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:

<table>
<thead>
<tr>
<th>S. No.</th>
<th>Description</th>
<th>Tender#</th>
<th>Tender Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Procurement of Multifunctional Production Printer for Testing Department</td>
<td>IT/62/2013-14</td>
<td>Rs. 1,000/-</td>
</tr>
</tbody>
</table>

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

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

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

[IBA seal]
**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 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. **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 period (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

<table>
<thead>
<tr>
<th>System Specifications</th>
<th>IBA Requirement</th>
<th>Quoted by Bidder</th>
</tr>
</thead>
<tbody>
<tr>
<td>Speed</td>
<td>55 ppm or higher</td>
<td></td>
</tr>
<tr>
<td>Size</td>
<td>8.5 x 11 in. / A4 (LEF)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>8.5 x 13 to 8.5 x 14 in. / A4 to B4 (SEF)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>11 x 17 in. / A3 (A3 SEF)</td>
<td></td>
</tr>
<tr>
<td>Monthly Duty Cycle1</td>
<td>Up to 200,000 pages or higher</td>
<td></td>
</tr>
<tr>
<td>Hard Drive / Processor / Memory</td>
<td>160 GB / 1 GHz Dual-core / 2 GB system</td>
<td></td>
</tr>
<tr>
<td>Connectivity</td>
<td>10/100/1000Base-T Ethernet, High-Speed USB 2.0 direct print</td>
<td></td>
</tr>
<tr>
<td>Print Resolution</td>
<td>Up to 4800 x 600, 256 shades of gray, 1200 x 1200 emulation</td>
<td></td>
</tr>
<tr>
<td>Mobile Printing</td>
<td>Require</td>
<td></td>
</tr>
<tr>
<td>Scan Standard Features</td>
<td>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</td>
<td></td>
</tr>
<tr>
<td>Connect Key</td>
<td>for SharePoint®, Connect Key Share to Cloud, N® Scan to PC Desktop® SE and Professional, numerous</td>
<td></td>
</tr>
<tr>
<td>Security</td>
<td>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</td>
<td></td>
</tr>
<tr>
<td>Mail Merge Printing</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>Auto Tray Switching</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>XSA Software</td>
<td>Standard Accounting (Copy, Print, Scan, Fax) or equal</td>
<td></td>
</tr>
<tr>
<td>Page Description Languages</td>
<td>Adobe® PostScript® 3™, PDF, PCL® 5c / PCL 6, XML Paper Specification (XPS®)</td>
<td></td>
</tr>
</tbody>
</table>
| 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 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  

[Image]
<table>
<thead>
<tr>
<th>Xerographic Module – Metered</th>
<th>450,000 or higher</th>
</tr>
</thead>
</table>
| 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.