Date: 29.01.2026

Ref: BRAC/PO/Tender Annual DAY/2025-26/ 1134

TENDER/ Quotation

Sub: Tender Document for **Catering Services for Annual Day Function 2025-26**

Sealed tenders in **TWO parts** (Technical and Financial) are invited from experienced caterers for providing **lunch and tea** for students, staff, and invited guests during the **Annual Day Function 2025-26.**

Tenders must reach the office of the undersigned **on or before 06.02.2026 at 11:00 a.m. in the Dak Section of the College** and same will open on **06.02.2026 at 2:00 p.m.** in the Conference Room (Near Library).

Scope of Work (Indicative):

- Lunch and Tea (veg only) (Dal Makhani, Mix Veg, Palak Paneer, Chole, Puri, Missi Roti, Naan, Raita, Gulab Jamun, Salad with Papad)
- Separate arrangements for guests, and faculty
- Hygienic food preparation and timely service
- Serving staff, cutlery & crockery set, and cleanliness

Submission of Tender

- **Envelope-1:** Technical Bid (GST, PAN, Experience Certificate, ITR of last 3 years)
- **Envelope-2:** Financial Bid (per-plate rate and total quote)

Outer envelope should be super scribed as:
"Tender for Catering Services -- Annual Day 2025-26"

- Payment through **Cheque / NEFT / RTGS only**
- Quotations received after due date **will not be entertained**
- Quotation must be submitted in **sealed cover**
- Super scribed clearly with:
- "Quotation for Lunch and Refreshment – Annual Day 2025–26"
- No overwriting or cutting in quotation

The college reserves the right to accept or reject any tender without assigning any reason

The decision of the competent authority shall be final and binding.

Principal, OSD