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DESCRIPTION: **PROVIDING VARIOUS PLANTS**

DATE OF ISSUE: 7 October 2015

DATE OF COMPLETION: 9 October 2015

PLACE OF WORK: IBA Main Campus

CONTACT PERSON: Manager General Maintenance

S#	Tree / Plant Name	Specification	Approx Qty	Rates	Amount (Rupees)
1	Laburnum Tree (amaltas)	5 feet high (18 – 24 inch pots)	3		
2	Marigold	Season Flower plant F1 / F2 (Dark Orange and dark Yellow)	250		
3	patonia	Season Flower plant Various color	250		
4	Arika Palm	5 feet high	20		
5	Cane Palm	5 feet high	20		
6	Kewra	Various colors; Medium in 12 inch pots	50		
7	Tiffin Belia	Various varieties upto 2 feet high	25		
Grand Total (mention prices with or without taxes)					

Terms and Conditions:

1. Material / quantities of this order is subject to final inspection at the time of delivery
2. IBA reserve the right to cancel any or all of the above the above items if work / material is not in accordance with our specifications or if the delivery is delayed
3. Payment will be made through crossed cheque / cash after the receipt of the bill and delivery of material / works
4. General Sales Tax will be paid on applicable items only
5. Penalty @ of 2 % per month on actual will be imposed in delayed delivery
6. The rate / item cost is final and no change what so over will be accepted
7. Govt tax (es), levy (ies) and charges will be charged at actual as per SRO
8. Competent Authority reserves the right to change / alter / remove any item or article reduce / enhance quantity without assigning any reason
9. Invoice / Bill & work order etc should be submitted to Finance Department
10. Advance Payment subject to Bank Guarantee preferably National Bank of Pakistan
11. No subletting in any case / items / form will be allowed
12. That upon termination of this agreement the contractor shall be permitted to remove all its devices and equipment which may have been placed at premises from the time to time
13. All Government taxes (including income tax and stamp duty), levies and charges will be charged as per applicable rates / denomination of work order
14. Stamp Duty @ 0.3 % against total value of work order will be levied accordingly.