



No. ILGUS/2E-1/2011/ 94

Dated : 25 February, 2014

TENDER NOTICE (2nd Call)

Sealed tender in respective letterhead are invited from eligible reputed Catering Organisations for running a canteen under this office in order to supply food, tea, coffee etc., to the guests and participants during the Training Programmes, Seminars, Workshops etc. and employees and visitors of ILGUS Bhavan, Bidhannagar.

The details of the work including the date, time and place for receiving and submission of the Quotation Form and the Terms & Conditions are given below :

(a)	Name of work	:	Supplying of various type of food, tea, coffee and snacks to the guests & participants of the Training Programmes, Workshops & Seminars etc. organized by ILGUS and other Offices and among the employees and visitors of ILGUS Bhavan within the campus of ILGUS Bhavan.
(b)	Name, Address & Phone No. of the Office concerned	:	Joint Director in charge, Institute of Local Government & Urban Studies, Government of West Bengal, ILGUS Bhavan, Block – HC, Sector – III, Bidhannagar, Kolkata – 700 106, Phone No. 033 2358-2920
(c)	Address from where the tender form shall be available	:	Same as above
(d)	Last date & time of obtaining tender form.	:	Upto 2.00 p.m. on 10.03.2014. Except Saturday, Sunday and other Government holidays against a non-refundable payment of Rs. 500/= (Rupees Five Hundred) only in cash.
(e)	Last date & submission of tender form.	:	11.03.2014 upto 2.00 p.m.
(f)	Date & time for opening of the tender form	:	11.03.2014 at 3.30 p.m.
(g)	Eligibility	:	Reputed catering organisation having valid trade license. The catering organisation must be registered with VAT and Service Tax and also must have the PAN No. in the name of the Tenderer.
(h)	Validity period	:	Normally one year from the date of receiving of work order. The same may be extended as per mutual agreement under same terms and conditions.
(i)	Earnest Money	:	Bank Draft for Rs.10,000/- (Rupees ten thousand) only on any Nationalised Bank Payable at Kolkata drawn in favour of the ' SOCIETY FOR TRAINING & RESEARCH ON URBAN GOVERNANCE ' must be accompanied with the duly filled in Tender Form. The said Earnest Money will be refunded to the unsuccessful Tenderer.
(j)	Agreement	:	The selected catering organisation shall have to enter into an agreement.
(k)	Security Deposit	:	The Earnest Money shall be converted into the Security Deposit for the successful Tenderer





TERMS & CONDITIONS

- 1) Self attested copies of all sorts of licenses, certificates and credentials etc. shall be attached with the tender form, failing which the tender may be treated as cancelled.
- 2) All payments shall be made by Account Payee Cheque in favour of the organization.
- 3) Income Tax and / any other taxes as applicable from time to time shall be deducted at source.
- 4) No tender form shall be issued or received after the stipulated date and time mentioned under para (d) & (e) above.
- 5) Enquiries, if any, in respect of the said work may be made to this office during the period of 25.02.2014 to 07.03.2014 between 12 noon to 3.00 p.m. Excepting Saturday, Sunday and other Government holidays.
- 6) The undersigned reserve the right to reject any or all tenders without assigning any reasons thereof.
- 7) Decision of undersigned is final.

Date : 25th February, 2014


Joint Director-in-Charge



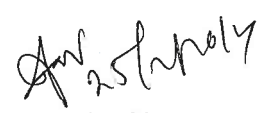


No. ILGUS/2E-1/2011/94/1(8)

Dated : 25 February, 2014

Copy forwarded with a request for wide circulation of the Tender to :

1. The Director, State Urban Development Agency, West Bengal, Bidhannagar, Kol-106
2. The Project Director, CMU, KUSP, ILGUS Bhavan, Bidhannagar, Kol-106
3. The Director of Local Bodies, West Bengal, Purta Bhavan, Bidhannagar, Kolkata – 91
4. The Chief Engineer, Municipal Engineering Directorate, Govt. of West Bengal
5. The Executive Officer, Nabadiganta Industrial Township Authority, Bidhannagar, Kol-106
6. The Project Manager, CMU, KUSP, ILGUS Bhavan, Bidhannagar, Kol-106 with a request to publish the NIT in the website of CMU.
7. I&CA Department for publication in the three Newspapers
8. The Notice Board, ILGUS, Bidhannagar, Kolkata –700106


Joint Director-in-Charge