



## Request For Quotation

Description : RFQ-000723 - Store Items - 97 (Stationary)  
Date of Issue : 16 Feb 2023  
Date of Submission of Quotation : 20 Feb 2023 06:00:00 PM  
Place of Delivery : Stores, IBA Main Campus, University Road,  
Karachi.  
Contact Person & Telephone :  
021-38104700  
Extension : 2154

Sr#	Description	Quantity + UOM
1	Post it pad A5; Multi; Light Green -10 Pink - 10 Beige - 10 yellow - 10 Sample is available at Stores	40.00 EACH
2	Office File Lever file; A4; Folder; Korona .. Original Sample is available at Stores	300.00 EACH
3	Scissors Steel Deli 6059; 175mm; Brand: Deli or Equivalent Sample is available at Stores	150.00 EACH
4	Ball Pen 0.8 mm Tip; Green; Clipper; Sample is available at Stores	300.00 EACH
5	Ball Pen 0.8 mm Tip; Red; Clipper; Sample is available at Stores	500.00 EACH
6	Laser Printing Paper Ream BLC; A3; White; 80 gsm;	15.00 REAM
7	Stapler Machine Opal; medium; (HD-45N); Brand: Opal or Equivalent Sample is available at Stores	100.00 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.