

KERALA INSTITUTE FOR ENTREPRENEURSHIP DEVELOPMENT (KIED)

Rockwell Road, HMT Colony, Kalamassery, Ernakulam – 683503

Telephone: 0484 2550322, 2532890 email : ceo.kied@gmail.com

KIED/CAT/04 /2022-23

QUOTATION NOTICE

Date: 06.06.2022

Kerala Institute for Entrepreneurship Development (KIED), an autonomous body of Government of Kerala is inviting Sealed quotations from licensed, reputed catering agencies having minimum 3 years of catering experience for providing catering service at Kerala Institute for Entrepreneurship Development (KIED), Campus, Kalamassery.

Detailed Proforma Financial Bid is attached as Annexure 1.

Terms and Conditions

1. The food should reach the venue 30 minutes before the scheduled time.
2. The caterer is required to deploy minimum 2 persons for serving the food and for cleaning (removing the plates, used tumblers, cleaning the tables, used crockery etc) at all timings when the food is served
3. The caterer should provide tissue paper.
4. The caterer should provide proper and required number of cutlery/crockery items like glasses, serving bowls, plates etc for serving the food. Replenishing of the items due to breakage/damage is the responsibility of the caterer only.
5. The Caterer should provide required dustbins and garbage covers at all the locations at food serving area and the disposal of garbage on daily basis is the responsibility of the caterer only.
6. Payment will be made after the completion of the programme.
7. Validity of the quotation will be 45 days from the last date of submission.
8. Should clearly mention whether the amount inclusive/exclusive of taxes.
9. Estimated quantity for one programme is 25 for 15 days. Slight variation in the quantity expected.
10. Should provide the details in your letter head with the seal and signature of the concerned authority.

Last date of submission : 13.06.2022, 2.00 PM

Thanks & regards

CEO & Executive Director
Kerala Institute for Entrepreneurship Development

BID FOR CATERING SERVICE AT KIED CAMPUS, KALAMASSERY

**Format for Submission of Quotation:-
(To be typed in the letter pad of the firm)**

To,
The CEO & Executive Director
Kerala Institute for Entrepreneurship Development
Rockwell Road, HMT Colony P.O
Kalamassery.

Sir,
Sub : Quotation for catering service at KIED campus
Ref : Quotation Notice No : KIED/CAT/0 4 /2022-23

I/We submit here below the Price Bid and Technical Bid as envisaged in the quotation notice cited. Should sign every pages of Technical & Financial bid.

Annexure I

PROFORMA OF TECHNICAL BID

(To be submitted on letter head of the firm in a separate sealed cover)

1	Name of Quotationing Company/Firm/Agency	
2	Name of Owner/Partners/Directors	
3	Full particulars of office	
4	Address	
5	Telephone No	
6	Fax No	
7	Email address	
8	Registration details	
9	FSSAI Licensee Number	
10	License No. for doing the business	
11	PAN No	
12	GST Registration No	
13	Work experience certificate along with list of clintage where catering services have been/are being provided	

Please note that bids without the information and documents mentioned above will be rejected without further consideration

Proforma Financial Bid

1st Day	ITEMS	Rate
Snacks	Tea,Biscuit	
Lunch	Meals, Fish Fry	
Snacks	Tea,Biscuit	
	TOTAL	
2nd Day		
Snacks	Tea,Biscuit	
Lunch	Fish Curry Meals	
Snacks	Tea,Biscuit	
	TOTAL	
3rd Day		
Snacks	Tea,Biscuit	
Lunch	Meals, Fish Fry	
Snacks	Tea,Biscuit	
	TOTAL	
4th Day		
Snacks	Tea,Biscuit	
Lunch	Fish Curry Meals	
Snacks	Tea,Biscuit	
	TOTAL	
5th Day		
Snacks	Tea,Biscuit	
Lunch	Meals, Chicken Curry	
Snacks	Tea,Biscuit	
	TOTAL	
6th Day		
Snacks	Tea,Biscuit	
Lunch	Fish Curry Meals	
Snacks	Tea,Biscuit	
	TOTAL	
7th Day		
Snacks	Tea,Biscuit	
Lunch	Meals, Fish Fry	

Snacks	Tea,Biscuit	
	TOTAL	
8th Day		
Snacks	Tea,Biscuit	
Lunch	Fish Curry Meals	
Snacks	Tea,Biscuit	
	TOTAL	
9th Day		
Snacks	Tea,Biscuit	
Lunch	Meals, Fish Fry	
Snacks	Tea,Biscuit	
	TOTAL	
10th Day		
Snacks	Tea,Biscuit	
Lunch	Meals, Chicken Curry	
Snacks	Tea,Biscuit	
	TOTAL	
11th Day		
Snacks	Tea,Biscuit	
Lunch	Fish Curry Meals	
Snacks	Tea,Biscuit	
	TOTAL	
12th Day		
Snacks	Tea,Biscuit	
Lunch	Meals, Fish Fry	
Snacks	Tea,Biscuit	
	TOTAL	
13th Day		
Snacks	Tea,Biscuit	
Lunch	Fish Curry Meals	
Snacks	Tea,Biscuit	
	TOTAL	
14th Day		
Snacks	Tea,Biscuit	
Lunch	Meals, Fish Fry	
Snacks	Tea,Biscuit	
	TOTAL	

15th Day		
Snacks	Tea,Biscuit	
Lunch	Meals, Chicken Curry	
Snacks	Tea,Biscuit	
	TOTAL	
	TOTAL	
	GRAND TOTAL (for 15 days)	
	TAX %	
	GRAND TOTAL (for 15 days) including tax	

Grand Total Amount (including tax) in words

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Name & Signature

(Firm's Seal)

Firm Address & Phone No

Place :

Date :