



COEP Technological University
A Unitary Public University of Government of Maharashtra
Shivajinagar, Pune- 411005

GYMKHANA

Reference No.: COEP/GYMDAY/Refreshment/2024-25/288

Date: 07/05/2025

INVITATION OF QUOTATION

Subject: Quotation invitation for the lunch on 16th May 2025 on the occasion of Gymkhana Day 2025

You are requested to submit your quotation for above mentioned subject as per the specifications given below in the table, before **14/05/2025 up to 12.00 noon**, in the Inward section, COEP Technological University.

Sr. No.	Date	Specifications	Quantity
1]	16/05/2025 (Time: 12.30 pm-3.30pm)	Lunch: Main course: 1. Veg kolhapuri OR Veg bhuna 2. Paneer kadhai 3. Dal Tadka 4. Roti, Phulka 5. Jeera Rice 6. Pickle, disco papad 7. Green salad 8. Malai Kulfi (Preferably Amul) 9. Sweet: Aamras (unlimited), Moongdal Halwa(unlimited) 10. Cold mineral water	300 plates (Extra plates if any will be paid as per the decided rate and to be claimed separately)

Terms & Conditions.

1. Please send your quotation in sealed envelop in the Name of **“Vice President, Gymkhana, COEP Technological University”** and clearly mention it on the envelope,
2. Please state taxes separately.
3. The final bill will be paid after the satisfactory completion of the work.
4. Vendor must not have been **suspended/delisted/blacklisted/fined** by any organization on any ground.
5. If the performance of the bidder is / has been found to be unsatisfactory for any reason, in any organization including COEP Technological University, Then **COEP Tech reserves the right to neglect the bids submitted by such vendors as per the decision of committee.**
6. COEP Tech will pay the charges to the vendor for minimum of **300 plates** for the day 16th May 2025 for providing lunch. Extra plates of any will be paid extra as per the decided rate on quotation and to be claimed separately.



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7. No advance shall be paid, Bills for catering services may be raised by the contractor/vendor after the contract is over and the same shall be settled within one month from the date of submission of the bills, provided the same are in order.
8. Deliverable by COEP Tech:
1] Single- phase Electric supply. 2] Water for washing and cooking. 3] Kitchen shed of 225 sq.ft.
9. Vendor will be responsible for the post event cleanliness, garbage disposal for the area of kitchen and surrounding area.
10. The service of all food items (as per the Menu) should be "**UNLIMITED**" as per the requirement of the participants/guests from the spread available.
11. Failure to provide the service mentioned in work order shall attract penalty. The amount of penalty would be decided by COEP TECH and will be mentioned in the work order and shall be binding on the bidder.
12. The rate must be valid till the completion of the order and the payment of the final bill.
13. Failure to services means: **Not maintaining the food quality, Shortage of food, Changing the menu without due permission from the signing authority.**
14. **The bidder must be a renowned Indian/Multinational Company with primary business in Outdoor Catering**

Eligibility Criteria:

1. The bidder must have a minimum of two years of experience in similar kind of catering services i.e., **providing dinner for Students, Faculty, Staff and Guests in Student Activities** at single event.
2. The bidder must have executed at least one service order of not less than (300) plates OR **Rs. 2 Lakhs (Single order)** during any of the last three years in an engineering/senior college.
3. Bidder should be a professional with a minimum of two years' experience in providing catering services, in particular lunch/dinner to **professional institutions, training institutions etc. having students in the age group of 16 years to 25 years.**
4. Bidder should have among its clients; **professional colleges, training institutes / centers** for whom they have provided catering services of similar nature.
5. The track record of bidder should be clean and should not have any involvement in illegal activities or financial frauds. There should not be any case with the **Police/ Court/ Regulatory** authorities against the bidder.
6. Bidder must not have been prosecuted or suffered any penalty for violation of any statutory laws by any Authority.
7. Bidder must not have been **suspended/ delisted/ blacklisted/ fined** by any organization on any grounds.



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8. The bidder should not have **rescinded/ abandoned** any contract awarded by any of his clients before the expiry of prescribed period of contract. The bidder shall give details of all the disputes he/she had with his/her clients and furnish the status of arbitration, if any.
9. If the performance of the bidder is / has been found to be unsatisfactory for any reasons, whatsoever, in any organization including COEP Tech, then **COEP Tech reserves the right to reject the bids submitted by such bidders as per the decision of committee.**
10. Bidder should have applicable registrations with statutory authorities such as **Regional Labour Commissioner (Central), GST, PAN, TIN, FSSAI, etc.**

• **QUALITY OF THE MATERIALS TO BE USED BY VENDOR**

1. Rice - Basmati (Branded), sona mussoorie (kurnool)
2. Dal - Turdal/urad/moong - Best Quality
3. Flour - Branded
4. Oil - Refined Groundnut/Sunflower /Dhara/Godrej/Sundrop/Equivalent Branded
5. Atta – Wheat fresh atta, Annapurna, Farm Fresh, Ashirwad/Equivalent Brand
6. Vegetables - Fresh Only
7. Pickle - Branded
8. Papad - Best Renowned Brand
9. Salt - Iodized Branded
10. Sauces - Good quality/branded as per requirement
11. Fruits(*) - (Seasonal) Papaya, Pineapple, Mango, Chickoo, Orange, Apple, Watermelon, Pomegranate, Guava, Banana, Dry fruits, etc.
12. Milk - Pasteurized - Pouch Packaged
13. Malai Kulfi- Must be of renowned brand Amul/Dinshaw/Creambell

Dr. M. P. Khond
Board Of Student's Development
COEP Technological University



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Quotation to be submitted ON COMPANY LETTERHEAD by Vendor

Sr. No.	Date	Specifications	Quantity	Rate per Plate in Rs. (Exclusive of all taxes)	Total amount in Rs. (Exclusive of all taxes)
1]	16/05/2025 (Time: 12.30 noon -3.30 pm)	Lunch: Main course: 1. Veg kolhapuri OR Veg bhuna 2. Paneer kadhai 3. Dal Tadka 4. Roti, Phulka 5. Jeera Rice 6. Pickle, disco papad 7. Green salad 8. Malai Kulfi (Preferably Amul) 9. Sweet: Aamras (unlimited), Moongdal Halwa(unlimited) 10. Cold mineral water	300 plates (Extra plates if any will be paid as per the decided rate and to be claimed separately)		
(As Applicable by Govt. Rules) GST%					
Total Amount					

Stamp and Signature of Vendor