



Institute of  
Business Administration  
Karachi

*Leadership and Ideas for Tomorrow*

**TENDER NOTICE**  
**Tender # MISC/05/15-16**  
**Photography & Video Services for Convocation 2015**

The Institute of Business Administration, Karachi (IBA) invites sealed tenders from reputable Media Service Provider / photography agencies / studios registered with Sindh Sales Tax and Income Tax departments (where applicable) for the photography & video services for Convocation 2015. The Tender Document is based on “Single Stage One Envelope” procedure.

Tender Forms which includes full details of items and other terms & conditions are available at the **Office of Manager Purchase & Stores, IBA Main Campus, University Road, Karachi** from October 21, 2015 to November 10, 2015 between 9:00 am to 3:00 pm. The cost of the Tender Forms i.e. Rs. 500/- (Rupees Five Hundred Only) shall be deposited in United Bank Ltd, Karachi University Campus Branch in Account # A/c # 003-0002-5.

Tender Document should be dropped in Tender Box placed in Purchase Office between 9:00 am to 3:00 pm upto November 10, 2015 and will be opened on the 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” on top left corner of the envelope. IBA reserve the right to accept or reject any or all tender(s) or terminate proceedings at any stage in accordance to the rules & regulations framed by SPPRA.

Please contact Purchase Executive on 38104700 ext: 2150 for any information and query.

**REGISTRAR**

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