



# Request For Quotation

**Description** : RFQ-002311 - Backdrop Printing - Convocation 2024

**Date of Issue** : 11 Nov 2024

**Date of Submission of Quotation** : 13 Nov 2024 3:00:00 PM

**Place of Delivery** : IBA Karachi, Main Campus, Karachi

**Contact Person & Telephone** : Purchase Department IBA Main Campus, University Road, Karachi.  
03122669895  
Extension : 2150

Sr#	Description	Quantity + UOM
1	Banner With Wooden Frame; Stage Backdrop Wooden Mounted Media: 380 GSM Matt size: 36'x12' without any visible joint, should place a black cloth/curtain behind the backdrop. Sample need to be approved before printing.	1.00 EACH
2	Banner With Wooden Frame; Group Photograph Backdrop Wooden Mounted Media: 380 GSM Matt size: 30'x12' without any visible joint Sample need to be approved before printing.	1.00 EACH
3	Banner With Wooden Frame; Welcome Banner at gate # 4 Wooden Mounted Media: 380 GSM Glossy size: 10'x10' without any visible joint Sample need to be approved before printing.	1.00 EACH
4	Banner With Wooden Frame; Gold Medalist (Combine) Qty: 2 Wooden Mounted Media: 380 GSM Glossy size: 8'x8' Sample need to be approved before printing.	2.00 EACH
5	Banner With Wooden Frame; Gold Medalist (Solo) Qty: 14 Wooden Mounted Media: 380 GSM Glossy size: 3'x6' Sample need to be approved before printing.	14.00 EACH



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6	Banner With Wooden Frame; Photo booth - For Selfie and with parents with props Qty: 06 Wooden Mounted Media: 380 GSM Glossy size: 12'x8' Sample need to be approved before printing.	6.00 EACH
7	Banner With Wooden Frame; Standees at different location in Marquee and Dinner area Qty: 10 Wooden Mounted Media: 380 GSM Glossy size: 3'x6' Sample need to be approved before printing.	10.00 EACH
8	Banner With Wooden Frame; Banner for Award Collection Point Size: 14'x3' Qty:01 Glossy with Wooden Frame and Fixing	1.00 EACH
9	Banner With Wooden Frame; Banner Signature   with fixing Size: 8x12 Qty:01 Glossy with Wooden Frame and Fixing	1.00 EACH
10	Banner Panaflex, Skin Only; Banner for Position Holder   Hold at Tabba Block Size: 26'x15' Qty: 01 Glossy Only skin required	1.00 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/item cost is final, and no change whatsoever will be accepted.
7. Government tax(es), levi(es) and charge(s) will be charged at actual as per SRO.
8. IBA reserves the right to accept or reject any quotation without assigning any reason thereof.
9. IBA reserves the right to change/alter/remove any item or article or reduce/enhance quantity without assigning any reason.
10. IBA also reserves the right to issue a Purchase Order for any single item to different lowest responsive bidders or for all the items to any lowest responsive bidder.
11. Invoice/Bill to be submitted to Purchase Department.
12. Advance Payment subject to Bank Guarantee.
13. All Government taxes (including Income tax and stamp duty), levies and charges will be charged as per applicable rates/ denominations of the Purchase Order.
14. Stamp Duty 0.35% for Goods against total value of Purchase Order will be levied accordingly.