



SHRI MATA VAISHNO DEVI UNIVERSITY
Sub Post Office Pin 182320, Katra, J&K, India
(Recognized under section 12(B & 2(f) of UGC Act, 1956)
School of Biotechnology

SHORT TERM TENDER NOTICE

SMVD University invites sealed tenders from reputed and registered firm for providing catering service at SMVDU, Katra in view of **3 days International Conference ETBCT-2022 scheduled to be held on 3rd to 5th Dec. 2022**. The rates quoted should be inclusive of all taxes and charges at the above- mentioned venue. Conditional tenders / offers shall not be accepted. The tenders must reach SMVDU Campus Kakryal (Katra) latest by 28th Nov. 2022, 11:00 AM.

The University reserves the right to accept or reject any tender / all tenders without assigning any reason thereof.

The copy of menu is enclosed herewith

MENU		
Day 1 : 3rd Dec. 2022	Quantity	
Tea (11:00 am) Tea and coffee, Mix Pakora, Biscuits (50-50, Monaco, Good day), Gulab Jamun 600 pax	600 pax	
Lunch (1:00-2:00 PM) Dal makhni, Palak paneer, Mix veg., butter naan and tandoori roti, Jeera rice, Pineapple Raita, Salad, Gajar halwa. To be served in buffet - 350 pax	350 pax	
Additional lunch for Guest: Dal makhni, Palak paneer, Mix veg., butter naan and tandoori roti, Jeera rice, Pineapple Raita, Salad, Gajar halwa, Stuffed naan, Matar Mushroom, Fruit cream, Papad, Sweet Corn Soup. To be served on the table to the guests- 25 pax	25 pax	
Evening Tea (4:00-5:00 PM): Tea & coffee with Biscuits (50-50, Monaco, Good day)- 250 pax	250 pax	
Dinner (8:00-10:00 PM): Coffee, Arhar ki daal, Dum Aloo, Kadhai Paneer, Rice, Tandoori Roti, Boondi Raita, Salad, Sweet dish- Gulab Jamun. To be served in buffet - 250 pax	250 pax	
Day 2 : 4th Dec. 2022		
Breakfast: Chole batura, and Bread Butter / Jam, coffee & Tea, To be served in buffet -200 pax	200 pax	
Tea (11:00 am) Tea, Coffee and Biscuits (50-50, Monaco, Good day)- 250 pax	250 pax	

Lunch (1:00-2:00 PM) Rajma, Rice with anardana chutney, Salad, Matar Paneer, Amritsari kulcha, Jalebi To be served in the buffet- 250 pax	250 pax	
Evening Tea (4:00-5:00 PM): Tea & coffee with Biscuits (50-50, Monaco, Good day)- 250 pax	250 pax	
Dinner (8:00-10:00 PM): Makki roti & wheat roti, Sarson ka saag, Maa ki Daal, Rice, Mix. Vegetable/ Beetroot Raita, Salad, Sweet Dish-Moong dal halwa, Coffee- To be served in the buffet 200 pax	200 pax	
Day 3 : 5th Dec. 2022		
Breakfast: Tawa Parantha (aloo, methi mix), Curd, Sandwich and coffee & Tea To be served in the buffet 200 pax	200 pax	
Tea (11:00 am) Tea, Coffee and Biscuits (50-50, Monaco, Good day)- 200 pax	200 pax	
Lunch (1:00-2:00 PM) Channa ki daal, plain rice, Ambal, Kadhai Paneer, Khamera, Boondi Raita, Salad and sweet rice (meethe chawal) To be served in the buffet 200 pax	200 pax	
Evening Tea (4:00-5:00 PM): Tea & coffee with Biscuits (50-50, Monaco, Good day) 250 pax	250 pax	

Terms & Conditions of the Tender

- Food cooked should be properly cleaned before preparation.
 - Less oil and spices should be used in the preparation of food.
 - Food should be cooked in good quality oil.
 - Food served should be piping hot.
 - Only staff which is fully vaccinated should be engaged for preparation of food including cleaning, cutting, cooking and serving.
 - Adequate no. of staff members should be available at the serving and cooking site.
 - Serving should be done with proper sanitized gloved hands and all the serving staff must be in their proper uniform.
1. The Tenderer should be a registered and licensed Caterer / Firm /Agency having sound professional expertise for providing Catering Services.
 2. Before submission of Tender document, the tenderers, in their own interest, are advised to visit site to assess site and its surrounding and satisfy themselves in respect of the site conditions as SMVDU shall bear no responsibility for lack of acquaintance of the site and other conditions or any information relating thereto, on their part. The consequences of the lack of knowledge, as aforesaid, on the part of the tenderers shall be at their own risk & responsibility.

3. The tenderer must have a minimum of two (02) years of experience in running Catering Services in Educational and training Institutes of repute and should be a profit-making firm / caterer/ Agency. The Cumulative turnover of the consecutive two (02) years (FY 2019-2020 & 2021-2022) must not be less than Rs. 15.00 Lakhs.
4. SMVDU reserves the right to terminate the allotment of catering services without assigning any reasons thereof.
5. SMVDU reserves the right to award the catering services to the bidder having higher turnover in case of tie in the lowest rates. However, in case of tie on a/c of turnover, the bidder with more experience will be preferred.
6. The award process may be postponed / cancelled Suo-moto without assigning any reason or giving any notice to the tenderer(s). The University reserves the right to consider the tenders of only short-listed firms.
7. The issuing of tender document shall not constitute that the tenderer is automatically qualified.
8. If even after the award of allotment, information / facts submitted by the tenderer is found misleading / incorrect / false etc., SMVDU reserves the right to scrap the contract forthwith.
9. The online tenders shall be opened by a committee constituted for this purpose as per date and time mentioned in the table above.
10. In case of any incomplete document / information uploaded by the tenderer, the tender may be rejected without assigning any reason thereof.
11. Tender document is neither transferable nor cost of the document is refundable under any circumstances.
12. Conditional tenders are liable to be out rightly rejected.
13. The University reserves the right to shortlist the Tenderer(s) as per the requirement of the University and to allot catering services for conference to the tenderer(s), it deems eligible and qualified based on the responses received, and the decision of the University in this regard shall be final.
14. The University shall permit the Catering firm to use the University premises for providing Catering Services for Conference.

Sd/-
Registrar SMVD University,
Kakryal, Katra