

  
CENTRAL SANSKRIT UNIVERSITY  
SHREE SADASHIVA CAMPUS,  
CHANDAN HAJURI ROAD, PURI

**NOTICE INVITING QUOTATION**

Reference No. 492.....

Date: - 11/01/2023

Sealed quotations are invited from the interested and reputed Food Catering Service Providers for the following job for the 19<sup>th</sup> Rupak Mahotsava & 12<sup>th</sup> Zonal Youth Festival of the Central Sanskrit University at Sri Sadashiva Campus, Puri, to be held from 02.02.2023 to 04.02.2023 & 15.02.2023 to 17.02.2023 respectively. Tenders are to be submitted with Earnest Money Deposit for the job.

**1. Providing Food, Beverages and Drinking Water with Catering with cleaning facilities**

The detail of scope of work and Terms and Conditions are enumerated in the Tender Form and Campus website : [www.csu-puri.edu.in](http://www.csu-puri.edu.in) and Campus Notice Board.

Interested reputed catering Providers may apply in the prescribed form available in our website [www.csu-puri.edu.in](http://www.csu-puri.edu.in) by depositing Rs. 200/- through online in Indian Bank, Dolamandap Sahi, Puri, SB Account No. 20273155715, IFSC Code – IDIB000P689 in favour of Director, Central Sanskrit University, Shree Sadashiva Campus, Puri The last date for submission of quotation by speed post / Regd. Post / Courier is 19.01.2023 by 5.30 pm. Tenders shall be opened on 20.01.2023 at 11 AM.

  
DIRECTOR  
CENTRAL SANSKRIT UNIVERSITY  
SHREE SADASHIVA CAMPUS, PURI (ODISHA)

## **GENERAL TERMS AND CONDITIONS**

1. The sealed quotation is to be received in the Office of the Director, Central Sanskrit University, Shree Sadashiva Campus, Puri by 5.30pm on 19.01.2023 by Speed Post / Regd. Post / Courier. The Contractor has to submit along with tender the original Money Receipt (MR) issued while purchasing application for tender.
2. The parties are to submit requisite Earnest Money Deposit (EMD) by way of demand draft payable to The Director, Central Sanskrit University, Shree Sadashiva Campus, payable at Puri. Tenderer who have not submitted EMD, their tender shall not be opened. EMD shall be submitted in a separately closed envelope superscripted as Earnest Money Deposit with reference of the Tender Notice. The details of EMD and Security Deposit (SD) are as follows.

<u>Job Description</u>	<u>EMD (Rs.)</u>	<u>Security Deposit (Rs.)</u>
1. Providing Food, Beverages and Drinking Water with Catering with cleaning facilities	20,000/-	2,00,000/-

3. The EMD submitted by the successful Tenderer shall be adjusted against Security Deposit. The EMD of the unsuccessful Tenderer shall be returned to them within one month from the date of finalization of the tender.
4. The Price bid of the Tenderer, whose Techno commercial bid has been qualified by the Tender Committee, shall be opened only.
5. If the successful Tenderer does not take up the job, his EMD shall be forfeited.
6. The successful Tenderer shall deposit balance amount money to make the Security Deposit equal to as above before issue of work order within 3 (Three) days from the date of tender opening.
7. The Tender Bid shall be in three parts. Part-I. Earnest Money Deposit  
Part-II- Techno Commercial  
Part-III- Price Bid  
The three bids shall be submitted in three separate sealed covers and again all the three envelopes shall be enclosed in another sealed envelope and submitted by speed / Regd. Post / Courier only.
8. Techno-Commercial Bid is to be submitted in the prescribed form as per Annexure-I and all the credentials including Food License, Registration Certificate, PAN, GSTN copies must be enclosed.
9. The Bid documents shall be submitted in the Office of the Director on or before 19.01.2023 by 5.30pm and no tender shall be accepted thereafter. The Tender shall be opened on 20.01.2023 at 11am. The Tenderer or his authorized representative may attend the tender opening.
10. Tenderer shall agree to all the terms and conditions of the tender printed overleaf of the application and sign at the space provided there on. Tender is liable for cancellation if there is any deviation to the terms and condition printed over leaf of the application.
11. The Contractor shall be selected based on the criteria of past performance and quoted value recommended by the Committee constituted for the purpose by the Director.
12. The Contractor has to keep watch and ward for the materials supplied by him. He cannot claim any shortage materials afterwards.
13. It is the discretion of the Director to accept or reject any tender and also to cancel the tender notice without assigning any reason thereof.
14. The Tenderer may contact the office of the Director, Central Sanskrit University, Sadashiva Campus, Puri on any working day (Except Saturday and Sunday and holiday) and clarify himself about any job to quote before quoting for the same.
15. Director means the Director, Central Sanskrit University, Sri Sadashiva Campus, Puri.
16. The writing in the tender must be clear and legible.
17. Rate must be quoted inclusive of all taxes

