PROCUREMENT PLAN FOR THE YEAR 2017-18
DEPARTMENT : INSTITUTE OF BUSINESS ADMINISTRATION, KARACHI

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
1	Decoration & Catering for Convocation	NA	NA	3.30	NA	NA	Single Stage Two Envelops		√				√		
2	Social Events	NA	NA	0.94	NA	NA	Single Stage One Envelop	√				√			
3	Orientation Program	NA	NA	0.54	NA	NA	Single Stage One Envelop			√				√	
4	Open House	NA	NA	0.74	NA	NA	Single Stage One Envelop			√				√	
5	Alumni Events	NA	NA	0.43	NA	NA	Single Stage One Envelop				√				√
6	Printing of Program Announcement	NA	NA	0.95	NA	NA	Single Stage Two Envelops		√					√	
7	Printing of Alumni Cards	NA	NA	0.50	NA	NA	Single Stage Two Envelops		√					√	
8	Printing of Annual Report	NA	NA	0.40	NA	NA	Single Stage Two Envelops	√						√	
9	Printing of Graduate Directory	NA	NA	1.70	NA	NA	Single Stage Two Envelops		√				√		
10	Printing of Newsletter	NA	NA	0.20	NA	NA	Single Stage One Envelop							√	
11	Printing of Brown Folder & Student Handbook	NA	NA	0.40	NA	NA	Single Stage One Envelop	√				√			
12	Provide, Supply & Applying Paints at Various Walls	NA	NA	1.00	NA	NA	Single Stage One Envelop	√				√			
13	Printing of Degree Folder	NA	NA	0.70	NA	NA	Single Stage One Envelop				√				√
14	Printing of Answer Copy 'F', File Cover & Ribbon Card	NA	NA	0.20	NA	NA	Single Stage One Envelop		√			√			
15	Provide & Supply of Uniform & Liveries	NA	NA	1.00	NA	NA	Single Stage One Envelop		√				√		
16	Procurement of LED Lights	NA	NA	3.50	NA	NA	Single Stage One Envelop		√				√		
17	Solar Energy System for Building and Car Parking	NA	NA	5.00	NA	NA	Single Stage One Envelop		√				√		
18	Air Conditioning Units (Floor Standing & Split Type AC)	NA	NA	3.00	NA	NA	Single Stage One Envelop		√				√		
19	New Sound System and Speakers For Different Locations	NA	NA	1.00	NA	NA	Single Stage One Envelop		√				√		
20	Electric Water Coolers	NA	NA	1.00	NA	NA	Single Stage One Envelop		√				√		
21	Building Electric Meters	NA	NA	1.00	NA	NA	Single Stage One Envelop		√				√		
22	Fire Protection System in Electrical Rooms	NA	NA	1.00	NA	NA	Single Stage One Envelop		√				√		
23	Supply & Fixing of Generator Shed	NA	NA	0.50	NA	NA	Single Stage One Envelop		√				√		
24	Printing & Supply of Case Study Book for CEIF	NA	NA	0.20	NA	NA	Single Stage One Envelop		√				√		
25	Water Boring in Four different Locations	NA	NA	1.00	NA	NA	Single Stage One Envelop		√				√		
26	Pedestal Fans For Different Locations	NA	NA	1.00	NA	NA	Single Stage One Envelop		√				√		
27	Supply of Furniture & Fixture	NA	NA	1.50	NA	NA	Single Stage One Envelop			√				√	
28	Staff Town Repair & Maintenance Works	NA	NA	1.80	NA	NA	Single Stage One Envelop			√			√		
29	Provide, Supply & Fixing of Steel Cabinets/Racks	NA	NA	0.72	NA	NA	Single Stage One Envelop			√			√		
30	Applying Paints on Walls	NA	NA	0.72	NA	NA	Single Stage One Envelop			√			√		
31	USB Plastic Card	NA	NA	0.30	NA	NA	Single Stage One Envelop	√			√			√	
32	Gold Medals & Shields for Convocation	NA	NA	0.25	NA	NA	Single Stage One Envelop		√				√		
33	Photography & Video Servies for Convocation	NA	NA	0.10	NA	NA	Single Stage One Envelop		√				√		
34	Fire Extinguisher & Equipments	NA	NA	0.70	NA	NA	Single Stage One Envelop				√				
35	Printing of Stationery Items	NA	NA	0.35	NA	NA	Single Stage One Envelop				√				
36	Landscaping Works	NA	NA	1.50	NA	NA	Single Stage One Envelop				√				
37	Paint Works for Aman Tower	NA	NA	0.50	NA	NA	Single Stage One Envelop			√			√		
38	Upholstery of Sofa Sets	NA	NA	0.10	NA	NA	Single Stage One Envelop				√			√	
39	Provide & Supply of Garden Benches	NA	NA	0.20	NA	NA	Single Stage One Envelop				√				

