



Institute of  
Business Administration  
Karachi

*Leadership and Ideas for Tomorrow*

Dated: FEB12, 2016

Manager (Enforcement –II)  
SPPRA, Karachi.

Subject: Tender Advertisement and Tender Document

Dear Sir/Madam,

In the compliance of SPPRA rule, you are requested to please upload the following details on SPPRA Website.

1. Tender Advertisement of IT/99/2015-16
2. Tender Document of IT/99/2015-16
3. Purchase Committee Notification
4. Redressal Committee Notification
5. Procurement Plan 2015-16.

Thanking you in anticipation.

Sincerely Yours

Manager Procurement ICT

Annexure: Documents Attached

SPPRA TENDER BOARD STAMP  
NO: 8012  
DATE: 15-02-16

# **TENDER NOTICE**

1. Quotations / Bids are invited from firms having General Sales Tax Registration and NTN No. to carry out following works :

<b>Tenders Number</b>	<b>Description</b>
A (IT/99/2015-16)	Procurement of iMAC Computer

2. Details of items are mentioned in the tender documents. Interested firms may obtain tender documents from IBA, Karachi website free of cost from **20/Feb/2016**. ([www.iba.edu.pk](http://www.iba.edu.pk)) . Sealed quotations will be accepted only till **07/March/16** at 11:00AM and will be opened on the same day in the presence of the bidders or their representative at 11:30AM.

Tender must be submitted in person at the following address:

**ICT Procurement & Customer Support Department  
Main Campus, Karachi University, Karachi**

Firms must also deposit the 2.5% Earnest Money/Call Deposit in shape of a pay Order/Demand Draft to be issued in favor of IBA Karachi, along with the Tender submission.

IBA reserves the right to accept or reject any or all tenders according to SPPRA rules and regulations.

**Head of ICT  
ICT Procurement & Customer Support Department  
Institute of Business Administration, Karachi  
Karachi University, University Road  
Phone Number: 021-99261506**

# TENDER DOCUMENT

TENDER NUMBER: IT/99/2015-16

“Procurement of iMAC Computer”

SEAL & SIGNATURE OF THE TENDER

- Bid Amount Rs:.....
- Pay Order Number:.....
- Amount of the Pay Order Rs. ....

Date of Receipt / Opening of Tender **20/02/2016**

Submit to: ICT Procurement Department  
IBA Main Campus, Karachi University  
Phone Number: 021 - 99261508

## **Condition of Payment**

1. Amount of Bid Security: 2.5% of the tender amount.
  2. Time of completion of supply/work: 30 - Days after the receipt of PO
  3. Reduction in total payment, in case of non-completion of supply/work within stipulated time (which will be settled from the Amount of bid security): Rs.1000/- for each calendar day.
  4. Limit of reduction in total payment: 10% of the tendered amount.
  5. Performance Security: 10% PS of the total Bid amount will be  
Deposit from successful bidder.
- Release of Performance Security: After the successful completion of warranty period.
- Bid validity period: 90 days.

