



Request For Quotation

Description	: RFQ-000870 - 3594-Photocopier Services on Per Click Basis
Date of Issue	: 29 Mar 2023
Date of Submission of Quotation	: 29 Mar 2023 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. 0322-3553032 Extension : 2155

Sr#	Description	Quantity + UOM
1	Photocopier Repair & Services ; ; ; ; 01 Photocopier Required on Rental Basis; -Per Page/Per Click/Per Print Charges required. -Estimated printing of pages consumption or MoQ 32,500. -01 quantity of photocopiers with atleast 50 ppm each required. -Finisher with Stapling unit required. -Rental period should be approximately 05 days. -Engineer or technical support required (if necessary) during this rental tenure within 2.5 hours of complain log. -Service provider should be responsible for the maintenance of all consumable items like, toner, drum, etc. only other than pages and operator.	32,500.00 EACH
2	Transportation Charges -Deployment, Installation and Collection/Pickup of Photocopiers with Labor Charges and Transportation Charges. -Location of deployment of photocopiers should be IBA, Main Campus, University Enclave, University Road,, Karachi. -Delivery or Deployment time should be within 04 hours after receiving of official notice or Purchase/Work Order.	1.00 EACH

Terms & Conditions :

1. Material of this order is subject to final inspection at the time of delivery by 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 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.