



**Institute of
Business Administration
Karachi**

Leadership and Ideas for Tomorrow

Office Notes & Order

APPROVAL FOR:

- ☐ Purchase ☐ Works
☐ Others (pl. specify) _____

(Please mark (✓) appropriate box)

ICT-CPX-HW-118

BUDGET CODE

Beneficiary Department/Place of work: toner 551 for S.M.Ali (Testing Depart)

Description: HP LaserJet Enterprise 500 color Printer M551N Toners

Comparative Summary:

S. No	Description	QTY	Ak-madina	Galaxy Techno shop	Imran Electronics	Arc point
1.	HP LaserJet Enterprise 500 color Printer M551n Toners	1Set	65,800/-	59,900/-	60,308/-	62,915/-
2	Email Attached		HP Authorized	HP NOT Authorized	HP Authorized	HP Authorized
Add G.S.T			11,186/-	10,183/-	10,252/-	10,695/-
G. Total			<u>76,986/-</u>	<u>70,083/-</u>	<u>70,560/-</u>	<u>73,610/-</u>

Recommended Supplier/Vendor/Contractor: Imran Electronics

Approval Amount: Rs. 70,560/-

Basis of recommendation: Being lowest

Forwarded by

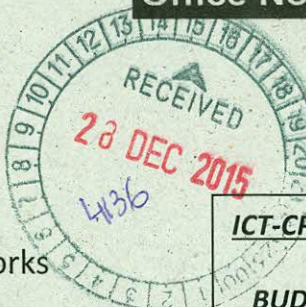
Approved by

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

Enclosures:

- ☐ Original Quotations along with RFQs ☐ Relevant minutes of Purchase Committee/Audit & Finance Committee/Executive Committee
- ☐ Requisition from the concerned person/Deptt ☐ Other Documents _____
- ☐ Copies of Tender document (if any)
- ☐ Copy of tender advertisement (if any)

(Please mark (✓) appropriate boxes)



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

Attention : Syed Ali Ahmed Naqvi
Department: Procurement

Quotation No. : FQN11150
Quotation Date : Dec 08, 2015

Ref. No. : IBA/MC/ RFQ
/40/2015-16
Ref. Date : 07, Dec- 2015

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

1st Floor, Al-Rasheed Centre, F.M.F. Ali Road, Haqqani Chowk, Opposite to Burhani Hospital, Karachi.
Phone: 32218895-96, 32629765 | Fax: 32212497 | e-Mail: info@almadinapk.com | URL: www.almadinapk.com

Sr.#	Item Description	Price	GST Amount	Price Incl. GST	Unit.
01	HP Color Laser Jet Printer (Heavy Duty) Model: Enterprise 500 M551DN (Duplexer & Network Ready) Specification: Print speed : Normal: Up to 33 ppm First page out (ready): As fast as 11 sec Print quality (best): Up to 1200 x 1200 dpi Duty cycle (monthly, A4): Up to 75,000 pages Recommended monthly page volume: 1500 to 5000 Processor speed: 800 MHz HP ePrint capability: Yes Warranty: 1 Year with Parts & Labor Availability: 8 Weeks (After order confirmation)	99,700.00	16,949.00	116,649.00	Unit.
02	HP Laser Jet Toner For HP 551M Printer # # CE400A (507A) Black # CE401A (507A) Cyan # CE402A (507A) Yellow # CE403A (507A) Magenta Availability: Ex-Stock Set Of Four Color	65,800.00	11,186.00	76,986.00	Set
03	HP Scanjet N6350 Networked Document Flatbed Scanner 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) Wararnty: 1 year With parts and labor Availability: Ex-Stock	61,900.00	10,523.00	72,423.00	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





