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 Multifunctional Production Printer for Testing Department	(IT/62/2013-14)	Rs. 1,000/-

Tender documents will remain available at the website **www.iba.edu.pk/tenders** from **May 9, 2014** to **May 26, 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 **May 26, 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
Website: www.iba.edu.pk

PID# 0000

15x2col

TENDER DOCUMENT

TENDER NUMBER: IT/62/2013-14

"Procurement of Multifunctional Production Printer for Testing department."

(Provide, Supply & Commissioning of Printing Solution)

SEAL & SIGNATURE OF THE TENDER

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

Date of Receipt / Opening of Tender   26/May/2014

<u>Submit to</u>: 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: 07- Days after the receipt of PO

3. Liquidated damages in case of   Rs.1000/- for each calendar day.

   non-completion of supply/work within stipulated time.

4. Limit of liquidated damages: 10% of the tendered amount.

5. Retention Money :   10% retention money of the total Bid amount will be

                                            deducted.

6. Release of Retention Money: After the successful completion of warranty period.

7. Bid validity period: 90 days.

SEAL & SIGNATURE OF THE TENDER

General Terms and Conditions

8. 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.
9. All tenders should reach under sealed cover envelop up to 11:00am on 26/May/2014.
10. The tender will be opened on the same days at 11:30am in presence of bidders who choose to be present.
11. The items should be supplied within 07 days after the receipt of the Purchase Order (**Mandatory**).
12. 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.
13. Every unsuccessful tendered should be responsible to collect Bid Security's pay order within one month of the opening date of tender.
14. Income tax will be deducted as per Government Rules.
15. GST invoice should also be deposited with the original bill and Delivery Challan.
16. 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.
17. 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.
18. The bids will be evaluated on the basis of lowest items rate in equipment & price of SLA keeping in view our required configuration only.
19. 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.(**Provide proof, mandatory**)
20. Warranty should be of three years (manufacturer) with complete parts and services. Only consumable parts not covered under this warranty.
21. The bidder must also provide the rate of the SLA with parts & consumable after the completion of warranty perio**d (Mandatory)**.
22. The contract will be given to the bidder who quotes the lowest prices of the machine & FSMA and also meet the desired criteria. (**Functional Demonstration of Testing Printing Solution is mandatory**)

Signature: _____

Name: _____

E-mail: _____

Tel Numbers: _____

Mobile Numbers: _____

Email Address: _____

Specification

System Specifications	IBA Requirement	Quoted by Bidder
Speed	55 ppm or higher	
Size	8.5 x 11 in. / A4 (LEF) 8.5 x 13 to 8.5 x 14 in. / A4 to B4 (SEF) 11 x 17 in. / A3 (A3 SEF)	
Monthly Duty Cycle1	Up to 200,000 pages or higher	
Hard Drive / Processor /Memory	160 GB / 1 GHz Dual-core / 2 GB system	
Connectivity	10/100/1000Base-T Ethernet, High-Speed USB 2.0 direct print	
Print Resolution	Up to 4800 x 600, 256 shades of gray, 1200 x 1200 emulation	
Mobile Printing	Require	
Scan Standard Features	Scan to Network, Scan to Email, Scan to Folder, Scan to SMB or FTP, Text Searchable PDF, PDF/A, XPS, Linearized PDF. Scan to USB Memory Device, Single Touch Scanning	
Connect Key	for SharePoint®, Connect Key Share to Cloud, N® Scan to PC Desktop® SE and Professional, numerous	
Security	McAfee® Embedded, McAfee ePolicy (ePO) Compatible, HDD Overwrite, 256-bit Encryption (FIPS 140-2 compliant), Common Criteria Certification (ISO 15408), Secure Print, Secure Fax, Secure Scan, Secure Email, Cisco® TrustSec Identity Services Engine (ISE) Integration, Network Authentication, SSL, SNMPv3, Audit Log, Access Controls, User Permissions	
Mail Merge Printing	Yes	
Auto Tray Switching	Yes	
XSA Software	Standard Accounting (Copy, Print, Scan, Fax) or equal	
Page Description Languages	Adobe® PostScript® 3™, PDF, PCL® 5c / PCL 6, XML Paper Specification (XPS®)	

Print Features	Application Defaults	
	Banner Sheet Enable / Disable	
	Bi-directional Status	
	Cover Selection	
	Delay Print (specific time)	
	User Permissions	
	Image Options (Toner Saver, Resolution (Standard, High)	
	Job Identification (Print ID or Banner, Print ID in margins on first page only or all pages)	
	Layout / Watermark (N-up (up to 16 pages per sheet), Multi-up, Booklet layout / finishing, Fit to new paper size)	
	Overlays	
	Paper Selection by Attribute	
	Sample Set	
	Saved Job	
	Secure Print with Timed Deletion	
	Special Pages (exception page programming: covers, inserts, exception pages)	
	Store and Recall Driver Settings	
	Sustainability Features (Earth Smart Settings, Duplex, N-up, Turn-off Banner and Print ID, Smart Sample Set, Hold All Jobs)	
Print / scan from USB	Allows walk-up printing from USB port	
	Supports direct printing from computer via USB port	
	Supported file formats: PDF, JPEG, TXT	
Scan to Email (Standard)	Yes	
Trays 1 and 2	500 sheet each or higher	
High Capacity Tandem Tray 3 and 4	Tray 3: 1,600 sheets Tray 4: 2,000 sheets or higher	
Secure Printing / Secure Scanning	Yes	
Print Features Print Features	Print from USB, Earth Smart Driver Settings, Job Identification, Booklet Creation, Store and Recall Driver Settings,	
	Bi-directional Status, Scaling, Job Monitoring	
Toner Cartridge	76,000 pages or higher	
Fuser Module	400,000 or higher	

Xerographic Module – Metered	*450,000 or higher*	
Centre Ware® Web	*A Web-based server application for network administrators that permits Web browser-based device management from* *any workstation, whether running Windows, UNIX or any other operating system:* *• Works with any SNMP-managed printer from any manufacturer.* *• Provides help with device discovery and installation, health checks and troubleshooting, and device upgrades, as well* *as basic accounting and asset management.* *• Requires Windows XP, Vista or Windows 7 and Internet Explorer 6.0 and higher.*	
Warranty	*Three Years original Manufacture warranty with parts and services onsite free of cost*	

- Unit price exclusive of taxes:
- Unit price inclusive of taxes:
- Price of SLA (Full Service Maintenance Agreement) with parts & consumable items inclusive of taxes after the warranty time.