



Institute of
Business Administration
Karachi

Leadership and Ideas for Tomorrow

Ref. # IBA-MC/PD/IT/217/0196/2017-18

February 26, 2018

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

Subject : Submission of Bidding Documents

Please find following Documents to be floated on SPPRA website.

1. Tender # IT/11/17-18

Caption: Tender for Supply of Laptop & Desktop

Expected cost for the required job is around / upto Rupees Eighteen Million
Thousand Only.

- a. Website Hosting Charges @ Rs.2000/- vide cross cheque # 0089801705
- b. Notice Inviting Tender
- c. Notification of Procurement Committee
- d. Notification of Compliant Redressal Committee
- e. PC Minutes of Meeting
- f. Bidding Documents
- g. Annual Procurement Plan

Submitted, please

Muhammad Hanif
Sr. Executive Purchase

STAMP
WARD DIARY
No. 6334
DA 26-02-2018



Institute of
Business Administration
Karachi

Leadership and Ideas for Tomorrow

**Published on Monday, February 26, 2018, Dawn (English),
Jang (Urdu) & Daily Waka (Sindhi)**

TENDER NOTICE

Tender # IT/11/17-18

Provide & Supply of Laptop & Desktop

The Institute of Business Administration, Karachi (IBA) invites sealed tenders from manufacturers / firms / companies / distributors / suppliers registered with Sales Tax and Income Tax departments to provide & supply of Laptop & Desktop the Tender Document is based on "Single Stage One Envelope" procedure.

Details of items and other terms and conditions are included in Tender Form. Tender Forms can be obtained from the Office of **Sr. Manager Procurement & Stores, Fauji Foundation Building, IBA Main Campus, University Road, Karachi** from February 26, 2018 to March 26, 2018 between 9:00 am to 3:00pm in any working days during Monday to Friday. Cost of the Tender Forms i.e. Rs 2,000/- (Rupees Two thousand only) shall be deposited in United Bank Ltd, Karachi University Campus Branch in Account # 003-0002-5.

Tender Document should be dropped in Tender Box placed in the Office of **Sr. Manager Procurement & Stores Office, Ground Floor, Fauji Foundation Building, IBA Main Campus University Road Karachi between 9:00 am to 3:00pm upto March 26, 2018** and will be opened on same date & venue at 3:30 pm in the presence of representatives who may care to attend. In case of any holiday the tender shall be opened / received on next working day at same place and time. Kindly submit 5% Bid Security of total cost in form of Pay Order or Demand Draft in favor of Institute of Business Administration, Karachi along with the Tender Documents.

Kindly mention "Tender Number" at top left corner of the envelope. IBA, Karachi may reject any bid subject to relevant provision of SPP Rules 2010 may cancel the bidding process at any time prior to acceptance of bid or proposal as per Rule-25(i) of said rules.

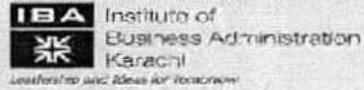
Please contact Executive procurement on 38104700 ext: 2112 for any information and query.

REGISTRAR

IBA, Main Campus, University Road, Karachi 75270

111-422-422 Fax (92-21) 99261508

Email info@iba.edu.pk Website www.iba.edu.pk



TENDER NOTICE

Tender # IT/11/17-18

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DAWN

Monday
February 26, 2018
Jumad-ul-Sani 9, 1439
Karachi

Rs. 22.00
28 Pages
No. 1441 No. 11
Regd. No. 35 587

www.dawn.com



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REGISTRAR

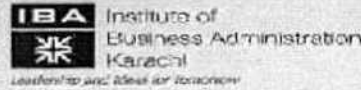
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99261508

ABC **واکا کبا وس - مارو ملک ملیر لثم**
روزانہ **کراچی ۽ سکرمان هک شي وقت شایع ٿيندڙ**
Daily WAKA
چيف ايڊيٽر: منصور کورائي
 (جلد 08) سومر 26 فيبروري 2018 ع بمطابق 09 جمادي الثاني 1439 هـ (قيمت 07 روپيا) شمارو 138



TENDER NOTICE

Tender # IT/11/17-18

Provide & Supply of Laptop & Desktop

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Institute of
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Karachi

