



Institute of  
Business Administration  
Karachi

Leadership and Ideas for Tomorrow

## Work Order

Approval Status: Approved

**IBA Karachi**  
IBA MAIN CAMPUS  
KARACHI  
Pakistan

Approval Status: Approved		
<b>Purchase Order</b> IBA-0000005373	<b>Issue Date</b> 06, May, 2020	
<b>Payment Terms</b> 30 Days		<b>Ship Via</b> ROAD
<b>Buyer</b> Purchase Department	<b>Phone</b> +922138104700 Ext 2150, 2152, 2155	<b>Currency</b> PKR
<b>Requestor Department</b> ICT DEPARTMENT REQUESTER		

**Supplier:** V01046  
N K  
Computers  
WH18 Techno City Mall Main Hasrat  
Mohani Road  
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	SERVICE LEVEL AGREEMENT (SLA) ICT TENDER # IT/14/19-20 SLA FOR DESKTOPS & LAPTOPS  MONTHLY SLA CHARGES RS.312,558/- RS.312,558 X 12 = RS.3,750,696/- YEARLY SLA CHARGES RS. 3,750,696/-  SCOPE OF WORK FOLLOWING REQUIREMENTS DEFINE THE SCOPE OF WORK FOR THIS TENDER.  A. M/S N.K. COMPUTERS MUST MAINTAIN A BACKUP INVENTORY OF ALL ITEMS AND COMPONENTS, COVERED UNDER THE SLA, UPTO A MINIMUM OF 10% OF THE TOTAL NUMBER OF COVERED EQUIPMENT.  B. STANDARD RESPONSE TIME SHOULD BE A MAXIMUM OF 4 HOURS FROM THE TIME THE COMPLAINT IS LOGGED.  C. M/S N.K. COMPUTERS MUST BE PREPARED / WILLING TO PROVIDE ANY ADDITIONAL OR VALUE ADDED SERVICES WITH NO ADDITIONAL COST TO IBA .  D. M/S N.K. COMPUTERS SHALL BE REQUIRED TO SIGN A SERVICE LEVEL AGREEMENT (SLA), FOR A MINIMUM	12.00 EA	276600.00	3319200	31-May-21

**Main Campus:** University Road, Karachi. Postal Code: 75270 UAN: 111-422-422 Tel: (92-21) 38104700 Fax: (92-21) 38103007  
**City Campus:** Garden/Kiyani Shaheed Road, Karachi. Postal Code: 74400 Tel: (92-21) 38104701 Fax : (92-21) 38103008  
**Website:** www.iba.edu.pk **Email:** info@iba.edu.pk

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	<p>PERIOD OF ONE YEAR. THE SLA CAN BE, HOWEVER, EXTENDED FOR FURTHER YEAR(S), DEPENDING ON PERFORMANCE / SERVICE OF THE SUCCESSFUL BIDDER.</p> <p>E. M/S N.K. COMPUTERS SHALL BE LEGALLY RESPONSIBLE TO PROVIDE SERVICES AND MAINTAIN THE HARDWARE IN WORKING CONDITION, AS SPECIFIED IN THE BID AND THE FINAL AGREEMENT.</p> <p>F. IN CASE OF REPAIR / MAINTENANCE TASK TAKING MORE THAN TWO DAYS, A STANDBY / BACKUP UNIT OF EQUIVALENT OR HIGHER SPECIFICATIONS SHALL BE PROVIDED BY THE M/S N.K. COMPUTERS FOR EVERY UNIT TAKEN AWAY FOR REPAIR / MAINTENANCE.</p> <p>G. THE COMPLAINT MUST BE ATTENDED WITHIN THE SAME DAY OF INFORMING THE PROBLEM.</p> <p>H. M/S N.K. COMPUTERS OF CONSUMABLE ITEMS, E.G., BATTERY, CHARGER / ADAPTER ETC., AS PER BELOW TABLE, WHICH SHALL BE CHARGED ON CALL / NEED BASIS. CONSUMABLES SHOULD BE WARRANTED FOR TROUBLE FREE PERFORMANCE FOR AT LEAST 3 MONTHS.</p> <p>S. # DESKTOP / LAPTOP MODEL UNIT COST WITH TAX</p> <p>ADAPTER BATTERY</p> <p>1. HP DESKTOP DC7900 USDT RS.1800/- ----</p> <p>2. HP ELITEDESK 800 G2 RS.1800/- ----</p> <p>3. HP 440 G3 RS.2574/- RS.3276/-</p> <p>4. HP 4440S CORE I5 RS.2574/- RS.3276/-</p> <p>5. HP 450 CORE I5 G1 RS.2574/- RS.3276/-</p> <p>6. ACER 5740 RS.2574/- RS.3276/-</p> <p>PRICES OF VARIOUS ITEMS, NOT TO BE</p>				

