



# Request For Quotation

<b>Description</b>	: <b>RFQ-001915 - 3 Person Workstation &amp; Mobile Draw for Fauji Office</b>
<b>Date of Issue</b>	: <b>4 Jun 2024</b>
<b>Date of Submission of Quotation</b>	: <b>10 Jun 2024 6:00:00 PM</b>
<b>Place of Delivery</b>	: Stores, IBA Main Campus, University Road, Karachi.
<b>Contact Person &amp; Telephone</b>	: Purchase Department, IBA Main Campus, University Road, Karachi. PAK 02138104700 Extension : 2154

Sr#	Description	Quantity + UOM
1	<p>Workstation 3 Person 120 Degree ,60mm MS legs, Soft boards; 84"x72"; Provide &amp; Supply 3 Persons 120 Degree Workstation With 16mm thick MDF Laminated Sheet with Textured top,4 ft high screening system along with poles in Grey or Blue colour with fixing of Slimline pinnable Soft board Screens , 60mm diameter MS power coated legs &amp; frame of 16 guage ,fitting &amp; fixing with screw complete in all respect.</p> <p>Individual desktop dimensions: Side 1: 3 ft Side 2: 3 ft Depth: 2 ft Overall workstation dimensions: 7'-0"W x 6'-0"D Height of Workstation : 2'-6" H</p>	3.00 EACH
2	<p>Mobile Drawer (Asset) MDF Laminated, Drawer, Size: 20"x18"x29"; Mobile Drawer Specification:</p> <ul style="list-style-type: none"> <li>• Made up of 20 mm (¾") thick Dull White MDF laminated Sheet of ZRK Brand or Equivalent on top, sides, bottom, shelves, and shutters</li> <li>• 6 mm thick marine ply at the back</li> <li>• Box-type hinges of approved make</li> <li>• PVC Lipping finished with melamine of approved laminate on all the shutter edges.</li> <li>• External surfaces finished with 1 mm thick Laminate of approved make</li> <li>• 20 mm thick Dull White MDF laminated shelves, width &amp; depth shall be as per drawing (approx./divided equally)</li> <li>• Complete with all necessary approved fittings hinges, locks of KHAS r Equivalent, 150 mm long SS brush-finished handles, tower bolts, etc.</li> <li>• Providing of 2" roller Wheels below drawer.</li> </ul>	12.00 EACH

**Terms & Conditions :**



## Request For Quotation

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 I 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 I remove any item or article or reduce I 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 I denomination of Purchase Order.
12. Stamp Duty 0.35% for Goods against total value of Purchase Order will be levied accordingly.