



REQUEST FOR QUOTATIONS (RFQ)

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|-------|-------------------------------------|-------------------------|-------------------|
| To: | Supplier | RFQ Issuing Date : | 27-Apr-23 |
| From: | Admin & Logistic Department | RFQ reference # | MDF-Admin/03/2023 |
| For : | Procurement of Latrine Cleaning Kit | Last Date of Submission | 10-May-23 |

SUBJECT OF QUOTATION : Procurement of Latrine Cleaning Kit

| NO | Item Name | Item Description / Specification | Unit | Qty | Unit Price | Total Price |
|--------------|----------------------------------|--|--------|-----|------------|-------------|
| 1 | Latrine Cleaning Kit | | | | | |
| 1.1 | Iron Bucket 10 litre | Iron, 14-No 28-Gauge | Piece | 200 | | |
| 1.2 | Toilet Plastic Brush medium size | Double Sided Brush-Standard quality | Piece | 200 | | |
| 1.3 | Wiper plastic Standard size | Standard Size Plastic Made | Piece | 200 | | |
| 1.4 | Harpic bottle 200 ml | Harpic, 200 ml ,Reckitt and sons brand | Piece | 200 | | |
| 1.5 | Disposable PE Hand Gloves | 100-Pieces/Package-Polythine | Packet | 200 | | |
| 1.6 | Plastic Dust Bin Black Roud # 04 | Plastic Dust Bin Black Roud # 04 | Piece | 200 | | |
| TOTAL AMOUNT | | | | | | |

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| 1 | Quotation validity: (Desirably 30 days) | Agreed |
| 2 | Payment Conditions: MDF will release the 100% payment after satisfactory delivery | Agreed |
| 3 | The prices must be inclusive of all applicable Government taxes, delivery / transportation, loading / unloading, packaging and allied costs up to the point of delivery | Agreed |
| 4 | Place of Delivery: MDF Office Khairpur Nathan Shah District Dadu | Agreed |

General Instructions: IMPORTANT

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| 1 | This form serves the purpose of Request for Quotation (RFQs) for above mentioned item . |
| 2 | Please make sure that your quotation is properly sealed, stamped and signed. Please ensure to avoid using Whitener/ Fluid & cutting while filling quotation |
| 3 | Incomplete Bids/ documents or quotation submitted shall not be entertained. |
| 4 | All items must be new, original as per offered brand (where applicable) |
| 5 | All Original products must be quoted |
| 6 | All bidder are required to submit the sample of quoted items at the time of submission of quotations. The samples will be return back to unsuccessful quotations within 15 working days after the opening of quotation. |
| 7 | Last Date of Submission of quotation is 10-May-2023 Quotation can only be submitted through Courier or by hand in a Sealed Envelop. In case of delivery by Hand, supplier is requested to write the details and sign in the inward register. Otherwise quotation will be rejected. |

Other Terms & Conditions :

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| 1 | Rates should be Inclusive of all Government applicable taxes. |
| 2 | Payment shall be made in the form of Cross Cheque in the Business name within 7 days after acceptance of delivery and subsequent submission of the invoice to the MDF Head Office Hyderabad |
| 3 | Quantity of items may increase/decrease according to the need of project if required. |
| 4 | In case of any delay in provision of supplies/services, MDF will charge 2% of total contract amount per day to supplier |
| 5 | Any damage, loss, theft and demurrages outside the premises of MDF Office shall be the responsibility of supplier / vendor |
| 6 | In case of any leakage, loose bag or damaged to item, Supplier is responsible to replace the item within time |

NOTE:

Deadline to submit the sealed Quotaion by or before **10-May-2023** till **1700 hrs** ,to Admin & Logistic Department and mentioned the "**Procurement of Latrine Cleaning Kit**" in the subject line.
You can download the **RFQ** from the MDF website www.mdfpk.org or email at **Procurement@mdfpk.org** or collect the RFQ from MDF Head Office/K.N Shah Ditric Office
Address:- MDF-Head Office, B-30, G.E.C.H Society Near Soneri Bank Qasimabad Hyderabad Sindh Pakistan.
For further query contact on below mentioned cell number
Phone: 0092 -336-7088008 (9:00 AM to 6:00 PM)

Offer(s) to be sent under envelop to:

Name of Supplier:

NTN/SNTN #

Sign & Stamp: