



Institute of
Business Administration
Karachi

Work Order

Leadership and Ideas for Tomorrow

IBA Karachi
IBA MAIN CAMPUS
KARACHI
Pakistan

Approval Status: Approved

Purchase Order IBA-0000002143	Issue Date 02, April, 2019
Payment Terms 30 Days	Ship Via ROAD
Buyer Purchase Department	Phone +922138104700 Ext 2150, 2152, 2112
Requestor Department Administration	
Currency PKR	

Supplier: V01583

The Time
Press (Pvt)
Ltd
C18 Al Hilal Society off University
Road Karachi
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	JOURNAL PRINTING PRINTING OF BUSINESS REVIEW (RATE RUNNING) SIZE: 6.50"X 9.25" (CLOSED SIZE) TITLE: 260GSM ARTCARD WITH 4 COLOR PRINTING PRINTING: SINGLE COLOR PAGES: 120 ON 80GSM BINDING: HOT GLUE STITCH BINDING CREASE: 2 CREASE ON FRONT AND BACK SIDE LAMINATION: MATT ON TITLE PAGE PACKING: 50 BOOKS ON CRAFT PAPER PACKING	300.00 EA	220.00	66000	28-Jun-19

Total: 66000.00
17% GST: 11220
Total PO Amount: 77220.00
Amount in Words: Seventy Seven Thousand Two Hundred Twenty Only.


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 damages at the rate of 2% per month on actual will be imposed on delayed delivery.

Main Campus: University Road, Karachi. Postal Code: 75270 UAN: 111-422-422 Tel: (92-21) 38104700 Fax: (92-21) 99261508
City Campus: Garden/Kiyani Shaheed Road, Karachi. Postal Code: 74550 Tel: (92-21) 38104701 Fax: (92-21) 38103008
Website: www.iba.edu.pk **E-mail:** info@iba.edu.pk

Work Order

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 Purchase Department.
10. Advance Payment subject to Bank Guarantee
11. Specimen(s) and image(s) are available at Purchase Office for reference.
12. CDs / specimen should be returned to the Purchase Office.
13. 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.
14. All Government taxes (including Income tax and stamp duty), levies and charges will be charged as per applicable rates / denomination of Purchase / Work Order.
15. Stamp duty 0.35% for Goods against total value of Work Order will be levied accordingly.
16. IBA, also reserve the right to issue Work Order for any single items to different lowest responsive bidders or issue Purchase Order for all the items to any lowest responsive bidder.
17. 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.
18. 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