

# Request for Quotation (Goods)

**Description** : CEJ - 0000000189/0096  
**Date of Issue** : 24-Nov-17 10:18 AM  
**Date of Submission of Quotation** : 30-Nov-2017 10:18 AM  
**Place of Delivery** : IBA, Stores, Campus, University  
Road, Karachi.  
**Contact Person & Telephone** : Department, IBA Campus, ,

Sr #	Description	Item Specification	Quantity
1	CARD FOLDER	with 02 Pocket size: 12.5"x9.25 Material: 270 gsm fancy card (cream color) Printing : 04 color Pocket : 02 size 4.5"x8.75" ( Left & Right side)	100
2	PEN	with CCPP and CEJ logo Card Wrapper As Per Sample	100
3	PAPER BAG	Paper Bag Size: L 14.5" x W 11.25 x B 3" Material: 115 gsm Brazil Printing: 01+01 color	100
4	WRITING PAD	Size: 4.5"x 8.5" Material: Front & Back Cover art card 260 gsm Printing: 02 Color Leave : 63 on paper 75 gsm (single color) Others: on front Plasic sheet Binding: Spiral (Metal)	100
5	KYECHAIN	Keychain with Box  Material: Leather Printing: Block Emboze As Per Sample	100
6	PRINTING	Printing Agenda Size: A4 Material: matt paper 128 gsm	100



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		Printing: 04 color Page: Single 1+1	
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## Terms & Conditions:

1. Sales tax registration certificate with last month return copy (FBR and / or SRB) must be provided at the time of submission of quotation.
2. Material of this order is subject to final inspection at the time of delivery.
3. 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.
4. Payment will be made through crossed cheque after the receipt of the bill and delivery of the above item.
5. General Sales Tax will be paid on applicable items only.
6. Liquidity damage at the rate of 2% per month on actual will be imposed on delayed delivery.
7. The rate / item cost is final and no change what so ever will be accepted.
8. Government tax(es), levi(es) and charge(s) will be charged at actual as per SRO.
9. Competent Authority reserves the right to change / alter / remove any item or article or reduce / enhance quantity without assigning any reason.
10. Invoice should be submitted to Purchase & Stores Department.
11. Advance Payment subject to Bank Guarantee preferably National Bank of Pakistan.
12. No subletting in any case / item / form will be allowed.
13. All Government taxes (including Income tax and stamp duty), levies and charges will be charged as per applicable rates / denomination of Purchase / Work Order.
14. Stamp duty 0.25% for goods against total value of Purchase Order will be levied accordingly.
15. 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 any lowest responsive bidder.