



**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:** ICT operation

**Description:** Document flatbed scanner

**Comparative Summary:**

S. No	Description	QTY	BL corporation	ARC point
1.	HP Scanjet 8270 scanner L1975A. with HP card warranty	01	36,000/-	85,353/-
total			36,000/-	85,353/-
Add G.S.T			<u>6,120/-</u>	14,510/-
G. Total			<u>42,120/-</u>	<u>99,863/-</u>

**Recommended Supplier/Vendor/Contractor:** BL Corporation

**Approval Amount:** Rs. 42,120/-

**Basis of recommendation:** Being lowest

  
Forwarded by

\_\_\_\_\_  
**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  |
| <input type="checkbox"/> Requisition from the concerned person/Deptt | <input type="checkbox"/> Committee/Audit & Finance     |
| <input type="checkbox"/> Copies of Tender document (if any)          | <input type="checkbox"/> Committee/Executive Committee |
| <input type="checkbox"/> Copy of tender advertisement (if any)       | <input type="checkbox"/> Other Documents _____         |

(Please mark (✓) appropriate boxes)



Generator, Civil, Electrical maintenance contractor

NTN # 43804167

S#	Description	Unit	Qty	Rate	Amount
1	<b>Supply Work:</b>				
	HP Scanjet 8270 scanner L1975A. Qty 01 with HP card warranty	No.	1	36000	36000.00
		Sub total			36000.00
		Includingh Tax			6120.00
		Total Amount			42,120.00

safer

**Email:** 0300-9205607,0313-2240005



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 OF HP SCANNER

ATTN: Mr. Asjad Asad  
DEPT: I.T. Procurement  
COMPANY: Institute of Business Administration  
ADDRESS: University Enclave, University Road, Karachi  
TEL: 021-38104700-1

DATE: 8th April 2017  
QT REF: APT-0176-08042017-ARC-KHI  
RFQ – CEJ REQUIRE

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 8270 Document Flatbed Scanner Scan Speed Up to 25 ppm, ADF Capacity up to 50 pages, Scan Resolution, Up to 4800 x 4800 dp Scan Size, Flatbed & ADF: 8.5 x 14 in	1	85,353.92	14,510.17	99,864.08	99,864.08

### Terms & Conditions

**Prices** Above prices are inclusive of all GOVT. Taxes  
**Delivery Time** Limited stock/6-8 weeks after PO incase of stock end, kindly confirm the availability of stock at the time of issuing Purchase Order.  
**Warranty** 1 Year HP Warranty  
**Validity** 05 Days, subject to stock availability.  
**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  
ISR

ARCPPOINT TECHNOLOGIES  
BRANCHES

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