

Advt. for Tender Notice

Institute Website

Society of Civil Engineers (SOCCE), Department of Civil Engineering

Indian Institute of Engineering Science and Technology, Shibpur; Howrah-711103

Tender Advt. No. **CE/SOCCE/UDB-19/LUNCH/01**

Dated: 05/02/2019

Sealed tenders are invited by the Society of Civil Engineers (SOCCE), Civil Engineering Department, Indian Institute of Engineering Science and Technology, Shibpur, Howrah-711103 for supplying and serving Food items (LUNCH for 16th and 17th February, 2019) including site decoration, sitting arrangement etc. for Buffet system on 17th February, 2019 for the Annual Civil Engineering Fest "UDBHABANI 2K19" to be held from 15th to 17th February 2019.

Tender Documents containing details of the items and terms and conditions may be downloaded from the institute website and completed bidding documents are to be submitted to the **Head, Department of Civil Engineering, Indian Institute of Engineering Science and Technology, Shibpur, Howrah-711103** or dropped into the Tender Box kept in the Department **within 11th February, 2019 (4:00 pm)**.

The intended vendors are requested to submit technical and financial bid in sealed envelopes within stipulated time.

For further clarification, please contact Prof. Pritam Saha (9831942049) or Satyam Kumar (7909000400).

Enclosed: **Section-I: General conditions and Important Instructions for Bidders.**

Section-II: Specification of the Items.

*Prof. Anirban Gupta
Professor and Head,
Department of Civil Engineering
IEST Shibpur*

SECTION-I: General Conditions and Important Instructions for Bidders

1. Interested parties/vendors are to download the tender documents with detailed specifications from the institute website (www.iiests.ac.in)
2. It is necessary to submit the original tender documents alongwith technical/price bids in sealed envelopes to the **Head, Department of Civil Engineering, Indian Institute of Engineering Science and Technology (IEST), Shibpur; Howrah-711103**, or directly to **Drop** in the **Tender Box** kept in the Department.
3. Bidders are to abide by the terms and condition and submit this tender document in original duly signed with acceptance of the terms and conditions.
4. The rate should be quoted separately for both items (Food Packet and plate buffet) in rupees per head for satisfactory quantity of individuals.
5. Last date of receipt of tender is **11th February, 2019 (4:00 pm)**. Tenders received late will not be accepted under any circumstances. Tenders will be opened in the Seminar Hall of the Civil Engineering Department, on the same day at 4:15 pm. In case the Institute remains closed on the said date, tenders will be opened on next working day at 12:30 p.m.
6. The Price Bid should clearly mention the price including the following:
 - Delivery charges up to IEST, Shibpur, Howrah, including loading and unloading charges.
 - Necessary arrangements/logistics for serving lunch is to be made by the vendor at location suggested by the 'UDBHABANI 2K19' organizers, if and when required.
 - All taxes, duties, levies applicable.
 - Erection, Commissioning and testing charges at IEST, Shibpur site
7. The Food Items are to be supplied in packets at **Registration Desk of UDBHABANI(near to 1st Lobby of Main building, IEST Shibpur) on 16th February, 2019 before 2.00 pm and for 17th February, food Items are to be supplied and served as Buffet at Netaji Bhawan, Indian Institute of Engineering Science and Technology between 2.00 p.m and 4.00 p.m**. The bidders will be responsible for cleaning of site after lunch.
8. Bills in triplicate should be presented for payment within 15 days of supply/ commissioning of work. No advance is paid for execution of the order. The Work Order No. is to be noted on both Challan and Bill. All bills are to be accompanied by order copies and Challan receipt.
9. Payment will be made on submission of Proper Bills, Challans etc, by A/C Payee Cheque and no cash payment will be made under any circumstances.
10. All payments are subjected to statutory deductions as and when applicable.
11. Tender is to be kept valid for acceptance for 1 month with effect from the last date of issue of the tender without any modifications in its terms and conditions.
12. Documents mandatory to be submitted with the tender:
 - Tender Documents, General Conditions and Important Instruction in original duly signed by the Proprietor/ Partner/ Director of the company as a token of acceptance of Terms and Conditions of Tender.
 - Latest Income Tax, Sales Tax, Professional Tax clearance certificates and copy of valid Trade License
 - Bid according to specifications.

I/We accept the above terms and conditions.

Signature of vendors with date & Seal

Section-II: Specification of the Items

Date	Name of items/works	Description of Menu
16/02/2019	Lunch (120 Food Packet)*	Roti, Rice, Alu Bhaja, Dal, Salad, Mix Vegetables, Chicken Curry/Paneer Masla, Salad, Papad, Nolen-gur-rasogolla
17/02/2019	Lunch (450 plate buffet)*	Chicken Biryani/Veg Biryani, Chicken Chap/ Paneer Masala, Salad, French Fries, Paneer Pakoda, Chatni, Ice cream/ curd, Nolen-gur-rasogolla /Sandesh

*Number of plates may vary in actual