



IBA Institute of
Business Administration
Karachi

WORK ORDER

Leadership and Ideas for Tomorrow

To : M/s M. F. Brothers
Order No : IBA-MC/PD/P&S/208/0102/2016-17
Date of Issue : July 21, 2016
Date of Delivery : 20 days after final measurement
Place of Delivery : IBA, Main Campus
Total Amount : **Rs.280,431.45 (Including GST)**
(Rupees Two Hundred Eighty Thousand Four Hundred Thirty
One & Paisa Forty Five Only)


<u>Office Attendants</u>			Rate (Rs.)	Amount (Rs.)
S. #	Description	Quantity		
1	<u>MOCCASINS (BATA / SERVICE)</u> Don Carlos Article DC-VT-000 Black color or equivalent	25	2450 M/s BATA ND-BF-0001	61,250.00
<u>Electrician, Carpenter and Plumbers & Generator Operators</u>				
1	<u>MOCCASINS (BATA / SERVICE)</u> Don Carlos Article DC-VT-000 Black color or equivalent	3	2450 M/s BATA ND-BF-0001	7,350.00
2	<u>SAFETY SHOES (BATA / SERVICE)</u> Half Ankle with metallic toe Black color or equivalent	13	2,640.00	34,320.00
<u>Drivers</u>				
1	<u>MOCCASINS (BATA / SERVICE)</u> Don Carlos Article DC-VT-000 Black color or equivalent	23	2450 M/s BATA ND-BF-0001	56,350.00
<u>Sanitary Worker</u>				
1	<u>MOCCASINS (BATA / SERVICE)</u> Don Carlos Article DC-VT-000 Black color or equivalent	17	2450 M/s BATA ND-BF-0001	41,650.00

2	<u>MOCCASINS (BATA / SERVICE)</u> LZ-CF-0334-Beige-Brown-500x500 or equivalent	2	2450 M/s BATA ND-BF-0001	4,900.00
<u>Gardener</u>				
1	Peshawari Sandal Upper: Leather, Colour: Black, Sole: Rubber Brand: Hand made	10	1,965.00	19,650.00
<u>Cook & Bearer of Boys Hostel</u>				
1	<u>MOCCASINS (BATA / SERVICE)</u> Don Carlos Article DC-VT-000 Black color or equivalent	5	2450 M/s BATA ND-BF-0001	12,250.00
2	Peshawari Sandal Upper: Leather, Colour: Black, Sole: Rubber Brand: Hand made	1	1,965.00	1,965.00
Total			Rs. 239,685.00	
17% GST			Rs. 40,746.45	
Total Amount			Rs. 280,431.45	

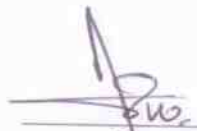
Terms & Conditions:

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.
11. No subletting in any case / item / form will be allowed.
12. 5% of total amount should be submitted as Security Deposit before issue of Purchase Order.
13. Measurement will be strictly according to the provided list. Undersized / Oversized uniform and sub standard shoes will be returned.

14. 2% liquidity damages per month of total cost will be imposed on the company/firm/tailor etc for delayed delivery.
15. No escalation in cost / price is accepted at any stage, after approval of Tender cost & award of Work Order.
16. All Government taxes (including Income tax and stamp duty), levies and charges will be charged as per applicable rates / denomination of Purchase / Work Order.
17. Stamp duty 0.35% for Goods against total value of Work Order will be levied accordingly.
18. Shoes size(s) will be the responsibility of supplier.
19. Measurement sheet is attached.



Manager Purchase & Stores
22/7/16



22/7/16
Registrar
(Acting)