



**VEER SURENDRA SAI UNIVERSITY OF TECHNOLOGY, BURLA,
ODISHA**

P.O.- Engineering College, Burla, Dist.- Sambalpur, Odisha, 768018

No. VSSUT/OOR/ 733 /2025

Date: 24 /07/2025

TENDER CALL NOTICE

Sealed tenders under Open Tender Enquiry process are invited from the reputed and experienced firms/catering agencies/companies/societies/individuals having valid GSTIN, income tax clearance, FSSAI license etc in TWO bid system for the **selection of agency for "OUTDOOR CATERING SERVICES FOR 16th CONVOCATION at Veer Surendra Sai University of Technology, Burla, Odisha** during the month of August 2025 (tentatively). The exact date will be intimated one week before the convocation date. The sealed tender papers shall reach the office of the undersigned through Speed/Registered post/Courier only by **5.00 PM, 08/08/2025. No hand delivery will be accepted.** Opening of the Tender papers will be at **11.00 AM on 11/08/2025.** For detailed information, please visit the University website: www.vssut.ac.in.

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

REGISTRAR

No. VSSUT/OOR/ 734 /2025

Date: 24 /07/2025

Copy to:

1. The University Notice Board for publicity.
2. Dean (Faculty & Planning) with a request to hoist the tender call notice on the University website www.vssut.ac.in for wide publicity.
3. The Comptroller of Finance, VSSUT, for Information and necessary action.
4. PIC, Convocation for information.
5. PA to Vice Chancellor for the kind information of Hon'ble Vice-Chancellor, VSSUT.

REGISTRAR



VEER SURENDRA SAI UNIVERSITY OF TECHNOLOGY BURLA

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(A UGC Recognized State Government University by an Act of Assembly, Estd. -1956)

P.O. Engineering College, Burla, Dist: Sambalpur, Odisha, (India) -768 018

www.vssut.ac.in e-mail: vc@vssut.ac.in

No. VSSUT/OOR/_____/2025

Date: /07/2025

TENDER CALL NOTICE

Sealed tenders are invited by “The Registrar, Veer Surendra Sai University of Technology (VSSUT) Odisha” from the reputed firms/catering agencies/companies/societies/individuals having valid GSTIN, income tax clearance, FSSAI license etc in TWO bid system for the **selection of agency for “OUTDOOR CATERING SERVICES FOR 16th CONVOCATION”** at Veer Surendra Sai University of Technology, Burla, Odisha during the month of August 2025 (tentatively). The exact date will be intimated one week before the convocation date. The Bidders may download the Tender Documents directly from the website available at <http://www.vssut.ac.in> and submit the bid along with the Tender cost fee (Non-refundable) of Rs. 1000/- (Rupees One thousand only) in the form of Demand Draft drawn in favour of “The Comptroller of Finance, Veer Surendra Sai University of Technology, Burla” payable at SBI, Burla. All bidders are required to submit Bid security (EMD) not less than 2% of the quoted amount in the shape of a demand draft/Pay Order /Banker’s Cheque drawn in favour of “The Registrar, VSSUT, Burla” Payable at SBI, Burla only. The EMD Shall be in Indian rupees. In case of any bid clarification, responsibility lies with the bidders to collect the same from the website and the client shall have no responsibility for any delay/omission on the part of the bidder.

CRITICAL INFORMATION: A proposal submitted in response to this notice shall be considered to have been made after a thorough study and examination of this document, with a full understanding of its terms, conditions, and implications.

- Type of Bid: Two Bid; Cover I - Technical Bid and Cover II - Price Bid as per the format; Validity of 90 days from the date of opening of Bid.
- Price of bidding document: Rs. 1000/- (Non-refundable).
- Bid security (EMD): Not less than 2% of the quoted amount.
- Date of commencement of downloading bidding document: 25.07.2025 at 10:00 AM.
- Last date and time for receipt of bids through Speed post/Registered post/Courier only: 08/07/2025 up to 5.00 PM.
- Date of opening Technical Bid and Financial Bid: 11/08/2025 at 11.00 AM.
- Place of Opening of Tender and Address for Communication and receipt of Bid Documents:

