



STAMP OFFICE CITY COURT, KARACHI

Issued to SM ROMAN AD

CNIC/LEG No. _____

Vide D.S.R. No. 06 Dt. 13/04/21On behalf of Challan No. 64 Dt. 13/04/21

for the purpose of _____

Entry No. 09 Dt. 13/04/21**AGREEMENT****CAFETERIA SERVICES (FRAMEWORK CONTRACT)**This Agreement is made at Karachi on this day, the April, 2021**BETWEEN**

M/s Institute of Business Administration, through its Registrar, located at **Main Campus, University Enclave, Karachi**, hereinafter called and referred to as "IBA" (which expression shall wherever the context so permits, be deemed to include its legal representatives, executors, successors and assigns) of the FIRST PART.

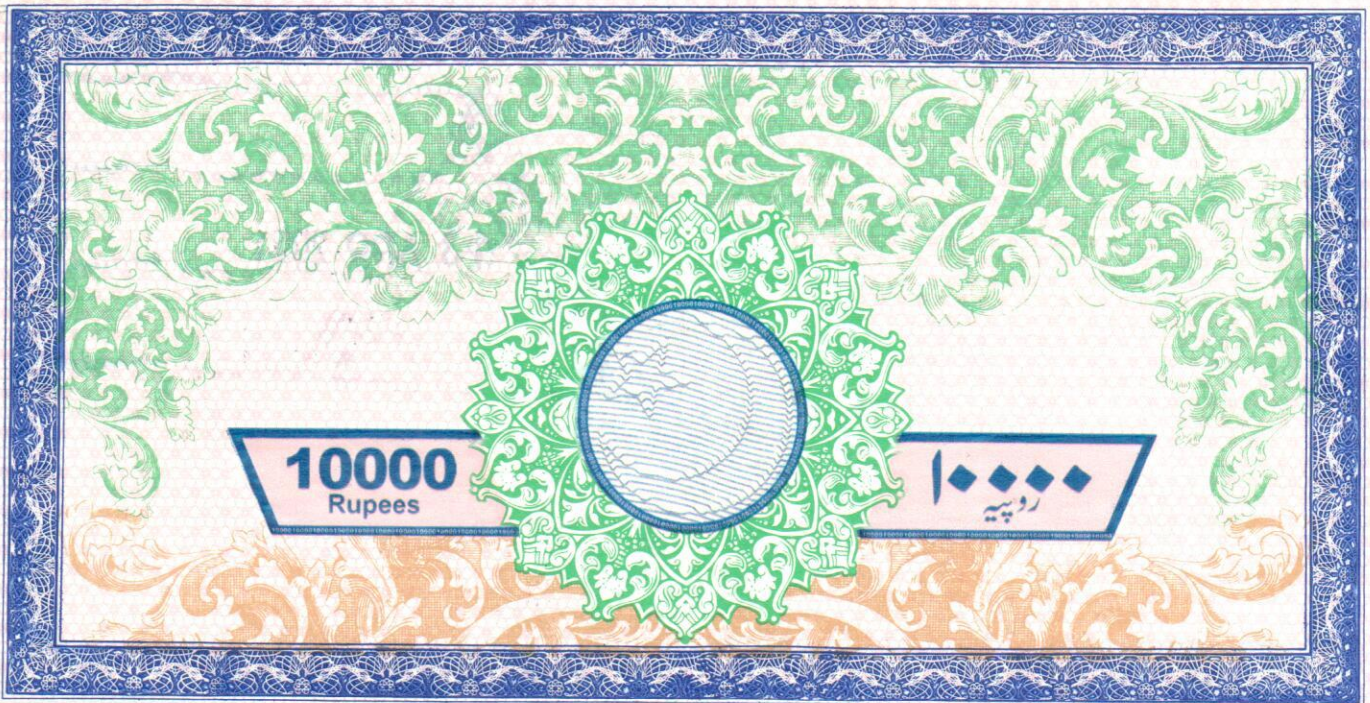
AND

M/s Master Management, having its office at Mezzanine Floor, Business Avenue, 26-A, Block-6, PECHS, Shakra-e-Faisal, Karachi hereinafter referred to as "THE SERVICE PROVIDER" (which expression shall wherever the context so permits be deemed to include its legal representatives, executors, successor and assigns), through its General Manager, Mr. Manzar Alam holding CNIC No. 42101-1573674-3 on the SECOND PART.

WHEREAS the **FIRST PARTY** is the premier institute of education in Pakistan and a citadel of higher learning and the **SECOND PARTY** is in the business of cafeteria services / operation and sales of edible items. The First Party intends to obtain services of a professional operator of cafeteria services to operate / function the cafeteria premises mentioned below:

S. #	Canteen with Locations
1.	Cafeteria for Alumni Student Centre Counter # 1 (Main Campus)
2	Cafeteria / Canteen for Admajee Academic Block (Main Campus)




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Issued to SM NOHAN ADJ
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 On behalf of Challan No. 64 Dt. 13/04/21
 for the purpose of _____
 Entry No. 09 Dt. 13/04/21

3.	<u>Am</u> Cafeteria / Am Aman Tower 5 th Floor (City Campus)
4.	Student Lounge Cafeteria (City Campus)

provide specified edible items / other edible items when requested and undertakes to maintain the premises including such works as may be required for upkeep of the cafeteria and related spaces so as to maintain a high quality of service.

NOW IT IS HEREBY AGREED & DECLARED BY AND BETWEEN THE PARTIES AS FOLLOWS:

