



Institute of
Business Administration
Karachi

Leadership and Ideas for Tomorrow

WORK ORDER

To : M/s Shahnawaz Engineering (Pvt) Ltd
Order No : IBA-MC/PD/P&S/208/0090/2014-15
Date of Issue : April 24, 2015
Date of Execution of Work : May 15, 2015
Date of Completion of Work : May 14, 2016
Total Amount per year : **Rs.5,261,760.00 (Including Tax)**
(Rupees Five Million Two Hundred Sixty One Thousand
Seven Hundred Sixty Only)

Overall Operation & Maintenance of HVAC, electrical and allied system facilities installed at Aman CED Building, Tabba Building, Student Center and Multi Purpose Building at IBA Main Campus 2015

S. #	Description	Per Hour Cost Rs.	Total Monthly Cost Rs.	Total Annual Cost Rs.
1	Overall Operation and Maintenance Cost Of HVAC and Electrical System (Including of All Taxes) a) HVAC and associated System b) Electrical and associated System c) Allied System - Elevators - PA System - Fire Detection System (Including of All Taxes) <u>Note: Working Timing</u> The current prevailing office time is as follows: 1- 08.00 A.M to 08.00 P.M (7 days in a week / 365 days in year) <i>Any extra hours shall be charge on same rate.</i>	Rs. 71.00 Rs. 50.00 Rs. 33.00	Rs. 306,720.00 Rs. 108,000.00 Rs. 23,760.00 Rs. 438,480.00	Rs. 3,680,640.00 Rs. 1,296,000.00 Rs. 285,120.00 Rs. 5,261,760.00
Total Amount			Rs. 438,480.00	Rs. 5,261,760.00

Note:

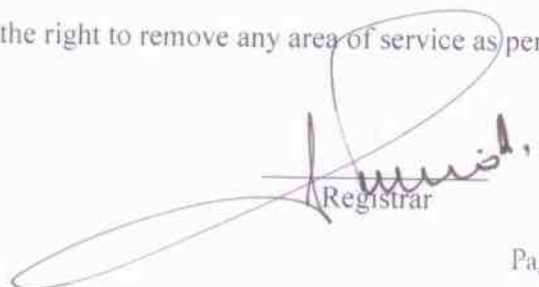
Please note that works/jobs must be executed according to BoQ & rate/cqst. Any alteration/change/addition will be communicated in writing and payment will be made only for the Work Order or if any over and excess works/jobs that Variation Order will be acknowledged.

The terms and conditions and scope of work will however, remain same as per agreement and tender document vide # Maint/03/14-15.

Terms & Conditions:

- (iii) **Duration:** The period of Execution will identify on Contract Agreement for ONE year extendable for another ONE (01) year on mutual agreement and subject to satisfactory performance.
- (iv) **Place of Services:** As specified in the contract agreement unless otherwise informed accordingly.
- (v) **Poor Performance:** Penalty 2% of the total amount will be imposed per month for which the company/agency failed to deliver as per standard or in accordance to the entitlement / authorization.
- (vi) **Service Execution:** Competent Authority reserves the right to change/alter/remove/reduce/enhance services without assigning any reason and the agency / company will abide the instruction(s).
- (vii) **Condition of Services:** The services in all respects with the requirement of the contract agreement and must be in acceptable format otherwise they will be liable to rejection.
- (viii) **Rejection of Services:** We reserve the right to cancel any or all the services if it is not in accordance with our specification or if the execution of services is delayed.
- (x) **Termination:** That upon termination of this agreement the agency shall be permitted to withdraw all its liabilities, liens, dues, devices, equipment and manpower which may have been placed at anywhere from the time to time.
- (xii) **Submission of Bills/Invoices:** Invoice / bill & Delivery Advice should be submitted to Finance Department.
- (xv) **Rules, Regulations & Policies:** All rules, regulations and policies will be governed in accordance to the SPPRA & IBA PP&P.
- (xvi) **General Sales Tax:** General Sales Tax will be paid on applicable items only by the company/firm/agency.
- (xvii) **Government tax(es), levi(es) and charges(s):** It will be charged at actual as per SRO.
- (xviii) **Rights:** IBA, Karachi may reject any bid subject to relevant provision of SPP Rules 2010 any may cancel the bidding process at any time prior to acceptance of bid or proposal as per Rule-25(i) of said rules.
- (xix) **Taxes :** All Government taxes (including Income tax and stamp duty), levies and charges will be charged as per applicable rates / denomination of Purchase / Work Order.
- (xx) **Material Supply:** Material / Parts required for operation and maintenance shall be supplied by contractor "only" after prior approval from IBA Maintenance Department. Cost of material shall be charge of prevailing market rate with 15% service charges.
- (xxi) **Rights to Remove:** IBA reserve the right to remove any area of service as per requirement


Manager Purchase & Stores


Registrar