



GOVERNMENT OF ASSAM
OFFICE OF THE DISTRICT COMMISSIONER: : : DIBRUGARH DISTRICT
(FOOD, PUBLIC DISTRIBUTION & CONSUMER AFFAIRS)

No.FCS-69/1/2025-FCS-DBR

NOTICE INVITING QUOTATION TO SERVE AS CATERER

Sealed tender/quotation in plain paper affixing court fee stamp worth Rs. 8.25 (Eight rupees twenty five paise) only is hereby invited from reputed Caterers/Suppliers/Contractors to provide food items to the VVIP, Invited guests, alongwith officials engaged in various duties related to celebration of Republic Day,2025 .

Terms & Conditions

1. This bid is only for rates.
2. The Caterers will have to maintain the Hygienic condition of the foodstuff prepared for the purpose and have to serve it after due certificate from the Food Inspector/Food Safety Officer as deputed by the authority concerned.
3. The intending bidders have to submit the following documents along with the Bid:
 - a. Copy of PAN Cars,
 - b. Copy of last Income Tax Return,
 - c. Labour License,
 - d. Copy of GST Registration Certificate and
 - e. Copy of experience certificate/proof of bulk/large scale supply of food items on election related activity.
4. Utensils and other accessories required for cooking and other purpose, i.e. disposable plates, glasses including cooking fuel as well as the man power to be utilized are to be arranged by the Caterer at their own cost. The disposals must be standard quality.
5. The caterers/suppliers will be responsible for supply of food packets, light refreshment, High Tea etc. in proper time and in proper manner as per order placed before them.
6. The rates once accepted cannot be enhanced under no circumstances.
7. Delay/Non-delivery of food items in proper time against order will lead to curtailment of final bills in due course of time.
8. Menu of the food items required to be served is as per list enclosed.
9. The last date for submission of sealed tender/quotation of the intending Caterer/Supplier is **10th January, 2025**. Tender Box will be opened at **3:00 pm on 10th January, 2025** by the undersigned or authorized officer in presence of all intending tenders/bidders. No tender will be accepted after 3:00 P.M. on 10th January, 2025.
10. The Caterers/Suppliers are to submit their rates for items to be supplied item-wise as noted in the enclosed menu list along with their applications. Rate should be inclusive of all taxes.
11. The Caterers/Suppliers will also to earmark where he desire to serve as Caterer/Suppliers. However, the undersigned have the direction to allot the service point and Caterer/Supplier must abide by the order.
12. The District Commissioner, Dibrugarh reserves the right not to accept the lowest quoted rates on assessment of reasonable cost.
13. The District Commissioner, Dibrugarh reserves the right to reject any or all bids without assigning any reason thereof. Further he has reserves the right to negotiate the rates for work allotment subject to ground realities.
14. The quoted rates should be inclusive of GST and handling charges.
15. The venue of catering and food supply may be changed or addl. Venue may be enlisted in due course and the bidders must have to follow the instructions given by the authorities.
16. The legal jurisdiction or any dispute will be within Dibrugarh District of signed by

Parikshit Phukan

Date: 06-01-2025 16:52:02

Addl. District Commissioner
Dibrugarh

Memo No.FCS-69/1/2025-FCS-DBR

Copy for information to:

1. The DIPRO, Dibrugarh for information and publicity.
2. The DIO, NIC, Dibrugarh. He is requested to upload the same in District Web Portal.
3. Notice Board, District Commissioner's Office, Dibrugarh
4. Notice Board, FPD & CA, Dibrugarh/Election Branch, Dibrugarh

- Sd -

Addl. District Commissioner
Dibrugarh