



Institute of
Business Administration
Karachi

Leadership and Ideas for Tomorrow

Work Order

Approval Status: Approved

IBA Karachi
IBA MAIN CAMPUS
KARACHI
Pakistan

Purchase Order IBA-0000004849	Issue Date 20, February, 2020	
Payment Terms 30 Days	Ship Via ROAD	
Buyer Purchase Department	Phone +922138104700 Ext 2150, 2152, 2155	Currency PKR
Requestor Department ICT DEPARTMENT REQUESTER		

Supplier: V00170

Computer
Marketing Co.
(Pvt) Ltd.
suit N D/142 Line No 16 Block A
Bhittaiabad Town Gulist
Karachi
Pakistan

Ship To: Store, IBA Main Campus, University Road

Bill To: Purchase Department, IBA Main Campus
University Road, Karachi
Pakistan

S. No.	Item / Description Specification	Qty. (UOM)	PO Price	Extended Amount	Delivery Date
1	TENDER IT/10/19-20 SLA DATA CENTER FOR CITY CAMPUS REGULAR PREVENTIVE MAINTENANCE FOR THE FOLLOWING DATA CENTER EQUIPMENT AND COMPONENTS: 26 TR PACU LIEBERT DS PRECISION COOLING, AIR COOLED UNIT, DOWN BLAST, PARALLEL REDUNDANT SETUP (2 UNITS) EMERSON 120 KVA UPS WITH 40 EXTERNAL BATTERIES. 19 COMMScope RACKS WITH 38 ALTASUN POWER DISTRIBUTION UNITS(PDUS) CLOSED-CIRCUIT TELEVISION (CCTV) CONTROL SYSTEM (MODEL 3 MP, IP CMOS CAMERA (TOTAL :18 CAMERAS) BIOMETRIC ACCESS CONTROL SYSTEM (KIKO BRAND) BIOMETRIC AND PROXIMITY (10 UNITS) INCLUDING SOFTWARE AND 40 " TWO LCDS. RAISED FLOOR SYSTEM HSSD SYSTEM. COMPLETE ELECTRIC SYSTEM. CIVIL WORK INCLUDING, PAINT WORK, DOOR PAINT, NOC FURNITURE ETC. THE SERVICE PROVIDER SHALL RENDER MAINTENANCE SERVICE FROM THE	1.00 EA	50000.00	50000	31-Mar-21

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	NOTIFICATION DATE FOR THE FOLLOWING EQUIPMENT AND COMPONENTS.				
2	<p>TENDER IT/10/19-20 POWER COMPONENTS</p> <p>1.1 TESTING OF CIRCUIT BREAKERS AND SWITCHES.</p> <p>1.2 PERFORMS LOAD BALANCING TO PREVENT POWER OVERLOAD AND OTHER POWER ISSUE.</p> <p>1.2.1 STUDY THE LOAD DURING THE ACTUAL OPERATION</p> <p>1.2.2 DETERMINE THE UNBALANCE PHASE LOAD</p> <p>1.2.3 MONITOR THE BALANCED CURRENT LOAD</p> <p>1.2.4 TRANSFER / RECONFIGURE LOAD TO BALANCE THE PHASE LOAD</p> <p>1.3 CALIBRATION OF PROTECTIVE RELAYS.</p> <p>1.4 PERFORM MEGGER TESTING</p> <p>1.5 IDENTIFICATION OF POTENTIAL ELECTRICAL PROBLEMS</p> <p>1.6 SURVEY AND IDENTIFY OF HIGH TEMPERATURE EXCURSIONS</p> <p>1.7 SWITCHGEAR CLEANING AND INSPECTION</p> <p>1.8 CLEANING AND TIGHTENING OF ALL ELECTRICAL CONNECTIONS AND EQUIPMENT ENCLOSURES.</p> <p>1.9 REPLACEMENT OF LIGHTING FIXTURE.</p> <p>1.10 REPLACEMENT OF DEFECTIVE POWER OUTLETS AND RELATED COMPONENTS.</p> <p>1.11 UPDATING OF AS-BUILT DOCUMENTATION.</p> <p>1.12 CHECKING OF ELECTRICAL CONNECTION FOR ALL DC COMPONENTS SUCH AS PACU, UPS, GENERATOR SET, ATS, FIRE SUPPRESSION SYSTEM, ACCESS CONTROL, VIDEO SURVEILLANCE AND HSSD DETECTOR.</p>	1.00 EA	933000.00	933000	31-Mar-21
3	<p>TENDER IT/10/19-20 COMMSCOPE RACKS WITH ALTASUN POWER DISTRIBUTION UNITS(PDUS):</p> <p>2.1 SURFACE CLEANING.</p> <p>2.2 CHECK FOR POSSIBLE DEFECTIVE OF WORN OUT POWER STRIPS REPLACE IF NECESSARY.</p> <p>2.3 CHECK FOR POSSIBLE DEFECTIVE OR WORN OUT ACCESSORIES SUCH AS AXIAL FAN AND DOOR LOCK. REPLACE IF NECESSARY.</p> <p>2.4 PROVISION FOR ADDITIONAL CABLE ORGANIZER, HOOKS, LATCH STRAPS AND PULL</p>	1.00 EA	209150.00	209150	31-Mar-21



