



فدرل بورڈ آف ریویو پاکستان

Federal Board of Revenue
Chief Commissioner Inland Revenue
Regional Tax Office-II, Karachi

C.No.SO-I/Stationary/CCIR/RTO-II/Khl/2024-25/

24th February, 2025

The Assistant Commissioner-IR
Incharge Office Stationary
RTO-II, Karachi

Subject: Stationary Items required for office use of Branch Staff

Respected Sir

Following stationary items for Branch Staff are requested at the earliest, please.

| S.No. | Item | Quantity |
|-------|--------------------------|-----------|
| 1. | Stapler Pins | 02 Packet |
| 2. | File Covers | 20 |
| 3. | Printer Cartridge (79A)* | 01 Piece |
| 4. | Printer Cartridge (85A)* | 01 Piece |

- Empty cartridges will be return at the time receiving of filled cartridges or the same may please be ordered for refill.

(Qazi Muhammad Ashfaq)
Staff Officer

CCIR
AC (Hqs)
SO-I
SO-II
SO-III
SO-IV
SO-V
SO-VI
AO VII
DDO
DBA

26/2



ACKNOWLEDGMENT OF STATIONARY

FOR THE MONTH OF 28 Feb , 2025

Qazi Muhammad Ashfaq, SO-I, RTO-II, Karachi

| S.NO | ITEMS | QUANTITY |
|------|------------------|----------|
| 1 | File Cover | 50 |
| 2 | Printer Cartidge | 1 |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |

Signature & Date MS 28-02-2025

Name : M. Muneeb

Designation: UDC

Office Stamp: _____

Dated 3rd March, 2025

To,


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

SUB

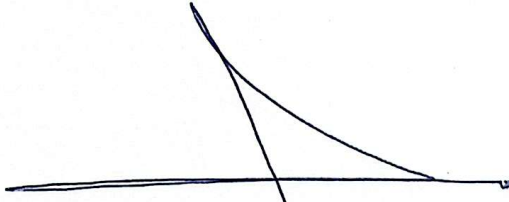
REQUEST FOR SUPPLY OF STATIONERY FOR OFFICE USE
FOR THE MONTH OF MARCH, 2025

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  |


Thanking you,



(QAZI MUHAMMAD ASHFAQ)

SO-I

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


0. 03/04/25

ACKNOWLEDGMENT OF STATIONARY

FOR THE MONTH OF 03 March , 2025

Qazi Muhammad Ashfaq, SO-I, RTO-II, Karachi

| S.NO | ITEMS | QUANTITY |
|------|--------|----------|
| 1 | A4 Rim | 2 |
| | | |
| | | |
| | | |
| | | |
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| | | |
| | | |
| | | |
| | | |

Signature & Date  03-03-2025

Name : M. Muneeb

Designation: UDC

Office Stamp: _____