

## **Two Bid Tender Document**

**Food Arrangement for the delegates and participants of Country-Led Initiative (CLI) meeting in support of United Nations Forum on Forest (UNFF) and MoEF&CC at ICFRE-FRI, Dehradun on 26<sup>th</sup> to 28<sup>th</sup> October, 2023.**



**Forest Research Institute**

**P.O. New Forest**

**Dehradun-248006**





क्रय अनुभाग  
वन अनुसंधान संस्थान  
भारतीय वानिकी अनुसंधान एवं शिक्षा परिषद  
देहरादून-२४८००६, उत्तराखण्ड  
फोन-0135-2224205  
GSTIN 05AAAAI1708G2Z6  
PAN NO. AAAAI1708G

Purchase Section  
Forest Research Institute,  
(Indian Council of Forestry Research and Education)  
Dehradun-248006, UTTARAKHAND  
Phone: 0135-2224205  
<http://fri.icfre.gov.in/tender/>  
Email: [po\\_fri@icfre.org](mailto:po_fri@icfre.org)



### **e-Tender Notice**

#### **Notice Inviting Tender (E-Procurement mode)**

**File No. X1-24/POFRI/FOOD ARRANGEMENT/CLI-UNFF**

**Tender ID. - 2023\_ICFRE\_770345\_1,**

**Dated 06.09.2023**

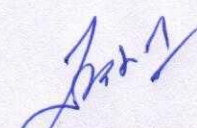
1. Bids under two bid systems (Technical and Commercial) are invited online at CPP Portal (<https://eprocure.gov.in/eprocure/app>) from firms/hotels for Food Arrangements at ICFRE-FRI Dehradun for "Country-Led Initiative (CLI) meeting in support of United Nations Forum on Forest (UNFF) and MoEF&CC (26th to 28th October, 2023)". Manual/Offline bids will not be accepted.
2. Tender documents may be downloaded from FRI web site <http://fri.icfre.gov.in/tender> and CPPP site <https://eprocure.gov.in/eprocure/app> as per the schedule as given in tender critical date sheet as under :-

Critical Date Sheet				
S. No.	Particulars	Date	Time	Location
1.	Published Date	06.09.2023	11:30 AM	FRI Website: <a href="http://fri.icfre.gov.in/tender/">http://fri.icfre.gov.in/tender/</a> and CPP portal: <a href="https://eprocure.gov.in/eprocure/app">https://eprocure.gov.in/eprocure/app</a>
2.	Bid Document Download Start Date	06.09.2023	11:45 AM	At CPP Portal and FRI website
3.	Seek Clarifications Start Date	06.09.2023	03:00 PM	Through Phone/Email: <a href="mailto:po_fri@icfre.org">po_fri@icfre.org</a>
4.	Bid Submission Start Date	06.09.2023	03:00 PM	At CPP Portal only
5.	Seek Clarification End Date	20.09.2023	05:00 PM	Through Phone/Email : <a href="mailto:po_fri@icfre.org">po_fri@icfre.org</a>
6.	Bid Submission End Date	21.09.2023	11:30 AM	At CPP Portal only
7.	Original copy of Tender Fee and EMD	22.09.2023	10:30 AM	At Purchase Section, FRI Dehradun
8.	Opening date of technical bids	22.09.2023	11:30 AM	At CPP Portal only
9.	Opening date for financial bids	It will be informed after technical evaluation.		At CPP Portal only

The tender document can be downloaded from <http://eprocure.gov.in/eprocure/app> and be submitted only through the same website.

