

## **BIDHAN CHANDRA KRISHI VISWAVIDYALAYA**

P.O. Krishi Viswavidyalaya, Mohanpur, Nadia

West Bengal, PIN: 741252

XXIII Convocation, 2025

**Tender No.** BCKV/ Convocation/Refreshment/ 01/ dated 11/08/2025

### **TENDER NOTICE**

E-Tender ID : 2025\_BCKV\_889858-1

E-tenders are invited from the reputed /bonafide caterers to serve the convocation Lunch, Breakfast and High Tea within the premises of the University premises, Mohanpur on 15<sup>th</sup> September, 2025. Quatations should be submitted in two parts (Technical and Price Bid). The last date of submission of the tender within 07 days from the date of publication.

**The technical bid should be in the form of a compliance statement to the points mentioned below:**

1. Food safety License from the Statutory authority
2. Trade/catering license from the Local Administrative Authority.
3. Copy of PAN card, GST registration
4. Copy of last three years Income Tax Return.
5. Copies of certificates /catering orders for convocation/conferences of any University/Government Institutions/IIT/NIT/IISER/IIM/Reputed private Institutions, for serving Lunch/Dinner for a minimum number of 1000 in a single occasion (in a single order) during last 5 years.


### **General Terms and Conditions:**

1. No advance payment will be made, full payment will be made after the satisfactory completion of the work. Bill to be raised in triplicate in favour of the Chairman, Refreshment and Food Sub-Committee, XXIII Convocation-2025, BCKV, Mohanpur, Nadia, West Bengal.
2. An amount of Rs. 10,000/- (Rupees ten thousand) only in the form of 'Demand Draft' from any Nationalized Bank and in favour of the Bidhan Chandra Krishi Viswavidyalaya as 'Earnest Money Deposit (EMD)' has to be deposited. The EMD of the vendor awarded with contract will be treated as a part of the security deposit towards performance gurantee, no interest will be payable on this security deposit. **For exemption of EMD, MSME certificate should be uploaded along with tender documents.**
3. Agency shall provide adequate approved good quality crockery and clear table cloth of good quality..
4. Presentable utensils for working and serving warm food shall also be provided by the agency.

5. The agency has to ensure that staff members deployed for food preparations and services must use disposable caps and gloves during cooking and food services respectively.
6. All food dishes should be made from fresh and good quality raw materials.
7. All the rates should be quoted as 'per plate/packet/unit basis' where ever applicable.
8. Items must be provided in good quality packing separately with good quality napkins, spoons etc.
9. Bidders must have adequate infrastructure and experiences to serve foods to special delegated like Hon'ble Chancellor (The Governor of West Bengal), Vice-chancellors of different Universities, and other esteemed dignitaries maintaining proper dress code.
10. **Bidder has to quote per unit basis (must be inclusive of all taxes) for menus as per ANNEXURE-I**

11. Cooking should be done at University premises.
12. The University reserves the right to accept or reject any tender without assigning any reason, also reserve the right to add, delete and modify the terms and conditions at any point of time. The lowest quotation does not guarantee for selection of bidder for aforesaid work.
13. The bidder must capable to arrange any additional number with a very short notice also. However actual numbers shall be used for billing.
14. For any other necessary information, please contact the Chairman and Convener of Refreshment and Food Sub-Committee, XXIII Convocation-2025, BCKV.

- i. Chairman: 9433242858
- ii. Convener: 6289492406

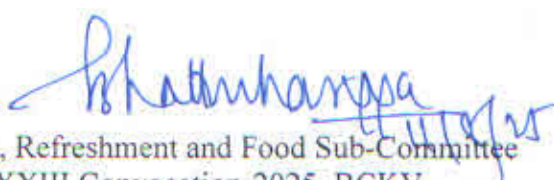
  
Chairman, Refreshment and Food Sub-Committee  
XXIII Convocation-2025, BCKV



### ANNEXURE-I

Bidhan Chandra Krishi Viswavidyalaya, Mohanpur, Nadia  
Items required for XXIII Convocation, BCKV on 15<sup>th</sup> September, 2025

Sl. No.	Food items	Tentative quantity to be required
A	<b>Lunch Packet (Non-Veg): (Special Chicken Biryani)</b> -: Fine quality rice (125 g Premium quality Basmati), Chicken-1 pc (not less than 160 g), Potato (Chandramukhi) medium size-1 pc., Egg-1 pc., one piece veg cutlet, Chicken masala: 4 pcs. (not less than 80 g each), Sandesh (good quality): 1 pc (Rs. 15.00), Cold drink: 200 ml (Thumbs-up/Sprite), Drinking water: One bottle-(500 ml. Bislery/Kinley) with carry bag and wooden spoon	1800 packets
B	<b>Lunch Packet (Veg): (Special Veg. Briyani)</b> : Fine quality rice: (125 g Premium quality Basmati), Potato (Chandramukhi) medium size-1 pc, one piece veg cutlet, Mator- Paneer- Butter Mashala (125g), Chhanar Dalna (125 g), Sandesh (good quality): 1 pc (Rs. 15.00), Cold drink: 200 ml (Thumbs-up/Sprite), Drinking water: One bottle-(500 ml. Bislery/Kinley) with carry bag and wooden spoon	400 packets
C	<b>Special Lunch (Non-Veg) for VIPs (to be served on Table)</b> Non-Vegetarian: Fish fry (Bhetki) with sauce, Salad and Lime, Chapati, Patal Chingri, Plain rice (Basmati), Veg. dal, Potato fry, Fish (Papda), Mutton/Chicken, Chutney (mango), Papad, Curd (sour), Sweet (Rasmadhuri), Ice-cream and Drinking water bottle (500ml)	85 nos.
D	<b>Special Lunch (Veg) for VIPs (to be served on Table)</b> Vegetarian: Paneer Pasinda, with sauce, Salad and Lime, Chapati, Plain rice (Basmati), Veg. dal, Potato fry, Motor Paneer Butter Masala and Dhokar Dalna, Chutney (mango), Papad, Curd (sour), Sweet (Rasmadhuri), Ice Cream and Drinking water bottle (500ml)	25 nos.
E	<b>Hi-Tea for Court meeting:</b> Good quality (Darjeeling) tea with good quality biscuits, salted cashew nut, Sandesh (good quality)	50 nos.
F	<b>Breakfast for VIPs:</b> Veg Sandwich (2 pcs.), boiled egg, banana (Singapuri) Sandesh and good quality tea (Darjeeling)	50 nos.
G	<b>Tea Stall:</b> Six Tea stalls of good quality tea and salted biscuits (100 cups) with good quality paper cups of 200 ml capacity (To be arranged at different places of convocation venue)	2400 cups
H	<b>Drinking Water stall:</b> Six drinking water stalls with good quality water (Bislery/Kinley) and good quality paper cups of 200 ml capacity. (To be arranged at at different places of convocation venue)	20 Nos. Jar of 20 lit. capacity

  
Chairman, Refreshment and Food Sub-Committee  
XXIII Convocation-2025, BCKV