Leadership and Ideas for Tomorrow

November 14, 2017

NOTIFICATION

The Dean and Director, IBA has constituted the Procurement Committees (PC) in line with rule -7 of Sindh Public Procurement (SPP) Rules 2010 (Amended 2013). Following is the composition of this committee:

Procurement Committee (PC):

- | | |
|--------------------------------------------------------------------------|-----------------------|
| 1. Dr. S. M. Faisal Iradat, Assistant Professor and Program Director FCS | (Chairman) |
| 2. Syed Akbar Hussain Kazmi, Assistant Manager (Payables) | Member |
| 3. Mr. Haris Qureshi | External Member (HEJ) |

Jam Moiz
Acting Head of HR

Cc: All Concerned
IBA portal



Institute of
Business Administration
Karachi

Leadership and Ideas for Tomorrow

March 8, 2017

NOTIFICATION

This is to inform all concerned departments that as per the requirements of the SPPRA, the Dean and Director IBA has reconstituted the following Complaint Redressal Committee of IBA, Karachi:

Mr. Abdul Wajid Khan, Controller of Examinations	Chairman
Mr. Khurram Khalid, Manager Internal Audit	Member
Mr. Zubair Methio, Assistant Accounts Officer (Accountant General Sindh)	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

Jani Moiz
Acting Head of Human Resources

Cc: Dean and Director, IBA
IBA, Portal
Personal File

Muhammad Hanif / Senior Executive (Purchase) @ Main Campus

To: Secretary Procurement Committee @ IBA
Subject: SPPRA - PC Minutes of Meeting

From: Secretary Procurement Committee @ IBA

Sent: Thursday, February 08, 2018 3:46 PM

To: Muhammad Sohail Khan / Senior Manager (Purchase and Stores) @ IBA

Cc: Procurement-Committee; Syed Muhammad Wajeeh Zaidi / Senior Manager (IT) @ IBA; Imran Batada - Director ICT & CICT @ IBA; Aamer Shabbir Khan / General Manager Administration @ IBA; Moeid Sultan / Director Finance @ Main Campus; Syed Fahad Jawed / Senior Manager Finance (Pre-audit and Budget) @ Main Campus; Dr. Farrukh Iqbal / Dean and Director @ IBA

Subject: Item 2. Approval for tender ad & documents for Procurement of Laptop & Desktop vide Tender IT/11/17-18

Item # 2: Approval for tender ad & documents for Procurement of Laptop & Desktop vide Tender IT/11/17-18

Discussion: Sr. Executive Purchase briefed the committee on the tender ad & documents for 'Tender for Procurement of Laptop & Desktop vide Tender IT/11/17-18' from the ICT department. The committee perused the tender BoQ / specification, terms & conditions and reviewed TEC-ICT and Project minutes.

Decision: Tender Documents for 'Tender for Procurement of Laptop & Desktop vide Tender IT/11/17-18' are approved*. The documents shall be hoisted on the IBA & SPPRA websites and advertised in leading newspapers.

*subject to the availability of budget.


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

Committee:

1. Dr. S. M. Faisal Iradat (Chairman)
2. Mushtaque Ahmed (Member)
3. Syed Akbar Hussain Kazmi (Member)
4. Haris Qureshi (External Member)
5. M. Mabroor Khan (External Member)
6. Muhammad Hanif (Secretary)

Muhammad Hanif,
Secretary Procurement Committee


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


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


MEMBER (EXTERNAL)
CENTRAL PURCHASE COMMITTEE
INSTITUTE OF BUSINESS ADMINISTRATION
KARACHI
Haris Qureshi
PPRA Advisor
HE 5

*Tender Fee: Rs. 2000/-
(Non-Refundable)*

TENDER FORM

Tender # IT/11/17-18

Tender for Supply of Laptop and Desktop

Date of Issue : February 26, 2018

Last Date of Submission : March 26, 2018 (03:00 PM)

Date of Opening of Tender : March 26, 2018 (03:30 AM)

Pay Order / Demand Draft #, Drawn on Bank.....

Amount of Rs..... Dated.....

