# Two Bid Tender Document

## Catering services including tent facilities for XIX Commonwealth Forestry Conference

**Forest Research Institute**

**P.O. New Forest**

**Dehradun-248006**

**2016-17**

Notice Inviting Tenders
(National Competitive Bidding)
Forest Research Institute
**(Indian Council of Forestry Research & Education)**

Post- New Forest, Dehra Dun – 248006, Uttarakhand, India
Phone: 0135-2224205; Fax: 0135-2756865
Website: http://fri.icfre.gov.in Email: po_fri@icfre.org

## RE-TENDER NO: XI-67/16-17/Purchase

**Online bids are invited on single stage two bid systems for Catering services including tent facilities for XIX Commonwealth Forestry Conference in FRI**

1. Tender documents may be downloaded from FRI **web site http://fri.icfre.gov.in (for reference only) and CPPP site https://eprocure.gov.in/eprocure/app** as per the schedule as given in tender critical date sheet as under :-

| Events | Important date/time | Venue |
|---|---|---|
| Published Date | 01.02.2017; 5.55 PM | Newspaper/FRI and CPP portal |
| Bid document download date | 01.02.2017; 6.00 PM | Central Public Procurement Portal (CPPP) |
| Due date for pre-bid conference: | 03.02.2017; 11.00AM | Purchase Section Main Building, FRI |
| Bid submission start date | 04.02.2017; 3.00 PM | CPP portal |
| Bid submission end date | 20.02.2017; 3.00 PM | CPP portal |
| Opening date of technical bids | 21.02.2017; 03.00 PM | Purchase Section Main Building, FRI |
| Opening date for financial bids | It will be decided after technical evaluation. | Purchase Section Main Building, FRI |

Those firms who have already submitted the Physical Documents, EMD and Tender Fee for the same tender (2016_ICFRE_147550_1 and Tender ID: 2017_ICFRE_159983_1) need not to resubmit again physically but all required documents as per the retender must be uploaded in CPP portal.

## CONTENT OF TENDER PAPER

THIS PAPER INCLUDES THE FOLLOWING DOCUMENTS:

Purchase Officer

**Chapter-1**

Notice Inviting Tenders
(National Competitive Bidding)
Forest Research Institute
(Indian Council of Forestry Research & Education)
Post- New Forest, Dehra Dun – 248006 Uttarakhand, India

Phone: 0135-2224205; Fax: 0135-2756865
Website: http://fri.icfre.gov.in Email: po_fri@icfre.org

**Re-TENDER No. XI-67/16-17/Purchase**

**BIDDING DOCUMENT Instructions to Bidders**

Online Tenders are invited from the reputed Caterers/Hotels/Organization/Firms for the **Catering services including tent facilities for XIX Commonwealth Forestry Conference** (April 3 to 7, 2017) at Forest Research Institute, Dehradun:-

| Event | |
|---|---|
| I | Catering services (food, tent, crockery, furniture, etc.) for High Tea, Lunch, Dinner and Session Tea for XIX Commonwealth Forestry Conference (April 3 to 7, 2017) at Forest Research Institute, Dehradun |

The details of the above items and other Terms and Conditions, etc. are available in the Tender Documents. The tender forms and specifications are available at web site http://fri.icfre.gov.in and **CPPP** site https://eprocure.gov.in/eprocure/app

