



Securities and Exchange Commission of Pakistan
63-NIC Building, Blue Area, Islamabad
(Administration Department)

February 4, 2013

Subject: Request for Quotations - Printing of “Members Meetings and Resolutions Guide”

The Commission intends to print “Members Meetings and Resolutions Guide” as per specifications given below and design attached:

S. No.	Specification	Qty
1	Members Meetings and Resolutions Guide (Booklet) Size : A4 Paper Quality: Imported Printing Colors: As per attached designs	2000 Booklets
	Title Page – Front & Back (Total Page = 2) (Design Attached) Paper Type = Art Card Paper weight = 280 Gram	
	Internal Pages (Total Pages = 32) (Design Attached) Paper Type = Matt Paper weight = 110 gram	
	Color = As per Design	
	Binding Style = Gum Binding	

Note: Designs other than the one defined herewith may also be quoted along with specifications.

- **Price** must be inclusive of all taxes applicable by Govt. of Pakistan.
- **Delivery** time within 07 days of receiving of Purchase Order
- **Validity** Minimum 30 Days from quoted date.
- **Bid Submission** Time within 7 days after receiving this RFQ.
- **Warranty Period:** warranty must be mentioned on the quote (if applicable).
- **Quantity/Items/Designs** given/attached may increase/decrease or change.

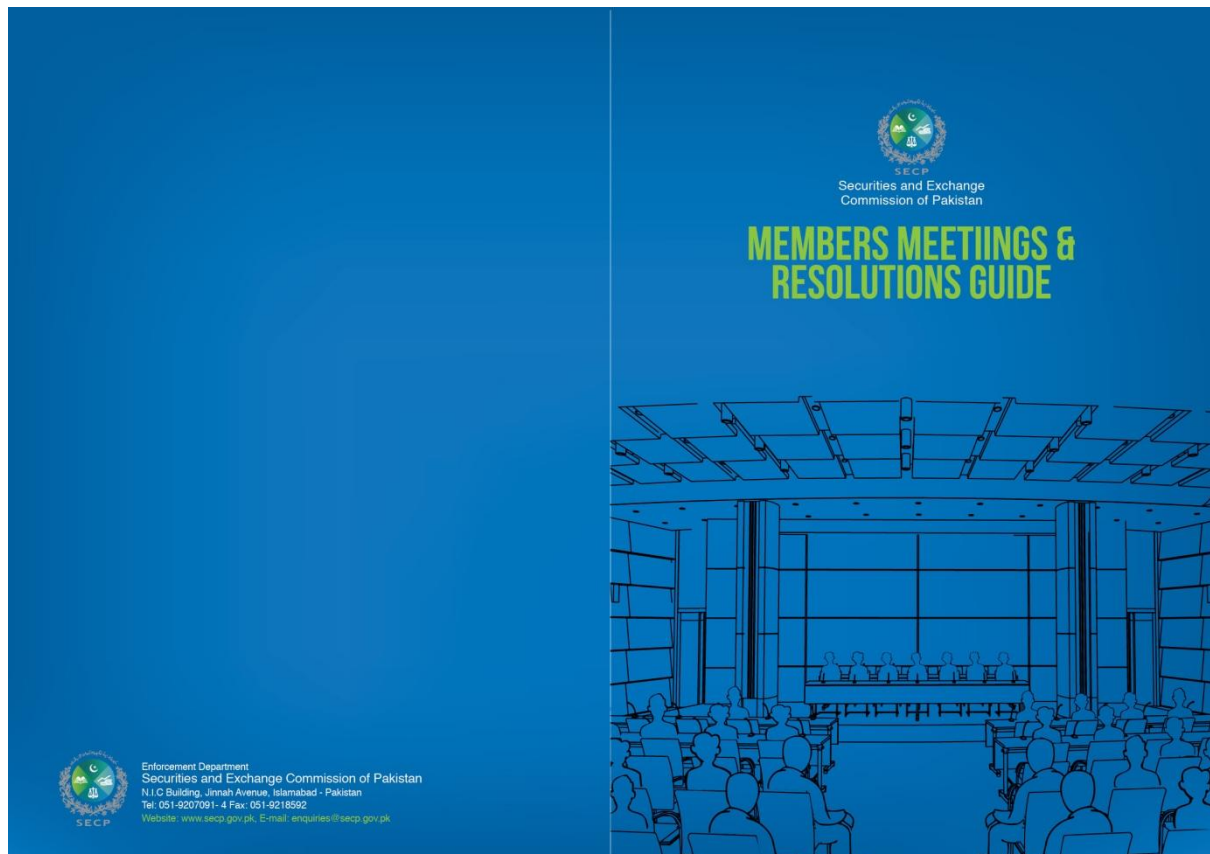
If you are interested, please submit sealed quotation for the above item to the undersigned address:

**SECP, 63-NIC Building, Jinnah Avenue, Blue Area, and
Islamabad within the specified period.**

In case of any query, you may also contact undersigned.
An early and quick response will be appreciated.
With best regards.

M. Ubaidullah Khalid
AD (Admin)

Title Page



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