

National University of  
Technology (NUTECH)  
IJP Road, Sector I-12  
Islamabad  
Telephone: 051-5476805  
106/SCM/NUTECH  
19 September 2024

To:  
Subject: Request for Quotation: - Consumables Demand for Tourism & Hospitality Management (Advance) – Special Skill Training Program for Azad jammu & Kashmir (AJ&K)

**Please provide quotation for following items. Quotes will be submitted in closed envelop and must reach to SCM Office latest by 24 September 2024 before 1100 hrs.**

Sr	Items	Specifications	A/U	Country Of Origin	Qty Req	Unit Price Including Tax	Total Price Including Tax
1.	Table Mats	Fancy	Pack	Pak	25		
2.	Tray Cover	Velvet embroidered	Set	Pak	3		
3.	Glass Cloth	Fancy	Set	Pak	02		
4.	Black Tea Bags	Lipton 24 tea sachet	Box	Pak	4 box		
5.	Cardamom Tea Bags	Tapal(36 x tea sachet)	Box	Pak	08 box		
6.	Everyday Milk Sachet	Every day (35 x sachet per box)	Box	Pak	10 box		
7.	Instant Nescafe Coffee Sachet	Nescafe (24 x sachet)	Box	Pak	5 box		
8.	Coffee Jar	Transparent Glass	Nos	Imported	2		
9.	Brown Sugar	Brown Sugar	Kg	Imported	4 kg		
10.	Nestle Juices	Nestle Mango (24 x Packet in each carton)	Carton	Pak	3 Cartons		
11.	Lotus Biscuits	Lotus Biscuits	Nos	Imported	9 Pack		
12.	Green Tea Bags	Tapal (24 x Tea Bags)	Box	Pakistan	3 boxes		
13.	Duster	Fiber Cloth	Nos	Pakistan	20		

Sr	Items	Specifications	A/U	Country Of Origin	Qty Req	Unit Price Including Tax	Total Price Including Tax
14.	Coffee Maker	Black and Decker	Nos	Pak / Imported	1		
15.	Chocolates	Kitkat Mini (24)	Box	Imported	4 box		
16.	Room freshener	Bossy	Nos	Imported	6		
17.	Disposable glass	Transparent	Nos	Imported	100		
18.	Paper cups for tea	With Lid	Nos	Imported	100		
19.	Pringles chips	Salted	Nos	Imported	20		
20.	Danish cookies	24 x in each box	Nos	Imported	20 box		
21.	Kitkat chocolates	24 x in each box	Box	Imported	10 box		
22.	Dairy milk chocolates	With nuts 24 x each box	Box	Imported	12 box		
23.	Water set	12 x Glasses (Made in France)	Nos	Pak / imported	02		
24.	Tea set	Made in France 1 x White and 1 x Black	Nos	Imported	02		
25.	Rug for Reception	Rug size 8x4	Nos	Pakistan	02		
26.	Sparkling Drink	Bottle	Bottle	May Brand	10		
<b>Gross Total inclusive of all taxes</b>							

1. Provide unit price of each item, Total price per item, Total price of all items without all applicable taxes and total price with all taxes.
2. Quote for above mentioned items should be on company's letterhead with sign and stamp.
3. Also mention date of quote, **NTN and STRN** number in your quotation.
4. Quality must be ensured.
5. Quotes must reach in SCM Office 2nd Floor Admin Block NUTECH Islamabad latest by **24 September 2024 not later than 1100 hrs.**
6. Quotes will be opened on **24 September 2024.**

7. Delivery period will be **15 days** after placing Purchase Order.
8. Please ensure delivery within stipulated time.
9. Rates shall be quoted on free delivery basis at NUTECH Islamabad.
10. **100% payment** will be made after successful completion of the order.
11. The validity period of quotations must be indicated and should be **30 days** from the date of opening of financial offer.

Deputy Assistant Director  
Supply Chain Management Office