

NOTICE INVITING QUOTATIONS

To,

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Sealed quotations are invited from valid food supply license holders for supplying of food (Breakfast, Tea, snacks, mineral water, lunch, tiffin, dinner etc.) for the 36th INCA International Congress to be held at Visva-Bharati, Santiniketan from 08.11.2016 to 12.11.2016. A tentative count of no. of heads for the given dates is as under:

Date	No. of heads (Approx.)
08.11.2016	300
09.11.2016	400
10.11.2016	400
11.11.2016	400
12.11.2016	250

Details of food items to be supplied, is given in an annexure I. Terms and Conditions for the supply of food items are given in annexure II. The bidders are requested to offer their composite lowest rates per head-per day in the prescribed form. Quotation complete in all respect should be submitted to the office of the Organizing Secretary, 36th INCA International Congress, Visva-Bharati within 15 days from the date of issue of this notice. Quotations will be opened on the closing day i.e. on 18.10.2016 at 5.00pm at the same office.


Organizing Secretary
36th INCA International Congress
Visva-Bharati, Santiniketan

Organizing Secretary
36th INCA International Congress, 2016
Visva-Bharati

Terms & Conditions:

1. The offer should be addressed to the Organising Secretary, 36th INCA International Congress, Visva-Bharati, Santiniketan-731235 in a sealed cover marked "Enquiry No.....
Dated..... on the face of the envelope.
2. The bidder should have valid food supply license and at least five years experience in supply of food items at any mega event organized by reputed University / Institution. Copies in support should be enclosed with the offer.
3. The bidder should have PAN no., VAT Registration no. Copies of the same should be enclosed with the offer.
4. The event involves guests and delegates from within and outside the country, the bidder shall depute trained and courteous personnel in uniform at the venue of the International Congress for service.
5. Strict hygiene shall be maintained in preparing and providing the food items.
6. Refundable Earnest Money Deposit of Rs.10,000/- should be submitted along with the offer in the form of Demand Draft drawn in favor of "36th INCA International Congress" payable at Santiniketan.
7. Offer should be inclusive of all charges, taxes and levies.
8. University reserves the right to accept/cancel any of the bid or part thereof without assigning any reason.
9. Incomplete bids shall be summarily rejected.
10. Once the offer is accepted and order is placed the bidder shall provide the food items strictly as per schedule. Any lapse on the part of the service provider/supplier regarding quality of food or service shall attract penalty to be decided by the organizing committee of the congress.
11. The Contractor/ Caterer shall bring kitchen equipment, cooking and service utensils, cutleries and crockery etc., raw material and provide manpower to prepare & supply the food to the guests.
12. Food items to be prepared at the venue of the event.
13. The food items are required to serve in buffet /sitting arrangement.
14. All disputes are subject to Bolpur, Birbhum (WB) jurisdiction.


Organizing Secretary
36th INCA International Congress, 2016
Visva-Bharati

Form of quotation for supply of food items

To,
The Organising Secretary,
36th INCA International Congress,
Deptt. of Geography,
Visva-Bharati-731235.

Sir,

I am/We are submitting our lowest rate for supply of food items as under:

No. of heads	Composite Rate Per Day
1	Rs.

The above rate is inclusive of all charges & levies. I/We accept the terms and conditions attached with the notice inviting quotation. Earnest Money Deposit of Rs. 10000/- is enclosed in the form of Demand Draft No..... Dated..... Drawn on Payable at Santiniketan.

Santiniketan:
Dated:

(Signature)
Name of the Proprietor/Firm
Seal of the firm

36th INCA INTERNATIONAL CONGRESS- 2016
DEPARTMENT OF GEOGRAPHY
VISVA BHARATI, SANTINIKETAN

FOOD /MENU LIST

Breakfast (unchanged) for 9th to 11th November , 2016

Time: 8:00a.m. -10:00a.m.

2 counters for each type

CONTINENTAL

1. Cornflakes (plain)
2. Bread (Plain/Toasted)
3. Bananas
4. Milk (Warm)
5. Egg(Boiled/Omlet/ Scrambled)
6. Pancakes
7. Butter, Jam,Honey, Black Pepper Powder
8. Salt, Sugar
9. Coffee/Tea

INDIAN

1. Paratha (Alu,Plain)/Puri/Kachuri
2. Sabji (Alu Matar,Chole Masala/ Cholar Dal)
3. Rasgulla
4. Dahi
5. Idli with fresh coconut Chutney
6. Sambhar

Breakfast for 12th November will comprise Bread, Butter/Jam,Eggs ,Banana, Teal Coffee or Puri Sabji as per budget.

Lunch: Common Items Everyday .

1: 30 - 2: 30 p.m

- 1.Roti (Ghee optional),Phulki
- 2.Yellow Dal
3. Fresh Salad
4. Curd/Dahi
5. Plain Rice
- 6.Papad
7. Alu Jhuri Bhaja/ Crispy Bhindi masala /crispy baby corn with seasonal vegetables
- 8.Sandesh/Rasgulla/Rasmalai

9th November 2016

1. Mixed Vegetables (Jhal Frezi)
2. Fish Tikka & Paneer Tikka


Organizing Secretary
36th INCA International Congress, 2016
Visva-Bharati

10th November 2016

1. Alu, Phulkopi, Motorshuti, Tomato
2. Chicken Curry (Boneless)
3. Dry Chilli Paneer

11th November 2016

1. Mixed Vegetables
2. Paneer, Carrots, Capsicum Masala
3. Fish Fry with Kasundi
- or
4. Chicken 65 / Chicken masala (Boneless)

Dinner: Common Items Every Night

7:30 p.m. onwards

1. Roti/Chapati/Phulki Ghee Optional

2. Jeera / Peas Pulao (Not Sweet)

3. Kaali Kal/Yellow Dal

4. Rajma/Carrot, Peas masala sabji (dry)/ Alu

Gobi/Chole Masala

5. Gajar Halwa / Payesh (Sewai / Rasmalai/Orange

6. Dahi

7. Papad

8. Russian Salad / Fresh Salad

8th November:

1. Manchurian chicken (Boneless)
2. Matar Paneer

9th November:

1. Chicken Rezala / Mutton Rezala,
2. Palak Paneer (cream Optional)

10th November:

1. Matar Paneer
2. Chicken Tikka Masala (Butter Optional.)

11th November:

1. Paneer Pasinda
2. Chicken Bharta

TEA AND REFRESHMENTS

- **MORNING (9/11/2016 @ 12 p.m.) and 10th -11th Nov. @ 11 A.M.**
Tea / Coffee with Bisk Farm Thinz (Almond) and Krack Jack Biscuits: Morning Technical Sessions
- **EVENING @ 5 p.m. 9th - 11th Nov.**
 - Tea/ Coffee with Veg. Chop / Cutlet , Paneer Pakoda or Capsicum chop & Fresh Cheese sandwich
 - After post lunch Technical Session, Evening.
- Tea @ 3p.m. or 3.30 p.m.
- Drinking water to be available always.


Organizing Secretary
36th INCA International Congress, 2016
Visva-Bharati