

NEHU/ 2026/ANRF-PAIR//1 Date: 22.09.2026

NOTICE INVITING QUOTATIONS
TENDER NOTICE

Sealed quotations are invited from registered and authorized firms/vendors preferably local, for supply of following items from Sept 30th and October 1st, 2026 for “ANRF PAIR PROJECT WORKSHOP” being organized jointly by IIT Guwahati and North Eastern Hill University, Shillong, Meghalaya.

S.No	ITEMS	NUMBER
1.	High Tea (3:00 pm on Sept 30)	90 persons for Inaugural Function
2.	Tea with Snacks (5:00 pm/Sept 30; 11:00 am, 3:30 pm/Oct 1)	120 persons @40 per session
3.	Buffet Lunch and water bottle (1:30 pm/ Oct 1)	65 persons
4.	Dinner (7:00 pm/Sept 30)	35 Persons
5.	Dinner (7:00 pm/Oct 1)	20 persons
6.	Water Bottle (½ Litre)	60 bottles

Terms and Conditions:

1. The last date for submission of quotations is 29.09.2026 before 2 PM.
2. The food should be hygienically prepared, served and packed in biodegradable material.
3. The rate should be inclusive of GST and any applicable taxes
4. Quotation should include the copy of the GST certificate, PAN card, authorized firms/vendors certificate and bank details.
5. No advance payment will be made
6. Vendors must have prior experience of organizing such events in government organizations and should attach supporting documents with the application.
7. Purchase committee/University reserves the rights to accept or reject quotations without assigning any reason.
8. The committee may invite shortlisted vendor(s) to provide food samples for quality testing prior to placing supply order.
9. All terms and conditions will be as per rules, regulations and decisions of ANRF-PAIR, IIT, Guwahati.
10. The quotation may be submitted to **Prof. Ghanashyam Bez, Dept of Chemistry, NEHU, Shillong-793022.**

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Principal Investigator,
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Shillong-793022
Meghalaya, India