



Institute of
Business Administration
Karachi

Work Order

Leadership and Ideas for Tomorrow

IBA Karachi
IBA MAIN CAMPUS
KARACHI
Pakistan

Approval Status: Approved

Purchase Order IBA-0000001210	Issue Date 05, November, 2018	
Payment Terms 30 Days	Ship Via ROAD	
Buyer Purchase Department	Phone +922138104700 Ext 2150, 2152, 2112	Currency PKR
Requestor Department Administration		

Supplier: V01332

S. M. Saeed
& Brothers
Suit #S-10, Noman Arcade, Opp
National Stadium, Block14
Karachi
Pakistan

Ship To: Store, IBA Main Campus, University Road

Bill To: Purchase Department, IBA Main Campus
University Road, Karachi
Pakistan

S. No.	Item / Description Specification	Qty. (UOM)	PO Price	Extended Amount	Delivery Date
1	ALUMINUM WINDOW PROVIDING, FABRICATING AND FIXING IN POSITION ALUMINUM WINDOW (TRIFURCATED) (AIRTIGHT) OVERALL SIZE: 72"X127" DISTRIBUTED:48"+24"X 24"+76"+24" MECHANISM: SWILLING WITH HANDLES MATERIAL: ALUMINUM ANODIZED HEAVY DUTY DELUXE CHAMPAIGN COLOR MAIN SECTION 100MM WIDTH THICKNESS 1.6MM FRICTION STAY SYSTEM DOUBLE INSULATED GLAZED GLASS 19MM THICK DISTORTION FREE FIXED WITH RUBBER GASKET, SEALANT ALL AROUND WITH FIXING ACCESSORIES COMPLETE IN ALL RESPECTS AS SHOWN IN DRAWING ATTACHED. (AS PER ALREADY FIXED IN THE BUILDING). NOTE: SIZES ARE APPROXIMATE & VARIES WITH ACTUAL FIXATION INCLUDING THE WASTAGE.	5.00 EA	61875.00	309375	30-Nov-18
2	ALUMINUM DOUBLE DOOR (SMALL) PROVIDING, FABRICATING AND FIXING IN POSITION ALUMINUM WINDOW (TRIFURCATED) WITH DOOR (AIRTIGHT) OVERALL SIZE: 72"X109" DISTRIBUTED:48"+24"X 24"+61"+24" MECHANISM: SWILLING WITH HANDLES MATERIAL: ALUMINUM ANODIZED HEAVY DUTY DELUXE CHAMPAIGN COLOR	1.00 EA	53437.00	53437	30-Nov-18

Work Order

S. No.	Item / Description Specification	Qty. (UOM)	PO Price	Extended Amount	Delivery Date
	DOOR SPECS: DOOR SIZE:89"X50-1/2" DISTRIBUTED: 113"+24" X50-1/2" MAIN SECTION 100MM WIDTH THICKNESS 1.6MM FRICTION STAY SYSTEM DOUBLE INSULATED GLAZED GLASS 19MM THICK DISTORTION FREE FIXED WITH RUBBER GASKET, SEALANT ALL AROUND WITH FIXING ACCESSORIES COMPLETE IN ALL RESPECTS AS SHOWN IN DRAWING ATTACHED. (AS PER ALREADY FIXED IN THE BUILDING). NOTE: SIZES ARE APPROXIMATE & VARIES WITH ACTUAL FIXATION INCLUDING THE WASTAGE.				
3	ALUMINUM DOUBLE DOOR (LARGE) PROVIDING, FABRICATING AND FIXING IN POSITION ALUMINUM DOOR (TRIFURCATED) (AIRTIGHT) OVERALL SIZE: 82"X 80" DISTRIBUTED:48"+24"X 16.5"+39"+16.5" MECHANISM: SWILLING WITH HANDLES MATERIAL: ALUMINUM ANODIZED HEAVY DUTY DELUXE CHAMPAIGN COLOR MAIN SECTION 100MM WIDTH THICKNESS 1.6MM FRICTION STAY SYSTEM DOUBLE INSULATED GLAZED GLASS 19MM THICK DISTORTION FREE FIXED WITH RUBBER GASKET, SEALANT ALL AROUND WITH FIXING ACCESSORIES COMPLETE IN ALL RESPECTS AS SHOWN IN DRAWING ATTACHED. NOTE: SIZES ARE APPROXIMATE & VARIES WITH ACTUAL FIXATION INCLUDING THE WASTAGE.	1.00 EA	45937.00	45937	30-Nov-18

Total: 408749.00

13% GST: 53137.37

Total PO Amount: 461886.37

Amount in Words: Four Lakh Sixty One
Thousand Eight Hundred
Eighty Six and paise Thirty
Seven Only.

Terms & Conditions:

1. Material / quantities of this order is subject to final inspection at the time of delivery and calculations by IBA Maintenance / Project Department
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



Work Order

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 & Work Order etc should be submitted to Purchase Department.
10. Advance Payment subject to Bank Guarantee preferably National Bank of Pakistan.
11. No subletting in any case / item / 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 0.35% against total value of Work Order will be levied accordingly.
15. All equipment, ladders for any heights, plungers, brushes, buckets etc. will be brought by the contractor.
16. The contractor will responsible for taking all safety measures during working of his staff at any height / surfaces
17. All surfaces where work was carried out required to be cleaned from related materials and stains.
18. 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.
19. All terms and conditions of tender will be the integral part of this agreement and can't be revoked.



Senior Manager Purchase & Stores

Nov 06/18



General Manager Administration