

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

## **TENDER FORM**

**Tender # FUR/07/24-25**

### **Supply of Furniture Works at Faculty Apartment**

Date of Issue : June 20, 2025  
Last Date of Submission : July 9, 2025 (3:00 pm)  
Date of Opening : July 9, 2025 (3:30 pm)

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

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

SRB / GST Registration Number: \_\_\_\_\_

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

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

**Notice Invitation Tender (NIT)****TENDER NOTICE**

The Institute of Business Administration, Karachi (IBA) invites electronic bids on EPADS from active taxpayers of manufacture / firm / companies / supplier registered with SPPRA EPADS and relevant tax authorities for the following tender.

<b>Tender Title (Ref. No.)</b>	<b>Procedure</b>	<b>Bid Security</b>
Supply of Furniture Works at Faculty Apartment (FUR/07/24-25)	Single Stage One Envelope	2%
<b>Tender Fee &amp; Dates</b>		
Fee: Rs.2,000/- Issuance start date: June 20, 2025 at 9 AM Issuance end date & time: July 9, 2025 at 3 PM Submission date & time: June 20, 2025 to July 9, 2025 from 9 AM to 3 PM Opening date & time: July 9, 2025 at 3:30 PM <b>Site Visit:</b> July 2, 2025 at 11 AM at IBA Staff Town Main Campus		

Tender Document containing detailed terms and conditions are available at Office of **Head of Procurement, Fauji Foundation Building, IBA Main Campus, University Enclave, Karachi** on any working day (Monday to Friday). The tender document can also be downloaded from IBA and SPPRA EPADS system. The Tender 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. Bidders are required to submit their bids (duly signed and stamped) on the uploaded Tender Document (along with a copy of Earnest Money and all supporting documents) through SPPRA EPADS system ([www.eprocure.gov.pk](http://www.eprocure.gov.pk)). The original bid security along with the Original Bid (duly signed and stamped) must be delivered to IBA, Karachi on below mentioned address before bid opening and will be opened on same date & venue in the presence of the bidders' representatives who may wish to attend. Bid Security in the form of Pay Order or Demand Draft has to be submitted in favour of "IBA Karachi".

**N.B.**

(1) IBA Karachi reserves the right to reject any bid or cancel the bidding process subject to relevant provision of SPP Rules 2010.

(2) Only uploaded bid along with supporting documents will be accepted. In case there is a contradiction between bidder's EPADS submitted bid and manually submitted bid, bid submitted on EPADS will be considered valid for evaluation purpose.

**REGISTRAR**

IBA, Main Campus, University Enclave, Karachi 75270

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

Contact Person Assistant Manager Procurement on 38104700 ext: 2150

Email [tenders@iba.edu.pk](mailto:tenders@iba.edu.pk)

Website <https://www.iba.edu.pk/tenders/>

SPPRA EPADS: <https://portalsindh.eprocure.gov.pk/#/>

**C O N T E N T S**

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## 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 June 20, 2025 to "Supply of Furniture Works at Faculty Apartment".

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 Assistant Manager Procurement on 38104700 ext: 2150 for any information and query

Thank you.

-sd-

Registrar

## 2. Instructions

- (a) 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.
- (b) 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.
- (a) You can collect the Tender Document from the office of Head of Procurement, Ground Floor, Fauji Foundation IBA Main Campus, University Enclave, Karachi from June 20, 2025 to July 9, 2025 during working 9:00am to 3pm.
- (b) The last date of submit the Tender Document in sealed envelope in July 9, 2025 by 3pm in the Office of the Security Office, Fauji Foundation IBA Main Campus, University Enclave, Karachi. The Tender will be opened on same day at 3:30pm in the presence of representatives who may care to attend.
- (c) Bid Security of 2% 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.
- (d) 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.
- (e) Please mention "Tender Number" at top right 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.

### 3. BILL OF QUANTITY

#### Supply of Furniture Works at Faculty Apartment

B.O.Q Item	Description	Unit	Qty	Rate	Amount
	<p><b>General Note Applicable For All Relevant BOQ Items (Architectural Works):</b></p> <p>1- In the event that the basic price (which is inclusive of all taxes such as GST, Income Tax, etc., but exclusive of cartage) of an item has been given in the Bill of Quantities and the actual cost of sample approved is higher or lower than the price stipulated, the net difference of price (based on finished quantity) shall be added to or deleted from the Contractor's rate at actual + 12%.</p> <p>Same procedure will be followed in the case if the source of supply is given or type of material is given (e.g. PVC Skirting, etc.) or specific consumption of any material is given (e.g. concrete ratio, etc.), and they are changed.</p> <p>2- In the event that the installed basic price (which is inclusive of all taxes such as GST, Income Tax, etc.) of an item has been given in the Bill of Quantities and the actual installed cost of sample approved is higher or lower than the price stipulated, the net difference of price (based on finished quantity) shall be added to or deleted from the Contractor's rate at actual + 12%.</p> <p>Same procedure will be followed in the case if the source of supply is given or type of material is given and they are changed.</p> <p>3- All Glass to be Clear Float Glass of approved quality (Ghani, Tariq Float Glass).</p> <p>"4- Gypsum board (Arish, United or approved equivalent).</p>				

	<p>5- MDF board (Lasani or approved equivalent).</p> <p>6- Laminate board (Patex, Al-Nooor Lasani - Baluchistan Laminate or approved equivalent)."</p> <p>Expansion Bolts to be Fischer or approved equivalent.</p> <p>7- Where basic price of marble / granite is given, it is for pre-polished granite with 6 sides chemical treatment (finish as approved) but excluding at edges &amp; without rounding / bevelling of edges. The cost of edge finishing, if required and rounding / bevelling of edges, if required, is to be included in respective items of BOQ.</p>				
<b>1</b>	<b>Claddings, Mouldings &amp; Cabinets:</b>				
1.1	<p><b>"MDF Fluted Panel Cladding Deco Paint Finish (Lounge - Elevation 03).</b></p> <p>Provide and install in position MDF Fluted Panel Cladding, consisting of solignum treated partial wood internal framing of approved sections tie with walls, 20mm thick MDF Fluted Panels fixed on wooden frame with approved Deco Paint Finish, including all hardwares, wastage, lifting, cutting, fixing etc., complete as per drawing &amp; instruction of the Architect."</p>	SFT	90		
1.2	<p><b>"Laminated Board Cladding in Bed 01 - Elevation 04.</b></p> <p>Provide and install in position Laminated Board Cladding, consisting of solignum treated partial wood frame of approved sections tie with walls, 12mm thick Laminated Board (Patex of approved sample) with PVC lipping on edges, including all hardwares, wastage, cutting, lifting, etc., complete in all respect &amp; instruction of the Architect.</p> <p>For payment net cladding area will be measured."</p>	SFT	68		

1.3	<b>"Mirror Cladding in Drawing Room - Elevation 01.</b> Provide and install in position Mirror Cladding, consisting of 5mm thick Imported Mirror (Malaysia) with beveled edge of approved quality fixed with approved adhesive on 3mm thick Commercial Ply backing, including all hardwares, wastage, cutting, lifting, etc., complete in all respect & instruction of the Architect. For payment net installed mirror area will be measured."	SFT	88		
1.4	<b>"MDF Board Panelling Paint Finish in Bed 03 - Elevation 05.</b> Provide and install in position MDF Board Panelling, consisting of solignum treated partial wood frame of approved sections (as shown), 10mm thick MDF Board fixed in wooden frame with approved Paint Finish, including all hardwares, wastage, cutting, lifting, etc., complete in all respect & instruction of the Architect. For payment net cladding area will be measured."	SFT	104		
1.5	<b>"Mirror Cladding in Bed 03 - Elevation 05.</b> Provide and install in position Mirror Cladding, 5mm thick Imported Mirror (Malaysia) with beveled edge of approved quality fixed with approved adhesive on 10mm thick MDF Board fixed in wooden frame, including all hardwares, wastage, cutting, lifting, etc., complete in all respect & instruction of the Architect. For payment net installed mirror area will be measured."	SFT	36		



