

Dated 12th May, 2025

The Additional Commissioner (HQs)
Chief Commissioner's Secretariat
Regional Tax Office-II,
Karachi.

SUB:

REQUEST FOR SUPPLY OF STATIONERY FOR OFFICE USE
FOR THE MONTH OF MAY, 2025

Kindly refer to the above.

It is respectfully requested to please provide following stationery items for office use &

oblige.

S.NO.	STATIONERY ITEM	QUANTITY REQUESTED
1.	PAPER A4 SIZE	02 Rims
2.	STAPLER PIN	02 PACKET
3.	BALL PEN	10 PCS X
4.	FILE COVER	100 PCS
5.	PENCIL	02 PCS
6.	MARKER	02 PCS X
7.	FLAG	02 PACKET
8.	CORRECTION PEN WHITE	01 PCS X

Thanking you,

(QAZI MUHAMMAD ASHFAQ)

SO-I

O/O. CCIR, RTO-II, KARACHI.

Waqar Sb.

12/05/25