Via ROAD	
Buyer Purchase Department	Phone +922138104700 Ext 2150, 2152	Currency PKR	
Requestor Department Administration			

Supplier: V01757
Qureshi
Enterprises
Karachi
Karachi
Pakistan

Ship To: Store, IBA Main Campus, University Road

Bill To: Purchase Department, IBA Main Campus
University Road, Karachi
Pakistan

S. No.	Item / Description Specification	Qty. (UOM)	PO Price	Extended Amount	Delivery Date
1	AIR FRESHENER SPRAY 300ML ROOM AIR FRESHENER SPRAY VOLUME: 300 ML ASSORTED FRAGRANCES BRAND: LOTION PERFECT	312.00 EA	155.00	48360	23-Feb-18
2	DISPENSER FOR LIQUID SOAP AS PER SAMPLE	12.00 EA	400.00	4800	23-Feb-18
3	MOP WITH IRON ROD MOP COMPLETE WITH IRON ROD 450GM / 160Z MAXIMUM WEIGHT & SIZE WITH STRONG IRON STICK AND CLIP AS PER SAMPLE	14.00 EA	400.00	5600	23-Feb-18
4	SURF BAG WASHING POWDER PACKING: 95 G BRAND: SURF EXCEL	264.00 EA	15.00	3960	23-Feb-18
5	HARD BROOM BROOM HARD (TINKA JHAROO) AS PER SAMPLE	30.00 EA	52.00	1560	23-Feb-18

Total: 64280.00
17% GST: 10927.6
Total PO Amount: 75207.60
Amount in Words: Seventy Five Thousand Two Hundred Seven and paise Sixty Only.


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 Invoice/Bill & delivery of above item(s).

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Purchase Order

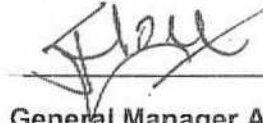
4. General Sales Tax will be paid on applicable items only.
5. Liquidity damage at the rate of 2% per month on actual will be imposed on delayed delivery.
6. The rate / item cost is final and no change what so ever will be accepted.
7. Government tax(es), levi(es) and charge(s) will be charged at actual 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 to be submitted to Purchase 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 Order.
12. Stamp Duty 0.25% for Goods against total value of Purchase Order will be levied accordingly.



Senior Manager Purchase & Stores

20/13/18

for



General Manager Administration



Purchase Order

Approval Status: Approved

IBA Karachi
IBA MAIN CAMPUS
KARACHI
Pakistan

Purchase Order IBA-0000000281	Issue Date 13, February, 2018
Payment Terms 30 Days	Ship Via ROAD
Buyer Purchase Department	Phone +922138104700 Ext 2150, 2152
Requestor Department Administration	Currency PKR

Supplier: E00028
S.M. Saeed
Karachi
Karachi
Pakistan

Ship To: Store, IBA Main Campus, University Road
Bill To: Purchase Department, IBA Main Campus
University Road, Karachi
Pakistan

S. No.	Item / Description Specification	Qty. (UOM)	PO Price	Extended Amount	Delivery Date
1	BRASSO POLISH BRASSO POLISH BRASSO METAL POLISH ORIGINAL (200ML)	3.00 EA	169.00	507	23-Feb-18
2	SUTLI PLASTIC ROPE 500G PACK	10.00 EA	145.00	1450	23-Feb-18
3	WATER FILTER CARBON WATER FILTER CARBON CARBON, BRAND: SO-SAFE	60.00 EA	616.00	36960	23-Feb-18
4	BATTERY CELL, TYPE: AA BATTERY CELL FOR MIC 9V SIZE: 9V, BRAND: ENERGIZER	36.00 EA	246.40	8870.4	23-Feb-18
5	BATTERY CELL (AAA) BATTERY CELL TYPE: AA BRAND: ENERGIZER	636.00 EA	38.80	24676.8	23-Feb-18
6	BATTERY CELL 9V BATTERY CELL FOR AC REMOTE (AAA) TYPE: AAA, BRAND: ENERGIZER	108.00 EA	38.80	4190.4	23-Feb-18
7	BROOM SOFT (PHOOL JHAROO) SOFT BROOM (PHOOL JHAROO) AS PER SAMPLE	126.00 EA	75.90	9563.4	23-Feb-18
8	CARPET BRUSH	2.00 EA	55.00	110	23-Feb-18
9	MORTIEN SPRAY MORTIEN SPRAY MOSQUITO & FLY KILLER 400ML MORTEIN NATURGARD	142.00 EA	302.40	42940.8	23-Feb-18
10	TOILET SOAP SOAP (TOILET) 100 G, BRAND: TIBET	12.00 EA	36.80	441.6	23-Feb-18
11	GLINT GLASS CLEANER PACKING: 10 LTR CAN GLASS CLEANER SPRAY PACKING: 10 LITRE CAN BRAND: GLINT	6.00 EA	1950.00	11700	23-Feb-18

