



SRI GURU NANAK DEV KHALSA COLLEGE

(UNIVERSITY OF DELHI)

NAAC Accredited A

DEV NAGAR, NEW DELHI-110 005

Ref. No.: SGND/ADMIN/24/10559

Dated: 18-03-2026

Quotation inviting notice for catering services

Sealed Quotations are invited from bonafide and experienced catering service providers to provide services at Sri Guru Nanak Dev Khalsa College for a period of one year. The sealed bids in given format should reach the office of the undersigned on or before the due date & time of submission.

Catering services is required for the following meal packages:

1. Lunch
2. Lunch with High tea and tea
3. Langar lunch
4. Refreshment packs

Detailed menu for each meal package is provided in Annexure 1 which can be used for preparing the financial bid.

Terms and conditions

1. The bid shall remain valid for a period of one year from the date of award of contract, which may be further extended to another year. The college may accept or reject any or all bids in part or in full without assigning any reason and does not bind itself to accept the lowest bid.
2. The college at its discretion may change the quantity, upgrade the criteria, and drop any item or part thereof at any time before or after placement of the order.
3. The college also reserves the right of splitting the items within two or more contractors for placement of order.
4. Bidders having registered office or operational base in Delhi/NCR will be preferred.
5. The service provider shall arrange for any special type of equipment and apparatus, if required for catering service, at his own cost. Also the cost of bottled water, napkin, high quality ceramic cutlery and professional service staff should be included in the quote.
6. Payment terms: Full and final payment will only be made after successful Catering Services and on submission of a satisfactory report in this regard. The payment will be made to the firm at any Bank Account maintained in India by way of NEFT/RTGS after deducting the TDS as applicable. The bidder should provide the correct account details in the financial bid for the same.

7. The bidder/service provider shall ensure that all food items are prepared and served under hygienic Conditions and Conforms to applicable food safety standards. Fresh ingredients of good quality must be used, and food must be delivered on served in a timely manner.
8. Service provider shall be responsible for cleanliness of the serving area during and after the event and must ensure proper disposal of waste generated during Catering.
9. The quoted price shall be inclusive of GST, Sales Tax, Service tax and all other taxes (if applicable).
10. The Financial bid should be submitted in a sealed envelope. On top of the envelope, "Quotation for catering service" should be duly super-scribed. The sealed quotations may be sent to the office of the **Principal, Sri Guru Nanak Dev Khalsa College, Dev Nagar, Karol Bagh, New Delhi 110005** on or before 27th March, 2026 latest by 4:00 pm.


Dr. Baljeet Singh
Oftg. Principal

Financial Bid

Name of Vendor: _____

Detailed list of items for meal packages

S. No	Meal Package	Meal Items	Rate Per PAX (in Rs)	Rate in words
1.	Lunch 1	2 veg dish + 1 dal + Rice + chapati/naan/ Lacha prantha + Raita item + condiments + dessert + water		
2.	Lunch 2	Bedami Puri + aloo subzi + dessert + water		
3.	Additional for Lunch 1/2 with High tea and tea	High tea: Tea/Coffee, 1 fry snack + 2 non fry snack + Chips + water Tea: Tea + Assorted biscuit + chips + water		
4.	Lunch 3	Rajma / kadhi pakora + Rice + Amritsari Kulcha + Amritsari Channa + dessert+ water		
5.	Langar lunch	1 Veg dish + 1 Dal Aloo + Parantha + Salad + dessert + water		
6.	Refreshment pack	3 fry/non fry snack + wafer + 1 dessert		

Signature and Stamp of bidder/firm