


NORTH EASTERN HILL UNIVERSITY
DEPARTMENT OF ZOOLOGY
MAWKYNROH, SHILLONG
Phone: 2722309/2722311

Prof. A. S. Dixit, Convener
Sub-Committee for Refreshment
XXVI NEHU Convocation

Date: 14th October, 2019

Quotations are invited for Refreshments during the XXVI University Convocation proposed to be held around first week of November, 2019 (the exact date will be informed later) at NEHU Permanent Campus, Umshing, Shillong as per details below:

1. **Hi-tea for VIPs** (For 50 persons approximately) – **Buffet system. The rates to be quoted per plate.**
 - a. Items: Sandwich two varieties
Kaju Barfi, Dry Gulab Jamun and Motipak Barfi
Small Samosa, Veg. Cutlet
Veg. Momo
Paneer Pakora
Roasted Cashew nuts (plain) and Roasted Almonds
Fresh Pineapple and Coconut Juice
Red tea, Green tea, Milk tea and Coffee
Mineral water dispenser with glasses.

2. **Hi-tea for Invitees** (For 600 persons approximately) – **Buffet system. The rates to be quoted per plate.**
 - a. Items: Cheese sandwich/Veg. sandwich
Kalakand / Dry Gulab Jamun
Veg small samosa
Paneer Pakora
Rice Cake/Banana Cake/Corn Cake
Roasted Cashew nuts (plain)
Tea, Coffee, Red tea and Juice Pkt.- 160ml.
20 liter mineral water dispenser with disposable paper cups

3. **Refreshments for Students** (For 2,000 packets approximately): **Food packed in boxes. The rates to be quoted per box.**
 - a. Items Cheese sandwich
Dry Gulab Jamun
Vegetable cutlet
Rice Cake/Banana Cake/Corn Cake
Juice Packet– 160 ml.
Paper napkin
20 liters mineral water dispensers in sufficient numbers with disposable paper cups.

4. Lunch/Dinner (No. to be informed later in case of requirement)- Buffet system. The rates to be quoted per plate.

- a. Items
- Sweet Corn Veg. Soup
 - Veg. Jal frezi
 - Sahi Paneer/Kadai paneer/ Paneer butter masala
 - Chicken curry/Chicken butter masala/Chicken tikka masala
 - Fish Amritsari/Mustard fish curry
 - Dal makhani and Yellow Dal
 - Steamed rice and Veg. Pulao
 - Tandoori roti, Plain roti and Butter naan
 - Green salad
 - Papad, Chatani and Achar
 - Sweet curd (Pkt)/Raita
 - Fruit salad with cream/Ice-cream
 - Caramel custard, Rasmalai
 - Mineral water dispenser with glasses.

Note: The above stated numbers are approximate and may vary according to need.

Terms & Conditions:

1. Quotations would be received in the office of the undersigned till the 23rd October, 2019.
2. The University has the right to cancel the tender without citing any reason whatsoever.
3. The vendor must possess a valid Trading License.
4. The vendor must possess a valid GST registration.
5. 10 years of experience of handling such events in educational institutions of repute (enclose certificate).
6. Rates quoted should be inclusive of all taxes. However, taxes should be shown separately.
7. The food supplied should be fresh and hygienic and should be certified by an appropriate authority. In case any of the items is stale or otherwise, payment for the same will be deducted.
8. All arrangements for the distribution/serving will be made by the vendor for which the university will provide the appropriate space. Also, the collection and disposal of garbage will be the responsibility of the vendor.

Prof. A. S. Dixit

