

# Request For Quotation

<b>Description</b>	: <b>RFQ-000369 – Misc. Promotional Items</b>
<b>Date of Issue</b>	: <b>12 May 2022</b>
<b>Date of Submission of Quotation</b>	: <b>16 May 2022 12:00:00 PM</b>
<b>Place of Delivery</b>	: IBA Karachi, Main Campus, Karachi
<b>Contact Person &amp; Telephone</b>	: Purchase Department, IBA Main Campus, University Road, Karachi. 021-38104700 Extension : 2154

Sr#	Description	Quantity + UOM
1	<p>File Folder Zipper Folder Size: 13.5' x 10" closed size Spine: 1.25" with convex overlapping &amp; stitching Material: Leatherette with Hardboard &amp; Foaming inner both side Color: Black Front Printing: Embossing Printing (IBA Logo &amp; IBA CEIF Logo) Metal Plate with Itching (World Islamic Finance Forum) Stitching: Thread stitching around the edges of folder with zip Left Side Folder</p> <p>Paper Carry Pocket: 8.25" x 11.5" with 3" spine including zip&amp; pocket PVC Card Holder in vertical shape</p> <p>Right Side Folder Writing Pad 8.25" x 11" 50 pages 75gsm offset 1+1 color printing on each page Flap: 9" x 8.5"</p> <p>Pen Holder: Stitched on Spine Pen: 0.5mm ball point pen plastic body push cap type. Color: Light Brown</p> <p>Sample is placed in Purchase Office</p>	60.00 EACH
2	<p>Ball Pen Metallic &amp; Solid body Nib Silver Color Sample picture is attached for reference</p>	150.00 EACH
3	<p>Keychain with Box Steel round shaped Metallic Silver with revolving 3"x1.3", Silver Shape: Round Sample picture is attached for reference</p>	200.00 EACH
4	<p>MUG with Box 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</p>	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 denomination of Purchase Order.
12. Stamp Duty 0.35% for Goods against total value of Purchase Order will be levied accordingly.