



**Institute of
Business Administration
Karachi**

Leadership and Ideas for Tomorrow



Office Notes & Order

ICT-CPX-HW-118

BUDGET CODE

web \$ 860

APPROVAL FOR:

☐ Purchase

☐ Works

☐ Others (pl. specify) _____

(Please mark (✓) appropriate box)

Beneficiary Department/Place of work M551 & 90A toners as Store request

Description: Toners required Backup toners

FOR CED / Fawad Mehdi
M551

Comparative Summary:

S. No	Description	QTY	Imran Electronics	Galaxy Techno	Pako computer	Zaintech System
1.	HP M551 Color toners	01 Set	N/A	60,800/-	61,000/-	63,900/-
2	Hp toners 90-A	01	12,444/-	12,400/-	12,800/-	12,700/-
Total			12,444/-	73,200/-	73,800/-	76,600/-
Add G.S.T			2,115/-	12,444/-	14,722/-	13,022/-
G. Total			14,559/-	85,644/-	88,522/-	89,622/-

Recommended Supplier/Vendor/Contractor: Galaxy Techno

Approval Amount: Rs. 85,644/-

Basis of recommendation: Being lowest

Forwarded by _____

Approved by _____

(Director IBA/Director IT/Projects/Registrar/_____)



Director Finance
(For Budgetary Allocation/Re-appropriation)

Certified By _____

Enclosures:

- ☐ Original Quotations along with RFQs
- ☐ Requisition from the concerned person/Deptt
- ☐ Copies of Tender document (if any)
- ☐ Copy of tender advertisement (if any)

- ☐ Relevant minutes of Purchase Committee/Audit & Finance Committee/Executive Committee
- ☐ Other Documents _____

(Please mark (✓) appropriate boxes)



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: 23-05-2016

Ref: IE.IBA.23-05/16

RFQ-HP Original Toner Require

Mr. Ali Ahmed Naqvi – Procurement Department

Institute of Business Administration

Karachi,

Quotation for HP LASERJET PRINTER 601 TONER 90a

Dear Sir,

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

Sno	Product	Unit Price	GST 17%	Sub Total	Qty	Grand Total
1	HP LASERJET PRINTER 601 TONER 90a	12,444.00	2,115.00	14,560.00	2	Rs29,120.00
	Page yield (black and white)					
	10,000 pages					

HP 551 COLOR TONER KIT 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



GALAXY Techno Shop

One Stop Shop for : Tablets - Laptops - Desktop Pc's & Add-ons
GC 07-09 G/F TECHNO CITY H.MOHANI ROAD KARACHI. PHONE: 021 32217091

M/s : Institute of Business Administration Karachi

City Campus, University Road

KARACHI

MR. Syed Ali Ahmed Naqvi

Tel: 111-422-422 Ext 2112

QUOTATION

23/05/16

Ref # QT570

S.No	Product	Qty	Price	AMOUNT	Sales Tax 17%	Amount
1	HP 90A Toner	2	12400	24800	4216	29016
2	HP Toner 551	2	60800	121600	20672	142272

1. Prices given are exworks Karachi.
2. WH TAX already Included In Price.
3. Quoted Price are valid for 7days Only.
4. Goods are Available In Ready Stock

For Galaxy Techno

Muhammad Salman

021 32400893



10, Ground Floor, Business Arcade,
Block-6, PECHS, Shahr-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 : IBA	REF # : MP001072 KHI 2016
ATTN: MR. ASJAD ASAD SIDDIQI / MR. ALI AHMED NAQVI	DATE : MAY-23-2016
TEL # : 111-422-422	FAX #:

SUBJECT: QUOTATION FOR HP ORIGINAL TONERS

<u>DESCRIPTION</u>	<u>QTY</u>	<u>UNIT PRICE</u>	<u>TOTAL PRICE</u>	<u>GST AMOUNT</u>	<u>GRAND TOTAL</u>
<u>HP LAER JET ENTERPRISE</u> <u>600 M601 – CE390A/90A</u>	<u>2</u>	<u>RS.12,800/-</u>	<u>RS.25,600/-</u>	<u>RS.4,352/-</u>	<u>RS.29,952/-</u>
<u>HP LASER JET 500 M551</u> <u>COLOR SET 4 COLORS</u>	<u>2</u>	<u>RS.61,000/-</u>	<u>RS.1,22,000/-</u>	<u>RS.20,740/-</u>	<u>RS.1,42,740/-</u>

TERMS & CONDITION:

VALIDITY : ONE WEEK.
PAYMENT : THE PAYMENT WILL BE MADE AS PER MUTUAL UNDERSTANDINGS.
DELIVERY : EX-STOCK
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,

Syed Muhammad Pervaiz
Manager Sales
0312-9214244

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

ABDUL SABOOR KHAN
SALES MANAGER

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M +92 333 2908862

Zaintech System & Solution
Suit No. 1019, 10th Floor
Uni Plaza, I.I Chundrigar Road,
Karachi.

info@zaintechsys.com



Authorised Partner

Suite # 1019, 10th UNI Plaza
I. I. Chundrigar Road, Karachi
Phone : 021-37014829, 37014828
Fax : 021-37014828
eMail : info@zaintechsys.com

Mr. Syed Ali Admed Naqvi
Institute of Business Administration
Karachi

Date: 23-May-2016

Dear Sir,

With reference to your RFQ regarding HP original toners, here we are offering best prices of HP toners.
Kindly review the prices.

Quotation

Sr. No	Description	Qty	Unit Price	GST	Total	Total
1	HP LaserJet Toner 90-A (Genuine)	2	12,700	2,159	14,859	29,718
2	HP Colour Toner Kit M551	2	63,900	10,863	74,763	144,481

Note: Price Are Included 4.5% Income Tax & 17% GST.

HP Genuine Product



Kind Regards,
Abdul Saboor Khan

Zaintech System & Solution

Suite # 1019, 10th Floor, UNI Plaza
I.I. Chundrigar Road, Karachi, Pakistan
Cell # +92333-2908862
Tel: 0213-2464258-2413749
NTN: 2603268-6
GST: 1700260326816