



**Institute of  
Business Administration  
Karachi**

*Leadership and Ideas for Tomorrow*

Dated: 30 Dec, 2015

Manager (Enforcement –II)  
SPPRA, Karachi.

Subject: Upload Rule-50

Dear Sir,

In the compliance of SPPRA rule, you are requested to please upload the documents for Rule-50 on SPPRA Website. Following are the Rule-50 details:

1. BER /IT/93/2015-16.
2. Letter of Award.
3. Contract Evaluation form.
4. Purchase Agreement.
5. BOQ/Schedule of Requirement.

Thanking you in anticipation.

Sincerely Yours

Head of ICT



Annexure: Documents Attached

## SINDH PUBLIC PROCUREMENT REGULATORY AUTHORITY

### CONTRACT EVALUATION FORM

#### TO BE FILLED IN BY ALL PROCURING AGENCIES FOR PUBLIC CONTRACTS OF WORKS, SERVICES & GOODS

- Institute of Business Administration Karachi
- 1) NAME OF THE ORGANIZATION / DEPTT. \_\_\_\_\_
- 2) PROVINCIAL / LOCAL GOVT./ OTHER \_\_\_\_\_ Provincial
- 3) TITLE OF CONTRACT \_\_\_\_\_ Service Level Agreement of Video Conferencing
- 4) TENDER NUMBER \_\_\_\_\_ IT/93/2015-16
- 5) BRIEF DESCRIPTION OF CONTRACT \_\_\_\_\_ SLA Video Conferencing
- 6) FORUM THAT APPROVED THE SCHEME \_\_\_\_\_ Procurement Committee
- 7) TENDER ESTIMATED VALUE \_\_\_\_\_ 1,500,000
- 8) ENGINEER'S ESTIMATE  
(For civil works only) \_\_\_\_\_
- 9) ESTIMATED COMPLETION PERIOD (AS PER CONTRACT) \_\_\_\_\_ SLA for One year
- 10) TENDER OPENED ON (DATE & TIME) \_\_\_\_\_ 12-Oct-2015 11:30AM
- 11) NUMBER OF TENDER DOCUMENTS SOLD \_\_\_\_\_ Free of Cost / Documents are available on web site  
(Attach list of buyers)
- 12) NUMBER OF BIDS RECEIVED \_\_\_\_\_ 01
- 13) NUMBER OF BIDDERS PRESENT AT THE TIME OF OPENING OF BIDS \_\_\_\_\_ 01
- 14) BID EVALUATION REPORT  
(Enclose a copy) \_\_\_\_\_
- 15) NAME AND ADDRESS OF THE SUCCESSFUL BIDDER \_\_\_\_\_ M/s. Commtel
- 16) CONTRACT AWARD PRICE \_\_\_\_\_ Rs. 1,100,000
- 17) RANKING OF SUCCESSFUL BIDDER IN EVALUATION REPORT  
(i.e. 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> EVALUATION BID). \_\_\_\_\_ M/s. Commtel
- 18) METHOD OF PROCUREMENT USED : - (Tick one)
- a) SINGLE STAGE – ONE ENVELOPE PROCEDURE ☒ Yes ☐ Domestic/ Local
- b) SINGLE STAGE – TWO ENVELOPE PROCEDURE ☐ ☐
- c) TWO STAGE BIDDING PROCEDURE ☐ ☐
- d) TWO STAGE – TWO ENVELOPE BIDDING PROCEDURE ☐ ☐

PLEASE SPECIFY IF ANY OTHER METHOD OF PROCUREMENT WAS ADOPTED i.e.  
EMERGENCY, DIRECT CONTRACTING ETC. WITH BRIEF REASONS:



PC

19) APPROVING AUTHORITY FOR AWARD OF CONTRACT \_\_\_\_\_

20) WHETHER THE PROCUREMENT WAS INCLUDED IN ANNUAL PROCUREMENT PLAN?

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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21) ADVERTISEMENT :

i) SPPRA Website  
(If yes, give date and SPPRA Identification No.)

