Institute of Business Administration Karachi
Leadership and Ideas for Tomorrow

Request For Quotation

Description	:	**RFQ-003557 - 11054-Provide & Supply HP Compatible Toners**
Date of Issue	:	**10 Mar 2026**
Date of Submission of Quotation	:	**16 Mar 2026 12:00:00 PM**
Place of Delivery	:	Stores, IBA Main Campus, University Road, Karachi.
Contact Person & Telephone	:	Purchase Department, IBA Main Campus, University Road, Karachi. 0322-3553032 Extension : 2155

Sr#	Description	Quantity + UOM
1	Toner For Printer For HP 402; 26A; Black; HP Compatible Toners; with Universal Chip; As per approved sample (when or if required by IBA).	20.00 EACH
2	Toner For Printer For HP 2015; 53A; Black; HP Compatible Toners; with Universal Chip; As per approved sample (when or if required by IBA).	4.00 EACH
3	Toner For Printer For HP 404; 76A; Black; HP Compatible Toners; with Universal Chip; As per approved sample (when or if required by IBA).	8.00 EACH
4	Toner For Printer For HP 1536; 78A; Black; HP Compatible Toners; with Universal Chip; As per approved sample (when or if required by IBA).	4.00 EACH
5	Toner For Printer For HP M26A; 79A; Black; HP Compatible Toners; with Universal Chip; As per approved sample (when or if required by IBA).	6.00 EACH
6	Toner For Printer For HP (125,127,225dn); 83A; Black; HP Compatible Toners; with Universal Chip; As per approved sample (when or if required by IBA).	6.00 EACH
7	Toner For Printer For HP 108w; 110A; Black; HP Compatible Toners; with Universal Chip; As per approved sample (when or if required by IBA).	12.00 EACH

8	Toner For Printer For HP MFP236 SDW; 136A; Black; HP Compatible Toners; with Universal Chip; As per approved sample (when or if required by IBA).	10.00 EACH
9	Toner For Printer For HP 3103fdw; 145A; Black; HP Compatible Toners; with Universal Chip; As per approved sample (when or if required by IBA).	12.00 EACH
10	Toner For Printer For HP 4003dn; 151A; Black; HP Compatible Toners; with Universal Chip; As per approved sample (when or if required by IBA).	12.00 EACH
11	Toner For Printer For HP MFP137fnw; 107A; Black; HP Compatible Toners; with Universal Chip; As per approved sample (when or if required by IBA).	8.00 EACH
12	Toner For Printer For HP 3005; 51A; Black; HP Compatible Toners; with Universal Chip; As per approved sample (when or if required by IBA).	4.00 EACH
13	Toner For Printer For color HP M254; 202A; Cyan; HP Compatible Toners; with Universal Chip; As per approved sample (when or if required by IBA).	2.00 EACH
14	Toner For Printer For color HP M254; 202A; Magenta; HP Compatible Toners; with Universal Chip; As per approved sample (when or if required by IBA).	2.00 EACH
15	Toner For Printer For color HP M254; 202A; Black; HP Compatible Toners; with Universal Chip; As per approved sample (when or if required by IBA).	2.00 EACH
16	Toner For Printer For color HP M254; 202A; Yellow; HP Compatible Toners; with Universal Chip; As per approved sample (when or if required by IBA).	2.00 EACH
17	Toner For Printer For HP 1102; 85A; Black; HP Compatible Toners; with Universal Chip; As per approved sample (when or if required by IBA).	6.00 EACH

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18	Toner For Printer For M7108DW; TL-425H; Black; HP Compatible Toners; with Universal Chip; As per approved sample (when or if required by IBA).	4.00 EACH

Terms & Conditions :

1. Material of this order is subject to final inspection at the time of delivery by IBA stores or end user at IBA.
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 within 30 working days 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.