Content of Tender document are as follows:-

1. Notice Inviting Tenders (Chapter I)
2. Terms & Conditions (Chapter -II)
3. Description of the Items, Specifications (Chapter III)
4. Schedule of Price (Chapter IV)
5. Tender acceptance letter (chapter V)

  
Purchase Officer  
Forest Research Institute





क्रय अनुभाग  
वन अनुसंधान संस्थान  
भारतीय वानिकी अनुसंधान एवं शिक्षा परिषद  
देहरादून-२४८००६, उत्तराखण्ड  
GSTIN 05AAAAI1708G2Z6  
PAN NO. AAAAI1708G

Purchase Section  
Forest Research Institute,  
(Indian Council of Forestry Research and Education)  
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Phone: 0135-2224205  
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Email: po\_fri@icfre.org



## Chapter-1

### Notice Inviting Tenders (E-Procurement mode)

File No. X1-24/POFRI/FOOD ARRANGEMENT/CLI-UNFF  
Tender ID. - 2023\_ICFRE\_770345\_1,

Dated 06.09.2023

### **BIDDING DOCUMENT** **Instructions to Bidders**

Online Bids under two bid system are invited from the reputed firms/hotels for Food Arrangements at ICFRE-FRI Dehradun for "Country-Led Initiative (CLI) meeting in support of United Nations Forum on Forest (UNFF) and MoEF&CC (26th to 28th October, 2023)" at Dehradun as per below specifications:-

S. No.	Particulars	Dates	Specifications	Qty. (approx.)
1.	Inaugural High tea	26th October 2023 morning	<b>Inaugural High tea on 26th October 2023</b> morning: Menu- Foxtail millet cutlet, dhokla with chutney, tart assorted, steamed veg. dimsum, cinnamon roll, cheese cake, gulabjamun, milk tea, green tea, coffee (black and milk), assorted tea, fruit juices, mineral water.	150 persons (minimum guaranteed)
2	Lunch	26th October 2023	<b>Lunch on 26th October 2023:</b> Menu: Salad: Green salad, macroni salad, achar, papad, vinegar onion, salt & pepper; Continental: Baked vegetable, Pasta live counter, White sauce ravioli, Chicken Piccata, Baked spinach and corn, assorted bread basket,; Indian: Dal bukhara, kadahi paneer, nargisi khofta, amritsari chhole, pineapple raita, steamed rice; Non-Veg: Grilled Fish; Assorted Indian Bread: Naan, missi roti, tandoori roti & kulcha; Desserts: assorted ice-cream, truffle pudding, caramel cinnamon custard and mineral water	110 persons (minimum guaranteed)
3	Evening Session tea	26th October 2023	<b>Evening Session tea on 26th October 2023:</b> Menu-Tea (assorted), coffee, millet cookies, tea cake, apple pie, paneer cutlet with chutney & sauce, mineral water	100 persons (minimum guaranteed)



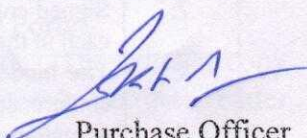
4	Reception Dinner	26th October 2023	<b>Reception Dinner on 26th October 2023:</b> Indicative Menu for Reception Dinner: Welcome drinks (special mocktails, assorted soft drinks, aerated water, canned juices etc.), Table Bites (2 veg and 1 non veg); Salad (two assorted veg. preparations and one non veg.); Snacks (5 types i.e., 2-3 veg and 2-3 non veg. delicacies); Soup station - (one veg. and one non veg); Main Course – Buffet [Live Grill Station- seafood (2), Chicken (3) Lamb (3), Veg. (2); Continental- veg (2) and non veg (2); Italian Pasta & Risotto Live Station; Oriental- non veg. (1) and veg (4); Indian- non veg (2) and veg. (8), assorted breads/rotis; Accompaniments- (5)]; Dessert (5); Tea/coffee station; mineral water	110 persons (minimum guaranteed)
5	Morning session tea	27th October, 2023	<b>Morning session tea on 27th October, 2023:</b> Menu – Tea (assorted), coffee, assorted cookies, small samosa with chutney & sauce, brownie, mineral water.	100 persons (minimum guaranteed)
6	Lunch	27th October, 2023	<b>Lunch on 27th October 2023:</b> Menu: Continental: Thai Curry(non veg), Fried rice, Rigatoni Napped In Sun Dried Tomato Pesto, shepherd's pie, Spinach and Cheese Ravioli, assorted bread basket; Indian: Paneer butter masala, stuffed capsicum & tomato, dam alloo kashmiri, stir fried vegetable in black bean sauce, dal tadka, steamed rice, cucumber raita; Non Veg: Murg tikka masala; Assorted Indian Bread: Naan, tandori roti, roomali roti; Salads: Green salad, kimchi salad, ankurit salad, papad, achar, chutney, vinegar onion, salt & pepper; Desserts: Fresh Apple Tart, mud pie, rasmalai, assorted ice-cream; mineral water	110 persons (minimum guaranteed)
7	Valedictory high tea	27th October, 2023 evening	<b>Valedictory high tea on 27th October 2023 evening:</b> Menu: keema kabab, cheese balls, veg cheese sandwich, bite size patties, cinnamon roll, pastry shop, milk tea, green tea, coffee (black and milk), assorted tea, mineral water	150 persons (minimum guaranteed)