Yes	25387 / 2015
No	

ii) News Papers  
(If yes, give names of newspapers and dates)

Yes	25387 / 2015
No	

22) NATURE OF CONTRACT

Domestic/ Local	<input checked="" type="checkbox"/>	Int.	<input type="checkbox"/>
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23) WHETHER QUALIFICATION CRITERIA  
WAS INCLUDED IN BIDDING / TENDER DOCUMENTS?  
(If yes, enclose a copy)

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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24) WHETHER BID EVALUATION CRITERIA  
WAS INCLUDED IN BIDDING / TENDER DOCUMENTS?  
(If yes, enclose a copy)

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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25) WHETHER APPROVAL OF COMPETENT AUTHORITY WAS OBTAINED FOR USING A  
METHOD OTHER THAN OPEN COMPETITIVE BIDDING?

Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
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26) WAS BID SECURITY OBTAINED FROM ALL THE BIDDERS?

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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27) WHETHER THE SUCCESSFUL BID WAS LOWEST EVALUATED  
BID / BEST EVALUATED BID (in case of Consultancies)

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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28) WHETHER THE SUCCESSFUL BIDDER WAS TECHNICALLY  
COMPLIANT?

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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29) WHETHER NAMES OF THE BIDDERS AND THEIR QUOTED PRICES WERE READ OUT AT  
THE TIME OF OPENING OF BIDS?

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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30) WHETHER EVALUATION REPORT GIVEN TO BIDDERS BEFORE THE AWARD OF  
CONTRACT?  
(Attach copy of the bid evaluation report)

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
-----	-------------------------------------	----	--------------------------

31) ANY COMPLAINTS RECEIVED  
(If yes, result thereof)

Yes	
No	

32) ANY DEVIATION FROM SPECIFICATIONS GIVEN IN THE TENDER NOTICE / DOCUMENTS  
(If yes, give details)

Yes	
No	

33) WAS THE EXTENSION MADE IN RESPONSE TIME?  
(If yes, give reasons)

Yes	
No	

34) DEVIATION FROM QUALIFICATION CRITERIA  
(If yes, give detailed reasons.)

Yes	
No	

35) WAS IT ASSURED BY THE PROCURING AGENCY THAT THE SELECTED FIRM IS NOT  
BLACK LISTED?

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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36) WAS A VISIT MADE BY ANY OFFICER/OFFICIAL OF THE PROCURING AGENCY TO THE  
SUPPLIER'S PREMISES IN CONNECTION WITH THE PROCUREMENT? IF SO, DETAILS TO  
BE ASCERTAINED REGARDING FINANCING OF VISIT, IF ABROAD:  
(If yes, enclose a copy)

Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
-----	--------------------------	----	--------------------------

37) WERE PROPER SAFEGUARDS PROVIDED ON MOBILIZATION ADVANCE PAYMENT IN  
THE CONTRACT (BANK GUARANTEE ETC.)?

Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
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38) SPECIAL CONDITIONS, IF ANY  
(If yes, give Brief Description)

Yes	
No	

Signature & Official Stamp of  
Authorized Officer

IMRAN BATADA / HICT

Imran Batada  
Head of ICT  
Institute of Business Administration  
Karachi Pakistan

**FOR OFFICE USE ONLY**

**SPPRA, Block. No.8, Sindh Secretariat No.4-A, Court Road, Karachi**  
**Tele: 021-9205356; 021-9205369 & Fax: 021-9206291**

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## Bid Evaluation Report


1. Name of Procuring Agency: Institute of Business Administration, Karachi  
2. Tender Reference No: SLA of Video Conferencing Equipment  
3. Tender Description/Name of work/item: IT/93/2015-16  
4. Method of Procurement: Single Stage Single Envelope  
5. Tender Published: SPPRA-SNo 25387/2015  
6. Total Bid documents Sold; Free of Cost, available on web site  
7. Total Bids Received: 01  
8. Technical Bid Opening date: (if applicable) 12-Oct-2015  
9. No. of Bid technically qualified (if applicable): 01  
10. Bid(s) Rejected: 00  
11. Financial Bid Opening date: 12-Oct-2015


### 12. Bid Evaluation Report:

S No	Name of Firm or Bidder	Cost offered by the Bidder	Ranking in terms of cost	Comparison with Estimated cost	Reasons for acceptance/rejection	Remarks
0	1	2	3	4	5	6
1.	M/s. Commtel	1,100,000/-	1 <sup>st</sup>	Compare able	Comply with IBA requirements	Recommended to award the contract

**Recommendations:** - The offered amount of Rs.1,100,000/-(including all applicable taxes) by M/s. COMMTEL has been recommended by the Procurement Committee to award the work on the basis of their technical qualifying and lowest offered price bid.

