



Institute of
Business Administration
Karachi

Leadership and Ideas for Tomorrow

WORK ORDER

To : M/s Inspire Trading Co.
Order No : IBA-MC/PD/FF/208/0107/2015-16
Date of Issue : June 16, 2016
Date of Delivery : July 11, 2016
Place of Delivery : IBA, Main Campus
Total Amount : **Rs.335,907.00 (Including GST)**
(Rupees Three Hundred Thirty Five Thousand Nine Hundred Seven Only)

S. No.	Item Name	Specification	Size	Qty	Rate (Rs.)	Amount (Rs.)
1	Double Bed	Frame: Front: Made of 50mm MDF pressed with oak veneer (polish finish) with oak wood lipping including footrest. Back: Made of 50mm MDF pressed with oak veneer (polish finish) with oak wood lipping. Headrest to have soled wood frame (polish finish) upholstered with premium quality foam and fabric project. Sides: Made of 20mm MDF pressed with oak veneer (polish finish) with oak wood lipping. Mattress Supports: 4mm MDF sheet resting on Partal Ribs 2"*3/4 and Partal frame 2"*1/2" to support mattress Mattress: 6" foam mattress from masters or equivalent with 5 years guarantee / warranty	L 6'-6"*W6'-0"*H1'-6"	1	43,900.00	43,900.00

2	Double Bed Side Table	Structure: Made of 18mm MDF pressed with oak veneer(polish finish) with oak wood lipping Drawers: Made of 18mm MDF press with oak veneer(polish finish) with oak wood lipping, complete with S.S Knob and premium quality channel strips	L1'-6''*W1'-6''*H1'-0''	2	4,500.00	9,000.00
3	Room study desk	Top made of 25mm MDF pressed with high pressure laminate with PVC edge lipping. Base made of epoxy coated Ms base of 18 swg tabular frame single drawer unit with space for CPU: Made of 18mm MDF press with high pressure laminate complete with S.S handles and premium quality channel strips and high quality plastic studs.	4'-0''*2'0''*2'6''	1	15,900.00	15,900.00
4	Side table (rooms)	Side table made of 1-1/2'' thick MDF pressed with high pressure laminate with pvc edging of European origin.	1'6''*1'6''*1'6''	4	5,200.00	20,800.00
5	Dining Table	Top 1''thick made of high pressure laminate pressed n MDF with PVC edging of European original legs made of MS epoxy coated box section (16swg)	5'-0'' dia; 2'6'' high	1	15,900.00	15,900.00
6	Room chair	Frame: Made of solid sheesham wood(duco painted or polish finish) with premium quality (Master Multi / Diamond Supreme)foam and fabric from fabric project (DX series) with SS leg rest 1/2'' dia		8	5,600.00	44,800.00


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7	Sofa Room 2 Seater	Provide and supply sofa with wooden frame upholstered master molty foam and fabric (DX series) from Fabric Project Floor level Glides 16swg MS Epoxy Coated Base. Sides and back having 18mm MDF pressed with high pressure teak laminate		2	25,900.00	51,800.00
8	Sofa Room 3 Seater	Provide and supply sofa with wooden frame uphoistered master molty foam and fabric (DX series) from Fabric Project Floor level Glides 16swg MS Epoxy Coated Base. Sides and back having 18mm MDF pressed with high pressure teak laminate		1	41,500.00	41,500.00
9	Sofa Room Single Seater	Provide and supply sofa with wooden frame uphoistered master molty foam and fabric (DX series) from Fabric Project Floor level Glides 16swg MS Epoxy Coated Base. Sides and back having 18mm MDF pressed with high pressure teak laminate		3	14,500.00	43,500.00
Total					Rs. 287,100.00	
17% GST					Rs. 48,807.00	
Total Amount					Rs. 335,907.00	

Terms & Conditions:

1. Material of this order is subject to final inspection at the time of delivery.
2. We reserve the right to cancel any or all the above items if material is not in accordance with our specification or if the delivery is delayed.
3. Payment will be made through crossed cheque after the receipt of the bill and delivery of the above item.
4. General Sales Tax will be paid on applicable items only.
5. Liquidity damages at the rate of 2% per month on actual will be imposed on delayed delivery.
6. The rate / item cost is final and no change what so ever will be accepted.
7. Government tax(es), levi(es) and charge(s) will be charged at actual as per SRO.
8. Competent Authority reserves the right to change / alter / remove any item or article or reduce / enhance quantity without assigning any reason.
9. Invoice / bill, Purchase Order & Delivery Challan should be submitted to Finance Department.
10. Advance Payment subject to Bank Guarantee
11. All Government taxes (including Income tax and stamp duty), levies and charges will be charged as per applicable rates / denomination of Purchase / Work Order.

12. Stamp duty 0.35% for Goods against total value of Purchase Order will be levied accordingly.
13. All terms and conditions of tender vide # FUR/01/15-16 will be the integral part of this agreement and can't be revoked.
14. Technical article of furniture items including mattress and their specification must be as same as existing sample at VFR, IBA Staff Town.
15. M/s Inspire Trading Co. must ensure that specified article/items should be presented for approval before start of work. Unavailability of article/items at the time of Work Order or material shortage due to any reason whatsoever would lead to forfeiture of Bid Security.
16. Furniture's material / design and texture in finished form & complete in all respect will be same as the items available in, VFR, IBA Staff Town.
17. Sample must be provided to Purchase Office for approval before start of work.


Manager Purchase & Stores

gr me 16/16


Registrar