



Institute of
Business Administration
Karachi

Leadership and Ideas for Tomorrow

Request For Quotation

Description

: RFQ-003510 - Catering Services Dinner- CS
Baithak 2026



Institute of
Business Administration
Karachi

Leadership and Ideas for Tomorrow

Request For Quotation

Date of Issue	: 6 Feb 2026
Date of Submission of Quotation	: 9 Feb 2026 12:00:00 AM
Place of Delivery	: Stores, IBA Main Campus, University Road, Karachi.
Contact Person & Telephone	: Purchase Department, IBA Main Campus, University Road, Karachi. 021-38104700 Extension : 2153

Sr#	Description	Quantity + UOM
1	Catering Service Scope of Work: Appetizers: Wonton (mix in ratio of 40:60 Vegetable & Chicken) Main Course: Mutton Karahi Chicken Biryani 1:1.25 Ratio Chandan Kabab (live Setup) Chicken Tikka (live Setup) Mix Vegetable Live Tandoor Paratha + Naan (white Milky) Dessert: Gajar ka Halwa (Special) Drinks: Cold Drink & Water (300ml Bottle) Tea (with Milk) Pathan Setup Green tea 1.5x of total numbers Crockery & Cutlery Event date" 11th Feb 2026 Time: 7:30 pm serving time Location: Main Campus No of Guest: 180 VIP Service 4x Waiters / serving staff Note: Make sure that cylinders used for cooking are SSGS approved / Fiber made.	1.00 EACH

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 whatsoever will be accepted.
7. Government tax(es), levi(es) and charge(s) will be charged at actual as per SRO.
8. IBA reserves the right to accept or reject any quotation without assigning any reason thereof.
9. IBA reserves the right to change/alter/remove any item or article or reduce/enhance quantity without assigning any reason.
10. IBA also reserves the right to issue a Purchase Order for any single item to different lowest responsive bidders or for all the items to any lowest responsive bidder.
11. Invoice/Bill to be submitted to Purchase Department.
12. Advance Payment subject to Bank Guarantee.
13. All Government taxes (including Income tax and stamp duty), levies and charges will be charged as per applicable rates/ denominations of the Purchase Order.
14. Stamp Duty 0.35% for Goods against total value of Purchase Order will be levied accordingly.



Institute of
Business Administration
Karachi

Leadership and Ideas for Tomorrow

Request For Quotation