

NALANDA UNIVERSITY, RAJGIR, DIST NALANDA, BIHAR - 803116

No. NU/Interim Camp/

Dt. 6th May, 2026

To

1. M/s: _____

(As per list enclosed)

2. _____

Notice board

Sub: Limited Tender Enquiry is invited from **4 or 5 star hotels** for obtaining Quotation for Arrangement of Lunch for VIP, VVIPs, and Other Delegates at Nalanda University, Rajgir for organizing 3rd Convocation to be held on 19th May 2026.

Dear Sir(s),

1. Sealed quotations is invited from 4 or 5 star hotels for ***Serving of Lunch for VIPs, VVIPs, and Other Delegates for organizing 3rd Convocation to be held on 19th May 2026*** as per the detailed in Annexed Price Schedule and on the terms & conditions as detailed here under:-

2. **DUE DATE & TIME FOR RECEIPT/OPENING OF QUOTATION:-**

- (i) Due date and time for receipt : **13.05.2026 up to 3:00 P.M.**
(ii) Due date and time for opening of offer: **13.05.2026 at 3:30 P.M.**

3. **MODE OF SUBMISSION OF QUOTATIONS:-**

The quotation may be sent by post or by hand to **Nalanda University, Rajgir Bihar Pin- 803116** or may be dropped in the Tender Box on or before due date & time of receipt of offer as indicated above.

Quotations which do not reach **latest by 3:00 PM** on the due date, will not be opened and will be retained in the office. The Nalanda University will not be responsible for any delay in receipt of quotation by post or otherwise whatsoever may be the reason.

4. **VALIDITY:** -

The offer shall be kept valid for a period of 10 days (Ten days) from the date of opening of quotation.

5. **PRICES:-**

The prices shall be serving of Food at our premises Lunch for **VIP, VVIPs, and Other Delegates for organizing 3rd Convocation to be held on 19th May 2026** inclusive of GST & other levies, if any. Payment of any type of Govt. Statutory levies/taxes will be responsibility of the bidders. Please ensure that the rates/prices are strictly filled in in the Schedule-I enclosed herewith.

6. **PAYMENT:-**

Subject to completion of all formalities as per terms of order, 100% payment of each consignment inclusive of all charges shall be paid to the firms within 30 days from the Completion of the Convocation Ceremony. The payment shall be

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released by the Finance and account section Nalanda University, Rajgir, District Nalanda.

7. PENALTY:-

The Work is the essence of the contract and has to be maintained under any circumstances, In case of delay in execution of the order, the Nalanda University may at its option either :-

- (i) Recover from the supplier/contractor as agreed towards liquidated damages a sum @ ½% (half percent) of the price of any stores not delivered for a week or part thereof subject to maximum of 10%.
OR
- (ii) Purchase from elsewhere on account and at the risk and responsibility of the suppliers, the stores not delivered or others of similar descriptions.
OR
- (iii) Cancel the contract for part or whole of the quantity on order, with liability.

8. ACCEPTANCE:

It is not binding on the University to accept the lowest or any tender. The Nalanda University reserves the right to accept or reject any offer at its option or place order with more than one supplier for full or part quantity of this enquiry without assigning any reason and the same shall be binding on suppliers unless otherwise stated in the offer. No correspondence shall be entertained on this account.

12. DISPUTES:

All disputes, if any, out of or in respect of this enquiry are to be settled at court Rajgir District- Nalanda. Stated specifically to the contrary it shall be deemed that you have agreed to all terms and conditions mentioned in the enquiry and the same shall be binding on you.

13. Bidders/Suppliers are requested to confirm their acceptance to the commercial terms & conditions as per Enquiry. Stated specifically to the contrary it shall be deemed that you have agreed to all terms and conditions mentioned in the enquiry and the same shall be binding on you.

Please acknowledge the receipt of enquiry.

Encl :- (1) Schedule-I (Price & Quantity Schedule) & Schedule II-(Technical Specification)

Yours faithfully

Registrar
Nalanda University, Rajgir
District Nalanda (Bihar)

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SCHEDULE-I
(To be kept in the sealed envelope)
(Price & Quantity)

Sl. No	Particulars for Providing of following	Unit	Tentative Qty.	Per Unit Rate	GST	Total Amount inclusive Taxes
01	Lunch for VVIPS	Pax	100			
02	Lunch for Students and Staffs	Pax	1000			
03		Grant Total Amount (Rs)				
04		Grant Total Amount in words:				

NOTE:

01. Rates in various tapering steps shall not be considered
02. The offers, with the rates given in any form/Performa, other than mentioned above may be liable for rejection.
03. Payment of any type of Govt. statutory levies / taxes will be responsibility of the Bidder.
04. While quoting the prices, Make and model of the offered material require to be indicated.
05. Number of Pax may be increased or decreased. The payment will be made as per the actual consumption of the food.
06. The bidder must possess experience in providing catering services to VVIPs/VIPs and should have handled events involving preparation and service of food for at least 1,000 persons.
06. Menu of the Lunch to be submitted with the rate card.

Signature of Tenderer
Name in full & Designation

SCHEDULE-II (To be kept in the sealed envelope)

The Tentative Menu:- Menu may be changed subject to the approval.

VVIP Lunch

On Table

Cheese straw, cookies, Nimki, Chocolate, dry Fruits

Welcome Drinks

Spiced buttermilk

Bel Ka Sherbet (Thick)

Aam Ka Panna

Tender Coconut water (Original)

Starters

Potato and Peanut Fingers (With Special Sauce)

Paneer Kastoori Kebab

Corn cheese Balls coated with Corn Flakes (Crispy)

Aloo Methi Tikki (Tawa Kebab)

Soup

Almond Cream Soup

Veg Mulligatawny

Salads & yogurt

Long Stick Salad

Sprouted Moong & Beans with Anaar Dana

Russian Salad

Dahi Vada

Curd Rice with Anaar

Pine apple Raita

Achar—Papad—Chutney

Main Course

Kandhari Paneer

Makai Palak

Aloo Kathal Dum

Lauki Jeera

Kache Kela in Sarson Gravy

Dal

Arhar Dal Fry

Dal Makhani

Rice

Jeera Peace Pulao

Steamed Rice

Moong & Bajre ki Khichdi

Local Speciality

Litti Aloo Chokha

Baingan Bharta

Parval Kalaunji

Breads

Tandoori Roti

Laccha Paratha

Missi Roti

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Urad Dal Kachori

Desserts

Kesar Pista and ,ango Flavor Ice Cream

Makhana Kheer- (Sugar Free)

Kesaria Rasmalai (Cold)

Jalebi (Thin) with Rabri

Cut Fruit Mango

Tea & Coffee

For Students and Other Staffs

Welcome Drinks

Spiced buttermilk

Jaljeera

Assorted Soft Drinks

Salads & yogurt

Green Salad

Sprouted Moong & Beans

Pine apple Raita

Achar—Papad—Chutney

Main Course

Kandhari Paneer

Mix Veg Jalfrezi

Aloo Kathal Dum

Kache Kela in Sarson Gravy

Veg Manchurian

Dal

Arhar Dal Fry

Rice

Steamed Rice

Veg Fried Rice

Breads

Tandoori Roti

Butter Naan

Dal Kachori

Desserts

Malpua with Rabri

Kala Gulab Jamun

Signature of Tenderer

With Full Name and Address