



Basic Details

Organisation Chain	Department of Pharmaceuticals National Institute of Pharmaceutical Education and Research (NIPER) Guwahati		
Tender Reference Number	NIPER-G/S P/48/Miscellaneous/2022-23/102		
Tender ID	2024_MCF_775547_1		
Tender Type	Open Tender	Form of contract	Supply
Tender Category	Services	No. of Covers	1
Payment Mode	Not Applicable	Is Multi Currency Allowed For BOQ	No
Is Multi Currency Allowed For Fee	No		

Cover Details, No. Of Covers - 1

Cover No	Cover	Document Type	Description
1	Fee/PreQual/Technical/Finance	.xls	Techno-commercial bid

Tender Fee Details, [Total Fee in ₹ * - 0.00]

Tender Fee in ₹	0.00		
Fee Payable To	NA	Fee Payable At	NA
Tender Fee Exemption Allowed	NA		

EMD Fee Details

EMD Amount in ₹	0.00	EMD Exemption Allowed	NA
EMD Fee Type	NA	EMD Percentage	NA
EMD Payable To	NA	EMD Payable At	NA

Work / Item(s)

Title	Short Term Notice Inviting Quotation for Food and High Tea Service for CRC Conference 2024				
Work Description	Short Term Notice Inviting Quotation for Food and High Tea Service for CRC Conference 2024				
Pre Qualification Details	Please refer Tender documents.				
Tender Value in ₹	1	Product Category	Hotel/ Catering	Sub category	NA
Contract Type	Tender	Bid Validity(Days)	90	Period Of Work(Days)	2
Location	NIPER-Guwahati, Changsari	Pincode	781101	Pre Bid Meeting Place	NA
Pre Bid Meeting Address	NA	Pre Bid Meeting Date	NA	Bid Opening Place	NIPER-Guwahati, Changsari

Critical Dates

Publish Date	18-Oct-2024 05:40 PM	Bid Opening Date	22-Oct-2024 03:30 PM
Document Download / Sale Start Date	18-Oct-2024 05:40 PM	Document Download / Sale End Date	22-Oct-2024 02:00 PM
Clarification Start Date	NA	Clarification End Date	NA
Bid Submission Start Date	18-Oct-2024 05:40 PM	Bid Submission End Date	22-Oct-2024 02:00 PM

Tender Documents

NIT Document	S.No	Document Name	Description	Document Size (in KB)	
	1	Tendernotice_1.pdf	Short Term Notice Inviting Quotation for Food and High Tea Service for CRC Conference 2024	3486.85	
Work Item Documents	S.No	Document Type	Document Name	Description	Document Size (in KB)
	1	Tender Documents	NIQ CRC.pdf	Short Term Notice Inviting Quotation for Food and High Tea Service for CRC Conference 2024	3486.85

Tender Inviting Authority

Name	Director, NIPER-Guwahati
Address	NIPER-Guwahati, SilaKatamur, Halugurisuk, Changsari, Kamrup, Assam-781101

Tender Creator Details

Created By	Gitartha Goswami
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Designation	Assistant Registrar
Created Date	18-Oct-2024 05:24 PM



NATIONAL INSTITUTE OF PHARMACEUTICAL EDUCATION AND RESEARCH-GUWAHATI

(Department of Pharmaceuticals, Ministry of Chemicals and Fertilizers, Govt. of India)
SilaKatamur (Halugurisuk), P.O.: Changsari, Dist: Kamrup, Assam, Pin: 781101.
Email: purchase@niperguwahati.ac.in; Ph: 7099007822

Short Term Notice Inviting Quotation (NIQ)

No: NIPER-G/S&P/48/Miscellaneous/2022-23/.....¹⁰²

Date: 18/10/2024

Sealed quotation is hereby invited by the undersigned, on behalf of Director, NIPER Guwahati from reputed vendors so as to reach in this office on or before 22nd October 2024 (Tuesday) up to 2:00pm and shall be opened on the same day at 3:30pm in Stores and Purchase Department, NIPER Guwahati.

Name of item: Food and High Tea for CRC Conference 2024 on 26/10/2024 and 27/10/2024 (Two days).

