



Institute of  
Business Administration  
Karachi

Leadership and Ideas for Tomorrow

## Request For Quotation

**Description** : RFQ-001075 - Safety Shoes, Helmet & Measuring Tape

**Date of Issue** : 7 Aug 2023

**Date of Submission of Quotation** : 11 Aug 2023 6:00:00 PM

**Place of Delivery** : IBA Karachi, Main Campus, Karachi

**Contact Person & Telephone** : Purchase Department, IBA Main Campus, University Road, Karachi.  
PAK  
02138104700  
Extension : 2154

Sr#	Description	Quantity + UOM
1	Safety Shoes For Supporting Staff; Black; Brand: Burly or Equivalent	10.00 EACH
2	Helmet Safety Helmet; White; The helmet will be used for Construction Safety purposes.	10.00 EACH
3	Measurement Tape best quality; 5 Meters; Steel;	1.00 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 of item cost is final and no change what so ever will be accepted.
7. Government tax(es), levy(es) and charge(s) will be charged at actual as per SRO.
8. Competent Authority reserves the right to change/ alter or remove any item or article or reduce or enhance quantity without assigning any reason.
9. Invoice/Bill to be submitted to Purchase Department.
10. Advance Payment subject to Bank Guarantee.
11. All Government taxes (including Income tax and stamp duty), levies and charges will be charged as per applicable rates of denomination of Purchase Order.
12. Stamp Duty 0.25% for Goods against total value of Purchase Order will be levied accordingly.