



**Institute of  
Business Administration  
Karachi**

*Leadership and Ideas for Tomorrow*

**WORK ORDER**

To : M/s Al-Waqad Enterprises  
Order No : IBA-MC/PD/P&S/208/0035/2015-16  
Date of Issue : October 3, 2015  
Date of Delivery : October 5, 2015  
Place of Delivery : IBA, Main Campus  
Total Amount : **Rs.279,396.00 (Including GST)**  
(Rupees Two Hundred Seventy Nine Thousand Three Hundred  
Ninety Six Only)

| S#                  | Name of Tool / Equipment   | Quantity  | Rate<br>(Rs.) | Amount<br>(Rs.)       |
|---------------------|--|-----------|---------------|-----------------------|
| 1                   | <b>Providing, Fabrication &amp; Fixing of Photo Framing Work of Artefacts</b><br>Artefact: 12" x 12"<br>Back Side: 2mm MDF Sheet Lasani<br>Mounting: 3" x 1mm, Polycard board<br>Color: Off-white<br>Frame: 2.5", PS (Polystyren) as per sample<br>Front Glass: Non-reflective glass<br>Complete size of picture with mounting & frame:<br>23" x 23" | 50 Frames | 4,180.00      | 209,000.00            |
| 2                   | <b>Providing, Fabrication &amp; Fixing of Photo Framing Work of Artefacts</b><br>Artefact: 18" x 20"<br>Back Side: 2mm MDF Sheet Lasani<br>Mounting: 3" x 1mm, Polycard board<br>Color: Off-white<br>Frame: 1", PS (Polystyren) as per sample<br>Front Glass: Non-reflective glass<br>Complete size of picture with mounting & frame:<br>26" x 28"   | 10 Frames | 2,980.00      | 29,800.00             |
| <b>Total</b>        |  |           |               | <b>Rs. 238,800.00</b> |
| <b>17% GST</b>      |  |           |               | <b>Rs. 40,596.00</b>  |
| <b>Total Amount</b> |  |           |               | <b>Rs. 279,396.00</b> |

**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 Purchase / Work Order.
14. Stamp duty 0.35% for Goods against total value of Work Order will be levied accordingly.

  
Manager Purchase & Stores

Oct 31/15

  
Registrar