

Alipurduar University



**P.O. Alipurduar Court
Dist Alipurduar
Pin 736122**

Tender inviting Notice No. 011/apdu/reg

dated 03.03.2025

Alipurduar University in association with IQAC, Alipurduar University is organizing National Seminar on the Role of Science in Shaping Our Future on 25th and 26th March, 2025.

Sealed formal tenders are invited for working lunch for about 200 delegates from reputed Caterers/Firms/agencies having sufficient working experience in organizing events and having valid food safety certificates/current food license on 25th March, 2025.

Food:

Sl. No.	Item (per plate)
1	Fine Rice, Salad, Potato Fry, Paneer Dal, Mix Veg, Katal Kalia, Chicken (5 piece per plate)/Paneer, Chatni and Papad, Sweet, Bioplate and biodisposable water container

TERMS AND CONDITIONS :

- 1) Copy of current year Food License, PAN card, Trade License
- 2) The vendor shall provide Company details as per Annexure-II.
- 7) The Caterers/Firms/agencies shall attend the call within 5 minutes for trouble shooting.
- 8) The successful tenderer shall supply the food on 25th March in the University campus at the venue of the conference.
- 9) The University authority reserves the right to accept or reject any/all quotations.
- 10) The quotation should be valid up to 31.03.2025.
- 11) Selection of the agency will be made on the basis of both technical and financial bids. The technical bid and the financial bid shall be sealed by the bidder in separate cover duly superscribed and both the sealed covers are to be put in a bigger cover which should also be sealed and duly superscribed. The technical bids will be opened at the first instance and evaluated. Subsequently, financial bids of only the technically accepted offers will be opened for furnishing value and ranking before finalization and issuance of supply only. After evaluation the lowest rate (L₁) financial bid from among the technically qualified bidders will be accepted.
- 12) The bid (Technical & financial) shall be submitted to the under noted address;
Registrar (Additional Charge), Alipurduar University, P.O. Alipurduar Court, Dist. Alipurduar, PIN- 736122
- 13) The last date of submission of quotation is up to 13.03.2025 at 3.00P.M. and to be opened on 18.03.2025 at 4.00P.M. in the chamber of the Registrar (Additional Charge)
- 14) The tenderers may remain present at the opening of tender.
- 15) All cases of disputes not covered under the terms & conditions of Tender will be referred to the Vice-Chancellor for a decision which shall be final and binding on both the parties.
- 16) For any clarification regarding tender please contact with the Dr. Sushobhan Ghosh, Alipurduar University.(Tel. No. 8101906711), email Id- sushobhan.iisc@gmail.com, Alipurduar University.

ANNEXURE-II

BIDDERS DETAILS

(To be provided on company letter head)

NIT NO.:

TENDER ID:

1	NAME OF THE BIDDER	
2.	ADDRESS	
3.	CONTACT NUMBER	
4.	CONTACT PERSON	
4.	EMAIL ID	
5.	BANK DETAILS A/c Name A/c Number Name of the Bank Name of the Branch IFSC	

Authorized Signatory(with seal & Stamps)