

STAND CATERING ORDER FORM

Please Return Completed Form to:

e-mail: fnb@decc.qa

Please fill in or type **BLOCK CAPITALS**

(DECC Cannot be held responsible for mistakes from illegible handwriting)

EXHIBITION DETAILS

Exhibition Name	<input type="text"/>	Exhibition Date	<input type="text"/>
Hall Number	<input type="text"/>	Stand Number	<input type="text"/>
Stand Name	<input type="text"/>	Date of Order	<input type="text"/>

ORDER CONTACT DETAILS

First Name	<input type="text"/>	Last Name	<input type="text"/>				
Job Title	<input type="text"/>	Contractor	<input type="checkbox"/>	Exhibitor	<input type="checkbox"/>	Agent	<input type="checkbox"/>
Company Name	<input type="text"/>						
Company Address	<input type="text"/>						
City	<input type="text"/>	PO BOX	<input type="text"/>	Country	<input type="text"/>		
Direct No.	<input type="text"/>	Mobile No.	<input type="text"/>				
Email Address	<input type="text"/>						
On-site Rep Name	<input type="text"/>	On-site Contact No.	<input type="text"/>				

The following pages offer a wide range of catering options to exhibitors, who can simply order catering for their exhibition stands by filling out this form.

Completed exhibition order forms should be returned no less than 5 working days prior to the official move-in date of the exhibition. Orders received less than **5 days** prior to the move-in of the event cannot be guaranteed.

***Corkage Fees:** This is a daily fixed fee to be paid directly by the exhibitors allowing them to utilize the services of any caterer other than QBEC's official service provider for any stand catering orders.

For any details on corkage fee policy or any other F&B requirement, kindly contact us directly.

STAND CATERING ORDER FORM

BEVERAGE PACKAGES

WATER											
ITEM	QTY	Price QAR	Subtotal QAR	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Delivery Time
Rayyan Mineral Water Still Plastic 330ML (12 bottles)		25									
Rayyan Mineral Water Still Glass 250ML (6 bottles)		30									
Rayyan Mineral Water Sparkling Glass 250ML (6 bottles)		35									
Rayyan Mineral Water Still Plastic 1.5L (6 bottles)		40									

TOTAL

SOFT DRINKS

ITEM	QTY	Price QAR	Subtotal QAR	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Delivery Time
Coca Cola (24 cans)		100									
Diet Coke (24 cans)		100									
Assorted Soft Drinks (24 cans)		100									
Pepsi (24 cans)		100									
Diet Pepsi (24 cans)		100									
7'Up (24 cans)		100									
Mirinda (24 cans)		100									
Red Bull (12 cans)		190									
Orange Kinza (24 cans)		100									
Lemon Kinza (24 cans)		100									
Cola Kinza (24 cans)		100									
Fresh Juice per 1 L (orange, watermelon, lemon mint and pineapple)		70									
Packed Juice per 1 L (orange, apple, mango, tomato, pineapple)		40									
Packed Juice 200 MLx6 (orange, apple, mango, pineapple)		50									

TOTAL

STAND CATERING ORDER FORM

BEVERAGE PACKAGES

HOT BEVERAGES & REPLENISHMENT STOCK												
ITEM	QTY	Price QAR	Subtotal QAR	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Delivery Time	
Coffee Capsules Decaf (10 Pieces)		90										
Coffee Capsules (10 Pieces)		90										
Coffee Capsules Decaf (50 Pieces)		370										
Coffee Capsules (50 Pieces)		370										
Sugar Set (25 white, 25 brown & 15 sweeteners)		25										
Black Coffee (1 Flask) With 1 L milk, 10 white & 10 brown sugar, 5 sweeteners, 15 stirrers & 12 disposable cups		175										
Black Tea (1 Flask) With 1 L milk, 10 white & 10 brown sugar, 5 sweeteners, 15 stirrers & 12 disposable cups		165										
Arabic Coffee Pot (1L) With 200g Dates		200										
30 Nescafe Coffee Sachets		250										
25 Black Tea Bags		50										
25 Green Tea Bags		60										
10 Instant Hot Chocolate Sachets		50										
Fresh Milk (1L)		25										

TOTAL

STAND CATERING ORDER FORM

ON STAND RENTAL OPTIONS (SUBJECT TO AVAILABILITY)