C O N T E N T S

1. Introduction	Page 3
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5. Integrity Pact	Page 12
6. Technical Specifications & BOQ: #1,2	Page 13,14
7. Mandatory Criteria	Page 15
8. Bidder Qualification Criteria	Page 16

1. Introduction

Dear Tenderer:

Thank you the interest you have shown in response to the IBA's advertisement which has floated in IBA & SSPRA websites and leading newspapers on February 26, 2018 to "Tender for Supply Laptop & Desktop".

The Institute of Business Administration, Karachi (IBA) is the oldest business school outside North America. It was established in 1955 with initial technical support provided by the Wharton School of Finance, University of Pennsylvania. Later, the University of Southern California (USC) set up various facilities at the IBA & several prominent American professors were assigned to the IBA. The course contents, the curriculum, the pedagogical tools & the assessment & testing methods were developed under the guidance of reputed scholars from these two institutions. IBA has zealously guarded the high standards & academic traditions it had inherited from Wharton & USC while adapting and adjusting them with the passage of time.

We expect to avail services/works/items of high standards meet our prime & basic specifications through this transaction.

Please contact Purchase Executive on 38104700 ext: 2112 for any information and query

Thank you.

-sd-

Registrar

2. Instructions

(a) **Sign & Stamp**

The Institute of Business Administration, Karachi (IBA) expects that aspirant manufacturers / firms / supplier / companies / distributors / dealers should furnish all the required documents to ensure a transparent and genuine presentation. Therefore, it is necessary to fill in the Tender Form meticulously and sign & stamp each and every page. Moreover, attach required supporting document according to the requirement. The tender document will be accepted ONLY on the IBA's prescribed Tender Document available on IBA's Website.

(b) **Filling of Tender Form**

It is of utmost important to fill in the Tender Form in writing in ink or type. Do not leave any column/item blank. If you want to leave the item/column un-answered please, write 'Doesn't Apply/Doesn't Arise'. If you need more space please attach a paper & clearly mention item/column name or number etc that referred the column/item of the Tender Form.

(c) **Collection of Tender**

You can collect the Tender Document from the office of Sr. Manager Procurement & Stores, Ground Floor, Fauji Foundation IBA Main Campus, University Road, Karachi from February 26, 2018 to March 26, 2018 during working 9:00 AM to 3:00 PM.

(d) **Submission of Tender**

The last date of submit the Tender Document in sealed envelope in March 26, 2018 by 3:00 PM in the Office of the Sr. Manager Procurement & Stores, Ground Floor, Fauji Foundation IBA Main Campus, University Road, Karachi. The Tender will be opened on same day at 3:30 PM in the presence of representatives who may care to attend.

(e) **Bid Security**

Bid Security of 5% of total charges will be submitted along with Tender Documents in shape of PAY ORDER / DEMAND DRAFT only in the name of **Institute of Business Administration**. Bid Security should be enclosed in a separate envelope, labelled as 'Bid Security, and which should be sealed. Proof of Sales Tax registration and NTN numbers should also be provided. (Please provide photocopies of relevant documents).

(f) **Performance Security**

Successful bidder should provide 5% Performance Security of total value of Purchase Order / Work Order in the form of Pay Order or bank guarantee before submission of invoice. The Performance Security shall extend at least three months beyond the Date of Delivery/Completion of work / Contract.

Stamp & Signature

(g) Financial Turn Over

Please attached last 3 plus years' financial turnover in terms of bank statement or financial statement.

(h) Tax Certificates

Copy of Sales Tax & Income Tax Certificate should be attached.

(i) Clientle List

Cliental list is required.

(j) Tender Number

Please mention "Tender Number" at top left corner of the envelopes. IBA, Karachi may reject any bid subject to relevant provision of SPP Rules 2010 any may cancel the bidding Process at any time prior to acceptance of bid or proposal as per Rule-25(i) of said rules.

