

To,
Deputy Director and Head
Purchase & Procurement Department
Independent University, Bangladesh
Plot-16, Block-B, Aftabuddin Ahmed Road, Bashundhara-Dhaka

SUB: RFQ for Supplying of Different Types Tissue Papers at IUB.

S/N	Product Description	Quantity	Unit Price	Total Amount
1	Toilet Tissue Roll (White) Grade: Premium Weight: 200 x 2 Ply (100 gsm)	6,000 Rolls		
2	Hand Towel Tissue (White) Grade: Premium Size: 250 Pcs in 1 Ply	4,400 Packets		
3	Printed Facial Tissue Box Box color: 4 color print with IUB logo on 300 gsm Swedish board Size: 150 x 2 Ply=300 Sheets	1,000 Boxes		
	Total Amount:			Tk.

TERMS AND CONDITIONS:

1. The **SEALED** quotation will be sent to the Purchase Office (Room-2031), at Plot-16, Block-B, Aftabuddin Ahmed Road, Bashundhara, Dhaka- by **20th March 2023, before 1.30 p.m.**
2. If the supplier is also manufacturer of the product, no VAT will be deducted from the billed amount subject to submission of Mushok-6.3 with 15% VAT challan. Tax will be deducted from the billed amount as per existing govt. rules of Bangladesh.
3. The University authority reserves the right to increase or decrease the quantity of the items and accept or reject any quotation without assigning any reasons whatsoever.
4. The manufacturers/ suppliers are requested to quote a special discounted price for the above-mentioned products. Since, the above items will be procured on regular basis upon case to case requirement.
5. Price validity: 1 year/ 365 days (Minimum)