



MUHAMMAD SHAHID STAMP VENDOR  
Licence No. 137, Shop 45, Rabia Bank Chowrang, S.I.T.E Karachi

S.No. 1415 Date: 02 AUG 2018

Issued To With Address: M. A. Iqbal

Through With Address: M. A. Iqbal

Purpose: M. A. Iqbal

Value Rupees: (Attested) M. A. Iqbal

Stamp Vendor's Signature: M. A. Iqbal

This Stamp Paper is not valid for Divorce and Free Will purposes

02 AUG 2018

(RUPEES FIVE HUNDRED ONLY)

## AGREEMENT

THIS AGREEMENT is executed at KARACHI, on this day August...<sup>08</sup>..., 2018.

BETWEEN

M/s Institute of Business Administration, through its Registrar, located at **Main Campus, University Road, Karachi**, hereinafter called and referred to as "IBA" (which expression shall wherever the context so permits, be deemed to include its legal representatives, executors, successors and assigns) of the FIRST PART.

AND

M/s Creative Arts, having its office at **R-161, Sector 9, North Karachi**, hereinafter referred to as "THE PRINTERS" (which expression shall wherever the context so permits be deemed to include its legal representatives, executors, successor and assigns), through its proprietor **Mr. Muhammad Hashim Raza**, holding CNIC No. 42801717201-3 on the SECOND PART.

WHEREAS "IBA" intends to obtain Supply of Printed Catalogue vide tender # PS/10/17-18 for the Supply of Printed Catalogue (IBA requirement) discussions in respect of the same before the determination of scope of work will be held with "IBA" as "Supply of Printed Catalogue" and "THE SUPPLIER" have offered to render all kind of Supply of Printed Catalogue (including but not limited to the "Supply of Printed Catalogue" of the proposed work up to the satisfaction & handing over the material(s) to the "IBA" having accepted the offer in finished form complete in all respect.

NOW IT IS HEREBY AGREED & DECLARED BY AND BETWEEN THE PARTIES AS FOLLOWS:





FOUNUS KHAN STAMP VENDOR  
No. 8, Seat No. 6, Compound, District East, Karachi  
S. No. 2812 Dated 07 AUG 2018  
Issued to with order Sped Muhammad Yousaf  
Through with Address Sped High Court Karachi  
Purpose Sped  
Value Rs. 200  
Stamp Vendor FOUNUS KHAN

07 AUG 2018

RUPEES TWO HUNDRED ONLY

### WITNESSETH

"IBA" hereby offer to appoint "THE SUPPLIER" as their official for the specific purpose of "Supply of Printed Catalogue" discussions in respect of the same with "IBA" before the determination of Scope of Printed Catalogue to illustrate the schematic design to suitable scale with any/all other relevant details for presentation to "IBA" Supply of Printed Catalogue "THE SUPPLIER" hereby agree to the offer of the "IBA" in acceptance of the terms & conditions here in below forth.

### Article I: DUTIES & SCOPE OF WORK & AGREEMENT

1.1 This Agreement includes, the "Supply of Printed Catalogue", discussions with "IBA" before the determination of scope of work with any/all other relevant details for presentation to "IBA". The description/BoQ is appended below:

S. #	Description	Qty	Rate (Rs.)	Amount (Rs.)
1	<u>Printing &amp; Supply of Catalogue for CED</u> <u>Size:</u> 11"x8" (closed size) <u>Title card:</u> 310gsm matt laminated <u>Printing:</u> 5+5 color with UV spot on Title Page <u>Crease:</u> 02 creases (01 front & 01 back) <u>Binding:</u> Hot glue stitch binding <u>Pages:</u> 104 approx <u>Grammage:</u>	350	512.00	179,200.00

<u>Envelops</u>	135 gsm art paper with printing			
<b>Total</b>				<b>Rs. 179,200.00</b>
<b>17% GST</b>				<b>Inclusive GST</b>
<b>Total Amount</b>				<b>Rs. 179,200.00</b>

- 1.2 "THE SUPPLIER" agrees to provide any/all kind of Supply of Printed Catalogue to "IBA" whenever and wherever form is required as per the terms & conditions of this Agreement.
- 1.3 "THE SUPPLIER" will coordinate their work with Sr. Manager Procurement & Stores, of the "IBA" who will assist "THE SUPPLIER" in supervision of proposed Supply of Printed Catalogue.
- 1.4 "THE SUPPLIER" hereby agrees to accept variation, if occurred, in scope of professional services and works with mutual consent on acceptable cost/price/charges/amount inclusive of all taxes and levies.
- 1.5 "THE SUPPLIER" will visit the Purchase Offices located at Main Campus, University Road, Karachi as & when required with prior appointment.
- 1.6 All logistic charges will be borne by "THE SUPPLIER".

## Article II SCOPE OF PROFESSIONAL SERVICES:

- 2.1 "THE SUPPLIER" hereby agree and acknowledge for the periodic supervision of the work and to check the execution of Supply of Printed Catalogue in accordance with the Description & Specification.
- 2.2 "THE SUPPLIER" hereby agree and acknowledge the acceptance of attending the meetings with the Sr. Manager Procurement & Stores "IBA" as & when required.
- 2.3 "THE SUPPLIER" hereby agrees to accept variation, if occurred, in scope of professional services and works with mutual consent on acceptable cost/price/charges/amount inclusive of all taxes and levies.
- 2.4 Delivery on or before August 13, 2018.
- 2.5 All staff must have CNIC and clearly mentioned to discourage work through child labor.
- 2.6 "THE SUPPLIER", will provide all required/necessary carpenter(s) / labor(s) / transportation(s) / cartage(s) what so ever required to complete the procurement at the cost/charges amount offered in the tender vide # PS/10/17-18.