(k) Communication

Any request for clarification regarding technical specification should be submitted in writing to:

Contact Person (IBA): Executive ICT Procurement
Institute of Business Administration,
City Campus, University Road,
Karachi
Tel # : 111-422-422 Ext 2112
Email : anaqvi@iba.edu.pk

(l) Submission of Documents, Mode of Delivery and Address

Separate envelopes clearly labeled for 'Original Document', 'Copy' and 'Bid Security' must be submitted on or before last date to submit the tender documents. Tender Document can be dropped by hand or courier in Tender Box placed at the office of Sr. Manager Procurement & Stores, Ground Floor, Fauji Foundation IBA Main Campus, University Road, Karachi by the last date indicated for submission. **Tender Document received by fax or email will not be accepted.**

(m) Submission of Tender

The complete tender document should be submitted by 3:00 PM on March 26, 2018 at the office of Sr. Manager Procurement & Stores, Ground Floor, Fauji Foundation IBA Main Campus, University Road, Karachi

The manufacturer/firms/companies/distributors/suppliers shall deliver two copies of the bids which include IBA tender documents.

Stamp & Signature

(n) Date of Opening of Tender

Bid will be opened on March 26, 2018 at 1530 hours at Office of the Sr. Manager Procurement & Stores IBA Main Campus in presence of representative bidders who may care to attend.

(o) Demonstration

The Manufacturer/firms/companies/distributors/suppliers will compulsorily provide a demonstration unit of the quoted product for testing / evaluation purposes. The demonstration unit should be exactly of the same specification as quoted by the manufacturer /firms/company's /distributors/ suppliers. In case the demo unit isn't according to the specification required by IBA or quoted by the manufacturer/firms/companies/distributors/suppliers, the tender may be liable to rejection. Sample, if any, of the quoted item may be provided with the tender form duly stamped by the company.

(p) Rights

Competent authorities reserve the rights to accept or reject any quotation / tender Without any reason thereof.

(q) Mode of Deliveries

Supply will be on FOR basis to IBA, Main Campus, University Road, Karachi. IBA, Karachi is not liable to pay Custom Duty, Levies, Taxes, demurrage Charges, Warehousing, Logistics etc.

(r) Clarification / Proof

Please submit copies of certificates of registration with Sales Tax and Income Tax departments. The manufacturer /firms/company's /distributors/ suppliers should also provide copy (ies) of certificate(s) etc as proof of their claim.

Stamp & Signature

3. Bidding Data

- (a) **Name of Procuring Agency:** Institute of Business Administration, Karachi
- (b) **Brief Description of procurement :** Tender for Supply Laptop & Desktop
- (c) **Procuring Agency's address:-**Main Campus, University Road, Karachi
- (d) **Amount of Bid Security:-** Bid Security of 5% of total amount/cost will be submitted along with Tender Documents in shape of PAY ORDER / DEMAND DRAFT only in the name of Institute of Business Administration, Karachi
- (e) **Period of Bid Validity (days):-** Ninety Days
- (f) **Deadline for Submission of Bids along with time :-** The last date of submit the Tender Document in sealed envelope in March 26, 2018 by 3:00 PM in the Office of the Sr. Manager Procurement & Stores, Ground Floor, Fauji Foundation IBA Main Campus, University Road, Karachi. The Tender will be opened on same day at 3:30 PM in the presence of representatives who may care to attend.
- (g) **Venue, Time, and Date of Bid Opening:-** Tender will be opened on March 26, 2018 on 3:30 PM at IBA Main Campus, University Road, Karachi.
- (h) **Time for Completion from written order of commence:-** 90 days or advice/prescribe to Sr. Manager Procurement
- (i) **Liquidity damages:-** Liquidity damages at the rate of 2% per month of the total contract amount will be imposed on delayed delivery.
- (j) **Deposit Receipt No: Date: Amount:(in words and figures) Pay Order / Demand Draft**
 #, Amount :Rs.....Drawn on Bank..... Dated.....

Stamp & Signature

4. **Terms & Conditions**

a) Bid Security

Bid Security, in the shape of a bank draft / pay order in the name of “**Institute of Business Administration**” Karachi, equivalent to 5% of the total cost of bid, should be submitted along with the tender documents.

b) Validity of the Tender

All proposal and prices shall remain valid for a period of 90 days from the closing date of the submission of the proposal. However, the manufacturer/firms/companies/distributors/suppliers is encouraged to state a longer period of validity for the proposal.

c) Currency

All currency in the proposal shall be quoted in Pakistan Rupees (PKR).

d) Sales Tax and other Taxes

Manufacturer/firms/companies/distributors/suppliers is hereby informed that the IBA shall deduct tax at the rate prescribed under the tax laws of Pakistan, from all payments for services rendered by any manufacturer / firms / companies / distributors / suppliers. The Manufacturer /firms /companies /distributors/suppliers will be responsible for all taxes on transactions and / or income, which may be levied by the government. If Manufacturer/firms/companies/distributors/suppliers is exempted from any specific taxes, then it is requested to provide the relevant documents with the proposal.

