



Alipurduar University

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

Dated: 14.09.2026

Tender inviting Notice No. 012/apdu/reg

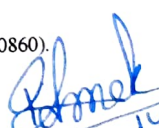
The Department of Bengali, Alipurduar University is organizing Seminar on 28.09.2026. Sealed formal tenders are invited for lunch for the delegates from reputed Caterers/Firms/agencies having sufficient working experience in organizing events and having valid food safety certificates/current food license on 21.09.2026.

Food:

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| 1. Fried rice (800 gram) -100 packet in jar |
| 2. chicken kosha: 4 peace (200 gram)- 85 packet in jar |
| 3. Water bottle (500ml) -100 pics |
| 4. Spoon & Tissue paper – 100+100=200 pics |
| 5. Rasgulla standard size 100 pics |
| 6. Chile ponir (200 gram)-15 packet in jar |

TERMS AND CONDITIONS:

- 1) The rate should be given total amount with all taxes and all types of transportation cost.
- 2) Copy of current year Food License, PAN card, Trade License should be submitted.
- 3) 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 28.09.2026 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 10.10.2026.
- 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 21.09.2026 at 12:00 noon and to be opened on 21.09.2026 at 02:00 pm 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 Shri. Goutam Nandi, Alipurduar University. (Tel. No. 9474630860).


Registrar (Additional Charge)
Alipurduar University

REGISTRAR
(Additional Charge)
ALIPURDUAR UNIVERSITY

ANNEXURE-II

BIDDERS DETAILS

(To be provided on company letter head)

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)