

Ref no: IBA/CEIF/2017-18/

## RFQ

Description : Booklet – Prining and Designing  
Date of Issue : November 27, 2017  
Date of Submission of Quotation : November 30, 2017  
Place of Delivery : IBA, City Campus  
Contact Person & Telephone : Ms.Sarwat Ashon (Senior Program Manager)  
021-38104701 (Ext. 1851)  
[sahson@iba.edu.pk](mailto:sahson@iba.edu.pk)

Sr #	Description	Quantity
1	<p><b><u>Books Printing</u></b>  <u>Inside Pages</u>            Size: A4            Paper: 115 gsm offset Paper            Printing: Inside Paper 2+2 Color Printing            Title Page: 260 gsm Art Card            4+4 Color Printing with Matt Lamination            Pages: 50 to 60            Note: With Designing</p>	1,000/-

### 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 bill and delivery of the above item.
4. General Sales Tax will be paid on applicable items only.
5. Penalty 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 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/remove any item or article or reduce/ enhance quality without assigning any reason.
9. Invoice /bill, Purshase Order & Delivery Challan should be submitted to Finance Department.
10. Advance Payment subject to Bank Guarantee .
11. No subletting in any case/ item/form will be allowed.
12. All Government taxes ( including Income tax and stamp duty),levies and charges will be charged as per applicable rates/ demomination of Purchase/ Work Order.
13. Stamp duty 0.25% for goods against total value of Purchase Order will be levied accordingly.
14. 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.