



# GIK INSTITUTE OF ENGINEERING SCIENCES AND TECHNOLOGY

## REQUEST FOR QUOTATION

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.	R&M Works	Detail attached at Annexure A, B & C
2.	Printing, Stationery and Office Supplies	Detail attached at Annexure-D
3.	Convocation Expenditure	Detail attached at Annexure-E & F

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 **Tuesday, May 30, 2023, at 12:00 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.

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

Ph: 0938-281026 Ext. 2444, Email: [taufeeq@giki.edu.pk](mailto:taufeeq@giki.edu.pk)



## **ANNEXURE-A**

<b>S#</b>	<b>Item Description</b>	<b>A/C Unit</b>	<b>Qty</b>
1.	Repair PCB Kit of Daiken AC	Nos.	01
2.	Repair PCB Kit of Haier AC	Nos.	04

## **ANNEXURE-B**

<b>S#</b>	<b>Item Description</b>	<b>A/C Unit</b>	<b>Qty</b>
1.	Door Closer Large (Rubby)	Nos.	24

## **ANNEXURE-C**

<b>S#</b>	<b>Item Description</b>	<b>A/C Unit</b>	<b>Qty</b>
1.	Cloth	Yard	400
2.	Pipe 1" (16 feet length)	Length	25
3.	Bracket	Nos	120
4.	Ring Curtain	Pkt	38
5.	Lasani Sheet 4'x8'x3/4"	No.	01
6.	Screw 3/4"	Pkt	06
7.	Steel nails 2-1/2"	Pkt	02
8.	Bukrum 4" for curtains	Roll	36

## **ANNEXURE-D**

<b>S#</b>	<b>Item Description</b>	<b>A/C Unit</b>	<b>Qty</b>
1.	Black Ink for Printing Press	No	05
2.	Blue Ink for Printing Press	No	05
3.	Green Ink for Printing Press	No	05
4.	Full Printing Plate Rota	No	100
5.	Glue for Binding	Kg	05
6.	Kerosene Oil	Liter	10
7.	Transparency Sheets A4 size	Pkt	50
8.	Thinner for printing Press	Bottle	10
9.	Khatta for printing Press	Bottle	10
10.	Shiner	Bottle	25
11.	Plate Developer	Liter	05
12.	Binding Tap	No	100
13.	Original Toner for LJ Printer 400 Mp401d (80A)	No	01
14.	Art Card 310 gm 23x36	Pkt	03
15.	Gazz for Cutting Machine 2"x34"	No	10
16.	Spiral binding 7,8,10,12,15,18,20 and 25mm	Box	8 (each)
17.	Paper ream 36"23" (70gm)	No	02
18.	SSD 128GB	No	01
19.	Numbering Machine	No	01

## **ANNEXURE-E**

<b>S#</b>	<b>Item Description</b>	<b>A/C Unit</b>	<b>Qty</b>
1.	Degree Folder	Nos	500
2.	Transparency Sheet 100 Sheets per pkt	Pkt	06

## **ANNEXURE-F**

<b>S#</b>	<b>Item Description</b>	<b>A/C Unit</b>	<b>Qty</b>
1.	Black Gown Civil Turquoise Green Strip (BS)	Nos	06
2.	Black Gown FMCE, Chemical Orange Strip (BS)	Nos	10
3.	Black Gown with Headgear, Golden Strip (Teacher)	Nos	20
4.	NAVY BLUE Gown Burnt Orange (MS & PhD)	Nos	20
5.	Caps only NAVY BLUE	Nos	20