Institute of Business Administration Karachi
Leadership and Ideas for Tomorrow

Request For Quotation

Description : **RFQ-004203 - Procurement of IT Accessories**

Date of Issue : **5 Nov 2026**

Date of Submission of Quotation : **8 Nov 2026 2:00:00 PM**

Place of Delivery : Stores, IBA Main Campus, University Road, Karachi.

Contact Person & Telephone : Purchase Department, IBA Main Campus, University Road, Karachi.
PAK
021-38104700
Extension : 2156

Sr#	Description	Quantity + UOM
1	Extension Cable HDMI MALE TO FEMALE EXTENSION CABLE 1M UGREEN (10141) or Equivalent	25.00 EACH
2	USB Flash Drive 128 GB; KINGSTON USB 128GB 3.2 or Equivalent with One Year Warranty	10.00 EACH
3	Wired Mouse USB Optical Sensor Mouse; Dell or Equivalent wired Mouse	25.00 EACH
4	Keyboard USB; Dell or Equivalent Wired Keyboard	25.00 EACH
5	Wireless Mouse WIRELESS MOUSE A4-TECH or Equivalent	10.00 EACH
6	Mouse Pad with gel;	25.00 EACH
7	Wireless Keyboard and Mouse Wireless, (combo); wireless keyboard Logitech (Combo MK-235) or Equivalent with One Year Warranty	10.00 EACH
8	Screwdriver Set of 12; Jakem (Precision screwdriver set) or Equivalent with Accessories Toolkit	2.00 EACH

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9	Type C to HDMI Converter ; ; ; ; Type C to HDMI 4K@30Hz Amaze A120 or Equivalent	20.00 EACH
10	HDMI Switcher HDMI SWITCH 3 IN 1 OUT 4K; HDMI SWITCH 3 IN 1 OUT 4K UGREEN 80125 or Equivalent (One Year Warranty)	20.00 EACH
11	Adapter Wireless Nano USB Adapter; Wireless N Nano USB Adapter TP-Link TL-WN725N or Equivalent	10.00 EACH
12	HDMI to VGA Converter	5.00 EACH
13	Caddy HDD M.2 NVME Hard Drive Enclosure; with One Year Warranty	8.00 EACH
14	HDMI Converter Micro HDMI to HDMI Converter;	5.00 EACH
15	Type-C Male to Type-C Female Cable 3 meters;	10.00 EACH

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 Invoice/Bill & delivery of above item(s).
4. General Sales Tax will be paid on applicable items only.
5. Liquidity damage at the rate of 2% per month on actual will be imposed on delayed delivery.
6. The rate/item cost is final, and no change whatsoever will be accepted.
7. Government tax(es), levi(es) and charge(s) will be charged at actual as per SRO.
8. IBA reserves the right to accept or reject any quotation without assigning any reason thereof.
9. IBA reserves the right to change/alter/remove any item or article or reduce/enhance quantity without assigning any reason.
10. IBA also reserves the right to issue a Purchase Order for any single item to different lowest responsive bidders or for all the items to any lowest responsive bidder.
11. Invoice/Bill to be submitted to Purchase Department.
12. Advance Payment subject to Bank Guarantee.
13. All Government taxes (including Income tax and stamp duty), levies and charges will be charged as per applicable rates/ denominations of the Purchase Order.
14. Stamp Duty 0.35% for Goods against total value of Purchase Order will be levied accordingly.