



Institute of  
Business Administration  
Karachi

Leadership and Ideas for Tomorrow

# TENDER NOTICE

The Institute of Business Administration (IBA), Karachi invites Sealed Tenders from manufacturers/firms/companies registered with Sales Tax and Income Tax departments for the supply of the following:

S. No.	Description	Tender #	Tender Fee
1.	Procurement of Multimedia Projectors' Project on turnkey bases.	IT/70/2014-15	Rs. 1000/-

Tender documents will remain available at the website [www.iba.edu.pk/tenders](http://www.iba.edu.pk/tenders) from **September 5, 2014** to **September 20, 2014**. The Tender Fee shall be deposited in United Bank Ltd, Karachi University Campus Branch in A/C No. 003-0002-5 in the name of "IBA, Karachi". The copy of paid challan will be attached with the tender document at the time of submission.

Bidding will be conducted under the provision of Public Procurement Rules-46(b) single stage-single envelope procedure of SPPRA Rules-2010.

The Tender Document should be submitted at the "ICT Procurement Dept. IBA Main Campus" up to **September 20, 2014** till 11:00 am and will be opened on the same date and venue at 11:30 am in the presence of representatives who may wish to attend.

Kindly submit 2.5% Earnest Money (Bid Security) of the total cost in the shape of Pay Order or Demand Draft along with the Tender Documents. Kindly mention the 'Tender Number' on the top left corner of the envelope.

In case of any unforeseen reasons, unrest or force majeure on the bid submission/opening date, the tender shall be opened on the next working day at the same place and time.

IBA, Karachi reserves the right to accept or reject any or all Tender(s) or terminate the proceedings at any stage as per the rules and regulations framed by SPPRA.

## Head of ICT

Institute of Business Administration, Karachi  
Main Campus, University Road, Karachi 75270  
Tel: (92-21) 38104700-1 Ext. 2107  
Email: [aasad@iba.edu.pk](mailto:aasad@iba.edu.pk) Website: [www.iba.edu.pk](http://www.iba.edu.pk)

PID# 0000

# TENDER DOCUMENT

## TENDER NUMBER: IT/**70**/2014-15

“Procurement of Multimedia Projectors”

For various locations all over IBA.

SEAL & SIGNATURE OF THE TENDER

- Bid Amount Rs:.....
- Pay Order Number:.....
- Amount of the Pay Order Rs. ....

Date of Receipt / Opening of Tender    20-09-2014 open at 11:30AM

Submit to: ICT Procurement Department  
IBA Main Campus, Karachi University  
Phone Number: 021 - 99261508



## **Condition of Payment**

- |  |  |
|--|--|
| 1. Amount of Bid Security:   | 2.5% of the tender amount.                               |
| 2. Time of completion of supply/work:  | 08weeks after the receipt of LOA/PO                      |
| 3. Liquidated damages in case of non completion of supply/work within stipulated time. | Rs.1000/- for each calendar day.                         |
| 4. Limit of liquidated damages:  | 10% of the tendered amount.                              |
| 5. Performance Security :  | 05% of the total Bid amount.(For successful bidder only) |
| 6. Release of Performance Security:  | After the successful completion of warranty period.      |
| 7. Bid validity period:  | 90 days.   |

**SEAL & SIGNATURE OF THE TENDER**

## General Terms and Conditions

1. 2.5% Bid Security of the total amount of the bid is required to be deposited with the tender in the shape of pay order in favour of the Director Finance IBA Karachi.
2. All tenders should reach under sealed cover envelop up to 11:00am on DD-MM-14.
3. The tender will be opened on the same days at 11:30am in presence of bidders who choose to be present.
4. The items should be supplied within **08-weeks** after the receipt of the Purchase Order/LOA.
5. Only those suppliers should submit the tender who are registered with Sales Tax Department and quote their Sales Tax and NTN number with the copy of Sales Tax Registration Certificate.
6. Every unsuccessful tendered should be responsible to collect Bid Security's pay order within one month of the opening date of tender.
7. Income tax will be deducted as per Government Rules.
8. GST invoice should also be deposited with the original bill and Delivery Challan if applicable.
9. 20% sales tax of the total sales tax shown in the sales tax invoice shall be with held and balance will be paid to the supplier, in term of M/o Finance Notification No. SRO/660(1)/2007 dated 30-06-2007(if applicable). Also provide professional tax certificate updated.
10. IBA Karachi may reject all bids or proposal at any time prior to the acceptance of a bid or proposal. However, IBA Karachi shall upon request communicate to any supplier or contractor who submitted a bid or proposal, the grounds for its rejection of all bids or proposals, but it is not required to justify those grounds.
11. The bids will be evaluated on the basis of lowest items rate keeping in view our required configuration only plus recurring cost(lamp cost),past experience of the supply of MM in Education Sector[**Mandatory**].
12. Only those companies can participate in this tender who have past experience in dealing with such work and valid **authorize dealership/resellers certificates** from the Manufacturer/ Principal.(Attach copy with bid submission)
13. At least provide 05 references in which bidder supplied multimedia's in Elite Educational Institutions in Pakistan.[**Mandatory**]
14. Warranty should be of three years with complete parts and services including (Multimedia & cabling). Lamp warranty must be of one year. Vendor is also bound to provide the services of the entire Multimedia on quarterly basis for three years from the date of delivery of the equipment.
15. Backup units should be provided within 24hr in case of failure of hardware of same specification.
16. Selected vendor will provide maintenance / support service, after expiry of warranty, for each category of products identified, at a rate, which is not more than 10% of the initial purchase / license cost. Selected vendor should also be committed to provide maintenance / support service for a period of at least three years after expiry of warranty period. However, IBA will not be bound to avail this service.
17. If required IBA can ask for the quoted demo unit from bidder.
18. Provide authorization letter from manufacturer is **mandatory**.
19. IBA may reserve the right to increase or decrease the quantity.

