



**Institute of
Business Administration
Karachi**

Leadership and Ideas for Tomorrow

Purchase

PURCHASE ORDER

To : M/s Hamza T Contractor & General Order Supplier
Order No : IBA-MC/PD/P&S/205/0179/2014-15
Date of Issue : April 30, 2015
Date of Delivery : May 09, 2015
Place of Delivery : IBA, Main Campus
Total Amount : **Rs.177,387.21 (Including GST)**
(Rupees One Hundred Seventy Seven Thousand Three Hundred Eighty Seven & Paise Twenty One Only)



S. #	Description	Qty	Units	Rate Rs.	Amount Rs.
1	Ball Pen cliper Dollar Blue – 1500 Black – 1500 Red – 500	3500	Units	5.37	18,795.00
2	Box File In out tray with flap Opal	50	Units	87.50	4,375.00
3	Correcting fluid Blanco Fluid + thinner (2x20ml) Pelikan	24	Units	137.50	3,300.00
4	Correcting fluid pen (7ml) Pelikan	24	Units	93.75	2,250.00
5	Calculator MJ-120D (Original) Casio	24	Units	812.00	19,488.00
6	Eraser (pencil rubber) AL-30 Pelican	72	Units	15.00	1,080.00
7	File Folder (lever file) thick material Korona	300	Units	68.75	20,625.00
8	File Plastic sheet A-4 Different colors Bili	250	Units	20.00	5,000.00
9	File Separator (index file) Citizen	500	Units	22.00	11,000.00
10	Chart Paper (white) As per sample	300	Units	11.25	3,375.00

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11	Packing Tap 2" (Brown) 90 yards Abro	60	Units	56.25	3,375.00
12	Peon Book (mail book) 200 pages Hamdam	48	Units	56.25	2,700.00
13	Register Petty Cash No. 4 H. B.	24	Units	312.50	7,500.00
14	White Board Marker WB-2 Dollar Blue - 500 Black - 500 Red - 250 Green - 250	1500	Units	32.50	48,750.00
Total				Rs. 151,613.00	
17% GST				Rs. 25,774.21	
Total Amount				Rs. 177,387.21	

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. Penalty 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 0.3% for Goods against total value of Purchase Order will be levied accordingly.


Manager Purchase & Stores


Registrar


04/5/15

Apr 30/15

Received
Balasole
24/04/2015