

Chanakya National Law University

Nyaya Nagar, Mithapur, Patna-800001, Tel. No. +91-612-2352300, Fax No. : +91 -612-2352315

Website: <https://www.cnlu.ac.in>, E-mail: registrar@cnlu.ac.in

NIQ No. 34/2025-26

Date: 12.09.2025

E-TENDER NOTICE

Through e-procurement mode only https://eproc2.bihar.gov.in			
Chanakya National Law University invites E-Tender in Single bid system from reputed Canteen Service Providers for Running of Canteen Services / Cafeteria in the Campus of CNLU, Patna.			
1.	Name of the Work	:	For Running Canteen Services / Cafeteria in the Campus of CNLU, Patna.
2.	Estimated Cost	:	NIL
3.	Cost of Document (Non-Refundable)	:	Rs. 2000/- (Rs. Two Thousand)
4.	Earnest Money Deposit	:	Rs. 20000/- (Rs. Twenty Thousand)
5.	E-Tender Processing Fee	:	As per Eproc2 website
6.	Time of Completion	:	30 Days
7.	Bid Start Date	:	From 12.09.2025
8.	Date of Pre-bid meeting	:	16.09.2025 (Offline) at the Chamber of Registrar, CNLU, Patna at 01:00 p.m.
9.	Last Date & Time for Uploading of Bids	:	19.09.2025. till 02:00 pm.
10.	Date & Time of Opening of Bid	:	19.09.2025 at 02:30 pm.
11.	Place of Opening of Bid	:	Registrar's Chamber
12.	Periods of Bids Validity	:	120 days.
13.	Officer inviting Bids	:	The Registrar, CNLU, Patna.
14.	For participation in E-tendering portal. The contractor shall have to get themselves registered to get User ID, Password & Digital Signature. This will enable accessing the website https://eproc2.bihar.gov.in & download / Participate in E-Tender.		
15.	The tender document can be obtained through our website https://eproc2.bihar.gov.in & https://www.cnlu.ac.in		
16.	(i) Bid Processing Fee to be paid through online mode i.e., Internet payment gateway (Credit/Debit Card), Net Banking, NEFT/ RTGS. (ii) Bids along with necessary online payments must be submitted through e-procurement portal https://eproc2.bihar.gov.in before the date & time specified in the NIT. (iii) The department does not take any responsibilities for the delay /Non availability of internet connection, Network Traffic / Holidays or any other reasons."		
17.	Bid Document cost should be paid as per https://eproc2.bihar.gov.in		
18.	Earnest Money Deposit (EMD) shall have to be paid through e-payment.		
19.	The authority shall have to right to reject the bid without assigning any reason what so ever. For any information department Contact No. 0612-2352300 may be used.		
20.	For queries and clarifications, if any send e-mail to registrar@cnlu.ac.in		
21.	For support related to the e-tendering process, bidders may contact "e-procurement HELP DESK, mjunction services limited RJ Complex, 2 nd Floor, Canara Bank Campus, Khajpura, Ashiana Road, P.S. –Shastri Nagar, Patna-800014, Bihar, Contact No. 18005726571.		

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SECTION-A

SCOPE OF WORK:

1. The service provider will provide the canteen services in the campus of CNLU that has approximately 600 -700 students on its rolls, which includes student, faculty, staffs and Guest Visiting the University.
2. The semester periods will be January to April and July to October for each year. The timing for serving shall be 10:00 am in the morning to 11:59 pm in the evening. The timing and working days of the canteen services will be regulated by the University.
3. The employees of the service provider viz. cooks and the helpers of required number will prepare the items with proper care and caution including washing, cutting and cleaning before the edible preparations.
4. The cooked food that is ready to be served shall be kept with proper cover, keeping it hot in specified storing articles provided for this purpose. It should not be made ready, so early that it requires reheating and never served cold.
5. Menu items as per Annexure-II and as decided by the University from time to time shall be followed. It is to be sold at as per **Annexure-II**. It is also the duty of the service provider and their employees to keep the adjoining area totally clean by mopping the area with proper cleaning agent after each meal.
6. The service area will also be mopped and kept clean to avoid disposal of dirt, dust and flies. The wash basins, water coolers, servicing utensils and canteen equipment will also have to be kept clean and dust free.
7. The area of Canteen / Cafeteria shall be 1200 Sqft. Service provider has to pay the monthly fixed rental charges of Rs. 30/- per sqft for allotted space + electrical charges extra during operational period.]
8. The canteen cooking area and preparation areas including trays will have to be washed after the completion of the activities every day.
9. The service provider shall ensure that there is no water logging within the premises where the washing, cooking preparation areas are located and which can give rise to breeding of insects, mosquito etc.