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Mobile Numbers: \_\_\_\_\_

Email Address: \_\_\_\_\_

**Bill of Quantity / Specifications:**

	Item/Specification	
<b>Multimedia Projector</b>	Lumens	3,500 lumen-(Normal) or higher
	Display Technology	3LCD contrast 6000:1 or higher
	Lamp Life	200 W ,5,000 h durability (Normal) or higher
	Native Resolution	XGA, 1024 * 768, 4:3 or higher
	Resolution (supported)	1600*1200 or higher
	Monitor out option	Required
	Input	1) HDMI ( At least 01) 2) VGA( At least 02) 3) USB ( At least 01) or higher
	Output	VGA out require
	Sound System	16Watt Stereo or higher
	Full Function Remote	Require
	Key Stone	Auto vertical: ±30°, Manual horizontal ±30° or better
	Network Control	Require: Wireless LAN security, Network administration, Network projection, Wireless LAN capable.
	Network Interface	RJ-45 Wireless LAN port: 802.11 b/g/n
	Max. Video Input (Supported)	VGA in (2x),
	Accessories	VGA Cable, Main Unit, Power Cable, Remote control incl. batteries.
	Software Support	
	Celling mounting kit	22 with All complete accessories
	Warranty	36months On site service, Lamp: 12months
	Installation	On Turnkey Basis
	Quantity	22 (Twenty Two)
Prices of Consumable items For 3years	Lamps	
	Lenses	
PRICE	Rs.	
C& F basis		

- IBA Karachi is exempted from GST. Vendor is requested to provide the prices of C& F basis. At the time of payment vendor is responsible to provide the copies of GD, packing list, airway bill, bill of lading.(Please fill the price sheet **Annexure-C** mandatory)
- Payment will be made after the complete delivery of the hardware in IBA.

## Price Sheet

1	2	3	4	5	6	7	8	9	10	11
Sr.No	Description	Qty	Brand Name	Country of Origin	Unit Price (Including margins)	Income Tax on Import	Custom Duty at the time of import / unit	Sales Tax input at the time of import / unit	Freight and other Expenses / unit	Total Final Price 3x(6+10)
	Price of the hardware Multimedia	22								
	Prices of the services									
	Prices of SLA after warranty time									
	Price of VGA Cables with installation per ft	22								
	Price of Power Cables with installation per ft	22								

Vendor should mention the amount with rate of column 7,8 & 9

Note : IBA Karachi is exempted from Custom Duties, Sales Tax, Import duties.

For any local items/services provide the cost as per rule.

IBA Karachi has a right to increase or decrease the quantity.





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Dated: September 01, 2014

**NOTIFICATION**

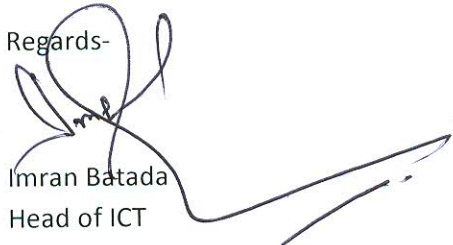
The competent authority is pleased to constitute following committee for upcoming tender "Procurement of Multimedia", IT/70/2014-15.

1. Mr. Syed Jehanzeb (Project Accountant, IBA)
2. Dr. Nasir Tauheed (Professor, IBA)
3. Mr. Haris Qureshi **External Member** (PPRA Advisor, HEJ Karachi University)

TORs of committee are;

- Facilitating and recommending approval or rejection for Purchasing Authority,
- Ensure compliance with Procurement Policy and Procedures (PP&P), SPPRA rules, etc,
- Recommend procurement method in case of emergency and direct contracting, etc.
- Declaring award of contracts to the lowest evaluated responsive bidders,
- Approval / preparation of bidding documents.
- Approval / preparation of evaluation report
- Responsible for technical and financial evaluation of the bids,
- Provide views and suggestion on how procurement should be taken forward and may set general rules in advance for certain types of procurements, and,
- Acts as a source of advice on contract guidance and for specific cases raised by staff.

Regards-

  
Imran Batada  
Head of ICT  
IBA, Karachi