

## Request For Quotation

**Description** : RFQ 000223- Printing of Envelops  
**Date of Issue** : 08 Feb 2022 10:00AM  
**Date of Submission of Quotation** : 14 Feb 2022 12:00PM  
**Place of Delivery** : IBA Karachi, Main  
**Contact Person & Telephone** : Purchase Department, IBA Main Campus,  
 University Road,  
 Karachi.021-38104700  
 Extension: 2154

Description	Quantity + UOM
Printing of Craft Paper Envelops Size: 17.5"x13", Paper: 210GSM Paper Printing: Single Colors Packing: 100 Envelops in each packet Note: Sample is placed in main store for review Sample must be approved before printing job	6,000 Each
IBA Examination Deptt. Envelope Paper: 115gsm Offset inner gloss Lamination Size: 10.1" x 12.5" (Closed Size) Printing: Both side 01 Color with Hot glue binding Top Flap: 6cm with Duplex / Double Adhesive Tape (on Complete Flap) Flap: 2cm with pasting Packing: 100 Envelopes in each packet Note: Sample is placed in main store for review Sample must be approved before printing job	3,000 Each

### Terms & Conditions:

- 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 Invoice/Bill & delivery of above item(s).
- 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 I item cost is final and no change whatsoever 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 I remove any item or article or reduce I enhance quantity without assigning any reason.
- Invoice/Bill to be submitted to Purchase Department.
- Advance Payment subject to Bank Guarantee.
- All Government taxes (including Income tax and stamp duty), levies and charges will be charged as per applicable rates I denomination of Purchase Order.
- Stamp Duty 0.35% for Goods/Services against total value of Purchase Order will be levied.