1.6	<b>"MDF Board Moldings Paint Finish.</b> Provide and install in position MDF Moldings, consisting of MDF board for moldings fixed on walls with approved Paint Finish, including all hardwares, wastage, lifting, cutting, fixing etc., complete as per drawing & instruction of the Architect. For payment net running length shall be measured				
i)	Drawing Room - Elevation 01 & 02.	RFT	820		
1.7	<b>"Laminated Board Full Height Cabinet in Bed 01 - Elevation 04.</b> Provide and install in position 24"" Deep Laminated Board Full Height cabinets, consisting of solignum treated partial wood frame of approved sections (as shown), 5mm and 16mm thick Laminated Board (Patex of approved sample) for structure, shutter & shelves with Solid Oak wood Polish Finish & PVC lipping on edges, including all hardwares, edge making, hinges handles, lockset, S.S. Pegs, approved quality channels for drawers, wastage, cutting, lifting, etc., complete in all respect & instruction of the Architect. For payment net elevation area of cabinets will be measured."	SFT	140		
1.8	<b>"Laminated Board Full Height Cabinet in Bed 02 - Elevation 07.</b> Provide and install in position 24"" Deep Laminated Board Full Height cabinets, consisting of solignum treated partial wood frame of approved sections (as shown), 5mm and 16mm thick Laminated Board (Patex of approved sample) for structure, shutter & shelves with Solid Oak wood Polish Finish & PVC lipping on edges, including all hardwares, edge	SFT	140		

	making, hinges handles, lockset, S.S. Pegs, approved quality channels for drawers, wastage, cutting, lifting, etc., complete in all respect & instruction of the Architect. For payment net elevation area of cabinets will be measured."				
<b>2</b>	<b>Miscellaneous Work:</b>				
2.1	Curtains. Provide and install in position Curtains with approved Fabric & sample fixed with existing structure / pelmet, including all hardware, wastage, lifting, cutting, fixing, scaffolding etc., complete as per drawing & instruction of the Architect. For payment net installed Curtain area will be measured. Elevation 02, 03, 04, 06, 07.	SFT	540		
2.2	<b>Window Roller Blinds in Study Room.</b> Provide and install in position Roll-up Window Blinds of approved colour and specifications of DW chain operated Roller blind with approved Fabric screw with existing structure / pelmet, including all hardware, wastage, lifting, cutting, fixing, scaffolding etc., complete as per drawing & instruction of the Architect. For payment net installed Blind (including top & bottom channel) area will be measured. Elevation 08."	SFT	80		
<b>3</b>	<b>Customized Furniture Works:</b>				
3.1	<b>Sofa in Drawing Room (Three Seater).</b> Providing and install in position 6'-6"" x 2'-10"" x 2'-9"" high Sofa, consisting of M.S. Base Legs with approved Deco Paint Finish, solignum treated partial wood internal framing of approved sections, Foam Padding (Molty Foam or approved equivalent) wrapped on Foaming, Jute Fabric Upholstery as per 3D & approved	No	4.00		

	quality & sample wrapped on foam padding, including all hardware, wastage, lifting, cutting, fixing, etc., complete in all respect as per drawing and instruction of the Architect. Refer to Dwg AR-300"				
3.2	<b>Sofa in Drawing Room (Single Seater).</b> Providing and install in position 2'-3"" x 2'-3"" x 2'-9"" high Sofa, consisting of M.S. Base Legs with approved Deco Paint Finish, solignum treated partial wood internal framing of approved sections, Foam Padding (Molty Foam or approved equivalent) wrapped on Foaming, Jute Fabric Upholstery as per 3D & approved quality & sample wrapped on foam padding, including all hardware, wastage, lifting, cutting, fixing, etc., complete in all respect as per drawing and instruction of the Architect. <b>Refer to Dwg AR-301"</b>	Nos	4.00		
3.3	<b>Center Table in Drawing Room.</b> Providing and install in position 5'-0"" x 2'-9"" x 1'-6"" high Center Table, consisting of solignum treated partial wood internal framing of approved sections, 5mm thick clear float Black Back Painted Glass Top of approved sample, 16mm thick MDF board for table sides with approved Black Deco Paint Finish, including all hardware, wastage, lifting, cutting, fixing, etc., complete in all respect as per drawing and instruction of the Architect. Refer to Dwg AR-303"	Nos	2.00		
3.4	<b>"Puffy Sofa Seater in Drawing Room.</b> Providing and install in position 5'-0"" x 1'-6"" x 1'-6"" high Puffy Sofa Seater, consisting of M.S. Base Legs with approved Deco Paint Finish, solignum treated partial wood internal framing of approved sections, Foam Padding (Molty Foam or approved equivalent) wrapped on Foaming, Jute Textured Fabric Upholstery as per 3D & approved quality & sample wrapped on	Nos	2.00		

	foam padding, including all hardware, wastage, lifting, cutting, fixing, etc., complete in all respect as per drawing and instruction of the Architect. <b>Refer to Dwg AR-304"</b>				
3.5	<b>Round Corner Table in Drawing Room.</b> Providing and install in position 1'-9"" Dia"" x 1'-10"" high Round Corner Table, consisting of solignum treated partal wood internal framing of approved sections, 20mm thick Marble / Granite of approved sample with six-side chemical treatment for table top, Mahogany / Teak veneer pasted with approved sample on 10mm thick MDF board for table sides with approved Polish Finish, Solid Wood base with approved Deco Paint Finish, including all hardware, wastage, lifting, cutting, fixing, etc., complete in all respect as per drawing and instruction of the Architect. <b>Refer to Dwg AR-302"</b>	Nos	6.00		
3.6	<b>Sofa in Lounge (L Shape).</b> Providing and install in position 14'-0"" x 2'-11"" x 2'-9"" high Sofa, consisting of M.S. Base Legs with approved Deco Paint Finish, solignum treated partal wood internal framing of approved sections, Foam Padding (Molty Foam or approved equivalent) wrapped on Foaming, Jute Fabric Upholstery as per 3D & approved quality & sample wrapped on foam padding, including all hardware, wastage, lifting, cutting, fixing, etc., complete in all respect as per drawing and instruction of the Architect. <b>Refer to Dwg AR-300"</b>	Nos	2.00		
3.7	<b>Sofa in Lounge (Single Seater).</b> Providing and install in position 2'-3"" x 2'-3"" x 2'-9"" high Sofa, consisting of M.S. Base Legs with approved Deco Paint Finish, solignum treated partal wood internal framing of approved sections, Foam Padding (Molty Foam or approved equivalent) wrapped on Foaming, Jute Fabric Upholstery as per 3D & approved	Nos	2.00		

	quality & sample wrapped on foam padding, including all hardware, wastage, lifting, cutting, fixing, etc., complete in all respect as per drawing and instruction of the Architect. Refer to Dwg AR-301"				
3.8	<b>Round Center Table in Lounge.</b> Providing and install in position 1'-6"" Dia"" x 1'-10"" high Round Corner Table, consisting of solignum treated partal wood internal framing of approved sections, 20mm thick Marble / Granite of approved sample with six-side chemical treatment for table top, Mahogany / Teak veneer pasted with approved sample on 10mm thick MDF board for table sides with approved Polish Finish, Solid Wood base with approved Deco Paint Finish, including all hardware, wastage, lifting, cutting, fixing, etc., complete in all respect as per drawing and instruction of the Architect. Refer to Dwg AR-302"	Nos	4.00		
3.9	<b>Round Center Table in Lounge.</b> Providing and install in position 2'-4"" Dia"" x 1'-10"" high Round Corner Table, consisting of solignum treated partal wood internal framing of approved sections, 20mm thick Marble / Granite of approved sample with six-side chemical treatment for table top, Mahogany / Teak veneer pasted with approved sample on 10mm thick MDF board for table sides with approved Polish Finish, Solid Wood base with approved Deco Paint Finish, including all hardware, wastage, lifting, cutting, fixing, etc., complete in all respect as per drawing and instruction of the Architect. Refer to Dwg AR-302"	Nos	2.00		
3.10	<b>"TV Console in Lounge.</b> Providing and install in position 7'-0"" x 1'-0"" x 1'-0"" high TV Console, consisting of solignum treated partal wood internal framing of approved sections, 5mm & 16mm thick Laminated MDF Board - Brush Oak Finish (Patex or approved equivalent)	Nos	2.00		

	for cabinet structure & shutter, including all hardware, wastage, lifting, cutting, fixing, etc., complete in all respect as per drawing and instruction of the Architect. Refer to Dwg AR-307"				
3.11	<b>Bed - 01.</b> Providing and install in position 5'-6"" x 6'-6"" x 1'-6"" high Bed, consisting of Mahogany / Teak veneer pasted with approved sample on 3/4"" thick MDF board for sides, Solid hardwood for legs internal framing of approved sections with approved Polish Finish on all exposed wood surfaces, Jute Textured Fabric Upholstery for 3'-0"" high head board fixed with approved adhesive on 3/4"" thick MDF backing as per 3D & approved quality & sample, including all hardware, wastage, lifting, cutting, fixing, etc., complete in all respect as per drawing and instruction of the Architect. Refer to Dwg AR-308"	Nos	2.00		
3.12	<b>Round Side Table for Bed - 01.</b> Providing and install in position 1'-6"" Dia x 1'-6"" high Round Side Table, consisting of solignum treated partal wood internal framing of approved sections, 3mm & 10mm thick MDF board for table sides with approved Deco Paint Finish, including all hardware, wastage, lifting, cutting, fixing, etc., complete in all respect as per drawing and instruction of the Architect. Refer to Dwg AR-308"	Nos	2.00		
3.13	<b>Side Table for Bed - 01.</b> Providing and install in position 2'-0"" x 1'-6"" x 8"" high high Side Table, consisting of solignum treated partal wood internal framing of approved sections, 5mm & 16mm thick Laminated MDF board (Patex or approved equivalent) for table top & sides, including all hardware, wastage, lifting, cutting, fixing, etc., complete in all respect as per drawing and instruction of the Architect. Refer to Dwg AR-308"	Nos	2.00		

