



Institute of  
Business Administration  
Karachi

Leadership and Ideas for Tomorrow


### WORK ORDER

To : M/s. New Vision  
Order No : IBA-MC/PD/PS/208/0018/2016-17  
Date of Issue : September 19, 2017  
Date of Delivery : 10 days after getting final approval  
Place of Delivery : IBA, Main Campus  
Total Amount : **Rs. 112,320.00 (Including Taxes)**  
**(Rupees One Hundred Twelve Thousand Three Hundred Twenty only)**

Sr #	Description	Qty.	Rate	Amount
1.	<b>Answer Examination Copy "F"</b> High finish 68gsm (approx) 13.5" x 16.50" (open size) 13" x 8.25" (closed size) 1+1 color printing, 02 pin centre binding 20 pages in each Examination Copy 'F' 100 copies in each packet <b>Note: Every Examination Copy "F" has different serial number</b>	15000 copies	6.40	96,000.00
			<b>Tax</b>	<b>16,320.00</b>
			<b>Grand Total</b>	<b>112,320.00</b>

#### 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 Damage 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 to be submitted to Finance Department.
10. Advance Payment subject to Bank Guarantee.
11. CDs / specimen should be returned to the Purchase Office.
12. All rights reserved with IBA. No part or the logo can be printed / copies / transferred in any form without the permission of the IBA authority.
13. All Government taxes (including Income tax and stamp duty), levies and charges will be charged as per applicable rates / denomination of Purchase / Work Order.
14. Stamp Duty 0.35% for works against total value of Work Order will be levied accordingly.

  
Senior Manager Purchase & Stores

  
General Manager Administration