



RFQ

Description : Provide & Supply of Mugs & Key Chains with Boxes
Date of Issue : September 15, 2017
Date of Submission of Quotation : September 20, 2017 @ 2:30 pm
Place of Delivery : IBA, Main Campus
Contact Person & Telephone : Mr. Amir Zain (Purchase Executive)
021-38104700 (Ext. 2152)

Sr	Description	Quantity
1.	Provide & Supply of Mug with Box Material: Ceramic / Porcelain (High Quality Glazed Finished) Height: 9.5 cm Diameter: 8.2 cm Handle Length: 7.0 cm Handle Depth: 3.5 cm Base color: Orange Printing: Both sides single color logos Box: Card Box (impact proof) IBA CEJ Logo printed single color As per specimen available at Purchase Office	400 sets
2.	Provide & Supply of Key Chain with Box Material: Chrome Plated mild steel Size: 8.5 cm Ring Dia: 3.3 cm Plate length: 4.8 cm with Chrome Plated bezel & Epoxy base with IBA CEJ Logo both sides Inner Box : Glossy Art Card Box (impact proof) Black color with moulded velvet for enclosing Key Chain Outer Case: Fancy Art Card 300gsm (Orange) IBA CEJ Logo printed single color As per specimen available at Purchase Office	400 sets

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. Liquidity damage at the rate of 2% per month on actual will be imposed on delayed delivery.
6. The rate / 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 / remove any item or article or reduce / enhance quantity without assigning any reason.
9. Invoice / bill should be submitted to Finance Department.
10. Advance Payment subject to Bank Guarantee preferably National Bank of Pakistan.
11. No subletting in any case / item / form will be allowed.
12. Specimen(s) and image(s) are available at Purchase Office for reference
13. Specimen should be returned to the Purchase Office.
14. All rights reserved with IBA. No part or the logo can be printed / copies / transferred in any form without the permission of the IBA authority
15. All Government taxes (including Income tax and stamp duty), levies and charges will be charged as per applicable rates / denomination of Work Order.
16. Stamp duty 0.35% for goods against total value of Work Order will be levied accordingly.