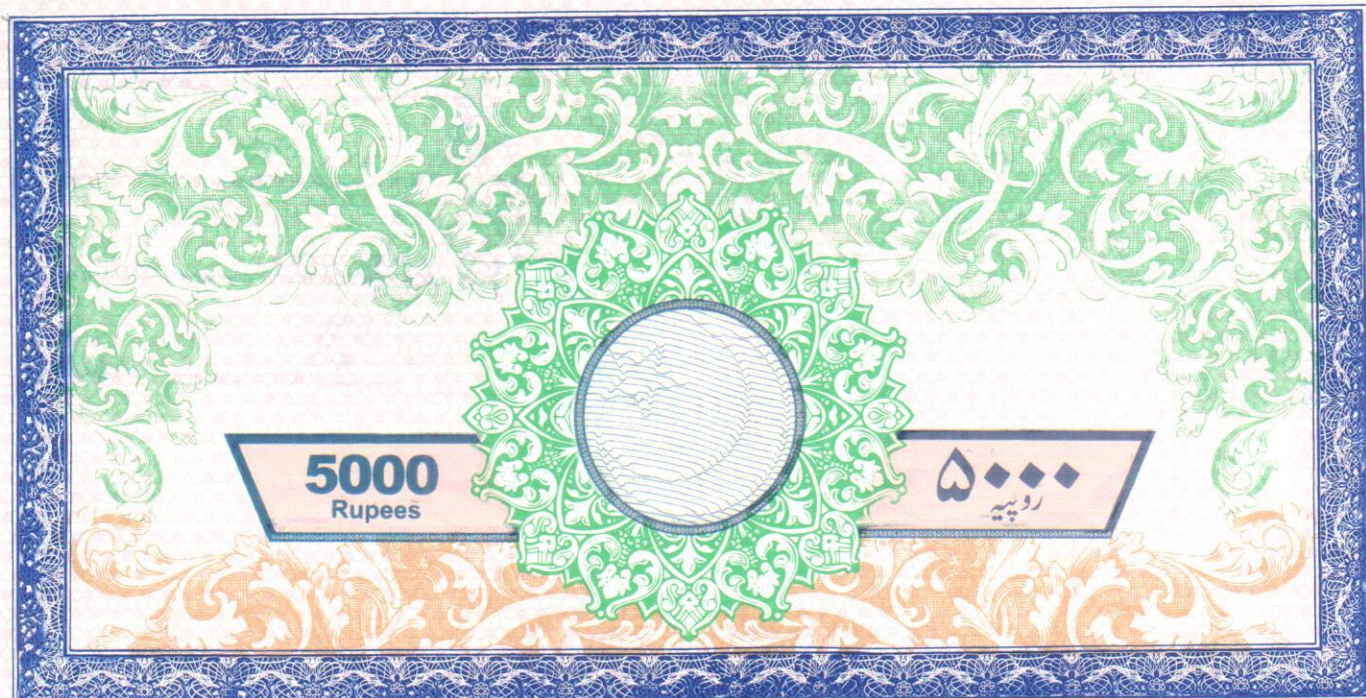
WITNESSETH

The First Party agrees to offer and appoint the 'Second Party' as the official operator of the Cafeteria Services for Main Campus & City Campus for specific purpose arranging, providing, preparing, and serving of edible items in the cafeteria. The second party agrees to the payment of space rental, utilities charges (Gas, electricity, water, fire and conservancy), installation of specified electrical appliances, crockery & cutlery and cooking utensils etc whatsoever is required to operate and function the aforesaid cafeteria on full-fledged basis. 'The Second Party' hereby agrees to the offer of the 'IBA Karachi' and agrees to accept the terms and conditions set herein below forth as also identified in the tender document and rates/charges submitted by the Second party in response to the tender vide # MISC/01/20-21 which form an integral part of this agreement.

ARTICLE I
DUTIES AND SCOPE OF SERVICES AND AGREEMENT

- 1.1 This agreement includes the upkeep of the cafeteria, provision of cafeteria services inclusive of edible items, electrical installation, cooking & electrical appliances, crockery & cutlery and tableware's in accordance with international standard & HSE. Payment of space rental, utility bills, and payment of wages to any persons hired by the Second Party will be the responsibility of Second Party.




STAMP OFFICE CITY COURT, KARACHI

Issued to SM NOUMAN ADU
 CNIC/LEG No. _____
 Vide D.S.R. No. 06 Dt. 12/04/07
 On behalf of Challan No. 64 Dt. 12/04/07
 for the purpose of _____
 Entry No. 08 Dt. 13/04/07

- 1.2 'The Second Party' has agreed to provide all items mentioned in tender document while ensuring that these are of high quality and are certified to be in date. The specifications of the items to be provided may be changed, increased, or decreased as per requirement conveyed by and mutually agreed between the two parties. All items, as mentioned in tender document and provided by the SECOND PARTY, will remain the property of the SECOND PARTY who will also be always responsible for their safety and security.
- 1.3 New edible item(s) will be introduced with due approval of First Party on agreed rate(s).
- 1.4 Porcelain crockery and stainless-steel cutleries; microwave oven(s); deep freezer(s) will be provided by the Second Party after due approval of the first party. The Second party will give receipt of all kitchen machineries, fixtures (ovens, stoves, deep fat fryers, dish washers and such other items which are installed in the kitchen / service counter premises on the day of executing this agreement and the Second Party will be responsible to return / handover the above items in good working condition to the First Party on the termination of this agreement and in case of any damage or loss the Second Party will be responsible to make good of such damage and / or loss to the full satisfaction of the First Party
- 1.5 In view of the investment and services by the SECOND PARTY, the FIRST PARTY will give exclusivity to the SECOND PARTY in supplying all edible items required by the FIRST PARTY and no other vendor will be allowed to provide any edible item(s) at the Dining Hall No. 1 & 2 and Dining Lounge of the Cafeteria for the duration of this agreement. Executive Dining Room will remain in the exclusive control of the First Party.
- 1.6 That the FIRST PARTY will allow the SECOND PARTY, their authorized agents, officers, employees, and workers access to the FIRST PARTY Cafeteria for the express purpose of inspecting, implementing and servicing of this agreement. The Sr. Security Manager of the First Party will screen the authorized agents, officers, employees and workers of the Second Party and if any employee of Second party found undesirable or involved in any act unacceptable to the First Party will be removed by the Second Party immediately from the premises.
- 1.7 The Second Party will employ their own people for the maintenance of the Cafeteria and market/sell/provide edible items which shall remain owned and always possessed by the Second Party. Notwithstanding anything contained in this Agreement, the Second Party shall always remain a service provider to the First Party and shall use the above-mentioned locations as a bare tenant and shall not acquire any rights in the land or property of the Cafeteria or any other premises of the First Party.





