



File no: DTU/GA/257/2022-23/1181/V:5 1606

Dated: - 06.12.2024

NIQ for arrangement of Hospitality and Catering services during 11th Convocation, 2024 of the Delhi Technological University

The Delhi Technological University invites sealed quotations from reputed and experienced hospitality and catering service providers for the **arrangement of hospitality and catering** during the **11th Convocation, 2024**, scheduled to be held on **19.12.2024** at the Delhi Technological University.

(A) Scope of work: -

S. No.	Particulars	Details of arrangements
01.	Details of Event	Lunch (Buffet) Arrangement for VVIPs during the 11 th Convocation of the Delhi Technological University scheduled to be held on 19.12.2024 at 12:30 P.M.
02.	No. of persons attending the event (Estimated)	50 VVIPs approximately
03.	Menu	For 50 VVIPs Approximately (A) Main Course a) Paneer Lababdar b) Malai Kofta c) Dal Makhni/Yellow Dal Tadka d) Veg Biryani e) Dahi Bhalla + Red Chutney f) Tawa Sabziya g) Dry Manchurian h) Salad + Achar + Papad i) Butter Naan + Missi Roti + Lachha Parantha + Poori + Tawa Roti j) Water Bottles (B) Live Counter a) Tea + Coffee + Green Tea b) Sweet Corn Soup c) Tomato Soup d) Assorted Pakoras e) Aloo Tikki f) Palak Patta Chaat g) Millet Upma h) Hakka Noodle with Manchurian Gravy i) Roasted Pineapple j) Sandwich k) Gulab Jamun l) Moong Dal Halwa
04.	Crockery	Bone China Crockery (50 pax.)
05.	Counter Arrangement	02 Counters
06.	Waiter Service	03 Serving Staff or more (mandatory with Gloves, Masks, Hair caps) on each counter along with 01 manager level staff for supervision.

Note: (a) Plastic Container/Plates/Utensils etc. shall not be used.
(b) Adequate no. of service staff, waiters, helpers will be deployed by the vendor.
(c) Arrangement of Water for drinking and washing of utensils will be made by the vendor.
(d) The food waste shall be disposed of by the service provider outside of the University premises.
(e) Price will be quoted inclusive of services (as mentioned above) and applicable GST, nothing extra will be considered.



(B) Eligibility Criteria: -

- i. Proof of experience for providing satisfactory hospitality and catering services in past 01 (one) year in a reputed organization for a minimum 300 persons.
- ii. A copy of FSSAI License.
- iii. A copy of GST Registration.
- iv. A copy of PAN Card.
- v. Annual Turnover of Rs. 50,00,000/- or above during last financial year (F.Y. 2023-24).

(C) Submission of quotes: -

- i. Interested agencies are requested to submit their sealed quotations, clearly mentioning: -
 - Total cost (inclusive of all taxes), nothing extra will be considered.
 - Detailed menu and services offered as specified above.
- ii. The sealed quotations must reach the office of the undersigned latest by 10.12.2024 at 12:00 Noon. Quotations received after the deadline will not be considered.

NOTE: The university reserves the right to accept or reject any or all quotations without assigning any reason thereof.


Dr. Anil Kumar

Dy. Registrar (Gen. Admn.)