

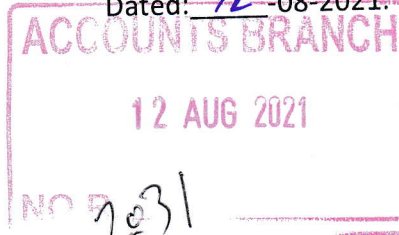


**Faculty of Commerce, Law & Business Administration**  
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No.BZU-Dean/FCLBA-Req/ 1040 /21

Dated: 12-08-2021.



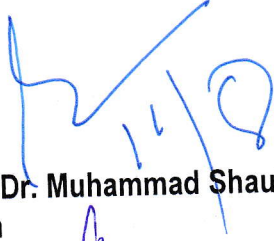
The Treasurer,  
Bahauddin Zakariya University,  
Multan.

Subject: **REQUISITION.**

The following stationery items are urgently required for official use of this Dean Office which may please be purchased and provided at an early date:-

Sr.No.	Description	Quantity
1	White Paper (80-grm) (A-4)	20-Reams.
2.	File Cover (simple)	50-Nos.
3.	Led Pencil	03-Packets.
4.	Eraser	01-Dozen.
5.	Tissue Papers	05-Packets.
6.	Ball Point (Blue)	02-Packets.
7.	Stapler Machine	02-Nos.
8.	Stapler Pin	05-Packets.
9.	Paper Clip (36 mm)	02-Packets.
10.	Shorthand Notebook	05-Nos.
11.	Stock Register	02-Nos.
12.	Despatch Register	05-Nos.
13.	Simple Register	02-Nos.
14.	Stamp Pad	03-Nos.
15.	Sharpener	01-Dozen.

The expenditure will be met out from the Dean Office budget under sub-head "Sundry Charges/Stationery".

  
Prof. Dr. Muhammad Shaukat Malik  
Dean



  
12/8/2021