## Check List

| Item No | Qualifying documents | Yes/No | Page No. |
|---|---|---|---|
| 1. | Tender fee/ Exemption certificate | | |
| 2. | EMD in shape of FDR / Exemption certificate | | |
| 3.. | Signed and scanned copy of valid registration certificate | | |
| 4. | Signed and scanned copy of the proof of the cumulative turnover of the bidder for the last three years should not be less than Rs 1,00,00,000/- for catering services. | | |
| 5. | The bidder should provide the proof of its capabilities to provide facilities at FRI campus Dehradun and hence should also have an establishment at Dehradun. | | |
| 6. | The bidder must provide documentary proof that it has prior experience of providing catering services during conferences/ symposia/ workshop/ catering to the Govt organization/PSU on at least **three** occasions during the last **five** years, out of which at least **one** should be international event. Attach relevant supporting documents.. | | |
| 7. | The bidder must submit **certificate** that it has prior experience of preparing and serving multiple cuisines (Continental and Indian). | | |
| 8. | Signed and scanned copy of PAN card | | |
| 9. | Signed and scanned copy of Tender Acceptance Letter as per tender document | | |
| 10. | Signed and Scanned copy of VAT Clearance Certificate | | |
| 11. | Signed and scanned copy of TIN No./ Service Tax clearance certificate | | |
| 12. | Signed and Scanned copy of audited Balance sheet of last three years | | |
| 13. | The self certified copy from the bidder that no case is pending with the police against the firm, if any pending complaints, shall be intimated. | | |
| 14. | Signed and scanned copy of detailed document mentioned in the technical bid along with complete technical details/specification of the quoted items should be provided and be uploaded as proof. | | |
| 15. | Scanned and signed copy of users list and supportive documents from the users for the satisfactory performance after service. | | |
| 16. | Scanned and signed copy of information about suitably trained catering and service staff along with well established service network must be furnished. | | |
| 17. | Signed and Scanned copy of Organization chart as per tender documents | | |
| 18. | Signed and Scanned self certified copy of the affidavit that firm should not sublet the work in question to the local caterers. | | |

**Note: It is must to fill Check List and documents should be submit online in CPP Portal and also certified hard copies also submitted in the order as mentioned in the check list.**

## Chapter-2: Terms and Conditions

**Bids shall be submitted online only at CPPP website:** https://eprocure.gov.in/eprocure/app. Tenderer/Bidder are advised to follow the instructions provided in the "Instructions to the Tenderer/Bidder for the e-submission of the bids online through the Central Public procurement Portal for e-Procurement at https://eprocure.gov.in/eprocure/app

Not more than one tender shall be submitted by one tenderer/bidder having business relationship. Under no circumstance will father and his sons(s) or other close relations who have business relationship with one another (i.e when one or more partner(s)/director(s) are common) be allowed to tender for the same contract as separate competitors. A breach of this condition will render the tenders of both parities liable to rejection.

Tenderer/bidder who has downloaded the tender from the http://fri.icfre.gov.in and Central Public procurement Portal (CPPP) website https://eprocure.gov.in/eprocure/app, **shall not temper/modify the tender form including downloaded price bid template in any manner.** In case if the same is found to be tempered/modified in any manner, tender will be completely rejected and EMD would be forfeited and tenderer/bidder is liable to be banned from doing business with FRI.

Intending tenderers/bidders are advised to visit again FRI website http://fri.icfre.gov.in and CPPP website https://eprocure.gov.in/eprocure/app at least 3 days prior to closing date of submission of tender for any corrigendum / addendum / amendment.

Bids will be opened as per date/time as mentioned in the **Tender Critical Date Sheet.**

**Submission of Tender**

**The tender shall be submitted in Two parts, viz., Technical Bid and Price Bid.**

All the pages of bid being submitted must be signed and sequentially numbered by the bidder irrespective of nature of content of the documents before uploading.

**The offers submitted by Fax/email/offline shall not be considered. No correspondence will be entertained in this matter.**

**Technical Bid**

The following documents are to be furnished by the Tenderer/Bidder along with **Technical Bid** as per the tender document:

**Cover 1. Qualifying and Technical documents:**

i) Signed and scanned copy of valid registration certificate & experience certificate as per the tender notice, PAN No. and Tender Acceptance Letter.
ii) Signed and scanned copy of VAT Clearance Certificate/ TIN No. Certificate.
iii) Signed and scanned copy of audited Balance sheet of last three years and partnership deed as per the tender document.
iv) Signed and scanned copy of the proof of the cumulative turnover of the bidder for the last three years should not be less than Rs 1,00,00,000/- for catering services.
v) The bidder should provide the proof of its capabilities to provide facilities at FRI campus Dehradun and hence should also have an establishment at Dehradun.
vi) The bidder must provide documentary proof that it has prior experience of providing catering services during conferences/ symposia/ workshop/ catering to the Govt organization/PSU on at least **three** occasions during the last **five** years, out of which at least **one** should be international event. Attach relevant supporting documents.
vii) The bidder must submit **certificate** that it has prior experience of preparing and serving multiple cuisines (Continental and Indian).
viii) The self certified copy from the bidder that no case is pending with the police against the firm, if any pending complaints, shall be intimated.
ix) Earnest Money Deposit (EMD) should be submitted as **crossed Demand Draft** (DD) in favor of Director, Forest Research Institute, Dehradun by post to Purchase Officer, Forest Research Institute, Dehradun-248006, and the scanned copy of the same should be uploaded in the Portal.

