



**Institute of Advanced Materials**  
**Bahauddin Zakariya University, Multan.**

Ph: 061-9210454 Fax 061-9210454 Ext.2324



✓  
**The Purchase Officer,**  
Bahauddin Zakariya University,  
Multan.

Subject: **Purchase of Items (Urgent).**

Dear Sir,

Following items are required for the Institute of Advanced Materials;

- |   |            |
|---|------------|
| 1. File covers                            | 100 Nos.   |
| 2. Ball Point inflo gel (Blue, Red, each) | 06 Pkt.    |
| 3. A4 Paper ream                          | 10 Ream.   |
| 5. Envelope A4 size                       | 100 Nos.   |
| 6. Envelope (letter Size)                 | 100 Nos.   |
| 7. Envelop Legal Size                     | 75 Nos.    |
| 9. Duster Cloth                           | 02 Dozens. |
| 10. Tissue Roll                           | 20 Nos.    |
| 11. High lighter                          | 01 Packet  |
| 12. Legal size Ream                       | 02 Nos.    |

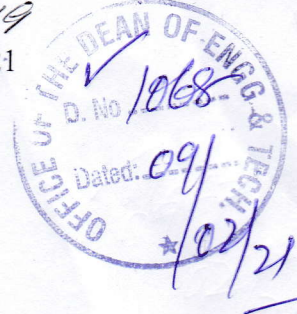
It is requested that **Administrative & Financial Approval** may be sought and necessary instructions issued for purchase of these items.

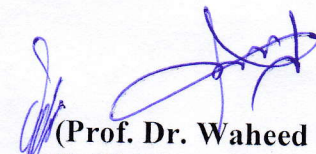
The expenditure may be charged to Budget Estimate for the year 2020-21, under head "Sundry Charges" of this department.

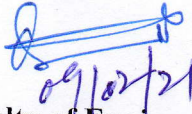
Thanking you.



No. IAM/Pur/ 719  
Dated: 09-02-2021



  
(Prof. Dr. Waheed Qamar Khan)  
SMT, IAM  
09/02/21

  
(Dean Faculty of Engineering & Tech.)  
BZU, Multan

**DEAN**  
Faculty of Engineering & Technology,  
Bahauddin Zakariya University, Multan.

  
11/2/2021

Mr. M. Asif