

Dated: Feb24, 2017  
Manager (Enforcement-II)  
SPPRA, Karachi

IT/121/16-17

Subject: Tender Ad & Document of IT/121/16-17

Dear Sir,

Please find the following documents to upload on SPPRA website.

- Original Documents of Tender # IT/121/16-17 (Ad & SBD).

Regards-

IBA, Karachi

NO: 1560  
DATED: 24-2-17

# Tender Notice

The Institute of Business Administration, Karachi (IBA) invites sealed Tenders from manufacturers/firms/companies registered with Sales Tax and Income Tax departments for the supply of the following:

S.No.	Description	Tender #	Tender Fee
1.	Up gradation of RAMs for Computers	IT/121/2016-17	Rs. 500/-
2.	Procurement of Scanner & NVR	IT/122/2016-17	Rs.500/-

Tender documents will remain available at the website [www.iba.edu.pk/tenders](http://www.iba.edu.pk/tenders) from **04/March/17 to 21/March/17**. The Tender Fee shall be deposited in United Bank Ltd, Karachi University Campus Branch in A/C No. 003-0002-5 in the name of "IBA, Karachi". The copy of paid challan will be attached with the tender document at the time of submission.

Bidding will be conducted under the provision of Public Procurement Rules-46(1) single stage-Single envelopes procedure of SPPRA Rules-2010(Amended 2017).

The Tender Document should be submitted at the "ICT Procurement Dept. IBA Main Campus" up to 21/March/17 till 11:00A.M and will be opened on the same date and venue at 11:30 am in the presence of representatives who may wish to attend.

Kindly submit 2.5% Earnest Money (Bid Security for each tender) of the total cost in the shape of Pay Order or Demand Draft along with the Tender Documents. Kindly mention the 'Tender Number' on the top left corner of the envelope.

In case of any unforeseen reasons, unrest or force majeure on the bid submission/opening date, the tender shall be opened on the next working day at the same place and time.

IBA, Karachi reserves the right to accept or reject any or all Tender(s) or terminate the proceedings at any stage as per the rules and regulations framed by SPPRA.

## Director ICT

Institute of Business Administration, Karachi  
Main Campus, University Road, Karachi 75270  
Tel: (92-21) 38104700-1 Ext. 2107  
Email: [aasad@iba.edu.pk](mailto:aasad@iba.edu.pk) Website: [www.iba.edu.pk](http://www.iba.edu.pk)



# TENDER DOCUMENT

## TENDER NUMBER: IT/121/2016-17

“Up gradation of RAMs for Computers”

For various locations all over IBA.

SINGLE STAGE SINGLE ENVELOPE

SEAL & SIGNATURE OF THE TENDER

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

Date of Receipt / Opening of Tender **21-March-2017 open at 11:30AM**

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.(Based on the total quoted amount of new modules of RAM)                         |
| 2. Time of completion of supply/work: | 15- Days after the receipt of PO                                                                           |
| 3. Performance Security :             | 05% of the total Bid amount will be deposit for One year from the date of delivery acceptance at IBA.      |
| 4. Release of Bid Security:           | Bid security will be released to the bidders once the contract has been signed with the successful bidder. |
| 5. Bid validity period:               | 90 days.                                                                                                   |