8	Misc.	26 <sup>th</sup> and 27 <sup>th</sup> October at venue	<ul style="list-style-type: none"> <li>• Tea/Coffee vending machines with coffee and tea, milk whitener, sugar sachets, stir and disposable eco-friendly glasses for 26<sup>th</sup> and 27<sup>th</sup> October at venue ~ 200 eco-friendly cups each day</li> <li>• Drinking water dispensers with disposable eco-friendly glasses for 26<sup>th</sup> and 27<sup>th</sup> October at venue</li> <li>• Tea and snacks during pre and post press conference for 35*2 days= 70 persons</li> </ul>	Lump sum
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The quoted price rate should include arrangement of complete bone china crockery and cutlery, food warmer, insulated containers, dustbins, waiters, managers etc. for high tea, lunch, dinner and session tea and it has to be provided by the caterer for the food arrangements.

The complete details and other Terms and Conditions etc. are available in the Tender Document. The tender document is available at web site <http://fri.icfre.gov.in/tender/> and CPPP site <https://eprocure.gov.in/eprocure/app>.

  
 Purchase Officer  
 Forest Research Institute



**Check List**  
**Technical Bid Documents**

Following documents must be submitted in Technical Bid:-

S. No	Technical Bid Documents	Yes/No	Page No
1.	Tender fee: The Technical bid must include Rs. 590/- (500+18% GST) as tender fee in form of Demand Draft in favour of Director, Forest Research Institute, Dehradun or Self attested copy of Exemption certificate		
2.	Earnest Money Deposit (EMD) of Rs.20,000/- should be submitted as FDR in favour of the Director, Forest Research Institute, Dehradun or Self attested copy of Exemption certificate		
3.	Signed copy of PAN card		
4.	Signed copy of GST certificate in the name of proprietor or the firm.		
5.	The Self certified signed copy by the firm that it has never been black-listed/debarred/banned by any Govt. Department/Public sector/any other Department must be attached along with the Bid.		
6.	The self-certified copy from the bidder that no legal case is pending against the firm, if any pending complaints, shall be intimated.		
7.	Signed copy of the proof of average minimum annual turnover of Rs. One crore each in the previous two year.		
8.	The bidder must have prior experience of providing catering services during conferences/symposia/ meeting to the Govt organization/PSU on at least three occasions during the last five years. Attach relevant past conferences/symposia/meeting experience to the Govt organization/PSU with size and value, duly authenticated with supporting documents.		
9.	Self-certified copy from the bidder declaring that the hotel has expertise in cooking Continental, Oriental, and Italian cuisines in addition to Indian food delicacies.		
10.	Tender Acceptance letter (Chapter V)		

Note 1: - Above documents (Item No. 1 to 10) are mandatory requirements, if a bidder fails to submit these documents, bid shall be summarily rejected & no further correspondence in this regard will be entertained.

Note 2: - Checklist as per above Annexure-I, must be filled along with page numbers of tender document. Above checklist (annexure-1) must be kept in the front part (first page) of technical bid document.

Note 3: - Bidder should quote per plate rate. In case of increase in number of persons, the payment will be made on actual basis in addition to the minimum guaranteed.

