

RFO

(Annual Report)

Item:	<u>Annual Report</u>
Size:	A-4
Quantity:	1000 copies
Pages:	80 pages (approx)
Printing:	4+4 colour printing
Grammage:	130 gsm
Paper:	Matt Finish
Title Cover:	310 gsm Matt Finish card
Printing:	4+4 colour printing
Binding:	Hot glue stitch binding with crease at front & back.

Envelope:

Size:	12" x 8.75
Quantity:	1000 envelopes
Printing:	2+2 colour printing
Grammage:	118 gsm
Paper:	Matt Finish
Flap:	1.5" (Top) 0.75" (Bottom)
Pasting:	Hot glue

Delivery Date: 10 days after final proof read at IBA Main Campus.

- Note:** (a) Quotations be provided to Purchase Department latest by June 26, 2010 before 3:00 pm.
(b) Quotation should be submitted in sealed envelope & will be opened on June 26, 2010 at 3:00 pm in presence of representative who may care to attend.