

RFQ

Description : Provide & Supply of General Items
 Date of Issue : March 28, 2016
 Date of Submission of Quotation : March 31, 2016 @ 2:30 pm
 Place of Delivery : IBA, Main Campus
 Contact Person & Telephone : Mr. Amir Zain (Purchase Executive)
 021-38104700 (Ext. 2152)

S. #	Description	Qty
1.	Jae Namaz 4ft x 2ft, Velvet Clothing	16 units
2.	Bathroom Mat Set (3 piece) Size: Standard, Material: Vinyl / fine polished rubber	16 Sets
3.	Slipper Size: 8, Brand: Bata / Service or Equivalent	16 pairs
4.	Ash tray Material : Porcelain/ Marble, White Color	16 units
5.	Soap dish Material : Porcelain/ Marble, White Color	16 units
6.	Cloth Hangers Material : plastic	96 units
7.	Hair Brush Comb Set of 3 pieces	16 sets
8.	Porcelain Tea Cup & Saucer	18 sets
9.	Stainless Steel Dinner Spoon / Table Spoon Solid, 14 gauge, Dar Cutlery or Equivalent	36 units
10.	Stainless Steel Fruit Knife Solid, 14 gauge, Dar Cutlery or Equivalent	16 units
11.	Stainless Steel Table Fork Solid, 14 gauge, Dar Cutlery or Equivalent	16 units
12.	Stainless Steel Tea Spoon Solid, 14 gauge, Dar Cutlery or Equivalent	36 units
13.	Large white tray Plastic, Size: 19" x 12"	16 units
14.	Fruit basket Size: 12" (Medium), Material: Palm leaf	16 units
15.	Water Tumbler Model # 19, Broad Shape, Brand: Toyo Nasic / Equivalent	36 units
16.	Porcelain Sugar Pot Standard Size	16 units

Note:

- Cup, Saucer, Sugar Pot, Ash Try & Soup Dish should be porcelain material as same as cup & saucer.
- Items are ex-shelf therefore must ensure to provide within two days on receipt of Purchase Order.

Terms & Conditions:

1. Material of this order is subject to final inspection at the time of delivery.
2. We reserve the right to cancel any or all the above items if material is not in accordance with our specification or if the delivery is delayed.
3. Payment will be made through crossed cheque after the receipt of the bill and delivery of goods.
4. Penalty at the rate of 2% per month on actual will be imposed on delayed delivery.
5. The rate / item cost is final and no change what so ever will be accepted.
6. Government tax(es), levi(es) and charge(s) will be charged at actual as per SRO.
7. Competent Authority reserves the right to change / alter / remove any item or article or reduce / enhance quantity without assigning any reason.
8. Invoice / bill, Purchase Order & Delivery Challan should be submitted to Finance Department.
9. Advance Payment subject to Bank Guarantee.
10. No subletting in any case / item / form will be allowed.
11. All Government taxes (including Income tax and stamp duty), levies and charges will be charged as per applicable rates / denomination of Purchase / Work Order.
12. Stamp duty 0.25% for Goods against total value of Purchase Order will be levied accordingly.