Note 4: - The quoted price rate should include arrangement of complete bone china crockery and cutlery, food warmer, insulated containers, waiters, managers etc. for high tea, lunch, dinner and session tea and it has to be provided by the caterer for the food arrangements.

Note 5: - If the bidder fulfills all qualifying criteria as per the checklists and other terms and conditions then the bidder will be considered as tentatively technically qualified and their financial bid will be opened.



## Chapter-2: Terms and Conditions

This tender document is published on the Central Public Procurement Portal (URL:<https://eprocure.gov.in/eprocure/app>) & Institute website <http://fri.icfre.gov.in/tender/>. The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions to assist the bidders in registering on the CPP Portal, preparing their bids in accordance with the requirements and submitting their bids online on the CPP Portal may be obtained at: <https://eprocure.gov.in/eprocure/app>.

Intending tenderers/bidders are advised to visit FRI website <http://fri.icfre.gov.in/tender> and CPPP website <https://eprocure.gov.in/eprocure/app> regularly for any corrigendum / addendum / amendment.

### Submission of Bids:-

1. Bidder should log into the site well in advance for bid submission so that he/she upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
2. The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document and as per the instructions of CPP Portal.
3. Bidder should submit the Tender Fee/ EMD as specified in the tender. The original copy of Tender fee and EMD should be posted/couriered/given in person to the Tender Inviting Authority, within bid submission due date and time as indicated in the tender. Scanned copy of the same should be uploaded as part of the offer. The bidder has to select the payment option as offline to pay the Tender FEE/ EMD as applicable and enter details of the same.
4. Financial Bids should be submitted in BOQ\_XXXX.xls format (as given in the portal), the rates offered should be entered in the allotted space only and uploaded after filling the relevant columns. The Priced-bid/BOQ template shall not be modified / replaced by the bidder; else the bid submitted is liable to be rejected for the tender.
5. Upon the successful and timely submission of bids, the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.
6. Kindly add scanned PDF of all relevant documents in a single PDF file of compliance sheet.

The bids should be submitted/uploaded Online mode only in two parts:

- (a) The Technical Bid (Documents as per CHECK LIST Annexure – I and others documents as per the requirement mentioned in the tender document)
- (b) The Financial Bid (Online at CPP Portal in BoQ\_XXXX.xls format)

#### **(a) The Technical Bid**

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

- 1) Tender fee: The technical bid must include Rs.590/- (500+18% GST) as tender fee in form of Demand Draft in favour of the Director, Forest Research Institute, Dehradun or exemption certificate.
- 2) Earnest Money Deposit (EMD) of Rs. 20,000/- should be submitted as FDR in favour of the Director, Forest Research Institute, Dehradun or Exemption certificate.
- 3) Signed copy of PAN card.
- 4) Signed copy of GST certificate either in the name of proprietor or the firm.



- 5) The Self certified signed copy by the firm that it has never been black-listed/debarred/banned by any Govt. Department/Public sector/any other Department must be attached along with the Bid.
- 6) The self-certified copy from the bidder that no legal case is pending against the firm, if any pending complaints, shall be intimated.
- 7) Signed copy of the proof of average minimum annual turnover of Rs. one crore each in the previous two year.
- 8) The bidder must have prior experience of providing catering services during conferences/symposia/ meeting to the Govt organization/PSU on at least three occasions during the last five years. Attach relevant past conferences/symposia/meeting experience to the Govt organization/PSU with size and value, duly authenticated with supporting documents.
- 9) Self-certified copy from the bidder declaring that the hotel has expertise in cooking Continental, Oriental, and Italian cuisines in addition to Indian food delicacies.
- 10) Tender Acceptance letter (Chapter V)

**Note:-**Exemption on submission of Tender Fee/EMD will be given against valid MSME/NSIC/KVIC certificate under valid category and within the validating period of the certificate. The earnest money shall be refunded to all the unsuccessful firms, without any interest after finalization of the contract.

**Note:-**Bidders claiming exemption of EMD as above are however cautioned that if they withdraw or modify their Bids during the period of validity, or if after the award of the contract if they fail to execute the contract, they will be suspended for the period of 36 months from being eligible to submit Bids for tenders with FRI/ICFRE.

