



## RFO

Description : Disposal of Waste Papers  
Date of Issue : January 16, 2018  
Date of Submission of Quotation : January 23, 2018 @ 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.	<p>Disposal of Waste Paper Weight: 1500 kgs (approx.) Scope of Work: Shredding of papers within IBA premises Pulping of papers after shredding with complete security &amp; confidentiality</p> <p><i>Note: The papers waste will be shredded / pulped with complete security &amp; confidentiality ensured against any misuse or reselling. A Certificate to ensure secrecy, confidentiality &amp; security should be issued by the Buyer. Further it should be undertaken that no misuse of the material in any form including re-printing, copying, photocopying in any form what so ever is / are forbidden</i></p>	1 Job

### Terms & Conditions:

1. Work / Job will be awarded to the highest bidder
2. The highest bidder will have to bring shredded machine to IBA premises and will take the papers after shredding them under the supervision of the staff of Testing Services.
3. Material of this order is subject to final inspection at the time of disposal.
4. Successful buyer / company will be responsible to make full payment within seven working days and lift the item(s) on their own responsibility.
5. Successful bidders will be required to collect, remove and transport the concerned lot within 7 days of depositing of the total amount of the bid.
6. We reserve the right to cancel any or all the above items if material is not in accordance with our specification or if the work is delayed.
7. Advance 10% Income Tax should be paid / deposited in form of Pay Order / Demand Draft in the name of IBA, Karachi before removing / taking over the possession of the items
8. The quantity of items and lot(s) is tentative. These may increase / decrease / change / alter / remove at the discretion of competent authority without assigning any reason thereof.
9. The rate / item cost is final and no change what so ever will be accepted.
10. Government tax(es), levi(es) and charge(s) will be charged at actual as per SRO.
11. Competent Authority reserves the right to change / alter / remove any item or article or reduce / enhance quantity without assigning any reason.
12. Advance Payment subject to Bank Guarantee preferably National Bank of Pakistan.
13. No subletting in any case / item / form will be allowed.
14. All Government taxes (including Income tax and stamp duty), levies and charges will be charged as per applicable rates / denomination of Purchase / Work Order.