



Institute of
Business Administration
Karachi

Leadership and Ideas for Tomorrow

Request For Quotation

Description

: RFQ-002545 - Catering Services-SESS Dinner
Feb25



Request For Quotation

Date of Issue	: 6 Feb 2025
Date of Submission of Quotation	: 10 Feb 2025 9:00:00 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 Starter: Hot and sour soup (served in ceramic bowls, no disposable) Peri bites Main Course: Beef Chapli kabab (live) Chicken Mandi Paneer Reshmi Handi Daal Makhni Salad & Raita Dessert: Stick qulfi Om Ali delight (Egyptian Dessert) Hot Drinks: Coldrinks (mix including Sugar free) + Live Tea+ Green Tea /Kehwa+ Coffee Setup: Live tandoor Crockery in White porcelain Cutlery in Stainless Steel Waiter services Must be active, clean and in proper uniform to serve and cater 100 people Buffet Setup: 2x setup for 6 Dishes at one setup Location: IBA Main Campus Time: Food & Setup must be ready for serving by 6:00 pm Note: Rikshaw, Child Labor and Cylinders are not allowed Cylinders must be SSGC approved (Fibre)	100.00 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.