**SEAL & SIGNATURE OF THE TENDER**

## General Terms and Conditions

6. The manufacturer /Supplier should deposit 2.5% Bid Security of the total amount of the bid with the tender in the shape of pay order in favour of the Director Finance IBA Karachi.
7. All tenders should reach under sealed cover envelop up to 11:00am on **07/March/2016**.
8. The tender will be opened on the same days at 11:30am in presence of bidders who choose to be present.
9. The manufactured items should be supplied within 30 days after the receipt of the Purchase Order.
10. Only those suppliers should submit the tender who are registered with Sales Tax Department and quote their Sales Tax and NTN number with the copy of Sales Tax Registration Certificate.
11. Every unsuccessful tendered should be responsible to collect Bid Security's pay order within one month of the opening date of tender.
12. Income tax will be deducted as per Government Rules.
13. GST invoice should also be deposited with the original bill and Delivery Challan.
14. 20% sales tax of the total sales tax shown in the sales tax invoice shall be with held and balance will be paid to the supplier, in term of M/o Finance Notification No. SRO/660(1)/2007 dated 30-06-2007.
15. IBA Karachi may reject all bids or proposal at any time prior to the acceptance of a bid or proposal. However, IBA Karachi shall upon request communicate to any supplier or contractor who submitted a bid or proposal, the grounds for its rejection of all bids or proposals, but it is not required to justify those grounds.
16. The bids will be evaluated on the basis of lowest items rate keeping in view our required configuration only.
17. Only those companies can participate in this tender who have past experience in dealing with such work.
18. Warranty should be of three years with complete parts and services. Only consumable parts not covered under this warranty.
19. Quoted price in Pak rupees only.

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Office Stamp: \_\_\_\_\_

Tel Numbers: \_\_\_\_\_

Mobile Numbers: \_\_\_\_\_

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

## BOQ / Mac Desktop (ME088) or Equivalent

Display	27-inch (diagonal) LED-backlit
Processor	3.4 GHz quad core Intel Core i7 processor with 8MB L3 cache
Memory	16 GB 1600 MHz DDR3
Storage	1 TB, 7200 rpm, hard drive
Graphics	3.2 GHz processor with 1 GB memory
Video Support and Camera	<ul style="list-style-type: none"> <li>• FaceTime HD camera</li> <li>• Simultaneously supports full native resolution on the built-in display and up to a 30-inch display (2560 by 1600 pixels) on an external display</li> <li>• Support for extended desktop and video mirroring modes</li> </ul>
Audio	<ul style="list-style-type: none"> <li>• Stereo speakers</li> <li>• Dual microphones</li> <li>• Headphone port               <ul style="list-style-type: none"> <li>○ Headphone/optical digital audio output (minijack)</li> <li>○ Support for Apple iPhone headset with microphone</li> </ul> </li> </ul>
Connections and Expansion	<ul style="list-style-type: none"> <li>• SDXC card slot</li> <li>• Four USB 3 ports (compatible with USB 2)</li> <li>• Two Thunderbolt ports</li> <li>• Mini DisplayPort output with support for DVI, VGA, and dual-link DVI</li> <li>• 10 / 100 / 1000BASE-T Gigabit Ethernet (RJ-45 connector)</li> <li>• Kensington lock slot</li> </ul>
Input	<p><b><u>Keyboard:</u></b> Full-size wireless keyboard with 78 (U.S.) or 79 (ISO) keys, including 12 function keys and 4 arrow keys</p> <p><b><u>Mouse:</u></b> Smooth, seamless Multi-Touch surface with support for simple gestures (scrolling and swiping). Click and double-click anywhere.</p> <p><b><u>Trackpad:</u></b> Glass Multi-Touch trackpad for precise cursor control; supports inertial scrolling, pinch and expand, swipe, three-finger swipe, four-finger swipe, tap, double-tap, rotate, screen zoom, scroll, click and drag, click drag and lock</p>
Wireless	<p><b><u>Wi-Fi</u></b> 802.11ac Wi-Fi wireless networking; IEEE 802.11a/b/g/n compatible</p> <p><b><u>Bluetooth</u></b> Bluetooth 4.0 wireless technology</p>
Warranty	Three (03) years' comprehensive parts & labour warranty
Quantity	One (01)

October 14, 2015

## NOTIFICATION

This is to inform all concerned departments that as per the requirement of the SPPRA, the Dean & Director IBA has constituted the following Complaint Redressal Committee:

Mr. Abdul Wajed Khan, Controller of Examinations	Chairman
Mr. Khurram Khalid, Manager Internal Audit	Member
Mr. Fahad Jawed, Manager Finance	Member

The purpose of this committee is to review and give its deliberations on the complaints / objections raised by the contesting vendors / contractors on IBA tenders.

