



GIK INSTITUTE OF ENGINEERING SCIENCES AND TECHNOLOGY

REQUEST FOR QUOTATION (GIKI/PD/RFQ-114/2025-2026)

Sealed quotations, in Pak rupees on D.D.P basis, are invited from registered suppliers/authorized dealers/distributors and manufacturers for supply of the following items:

S#	Item Description	Annexures
1.	Office Tools & Equipment	Detail attached at Annexure- A & B
2.	Crockery & Cutlery	Detail attached at Annexure- C

Interested parties are requested to keep following points into consideration before submitting their quotations.

- Your quotations must be delivered to the office of the undersigned on or before **23 September Tuesday 2025, at 3:00 PM**. Any quotation received later than the scheduled date and time will be rejected and returned unopened.
- All quotations must be valid for a period of Thirty (30) days from the closing date of the Request for Quotation.
- The quotation shall be completed and signed by an authorized representative of the supplier.
- The quoted price should include all applicable Govt taxes.
- Delivery will be made to GIK Institute, Topi, Swabi.
- Payment will be made within 2-3 weeks after acceptance of the items subject to deduction of taxes as per law.
- In the case of any arithmetical discrepancy between the unit rate and the total amount quoted, then the unit rate shall prevail both for the evaluation of quotations and for the subsequent purchase order.
- **Mention Account details in Quotation.**
- **Mention RFQ number & Opening date on the envelope.**

Deputy Director, Procurement Department, GIK Institute, Topi, Swabi (KP)



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ANNEXURE-A

S#	Item Description	A/C Unit	Qty
1	SSD 512GB Kingston / Samsung for PC	Nos.	17
2	RAM 8GB DDR4 for Desktop	Nos.	17

ANNEXURE-B

S#	Item Description	A/C Unit	Qty
1	6 to 10KVA Servo Motor / AVR Controlled stabilizer	Nos.	01

ANNEXURE-C

S#	Item Description	A/C Unit	Qty
1	Teacups with saucers glass	Each	24
2	Teaspoon	Each	12
3	Small plates glass (salan plates)	Each	24
4	Large plates glass	Each	18
5	Tablespoon	Each	24
6	Steel pateela medium size (water boiling)	Each	01
7	Sugar pot glass	Each	01
8	Drinking water glass large	Each	12
9	Donga (karee pot) glass	Each	06
10	Donga spoon	Each	06
11	Rice Dish glass	Each	06
12	Rice Spoon	Each	06
13	Water dispenser Haier	Each	01
14	Tray set plastic	Set	01