#### **(b) Financial bid**

The Financial Bid should be submitted Online mode only at CPP Portal in BoQ \_XXXX.xls format. Schedule of price bid is mentioned in tender document-Chapter IV (The financial proposal must be submitted as per tender document.)

#### **Opening of Bids:**

- 1) The Technical Bids will be opened online at CPP Portal (<https://eprocure.gov.in/eprocure/app>)-Please refer Critical Date Sheet.
- 2) The Financial bids of only the Technically Qualified bidders will be opened. The date and time for opening the Financial Bid will be communicated to the technically qualified firm.
- 3) If the bidder fulfills all qualifying criteria as per the checklists and other terms and conditions then the bidder will be considered as tentatively technically qualified and their financial bid will be opened.
- 4) Representatives of the firm(s) may be present at the time of opening the financial bids if they so desire.



## INSTRUCTION TO BIDDERS

1. All the pages of bid being submitted online must be signed and sequentially numbered by the bidder irrespective of nature of content of the documents.
2. Checklist as per Annexure-I, must be filled along with page numbers failing which bid is liable to be rejected and no further correspondence in this regard will be entertained.
3. Duly filled Annexure-1 must be placed in the front part of technical bid document.
4. **Submission of Bids:**
  - (i) The bids should be printed on official pad preferably with GST Number of the firm.
  - (ii) The bids / rates / tenders should remain valid for a minimum period of 60 days from the date of opening.
  - (iii) The rates shall not be subject to escalation of any nature.
  - (iv) The quotations should be given for the items in the same order & specification as in the enquiry letter/tender document.
  - (v) No advance payments are allowed under any circumstances.
  - (vi) The selection of the bidder for the award of the contract will be made on the basis of the evaluation of techno-commercial proposal submitted by the bidder.
5. **Criteria for bid rejection:**
  - (i) If all the documents as per Annexure-I are not attached.
  - (ii) If it is found at a later date that any information given in the bids is incorrect/false then the bid is liable to be disqualified/rejected.
  - (iii) Canvassing in any form will result in disqualification.
  - (iv) Any other criteria as mentioned in the tender document
6. The competent authority reserves the right to cancel the tender at any given time without assigning any reason. This cannot be challenged before any court.
7. The competent authority does not bind itself to accept the lowest or any other bid and reserves to itself the authority to reject any or all the bids received without the assignment of any reason. All bids in which any of the prescribed condition is not fulfilled or any condition including that conditional rebate is put forth by the bidder shall be summarily rejected.
8. The decision of the Institute in all matters relating to eligibility, acceptance, rejection of the bid will be final and binding on the applicants.
9. Bidders shall be responsible for the correctness of the information provided in the enquiry letter/tender document. If it is found at a later date that any information given in the bid is incorrect/false then the bid is liable to be disqualified/rejected.
10. Before submission of bids, bidders should read the complete enquiry letter/tender document carefully and ensure that the bidders fulfill the eligibility criteria.
11. Bidder shall comply with the Rule 144 (xi) of GFR 2017
12. In case calculation mistakes are found in the financial bid, then calculation shall be made by the Institute on the basis of rate per unit quoted by the bidders and bids will be processed further accordingly.
13. The Institute reserves the right to rectify any discrepancy of this advertisement, if found later on. In case of any inadvertent mistake in the process which may be detected at any stage even after the issue of purchase order, the Institute reserves the right to modify/withdraw/cancel any communication made to the bid.



