



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.	Furniture & Fixture	Detail attached at Annexure- A
2.	Printing, Stationary & Office Supplies	Detail attached at Annexure- B & C
3.	R&M Assets	Detail attached at Annexure-D

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, 29 July 2024, at 11:00 AM**. 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

ANNEXURE-A

S#	Item Description	A/C Unit	Qty
1.	Office Revolving Chairs Boss B-543 Aqua Mesh High Back or equivalent	Nos.	03

ANNEXURE-B

S#	Item Description	A/C Unit	Qty
1.	Paper Ream 17x27 70-gram paper	Pkt.	10
2.	German Glue 5kg	Kg	05

ANNEXURE-C

S#	Item Description	A/C Unit	Qty
1.	File Cover for Freshmen-2024 14x22 5 creases clip type. Art card 300g (picture attached at Annexure-E)	Nos.	800

ANNEXURE-D

S#	Item Description	A/C Unit	Qty
1.	Dry Battery Exide 12v, 260 Amp 33 plates	Nos.	02

ANNEXURE-E



غلام اسماعق خان انسٹیٹیوٹ آف انجینئرنگ سائنسز و ٹیکنالوجی
**Ghulam Ishaq Khan Institute of
Engineering Sciences & Technology**

APPLICATION NO: _____

REGISTRATION NO: _____

NAME: _____

FACULTY: _____

Topi-23640, District Swabi, Khyber Pakhtunkhwa, Pakistan.
Ph: +92-938-281026-28 Fax: +92-938-281052 Web: www.giki.edu.pk