



Sindh Rural Support Organization

Head Office

(Licensed under Section 42 of the Companies Ordinance 1984)

RFQ # SRSO\HO\PU\2014-15-

Date: 23-09-2014

M/S _____

Subject: Request for Quotation for publishing SRSO ENVELOPES

Dear Sir,

We are interested in procuring the following items, which is immediately required, such as quotation stating your rate and period may Please submit your sealed quotes to SRSO on the mentioned below **address by 5 working days.**

S#	Specifications	Unit	Qty
1	SRSO Envelop small size 9.25"x4.25" (Paper 80g)	NOs	2,000
2	SRSO Envelop Medium size 12"x4.10" (Paper 80g)	NOs	2,000
3	SRSO Envelop large size 15"x11" (Paper 80g)	NOs	2,000

Terms & Conditions:

1. Suppliers are required to quote their best price, as after receipt of quotations there will be no price negotiation.
2. Tax at applicable rates shall be deducted from total price as per Income Tax Rules.
3. Sub standard or faulty equipment shall not be accepted without any compensation/damages.
4. SRSO reserve the right to accept or reject one or all bids/quotations without assigning any reason or any compensation.
5. Rates should be quoted inclusive of all taxes.
6. Selected supplier will be responsible for full Delivery within given time.

You're sincerely


Arneet Raja
S.Procurement Officer