

Request for Quotation (Goods)

Description : 7847-2328 - Office Furniture
Date of Issue : 26-Feb-2021 11:55 AM
Date of Submission of Quotation : 04-Mar-2021 02:30 PM
Place of Delivery : IBA, Stores, Main Campus, University Road, Karachi.
Contact Person & Telephone : Purchase Department, IBA Main Campus, +922138104700, Ext 2150, 2152, 2155

Sr #	Description	Item Specification	Quantity
1	WOODEN TABLE L-Shape Top & Front Panel ¾" MDF laminated (Al-Noor Lasani) Wood Lipping / Gola Fixed on MS legs from one side & resting on Cabinet at another side White Board & Soft Board on 1' high front & side Partition Panel on Table	L-Shape Top 54" x 30"~42" MDF: ¾" both sides laminated wood grain Formica M.S. Frame: 2" x 1" MS powder-coated	5
2	SIDE TABLE Size: 54" (L) x 18" (D) x 25" (H) MDF Ply laminated (polished) Oak Wood Lipping 2 drawers with locks, 2 openable doors (size: 16" x 16") 2 open shelves 10" x 22"	MDF: 1" both sides Oak wood ply Laminated Sheet Lock: Khas Handle: 4" Stainless Steel Hydraulic Hinges	4
3	MOVEABLE DRAWER BOX Size: 16" (H) x 24" (D) x 25" (H) ¾" MDF laminated (Al-Noor Lasani) PVC Lipping 2 Drawer & 1 Cabinet	MDF: ¾" both sides laminated wood grain Formica Lock: Khas Handle: 4" Stainless Steel Hydraulic Hinges	1
4	FIXED WALL CUPBOARD includes: 7 Boxes Size 15" x 15", (3 with doors, 4 w/out door) 2 Cabinets Size: 30" x 30", 2 openable doors each with locks 4 Cabinets Size: 24" x 30", 2 sliding doors each with locks Additional 8 Doors of existing 15" x 15" boxes	Overall size: 13.5' (L) x 4.5' (H) x 16" (D) 1" MDF ply laminated (polished) Oak Wood Lipping MDF: 1" both sides Oak wood ply Laminated Sheet Lock: Khas Handle: 4" Stainless	1

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		Steel Hydraulic Hinges	
5	TABLE / RACK Size: 30" (H) x 18" (W) x 21" (D) MDF ply laminated (polished) 6~7 slots of 4" height	MDF: ¾" both sides Oak wood ply laminated (polished)	1

Terms & Conditions:

1. Sales tax registration certificate with last month return copy (FBR and / or SRB) must be provided at the time of submission of quotation.
2. Material of this order is subject to final inspection at the time of delivery.
3. 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.
4. Payment will be made through crossed cheque after the receipt of the bill and delivery of the above item.
5. General Sales Tax will be paid on applicable items only.
6. Liquidity damage at the rate of 2% per month on actual will be imposed on delayed delivery.
7. The rate / item cost is final and no change what so ever will be accepted.
8. Government tax(es), levi(es) and charge(s) will be charged at actual as per SRO.
9. Competent Authority reserves the right to change / alter / remove any item or article or reduce / enhance quantity without assigning any reason.
10. Invoice should be submitted to Purchase & Stores Department.
11. Advance Payment subject to Bank Guarantee preferably National Bank of Pakistan.
12. No subletting in any case / item / form will be allowed.
13. All Government taxes (including Income tax and stamp duty), levies and charges will be charged as per applicable rates / denomination of Purchase / Work Order.
14. Stamp duty 0.25% for goods against total value of Purchase Order will be levied accordingly.
15. 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.
16. Certificate of genuine / originality will be provided by the supplier.