### CHAPTER III

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

##### MENU FOR HIGH TEA, LUNCH, DINNER AND SESSION TEA

S. No.	Particulars	Dates	Specifications	Qty. (approx.)
1.	Inaugural High tea	26th October 2023 morning	<b>Inaugural High tea on 26th October 2023</b> morning: Menu- Foxtail millet cutlet, dhokla with chutney, tart assorted, steamed veg. dimsum, cinnamon roll, cheese cake, gulabjamun, milk tea, green tea, coffee (black and milk), assorted tea, fruit juices, mineral water.	150 persons (minimum guaranteed)
2	Lunch	26th October 2023	<b>Lunch on 26th October 2023:</b> Menu: Salad: Green salad, macroni salad, achar, papad, vinegar onion, salt & pepper; Continental: Baked vegetable, Pasta live counter, White sauce ravioli, Chicken Piccata, Baked spinach and corn, assorted bread basket,; Indian: Dal bukhara, kadahi paneer, nargisi khofta, amritsari chhole, pineapple raita, steamed rice; Non-Veg: Grilled Fish; Assorted Indian Bread: Naan, missi roti, tandori roti & kulcha; Desserts: assorted ice-cream, truffle pudding, caramel cinnamon custard and mineral water	110 persons (minimum guaranteed)
3	Evening Session tea	26th October 2023	<b>Evening Session tea on 26th October 2023:</b> Menu-Tea (assorted), coffee, millet cookies, tea cake, apple pie, paneer cutlet with chutney & sauce, mineral water	100 persons (minimum guaranteed)
4	Reception Dinner	26th October 2023	<b>Reception Dinner on 26th October 2023:</b> Indicative Menu for Reception Dinner: Welcome drinks (special mocktails, assorted soft drinks, aerated water, canned juices etc.), Table Bites (2 veg and 1 non veg); Salad (two assorted veg. preparations and one non veg.); Snacks (5 types i.e., 2-3 veg and 2-3 non veg. delicacies); Soup station - (one veg. and one non veg); Main Course – Buffet [Live Grill Station- seafood (2), Chicken (3) Lamb (3), Veg. (2); Continental- veg (2) and non veg (2); Italian Pasta & Risotto Live Station; Oriental- non veg. (1) and veg (4); Indian- non veg (2) and veg. (8), assorted breads/rotis; Accompaniments- (5)]; Dessert (5); Tea/coffee station; mineral water	110 persons (minimum guaranteed)



5	Morning session tea	27th October, 2023	<b>Morning session tea on 27th October, 2023:</b> Menu – Tea (assorted), coffee, assorted cookies, small samosa with chutney & sauce, brownie, mineral water.	100 persons (minimum guaranteed)
6	Lunch	27th October, 2023	<b>Lunch on 27th October 2023:</b> Menu: Continental: Thai Curry(non veg), Fried rice, Rigatoni Napped In Sun Dried Tomato Pesto, shepherd's pie, Spinach and Cheese Ravioli, assorted bread basket; Indian: Paneer butter masala, stuffed capsicum & tomato, dam alloo kashmiri, stir fried vegetable in black bean sauce, dal tadka, steamed rice, cucumber raita; Non Veg: Murg tikka masala; Assorted Indian Bread: Naan, tandori roti, roomali roti; Salads: Green salad, kimchi salad, ankurit salad, papad, achar, chutney, vinegar onion, salt & pepper; Desserts: Fresh Apple Tart, mud pie, rasmalai, assorted ice-cream; mineral water	110 persons (minimum guaranteed)
7	Valedictory high tea	27th October, 2023 evening	<b>Valedictory high tea on 27th October 2023 evening:</b> Menu: keema kabab, cheese balls, veg cheese sandwich, bite size patties, cinnamon roll, pastry shop, milk tea, green tea, coffee (black and milk), assorted tea, mineral water	150 persons (minimum guaranteed)
8	Misc.	26 <sup>th</sup> and 27 <sup>th</sup> October at venue	<ul style="list-style-type: none"> <li>• Tea/Coffee vending machines with coffee and tea, milk whitener, sugar sachets, stir and disposable eco-friendly glasses for 26<sup>th</sup> and 27<sup>th</sup> October at venue ~ 200 cups each day</li> <li>• Drinking water dispensers with disposable eco-friendly glasses for 26<sup>th</sup> and 27<sup>th</sup> October at venue</li> <li>• Tea and snacks during pre and post press conference for 35*2 days= 70 persons</li> </ul>	Lump sum

The quoted price rate should include arrangement of complete bone china crockery and cutlery, food warmer, insulated containers, dustbins, waiters, managers etc. for high tea, lunch, dinner and session tea and it has to be provided by the caterer for the food arrangements.



