



Bahauddin Zakariya University Sub-Campus Lodhran

Ref. No: LD/2210/20

Dated: /11/20

The Purchase Officer,
Bahauddin Zakariya University,
Multan.



08/03/21

Subject: Requisition of Stationary Items for BZU, SUB-CAMPUS LODHRAN.

Dear Sir,

It is submitted that Stationary Items are urgently needed in the Bahauddin Zakariya University, Sub-Campus Lodhran. Kindly issue the said items and oblige.

Detail is as under;

Sr. No	Name of Item	Quantity
01	Stapler	10 set
02	Stapler Pin	02 Pack
03	Gum Stick	04 Pack
04	Pencil (B.P) (Blue+Black+Red)	40 Pack
05	Board Marker (Blue+Black)	20 Each
06	Highlighter (Different Colors)	10 Pkt
07	Paper Pine	05 Pkt
08	Whitener (correction)	03 Pkt
09	File Cover (Cliper + Simple)	100 Nos
10	Tissue Paper Rose Petal	30 Pkt
11	Cutter	10 Nos
12	Stamp Pad	10 Nos
13	Led Pencil	5 pack
14	Sharpener + Eraser	2 Pack
15	White Board Duster	5 Pack

The Expenditure may be used from the budget of HEC Project PC-1 under the budget head of, " Utilities and other operational cost" for B.Z.U, Sub Campus Lodhran.

Thanks.

Muhammad Sajid Nadeem

Campus Incharge

BZU Sub-Campus, Lodhran

Director
BZU, Sub-Campus
Lodhran

08/03/21

M. M. Asif