The Registrar

Veer Surendra Sai University of Technology, Odisha

At- Burla, Po-Burla Engineering College, Dist-Sambalpur-768018,

Tel. No-0663-2430211 Fax No-0663-2430204

REGISTRAR
VSSUT, Odisha

GENERAL TERMS AND CONDITIONS

1. SCOPE OF WORK:

- 1.1 To provide hygienic and tasty food as per the Menu for 16th Convocation at Veer Surendra Sai University of Technology, Burla, Odisha, as per the ANNEXURE- I
- 1.2 To arrange for serving fresh and hot food at Veer Surendra Sai University of Technology, Burla, Odisha, during Convocation.
- 1.3 To provide all the cooking ingredients and/or raw materials to be used should be fresh, hygienic, of reputed brands, and of good quality.
- 1.4 As far as possible, all materials to be placed/used must be pre-packed and of a reputed brand.
- 1.5 Additional serving materials to be placed covered in casserole/hot-cases.
- 1.6 The used utensils, trays, and casseroles are to be cleaned and stored in hygienic conditions without any delay. In no condition, the used dishes are to be left over. They should be immediately cleaned and stacked in proper hygienic condition.
- 1.7 The garbage must be disposed of immediately as per SMC guidelines.
- 1.8 The following temporary infrastructure will be developed by the catering firm for the smooth preparation and distribution of lunch and refreshments.
 - (a) A dining hall of size 8000 sq. ft, having 3 chambers and a kitchen of 200 sq. ft with tarpaulin roofing and 6 ft. fabric walling are to be developed at OAT.
 - (b) Two similar dining halls, each of 3000 sq. ft., are to be developed in the open space near the Civil Engineering Department and the CFC.
 - (c) A total of 10 counters are to be developed for the smooth distribution of lunch.
 - (d) Green fabric matting is to be done on the soil to avoid dust and dirt.
 - (e) 30 nos. of standing fans are to be installed in the dining areas.
 - (f) 15 nos. of 6-seater tables and 250 chairs are to be put in the dining hall.
 - (g) 10 nos. of wash basins are to be installed near the dining halls.
 - (h) 10 nos. of drinking water dispensers, with 2000 paper glasses are to be put in the convocation area.
 - (i) Additional precautionary measures to avoid the heat wave situation.

2. GENERAL INSTRUCTIONS TO SUBMIT TENDER DOCUMENTS:

- a) The tender is a Two-Bid system. The technical bid should contain all the relevant information and desired enclosures in the prescribed format along with the Earnest Money Deposit (EMD) and Tender Fee (Part-I). The financial bid should contain only commercial/Price (Part-II). In case any bidder encloses the financial bid within the technical bid, the same will be rejected.
- b) The Price bid is valid for 90 days from the date of opening of the Price bid.
- c) Bids should be type written or Computerized and every correction/ over writing in the bid should invariably be attested with signature of the bidder with date before submission of the bids to the authorities concerned. No revision of price upward or downward will be allowed once the bid is opened.
- d) Bidders are requested to quote their prices on a firm and fixed basis for the entire period of the contract.

- e) Tenders received without Tender Fee (in favour of “The Comptroller of Finance, Veer Surendra Sai University of Technology, Burla” payable at SBI, Burla) and EMD amount (in favour of “The Registrar, VSSUT, Burla” Payable at SBI, Burla) by way of demand draft/Pay Order /Banker’s Cheque will not be considered at all.
- f) The successful bidder shall make his own arrangement for all materials and machines with tools and tackles required for carrying out the job as specified in the contract and consider the logistics cost, labour cost and other charges to be incurred in proper execution of work within specified time.
- g) Bidder/contractor shall take all measures necessary to protect the personnel, work and facilities and shall observe all reasonable safety rules and instructions. No smoking or consumption of alcohol/any other prohibited substance shall be permitted on duty by any of the bidder’s personnel in Veer Surendra Sai University of Technology, Burla premises or during work hours.
- h) The contract should not be sublet partly or fully to a third party.
- i) Canvassing in any form is strictly prohibited, and tenders submitted by the tenderer who resorts to canvassing will be liable for rejection.
- j) In case of food, if found to be less in quantity or quality and not of standard quality or in unhygienic condition or not supplied/served in time, a penalty will be levied as decided by the convocation organizing committee of Veer Surendra Sai University of Technology, Burla.
- k) The successful bidder shall arrange for the removal of the garbage, the kitchen waste, or any other type of refused or waste material on the day of convocation at its own cost as per the guidelines of SMC.
- l) The successful bidder shall maintain environmental hygiene and proper sanitation of the premises during all working hours. The successful bidder shall be found to abide by all the provisions of the Prevention of Food Adulteration Act as applicable in Odisha and such other general and local laws, rules and regulations existing therein or to be enacted or introduced hereafter.

