



Request For Quotation

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| Description | : RFQ-000177- Stationery |
| Date of Issue | : 05 Jan 2022 12:00PM |
| Date of Submission of Quotation | : 12 Jan 2022 04:00PM |
| Place of Delivery | : IBA Karachi, Main |
| Contact Person & Telephone | : Purchase Department, IBA Main Campus, University Road, Karachi.021-38104700 Extension: 2154 |

| Description | Quantity + UOM |
|---|----------------|
| Duster for White Board – Plastic Brand: Every / Deli / Equivalent | 600.00 Each |
| Door Clip – Binder Clip Diamond Size: 1-1/4" (32mm) , Black As per Sample | 216.00 Each |
| Door Clip – Binder Clip Diamond Size: 1-5/8" (41mm) , Black As per Sample | 216.00 Each |
| Punch Machine Medium Size Brand: Opal 500/ Deli / Equivalent | 40.00 Each |
| Office File – Transparent (2 Side Open) L-Shape (A4 Size) | 500.00 Each |
| Correction Pen-Pen Type (7ml) Brand: Pelikan / Equivalent | 50.00 Each |
| Tape Dispenser # 30, Size 1inch Brand: National / Equivalent | 50.00 Each |
| Sharpener Mercury 510- Silver | 500.00 Each |
| Thumb Pin Mix Color Brand: Exclusive / Equivalent | 150.00 Each |
| Eraser for Pencil -Small ART D-2001 | 500.00 Each |

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.