The EMD for the event is given below:

| Item No | Event | EMD INR |
|---|---|---|
| 1 | Catering services (food, tent, crockery, furniture, etc.) for High Tea, Lunch, Dinner and Session Tea for XIX Commonwealth Forestry Conference (April 3 to 7, 2017) at Forest Research Institute, Dehradun | 1,00,000 |

x) **Tender fee:-The tender form downloaded from above web sites must include Rs.575/- (including 14.5% Uttarakhand Trade Tax) by crossed Demand Draft in favour of Director, FRI** as tender fee along with the tenders submitted and the scanned copy of the same should be uploaded in the Portal.
xi) Signed and scanned copy of detailed document mentioned in the technical bid along with complete technical details/specification of the quoted items should be provided and be uploaded as proof.
xii) Scanned and signed copy of users list and supportive documents from the users for the satisfactory performance after service.

xiii) Scanned and signed self certified copy of suitably trained catering and service staff along with well established service network must be furnished.

xiv) Signed and Scanned self certified copy of Organization chart as per tender documents.

xv) **Signed and Scanned self certified copy of the affidavit that firm should not sublet the work in question to the local caterers.**

**Important:**

**The self certified hard copy of the qualifying and technical bid documents must also be submitted on or before the closing/end date and time of the tender in addition to uploading scanned copy of the documents otherwise tender is treated cancelled.**

**All the documents as scanned signed copy must be uploaded in the CPP portal. Otherwise tender will be cancelled.**

**Cover 2. Price Bid**

(a) The financial proposal must be uploaded in CPP portal in the Schedule of price bid in the form of BoQ_1.xls separate for each item. Full details of business terms and conditions, e.g. packing and forwarding, delivery period, VAT/Sales Tax/Trade Tax (whether provincial or Central), other Taxes/Charges, if any, the validity period of quotation, discount, free delivery, packing or any other information relevant to the items may please be indicated clearly. Prices must be quoted F.O.R. Dehradun.

(b) Price bid undertaking

(c) Schedule of price bid in the form of BoQ_1.xls

**Price Bid Undertaking**

From: (Full name and address of the Bidder)

Dear Sir/Madam,

I submit the price Bid for ---------- and related activities as envisaged in the Bid document.

I have thoroughly examined and understood all the terms and conditions as conditions as contained in the Bid document, and agree to abide by them.

I offer to work supply the quoted item at the rates as indicated in the price Bid, Annexure IV inclusive of all applicable taxes.

Yours faithfully,

Signature of authorized Representative

**Schedule of price bid in the form of BoQ_1.xls**

The below mentioned Financial Proposal/Commercial bid format is provided as BoQ_1.xls along with this tender document at https://eprocure.gov. in/epublish/app. Bidders are

advised to download at this BoQ_1.xls as it is and quote their offer/rates in the permitted column and upload the same in the commercial bid. **Bidder shall not tamper/modify downloaded price bid template in any manner.** In case if the same is found to be tempered/modified in any manner, tender will be completely rejected and EMD would be forfeited and tenderer is liable to be banned from doing business with Forest Research Institute.

| Sl No. | Description | Price (To be filled in by Bidder in BOQ) |
|---|---|---|
| I | Complete Scope of services as stipulated in the Technical Bid Document on price basis inclusive of all taxes and levies, direct and indirect expenses, and without any escalation. **The bidder should quote PER PLATE RATES for HIGH TEA, LUNCH, DINNER and SESSION TEA (should be inclusive of all arrangements INCLUDING FOOD, TENT, CROCKERY, FURNITURE, ETC).** | |
| ii | **Taxes** | **To be paid by the bidder as per statutory liability applicable from time–to-time.** |

1. The rates will be inclusive of all taxes, fees, levies, etc. and any revision in the statutory taxes, fees, etc will be the responsibility of the Bidder.
2. In case of any discrepancy/difference in the amounts indicated in figures and words the amount in words will prevail and will be considered.
3. The quoted rates shall remain firm throughout the tenure of the contract and no revision is permissible for any reason.

