



# COMPLAINT RESOLUTION CELL (CRC)

## BAHAUDDIN ZAKARIYA UNIVERSITY, MULTAN



CASPAM Building, Ph. No: 061-9210071-74 Ext: 4232, E-Mail: fp.pcp@bzu.edu.pk

*Purchase Officer,*  
~~Store Incharge,~~  
B.Z University,  
Multan.



Subject: **LIST OF REQUIRED OFFICE WORK STATIONARY.**

Dear Sir,

It is requested to please issue the following items.

Sr. No.	Required Items	Quantity
1.	Dispatch Register	01
2.	Ball Point Box	02
3.	Punch Machine	01
4.	Duster for Cleaning	01 Packet
5.	Attendance Register	01
6.	Solution Tape	05
7.	VIP Office Files	25
8.	Highlighter + Whitener Pen	05+05
9.	Receiving Register	01
10.	Dak Register	02
11.	Stapler pin puller	03
12.	Paper Rim A4 Size	10
13.	Stapler pin Box	10

The request to purchase office for purchase the office has also been sent.

**Prof. Dr. Habib-ur Rehman Athar**  
**Professor (IP&AB)**  
**Focal Person, Pakistan Citizen Portal**

*Mr. Mehsif*  
25/5/2021