## Article III REMUNERATION

- 3.1 The cost offered by the Printer is Rs. 179,200.00 (inclusive of all taxes) Supply of Printed Catalogue vide tender # PS/10/17-18 variation may occurred. The cost is inclusive of labor/transportation/supplies/etc.



handed over by supplier to IBA before the starting date mentioned on the Purchase Order. Purchase will be deemed completed in finished form as per specification and "THE SUPPLIER" have to deliver the required number of Supply of Printed Catalogue to IBA.

- 3.3 Payment will be made after delivery and submission of invoice. Advance Payment subject to Bank Guarantee.
- 3.4 Performance Security 5% of total amount of Purchase Order will be provided by the party.
- 3.5 Stamp Duty @ 0.35% of the cost of transaction / work order will be deposited in Government treasury by the SUPPLIER. This paid Stamp Duty challan would be submitted along with the Bill / Invoice.
- 3.6 Tax(es)/Challan(s)/Levy(ies), if any or additional will be paid/borne by SUPPLIER as per SRO/Notification.

#### **Article IV:** **ARBITRATION**

- 4.1 In case of any dispute, difference or and question which may at any time arise between the parties hereto or any person under them, arising out in respect of this letter of intent or this subject matter thereof shall be referred to the Registrar of the IBA and CEO of the company / firm / agency for arbitration/settling of the dispute, failing which the decision of the court law in the jurisdiction of Karachi binding to the parties. The Arbitration proceedings will be governed by the Arbitration Act, 1940 and the Substantive and procedural law of Pakistan. The venue shall be Karachi.

#### **Article V:** **TERMINATION**

- 5.1 "IBA" may terminate this agreement if the job is not executed according to the requirement at anytime after issuing a 15 day's notice.

#### **Article VI:** **INDEMNITY**

- 6.1 "THE SUPPLIER" in its individual capacity shall indemnify and keep IBA and any person claiming through IBA fully indemnified and harmless from and against all damages, cost and expenses caused to or incurred by "THE SUPPLIER", as a result of any defect in the title of IBA or any fault, neglect or omission by the "THE SUPPLIER" which disturbs or damage the reputation, quality or the standard of services provided by "IBA" and any person claiming through the IBA.

#### **Article VII:** **NOTICE**

- 7.1 Any notice given under this AGREEMENT shall be sufficient if it is in writing and if sent by courier or registered mail.

#### **Article VIII:** **INTEGRITY PACT**

- 8.1 The intention not to obtain the procurement / work of any Contract, right, interest, privilege, or other obligation or benefit from the IBA or any administrative or financial offices thereof or any other department under the control of the IBA through

to give to anyone within the IBA directly or indirectly any commission, gratification, bribe, gifts, kickback whether described as consultation fee or otherwise, with the object of obtaining or including the procurement or service contract or order or other obligations whatsoever from the IBA, except that which has been expressly declared pursuant hereto.

8.3 M/s Creative Arts, accepts full responsibility and strict liability for making any false declaration/statement, not making full disclosure, misrepresenting facts or taking any action likely to degrade the purpose of declaration, representation and warranty. It agrees that any contract/order obtained aforesaid shall without prejudice to any other right & remedies available to the IBA under any law, contract, or other instrument, be stand void at the discretion of the IBA.

8.4 Notwithstanding any right and remedies exercised by the IBA in this regard, M/s Creative Arts, agrees to indemnify the IBA for any loss or damage incurred by it on account of its corrupt business practice & further pay compensation to the IBA in any amount equivalent to the loss of any commission, gratification, bribe, gifts, kickback given by the M/s Creative Arts, as aforesaid for the purpose of obtaining or inducing procurement/work/service or other obligation or benefit in whatsoever from the IBA.

#### Article IX: **MISCELLANEOUS**

9.1 Any addition & alteration(s) made for item(s) as required by IBA on the basis of sample or in course of the work in progress which entail extra time & labor and material on part of the supply, shall not be charged separately/extra on 'Quantum Merit' basis before & on final material handed over to the "IBA". After FINALIZATION OF SAMPLE if any alteration(s), arise charges will be paid on mutually agreed upon.


9.2 Material(s) will be handed over by the "IBA" or vet the cost with authentic stamp and signature.


9.3 The terms and conditions of the AGREEMENT have been read over to the parties which they admit to be correct and abide by the same.

9.4 The validity of the contract will be effective from the date of issue of Work Order.

9.5 All terms and conditions of tender vide # PS/10/17-18 will be the integral part of this agreement and can't be revoked.

IN WITNESS WHEREOF both the parties hereto have set & subscribed their respective hands to this agreement at Karachi on the date as mentioned above.

  
"IBA"  
NAME: Aamer Shahid  
Wing Commander (Retd)  
General Manager Administration  
Institute of Business Administration (IBA),  
Karachi, Pakistan  
CNIC # \_\_\_\_\_  
Address: \_\_\_\_\_

  
M/s Creative Arts  
NAME: M. Hashim Raza  
CNIC # 62101-7117 201-3  
Address: \_\_\_\_\_  
P.O. Box \_\_\_\_\_

1. 

**M. SOHAIL KHAN**

Manager Purchase & Stores

Institute of Business Administration

Karachi-Pakistan

CNIC # \_\_\_\_\_

Address: \_\_\_\_\_

2. Zahida Anjum Raza



CNIC# 42101-6246936-2

Address: \_\_\_\_\_