

Request For Quotation

Description : RFQ-003271 - Furniture works CED Office at 11th floor Aman tower
IBA City

Date of Issue : 7 Nov 2025

Date of Submission of Quotation : 18 Nov 2025 11:00:00 AM

Place of Delivery : Stores, IBA Main Campus, University Road, Karachi.

Contact Person & Telephone : Purchase Department IBA Main Campus, University Road, Karachi.
03323760498
Extension : 2150

Sr#	Description	Quantity + UOM
1	Wooden Table Center Round Table, Size: H:1'-6"xDia 2'; Center Round Table (Works Pod). Providing and install in position 1'-6" x Dia" x 2'-0" high Round Center Table, consisting of M.S. Tube framing & legs of approved sizes, 20mm thick Patex Lamination Sheet (Code: As Approved) for Top with edge bending / PVC lipping on edges, 12mm thick MDF board for leg with approved Deco Paint Finish, including red-oxide treatment & approved Powder Coating on all M.S. Works and all other hardware, wastage, lifting, cutting, fixing, etc., complete in all respect as per drawing and instruction of the Architect. Drawings are attached. Mandatory Site Visit will be held on November 14, 2025 at 11am IBA City Campus	4.00 EACH
2	Wooden Table Reception Table, Size: L:9'xW:1'-9"xH1'-6"; Reception Table with Bench. Providing and install in position 9'-0" length x 1'-9" to 2'-3" wide x 1'-6" to 3'-0" high Reception Table with Bench, consisting of solignum treated partial wood & M.S. Tube internal framing approved sizes, 12mm & 20mm thick MDF board for counter top, structure, shutter & drawers with edge pending / PVC lipping on edges with approved Deco Paint Finish on MDF Board, Foam Padding (Molty Foam or approved equivalent) wrapped on MDF Board, Upholstery of approved quality & sample wrapped on foam padding for bench, including red-oxide treatment & approved Powder Coating on all M.S. Works and all other hardware, S.S. Hinges, Handles, Lockset & Pegs, wastage, lifting, cutting, fixing, etc., complete in all respect as per drawing and instruction of the Architect. Drawings are attached. Mandatory Site Visit will be held on November 14, 2025 at 11am IBA City Campus	1.00 EACH
3	Sofa Seat Workspace Sofa, Size: L:24'-4"xD2'-6"xH:3'-2"; Sofa Seating with Table Tops (Casual Work Space). Providing and install in position 24'-4" length x 2'-6" deep x 3'-2" high Sofa Seating with Table Tops, consisting of solignum treated partial wood & M.S. Tube internal framing & legs of approved sizes, Foam Padding (Molty Foam or approved equivalent) wrapped on MDF Board, Upholstery of approved quality & sample wrapped on foam padding for sofa seats, 20mm thick Patex Lamination Sheet (Code: As Approved) for top, 12mm & 20mm thick MDF board for structure with approved Deco Paint Finish on MDF board, including red-oxide treatment & approved Powder Coating on all M.S. Works and all other hardware, wastage, lifting, cutting, fixing, etc., complete in all respect as per drawing and instruction of the Architect. Drawings are attached. Mandatory Site Visit will be held on November 14, 2025 at 11am IBA City Campus	1.00 EACH
4	Wooden Table Center Round Table, Size: H:2'-9"xDia:2'-6"; Center Round Table (Casual Work Space). Providing and install in position 2'-9" x Dia" x 2'-6" high Round Center Table, consisting of M.S. Tube framing & legs of approved sizes, 20mm thick Patex Lamination Sheet (Code: As Approved) for Top with edge bending / PVC lipping on edges, 12mm thick MDF board for leg with approved Deco Paint Finish, including red-oxide treatment & approved Powder Coating on all M.S. Works and all other hardware, wastage, lifting, cutting, fixing, etc., complete in all respect as per drawing and instruction of the Architect. Drawings are attached. Mandatory Site Visit will be held on November 14, 2025 at 11am IBA City Campus	2.00 EACH