SECTION-B

ELIGIBILITY CRITERIA:

Quotationer having below mentioned documents shall be eligible for participating in this bid. List of documents are as mentioned below:

1. Scan of duly signed & stamped scan of document in which Name of the Firm, Address with contact number, FAX, E-mail of the Firm and Firm's Bank Account Details with Bank Name & Address and IFSC / RTGS codes are to be mentioned.
2. Scan of PAN card (in name of Proprietor in case of Proprietorship Firm) and GST certificate.
3. Scan of Affidavit as per **Annexure-I**.
4. Scan of updated Labour License. (If not available, quotationer need to submit, at the time, if its firm / company will declared as lowest rate quotationer).
5. Copy of Food Licence issued by Competent Authority (FSSAI).
6. The agency must submit duly signed copy of latest performance certificate on the official Letter Head of the reputed Government / Autonomous organisation i.e., IIT, IIM, and NLUs where services have been rendered by the bidders, to testify the proper dealing and performance. Tendering firm must have

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at least 3 years' experience of running of similar nature in University/Government Training Institute including Autonomous institute / organisation.

7. Copy of annual turnover of Rs. Twenty Lakhs or above during any year of the last three years in Government / Autonomous organizations / Academic Institutions duly certified by Chartered Accountant.
8. Scan of the receipt of depository through NEFT / RTGS for EMD.
9. Scan of the receipt of depository through NEFT / RTGS for Cost of Document.
10. Scan of IT return of last three financial year.
11. Scan of document in support that firm / company with three years' experience in field of providing Canteen services.

SECTION-C

AGREEMENT & PERFORMANCE SECURITY

1. Successful quotationer shall enter into the agreement on **Rs. 1,000.00 (Rupees One Thousand) non judicial stamp paper** within **Ten (10) working days** from the **date of work order**.
2. Initial Performance security shall be **Rs. 50,000.00 (Rupees Fifty Thousand)**. EMD shall be adjusted in amount of performance security. Successful Quotationer can deposit the balance amount of **Rs. 30,000.00 (Rupees Thirty Thousand)** in form of **Demand Draft / NEFT/RTGS** for performance security after release of P.O.
3. Performance Security will be refundable after **60 days of successful completion of contract period i.e., One Year**. No interest will be payable on refund of EMD/Performance Security.

SECTION-D

OTHER TERMS & CONDITIONS:

1. Bidding firm should not have been blacklisted/ debarred by any government institution in the last 3 years. Such tenders shall be rejected.
2. If any information/ documents furnished by Bidder are found to be incorrect/fake/forged at any time, the proposal/contract will be terminated without any notice and the Security Deposit/ EMD will be forfeited.
3. In case the bidder fails to commence/ execute the work as stipulated in the tender document or in the event of non-commencement or unsatisfactory performance; or if there is a breach of any terms and condition of the contract. The Registrar, Chanakya National Law University, Patna reserves the right to withhold the payment and forfeit the security deposit as required.
4. Bidder shall be abiding by all the terms & conditions of tender document.
5. If any complaint of misbehaviour or mishandling of goods and services by bidder or its representative comes into the knowledge of the university authorities, all such responsibility shall lie on the bidder. He will be responsible to make good for the losses so suffered by the department.

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6. The successful bidder shall be required to submit three months' advance rent within 10 days from the date of issuance of the work order, in addition to the initial monthly rent. In the event of non-payment of any monthly rent, the due amount shall be adjusted against the advance rent. If the contractor fails to pay the monthly rent for two consecutive months, the contract shall be deemed cancelled. No interest shall be payable on the advance rent.
7. It will be obligatory on the part of the contractor to sign the offer and other documents for all the component's & parts. After the work is awarded, he will have to enter into an agreement for work awarded on a non-judicial stamp paper of required value at his own cost within ten working days from the date of receipt of acceptance order or before the work is undertaken.
8. It is the sole liability of the contractor to maintain and keep all infrastructural facilities provided to him in good working condition and hand over the same back to University in good working condition on completion/revocation of the contract.
9. The rent will be exempted during vacation period of the Academic session/ Student vacations i.e. May-June and November-December months, if canteen is non-operational.
10. The Contractor shall vacate the premises on the expiry of the period of contract unless the contract is extended/ renewed for another term/ period as decided by the competent authority of the University. The duration of the contract would be extendable subject to the satisfaction of University administration.
11. The Contractor has to ensure that Canteen Premises are used for only the purpose of running the Canteen services and not for other purpose in any manner. The Contractor himself and/ or his worker should not use the premises of any other business purpose. The Contractor shall not be authorized for any kind of sub-letting the premises in any manner.
12. The Contract will be initially for **a period of one year**. If the services are found satisfactory, University reserves the right to extend the contract for another one years on the same terms & conditions. The University reserves the right to terminate the contract at any time during its validity by providing the Contractor with one month's prior written notice.
13. The Contractor shall display a rate list for items of sale in the canteen, duly approved by the competent authority of University.
14. The eatables served by the Contractor should be wholesome and clean. Only fresh vegetables on daily basis are to be procured. Quality stores provisions are to be procured for preparing eatables. In case of any rotten or substandard eatables are found, penalty can be imposed by the competent authority.
15. The Cooks should know the preparation of North, South Indian and Continental foods.
16. The Contractor should provide sufficient number of cooks, waiters and other servants for delivering proficient services and would be liable for their misbehaviour, misconduct or any other act of disobedience. The staff employed by the Contractor shall not be below the Government of India prescribed working age.