Thank you



Adnan Hameed  
Head of HR

Dated: February 13, 2016

**NOTIFICATION**

The competent authority is pleased to constitute following committee for upcoming tender  
"Procurement of iMAC Computer", IT/99/2015-16.

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

TORs of committee are;

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

Regards-

Imran Batada  
Head of ICT  
IBA, Karachi



# INSTITUTE OF BUSINESS ADMINISTRATION, KARACHI

## ANNUAL PROCUREMENT PLAN ICT PROCUREMENT PLAN FOR THE FINANCIAL YEAR 2015-16 TO BE ADVERTISED ON SPPRA WEBSITE (REVISED JAN 2015)

Sr.#	Description of Items	Procurement Method	Remarks/Quantity	Anticipated/Actual Date of Start	Anticipated/Actual Date of Completion
01	Procurement of Computers	Single Stage Single Envelope Do _____	Qty : 120 Qty : 01	01-09-2015 01-07-2015	28-02-2016 28-02-2016
02	Procurement of CISCO Core Switch with supervisor Engine	Single Stage Two Envelope	Qty : 01	10-10-2015	28-02-2016
03	Procurement of RFID Solution (Smart Card) PROJECT	Single Stage Two Envelope	Qty : 01	Do _____	Do _____
04	Fire Suppression for Main Campus Server Room PROJECT	Single Stage Two Envelope	Qty : 01	01-07-2015	28-02-2016
05	Procurement of Smart Cards (Aman Tower / Hostels) PROJECT	Single Stage Two Envelope	Qty : 01	14-09-2015	Do _____
06	Procurement of CISCO router for internet & firewall PROJECT	Single Stage Two Envelope	Qty : 01		Do _____
07	Procurement of Active Networking Equipment's for Boys Hostel New Extension PROJECT & Procurement of IP Phones	Single Stage Single Envelope Single Stage Two Envelope	Qty : 20 Qty : 01	01-09-2015 Do _____	Do _____ Do _____
08	Procurement of Multimedia	Single Stage Single Envelope	Qty : 01	Do _____	Do _____
09	Procurement of Hardware Lab equipment's PROJECT	Single Stage Two Envelope	Qty : 01	15-10-2015	31-03-2016
10	Procurement of Data Storage NAS PROJECT	Single Stage Two Envelope	Qty : 01		

11	Procurement of Lecture Recording System for CEE Aman Tower PROJECT	Direct Contracting	Qty : 01	Do _____	Do _____
12	Procurement of Smart Boards / Interactive Multimedias	Single Stage Single Envelope	Qty : 05	Do _____	Do _____
13	Procurement of Mid -Range workstations for Web Sciences & AI lab	Single Stage Single Envelope	Qty : 04	Do _____	Do _____
14	Procurement of Hardware for TRL Lab PROJECT	Single Stage Single Envelope	Qty : 01	Do _____	Do _____
15	Procurement of UPS Batteries (Replacement) of different volts	Single Stage Single Envelope	Qty : 40	01-07-2015	15-11-2015
16	Service Level Agreement of Video Conferencing equipment's	Single Stage Single Envelope	Qty : 02	01-09-2015	30-11-2015
17	Procurement of UPS Batteries of different volts	Single Stage Single Envelope	Qty : 19	01-09-2015	31-12-2015
18	Procurement of UPS Batteries of different volts	Single Stage Single Envelope	Qty : 64	15-11-2015	30-04-2016
19	Procurement of Mac Computer (CEIF)	Single Stage Single Envelope	Qty : 01	1-01-2016	30-04-2016
20	Digitalization of IBA Record	Single Stage Single Envelope	Qty : 01	1-01-2016	30-04-2016
21	Procurement of Video Conferencing Equipment's (CEIF)	Single Stage Two Envelope	Qty : 01	1-01-2016	30-04-2016

Imran Batada  
Head of ICT