



MUHAMMAD IMRAN STAMP VENDOR
Shop No. 31, Jilani Plaza, Garden West, Karachi
Lic. No. 141, S. No. 15018

23 JAN 2018

RUPEES TWO HUNDRED ONLY

Date:
JAWED IQBAL
Issued to With Address Advocate
Through With Address Ledg. No. 211
Purpose
Value Rs. Attached
Stamps Vendor's Signature
NOT FOR USED BANK GUARANTEE WILL/DIVORCE
VENDOR NOT RESPONSIBLE ANY FAKE DOCUMENTATION

AGREEMENT

THIS AGREEMENT is executed at KARACHI, on this day January 29, 2018.

BETWEEN

M/s Institute of Business Administration, through its Registrar, located at Main Campus, University Road, Karachi, hereinafter called and referred to as "IBA" (which expression shall wherever the context so permits, be deemed to include its legal representatives, executors, successors and assigns) of the FIRST PART.

AND

M/s MASTER OFFYSIS CO., having its office at Master house 54, DACHS, Shara-e-Faisal Karachi, hereinafter referred to as "THE SUPPLIER" (which expression shall wherever the context so permits be deemed to include its legal representatives, executors, successor and assigns), through its proprietor Mr. Kashif, holding CNIC No. 42101-2404209-7 on the SECOND PART.

WHEREAS "IBA" intends to obtain Tables, Chairs & Work Stations vide tender # FF/01/17-18 for the Provide & Supply of Tables, Chairs & Work Stations (IBA requirement) discussions in respect of the same before the determination of scope of work will be held with "IBA" as "Tables, Chairs & Work Stations" and "THE SUPPLIER" have offered to render all kind of Tables, Chairs & Work Stations (including but not limited to the "Tables, Chairs & Work Stations" of the proposed work up to the satisfaction & handing over the material(s) to the "IBA" having accepted the offer in finished form complete in all respect.

NOW IT IS HEREBY AGREED & DECLARED BY AND BETWEEN THE PARTIES AS FOLLOWS:



MUHAMMAD IMRAN STAMP VENDOR
Shop No. 31, Jilani Plaza, Garden West, Karachi
Lic. No. 141, S. No. 15017 Date:

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WITNESSETH

"IBA" hereby offer to appoint "THE SUPPLIER" as their official for the specific purpose of "Tables, Chairs & Work Stations" discussions in respect of the same with "IBA" before the determination of Scope of Work Tables, Chairs & Work Stations to illustrate the schematic design to suitable scale with any/all other relevant details for presentation to "IBA" for Tables, Chairs & Work Stations. "THE SUPPLIER" hereby agree to the offer of the "IBA" in acceptance of the terms & conditions here in below forth.

Article I:

DUTIES & SCOPE OF WORK & AGREEMENT

1.1 This Agreement includes, the "Tables, Chairs & Work Stations", discussions with "IBA" before the determination of scope of work with any/all other relevant details for presentation to "IBA". The description/BoQ is appended below:

M/s Master Offyss (Pvt) Ltd					
S#	Items	Qty	Quoted Brand & Model	Rate	Amount
1	Revolving Chair  Low Back Color Code: MO-437 SAGE Model: Aura LBC Brand: Master	19 chairs		7,692.31	146,153.89
2	Visitor Chair  Color Code: MO-437 Model: Aura VC Brand: Master	02 chairs		6,076.92	12,153.84



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MUHAMMAD IMRAN STAMP VENDOR
Shop No. 31, Jilani Plaza, Garden West, Karachi
Lic. No. 141, S. No. 18019 Date:

Issued to With Address **JAWED IQBAL**


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3	<p>High Back</p> <p>Color Code: MO-437</p> <p>Model: Aura HBC</p> <p>Brand: Master</p>		01 chair	8,444.44	8,444.44
4	<p>Executive Table</p> <p>Model: MO.DA.ES-06</p> <p>Master or equivalent Executive Table with Side Rack, Table Size L 6' x D 2' - 6" x H 2'-6" Side Rack L 3'-6" x D 1'-6". Laminate Finish (Formite # 7417) Color as per Approved by Pakistan Engineering Council. Table Top thickness 1" with PVC Lipping on Edges, Side Rack thickness 1", design & Size as per approved of Pakistan Engineering Council. One Fix Drawer Unit Complete 3/4" thickness in Formite# 7417 Laminate Finish with PVC Lipping on Edges with Central Lock, Ball Bearing Channels & Imported Handles.</p> <p>Brand: Master</p>		1 table	55,683.76	55,683.76
Total				Rs. 222,435.93	
17% GST				Rs. 37,814.11	
Grand Total				Rs. 260,250.04	



MUHAMMAD IMRAN STAMP VENDOR
Shop No. 31, Jilani Plaza, Garden West, Karachi
Lic. No. 141, S. No. / 5020 Date:

23 JAN 2018

RUPEES TWO HUNDRED ONLY

Issued to With Address .. **JAWED IQBAL**

Through With Address **Advocate**

Purpose **Ldg. No. 211**

Value Rs. Attached

Stamps Vendor's Signature

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- 1.2 "THE SUPPLIER" agrees to provide any/all kind of Tables, Chairs & Work Stations to "IBA" whenever and wherever form is required as per the terms & conditions of this Agreement.
- 1.3 "THE SUPPLIER" will coordinate their work with Sr. Manager Procurement & Stores, of the "IBA" who will assist "THE SUPPLIER" in supervision of proposed Tables, Chairs & Work Stations.
- 1.4 "THE SUPPLIER" hereby agrees to accept variation, if occurred, in scope of professional services and works with mutual consent on acceptable cost/price/charges/amount inclusive of all taxes and levies.
- 1.5 "THE SUPPLIER" will visit the Purchase Offices located at Main Campus, University Road, Karachi as & when required with prior appointment.
- 1.6 All logistic charges will be borne by "THE SUPPLIER".

