



**Institute of
Business Administration
Karachi**

WORK ORDER

Leadership and Ideas for Tomorrow:

M/s Benison Printers
Order No : IBA-MC/PD/P&S/208/0101/2015-16
Date of Issue : May 09, 2016
Date of Delivery : May 24, 2016
Place of Delivery : IBA, Main Campus
Total Amount : **Rs.365,040.00 (Including GST)**
(Rupees Three Hundred Sixty Five Thousand Forty Only)

S. #	Description	Qty	Rate	Amount
			Rs.	Rs.
1	Print & Supply of IBA Degree Folder Size : 12.50 inch x 12.50 inch 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	800 degree folder	390.000	312,000.00
	Total			Rs. 312,000.00
	17% GST			Rs. 53,040.00
	Total Amount			Rs. 365,040.00

Terms & Conditions:

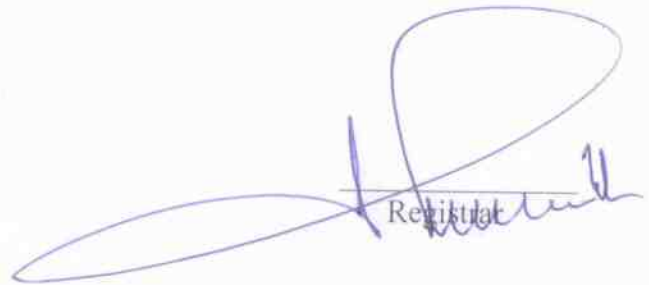
1. Material of this order is subject to final inspection at the time of delivery.
2. We reserve the right to cancel any or all the above items if material is not in accordance with our specification or if the delivery is delayed.
3. Payment will be made through crossed cheque after the receipt of the 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 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. 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.
13. All Government taxes (including Income tax and stamp duty), levies and charges will be charged as per applicable rates / denomination of Work Order.
14. Stamp duty 0.35% for Goods against total value of Work Order will be levied accordingly.



Manager Purchase & Stores

- May 09, 2016



Registrar