



Institute of  
Business Administration  
Karachi

Leadership and Ideas for Tomorrow

## Work Order

Approval Status: Approved

IBA Karachi  
IBA MAIN CAMPUS  
KARACHI  
Pakistan

Approval Status: Approved		
<b>Purchase Order</b> IBA-0000000645	<b>Issue Date</b> 20, June, 2018	
<b>Payment Terms</b> 30 Days		<b>Ship Via</b> ROAD
<b>Buyer</b> Purchase Department	<b>Phone</b> +922138104700 Ext 2150, 2152, 2112	<b>Currency</b> PKR
<b>Requestor Department*</b> Administration		

**Supplier:** V01794

Professional  
Engineers &  
Associates  
Off#4, 51-C, Street 11, Kh-e-Jami,  
Ph#VII-DHA Kar  
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	Paint PROVIDING AND APPLYING WEATHER SHIELD PAINT AT TEXTURED OR PLAIN SURFACES AS PER SITE REQUIREMENTS (ICI) MINIMUM THREE COATS OF APPROVED SHADES TO INTERNAL/EXTERNAL SURFACES PREPARED SMOOTH WITH SAND PAPER, FILLING THE DEPRESSIONS WITH RELEVANT ICI PUTTY FILLING ETC. COMPLETE IN ALL RESPECT AS PER ASSIGNED AREA OR AS INSTRUCTED BY MAINTENANCE DEPARTMENT	10000.00 EA	14.00	140000	29-Jun-18
2	Paint PROVIDING AND APPLYING DISTEMPER AT PLAIN SURFACES AS PER SITE REQUIREMENTS (ICI) MINIMUM THREE COATS OF APPROVED SHADES TO INTERNAL SURFACES(WALLS/ROOFS) PREPARED SMOOTH WITH SAND PAPER, FILLING THE DEPRESSIONS WITH RELEVANT ICI PUTTY FILLING ETC. COMPLETE IN ALL RESPECT AS PER ASSIGNED AREA OR AS INSTRUCTED BY MAINTENANCE DEPARTMENT	20000.00 EA	11.00	220000	29-Jun-18
3	Paint PROVIDING AND APPLYING ENAMEL PAINT AT SURFACES (DOORS/WINDOWS) AS PER SITE REQUIREMENTS (ICI) MINIMUM TWO COATS OF APPROVED SHADES TO INTERNAL /EXTERNAL SURFACES	3000.00 EA	12.00	36000	29-Jun-18

## Work Order

S. No.	Item / Description Specification	Qty. (UOM)	PO Price	Extended Amount	Delivery Date
	PREPARED SMOOTH WITH SAND PAPER, FILLING THE DEPRESSIONS WITH RELEVANT MATERIALS ICI PUTTY FILLING ETC. COMPLETE IN ALL RESPECT AS PER ASSIGNED AREA OR AS INSTRUCTED BY MAINTENANCE DEPARTMENT				

**Total:** 396000.00  
**13% GST:** 51480  
**Total PO Amount:** 447480.00  
**Amount in Words:** Four Lakh Fourty Seven Thousand Four Hundred Eighty 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 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

  
General Manager Administration

*June 20/18*