

# Department of Computer Science

Bahauddin Zakariya University, Multan, Pakistan



No. DCS/ 561 2020

Dated: 11-11-2020

**The Treasurer,**  
Bahauddin Zakariya University,  
Multan.



Subject: **PURCHASE OF STATIONARY ITEMS**

It is stated that the department needs the following items:-

Sr. #	Description	Quantity
01	Paper Reams (A4 Size AA 80 Gram)	12 Box (60 Nos.)
02	Paper Reams (A4 Size AA 70 Gram)	05 Box (25 Nos.)
03	Paper Reams (Legal Size AA 70 Gram)	05 Box (25 Nos.)

It is, therefore, requested that financial approval may kindly be granted for purchasing of items. The expenditure will be met out from the budget head of Department of Computer Science "Stationery/Contingency". Thanks.

*Handwritten initials in red ink.*

*Handwritten initials in blue ink.*

*Handwritten signature in blue ink: Mr. Tawheed*

*Handwritten signature in blue ink: Dr. Minhaj Ahmad Khan*  
(DR. MINHAJ AHMAD KHAN)  
Chairman  
Dept. of Computer Science  
B.Z. University, Multan