



**Institute of  
Business Administration  
Karachi**

Leadership and Ideas for Tomorrow

**APPROVAL FOR:**

☒ Purchase

☐ Works

☐ Others (pl. specify) \_\_\_\_\_

(Please mark (✓) appropriate box)

**Office Notes & Order**

CEIF Dept  
BUDGET CODE

Beneficiary Department/Place of work: CEIF Funded

**Description:**

Procurement of Scanner (01). (HP-5590)

**Comparative Summary:**

S. No	Description	Pako	ARC PT	Almadina	K.E	Allied Compt	Imran Elect
1.	Unit Price with taxes	27,495/-	24,800/-	26,442/-	24,900/-	24,804/-	23,575/-
2	Model Quoted	5590	5590	5590	5590	5590	5590
Total							
Add G.S.T							

Recommended Supplier/Vendor/Contractor: Imran Electronics

Approval Amount: Rs. 23,575/-

**Basis of recommendation:**

Lowest in Price with one year warranty. (\*) User depart requires this model and recommended to procure.

Recommended by CEIF

Director Finance

(for Budgetary Allocation/Re-appropriation)

**Approved by**

(Director IBA/Director IT/Projects/Registrar/\_\_\_\_\_)

**Enclosures:**

- |  |   |
|--|---|
| <input type="checkbox"/> Original Quotations along with RFQs         | <input type="checkbox"/> Relevant minutes of Purchase Committee/Audit & Finance Committee/Executive Committee |
| <input type="checkbox"/> Requisition from the concerned person/Deptt | <input type="checkbox"/> Other Documents _____  |
| <input type="checkbox"/> Copies of Tender document (if any)          |   |
| <input type="checkbox"/> Copy of tender advertisement (if any)       |   |

(Please mark (✓) appropriate boxes)





10, Ground Floor, Business Arcade,  
Block-6, PECHS, Shahrah-e-Faisal,  
Karachi - Pakistan.

P 3453 1104, 3453 1087, 3431 0292, 3438 9841  
F 3454 9420  
E info@pakocomputers.com.pk  
W www.pakocomputers.com.pk

TO : I.B.A	REF # : RA001104 KHI 2016
ATTN: MR. ASJAD ASAD SIDDIQI / MR. ALI AHMED NAQVI	DATE : JAN-29-2016
TEL # : 111-422-422	FAX #:

### SUBJECT: QUOTATION FOR HP SCANNERS

<b>HP SCANJET 5590 SCANNER</b>	
(01 YEAR HP ORIGINAL CARD WARRANTY) (EX-STOCK)	
Exclusive GST	UNIT PRICE: 23,500/- RS.
Add 17% GST	3,995/- RS.
Inclusive GST	UNIT PRICE: 27,495/- RS.

<b>HP SCANJET N6350 SCANNER</b>	
(01 YEAR HP ORIGINAL CARD WARRANTY) (EX-STOCK)	
Exclusive GST	UNIT PRICE: 60,000/- RS.
Add 17% GST	10,200/- RS.
Inclusive GST	UNIT PRICE: 70,200/- RS.

<b>HP SCANJET 3000 S2 SHEETFEED SCANNER</b>	
(01 YEAR HP ORIGINAL CARD WARRANTY) (EX-STOCK)	
Exclusive GST	UNIT PRICE: 42,500/- RS.
Add 17% GST	7,225/- RS.
Inclusive GST	UNIT PRICE: 49,725/- RS.

### TERMS & CONDITION:

VALIDITY	:	ONE WEEK.
PAYMENT	:	THE PAYMENT WILL BE MADE AS PER MUTUAL UNDERSTANDINGS.
DELIVERY	:	EX-STOCK AVAILABLE
TAX	:	ABOVE PRICE INCLUSIVE OF 4.5% INCOME-TAX AND 17% GST INCLUSIVE.

NOTE: PRICES SUBJECT TO CHANGE IF THERE IS ANYCHANGES IN GOVT.POLICY OR DEVALUATION OF PRS AGAINST FOREIGN CURRENCIES.

With Best Regards,

REHAN AHSAN SIDDIQUI  
Corporate Account Manager  
0332-3157026

Note: This is a computer-generated quotation and does not require any signature.





