

# Request for Quotation (Goods)

**Description** : 5985-1829-Goody Bags Items  
**Date of Issue** : 17-Aug-2020 09:50 AM  
**Date of Submission of Quotation** : 25-Aug-2020 02:30 PM  
**Place of Delivery** : IBA, Stores, Campus, University  
Road, Karachi.  
**Contact Person & Telephone** : Department, IBA Campus, ,

Sr #	Description	Item Specification	Quantity
1	MUG (WHITE) WITH BOX Sample of mug to be submitted along with quotation	Ceramic / Porcelain (High Quality Glazed Finished) Height: 9½ cm Dia: 8½ cm Handle Length: 6½ cm Handle Depth: 3½ cm Printing: IBA Logo 2-Color, both sides Box: Impact Proof Card Box with IBA Logo printed	400
2	STYLUS PEN WITH JACKET As per Sample	Material: Metallic Body Printing: IBA logo on pen & Jacket Ink: Blue Sample should be submitted along with quotation	500
3	AJRAK SIZE =Length 2m & Width 1.5m Quality : Pure Linen		20
4	LEATHER FOLDER As per Sample	Provide, Supply & Print Leatherite Zip Folder Zipper Folder Size: 13.5' x 10" closed size Spine: 1" with convex overlapping & stitching Material: Leatherite with Hardboard & Foaming inner both side Color: Black Front Printing: Embossing Printing	200



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		<p>(CENTRE FOR EXCELLENCE IN JOURNALISM) on front side</p> <p>Stitching: Thread stitching around the edges of folder with zip</p> <p>Left Side Folder</p> <p>Paper Carry Pocket : 8.25" x 11.5" with 3" spine including zip &amp; pocket</p> <p>PVC Card Holder in vertical shape</p> <p>Right Side Folder</p> <p>Writing Pad 8.25" x 11"</p> <p>50 pages 75gsm offset</p> <p>1+1 color printing on each page</p> <p>Flap: 9" x 8.5"</p> <p>Pen Holder: Stitched on Spine</p> <p>Pen: 0.5mm ball point pen plastic body push cap type.</p> <p>Color: Light Brown</p>	
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### Terms & Conditions:

1. Sales tax registration certificate with last month return copy (FBR and / or SRB) must be provided at the time of submission of quotation.
2. Material of this order is subject to final inspection at the time of delivery.
3. 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.
4. Payment will be made through crossed cheque after the receipt of the bill and delivery of the above item.
5. General Sales Tax will be paid on applicable items only.
6. Liquidity damage at the rate of 2% per month on actual will be imposed on delayed delivery.
7. The rate / item cost is final and no change what so ever will be accepted.
8. Government tax(es), levi(es) and charge(s) will be charged at actual as per SRO.
9. Competent Authority reserves the right to change / alter / remove any item or article or reduce / enhance quantity without assigning any reason.
10. Invoice should be submitted to Purchase & Stores Department.
11. Advance Payment subject to Bank Guarantee preferably National Bank of Pakistan.
12. No subletting in any case / item / form will be allowed.

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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 0.25% for goods against total value of Purchase 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.
16. Certificate of genuine / originality will be provided by the supplier.