

*Document  
Fee: Rs.2,000/-  
(Non-Refundable)*

# **DOCUMENT FORM**

Disposal of Scrap Items  
on 'as is where is' Basis

DISP/01/23-24

**Date of Issue** : January 08, 2024

**Last Date of Submission** : January 22, 2024 (3:00 pm)

**Date of Opening** : January 22, 2024 (3:30 pm)

**Company Name:** \_\_\_\_\_

**NTN:** \_\_\_\_\_

**Pay Order / Demand Draft #** \_\_\_\_\_, **Drawn on Bank** \_\_\_\_\_

**Amount of Rs.** \_\_\_\_\_, **Dated:** \_\_\_\_\_

## Notice Invitation Document

### Disposal of Items

The Institute of Business Administration, Karachi (IBA) invites sealed bids from scrap dealers/used items dealers in the following relevant categories on 'as is where is' basis.

Document Title (Ref. No.)	Visit of Lots	Bid Security
Disposal of scrap on 'as is where is' Basis (DISP/01/23-24)	From the date of issuance till close of bid date i.e. 9:30am to 3:00pm	5%
<b>Document Fee &amp; Dates</b>		
Fee: Rs.2000/- Issuance start date: January 08, 2024 at 9:30 AM Issuance end date & time: January 22, 2024 at 3:00 PM Submission date & time: January 08, 2024 to January 22, 2024 from 9:30 AM to 3:00 PM Opening date & time: January 22, 2024 at 3:30 PM		

*Note: Scrap Lots may be visited from **January 8, 2024 to January 22, 2024 between 9:30 AM to 3:00 PM** (except Namaz & Lunch break from 1:00 PM to 2:00 PM)*

Documents may be collected after submission of paid fee challan from the Office of **Head of Procurement, Fauji Foundation Building, IBA Main Campus, University Enclave, Karachi** on any working day (Monday to Friday). Alternatively, the document can be downloaded from the website. The document fee challan is to be generated from the IBA website <https://www.iba.edu.pk/tenders/> which may be deposited in any branch of Meezan Bank Ltd. Sealed bids should be dropped in box placed at the security office, gate # 4, IBA Main Campus University Enclave Karachi 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 the case of holiday, the document shall be opened / received on the next working day at same place and time. Bid Security of 5% of total cost in form of Pay Order or demand draft, in favor of "IBA Karachi" along with the documents must be submitted.

The IBA reserves the right to accept or reject any or all bid(s) or terminate proceedings at any stage in accordance with the rules & regulations framed by IBA.

### **REGISTRAR**

IBA, Main Campus, Univeristy Enclave, Karachi 75270

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

Contact Person: Executive Purchase on 38104700 ext: 2153

Email [tenders@iba.edu.pk](mailto:tenders@iba.edu.pk) Website <https://www.iba.edu.pk/tenders.php>

Dear Participants:

Thank you for the interest shown in response to the document advertisement published in leading newspapers on January 08, 2024, vide # DISP/01/23-24 to Disposal of Scrap items on 'as is where is' Basis.

Items may be inspected between 9:30 am to 3:00 pm on any working day from January 08, 2024, to January 22, 2024 at IBA, Main Campus. Please quote the offered value on the form attached.

Kindly deposit a Pay Order / Demand Draft of 5% of the offered amount as the Bid Security, issued in favor of the Institute of Business Administration, Karachi.

For more information, please contact Executive Purchase on 021-38104700 Ext. 2153