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	<p>OUT SHELF.</p> <p>2.5 VISUAL INSPECTION OF ALL PARTS OF DATA CABINET INCLUDING PANELS, DOOR, RACK MOUNTING RAIL, CASER, RACK CONNECTOR, CABLE ROUTING PANEL AND CONTILEVER ARM.</p> <p>2.6 ENSURE THE VENTILATION IS SUFFICIENT TO COPE WITH THE HEAT DISSIPATED BY EQUIPMENT'S INSIDE THE DATA CABINET.</p> <p>2.7 CHECKING OF MOUNTING NUTS, ADAPTER, BRACKETS, AND MULTIFUNCTION STRUT.</p> <p>2.8 CABLE HARNESSING.</p>				
4	<p>TENDER IT/10/19-20</p> <p>EMERSON UNINTERRUPTIBLE POWER SUPPLY (UPS):</p> <p>3.1 PERIODIC MONTHLY MAINTENANCE SERVICES FOR THE UPS UNIT AND BATTERY SYSTEM TO BE PERFORMED ON A MUTUALLY AGREED SCHEDULE.</p> <p>3.2 ALL THE NECESSARY SPARE PARTS OR CONSUMABLE ITEMS TO MAINTAIN THE US MUST BE ALLOTTED FROM STOCK INVENTORY.</p> <p>3.3 CONDUCT ON-SITE INSPECTION OF THE EQUIPMENT AND CHECK THE INTEGRITY OF ANY ELECTRIFIED HINGES OR SIMILAR POWER-TRANSFER DEVICES.</p> <p>3.4 REPLACE BATTERIES AS NECESSARY.</p> <p>3.5 CHECK CURRENT UPS INSTALLATION CONDITION. INSTALLATION SHOULD BE IN ACCORDANCE WITH THE MANUFACTURER'S GUIDELINE AND WIRING REGULATIONS.</p> <p>3.6 PERFORM APPROPRIATE PREVENTIVE MEASURES TO KEEP THE UPS IN GOOD AND RUNNING CONDITION AND ENSURE THAT VENTILATION IS CAPABLE OF MAINTAINING THE DC WITHIN RECOMMENDED AMBIENT TEMPERATURE AND HUMIDITY.</p> <p>3.7 PERFORM POWER FAILURE SIMULATION TO CHECK CHARGING AND DISCHARGING CAPACITY OF BATTERY.</p>	1.00 EA	1094153.00	1094153	31-Mar-21
5	<p>TENDER IT/10/19-20</p> <p>EMERSON PRECISION AIR CONDITIONING UNIT (PACU):</p> <p>4.1 INSPECTION AND REGULAR PREVENTIVE MAINTENANCE OF PACU UNITS AND ENSURE THAT IT IS WORKING ON OPTIMUM LEVEL.</p> <p>4.2 CHECK AND REPLACE WORN-OUT PARTS</p>	1.00 EA	1430954.00	1430954	31-Mar-21



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	INCLUDING FILTERS, FAN BELTS AND OTHER CONSUMABLE COMPONENTS.				
6	<p>TENDER IT/10/19-20 RAISED FLOOR SYSTEM :</p> <p>5.1 SOLID AND PERFORATED PANEL ROTATION FOR EVEN WEAR 5.2 UNDER STRUCTURE ADJUSTMENTS 5.3 REPLACEMENT OF WARPED PANELS 5.4 REFURBISH DELAMINATED PANELS 5.5 SUB-MICRON FILTER VACUUMING 5.6 SEALANT APPLIED TO SUB FLOORING 5.7 SPOT CLEANING TO REMOVE STAINS 5.9 PROFESSIONAL SURFACE CLEANING 5.10 DETAIL CLEANING OF ENTRY POINTS</p>	1.00 EA	229000.00	229000	31-Mar-21
7	<p>TENDER IT/10/19-20 SAMSUNG BRAND SURVEILLANCE SYSTEM</p> <p>6.1 CHECK CAMERAS IN ACCORDANCE WITH THE SPECIFICATION AND ANY AMENDMENT. 6.2 CHECK INDICATOR LAMPS CONDITION. 6.3 CHECK ALL CABLES AND CONDUIT ARE PROPERLY SUPPORTED UNDAMAGED AND SHOWING NO SIGNS OF WEAR. 6.4 CHECK THE PICTURE QUALITY OF EACH CAMERA AND CORRECT MONITOR SELECTION. 6.5 CLEANING OF CAMERA'S HOUSINGS AND LENSES. 6.6 CHECK CAMERA FUNCTIONS AND MOVEMENT AND FIELDS OF VIEW ARE FREE OBSTRUCTION. 6.7 CHECK CAMERA FUNCTIONS AND MOVEMENT AND FIELDS OF VIEW ARE FREE FORM OBSTRUCTION. 6.8 CHECK IF THE NVR AND DVR ARE RECORDING PROPERLY. 6.9 CHECK THE STATUS OF THE STORAGE IF IT REACHES THE MAXIMUM CAPACITY. 6.10 CHECK COMMUNICATION AND RECORDING OF ALL IP CAMERAS WITH THE NVR. 6.11 CHECK ALL CONTROL EQUIPMENT'S ARE UP AND RUNNING CONDITION. 6.12 PROVISION OF SPARES OF IP-BASED SURVEILLANCE SYSTEM AS PER INSTALLED MODEL.</p>	1.00 EA	257890.00	257890	31-Mar-21
8	<p>TENDER IT/10/19-20 KEICO BRAND ACCESS CONTROL SYSTEM.</p>	1.00 EA	151900.00	151900	31-Mar-21