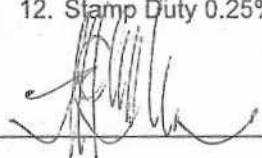
Purchase Order

S. No.	Item / Description Specification	Qty. (UOM)	PO Price	Extended Amount	Delivery Date
12	VIM DISHWASHING POWDER PACKING: 450 G BAG BRAND: VIM / MAX	168.00 EA	59.36	9972.48	23-Feb-18

Total: 151382.88
17% GST: 25735.0896
Total PO Amount: 177117.97
Amount in Words: One Lakh Seventy Seven
 Thousand One Hundred
 Seventeen and paise Ninety
 Seven Only.

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 Invoice/Bill & delivery of above item(s).
4. General Sales Tax will be paid on applicable items only.
5. Liquidity damage 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 to be submitted to Purchase 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 Order.
12. Stamp Duty 0.25% for Goods against total value of Purchase Order will be levied accordingly.



 Senior Manager Purchase & Stores

for 

 General Manager Administration

Feb 27/18



Institute of
Business Administration
Karachi

Leadership and Ideas for Tomorrow

Purchase Order

Approval Status: Approved

IBA Karachi
IBA MAIN CAMPUS
KARACHI
Pakistan

Purchase Order IBA-0000000280	Issue Date 13, February, 2018
Payment Terms 30 Days	Ship Via ROAD
Buyer Purchase Department	Phone +922138104700 Ext 2150, 2152
Requestor Department Administration	Currency PKR

Supplier: V00503
Faisal
Trading
Corporation
R-68, Hina Banglows, Block-19,
Gulistan-e-Jouhar, Ka
Karachi
Pakistan

Ship To: Store, IBA Main Campus, University Road

Bill To: Purchase Department, IBA Main Campus
University Road, Karachi
Pakistan

S. No.	Item / Description Specification	Qty. (UOM)	PO Price	Extended Amount	Delivery Date
1	WATER FILTER REGULAR (THREAD) WATER FILTER THREAD PP YARN CARTRIDGE FILTRATION: 5 MICRON, SIZE: 10" BRAND: SO~SAFE	90.00 EA	198.90	17901	23-Feb-18
2	TUMBLER GLASS DRINKING TUMBLERS 300 ML MEDIUM SIZE, BROAD NECK MODEL # 19, BRAND: TOYO NASIC	60.00 EA	39.97	2398.2	23-Feb-18
3	ROOMI AIR FRESHENER TOILET AIR FRESHENER BRAND: ROOMI	684.00 EA	15.15	10362.6	23-Feb-18
4	DUST BIN PVC SIZE # 4 PVC DUSTBIN SIZE # 4, COLOR: LIGHT GREY / OFF WHITE BRAND: AL-KHALID	36.00 EA	108.00	3888	23-Feb-18
5	DUSTING CLOTH DUSTING CLOTH 36" X 30" PLAIN FABRIC ("A" QUALITY) AS PER SAMPLE	444.00 EA	43.90	19491.6	23-Feb-18
6	FINIS BOTTLE	30.00 EA	146.00	4380	23-Feb-18
7	MOP PAD MOP PAD 450GM / 160Z MAXIMUM WEIGHT & SIZE AS PER SAMPLE	100.00 EA	84.50	8450	23-Feb-18
8	PHENYL BALLS NAPHTHALENE BALLS 200GM (ASP)	44.00 EA	38.00	1672	23-Feb-18
9	SCOTCH BRITE SCOTCH BRITE REGULAR, BRAND: 3M	204.00 EA	19.36	3949.44	23-Feb-18