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17. The Contractor will make his own arrangement for good quality kitchenware, serving utensils etc.
18. The Contractor must ensure that the worker wear neat and clean uniform while on duty.
19. List of the Items to be served in Canteen is given in **Annexure -II**. Any change from the menu table without prior permission from the competent authority will lead to penalty as decided by the competent authority. Canteen menu item list may be revised as per the requirement with prior permission of the competent authority.
20. The Mess and Hostel Welfare Committee may revise the menu as per their choice and such revision may include addition of Veg and / or Non-Veg items. **In case of any addition / modification to the menu, rate shall be mutually decided by the Mess and Hostel Welfare Committee and the Contractor. Such rate shall be subject to final approval of the Registrar.**
21. The contractor will not serve any illegal items in cafeteria i.e., liquor / Alcohol as prohibited by Govt. of Bihar.
22. In the allotted portion of the Canteen, the fire safety equipment shall be installed and maintained by Contractor as required under the Fire safety Act.
23. The Canteen Contractor shall use only commercial LPG gas Cylinders/ PNG connection.
24. The University will not be responsible for any due payment of the users of Canteen. The Contractor shall be required to provide bill/invoice to customers.
25. The Contractor shall be responsible for the reasonable care, maintenance, and safety of the premises, accommodation and other items provided by the University.
26. The Contractor shall be bound to keep the premises neat, clean and tidy at all times in accordance with the bye-laws of the Municipal Corporation/Regulatory Authority.
27. Canteen premises and storage units may be inspected by the committee constituted by the competent authority of the University at any time for checking hygiene, cleanliness and quality of eatables etc.
28. It is the sole responsibility of the Contractor for disposal of all waste materials (like food waste, vegetable waste etc.) generated in the Canteen. The Contractor shall provide adequate number of dustbins for cleanliness in their areas of operation. Contractor shall be responsible for emptying/disposal of the Dust Bins. ***The Canteen Contractor/bidder should segregate the food waste as per the policy/guidelines of the Govt. of Bihar & dispose of the same and arrange waste management/mechanism at their own cost.***
29. On the request of the Contractor, the competent authority or his representative may revise the rates of eatables items, if justified with reason, to be given in writing (applicable only once in a financial year under normal circumstances).

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30. The Contractor shall not make any additions or alterations in the premises without the prior permission of the competent authority.
31. The Contractor shall not be permitted to open multiple shop outlets or set up any serving counters within the seating area. Additionally, the Contractor is prohibited from operating through any online food delivery platforms such as Swiggy, Zomato, etc. Entry of any unauthorized or outside personnel into the canteen premises is strictly prohibited.
32. The Contractor shall employ his own canteen staff, provide them clean uniform at his own cost and to ensure their hygiene, shall be responsible for timely payment of their wages/ salary. The contractor will also be responsible to deduct and pay EPF as per rules and applicable wages code and other statutory rules in force from time to time. The CNLU shall not be responsible in any manner.
33. The University will not be responsible for any type of compensation, if any canteen worker is injured while on duty. Personal Insurance of each worker has to be borne by the Contractor.
34. In case of failure or breach of any term and condition of the contract, the University shall have-
 - a) The authority to rescind the contract and
 - b) The right to forfeit the Security Deposit in shape of Fixed Deposit Receipt (FDR).
35. The contractor should verify the character antecedents of all the persons employed, through local police and shall submit a certificate to this effect. It will also be the responsibility of the Canteen Contractor to register their worker(s) with University Security Office.
36. The Contractor and his staff will make their own residential arrangement outside the premises of the University.
37. If the canteen remains closed without information, it may be declared as vacant and Fixed Deposit Receipt (FDR) may be forfeited.
38. The Contractor shall not appoint any sub-contractor to carry out his obligations under the contract. Subcontracting will lead to immediate termination of contract.
39. In case of failure to adhere to the terms and conditions by the Contractor, the University shall have the authority to lock the premises and/or take the possession of the premises.
40. All disputes shall be referred to the Hon'ble Vice-Chancellor, Chanakya National Law University Patna who shall be the sole Arbitrator & his decision shall be final & binding.
41. This tendering process can be terminated at any stage (even without giving contract to any of the applicants) without assigning any reason.
42. The courts of Patna shall have the exclusive jurisdictions to try all disputes if any arising out of this contract.

