



**RAVENSHAW UNIVERSITY  
CUTTACK**

**NOTICE**

No 444 Date 30/01/2025

Quotations are invited from intending firms for "Supply of Food" for the forthcoming Convocation to be held on 14<sup>th</sup> February, 2025 at Ravenshaw University. Kindly quote your rate as per below mentioned specification:

Sl. No.	Description	Quantity (In packet)	Maximum Amount per packet	Rate (Inclusive of all Taxes)
1	<u>Tiffin for Awardees (Students), Faculty, Non-Teaching Staff and Press (Packet contained-Veg. Sandwich, Spring Roll, Veg. Cutlet, Stick Paneer chapatti, Steam Cake, Kaju Berfi, Juice and Mineral Water)</u>	500	150.00	
2	<u>Tiffin for VVIPs (Serve through Buffet system) (Spring Roll, Veg Cutlet, Stick Paneer chapatti, Steam Cake, Kaju Berfi, Juice and Mineral Water)</u>	50	200.00	
3	<u>Tiffin for NCC Volunteer, NSS Volunteer other volunteer, security persons, cleaning agency, police personnel, fire staff, police Band, Guard (Packet contained-Samosa-01, Aluchap-01, Vegetable Chop-02, Sweet-01)</u>	300	60.00	
4	20 Minerals water jar (big size) with disposable glass (500 nos.) with 10 number of tray and 100 nos. of minerals bottle (Small size) with tray.			

The quotations are invited by courier/ speed post/ by hand with complete details terms and conditions etc upto 07.02.2025 at 03:00 P.M. and the same will be opened in the same day at 4:00 P.M. Quotations may be dropped in the Office of the Stock, Store and Purchase Section. Basic rate, taxes and freight charges etc. must be quoted separately F.O.R destination at Ravenshaw University, Cuttack.

**Terms and Conditions:**

1. The quality/ quantity of food shall be checked by the Coordinating officials for 13<sup>th</sup> Annual Convocation for catering services from time to time during execution of work to ensure the quality and hygiene point of view will be treated as adverse factor for release of payment. The payment shall be released after successful supply of food by the selected bidder.
2. While sending quotation, the word "QUOTATION FOR SUPPLY OF FOOD" may be inscribed on the sealed envelope.
3. The quotations received after due date will not be considered.
4. University Authority reserves its right to accept or reject any or all proposals without assigning any reason.
5. Valid GST registration Certificate.
6. No advance will be given to the selected firm.
7. Valid food license issued by appropriate authority of the govt.
8. In case any query/ clarification, you may contact to the undersigned between 10:00 A.M. to 5:30 P.M.

**Associate Professor in charge of  
Stock & Store and Purchase Officer**

Memo 445 Date 30/01/2025

Copy to Registrar's Office/ CPGC / CoF/ Associate Professor in charge of Stock & Store and Purchase Officer/ PA to Hon'ble Vice Chancellor for information.

**Associate Professor in charge of  
Stock & Store and Purchase Officer**