Tender Fee: Rs. 1,000/-
(Non-Refundable)

TENDER FORM

Tender # ME/04/2018-19

Provide & Supply of Surveillance Equipment

Date of Issue : **August 17, 2018**

Last Date of Submission : **September 07, 2018 (3:00 PM)**

Date of Opening of Tender : **September 07, 2018 (3:30 PM)**

Pay Order / Demand Draft # ……………….., Drawn on Bank…………

Amount of Rs…………………………… Dated………..

C O N T E N T S

1. **Introduction**

Dear Tenderer:

Thank you the interest you have shown in response to the IBA's advertisement which has floated in IBA & SSPRA websites and leading newspapers on August 17, 2018 to "Provide & Supply of Surveillance Equipment".

The Institute of Business Administration, Karachi (IBA) is the oldest business school outside North America. It was established in 1955 with initial technical support provided by the Wharton School of Finance, University of Pennsylvania. Later, the University of Southern California (USC) set up various facilities at the IBA & several prominent American professors were assigned to the IBA. The course contents, the curriculum, the pedagogical tools & the assessment & testing methods were developed under the guidance of reputed scholars from these two institutions. IBA has zealously guarded the high standards & academic traditions it had inherited from Wharton & USC while adapting and adjusting them with the passage of time.

We expect to avail services/works/items of high standards meet our prime & basic specifications through this transaction.

Please contact Sr. Purchase Executive on 38104700 ext: 2150 for any information and query

Thank you.

  -sd-
Registrar

2. __Instructions__

(a) The Institute of Business Administration, Karachi (IBA) expects that aspirant manufacturers / firms / supplier / companies / distributors / dealers should furnish all the required documents to ensure a transparent and genuine presentation. Therefore, it is necessary to fill in the Tender Form meticulously and sign & stamp each and every page. Moreover, attach required supporting document according to the requirement.

(b) It is of utmost important to fill in the Tender Form in writing in ink or type. Do not leave any column/item blank. If you want to leave the item/column un-answered please, write 'Doesn't Apply/Doesn't Arise'. If you need more space please attach a paper & clearly mention item/column name or number etc that referred the column/item of the Tender Form.

(c) You can collect the Tender Document from the office of Sr. Manager Procurement & Stores, Ground Floor, Fauji Foundation IBA Main Campus, University Road, Karachi from August 17, 2018 to September 07, 2018 during working 9:00 AM to 3:00 PM.

(d) The last date of submit the Tender Document in sealed envelope in September 07, 2018 by 3:00 PM in the Office of the Sr. Manager Procurement & Stores, Ground Floor, Fauji Foundation IBA Main Campus, University Road, Karachi. The Tender will be opened on same day at 3:30 PM in the presence of representatives who may care to attend.

(e) Bid Security of 2% of total charges will be submitted along with Tender Documents in shape of PAY ORDER / DEMAND DRAFT only in the name of Institute of Business Administration.

(f) Successful bidder should provide 5% Performance Security of total value of Purchase Order / Work Order in the form of Pay Order or bank guarantee before submission of invoice. The Performance Security shall extend at least three months beyond the Date of Delivery/Completion of work / Contract.

_____

Stamp & Signature

3. <u>BILL OF QUANTITY</u>
<u>Provide & Supply of Surveillance Equipment</u>

S.#	Specification	Quoted Brand	Quoted Model	Qty	Rate	Amount
1	**5 MP WDR Mini Dome Network Camera with built-in sound – LENS size 2.8 mm** Image Sensor 1/2.9" Progressive Scan CMOS Min. Illumination Color: 0.01 Lux @ (F1.2, AGC ON), 0 Lux with IR Color: 0.028 lux @(F2.0, AGC ON), 0 lux with IR Shutter Speed 1/3 s to 1/100,000 s Slow Shutter Yes Day & Night IR Cut Filter Digital Noise Reduction 3D DNR WDR : 120dB 3-Axis Adjustment Pan: -30° to +30°, tilt: 0° to 75°, rotate: 0° to 360° **LENS** Focal length : 2.8 Aperture : F2.0 FOV 2.8 mm: Horizontal field of view: 97°, Vertical field of view: 54°, Diagonal field of view: 113° Lens Mount : M12 **IR** IR Range : Up to 10 m Wavelength : 850nm			20		