## CHAPTER-IV

### COMMERCIAL/FINANCIAL BID

(To be uploaded online at CPP Portal in BoQ\_XXXX.xls format)

File No. X1-24/POFRI/FOOD ARRANGEMENT/CLI

Tender ID. - 2023\_ICFRE\_770345\_1,

Rates: As per BoQ				
S. No.	Particulars	Qty.	Total Unit rate (Inclusive of All Taxes (In Rs.))	Total Amount in Words
1.	Inaugural High tea on 26th October	150		
2	Lunch on 26th October 2023	110		
3	Evening Session tea on 26th October 2023	100		
4	Reception Dinner on 27th October, 2023	110		
5	Morning session tea on 27th October, 2023	100		
6	Lunch on 27th October 2023	110		
7	Valedictory high tea on 27th October 2023	150		
8	<ul style="list-style-type: none"><li>• Tea/Coffee vending machines with coffee and tea, milk whitener, sugar sachets, stir and disposable eco-friendly glasses for 26<sup>th</sup> and 27<sup>th</sup> October at venue ~ 200 cups each day</li><li>• Drinking water dispensers with disposable eco-friendly glasses for 26<sup>th</sup> and 27<sup>th</sup> October at venue</li><li>• Tea and snacks during pre and post press conference for 35*2 days= 70 persons</li></ul>	01 (Lump sum one job)		
Grand Total				

RATES: The rates quoted by the bidders, shall be firm and inclusive of all taxes (including GST, etc.) and should include all charges (as applicable). Rates to be quoted in INR Only as per the schedule given in BOQ.

Note 1: - Bidder should quote per plate rate. In case of increase in number of persons, the payment will be made on actual basis in addition to the minimum guaranteed.

Note 2: - The quoted price rate should include arrangement of complete bone china crockery and cutlery, food warmer, insulated containers, dustbins, waiters, managers etc. for high tea, lunch, dinner and session tea and it has to be provided by the caterer for the food arrangements.

Note 3: - If the bidder fulfills all qualifying criteria as per the checklists and other terms and conditions then the bidder will be considered as tentatively technically qualified and their financial bid will be opened.



Chapter-V

**TENDER ACCEPTANCE LETTER**  
(To be given on Company Letter Head)

Date: .....

To,  
Director  
Forest Research Institute  
Dehradun-248006

Sub: Acceptance of Terms & Conditions of Tender.

**File No. X1-24/POFRI/FOOD ARRANGEMENT/CLI-UNFF**  
**Tender ID. - 2023\_ICFRE\_770345\_1,**

Name of Tender :

Dear Sir,

1. I/ We have downloaded / obtained the tender document(s) for the above mentioned 'Tender' from the web site(s) [www.fri.icfre.org/](http://www.fri.icfre.org/) or <https://eprocure.gov.in/eprocure/app> as per your advertisement, given in the above mentioned website(s).
2. I / We hereby certify that I / we have read the entire terms and conditions of the tender documents from Page No. \_\_\_\_\_ to \_\_\_\_\_ (including all documents like annexure(s), schedule(s), etc .), which form part of the contract agreement and I / we shall abide hereby by the terms / conditions / clauses contained therein.
3. The corrigendum(s) issued from time to time by your department/organization too have also been taken into consideration, while submitting this acceptance letter
4. I / We hereby unconditionally accept the tender conditions of above mentioned tender document(s) / corrigendum(s) in its totality / entirety.
5. I / We do hereby declare that our Firm has not been blacklisted/ debarred / banned by any Govt. Department/Public sector undertaking.
6. I / We certify that all information furnished by our Firm is true & correct and in the event that the information is found to be incorrect/untrue or found violated, then your department/ organization shall without giving any notice or reason therefore or summarily reject the bid or terminate the contract, without prejudice to any other rights or remedy including the forfeiture of the full said earnest money deposit.

Yours Faithfully,  
(Signature of the Bidder, with Official Seal)