

PONDICHERRY UNIVERSITY
EXAMINATION WING

TENDER NOTIFICATION


Sealed Tenders are invited from the caterer for the supply of Tea & Snacks to the Exam Wing during central valuation.

The following items to be supplied with rates

<u>Items</u>	<u>Quantity</u>	<u>Rate per item</u>
Tea : with sugar } without sugar }	-	90 ml per cup (in paper cup)
Coffee : with sugar } without sugar }	-	90 ml per cup (in paper cup)
Green Tea:with sugar } without sugar }	-	90 ml per cup (in paper cup)
Sweet Bun	-	60 gm
Mixture	-	60 gm
Puffs	-	60 gm
Samosa	-	60 gm
Cookies	-	2 Nos.(in exceptional cases Goodday,Marie)
Cutlet	-	1-60 gm
Sundal	-	60 gm
Bonda	-	2- 60 gm (each)
Vadai	-	2- 60 gm (each)
Plum cake	-	50gm
Plain cake	-	50 gm
Pakoda	-	50 gm
Roll puffs	-	50 gm
Kara sev	-	50 gm

Terms & conditions

1. Registration/Permission/License obtained from the Govt./local authority as caterer.
2. PAN No.
3. Copies of Income Tax Returns for the year 2014-15
4. No. of years of experience in the field along with address of the Offices/Organizations/Educational Institutions where at present Catering services are provided.
5. Contract is for a period of 1 year renewable on performance/requirement basis supply is seasonal during the month of April to June & Nov to Jan.
6. Rates inclusive of paper plates & paper tea cups.
7. EMD of Rs.30,000/- should be remitted by means of Demand Draft drawn in favour of "The Finance Officer", Pondicherry University, payable at Puducherry.
8. Penalty will be levied for delay in supply and of poor quality.
9. The Tender should reach the Controller of Examinations, Pondicherry University, Puducherry on or before on **05.05.16 at 12.30 pm** superscribing "**Tender for supply of Tea & Snacks**" and it will be opened on the same day **by 3.00 pm**.
10. The University has the right to accept or reject any tender partially or fully without assigning any reason thereof.
11. In the event of the date specified for bid receipt and opening being declared as a closed holiday, the due date for submission of bids and opening of bids will be the following working day at the appointed times.
12. The Tenders will not be considered, if received after the bid closing date and time.
13. No Agency commission will be paid to any authorized agent.
14. The Tenderer shall not assign or sublet the allotted work in whole or in part or any benefit there under.
15. The rates should be quoted for single unit and supply any one of the snacks in each session.
16. Tea & snacks to be supplied at the specified time mentioned below on week days and sometimes on Sundays & Public Holidays
Morning 11.00 am
Afternoon 3.30 pm
Evening 6.00 pm (if necessary)
17. The items are to be of good quality and taste.
18. Extra items required for any meeting etc. are to be provided at short notice.
19. The Snacks items to be supplied to the individuals hygienically with gloves etc. conforming to high standards.
20. Approximate requirement ranges from per day 50 to 300 per session(two sessions per day)
21. Quantity of items will be tested by the committee for the shortlisted tender and based on quality evaluation tender will be selected.


CONTROLLER OF EXAMINATIONS (i/c)

Place: Puducherry

Date : 21.04.2016