  
IBA (Internal Member)  
Mr. Abdul Rehman  
Sr. Manager Contracts

  
IBA (Internal Member)  
Dr. Nasir Touheed  
Professor

  
IBA (External Member)  
Mr. Haris Quershi  
HEJ Karachi University

Technical Evaluation and Financial evaluation of Video Conferencing equipment

IT/93/2015-16

			Commtel
Sr.	Model	Qty	Compliant
1	CISCO/TANDEBERG TELEPRESENCE C60 Serial No. B1AD45B00061	1	YES
2	CISCO TELEPRESENCE IP VCR 2210	1	YES
3	CISCO TELEPRESENCE PRECISION HD CAMERA 12X	2	YES
4	WIRELESS Microphone WS-5200	2	YES
5	WIRELESS Microphone WS-5300	2	YES
6	WIRELESS Microphone WM-5220	2	YES
7	Peavey 20 Mixer	2	YES
8	Aver Vision Document Camera Serial No. 5300145300235	1	YES
9	TOA Speaker	6	YES
10	TOA Amplifier	2	YES
11	Cisco/Tandberg T-990 MXP Serial No. 30A57476	1	YES
12	Additional Cameras Sony Brand Model EVI D100P	2	YES
13	Interactive Pen Display	2	YES
Total Price including all Services & GST			1,100,000

\* Only one bidder M/s Commtel has participated in the bid & fulfill all technical criteria.

NIT NO (Tender #): IT 93 15-16 (SLA Video Conferencing)


SPPRA: 25387

Method and procedure of procurement: National Competitive Bidding (Single Stage – One Envelope)

**MINUTES OF BID OPENING MEETING**

A meeting of the procurement committee of this department was held on 12-10-2015 for opening the bids received in respect of subject NIT till the deadlines of submission. The meeting was attended by all/ following members of the procurement committee and the representative of bidders.

The following bidders submitted their bids till the deadline of submission:

S.#	Name of Company	Name Person	Contact #	Signature
1	COMMITEL	M. SOHAIL	0321-8230269	
2	/	/	/	/
3	/	/	/	/
4	/	/	/	/
5	/	/	/	/

The bids were opened at 11:30AM in the presence of the above mentioned participants and the rates quoted by bidders were read aloud and encircled by Chairman of the Procurement Committee. All the members of the procurement committee signed the page of financial proposal/ bids.

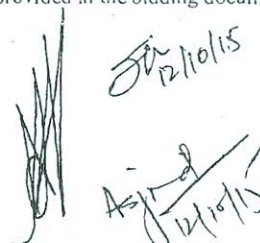
Following is the details of bids announced:

S. No.	Name of Bidder	Offered Price	Amount of Bid Security (5%)	Pay Order No./ Date
1	CommTel	without SS, 948276/2	55,000/2	2401873 NIB Bank.
2	/	/	/	/
3	/	/	/	/
4	/	/	/	/
5	/	/	/	/

The committee shall examine all the bids as per the Qualification/ eligibility criteria provided in the bidding documents, arithmetical checks and verify the documents and bid security submitted by the bidders.

The meeting ended with the note of thanks to and from the chair.

  
12/10/15

  
12/10/15

  
12/10/15





Institute of  
Business Administration  
Karachi


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.Dated: November 5, 2015

TO WHOM IT MAY CONCERN

It is to certify that as per the requirement of our tender query number IT/93/2015-16 for the **Service Level Agreement of Video Conferencing Equipment**. One bidder participated in the said tender.