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
40	Provide & Supply of Coconut Palm	NA	NA	0.20	NA	NA	Single Stage One Envelop					√			
41	Provide & Supply of Chairs	NA	NA	0.50	NA	NA	Single Stage One Envelop				√		√		
42	Convocation Brochuers	NA	NA	0.10	NA	NA	Single Stage One Envelop					√			
43	Electric Floor Washing Machine	NA	NA	0.15	NA	NA	Single Stage One Envelop							√	
44	Cricket Bowling Macine	NA	NA	0.90	NA	NA	Single Stage One Envelop							√	
45	Miscellaneous Plumbing Tools	NA	NA	0.20	NA	NA	Single Stage One Envelop							√	
46	Electric Water Cooler	NA	NA	0.10	NA	NA	Single Stage One Envelop							√	
47	IP Cameras	NA	NA	0.80	NA	NA	Single Stage One Envelop		√				√		
48	Road Blocker & Bollard	NA	NA	2.65	NA	NA	Single Stage One Envelop						√		
49	Water Boring Works with Commissioning	NA	NA	1.20	NA	NA	Single Stage One Envelop		√				√		
50	NVR 32 Channel	NA	NA	0.20	NA	NA	Single Stage One Envelop							√	
51	Grass Cutting Machine & Pitch Roller	NA	NA	0.45	NA	NA	Single Stage One Envelop						√		
52	Storage Devices	NA	NA	0.16	NA	NA	Single Stage One Envelop							√	
53	Pitch Roller Auto	NA	NA	0.80	NA	NA	Single Stage One Envelop					√			
54	Pitch Roller 2 Tonne Local	NA	NA	0.50	NA	NA	Single Stage One Envelop					√			
55	Laptop & Multifunctional Copier Machine	NA	NA	1.40	NA	NA	Single Stage One Envelop							√	
56	Desktop Computer	NA	NA	1.50	NA	NA	Single Stage One Envelop							√	
57	Floor Standing AC Unit	NA	NA	3.00	NA	NA	Single Stage One Envelop								√
58	Split Units	NA	NA	0.80	NA	NA	Single Stage One Envelop						√		
59	Electric Meters	NA	NA	0.15	NA	NA	Single Stage One Envelop						√		
60	Donkey Pump	NA	NA	0.125	NA	NA	Single Stage One Envelop							√	
61	New Sound System	NA	NA	1.00	NA	NA	Single Stage One Envelop							√	
62	Revolving Chairs	NA	NA	0.30	NA	NA	Single Stage One Envelop					√			
63	Revolving Study Chairs	NA	NA	0.48	NA	NA	Single Stage One Envelop					√			
64	Mattress	NA	NA	0.21	NA	NA	Single Stage One Envelop							√	
65	Computer Lab Chairs	NA	NA	0.29	NA	NA	Single Stage One Envelop							√	
66	Tablet Chairs	NA	NA	0.80	NA	NA	Single Stage One Envelop								√
67	Toyota 1300cc	6	2.00	8.00	NA	NA	Direct Contracting						√		
68	Suzuki Swift	NA	NA	2.80	NA	NA	Direct Contracting						√		
69	Executive Revolving Chairs	NA	NA	0.20	NA	NA	Direct Contracting						√		
70	Suzuki Motorcyle 110cc	NA	NA	0.11	NA	NA	Direct Contracting						√		
71	Camera	NA	NA	0.14	NA	NA	Single Stage One Envelop					√			
72	Cordless Mic	NA	NA	0.24	NA	NA	Single Stage One Envelop					√			
73	Collar Mic	NA	NA	0.16	NA	NA	Single Stage One Envelop					√			
74	Established of Radio Link Connection	NA	NA	0.50	NA	NA	Single Stage One Envelop						√		
75	Water Cooler	NA	NA	0.25	NA	NA	Single Stage One Envelop							√	
76	Supply & Fixing Metal False Ceiling	NA	NA	0.50	NA	NA	Single Stage One Envelop							√	
77	Side Support Platform Trolley	NA	NA	0.12	NA	NA	Single Stage One Envelop							√	
78	General & Maintenance Items	NA	NA	0.45	NA	NA	Single Stage One Envelop								√
79	Miscellaneous Network Equipment and Installation	NA	NA	0.30	NA	NA	Single Stage One Envelop						√		
80	Consumables for House Keeping	NA	NA	1.00	NA	NA	Single Stage One Envelop					√			
81	Photography & Video Servies for WIFF	NA	NA	0.35	NA	NA	Single Stage One Envelop					√			
82	Supply of Electric Meters	NA	NA	0.225	NA	NA	Single Stage One Envelop					√			