3. METHOD OF SUBMISSION OF BIDS:

- a) The bids should be filled in two bid formats with all the required documents as enclosures in separate sealed covers i.e. **(i) Part-I Technical Bid (ii) Part-II Financial Bid.**
- b) The above two separate sealed covers should be specifically super-scribed as (i) Technical bid for ‘SELECTION OF AGENCY FOR OUTDOOR CATERING SERVICES DURING 16th CONVOCATION’ at VSSUT, Burla and (ii) Financial bid “SELECTION OF AGENCY FOR OUTDOOR CATERING SERVICES DURING 16th CONVOCATION” at VSSUT, Burla” with Name of the Firm, tender No. and date of submission. Both the sealed envelopes (i) and (ii) are to be kept in another larger envelope, which should be sealed and submitted. **The EMD and Tender fee should be enclosed in the Technical bid and prices should not be indicated in the technical bid.**
- c) The bigger envelope containing technical and financial bids in separate envelopes shall bear the Tender Name, No., Date and due date and shall be sent by Speed Post/Registered Post/Courier addressed to “**The Registrar, Veer Surendra Sai University of Technology (VSSUT) Odisha, At- Burla, Po-Burla Engineering College, Dist-Sambalpur-768018**”. **No hand delivery is accepted.**
- d) The envelopes shall indicate the name and address of the bidders.
- e) All pages of the tender documents should be signed and sealed by the bidder and should be numbered serially.

- f) A copy of the original bid conditions and the schedules should be signed by the bidder at the bottom of each page with the office seal duly affixed and submitted along with the bid.
- g) The exact date of convocation will be intimated to the successful bidder at least 7 days before the convocation date.
- h) Each bidder shall submit only one quotation only and Alternative options of the Offer shall not be allowed.
- i) No modification and withdrawal of Bids is allowed between the interval of time of submission and the last date and time of the bids.
- j) No bid may be withdrawn in the interval between the deadline for submission of bids and the expiration of the period of bid validity specified by the bidders on the bid form.

4. ELIGIBILITY CRITERIA FOR QUALIFYING IN TECHNICAL BID:

The agency should meet the minimum eligibility criteria.

- 4.1 **Status:** The bidder shall necessarily be a legal entity either in the form of a sole proprietorship, partnership or a Limited company registered under the Companies Act. A proof on status of the bidder shall be submitted.
- 4.2 **Financial Capacity:** The bidder should have an average turnover of Rs. 20 lakhs during the last three financial years. The relevant proof for supporting the above shall be submitted failing which, the tender shall be treated as invalid. (Audited copy of the same shall be attached in the technical bid).
- 4.3 **Experience:** Must have adequate experience in the field of catering services to any Institutions/ PSUs/ Universities/reputed Organizations, having a minimum three years of experience, and must have been conducted successfully. **(Copies of such work orders should be enclosed).**
- 4.4 **Registration:** The bidder should be registered under the GST Act, and having a PAN. Relevant proof shall be submitted.
- 4.5 Proof for payment of Income Tax return for the three financial years 2021-22, 2022-23 and 2023-24.
- 4.6 The Bidder should have a required license issued by Food Safety and Standard Authority of India **(Attested copy should be attached with Technical Bid).**
- 4.7 The Bidder should submit the tender fees. Non-submission of EMD or submission of less EMD than the desired one or submission of EMD in any other form except demand draft/Pay Order /Banker's Cheque shall result in rejection of Bid. The EMD deposited against other Bids cannot be adjusted or considered for this Bid. No interest is payable on EMD.
- 4.8 The Bidder should not have been black listed by the Departments of State Govt. / Govt. of India Organizations.

