Department of Management Studies

I.I.T. Delhi

Date: 18/10/2011
Due date: 03/11/2011

Sub: Tender for Lunch, High Tea, etc. for participants and faculty of a Training Programme at Vishwakarma Bhawan, I.I.T. Delhi from 14 November 2011 to 23 December 2011 (Total number of Participant about 30)

The purchase committee, constituted by the competent authority, for "Lunch, high-tea, etc. on all working days (Monday to Friday) between 14 November 2011 and 23 December 2011," invites tender for the following menu during the course for about 30 participants on 30 working days.

10:00 AM : **Morning Tea**

11:00 AM : **High Tea**

Lemon Tea + Green Tea + Black Tea + Normal Tea + Normal Coffee + Cookies + Chips + 3 types of Snacks

01:00 PM : **Lunch**

Indian Non-Veg Lunch (Including Juice+Vegetable-soup+ Salad (Green/ Russian, etc.)+ Fruits + Dry-vegetable + Green seasonal vegetable + Vegetable Gravy (Different Preparation on different days) + Non-Veg main course + Dal + Vegetarian boiled/jeera Rice + Indian Breads + Indian Dessert + Ice-cream + Papad + Chutney + Water

03:00 PM : **Tea with cookies & chips.**

Lemon Tea + Green Tea + Black Tea + Normal Tea + Normal Coffee + Cookies + Chips + 2 light snacks

04:00 PM : **Evening Tea**

Mineral water (500 ml) bottles to be delivered in morning & evening.

Terms and Conditions:

Separate technical and financial quotations are invited for the menu consisting of lunch, high tea etc. in sealed cover addressed to:

Prof. Ravi Shankar
Department of Management Studies
Indian Institute of Technology Delhi
4th Floor, Vishwakarma Bhawan, Saheed Jeet Singh Marg,
New Delhi-110016

1. Last date of receipt of Technical and Financial quotation is 03/11/2011 by 5 PM.
2. Duration of the course is from 14 November to 23 December 2011 (Monday to Friday every week)
3. Hygiene and quality of food is of utmost importantance
4. Price quotation should be in India Ruppees; prices must be quoted inclusive of all service taxes as applicable.
5. Seating arrangement has to be made at the venue by the bidder and charges, if any, must be included in the Financial-bid.
6. Venue of the programme is Vishwakarma Bhawan, IIT Delhi
7. All arrangements for cooking has to be made near the venue, without causing any damage to the premise.
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.