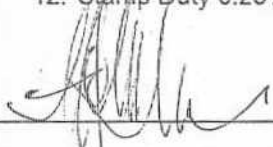
Purchase Order

S. No.	Item / Description Specification	Qty. (UOM)	PO Price	Extended Amount	Delivery Date
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Total: 72492.84
17% GST: 12323.7828
Total PO Amount: 84816.62
Amount in Words: Eighty Four Thousand Eight Hundred Sixteen and paise Sixty Two Only.

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 Invoice/Bill & delivery of above item(s).
4. General Sales Tax will be paid on applicable items only.
5. Liquidity damage 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 to be submitted to Purchase 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 Order.
12. Stamp Duty 0.25% for Goods against total value of Purchase Order will be levied accordingly.

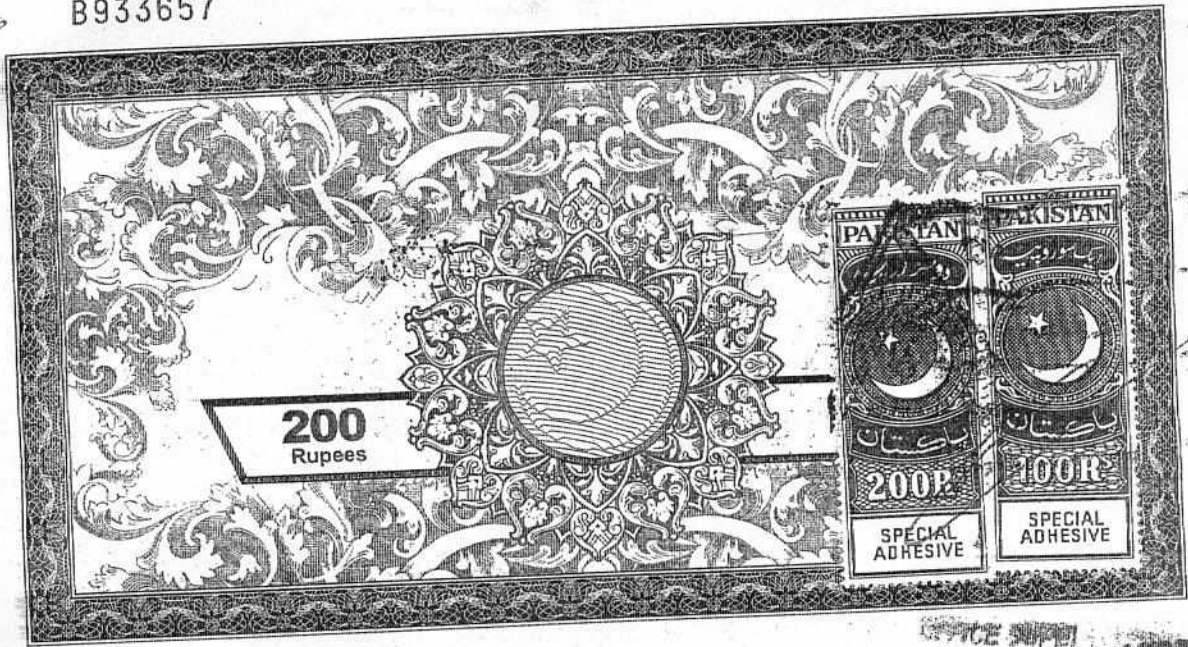


Senior Manager Purchase & Stores



General Manager Administration

Feb 13 / 18



KAMRAM MEHAI STAMP VENDOR
Light No 102 Shop No 1, Ghanjur Arcade
Sector 11-I, North Karachi

OFFICE STAMP
24 JAN 2018

S.No. **30189** DATE **08 FEB 2018**
Issued To With Address
Through With Address
Purpose
Vendor's Signature
Stamp Vendor's Signature
For Use: Free Will & Overt -
Not Responsible for any loss or damage

MADACAT ALI SHAIKH AGREEMENT

THIS AGREEMENT is executed at KARACHI, on this day February...**13**....., 2018.

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.

