



Request For Quotation

Description : **RFQ-001885 - 6343 - Printer, Scanner and Hard Drive**

Date of Issue : **22 May 2024**

Date of Submission of Quotation : **28 May 2024 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1	Printer HP LaserJet Pro 4003dn Printer (2Z609A); HP; or equivalent or superseded. with one year verifiable warranty with parts and labour. *Note: Item-wise bidder selection.	1.00 EACH
2	Scanner HP ScanJet Pro 2600 f1, ADF, duplex; or equivalent or superseded. with one year verifiable warranty with parts and labour. *Note: Item-wise bidder selection.	1.00 EACH
3	Pocket Drive 1 TB; ; Seagate or WD or equivalent or superseded. with one year replacement warranty. *Note: Item-wise bidder selection.	1.00 EACH

Terms & Conditions :

1. Material of this order is subject to final inspection at the time of delivery by IBA ICT department or 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 I item cost is final and no change what so ever will be accepted.
7. Government tax(es), levi(es) and charge(s) will be charged at actual as per SRO.
8. Competent Authority reserves the right to change/ alter I remove any item or article or reduce I enhance quantity without assigning any reason.
9. Invoice/Bill to be submitted to Purchase Department.
10. Advance Payment subject to Bank Guarantee.
11. All Government taxes (including Income tax and stamp duty), levies and charges will be charged as per applicable rates I denomination of Purchase Order.
12. Stamp Duty 0.35% for Goods against total value of Purchase Order will be levied accordingly.