Compression Standard Video Compression Main stream: H.265/H.264 Sub stream: H.265/H.264/MJPEG Third stream: H.265/H.264 H.264 Type Main Profile/High Profile H.264+ Main stream supports H.265 Type Main Profile H.265+ Main stream supports Video Bit Rate 32 Kbps to 16 Mbps Audio Compression G722.1/G711/G726/MP2L2/PCM Audio Bit Rate 64Kbps(G.711)/16Kbps(G.722.1)/ 16Kbps(G.726)/32- 192Kbps(MP2L2) **Smart Feature Set** Behavior Analysis Line crossing detection, intrusion detection, unattended baggage detection, object removal detection Exception Detection Scene change detection Face Detection : Yes Region of Interest Support 1 fixed region for main stream and sub-stream separately **Image** Max. Resolution : 2944 × 1656 Main Stream					

50Hz: 20fps (2944 × 1656), 25fps (2560 × 1440, 1920 × 1080, 1280 × 720) 60Hz: 20fps (2944 × 1656), 30fps (2560 × 1440, 1920 × 1080, 1280 × 720) Sub Stream 50Hz: 25fps (640 × 480, 640 × 360, 320 × 240) 60Hz: 30fps (640 × 480, 640 × 360, 320 × 240) Third Stream 50Hz: 25fps (1280 × 720, 640 × 360, 352 × 288) 60Hz: 30fps (1280 × 720, 640 × 360, 352 × 240) Image Setting Rotate mode, saturation, brightness, contrast, sharpness adjustable by client software or web browser Image Enhancement BLC/3D DNR/HLC Day/Night Switch Day/Night/Auto/Schedule/Triggered by Alarm In (-S) **Network** Network Storage Support Micro SD/SDHC/SDXC card (128G), local storage and NAS (NFS,SMB/CIFS), ANR Alarm Trigger Motion detection, video tampering, network disconnected, IP address conflict, HDD full, HDD error, illegal login Protocols TCP/IP, ICMP, HTTP, HTTPS, FTP, DHCP, DNS, DDNS, RTP, RTSP, RTCP, PPPoE, NTP, UPnP™, SMTP, SNMP, IGMP, QoS, Ipv6					

General Function One-key reset, anti-flicker, three streams, heartbeat, mirror, password protection, privacy mask, watermark, IP address filter API ONVIF (PROFILE S, PROFILE G), ISAPI Simultaneous Live View Up to 6 channels User/Host Up to 32 users 3 levels: Administrator, Operator and User Client iVMS-4200, Hik-Connect, iVMS-5200 Web Browser IE8+, Chrome 31.0-44, Firefox 30.0-51, Safari 8.0+ **Interface** Audio (-S model) 2 Inputs: Line in or Mic in (built-in microphone), 1 Output: Line out, mono sound Alarm (-S model) 1 input, 1 output (max. 12 VDC, 30 mA) Communication Interface 1 RJ45 10M/100M self-adaptive Ethernet port On-board storage Built-in Micro SD/SDHC/SDXC slot, up to 128G SVC Support H.264 and H.265 encoding Reset Button : Yes					

	WiFi Wireless Standards IEEE 802.11b/g/n Frequency Range 2.412 GHz to 2.4835 GHz Channel Bandwidth 20M/40M Protocols 802.11b: DQPSK, DBPSK, CCK 802.11g/n: OFDM /64-QAM,16-QAM, QPSK, BPSK Security : WPA, WPA2 Transfer Rates 11b: 11Mbps, 11g: 54Mbps, 11n: up to 150Mbps **Audio** Environment Noise Filtering Yes Audio Sampling Rate 8kHz/16kHz/32kHz/44.1kHZ/48kHz Protection Level IK08, IP66 TVS 2000V Lightning Protection, Surge Protection and Voltage Transient Protection Camera should be provided in proper box packing with company's monogram, AC adapter, water proof connector seal, installation tool, CD and screws.				
2	**5 MP IR Vari-focal Turret Network Camera - 4 mm lens** Image Sensor 1/2.9" Progressive Scan CMOS Min. Illumination Color: 0.01 Lux @ (F1.2, AGC ON), 0 Lux with IR			22		