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S. No.	Item / Description Specification	Qty. (UOM)	PO Price	Extended Amount	Delivery Date
	REPAIRED UNDER SLA, IF FOUND DAMAGED / BROKEN:  S. NO. DESCRIPTION PRICE 1. SCREEN HINGES OF ONE / BOTH SIDE (FOR LAPTOPS) RS.2340/- .....RS.2925/- 2. BROKEN SCREEN (FOR LAPTOPS) RS.6000/- 3. BURNT MOTHERBOARD RS.7000/- 4. BROKEN BODY RS.4000/-.....RS.5500/- 5. DAMAGED AND BROKEN KEYBOARD KEYS RS.2925/- 6. TOUCHPAD RS.2925/-  ITEMS QTY COST S. NO / UNIT / MONTH TOTAL / MONTH TOTAL / YEAR HP DESKTOP 7900 200.00 70,000.00 840,000.00 1 SPECS: 3.0 C2D PROCESSOR, 4/8 GB RAM, 250 GB HDD, DVD WRITER, HP LE2201W 22-INCH LCDS 350 2 HP 22 IN LED MONITOR 550 50.00 27,500.00 330,000.00 HP ELITEDESK 800 G2 SPECS: COREI 7 6TH GEN PROCESSOR, 8 GB RAM, 500 GB HDD DVD WRITER, HP LED 250.00 36,250.00 435,000.00 3 145 HP ELITEDESK 800 G2 SPECS: COREI 7 6TH GEN PROCESSOR, 16 GB RAM, 1 TB HDD DVD WRITER, HP LED 300.00 9,000.00 108,000.00 4 30 HP TOWER DESKTOP 7900 /7500 200.00 2,400.00 28,800.00 5 SPECS: 3.0 C2D PROCESSOR, 4/8 GB RAM, 250 GB HDD DVD WRITER, HP LE2201W 22-INCH LCDS 12 HP PROBOOK 650 G2 LAPTOP SPECS: INTEL(R) CORE(TM) I7-6820HQ CPU, 16 GB RAM, 1 TB 450.00 26,550.00 318,600.00 6 59 7 HP LAPTOP 4440 25 350.00 8,750.00 105,000.00 CORE I5 3RD GEN, 4 GB RAM, 500 GB				



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S. No.	Item / Description Specification	Qty. (UOM)	PO Price	Extended Amount	Delivery Date
	HDD, DVD WRITER HP LAPTOP 450 G1 CORE I5 4 TH GEN, 4 GB RAM, 500 GB HDD, DVD WRITER 300.00 14,700.00 176,400.00 8 49 9 ACER LAPTOP 5760 CORE I5 4 GB RAM 500 GB HDD 12 300.00 3,600.00 43,200.00 10 HP LAPTOP 440 G3 CORE I5 4TH GEN, 8 GB RAM, 500 GB HDD, DVD WRITER 9 350.00 3,150.00 37,800.00 11 HP ELITEBOOK 6930P LAPTOP 50 300.00 15,000.00 180,000.00 12 TOSHIBA SATELLITE L300 LAPTOP 7 300.00 2,100.00 25,200.00 13 TOSHIBA TECRA LAPTOP 2 300.00 600.00 7,200.00 VARIOUS PRINTERS & SCANNERS HP LJ P2035 / P1102 / CP2025 / 2055 / 2015 / 1320N / 1536DN / 127 FN / M553 / M661 / CP1515 / M402/COLOR 477FDN / M227SDN / MFP225DN / 1109W / M712DN / SAMSUNG ML-2165 HP SCANNER 6310/6530/5590/300S2 EPSON / MUSTEK ETC. 200.00 57,000.00 684,000.00  285  14 TOTAL RS. 3,319,200.00 SST RS. 431,496.00 GRAND TOTAL RS. 3,750,696.00				

**Total:** 3319200.00  
**13% GST:** 431496  
**Total PO Amount:** 3750696.00  
**Amount in Words:** Thirty Seven Lakh Fifty Thousand Six Hundred Ninety Six Only.

**Terms & Conditions:**

1. Service / Material of this order is subject to final inspection at the time of completion / delivery.
2. We reserve the right to cancel any or all the above service / items if it 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 should be submitted to Purchase Department.
10. Advance Payment subject to Bank Guarantee

## Work Order

11. All Government taxes (including Income tax and stamp duty), levies and charges will be charged as per applicable rates / denomination of Purchase / Work Order.
12. Stamp Duty 0.25% for Goods against total value of Purchase Order will be levied accordingly.

NOTE: *This is a computer generated Purchase Order / Work Order issued in ERP system and doesn't required signature.*