SEAL & SIGNATURE OF THE TENDER



## General Terms and Conditions

1. 2.5% Bid Security of the total amount of the bid is required to be deposited with the tender in the shape of pay order in favour of the Director Finance IBA Karachi.(as mention above)
2. All tenders should reach under sealed cover envelop up to 11:00am on 21-March-2017.
3. The tender will be opened on the same days at 11:30am in presence of bidders who choose to be present.
4. The items should be supplied within **15 days** after the receipt of the Purchase Order.
5. 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.
6. Every unsuccessful tendered should be responsible to collect Bid Security's pay order within one month of the opening date of tender.
7. Income tax will be deducted as per Government Rules.
8. GST invoice should also be deposited with the original bill and Delivery Challan if applicable.
9. 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(if applicable).
10. 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.
11. The bids will be evaluated on the basis of lowest items rate keeping in view our required configuration & also quote high rates in buy back of RAM modules, past experience of the supply of same hardware in Education Sector.
  - a. Selection Criteria  
Bidder is bound to quote sale prices of RAMs new modules (mention below) specification already mention in documents & the quote buy back price of RAMs old modules (mention below) specifications already mention in documents. Any bidder if quotes only either sale price or buy back price than it will be consider as disqualified.
12. **Award of the tender;** the tender will be given to the most responsive bidder whose "net price" is lowest among all.  
**Net Price:** (Price of New Module without tax) minus (Price of buy back old Module without tax)  
Only those companies can participate in this tender who have past experience in dealing with such work
13. Warranty should be minimum five years with replacement.
14. Backup units should be provided within 24hr in case of failure of hardware of same specification.
15. If required IBA can ask for the quoted demo unit from bidder.
16. IBA may reserve the right to increase or decrease the quantity.
17. Payment will be made after the complete delivery of the hardware in IBA.

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

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

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



**Bill of Quantity / Specifications:**

**(A) Specs (Require 4GB RAM Modules):**

Brand : Kingston or equivalent

Details : 4GB, DDR2, 800MHz, Non-ECC, CL6, 1.8V, Unbuffered, SODIMM, 200-pin

**Quantity required:**

Total Quantity of 4GB Modules required: 114

Sr. #	Description of RAM Modules	Unit Price	Qty	Total Price with Taxes where applicable
01	4GB, DDR2, 800MHz, Non-ECC, CL6, 1.8V, Unbuffered, SODIMM, 200-pin			

**Buy Back (Requires that bidder also quote the price at which he would purchase the RAM modules. Specifications mentioned below)**

**Specs (Available RAM Modules):**

1GB, DDR2, 666 MHz, SODIMM

**Buy back option (quantity available) :**

Total Quantity of 1GB Modules available : 108

Sr. #	Description of RAM Modules	Unit Price	Qty	Total Price with Taxes where applicable
01	1 GB, DDR2, 666 MHz, SODIMM (Buy Back)			



Date: August 16, 2016

**Notification of Procurement Committee**

The competent authority is pleased to constitute following committee for upcoming all the tenders of ICT Procurement Office for 2016-17.

1. Mr. Syed Jehanzeb (Assistant Manager, IBA)
2. Dr. Rameez Khalid (Assistant Professor, IBA)
3. Mr. Haris Qureshi External Member (PPRA Advisor, HEJ Karachi University)
- 4.
- 5.

TORs of committee are;

- Facilitating and recommending approval or rejection for Purchasing Authority,
- Ensure compliance with IBA 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

  
Dr. Rameez Khalid

Chairman, Procurement Committee  
IBA, Karachi



March 29, 2016

**NOTIFICATION**

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

S#	Name of Member	Designation	Organization	Capacity
1	Mr. Abdul Wajed Khan	Controller of Examinations	IBA, Karachi	Chairman
2	Mr. Khurram Khalid	Manager Internal Audit	IBA, Karachi	Member
3	Mr. Fahad Jawed	Manager Finance	IBA, Karachi	Member
4	Mr. Muhammad Mabroor Khan	Admin Officer	CEMB, Karachi University	External Member
5	Representative from AG Sindh*		Accountant General Sindh	External Member

\*Nomination request sent to AG Sindh is attached.