Authorized Signatory
(Signature of the Authorized Person)

**Pre-bid conference:** A pre-bid conference will be arranged with the users for finalization of technical specifications of catering including tent arrangements. Bidders are requested to take part in the pre-bid conference at scheduled date and time. The modified specifications, if any, after pre-bid conference will be available at the websites and also can be obtained from the office of Purchase Officer. After Pre-bid conference no changes will be accepted in the desired specifications. If no party attends the pre-bid conference then listed specifications will be considered as final.

**Financial Proposal:** The financial proposal must be submitted in the format BoQ_1.xls along with this tender document at https://eprocure.gov.in/epublish/app, separate for each item. Full details of business terms and conditions, e.g. packing and forwarding, delivery period, VAT/Sales Tax/Trade Tax (whether provincial or Central), other Taxes/Charges, if any, the validity period of quotation, discount, free delivery, packing or any other

information relevant to the catering services etc may please be indicated clearly. Prices must be quoted F.O.R. Dehradun.

**Proposal Evaluation**

A two-stage procedure will be adopted in evaluating the proposals.

(i) Checking of technical proposal. First of all, the technical and qualifying documents will be checked and evaluated by the Committee. In the absence of any of qualifying and technical documents, the bid will be rejected. The financial bid of the bidder will be opened on the basis of the evaluation of required qualifying and technical bid documents by the committee.

(ii) A financial evaluation. Firms will be ranked using a financial score (rates) on L1 basis of qualifying bidders on the basis of technical and qualifying documents evaluation.

An envelope containing the **Qualifying and Technical documents** and **Tender Fee and EMD** should be sealed in separate envelopes with self certified hard copies of technical and qualifying documents which are uploaded in CPP Portal. The proposals should be clearly distinguished by writing on the cover "**Qualifying and Technical Documents**".

The proposal must contain no interlineations or overwriting except as necessary to correct errors made by the concerned themselves, in which cases such corrections must be initiated by the person or persons signing the proposal. The completed proposal must be delivered on or before the stated time and date.

A two-stage procedure will be adopted in evaluating the proposals

**Checking of qualifying and technical documents:** This will be the first envelope and also uploaded in CPP Portal, which shall be checked, and disqualification amongst these documents will lead to rejection of the proposal *in toto*.

The firms, who submitted all the valid qualifying and technical documents after evaluation by the Committee, qualify for Financial Bid Opening. After financial evaluation, firms will be ranked on the L1 basis of financial evaluation.

**Financial Evaluation**

(iii) Thereafter, in the second stage, the Price Bids (BoQ) of qualified bidders on the basis of qualifying and techncialdocuments only shall be opened for further scrutiny and evaluation on a date notified.

(iv) The purchaser shall evaluate the qualified financial bids for deciding lowest bidder (L-1) on the basis of ultimate landing cost.

(v) The ultimate/landing cost in respect of store /services is arrived at by considering following below elements including AMC, Warranty, and Extended Warranty cost, etc if any unless these are optional requirements.

1. Plus Service tax applicable in India, if any.

## General Terms & Conditions

The offer will be subject to the following terms and conditions:

