

*Tender Fee: Rs.500/-
(Non-Refundable)*

TENDER FORM

Disposal of Old Reusable Items & Scraps on ‘as
is where is’ Basis

Tender # OS/02/17-18

Date of Issue : March 26, 2018

Last Date of Submission : April 10, 2018 (12 noon)

Date of Opening : April 10, 2018 (12:30 pm)

Pay Order / Demand Draft #, Amount :Rs.....

Drawn on Bank..... Dated.....

Dear Tenderer:

Thank you for the interest shown in response to the Tender advertisement published in leading newspapers on March 26, 2018 vide tender # OS/02/17-18 to Disposal Old Reusable Items & Scraps 'as is where is' basis.

Items may be inspected between 9:00 am to 12 noon on any working day from March 26, 2018 to April 10, 2018 at IBA, City Campus. Please quote the offered value on the form attached.

Kindly deposit a Pay Order / Demand Draft of 2% of the offered amount as the Bid Security, issued in favor of the Institute of Business Administration, Karachi.

For more information, please contact Sr. Executive Purchase on 021-38104700 Ext. 2150

Thank you,

-sd-
Registrar

Stamp & Signature

TENDER FORM

Disposal Old Reusable Items & Scraps 'as is Where is Basis'

<u>S. #</u>	<u>Item Description</u>	<u>Quantity</u>	<u>Lot #</u>	<u>Amount (Rs.)</u>	<u>Location</u>
1	Revolving Chairs	96 units	‘A’		Basement of Aman Tower City Campus
	Tablet Chairs	17 units			
	Wooden Chairs	31 units			
	Teacher Chairs	2 units			
	File Cabinet	5 units			
	Work Station Lot	1 units			
	Sofa Couches	2 units			
2	Metal Scrap	Different Items	‘B’		
3	Wooden Shelve	Different Items	‘C’		
	Wooden Items				
4	Gas Cylinder	100 units	‘D’		
	Water Cooler	3 units			
	Pedestal Fans	Different Items			
	Light Cover & DB				
	Glass Sheets				
Grand Total Amount ‘A’ + ‘B’ + ‘C’ + ‘D’					

Grand Total Amount Rupees in Words: _____

Stamp & Signature

TERMS & CONDITIONS

1. All government taxes & levies etc will be borne by the buyer.
2. All applicable taxes, if any, will have to be deposited by the successful bidder over and above offered price and shall not be deductible from the offered price / value.
3. Successful buyer / company will be responsible to make full payment within seven working days and lift the item(s) on their own responsibility. Failure to which Pay Order / Demand Draft of the Security Bid will be forfeited and no claim will be acknowledge whatsoever.
4. Disposal item will be separately dispose of to the highest bidder
5. Successful bidders will be required to collect, remove and transfer / lift the concerned lot / lots within 07 days of depositing of the total amount of the bid.
6. All items, lot / lots bid for are subject on “As is Where is” basis and IBA takes no responsibility with respect to their condition / functionality thereof.
7. Preview of items may be carried out from March 26, 2018 to April 10, 2018 from 9:00 am to 12 noon in any working days during Monday to Friday at IBA City Campus.
8. Tender will be opened on April 10, 2018 on 12:30 pm at IBA Main Campus, University Road.
9. The IBA reserves the right to withdraw any form the lots on its sole discretion without assigning any reason.
10. 2% Bid Surety will be returned to the unsuccessful parties accordingly within 03 working days of the selection of the party.
11. Advance 10% Income Tax should be paid / deposited in form of Pay Order / Demand Draft in the name of IBA, Karachi before removing / taking over the possession of the items.
12. The quantity of items and lot(s) is tentative. These may increase / reduce / change / alter / remove at the discretion of competent authority without assigning any reason thereof.
13. Tenders without Bid Surety / Security will be rejected summarily and no deficiency note will be issued.
14. Kindly write ‘Doesn’t Apply’ for the column not required.
15. IBA, reserve the right to issue Order for any single lot to different highest responsive bidders or issue Order for all the lots to any overall highest responsive bidder.

M/s _____

Contact Person: _____

Address: _____

Tel # _____ Fax # _____

Mobile # _____ e- mail: _____

CNIC # _____

Stamp & Signature