Article II

SCOPE OF PROFESSIONAL SERVICES:

- 2.1 "THE SUPPLIER" hereby agree and acknowledge for the periodic supervision of the work and to check the execution of Tables, Chairs & Work Stations in accordance with the Description & Specification.
- 2.2 "THE SUPPLIER" hereby agree and acknowledge the acceptance of attending the meetings with the Sr. Manager Procurement & Stores "IBA" as & when required.
- 2.3 "THE SUPPLIER" hereby agrees to accept variation, if occurred, in scope of professional services and works with mutual consent on acceptable cost/price/charges/amount inclusive of all taxes and levies.
- 2.4 Delivery 10 days after approval of samples.



MUHAMMAD IMRAN STAMP VENDOR
Shop No. 31, Jilani Plaza, Garden West, Karachi
Lic. No. 141, S. No. 1487 Date:

22 JAN 2018

OFFICE SUPERINTENDENT
Stamp Office, City Court
Karachi

RUPEES FIFTY ONLY

Issued to With Address Tariq Mehmood Siddiqui
Through With Address Advocate
Purpose Ldg. No. 5375
Value Rs. ... Attached
Stamps Vendor's Signature
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22 JAN 2018

2.5 All staff must have CNIC and clearly mentioned to discourage work through child labor.

2.6 "THE SUPPLIER", will provide all required/necessary carpenter(s) / labor(s) / transportation(s) / cartage(s) what so ever required to complete the procurement at the cost/charges amount offered in the tender vide # FF/01/17-18.

Article III REMUNERATION

- 3.1 The cost offered by the Supplier is Rs. 260,250.00 (inclusive of all taxes) Provide & Supply of Tables, Chairs & Work Stations vide tender # FF/01/17-18 variation may occurred. The cost is inclusive of labor/transportation/supplies/etc.
- 3.2 A liquidity damages @ 2% per month, of the total agreed payment as per Work Order, of the total cost will be imposed in case of delayed delivery. Liquidity damages will be imposed after 25 days subject to final proof sample material handed over by supplier to IBA before the starting date mentioned on the Purchase Order. Purchase will be deemed completed in finished form as per specification and "THE SUPPLIER" have to deliver the required number of Tables, Chairs & Work Stations to IBA.
- 3.3 Payment will be made after delivery and submission of invoice. Advance Payment subject to Bank Guarantee.
- 3.4 Performance Security 5% of total amount of Purchase Order will be provided by the party.
- 3.5 Stamp Duty @ 0.35% of the cost of transaction / work order will be deposited in Government treasury by the SUPPLIER. This paid Stamp Duty challan would be submitted along with the Bill / Invoice.



MUHAMMAD IMRAN STAMP VENDOR
Shop No. 31, Jilani Plaza, Garden West, Karachi
Lic. No. 141, S. No. 14742 Date:.....

23 JAN 2018

RUPEES FIFTY ONLY

Issued to With Address ... **JAWED IQBAL**

Through With Address **Advocate**

Purpose **Ledg. No: 211**

Value Rs. **500** Attached

Stamps Vendor's Signature

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- 3.6 Tax(es)/Challan(s)/Levy(ies), if any or additional will be paid/borne by SUPPLIER as per SRO/Notification.

Article IV:
ARBITRATION

- 4.1 In case of any dispute, difference or and question which may at any time arise between the parties hereto or any person under them, arising out in respect of this letter of intent or this subject matter thereof shall be referred to the Registrar of the IBA and CEO of the company / firm / agency for arbitration/settling of the dispute, failing which the decision of the court law in the jurisdiction of Karachi binding to the parties. The Arbitration proceedings will be governed by the Arbitration Act, 1940 and the Substantive and procedural law of Pakistan. The venue shall be Karachi.

Article V:
TERMINATION

- 5.1 "IBA" may terminate this agreement if the job is not executed according to the requirement at anytime after issuing a 15 day's notice.

Article VI:
INDEMNITY

- 6.1 "THE SUPPLIER" in its individual capacity shall indemnify and keep IBA and any person claiming through IBA fully indemnified and harmless from and against all damages, cost and expenses caused to or incurred by "THE SUPPLIER", as a result of any defect in the title of IBA or any fault, neglect or omission by the "THE SUPPLIER" which disturbs or damage the reputation, quality or the standard of services provided by "IBA" and any person claiming through the IBA.



MUHAMMAD IMRAN STAMP VENDOR
Shop No. 31, Jilani Plaza, Garden West, Karachi
Lic. No. 141, S. No. 14948 Date:

23 JAN 2018

RUPEES FIFTY ONLY

Issued to With Address **JAWED IQBAL**
Through With Address **Advocate**
Purpose **Ledg. No. 211**
Value Rs. **5000** Attached
Stamps Vendor's Signature
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IN WITNESS WHEREOF both the parties hereto have set & subscribed their respective hands to this agreement at Karachi on the date as mentioned above.

"IBA"

NAME: Aamer Shabbir Khan

CNIC # _____

Address:

G. M. Admin Institute of Business
Administration Main Campus
University Road, Karachi

1.

M. SOHAIL KHAN

Manager Purchase & Stores

Institute of Business Administration
Karachi-Pakistan

CNIC # _____

Address: _____

M/s Master Offisys (Pvt) Ltd

NAME: Syed Hassan Abdi

CNIC # 42101-2404209-7

Address:

Master House 54,
DACHS, Shara-e-Faisal Karachi

2. Abdul Waheed

CNIC# 42401-0735834-1

Address: Master House