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43. EMD of unsuccessful bidders will be returned without interest after the completion of tender process.
44. Non-compliance with terms and conditions may entail imposition of penalty on the service provider. The penalty amount would be decided by the University in consultation with the concerned service provider, as and when necessary. Deficient up- keeping and non-maintenance of hygiene in the cooking/ cleaning /dining area may also entail imposition of penalty to be fixed by the said authority as deemed fit. Repeated offense may result in forfeiture of security deposit and termination of assignment / contract.
45. The service provider firm shall ensure that the quality of service is courteous and prompt and is in accordance with the laid down specifications. Quality of material should be of a good grade branded and of acceptable standard. The service provider shall use ISI brand / AGMARK items wherever available. The staff of canteen should behave proper and in decent way to the students as well as employees of the university. The entire staff of canteen shall refrain themselves from taking intoxicating things.
46. The CNLU, Patna does not bind itself to assign the NIQ work to any party and reserves the right to accept/reject the whole or any part of the NIQ without assigning any reason thereof.
47. In case of any violation of statutory provision under Labour Law and otherwise, by or on behalf of bidder, there will not be any liability on The Registrar, CNLU, Patna.
48. The tender shall be final on the basis of overall lowest rates.

PAYMENT TO THE UNIVERSITY: -

1. The Monthly Rent and Electricity Charges shall be deposited with the University account in the first week of every month in advance.
2. The monthly rent will be exempted during vacation period of the Academic session/ Student Vacation i.e. May-June and November-December.

SYSTEM OF PAYMENT

The service provider shall collect the charges directly from students and other stake holders against the money receipt issuable to the students and ensure that no dues is allowed to accumulate. For accumulation of dues the contractor will be solely responsible.

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FAILURE AND TERMINATION

If the performance of the service is not satisfactory, The Competent Authority of the University may take the any or all of the actions mentioned hereunder:

Recommend cancellation of the contract awarded to the contractor to competent authority and/ or impose reasonable fine.

1. CNLU, Patna shall not be responsible for any loss, damages, etc. suffered by the service provider as result of such termination of contract.
2. University can terminate the contract any time provided the services are not up to mark. The termination will precede 30 days advance notice to the service provider.

**REGISTRAR
CNLU, PATNA**

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Annexure-I

Declaration

I / we declare **that**

my / our company namely.....has not been black listed by any Government / Semi Government Organisation nor should have any litigation enquiry pending and / or initiated by any of these Department or Court of Law with regards to the works executed by our company since incorporation. No FIR has been lodged against us.

that all the terms & conditions, scope of works & eligibility criteria of NIQ No.- 34/2025-26 dated 12.09.2025 are acceptable to me / us

that the documents annexed along-with the quotation are genuine and not tampered by me / us while copying. If my / our declaration above found fake or forged, then:

- i. my quotation document shall be rejected
- ii. Letter of Intent / Purchase Order / Agreement, if issued, shall be cancelled and
- iii. The Tenderer shall be Blacklisted and FIR shall be inflicted against my / our company / firm by the University.

Signature of the Quotationer / Authorized Signatory
(Name & Designation)

Seal of the Quotationer

Place

Date

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Annexure- II

PRICE BID

To be submitted along with the Technical Bid)

