



RFQ

Description : Fabrication & Fixation Metal Signage
Date of Issue : May 25, 2017
Date of Submission of Quotation : May 29, 2017 @ 12:00 noon
Place of Fixation : Main Gate, IBA Main Campus
Contact Person & Telephone : Mr. Amir Zain (Purchase Executive)
021-38104700 (Ext. 2152)

Sr #	Description	Quantity
1.	<p>Fabrication & Fixation Metal Name Signage on Gate Wall (Annex-I)</p>  <p>IBA Logo: Height: 1', Metal Sheet, 18 SWG M.S. Sheet with Spray Paint Signage Name: Institute of Business Administration Karachi 40 letters, Size: 5" height, Metal Sheet, 18 SWG M.S. Sheet 3D Channel Letters with 1.5" Side wall and black paint Signage Name: Leadership and Ideas for Tomorrow 29 letters, Size: 2" height, Metal Sheet, 18 SWG M.S. Sheet 3D Channel Letters with 12 mm Side wall and black paint Note: <i>Shape & Colour of alphabets & figures will be in accordance to IBA Brand Manual</i></p>	1 job

Terms & Conditions:

1. Sales tax registration certificate with last month 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 the above items if material is not in accordance with our specification 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 what so ever 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. Invoice / bill, Purchase Order & Delivery Challan should be submitted to Finance 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 services against total value of Work Order will be levied accordingly.

ANNEX-I: PICTURE / ARTWORK

