



Institute of
Business Administration
Karachi

Leadership and Ideas for Tomorrow

Work Order

IBA Karachi
IBA MAIN CAMPUS
KARACHI
Pakistan

Approval Status: Approved

Purchase Order IBA-0000000651	Issue Date 25, June, 2018	
Payment Terms 30 Days		Ship Via ROAD
Buyer Purchase Department	Phone +922138104700 Ext 2150, 2152, 2112	Currency PKR
Requestor Department Career Development Centre		

Supplier: V00688

Hyder
Printers
5c,5/22,nazimabad Karachi74600
Fax6619245
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	GRADUATE DIRECTORY GRADUATE DIRECTORIES OF BBA AND MBA SIZE : 10.75 X 8.25 (APPROX) TITLE : COVER FULL HARD BINDING PAPER ON MATT 128GSM WITH 04 COLOR PRINTING WITH MATT LAMINATION (BOARD 24 ONCE) COLOR : 05 + 05 COLOR PRINTING PAPER : 128GSM MATT FINISH BINDING : STITCHING WITH THREAD (STITCH BINDING) TOTAL PAGES : 325 PAGES (APPROX) PRINTING: AT LEAST FOUR COLOR MACHINE DESIGNING & COMPOSING AESTHETIC DESIGNING & COMPOSING WITH THE CONSENT OF CONCERNED AUTHORITIES.	500.00 EA	1013.67	506835	28-Sep-18
2	GRADUATE DIRECTORY GRADUATE DIRECTORIES OF BS-SOCIAL SCIENCES & LIBERAL ARTS BS AND MS- COMPUTER SCIENCES SIZE : 10.75 X 8.25 (APPROX) TITLE : COVER FULL HARD BINDING PAPER ON MATT 128GSM WITH 04 COLOR PRINTING WITH MATT LAMINATION (BOARD 24 ONCE) COLOR : 05 + 05 COLOR PRINTING PAPER : 128GSM MATT FINISH	500.00 EA	1013.67	506835	28-Sep-18

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S. No.	Item / Description Specification	Qty. (UOM)	PO Price	Extended Amount	Delivery Date
	BINDING : STITCHING WITH THREAD (STITCH BINDING) TOTAL PAGES : 325 PAGES (APPROX) PRINTING: AT LEAST FOUR COLOR MACHINE DESIGNING & COMPOSING AESTHETIC DESIGNING & COMPOSING WITH THE CONSENT OF CONCERNED AUTHORITIES.				
3	GRADUATE DIRECTORY GRADUATE DIRECTORIES OF BS-ACCOUNTING & FINANCE, BS-ECONOMICS & MATHEMATICS, MS-ECONOMICS AND MS-MATHEMATICS SIZE : 10.75 X 8.25 (APPROX) TITLE : COVER FULL HARD BINDING PAPER ON MATT 128GSM WITH 04 COLOR PRINTING WITH MATT LAMINATION (BOARD 24 ONCE) COLOR : 05 + 05 COLOR PRINTING PAPER : 128GSM MATT FINISH BINDING : STITCHING WITH THREAD (STITCH BINDING) TOTAL PAGES : 325 PAGES (APPROX) PRINTING: AT LEAST FOUR COLOR MACHINE DESIGNING & COMPOSING AESTHETIC DESIGNING & COMPOSING WITH THE CONSENT OF CONCERNED AUTHORITIES.	500.00 EA	1013.67	506835	28-Sep-18
4	ENVELOPE ENVELOPE'S FOR GRADUATE DIRECTORY SIZE OF ENVELOPS. A4 COLOR : 02 COLOR PRINTING PAPER TYPE : 115GSM BRAZIL OTHER : 2 COLOR PRINTING	1500.00 EA	24.00	36000	28-Sep-18

Total: 1556505.00
17% GST: Inclusive All Taxes
Total PO Amount: 1556505.00
 Fifteen Lakh Fifty Six
Amount in Words: Thousand Five Hundred Five Only.

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.

Work Order

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 Purchase 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. IBA, also reserve the right to issue Work Order for any single items to different lowest responsive bidders or issue Purchase Order for all the items to any lowest responsive bidder.
17. 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.
18. All terms and conditions of tender will be the integral part of this agreement and can't be revoked.


Senior Manager Purchase & Stores

General Manager Administration