Phone Numbers: (021) 32463767-68, (021) 32462941-43, Fax: (021) 32463764  
STRN:12-059999-067-46, NTN: 1128778-7

## QUOTATION OF HP SCANNER

ATTN: Asjad Asad  
DEPT: I.T. Procurement  
COMPANY: INSTITUTE OF BUSINESS ADMINISTRATION  
ADDRESS: University Enclave, University Road, Karachi  
TEL: 0302-8225188  
RFQ REF: RFQ – Scanner-CEIF

DATE: 01st Feb 2016  
QT REF: APT-0098-01022016-ARC-KHI

Dear Sir/ Madam,

Reference to your query, please find attached our quotation for the same. We hope that you will find the prices very competitive. Looking forward to hear from you soon  
If you have any query, feel free to contact us.

S.No.	DESCRIPTION	QTY	Unit Price W/O GST	17% GST Amount	Total unit Price with GST	Total Amount
1	HP Scanjet 5590 Digital Flatbed Scanner	1	21,196.58	3,603.42	24,800.00	24,800.00
2	HP Scanjet N6350 Network Scanner	1	68,922.78	11,716.87	80,639.65	80,639.65
3	HP Scanjet Pro 3000 S2 Sheetfeed Scanner	1	44,004.54	7,480.77	51,485.32	51,485.32

### Terms & Conditions

Prices Above prices are inclusive of all GOVT. Taxes  
Delivery Time Ex-stock, kindly confirm the availability of stock at the time of issuing Purchase Order.  
Warranty Standard Manufacturer Warranty  
Validity 05 Days  
Payment Terms Immediate after delivery, please issue cross cheque in favour of Arcpoint Technologies  
Note Price would be revised, incase the Govt or Principal imposes any additional duties, customer has to pay the difference.

Best Regards

Elizabeth Miranda  
Sales Coordinator

ARCPOINT TECHNOLOGIES  
BRANCHES

Suite # 60-61, 1st floor, Al Latif Centre, Main Gulberg Road Lahore.  
Phone Numbers: 0423-5781550

House # 169 Street # 33 I-8/2 Islamabad.  
Phone Numbers: 051-4860968



M/s. Institute of Business Administration  
University Road,  
Karachi.

Attention : Syed Ali Ahmed Naqvi  
Department: Procurement

Quotation No. : FQN11425  
Quotation Date : Jan 30, 2016

Ref. No. : Scanner-CIEF  
Ref. Date : 29, Jan- 2016  
Due Date: 01-Feb-2016

Dear Sir,

With reference to your enquiry regarding purchase of computer parts and accessories we are pleased to quote our best price with below mentioned terms & conditions. In case of any clarification please call the undersigned.

## Terms & Conditions :

### TAX Deduction

Income Tax is included in above mentioned prices, where 17% G.S.T will be charged as mentioned.

### Quote Validity

All above quoted prices are valid for 15 days from the date of this quotation. (Subject to below conditions)  
If prices are increased due to Inflation, shortage by manufacturer, due to any change in import duty structure, or imposition of any new taxes by govt. you will be submitted fresh quotation with revised values.  
Al-Madina Enterprises reserve the right to increase prices if currency difference of more than 3% took place.

### Availability

Most of the items mentioned in quotation are available ex-stock. Other items can be arranged in 8 - 10 days depending on quantity volume.

### Warranty

All products warranties will be provided as mentioned against each item or as per manufactureres warranty terms. Faulty unit will be replaced as per defined manufacturers warranty guidelines.

### Delivery Timeline

Al-Madina Enterprises will not be responsible for any delays in delivery beyond control such as import problem, shortage by manufacturer, natural disaster etc.

### Payment Terms

Payment must be made with in 3 weeks of bill submission. Payments will only be excepted through cross cheques or payorders.

Regards,

Sales Team

Riaz Raza

Manager Sales



# Allied Computer Services

Name of Trust



Manufacturers Plain & Pre-Printed Computer Stationery,  
Importer, Wholesaler & Supplier Printers, Photocopiers, Fax & Computer  
Peripherals, Complete Range of Ribbons, Toners, Ink Cartridges, Drums,  
Data Cartridges, Networking Items & Office Supplies.

NTN : 15-06-0901089-7

GST : 12-00-8500-690-28

Address : RB - 3/19/1, D.M. Wafai Road,  
Near H.O. Akhbar Daily "Aman"  
Pakistan Chowk, Karachi.  
Phone : 92-21 32217436, 32210412, 32626806  
Fax : 92-21 32621687  
E-mail : allied.computer123@gmail.com

JAN 29, 2016

I B A

MAIN CAMPUS  
KARACHI.

SUBJECT : QUOTATION .