ITEM	QTY	Price QAR	Subtotal QAR	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Delivery Time
Coffee Machine Rental Including daily delivery package (50 coffee capsules, 25 black tea bags, 25 green tea bags, 10 instant hot chocolate sachets, 5L milk, 12 bottles of 1.5L water, 50 white sugar, 50 brown sugar, 30 sweeteners, 150 napkins, 150 stirrers, 120 paper cups)		680									
Kettle with Bottles of 1.5L Water		100									

TOTAL

SUNDRY/DISPOSABLE

ITEM	QTY	Price QAR	Subtotal QAR	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Delivery Time
25 Small Wood Spoons		25									
25 Small Plastic Spoons		25									
25 Big Plastic Spoons		25									
25 Plastic Forks		25									
25 Wood Forks		25									
25 Plastic Knives		25									
25 Wood Knives		25									
6 Plastic Cutlery Packs (Fork, Spoon, Knife and Napkin)		30									
25 Plastic Plates		35									
10 Biodegradable Plates		35									
50 Table Paper Napkins		15									
25 Table Paper Napkins Premium		25									
1 Tissue Box		15									
50 Plastic Cups (220ml)		28									
25 Paper Cups with Lid (220ml)		35									
50 Small Paper Cups (110ml)		70									

TOTAL

STAND CATERING ORDER FORM

SERVICE STAFF

ITEM	QTY	Price QAR	Subtotal QAR	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Delivery Time
Male Service Personnel (up to 9hr service including 1hr break)		150									
Female Service Personnel (up to 9hr service including 1hr break)		150									
Arabic Coffee server in traditional dress (including Majdool Dates and Arabic Coffee in dallah and ceramic or paper cups (up to 8hr))		500									

TOTAL

BAKERY & PASTRY

ITEM	QTY	Price QAR	Subtotal QAR	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Delivery Time
Oatmeal Cookies (12pcs)		80									
Vanilla Cookies (12pcs)		80									
Peanut Butter Cookies (12pcs)		80									
Oatmeal, Chocolate, Vanilla Cookies (24pcs)		130									
Assorted Cookies 1kg (Oatmeal, Chocolate and Vanilla)		275									
Butter Croissants (12pcs)		100									
Chocolate Croissants (12pcs)		100									
Pistachio Croissants (12pcs)		100									
Assorted Croissants (24pcs) (Butter, Chocolate and Pistachio)		175									
Vanilla Muffins (12pcs)		100									
Chocolate Chip Muffins (12pcs)		100									
Red Velvet Muffins (12pcs)		100									
Assorted Muffins (24pcs) (Vanilla, Chocolate Chip and Red Velvet)		180									
Assorted Danish Pastries (12pcs) (Blueberry, Peach and Strawberry)		135									
Strawberry Danish Pastries (12pcs)		135									
Assorted Bakery (12pcs) (Butter Croissants, Muffins and Cookies)		150									

TOTAL

STAND CATERING ORDER FORM

SANDWICHES

ITEM	QTY	Price QAR	Subtotal QAR	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Delivery Time
Smoked Turkey & Cheddar (12pcs)		150									
Finger Sandwiches with Chicken and Mayonnaise (12pcs)		150									
Mini Bread with Tomato Mozzarella (12pcs)		140									
Finger Sandwiches with Prawn Mayonnaise (12pcs)		150									
Open Sandwich with Cheddar and Fig Chutney (12pcs)		140									
Falafel Wrap (12pcs)		140									
Roast Beef and Horseradish, Sundried Tomato Roll (12pcs)		150									
Finger Sandwiches with Cucumber, Cream and Chive (12pcs)		140									
Finger Sandwiches with Smoked Salmon (12pcs)		150									
Smoked Turkey & Cheddar, Finger Sandwiches with Chicken and Mayonnaise, Roast beef and Horseradish, Sundried Tomato Roll (24pcs)		265									
Falafel Wrap, Mini Bread with Tomato Mozzarella, Grilled Vegetarian Sandwich, Finger Sandwiches with Cucumber, Cream and Chive (24pcs)		250									

TOTAL

STAND CATERING ORDER FORM

HOT BITES

ITEM	QTY	Price QAR	Subtotal QAR	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Delivery Time
Bacon Quiche (12pcs)		110									
Mini Chicken Shawarma (12pcs)		110									
Mini Sausage Rolls (12pcs)		110									
Chicken Musakhan Wrap (12pcs)		110									
Beef Shawarma (12pcs)		110									
Assorted Hot Bites (24pcs) Mini Chicken Shawarma, Beef Shawarma, Bacon Quiche and Mini Sausage Rolls		220									