It is to be **noted** that IBA Karachi being an educational Institution is exempt from the whole of customs-duties (specified in the First Schedule to the Customs Act, 1969 (IV of 1969)), and the whole of sales tax on the goods imported in the name of IBA-Karachi. The Letter of Credit (LC) will however be opened by the supplier.

Prices must be quoted as per attached price sheet.

Stamp & Signature

e) Ownership

The ownership of all products and services rendered under any contract arising as a result of this tender will be the sole property of IBA.

f) Delivery of Equipment

All equipment for the project will be delivered new, in packed condition directly to the location, as per the discretion of IBA. If equipment delivered is not conforming to the specifications and bill of quantity, the equipment will not be accepted. The equipment will be installed only after inspection.

Delivery time must be of eight weeks from the date of Purchase Order, in case of late delivery the supplier is bound to provide at least 50% of the backup equipment for the smooth working till the delivery of purchased equipment.

g) Arbitration and Governing Law

This tender and any contract executed pursuant to this tender shall be governed by and construed in accordance with the laws of Pakistan. The IBA and all Manufacturer / firms / companies / distributors / suppliers responding to this tender and parties to any contract executed pursuant to this tender shall submit to the exclusive jurisdiction of the Pakistani Courts. The arbitration proceeding will be governed by the Arbitration Act, 1940, and the substantive and procedural law of Pakistan. The venue shall be Karachi.

h) Acceptance of Proposals

The IBA reserves the right not to accept the lowest or any proposal and to annul the bidding process without assigning any reason whatsoever. IBA Karachi may ask to provide demo unit which supplier quoted in the tender. After the final inspection of the unit the decision will be made.

i) Support Capabilities

The Manufacturer / Firms / Companies / Distributors / Suppliers should indicate the support capabilities for all the hardware provided during the course of the project. Details of qualifications / capabilities of support staff should also be included in the corporate profile.

j) Compliance to Specifications

The manufacturer/firms/companies/distributors/suppliers shall provide information as per requirements given in BoQ. However, manufacturer / firms / companies / distributors / suppliers can submit multiple solutions. Manufacturer/firms/companies/distributors/suppliers may not propose / supply any kind of refurbished hardware equipment's / components in their proposals.

Bidder MUST quote prices as per requirement mentioned in the Tender Document.

Stamp & Signature

k) Material

Material of this order is subject to final inspection from Competent Authority Technical Team at the time of delivery.

l) Cancellation

IBA reserves the right to cancel any or all of the above items if material is not in accordance with its specifications or if the delivery is delayed.

m) Performance Security

Successful bidder should provide 5% Performance Security of total value of Purchase Order / Work Order in the form of Pay Order or bank guarantee before submission of invoice. The Performance Security shall extend at least three months beyond the Date of Delivery/Completion of contract.

n) GST

GST will be paid on applicable items only.

o) Liquidity Damages

Liquidity damages at the rate of 2% per month of the total contract amount will be imposed on delayed delivery or work up to 10% of the total contract value.

p) Increase in Price

No increase in the value of above mentioned items will be accepted on account of either unit price, total price, any or all other charges, duties, taxes, scope of supply and or any other head of account shall be allowed.

q) Increase in Taxes

Any increase in taxes, the IBA should not be responsible, but, if any taxes are reduced, the IBA should get its benefit.

r) Quantity

Competent Authority reserves the right to change / alter / remove any item or article or reduce / enhance quantity without assigning any reason thereof.

Stamp & Signature

s) Invoice

Invoice / bill should be submitted to Purchase Department.

t) Stamp Duty

Stamp duty 0.35% against total value of Purchase / Work Order will be levied accordingly.

