Institute of Business Administration Karachi
Leadership and Ideas for Tomorrow

Request For Quotation

Description	:	**RFQ - Carpentry Works**
Date of Issue	:	**02 Sep 2022**
Date of Submission of Quotation	:	**05 Sep 2022 2:30:00 PM**
Place of Delivery	:	IBA Karachi, Main Campus
Contact for Technical queries	:	Project Department, IBA Main Campus, University Road, Karachi. 021-38104700, Extension: 2517

Sr#	Description	Quantity + UOM
1.	Fixing of new Hollow Core Flush door With 4" heavy type Iodized Spring Hinges (4 units for each door)	35 units
2.	Fixing of already available Hollow Door Shutter By resizing and finishing etc With 4" heavy type Iodized Spring Hinges (4 units for each door)	8 units
3.	Fixing of Roswit Door Locks with Handle 7"~ 9" Machine By making a groove in the door	103 units
4.	Fixing of Skylight Size: 3' x 2' available at the site With fly net fixing using 2 butt hinges and stay/control rods	36 units
5.	Providing and fixing Glazing Glass 4 mm thick Clear Local With wooden beading, Complete Size: 3' x 2', Total: 72 Ventilators	450 sq.ft. (approx.)
6.	Providing & fixing Wooden Cover over Fin Lights In Corridors with 6' wide 1' long MDF 20 mm thick fitted over the wood	150 units

Terms & Conditions:

1. Sales tax registration certificate with last month's 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 of the above items if the material is not per our specifications 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 whatsoever 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. The 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 0.35% for goods against the total value of the Purchase Order will be levied accordingly.
15. IBA, also reserve the right to issue Purchase Order for any single item to different lowest responsive bidders or issue Purchase Order for all the items to any lowest responsive bidder.