Color: 0.014 Lux @ (F1.4, AGC ON), 0 Lux with IR Shutter Speed 1/3 s to 1/100,000 s Slow Shutter : Yes Day & Night IR Cut Filter Digital Noise Reduction 3D DNR WDR: 120dB 3-Axis Adjustment Pan: 0° to 355°, tilt: 0° to 75°, rotate: 0° to 360° **LENS** Focal length : 4 mm Aperture : F1.4 Focus : Auto FOV Horizontal field of view: 88° to 27° Vertical field of view: 48° to 16° Diagonal field of view: 104° to 32° Lens Mount : Φ14 **IR** IR Range : Up to 30 m Wavelength : 850nm **Compression Standard** Video Compression Main stream: H.265/H.264 Sub stream: H.265/H.264/MJPEG Third stream: H.265/H.264 H.264 Type Main Profile/High Profile H.264+ Main stream supports H.265 Type Main Profile					

H.265+ Main stream supports Video Bit Rate 32 Kbps to 16 Mbps Audio Compression G.711/G.722.1/G.726/MP2L2/PCM Audio Bit Rate 64Kbps(G.711)/16Kbps(G.722.1)/ 16Kbps(G.726)/32-192Kbps(MP2L2) **Smart Feature Set** Behavior Analysis Line crossing detection, intrusion detection, unattended baggage detection, object removal detection Exception Detection Scene change detection Face Detection : Yes Region of Interest Support 1 fixed region for main stream and sub stream **Image** Max. Resolution : 2944 × 1656 Main Stream 50Hz: 20 fps (2944 × 1656), 25 fps (2560 × 1440, 1920 × 1080, 1280 ×720) 60Hz: 20 fps (2944 × 1656), 30 fps (2560 × 1440, 1920 × 1080, 1280 ×720) Sub Stream 50Hz: 25fps (640 × 480, 640 × 360, 320 × 240) 60Hz: 30fps (640 × 480, 640 × 360, 320 × 240) Third Stream					

50Hz: 25fps (1280 × 720, 640 × 360, 352 × 288) 60Hz: 30fps (1280 × 720, 640 × 360, 352 × 240) Image Enhancement BLC/3D DNR/HLC Image Setting Rotate mode, saturation, brightness, contrast, sharpness adjustable by client software or web browser Day/Night Switch Day/Night/Auto/Schedule/Triggered by Alarm In **Network** Network Storage Support Micro SD/SDHC/SDXC card (128G), local storage and NAS (NFS,SMB/CIFS), ANR Alarm Trigger Motion detection, video tampering, network disconnected, IP address conflict, illegal login, HDD full, HDD error, Alarm input, Alarm output Protocols TCP/IP, ICMP, HTTP, HTTPS, FTP, DHCP, DNS, DDNS, RTP, RTSP, RTCP, PPPoE, NTP, UPnP, SMTP, SNMP, IGMP, 802.1X, QoS, IPv6, Bonjour General Function One-key reset, anti-flicker, three streams, heartbeat, password protection, privacy mask, watermark, IP address filter API ONVIF (PROFILE S, PROFILE G), ISAPI Simultaneous Live View Up to 6 channels					

User/Host Up to 32 users 3 levels: Administrator, Operator and User					
Client iVMS-4200, Hik-Connect, iVMS-5200, iVMS-4500					
Web Browser IE8+, Chrome 31.0-44, Firefox 30.0-51, Safari 8.0+					
Interface Audio 1 input (line in, 3.5 mm), 1 output(3.5 mm), mono sound					
Communication Interface 1 RJ45 10M/100M self-adaptive Ethernet port					
Alarm 1 input, 1 output (max. 12 VDC, 30 mA)					
Video Output : No					
On-board storage Built-in Micro SD/SDHC/SDXC slot, up to 128 GB					
SVC Support H.264 and H.265 encoding					
Reset Button : Yes					
Audio Environment Noise Filtering : Yes					
Audio Sampling Rate 8kHz/16kHz/32kHz/44.1kHZ/48kHz					
Protection Level IP67, IK10					

