

TO : Big Production
Attn : Ms. Rama
Contact : 9447 9522
Email : info@bigproductionco.com

Thank you for your inquiry, we are pleased to quote you the following:

Item	Description	Size	Quantity	Price
1	Letter Head	A4	250	KWD 40.000
	Printing : 1 Col Black R/V			
	Material : Conqueror Laid White 100 gsm			
2	R.M Envelopes	A4	250	KWD 45.000
	Printing : 1 Col Black Recto	DL	250	KWD 30.000
	Material : R.M Envelope Woodfree Hispapel			
3	Note Pads	A5	50 Pads	KWD 120.000
	Printing : 1 Color Black Recto (Same Visuals)-Inside			
	1 Col Black Recto-Cover			
	Pages : 50 Sheets + 2 Sheets Cover			
	Material : Matt 350 gsm - 2 Sheets Cover			
	Material : Woodfree White, 80 gsm - Inside			
	Finishing : Matt Lamination Recto on Cover			
	Spiral Wire on Left Side(Black)			
4	Receipt Voucher - 50 SHEETS x 3 PLY	A5	5 Pads	KWD 30.000
	Printing : 1 Color Recto			
	Paper : NCR (W+P+Y)/Cover: 300 gsm Bristol white			
	Finishing : Numbering + Vertical Perforation			
	Gathering + Edge Stapling			
5	Payment Voucher- 50 SHEETS x 3 PLY	A5	5 Pads	KWD 30.000
	Printing : 1 Color Recto			
	Paper : NCR (W+P+Y)/Cover: 300 gsm Bristol white			
	Finishing : Numbering + Vertical Perforation			
	Gathering + Edge Stapling			
Total Price				KWD 295.000

Please read these terms and conditions carefully as they contain important information about your rights and obligations. By signing the quotation, you agree to be bound by these Terms and Conditions

- Quotation is valid for 15 days only. If order is delayed fresh quote will be submitted.
- Advance Full Payment.
- Any change in design or materials or stopping ongoing production will be charged additionally, and the Delivery date will be changed automatically and Delivery schedule will be active only after:
 - Approving the quotation
 - Receiving the Down payment / sending LPO
 - Approving the dummy / sample
- Color & quality tolerance will be +/-10% according to the nature of raw materials and impress only can decide the actual percentage difference.
- Product will be delivered by us to your location. You will need to provide labor to take goods from our car.
- Please note that we cannot be responsible for Spelling, punctuation, or grammatical errors made by client.
- Please note that we cannot be responsible Design errors or color selection errors introduced in the artwork file creation process submitted by client
- Please note that we cannot be responsible Color matching without a hardcopy proof approval
- Finished product must be received by client on time (WE CANNOT STORE FINISHED PRODUCT) in case of not receiving on time we can not guarantee the quality and cleanse of goods and impress will charge the client with storage fees KD 30 per day and the goods won't be delivered to the client until receiving the storage fees.
- In case of any technical issue, product may get delayed
- After approval and payment stage All sales are final, unless otherwise noted. No refunds are given once Impress printing company begins working on your order, which means impress printing company has received your necessary materials (i.e., digital files and payment) and started
- Please note that your printed product will be used for marketing purpose
- Production time to be discussed, Delivery times are intended as indications only, and cannot in any case be considered to constitute a formal commitment.
- The price of the Product is the price in force at the date and time of this order. Reorders price might
- Every product will be made to deliver the correct quantity ordered but owing to the difficulty of producing exact quantities, estimates and/or orders are conditional upon a margin of five percent (5%) being allowed for over's or shortages.
- Metal, film, glass and other materials owned by the Company and used by him in the production of type, plates, moulds, stereotypes, electrotypes, film-setting, negatives, positives and the like shall remain the Company's property. Such items when supplied by the customer shall remain the Customer's property.
- The Company may reject any paper, plates or other materials supplied or specified by the Customer which appear to him to be unsuitable. Additional cost incurred if materials are found to be unsuitable during production may be charged
- Unless otherwise agreed in writing full payment must be received by the Client not later than 7 days after the date of invoice
- the person receiving products from us you must sign on a delivery note by signing the delivery note you have inspected the product and approved the quality and quantity that has been delivered
- Cheque in favour of : IMPRESS PRINTING CO./ شركة اعربس للطباعة
- We have to mention the delivery date that will be from () working days to () working days , we shouldn't write exact date in the quotation , also we have to mention that this quotation will be valid for 3 days only if the client approved the quotation after that we will inform him with the new
- Any sample will be made for the quotation items will be charges to client in case the client didn't print with Impress , sample price will be evaluated by IMPRESS only

Thanks & Regards

Client Approval

IMPRESS PRINTING CO.

Name :

Signature :

Date & Stamp: