



HOUSE BUILDING FINANCE COMPANY LIMITED

## REQUEST FOR QUOTATION (Works and Services)

RFQ Reference No.	HBFC/HOK/GSD/RFQ/0020
Description	Renovation Work HBFC Branch Offices, Tando Adam, Larkana and Shikarpur
Date of Issue	Aug 17, 2022
Date of Submission of Quotations	Aug 19, 2022
Place of Delivery	HBFC Head Office, 3 <sup>rd</sup> Floor Finance & Trade Centre, Shahrah-e-Faisal, Karachi.
Contact Person & Telephone	Mr. Munir Ahmed, PMD

### B.O. Tando Adam

S.#	Description	Unit	Quantity
01	Brick Wall Construction Partition	Sq.ft	288
02	Plaster on New Wall plus Existing Walls	Sq.ft	850
03	Roof Repairing	Sq.ft	100
04	Roof Inlet Holes Closure	Nos.	03
05	New Bore Hole for Water	No.	01
06	Water Pump Repair	No.	01
07	Construction of Ramp	No.	01
08	Outside Stairs repairing along with Porcelain Tiles Installation	Sq.ft	96
09	Data Outlet Socket	No.	01
10	Telephone Outlet Socket	No.	01
11	15 Amps 5 Pin Universal Switch Socket	No.	01
12	15 Amps 5 Pin Universal Power Socket Outlet	Nos.	03
13	Wooden Door 3.5' x 7'	Nos.	02

### B.O. Shikarpur

S.#	Description	Unit	Quantity
01	Complete Accessories for Bathroom	Job	01
02	Complete Accessories for Kitchenette	Job	01
03	Wooden Door for Bathroom 2.5' x 7'	No.	01
04	Double Leaf Wooden Door for First Floor Gallery ( 5'x7')	No.	01
05	Wooden Arch for top of Double Leaf Door	No.	01
06	5 mm Glass installed on Wooden Arch and Both Side of Gallery Wooden Door	Sq.ft	29

### B.O. Larkana

S.#	Description	Unit	Quantity
01	Wall Dismantling	Sq.ft	633
02	Brick Wall Construction	Sq.ft	1330
03	Plaster Work	Sq.ft	2135
04	New Shutter installed outside	Nos.	04
05	Colour Work outside Branch Walls	Sq.ft	200
06	Brick Ducts to cover Drain Pipes outside Branch	Nos.	02
07	Mirrors for Washroom	Nos.	03

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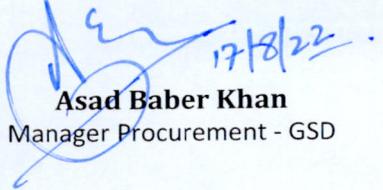
House Building Finance Company Limited

Head Office: 3<sup>rd</sup> Floor, Finance & Trade Center, Shahrah-e-Faisal, Karachi-74400, Pakistan. Tel: 021-35641752  
www.hbfc.com.pk

**REQUEST FOR QUOTATION**  
**(Works and Services)**

**General Terms & Conditions:**

1. Sales and Income tax registration number must be provided and written on the quotation.
2. Work of this order is subject to final inspection at the time of completion.
3. 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.
4. Payment will be made through Crossed Cheque / Pay Order after the receipt of the bill / invoice and delivery of the above item.
5. General Sales Tax will be paid on applicable items only as per relevant authority's requirements.
6. Penalty at the rate of 5% per month on actual cost will be imposed on delayed completion / delivery.
7. The rate / item cost will be final and no change what so ever will be accepted.
8. Government tax (es), levi (es) and charge(s) will be charged at actual as per rules.
9. 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.
10. Invoice should be submitted to General Services Department, Head Office, HBFC.
11. No advance shall be paid. 100% payment will be made after successful completion of assignment
12. No subletting in any case / item / form will be allowed.
13. The items / services shall have to be delivered / completed within a period of 10 working days from the date of issuance of this Work Order.

  
**Asad Baber Khan**  
Manager Procurement - GSD



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