MUHAMMAD SIDDIQUE STAMP VENDOR
 L. No: 47, C-1, 3rd Floor, Hyde Chamber
 Weljee Street, Jodia Bazar
 Karachi South
 Issue to with Address: _____
 Through with Address: _____
 Purpose: _____
 Value Rs: 2000 Attached: _____
 Stamp Vendors Signature: _____

13 APR 2021

RUPEES TWO THOUSAND ONLY

- 1.8 No sub-letting in any case & form will be acceptable. However, bottled drinks and branded packed cookies / biscuits are exempted from sub-letting.
- 1.9 Use of till Machine/POS System for all Cash Counter in all Cafeteria.
- 1.10 Provide a subsidized Lunch for lower category staff.
- 1.11 That the second party shall not sub-let the said premises to any person(s) / society / institution on any terms whatsoever it may be.
- 1.12 The second party shall make available the Standing Refrigerator/Deep Freezer, Microwave Oven, Tea Vending Machine etc., as per requirement.
- 1.13 That the second party wishes to not operate during the summer semester or Ramazan, then no rent and no fixed utility charges shall be charged by owner for this period.
- 1.14 Submission of medical fitness certificate for cooks and waiters before commencement of the job and thereafter, on yearly basis.
- 1.15 That the second party is responsible repair of furniture of Hall & Furniture during contract period.
- 1.16 That the second party use halal food ingredients and fully aware about the food safety / hygienic law prevailing in Pakistan. All items will be prepared with fresh meat / vegetables / fruits / spices / dairy product or other ingredients and fresh oil high quality refined OMEGA3 cooking oil for e.g. Soya Supreme .
- 1.17 The second party will clearly display the daily menu and rates on prominent place in the cafeteria premises.
- 1.18 That the porcelain crockery and stainless-steel cutleries; microwave oven(s); deep freezer(s) will be provided by the tenant. The second party will give receipt of all kitchen machineries, fixtures (ovens, stoves, deep fat fryers, dish washers and such other items which are installed in the kitchen / service counter premises on the day of executing this agreement.



- 1.19 Crockery, Cutlery & serving including necessary decoration for different kinds of meeting, conferences, seminars, and Events within IBA Premises.
- 1.20 Adequate lighting in all specified areas
- 1.21 All items required to serve on the specified location with best quality of crockery and cutlery of Ceramic, Melamine and Disposable as per requirement with necessary decoration.
- 1.22 New Crockery, Cutlery and drapery of fine / best quality will be provided by the Second Party and will need to be approved by First Party and in future all broken, deformed items will be replaced immediately.
- 1.23 The First Party will not be responsible for any incident, accident, or mishap in the premises of rented premises. The second party will not cause any disturbance, in convenience, noise pollution or indecent acts in the premises.
- 1.24 Generally, the operations of cafeteria should be carried on seven days a week from 0800 hours to 1800 hours by the second party. However, the first party may ask to operate for extra day(s) & hour(s) at its sole discretion.
- 1.25 The First Party has the rights to use the Canteen space for their Official Events with prior information.
- 1.26 Working Days Monday, Tuesday Wednesday, Thursday, Friday & Saturday (6 days) and occasionally on holidays.
- 1.27 **IBA Facilities for Contractor**
 - i. Kitchen with Natural Gas if available, however during load management by SSGC, Second Party is responsible for arrangement of Gas for cooking by with own resources.
 - ii. Hall & Furniture (During Contract repair of Furniture will be responsibility of Second Party).
- 1.28 **Second Party Liabilities**
 - i. Kitchen Accessories
 - ii. Crockery fine quality (stone ware)
 - iii. Refrigerator / Deep Freezer etc.
 - iv. Oven/Microwave Oven
 - v. Visi Cooler (Standing Refrigerators)
 - vi. Gas for cooking during load management by SSGC.
 - vii. Mineral Water (Aquafina only) for drinking and Cooking
 - viii. Manpower such as:
 - a. Cooks
 - b. Skilled labor
 - c. Waiters
 - d. Uniform for waiters etc.
 - e. Medical facilities to his staff
 - f. Insurance to its employees. The contractor shall be bound to have its staff/employees insured / registered against any and all applicable social security schemes / institutions including Employees Old Age-benefits Institution (EOBI). Employees Social Security Institution (SESSI) or any other government scheme under any other law without owning responsibility to IBA. The Contractor, in addition to above undertakes to fully indemnify if and hold harmless the IBA against any claim, losses, damages, or expenses in relation to injury or death of any persons or loss or damage to property arising out of the performance of Services hereunder.
 - g. Wages to its employees as per fair wages rule of GoP.
 - h. Submission of medical fitness certificate for cooks and waiters before commencement of the job and thereafter, on yearly basis. Certified Copies of Medical Certificates so obtained will be displayed on the Notice Board in assigned cafeterias.



- 1.29 It is vitally important to understand the philosophy of the new food paradigm within IBA. Quality exists in totality and not in bits and pieces. Therefore, all activities of IBA must conform to high quality standards in line with the TQM (Total Quality Management) Concept.
- 1.30 The food should be Hygienic, Nutritional and suit the taste buds of all stake holders. The quality must not only be built into the food it must be apparent from the presentation, appearance, and handling.
- 1.31 We expect service provider to be fully aware of the modern principles of diet, food standard and calorie requirements of all age groups. Such food must be offered at reasonable prices to suit pocket of students and staff alike.
- 1.32 Thus, we expect certifications / licensing from some widely acceptable licensing authority. Such licensing must cover standard operating procedures for the entire supply chain including raw material source, its procurement handling cleaning, cutting etc. and later cooking, storage and serving the same. This implies adequate training, motivation, compensation, and continuous monitoring of the entire staff. IBA would constantly monitor strict adherence to always agreed SOPs. This is not an ordinary food system, but one based on the most modern concepts of food science.
- 1.33 Second party shall include some diet menu i.e. vegetables, desert and soups for staff and Students, who way wish to have it.

ARTICLE II **REMUNERATION**

- 2.1 'The Second Party' will charge from student(s), IBA employee(s) & IBA populace the cost of edible item(s) according to the approved rates.

S. #	List of Items to be Served	Weight	Quality	Rate (Rs.)
	Tea & Beverages			
1	Tea Mix (with Everyday Milk)	110 ml	Nestle (Everyday) milk	40
2	Tea - (Tea Bag)	110 ml	- Everyday - Tapal/Lipton	30
3	Green Tea (Tea Bag)	110 ml	Tapal/Lipton	30
4	Coffee (Nescafe)	110 ml	Nestle (Nescafe)	60
5	Cold Drinks (Chilled)			
	a. Pepsi, 7up, Dew, Mirinda	250 ml	Glass bottles	30
	b. Pepsi, 7up, Dew, Mirinda	200 / 300 ml	Can	50
	c. Pepsi, 7up, Dew, Mirinda	345 ml	Disposable	50
	d. Pepsi, 7up, Dew, Mirinda	1.5 ltr	Disposable	120
	e. Sting	200 & 500 ml	Can and Disposable	70
6	Juices			
	a. Slice (Chilled)	200 ml	As per Market Standard	30
	b. Tropicana (Chilled – All flavor)	200 ml		30
	c. Rani Juice	240 ml		80
	d. Red Bull	250 ml		300
	e. Pakola Milk (Chilled – All flavor)	250 ml		40