Photocopy of the following documents, duly signed by the Proprietor/Partner/Director must be submitted along with the technical bid.

- a) Income Tax Return (Last 3 financial years: i.e. 2021-22, 2022-23, 2023-24)
- b) PAN Card
- c) Turn over of last 3 years.
- d) GSTIN certificate
- e) Municipal license/Trade License issued by the Competent authority of Govt. of India/Odisha.

- f) Copy of the FSSAI registration certificate.
- g) All pages of the tender documents should be signed and sealed by the bidder and should be numbered serially.

5. TENDER EVALUATION:

The committee constituted by the competent authority will evaluate the bids based on documents submitted by the firm and eligibility criteria.

- a) The Technical Bids will be opened at the office of the Registrar, Veer Surendra Sai University of Technology (VSSUT), Burla, Odisha, on the specified date and time. No bid shall be rejected at bid opening, except for late bids and the bidder's representatives who are present shall sign a register evidencing their attendance. Bidders submitting bids would be considered who have considered and accepted all terms and conditions. No inquiry, verbal or written, shall be entertained in respect of the acceptance or the rejection of the bid.
- b) The bid document shall be out-rightly rejected and no correspondence will be entertained whatsoever if the bidder has not furnished the required tender fees, cost of EMD or EMD exemption certificate from the competent authority, the bidder has not submitted the price as specified in the tender document or furnished wrong/ambiguous information in compliance statement.
- c) Short listing will be done on the basis of the eligibility criteria mentioned in the tender in the presence of the tenderer or its representative, if so desired.
- d) The financial bids of those bidders whose Technical Bids are accepted shall be opened by the committee.
- e) Tender for this contract will be assessed in accordance with Least Cost Selection i.e. L1 system. The bidder who has quoted the lowest overall in bundled price and not with reference to the lowest prices quoted for the sub-items, will be awarded the work.
- f) Being L1 will not be the sole criterion for eligibility for the award of contract. The feasibility of the price determination method adopted by the bidder will be examined by the committee, and pertaining bidder need to be present in front of the committee to explain the same (if required).

6. AWARD OF CONTRACT:

After due evaluation of the bid(s) university will award the contract to the responsive tenderer who has quoted the overall lowest price.

7. PERFORMANCE SECURITY:

The EMD amount will be converted to Performance Security. The EMD/Security deposit can be forfeited by the university in the event of any breach or negligence, or non-observance of any condition of the contract or for unsatisfactory performance as per the contract agreement. EMD/Performance Security will be returned after completion of obligations under the contract.

8. PAYMENT TERMS:

- a) 100% payment of the total order value shall be released after the successful completion of the Service and submission of a Clear Tax Invoice. Payment will be made as per the actual supply as per the work order following University rules.

- b) The provision of Advance/part payment is not permissible.
- c) Conditional bids will be treated as unresponsive and therefore may be rejected.
- d) The University reserves the right to accept in part or in full, or reject any or more tenders/offers without assigning any reason, or cancel the tendering process and reject all tenders at any time prior to the award of contract without assigning any reason thereof.

9. REFUND OF EMD:

- a) The EMD will be returned to the unsuccessful bidders without any interest within 30 days after the award of the contract to the successful bidder. The EMD will be returned to the successful bidder without interest after successful completion of the programme, deducting University dues if any.
- b) In case of food, if found same are less in quantity or quality and not of standard quality or in an unhygienic condition or not supplied/served in time, a penalty will be levied as decided by the Convocation committee of VSSUT, Burla.
- c) The successful bidder shall arrange for the removal of the garbage, the kitchen waste of any other type of refuse or waste material on that day at its own cost as per the guidelines of SMC.

