Tender Fee: Rs. 3,000/-
(Non-Refundable)

TENDER FORM

Tender # ME/10/25-26

Material Supply, Cable Laying with Installation, Termination, Commissioning at Aman Tower City Campus

Date of Issue	**:**	**March 11, 2026**
Last Date of Submission	**:**	**April 01, 2026 (3:00 PM)**
Date of Opening of Tender	**:**	**April 01, 2026 (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.

Tender Title (Ref. No.)	Procedure	Bid Security
Material Supply, Cable Laying with Installation, Termination, Commissioning at Aman Tower City Campus (ME/10/25-26)	Single Stage One Envelope	2%
Tender Fee & Dates		
Fee: Rs.3,000/- Issuance start date: March 11, 2026 at 9 AM Issuance end date & time: April 01, 2026 at 3 PM Submission date & time: March 11, 2026 to April 01, 2026 from 9 AM to 3 PM Opening date & time: April 01, 2026 at 3:30 PM **Site Visit:** March 26 , 2026 at 11 AM at IBA City 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). 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, Univeristy Enclave, Karachi 75270
111-422-422 Fax (92-21) 99261508
Contact Person Assistant Manager Procurement on 38104700 ext: 2150
Email tenders@iba.edu.pk
Website https://www.iba.edu.pk/tenders/
SPPRA EPADS: https://portalsindh.eprocure.gov.pk/#/

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Stamp & Signature

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 March 11, 2026 to "Material Supply, Cable Laying with Installation, Termination, Commissioning at Aman Tower City Campus".

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 to 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

Stamp & Signature

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.

(c) You can collect the Tender Document from the office of Head of Procurement, Ground Floor, Fauji Foundation IBA Main Campus, University Enclave, Karachi from March 11, 2026 to April 01, 2026 during working 9:00am to 3pm.

(d) The last date of submit the Tender Document in sealed envelope in April 01, 2026 by 3pm in the Office of the Security Gate # 4, Ground Floor, 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.

(e) 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.

(f) Successful bidder should provide 5% Performance Security of total value of Purchase Order / Work Order in the form of Pay Order or bank guarantee prior to signing of the Contract. The Performance Security shall extend at least three months beyond the Date of Delivery/Completion of work / Contract.

(g) Please mention "Tender Number" at top left 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.

(h) All currency in the proposal shall be quoted in Pakistan Rupees (PKR).

(i) Site visit will be held on March 26, 2026 at 11am with Manager Electrical Engineer at City Campus for understanding the exact nature of the job.

(j) Manufacturers / Firms / Supplier / Companies / Distributors shall maintain its status as an active/filer taxpayer with taxation authorities while rendering services to IBA, Karachi.

Stamp & Signature

3. BILL OF QUANTITY

Material Supply, Cable Laying with Installation, Termination, Commissioning at Aman Tower							
S #	**Description**	**UOM**	**Qty**	**Material**		**Service Charges**	
				Unit Price	**Amount**	**Unit Price**	**Amount**
1	Providing & Installation G.I Cable Tray G.I (18 Gauge) with cover; 10"x4"; Rectangular GI Cable Tray Top Cover on (Powder Coated) Size 10-inch x 4 inches Rectangular.18 Gauge 16ft required in c type curve UNIT=FT. Service Charges Electric & Civil work with Cable tray Installation; Complete Electrical and Civil Work * Cable Laying * Sheet Cutting For Cable Gland * Civil Work * Fixing of Cable Tray * Cable termination accessories	Each	16				
2	Providing & Installation Cable Gland For Brass Cable; 300MM; brass	Each	2				
3	Providing & Installation LT Cable Termination Kit BRAND: Raychem 4-CORE 400 Volts; 300MM	Each	2				
4	Providing & Installation Electric Cable PVC To PVC; 300mm.Sq; 4 core CU/PVC/PVC 300mm.Sq x 4 Core Cable, 600/1000 volt. Pakistan Cables/Fast Cable/New Age Cable. UNIT=METRE	Meter	80				

Total			
18% GST		**15% SRB**	
Total with Taxes			
Grand Total with Taxes			

Note:

1. Successful bidder is required to submit cable certificate of analysis at the time of delivery.
2. Megger test shall be performed for item # 4 and certificates shall be submitted accordingly.

