RANI RASHMONI GREEN UNIVERSITY

TARAKESWAR, HOOGHLY

West Bengal, India

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Memo No: 514-1/RRGU/Cer. Re-Tender/2026 Date: 26/11/2026

NOTICE

INVITING RE-TENDER FOR SUPPLY OF REFRESHMENT FOR CERTIFICATE DISTRIBUTION CEREMONY-2026

Sealed Tenders are invited from reputed and bonafide Caterers / Hotels / Restaurants / Individuals for supply of Refreshments / Lunch for the "Certificate Distribution Ceremony 2026 of Rani Rashmoni Green University, Tarakeswar, Hooghly.

Sl. No.	Particulars	Approx. Quantity	Specifications	Rate per Plate (Including GST)
1.	Snacks	450 nos. x 2 Times	1. Tea/Coffee 2. Biscuit 3. Mini Samosa	
2.	Delegates Lunch (Veg / Non-Veg) *Buffet	100 nos.	1. Salad 2. Fish / Cheese-corn Ball 3. Tandoori Roti 4. Butter Paneer 5. Rice (Basmati) 6. Veg Dal 7. French Fry 8. Katla Fish 9. Mutton Curry 10.Chatni 11.Papad 12.Gulab Jamun / Rassogolla 13.Water Bottle- 200 ml	
3.	Student Refreshments *Parcel	350 nos.	1. Salad 2. Fish Cutlet 3. Fried Rice 4. Chilli Chicken 5. Gulab Jamun 6. Water Bottle- 200 ml	

- **Tender Schedule**

Starting date of Tender submission	26th November, 2026
Last date of Tender submission	15th December, 2026

Sealed envelope super scribed as " **SUPPLY OF REFRESHMENT FOR CERTIFICATE DISTRIBUTION CEREMONY -2026**" should be dropped in the Tender Box kept at the Office of the Registrar, Rani Rashmoni Green University, Tarakeswar, Hooghly at its present office at Government General Degree Collage, Singur.

- **Terms & Conditions:**

1. The entire quoted rate should comply and have to be valid up to April, 2027.
2. Food must strictly confirm to the approved menu list (e.g., specific starter if any, main course dishes, dessert, beverages) agreed upon during the bid selection.
3. Food must be prepared under strict hygienic conditions. Stale, unsafe, or sub-standard food will lead to immediate rejection, non-payment or cancellation of the contract.
4. The caterer must guarantee sufficient quantity based on the finalized head count provided by the university organizers prior to the event.
5. Lunch must be cooked and completely set up at the designated venue at least 30 to 45 minutes prior to the scheduled times.
6. Cooking and serving personnel must wear clean uniforms, aprons, hairnets and gloves.
7. Successful bidders must deposit a fixed percentage of the total order value before the execution of the contract.
8. Quoted prices per plate/head must include all costs (ingredients, preparation, transportation, setup, labour and taxes). No price escalation will be accepted after bid submission.
9. Payment will be released upon successful completion of the event, verification of headcount and submission of proper tax invoices within 07–14 days. No advance payment will be made unless explicitly stated.
10. The University reserves the right to increase/decrease the quantity.
11. The contractor must comply with all relevant labour regulations, safety norms, and minimum wage legislation for all deployed staff.

Documents to be Submitted:

1. Trade License Copy
2. GST Certificate of Company/Individual
3. PAN Card of Company/Individual
4. Aadhar Card of Owner
5. MSME Certificate if available
6. Company Address Proof

26/11/2026

Registrar
Rani Rashmoni Green University

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