

<b>RFQ Reference No.</b>	HBFC/HOK/GSD/RFQ/0021
<b>Description</b>	Repair and Maintenance Work Required in HBFC Branch Office Hyderabad.
<b>Date of Issue</b>	September 02, 2020
<b>Date of Submission of Quotations</b>	September 07, 2020 before 11:00am
<b>Place of Delivery</b>	Block-CC1, First Floor, Civil Centre Complex, Thandi Sarak, Hyderabad.
<b>Contact Person &amp; Telephone</b>	Mr. Waseem Anwar-Head PMD

S. No.	Item Specification / Description	Unit	Quantity / Job	Remarks
1.	One side MDF partition wall with wooden frame of 2"x 1" at space of 2 ft X 2 ft both ways with all supplies and installations etc. Including one Door 3'x 7' with locks and accessories.	Sft	475	
2.	Supply and Fixing of 2' x 2' panel LED lights 40W (Ceiling/Slim) supply and fixing complete in all respects. Osaka/Sogo or equivalent.	Nos	22	
3.	Two (02) coats Paint Distemper ICI/Berger in two tone White and Green as approved by HBFC.	Sft	3000	
4.	Maintenance of Washrooms: cleaning with chemicals, replacement of Three (03) Water Taps, One (01) Basin Mixture, Commode Seat, Muslim Shower. Towel Rail, Soap Tray, and Liquid Soap Dispenser. (Master/Sonex)	Lump sum	3	

**General Terms & Conditions:**

- Sales and Income tax registration number must be provided and written on the quotation.
- Work of this order is subject to final inspection at the time of completion.
- HBFC reserves the right to cancel any or all the above work if material or required work is not found in accordance with the specification or if the completion is delayed.
- Payment will be made through Crossed Cheque / Pay Order after the receipt of the bill / invoice and delivery of the above item.
- General Sales Tax will be paid on applicable items only as per relevant authorities requirements.
- Penalty at the rate of 5% per month on actual cost will be imposed on delayed completion / delivery.
- The rate / item cost will be final and no change what so ever will be accepted.
- Government tax(es), levi(es) and charge(s) will be charged at actual as per rules.
- HBFC reserves the right to change / alter / remove any item or article or reduce / enhance quantity before the award of Work Order, without assigning any reason.
- Invoice should be submitted to General Services Department, Head Office, HBFC.
- No advance shall be paid. 100% payment will be made after successful completion of assignment
- No subletting in any case / item / form will be allowed.
- HBFC reserves the right to issue Work Order Itemized Lowest or Overall Lowest basis if deemed necessary.
- The items / services shall have to be delivered / completed within a period of 30 days from the date of issuance of Work Order.

**-Sd-  
Manager Procurement - GSD**