



Request For Quotation

Description	: RFQ-000097 - Stationary Items required for Customized Workshop
Date of Issue	: 15 Nov 2021
Date of Submission of Quotation	: 18 Nov 2021 1:00:00 PM
Place of Delivery	: IBA Karachi, Main Campus, Karachi
Contact Person & Telephone	: Purchase Department, IBA Main Campus, University Road, Karachi. 021-38104700 Extension : 2153

Sr#	Description	Quantity + UOM
1	File Folder Training Folder 25d Black As per the sample available at Purchase Office, Main Campus	50.00 EACH
2	Certificate Jacket 300 gsm Art Card 8.5"x11" 2+1 Color Customised As per the sample available at Purchase Office, Main Campus	40.00 EACH
3	Certificate 200 gms Ivory Card 8.5"x11" 2+1 Color As per the sample available at Purchase Office, Main Campus	40.00 EACH
4	Stationery Pouch zipper As per the sample available at Purchase Office, Main Campus	50.00 EACH
5	Pencil Dollar HB 2	50.00 EACH
6	Ball Pen 0.8 mm Tip Black Clipper	50.00 EACH
7	Ball Pen 0.8 mm Tip Blue Clipper	50.00 EACH
8	Eraser for pencil Small White Art D-2001	50.00 EACH



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9	Sharpener Mercory 510 silver 510	50.00 EACH
10	Highlighter Dollar 5 mm Tip yellow	50.00 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.