	TVS 2000V Lightning Protection, Surge Protection and Voltage Transient Protection Material : Metal Camera should be provided in proper box packing with company's monogram, AC adapter, water proof connector seal, installation tool, CD and screws.						
3	**5 MP IR Fixed Cube Network Camera 2.8 mm fixed lens** Image Sensor 1/2.9" Progressive Scan CMOS Min. Illumination Color: 0.01 Lux @ (F1.2, AGC ON), 0 Lux with IR Color: 0.014 Lux @ (F1.4, AGC ON), 0 Lux with IR Shutter Speed 1/3 s to 1/100,000 s Slow Shutter : Yes Day & Night IR Cut Filter Digital Noise Reduction 3D DNR WDR : 120dB 3-Axis Adjustment Pan: 0° to 355°, tilt: 0° to 75°, rotate: 0° to 360° **LENS** Focal length : 2.8 mm Aperture : F.2.0 Focus : Fixed FOV Horizontal field of view: 97° Vertical field of view: 46° Diagonal field of view: 113° Lens Mount M12			22		

IR IR Range : 10 m Wavelength : 850nm **PIR** Angle Horizontal :90 °, vertical 80 ° PIR range: 10 meter **Compression Standard** Video Compression Main stream: H.265/H.264 Sub stream: H.265/H.264/MJPEG Third stream: H.265/H.264 H.264 Type Main Profile/High Profile H.264+ Main stream supports H.265 Type Main Profile H.265+ Main stream supports Video Bit Rate 32 Kbps to 16 Mbps Audio Compression G.711/G.722.1/G.726/MP2L2/PCM Audio Bit Rate 64Kbps(G.711)/16Kbps(G.722.1)/ 16Kbps(G.726)/32- 192Kbps(MP2L2) **Smart Feature Set** Behavior Analysis Line crossing detection, intrusion detection, unattended baggage detection, object removal detection Exception Detection Scene change detection Face Detection : Yes						

Region of Interest Support 1 fixed region for main stream and sub stream **Image** Max. Resolution : 2944 × 1656 Main Stream 50Hz: 20 fps (2944 × 1656), 25 fps (2560 × 1440, 1920 × 1080, 1280 ×720) 60Hz: 20 fps (2944 × 1656), 30 fps (2560 × 1440, 1920 × 1080, 1280 ×720) Sub Stream 50Hz: 25fps (640 × 480, 640 × 360, 320 × 240) 60Hz: 30fps (640 × 480, 640 × 360, 320 × 240) Third Stream 50Hz: 25fps (1280 × 720, 640 × 360, 352 × 288) 60Hz: 30fps (1280 × 720, 640 × 360, 352 × 240) Image Enhancement BLC/3D DNR/HLC Image Setting Rotate mode, saturation, brightness, contrast, sharpness adjustable by client software or web browser Day/Night Switch Day/Night/Auto/Schedule/Trigger ed by Alarm In **Network** Network Storage Support Micro SD/SDHC/SDXC card (128G), local storage and NAS (NFS,SMB/CIFS), ANR Alarm Trigger Motion detection, video tampering, network disconnected,					

