



# GIK INSTITUTE OF ENGINEERING SCIENCES AND TECHNOLOGY

## **REQUEST FOR QUOTATION FOR PURCHASE OF REFURBISHED PHOTOCOPIER MACHINE**

Sealed quotations, in Pak rupees on D.D.P basis, are invited from registered suppliers/authorized dealers/distributors for supply of refurbished Photocopier Machine.

S#	Item Descriptions	Qty
1	<ul style="list-style-type: none"><li>- <b>Plain paper Copier (Latest Models) 75 CPM, Refurbished</b></li><li>- Warranty / free service Minimum for 3 months</li><li>- Year of manufacture / date of import and usage of machine must be mentioned in quotation</li></ul>	03

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 **Monday, January 30, 2023, at 03:00 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.
- Quoted price shall include all applicable Govt taxes, delivery charges, loading & unloading.
- 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.

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

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