



Securities and Exchange Commission of Pakistan

State Life building # 2, 4th Floor Wallace Road-Karachi

Support Service Division/Administration Department

Tel: 92-21-99213423-4, Fax: 92-21-99211379,

Email: sajjad.ahmed@secp.gov.pk

Subject: SUPPLY OF UNIFORMS AND LIVERIES

The Commission requires quotations from the financially sound firms/Dealers/Suppliers registered with income or sales tax departments, for "Supply of Uniforms and Liveries", as per scope of work & items given below:-

Terms & Conditions

- The vendor shall provide quotation for supply of following
 - Uniform i.e. 21 numbers of Shalwar Mameez (white or as per sample) including stitching, labor with material and with SECP logo (complete in respect)
 - 14 pair of socks (black- cotton)
 - Waist coat 7 numbers (black as per sample) including stitching, labor with material (complete in all respect)
 - Shoes for 7 staff members without lose best quality.
- GST and NTN number should be mentioned on the quotation. Quoted rates should be inclusive of all applicable taxes.
- All offers should be valid for at least one hundred and twenty (120) calendar days.
- Quotations received by Fax or e-mail shall not be accepted. Unsealed quotations will not be attended.
- Quotations along with sample material of shalwar kameez suit (white KT: colored with one side and one front pocket with SECP logo) socks, waist coat cloth and shoes sample should be provided within 3 days.
- The Commission reserves the right to accept or reject any or all quotations; without assigning any reason.
- Supply of all 21 Nos. shalwar kameez suits, 7 waist coat, 7 pair of shoes and 14 Nos. socks within 25 days after issuance of purchase order.
- Vendor shall be responsible for any alteration of Shalwar Kameez and waist coat if deemed necessary.
- Quality of uniforms shall not be compromised. In case, SECP officials observes any negligence in this regard then Administration Department of the SECP reserves the right to cancel the issued purchase order at any stage and no payment shall be made to the vendor.
- Rates must be quoted in following manner:

S.NO	Services/Item	Rate (per unit) (Inclusive of all taxes)	Qty	Total (PKR)
01	Shalwar Kameez with SECP logo		21	
02	Socks		14 pair	
03	Waist coat		07	
04	Shoes		07 pair	

➤ **Note: Detail of taxes includes must be mentioned.**

Note: In case of any query you may visit the sight/location or contact undersigned.

Sealed quotations clearly marked as Quotations for **“Supply of Uniforms and Liveries”** may reach the above mentioned address **with time period as mentioned on SECP website.**

With best regards.

Sajjad Ahmed
Deputy Director (Admin)