

# Request for Quotation (Goods)

**Description** : 8269-2573-Stationery Items  
**Date of Issue** : 14-Jun-2021 09:44 AM  
**Date of Submission of Quotation** : 17-Jun-2021 12:00 PM  
**Place of Delivery** : IBA, Stores, Campus, University Road, Karachi.  
**Contact Person & Telephone** : Department, IBA Campus, ,

Sr #	Description	Item Specification	Quantity
1	Electronic Calculator Model : CT-512 (Original) Brand : Citizen / Equivalent		10
2	Battery Cell 9V (Heavy Duty) Brand : Toshiba / Energizer / Equivalent		100
3	Paper Cutter Knife As per Sample Picture attached	Picture attached for Reference	30
4	Thumb Pin (Colorful) Packing : 50 Push pins Each Box Brand : Exclusive / Equivalent	Picture attached for Reference	20

### Terms & Conditions:

- Sales tax registration certificate with last month return copy (FBR and / or SRB) must be provided at the time of submission of quotation.
- 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 bill and delivery of the above item.
- 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 / item cost is final and no change what so ever 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 / remove any item or article or reduce / enhance quantity without assigning any reason.
- Invoice should be submitted to Purchase & Stores Department.
- Advance Payment subject to Bank Guarantee preferably National Bank of Pakistan.
- No subletting in any case / item / form will be allowed.
- All Government taxes (including Income tax and stamp duty), levies and charges will be charged as per applicable rates / denomination of Purchase / Work Order.
- Stamp duty 0.25% for goods against total value of Purchase Order will be levied accordingly.
- IBA, also reserve the right to issue Purchase Order for any single items to different lowest responsive bidders or issue Purchase Order for all the items to

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- any lowest responsive bidder.
16. Certificate of genuine / originality will be provided by the supplier.