



Institute of
Business Administration
Karachi

Purchase Order

Leadership and Ideas for Tomorrow

Approval Status: Approved

IBA Karachi
IBA MAIN CAMPUS
KARACHI
Pakistan

Purchase Order IBA-0000005063	Issue Date 23, January, 2020
Payment Terms 30 Days	Ship Via ROAD
Buyer Purchase Department	Phone Currency PKR
Requestor Department Communication & Public Affairs	

Supplier:

V00551
Creative Arts
R-161,
Sector 9,
North
Karachi
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	Qty. (UOM)	PO Price	Extended Amount	Delivery Date
1	ANNUAL REPORT DESIGNING & PRINTING OF ANNUAL REPORT 2019-2020 SIZE: A4 (CLOSED SIZE) TITLE CARD: 310GSM ART CARD WITH MATT LAMINATION / FANCY CARD PRINTING TITLE: 4+4 COLOR WITH UV SPOT PRINTING PAGES: 5+5 COLOR TEXTURE ENGRAVING WITH 4 PAGE FOLD PAPER OPEN SIZE 17 X 11.75 INCH CREASE: 02 CREASES (01 FRONT & 01 BACK) LAMINATION: HOT MATT LAMINATION AND SPOT UV BINDING: HOT GLUE STITCH BINDING PAGES: 100 APPROX GRAMMAGE: 150GSM MATT PAPER ENVELOP: 128 GSM MATT PAPER WITH 5 COLOR PRINTING WITH DIE CUTTING AND MAKING PRINTING: AT LEAST 4 COLOR MACHINE ENVELOP SPECIFICATION: SIZE 9.75 X 12.25 INCH FLAP SIZE 2.75 X 9.5 INCH	400.00 EA	867.00	346800	15-May-20

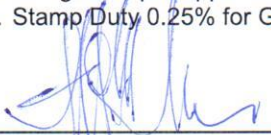
Purchase Order

S. No.	Item / Description	Qty. (UOM)	PO Price	Extended Amount	Delivery Date
	BOTTOM INSEAM 0.75 INCH BOOK BINDING HOT GLUE STITCH BINDING WITH 2 CRESS NOTE				

Total: 346800.00
% GST: Inclusive All Taxes
Total PO Amount: 346800.00
Three Lakh Fourty Six
Amount in Words: Thousand Eight Hundred 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.
3. Payment will be made through crossed cheque after the receipt of the Invoice/Bill & delivery of above item(s).
4. General Sales Tax will be paid on applicable items only.
5. Liquidity damage 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 to be submitted to Purchase Department.
10. Advance Payment subject to Bank Guarantee.
11. All Government taxes (including Income tax and stamp duty), levies and charges will be charged as per applicable rates / denomination of Purchase Order.
12. Stamp Duty 0.25% for Goods against total value of Purchase Order will be levied accordingly.



Senior Manager Purchase



General Manager Administration

7/17/20