

Department of English
Bahauddin Zakariya University, Multan



No. ENG.4-1 / 562

Dated: 8-03-2021

The Purchase Officer
Bahauddin Zakariya University
Multan

Subject: PURCHASE OF PHOTO COPIER TONER

Kindly arrange to purchase one photo copier toner for use in the office of the Department of English. The expenditure will be met out from the budget head Sundry Charges/Stationery in the budget estimate 2020-2021.

Sr. No.	Name of Item	Specification	Quantity
01	Toner Konika Minolta 211	TN 114	02

Thank you.

Prof. Dr. Naveed Ahmad
Chairman

Dr. Sarwat Jabeen
Member

Prof. Dr. Qamar Khushi
Member

Dr. Skazrah Salam
Member