



HIGH COURT OF SINDH, KARACHI

REQUEST FOR QUOTATION (RFQ)

No. SHC/BUD/RFQ/2026-27/09

Dated: 21-08-2026

SUPPLY & INSTALLATION OF CARPET — COURT ROOM

Description / Service Required	Supply & Installation Of Carpet — Court Room, High Court Of Sindh, Karachi (Principal Seat)
RFQ No.	SHC/BUD/RFQ/2026-27/09
Date of Uploading of RFQ	Friday, August 21, 2026
Last Date for Submission	Monday, August 24, 2026, up to 1400 hrs
Method of Procurement	Request for Quotation (RFQ)
Delivery Period	Within three (03) days of issuance of the Supply/Work Order, or as mutually agreed with the Assistant Registrar (Res-II)
Contact Person	Assistant Registrar (Res-II), High Court of Sindh
Telephone	021-99203151-59, Ext. [234]
Site Survey	Interested vendors are encouraged to visit the Court premises / relevant rooms prior to submission of quotation, to assess actual site conditions for supply and installation of carpet, as the attached sketch is schematic and not to strict architectural scale.

Sealed / signed quotations are hereby invited from reputable, registered firms / suppliers dealing in supply and installation of carpet and allied flooring services, for the work described below, to be carried out at the premises of the High Court of Sindh, Karachi. Quotations are invited under the Request for Quotation method prescribed under the Sindh Public Procurement Rules, 2010, and are subject to the terms and conditions set out herein.

1. Scope of Work

Supply and installation of good-quality carpet (fixed / wall-to-wall, unless otherwise specified by the Resident-II Budget Branch) covering the ground floor area as per the attached sketch (Annexure-A), comprising the following Portions:

Room	Size (ft)	Area (sq. ft.)
A	10 x 43	430
B	6 x 4	24
C	8 x 4	32
D	8 x 4	32
E	8 x 4	32
Total		550 sq. ft. (approx.)

(Plan is schematic and not to strict architectural scale. Portions C, D and E are priced uniformly at 8×4 ft / 32 sqft as per the area calculation, even though C and D are physically stair landings of 4×8 ft and 7×8 ft respectively. The sketch referred to above is attached as Annexure-A.)

2. Specifications

- Carpet type: tufted / needle-punched, wall-to-wall broadloom carpet of durable commercial grade, suitable for office / court premises with moderate-to-heavy foot traffic.
- Colour and design: to be approved by the Resident-II Branch prior to procurement / installation; sample(s) must be submitted with the quotation or upon request.
- Backing: appropriate non-slip backing suitable for the existing floor surface.
- Rate quoted must be inclusive of carpet material, underlay (if required), cutting, fixing/installation labour, edge binding/stitching, adhesive/gripper as applicable, and removal of packing waste/debris from site.
- All works to be completed in a professional manner with minimum disruption to Court functioning.

3. Terms & Conditions

- 1. Rates must be quoted in Pak Rupees, per square foot and as a total amount, inclusive of all applicable taxes (Sales Tax / SST as applicable, and any other duties). Rates exclusive of tax will not be entertained.
- 2. Quotation must be submitted on the firm's original letterhead, duly stamped and signed by the authorized signatory.
- 3. The firm must be registered with FBR / SRB, possess a valid NTN, and (where applicable) valid GST/SST registration; copies of relevant certificates must be attached.
- 4. Quotation validity: not less than thirty (30) calendar days from the closing date of submission.
- 5. Completion period: work must be completed within the number of days specified by the bidder from the date of issuance of the work/purchase order, subject to the Competent Authority’s approval.
- 6. Payment shall be made after satisfactory completion, physical verification, and inspection of the installed carpet by the Budget Branch, subject to deduction of withholding tax and other statutory deductions as applicable under prevailing law.
- 7. The successful bidder shall provide a minimum warranty of twelve (12) months against manufacturing defects and installation workmanship.
- 8. The High Court of Sindh reserves the right to reject any or all quotations, or to cancel the RFQ process at any stage, without assigning any reason, in accordance with SPPRA Rules, 2010.
- 9. Conditional, unsigned, unstamped, or late quotations shall not be considered.
- 10. Evaluation shall be made on the basis of the lowest evaluated quotation meeting the required specifications, subject to satisfactory technical compliance and firm credentials.

4. Submission of Quotation

Last date & time of submission	Monday, August 24, 2026, up to 1400 hrs
Submission venue	Budget Branch, High Court of Sindh, Karachi
Mode	Sealed envelope, super-scribed with the RFQ number and subject

For any clarification regarding the scope of work or this RFQ, bidders may contact the Budget Branch, High Court of Sindh, Karachi, during office hours.

Sd/-

Assistant Registrar (Budget)
High Court of Sindh, Karachi

ANNEXURE-A
Ground Floor Plan — Carpet Installation Area (Sketch)