3.14	<b>"Bed - 02.</b> Providing and install in position 6'-6"" x 5'-6"" x 1'-6"" high Bed, consisting of M.S. Base Legs with approved Deco Paint Finish, Jute Textured Fabric Upholstery for 3'-0"" high head board fixed with approved adhesive on 3/4"" thick MDF backing, Solid hardwood frame with approved Polish Finish, including all hardware, wastage, lifting, cutting, fixing, etc., complete in all respect as per drawing and instruction of the Architect. Refer to Dwg AR-312"	Nos	2.00		
3.15	<b>"Side Table for Bed - 02.</b> Providing and install in position 1'-6"" x 1'-6"" x 1'-6"" high Side Table, consisting of solignum treated partial wood internal framing of approved sections, 5mm & 16mm thick Laminated MDF board (Patex or approved equivalent) for table top & sides, including all hardware, wastage, lifting, cutting, fixing, etc., complete in all respect as per drawing and instruction of the Architect. Refer to Dwg AR-312"	Nos	2.00		
3.16	<b>"Side Table for Bed - 02.</b> Providing and install in position 2'-0"" x 1'-6"" x 6"" high Side Table, consisting of solignum treated partial wood internal framing of approved sections, 5mm & 16mm thick Laminated MDF board (Patex or approved equivalent) for table top & sides, including all hardware, wastage, lifting, cutting, fixing, etc., complete in all respect as per drawing and instruction of the Architect. Refer to Dwg AR-312"	Nos.	2.00		
3.17	<b>"Bed - 03.</b> Providing and install in position 6'-0"" x 6'-6"" x 1'-6"" high Bed, consisting of M.S. Base Legs with approved Deco Paint Finish, Jute Textured Fabric Upholstery for 3'-0"" high head board fixed with approved adhesive on 3/4"" thick MDF backing, Solid hardwood frame with approved Polish	Nos	2.00		

	Finish, including all hardware, wastage, lifting, cutting, fixing, etc., complete in all respect as per drawing and instruction of the Architect. Refer to Dwg AR-310"				
3.18	<b>"Side Table for Bed - 03.</b> Providing and install in position 1'-9"" x 1'-6"" x 1'-6"" high Side Table, consisting of solignum treated partal wood internal framing of approved sections, 20mm thick Marble / Granite of approved sample with six-side chemical treatment for table top, Mahogany / Teak veneer pasted with approved sample on 10mm thick MDF board for table sides with approved Polish Finish, including all hardware, wastage, lifting, cutting, fixing, etc., complete in all respect as per drawing and instruction of the Architect. Refer to Dwg AR-310"	Nos.	4.00		
3.19	<b>"Dressing Table in Bed - 03.</b> Providing and install in position 3'-6"" x 2'-0"" x 5"" high high Dressing Table, consisting of solignum treated partal wood internal framing of approved sections, 5mm & 16mm thick Laminated MDF board (Patex or approved equivalent) for table top & sides, including all hardware, wastage, lifting, cutting, fixing, etc., complete in all respect as per drawing and instruction of the Architect. Refer to Dwg AR-311"	Nos	2.00		
3.20	<b>"Wall Mounted Table in Bed - 03.</b> Providing and install in position 6'-9"" x 1'-2"" x 8"" high Wall Mounted Table, consisting of solignum treated partal wood internal framing of approved sections, 5mm & 16mm thick Laminated MDF board (Patex or approved equivalent) for table top & sides, including all hardware, wastage, lifting, cutting, fixing, etc., complete in all respect as per drawing and instruction of the Architect. Refer to Dwg AR-311"	Nos	2.00		



3.21	<b>"Study Table.</b> Providing and install in position 4'-6"" x 2'-6"" x 2'-6"" high Study Table, consisting of solignum treated partial wood internal framing of approved sections, 5mm & 16mm thick Laminated MDF board (Patex or approved equivalent) for table top & sides, including all hardware, wastage, lifting, cutting, fixing, etc., complete in all respect as per drawing and instruction of the Architect. Refer to Dwg AR-313"	Nos	2.00		
3.22	<b>"Side Cabinet for Study Table.</b> Providing and install in position 4'-6"" x 1'-6"" x 2'-2"" high Side Cabinet, consisting of solignum treated partial wood internal framing of approved sections, 5mm & 16mm thick Laminated MDF board (Patex or approved equivalent) for table top & sides, M.S. Base Legs with approved Deco Paint Finish, including all hardware, wastage, lifting, cutting, fixing, etc., complete in all respect as per drawing and instruction of the Architect. Refer to Dwg AR-313"	Nos	2.00		
3.23	<b>"Credenza for Study Table.</b> Providing and install in position 5'-0"" x 1'-6"" x 2'-6"" high Credenza, consisting of solignum treated partial wood internal framing of approved sections, 5mm & 16mm thick Laminated MDF board (Patex or approved equivalent) for table top & sides, 20mm thick Fluted MDF board for shutter with approved Polish Finish, M.S. Base Legs with approved Deco Paint Finish, including all hardware, wastage, lifting, cutting, fixing, etc., complete in all respect as per drawing and instruction of the Architect. Refer to Dwg AR-314"	Nos	2.00		

TOTAL AMOUNT	
18% GST	
GRAND TOTAL WITH TAX	

*Grand Total Amount Rupees (in words)* \_\_\_\_\_

\_\_\_\_\_

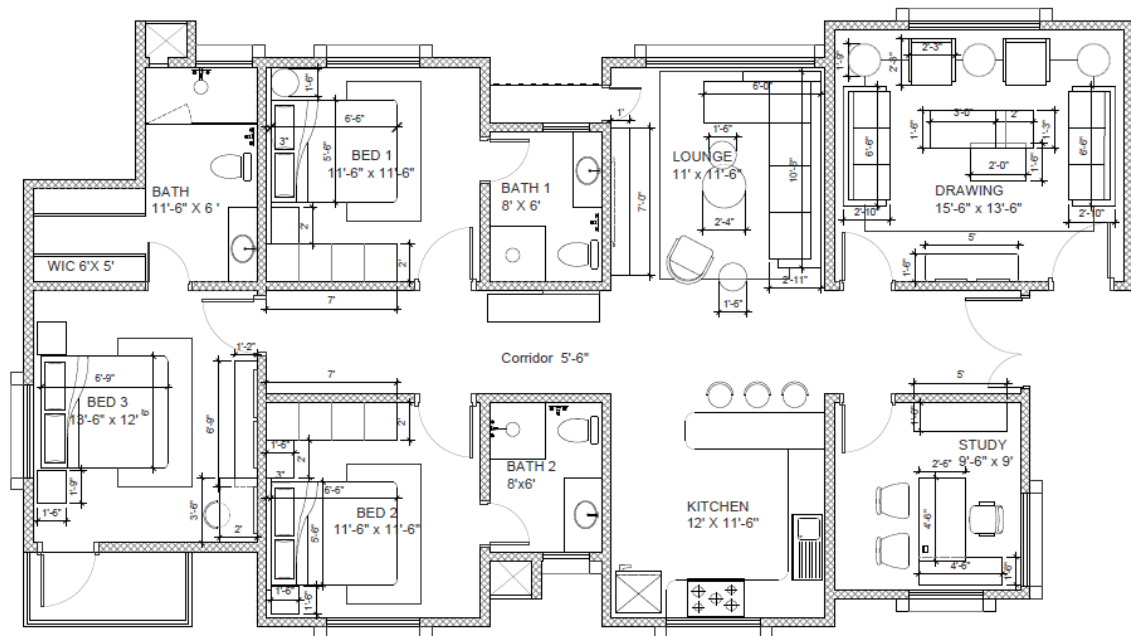
#### 4. DRAWING

## General Notes:

- All dimensions are in feet and inches, unless mentioned otherwise please do not scale the drawings, and use the specified dimensions.
- Dimensions are for guidance purpose only and may have slight variations.
- Contractors are requested to verify measurements on site at actual
- Any material or items depicted in 3d renders are subject to market availability.

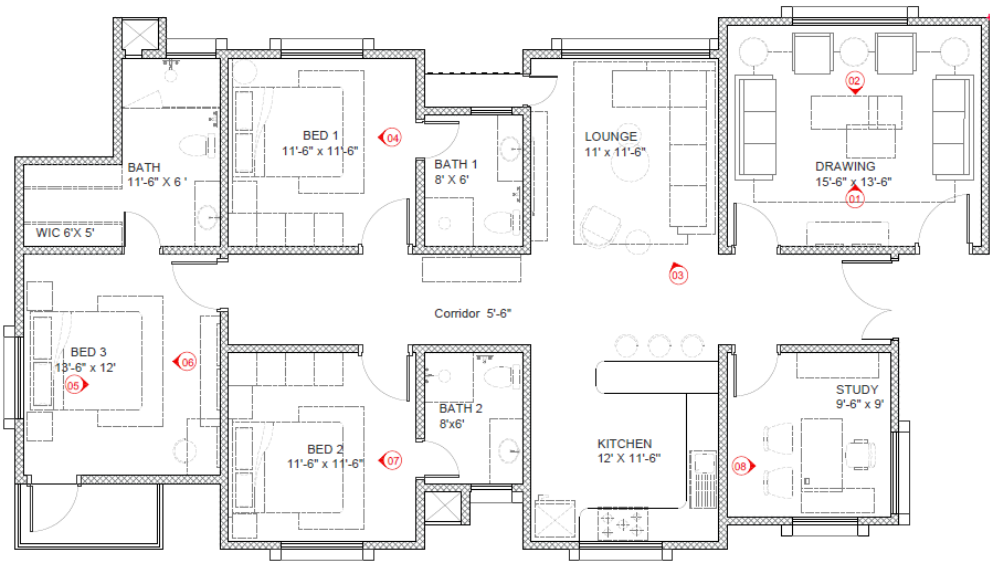
ARCHITECTURAL LIST OF DRAWING		
S.NO	TITLE	SHEET NO
1	Cover Sheet	
2	General Notes	
3	Title Sheet	
4	Furniture Working Plan	AR-100
5	View Finding Plan	AR-200
6	3d View - 01	AR-201
7	3d View - 02	AR-202
8	3d View - 03	AR-203
9	3d View - 04	AR-204
10	3d View - 05	AR-205
11	3d View - 06	AR-206
12	3d View - 07	AR-207
13	3d View - 08	AR-208

