



# GIK INSTITUTE OF ENGINEERING SCIENCES AND TECHNOLOGY

## REQUEST FOR QUOTATION FOR SHIELDS (GIKI/PD/RFQ-190/26-27)

Sealed quotations on a D.D.P basis are invited from registered suppliers/manufacturers of all kinds of shields, awards, and souvenirs. Bidders must have a minimum of two (2) years of relevant experience in this field. Copies of previous purchase/work orders (if available), must be attached with the quotation.

| S# | Item Description                                              | A/C Unit | Qty |
|----|---------------------------------------------------------------|----------|-----|
| 1  | Shield Large (8"x10") with Box (Design attached at Annexure-A | Nos.     | 150 |
| 2  | Shield Small (6"x8") with Box                                 | Nos.     | 50  |

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

- Quotations must be delivered to the office of the undersigned on or before **13 July 2026, Monday 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 Government taxes.
- Delivery will be made to GIK Institute, Topi, Swabi. **The delivery Timeline must be clearly indicated in the Quotation.**
- 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.
- The vendor is strictly prohibited from changing the BOQ. Any substitution, if unavoidable due to non-availability, shall be limited to an equivalent item fully compliant with the demanded specifications and shall require prior written approval of the Procuring Agency. No deviation shall be accepted without such approval.
- **Mention Account details & NTN on the quotation.**
- **Mention RFQ number & Opening date on the envelope.**

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

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**Note:** The content/text mentioned, will remain the same. The vendor will design the shield, and the design may be in Acrylic, Wooden, or Crystal material.  
The vendor may submit one or more shield design options along with the RFQ. One design will be selected and finalized after review.