



RFQ

Description : Orientation Program from IBA-Prequalified Catering & Decoration Services
Date of Issue : July 23, 2014
Date of Submission of Quotation : July 26, 2014
Date of Event : August 23, 2014
Time of Event : 7:00 am to 2:00pm
Place of Event : IBA, Main Campus (Lawn Area)
Contact Person & Telephone : Mr. Muhammad Hanif (Purchase Executive)
38104700 (Ext. 2150)

Catering & Decoration Services for Orientation Day 2014 (August 23, 2014)

Catering & Decoration Services for Orientation Day 2014 (August 23, 2014)					
S. #	Description	Quantity	Days		
(a) Complete Venue Setup Including: MAIN CAMPUS – August 23, 2014					
1	Marque Setup should be ready at 7:00am on August 23	01	01 day		
2	Qanat 15’ x 7’	60	01 day		
5	Chairs with Covers	100	01 day		
6	Table 3.5’ x 2 ½ ‘	40	01 day		
7	Table Cover	40	01 day		
8	Table Borders	40	01 day		
10	Standing Buffet Complete Setup	(350 guests approx) 05 Buffet	01 day		
11	Quarter Plates (for 02 shifts)				
12	Paper Glass (for 02 shifts)				
13	Samovar	06	01 day		
14	Water Glass	100	01 day		
Total Amount (a)					
(b) Refreshment Menu: Shift 1 st MAIN CAMPUS on August 23, 2014 Serving at 10:20am (Must be ready before half an hour)					
i.	Tea with sugar & milk	350 guests	01 day		
ii.	Biscuits				
iii.	Single Bite Samosa (potato)				
Refreshment Menu: Shift 2 nd MAIN CAMPUS on August 23, 2014 Serving will be at 12:45pm (Must be ready before half an hour)					
i.	Tea with sugar & milk	350 guests	01 day		
ii	Biscuits				
iii.	Single Bite Samosa (potato)				
Sub Total (b)					
18% GST					
Total Amount (b)					
Grand Total Amount (a+b)					