



IBA Institute of
Business Administration
Karachi

Leadership and Ideas for Tomorrow

WORK ORDER

To : M/s Hyder Printers
Order No : IBA-MC/PD/P&S/208/0082/2016-17
Date of Issue : June 07, 2017
Date of Delivery : June 23, 2017
Place of Delivery : IBA, Main Campus
Total Amount : **Rs. 634,500.00 (Including GST)**
(Rupees Six Hundred Thirty Four Thousand Five Hundred Only)

S. #	Items	Qty	Rate Rs.	Amount Rs.
1	Print & Supply of IBA Degree Folder Size : 12.50 inch x 9 inch (close size) Material : Lasani Wood (thickness 4 to 5mm approx) Covered with Rubber Sheet (3mm) Artificial Leather (Dark Maroon Color) Card in 400gsm Inner One side Crepe Cloth (off-white color) with textile printing Inner in degree side Crepe Cloth (off-white color) without printing Spine : ½ inch Front Side: IBA Logo Embossing with double line water mark screen board along the edges. Back Side: IBA Degree Logo Embossing Inner Corners: 4 corners for degree holding with transparent sheet 80 micron thickness Color: Dark Maroon Width: 4-5 mm (As Per Specimen)	1500	Rs.361.54	Rs.634,500.00
Total Amount			Rs.634,500.00	

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. 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, Purchase Order & Delivery Challan should be submitted to Finance 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. 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.
17. All terms and conditions of tender will be the integral part of this agreement and can't be revoked.



Sr. Manager Purchase & Stores

June 07/17



G. M. Admin