Sr. No	Items		Qty	Rate (Rs.)*
1.	Hot Milk with Kesar Flavour		200 ml	
2.	Tea	Normal Tea	200 ml	
		Vending Machine Tea	150 ml	
		Tea bag Tea	200 ml	
3.	Coffee	Espresso Coffee	200 ml	
		Vending Machine Coffee	150 ml	
4.	Cold Coffee		200 ml	
5.	Sweet/ Salty Dahi Lassi	200 ml	Packed	
6.	Soft Drink (Pepsi/ Dew/ Coke etc.)	300 ml	Packed	
7.	Mineral Water	500 ml	Packed	
		1000 ml	Packed	
8.	Lemon Water		250 ml	
9.	Lemon Soda		250 ml	
10.	Fresh Fruit Juice without ice (seasonal)	Mixed	250 ml	
		Gajar/ Amla/ Chukandar		
		Mosambi/ Orange		
		Pineapple		
		Anar		
11.	Fresh Shakes with milk	Banana	250 ml	
		Badam		
		Chocolate		
12.	Fruit Juice (Real/ Tropicana/ B Natural)	125 ml	Packed	
13.	Samosa (Fried in Fortune / Dhara Refine)		100 gms	
14.	Kachori (Fried in Fortune / Dhara Refine)		100 gms	
15.	Veg Sandwich (Whole wheat branded bread)		2 Slice	
16.	Grilled Toast Sandwich (Whole wheat branded bread)		2 Slice	
17.	Bread Butter (Whole wheat Branded Bread)		2 Slice	
18.	Veg Pattie	Aloo	1 Piece	
		Paneer	1 Piece	
19.	Pakoda (Fried in Fortune / Dhara Refine)	Bread	100 gms	
		Paneer	100 gms	
20.	Maggi/ Noodles	Plain	One Plate (150 gms)	
		Vegetable	One Plate (150 gms)	
21.	Veg. Burger	Plain with Vegetables	1 Piece	
		Noodle Burger with noodles + vegetables		
		Cheese Burger with cheese		

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22.	Veg. Pizza (Vegetables & Cheese etc.)		1 Piece-8 inches diameter	
23.	Pasta	White Pasta	200 gms	
		Red Pasta		
24.	Dosa (Per Piece) (Fried in Fortune / Dhara Refine)	Plain Dosa	Dosa + Chatni + Sambar Dosa Minimum 12 inches long	
		Masala Dosa		
		Paneer Dosa		
25.	Vada Sambar (Per plate) (Fried in Fortune / Dhara Refine)		Vada (2 Piece) + Sambar Vada weight 60 gm./ piece apprx.	
26.	Rice Idli Sambar (Per Plate)		Idli (2 Piece) + Sambar +chatni Idli weight 60 gm. / piece apprx.	
27.	Utappam (Per Piece) (Fried in Fortune / Dhara Refine)		Utappam+ Chatni+ Sambar Utappam Minimum 06 inches long	
28.	Upma + chatni		250 gms	
29.	Poha with vegetables (Fried in Fortune / Dhara Refine)		150 gms	
30.	Paw Bhaji		Two Paw + Bhaji	
31.	Chana Kulcha		Two Kulche + Chole + Pickle	
32.	Chana Bhatura (Fried in Fortune / Dhara Refine)		Two Bhature + Chole + Pickle	
33.	Chana Samosa		Two Samosa + Chole	
34.	Veg. Pulao/ Biryani (Basmati Rice) (Fried in Fortune / Dhara Refine)		150 gms	
35.	French Fries (Fried in Fortune / Dhara Refine)		100 gms	
36.	Parantha (Fried in Fortune / Dhara Refine)	Potato/ Onion/ Radish	1 Piece	
		Cauliflower	1 Piece	
		Plain	1 Piece	
		Paneer	1 Piece	
37.	Sprout Salads (Chana, Moong, Moth dal, sprouts + vegetables)		150 gms	
38.	Meal		4 Poori/ 4 Chapati + Bhaji/Sabji	
			Basmati Chawal 200 gms + Rajma	
			Basmati Chawal 200 gms + Chole	
			Basmati Chawal 200 gms +Kadhi	
			Basmati Chawal 200 gms +Dal	
			Veg Thali (1 Vegetable + 1 Dal + 4 Chapati + Rice)	

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			Special Thali (Roti (4) + Rice + Sabji + Dal + Curd 100 gms + ½ Piece papad + Salad & pickle + one sweet)	
39.	Ice Cream (Branded)	120 ml	Packed	
	Stick Ice Creams (Branded)	70 ml	Packed	
		Total Amount inclusive of GST		

Note: (i) The contractor shall provide a portable weighting machine in order to check the weight of item supplied, as per approved rate list.

(ii) The tender shall be final on the basis of overall lowest rates.

(iii) The rates mentioned are inclusive of all types of applicable duties/taxes etc.

I/We shall provide the items as per this menu & rates(s) for current financial year if the Contract is awarded to me/us.

Signature of the Quotationer / Authorized Signatory
(Name & Designation)

Seal of the Quotationer