

## **RFQ**

Description : Designing, Composing & Printing of CEE MFB Flyer 2014 from IBA-Pre-qualified Printers

Date of Issue : February 21, 2014

Date of Submission of Quotation : February 24, 2014

Date of Delivery : February 28, 2014

Place of Delivery : IBA, Main Campus

Contact Person & Telephone : Mr. Muhammad Hanif  
38104700 (Ext.2150)

S. #	Description	Qty
1	<b>Designing, Composing &amp; Printing of CEE Managing Family Business Flyer-2014</b>  <b>Size :</b> 8.25 x 11.75 <b>Paper Grammage:</b> 128gsm matt finish paper <b>Color :</b> 05 + 05 color printing <b>Packing :</b> 100 flyer per packet	1000 flyer
2	<b>Designing, Composing &amp; Printing of Standees</b>  <b>Size :</b> 6 ft x 3 ft (Good Quality) <b>Printing :</b> 4 color <b>Stands :</b> Rollup Stand	5 standees
3	<b>Provide &amp; Supply of Transparent Plastic Envelops</b> <b>Size:</b> A4 (according to flyer) <b>Flap Size:</b> 2 Inch <b>Other :</b> with stick on flap	500 envelops

### **Terms & Conditions:**

- 1- Material of this order is subject to final inspection at the time of delivery.
- 2- 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.
- 3- Payment will be made through crossed cheque after the receipt of the bill and delivery of the above item.
- 4- General Sales Tax will be paid on applicable items only.
- 5- Penalty at the rate of 2% per month on actual will be imposed on delayed delivery.
- 6- The rate / item cost is final and no change what so ever will be accepted.
- 7- Government tax(es), levi(es) and charge(s) will be charged at actual as per SRO.
- 8- Competent Authority reserves the right to change / alter / remove any item or article or reduce / enhance quantity upto 15% without assigning any reason.
- 9- Invoice / bill, Purchase Order & Delivery Challan should be submitted to Finance Department.
- 10- Advance Payment subject to Bank Guarantee.
- 11- No subletting in any case / item / form will be allowed.
- 12- Sample(s) and image(s) are available at Purchase Office for reference.
- 13- All Government taxes (including Income tax and stamp duty), levies and charges will be charged as per applicable rates / denomination of Purchase / Work Order.
- 14- Stamp duty 0.2% for Goods against total value of Purchase Order / Work Order will be levied accordingly.
- 15- IBA, also reserve the right to issue Purchase Order for any single items to different lowest responsive bidders or issue Purchase Order for all the items to any lowest responsive bidder.