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5	Wooden Table Center Round Table, Size: H: 1'-9"xDia:2'-2"; Center Round Table (Phone Booths). Providing and install in position 1'-9" x Dia" x 2'-2" high Round Center Table, consisting of M.S. Tube framing & legs of approved sizes, 20mm thick Patex Lamination Sheet (Code: As Approved) for Top with edge bending / PVC lipping on edges, 12mm thick MDF board for leg with approved Deco Paint Finish, including red-oxide treatment & approved Powder Coating on all M.S. Works and all other hardware, wastage, lifting, cutting, fixing, etc., complete in all respect as per drawing and instruction of the Architect. Drawings are attached. Mandatory Site Visit will be held on November 14, 2025 at 11am IBA City Campus	2.00 EACH
6	Sofa Seat Partial Wood & M.S Tube Frame, L: 6'xD:2'xH:1'-6"; Sofa Seating (Phone Booths). Providing and install in position 6'-0" length x 2'-0" deep x 1'-6" high Sofa Seating, consisting of solignum treated partial wood & M.S. Tube internal framing of approved sizes, Foam Padding (Molty Foam or approved equivalent) wrapped on MDF Board, Upholstery of approved quality & sample wrapped on foam padding for sofa seats, including red-oxide treatment & approved Powder Coating on all M.S. Works and all other hardware, wastage, lifting, cutting, fixing, etc., complete in all respect as per drawing and instruction of the Architect. Drawings are attached. Mandatory Site Visit will be held on November 14, 2025 at 11am IBA City Campus	2.00 EACH
7	Wooden Table Center Round Table, Size: H: 2'xDia 2'; Center Round Table (Breakout Space). Providing and install in position 2'-0" x Dia" x 2'-0" high Round Center Table, consisting of M.S. Tube framing & legs of approved sizes, 20mm thick Patex Lamination Sheet (Code: As Approved) for Top with edge bending / PVC lipping on edges, 12mm thick MDF board for leg with approved Deco Paint Finish, including red-oxide treatment & approved Powder Coating on all M.S. Works and all other hardware, wastage, lifting, cutting, fixing, etc., complete in all respect as per drawing and instruction of the Architect. Drawings are attached. Mandatory Site Visit will be held on November 14, 2025 at 11am IBA City Campus	3.00 EACH
8	Cafeteria Chair Café Chair. Providing and install in position Cafe Chair (Global Furniture or International Furniture Private Limited or Master Offisys), complete in all respect as per drawing and instruction of the Architect. Basic Price of Chair shall be Rs. 22,000 / chair Drawings are attached. Mandatory Site Visit will be held on November 14, 2025 at 11am IBA City Campus	3.00 EACH
9	Office Stool Hydraulic, Adjustable; Round; High Stools (Casual Work Space). Providing and install in position High Stools (Global Furniture or International Furniture Private Limited or Master Offisys), complete in all respect as per drawing and instruction of the Architect. Basic Price of Chair shall be Rs. 18,000 / Stool Drawings are attached. Mandatory Site Visit will be held on November 14, 2025 at 11am IBA City Campus	4.00 EACH
10	Pod Chair Work Pod Chair; Work Pods Chair. Providing and install in position Work Pods (Global Furniture or International Furniture Private Limited or Master Offisys), complete in all respect as per drawing and instruction of the Architect. Basic Price of Chair shall be Rs. 35,000 / chair Drawings are attached. Mandatory Site Visit will be held on November 14, 2025 at 11am IBA City Campus	4.00 EACH
11	Workspace Chair Casual Work Space Chair. Providing and install in position Casual Work Space Chair (Global Furniture or International Furniture Private Limited or Master Offisys), complete in all respect as per drawing and instruction of the Architect. Basic Price of Chair shall be Rs. 35,000 / chair Drawings are attached. Mandatory Site Visit will be held on November 14, 2025 at 11am IBA City Campus	2.00 EACH



Institute of
Business Administration
Karachi

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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/item cost is final, and no change whatsoever will be accepted.
7. Government tax(es), levi(es) and charge(s) will be charged at actual as per SRO.
8. IBA reserves the right to accept or reject any quotation without assigning any reason thereof.
9. IBA reserves the right to change/alter/remove any item or article or reduce/enhance quantity without assigning any reason.
10. IBA also reserves the right to issue a Purchase Order for any single item to different lowest responsive bidders or for all the items to any lowest responsive bidder.
11. Invoice/Bill to be submitted to Purchase Department.
12. Advance Payment subject to Bank Guarantee.
13. All Government taxes (including Income tax and stamp duty), levies and charges will be charged as per applicable rates/ denominations of the Purchase Order.
14. Stamp Duty 0.35% for Goods against total value of Purchase Order will be levied accordingly.