Stamp & Signature

5. Integrity Pact

Declaration of Charges, Fees, Commission, Taxes, Levies etc payable by the manufacturer/supplier/distributor works;

M/s. _____, the manufacturer / supplier / distributor hereby declares that:

- (a) Its intention not to obtain the Provide & Supply 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).
- (b) Without limiting the generality of the forgoing the 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 Provide & Supply or service contract or order or other obligations whatsoever from the IBA, except that which has been expressly declared pursuant hereto.
- (c) The 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.
- (d) 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 company/firm/supplier/agency/service provider as aforesaid for the purpose of obtaining or inducing Provide & Supply/work/service or other obligation or benefit in whatsoever from the IBA.

Note:

This integrity pact is mandatory requirement other than auxiliary services / works.

Stamp & Signature

6. Technical Specifications & BOO: #1

Specifications (Desktop)		Make	Model	Rate
Feature	Details			
Make & model	Branded (Dell, HP or equivalent)			
Form Factor / Height	Mini / USDT			
Processor	Intel® Core™ i7-7700T or higher			
Processor Speed	upto 3.8 GHz or higher			
Intel Smart Cache	8 MB cache			
Memory Installed	Installed 16 GB (DDR4), extendable up to 32 GB (DDR4)			
Hard Disk Drives	1 TB HDD 7200 RPM, can Supports 256 GB SSD or higher			
Optical Media	Slim DVD Drive Writer (Internal / External) (Optional)			
Network Interface	Integrated / Built-In			
Slots / ports	Front : 2 USB 3.1 Gen 1, 1 Headphone connector Back : 1 security lock slot, 1 DisplayPort /VGA, 1 HDMI, 1 serial, 2 USB 3.1 Gen 1, 2 USB 2.0, 1 RJ-45, 1 power connector 2 * M.2 for WWLAN, 4 * USB 3.1 (1 for fast charging)			
Power Supply	310 W or efficient			
OS Support	Windows 10			
Operating System	Free DOS			
Peripherals	Branded USB Standard Keyboard & USB 2-button optical scroll mouse			
Chipset	Intel® H270/ B250 or higher			
Image Load	IBA image load in BIOS Service by manufacturer.			
Graphics	Intel® HD Graphics 630 or higher			
Security	Security Lock & Chasis Intrusion Switch.			
	Quick Release Kit for DT/LED. Desktop Must be accompanied by supporting stand			
	Solenoid Lock & hood sensor.			
Warranty	3 years comprehensive onsite warranty (Manufacturer) Also quote 5 years comprehensive warranty by Manufacturer (Optional)			
Quantity	200			
Unit price (desktop)				
Total price (200 systems)				

Total	
Total Amount	

Grand Total Rupees (in words) _____

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Technical Specifications & BOQ: #2

Specifications (Laptop)		Make	Model	Rate
Feature	Details			
Make & model	Branded (Dell, HP or equivalent)			
Series	Business Series			
Operating System	Free Dos			
Processor	Intel® Core™ i7-8550U or higher			
Chipset	Integrated in CPU			
Graphics	Intel® UHD Graphics 620 or higher			
RAM	Installed 16 GB (DDR4), extendable up to 32 GB (DDR4)			
HDD	1 TB HDD, Supports dual Drives 256 GB SSD or higher			
Display	15" diagonal LED-backlit HD anti-glare or higher			
Communications	Wifi , Bluetooth, Integrated Gigabit Ethernet with WWAN support			
Camera	HD webcam with digital microphone or higher			
Audio & Speakers	Yes required			
Battery Power	3-cell (42 WHr)Lithium Ion – with 3years principal warranty			
Ports, Slots	HDMI , RJ-45,10/100,USB 3.0,USB 2.0 Slots/Ports : 1 * USB-C 3.0 , 2 * USB 3.0 ,HDMI ,VGA ,SD card , RJ 45 VGA or Compatible			
Security Management	Trusted Platform Module TPM 2.0			
Multi-media Card Reader	Yes required			
Carry Bag + Mouse	Original Manufacture Branded Bag & Optical Mouse			
Software Drivers CD/DVD	Yes required			
Power Adapter	Yes Smart AC adapter			
Warranty	03 years complete with parts & free service at customer premises.			
Quantity	50			
Unit price (Laptop)				
Total price (50 systems)				

Total	
Total Amount	

Grand Total Rupees (in words) _____

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7. Mandatory Criteria:

Only those supplier can apply in this tender who fulfill the mandatory criteria:

