



NETAJI SUBHAS UNIVERSITY OF TECHNOLOGY

(Formerly – Netaji Subhas Institute of Technology)

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Department of Information Technology

F.NO. 207(7)/2007/IT/NSUT/2019

Date:

NOTICE INVITING QUOTATION

Sealed item rate quotations in envelopes are hereby invited on behalf of **Dept. of Information Technology, NSUT** from the agencies/firms/vendors fulfilling the eligibility criteria given below for the supply of the items as given in **Annexure -A**.

Name of Work: Arrangement of Preparation and serving of Food, Beverages and Snacks for STC AIMLP 2019 from 17.06.2019 to 28.06.2019 as per Annexure A

Terms and Conditions: As per Annexure B.

Date of Invitation: 30.05.2019

Last date and Time of Submission: 05.06.2019 by 3:30 PM

1. Eligibility Criteria

1. The agency/firm/vendor should have a valid PAN card.
2. The agency/firm/vendor should have a valid GST Registration Certificate.
3. The agency/firm/vendor should have a valid FSSAI certificate.

2. Documents to be Submitted in the Quotation:

1. Self-attested copy of PAN.
2. Self-Attested Copy of GST Registration Certificate REG-6.
3. Self-Attested Copy of FSSAI certificate.
4. Duly filled and signed Annexure – A.
5. Acceptance of Terms and Conditions (Annexure-B) signed by the agency with seal.

Assistant Registrar (S&P)

**Name of Work:Arrangement of Preparation and serving of Food, Beverages and Snacks
for STC AIMLP 2019 from 17.06.2019 to 28.06.2019**

S.No.	Category	Menu	No. Of Persons*	Rate /person	No. of Days	Total Cost (Rs.)
1.	High Tea (Day 1, Morning only)	Tea, Coffee, Assorted Pakoras, Assorted Biscuits, Sandwich, Sweets, Packed Mineral Water	90		1	
2.	Lunch Packed (10 days)	Rice, Dal(Makhani/Yellow – alternate days), Veg Sabji(Panner/ Kofta/Bhindi Masala- alternate Day), Raita, Roti, Salad, Sweets, Packed Mineral Water.	90/ Day		10	
3.	Morning and Evening Tea (19 times/9.5 days)	Tea, Coffee, Biscuits, Packed Mineral Water	90/Day (Morning) + 90/Day (Evening)		9.5	
		Total Amount for all Days				
		GST charges @				
		Grand Total				

***No. of plates/persons may vary (approx +/- 20)**

Total Amount Payable:

(In Figures) _____

(In Words) _____

Name of the Firm/Agency/Vendor:-

Signature and Stamp of Vendor: _____

Date & Place: _____

TERMS AND CONDITIONS

Name of Work:Arrangement of Preparation and serving of Food, Beverages and Snacks
for STC AIMLP 2019 from 17.06.2019 to 28.06.2019

1. Lunch should be given in Packed Form (Packed/Box Lunch). Packing should be prepared in hygienic condition.
2. The caterer shall arrange at least 5 No. waiters to serve the High Tea
3. The caterer shall arrange at least 2 No. waiters to serve the Packed/Box Lunch, Morning and Evening Tea.
4. Any quotation with incomplete information or quotes is liable to be cancelled.
5. 100% payment shall be made only after satisfactory completion of all the services.
6. The prices are net including cartage loading, unloading, service tax etc. and nothing extra shall be payable on any account.
7. If the agency fails to provide the service to the satisfaction of the University such as inferior quality of service, failing in providing the mentioned services in part or full in time, NSUT can impose suitable penalty and in such case decision of Competent Authority, NSUT shall be final and binding on the vendor.
8. The quality of food should be as per the standards set by the FSSAI authority.
9. Arrangement of cutlery and other packaging and serving items like disposable plates, glasses, cups and bowls shall be done by the vendor.
10. The vendor shall use only Paper/Thermacol made plates, cups and bowls for serving the food items and not plastic made.
11. All the waste that is generated should be disposed off properly by the food service provider after the event, otherwise the sanitation department, NSUT can impose penalty as per the discretion of the committee.
12. Sealed item rate quotations in envelopes are to be submitted at **Dept. of Information Technology, NSUT** from the agencies/firms/vendors fulfilling the eligibility criteria.

I have read all the above-mentioned terms and conditions and accept them unconditionally for providing the goods.

Name of the Firm/Agency/Vendor:

Signature and Stamp of the Vendor: _____

Date: _____