



Request For Quotation

Description	: RFQ-001375 - Rental Academic Gown-Convocation 2023
Date of Issue	: 10 Nov 2023
Date of Submission of Quotation	: 13 Nov 2023 12:00:00 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	Rental Academic Gown For Faculty, Management & Guest; ; ; Rental Academic Gowns with caps for: 1. Professor - in 15 quantity Color : Blue 135 qty of gowns as per the below requirement 2. Associate Professor in Green 3. Assistant Professor in Green 4. Lecturer in Green 5. Teaching Fellow (If any) in Black Event day: 2nd of December, 2023 IBA Convocation 2023 delivery must be before event day at IBA Main Campus	150.00 EACH
2	Rental Academic Gown For Faculty, Management & Guest; ; ; Rental academic Gown with caps for Convocation 2023. Material: Velvet 1. Chief Guest - Maroon 2. Guest of Honor, ED and Registrar - Green Total Quantity = 4 Event day: 2nd of December, 2023 IBA Convocation 2023 delivery must be before event day at IBA Main Campus	4.00 EACH

Terms & Conditions :



Institute of
Business Administration
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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.