



Request For Quotation

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| Description | : RFQ-000626 - Writing Pad / NOTEBOOK |
| Date of Issue | : 11 Nov 2022 |
| Date of Submission of Quotation | : 16 Nov 2022 12:00:00 AM |
| Place of Delivery | : Stores, IBA Main Campus, University Road, Karachi. |
| Contact Person & Telephone | : Purchase Department IBA Main Campus, University Road, Karachi. 03122669895 Extension : 2150 |

| Sr# | Description | Quantity + UOM |
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| 1 | Writing Pad 8.5"x 5.5"; 4 Colors; Spiral; Writing Pad: Size: 4.5" x 8.25" Title Top: PVC Sheet Title Card: 300gsm Art Card Title Card Printing: 2 color Leaves: 63 leaves Grammage Pages: 75gsm imported offset paper Binding: Spiral single wire (white) As per Sample | 50.00 EACH |
| 2 | Ball Pen Metallic & Solid body Nib; Silver; IBA Printed Metallic Ball pen with Paper Cover Printing: Two Logos Printing of Single Color As per Sample | 50.00 EACH |
| 3 | Mug with Award Logo (ICRC and CEJ); 300 ml; orange; Ceramic; Ceramic Mug with Box Box Printing: 300gsm Art Card with Logo Printing White color Mug with two Logos As per Sample | 50.00 EACH |
| 4 | Keychain with award logo CEJ and ICRC with box; 3"x1.5"; Brown; Leather; Key Chain with Box Material: Brown Leather (3" x 1.5") Key Chain: Printing Logos on Both Side Box Printing: Single Color Logo both Side As per Sample | 50.00 EACH |
| 5 | Goody Bag with award logo ICRC and CEJ-IBA; 12"x 8"; Brown; Crft Paper; Goody Bag: Size: 12" x 8 x 3" Material: Brown Craft Paper As per Sample As per sample with Award Logo (ICRC and CEJ) | 50.00 EACH |



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| 6 | Invitation Card CEJ-IBA-ICRC Award 2021 with award logo; 5.25x7.25"; 5 Colors; Art Card; Invitation Card: Invitation card with envelope Size: 5.25 x 7.25 inches 4 color printing Card: Art card 300gsm Envelop: matt paper 128gsm | 50.00 EACH |
| 7 | Rollup Standee CEJ-IBA-ICRC Award 2021; 33x78"; 4 Colors; Rollup Standees: Size: 3ft x 6ft Media: 320gsm echo UV | 2.00 EACH |
| 8 | Backdrop ICRC Award 2021; 22X12ft; 4 Colors; Back Drop with Wooden Frame Providing and Installation of Backdrop Size: 22ft x 14ft Printing Media: 320gsm echo UV With wooden frame (rental based) | 1.00 EACH |
| 9 | Acrylic Memento ICRC Award 2021 Certificate Acrylic Frame with box; 7.5x10.5"; 4 Colors; Acrylic Memento Size: 8.50" x 12" Frame with box: Certificate pasted on 5mm Acrylic & 5mm black plastic Sheet fitting with 04 Nut Caps As per Sample | 9.00 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 I denomination of Purchase Order.
12. Stamp Duty 0.25% for Goods against total value of Purchase Order will be levied accordingly.