

# **TENDER NOTICE FOR FOOD & CATERING**

( Revised after pre-bid meeting held on 17/11/2018)

## **Department of Physics**

**GURU JAMBHESHWAR, UNIVERSITY OF SCIENCE & TECHNOLOGY, HISAR**

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**GURU JAMBHESHWAR UNIVERSITY OF SCIENCE & TECHNOLOGY,  
HISAR-125001  
Tender for Supply of Food and Catering during Symposium**

To

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**Subject: Invitation for tender for supply of Food and Catering for  
The 63<sup>rd</sup> DAESSPS-18 ( 18 - 22 Dec.2018) GJUS&T Symposium.**

Dear Sir (s),

You are invited to submit your most competitive tender for the supply of **Food and catering** Material with the following terms and conditions: -

A. **SCHEDULE OF EVENTS :-**

1. TENDER NO.\* -----./2018 /-----
2. TENDER FLOATING DATE : **31/10/2018**
3. PRE BID MEETING : **17/11/18 at 3.00 pm,**  
In Seminar room, TB-3
4. TENDER SUBMISSION CLOSING DATE & TIME : **20/11/2018 at 4.30pm**
5. TENDER OPENING DATE & TIME : **21/11/2018 at 12noon**
6. VENUE FOR TENDER SUBMISSION & OPENING : **Office of the Chairperson,  
Department of Physics,  
GJUST, Hisar.**
7. TENDER DOCUMENT COST : Rs.300/-

**\* Tender number must be mentioned in all correspondence.**

B. **BRIEF DISCRPTION OF TENDER DOCUMENT:-**

This tender document consists of three parts namely:

- i) Brief description of the materials name;
- ii) Technical data sheet (technical specifications of the material);
- iii) Terms and conditions.

**1. Brief description of the material: -**

It mentions the name of the material required and its quantity. The quantity is subject to increase and decrease, at the discretion of the indenter.

**2. Technical data sheet (technical specifications of the material): -**

It contains the technical details / specification of the material. It should be submitted in a separate sealed envelope marked as "Technical Bid". Bids having deviation in technical specification will be declared as "technically non-responsive" and it will not be considered for commercial evaluation.

### 3. Commercial Data Sheet: -

This format deals with the commercial aspect of the tender. The bidder should quote the rate of goods and other overhead charges only in this format.

### 4. Terms and conditions: -

This portion contains the terms and conditions of the tender and its compliance is essential, failing which the contract may be cancelled and bidder may be liable for penal action against it.

## C. MATERIAL DETAIL:

| Sr. No. | Description of the Items (s)   | Specifications                     | Quantity                           |
|---------|--|------------------------------------|------------------------------------|
| 1.      | <b>Food &amp;Catering ( With Furniture , Tent &amp; Decorative lightings + Hot air blower + Instrumental classical music setup for Dinner)</b> | <b>As per Annexure –I &amp; II</b> | <b>As per Annexure –I &amp; II</b> |

## D. GENERAL/ STANDARD TERMS AND CONDITIONS OF THE TENDER: -

### 1 **TWO ENVELOPE BID:** -

The tender is to be submitted on two envelope bid pattern i.e. **“Technical bid” and “Price/commercial bid”** in separately sealed envelopes. Both of these envelopes should be put in and sealed in another envelope addressed to **Convener, DAESSPS-18 Symposium, Department of Physics, Guru Jambheshwar University of Science & Technology, Hisar-125001 (Haryana), India** and super-scribed in bold as **“TENDER FOR SUPPLY OF DAESSPS-18, SYMPOSIUM MATERIAL”**.The “Technical bid” should mention only the technical details of the item/ material Price per unit be mentioned only in the **“Price/commercial bid format”**.

### 2. **BID SIGNING:** -

The Tender must be signed by authorized signatory of the bidding firm/company on each page, along with seal of the firm/company, as the case may be.

### 3. **Conditional Bid:** -

Conditional Bid is not acceptable. Hence, the supplier is advised neither to alter the specifications nor to mention anything on the Tender form, except cost, signature with seal, otherwise the Tender will not be considered.

### 4. **Delivery Destination:** -The tender should be quoted as for DAESSPS-18 Symposium, GJUS&T, Hisar.

### 5. **Delivery Acceptance:** -

The goods will be deemed to accept subject to the approval of the inspection committee of GJUS&T. In case of rejection of the consignment, the supplier should immediately remove the consignment from the university premises failing which it will remain there at the risk and responsibility of the supplier and university will not be responsible for any kind of liability in this regard.

### 6. **Delivery Period:** -

The supply is to be made as per the given specifications i.e time and venue mentioned separately.

**7. EMD forfeiture: -**

In case the contractor backs out from the supply, the earnest money deposited by him shall be forfeited. Apart from it, he will be liable for any other action against him, as may be considered necessary by the Vice-Chancellor.

**8. Rejection of incomplete tenders: -**

Incomplete Tender such as unsigned Tender, late submitted Tender, conditional tender, not confirming to the eligibility criteria and Technical specification or with any vague term such as 'Extra as applicable' will be considered as rejected.

**9. Quantity Variation: -**

The quantity shall be subject to increase or decrease as the case may be.

**10. Taxation: -** GST, etc. should be quoted separately.

Certified that the GST, etc. charged in this bill is liable under Government Rules. TDS will be deducted as per Govt./University rules

**11. Right to Bid rejection: -**

The University reserves the right to reject any or all offers without assigning any reason.

**12. Payment: -**

The payment will be released after providing satisfactory services of Food & Catering after the Symposium.

**13. Earnest Money Deposit(EMD): -**

The earnest money of the amount, as per the slab given below, in the form of bank draft payable at Hisar and drawn in favour of the **Convener, DAESSPS-18 ,GJUS&T Hisar** or a irrevocable bank guarantee, will be required to be remitted with the tenders. **EMD should be enclosed with Technical bid.**

**14. Arbitration:**

In case of any dispute both the parties will be bounded by the decision of the Vice-Chancellor, GJUS&T, Hisar, as the arbitrator.

**15. Jurisdiction:** All disputes shall be subject to Hisar jurisdiction.

**16. EMD Slab: -**

| <u>Sr. No.</u> | <u>Contract Value</u>        | <u>Earnest Money</u> |
|----------------|------------------------------|----------------------|
| 1.             | Rs. 3,00,001 to 5,00,000/-   | Rs. 20000/-          |
| 2.             | Rs. 5,00,001 to 10,00,000/-  | Rs. 40000/-          |
| 3.             | Rs. 10,00,001 to 20,00,000/- | Rs. 70000/-          |
| 4.             | Above Rs. 20 Lacs            | Rs. 100000/-         |

The terms & conditions of tender have been read and I/We certify that I/We clearly understand the same and undertake for its compliance

Place: -----

Dated:

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Signature of authorized representative of the bidding  
firm/company with seal.  
(Affix Rubber Stamp of the firm)