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## **Tender Notice**

The Institute of Business Administration, Karachi (IBA) invites sealed tenders from event management companies / caterers and decoration service providers registered with SRB / FBR (where applicable) for the following tenders. Both tenders are based on “Single Stage One Envelope” procedure.

<b>Tender Title / Description</b>	<b>Tender Reference no</b>	<b>Tender Fee</b>	<b>Tender Issuance Date</b>	<b>Last Date of Tender Issuance Date &amp; Time</b>	<b>Tender Submission Date &amp; Time</b>	<b>Opening Date &amp; Time</b>
Convocation Catering & Dinner-2020	Misc/03/20-21	Rs.2,000/-	October 07, 2020	October 21, 2020 before 3:00pm	October 07, 2020 to October 21, 2020 before 3:00pm	October 21, 2020 at 3:30pm
Convocation Decoration Services -2020	Misc/04/20-21	Rs.2,000/-	October 07, 2020	October 21, 2020 before 3:00pm	October 07, 2020 to October 21, 2020 before 3:00pm	October 21, 2020 at 3:30pm

Tender Documents may be collected from the **Office of Head of Procurement, Ground Floor, Fauji Foundation Building, IBA Main Campus, University Enclave, Karachi** on any working day between 9:00 am to 3:00 pm after submission of paid fee as mentioned being the Tender Fee. The Tender Fee should be deposited in A/c no. 003-0002-5, United Bank Ltd, Karachi University Campus Branch. Sealed bids should be dropped in Tender Box placed at the Security Office Gate # 4, IBA Main Campus, University Enclave, and will be opened on same date & venue at 3:30 pm in the presence of the bidders representatives who may wish to attend. In case of holiday the tender shall be opened / received on the next working day at same place and time. Bid Security of 2% of total cost in form of Pay Order or Demand Draft, in favor of “IBA Karachi” along with the Tender Documents shall be submitted.

Kindly mention “Tender Number” at top left corner of the envelope. IBA Karachi reserves the right to reject any bid or cancel the bidding process subject to relevant provision of SPP Rules 2010

### **REGISTRAR**

IBA, Main Campus, University Enclave, Karachi 75270  
111-422-422 Fax (92-21) 99261508  
Email [tenders@iba.edu.pk](mailto:tenders@iba.edu.pk) Website [www.iba.edu.pk](http://www.iba.edu.pk)  
Contact Person Sr. Executive Purchase on 38104700 ext: 2150