Only those vendors can apply in this tender who fulfill the mandatory criteria:

1. Local/Global Affiliation with Manufacturer - in Pakistan.
2. At least Tier-1 partner must at least 05 years' business relation with the same manufacturer/brand.
3. Bid must be accompanied by Manufacturer's authorization letter from principal
4. Local Presences. Must have coverage across the country with maximum presence in Karachi. Must also have certified engineers for quoted product.
5. Backup Inventory maintained by company at least 5% of those items mention in BOQ.
8. The bid shall be SOLELY submitted by the bidder. It shall NOT be a joint venture i.e. should NOT be jointly submitted by more than one party, and also, the prospective bidder shall NOT, in any way, sublet the bid / contract to a third party.

Bid Evaluation Criteria:

The bids will be evaluated on the basis of lowest items rate keeping in view our required configuration and also fulfil mandatory criteria only.

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8. Bidder Qualification Criteria

Information required from Manufacturer/Firms/Companies/Distributors/Suppliers	
General information	
Name of the firm	
Name of contact person	
Cell #	
Office address	
Office phone #	
Office fax #	
Year of establishment	
Main area of business	
GST reg #	
NTN	
Annual turnover	
Values of projects in hand	
Details of staff employed	
Managerial capabilities	
a) Total # of permanent staff	
b) Total # of contract staff	
Technical capabilities	
c) Total # of permanent staff	
d) Total # of contract staff	
Cumulative experience	
Technical experience	
No of years in business for similar assignments	
No and value of similar assignments completed in last 3 years	
Relationship with OEM	
Clientelé	
Technical staff expertise / skills	

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It is hereby certified that the terms and conditions have been read, agreed upon and signed.

M/s _____

Contact Person _____

Address _____

Tel # _____ Fax _____

Mobile _____ email _____

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S. No.	Description of Procurement	Quantity (where applicable)	Estimated unit cost (where applicable)	Estimated Total Cost (in Million Rs.)	Funds allocated (in Million Rs.)	Source of funds (ADP/Non ADP)	Proposed Procurement Method	Timing of Procurement 2016-17				Timings of Procurement 2017-18					
								Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4		
107	Public Relation Services for CICT Project	NA	NA	0.50	NA	NA	Single Stage One Envelop							√			
108	Printing & Supply of Stationery Items	NA	NA	0.30	NA	NA	Single Stage One Envelop							√			
109	Supply & Fixing of Iron Grills & Barbed Wire for Girls Hostels	NA	NA	0.18	NA	NA	Single Stage One Envelop								√		
110	Supply of Amplifier, Cordless & Collar Mic	NA	NA	0.35	NA	NA	Single Stage One Envelop								√		
111	Provide & Supply of Maintenance Free Batteries	NA	NA	4.20	NA	NA	Single Stage One Envelop								√		
112	Provide & Supply of Electrical Tools	NA	NA	0.20	NA	NA	Single Stage One Envelop								√		
113	Provide & Supply of Manhole with side Frame	NA	NA	0.15	NA	NA	Single Stage One Envelop								√		
114	Procurement of Laptop for CDP, Govt. of Sindh	NA	NA	1.20	NA	NA	Single Stage One Envelop								√		
115	Procurement of Laptop & Desktop	NA	NA	18.00	NA	NA	Single Stage One Envelop								√		
116	Supply of Printing Catalogue	NA	NA	0.20	NA	NA	Single Stage One Envelop								√		
117	Supply of Various General & Electrical Consumables	NA	NA	0.70	NA	NA	Single Stage One Envelop								√		
118	Procurement of Laptop (Dr. Sajjad Haider)	NA	NA	0.35	NA	NA	Single Stage One Envelop								√		
119	Supply of Imac	NA	NA	0.30	NA	NA	Single Stage One Envelop								√		
120	Liquid Filled Batteries	NA	NA	0.25	NA	NA	Single Stage One Envelop								√		
121	Repairing of underground water line	NA	NA	0.35	NA	NA	Single Stage One Envelop								√		

Faisal

[Signature]

Prepared By

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

[Signature]

Approved by

Aamer Shabbir
 Wing Commander (Retd)
 General Manager Administration
 Institute of Business Administration (IBA),
 Karachi, Pakistan