



NO: DUET/PO/RFP/2025-12

RE-INVITATION FOR PROPOSAL (RFP) FOR CANTEEN SERVICES

DUET Re-Invites proposals for Operation of Canteens and Photocopy / Stationary Shops at Jinnah Campus and Faculty of Information and Computing Sciences (I&CS), Gulberg-site, Karachi from the experienced firm in the related fields for approximately 4000 students, Faculty and staff.

Scope of Work

- Manage canteens at both campuses.
- Maintain hygiene, offer varied menu (including vegetarian).
- Competitive pricing, digital payments.
- Operate photocopy/stationery shop (rental charges apply).

1. Objectives

- Nutritious food for diverse needs.
- Efficient service, value-for-money.

2. Eligibility Criteria

- Registrations with FBR for Income Tax, GST, SRB and Sindh Food Authority
- Experience in food services at least 5 years or Above
- Financial capability: Annual Turnover 20.000 Million of last 5 years
- Technical competence. (Clientele details, experienced staff details, satisfactory performances details)
- Current Project of providing relevant services

3. Proposal Requirements

Include company profile, technical plan, menu, pricing, payment integration, timing, quality assurance, rental offer for shop, certifications.

4. Evaluation Criteria

- Food & service quality.
- Food quantity as per price charged
- Technical competence.
- Financial proposal.
- Compliance.

5. Contract Duration and Termination Terms

- Contract Duration: Initial one year, further two years extendable upon satisfactory performance.
- Termination: 60-day notice for non-performance/breach.
- Performance Guarantee: Contractor shall provide a Performance Security equivalent to PKR 1,000,000 (One Million Pakistani Rupees), valid for contract duration plus 3 months.
- Dispute Resolution: Arbitration per Pakistan Arbitration Act.

6. Rental Charges for Canteen:

Rental Amount: PKR 100,000/per month (Jinnah Campus),
PKR 100,000/ per month for I&CS, Gulbarg Site.

7. Rental Charges for Photocopy & Stationary Shop Services:

Rental Amount: PKR 50,000/-Per Month (Jinnah Campus),
PKR 50,000/- Per month for I&CS Gulberg-Site.

8. Payment Terms

- Monthly rental payable in advance by 5th of each month.
- 10% annual escalation on rental if contract extended.
- Utilities: Contractor responsible for all utilities (electricity, water, Gas etc.) for shop operations.

9. Financial Aspects

- Menu prices should be competitive, clearly listed in proposal (including taxes).
- Revenue Share: Not applicable, fixed rental for shop.
- Payment Methods: Digital payments mandatory for all DUET canteen transactions.

RFP shall be submitted through EPADS as per mentioned below schedule. EPAD web: <https://portalsindh.eprocure.gov.pk/#/> and will also be available on DUET own website: www.duet.edu.pk. Supplier are advised to get the registration on EPADS portal at <https://sindh.eprocure.gov.pk/#/supplier/registration>. Fixed amount of Bid Security Rs. 180,000/- (5% of yearly rental) & Tender Fee (Non-Refundable) i.e. Rs. 3000/- in shape of Pay Order in favour of Dawood University of Engineering & Technology (DUET), Karachi will submit at Director (ICT), Convener Procurement Committee at the time of submission as specified below:

Date of Issuance on EPADS From: 31-12-2025 to 15-01-2026

Last Date & Time for submission: 15-01-2026 (03:00 pm)

Date & Time for Opening of Bid: 15-01-2026 (03:30 pm)

In case of any Govt. Holiday or unforeseen situation or incident, the bids shall be issued, submitted & opened on the next working day as per schedule. Place of issuance & inquiries will be at Procurement Section and submission will be at Director, ICT, DUET, Karachi. Tenders will be opened at Seminar Hall, Dawood University of Engineering & Technology, Karachi.

A firm quoted highest rent and qualified in the evaluation/qualification shall be awarded the Contract. The procuring agency reserves the right to reject all or any proposal subject to the relevant provision of Sindh Public Procurements Rules 2010 (Amended till to date).

**Procurement Officer,
DUET, Karachi**