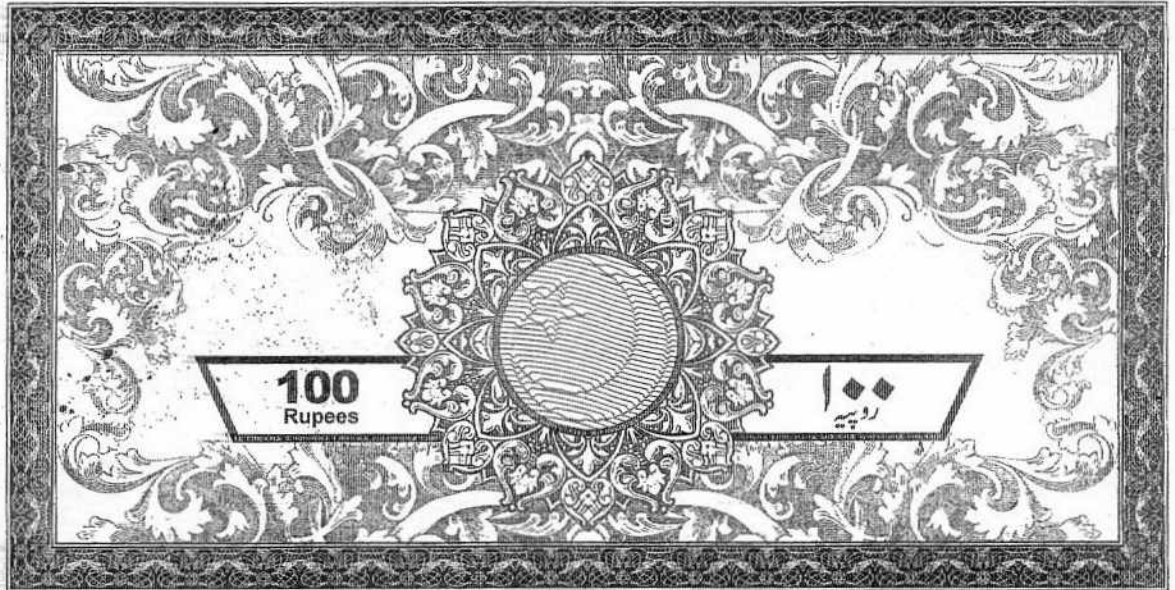
AND

M/s S. M. Saeed & Brothers, having its office at # S. 10, Noman Arcade Block-14, Gulshan-e-Iqbal, Karachi, hereinafter referred to as "SUPPLIER" (which expression shall wherever the context so permits be deemed to include its legal representatives, executors, successor and assigns), through its proprietor Mr. S. M. Saeed, holding CNIC No. 42000-0514292-3 on the SECOND PART.

WHEREAS "IBA" intends to obtain General & Maintenance Items vide tender # MISC/03/17-18 for the Provide & Supply of General & Maintenance Items (IBA requirement) discussions in respect of the same before the determination of scope of work will be held with "IBA" as "General & Maintenance Items" and "THE SUPPLIER" have offered to render all kind of General & Maintenance Items (including but not limited to the "General & Maintenance Items" of the proposed work up to the satisfaction & handing over the material(s) 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:

K879412



MUHAMMAD JUNAID Stamp Vendor
Licence No. 77, Shop No. 147, Mashriq Centre,
Block 14, Gulshan-e-Istisna, Karachi.

08 FEB 2018

S. No. 14407 Date
Issued In Address
Through Address Sadaqat Ali Siddique
Purpose Advocate
Value Rs. Attested Ledger No. 13353 Khi.
Stamp Vendor's Signature: Glint

Not Used for Will Dispute Vendor & Advocate will not
be responsible for Dishwashing Powder

6	Packing: 450 g bag Brand: Vim / Max	168	Max/Vim	59.36	9,972.48
Maintenance Items					
1	Brasso Polish Brasso Metal Polish Original (200ml) Brasso	3	Brasso	169.00	507.00
2	Sutli / Plastic rope 500g pack 1 kg roll, As per sample	10		145.00	1,450.00
3	Water Filter Carbon Carbon, Brand: So~Safe	60	So-safe	616.00	36,960.00
4	Battery Cell for Mic 9V Size: 9V, Brand: Energizer	36	Energizer	246.40	8,870.40
5	Battery Cell Type: AA Brand: Energizer	636	Energizer	38.80	24,676.80
6	Battery Cell for AC Remote (AAA) Type: AAA, Brand: Energizer	108	Energizer	38.80	4,190.40
Total					151,382.88
17% GST					25,735.09
Total Amount					177,117.97

1.2 "THE SUPPLIER" agrees to provide any/all kind of General & Maintenance Items to "IBA" whenever and wherever form is required as per the terms & conditions of this Agreement.

