



## REQUISITION FOR QUOTATION

<b>Company/Individual Name:</b>					
<b>Business address:</b>					
<b>Telephone</b>		<b>Fax</b>		<b>Email</b>	

Dear Sir/Madam,

On behalf of CARE International in Pakistan, you are requested to provide the quotation for the following services on or before **January 15, 2018 (1:00pm) (sealed envelopes only)**.

We will appreciate if you send your quotation to our Procurement Unit in **sealed envelopes (Hard copies only)** to our office; E.O.B.I Building, 5th Floor, I & T Centre, Mauve Area, G – 10/4, Islamabad | Contact: +92 51 2355637-8

At your convenience you can use your own format or you provide your quotation filling out the Unit price quotation column, signing/stamping this requisition.

**All applicable taxes inclusive in price** ; Please, also mention your validity and delivery time. The delivery of below services would be at CARE International Office/s. Quantity may increase/decrease as per CARE requirement. Quotation should be valid for 30 days.

Sr. No.	Item Description	Quantity	Unit Cost per guard per month
1	<b>Security guard Company services</b> <b>(Detail ToRs attached at care.rozee.pk)</b> <b>Note:</b> a) Must provide PACRA ratings b) Up-to-date registration documents	Main office and sub offices	
<b>Grand Total</b>			

Quotation Validity: \_\_\_\_\_

Delivery time: \_\_\_\_\_

**PROCUREMENT UNIT**  
Name, signature, stamp

**VENDOR**  
Name, signature, stamp