



Institute of
Business Administration
Karachi

Leadership and Ideas for Tomorrow

Request For Quotation

Description : RFQ-001082 - Decoration Services-OSA Aug23

Date of Issue : 9 Aug 2023

Date of Submission of Quotation : 10 Aug 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	Decoration Services ; ; ; ; 1. Tables 150 for day 18th August 2023 Location IBA City Campus 2. Chairs 200 for day 18th August 2023 - Location IBA Cit Campus 3. Tables 10 for day 19th August 2023 at IBA city Campus 4. Chairs 25 for day 19th August 2023 at IBA city Campus 5. 5x Sofa sets (2 seater) for guests for day 19th August 2023 at IBA city Campus location 6. Pedestal Fan 50 for Day 3 day 18th August 2023 at IBA City Campus location Items must be neat and clean and in working condition Requirement is for two days separately	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.