

# Request For Quotation

<b>Description</b>	: RFQ-001359 - file folder
<b>Date of Issue</b>	: 2 Nov 2023
<b>Date of Submission of Quotation</b>	: 6 Nov 2023 10:00:00 AM
<b>Place of Delivery</b>	: Stores, IBA Main Campus, University Road, Karachi.
<b>Contact Person &amp; Telephone</b>	: Purchase Department IBA Main Campus, University Road, Karachi. 03122669895 Extension : 2150

Sr#	Description	Quantity + UOM
1	<p>Leatherette Rexine Zipper Folder Size: 14x10 Color: Dark green color Left Side: 3 Pockets One Side Writing Pad Pocket for carrying Front Side embossing of the following text: File Folder CBER SESS Third Annual International Conference CHALLENGING LINEARITY 16 - 18 November 2023 as per approved sample</p> <p>Writing pad Size 10 x 8 Paper 75 gsm Pages: 25 leaves with 1 color printing with perforation Top cover Matt 128 with 4 color printing Back side fancy card 250 gsm Hot binding Sample available at Purchase Office. as per approved sample</p> <p>Ball Pen Metallic &amp; solid nib Dark green color one color printing as per approved sample</p>	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 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 0.35% for Goods against total value of Purchase Order will be levied accordingly.