



Request For Quotation

Description	: RFQ-002851 - Staff Uniform - 2025-26
Date of Issue	: 5 Jun 2025
Date of Submission of Quotation	: 11 Jun 2025 10:00:00 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	Shirt For Supporting Staff; As Actual; K.T Fabric (70 % cotton 30% polyester) or 'A' Quality or better. Embroidered logo on pocket, color: As per client requirement & approval. [Two pockets on bottom of shirts for technical staff]. Full Sleeves As per Sample All shirt will be as per actual sizes.	42.00 EACH
2	Trouser For Supporting Staff; As Actual; Nicchi Blend (70 % cotton 30% polyester) Nicchi blend. (70 % cotton 30% polyester) 'A' Quality or better. Colour: Color as per Client Requirement, with (Fuse Belt) complete stitching / tailoring. (As per sample and as per actual sizes.	42.00 EACH
3	Shalwar & Kameez For Staff Uniform; As Actual; S.D Fabric (65% cotton 35% polyester) or 'A' Quality or better. Embroidered logo (Maroon + White) on Pocket and Color as per client requirement. Computerized Name Tag embroidered, Vel - Cro Shirt collar (As per sample) With 04 pockets (1 front, 2 sides and 1 in Shalwar) As per actual size For Various Staff	46.00 EACH
4	Shalwar & Kameez For Staff Uniform; As Actual; color: Beige Fabric: K.T Fabric (70% cotton 30% polyester) 'A' Quality embroidered logo left side pocket Lawn Dupatta with dark brown boarder or better as per client requirement & approval As per actual For Female Houskeeping Staff	2.00 EACH
5	Shalwar & Kameez For Staff Uniform; As Actual; Fabric: Washing Wear fabric (65% cotton 35% polyester) . Color: Green Embroidered logo (Maroon + White) on pocket Computerized Name Tag embroidered, Vel - Cro Shirt collar (As per sample) With 04 pockets (1 front, 2 sides and 1 in Shalwar) With embroidered IBA logo on pocket As per actual size For gardners	24.00 EACH



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6	Safari Suit For Staff Uniform; As Actual; TROUSER Blended Fabric (70 % cotton 30% polyester) or 'A' Quality or better. Color: Color as per requirement, with (Fuse Belt) complete stitching/tailoring. (As per sample) SAFARI SHIRT Blended Fabric (70 % cotton 30% polyester) or 'A' quality or better. Embroidered logo (Maroon + White) on Pocket. Color: as per requirement Computerized Name Tag embroidered, Vel - Cro Shirt collar (As per sample) (All Shirts are full sleeves) All are as per actual sizes For: Office Attendant and Plumber/Mistry	24.00 EACH
7	Peak Caps For Supporting Staff; Navy Blue; Color: Navy Blue color with embodied "GARDNER" in semi-circle on front face top and "IBA logo" below it.	8.00 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/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.