10. BID PRICES:

- a) The Rates should be quoted in Indian Rupees (INR) inclusive of all charges, except GST applicable as per the price schedule given in Annexure- VII.
- b) The prices quoted by the bidder shall remain fixed during the entire period of the contract and shall not be subject to variation of any account.
- c) Quantity: The quantity mentioned are indicative in Annexure- I and may be altered at the time of placing work order on the basis of the requirement.

11. APPLICABLE LAW:

- a) The contract shall be governed by the laws and procedures established by Govt. of India/Odisha, within the framework of applicable legislation and enactments made from time to time concerning such Commercial dealings/processing.
- b) Any dispute arising out of this contract shall be settled mutually. If dispute persist it will be referred to Vice Chancellor, VSSUT, Burla. The decision of Vice Chancellor shall be final and binding on both the parties.
- c) The agency shall nominate a person with mobile telephone to receive the instructions. Another alternative telephone Number of the owner or his representative of the firm shall also be conveyed to convey the instruction.
- d) Any dispute arising out of the deal shall be subject to the jurisdiction of the court at Sambalpur in the state of Odisha.

FORMS AND ANNEXURES

Annexure -I

MENU FOR 16th CONVOCATION VSSUT, Burla, Odisha

Particulars	Date	Quantity	Name of the Items during the 16 th Convocation
Snacks*	Day 1: Day Before Convocation Day (4.30 pm)	700 Nos.	Veg cutlet, one samosa, one Gulab jamun, Fruit Juice and Drinking water with disposable glasses.
Lunch**	Day-2: Convocation Day (01.00 pm)	1500 Nos.	<ol style="list-style-type: none"> 1. Plain Rice/ Zeera Rice / Veg Pulao, 2. Masala Puri/Biri Kachori/Masala kulcha, 3. Dal fry/Dal makhani/Navaratna Dal, 4. Navaratna Kurma/Mixed Veg./ Veg. Hyderabadi/Veg Kadai, 5. Paneer butter masala/Motor paneer/Paneer Sahikurma, 6. Mixed veg chips, 7. Coin/Rice Papad, 8. Green Salad, 9. Khajur & Tomato Khata/Ambula Rai, 10. Chhena Payes/Dahi Rasgula/Jelabi with Rabidi, 11. Dahi bara, 12. Dahi chhanch and 13. Drinking water with disposable glasses.
Tea/Coffee***	During the entire program for both days	1500 Nos.	Tea/Coffee, Biscuit and Drinking water with disposable glasses.
Drinking water with dispenser and paper glass	Day-2: Convocation Day (9.30-01.00 pm)	1300 Nos	<p>10 nos. of drinking water dispensers, with 2000 paper glasses are to be put in the convocation area.</p> <p>02 well-dressed persons are to serve drinking water to the guests during convocation.</p>
Special snacks at the Robing Room	Day-2: Convocation Day (8.30-09.00 am)	80 Nos	<p>10 Nos for guests (To be served)</p> <p>70 Nos for accompanying personnels (packets)</p>

* The snacks are to be provided in packets, and their disposal is to be ensured by the bidder.

** The bidder should provide a combination of items, selecting one from the choices (/)

*** Requisite number of personnel to be engaged for smooth distribution.

LETTER OF UNDERTAKING AND DECLARATION

To
The Registrar,
VSSUT, Burla

Ref: Invitation of Tender Notice No.

Dated.

I/We, the undersigned, declare that:

1. I/We have examined the tender document and its terms and conditions and we have understood the details.
2. I/We are ready to execute the contract in conformity with the tender document , in case we are found successful as a tenderer.
3. Our bid shall be valid for a period of _____ days from the date of Opening of price bid and shall not revoke the same.
4. If our bid is accepted, I/We undertake to comply all other formalities as per the tender document and work order.
5. I/we also declare that neither our firm/company/Proprietorship concerned was blacklisted in past nor any of our office bearer was convicted in any court of law.
6. We accept all the terms and conditions of this Tender document and undertake to abide by them including the condition that you are not bound to accept highest ranked bid/lowest bid or any other bid you may receive.
7. The detailed particulars of the tenderer is mentioned and attached separately.
8. The contract will be awarded to the successful bidder whose bid matches with the L-1 Price.

