



Institute of
Business Administration
Karachi

Leadership and Ideas for Tomorrow

Request For Quotation

- Description** : RFQ-002492 - Catering Services-SMCS Dinner
- Date of Issue** : 10 Jan 2025
- Date of Submission of Quotation** : 13 Jan 2025 1:00:00 PM
- Place of Delivery** : Stores, IBA Main Campus, University Road,
Karachi.



Request For Quotation

Sr#	Description	Quantity + UOM
1	<p>Catering Service</p> <p>Crockery: Crockery white ceramic or porcelain</p> <p>Cutlery: Stainless Steel</p> <p>Goblet Glass</p> <p>Crockery and cutlery for 200 guests including buffet setup for below mentioned dishes.</p> <p>VIP waiter Service to cover the 4x tables (at least 3)</p> <p>Waiter services to serve starters, soup etc.</p> <p>Menu:</p> <p>(a)-Appetizers</p> <p>Hot & sour soup with crackers (Chicken or Beef)</p> <p>Dynamite prawn in shorts</p> <p>(b)-Main Course:</p> <p>Wonton</p> <p>Kung Pao Chicken</p> <p>Asian stir-fried chicken with basil and baby corn</p> <p>Crispy beef</p> <p>Chicken Chowmein</p> <p>Fish & chips</p> <p>Vegetable fried rice</p> <p>(c)-Dessert & Drinks:</p> <p>Kulfi Stick,</p> <p>Kashmiri Chai</p> <p>Jumbo Size drinks (2.25Ltr) in mixed flavors(Black and White including 10% Sugar free)</p> <p>Quantity must be enough to cater 200 persons of each item with respect to the items mentioned above.</p> <p>Event details:</p> <p>Date: January 17th,</p> <p>Time: Evening from 6:00 pm to 9:30 pm</p> <p>Location: Lawn Area, Main Campus</p>	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.