



House Building Finance Company Limited

REQUEST FOR QUOTATION (Supply of Goods)

RFQ Reference No.	HBFC/HOK/GSD/RFQ/0029
Description	RFQ-Additional/Extra Works in HBFC Office Building, Islamabad
Date of Issue	Nov 23, 2022
Date of Submission of Quotations	Nov 25, 2022
Place of Delivery	Plot No. 14, Sector G-8/1, Mauve Area, HBFC Building, Islamabad.
Contact Person & Telephone	Asad Baber Khan (Manager Procurement) 021-35641739/52

S.#	Item Specification / Description	Unit	Quantity
1	Dismantling of Main Entrance Floor Granite Marbles & Shifting of debris out of Zone Area	Sq. ft	180
2	Levelling of Floor, Providing & Fixing of Granite Marble. Complete in all respect as per Site requirement	Sq.ft	180
3	Providing & Filling of Tiles Grouting at Washrooms (Gents & Ladies). Complete in all respect as per Site requirement	Job	01
4	Rising & Making of Existing Electric Main Hole Chamber up to 9" UP with Inside & Outside Plaster and using Padlo Water Proofing Agent Top to Bottom. Complete in all respects as per Site requirement.	Job	01

General Terms & Conditions:

1. Sales and Income tax registration number must be provided and written on the quotation.
2. HBFC reserve the right to cancel any or all the above items if material/work is not found in accordance with the specification or if the delivery is delayed.
3. General Sales Tax will be paid on applicable items only as per relevant authorities requirements.
4. Penalty at the rate of 5% per month on actual cost will be imposed on delayed delivery.
5. The rate / item cost will be final and no change what so ever will be accepted.
6. Government Taxes, Levies and charges will be charged at actual as per rules.
7. HBFC reserves the right to change / alter / remove any item or article or reduce / enhance quantity according to PPRA Rules.
8. Invoice should be submitted to General Services Department, Head Office, HBFC.
9. No advance shall be paid. 100% payment will be made after successful completion of assignment
10. No subletting in any case / item / form will be allowed.
11. Transport, Cartage and labor will be responsibility of supplier.



Uroosa Baig
23/11/22
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AM Procurement-GSD

Office Address: Head Office 3rd Floor Finance & Trade Centre Shahrah-e-Faisal, Karachi, 74400, Pakistan Tel 021-35641752/39