1. Please note that FRI, Dehra Dun has Custom Duty Exemption and Excise Duty Exemption Certificate. This may be kept in consideration while quoting the rates.
2. The offer should be firm and open for acceptance till 180 days from the stipulated date of opening. Price escalation will not be allowed.
3. Full details of business terms and conditions, e.g. packing and forwarding, delivery period, VAT/Sales Tax/Trade Tax (whether provincial or Central), other Taxes/Charges, if any, the validity period of quotation, discount, free delivery, packing or any other information relevant to the items may please be indicated clearly.
4. The list of Govt organizations/PSUs for whom such international events have been organized by the bidder should be enclosed. The offer would not be considered fit if these details are not provided.
5. Normal terms of payment will be 100% payment within 30 days after the completion of the work and receipt of the bill. Other terms of payment should be clearly spelt in the offer.
6. The tender should accompany a DEMAND DRAFT/FDR of **value as indicated in tender** as Earnest Money **(EMD)**, payable to the **Director, Forest Research Institute, Dehradun**, which will be refunded, without interest, if the offer is not accepted. In case the offer is accepted but not honored by the tendered; the Earnest Money will be forfeited. The Earnest Money will also be forfeited, if wrong information is given in the tender to influence the tender cost.
7. **Performance Bank Guarantee**: The supplier will have to submit a PBG or Performance security in the form of Bank Guarantee or FDR @ 5% of total order value from a commercial bank in an acceptable form within 21 days of issue of supply order. Performance security should remain valid for a period of 12 months beyond the date of completion of all contractual obligations of the supplier including the warranty obligations. Failure to abide by the contractual obligation will be liable to forfeit the Performance Bank Guarantee.
8. During the conference in case of any compromise in quantity and quality is observed in the catering arrangements, the deduction up to 25% shall be imposed on the catering firm as penalty.
9. The stores are required to be delivered to the consignee concerned and the consignee will do inspection and verification of the goods.
10. The tenderer should quote on their printed letter-head paper, indicating thereon Sales Tax/Trade Tax No., Registration No., Fax No., Telex No., Telephone No., E-mail, etc.
11. Any or all tenders can be rejected by the Director, FRI without assigning any reason. It cannot be challenged in any court.
12. Disputes, if any, will be under the jurisdiction of Dehradun Court, Uttrakhand, India.
13. **Those firms who have already submitted the Physical Documents, EMD and Tender Fee for the same tender (2016_ICFRE_147550_1 and Tender ID: 2017_ICFRE_159983_1) need not to resubmit again physically but all required documents as per the retender must be uploaded in CPP portal.**

## CHAPTER III (Description of the items and specifications)

**Specification before Pre Bid Conference**

**MENU, TENT, CROCKERY, FURNITURE, ETC. FOR HIGH TEA, LUNCH, DINNER AND SESSION TEA DURING XIX COMMONWEALTH FORESTRY CONFERENCE**
**(APRIL 3 TO 7, 2017)**

**PER PLATE RATES quoted by the participating caterers for HIGH TEA, LUNCH, DINNER and SESSION TEA should be inclusive of all arrangements INCLUDING FOOD, TENT, CROCKERY, FURNITURE, ETC.**

**MENU**

| Date | Tea Break – 10.30 am | Lunch Break – 1.00 pm onwards | Tea Break- 3.30 pm | |
|---|---|---|---|---|
| 03/04/2017 | **High Tea**<br>Tea, coffee, assorted cookies, assorted pakoras, burfi and brownies, mineral water in bottles of 200 ml<br><br>**For 750±100 persons (approx.)** | **Lunch**<br>**Main Course Indian:**<br>Daal makhani, paneer pasanda, mix veg., boondi raita, zeera rice, steamed vegetable<br><br>**Assorted Bread:**<br>Naan, missi roti, tandori roti,<br>Assorted English bread basket with cheese and butter<br><br>**Salad:**<br>Green salad, macroni salad, achar, papad, vinegar onion, salt pepper<br><br>**South Indian:**<br>Idli, vada, sambhar, curd rice<br>**Veg. sandwiches**<br><br>**Desserts:**<br>Rasgulla, lemon soufflé and mineral water in 200 ml bottles<br><br>**For 400±100 persons (approx.)** | **Evening Tea**<br>Tea, coffee, assorted cookies mineral water in bottles of 200 ml<br><br>**For 400±100 persons (approx.)** | |

