



Request For Quotation

Description	: RFQ-003022 - PR-0009643 - Catering Services
Date of Issue	: 13 Aug 2025
Date of Submission of Quotation	: 18 Aug 2025 3:00:00 PM
Place of Delivery	: Stores, IBA Main Campus, University Road, Karachi.
Contact Person & Telephone	: Purchase Department, IBA Main Campus, University Road, Karachi. 0333-3009636 Extension : 2152

Sr#	Description	Quantity + UOM
1	Catering Service Hi-Tea Arrangements for 200 Persons Date: August 23, 2025, Time: 4:30 PM Location: JS Auditorium, IBA City Campus Hi-Tea Buffet: Menu! <ul style="list-style-type: none">• Assorted Bakery Cookies• Chicken Patties• Chana Chaat• Dahi Bondi• Club Sandwich• Chicken Drumsticks• Chicken Mint Cheese Roll• Gulab Jamun (medium size)• Tea & Green Tea (Live)• Coffee (Live)• Mineral Water Bottle (Small)• Mineral Water Bottle (1.5 Liter)• Juice / Cold Drink• Buffet Setup• With Ceramic/Porcelain Crockery, Stainless Steel Cutlery, Buffet Setup, Waiter Services, Tissue papers	200.00 EACH

Terms & Conditions :

1. Service is subject to final inspection at the time of completion.
2. We reserve the right to cancel any or all of the above items if the services are not per our specifications or if the service is delayed.
3. Payment will be made through a crossed Cheque after the receipt of the Invoice/Bill and completion of the above service(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. Competent Authority reserves the right to change/alter/remove any item or article or reduce/enhance the quantity without assigning any reason.
9. Invoice/Bill to be submitted to Purchase Department.
10. Advance Payment is subject to Bank Guarantee.
11. All Government taxes (including Income tax and stamp duty), levies and charges will be charged as per applicable rates/denominations of the Purchase Order.
12. Stamp Duty of 0.35% for Service against the total value of the Purchase Order will be levied accordingly.
13. The Service Provider will be responsible for taking all safety measures during the services.
14. All surfaces where work was carried out must be cleaned of related materials and stains.
15. All staff must carry a valid CNIC with them.