1.3 "THE SUPPLIER" will coordinate their work with Sr. Manager Procurement & Stores, of the "IBA" who will assist "THE SUPPLIER" in supervision of proposed General & Maintenance Items.

- 1.4 "THE SUPPLIER" hereby agrees to accept variation, if occurred, in scope of professional services and works with mutual consent on acceptable cost/price/charges/amount inclusive of all taxes and levies.
- 1.5 "THE SUPPLIER" will visit the Purchase Offices located at Main Campus, University Road, Karachi as & when required with prior appointment.
- 1.6 All logistic charges will be borne by "THE SUPPLIER".

Article II
SCOPE OF PROFESSIONAL SERVICES:

- 2.1 "THE SUPPLIER" hereby agree and acknowledge for the periodic supervision of the work and to check the execution of General & Maintenance Items in accordance with the Description & Specification.
- 2.2 "THE SUPPLIER" hereby agree and acknowledge the acceptance of attending the meetings with the Sr. Manager Procurement & Stores "IBA" as & when required.
- 2.3 "THE SUPPLIER" hereby agrees to accept variation, if occurred, in scope of professional services and works with mutual consent on acceptable cost/price/charges/amount inclusive of all taxes and levies.
- 2.4 Delivery 10 days after approval of samples.
- 2.5 All staff must have CNIC and clearly mentioned to discourage work through child labor.
- 2.6 "THE SUPPLIER", will provide all required/necessary carpenter(s) / labor(s) / transportation(s) / cartage(s) what so ever required to complete the procurement at the cost/charges amount offered in the tender vide # MISC/03/17-18.

Article III
REMUNERATION

- 3.1 The cost offered by the Supplier is Rs. 177,117.97 (inclusive of all taxes) Provide & Supply of General & Maintenance Items vide tender # MISC/03/17-18 variation may occurred. The cost is inclusive of labor/transportation/supplies/etc.
- 3.2 A liquidity damages @ 2% per month, 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 25 days subject to final proof sample material handed over by supplier to IBA before the starting date mentioned on the Purchase Order. Purchase will be deemed completed in finished form as per specification and "THE SUPPLIER" have to deliver the required number of General & Maintenance Items to IBA.
- 3.3 Payment will be made after delivery and submission of invoice. Advance Payment subject to Bank Guarantee.
- 3.4 Performance Security 5% of total amount of Purchase Order will be provided by the party.
- 3.5 Stamp Duty @ 0.35% of the cost of transaction / work order will be deposited in Government treasury by the SUPPLIER. 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 SUPPLIER 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 of the company / firm / agency 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 SUPPLIER" 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 SUPPLIER", as a result of any defect in the title of IBA or any fault, neglect or omission by the "THE SUPPLIER" 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

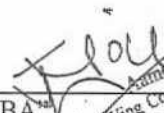
- 8.1 The intention not to obtain the procurement / work of any Contract, right, interest, privilege, or other obligation or benefit from the IBA or any administrative or financial offices thereof or any other department under the control of the IBA through any corrupt practice(s).
- 8.2 Without limiting the generality of the forgoing the M/s S. M. Saeed & Brothers, 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 S. M. Saeed & Brothers, 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 S. M. Saeed & Brothers, 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 S. M. Saeed & Brothers, as aforesaid for the purpose of obtaining or inducing procurement/work/service or other obligation or benefit in whatsoever from the IBA.