7	Mineral Water (Aquafina) – Chilled	500 ml		35
8	Mineral Water (Aquafina) – Chilled	1000 ml		70
	Refreshment/Fast Food			
1.	Chicken Burger/Beef Burger (with French fries, salad & sauce)	120gm	*With Fresh/Frozen Meat (Any good brand), Ketchup Sachet (Shangrilla/Shezan), Mayonnaise (Youngs/Sufi/Shangrilla) with Tissue	130
2.	Zinger Burger (with french fries, salad & sauce)	200gm	With Fresh/Frozen Meat (Any good brand), Ketchup Sachet (Shangrilla/Shezan), Mayonnaise (Youngs/Sufi/Shangrilla) with Tissue	200
3.	Chicken Boti Burger (with french fries, salad & sauce)	180gm	Fresh/Frozen Meat (Any good brand), Ketchup Sachet (Shangrilla/Shezan), Mayonnaise (Youngs/Sufi/Shangrilla) with Tissue	130
4.	Chicken Sandwich	120gm	Fresh/Frozen Meat (Any good brand), Ketchup Sachet (Shangrilla/Shezan), Mayonnaise (Youngs/Sufi/Shangrilla) with Tissue	90
5.	Chicken Broast	300gm	Fresh/Frozen Meat (Any good brand), Ketchup Sachet (Shangrilla/Shezan), Mayonnaise (Youngs/Sufi/Shangrilla) with Tissue	200
6.	Club Sandwich	140gm	Fresh/Frozen Meat (Any good brand), Ketchup Sachet (Shangrilla/Shezan), Mayonnaise (Youngs/Sufi/Shangrilla) with Tissue	140
7.	Aaloo Samosa (in Paper Plate with tomato ketchup)	80-100 gm	All items should be prepared with fresh meat/ vegetables/ fruits/spices/dairy product or other ingredients and fresh oil high quality refined OMEGA-3 cooking oil for e.g. soya supreme	25
8.	Chicken Samosa/Beef Samosa (in Paper Plate with tomato ketchup)	60gm		40
9.	Chinese Samosa (in Paper Plate with tomato ketchup)	60gm		40
10.	Spring Roll/Chinese Roll (in Paper Plate with tomato ketchup)	90gm		40
11.	Chicken Patties (in Paper Plate with tomato ketchup)	110gm		40
12.	Vegetable Patties (in Paper Plate with tomato ketchup)	80gm		30
13.	Chana Chat	120gm		80
14.	Dahi Baray (Sweet & Sour)	120gm		80
15.	Chicken Paratha Roll (Paper Plate with tomato ketchup)	100 gm		80



16.	French Fries (with good quality ketchup)	100-150 gm		80
17.	Pizza Slice/Mini Pizza	As per standard		70
18.	Bread Roll	As per standard		100
19.	Chicken Bar B Q Sandwich	As per standard		120
20.	Chicken Cheese Roll	As per standard		90
21.	Chicken Croissant	As per standard		60
22.	Pastry	As per standard		70
23.	Donuts	As per standard		70
24.	Brownie	As per standard		60
25.	Lemon Tart	As per standard	All items should be prepared with fresh meat/ vegetables/ fruits/spices/dairy product or other ingredients and fresh oil high quality refined OMEGA-3 cooking oil for e.g. soya supreme	50
26.	Chocolate Tart	As per standard		60
27.	Coffee Pastry	As per standard		70
28.	Fudge Pastry	As per standard		80
29.	Chicken Pie	As per standard		60
30.	Mini Croissant	As per standard		30
31.	Chocolate Cup Cake	As per standard		40
32.	Chocolate Roll	As per standard		60
33.	Biscuits (All type)	Ticky Pack, Half Roll & Snack Pack	All Brands	05
				20
				15
34.	Ice Cream	All sizes	Walls/Igloo/Omore	30
Breakfast Deals				
1	*Paratha, *Qeema, *Tea / Coffee	As per standard	Paratha Dawn (Plain & Whole Wheat) or Fresh/ Frozen Meat Good quality, Tea/Coffee as per standard	220
2	*4 Slice, *Butter / Jam, *Tea / Coffee	As per standard	Bread – Granny/Dawn Butter – Noorpur Jam – Good Quality Tea / Coffee as per standard	140
3	Puri with Aaloo & Chana Tarkari & Halwa	As per standard	As per Darbar/Disco/Delicacy Bakers standard	50
4	Anda with Paratha	As per standard	Paratha Dawn (Plain & Whole Wheat) or Fresh	70
5	Aaloo Paratha	As per standard	Paratha Dawn (Plain & Whole Wheat) or Fresh	80



6	Nutella Paratha	As per standard	Paratha Dawn (Plain & Whole Wheat) or Fresh	120
7	French Toast	As per standard	Bread – Granny/Dawn	30
8	Omelet	As per standard	As per standard	50
Chinese				
1	Chicken Chowmein	200gm	All items should be prepared with fresh meat/ vegetables/ fruits/spices/dairy product or other ingredients and fresh oil high quality refined OMEGA-3 cooking oil for e.g. soya supreme	170
2	Chicken Jalfrezi / Ginger	250gm		180
3	Chicken Shaslik with Fried Rice	250gm		190
4	Chicken Pasta	250gm		170
5	Chicken Lasania	250gm		220
6	Chicken Dry Chilli with Fried Rice	250gm		190
7	Chicken Fried Rice	120gm		120
Pakistani				
1	Chicken Biryani/Beef Biryani (with and without Aaloo)	500gm	10 piece of Chicken in a KG – Fresh/Frozen Meat (Any good brand) Rice: Sela/Basmati (Brand: Super Kernal/Ponam) with Good Quality of Ingredients	130 Rs. 110/- (For Staff)
2	Chicken Pulao/Beef Pulao	500gm	10 piece of Chicken in a KG – Fresh/Frozen Meat (Any good brand) Rice: Sela/Basmati (Brand: Super Kernal/Ponam) with Good Quality of Ingredients	140
3	Chicken Karahi / Qorma / any Chicken Curry and Beef Qorma	250 gm	10 piece of Chicken in a KG – Fresh/Frozen Meat (Any good brand) with Good Quality of Ingredients	140
4	Chicken Nehari/Beef Nehari	250 gm	10 piece of Chicken in a KG - Fresh/Frozen Meat (Any good brand) with Good Quality of Ingredients	140
5	Chicken Handi	250 gm	Boneless Fresh/Frozen Meat (Any good brand) with Good Quality of Ingredients	180
6	Daal	250 gm	Ponam with Good Quality of Ingredients	80
7	Plain Rice	150 gm	Rice: Sela/Basmati (Brand: Super Kernal/Ponam)	70
8	Daal Chawal	200 gm	Rice: Sela/Basmati (Brand: Super Kernal/Ponam) with Good Quality of Ingredients	100
9	Mix Vegetable	250 gm	Fresh Vegetables with Good Quality of Ingredients	80
10	Chicken Haleem/Beef Haleem	250 gm	Fresh/Frozen Meat (Any good Quality) with Good Quality of Ingredients	250
11	Chicken Tikka	150 gm	Good Quality	250



