



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 the supply of the following items:

S#	Item Description	Annexures
1.	Office Supplies	Details attached at Annexure- A
2.	Lab Equipment	Details attached at Annexure- B
3.	Arms & Security Tools	Details attached at Annexure- C

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

- Your quotations must be delivered to the office of the undersigned on or before **Friday, February 23, 2024, at 2:30 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 submitted **Annexure-wise. (Separate quotation for each mentioned Annexure with separate envelope, otherwise quotation will be rejected)**.
- 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)



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ANNEXURE-A

S#	Item Description	A/C Unit	Qty
1.	HP Toner Cartridge 147-A for printer HP M610 (Original)	Nos	01
2.	HP Toner Cartridge 147-A for printer HP M610 (China)	Nos	01
3.	HP Toner Cartridge 59-A for printer M404DN (Original)	Nos	01
4.	HP Toner Cartridge 59-A for printer M404DN (China)	Nos	01

ANNEXURE-B

S#	Item Description	A/C Unit	Qty
1.	Laptop-Core i7 12 th Generation 8GB RAM, 512GB SSD windows 11 or equivalent	Nos	01

ANNEXURE-C

S#	Item Description	A/C Unit	Qty
1.	Folding Butt	Nos	01
2.	Butt Stock	Nos	01
3.	Safety Lever	Nos	01
4.	Front sight Tip	Nos	01
5.	Rear Tip	Nos	03
6.	Service Charges	Nos	