



Institute of
Business Administration
Karachi

Leadership and Ideas for Tomorrow

02-115
22/01/15

470/1

WORK ORDER

To : M/s. ARC Point Technologies.
Order No : IT/73/2014-15
Date of Issue : January 1, 2015
Date of Delivery: (Vendor will supply IBA Karachi within 10 weeks)
Place of Delivery : Main Campus, IBA
Total Amount : Rs.156,371/- with all applicable taxes only.
One Lac Fifty Six Thousand Three Hundred & Seventy One only.

S.#	Description	Qty	Rate w/o Tax(Unit)	Amount with taxes (Unit)
01	HP LaserJet Enterprise 500 color printer M1551dn with original card warranty from manufacture for three years. Rest of the specs mentioned in your quote submitted against the tender query IT/73/2014-15. Part Num CF082A	01	Rs. 133,650/-	Rs.156,370/-
Grand Total(01)				Rs.156,370/-

Terms & Conditions:

1. Material of this order is subject to final inspection at the time of delivery.
2. We reserve the right to cancel any or all the above items if material 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. Penalty at the rate of 2% per month on actual will be imposed on delayed delivery.
6. No increase in the value of above mentioned items will be accepted on Account of either unit price, total price, any and all other charges, duties, Taxes, scope of supply and / or any other head of account shall not be allowed.
7. In case of any increase in taxes, the IBA would not be responsible. But if any tax is reduced, the IBA Should get its benefit.
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 Finance Department.
10. Advance Payment subject to Bank Guarantee.
11. Warranty 3years with services & parts. Vendor also bound to submit the Performance Security 05% against this order.

x 0.30% = 470

OFFICE SUPERINTENDENT
Stamp Office, City Court
Karachi.

Manager Procurement, ICT

Head of, ICT

Main Campus: University Road, Karachi. UAN: 111-422-422 Tel: (92-21) 38104700 Fax: (92-21) 99261508
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



Institute of
Business Administration
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Leadership and Ideas for Tomorrow

Dated: January 26, 2015

Mr. Junaid Ahmed
Manager (Enforcement – II)
SPPRA, Karachi.

Subject: NIT Ref No: IT/73/2014-15(SPPRA Sr.No-21614)

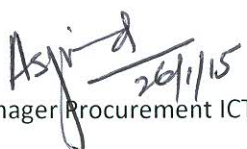
Dear Sir/Madam,

In the compliance of SPPRA rule 50, you are requested to please upload the following details on SPPRA website.

- 1- Copy of Bid Evaluation report.
- 2- Copy of Contract Form SPPRA.
- 3- Copy of Purchase Order.
- 4- Copy of Bill of Quantity.(Details mentioned in Purchase Order)

Thanking you in anticipation.

Sincerely yours


Manager Procurement ICT

Bid Evaluation Report

1. Name of Procuring Agency: **Institute of Business Administration, Karachi**
2. Tender Reference No: **Procurement of Color Laser Printer**
3. Tender Description/Name of work/item: **IT/73/2014-15**
4. Method of Procurement: **Single Stage Single Envelope**
5. Tender Published: **SPPRA-SNo 21614**
6. Total Bid documents Sold; **Free of Cost, available on web site**
7. Total Bids Received: **01**
8. Technical Bid Opening date: (if applicable) _____ (Provide details in separate form)
9. No. of Bid technically qualified (if applicable): _____
10. Bid(s) Rejected: **0**
11. Financial Bid Opening date: **November 07, 2014**

12. Bid Evaluation Report:

<i>S No</i>	<i>Name of Firm or Bidder</i>	<i>Cost offered by the Bidder</i>	<i>Ranking in terms of cost</i>	<i>Comparison with Estimated cost</i>	<i>Reasons for acceptance/rejection</i>	<i>Remarks</i>
0	1	2	3	4	5	6
1.	ARC POINT	156,371/-	1 st		Qualified as per Eligibility Criteria	Recommended for award the contract

Recommendations: - The offered amount of **Rs.156,371/-(including taxes)** by M/s. ARC POINT 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.Syed Jehanzeb
Project Accountant



IBA (Internal Member)
Dr. Nasir Touheed
Professor



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

TECHNICAL COMPLIANCE SHEET OF COLOR LASERJET PRINTER(IT/73/2014-15)

HP COLOR LASERJET PRINTER ENTERPRISE M551DN PRINTER

Item	Item Specification	Comply/ Not Comply/ Partial-Comply
Vendor Name		<i>M/s.ARC POINT</i>
Print Technology	Color LaserJet	COMPLY
Print Speed	BLACK: Normal 33 ppm or higher COLOR: Normal 33 ppm or higher	COMPLY
Resolution	Up to 1200 by 1200 dpi or higher	COMPLY
Duty Cycle	Up to 75,000 pages or higher	COMPLY
Processor Speed	800 MHz or higher	COMPLY
Duplex Printing	Automatic (Mandatory)	COMPLY
Display Type	4-lines LCD Color Graphics	COMPLY
Memory	1 GB or higher	COMPLY
Paper Handling	Input Tray 1: 100-sheet multipurpose tray Input Tray 2: 500-sheet Output bin: 500-sheet	COMPLY
Connectivity	Fast Speed USB & Ethernet require	COMPLY
Mobile Printing Capability	Required	COMPLY
Warranty	Proper manufacturer warranty for 1 & 3 years	COMPLY
Unit Price	1 Year Warranty	144,788/= with GST
Unit Price	3 Year Warranty	156,371/= with GST





SINDH PUBLIC PROCUREMENT REGULATORY AUTHORITY

CONTRACT EVALUATION FORM

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

- 1) NAME OF THE ORGANIZATION / DEPTT. Institute of Business Administration , Karachi
- 2) PROVINCIAL / LOCAL GOVT./ OTHER Provincial
- 3) TITLE OF CONTRACT Procurement of Color Printer
- 4) TENDER NUMBER IT/73/2014-15
- 5) BRIEF DESCRIPTION OF CONTRACT Procurement of Color Laser Printer
- 6) FORUM THAT APPROVED THE SCHEME Purchase Committee
- 7) TENDER ESTIMATED VALUE PKR 200,000/-
- 8) ENGINEER'S ESTIMATE
(For civil works only) _____
- 9) ESTIMATED COMPLETION PERIOD (AS PER CONTRACT) 10weeks from the date of PA
- 10) TENDER OPENED ON (DATE & TIME) 07-11-2014 / 11:30AM
- 11) NUMBER OF TENDER DOCUMENTS SOLD Free of Cost available on IBA website
(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 ARC POINT TECHNOLOGIES
- 16) CONTRACT AWARD PRICE PKR 156,371/-
- 17) RANKING OF SUCCESSFUL BIDDER IN EVALUATION REPORT
(i.e. 1st, 2nd, 3rd EVALUATION BID). M/s. ARC POINT TECHNOLOGIES
- 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:

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	SPPRA 21614
No	

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

Yes	
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"/>
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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"/>
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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

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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