



Quotation enquiry for catering for the symposium on "Dynamics of Complex Chemical and Biological Systems" (DCCBS-2014), February 12-16, 2014

Enquiry No. IITK/CHM/AC/2013-14/01, Date: December 09, 2013

Sealed quotations are requested from reputed caterers for breakfast, lunch, dinner and session tea/coffee for the international symposium on "Dynamics of Complex Chemical and Biological Systems" (DCCBS-2014) to be held at Department of Chemistry, IIT Kanpur during February 12-16, 2014. Quotations should be submitted in two parts: (a) Part 1 should contain the response of the caterer to the eligibility criteria as described in the current quotation enquiry document (Part I), and (b) Part II should contain the details of price bids in Rupees for the items as described in the current quotation enquiry document (Part II). The response to eligibility criteria and price bids should be put in a single sealed envelope and it should reach the undersigned by **5 PM on December 19, 2013**.

Part 1: Eligibility Criteria

- (i) The caterer should have catered lunch/dinner for at least 4 international conferences/symposia over past 4 years in IIT Kanpur with good credentials. The details of such conferences/symposia including dates and host departments/centres should be provided.
- (ii) The caterer should have also catered lunch/dinner in the Chemistry Department of IIT Kanpur for at least 3 conferences/symposia/meetings over past five years with good credentials. The details of such conferences/symposia/meetings including dates should be provided.
- (iii) The caterer should have valid PAN/Service tax number
- (iv) The caterer should have adequate infrastructure in the vicinity of IIT Kanpur.
- (v) The caterer should be able to provide breakfast, lunch, dinner and session tea/coffee on all the days of the symposium as described in Part II.

Part II. Details of Food Items

1. Breakfast (13-16 February, 2014)

Date	13/02/2014	14/02/2014	15/02/2014	16/02/2014
No. of plates	125	125	125	100
Menu details	Bread, butter, jam, omlet, boiled egg, poori sabji, tea, coffee, fruits, fruit juice, mineral water glasses	Bread, butter, jam, omlet, boiled egg, sambher Idli, tea, coffee, fruits, fruit juice, mineral water glasses	Bread, butter, jam, omlet, boiled egg, poha, tea, coffee, fruits, fruit juice, mineral water glasses	Bread, butter, jam, omlet, boiled egg, upma, tea, coffee, fruits, fruit juice, mineral water glasses
Price per plate (to be quoted by the caterer)				

2. Lunch (12-15 February, 2014)

Date	12/02/2014	13/02/14	14/02/2014	15/02/2014
No. of plates	100	200	200	200
Menu details	Pea paneer, mixed vegetables, dal, rice, pineapple raita, curd, papad, salad, nan/roti, gur ka sandesh, mineral water glasses	Shahi paneer, jeera alu, veg kofta, mix dal, rice, pineapple raita, curd, papad, salad, nan/roti, gur ka rosgulla, mineral water glasses	Palak paneer, methi alu, malai kofta, rajma dal, rice, pineapple raita, curd, papad, salad, nan/roti, rajbhog, mineral water glasses	Dosa, shambher vadda, cholla, kulcha, sandwich, chowmien, fried rice, gur ka sandesh or kheer, mineral water glasses
Price per plate (to be quoted by the caterer)				

3. Dinner (12-15 February, 2014)

Date	12/02/2014	13/02/2014	14/02/2014	15/02/2014
No. of plates	225	275	200	200
Menu details	<p>Veg soup, Butter paneer masala, dum alu, shambher, rice, nan/roti, curd, papad, salad, Imerti & rabri, mineral water glasses</p> <p>Optional dish: Butter chicken masala for 120 persons</p>	<p>Cold drinks/juice, Muglai tawa (non veg), barbeeque (paneer/alu/mirchi/mini pizza/veg kebab), lemon corriander soup/veg sweet corn soup, kadahi paneer, pea mushroom, gobhi muttor, yellow dal counter, pullav, pasta live, baked veg, veg keema with roomali roti, chicken curry, dahi vadda, curd, papad, salad, nan/missi/lachcha parotha, sweets (jelebi, pudding), mineral water bottles.</p>	<p>Veg soup, malai methi paneer, gajar gobhi pea, cholla, pullav, nan/roti, curd, papad, salad, gajar ka halua, mineral water glasses</p> <p>Optional dish: Chicken kali mirchi for 110 persons</p>	<p>Veg soup, Stuffed Parotha, curd, chutney, achar, veg biriyani, kauchori, alu ka sabji, salad, malai bundi or ice cream, mineral water glasses</p> <p>Optional dish: Methi chicken for 110 persons</p>
Price per plate (to be quoted by the caterer) for the main dinner				
Price per plate for the optional chicken dish (to be quoted by the caterer)				

4. Session Tea (12-15 February, 2014)

Date	12/02/2014	13/02/2014	14/02/2014	15/02/2014
No. of cups in each session	200	200	200	200
Menu details	Tea/Coffee with separate tea bags, coffee powder, sugar and milk, two types of biscuits (one session only in the evening)	Tea/Coffee with separate tea bags, coffee powder, sugar and milk, two types of biscuits (three sessions: One in the morning and two in the afternoon/evening)	Tea/Coffee with separate tea bags, coffee powder, sugar and milk, two types of biscuits (three sessions : One in the morning and two in the afternoon/evening)	Tea/Coffee with separate tea bags, coffee powder, sugar and milk, two types of biscuits (three sessions: One in the morning and two in the afternoon/evening)
Price per cup (to be quoted by the caterer)				
Price for ready-made tea/coffee per cup with two types of biscuits (optional item)				

General Terms and Conditions

(i) The price bid should be given in the format as given in Part II of the current quotation enquiry document.

(ii) The actual number of plates for each day may vary from the numbers given above to some extent depending on attendance. The true numbers for a given day will be intimated to the caterer one day in advance and the payment will be made on actuals.

(iii) Food must be served hot during the symposium. Quality and taste of the food items must be maintained. Failing to do so will result in appropriate levies.

(iv) Payment will be made only after satisfactory completion of the catering service. No advance payment will be made.

(v) The quotations should be either clearly hand written or typed. Quotations for all items must be provided. The price bids will be considered from only those caterers who have fulfilled the eligibility criteria. L1 will be decided based on the total price of all the items that are included in enquiry and the order for the entire catering will be given to a single caterer.

(vi) The quality of earlier catering services will also be taken into consideration while selecting the caterer for the present purpose. The decision of the Committee in charge of the catering will be final and binding to all concerned.



Prof. Amalendu Chandra

(Convener, DCCBS-2014)

Department of Chemistry

Indian Institute of Technology Kanpur, India 208016