

Scope of work:

Event Name: OGALA 2026

Event Date: 22nd August 2026

Venue: IBA Main Campus, Karachi

Setup Requirement: All activities and equipment must be fully installed, tested, and ready for use before 12 :00 pm for demo.

1. Purpose

IBA Karachi intends to arrange various recreational and interactive activities for students as part of **OGALA 2026**. Vendors are invited to submit their quotations for providing the following games/activities on a rental basis.

The quoted rates should include all costs associated with transportation, delivery, installation/setup, operation, supervision/attendants, dismantling, and removal of the equipment.

2. Required Activities

S. No.	Activity / Game	Quantity	Rates including taxes	Total Including taxes
1	Zorb Ball	3		
2	Soap Soccer	1		
3	Trampoline	2		
4	Mr. Hammer	1		
5	Arm Champ	1		
6	Air Hockey	1		
7	Batman	1		

3. Scope of Services

The successful vendor shall be responsible for:

1. Providing all listed games/activities in good working condition and suitable for student use.
2. Transportation of all equipment to and from IBA Main Campus, Karachi.
3. Complete installation, assembly, testing, and setup of all equipment.
4. Ensuring that all games are fully set up and ready for use before the 12:00 pm.

5. Providing trained staff/operators/attendants wherever required for safe and proper operation of the activities.
6. Providing all necessary accessories, supporting equipment, electrical connections, extensions, pumps, mats, safety padding, or other items required for proper operation.
7. Ensuring that all equipment is clean, properly maintained, stable, and safe for student use.
8. Maintaining adequate supervision throughout the activity.
9. Immediately addressing any equipment malfunction or breakdown during the event.
10. Dismantling and removing all equipment after completion of the event.
11. Leaving the activity area clean and free from vendor-related materials after dismantling.

4. Safety Requirements

- All equipment must be safe, stable, and suitable for student use.
- Inflatable and mechanical activities must be properly secured and supervised.
- Appropriate safety mats/padding must be provided wherever required.
- Electrical equipment must be properly insulated and safely connected.
- Trained personnel must be provided for activities requiring supervision.
- Any damaged, defective, or unsafe equipment shall be replaced immediately upon instruction from IBA.

5. Quotation Requirements

Vendors are requested to quote **unit rates and total rates for each activity**.

The quoted rates must include all applicable costs, including:

- Transportation
- Loading/unloading
- Installation and setup
- Operators/attendants
- Required accessories and safety arrangements
- Operation during the event
- Dismantling
- Removal of equipment
- Applicable taxes

No additional charges shall be entertained for the above services if they are not separately identified and approved by IBA.

6. Vendor Instructions

1. Vendors may visit the venue before submitting their quotation to assess the available space, access, electrical requirements, and other setup requirements.
2. The vendor shall coordinate with IBA's authorized representative regarding the exact location and arrangement of the activities.
3. The vendor shall comply with all safety and operational instructions issued by IBA.
4. The vendor shall ensure timely delivery and setup of all equipment.
5. IBA reserves the right to accept or reject any or all quotations in accordance with its applicable procurement procedures.
6. Payment shall be made against satisfactory completion of the services and submission of the required documentation.

Reference Pictures