Thank you,

-sd-  
**Registrar**

\_\_\_\_\_  
Stamp & Signature

## Disposal of scrap on 'as is where is' Basis

S#	LOT	ITEMS	QTY	Category	Amount (inc. Taxes)
1	A	Vehicle (Car) Cultus 2 / Honda Civic 1	3	TARANSPORT	
2	B	Vehicle Tyers	86		
3		CNG Cylinder	5		
4	C	Vehicle Scrap/Electrical Scrap	Lot		
5	D	Desktop Computer	420	ICT	
6	E	Laptops	3		
7		Multimedia Projector	3		
8		Laminator	1		
9		Voltage Regulator/Stabilizer	3		
10		Tower PC	1		
11		Monitor/TV	5		
12		LED Monitor	17		
13		Scanner	2		
14	F	Marks Reader	2		
15		Projector Screens	4		
16		VCR Philips	1		
17		Old Telephone / IP Phone	7		
18		Suitcase	6		
19		Electric Typewriter	8		
20		Printers/Photocopier	3		
21	Fax Machine	8			
22	G	UPS	9		
23		Server Machine	1		
24	H	Dry Batteries	40		
25	I	Access Points Router	170		
26	J	Toners	839		
27	K	MISC IT Scrap Lot	1		
28	L	Indoor A/C	121	Electrical	
29		Outdoor A/C	111		
30	M	Electric Water Cooler	21		
31		Deep freezer	2		
32		Refrigerator	1		
33		Geyser	5		
34		Water Dispenser	4		

35	N	Exhaust & Duct Fans	Lot		
36		False Ceiling Fans			
37		Stand Fans			
38		Ceiling Fans			
39	O	Generator 75 KVA	1		
40	P	Submersible Pump / Motor Pump	4		
41		Hand Dryer	10		
42		3 Phase Meter	3		
43		Vacuum Cleaner	1		
44		Microwave Oven	1		
45		Amplifier	7		
46		Mics (Receiver/Transmitter)	15		
47		Speaker	7		
48		Stabilizer	2		
49	Q	Empty Cylinders (RG)	Lot		
50	R	Smart LED 65"	1	ADMIN	
51	S	Wooden Scrap	Lot		
52	T	Iron Scrap	Lot		
53	U	Broken Chairs Scrap	Lot		

**Grand Total Amount Lot: A + B + C + D + E + F + G + H + I + J + K + L + M + N + O + P + Q + R + S + T + U**

Rs. \_\_\_\_\_

**Grand Total Amount Rupees in Words:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
Stamp & Signature

**PICTURES LOT WISE**



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Stamp & Signature





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**TERMS & CONDITIONS**

1. All government taxes & levies etc will be borne by the buyer.
2. All applicable taxes, if any, will have to be deposited by the successful bidder over and above offered price and shall not be deductible from the offered price / value.
3. Successful buyer / company will be responsible to make full payment within seven working days and lift the item(s) on their own responsibility. Failure to which Pay Order / Demand Draft of the Security Bid will be forfeited and no claim will be acknowledged whatsoever.
4. Disposal items will be separately disposed of to the highest bidder.
5. Successful bidders will be required to collect, remove, and transfer / lift the concerned lot / lots within 07 days of depositing of the total amount of the bid.
6. All items, lots / lots bid for are subject on "As is Where is" basis and IBA takes no responsibility with respect to their condition / functionality thereof.
7. Preview of items may be carried out from January 08, 2024, to January 22, 2024, from 9:30 am to 3:00 pm in any working days during Monday to Friday at IBA Main Campus.
8. The document will be opened on January 22, 2024, at 3:30 pm at IBA Main Campus, University Road.
9. The IBA reserves the right to withdraw any form the lots on its sole discretion without assigning any reason.
10. 5% Bid Surety will be returned to the unsuccessful parties accordingly within 03 working days of the selection of the party upon the submission of letter for returning the bid security.
11. An Advance 10% Income Tax should be paid / deposited in form of Pay Order / Demand Draft in the name of IBA, Karachi before removing / taking over the possession of the items.
12. The quantity of items and lot(s) is tentative. These may increase / reduce / change / alter / remove at the discretion of competent authority without assigning any reason thereof.
13. Document without Bid Surety / Security will be rejected summarily, and no deficiency note will be issued.
14. Kindly write 'Doesn't Apply' for the column not required.
15. IBA, reserve the right to issue Order for any single lot to different highest responsive bidders or issue Order for all the lots to any overall highest responsive bidder.

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Stamp & Signature

M/s \_\_\_\_\_

Contact Person: \_\_\_\_\_

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

Tel # \_\_\_\_\_ Fax # \_\_\_\_\_

Mobile # \_\_\_\_\_ e- mail: \_\_\_\_\_

CNIC # \_\_\_\_\_

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Stamp & Signature