

Request For Quotation

Description	: CEJ NMF Workshop items
Date of Issue	: 16 Nov 2021 12:00PM
Date of Submission of Quotation	: 18 Nov 2021 12:00PM
Place of Delivery	: IBA Karachi, Main
Contact Person & Telephone	: Purchase Department, IBA Main Campus, University Road, Karachi.021-38104700 Extension: 2154

Description	Quantity + UOM
Spiral Writing Pads Size of Pad: 8.5"x5.5" Number of Pages: 75 Leaves (70gsm paper) Title Page: (300gsm Art Card) with Transparent Sheet (As per Sample) Inside Printing: Logo Printing on Each Page	50.00
Regzine Folder Zipper Folder Size: 13.5' x 10" closed size Spine: 1" with convex overlapping & stitching Material: Leatherette with Hardboard & Foaming inner both side Color: Black Front Printing: Embossing Printing (CENTRE FOR EXCELLENCE IN JOURNALISM) on front side Stitching: Thread stitching around the edges of folder with zip Left Side Folder Paper Carry Pocket: 8.25" x 11.5" with 3" spine including zip& pocket PVC Card Holder in vertical shape Right Side Folder Writing Pad 8.25" x 11" 50 pages 75gsm offset 1+1 color printing on each page Flap: 9" x 8.5" Pen Holder: Stitched on Spine Pen: 0.5mm bal point pen plastic body push cap type. Color: Light Brown	50.00
D-Ring Office Lever File Material: Regzine Size: 8.25" x 11" (A4) As per Sample available in Purchase Office	50.00
Plastic Ball Pen – Blue Printing: Logo Printing	50.00

As per Sample available in Purchase Office	
Lanyards along with ID Card Holder Card Holder: Horizontal Shape Printing: Screen Printing Logo on Lanyards Length: 17inch (Approx) As per Sample available in Purchase Office	50.00

Terms & Conditions:

- Material of this order is subject to final inspection at the time of delivery.
- We reserve the right to cancel any or all the above items if material is not in accordance with our specification or if the delivery is delayed.
- Payment will be made through crossed cheque after the receipt of the Invoice/Bill & delivery of above item(s).
- General Sales Tax will be paid on applicable items only.
- Liquidity damage at the rate of 2% per month on actual will be imposed on delayed delivery.
- The rate I item cost is final and no change whatsoever will be accepted.
- Government tax(es), levi(es) and charge(s) will be charged at actual as per SRO.
- Competent Authority reserves the right to change/ alter I remove any item or article or reduce I enhance quantity without assigning any reason.
- Invoice/Bill to be submitted to Purchase Department.
- Advance Payment subject to Bank Guarantee.
- All Government taxes (including Income tax and stamp duty), levies and charges will be charged as per applicable rates I denomination of Purchase Order.
- Stamp Duty 0.35% for Goods/Services against total value of Purchase Order will be levied.