I/We do hereby solemnly declare and affirm that the above declaration is true and correct to the best of my /our knowledge and belief. No part of it is false and nothing has been concealed therein.

Yours sincerely,

Authorized signatory of the Tenderer
(Authorised person shall attach a copy of the authorization for signing on behalf of the Bidding Company)
Full name and designation

ANNEXURE-III

(ON LETTER HEAD OF THE FIRM)

Tender for “**Outdoor Catering Services During 16th Convocation**” at Veer Surendra Sai University of Technology, Burla”

Detailed Particulars of the Tenderer

Sl. No.	Particulars	Supporting document page No.
1	Name of Agency/Firm/Proprietor	
2	Full Address	
3	Registration Certificate/Certificate of incorporation, if any	
4	Name (s) of Proprietor/Partner/Director	
5	E-mail ID	
6	Mobile No.	
7	Proof of Income Tax return for the last three financial years 2021-22, 2022-23 and 2023-24 (Copies should be enclosed)	
8	Valid FSSAI food business License / registration. (Copy should be enclosed)	
9	PAN No.	
10	GSTIN	
11	Past experience in similar business (enclose relevant documents/order copies of other organizations).	

Signature of Bidder with seal

Checklist for Technical Bid

Supportive Documents must be enclosed for fulfilling the Eligibility criteria, to be submitted by the Tenderer

Sl. No.	Particulars	Yes/No	Page No.
1	Self-attested copy of valid Registration number of the firm/agency		
2	Tender Cost in shape of DD for Rs.		
3	Bid Security (EMD) in shape of DD for Rs.		
4	Bid Security Self Declaration Form for EMD exemption		
5	Details of bidders profile (Annexure I)		
6	Acceptance of terms and conditions of tender		
7	Minimum Three (3) years experience in successful completion of catering services		
8	Copy of GST registration certificate and upto date return		
9	Permanent Account Number (PAN) Furnish copy of PAN, Copy of IT Return Acknowledgement for the preceding three financial years		
10	Average Annual Turnover of at least 20 lakhs INR during last 3 financial years i.e. 2021-22, 2022-23 and 2023-24		
11	Bidder's Autorisation Form		
12	Valid FSSAI food business Licence / registration.		
13	Municipal license/Trade License issued by the competent authority of Govt. of India/Odisha.		
14	Criminal liability Form/ Black listed undertaking		
15	Signed & stamped copy of Tender document		

Place:

Date:

Name, Signature & Seal of Bidder

(ON LETTER HEAD OF THE FIRM)

BID SECURITY SELF-DECLARATION FORM

Date: _____

Bid No. _____

To (insert complete name and address of the purchaser)

I/We. The undersigned, declare that:

I/We understand that, according to your conditions, bids must be supported by a Bid Security Declaration.

I/We accept that I/We may be disqualified from bidding for any contract with Veer Surendra Sai University of Technology, Burla, Odisha-768018 for a period of Two years from the date of notification if I am

/We are in a breach of any obligation under the bid conditions, because I/We

- (a) have withdrawn/modified/amended, impairs or derogates from the tender, my/our Bid during the period of bid validity specified in the form of Bid; or
- (b) having been notified of the acceptance of our Bid by the purchaser during the period of bid validity (i) fail or reuse to execute the contract, if required, or (ii) fail or refuse to furnish the Performance Security, in accordance with the Instructions to Bidders.

I/We understand this Bid Securing Declaration shall cease to be valid if I am/we are not the successful Bidder, upon the earlier of (i) the receipt of your notification of the name of the successful Bidder; or (ii) thirty days after the expiration of the validity of my/our Bid.

Signed: (insert signature of person whose name and capacity are shown) in the capacity of (insert legal capacity of person signing the Bid Securing Declaration).

