

Department of Computer Science and Technology  
Indian Institute of Engineering Science and Technology, Shibpur  
Howrah-711 103  
Date: 28December 2017

NOTICE INVITING QUOTATION (CST/CSI-EAIT/FOOD-P1/2017)

Sealed tenders are invited by the CST Dept, IEST, Shibpur, Howrah - 711103 for the supply of lunch for the conference EAIT-2018.

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,  
CST Department,  
Indian Institute of Engineering Science and Technology, Shibpur  
Howrah-711103

within January5, 2018 (4:00 pm).

The intended vendors are requested to submit bid in sealed envelopes within stipulated time.

For further clarification, please contact Abhik Mukherjee (9433955059).

Enclosed:  
Section-I: General conditions and Important Instructions for Bidders.  
Section-II: Specification of the Items.

Head, CST Department, IEST, Shibpur

## SECTION-I: General Conditions and Important Instructions for Bidders

It is necessary to submit the original tender documents along with technical and price bids to the Office of the CST Department, IEST, Shibpur; Howrah-711103.

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.

Last date of receipt of tender is January 5, 2018 (4:00 pm).

Tenders received late will not be accepted under any circumstances. Tenders will be opened in the CST Department on the same day at 4:15 pm. In case the Institute remains closed on the said date, tenders will be received and opened on next working day at same time.

The Price Bid should clearly mention the price in Indian Rupees (INR) for each component while considering this as turnkey job including the following :

1. Actual Cost of each lunch, breakfast and snacks per plate as per the Menu mentioned in Section II
2. GST as applicable.

Uninterrupted service should be maintained during lunch hour. If the serving/execution is not completed within the stipulated period as indicated, a Liquidated Damage @ 0.5% will be imposed on the value of work order subject to maximum of 5% of the value of work order.

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 Order No. is to be noted on both Challan and Bill. All bills are to be accompanied by order copies and Challan receipt.

Payment will be made on submission of Proper Bills, Challans etc. by A/C Payee Cheque or bank transfer and no cash payment will be made under any circumstances.

All payments are subjected to statutory deductions as and when applicable.

Tender is to be kept valid for acceptance for 3 months with effect from the last date of submission of the tender without any modifications in its terms and conditions.

Following documents are to be submitted with the tender:

1. Tender Documents, General Conditions and Important Instruction in original duly signed by the Proprietor/ Partner/ Director of the company.
2. Latest Income Tax, Sales Tax, Professional Tax clearance certificates and copy of valid Trade License
3. Bid according to specifications.
4. GST No. and copy of the relevant documents
5. A certificate in company's letterhead which is to be signed by the authorized representative stating that all conditions mentioned in the Tender Document have been accepted by the company.

Authority reserves all rights to accept/reject any/all quotation without showing any reason.

Head, CST Dept.  
IEST Shibpur

SECTION II: Specification of the Food Items (Menu)

**Date: 12-01-2018**

Name of items/works Description:

Menu for Breakfast: (approximate no of heads = 150)

*Cheese sandwich, Veg Pakoda, Laddu (1 pc each)*

*Coffee and Tea with snacks (approximate 200 cups to be served twice)*

Buffet Lunch Menu: (approximate no of heads = 100)

*Rumali Roti, Tarka, Fish ball, Polao, Boneless Chicken Preparation, chatni, Papad, Rasogolla, Nalengur Icecream*

Vegetraian items like Dhokar Dalna, Paneer Curry should be available for 10 plates out of the head count.

**Date: 13/01/2018**

Menu for Breakfast: (approximate no of heads = 60)

*Kadaiuti Kachuri (2 pc -large OR 4 pc - small), Alur Dom, Darbesh (1 pc each)*

*Coffee and Tea with snacks (approximate 150 cups to be served twice)*

Buffet Lunch Menu: (approximate no of heads = 80)

*Dehradun Rice, Moong Dal, Jhuri Alu Bhaja, Cauliflower and Potato Roast, Fish fry, Chicken/Mutton Kasha, chatni, Papad, Rasogolla, Nalengur Ice cream*

Vegetraian items like Dhokar Dalna, Paneer Curry should be available for 10 plates out of the head count.

**Note:** Rate should be quoted for adequate quantity for any standard lunch of one adult. No of heads may vary and adjustment plan should be there.