



RFQ

Description : Provide & Supply of Cleaning Items
Date of Issue : July 10, 2017
Date of Submission of Quotation : July 14, 2017 @ 2:30 pm
Place of Delivery : IBA, Main Campus
Contact Person & Telephone : Mr. Amir Zain (Purchase Executive)
021-38104700 (Ext. 2152)

Sr #	Description	Quantity
1.	Room Air Freshener Aerosol Volume: 300 ml Assorted English Fragrances (including Rose, Jasmine & Lavender) Brand: Perfect or equivalent	270 units
2.	Air Freshener Cube Assorted Fragrances, Brand: Roomi or equivalent	640 units
3.	Soft Broom (Phool Jharo) As per sample	75 units
4.	Phenyl Balls Packing: 250 grams As per sample	50 Packets
5.	Scotch Brite Pad Regular, Brand: 3M or equivalent	114 Pads

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 the above item.
4. General Sales Tax will be paid on applicable items only.
5. Liquidity damage at the rate of 2% per month on actual will be imposed on delayed delivery.
6. The rate / item cost is final and no change what so ever will be accepted.
7. Government tax(es), levi(es) and charge(s) will be charged at actual as per SRO.
8. Competent Authority reserves the right to change / alter / remove any item or article or reduce / enhance quantity without assigning any reason.
9. Invoice, Purchase Order & Delivery Challan should be submitted to Finance Department.
10. Advance Payment subject to Bank Guarantee preferably National Bank of Pakistan.
11. No subletting in any case / item / form will be allowed.
12. All Government taxes (including Income tax and stamp duty), levies and charges will be charged as per applicable rates / denomination of Purchase / Work Order.
13. Stamp duty 0.25% for goods against total value of Purchase Order will be levied accordingly.
14. IBA, also reserve the right to issue Purchase Order for any single items to different lowest responsive bidders or issue Purchase Order for all the items to any lowest responsive bidder.