12	Chicken Roll (Garlic, Cheese, Chatni & Reshmi Kabab)		Pori Paratha with Fresh/Frozen Meat (Any good brand), Ketchup Sachet (Shangrilla/Shezan), Mayonnaise (Youngs/Sufi/Shangrilla) with Tissue	100
13	Fruit Chaat	80 gm	With Fresh Fruits	100

1. Menu for Events

(Crockery, Cutlery & serving including necessary decoration for different kinds of meeting, conferences, seminars and Events per head)

Note: All items required to serve on the specified location with best quality of crockery and cutlery of Ceramic, Melamine and Disposable as per requirement

Salad & Raita should be complementary in all menu.

All menu required with crockery, cutlery & serving

a. Refreshments/Hi-Tea

S. No.	Description for Refreshments / Hi-Tea Note: *Please provide rates of per head **All menu required with crockery, cutlery & serving	Rate Per Head
1.	Menu - 1 1. Tea/Coffee/Green Tea 2. Ticky Pack Biscuit (Assorted)	80
2.	Menu - 2 1. Tea/Coffee/Green Tea 2. Chicken Samosa (Small)	120
3.	Menu - 3 1. Tea/Coffee/Green Tea 2. Aaloo Samosa (One Bite)	80
4.	Menu - 4 1. Tea/Coffee/Green Tea 2. Assorted Sandwiches	140
5.	Menu - 5 1. Aaloo Samosa (Large) 2. Dates – Good Quality 3. Mix Tea	110
6.	Menu - 6 1. Tea/Coffee/Green Tea 2. Chicken Samosa (Small) 3. Assorted Cookies	160
7.	Menu - 7 1. Tea/Coffee/Green Tea 2. Assorted Cookies 3. Aaloo Samosa (One Bite) 4. Assorted Sandwiches	210
8.	Menu - 8 1. Tea/Coffee/ Green Tea 2. Aaloo Samosa (One Bite) 3. Bakery Biscuits	160
9.	Menu - 9 1. Tea/Coffee/ Green Tea 2. Chicken Samosa (Small) 3. Bakery Biscuits	190



10.	Menu – 10 1. Tea/Coffee/Green Tea 2. Chicken Samosa (One Bite) 3. Assorted Sandwiches 4. Bakery Biscuits	260
11.	Menu – 11 1. Tea/Coffee/Green Tea 2. Beef samosa (One Bite) 3. Assorted Sandwiches 4. Bakery Biscuits	280
12.	Menu – 12 1. Tea/Coffee/Green Tea 2. Spring Roll (Half) 3. Assorted Sandwiches 4. Cake Slice	220
13.	Menu – 13 1. Tea/Coffee/Green Tea 2. Chicken Samosa (One Bite) 3. Assorted Sandwiches 4. Bakery Biscuits	260
14.	Menu – 14 1. Tea/Coffee/Green Tea 2. Samosa - Aaloo (One bite) 3. Spring Roll (Half) 4. Assorted Sandwiches 5. Bakery Biscuits 6. Lemon Tart	350
15.	Menu – 15 1. Chicken Nuggets 2. Chicken Sandwich 3. Gulab Jamun 4. Tea/Coffee/Green Tea	310
16.	Menu – 16 1. Chana Chaat 2. Dahi Phulki (Sweet & Sour) 3. Assorted Sandwiches 4. One bite Aaloo Samosa 5. Mix Tea	320
17.	Menu – 17 1. Dahi Phulki (Sweet & Sour) 2. Chana Chaat 3. One bite Aaloo Samosa 4. Mix Tea	240
18.	Menu – 18 1. One bite Aaloo Samosa 2. Assorted Sandwiches 3. Brownies 4. Drumsticks 5. Lemon Tart 6. Tea, Coffee, Green Tea 7. Juices	450
19.	Menu – 19 Snack Pack Biscuits Tea/Juices	80
20.	Staff Tea Serving tea (110 ml) twice a day to all the IBA Staff members. Scope: To deliver Tea in vacuum jug (maintained by the vendor) in respective departments pantries as per requirement	18



b. Lunch / Dinner Menu

S. No.	Description for Lunch / Dinner	Rate (Rs.)
	Please provide rates:	
	1. With or without raita salad	50
	2. With complete Crockery, Cutlery and Services	
	3. With or without Beverages i.e., Mineral Water, Cold Drink and Tea/Coffee	80
1.	Menu # 1 Chicken Biryani or Chicken Pulao Kheer or Fruit Trifle or Custard	275
2.	Menu # 2 Beef Biryani or Beef Pulao Kheer or Fruit Trifle or Custard	320
3.	Menu # 3 Chicken Biryani/Chicken Pulao/Chicken Afghani Pulao Chicken Tikka Kheer or Fruit Trifle or Custard	530
4.	Menu # 4 Beef Biryani/Beef Pulao Malai Boti Kheer or Fruit Trifle or Custard	575
5.	Menu # 5 Chicken Biryani/Chicken Pulao/Chicken Afghani Pulao Malai Boti Seekh Kabab Kheer or Fruit Trifle or Custard	750
6.	Menu # 6 Chicken Biryani/Chicken Pulao/Chicken Afghani Pulao Seekh Kabab Kheer or Fruit Trifle or Custard	550
7.	Menu # 7 Chicken Biryani/Chicken Pulao Chicken Karahi/Chicken Qorma/Chicken Achari/ Chicken White Qorma Chicken Tikka Naan/Taftaan/Chappati Kheer or Fruit Trifle or Custard	650
8.	Menu # 8 Beef Biryani/Beef Pulao Chicken Karahi/Chicken Korma/Chicken White Qorma Seekh Kabab Naan/Taftaan/Chappati Kheer/Fruit Trifle/Custard	675
9.	Menu # 9 Chicken Biryani/Chicken Pulao Chicken Karahi/Chicken Korma/Chicken White Qorma Malai Boti Naan/Taftaan/Chappati Kheer/Fruit Trifle/Custard	675