ARCHITECTURAL LIST OF DRAWING		
S.NO	TITLE	SHEET NO
14	Detail - 01	AR-300
15	Detail - 02	AR-301
16	Detail - 03	AR-302
17	Detail - 04	AR-303
18	Detail - 05	AR-304
19	Detail - 06	AR-305
20	Detail - 07	AR-306
21	Detail - 08	AR-307
22	Detail - 09	AR-308
23	Detail - 10	AR-309
24	Detail - 11	AR-310
25	Detail - 12	AR-311
26	Detail - 13	AR-312
27	Detail - 14	AR-313
28	Detail - 15	AR-314



Note: Dimension Area For Reference  
Purpose Only Contractors Are Requested  
To Take Measurement As Per Site

AR-200



**IBA**  
Karachi  
Institute of  
Business Administration  
Karachi

IBA KARACHI - INSTITUTE OF  
BUSINESS ADMINISTRATION

ISSUE:  
ISSUE FOR CONSTRUCTION

Drawing Title  
STAFF ACCOMMODATION  
VIEW FINDING PLAN

Drafted By:- SH  
Scale:- AS SHOWN  
Date:- 16-04-2024  
Project No:- 2024-126  
Sheet Size:- A3  
Drawing No:-

AR-200

100% PRINTING IS OK

AR-201



**IBA**  
Karachi  
Institute of  
Business Administration  
Karachi

IBA KARACHI - INSTITUTE OF  
BUSINESS ADMINISTRATION

ISSUE:  
ISSUE FOR CONSTRUCTION

Drawing Title  
STAFF ACCOMMODATION  
3D VIEW - 01

Drafted By:- SH  
Scale:- AS SHOWN  
Date:- 16-04-2024  
Project No:- 2024-126  
Sheet Size:- A3  
Drawing No:-

AR-201



AR-202

**IBA** Institute of  
Business Administration  
Karachi  
IBA KARACHI - INSTITUTE OF  
BUSINESS ADMINISTRATION  
ISSUE:  
ISSUE FOR CONSTRUCTION  
Drawing Title  
STAFF ACCOMODATION  
3D VIEW - 02  
Drafted By:- SH  
Scale:- AS SHOWN  
Date:- 16-04-2024  
Project No:- 2024-126  
Sheet Size:- A3  
Drawing No:-

AR-202



AR-203

**IBA** Institute of  
Business Administration  
Karachi  
IBA KARACHI - INSTITUTE OF  
BUSINESS ADMINISTRATION  
ISSUE:  
ISSUE FOR CONSTRUCTION  
Drawing Title  
STAFF ACCOMODATION  
3D VIEW - 03  
Drafted By:- SH  
Scale:- AS SHOWN  
Date:- 16-04-2024  
Project No:- 2024-126  
Sheet Size:- A3  
Drawing No:-

AR-203





AR-204

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ISSUE:  
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Drawing Title  
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3D VIEW - 04  
Drafted By:- SH  
Scale:- AS SHOWN  
Date:- 16-04-2024  
Project No:- 2024-126  
Sheet Size:- A3  
Drawing No:-

AR-204



AR-205

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ISSUE:  
ISSUE FOR CONSTRUCTION  
Drawing Title  
STAFF ACCOMODATION  
3D VIEW - 05  
Drafted By:- SH  
Scale:- AS SHOWN  
Date:- 16-04-2024  
Project No:- 2024-126  
Sheet Size:- A3  
Drawing No:-

AR-205





AR-206



ISSUE:  
ISSUE FOR CONSTRUCTION

Drawing Title  
STAFF ACCOMMODATION  
3D VIEW - 06

Drafted By:- SH  
Scale:- AS SHOWN  
Date:- 16-04-2024  
Project No:- 2024-126  
Sheet Size:- A3  
Drawing No:-

AR-206



AR-207



ISSUE:  
ISSUE FOR CONSTRUCTION

Drawing Title  
STAFF ACCOMMODATION  
3D VIEW - 07

Drafted By:- SH  
Scale:- AS SHOWN  
Date:- 16-04-2024  
Project No:- 2024-126  
Sheet Size:- A3  
Drawing No:-

AR-207

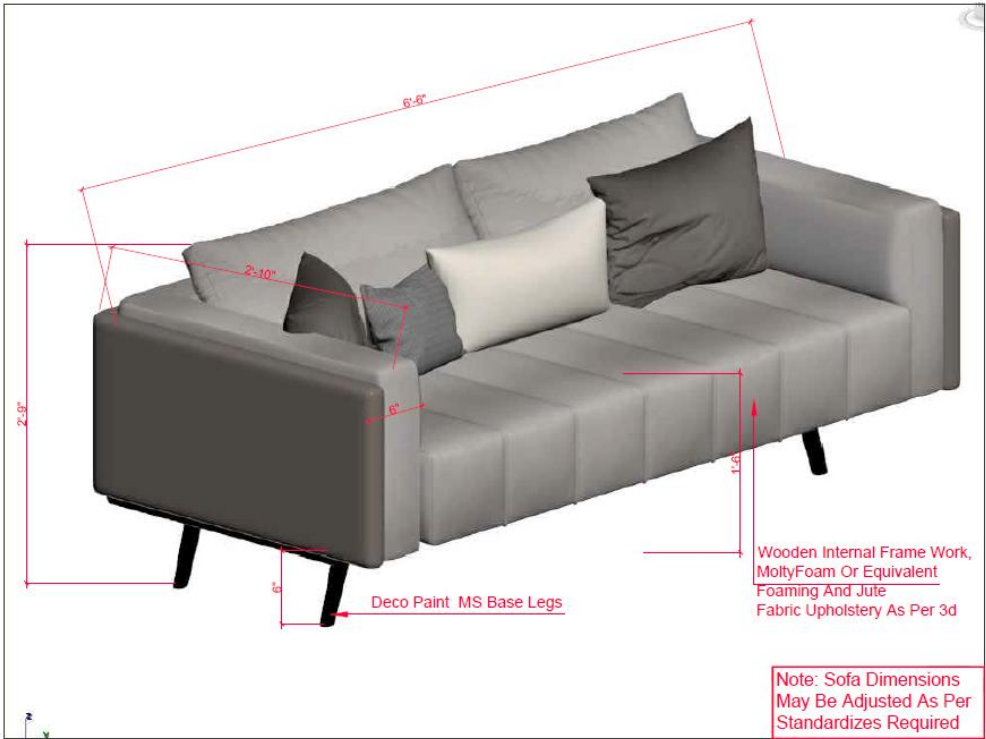


AR-208

IBA KARACHI - INSTITUTE OF BUSINESS ADMINISTRATION  
ISSUE:  
ISSUE FOR CONSTRUCTION

Drawing Title  
STAFF ACCOMMODATION  
3D VIEW - 08  
Drafted By:- SH  
Scale:- AS SHOWN  
Date:- 16-04-2024  
Project No:- 2024-126  
Sheet Size:- A3  
Drawing No:-

AR-208



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ISSUE:  
ISSUE FOR CONSTRUCTION

Drawing Title  
DRAWING ROOM  
ISOLATED DETAIL - 01  
Drafted By:- SH  
Scale:- RAASMIA  
Date:- 16-04-2025  
Project No:- 2024-126  
Sheet Size:- A3  
Drawing No:-

