



**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: Finance Depart

Description: Backup Storage for finance Depart

Comparative Summary:

S. No	Description	QTY	Al-Madina	ARC Point	Allied Computer	Kontinental Estb	Pako computer	Galaxy Computer
1.	2 TB pocket Drive Ultra	5	46,825/-	62,595/-	46,950/-	52,500/-	45,500/- With two Years	45,450/- With one Years
Total			46,825/-	62,595/-	46,950/-	52,500/-	45,500/-	45,450/-
Add G.S.T			7,960/-	10,641/-	7,981/-	8,925/-	7,735/-	7,726/-
G. Total			54,785/-	73,236/-	54,931/-	61,425/-	53,235/-	53,176/-

Recommended Supplier/Vendor/Contractor: Pako computer

Approval Amount: Rs. 53,235/-

Basis of recommendation: Being lowest with 2 year warranty

Forwarded by

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

(Please mark (✓) appropriate boxes)

IBA Finance Deptt
Budget Certificate

☒ Available

☐ Not available

☐ Suggested Re-appropriation

Director Finance _____
(For Budgetary Allocation/Re-appropriation)



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web # 849

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Recommended Supplier/Vendor/Contractor: Galaxy Computer

Approval Amount: Rs. 53,176/-

Basis of recommendation: Being lowest

Forwarded by

Director Finance

(For Budgetary Allocation/Re-appropriation)

Approved by

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

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)

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

Attention : Syed Ali Ahmed Naqvi
Department: Procurement

Quotation No. : FQN11940
Quotation Date : May 11, 2016

Ref. No. : RFQ- Drive-02
Ref. Date : 09, May- 2016
Due Date : 11-May-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 confusion please call the undersigned for clarification.

Sr.#	Item Description	Price	GST Amount	Price Incl. GST	Unit.
01	2 TB Portable External Hard Drive Brand: Western Digital Warranty: 2 Years Limited	9,365.00	1,592.05	10,957.05	Unit.

Terms & Conditions :

- Income Tax is included in above mentioned prices, where 17% G.S.T will be charged as mentioned above.
- All above quoted prices are valid for 1 Week only.
- Availability ex-stock or as discussed otherwise please allow atleast 10 days for delivery
- Al-Madina Enterprises will not be responsible for any delay in delivery beyond control such as import problem, shortage by manufacturer, natural disaster etc.
- Payment should be made within 15 days of delivery.

Awaiting your reply.

Thanks & regards,

Sales Team

* This is a system generated documents and does not required any signature.

Preferred



Partner

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

Authorized
Dealer/Partners





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 WD HDD

ATTN: Asjad Asad
 DEPT: I.T. Procurement
 COMPANY: Institute of Business Administration
 ADDRESS: University Enclave, University Road, Karachi
 TEL: 021-38104700-1 Extn: 2107
 REF: RFQ-Drive-02

DATE: 11th May 2016
 QT REF: APT-0442-11052016-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	WD 2TB Portable External Hard Drive	5	12,519.92	2,128.39	14,648.30	73,241.52

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 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

House # 60-61, 1st floor, Al Latif Centre, Main Gulberg Road Lahore.
 Phone Numbers: 0422 5791550

House # 169 Street # 33 I-8/2 Islamabad
 Phone Numbers: 051 40



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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

May 11, 2016.

I B A

MAIN CAMPUS
KARACHI.

SUBJECT : QUOTATION FOR HDD 2TB .

Dear Sir ,

With reference to your enquiry # RFQ-Drive-02 Dt: 09-05-16, regarding supply of
below mentioned items, we are pleased to quote our lowest prices as given below :

Sr. #	Items Description	Qty.	Unit Price	Total Price	App. Tax	Grand Total
01.	2TB Portable External Hard Drive WD	05	9590/-	47,950/-	8151/-	56,101/-

Ex-Stock
1+2 year Warranty

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

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



(M.UZAIR BAIG)

Members: Pakistan Association of Printing and Graphic Arts Industry
Karachi Chamber of Commerce & Industry





Kontinental Establishment

One Stop Shop for all IT Solutions

Suite # 112, First Floor, Europa Centre, Hasrat Mohani Road Karachi, 74200-Pakistan

Tel: +92 21 7011654-7011657 Fax: +92 21 262 7306

Email: info@ce.com.pk Website: <http://www.ce.com.pk>

Director ICT

Institute of Business Administration

University of Karachi

Karachi.

Date: 11-05-2016

Ref # KE/786/11MAY16

RFQ – Drive-02

Quotation

PORTABLE HARD DRIVE

Sr #	Description of Item require	Qty	Unit Price	Total Price	GST 17%	Grand Total
01	WD My Passport Ultra 2TB Portable External Hard Drive	05	10,500/=	52,500/=	8925	61,425/=

Note: **Delivery will be made within 10 to 15 days,**
One year warranty with parts & service,
Price validity 15 days.

With best regard's

A. Ghafoor Samoo

Account Manager

Cell # 0333-2106098

Email: a.ghafoor@ce.com.pk



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 : I.B.A	REF # : MP001063 KHI 2016
ATTN: MR. ASJAD ASAD SIDDIQI / MR. ALI AHMED NAQVI	DATE : MAY-12-2016
TEL # : 111-422-422	FAX #:

SUBJECT: QUOTATION FOR EXTERNAL HARD DISK

<u>DESCRIPTION</u>	<u>U-PRICE</u>	<u>T- PRICE</u>
<u>2000GB PASSPORT ULTRA (WESTERN DIGITAL)</u> <u>2 YEARS WARRANTY</u>	<u>RS.9,100/-</u>	<u>RS.10,647/-</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.



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M/s : Institute of Business Administration Karachi

City Campus, University Road

KARACHI

MR. Syed Ali Ahmed Naqvi

Tel: 111-422-422 Ext 2112

QUOTATION

11/05/16

Ref # QT543

S.No	Product	Qty	Price	AMOUNT	Sales Tax 17%	Amount
1	Western Digital External HDD ULTRA 2TB USB 3.0 (One Year Warranty)	5	9090	45450	7727	53177

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