



Request For Quotation

Description : Rfq-000265 – Zipper File Folder
Date of Issue : 03 Mar 2022 10:00AM
Date of Submission of Quotation : 08 Mar 2022 12:00PM
Place of Delivery : IBA Karachi, Main
Contact Person & Telephone : Purchase Department, IBA Main Campus,
 University Road,
 Karachi.021-38104700
 Extension: 2154

| Description | Quantity + UOM |
|---|----------------|
| Regzine Folder Zipper Folder Size: 13.5' x 10" closed size Spine: 1" with convex overlapping & stitching Material: Leatherette with Hardboard & Foaming inner both side Printing: Embossing Printing on front side Stitching: Thread stitching around the edges of folder with zip Left Side Folder Paper Carry Pocket: 8.25" x 11.5" with 3" spine including zip& pocket PVC Card Holder in vertical shape Right Side Folder for Writing Pad With Velvet fabric where necessary Pen Holder: Stitched on Spine The folder to be made as per specimen available in Purchase department Color of folder to be approved before processing. | 300.00 Each |

Terms & Conditions:

- Material of this order is subject to final inspection at the time of delivery.
- 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.
- Payment will be made through crossed cheque after the receipt of the Invoice/Bill & delivery of above item(s).
- General Sales Tax will be paid on applicable items only.
- Liquidity damage at the rate of 2% per month on actual will be imposed on delayed delivery.
- The rate I item cost is final and no change whatsoever will be accepted.
- Government tax(es), levi(es) and charge(s) will be charged at actual as per SRO.
- Competent Authority reserves the right to change/ alter I remove any item or article or reduce I enhance quantity without assigning any reason.

- Invoice/Bill to be submitted to Purchase Department.
- Advance Payment subject to Bank Guarantee.
- All Government taxes (including Income tax and stamp duty), levies and charges will be charged as per applicable rates I denomination of Purchase Order.
- Stamp Duty 0.35% for Goods/Services against total value of Purchase Order will be levied.