AR-300



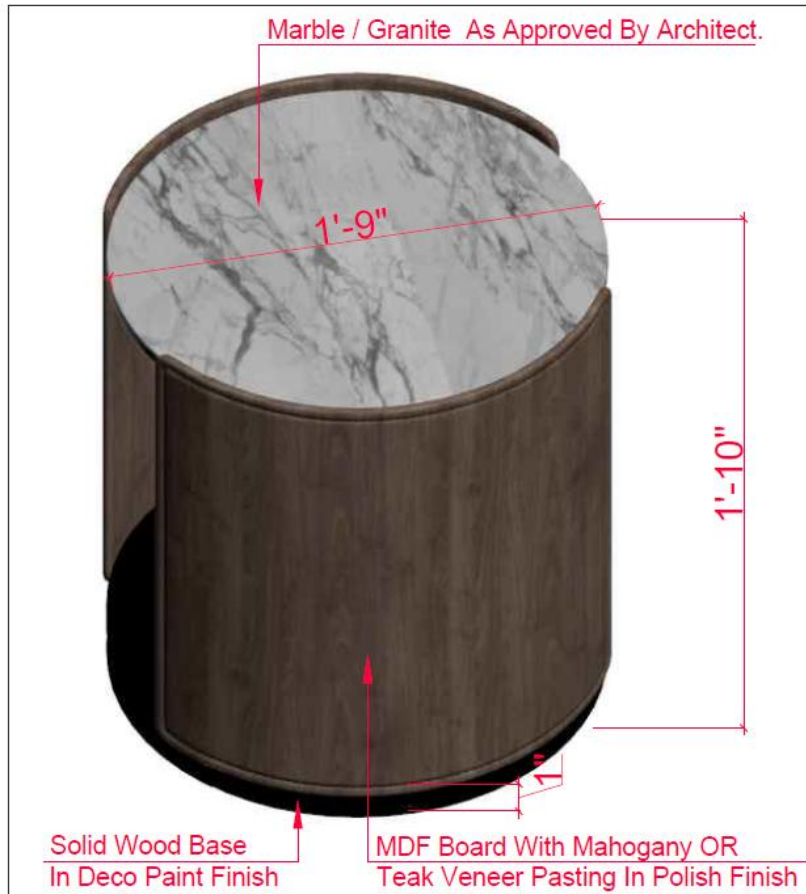
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ISSUE:  
ISSUE FOR CONSTRUCTION

Drawing Title

DRAWING ROOM  
ISOLATED DETAIL - 02  
Drafted By:- SH  
Scale:- RAASMA  
Date:- 16-04-2025  
Project No:- 2024-126  
Sheet Size:- A3  
Drawing No:-

AR-301



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ISSUE:

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Drawing Title

DRAWING ROOM  
ISOLATED DETAIL - 03

Drafted By:- SH

Scale:- RAASMIA

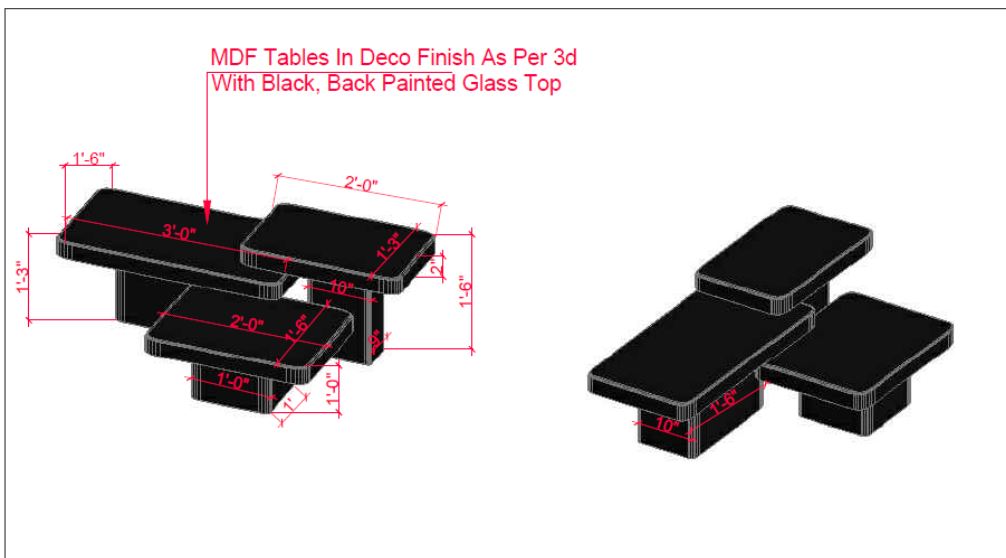
Date:- 16-04-2025

Project No:- 2024-126

Sheet Size:- A3

Drawing No:-

AR-302



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**ISSUE:**

### ISSUE FOR CONSTRUCTION

Drawing Title

DRAWING ROOM

ISOLATED DETAIL - 04

Drafted By:- SH  
Scale:- RAAGMIA

Scale:- RAASMA  
Date:- 16-04-2025

Project No:- 2024-126

Sheet Size:- A3

Drawing No:-

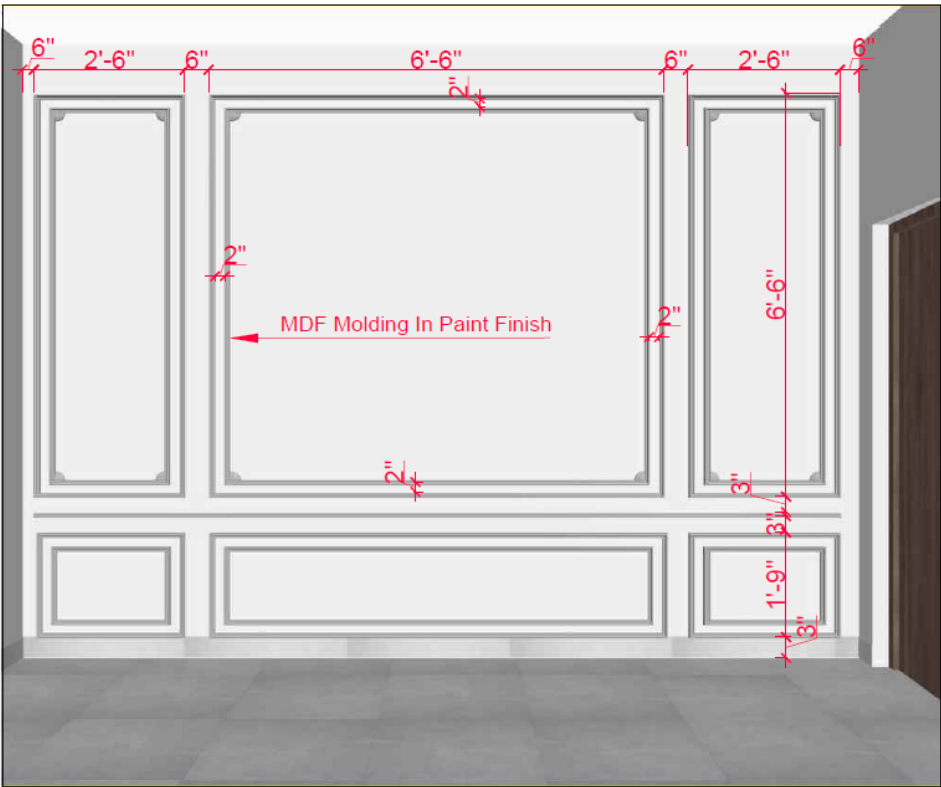
AR-303



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ISSUE:  
ISSUE FOR CONSTRUCTION

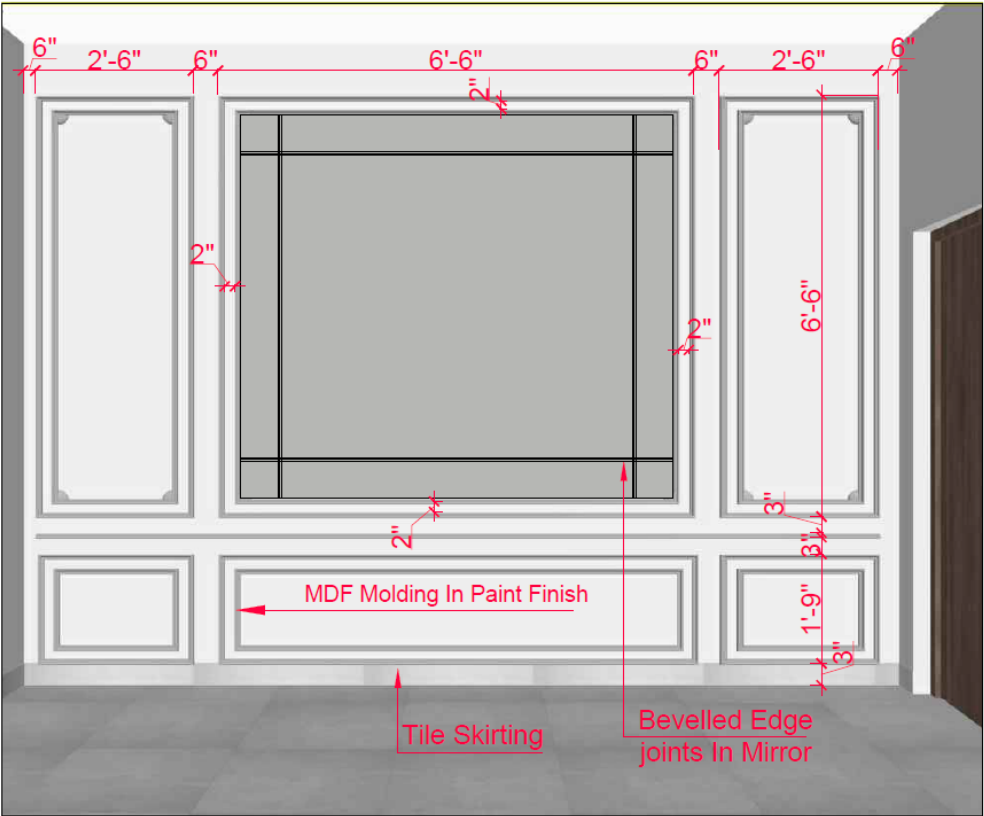
Drawing Title  
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Drafted By:- SH  
Scale:- RAASMA  
Date:- 16-04-2025  
Project No:- 2024-126  
Sheet Size:- A3  
Drawing No:-  
AR-304



