



**Institute of
Business Administration
Karachi**

PURCHASE ORDER

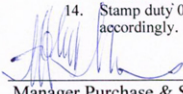
Leadership and Ideas for Tomorrow

To : M/s KBS Enterprises
Order No : IBA-MC/PD/P&S/205/0029/2014-15
Date of Issue : August 18, 2014
Date of Delivery : September 30, 2014
Place of Delivery : IBA, Main Campus
Total Amount : **Rs.141,600.00 (Including GST)**
(Rupees One Hundred Forty One Thousand Six Hundred Only)

S. #	Description	Qty	Rate	Amount
1	Paper Shredding Machine Cross-cut 2x30 sheet capacity 70g/A4 30-31 Super Strong Motor Power 2 Entrances for Paper & CD's Full Metallic Body Throat Width 270mm Bin Capacity 60 L Ultra Shredding Speed 5.2m/min Duty Cycle: 60 Mins Unit Size 450x415x880 Brand Ostar Model # RS2200-S or Equivalent	1 unit	Rs.120,000.00	Rs.120,000.00
Total				Rs.120,000.00
18% GST				Rs.21,600.00
Total Amount				Rs. 141,600.00

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 upto 15% without assigning any reason.
9. Invoice / bill, Purchase Order & Delivery Challan should be submitted to Finance 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. Samples are available at Purchase Office for reference.
13. All Government taxes (including Income tax and stamp duty), levies and charges will be charged as per applicable rates / denomination of Purchase / Work Order.
14. Stamp duty 0.3% for Goods against total value of Purchase Order will be levied accordingly.


Manager Purchase & Stores


Registrar