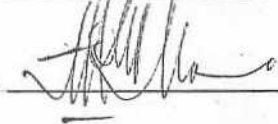
Article IX:
MISCELLANEOUS

- 9.1 Any addition & alteration(s) made for item(s) as required by IBA on the basis of sample or in course of the work in progress which entail extra time & labor and material on part of the supply, shall not be charged separately/extra on 'Quantum Merit' basis before & on final material handed over to the "IBA". After FINALIZATION OF SAMPLE if any 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 Purchase Order.
- 9.5 All terms and conditions of tender vide # MISC/03/17-18 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.

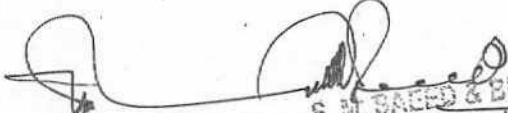

Wing Commander (Retd)
Acting Registrar
Institute of Business Administration (IBA),
Karachi, Pakistan
to "IBA"
NAME: Aamer Shabbir Khan
CNIC # _____

Address:
G. M. Admin Institute of Business
Administration Main Campus
University Road, Karachi

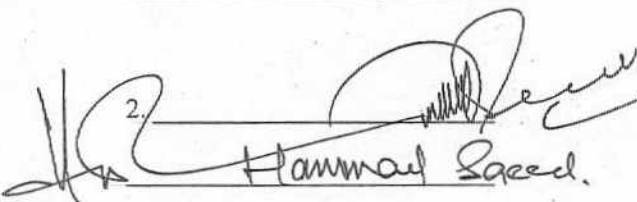
1. 

CNIC # _____

Address: _____


S. M. SAEED & BROTHERS
M/S S. M. Saeed & Brothers Contractor & Supplier
NAME: S. M. Saeed Approved Contractor
Office S-10, Noman Arcade
CNIC # _____

Address:
S-10, Noman Arcade,
Block-14, Gulshan-e-Iqbal, Karachi

2. 

CNIC# 42101-5663940-1

Address:
S-10, Noman Arcade,
Block-14, Gulshan-e-Iqbal, Karachi

3.

BILL OF QUANTITY**Provide & Supply of General & Maintenance Items**

S.#	Specification	Qty	Quoted Brand & Model	Rate	Amount
General Items					
1	Room Air Freshener Spray Volume: 300 ml Assorted Fragrances Brand: Lotion Perfect or Equivalent	312	Perfect	198/90	62056.80
2	Toilet Air Freshener Brand: Roomi or equivalent	684	Roomi	15/15	10362.60
3	Soft Broom (Phool Jharoo) As per sample	126	Local	97/98	12345.-
4	Broom hard (Tinka Jharoo) As per sample	30	Local	81/90	2457.-
5	Brush for Carpet	02	Local	89/-	178.-
6	PVC Dustbin Size # 4, Color: Light Grey / Off White Brand: Al-Khalid or equivalent	36	Al Khalid	108/-	3888.-
7	Dusting Cloth 36" x 30" Plain Fabric ("A" Quality) As per Sample	444	Local	43/90	19491.-
8	Dispenser for liquid soap	12	China	969/-	11628.-
9	Finis Bottle	30	Fus	146/-	4380.-
10	Mop Complete with Iron Rod 450gm / 160z Maximum weight & Size With Strong Iron Stick and Clip As per Sample	14	Maya Mori	446/50	6251.-
11	Mop Pad 450gm / 160z Maximum weight & Size As per Sample	100	Local	84/50	8450.-
12	Mortien Spray Mosquito & Fly Killer 400ml Mortein Natargard or Equivalent	142	Monita	315/60	44815.20
13	Naphthalene Balls 200gm (ASP)	44	Local	38/-	1672.-
14	Soap (Toilet) 100 g, Brand: Tibet or equivalent	12	Abet	40/-	480.-
15	Washing Powder Packing: 95 g	264	Perf	209/90	5517.60

