

Dated 19<sup>th</sup> June, 2025

To,

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 JUNE, 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.	FILE COVER	50 PCS
3.	BALL POINT	04 PCS
4.	STAPLER PIN	02 PACKET
5.	MARKER	04 PCS 02 Pcs.

Thanking you,

( QAZI MUHAMMAD ASHFAQ)

SO-I

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