



Khwendo Kor (Sisters' Home)

Date: 16.06.2017

Subject: REQUEST FOR QUOTATION (RFQ) against Hotel/Restaurant selection for conducting Events & Meetings.

Sealed Quotations are hereby invited of the following Items under the term and conditions mentioned below on your Company Letter Head Pad.

Supplier Name: _____ Business Title: _____

NTN No: _____ STRN No: _____ CNIC No. _____ Contact No: _____

S. No	Item Name	Specification	Quotation
1	Room	Bed capacity 01	
2	Room	Bed capacity 02	
3	Room	Bed capacity 03	
4	Hall	Capacity 50 person	
5	Hall	Capacity 100 person	
6	Multimedia	High resolution HD quality	
7	Sound System	Good quality	
8	Lunch	Different Menus: Menu 01, Menu 02, Menu 03, Menu 04, Buffet	Per Head Cost:
9	Dinner	Different Menus: Menu 01, Menu 02, Menu 03, Menu 04, Buffet	Per Head Cost:

10	High Tea		
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Note:

1. Quotations to be submitted on or before date 30th June 2017 by time 04:30 PM and to be written on envelope “Quotation against Hotel/Restaurant selection for conducting Events & Meetings Khwendo Kor”.
2. The above rates will be valid till 6 months or more, if rates of given items changes within agreement period the supplier must provide an evidence of change in local market price. The rates will be considered inclusive of all taxes as per government rules.
3. Income Tax, GST and all other taxes will be deducted as per Government rules if applicable.
4. Following documents are to be submitted
 - a. NTN & STRN Registration Certificate
 - b. Up to date copy of tax return filed.
 - c. Suppliers’ Profile.
5. The final selection of supplier will be made on provision of samples of the quoted items and agreement will be signed with the selected supplier.
6. Khwendo Kor reserves the right to accept or reject any or all quotations/tenders without assigning any reason whatsoever.

Award Notification:

Only shortlisted bidders will be notified. A copy of the tender award notice will be published at Khwendo Kor’s web portal (<http://www.khwendokor.org.pk/downloads/Tender.pdf>) for information of all bidders.

Signature and stamp of Supplier

Date: _____