| Date | Tea Break – 10.30 am | Lunch Break – 1.00 pm onwards | Tea Break- 3.30 pm | Dinner |
|---|---|---|---|---|
| 04/04/2017 | **Morning Tea**<br><br>Tea, coffee, assorted cookies and mineral water in of 200 ml. bottles<br><br>**For 400±100 persons (approx.)** | **Lunch**<br>**Main Course Indian**<br>Arhar daal, kadai paneer, masala gobhi, pineapple raita, steam rice, steamed vegetables<br><br>**Assorted Indian Bread:**<br>Naan, missi roti, tandori roti<br>Assorted English bread basket with cheese and butter<br><br>**Salads**<br>Green salad, kimchi salad, ankurit salad, papad, achar, chutney, vinegar onion<br><br>**Punjabi**<br>Amritsari chana and kulcha<br>Sarson ka saag, makke ki roti (gur and butter)<br><br>**Desserts**<br>Pudding, chhena kheer, and mineral water in 200 ml bottles<br><br>**For 400±100 persons (approx.)** | **Evening Tea**<br>Tea, coffee, biscuits, mineral water in bottles of 200 ml<br><br>**For 400±100 persons (approx.)** | **Starter**<br>Sweet corn soup, clear soup, soft drinks, fruit juice, black pepper paneer tikka, chicken tikka, mushroom tikka, fish finger with chilli dip, peanuts<br><br>**Chat Stall**<br>Paani patasha, dahi gunjia, papri, aaloo tikki<br><br>**Indian Main Course**<br>Moong dal, paneer capsicum, mushroom matar, palak corn, cocktail raita, jeera rice pulao, steamed vegetables<br><br>Grilled tawa chiken in mushroom sauce<br><br>**Mexican food**<br>Mexican grilled chicken with wine, corn and black bean quesadillas, Baja black bean corn rice<br><br>**Salad**<br>Green salad,, macroni salad, achar, papad, vinegar onion<br><br>**Bread**<br>Naan, tandoori roti, missi roti.<br>Assorted English bread basket with cheese and butter<br><br>**Dessert**<br>Kulfi faluda, hot gulab jamun, mineral water in 200 ml. bottle<br><br>**For 400±100 persons (approx.)** |

| Date | Tea Break – 10.30 am | Lunch Break – 1.00 pm onwards | Tea Break- 3.30 pm | Dinner |
|---|---|---|---|---|
| 05/04/2017 | **Morning Tea**<br>Tea, coffee, assorted cookies mineral water in bottles of 200 ml<br><br>**For 400±100 persons (approx.)** | **Lunch**<br>**Main Course Indian**<br>Chana urad daal, shahi paneer, stuffed bhindi masala, palak kofta, cocktail raita, veg. biryani, steamed vegetables<br><br>**Assorted Indian Bread**<br>Naan, missi roti, tandori roti<br>Assorted English bread basket with cheese and butter<br><br>**Salads**<br>Green salad, jelly salad, ankurit salad, papad, achar, chutney, vinegar onion, salt pepper<br><br>**Rajasthani**<br>Daal-bati-churma, gattey ki sabji, kadhi, chawal<br><br>**Deserts**<br>Pudding, fruit ice cream, and mineral water in 200 ml bottles<br><br>**For 400±100 persons (approx.)** | **Evening Tea**<br>Tea, coffee, biscuits, mineral water in bottles of 200 ml<br><br>**For 400±100 persons (approx.)** | **Starter**<br>Sweet corn soup, clear soup, soft drinks, fruit juices, achari paneer tikka, haryali kabab, chicken malai tikka, peanuts, papad<br><br>**Indian Main Course**<br>**Veg:**<br>Arhar dal, matar paneer, gobhi masala, dum aaloo, raita, matar pulao, steamed vegetables<br><br>**Non-Veg:**<br>Kadhai chicken, grilled fish<br><br>**Italian food**<br>Live Pasta (four type), Baked Spinach corn, Baked Lasagnia, assorted breads / dinner rolls<br><br>**Salad**<br>Green salad, bell pepper pineapple salad, kimchi salad, achar, papad, vinegar onion, dahi bhalla<br><br>**Indian Bread**<br>Naan, tandori roti, missi roti<br>Assorted English bread basket with cheese and butter<br><br>**Deserts**<br>Gajar ka halwa, jalebi with rabri, pudding, mineral water in 200 ml. bottles<br><br>**For 400±100 persons (approx.)** |
| 06/04/2017 | **No food arrangements (FIELD TOUR)** | | | |