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ISSUE FOR CONSTRUCTION

Drawing Title  
DRAWING ROOM  
ISOLATED DETAIL - 06  
Drafted By:- SH  
Scale:- RAASMA  
Date:- 16-04-2025  
Project No:- 2024-126  
Sheet Size:- A3  
Drawing No:-  
AR-305

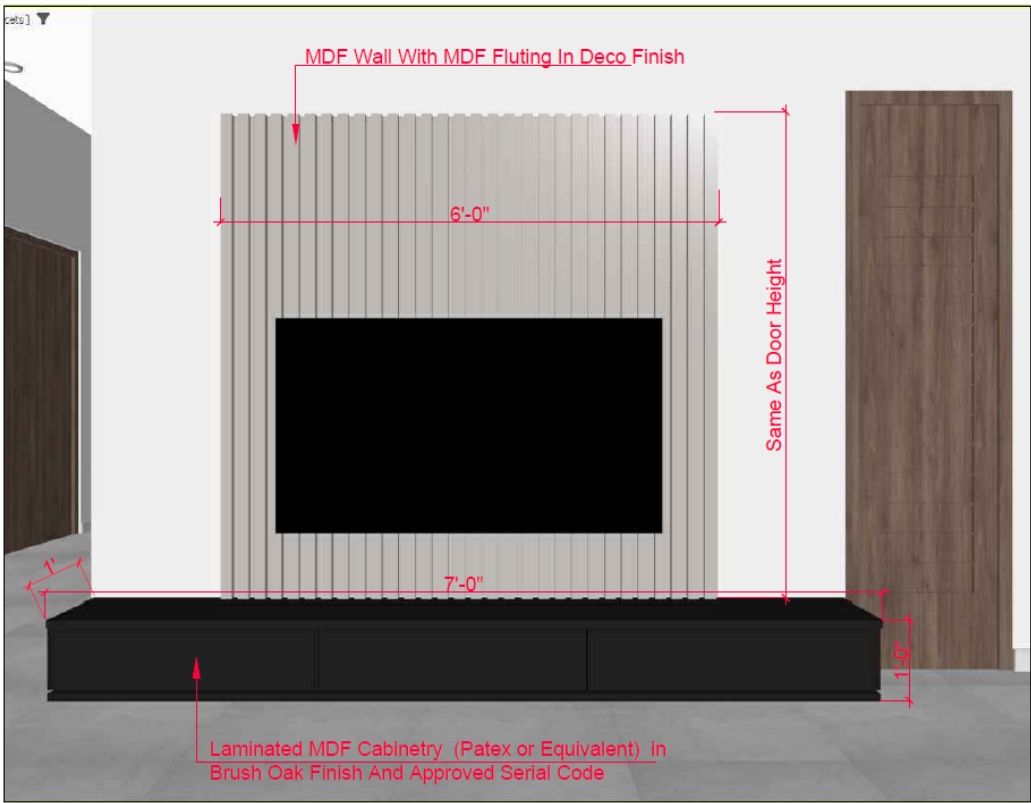


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ISSUE:  
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Drawing Title  
DRAWING ROOM  
ISOLATED DETAIL - 07  
Drafted By:- SH  
Scale:- RAASMIA  
Date:- 16-04-2025  
Project No:- 2024-126  
Sheet Size:- A3  
Drawing No:-

AR-306



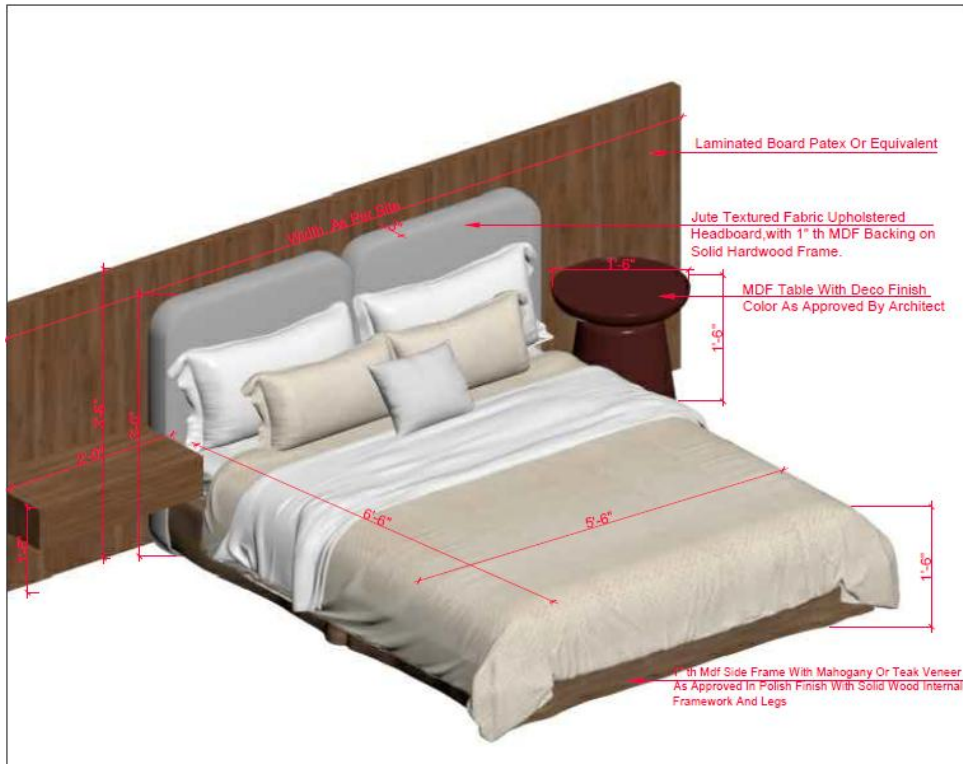
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ISSUE:  
ISSUE FOR CONSTRUCTION

Drawing Title  
LOUNGE  
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Drafted By:- SH  
Scale:- RAASMIA  
Date:- 16-04-2025  
Project No:- 2024-126  
Sheet Size:- A3  
Drawing No:-

AR-307





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Drawing Title

BEDROOM - 01  
ISOLATED DETAIL - 09

Drafted By:- SH

Scale:- RAASMIA

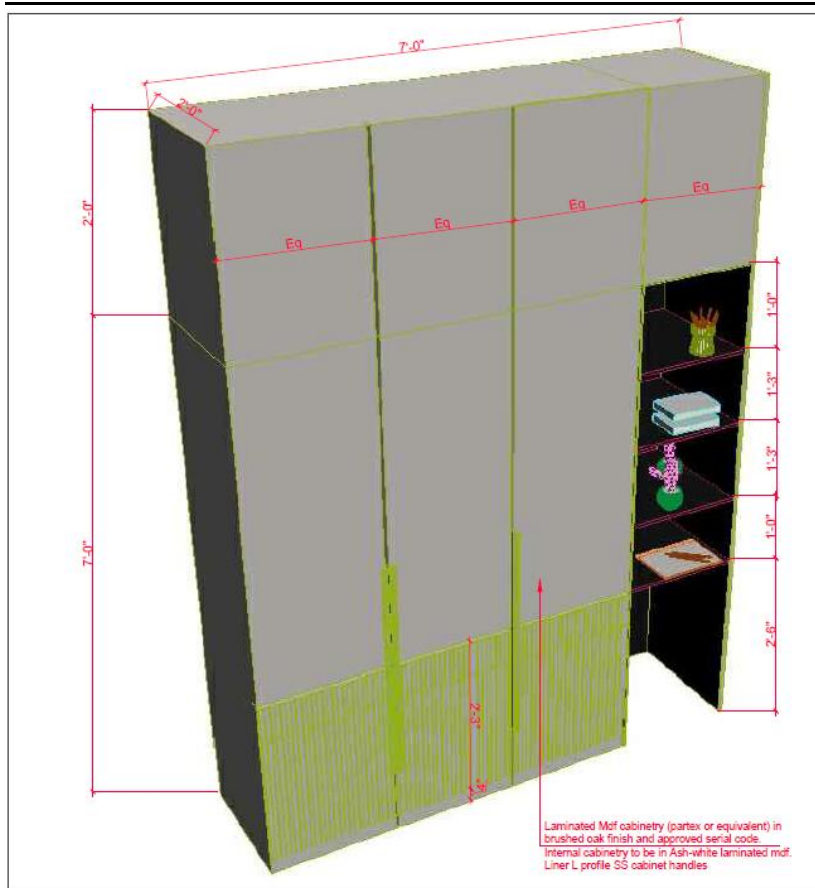
Date:- 16-04-2025

Project No:- 2024-126

Sheet Size:- A3

Drawing No:-

AR-308



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Business Administration  
Karlsruhe