IP address conflict, illegal login, HDD full, HDD error, Alarm input, Alarm output Protocols TCP/IP, ICMP, HTTP, HTTPS, FTP, DHCP, DNS, DDNS, RTP, RTSP, RTCP, PPPoE, NTP, UPnP, SMTP, SNMP, IGMP, 802.1X, QoS, IPv6, Bonjour General Function One-key reset, anti-flicker, three streams, heartbeat, password protection, privacy mask, watermark, IP address filter API ONVIF (PROFILE S, PROFILE G), ISAPI Simultaneous Live View Up to 6 channels User/Host Up to 32 users 3 levels: Administrator, Operator and User Client iVMS-4200, Hik-Connect, iVMS-5200, iVMS-4500 Web Browser IE8+, Chrome 31.0-44, Firefox 30.0-51, Safari 8.0+ **Interface** Audio 1 built in mic, 1 built in speaker , mono sound Communication Interface 1 RJ45 10M/100M self-adaptive Ethernet port On –board storage Built in micro SD card/SDHC/SDXC slot upto 128 GB						

	SVC Support H.264 and H. 265 encoding Reset Button : Yes **Audio** Environment Noise Filtering : Yes Audio Sampling Rate 8kHz/16kHz/32kHz/44.1kHZ/48kHz Protection Level IP67, IK10 TVS 2000V Lightning Protection, Surge Protection and Voltage Transient Protection Material ; Metal Camera should be provided in proper box packing with company's monogram, AC adapter, water proof connector seal, installation tool, CD and screws.					
4	**SPECIFICATIONS FOR NVR 64 Channel** HIK Vision or equivalent **IP Video Input** 64 Inch **TWO-WAY Audio** 1-ch, RCA (2.0 Vp-p, 1kΩ) **Incoming Bandwidth** 320Mbps or more **Outgoing Bandwidth** 256Mbps, or 200Mbps (when RAID is enabled) **Remote connection** 128 **Recording resolution**			2		

12 MP/8MP/6MP/5MP/4 MP/3MP/1080p/UXGA/720p/VGA/4CIF/DCIF/2CIF/CIF/QCIF					
VGA1 /HDMI1 output Resolution HDMI1: 4K (3840 ×2160)/60Hz, 4K (3840 ×2160)/30Hz,2K (2560 ×1440)/60Hz,1920 × 1080p/60Hz, 1600 × 1200/60Hz, 1280 × 1024/60Hz, 1280 × 720/60Hz, 1024 × 768/60Hz					
VGA1: 2K (2560 ×1440)/60Hz,1920 × 1080p/60Hz, 1600 × 1200/60Hz, 1280 × 1024/60Hz, 1280 × 720/60Hz, 1024× 768/60Hz					
VGA2 /HDMI2output Resolution 1920 × 1080p/60Hz, 1280 × 1024/60Hz, 1280 × 720/60Hz, 1024 × 768/60Hz					
Audio output 2-ch, RCA (2.0Vp					
Decoding format H.265/H.264/MPEG4					
Live view / Playback resolution 12 MP/8MP/6MP/5MP/4 MP/3MP/1080p/UXGA/720p/VGA/4CIF/DCIF/2CIF/CIF/QCIF					
Synchronous playback 16-ch					
Capability 4-ch @4K, or 16-ch @ 1080p					
SATA 8SATA interfaces for 8HDDs					

	eSATA 1 eSATA interface **Capacity** Up to 6TB capacity for each HDD **Array type** RAID0, RAID1, RAID5, RAID10 **Number of Arrays** 4 **Network interface** 2,RJ-45 10/100/1000 Mbps self-adaptive Ethernet interface **Serial interface** -232; RS-485; Keyboard **USB interface** Front panel: 2 × USB 2.0; Rear panel: 1× USB 3.0 **Alarm in/out** 16/4 **Working humidity** 10 to 90 %					
5	**6 TB Surveillance grade Hard disk** Formatted capacity: 6TB Form factor: 3.5-inch Advanced Format (AF): Yes RoHS compliant: Yes Data transfer rate: (max) Buffer to host: 6 Gb/s Host to/from drive (sustained): 150 MB/s Cache (MB): 64			6		

