

Department of English

Bahauddin Zakariya University, Multan



No. ENG.4-1/568
Dated: 19-03-2021

ACCOUNTS BRANCH

NO.R 4266 **A/C's**

Dated 15-3-21

The Purchase Officer
Bahauddin Zakariya University
Multan

Subject: PURCHASE OF ITEMS FOR USE IN THE DEPARTMENT OF ENGLISH

Kindly arrange to purchase the following items for the use in the Department of English. These items are needed urgently. The expenditure will be met out from the budget head Sundry Charges/Stationery in the budget estimate 2020-2021.

Sr. No.	Specification	Quantity
1.	Phenyls	24 bottles
2.	Acid	10 bottles
3.	Soap (travel size)	60 nos.
4.	Waste basket	12 nos.
5.	Lemon Max Long Bar	12 nos.
6.	Bathroom Brush	06 nos.

Thank you.

Prof. Dr. Naveed Ahmad
Chairman

Dr. Sarwat Jabeen
Member

Prof. Dr. Qamar Khushi
Member

Dr. Shazrah Salam
Member

only Chan
15/3/2021

Mr. M. Asif