Name: (insert complete name of person signing he Bid Securing Declaration)

Duly authorized to sign the bid for an on behalf of : (insert complete name of Bidder)

Dated on _____ day of _____ (insert date of signing)

Corporate Seal (where appropriate)

(Note: In case of a Joint Venture, the Bid Securing Declaration must be in the name of all partners to the Joint Venture that submits the bid)

(ON LETTER HEAD OF THE FIRM)

Bidder's Authorisation Certificate

To
**The Registrar,
Veer Surendra Sai University of Technology,
Burla, Odisha-768018**

Sub: Bidder's Authorization Certificate

Sir,

With reference to the Tender Notice No. _____ Ms./Mr.<Name>,<Designation>, is hereby authorized to attend meetings & submit pre-qualification, technical & commercial information as may be required by you in the course of processing the above said Bid. Her/his contact mobile number is _____ and Email id is _____. For the purpose of validation, his/ her verified signature is as under.

Thanking you

The specimen signature is attested below:

Name:

(Specimen Signature of Representative)

Signature of Authorizing Authority

Name of Authorizing Authority
Designation: Company Seal:

ANNEXURE-VII

(ON LETTER HEAD OF THE FIRM)

FORMAT FOR PRICE BID (to be given in a separate envelop)

Tender for Outdoor Catering Services During 16th Convocation Tender No :

PRICE SCHEDULE / FINANCIAL BID

Proposed Rates for (A) Snacks Day-1, (B) Snacks day-2, (C) Lunch day-2, (D) Tea & Coffee for day-1 & 2, (E) Drinking Water with dispenser and paper glass Day-2.

Sl. No.	Particulars	Units	Quantity	Rate per plate/Cup	Amount in (INR) (Excluding GST)
A	Snacks Day -1	Per plate/No	700		
B	Lunch Day 2	Per plate/No	1500		
C	Tea/Coffee Day 1 & 2	Cup	1500		
D	Drinking Water with dispenser and paper glass Day-2	Nos	1300		
E	Special snacks at the Robing Room	Nos	80		
	Total (in figure)				
	Total in words				

GST % over and above the total amount:

The price is inclusive of dining hall preparation according to general terms and conditions, all charges, taxes and statutory liabilities. The food would be cooked and served at buffet at VSSUT, Burla. The raw (ingredients) used for preparing the food must be of good quality prepared in refined sunflower oil. The food must be neat and clean, tasty & hygienic. No artificial colour, chemical should be used while preparing the food. The boys/girls those would serve the food must be experienced, well-dressed and well-behaved. After the program is over the party will ensure that the ground is cleaned properly and the garbage disposal should be as per the BMC guidelines.

Signature of Tenderer
With Seal & Date

(ON LETTER HEAD OF THE FIRM)

Name of the Tender: “Selection of Agency for Outdoor Catering Services during 16th Convocation” at Veer Surendra Sai University of Technology, Burla

CRIMINAL LIABILITY UNDERTAKING

Date: _____

To

The Registrar,
Veer Surendra Sai University of Technology,
Burla, Odisha-768018

The bidder has to furnish a certificate as per the format specified below along with the bid for not committed any offence.

I aged about
S/o.....Proprietor/ Partner/ Director of
M/s. _____ At: _____ Po:
_____, P.S: _____, Dist: _____ do
solemnly pledge and affirm that I/my firm/company have not committed any offence.

- (a) Under the Prevention of Corruption Act 1988; or
- (b) The Indian Penal Code or any other law for the time being in force, for causing any loss of life or property or causing a threat to public health as part of execution of a public procurement contract.
- (c) That neither any criminal case nor any vigilance case is pending against me/my firm/company before any forum.
- (d) I/my firm/company have not been blacklisted/debarred by any Central/State Government Organisation/Bodies for the last 3 years.

Signature

(Name)

Seal of the Bidder

FORM FOR FINANCIAL CAPACITY

Description	Financial Years		
	2021-2022	2022-23	2023-24
Annual Turnover			
Net Worth			
Current Asset			
Current Liabilities			
Total Revenue			
Profit before Tax			
Profit after Tax			

CERTIFICATE BY CHARTERED ACCOUNTANT

I / We, _____, Chartered Accountants, certify that the figures regarding over all Annual Turnover for the financial years mentioned above in respect of M/s. _____ are checked and found correct and true as per their Books of Accounts and other related records.

SIGNATURE & SEAL OF THE CHARTERED ACCOUNTANT

NAME, ADDRESS AND CONTACT DETAILS:

UDIN: