

CONFIDENTIALITY MANDATE (NON-DISCLOSURE): This Purchase Order / Request for Quotation is issued by Asian Events for supplier rate evaluation. Commercial brand name and client identity are strictly protected. Submit sealed unit rates directly to Asian Events.

PROJECT / EVENT NAME National Corporate Dealer Convention 2026	EVENT NATURE & SCOPE Annual Dealer Convention & Showcase	VENUE LOCATION La Ovation Events Lawn, Lahore	EVENT FORMAT Daytime Luncheon (11:00 AM – 04:30 PM)
TOTAL GUEST CAPACITY 250 Corporate Delegates	SETUP COMPLETION 07:00 AM Event Morning (4h Pre-Flight)	PROCUREMENT DESK Asian Events Operations	SUBMISSION CONTACT 0332-2227426 (Call / WhatsApp)

#	QUOTATION ITEM	QUANTITY	UNIT RATE (PKR)	TOTAL COST (PKR)
01	Wooden Stage with Flex or Carpet 24 x 50 (For 13 Products with Reveal Setup & Covers)	1 Setup (24' x 50')		
02	SMD 20 x 10 ft	1 Rig (20' x 10')		
03	Furniture Catering 250 Person	250 Persons		
04	Cutlery Crockery 250 Person	250 Persons		
05	Food Olive Menu for 250 Person (Strictly as Annexure A)	250 Persons		
06	Waiter Services	Complete Service		
07	Sound Line Array x 2	2 Line Arrays		
08	Branding Panaflex with Frames	Complete Scope		
GRAND TOTAL QUOTATION AMOUNT (PKR ALL-INCLUSIVE):			PKR	_____

VENDOR SUBMISSION INSTRUCTIONS & PROCUREMENT TERMS

1. **Quotation Validity:** All quoted rates must remain valid for a minimum of 30 days from submission date.

2. **Delivery & Handover:** All staging, sound, SMD, furniture, and branding frames must be 100% rigged and tested by 07:00 AM on the event date.

3. **Food & Hygiene Standard:** Catering items must strictly comply with Punjab Food Authority (PFA) hygiene protocols. Fresh Mutton must be procured on the morning of preparation.

4. **Confidentiality:** Strictly no disclosure of event specifications or commercial terms to third parties.

5. **Submission Channel:** Submit filled, stamped, and signed quotation to Asian Events via WhatsApp / Phone: 0332-2227426 or Email: info@asianevents.pk.

ISSUED BY (PROCUREMENT LEAD)	AUTHORIZED OPERATIONS APPROVAL	VENDOR ACCEPTANCE & STAMP
Asian Events Operations Phone: 0332-2227426	Executive Director of Production Asian Events Pakistan	Authorized Signature & Company Stamp Date: _____

ANNEXURE A: OLIVE MENU (MUTTON)

Ref: AE-PO-2026-088 • Official Catering Specification for 250 Persons

Dedicated Hotline: 0332-2227426

MANDATORY CATERING SPECIFICATION: The following menu is strictly required for the 250–person luncheon buffet. All items must be fresh, prepared on-site, and served in accordance with the exact dishes listed below:

WELCOME & STARTER • Soup / Fresh Juices • Chicken Tempura	TRADITIONAL CUISINE • Mutton Qorma • Chicken Qorma • Chicken Biryani	CHARCOAL (LIVE BBQ) • Chicken Red Boti • Chicken Green Cheese Boti • Chicken Kalmi Tikka • Chicken Cheese Gola Kabab • Chicken Hara Bhara Kabab • Special Kabab (Signature)
CHINESE • Egg Fried Rice • Chicken Sweet & Sour • Chowmein	ITALIAN • Alfredo Pasta • Penne Pasta	SWEETS • Desert Bar or Halwa
LIVE TANDOOR • Roghni Naan • Kalwangi Naan • Garlic Naan • Achari Naan • Sada Naad • Coriander Naan • Tandori Naan • Puri Station or Puri Paratha	SALAD BAR • Kachumar Salad • Apple Cabbage Salad • Red Bean Salad • Chicpea Salad	SAUCES & BEVERAGES • Mint Raita • Imli Sauce • Mineral Water 1.5 L • Cold Drinks 1.5 L • Tea

CATERING VENDOR COMPLIANCE ACKNOWLEDGEMENT

The catering vendor confirms that all 10 sections of the **Olive Menu (Mutton)** will be prepared fresh on-site at La Ovation Events Lawn, adhering strictly to Punjab Food Authority standards, with sufficient buffet stations, chafing dishes, and live tandoor/charcoal setups for 250 guests.

Catering Vendor Name: _____ Representative Signature: _____ Date: _____