

# Request For Quotation

<b>Description</b>	: RFQ-001611 - RM - Notebooks
<b>Date of Issue</b>	: 12 Feb 2024
<b>Date of Submission of Quotation</b>	: 14 Feb 2024 11:00:00 AM
<b>Place of Delivery</b>	: IBA Karachi, Main Campus, Karachi
<b>Contact Person &amp; Telephone</b>	: Purchase Department IBA Main Campus, University Road, Karachi. 03122669895 Extension : 2150

Sr#	Description	Quantity + UOM
1	Fancy notebook  Size notebook 6x8.5 inch Title cover rexzine leatherette black color 1600gsm gray board with die cutt digital U.v printing in white color Elastic yellow color with 2 punch llets Inside 90gsm offset paper with 2 color printing 200 pages and 8 extra pages 128gsm art paper 4+4 color printing. Spiral binding. Inside cover page sticky pad (50 strips in each 5 color) 3x3 and color full sticky sap rater and yellow sticky pad. As per sample available at Purchase Office.	500.00 EACH

**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 Invoice/Bill & delivery of above item(s).
4. General Sales Tax will be paid on applicable items only.
5. Liquidity damage at the rate of 2% per month on actual will be imposed on delayed delivery.
6. The rate I 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 I remove any item or article or reduce I enhance quantity without assigning any reason.
9. Invoice/Bill to be submitted to Purchase Department.
10. Advance Payment subject to Bank Guarantee.
11. All Government taxes (including Income tax and stamp duty), levies and charges will be charged as per applicable rates I denomination of Purchase Order.
12. Stamp Duty 0.35% for Goods against total value of Purchase Order will be levied accordingly.