MEMBER
CENTRAL PURCHASE COMMITTEE
INSTITUTE OF BUSINESS ADMINISTRATION
KARACHI

Syed Arbab Hossain Kazmi
Finance
DPA Karachi

CHAIRPERSON
CENTRAL PURCHASE COMMITTEE
INSTITUTE OF BUSINESS ADMINISTRATION
KARACHI

DR. S.M. Faisal Uradat
DPA Karachi

Page 5 of 12

MEMBER (EXTERNAL)
CENTRAL PURCHASE COMMITTEE
INSTITUTE OF BUSINESS ADMINISTRATION
KARACHI

Haris Qureshi
DPA Administrator

	Brand: Surf Excel or Equivalent			B/F	193972-20
16	Glass Cleaner Spray Packing: 10 litre can Brand: Glint or Equivalent	6	Gibut	3569/-	21390.-
17	Scotch Brite Regular, Brand: 3M or Equivalent	204	3M	2 19/36	3949.44
18	Dishwashing Powder Packing: 450 g bag Brand: Vim / Max or Equivalent	168	Max/ Vim	60/84	10221-12
19	Wiper for floor Cleaning				

Maintenance Items					
1	Brasso Polish Brasso Metal Polish Original (200ml) Brasso or equivalent	3	Brasso	257/95	773.85
2	Drinking Tumblers 300 ml Medium Size, Broad Neck Model # 19, Brand: Toyo Nasic or Equivalent	60	Toyo/ Nasic	39/97	2398.20
3	Sutli / Plastic rope 500g pack 1 kg roll, As per sample	10	Local	155/-	1550.-
4	Water Filter Thread PP Yarn Cartridge Filtration: 5 micron, Size: 10" Brand: So~Safe or Equivalent	90	So safe	198/90	17901.-
5	Water Filter Carbon Carbon, Brand: So~Safe or equivalent	60	So-Safe	666/90	40014.-
6	Battery Cell for Mic 9V Size: 9V, Brand: Energizer or equivalent	36	Energizer	249/50	8982.-
7	Battery Cell Type: AA Brand: Energizer or Equivalent	636	Energizer	40/70	25885.20
8	Battery Cell for AC Remote (AAA) Type: AAA, Brand: Energizer or equivalent	108	Repp	40/70	4395-60
Total					331432.61
17% GST					56343.54
Total Amount					387776.15

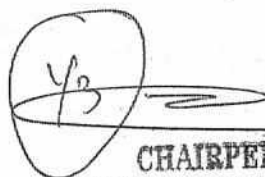
Total Amount Rupees (in words) Three lac eighty seven thousand seven

hundred & seventy seven only



MEMBER
CENTRAL PURCHASE COMMITTEE
INSTITUTE OF BUSINESS ADMINISTRATION
KARACHI

Syed Akbar Hussain Kazmi
Finance



CHAIRPERSON
CENTRAL PURCHASE COMMITTEE
INSTITUTE OF BUSINESS ADMINISTRATION
KARACHI

DR. S.M. Faizal Ur-Radhat
Assistant Professor
I.T.A. Karachi

Stamp & Signature

Page 6 of 12

MEMBER (EXTERNAL)
CENTRAL PURCHASE COMMITTEE
INSTITUTE OF BUSINESS ADMINISTRATION
KARACHI

Haris Qureshi
PPRA Advisor
I.T.A.

3.

BILL OF QUANTITY**Provide & Supply of General & Maintenance Items**

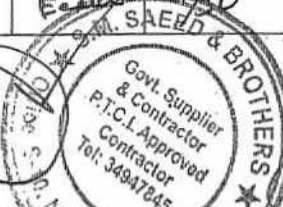
S.#	Specification	Qty	Quoted Brand & Model	Rate	Amount
General Items					
1	Room Air Freshener Spray Volume: 300 ml Assorted Fragrances Brand: Lotion Perfect or Equivalent	312	Lotion Perfect	184/80	57658/=
2	Toilet Air Freshener Brand: Roomi or equivalent	684	Roomi	179/30	122641/=
3	Soft Broom (Phool Jharoo) As per sample 340 Gmm	126	As per sample	75/90	9563/=
4	Broom hard (Tinka Jharoo) As per sample 600 Gmm	30	"	60/50	1815/=
5	Brush for Carpet	02	"	55/=	110/=
6	PVC Dustbin Size # 4, Color: Light Grey / Off White Brand: Al-Khalid or equivalent	36	Al Khalid	165/=	5940/=
7	Dusting Cloth 36" x 30" Plain Fabric ("A" Quality) As per Sample	444	As per sample	44/16	19607/=
8	Dispenser for liquid soap	12	Wedsa	498/75	5985/=
9	Finis Bottle	30	Finis	184/80	5544/=
10	Mop Complete with Iron Rod 450gm / 160z Maximum weight & Size With Strong Iron Stick and Clip As per Sample M	14	MAYA MOBI	470/40	6586/=
11	Mop Pad 450gm / 160z Maximum weight & Size As per Sample	100	As per sample	92/2	9200/=
12	Mortien Spray Mosquito & Fly Killer 400ml Mortein Naturgard or Equivalent	142	Naturgard	302/40	42941/=
13	Naphthalene Balls 200gm (ASP)	44	ASP	48/50	2134/=
14	Soap (Toilet) 100 g, Brand: Tibet or equivalent	12	Tibet	36/80	442/=
15	Washing Powder Packing: 95 g	264	Sund E	21/50	5676/=