	Rotational speed (RPM): 7200 or more Load/unload cycles: 300,000 Non-recoverable read errors per bits read: <1 in 10^{14} Limited warranty (years)[5] : 3 Read/Write :5.1 Idle : 4.5 Standby and Sleep: 0.4 Shock (Gs) Operating (2 ms, read/write) : 30 Operating (2 ms, read): 65 Non-operating (2 ms):250 Acoustics: (dBA)[7] Idle :25 Seek (average):26 Reduces video frame loss with surveillance-class storage. Specifically tuned for surveillance security systems. Caching algorithms are tuned for write-intensive, low bit rate, high stream count applications that are typical of surveillance applications. TLER & ATA streaming support. Supports up to eight drives.					
6	**LED– 43 inch Samsung or Equivalent** Display Technology :LED Full HD: Supported Smart: No Refresh Rate: EMR 120Hz Aspect Ratio: 16:9 Energy Grade: Energy Star Category: LED TV Brightness (cd/m2): 250 Contrast Ratio: 1200:1 or better Response Time: 6.5ms Viewing Angle (H/V): 170°/170° Life Time : ＞30,000hrs (min) Colors: 16.7M Speakers(Bottom side): Integrated speakers			2		

	Audio Power Output: 5W+5W SRS True Surround HD:Yes HDMI:2 USB :1 AV in:1 AV out:1 RF:1 Component (Y/Pb/Pr):1 VGA:1 SPDIF: Coaxial 3D Glasses: No Power Supply: AC 220V 50/60Hz Adjustable & rotating wall mount is required with LED				

7	**MISC ITEMS AND LABOUR WORKS**
	SD Card Class 10 or above
	
	3 M / HIK vision cat 6 shielded cable or equivalent
	
	POE switch 16 port D-Link or equivalent
	
	POE switch 8 port D-Link or equivalent
	
	LAN wiring for cctv network
	   a. **-** Aman Tower Elevators
	   b. JS Auditorium
				64 units
				
				5 drums of 300 /305 meters each
				
				1
				
				1
				
				3500 running feet approximately		

				Total	
				17% GST	
				Grand Total	

Total Amount Rupees (in words) _____

General Instructions:

- All the items should be available in ready stock and displayed in front of the end user.
- No un marked items acceptable
- No Neutral version acceptable.
- Bid must be accompanied by Manufacturer Authorization letter.
- Supplier should have office located in Karachi.
- Items should have local warranty.

_____
Stamp & Signature

4. **<u>BIDDING DATA</u>**

(a) Name of Procuring Agency: Institute of Business Administration, Karachi

(b) Brief Description of Works: Provide & Supply of Surveillance Equipment

(c) Procuring Agency's address:-Main Campus, University Road, Karachi

(d) Amount of Bid Security:- Bid Security of 2% of total amount/cost will be submitted along with Tender Documents in shape of PAY ORDER / DEMAND DRAFT only in the name of Institute of Business Administration, Karachi

(e) Period of Bid Validity (days):- Ninety Days

(f) Performance Security Deposit: Successful bidder should provide 5% Performance Security of total value of Work Order in the form of Pay Order or bank guarantee before submission of invoice. The Performance Security shall extend at least three months beyond the Date of Delivery/Completion of work / Contract.

(g) Deadline for Submission of Bids along with time :- The last date of submit the Tender Document in sealed envelope in September 07, 2018 by 3:00 PM in the Office of the Sr. Manager Procurement & Stores, Ground Floor, Fauji Foundation IBA Main Campus, University Road, Karachi. The Tender will be opened on same day at 3:30 PM in the presence of representatives who may care to attend.

(h) Venue, Time, and Date of Bid Opening:- Tender will be opened on September 07, 2018 on 3:30 PM at IBA Main Campus, University Road, Karachi.

(i) Time for Completion from written order of commence:- 60 days

(j) Liquidity damages:- 2% liquidity damages of the total amount will be imposed per month for which the contractor failed to complete work within the execution period.

(k) Deposit Receipt No: Date: Amount:(in words and figures) **Pay Order / Demand Draft**

 # ……………….., Amount :Rs……………Drawn on Bank………… Dated………..

_____
Stamp & Signature

5. **BIDDER QUALIFICATION CRITERIA**

S. No	Mandatory Eligibility Criteria (Attach Supporting Document)	Remarks Yes / No
1	Minimum 3 years of experience in relevant field.	
2	Last 3 years' financial statements minimum 3 million (per year) in terms of bank statement or financial statement.	
3	Service Providers must provide "Sales tax registration certificate with last month return copy both FBR and / or SRB" and NTN certificates at the time of submission of bidding document.	