M/s. CommTel participated in the Open Bidding tender & the prices are comparable with the market price

  
Imran Batada  
Head of ICT  
IBA, Karachi





# Sindh Public Procurement Regulatory Authority Government of Sindh

SPPRA

- Home
- Public Tenders
- SPPRA Notifications
- SPPRA Board
- SPP Act 1009
- SPP Rules 2010
- Administrative
- SPPRA Team
- Contact Us

- Tenders
- Committee
- Sample Documents
- Policy Instructions
- Review Panel
- Black Listed Firms
- Capacity Building
- Complaints
- Contract Evaluation Form
- Departments
- Download Statistics
- Downloads
- Evaluation Reports
- FAQ's
- Feed Back
- Gallery
- News Archives
- Notifications
- Procurement Plans

## Important Notice

SPPRA's existing website will be discontinued from 15-12-2015. To Register on the new website click here.

Search Tenders Archive By City Names click here

- Serial No.
- City (e.g sukkur)
- SPPRA ID
- Tender Title
- Advertiser Date
- Closing Date
- Month/Year

submit

S.No.	SPPRA Tender ID	Tender Title	Download	Upload	Advertiser Date	Closing Date	Corrigendum (SDD) Notices	Remarks	Evaluation Reports
25387	15722220851-SPPRA ID	Institute of Business Administration IBA Karachi		02 Sept 2015	28 Sep 2015	12 Oct 2015	280 30 Sep 2015	ERR, CS TER, AOC Replies	17 Nov 2015



BOQ / Schedule of Requirement

## SLA Financial Proposal

Sr.#	Description	Qty	Service Cost Per Unit (PAK)	Total (PAK)
<b>A. Price of the Hardware</b>				
<b>Video Conferencing Networking Equipment &amp; Accessories :</b>				
1.	Cisco/Tandberg Telepresence C60 Serial No. B1AD45B00061	1	Included	Included
2.	CISCO Telepresence IP VCR 2210	1	Included	Included
3.	CISCO Telepresence Precision HD Camera 12X	2	Included	Included
4.	Wireless Microphone WS-5200	2	Included	Included
5.	Wireless Microphone WS-5300	2	Included	Included
6.	Wireless Microphone WS-5220	2	Included	Included
7.	Peavey 20 Mixer	2		
8.	Aver Vision Document Camera Serial No. 5300145300235	1	Included	Included
9.	TOA Speaker	6	Included	Included
10.	TOA Amplifier	2	Included	Included
11.	Cisco/Tandberg T-990 MXP Serial No: 30A57476	1	Included	Included
12.	Additional Cameras Sony Brand Model EVI D100P	2	Included	Included
13.	Sony Camera Controller RM-BR300	1	Included	Included
14.	Interactive Pen Display	2	Included	Included
<b>SUB TOTAL PRICE OF THE HARDWARE (PAK).....</b>				<b>748,276</b>
<b>B. Price of the Services</b>				
<b>Duration:</b> <b>ONE YEAR from the date of Confirm PO</b>		12 Month		
a.	Software Upgrades for one year		Included	Included
b.	Hardware Warranty for one year. *		Included	Included
c.	Telephone Support		Included	Included
d.	2-hour response time in Karachi, Lahore and Islamabad		Included	Included
e.	Collaboration in solving network issues		Included	Included
f.	Temporary backup support		Included	Included
g.	Onsite Diagnostic support		Included	Included
h.	Online Services		Included	Included
<b>SUB TOTAL PRICE OF THE SERVICE (PAK)....</b>				<b>200,000</b>
<b>TOTAL PRICE OF THE HARDWARE &amp; SERVICE (A+B) (PAK)....</b>				<b>948,276</b>
<b>GST 16% (PAK)...</b>				<b>151,724</b>
<b>GRAND TOTAL PRICE INCLUDING GST (PAK).....</b>				<b>1,100,000</b>

Amount in words: Pak Rupees One Million One Hundred Thousand Only.

If you need any further information or clarification feel free to contact us.

Thanks &amp; regards,

M. Kashif Latif

Assistant Manager Contracts &amp; Support

COMMTel

Cell: 0321-8230293

Email: kashif.latif@commtel.ae



**TERMS & CONDITION****1. Payment Terms:**

100% advance with confirmed Purchased Order.