MEMBER
CENTRAL PURCHASE COMMITTEE
INSTITUTE OF BUSINESS ADMINISTRATION
KARACHI

Syed ARBor Hussain Kazim
Finance

CHAIRPERSON

CENTRAL PURCHASE COMMITTEE
INSTITUTE OF BUSINESS ADMINISTRATION
DR. S. NEERACHI
Noman Arcade Karachi
Trade



Page 5 of 12

MEMBER (EXTERNAL)
CENTRAL PURCHASE COMMITTEE
INSTITUTE OF BUSINESS ADMINISTRATION
Haris Qureshi
DPA Adviser
HET

	Brand: Surf Excel or Equivalent				
16	Glass Cleaner Spray Packing: 10 litre can Brand: Glint or Equivalent	6	Glunt	1950/=	11700/=
17	Scotch Brite Regular, Brand: 3M or Equivalent	204	3M	20/=	4080/=
18	Dishwashing Powder Packing: 450 g bag Brand: Vim / Max or Equivalent	168	Vim/Max	59/36	9972/=
19	Wiper for floor Cleaning				

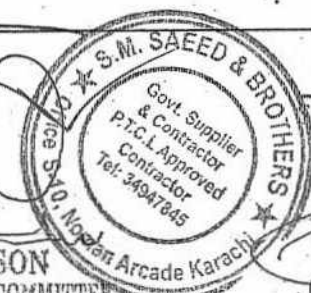
Maintenance Items					
1	Brasso Polish Brasso Metal Polish Original (200ml) Brasso or equivalent	3	Brasso	169/=	507/=
2	Drinking Tumblers 300 ml Medium Size, Broad Neck Model # 19, Brand: Toyo Nasic or Equivalent	60	Toyo Nasic	45/=	2700/=
3	Sutli / Plastic rope 500g pack 1 kg roll, As per sample	10		145/=	1450/=
4	Water Filter Thread PP Yarn Cartridge Filtration: 5 micron, Size: 10" Brand: So~Safe or Equivalent	90	So Safe	20/60	18144/=
5	Water Filter Carbon Carbon, Brand: So~Safe or equivalent	60	"	616/=	36960/=
6	Battery Cell for Mic 9V Size: 9V, Brand: Energizer or equivalent	36	Energizer	246/40	8870/=
7	Battery Cell Type: AA Brand: Energizer or Equivalent	636	Energizer	38/80	24677/=
8	Battery Cell for AC Remote (AAA) Type: AAA, Brand: Energizer or equivalent	108	"	38/80	4190/=
Total					419092/=
17% GST					71246/=
Total Amount					490338/=

Total Amount Rupees (in words) Four lakh ninety thousand three hundred and thirty eight

Enclined truly right of

MEMBER
CENTRAL PURCHASE COMMITTEE
INSTITUTE OF BUSINESS ADMINISTRATION
KARACHI
Syed Akbar Hossain Kazmi
Finance
IBA, Karachi

2/3
CHAIRPERSON
CENTRAL PURCHASE COMMITTEE
INSTITUTE OF BUSINESS ADMINISTRATION
KARACHI
Dr. S.M. Faisal Usadat



Stamp & Signature

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MEMBER
CENTRAL PURCHASE COMMITTEE
INSTITUTE OF BUSINESS ADMINISTRATION
KARACHI