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**ISSUE:**

### ISSUE FOR CONSTRUCTION

Drawing Title

BEDROOM - 01

ISOLATED DETAIL - 1

Drafted By:- SH

Scale:- RAASMA

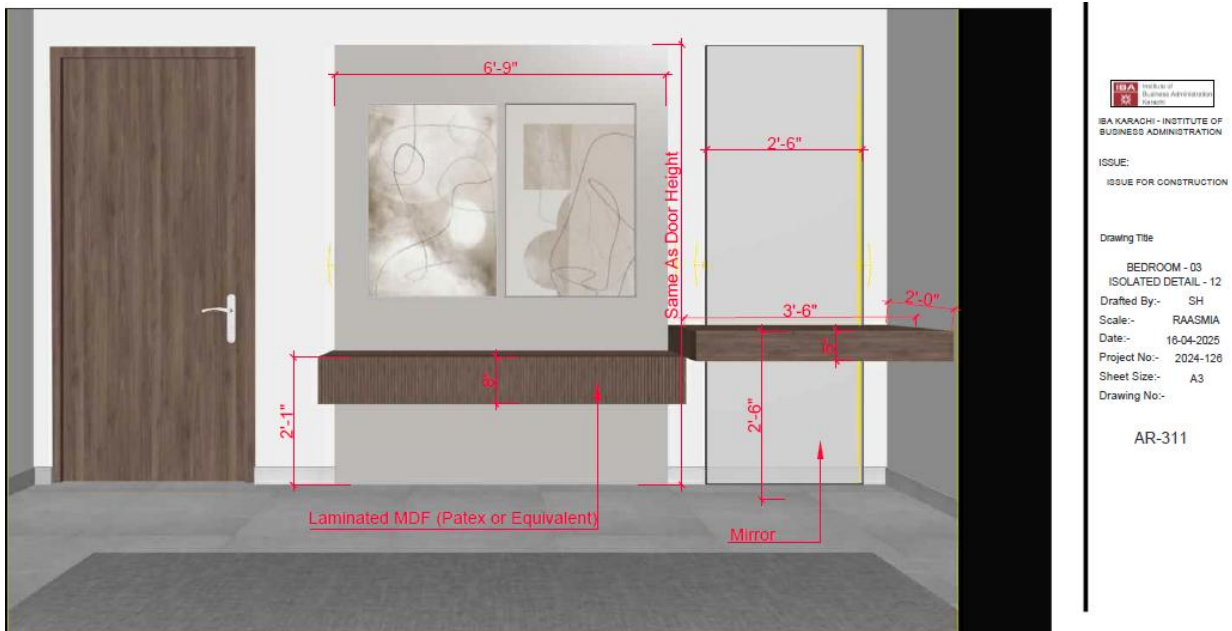
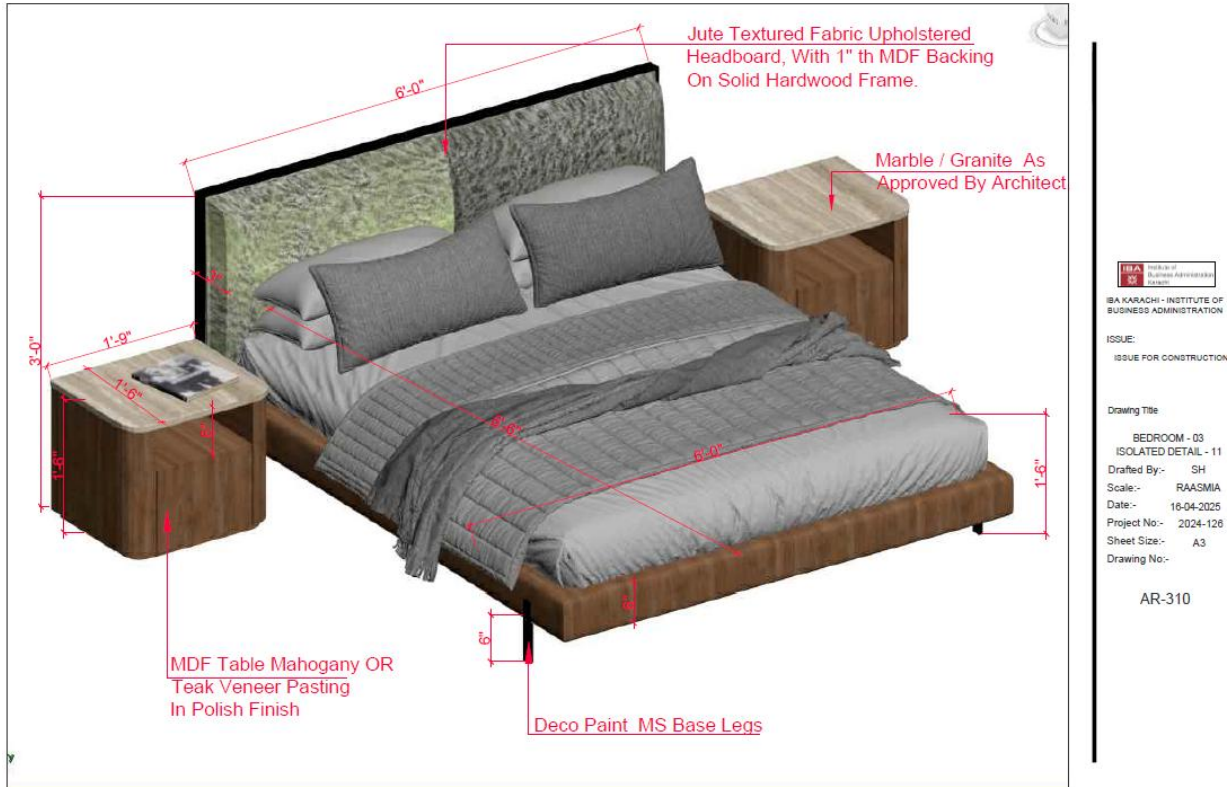
Date:- 16-04-2025

Project No:- 2024-126

Sheet Size:- A3

Drawing No:-

AR-309



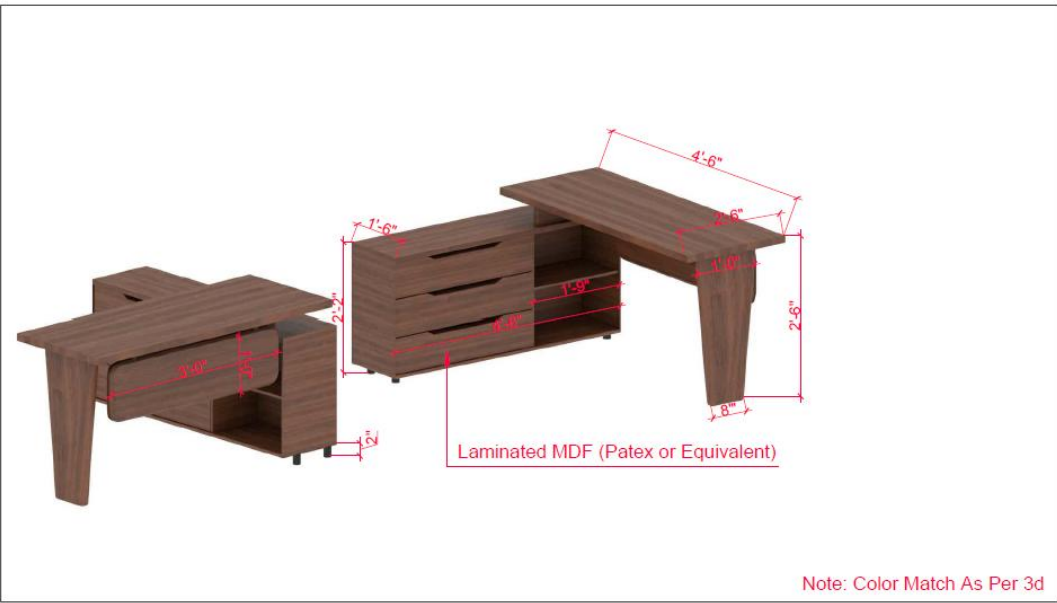




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Drawing Title  
BEDROOM - 02  
ISOLATED DETAIL - 13  
Drafted By:- SH  
Scale:- RAASMIA  
Date:- 16-04-2025  
Project No:- 2024-126  
Sheet Size:- A3  
Drawing No:-

