Pakistan State Oil Company Limited
PSO House, Khayaban-e-Iqbal, Clifton, Karachi-75600, Pakistan
Telephone (021) 9203866-85 Fax (021) 9203796

REQUEST FOR QUOTATION

(THIS IS PRICE ENQUIRY-NOT AN ORDER)
SAP No.6100019106

RFQ No	AD-A4982NZ
DATE	24.11.2026

Company PSO Dummy Vendor
PAKISTAN

QUOTATION REQUIRED

ON (Date)	07.12.2026	BY (Time)	

Please quote your best price for all items of following specifications. Please read the instructions attached herewith

EARNEST MONEY % Rs._____ PO/DD NO. _____

Title: ANNUAL CONTRACT FOR CATERING SERVICES AT PSO HOUSE W.E.F 01.02.2027 TO 31.01.2028.

S.No.	Description/Specifications	Location	Unit	Qty	Unit Price Rs.	Amount Rs.
1	**Lunch Services**	PSO House				
1.01	**Catering Services** Lunch services at PSO H. All PSO employees and 3rd party Staff. - The services shall be provided for 215 working days per year. - Food will be served by contractor. - At least 475 meals to be delivered to PSO House each day. The menu shall include a variety of Desi Food, Fast Food, and BBQ items. - Food shall be prepared at the contractor's facility and delivered to PSO House at least one hour before the lunch timings. - Only Grill, BBQ, fried items, and Naan/Chapati shall be freshly prepared in the PSO House basement kitchen. - The contractor shall prepare and submit a 30-day lunch menu for review and approval by the Admin Department before implementation. - The contractor shall submit the menu for the next month before the third week of the preceding month. - The quantity may exceed 475, and the contractor shall be paid for the actual quantity supplied, as per the recorded attendance. All food shall be prepared at the contractor’s own facility, which must be professionally equipped and HACCP-certified.		EA	102,125		
2	**Diet Lunch Services**	PSO House				
2.01	**Catering Services** Diet Lunch Services for PSO Employees 1.,,75 Diet meals to be served per day during the 215 working days of the year.		EA	16,125		

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S.No.	Description/Specifications	Location	Unit	Qty	Unit Price Rs.	Amount Rs.
	2.,,The contractor shall prepare and deliver the food to PSO House at least 30 minutes before the scheduled lunch time. 3.,,The estimated daily quantity shall be 75 meals. However, the quantity may increase or decrease depending on the actual daily requirements of PSO. 4.,,If the quantity exceeds 75 meals, the contractor shall be paid for the additional meals supplied at the mutually agreed rate, based on the recorded attendance. 5. The contractor shall prepare and submit a 30-day diet lunch menu for review and approval by the Admin Department before implementation. 06. The contractor shall submit the menu for the next month before the third week of the preceding month. 7.The company may discontinue the provision of diet food at any time, as per the prevailing requirements.					
3	**Dinner Services**	**PSO House**				
3.01	**Catering Services** 40 meals per day shall be provided during the 215 working days of the year. Dinner shall be delivered and served at PSO House by 1930 hours.		**EA**	8,600		
4	**Ramzan Services**	**PSO House**				
4.01	**Ramazan Service** Aftari for PSO employees and 3rd party Staffs during Ramazan - Aftari will be delivered and served to PSO House 30 minutes prior to Aftar. - 75 meals per day.		**EA**	2,250		
4.02	**Ramazan Service**		**EA**	900		

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S.No.	Description/Specifications	Location	Unit	Qty	Unit Price Rs.	Amount Rs.
	Sehri for night shift PSO employees and 3rd party staffs during Ramzan: - Sehri to be delivered and served by Contractor at PSO House - 30 Meals per day					
4.03	**Refreshment Service** Refreshment for Non-Muslim employees during ramzan: Tea/biscuits/Samosa or Patties or Mini Burgers / Sliders 25 persons per day		**EA**	550		

NOTE:
1. Calculation of working days is attached as Annexure A.
2. Terms and Conditions are attached as Annexure B.