

Request For Quotation

Description	: RFQ-000403 – Leather Zipper Folder
Date of Issue	: 8 Jun 2022
Date of Submission of Quotation	: 10 Jun 2022 12:00:00 PM
Place of Delivery	: Stores, IBA Main Campus, University Road, Karachi.
Contact Person & Telephone	: Purchase Department, IBA Main Campus, University Road, Karachi. 021-38104700 Extension : 2154

Sr#	Description	Quantity + UOM
1	Leatherette Zip Folder Spine: 1" with convex overlapping & stitching Material: Leatherette with Hardboard & Foaming inner both side Front Color: Brown Engrave Printing (Centre For Excellence In Journalism) & CEJ Logo on front side Stitching: Thread stitching around the edges of folder with zip Size: 13.5' x 10" Inner Left Side Name Window Pocket Paper Carry Pocket: with spine including zip pocket PVC Card Holder in vertical shape Inner Right Side Writing Pad: 75 gsm offset 1+1 color printing on each page Pen Holder: Stitched on Spine Pen: 0.5 mm Ball Point pen plastic body push cap type, Ink: Blue Picture is attached for reference	300.00 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 of item cost is final and no change whatsoever will be accepted.
7. Government tax(es), levies and charge(s) will be charged at actual as per SRO.
8. Competent Authority reserves the right to change/ alter or remove any item or article or reduce or 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.