



Alipurduar University

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

Tender inviting Notice No. 011/apdu/reg

Dated: 09.09.2026

The Department of Chemistry, Alipurduar University is organizing Lecture Workshop on "Chemical Design of Molecules and Materials towards Potential Applications" on 29.09.2026 & 30.09.2026.

Sealed formal tenders are invited for working 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:

	Menu for 29.9.2026 Lunch	Menu for 30.9.2026 Lunch
1	Fine Rice	Fine Rice
2	Salad	Salad
3	Veg Dal	Veg Dal
4	Bhaji (Chips)	Bhaji (Potato Jhuri with peanut))
5	Mixed Veg	Mixed Veg
6	Katla Kalia (80 gms)	Pabda Jhal (50 gms)
7	Chicken 3 Pcs	Chicken Pcs
8	Chatni	Chatni
9	Doi/Misti	Doi/Kalakan
10	Water Bottle	Water Bottle

TERMS AND CONDITIONS:

- 1) The rate should be given per plate 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 29.09.2026 & 30.09.2026 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 18.09.2026 at 3.00 P.M. and to be opened on 21.09.2026 at 12:00 Noon 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.

09/09/2026
Registrar (Additional Charge)
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)