Stamp & Signature

6. <u>TERMS & CONDITIONS</u>

The following terms of the supply are agreed by the manufacturer / supplier / distributor / firms or companies:

(i) **Receiving / Acceptance of Purchase/Work Order:** The manufacturers / supplier / distributor will sign the copy of the Purchase/Work Order as acknowledgement.

(ii) **Delivery Challan:** Copies of Delivery Challan on which the Order number, date of delivery execution, quantity, quality, specs, manufacturer name clearly mentioned. Non-compliance with this condition renders the goods liable to non-acceptance. After seven days, IBA will not be responsible for any claim(s) / responsibility.

(iii) **Place of Delivery:** As specified in the Purchase/Work Order unless otherwise informed accordingly.

(iv) **Delayed Delivery:** 2% liquidity damages of the total amount will be imposed per month for which the company/firm/agency failed to deliver within the delivery/execution period and maximum upto 10%.

(v) **Inspection:** Physical inspection will be carried out by IBA authority. Ordered material is subject to final inspection at the time of delivery.

(vi) **Quantity Delivered:** Competent Authority reserves the right to change/alter/remove any item or article or reduce/enhance quantity without assigning any reason and contractor will abide the instruction.

(vii) **Condition of Goods**: All items must meet in all respects with the specs & conditions of the Order and must be in good condition otherwise they will be liable to reject.

(viii) **Delivery of Goods:** All the items must be delivered to the store of the IBA who will sign the receipt with stamp on delivery note.

(ix) **Rejection of Goods:** We reserve the right to cancel any or all the items if material is not in accordance with our specification or if the delivery is delayed.

(x) **Sub-letting:** No sub-letting in any case and form will be acceptable.

(xi) **Termination:** That upon termination of this agreement the service provider shall be permitted to remove all its devices and equipment which may have been placed at premises from the time to time.

(xii) **Submission of Invoices:** Invoice / Bill should be submitted to Purchase & Stores Department.

(xiii) **Advance Payment:** Advance Payment subject to Bank Guarantee.

(xiv) **Validity of Bid:** Validity is for ninety (90) days.

(xv) **Company Profile:** Company Profile be attached with this document.

(xvi) **Rules, Regulations & Policies:** All rules, regulations and policies will be governed in accordance to the SPPRA & IBA PP&P.

(xvii) **Price / Rate:** must be quoted on Tender Form only and submitted in sealed envelope.

(xviii) **General Sales Tax:** will be paid on applicable items only by the company/firm/agency.

(xix) **Government tax(es), levi(es) and charges(s)**: It will be charged at actual as per SRO.

Stamp & Signature

(xx) **Arbitration:** In case of any dispute, difference or and question which may at any time arise between the parties hereto or any person under them, arising out in respect of this letter of intent or this subject matter thereof shall be referred to the Registrar of the IBA and CEO of the company / firm / agency for arbitration/settling of the dispute, failing which the decision of the court law in the jurisdiction of Karachi binding to the parties.

(xxi) **Bid Security:** 2% Bid Security should be deposited along with the tender form in shape of PAY ORDER / DEMAND DRAFT only in the name of Institute of Business Administration, Karachi.

(xxii) **Performance Security:** Successful bidder should provide 5% Performance Security of total value of Work Order in the form of Pay Order or bank guarantee before submission of invoice. The Performance Security shall extend at least three months beyond the Date of Delivery/Completion of work / Contract / Warranty, whichever is longest.

(xxiii) **Rights:** IBA reserve the right to accept or reject any or all tender(s) or terminate proceedings at any stage in accordance to the rules & regulations framed by SPPRA. IBA, also reserve the right to issue Purchase Order / Work Order for any single items to different lowest responsive bidders or issue Purchase Order / Work Order for all the items to any lowest responsive bidder.

