



HIGH COURT OF SINDH, KARACHI

REQUEST FOR QUOTATION (RFQ)

RFQ No.: SHC/BUD/RFQ/2026-27/11

Date of Issuance: 17.09.2026

Job Description: Repair of Photocopier Machine (Model: Konica Minolta Bizhub-206) installed at the Nazir Branch, High Court of Sindh, Karachi, through replacement of parts listed below.

1. Schedule of Requirement — Rates to be Quoted (Inclusive of All Taxes)

Sr.	Description of Part	Qty	Unit Rate (PKR)	Total Amount (PKR)
1	Drum Unit	1		
2	Developer Unit	1		
3	Cleaning Blade	1		
4	Charge Roller	1		
5	Charge Cleaning Roller	1		
6	Service Charges	1 Job		
GRAND TOTAL (figures & words):				

Note: Parts must be new, genuine/OEM-compatible for the Konica Minolta Bizhub-206. Bidders may inspect the machine at the Nazir Branch on any working day, with prior appointment.

2. Key Dates

Last Date & Time for Submission	21.09. 2026, up to 1400 hrs
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3. Eligibility & Documents Required

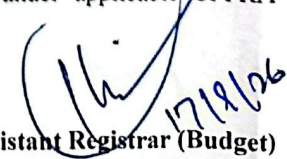
Bidder must be an Authorized dealer/sole proprietorship with valid NTN (and Sales Tax Registration, if applicable), with at least two (2) years' experience repairing Konica Minolta/equivalent photocopiers, and must not be blacklisted by any Government/semi-Government body. Quotation must be accompanied by: (a) duly filled, signed Schedule of Requirement with rates; (b) copy of NTN/Sales Tax certificate; (c) copy of CNIC of authorized signatory; and (d) proof of relevant experience (work orders/completion certificates).

4. Submission

Quotations shall be submitted in a sealed envelope marked "QUOTATION FOR REPAIR OF PHOTOCOPIER (KONICA MINOLTA BIZHUB-206) — NAZIR BRANCH," to Budget Branch, High Court of Sindh, Karachi.

5. Terms & Conditions

- **Warranty:** Minimum three (3) months on replaced parts/workmanship from date of repair; defects to be rectified free of cost within three (3) working days of notice.
- **Completion period:** Seven (7) calendar days from issuance of the work/purchase order; time is of the essence.
- **Validity:** Quoted rates binding for fifteen (15) days from opening date; no price negotiation/revision permissible thereafter except as allowed under SPPRA Rules, 2010.
- **Taxes:** Rates must be inclusive of all applicable taxes/duties; Income Tax and GST/SST shall be deducted at source as per law.
- **Payment:** Released after satisfactory completion, invoice submission, and a written satisfaction certificate from the officer-in-charge, Nazir Branch, subject to standard tax deductions.
- **Default/blacklisting:** Unsatisfactory performance, use of substandard/counterfeit parts, or unjustified delay may result in cancellation, forfeiture of security (if any), and blacklisting under applicable SPPRA Regulations.


Assistant Registrar (Budget)
For Registrar