



# Securities and Exchange Commission of Pakistan

63-NIC Building, Blue Area, Islamabad

(Support Services Division)

(Administration Department)

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**Subject: Quotations required for Furniture and Fixture at SECP's Office at Islamabad.**

The Commission intends to Purchase Furniture and Fixture for its CRO Office at Islamabad as per requirements/specification given at **Annex - A**

## **Terms & Conditions**

- **Prices** must be inclusive of all taxes applicable by the Govt. of Pakistan
- **Quotation Validity** Minimum 30 days from the quoted date.
- **Quotation Submission Time** as per the deadline specified on SECP's Website.
- **Delivery time** within two week of receiving of P.O
- **Quantity** required may increase or decrease.
- **Warranty Period:** warranty must be mentioned on the quote (if applicable).
- Interested bidder/vendor may visit the SECP office for sample inspection.
- Samples can be seen by visiting Companies Registration office, State life building, Nazim-uddin Road, China Chowk, SECP Islamabad.

***Note: SECP reserves the right to relax any condition as per its requirement.***

**If you are interested, you may submit a sealed quotation for the above item/services to the undersigned within the specified period, at the following address: SECP, 63-NIC Building, Jinnah Avenue, Blue Area, Islamabad.**

An early and quick response will be highly appreciated.

With best regards,

M. Ubaidullah Khalid  
Assistant Director (Admin)

**Annex "A"**

<b>S#</b>	<b>Requirement</b>	<b>Specifications</b>	<b>Qty.</b>	<b>Per Unit Rate (with Taxes)</b>	<b>Total Amount (With Taxes)</b>
1	Office Tables	Wooden Office Table (30" x 48") with detachable drawers	4		
2	Room Heater	Wall Fitted electric blower heaters - 1500 watt-AC Type	5		
3	Racks	Three sides file supported, 5 mm iron angel frame, 6 shelves, 16 gauge steel shelf, Size W36"*H102" and D. 18"	10		
4	Sofa Sets	Leather covered with Arms and legs.	2		