सामान्य नियम और शर्तें / GENERAL TERMS & CONDITIONS:

1. All the prospective bidders, before preparing the tender and submitting the same must go through the contents of entire tender document carefully and note the same for compliance. Any deviation or non-compliance of the information/instructions provided in the tender document may result in treating the tender as non-responsive.
2. **मूल्य / PRICE:** Please quote your rates as per the BoQ given in Annexure-II.
3. **सेवा के लिए दिनांक और समय/ Dates for the service:** On 26/10/2024 (Saturday) and 27/10/2024 (Sunday).
4. **प्रस्तुत करने की तिथि एवं समय / Date & Time of Submission:** The signed quotation should be submitted in a sealed cover, super scribed with "NIQ under Ref. No. NIPER-G/S&P/48/Miscellaneous/2022-23/..... dated 18/10/2024" with the subject mentioned as: **Food and High Tea for CRC Conference 2024** and addressed to the *Director, National Institute of Pharmaceutical Education and Research (NIPER)-Guwahati, SilaKatamur, Halugurisuk, Changsari, Kamrup, Assam-781101, INDIA*. The tender/email should reach this institute **on or before 22nd October 2024** up to 2:00pm and will be opened on the same day at 3:30pm.
5. **Payment Terms:** As a matter of policy, being a Government institution no advance payments can be made to suppliers. The following payment terms may please be noted: 100% payment after completion of work/services.
6. All prospective bidders should submit a hard copy of tenders in sealed covers. No online/email tenders will be accepted.

कृपया बोली के साथ निम्नलिखित दस्तावेजों को प्रस्तुत करना सुनिश्चित करें / PLEASE ENSURE SUBMISSION OF FOLLOWING DOCUMENTS WITH BID:

- a) Quotation with rates, detailed terms and conditions.
- b) Provide company profile and brief note indicating your experience in arranging such events.
- c) Certificate of Incorporation/ Registration Certificate of the firm / Company/Agency.

- d) Income Tax returns filed for the last three financial years.
- e) PAN No.
- f) GST Registration certificate.
7. TDS would be recovered as per rules in case of Fabrication/Servicing/Maintenance jobs/installation charges etc.
8. **संबंधीत कानून / Applicable Law:** All disputes shall be settled in the courts of Guwahati Jurisdiction only.
9. **आपूर्ति / सेवाओं के लिए स्थान / Locations for the supply / services:** The bidders may note that the supply/services covered by this document are required to be executed as per institute requirement at NIPER-Guwahati campus and as per the instruction of the conveners for the said work/assignment of NIPER-Guwahati
10. **स्वीकृति और अस्वीकृति / Acceptance & Rejection:** The acceptance of the quotation will rest with the Director, NIPER-Guwahati, who does not bind himself to accept the lowest quotation and reserves the right to himself to reject or accept, partially or all the quotations received, without assigning any reason. The Director, NIPER-Guwahati further reserves the right to withdraw the tender or part thereof or modify the requirements without assigning any reason and the right to relax any of the conditions in the best interest of the Institution.
11. **निविदा दस्तावेज के नियमों और शर्तों की स्वीकृति / Acceptance of the terms and conditions of tender document:** Bidders are expected to provide a certificate that all the terms and conditions of enquiry are accepted.
12. **पत्राचार / Correspondence:** All the correspondence related with the assignment/work/services should be addressed to Director, NIPER-Guwahati till placement of order, who is final deciding authority.
13. **छूट / Relaxation:** Director, NIPER- Guwahati reserves the right to relax any of the conditions or modify the specifications in exceptional cases, in the best interest of the institute. NIPER-Guwahati reserves the right to withdraw the tender in whole or part at any stage without assigning any reason thereof.

Yours faithfully,



(भंडार एवं क्रय अधिकारी / Stores & Purchase Officer)

ANNEXURE-I

Menu: Food & High Tea for CRC Conference 2024 on 26/10/2024 and 27/10/2024

Day 1

High Tea (Morning) (270 plate)

1. Tea
2. Coffee
3. Paneer patties
4. Cookies (Chocolate and namkeen)
5. Water dispenser with paper glass

Lunch (270 Plates)

Starter

1. Green Salad
2. Pickle
3. Papad
4. Pudina Dhania Green Chutney
5. Crispy Chili Baby Corn (For veg)
6. Dry Chili Fish (For non-veg)

Main course

1. Steam Rice (Basmati)
2. Plain Roti (Tawa)
3. Yellow Chana Daal
4. Mix Veg
5. Kadhui Paneer (For veg)
6. Chicken Kassa (For non-veg)