(xxiv) **Tender Document:** Tender Document available at the Office of Sr. Manager Procurement & Stores, Ground Floor, Fauji Foundation IBA Main Campus, University Road, Karachi.

(xxv) **Discourage Child Labor:** All staff must have CNIC and clearly mentioned to discourage work through child labor.

(xxvi) **Environmental Friendly Procedure:** Supplier / Manufacturer / Distributor must ensure Environmental Friendly procedure of manufacturing and avoid the use of Toxic material.

(xxvii) **Submission of Tender:** Last date for submission is September 07, 2018 up to 3:00 PM.

(xxviii) **Opening of Tender:** Tender will be opened on September 07, 2018 on 3:30 PM at IBA Main Campus, University Road, Karachi.

(xxix) **Government tax(es), levi(es) and charges(s)**: All Government taxes (including Income tax and stamp duty), levies and charges will be charged as per applicable rates / denomination of Purchase Order.

(xxx) **Stamp Duty**: 0.35% against total value of Work Order will be levied accordingly.

(xxxi) **Demonstration:** The Service Provider contactor manufacturer /firms /companies /distributors /suppliers will compulsorily provide a demonstration unit of the quoted product for testing / evaluation purposes. The demonstration unit should be exactly of the same specification as quoted by the manufacturer /firms/company's /distributors/ suppliers. In case the demo unit isn't according to the specification required by IBA or quoted by the manufacturer/firms/companies/distributors/suppliers, the tender may be liable to rejection. Sample, if any, of the quoted item may be provided with the tender form duly stamped by the company.

(xxxii) **Delivery of Equipment:** All equipment for the project will be delivered new, in packed condition directly to the location, as per the discretion of IBA. If equipment delivered is not conforming to the specifications and bill of quantity, the equipment will not be accepted. The equipment will be installed only after inspection.

Stamp & Signature

7. **Integrity Pact**

Declaration of Charges, Fees, Commission, Taxes, Levies etc payable by the manufacturer/supplier/distributor works;

M/s. _____, the manufacturer / supplier / distributor hereby declares that:

(a)   Its intention not to obtain the procurement work of any Contract, right, interest, privilege, or other obligation or benefit from the IBA or any administrative or financial offices thereof or any other department under the control of the IBA through any corrupt practice(s).

(b)   Without limiting the generality of the forgoing the manufacturer/supplier/distributor represents and warrants that it has fully declared the charges, fees, commission, taxes, levies etc, paid or payable to anyone and not given or agreed to give and shall not give or agree to give to anyone within the IBA directly or indirectly through any means any commission, gratification, bribe, gifts, kickback whether described as consultation fee or otherwise, with the object of obtaining or including the procurement or service contract or order or other obligations whatsoever from the IBA, except that which has been expressly declared pursuant hereto.

(c)   The manufacturer/supplier/distributor accepts full responsibility and strict liability for making any false declaration/statement, not making full disclosure, misrepresenting facts or taking any action likely to degrade the purpose of declaration, representation and warranty. It agrees that any contract/order obtained aforesaid shall without prejudice to any other right & remedies available to the IBA under any law, contact, or other instrument, be stand void at the discretion of the IBA.

(d)   Notwithstanding any right and remedies exercised by the IBA in this regard, manufacturer/supplier/distributor agrees to indemnify the IBA for any loss or damage incurred by it on account of its corrupt business practice & further pay compensation to the IBA in any amount equivalent to the loss of any commission, gratification, bribe, gifts, kickback given by the company/firm/supplier/agency/service provider as aforesaid for the purpose of obtaining or inducing procurement/work/service or other obligation or benefit in whatsoever from the IBA.

Note:
This integrity pact is mandatory requirement other than auxiliary services / works.

_____
Stamp & Signature

It is hereby certified that the terms and conditions have been read, agreed upon and signed.

M/s _____

Contact Person_____

Address_____

Tel #_____ Fax _____

Mobile_____ Email_____

_____
SIGNATURE & STAMP