



Securities and Exchange Commission of Pakistan
63-NIC Building, Blue Area, Islamabad
(Support Services Division)
(Administration Department)

Subject: Quotation Required for Development of two rooms

The Securities & Exchange Commission of Pakistan invites sealed quotations from well reputed and financially sound contractor for development of two rooms.

Detailed “**Scope of Work**” of said requirement is attached as Annex “A”.

Terms & Conditions

- **Prices** must be inclusive of all taxes applicable by Govt. of Pakistan
- **Bid/Quotation Submission Time** 1100Hrs on June 24, 2015.
- **Purchase Order:** Services will be acquired by issuing a Purchase Order to the best evaluated bidder.

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

With best regards,

M. Ubaidullah Khalid
Assistant Director (Admin)

Scope of Work for Development of Two Rooms

- Development of two rooms in existing meeting room at 3rd floor.
- Fixing of MDF Partition in mid of the room up to Ceiling height.
- Fixing of new polished wooden door in existing meeting room wall along with Door Closer, Door Lock, Door Hinges complete in all respects.
- Paint/polish work on wooden gypsum partition, walls in both rooms complete in all respect.
- All the designs will be in accordance with the existing office décor.
- Fixing of IT points, UPS point, Power Point, data point, voice point. These points will be fixed on both side walls of the rooms.
- Installation of AC in one room. AC to be provided by client.
- Removal of wooden cabinet from the room wall and to re-fix it at other place as per client requirement.

Note:

- Please quote item wise rates.
- Site visit is mandatory.