**2. Validity:**

Price is valid for 90 days from the date of Tender Submission date.

**3. Important Note:**

\* Hardware warranty will be considered void if the Cisco (TANDBERG) equipment is physically broken, damaged and/or burnt due to electrical surges, spikes or related electrical issues.

**4. Complaint**

**a. Login:** The working hours are 9:00 am to 5:00 PM Monday to Friday. Any call logged after 3:00 will be entertained the next working day.

**b. Attended:** Necessary corrective maintenance service shall be provided at the CUSTOMER'S location with a maximum response time of the two hours in conformity with local working hours and holidays for sites in Lahore, Karachi or Islamabad. For sites outside the same locations you need to add travel time.

**5. Backup Equipment**

COMMTTEL will provide the equipment at site from the available ex-stock, within 24 hours in case of the breakdown. This equipment would either be similar or a better version of equipment but good for the desired purpose.



Institute of  
Business Administration  
Karachi

Leadership and Ideas for Tomorrow

Ref: IT/93/2015-16  
M/s Commtel  
Office – C-37, Block-4,  
Clifton, Karachi.  
Ph: 92 21-3582 2467,  
+92 21-3587 9927 – 28

Dated 30-12-2015

Attn: Mr. Asher Khan

Sub: INSTITUTE OF BUSINESS ADMINISTRATION – KARACHI  
(SLA of Video Conferencing Equipment's, IBA KARACHI)  
"LETTER OF AWARD"

Dear Mr. Asher,

This is in reference to your bid submitted on 12-Oct-2015 for the subject work. The Management is pleased to inform you that your bid has been approved for award of subject work to your firm at price of PKR. 1,100,000 (including all application taxes) for SLA of VC 2015-16.

This letter of award is based on the following documents and following terms and conditions, which form its part thereof and are the governing documents of the contract:

- Tender Documents
- Priced Bill of Quantity
- Tender Drawings. (If apply)
- Your bid letter submitted on 12-Oct-2015
- Delivery Time: SLA for 1<sup>st</sup> year.

All other Technical and contractual matters are as per Tender Documents and Drawings.

You are advised to please return the duplicate copy of this Letter of Award duly signed as an acknowledgment of its receipt as well as your unqualified acceptance of the same.

Thanking you

Imran Batada  
Head of ICT

COMMTTEL

Received and Accepted on behalf of M/s. Commtel

Main Campus: University Road, Karachi. UAN: 111-422-422 Tel: (92-21) 38104700 Fax: (92-21) 99261508  
City Campus: Garden/Kyari Shahad Road, Karachi. Tel: (92-21) 38104701 Fax: (92-21) 38103008  
Website: www.iba.edu.pk E-mail: info@iba.edu.pk





Institute of  
Business Administration  
Karachi

*Leadership and Ideas for Tomorrow*

Ref: IT/93/2015-16

Dated 30-12-2015

M/s CommTel

Office – C-37, Block-4,

Clifton, Karachi.

Ph: 92 21-3582 2467.

+92 21-3587 9927 – 28

Attn: Mr. Asher Khan

Sub:

**INSTITUTE OF BUSINESS ADMINISTRATION – KARACHI**  
**(SLA of Video Conferencing Equipment's, IBA KARACHI)**  
**"LETTER OF AWARD"**

Dear Mr. Asher,

This is in reference to your bid submitted on 12-Oct-2015 for the subject work. The Management is pleased to inform you that your bid has been approved for award of subject work to your firm at price of PKR 1,100,000 (including all application taxes) for SLA of VC 2015 16.

This letter of award is based on the following documents and following terms and conditions, which form its part thereof and are the governing documents of the contract:

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Thanking you.

  
Imran Batada  
Head of ICT

  
Received and Accepted on behalf of M/s. CommTel

**COMMTTEL**

Main Campus: University Road, Karachi, UAN: 111-422-422 Tel: (92-21) 38104700 Fax: (92-21) 99261506  
City Campus: Garden/Kiyani Shaheed Road, Karachi. Tel: (92-21) 38104701 Fax: (92-21) 38103008  
Website: www.iba.edu.pk E-mail: info@iba.edu.pk