

ADVT. for Tender Notice

Institute Website

Department of Chemistry

Indian Institute of Engineering Science and Technology, Shibpur; Howrah 711 103

Tender Advt. No. Chem/Food/01/2017

Dated: 17.07.2017

Sealed tenders are invited by the Chemistry Department, Indian Institute of Engineering Science and Technology, Shibpur, Howrah-711103 for the supply of Food (Lunch, snacks, tea/coffee etc.) for the National Symposium on “**Recent Advances in Chemistry and Industry (2017)**” from **2nd and 3rd August 2017**.

Tender Documents containing details of the items and terms and conditions may be downloaded from the institute website and completed bidding documents are to be submitted to the **Head, Department of Chemistry, Indian Institute of Engineering Science and Technology, Shibpur; Howrah-711103** or dropped into the Tender Box kept in the Department within **24th July, 2017 (4:00 pm)**.

The interested vendors are requested to submit technical and financial bid in sealed envelopes within stipulated time.

For further clarification, please contact Prof. Bibhotosh Adhikary (8902524532)

Enclosed: Section-I: General conditions and Important Instructions for Bidders.

Section-II: Specification of the Items.

Prof. Binay Krishna Ghorai
Professor and Head,
Department of Chemistry
IEST Shibpur

SECTION-I: General Conditions and Important Instructions for Bidders

1. Interested parties/vendors are to download the tender documents with detailed specifications from the institute website (www.iiests.ac.in)
2. It is necessary to submit the original tender documents along with technical/price bids in sealed envelopes to **the Head, Department of Chemistry, Indian Institute of Engineering Science and Technology (IEST), Shibpur; Howrah 711 103, or directly to Drop in the Tender Box kept in the Department.**
3. Bidders are to abide by the terms and condition and submit this tender document in original duly signed with acceptance of the terms and conditions.
- 4. The rate should be quoted in rupees per head for satisfactory quantity of individuals.**
5. Last date of receipt of tender is **24th July, 2017 (4:00 pm)**. Tenders received late will not be accepted under any circumstances. Tenders will be opened in the Seminar Hall of the Chemistry Department, on the same day at 4:15 pm. In case the Institute remains closed on the said date, tenders will be opened on next working day at 11:45 a.m.
6. The Price Bid should clearly mention the price including the following:
 - Delivery charges up to IEST, Shibpur, Howrah.
 - Necessary arrangements/logistics for serving lunch is to be made by the vendor at location suggested by the conference organizers, if and when required.
 - All taxes, duties, levies applicable.
7. Bills in triplicate should be presented for payment within 15 days of supply/ commissioning of work. No advance is paid for execution of the order. The Purchase Order No. is to be noted on both Challan and Bill. All bills are to be accompanied by order copies and Challan receipt.
8. Payment will be made on submission of Proper Bills, Challans etc, by A/C Payee Cheque and no cash payment will be made under any circumstances.
9. All payments are subjected to statutory deductions as and when applicable.
10. Tender is to be kept valid for acceptance for 1 month with effect from the last date of issue of the tender without any modifications in its terms and conditions.
11. Documents mandatory to be submitted with the tender:

- Tender Documents, General Conditions and Important Instruction in original duly signed by the Proprietor/ Partner/ Director of the company as a token of acceptance of Terms and Conditions of Tender.
- Latest Income Tax, Sales Tax, Professional Tax clearance certificates and copy of valid Trade License
- Bid according to specifications.

I/We accept the above terms and conditions.

Signature of vendors with date & Seal

Section-II: Specification of the Items

Date	Name of items/works	Description
02/08/2017	Lunch	Fried Rice, Paneer curry, Chilli Chicken (bone less), Sweet (02 pcs), Salad, Chutney, mineral water
03/08/2017	Lunch	Plain Rice, Navratna curry, Chicken curry, Sweet (02 pcs), Salad, Chutney, mineral water
02/08/2017	Breakfast snacks packet	Egg devil, sweet (02 pcs), cake
03/08/2017	Breakfast snacks packet	Egg devil, sweet (02 pcs), cake
02/08/2017	Tea/coffee	Tea/coffee with biscuit, twice in a day
03/08/2017	Tea/coffee	Tea/coffee with biscuit, twice in a day