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
83	Consumables for Sanitary Fittings	NA	NA	0.80	NA	NA	Single Stage One Envelop						√		
84	Painting Works	NA	NA	0.25	NA	NA	Single Stage One Envelop						√		
85	Repair & Maintenance of Sewerage Lines of Staff Town	NA	NA	0.70	NA	NA	Single Stage One Envelop						√		
86	Refilling of Fire Extinguishers	NA	NA	0.30	NA	NA	Single Stage One Envelop						√		
87	Tables, Chairs & Work Stations	NA	NA	0.80	NA	NA	Single Stage One Envelop						√		
88	Operation & Maintenace of HVAC for Aman Tower	NA	NA	1.80	NA	NA	Single Stage One Envelop						√		
89	RFID Printers & Consumables	NA	NA	0.30	NA	NA	Single Stage One Envelop				√		√		
90	HVAC Facility for Admin Building City Campus	NA	NA	2.00	NA	NA	Single Stage Two Envelop					√			
91	Procurement of Cisco Phones	NA	NA	1.30	NA	NA	Single Stage One Envelop					√			
92	Procurement of Laptop	NA	NA	0.50	NA	NA	Single Stage One Envelop							√	
93	Provide & Supply of Tables, Revolving & Fix Chairs	NA	NA	2.78	NA	NA	Single Stage One Envelop							√	
94	Printing of CEIF Brochuers	NA	NA	0.40	NA	NA	Single Stage One Envelop							√	
95	Deep Water Boring Works	NA	NA	0.35	NA	NA	Single Stage One Envelop							√	
96	Laptop & Multifunctional Copier Machine	NA	NA	1.50	NA	NA	Single Stage One Envelop							√	
97	Desktop Computer	NA	NA	1.20	NA	NA	Single Stage One Envelop							√	
98	Leather Folder for CEIF	NA	NA	1.50	NA	NA	Single Stage One Envelop							√	
99	Provide & Supply of Mugs for CEIF	NA	NA	0.40	NA	NA	Single Stage One Envelop							√	
100	Provide & Supply Garbage Bin Trolley	NA	NA	0.20	NA	NA	Single Stage One Envelop							√	
101	Supply, Installation & Commissioning of Auto Chlorination System	NA	NA	2.40	NA	NA	Single Stage One Envelop							√	
102	Provide & Supply of Cordless & Collar Mic	NA	NA	0.45	NA	NA	Single Stage One Envelop							√	
103	Photocopier Services at IBA Main Campus & City Campus	NA	NA	0.70	NA	NA	Single Stage One Envelop							√	
104	Supply of Miscellaneous Furniture Items	NA	NA	2.60	NA	NA	Single Stage One Envelop							√	
105	Supply of Hardware Tools for General Maintenance	NA	NA	0.20	NA	NA	Single Stage One Envelop							√	
106	Supply of Laptop & Multifunctional Digital Photo Copier Machine	NA	NA	1.50	NA	NA	Single Stage One Envelop						√		
107	Provide & Supply of Cordless & Collar Mic	NA	NA	0.38	NA	NA	Single Stage One Envelop						√		
108	Provide & Supply of Carpets	NA	NA	0.45	NA	NA	Single Stage One Envelop						√		
109	Public Relation Services for CICT Project	NA	NA	0.50	NA	NA	Single Stage One Envelop						√		
110	Printing & Supply of Stationery Items	NA	NA	0.30	NA	NA	Single Stage One Envelop						√		
111	Supply & Fixing of Iron Grils & Barbed Wire for Girls Hostels	NA	NA	0.18	NA	NA	Single Stage One Envelop							√	
112	Supply of Amplifier, Cordless & Collar Mic	NA	NA	0.35	NA	NA	Single Stage One Envelop							√	
113	Provide & Supply of Maintenance Free Batteries	NA	NA	4.20	NA	NA	Single Stage One Envelop							√	
114	Provide & Supply of Electrical Tools	NA	NA	0.20	NA	NA	Single Stage One Envelop							√	
115	Provide & Supply of Electrical Tools	NA	NA	0.15	NA	NA	Single Stage One Envelop							√	
116	Procurement of Laptop for CDP, Govt. of Sindh	NA	NA	1.00	NA	NA	Single Stage One Envelop							√	
117	Procurement of Laptop & Desktop	NA	NA	21.30	NA	NA	Single Stage One Envelop							√	
118	Supply of Printing Catalogue	NA	NA	0.26	NA	NA	Single Stage One Envelop							√	
119	Supply of Various General & Electrical Consumables	NA	NA	0.85	NA	NA	Single Stage One Envelop							√	
120	Procurement of Laptop (Dr. Sajjad Haider)	NA	NA	0.35	NA	NA	Single Stage One Envelop							√	
121	Supply of Imac Desktop	NA	NA	0.30	NA	NA	Single Stage One Envelop							√	
122	Liquid Filled Batteries	NA	NA	0.25	NA	NA	Single Stage One Envelop							√	

