

Reference No. : 5069-Stationary
 Date of Issue : 11-Sep-2019
 Date of Submission of Quotation : 21-Sep-2019
 Place of Delivery : Store, Sukkur IBA University,
 Airport Road, Sukkur.
 Please send your query / quotation @ : hussainbhatti@iba-suk.edu.pk
sumair.junejo@iba-suk.edu.pk
hari@iba-suk.edu.pk
 Procurement Department,
 Sukkur IBA University,
 Airport Road Sukkur.

Sr. #	Item Description	Item Specification	Quantity	Unit Price	GST	Total Amount
1	Binder Clip	Diamond or Equivalent	200 Each			
2	Register	300 Pages	200 Each			
3	Stapler	Medium Size Opal / M&G or Equivalent	150 Each			
4	Sticky Flag	Sensa or Equivalent	300 Each			
5	Sticky Notes	Sensa or Equivalent	300 PKT			
6	U-Clips	Crystal or Equivalent	300 PKT			

Terms & Conditions:

1. Please do mention reference No. on your quotation.
2. Sales tax should be separately mentioned in the quotation.
3. Please mention the current status of the quoted stock availability position.
4. Sukkur IBA University reserves the right to increase or decrease the quantity of item at the time of order award.
5. Vendor is responsible for safe delivery of items at location mentioned in Purchase Order.
6. Sukkur IBA university reserve the right to cancel the Purchase Order in case material is not delivered within the delivery time mentioned on Purchase Order.
7. Sukkur IBA University reserves the right to return the items in case substandard, defective, and damaged or not as per order are delivered.
8. Payment will be made after deduction of all applicable taxes as per law & in shape of cross Cheque.

9. Invoice should be sent to Procurement Department.
10. Subletting is not allowed in any case
11. Authorize Distributor/ Authorized Dealer certificate for quoted item(s) should be sent along with quotation.
12. Quoted rate must be inclusive of freight charges.
13. Quoted product must be genuine & with warranty / guaranty.
14. Sukkur IBA does not accept refurbished / used / illegally imported items.