Dessert

1. Joha rice kheer (Scented rice)
2. Rasgulla
3. Mouth Freshener
4. Mineral water

High Tea (Evening) (270 plate)

1. Tea
2. Kachori and Chutney

Dinner (160 Plates)

Starter

1. Veg Hakka Noodles
2. Veg Manchurian (For veg)
3. Chicken 65 (For non-veg)

Main course

1. Veg Fried Rice
2. Butter Roti
3. Palak Paneer (For veg)
4. Chicken Bharta (For non-veg)

Dessert

1. Cold drinks
2. Hot Gulab Jamun
3. Vanilla ice-cream
5. Water bottles

Day 2

High Tea (Morning) (220 Plates)

1. Tea
2. Coffee
3. Muffin/ Pastry
4. Water dispenser with paper glass

Lunch (220 Plates)

Starter

1. Green Salad
2. Chicken Manchow Soup (For non-veg)
3. Veg Manchow Soup (For veg)
4. Crispy Chili Potato (For veg)
5. Dry Chili Chicken (For non-veg)

Main course

1. Basanti Pulao
2. Plain Roti (Tawa)
3. Yellow Mung Daal
7. Punjabi Aloo Dum
8. Malai Kofta
9. Mushroom Masala (For veg)
10. Mutton Kassa Khasi (For non veg)

Dessert

1. Gajar Halwa
2. Kesar Kulfi
3. Mouth Freshener
5. Mineral Water

ANNEXURE-II

BoQ for Bidding: Food & High Tea for CRC Conference 2024 on 26/10/2024 and 27/10/2024

Sl. No.	DATE & DAY	A. HIGH TEA (MORNING) 270 Plates	Quoted Price (Rs.)	B. LUNCH 270 Plates	Quoted Price (Rs.)	C. HIGH TEA (EVENING) 270 Plates	Quoted Price (Rs.)	D. DINNER 160 Plates	Quoted Price (Rs.)
DAY: 1									
1.	26.10.2024 (Saturday)	1. Tea 2. Coffee 3. Paneer patties 4. Cookies (Chocolate and namkeen) 5. Water dispenser with paper glass		Starter 1. Green Salad 2. Pickle 3. Papad 4. Pudina Dhania Green Chutney 5. Crispy Chili Baby Corn (For veg) 6. Dry Chili Fish (For non-veg) Main course 1. Steam Rice (Basmati) 2. Plain Roti (Tawa) 3. Yellow Chana Daal 4. Mix Veg 5. Kadhai Paneer (For veg) 6. Chicken Kassa (For non-veg)		1. Tea 2. Kachori and Chutney		Starter 1. Veg Hakka Noodles 2. Veg Manchurian (For veg) 3. Chicken 65 (For non-veg) Main course 1. Veg Fried Rice 2. Butter Roti 3. Palak Paneer (For veg) 4. Chicken Bharta (For non-veg) Dessert 1. Cold drinks 2. Hot Gulab Jamun 3. Vanilla ice-cream	

				Dessert 1. Joha rice kheer (Scented rice) 2. Rasgulla 3. Mouth Freshener 4. Mineral water				4. Water bottles	
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DAY: 2

Sl. No.	DATE & DAY	A. HIGH TEA (MORNING) 220 Plates	Quoted Price (Rs.)	B. LUNCH 220 Plates	Quoted Price (Rs.)	-	-
2.	27.10.2024 (Sunday)	220 Plates 1. Tea 2. Coffee 3. Muffin/ Pastry 4. Water dispenser with paper glass		220 Plates Starter 1. Green Salad 2. Chicken Manchow Soup (For non-veg) 3. Veg Manchow Soup (For veg) 4. Crispy Chili Potato (For veg) 5. Dry Chili Chicken (For non-veg) Main course 1. Basanti Pulao 2. Plain Roti (Tawa) 3. Yellow Mung Daal 4. Punjabi Aloo Dum 5. Malai Kofta 6. Mushroom Masala (For veg) 7. Mutton Kassa Khasi (For nonveg)		-	-

				Dessert 1. Gajar Halwa 2. Kesar Kulfi 3. Mouth Freshener 4. Mineral Water			
Sub Total (1A+1B+1C+1D+2A+2B)							
GST							
Total Quoted Value (Rs.)							

Total Quoted Value (in figures)

Total Quoted Value (in words)

Signature and Seal of bidder