

TENDER NOTICE

Sealed Bids are invited from reputable firms/suppliers having experience of providing refreshment/catering services for approximately 3000-3500 persons. The firms/suppliers **registered with GST Deptt. and must be on active tax payer list (ATL)** for supply of **Refreshment/Catering Services** for International Islamic University, Islamabad for its convocation to be held on March 2019:

2. Tender documents can be downloaded from **www.ppra.org.pk** and **www.iiu.edu.pk**. Tender fee of **Rs.1000/-** (five hundred only) (Non-refundable) will be deposited alongwith bid/tender in the shape of Call Deposit/Bank Draft in favour of IIUI.

3. Tenders valid for a period of 03 months on F.O.R. basis along-with earnest money @ 2% of the total value of tender (refundable) in shape of Call Deposit/Bank Draft in the name of International Islamic University, Islamabad, must reach the undersigned on or before **04.03.2019 at 10:30 a.m.** which will be opened on the same date at **11:00 a.m.** in presence of bidders/their representatives who may like to attend the opening ceremony. The GST Registration No. issued by Sales Tax Department must be mentioned in the bid, otherwise, tender shall not be considered. Price quoted must inclusive of General Sales Tax. Tenders without required earnest money or for lesser amount will be rejected as non responsive.

4. The University reserves the right to accept or reject any/all bid(s)/tender(s) in terms of Section-33 of Public Procurement Rules, 2004.

Muhammad Nasir, Deputy Director (HR), Phone # 9019245 & 9019239

(Muhammad Nasir)
Dy. Director (HR)
Phone: 9019245

INTERNATIONAL ISLAMIC UNIVERSITY ISLAMABAD
(Human Resource-I Section)

No. HR-1/Conv./2019-IIU-

Dated: _____

M/s _____

Subject: Tender Documents for Provision of Refreshment/Catering Services

Dear M/s,

You are invited to submit the tender for providing Refreshment/Catering Services as per required experience mentioned in the Tender Notice and in accordance with **Annexure-I**.

2. Sealed tenders valid for a period of 3 months alongwith Earnest Money @ 2% of total value of tender in shape of Call Deposit/Bank Draft in the name of "International Islamic University, Islamabad" must reach the undersigned on or before **04.03.2019** at 10.30 a.m. Tenders will be opened on same day at 11:00 a.m. in presence of the bidders/their representatives who may like to attend the opening.

3. Tenders received after the due date and time will not be entertained.

4. Amendments/alteration/cutting and overwriting etc. in tender must be signed in full by the person who has signed the tender. Changes or revisions in rates after opening the tender will not be allowed.

5. Tenders must be in a sealed cover and on the envelope, it must be written in bold letter "**Tender for Supply of Refreshment/Catering Services**" to be opened on **04.03.2019** & should be sent in the name of Muhammad Nasir, Dy. Director (HR), International Islamic University, Administration Block, New Campus, Sector H-10, Islamabad.

6. **Rates quoted must be inclusive of GST and total cost of supply. Tender without required earnest money or for lesser amount will be treated as non responsive. Furthermore, Rates for Faculty, Students, Parents & Staff are to be quoted separately for:**

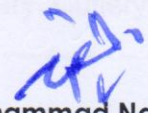
- **Lunch Boxes**
- **On Table**

7. The General Sales Tax Registration No. issued by the Sales Tax Department must be quoted in the bid **and the firm must be active tax payer on ATL of FBR otherwise, tender shall not be considered.**

8. The firms will be required to demonstrate the sample food being quoted for.

9. **The successful bidder shall have to provide the required Refreshment/Catering Services as per specification** on F.O.R. basis strictly on date and time mentioned in the Supply Order otherwise full Earnest Money will be forfeited.

10. The University reserves the right to accept or reject any/all bid(s)/tender(s) in terms of Section-33 of Public Procurement Rules, 2004.


(Muhammad Nasir)
Dy. Director (HR)
Phone: 051-9019245

LIST OF ITEMS/SPECIFICATIONMenu for VIP

Day-1 for 200 Persons	Day-2 for 200 Persons
<ul style="list-style-type: none"> • Dam Pukht (Dumba 4) • Chicken Boti Tikka • Chicken Reshmi Kabab • Mutton Qorma/Karahi • Mix Vegetable • Chicken Biryani • Raita • Salad 2 Types • Fruit Trifle • Roghni Naan/Roti • Green Tea • Cold Drinks • Mineral Water • Arrangement: • Standing Buffet, Crockery, Cutlery, Waiter Services, etc 	<ul style="list-style-type: none"> • Dam Pukht (Dumba 4) • Chicken Boti Tikka • Chicken Reshmi Kabab • Mutton Qorma/Karahi • Mix Vegetable • Chicken Biryani • Raita • Salad 2 Types • Fruit Trifle • Roghni Naan/Roti • Green Tea • Cold Drinks • Mineral Water • Arrangement: • Standing Buffet, Crockery, Cutlery, Waiter Services, etc

Menu for Faculty, Students, Parents & Staff

Day-1 for 3000 Persons (tentative)	Day-2 for 3000 Persons (tentative)
<ul style="list-style-type: none"> • Mutton Qorma/Karahi • Vegetable Pulao • Raita • Fresh Green Salad • Roghni Naan/Plain Naan • Kheer • Green Tea • Cold Drinks • Mineral Water • Arrangement: • Standing Buffet, Crockery, Cutlery, Waiter Services, etc 	<ul style="list-style-type: none"> • Mutton Qorma/Karahi • Vegetable Pulao • Raita • Fresh Green Salad • Roghni Naan/Plain Naan • Kheer • Green Tea • Cold Drinks • Mineral Water • Arrangement: • Standing Buffet, Crockery, Cutlery, Waiter Services etc