10.	Menu # 10 Chicken Biryani/Chicken Pulao Chicken Karahi/Chicken Korma/Chicken White Qorma Shami Kabab Naan/Taftaan/Chappati Kheer/Fruit Trifle/Custard	500
11.	Menu # 11 Chicken Biryani/Chicken Pulao Mini Tikka/Shami Kabab Kheer/Fruit Trifle/Custard	600
12.	Menu: # 12 Chicken Fried Rice Chicken Jalfrazi / Shahshlik Kheer/Fruit Trifle/Custard	450
13.	Menu: # 13 Chicken Fried Rice Chicken Shahshlik Kheer/Fruit Trifle/Custard	450
14.	Menu: # 14 Chicken Dry Chilli Chicken Fried Rice Gulab Jamon / Gajar Halwa	450
15.	Menu # 15 Chicken Handi Naan/Taftaan/Chappati	350
16.	Menu # 16 Chicken Handi Chicken Pulao Naan/Taftaan/Chappati Kheer/Fruit Trifle/Custard/Gulab Jam	500
17.	Menu # 17 Chicken Karahi Naan/Taftaan/Chappati	300
18.	Menu # 18 Beef Biryani Chicken Tikka Lab e Shireen	450
19.	Menu # 19 Beef Biryani Chicken Karahi (Live) Chicken Tikka Rabri Kheer/Gajar Halwa Naan/Taftaan/Chappati Raita / Salad M/Water & Cold Drink as per actual 5	650
20.	Menu # 20 Chicken Pulao Potato Cutlet Chicken Handi Mix Sabzi Ice cream Fresh Fruit Tray Naan/Taftaan/Chappati	550



21.	Menu # 21 Pese Pulao Chk Karhai Shami Kabab Gulab jamun Raita, Salad Naan, Soft drink	400
22.	Menu # 22 Chicken Cutlets with Sautéed Vegetables with Bread Slice Shahi Tukray Russian Salad Plain Sandwich Tea/Coffee	550
23.	Menu # 23 Chicken Dry Chilli with Fried Rice Shahi Tukra Russian Salad	450
24.	Menu # 24 Chicken Yakhni Pulao Chicken Ginger Fruit Trifle Fresh Fruit Platter Salad & Raita Naan & Chapatti Mineral Water & Cold Drink Tea & Coffee	650
25.	Menu # 25 Chicken Shashlik with Fried Rice Chicken Karahi Rabri Kheer Fresh Fruit Platter Salad & Raita Naan & Chapatti Mineral Water & Cold Drink Tea & Coffee	650
26.	Menu # 26 Beef Biryani Chicken Karahi (Live) Chicken Tikka Carrot Halwa Salad & Raita Live Naan & Chapatti Mineral Water & Cold Drink Tea & Coffee	950
27.	Menu # 27 Egg Fried Rice Chili Chicken Ice Cream Raita, Salad Naan, Cold Drink	600
28.	Menu # 28 Chicken Biryani Chicken Green Karahi Chicken Malai Boti Kheer Naan/Taftaan Raita + Russian Salad Cold Drinks Mineral Water	800



29.	Menu # 29 Chicken Biryani Koftee Chicken Bora Fried Cherry Cream Naan/Taftaan Raita + Salad Cold Drinks Mineral Water	700
30.	Menu # 30 Chicken Biryani Chicken Achari Chicken Bora Fried Kheer Raita, Salad Naan, Cold Drink	700
31.	Menu # 31 Chicken Manchurian Chicken Fried Rice Shahi Tukray	500
32.	Menu # 32 (In Disposable Box) Chicken Biryani/Chicken Pulao Chicken Tikka Kheer Cold Drink (300 ml)	250
33.	Menu # 33 (In Disposable Box) Chicken Biryani/Chicken Pulao Shami Kabab Kheer Cold Drink (300 ml)	240
34.	Menu # 34 Salads Mixed Pakistani Salad Cucumber in Yogurt Pasta Salad German Potato Salad Fresh Garden Salad Main Course Chicken Masala Biryani Chicken Badami Qorma Beef Seekh Kabab Palak Paneer Nan, Taftan Raita, Dahi, Achar, Chutney Cream Caramel Hot Gulab Jaman	1200
35.	Menu # 35 Salads Apple & Cabbage Salad Noodle Salad Cucumber in Dill Dressing Mixed Bean Salad Fresh Garden Salad Main Course Mutton Sindhi Biryani Chicken Khara Masala Chicken Behari Boti (on bone) Pasta Alfredo Nan, Taftan	1350



	Raita, Dahi, Achar, Chutney <u>Dessert</u> Kheer Lemon Soufle	
36.	<u>Menu # 36</u> <u>Salads</u> Kachumber German Potato Salad Chickpeas Salad Noodle Salad Fresh Garden Salad <u>Main Course</u> Mutton Biryani Chicken White Qorma Chicken Boti Tikka (on bone) Beef Seekh Kabab Vegetable Bhujia Nan, Taftan Raita, Dahi, Achar, Chutney <u>Dessert</u> Fruit Trifle Shahi Tukra Cream Caramel	1350
37	<u>Menu # 37</u> <u>Salads</u> Russian Salad Mixed Pakistani Salad German Potato Salad Noodle Salad Fresh Garden Salad <u>Main Course</u> Crumbed Fried Fish with tartar Sauce Chicken Karahi Chicken Pulao Vegetable Bhujia Beef Chapli Kabab Nan, Taftan Raita, Dahi, Achar, Chutney <u>Dessert</u> Kheer Fruit Trifle Chocolate Mousse	1400

Note: The payment for beverages and water will be made on actual consumption.

c. Breakfast

S. No.	Description for Breakfast	Rate (Rs.)
38	<u>Menu-1</u> Puri Tarkari (Chana and Aaloo) Halwa Kulcha Mix Tea	200
39	<u>Menu-2</u> Egg Omelet/Half Fry Paratha Tea	150



40	Menu-3 Jam Butter Toast Tea	100
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- 2.2 'The Second Party' will provide the edible items on the approved and agreed rates only to the students and employee populace of the IBA whatever, wherever and whenever required.
- 2.3 The remuneration /wages/ payment of Cafeteria employee(s) hired by the Second Party will be its sole responsibility & paid by the Cafeteria Operator without prejudice of public interest(s). The First Party will not accept any liability about the Second Party's employee.
- 2.4 Government Tax(es) / Levy(ies) / Charges will be charged at actual as per SRO.
- 2.5 Invoice(s) /Bill(s) / Rent(s) should be submitted to the Finance Department of First Party after proper verification / approval by the concerned departments of the First Party.
- 2.6 'The Second Party' will pay rent as approved by competent authorities cafeteria at Main & City Campus. The rent must be paid on or before fifth day of every month in form of Pay Order / Crossed Cheque of any commercialized bank in favor of Institute of Business Administration, Karachi.

