



RFO





Description : Supply of General Items
 Date of Issue : April 11, 2015
 Date of Submission of Quotation : April 13, 2015 @ 12 noon
 Place of Delivery : IBA, Main Campus
 Contact Person & Telephone : Mr. Amir Zain (Purchase Executive)
 021-38104700 (Ext. 2152)

Sr #	Description	Quantity
1.	Fibre Pillow Standard Size Brand: Master / Equivalent	3 Units
2.	Blanket Single bed 2 ply, Cartoon characters / Pastel Colour Brand: Plush Mink / Equivalent	3 Units
3.	Bed Sheet Single bed Pastel Colour / Geometrical designs Wash-n-wear (Polyester 65 - Cotton 35) With Pillow Cover	6 Sets
4.	Play Pen Size: 88 x 90 x 110 cm With 50 coloured plastic balls	1 Set
		
5.	White Board with stand	1 Unit
		

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6.	Colour Pencil Set of 12 colours Brand: Deer / Equivalent		3 Sets
7.	Crayons Pencil Set of 12 colours Brand: Deer / Equivalent		3 Sets
8.	Lego Set Set of 455 pieces		1 Set
9.	Plastic Basket Set of 3 different size		2 Sets
10.	Soft Ball (Foamed)		4 Units
11.	Baby Slide (Plastic)		1 Unit

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12.	Baby Swing Set		1 Unit
13.	Floor Mat Soft Top, Size: 150 x 200 cm Assorted Colour		3 Units
14.	Plastic Bowl With Handle, Assorted Colour		3 Units
15.	Plastic Bowl 600 ml Assorted Colour		6 Units

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16.	Melamine Plate Size: 8", Deep Assorted Colour		6 Units
17.	Plastic Tub Medium Size		2 Units
18.	Plastic Glass Medium Size Assorted Colour Set of 4 glasses		2 Sets
19.	Plastic Cups Medium Size Assorted Colour		6 Units

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20.	Plastic Spoon Good Quality, Assorted Colours		6 Units
21.	Plastic Fork Good Quality, Assorted Colours		6 Units
22.	Cutlery Holder Plastic 4 Compartments		2 Units

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 0.2% for goods against total value of Purchase Order will be levied accordingly.
14. 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.

IMPORTANT NOTE:

1. **Supplier should ensure the items must be readily available & should be delivered within 2 hours on receipt of Purchase Order.**
2. **Those supplier who cannot supply items within 2 hours need not to quote rates / price etc.**