AR-312

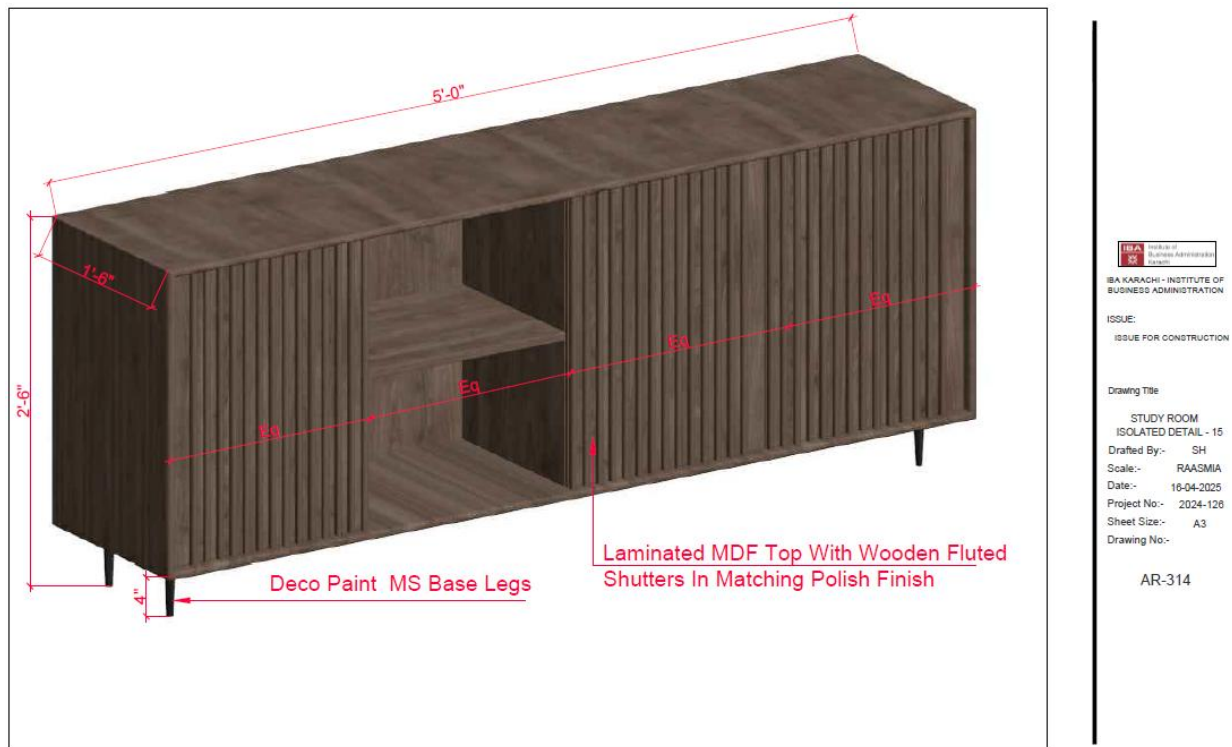


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ISSUE:  
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Drawing Title  
STUDY ROOM  
ISOLATED DETAIL - 14  
Drafted By:- SH  
Scale:- RAASMIA  
Date:- 16-04-2025  
Project No:- 2024-126  
Sheet Size:- A3  
Drawing No:-

AR-313

Note: Color Match As Per 3d



## 5. **BIDDING DATA**

**Name of Procuring Agency:** Institute of Business Administration, Karachi

**(a) Brief Description of Works:** Supply of Furniture works at Faculty Apartment

**(b) Procuring Agency's address:-**Main Campus, University Road, Karachi

**(c) Amount of Bid Security:-** Bid Security of 2% 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

**(d) Period of Bid Validity (days):-** Ninety Days

**(e) Performance Security Deposit:** Successful bidder should provide 5% Performance Security of total value of 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.

**(f) Deadline for Submission of Bids along with time :-** The last date of submit the Tender Document in sealed envelope in July 9, 2025 by 3pm in the Office of the Security Office, Gate # 4, 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 July 9, 2025 on 3:30 PM at IBA Main Campus, University Road, Karachi.

**(h) Time for Completion from written order of commence:-** 45 days

**(i) Liquidated damages:-** 2% liquidated damages of the total amount will be imposed for which the contractor failed to complete work within the execution period.

**(j) Deposit Receipt No: Date: Amount:(in words and figures) Pay Order / Demand Draft**

**# ..... , Amount :Rs.....Drawn on Bank..... Dated.....**

## 6. BIDDER QUALIFICATION CRITERIA

S. No	Mandatory Eligibility Criteria (Attach Supporting Document)	Remarks Yes / No
1	Minimum 5 projects of relevant experience (Furniture works) during the last three years.	
2	Recently completed projects involving made to order furniture works. Min. amount Rs. 2.0 million or above. (Attach work orders and/or completion certificates issued by the Client/Consultant).	
3	Last 3 years' financial statements minimum 6.0 million (per year) average turnover in terms of financial statement or bank statement.	
4	"Sales tax registration certificate both FBR and / or SRB" and NTN.	

## 7. TERMS & CONDITIONS

The following terms of the supply are agreed by the manufacturer / supplier / distributor / firms or companies:

- (i) **Receiving / Acceptance of Purchase/Work Order:** The manufacturers / supplier / distributor will sign the copy of the Purchase/Work Order as acknowledgement.
- (ii) **Delivery Challan:** Copies of Delivery Challan on which the Order number, date of delivery execution, quantity, quality, specs, manufacturer name clearly mentioned. Non-compliance with this condition renders the goods liable to non-acceptance. After seven days, IBA will not be responsible for any claim(s) / responsibility.
- (iii) **Place of Delivery:** Delivery at the mentioned location(s) as specified in the BoQ.
- (iv) **Delayed Delivery:** 2% liquidated damages of the total amount will be imposed per month for which the company/firm/agency failed to deliver within the delivery/execution period and maximum upto 10%.
- (v) **Inspection:** Physical inspection will be carried out by IBA authority. Ordered material is subject to final inspection at the time of delivery.
- (vi) **Quantity Delivered:** Competent Authority reserves the right to change/alter/remove any item or article or reduce/enhance quantity.
- (vii) **Condition of Goods:** All items must meet in all respects with the specs & conditions of the Order and must be in good condition otherwise they will be liable to reject.
- (viii) **Delivery of Goods:** All the items must be delivered to the store of the IBA who will sign the receipt with stamp on delivery note.
- (ix) **Rejection of Goods:** We reserve the right to cancel any or all the items if material is not in accordance with our specification or if the delivery is delayed.
- (x) **Sub-letting:** No sub-letting in any case and form will be acceptable.
- (xi) **Termination:** That upon termination of this agreement the service provider shall be permitted to remove all its devices and equipment which may have been placed at premises from the time to time.
- (xii) **Submission of Invoices:** Invoice / Bill should be submitted to Procurement Department.
- (xiii) **Validity of Bid:** Validity is for ninety (90) days.
- (xiv) **Company Profile:** Company Profile be attached with this document.
- (xv) **Rules, Regulations & Policies:** All rules, regulations and policies will be governed in accordance to the SPPRA & IBA PP&P.
- (xvi) **Price / Rate:** must be quoted on Tender Form only and submitted in sealed envelope.
- (xvii) **General Sales Tax:** Will be paid on applicable items only by the company/firm/agency.

- (xviii) **Bid Security:** 2% Bid Security should be deposited along with the tender form in shape of PAY ORDER / DEMAND DRAFT only in the name of Institute of Business Administration, Karachi.
- (xix) **Arbitration:** In case of any dispute, difference or and question which may at any time arise between the parties hereto or any person under them, arising out in respect of this letter of intent or this subject matter thereof shall be referred to the Registrar of the IBA and CEO of the company / firm / agency for arbitration/settling of the dispute, failing which the decision of the court law in the jurisdiction of Karachi binding to the parties.
- (xx) **Performance Security:** Successful bidder should provide 5% Performance Security of total value of 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 / Warranty, whichever is longest.
- (xxi) **Government tax(es), levi(es) and charges(s):** It will be charged at actual as per SRO.
- (xxii) **Tender Document:** Tender Document available at the Office of Head of Procurement, Ground Floor, Fauji Foundation IBA Main Campus, University Road, Karachi.
- (xxiii) **Discourage Child Labor:** All staff must have CNIC and clearly mentioned to discourage work through child labor.
- (xxiv) **Environmental Friendly Procedure:** Supplier / Manufacturer / Distributor must ensure Environmental Friendly procedure of manufacturing and avoid the use of Toxic material.
- (xxv) **Submission of Tender:** Last date for submission is July 9, 2025 up to 3 PM.
- (xxvi) **Opening of Tender:** Tender will be opened on July 9, 2025 on 3:30 PM at IBA Main Campus, University Road, Karachi.
- (xxvii) **Stamp Duty:** 0.35% against total value of Work Order will be levied accordingly.
- (xxviii) **Currency:** All currency in the proposal shall be quoted in Pakistan Rupees (PKR).
- (xxix) **Active Tax Payer:** Manufacturers / Firms / Supplier / Companies / Distributors shall maintain its status as an active/filer taxpayer with taxation authorities while rendering services to IBA, Karachi.
- (xxx) **Delivery Time:** The items should be delivered within 45 days from the date of acceptance of LoA.
- (xxxi) **Bid Evaluation:** The bid that after meeting the bidder eligibility criteria, is found substantially responsive to the terms and conditions as set out in the bidding documents.
- (xxxii) **Conditional /Optional / Alternate Bids:** Such bids will not be accepted.

## 8. Integrity Pact

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

M/s \_\_\_\_\_, the manufacturers / companies / distributor / firm hereby declares that:

- (a) Its intention not to obtain the procurement 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 manufacturers / companies / distributor / firm 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 procurement or service contract or order or other obligations whatsoever from the IBA, except that which has been expressly declared pursuant hereto.
- (c) The manufacturers / companies / distributor / firm 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, manufacturers / companies / distributor / firm 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 manufacturers / companies / distributor / firm as aforesaid for the purpose of obtaining or inducing procurement/work/service or other obligation or benefit in whatsoever from the IBA.

### **Note:**

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

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

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

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

Address \_\_\_\_\_

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

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

E-mail: \_\_\_\_\_