

INDIAN INSTITUTE OF TECHNOLOGY DELHI
Transportation Research & Injury Prevention Programme

Date: 08/11/2013

Due date: 22/11/2013

Sub: Tender for Tea and Lunch for International course participants from 3-11 December 2013.

Quotations are invited for "supply of Tea and Lunches for International Course participants from 3rd to 11th December 2013 at IV-LT-III and IRD Conference Room, IIT Delhi" for 80 participants with the following menu:

11:00 AM : Morning Tea (Black/ Normal Tea & Coffee with Biscuits (salt & sweet) + Chips+soft drinks+ Mineral water)

01:00 PM : Lunch (Indian Non-Veg Lunch (Including soup+ Salad (Green/ Russian, etc.)+ Dry-vegetable + Vegetable Gravy (Different Preparation on different days) + Non-Veg main course + Dal + Vegetarian boiled/jeera Rice + Dahi/Raita+Indian Breads +Indian Dessert + Fresh Fruits + Papad + Chutney +Achar+soft drinks+ Mineral Water.

04:00 PM : Evening Tea (Black/Normal Tea and Coffee with Cookies + Chips+ soft drinks+Mineral water)

Mineral water will be provided at the course venue also.

Terms and Conditions:

The vendor should provide technical and financial bids in separate sealed envelopes and each envelope should be clearly marked with words "Technical Bid" and "Financial Bid" and submit in one envelope stating "Catering for course 3-11 December 2013" and submitted to:

**Prof. Geetam Tiwari, TRIPP, Room MS 815 Main Building,
Indian Institute of Technology Delhi, New Delhi-110016.**

1. Last date of receipt of quotation is 22/11/2013 by 5 PM.
2. Duration of the course is from 03-11 December 2013.
3. Hygiene and quality of food is of utmost importance.
4. Price must be quoted inclusive of all service taxes as applicable.
5. Tea and Lunch will be served on a buffet display with Seating arrangement (10 round tables with 6 chairs) has to be made at the venue (IV LT-III) by the bidder and charges, if any, must be included in the Financial-bid.
6. The food will be served under the area covered by tent and kanats near IV-LT-III near IV-LT-IV.
7. Bidder should submit the layout and photographs of the tentage.
8. The quality and standard of the food would be monitored on a regular basis. The contract may be summarily terminated at any stage, at the sole discretion of organizers, if quality and standard are found lacking.
9. Quotation validity should be clearly mentioned in the quotations.
10. Payment will be made as per Institute norms.
11. The institute reserves the right to accept or reject any or all the quotations without assigning any reason thereof.
12. Other terms and conditions (if any), should be specified.
13. The bidder may provide evidence of having provided such services in past at any educational institution.


Course Coordinator