Dear Sir ,

With reference to your Enquiry RFQ – Scanner- CEIF I Dt: JAN 29, 2016, regarding  
supply of below mentioned items, we are pleased to quote our lowest prices as  
given below :

Sr. #	Items Description	Qty.	Unit	Total	App.	Grand
				Price	Price	Total
01.	HP Scanner					
	Model 5590 .....	01	21,200/-	21,200/-	3,604/-	24,804/-
	Model N6350 .....	01	64,400/-	64,400/-	10,948/-	75,348/-
	Model Pro 3000 .....	01	42,950/-	42,950/-	7,301/-	50,251/-

Limited Ex-Stock  
With HP Card standard Warranty  
HP Authorized Dealer

Thanking you and assuring you for our best services at all times .

Yours Faithfully ,  
For **ALLIED COMPUTER SERVICES ,**



( M.UZAIR BAIG )





Sr.#	Item Description	Price	GST Amount	Price Incl. GST	Unit.
01	<b>HP Scanjet Scanner with ADF Model: 5590</b> Specification: Scan Type: Flatbed ADF Resolution : 2400 X 2400 Dpi Scanning Speed: 10 x 15 cm colour photo into Microsoft Word: less than 24 sec Automatic document feeder speed: Up to 8 ppm/4 Scan Area: letter, A4, A5, Legal Warranty: One year HP Card warranty	22,600.00	3,842.00	26,442.00	Unit.
02	<b>HP Scanjet Networked Document Flatbed Scanner Model: N6350</b> Specification: Scanner type: Flatbed, ADF Scan resolution, optical: Up to 2400 dpi Duty cycle (daily): 500 pages Automatic document feeder speed: Up to 15 ppm/6 ipm (b&w, gray, 200 dpi) Warranty: One year HP Card warranty	63,900.00	10,863.00	74,763.00	Unit.
03	<b>HP Scanjet Pro 3000 s2 Sheet-feed Scanner</b> Specification: Scanner type: Sheetfed Resolution : 600 Dpi Automatic document feeder speed: Up to 20ppm/40 Warranty: One year HP Card warranty	42,900.00	7,293.00	50,193.00	Unit.

For Terms & Conditions please go through first page.

Awaiting your reply.

Thanks & regards,

**Sales Team**

Manager Sales

(This is a computer generated document and does not require any signature)

Preferred  
  
 Partner

1st Floor, Al-Rasheed Centre, F.M.F. Ali Road, Haqqani Chowk, Opposite to Burhani Hospital, Karachi.

**Authorized  
 Dealer/Partners**

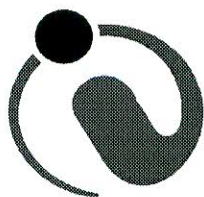
**Team**

**intel**  
 shop assisted

**DELL**

**acer**

**Microsoft**



# IMRAN Electronics

Office # 509, 5th Floor, Uni Center, Hasrat Mohani Road, Karachi-Pakistan.  
Phone : 92-21-32463394-95 Fax : 92-21-32463395 E-mail: info@imranelectronics.com  
www.imranelectronics.com

Business Partner



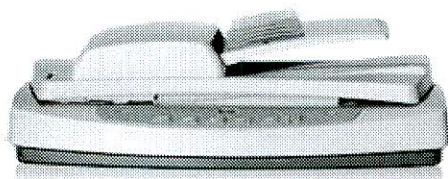
Dated: 01-02-2016  
Ref: IE.IBA RFQ-Scanner-CEIF  
Mr. Ali Ahmed Naqvi – Procurement Department  
Institute of Business Administration  
Karachi,

## Quotation for HP Scanjet 5590 (Main Campus)

Dear Sir,

Reference to our meeting regarding the purchase of HP Scan jet, please find prices for your kind approval and perusal.

Sno	Product	Unit Price	GST 17%	Sub Total	Qty	Grand Total
1	HP Scanjet 5590 Digital Flatbed Scanner	20,149.00	3,425.00	23,575.00	01	Rs23,575.00



## Hp Scan jet N6350 & hp scan jet pro 3000 s2 out of stock

### Terms and Conditions

1. Above Quoted Prices are inclusive of 17% GST
2. Price Validity : 15 days
3. Delivery time: 1 week after receipt of Purchase order from your side
4. Payment 25 days
5. We shall deliver the goods free of cost within the limits of Karachi. However out station courier charges will be charged at actual.
6. We are commercial importers and Income Tax has been paid at Customs, therefore no Tax will be deducted for which we will provide the necessary documents.

If you have any further queries, please do not hesitate to contact us.

For **Imran Electronics**,

**Muhammad Imran Khan**

Business Development Manger

0300-9265177