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

08/12/15

Ref # QT209

S.No	Product	Qty	Price	AMOUNT	Sales Tax 17%	Amount
1	HP Scanjet N6350 Networked Document Flatbed Scanner (One Year Hp Card Warranty)	1	59000	59000	10030	<u>69030</u>
2	HP LaserJet Enterprise 500 color Printer <u>M551n</u> (One Year Hp Card Warranty)	1	79900	79900	13583	<u>93483</u>
3	HP LaserJet Enterprise 500 color Printer M553n (One Year Hp Card Warranty)	1	69000	69000	11730	80730
4	HP TONER SET M551 CE400A BLACK CE401A CYAN CE402A YELLOW CE403A Magenta	1	59900	59900	10183	70083

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

For Galaxy Techno
Muhammad Salman
021 32400893



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: 09-12-2015

Ref: IBA/MC/RFQ/40/2015-16

Mr. Ali Ahmed Naqvi – Procurement Department

Institute of Business Administration

Karachi,

Quotation for HP COLOR LASERJET PRINTER & TONER SET (Main Campus)

Dear Sir,

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

Sno	Product	Unit Price	GST 17%	Sub Total	Qty	Grand Total
1	HP LASERJET ENTERPRISE 500	60,308.00	10,252.00	70,560.00	1	Rs70,560.00
	TONER SET M551					
	CE400A BLACK Page yield 5,500 pages					
	CE401A CYAN Page yield 6,000 pages					
	CE402A YELLOW Page yield 6,000 pages					
	CE403A Magenta Page yield 6,000 pages					
Sno	Product	Unit Price	GST 17%	Sub Total	Qty	Grand Total
2	HP COLOR LASER JET PRINTER M551 N	80,000.00	13,600.00	93,600.00	1	Rs93,600.00

Terms and Conditions

1. Above Quoted Prices are inclusive of 17% GST
2. Price Validity : 15 days
3. Delivery time: Toner Ex-Stock Printer
4. Delivery time 4-6 weeks after receipt of formal purchase order
5. Payment 25 days
6. 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 Manager

0300-9265177



HEAD OFFICE Karachi: 809, 8th floor Business and Finance Center I.I. Chundrigar Road Karachi
 Phone Numbers: (021) 32463767-68, (021) 32462941-43, Fax: (021) 32463764
 STRN:12-059999-067-46, NTN: 1128778-7

QUOTATION

ATTN: Syed Ali Ahmed Naqvi
 COMPANY: IBA Karachi
 DEPT: Procurement Dept
 TEL: 021-111-422-422
 REF: IBA/MC/ RFQ /40/2015-16

DATE: 11th Dec 2015
 QT REF: APT-11122015-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 your response.
 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
1.1	HP LaserJet Enterprise 500 color Printer M551n (3 Years Warranty)	1	103,651.38	17,620.73	121,272.11	121,272.11
2.1	HP Color Laserjet Toner CE400A Black for HP CLJ M551 Printer	1	11,690.00	1,987.30	13,677.30	13,677.30
2.2	HP Color Laserjet Toner CE401A Cyan for HP CLJ M551 Printer	1	17,075.00	2,902.75	19,977.75	19,977.75
2.3	HP Color Laserjet Toner CE402A Yellow for HP CLJ M551 Printer	1	17,075.00	2,902.75	19,977.75	19,977.75
2.4	HP Color Laserjet Toner CE403A Magenta for HP CLJ M551 Printer	1	17,075.00	2,902.75	19,977.75	19,977.75
3.1	HP SCANJET N6350 NETWORK DOCUMENT FLATBED SCANNER (3 Years Warranty)	1	81,944.44	13,930.56	95,875.00	95,875.00
GRAND TOTAL						290,757.66

Terms & Conditions

Price Above prices are inclusive of all GOVT. Taxes
Delivery Time Limited-stock/6-8 weeks after PO, 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 The above mention prices are subject to the availability and the dollar value. Any change in dollar value at the time of order will reflect accordingly.
 Price would be revised, incase the Govt or Principal imposes any additional duties/ taxes/ any charges in Pak rupees, customer has to pay the difference.

Best Regards

Elizabeth Miranda
 Sales Coordinator

ARCPOINT TECHNOLOGIES
 BRANCHES

60-61, 1st floor, Al Latif Centre, Main Gulberg Road Lahore.

House # 169 Street # 33 I-8/2 Islamabad