Grand Total Amount (in words) _____

_____

Stamp & Signature

4. BIDDING DATA

(a) Name of Procuring Agency: Institute of Business Administration, Karachi

(b) Brief Description of Works: Material Supply, Cable Laying with Installation, Termination, Commissioning at Aman Tower City Campus

(c) Procuring Agency's address:-Main Campus, University Enclave, Karachi

(d) 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

(e) Period of Bid Validity (days):- Ninety Days

(f) 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 prior to signing of the Contract. The Performance Security shall extend at least three months beyond the Date of Delivery/Completion of work / Contract.

(g) Deadline for Submission of Bids along with time :- The last date of submit the Tender Document in sealed envelope in April 01, 2026 by 3pm in the Office of the Security Office Gate # 4, IBA Main Campus, University Enclave, Karachi. The Tender will be opened on same day at 3:30 PM in the presence of representatives who may care to attend.

(h) Venue, Time, and Date of Bid Opening:- Tender will be opened on April 01, 2026 on 3:30 PM at IBA Main Campus, University Enclave, Karachi.

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

(j) Liquidity damages:- 2% liquidity damages of the total amount will be imposed per month for which the contractor failed to complete work within the execution period.

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

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

Stamp & Signature

5. BIDDER QUALIFICATION CRITERIA

S. No	Mandatory Eligibility Criteria (Attach Supporting Document)	Remarks Yes / No
1	Minimum 3 years of relevant experience.	
2	Last 3 years' financial statements minimum 14 million (per year) in terms of bank statement or financial statement.	
3	"Sales tax registration certificate both FBR and / or SRB" and NTN.	
5	Undertaking no dissatisfactory performance by any institution / organization during last three years	
6	PEC Category C-6 with specialization code EE-11	

Stamp & Signature

6. 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:** As specified in the Purchase/Work Order unless otherwise informed accordingly.

(iv) **Delayed Delivery:** 2% liquidity 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.

(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 & Stores Department.

(xiii) **Advance Payment:** Advance Payment subject to Bank Guarantee.

(xiv) **Validity of Bid:** Validity is for ninety (90) days.

(xv) **Company Profile:** Company Profile be attached with this document.

(xvi) **Rules, Regulations & Policies:** All rules, regulations and policies will be governed in accordance to the SPPRA & IBA PP&P.

(xvii) **Price / Rate:** must be quoted on Tender Form only and submitted in sealed envelope.

(xviii) **General Sales Tax:** will be paid on applicable items only by the company/firm/agency.

_____

Stamp & Signature

(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 prior to signing of the Contract. 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) **Rights:** 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. IBA, also reserve the right to issue Purchase Order / Work Order for any single items to different lowest responsive bidders or issue Purchase Order / Work Order for all the items to any lowest responsive bidder.

(xxiii) **Tender Document:** Tender Document available at the Office of Head of Procurement, Ground Floor, Fauji Foundation IBA Main Campus, University Enclave, Karachi.

(xxiv) **Discourage Child Labor:** All staff must have CNIC and clearly mentioned to discourage work through child labor.

(xxv) **Environmental Friendly Procedure:** Supplier / Manufacturer / Distributor must ensure Environmental Friendly procedure of manufacturing and avoid the use of Toxic material.

(xxvi) **Submission of Tender:** Last date for submission is April 01, 2026 up to 3 pm.

(xxvii) **Opening of Tender:** Tender will be opened on April 01, 2026 on 3:30 PM at IBA Main Campus, University Enclave, Karachi.

(xxviii) **Stamp Duty**: 0.35% against total value of Work Order will be levied accordingly.

(xxix) **Currency:** All currency in the proposal shall be quoted in Pakistan Rupees (PKR).

(xxx) **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.

(xxxi) **Delivery Time**: The items should be delivered with installation & commission within 45 days from the date of Purchase Order.

(xxxii) **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.

_____

Stamp & Signature

7. Integrity Pact

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

M/s. _____, the manufacturer / supplier / distributor 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 manufacturer/supplier/distributor 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 manufacturer/supplier/distributor 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, contact, 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, manufacturer/supplier/distributor 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 company/firm/supplier/agency/service provider 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.

_____

Stamp & Signature

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:_____

_____
Stamp & Signature