THE HIGH COURT OF SINDH, KARACHI

REQUEST FOR QUOTATION (2024-25)

RFQ No.	**SHC/RFQ/2024-25/044**
Description / Quotation Required	**Purchase of Photostat Machine**
Date of uploading of quotation	**12-12-2024**
Last date of submission of quotation	**14-12-2024**
Contact Person & Contact No.	**Assistant Registrar, Budget Branch** Phone: 021-9903151 Ext. 295
Delivery of Items	within **03 days** of issuance of Purchase Order

SR. NO.	SPECIFICATIONS	ELIGIBILITY CRITERIA	QTY.
1.	**Photocopier Machine** • **Brand:** Canon, Ricoh, Konica Minolta, or equivalent imported brand of high standard. • **Condition:** Sealed pack and original machine. Refurbished or re-manufactured products will not be considered. • **Copy Speed:** 25-27 copies per minute (CPM). • **Paper Size:** Compatible with copy and original sizes up to A3. • **Additional Features:** Equipped with a Reverse Automatic Document Feeder (RADF).	• The bidder must possess an authorized partner or reseller certificate. • The bidder must possess THREE (03) Purchase Orders along with work completion certificate/ delivery challan of the relevant item during the last three years.	01

Terms & Conditions

1. The interested supplier/service provider shall provide his full name, office address proprietorship status, copy of CNIC, relevant tax & business registration certificates which will be updated by the concerned official of this Court.
2. Supplier/service provider shall quote the Unit rate including All taxes.
3. All government taxes shall be applicable as per rules. Payment shall be made from the relevant head. Hence, relevant taxes of services shall also be applicable.
4. Payment shall be made after satisfactory delivery.
5. For general information & queries contact Mr. Ghulam Qadir Sario, J.O.A, Phone No. 021-99203151-9 Ext-295, Fax No. 021-99204126
6. This Sindh High Court reserves the right to cancel any or all the above items if the material is not in accordance with our specifications or due to delayed delivery or without assigning any other reason.

Assistant Registrar(Budget)
High Court of Sindh, Karachi

CamScanner