IBA Institute of Business Administration Karachi

Leadership and Ideas for Tomorrow

Request For Quotation

Description : **RFQ-004268 - Decoration Services-Testing Arrangement- Nov26**

Date of Issue : **24 Nov 2026**

Date of Submission of Quotation : **26 Nov 2026 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	Examination Table and Chairs Chair with cover; Milky White Acrylic Chairs with Foam seating Items will be supplied as per the below dates: Dates: Chairs Qty 2-Dec-26 149 3-Dec-26 163 4-Dec-26 435 5-Dec-26 250 7-Dec-26 370 9-Dec-26 148 Total 1515 Note: Make sure that Chairs are neat and clean Location: IBA City Campus POC: Babar Majeed Setup must be installed a day before required date(s) Site: City Campus, can be visited in working hours, Quotation must include labor cost, transport and any other hidden cost in the final quote	1,515.00 EACH
2	Examination Table and Chairs Table; 2x2; Table with stand, neat & clean of 2x 2 size Items will be supplied as per the below dates: Dates: Table Qty 2-Dec-26 294 3-Dec-26 248 4-Dec-26 505 5-Dec-26 320 7-Dec-26 370 9-Dec-26 148 Total 1885 Note: Make sure that Chairs are neat and clean Location: IBA City Campus POC: Babar Majeed Setup must be installed a day before required date(s) Site: City Campus, can be visited in working hours, Quotation must include labor cost, transport and any other hidden cost in the final quote Reference pictures are attached	1,885.00 EACH

Terms & Conditions :

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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/item cost is final, and no change whatsoever will be accepted.
7. Government tax(es), levi(es) and charge(s) will be charged at actual as per SRO.
8. IBA reserves the right to accept or reject any quotation without assigning any reason thereof.
9. IBA reserves the right to change/alter/remove any item or article or reduce/enhance quantity without assigning any reason.
10. IBA also reserves the right to issue a Purchase Order for any single item to different lowest responsive bidders or for all the items to any lowest responsive bidder.
11. Invoice/Bill to be submitted to Purchase Department.
12. Advance Payment subject to Bank Guarantee.
13. All Government taxes (including Income tax and stamp duty), levies and charges will be charged as per applicable rates/ denominations of the Purchase Order.
14. Stamp Duty 0.35% for Goods against total value of Purchase Order will be levied accordingly.