



Institute of
Business Administration
Karachi

Leadership and Ideas for Tomorrow

Request For Quotation

Description	: RFQ-001326 - Decoration Services-CED Qawali Event
Date of Issue	: 25 Oct 2023
Date of Submission of Quotation	: 30 Oct 2023 9:00:00 AM
Place of Delivery	: Stores, IBA Main Campus, University Road, Karachi.
Contact Person & Telephone	: Purchase Department, IBA Main Campus, University Road, Karachi. 021-38104700 Extension : 2153

Sr#	Description	Quantity + UOM
1	Decoration Services ; ; ; ; 1. Stage (20ftx20ft) with trussing Height = 2.5 Ft Fully Carpeted Runner carpet 2x Stage lights 4x Moving lights, 1x follow spot, 1x smoke machine, 4x DJ Lights, 20x RGB lights (LED) 200x Fairy lights to cover trees and location 150x Gao Thaqiye+ Floor Cushions 60x100 ft area to cover for Carpets and Farshi 100x spotlight with stands Event Date: 12th November 2023 Time: 5 pm - 9 pm Location: IBA Main Campus Site Visit is must during 9:00 am to 4:30 pm Arrangement for 150 to 200 people estimated	1.00 EACH

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 Invoice/Bill & delivery of above item(s).
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 I 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 I remove any item or article or reduce I enhance quantity without assigning any reason.
9. Invoice/Bill to be submitted to Purchase Department.
10. Advance Payment subject to Bank Guarantee.
11. All Government taxes (including Income tax and stamp duty), levies and charges will be charged as per applicable rates I denomination of Purchase Order.
12. Stamp Duty 0.25% for Goods against total value of Purchase Order will be levied accordingly.