



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-0000000293	Issue Date 02, March, 2018
Payment Terms 30 Days	Ship Via ROAD
Buyer Purchase Department	Phone +922138104700 Ext 2150, 2152
Requestor Department Administration	Currency PKR

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	PROGRAM ANNOUNCEMENT SIZE OF DOCUMENT: 11" X 8.5" (CLOSED SIZE) AS PER SAMPLE. TYPE OF BINDING: 2 PIN BINDING / HOT GLUE STITCH BINDING (NON SHEARING) TYPE OF PRINTING: 05+05 COLOR PRINTING TOTAL PAGES: 270 PAGES TOTAL (INCLUDING TITLE PAGE, REAR PAGE AND 01 MAP PULL OUT PAGE) AS PER SAMPLE TOTAL LEAVES: 135 LEAVES (APPROX) TITLE COVER OF BOOKLET: 310 GSM ART CARD 05+05 COLOR PRINTING, LAMINATION, SPOT UV SIZE (10.75 X 8.25) CLOSE SIZE GRAMAGE OF PAPER & ORIGIN: 128 GSM, MATT FINISH PAPER (INDONESIA) TOTAL PHOTOGRAPHS: SPECS WILL BE ACCORDING TO DESIGN & ART WORK OF 350 PICTURES AND GRAPHICS*	1500.00 EA	524.50	786750	30-Apr-18

Work Order

S. No.	Item / Description Specification	Qty. (UOM)	PO Price	Extended Amount	Delivery Date
	<p>ENVELOPE: 02 COLOR PRINTING ON 150GSM MATT FINISH WITH PASTING ACCORDING TO SPECIMEN</p> <p>DESIGNING & COMPOSING: AESTHETIC DESIGNING & COMPOSING WITH THE CONSENT OF CONCERNED AUTHORITIES, DESIGNER REQUIRED TO BE AVAILABLE AT THE MAIN CAMPUS.</p>				

Total: 786750.00

17% GST: 133747.5

Total PO Amount: 920497.50

Amount in Words: Nine Lakh Twenty Thousand Four Hundred Ninety Seven and paise Fifty Only.

Terms & Conditions:

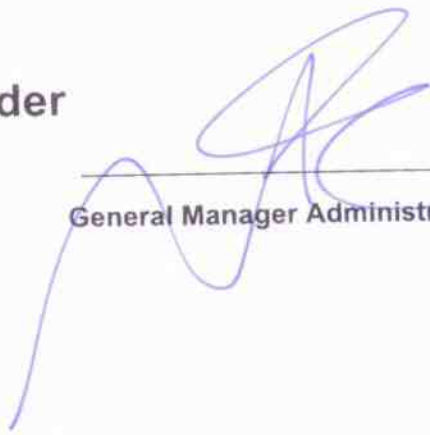
1. Material of this order is subject to final inspection at the time of delivery.
2. We reserve the right to cancel any or all the above items if material is not in accordance with our specification or if the delivery is delayed.
3. Payment will be made through crossed cheque after the receipt of the 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

Mar 02/18

Work Order



General Manager Administration