



IISJ/ADMIN/RFQ_SPS 1& SSS1&2_CLASSROOM_180526/016/2026-27

Date: 13/06/2026

Letter of Enquiry**Supply of Student Table and Chair Sets**

We are invited to submit your sealed quotation for the **Supply of Student Table and Chair Sets** for students aged approximately 8-10 & 15-18 years of Classes III & IX- XII.

Sl. No.	Description	Quantity	Size (Minimum)	Specification
1	Student Table & Chair Set (Wooden)	200 Sets	Chair Size (cm): <ul style="list-style-type: none"> Backrest Width: 37 Backrest Height: 15 Chair Total Height: 75 Seat Width: 37 Seat Height: 44 Table Size (cm): <ul style="list-style-type: none"> Table Width: 60 Table Depth: 40 Table Height: 75 	Medium size suitable for students aged 8-10 years (Class 3), durable, ergonomic design
2	Student Table & Chair Set (Wooden)	1000 Sets	Chair Size (cm): <ul style="list-style-type: none"> Backrest Width: 43 Backrest Height: 15 Chair Total Height: 84 Seat Width: 43 Seat Height: 44 Table Size (cm): <ul style="list-style-type: none"> Table Width: 60 Table Depth: 40 Table Height: 75 	Large size suitable for students aged 15-18 years (Classes 9-12), durable, ergonomic design





1. Technical Requirements

- High-quality **wooden material** with strong metal/steel frame (if applicable)
- Comfortable seating with proper back support
- Scratch-resistant and easy-to-clean surface
- Suitable height and dimensions for senior students
- Stable, durable, and safe design

2. Warranty

- Minimum **5-year warranty** for manufacturing defects
- Warranty should cover repair/replacement of defective items

3. Delivery

- Delivery location: IIS JUBAIL
- Delivery time: **2 Weeks from the date of purchase order**
- Supplier must ensure proper packaging and safe delivery

4. Commercial Requirements

The quotation must clearly include:

- Unit Price and Total Price
- **VAT (Value Added Tax)** separately mentioned
- Total cost inclusive of all charges (transportation, installation if any)





5. Mandatory Documents to be Submitted

The bidder must submit the following valid documents along with the quotation:

- Commercial Registration (CR) Certificate
- VAT Certificate
- GOSI Certificate
- Zakat Certificate
- Company Profile
- Relevant experience details (if available)

Notes:

1. Sealed Quotation should reach to the Principal office during the office hours (Sunday to Thursday – from 07:30 am to 02:30 pm, Saturday – From 08:30 am to 11:30 am) on or before 21th June 2026.

2. Payment terms - 30% Advance Payment and remaining after the delivery.

2. Quotation should be addressed in the name of “Supply of Student Wooden Table and Chair Sets.

3. Sample of the table and chair set should be submitted along with the quotation.

4. For more details, please contact, Tel – 013 3624130 Ext – 226/267/242, Mob – 0554334314

Thanks & Regards

Admin Officer(I)
IIS Jubail, KSA

