



House Building Finance Company Limited

REQUEST FOR QUOTATION (Work and Services)

RFQ Reference No.	HBFC/HOK/GSD/RFQ/0011
Description	Hiring of Plantation Services
Date of Issue	March 12, 2020
Date of Submission of Quotations	March 17, 2020 before 11:00am
Place of Delivery	Head Office, 3 rd Floor Finance & Trade Centre, Shahrah-e-Faisal, Karachi
Contact Person & Telephone	Mr. Muhammad Asif, GSD

S. #	Item Specification / Description	Quantity / Job	Remarks
01	Hiring of Plantation Services Scope of work. Successful Services provide will perform full plantation services that will include plantation, maintenance, replacement of damaged plants, providing fresh manure (Khaad) etc throughout the year.	75	

General Terms & Conditions:

1. Work will be awarded to successful supplier for plantation work for a period of one year.
2. Sales and Income tax registration number must be provided and written on the quotation.
3. Payment will be made through Crossed Cheque / Pay Order after the receipt of the bill / invoice and delivery each month.
4. General Sales Tax will be paid on applicable item/services only as per relevant authorities requirements.
5. The rate / item cost will be final and no change what so ever will be accepted.
6. Government tax(es), levi (es) and charge(s) 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 before the award of Work Order, as per PPRA Rules.
08. Invoices should be submitted to General Services Department, Head Office, HBFC.
09. No advance shall be paid. 100% payment will be made each month.

-Sd-
Manager Procurement - GSD