Signature of the Tenderer

(Tenderer must sign on all the pages)

**Part-II Techno Commercial Bid**

**Providing Food, Beverages and Drinking Water with cleaning facilities**

1. Application Fee Rs. M R No. Date: -
2. Name of the Firm : -
3. Type of the Firm : -
4. GSTN of the Firm :-
5. PAN of the Firm : -
6. Food License No. :- Valid up to : -
7. Name & Mobile Number of the Proprietor/Partners: -
8. Address of the Firm: -
9. Address of the Firm for Communication: -
10. Details of EMD deposited: - Amount (Rs) DD No. & Date: -  
Name of the Bank: -
11. Previous experience: -  
(Copy of previous work orders to be attached)

**UNDERTAKING**

We do hereby undertake that the fact stated above is true to the best of our knowledge and belief.

Signature of Tenderer

Sl No.	Date	Morning 6.30 A.M	Breakfast 8.30 A.M	Lunch 1.00 P.M.	Evening 5.30 P.M.	Dinner 8.00 P.M.
1	01.02.2023	Tea/Coffee	Vegetable Upama, Sambar, Alumotor, Bada, Sweet corn, Idli, Fruits, Milk Cornflakes, Rasogola, Tea/Coffee	Jeera Rice, Rooti, Dal fry, Motorpaneer, Alukobi, Salad, Chips, Pampad, Kheer, Dahi, Mix Khata	Tea, Bread Pakoda, Biscuits	Plain Rice, Rooti, Dalmakhani, Besan Dhoka, Panner Butter Masala, Pampad, Khiri, Dahi, Chhena Jhili
2	02.02.2023	Tea/Coffee	Idli, Halwa, Sambar, Chatni, Bada, Cornflakes, Puri, Milk, Gulab Jamun, Samosa, Tea/Coffee	Veg Palau, Dal fry, Chili Kobi, Mix Veg, Mushroom, Dahi Bundi, Salad, Pampad, Roti, Khiri	Tea, Kobi Pakoda, Biscuit	Rice, Dal(Plain), Rooti, Matter Paneer, Bandha Gobi, Salad, Dahi, Pampad, Custard
3	03.02.2023	Tea/Coffee	Upama, Utthapam, Chhole, Bhature, Sweet, Oats, Milk, Rasogola, Fruit, Tea/Coffee	Anna, Dalma, Besar, Saga, Chips, Nabaratna Koroma, Ambula Rai, Roti Pampad, Salad, Khiri, Dahi	Tea, Biscuit, Samosa	Rice, Dalmakhani, Rooti, Palak Paneer, Bandha Kobi, Dahi Bundi, Salad, Pampad, Simia Payas, Veg Manchurian
4	04.02.2023	Tea/Coffee	Puri, Alu Matar Sabji, Halwa, Idli (Sambar, Chatni), Cornflakes & Milk, Jilabi, Vegetable Chup, Tea/Coffee	Fried Rice, Dalmakhni, Roti Paneer Hyderabad, Mixed Curry, Chips, Salad, Pampad, Dahi, Rasogola, Custard	Tea, Biscuit, Baigini	Rice, Dal fry, Rooti, Paneer Butter Masala, Dahi Bundi, Chilikobi, Pampad, Salad, Rabidi
5	05.02.2023	Tea/Coffee	Gajar Halwa, Aloo Paratha, Aloo Matar, Sweet Corn, Corn Flakes, Fruits, Milk Cornflakes, Dahi, Chhenapoda, Tea/Coffee	Jeera Rice, Rooti, Dalfry, Chili Mashroom, Paneer butter Masala, Bandha Kobi, Tamato Khata, Pampad, Chippis, Dahi, Khiri	Tea, Biscuit, Veg Chup	Rice, Dal, Roti, Paneer 65, Khagaja, Salad, Dahi Bundi, Pampad, Sweets.

CENTRAL SANSKRIT UNIVERSITY  
SHREE SADASHIVA CAMUS  
CHANDAN HAJURI ROAD, PURI

Price Bid

Providing Food, Beverages and Drinking Water with cleaning Facilities

Sl. No.	Description	Unit	Quantity (Persons) Tentative	Rate (Rs.)	Price (Rs.)
1	Providing Morning Tea	No.	400		
2	Breakfast With Tea	No.	450		
3	Providing Vegetarian Lunch	No.	500		
4	Providing Tea with light Snacks	No.	400		
5	Providing Vegetarian Dinner	No.	450		
	Total				

(Rupees ..... only

Signature of Tenderer