ARTICLE 2.7 **RENT FOR CAFETERIA WITH LOCATIONS**

- 2.7 The rent of cafeteria will be valid for one year. Revision in rent and rate of Price List may be considered & revised with the consent of the First Party. To facilitate such revision if any – the second party shall be required to submit a monthly statement of sale proceeds / service charges recovered during a specified time.

S #	Name of Canteen	Rent (per month)	Utilities	
			Electric	Gas
1	Adamjee Canteen @ Main Campus	10,000	As per Actual	
2	Student Centre Canteen @ Main Campus	10,000	As per Actual	
3	Aman Tower-5th Floor Canteen @ City Campus	10,000	Rs. 10,000 for Electric and Rs. 10,000 for Gas/As per Actual	
4	Student Lounge Canteen @ City Campus	10,000	As per Actual	

ARTICLE III **PENALTY**

- 3.1 Penalty of ranging Rs.1,000/- to Rs.100,000/- for each case can be imposed by Head of Admin on the recommendation of cafeteria committee due to non-adherence of quality/quantity and any clause of bidding documents and agreement.

Article IV **INDEMNITY**

- 4.1 The 'Second Party' in its individual capacity shall indemnify and keep the First Party and any person claiming through IBA fully indemnified and harmless from and against all / any damage(s), cost(s) and expense(s) caused to or incurred by 'Second Party' as a result of any damage in the title of 'First Party' or any fault, neglect, misbehavior or / and quality of food and payment(s) by The Second Party which disturbs or damage the reputation, quality or the standard of the services provided by The Second Party and any person claiming through the First Party.



- 4.2 Performance Security should provide 5% of total value of estimated cost of service submitted through bid in the form of Pay Order or bank guarantee within 7 days of signing of this agreement by 'Second Party'.

Article V **INTEGRITY PACT**

- 5.1 The intention not to obtain the procurement / work of any Contract, right, interest, privilege, or other obligation or benefit from the IBA or any administrative or financial offices thereof or any other department under the control of the IBA through any corrupt practice(s).
- 5.2 Without limiting the generality of the forgoing the M/s Master Management (Pvt) Ltd represents and warrants that it has fully declared the charges, fees, commission, taxes, levies etc, paid or payable to anyone and not given or agreed to give and shall not give or agree to give to anyone within the IBA directly or indirectly through any means any commission, gratification, bribe, gifts, kickback whether described as consultation fee or otherwise, with the object of obtaining or including the procurement or service contract or order or other obligations whatsoever from the IBA, except that which has been expressly declared pursuant hereto.
- 5.3 M/s Master Management (Pvt) Ltd accepts full responsibility and strict liability for making any false declaration/statement, not making full disclosure, misrepresenting facts or taking any action likely to degrade the purpose of declaration, representation and warranty. It agrees that any contract/order obtained aforesaid shall without prejudice to any other right & remedies available to the IBA under any law, contract, or other instrument, be stand void at the discretion of the IBA.
- 5.4 Notwithstanding any right and remedies exercised by the IBA in this regard, M/s Master Management (Pvt) Ltd agrees to indemnify the IBA for any loss or damage incurred by it on account of its corrupt business practice & further pay compensation to the IBA in any amount equivalent to the loss of any commission, gratification, bribe, gifts, kickback given by the M/s Master Management (Pvt) Ltd as aforesaid for the purpose of obtaining or inducing procurement/work/service or other obligation or benefit in whatsoever from the IBA.

Article VI **RENEWAL**

- 6.1 This Agreement shall be renewed with mutual consent & satisfactory performance upon completion of one year if the IBA, Karachi and the SERVICE PROVIDER agree so.
- 6.2 This agreement is effective from 1st February 2021 to 31st January 2022.

Article VII **TERMINATION**

- 7.1 "IBA" may terminate this agreement if the job is not executed according to the requirement at any time after issuing a 15 days' notice.

Article VIII **SEVERABILITY**

- 8.1 If any terms covenant or condition of this agreement shall be deemed invalid or unenforceable in a court of law or equity, the remainder of this agreement shall be valid & enforced to the fullest extent permitted by prevailing law.



Article IX NOTICE

- 9.1 Any notice given under this AGREEMENT shall be sufficient if it is in writing and if sent by courier or registered mail.
- 9.2 On receipt of any complaint from the First Party, staff, students about the quality of edibles/drinks, general cleanliness, un-hygienic foodstuff, behavior/conduct of cafeteria staff, frequent complaint about service untidy and poorly dressed staff etc, the First Party will investigate the matter properly. If the complaint is found genuine a written notice will be served. If the complaint is not paid any heed even after the second notice, after a lapse of 30 days a third notice will be served and thereafter the contract would have deemed to have been terminated, if appropriate remedial steps are not initiated within 24 Hours as per satisfaction of the First Party
- 9.3 The First Party will have the authority to terminate the contract after third notice.

Article X ARBITRATION

- 10.1 In case of any dispute, difference or and question which may at any time arise between the parties hereto or any person under them, arising out in respect of this letter of intent or this subject matter thereof shall be referred to the Registrar of the IBA for arbitration/settling of the dispute, failing which the decision of the court law in the jurisdiction of Karachi binding to the parties. The Arbitration proceedings will be governed by the Arbitration Act, 1940 and the Substantive and procedural law of Pakistan. The venue shall be Karachi.

Article XI COMPLIANCE

- 11.1 The second party will have to be registered with relevant authority. The second party will ensure strict compliance of the SOPs of the Sindh Food Authority vide letter no. SO(U)/U&B/Misc/23-81/2019/902 dated April 15, 2019.
- 11.2 That the second party should compliance with rules of Govt. food agencies are mandatory which is required to maintain, hygiene safety and quality standards for example Sindh Food Authority etc.
- 11.3 All staff must have CNIC and clearly mentioned to discourage work through child labor.
- 11.4 SOPs of Covid-19 as prescribed by Govt. of Sindh should be adhered by second party.
- 11.5 Staff Should wear proper uniform with shoes as per the approved standard.
- 11.6 The nominated "Canteen Committee" may pay surprise visits at any time to identify any shortcomings in the standard of quality of food, service, or hygiene.
- 11.7 The Canteen Committee may issue warning letter or impose fine in case of any material deviation of hygiene, quality of food or any other breach of code of conduct.
- 11.8 The fine amount may range from Rs: 1,000 to Rs. 5,000 per instance.
- 11.9 Three warnings issued by the Canteen Committee may lead to the termination of this contract.
- 11.10 Quality Control department of second party should visit at-least twice in a month and submit their report to first party.
- 11.11 Second party shall be responsible for Training and development of their cooking and serving staff.
- 11.12 Second party shall place a computer or teller machine for order/billing mechanism.