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

9-  
25







**Institute of Business Administration, Karachi**  
**PROCUREMENT PLAN (REVISED 02)**  
**FOR THE FINANCIAL YEAR 2016-17**

S. No.	Title of Procurement	Method	Tentative / Actual date of NIT	Tentative / Actual closing date of NIT	Tentative / Actual date of award of Contract	Tentative Deadline / Actual date for Execution
1	Procurement of Desktop PCs (Upgradation of Computer Lab)	Single Stage Single Envelope	Aug-16	Oct-16	Dec-16	Jun-17
2	Procurement of Server Chassis & two Blades	Single Stage Two Envelope	Aug-16	Oct-16	Dec-16	Jun-17
3	Procurement of CISCO IP Phones including wireless CISCO IP phones(Different Departmental Requirements)	Single Stage Single Envelope	Aug-16	Oct-16	Dec-16	Jun-17
4	Procurement of Laptops for new Hirings	Single Stage Single Envelope	Aug-16	Oct-16	Dec-16	Jun-17
5	Procurement of Heavy Duty, Normal Office Printers (Different Departmental Requirements)	Single Stage Single Envelope	Aug-16	Oct-16	Dec-16	Jun-17
6	Procurement of Color Printers	Single Stage Single Envelope	Aug-16	Oct-16	Dec-16	Jun-17
7	Procurement of Multimedia Projectors with Multimedia Screen (Different Departmental Requirements)	Single Stage Single Envelope	Aug-16	Oct-16	Dec-16	Jun-17
8	Procurement of Heavy Duty Multimedia For Auditorium Main campus	Single Stage Single Envelope	Aug-16	Oct-16	Dec-16	Jun-17
9	Procurement of different types of Scanners including A3 size (A3600S or equal)	Single Stage Single Envelope	Aug-16	Oct-16	Dec-16	Jun-17
10	Procurement of Machine MP9000SP Nashutec or Equal	Single Stage Single Envelope	Aug-16	Oct-16	Dec-16	Jun-17
11	Procurement of Machine MP2501L or Equal	Single Stage Single Envelope	Aug-16	Oct-16	Dec-16	Jun-17
12	Procurement of Kindle Voyage Ebook Reader	Single Stage Single Envelope	Aug-16	Oct-16	Dec-16	Jun-17
13	Procurement of Faceup Book Scanner (Scansnap)Fujitsu SV600 or Equal	Single Stage Two Envelope	Aug-16	Oct-16	Dec-16	Jun-17
14	Procurement of Smart Cards System for Building Security- Aman Tower, Hostels & VFR	Direct Contracting	Aug-16	Oct-16	Dec-16	Jun-17
15	Procurement of Data Centre Monitoring System DCIM	Direct Contracting	Aug-16	Oct-16	Dec-16	Jun-17
16	Networking Work for IP Based Cameras in FCS Building	Single Stage Single Envelope	Aug-16	Oct-16	Dec-16	Jun-17
17	Centralized Printing Solution	Single Stage Single Envelope	Aug-16	Oct-16	Dec-16	Jun-17
18	Procurement of Easy Pic Fusion V7 & Add-On	Direct Contracting	Aug-16	Oct-16	Dec-16	Jun-17
19	Procurement of Logicy	Direct Contracting	Aug-16	Oct-16	Dec-16	Jun-17
20	Procurement of Misc. Softwares (Different Departmental Requirements)	Direct Contracting	Aug-16	Oct-16	Dec-16	Jun-17
21	Procurement of Misc hardware	Quotation	Aug-16	Oct-16	Dec-16	Jun-17
22	Pockey Drives / hard Drives / USB	Quotation	Aug-16	Oct-16	Dec-16	Jun-17
23	Procurement of Toners	Single Stage Single Envelope	Aug-16	Oct-16	Dec-16	Jun-17
24	Procurement of Supply Gas & SLA for Fire Alarm System	Single Stage Two Envelope	Aug-16	Oct-16	Dec-16	Jun-17
25	Services Require for Internet Services	Single Stage Two Envelope	Aug-16	Oct-16	Dec-16	Jun-17
26	Procurement of Ram Modules for Various Departments	Single Stage Single Envelope	Aug-16	Oct-16	Dec-16	Jun-17
27	Procurement of Color Printer & Tablets	Single Stage Single Envelope	Aug-16	Oct-16	Dec-16	Jun-17

Prepared By

*Asif*

*Shir*

*M*

Approved by