TOTAL

CANAPES

ITEM	QTY	Price QAR	Subtotal QAR	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Delivery Time
Assorted Vegetarian Canapes 24 pcs Beetroot Hummus in Savory Tart, Asparagus Tart with Cream Cheese, Muhammara Tartlets		180									
Assorted Canapes 24 pcs Smoked Chicken Salad in Tart, Beetroot Hummus in Savory Tart, Tomato and Mozzarella Skewers		180									
Assorted Canapes 50 pcs Smoked Chicken Salad in Tart, Beetroot Hummus in Savory Tart, Tomato and Mozzarella Skewers, Muhammara Tartlets, Avocado Shrimps, Savory Tart, Fine Herbs		350									
Assorted Canapes 100 pcs Smoked Chicken Salad in Tart, Beetroot Hummus in Savory Tart, Tomato and Mozzarella Skewers, Muhammara Tartlets, Avocado Shrimps, Savory Tart, Fine Herbs, Barbecued Pulled Reef Salad in Tarts		550									

TOTAL

STAND CATERING ORDER FORM

DESSERTS

ITEM	QTY	Price QAR	Subtotal QAR	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Delivery Time
Chocolate Cake (12 pcs)		90									
Vanilla Cake (12 pcs)		90									
Pistachio Cake (12 pcs)		90									
Carrot Cake (12 pcs)		90									
Red Velvet (12 pcs)		90									
Banana Cake (12 pcs)		90									
English Cake (12 pcs)		90									
Chocolate Cake, Vanilla Cake, Red Velvet Cake (24 pcs)		180									
Majdool Dates (500 gm)		90									
Majdool Dates (1 Kg)		160									
Stuffed Majdool Dates (500 gm)		150									
Stuffed Majdool Dates (1 kg)		300									
French Macarons (500 gm)		200									
French Macarons (1 kg)		400									
Premium Chocolates (500 gm)		180									
Fruit Platter (1 kg)		120									
Fruit Platter (3 kg)		300									
Seasonal Fruit Skewers (12 pcs)		100									

TOTAL

STAND CATERING ORDER FORM

Total Items Ordered	
Total Amount QAR	

Official Stamp & Signature

Payment Method *Payment should be made only on receiving your pro-forma invoice*

BANKING DETAILS

QATAR BUSINESS EVENTS CORPORATION

Qatar National Bank (QNB)

Account No: 0013-070329-002

IBAN No.: **QA80 QNBA 0000 0000 0013 0703 2900 2**

Swift Code: QNBAQAQA

If payment is made by electronic transfer, please forward a copy of the transaction slip via email fnb@decc.qa

CONDITIONS OF SALE

The prices quoted in this proposal are exclusive of any taxes which may be applicable as per the Law of the State of Qatar.

In case there are any taxes whatsoever applicable as per the Law of the State of Qatar, it will be the responsibility of the Customer to bear such tax expenses and accordingly the tax amount should be added to the payment being done.

An order is considered confirmed only if the payment has been completed.

Advanced payment of all orders is compulsory. No account or credit facilities are available.

The Stand Catering order(s) and services are subject to availability.

Successful delivery of your order is dependent on accurate ordering information been provided.

All prices are rental only. All service equipment furnished by DECC shall remain DECC's property unless otherwise specified and shall be removed only by authorized DECC staff on the closure of the event.

Claims/Refunds will not be considered unless filed in writing prior to the close of the event.

Cancellation of services must be made 48 hours in advance. Any cancellation made less than 48 hours of delivery date will be subject to a cancellation fee of up to the 100% price of the total service order value.

The price quoted does not include any taxes or levies applicable in Qatar or in any country, the same will have to be borne by the customer and is not the responsibility of DECC.

Cautionary Note:

For Hot & Cold Beverages, we use only disposable cups.

For smaller bites & Canapes, the item will be served on covered platters. Once the guest arrived, one of our servers will uncover the platter and offer food items to the guest.

In an event that there is a venue lockdown due to any VIP attendance, services may be delayed depending on the duration of the lockdown.

Power connection shall be arranged for any order as required. Please arrange with the appointed stand contractor prior to build-up.

Please advise of any specific dietary requirements at the time of ordering.