



RFQ

Description : Photography & Video Services for Deans & Directors' Conference
Date of Issue : January 15, 2015
Date of Submission : January 19, 2015 at 3:00 pm
Date of Event : February 10 & 11, 2015
Place of Event : IBA City Campus & Karachi Marriott Hotel
Contact : Mr. Muhammad Amir Zain (Purchase Executive)
021-38104700 (Ext. 2152)

Sr #	Description	Qty
1.	Still Photography (Digital) With 2 High Resolution Digital Camera Soft Copies: 500 pictures (approx) <u>Duration:</u> On February 10, 2015: 9:00 am to 5:00 pm at IBA City Campus & Marriott Hotel On February 11, 2015: 8:00 am to 7:00 pm at Marriott Hotel	1 Job
2.	Video Recording (Digital) With 3 High Resolution DVD Camera Full Mixing Unit, AV7 Digital Mixture, Online Editor <u>Duration:</u> On February 10, 2015: 9:00 am to 5:00 pm at IBA City Campus & Marriott Hotel On February 11, 2015: 8:00 am to 7:00 pm at Marriott Hotel	

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 bill and delivery of the above item.
4. General Sales Tax will be paid on applicable items only.
5. Penalty at the rate of 2% per month on actual will be imposed on delayed delivery.
6. The rate / 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 / remove any item or article or reduce / enhance quantity without assigning any reason.
9. Invoice / bill, Purchase Order & Delivery Challan should be submitted to Finance Department.
10. Advance Payment subject to Bank Guarantee preferably National Bank of Pakistan.
11. No subletting in any case / item / form will be allowed.
12. All Government taxes (including Income tax and stamp duty), levies and charges will be charged as per applicable rates / denomination of Purchase / Work Order.
13. Stamp duty 0.3% for services against total value of Work Order will be levied accordingly.
14. All rights reserve with the IBA and no information either in printed / electronic media / copying form should be disseminated without the permission of the authority.