Article XII

UTILITIES

- 12.1 First Party will provide utility connections (Gas, Water and Electricity). Provision of additional water required if any will be allowed by First Party on payment by Second party. Payment of Gas & Electric bills will be on actual consumption basis for the Kitchen & Counter only as shown by the meters installed at the premises. Water charges will be based on fixed amount determined by IBA Finance, IBA Maintenance Office and Second Party. These payments will be inclusive of admissible govt. taxes / levies as per SRO to the First Party. IBA shall not be responsible for any disconnections due to non-payment or default or breach by the Second Party or otherwise.
- 12.2 The IBA shall provide electricity and natural Gas to the premises which the second party would use. The second party would pay monthly bill as per actual consumption through Electric and Gas Meters. IBA shall issue bill of utility charges, electricity & gas to tenant for payments on the rates applicable to IBA including taxes.
- 12.3 The rental, electricity and gas bills be paid by the second party on monthly basis through the prescribed process by the IBA Finance department. In case of any failure of payment the amount shall be adjusted from the security deposit. Utility Bill(s) will be paid by the second party within due date on the receipt of the Bill(s).
- 12.4 Utility Service(s) will be handed over by the First Party or vet the cost with authentic stamp and signature. If any or suitable part(s), required to run the system and Second Party should make the availability of the same with due approval of Head of Procurement & Maintenance on approved price/rate/cost. Bill/Invoice should be adjusted in monthly bill/invoice.

Article XIII

MAINTENANCE

- 13.1 That the second party shall keep and maintain the said rented premises in good condition and they shall look after the said rented premises with reasonable care and shall be exclusively responsible for the repair occasioned by use of the Cafeteria location mentioned in the agreement.
- 13.2 The second party shall not use the said premises for any illegal business, activity and shall not store or stock therein any article of combustible or hazardous nature neither suffer to be done any act which may expose the premises to the risk of fire or any loss or damage at any cost.
- 13.3 That the second party shall not make addition, alteration, or modification to the structure of the rented premises without prior written permission of the owner.
- 13.4 The Security and the maintenance & repair including normal wear and tear of the equipment as provided by the First Party will be the responsibility of Second Party and hence Second Party will keep the said items always in working condition. Periodic / planned maintenance of electrical / mechanical / plumbing/ furniture and fixture etc. will be carried out by 'The First Party' as per the planned maintenance system.

Article XIV

CLEANLINESS

- 14.1 That the second party should always keep the premises in hygienically clean state. Proper and timely maintenance of electrical / mechanical and fixture etc will be carried on by first party as a standard practice. However, daily disposal of waste material will be the sole responsibility of second party.



- 14.2 The Second Party shall responsible at all times to maintain a very high standard of cleanliness, hygiene both externally and internally on the mentioned cafeteria and shall undertake cleaning of walls, flooring, furniture items, kitchen, service counters, lightening and Air Conditioning fixtures related spaces including store rooms both inside and outside all times. It will also be the responsibility of Second Party to dispose off waste / garbage material on daily basis.
- 14.3 Second party is responsible for Fumigation of kitchen premises for pest & rodent control on monthly basis while sharing the reports with First Party.

Article XV **PROHIBITION**

- 15.1 IBA is no smoking zone. Cigarette smoking, Pan/Beetle Leaf & Gutka chewing is not allowed. Alcohol drinking & use of any intoxicant is prohibited in IBA, Karachi premises.
- 15.2 Use of alcohol, any sort of narcotics, smoking and beetle leaf chewing is strictly prohibited. It will be responsibility of the Second Party to expel such person who uses prohibited item(s) & report to the Registrar without loss of time.
- 15.3 Energy Drinks are strictly prohibited in the vicinity of IBA Karachi, therefore, the 2nd Party is bound to follow the same.

Article XVI **FORCE MEJURE**

- 16.1 That this Agreement for any failure or delay in the performance of this Agreement if it is due to any event beyond its reasonable control including (but not limited to) acts of God, war, fire, flood and national emergencies and the Party so delayed shall be entitled to a reasonable extension of time for performing such obligations.

Article XVII **SEVERABILITY**

- 17.1 If any terms covenant or condition of this agreement shall be deemed invalid or unenforceable in a court of law or equity, the remainder of this agreement shall be valid & enforced to the fullest extent permitted by prevailing law.

Article XVIII **MISCELLANEOUS**

- 18.1 Cafeteria employees will be hired by the contractor and their antecedents will be screened by the First Party. Only those will be employed / posted who are cleared by the First Party.
- 18.2 Competent Authority reserves the right to change / alter / remove any item or reduce / enhance quantity without assigning any reason.
- 18.3 The terms and conditions of this Agreement have been read over to the parties which they admit to be corrected and abide by the same.



In witness whereof both the parties hereto have set their respective hand to this agreement at Karachi on the date as mentioned above.

"IBA"

NAME: Dr. Muhammad Asad Ilyas

CNIC # _____

Address:

Registrar, Institute of Business
Administration Main Campus
University Road, Karachi

WITNESS:

1. Syed Fahad Jawed

CNIC # 42201-9125136-3

Address:

Head of Procurement
Institute of Business
Administration Main Campus
University Road, Karachi

Focal Person IBA

Ms. Shabam Amirali

Manzar Alam Chughtai
General Manager
MASTER MANAGEMENT (PVT) LTD

M/s Master Management (Pvt) Limited
NAME: Manzar Alam Chughtai

CNIC # 42101-1573674-3

Address:

Mezzanine Floor, Business Avenue,
26-A, Block-6, PECHS Shahra-e-Faisal
Karachi

2. M/s Master Management (Pvt) Limited

NAME: NOMAN AHMED KHAN

CNIC # : 42501-1533968-7

Address: Mezzanine Floor, Business Avenue
26-A, Block-6, PECHS, Main Sharea Faisal
Karachi.