


GOVT. OF ASSAM
OFFICE OF THE PRINCIPAL: ASSAM ENGINEERING INSTITUTE
GUWAHATI-3

NOTICE

Sealed quotations affixing non-refundable court fee of Rs 8.25 only are invited by the undersigned for catering service in Assam Engineering Institute Boys' & Girls' Hostel. The interested bidders/parties may collect tender paper on payment of Rs. 500/- (in cash) from the office of the undersigned from 27/10/2021. The last date for submission of quotation is fixed on 08/11/2021 up to 2.00 pm. & will be opened at 3.00 pm. on the same day in the office of the undersigned in presence of the bidders or their authorized representatives, if any. The terms & conditions will be supplied along with the tender forms.

The undersigned reserves the right to reject any or all tenders without any reasons thereof.


Principal,
Assam Engineering Institute,
Guwahati-3

Memo No. AEI/Esstt./Hostel/2021/ 2910-14 Date 26/10/21


Copy for information to:

1. The Director, Directorate of Technical Education, Assam, Kahilipara, Ghy-19.
2. Institute Notice Board.
3. Hostel Notice Board.
4. Hostel Superintendent, Hostel No. 1,2,3& Girl's Hostel.
5. The H/A , Assam Engineering Institute
6. Office Copy.

Principal,
Assam Engineering Institute,
Guwahati-3

TERMS & CONDITIONS

1. The party shall have to deposit a security deposit of Rs. 75,000/- (Rupees Seventy Five Thousand) only for all the Hostels.
2. The party will have to sign a "DEED OF AGREEMENT" on Non- Judicial Stamp Paper of Rs. 100/- on the points supplied by the undersigned.
3. The catering services to the Hostel to be provided from 1st December/2021.
4. The catering services to be provided separately for Hostel No.1, 2, Girls' Hostel & New Hostel.
5. The Boarders of Hostel No.3 is attached to H/No.2 & they will take their meal in Hostel No.2.
6. The boarders of each Hostel are 50 and above.
7. The monthly rate quoted as per menu (attached) must not exceed Rs. 2500/- But monthly rate Should not be less than Rs. 2200.00.
8. Tenderers submitting tenders shall quote their lowest possible prices.
9. All tenders shall be written either type written or written clearly in indelible ink; Detail Specifications for each item quoted must be furnished.
10. All prices shall be written both in figures and words, without any overwriting
11. Payment will be made in two instalments on presentation of bill in triplicate duly countersigned by the respective Hostel Superintendent within 15th to 20th day of every month. No advance payment shall be made.
12. The undersigned however, reserves the right to accept or reject any or all Tenders without assigning any reason thereof
13. No Mess dues to be claimed by the party from the boarders of Hostel during "TERM END VACATION" as per academic calendar.
14. If the vacation starts from (say) 25th of a month then the boarders will have to pay mess dues up to 24th of that month as per daily rate basis.
15. If a boarder remains absent for the first 15 days/or less than 15 days and last 15 days or less than 15 days of a month, then He / She will have to pay half mess dues + Rs. 100/- in a month
16. Water will be supplied to the hostel by the authority but pure drinking water using Aquaguard will have to be supplied by the party.
17. The Hostel dining hall, kitchen room, existing utensils (if any in working condition) and furniture will be provided to the party and the same will be under the custody of the party from the date of taking over the charge. No extra goods/facilities will be provided other than mentioned above.
18. Cleaning and sweeping of campus and bathroom including toilet of Hostel, 1, 2 and 3 will have to be provided by the party. The minimum salary of the sweeper should be Rs. 5000.00 per month to be paid by the party.
19. One English News paper and one Assamese News paper to be provided for Hostel 1, 2, Girls' hostel and New Hostel by the party.
20. For any withdrawal from service by the party, he must submit withdrawal application minimum 45 days prior.


Principal

Assam Engineering Institute,
Guwahati - 3

TENDER FORM

1. NAME OF THE TENDERER/BIDDER/ PARTY :
2. REGISTRATION NO. OF THE FIRM :
3. FOOD SAFETY MANAGEMENT LICENSE NO. :
4. FATHER'S NAME :
5. PERMANENT ADDRESS :
6. ADDRESS FOR CORRESPONDANCE :
7. QUALIFICATION :
8. EXPERIENCE IN CATERING SERVICE :
9. ANNUAL TURN-OVER :

The following documents are to be furnished by the Firm along with the tender documents:

- I. Signed and scanned copy of upto date registration certificate of firm/company.*
- II. Signed and scanned copy of PAN Number & Adhaar card.*
- III. Signed and Scanned copy of GST No. issued in favour of the firm.*
- IV. Signed and scanned copy of I.T. return for last three financial years.*
- V. Signed and scanned copy of duly filled Tender acceptance letter.*
- VI. Signed and scanned copy of Food safety management license.*

Encl : 1. TERMS & CONDITIONS

2. MENU.

Signature of BIDDER/PARTY/TENDERER

Date :