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	7.1 MAINTENANCE AND VERSION UPDATES OF ACCESS CONTROL MANAGEMENT SOFTWARE. 7.2 CLEANING AND MAINTENANCE INSPECTION OF THE ACCESS CONTROL UNITS INCLUDING ITS PERIPHERALS SUCH AS THE DOOR ELECTROMAGNETIC LOCKS 7.3 MAINTENANCE OF PUSH-TO-EXIT BUTTONS				
9	TENDER IT/10/19-20 DATE CENTER CIVIL MAINTENANCE WORK 8.1 COMPLETE PAINT WORK OF ALL DATA CENTER AREA INCLUDING DOORS. 8.2 REPAIR AND MAINTENANCE OF NOC FURNITURE	1.00 EA	733333.00	733333	31-Mar-21
10	TENDER IT/10/19-20 RESIDENT ENGINEERS (SEVEN) DATA CENTER RE'S SHOULD BE RESPONSIBLE FOR MONITORING OF ALL SERVER ROOM HARDWARE EQUIPMENT. •OPERATE, MONITOR, MAINTAIN, AND RESPOND TO ABNORMAL CONDITIONS IN FACILITIES SYSTEMS. AREAS INCLUDE: ELECTRICAL, MECHANICAL AND BUILDING MONITORING AND CONTROL. •SHOULD HAVE A GOOD UNDERSTANDING OF ALL TECHNICALITIES. IT WILL BE HELPFUL IN IDENTIFYING THE ERRORS AND ALSO MONITORING THE OCCURRENCES RELATED TO DATA CENTER TASKS, WHICH SHALL HAVE TO BE RESOLVED AS QUICKLY AS POSSIBLE. •MAINTAIN A RECORD TO KEEP TRACK OF ALL THE EVENTS AND LOGS TO FACILITATE IN SUBMITTING TIMELY REPORTS TO THE SUPERIORS. •ABILITY TO COMMUNICATE INTELLIGENTLY AND EFFECTIVELY WITH CONTRACTORS WHO PERFORM MAINTENANCE OR UPGRADE WORK ON THESE SYSTEMS. •LEARN QUICKLY AND ADDRESS ISSUES AS THEY ARISE DURING NORMAL WORKING HOURS OR WHEN ON CALL. •UNDERSTAND THE DATA CENTER ENVIRONMENT AND EXCEL IN CUSTOMER SERVICE. •ABILITY TO LEARN QUICKLY, WORKS AUTONOMOUSLY, AND ADDRESSES ANY ISSUES THAT ARISE DAY OR NIGHT.	1.00 EA	2909804.00	2909804	31-Mar-21



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	<ul style="list-style-type: none"> •A WILLINGNESS TO PROVIDE ON-CALL SUPPORT IN CASE OF EMERGENCIES OR OTHER OFF HOURS ISSUES AT THE FACILITIES •STRONG VERBAL AND WRITTEN INTERPERSONAL SKILLS. •BE OPEN TO ALL SHIFTS. 				

Total: 7999184.00

13% GST: 1039894.00

Total PO Amount: 9039078.00

Amount in Words: Ninety Lakh Thirty Nine
Thousand Seventy Eight Only.

Terms & Conditions:

1. Service / Material of this order is subject to final inspection at the time of completion / delivery.
2. We reserve the right to cancel any or all the above service / items if it is not in accordance with our specification or if the delivery is delayed.
3. Payment will be made through crossed cheque after the receipt of the bill and delivery of the above item.
4. General Sales Tax will be paid on applicable items only.
5. Liquidity damages at the rate of 2% per month on actual will be imposed on delayed delivery.
6. The rate / item cost is final and no change what so ever will be accepted.
7. Government tax(es), levi(es) and charge(s) will be charged at actual as per SRO.
8. Competent Authority reserves the right to change / alter / remove any item or article or reduce / enhance quantity without assigning any reason.
9. Invoice / bill should be submitted to Purchase Department.
10. Advance Payment subject to Bank Guarantee
11. All Government taxes (including Income tax and stamp duty), levies and charges will be charged as per applicable rates / denomination of Purchase / Work Order.
12. Stamp Duty 0.35% for Goods against total value of Purchase Order will be levied accordingly.



Senior Manager Purchase



General Manager Administration