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
123	Repairing of underground water line	NA	NA	0.71	NA	NA	Single Stage One Envelop							√	
124	Supply of Electrical Items	NA	NA	0.50	NA	NA	Single Stage One Envelop							√	
125	Supply of Cables & Wires	NA	NA	0.70	NA	NA	Single Stage One Envelop							√	
126	Transport Services for Points & Schools Vans	NA	NA	1.20	NA	NA	Single Stage One Envelop					√			
127	Painting Works	NA	NA	0.70	NA	NA	Single Stage One Envelop					√		√	
128	Supply & Fixing of Generator Shed	NA	NA	0.55	NA	NA	Single Stage One Envelop							√	
129	Supply of Brown Folder	NA	NA	0.20	NA	NA	Single Stage One Envelop							√	
130	Supply & Fixing of Bamboo Chick Blinds	NA	NA	0.20	NA	NA	Single Stage One Envelop					√			
131	Hiring Telesales & Marketing Services	NA	NA	0.50	NA	NA	Single Stage One Envelop							√	
132	Supply & Fixing of Terracotta Stones	NA	NA	0.13	NA	NA	Single Stage One Envelop							√	
133	Supply of Carpets	NA	NA	0.25	NA	NA	Single Stage One Envelop						√		
134	Fabricate & Fixing of Building Signage	NA	NA	0.20	NA	NA	Single Stage One Envelop						√		
135	VDI Solution & VM Ware Licenses	NA	NA	9.50	NA	NA	Single Stage One Envelop						√		
136	Procurement of LED Lights	NA	NA	7.50	NA	NA	Single Stage One Envelop						√		
137	Pest Management Services	NA	NA	1.50	NA	NA	Single Stage One Envelop						√		
138	Chilled Water Coil Units	NA	NA	0.51	NA	NA	Single Stage One Envelop						√		
139	Supply of Furniture Items	NA	NA	0.51	NA	NA	Single Stage One Envelop						√		
140	Supply of Chairs	NA	NA	0.20	NA	NA	Single Stage One Envelop						√		
141	Operation & Maintenace of HVAC for Boys Hostel	NA	NA	1.45	NA	NA	Single Stage One Envelop						√		
142	Procurement of LED Lights	NA	NA	2.10	NA	NA	Single Stage One Envelop						√		

Prepared By

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

Approved by

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