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DESCRIPTION: **Cushioning of Leatherette Sofa Seats**
DATE OF ISSUE: 16 November 2016
DATE OF SUBMISSION: 20 November 2016
PLACE OF WORK: IBA MAIN CAMPUS
CONTACT PERSON: Manager General Maintenance / Sr Executive Repair & Maintenance

S#	Description of Items	Quantity	Rates Each Unit	Amount(Rupees)
1	Cushioning of Leatherette Sofa set consisting of 1xTwo seater and 2xsingle seater of given material and color	Four seats		
Total Amounts				
GST				
Grand Total				

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 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 @ as applicable against total value of work order will be levied accordingly.