| Date | Tea Break – 10.30 am | Lunch Break – 1.00 pm onwards | Tea Break- 3.30 pm | |
|---|---|---|---|---|
| 07/04/2017 | **Morning Tea**<br>Tea, coffee, assorted cookies mineral water in bottles of 200 ml<br><br>**For 400±100 persons (approx.)** | **Lunch**<br>**Main Course Indian**<br>Tadka daal, malai kofta, gobhi matar masala, fruit raita, steemed rice, steamed vegetable<br><br>**Assorted Indian Bread:**<br>Naan, missi roti, tandori roti<br>Assorted English bread basket with cheese and butter<br><br>**Salad**<br>Green salad sprouted, Mushroom salad, Papad, achar, chutney, vinegar onion, salt pepper<br><br>**Garhwali food**<br>Madwa roti, chana madwa, tor ki daal, aloo jakhiya<br><br>**Desert**<br>Truffle, pudding, Jhangora kheer, and mineral water 200 ml bottle<br><br>**For 400±100 persons (approx.)** | **Valedictory Tea**<br>Tea, coffee, gobhi pakora (large size), malayichap, pineapple pastry, mineral water in bottles of 200 ml<br><br>**For 400±100 persons (approx.)** | |

## TENT, CROCKERY, FURNITURE, ETC. FOR PROVIDING CATERING SERVICES

- **Lunch and Dinner (Venue: *Officers Club*, Forest Research Institute, Dehradun)**
  ***Date: 03-04-2017 to 07-04-2017 (No arrangements on 06-04-2017)***

  (a) Outdoor Waterproof Tent with poles and tarpaulins with white Lining ~ 130 ft x 115 ft with frilling, side curtains and floor matting ; White Shamiana ~ 130 feet x 54 feet, with frilling, side curtains and floor matting. All the materials should be as good as new.

  (b) Halogen Lights of 1000 W: 10 no.; and 500 W: 20 no. , decoration with ~50 number paper lantern with lights, and flower with vase for 50 round tables.

  (c) Serving tables (45 no.) with linen and their canopies, round tables with linen **(50 no.)**, banquet chairs with white cover and ribbons **(400 no.)**, complete set of bone china crockery for 400±100 persons (approx.) in lunch/dinner, food warmer with fuel (35 no.). All the materials should be as good as new.

  (d) Kitchen tent with four tables - 1 no.

  (e) Pedestal fans – 10 nos.

- **High Tea/Validictory tea (Venue: *Mango Grove*, Forest Research Institute, Dehradun)**
  ***Date: 03 and 07-04-2017***

  (a) Serving tables (36 no.) with linen and canopy, complete bone china crockery for 750/400 persons, food warmer (36 no.), insulated containers for tea and coffee (6 no.)

  (b) Kitchen tent with four tables

  (c) Stall with two tables and two chairs (2 no.)

- **Session Tea (Venue: *Two locations*, Forest Research Institute, Dehradun)**
  **Evening: 03-04-2017 to 07-04-2017 (No arrangements on 06-04-2017)**
  **Morning: 04-04-2017 to 07-04-2017 (No arrangements on 06-04-2017)**

  (a) Serving tables(24 no.) with linen and canopy, complete bone china crockery for 400±100 persons (approx.) for morning session tea and evening session tea, Serving plates (12 no.), insulated containers for tea and coffee (6 no.)

  (b) Stall with two tables and two chairs (2 no.)

**The tent, crockery, furniture, menu etc. and the number of the participants listed above are indicative. The caterer has to identify and provide all required items for providing proper catering facility for the delegates/participants. The additional arrangements have to be made as per the actual number of participants at the time of events.**
**Separate beverage counter with requisite crockery also has to be provided during the dinner on 5th April, 2017.**

**PER PLATE RATES quoted by the participating caterers for HIGH TEA, LUNCH, DINNER and SESSION TEA should be inclusive of all arrangements INCLUDING FOOD, TENT, CROCKERY, FURNITURE, ETC. Subletting the catering work by the caterer is strictly prohibited.**