



IISJ/ADMIN/RFQ/043/2024-25

05.02.2025

Request for Quotation

Electrician Technician Contract

Sealed quotations are invited for providing 01 (one) Electrician for our school. Please quote the best competitive price per month for a period of one year. The detailed terms and conditions are shown below:

Sl. No	Details	Person Required	Working Hours	No. of days in a week
01	Electrician Diploma or Equivalent in relevant field from any recognized institute with 5+years of experience	01	08 hours/day	06 Days

Terms & Conditions:

1. You are requested to submit the quotation/bids (**Technical and Financial**) duly signed and stamped by the company in separate sealed covers.
2. The vendor shall be responsible for the replacement, if the technician is absent on any day for any reason.
3. Requested to submit copies of the following Commercial documents of your company along with **Technical Bid.**

- Company CR
- Certificate of Chamber of commerce
- License for relevant commercial activity
- GOSI certificate
- VAT registration certificate
- ZAKAT certificate
- Current Client List
- Years of Experience in the same field





4. Sealed and duly filled in Technical Bid and Financial Bid (separately) should reach the school office on or before **18/02/2026 during working hours (7:30 am to 2:30 pm - Sunday to Thursday & 8:30 am to 11:30 pm - Saturday)**
5. Both Quotations should be addressed to the Principal clearly super scribing on the envelope "**Quotation for Electrician-Technician Contract – Technical Bid / Financial Bid**".
6. Services required to our school with effect from **01/03/2026 (Tentative)**.
7. Work place will be our school compounds i.e. all the school buildings.
8. The duration of contract shall be for one year.
9. This contract with the same rate, terms and conditions may be extended by school management for two more year based on the satisfactory performance
10. The staff must be with soft and gentle nature.

Thanks & regards

Rab
5/2/2026
 Admin Officer(I)
 IIS Jubail, KSA

