



MOLANA TARIQ JAMIL
FOUNDATION

Request for Proposal (RFP) for Vendor Selection - Year 2023-24

Introduction:

The Molana Tariq Jamil Foundation (MTJF) is a prominent charitable organization committed to serving the community and contributing to positive social change. As part of our ongoing initiatives, we are seeking proposals from qualified vendors to provide goods and services for the year 2023-24. We invite interested vendors to submit their proposals in accordance with the specifications outlined in this Request for Proposal (RFP).

Scope of Work:

The scope of work for this RFP encompasses the following categories:

1. **Goods Procurement:**
 - DETAIL OF GOODS / ITEMS (list mentioned below)
2. **Services:**
 - DETAIL OF SERVICES (list attached)

Submission Requirements:

Interested vendors are required to submit a comprehensive proposal that includes the following information:

1. **Company Overview:**
 - Company name, address, and contact details
 - Brief overview of the company's history and experience
 - Relevant certifications and affiliations
2. **Product/Service Details:**
 - Detailed description of the products or services offered
 - Specifications, including quality standards and any relevant technical information
3. **Pricing:**
 - Clear pricing structure for each product or service
 - Any discounts, promotions, or special offers applicable
4. **Previous Experience:**



MOLANA TARIQ JAMIL FOUNDATION

- Examples of similar projects completed in the past
 - Client references and testimonials
- 5. Delivery Timeline:**
- Estimated delivery or service completion timeline
- 6. Technical Support:**
- Availability of technical support for products or services offered
- 7. CSR Initiatives:**
- Description of the vendor's corporate social responsibility initiatives, if applicable

Evaluation Criteria:

Proposals will be evaluated based on the following criteria:

1. **Quality and Suitability:** Relevance of the proposed products or services to MTJF's initiatives and mission.
2. **Experience:** Vendor's experience in providing similar products or services.
3. **Pricing:** Competitiveness and clarity of the pricing structure.
4. **References:** Past clients' feedback and recommendations.
5. **CSR Initiatives:** Vendor's commitment to corporate social responsibility.

Submission Deadline:

All proposals must be submitted by [Insert Submission Deadline] to anees.rehman@mtjfoundation.org via Email and Procurement Department, Molana Tariq Jamil Foundation, Makhdom pur road, Tulamba. Any proposals received after this deadline will not be considered.

Contact Information:

For inquiries or clarification regarding this RFP, please contact:

Anees Ur Rehman, Procurement Officer at anees.rehman@mtjfoundation.org

Note:

This RFP is not an offer to enter into a contract. MTJF reserves the right to accept or reject any proposal or to cancel the RFP without obligation to the responding vendors.



**MOLANA TARIQ JAMIL
FOUNDATION**

All costs associated with the preparation and submission of proposals is the sole responsibility of the vendor. The selected vendors will be notified in writing.

We appreciate your interest in partnering with the Molana Tariq Jamil Foundation to further our mission of positive social change. We look forward to receiving your proposal.

Sincerely,

SR#	Material	Detail	Qty
1	Inverter Split AC (Heat & Cool)	1.5 Ton Haier, Dawlance, Gree, Orient, TCL	2
2	Inverter Floor Standing AC (Heat & Cool)	2 Ton Haier, Dawlance, Gree, Orient, TCL	2

*Note: please provide the rate of each company product separately.
Please provide rate of minimum one company products.*

DATE OF SUBMISSION QOUTATION & PROPOSAL IS SEPTEMBER 18, 2023

Procurement Officer
Molana Tariq Jamil
Foundation

Anees Ur Rehman

Procurement Officer

Molana Tariq Jamil Foundation