



UNIVERSITY OF ALLAHABAD
Limited Tender Enquiry (LTE)

No. :
To,

Dated: /03/2017

Dear Sir/s,

We intend to hire the services of caterer for hospitality at Pravesh Bhawan, University of Allahabad during Admission work -2017. Kindly send your QUOTATION giving lowest rates per unit alongwith terms and conditions in Sealed Cover addressed to Director, Admissions-2017, Pravesh Bhawan, University of Allahabad, Chaitham Lines, Allahabad so as to reach this office on or beforeMarch, 2017.

THE WORD "QUOTATION", OUR REFERENCE NUMBER AND DATE SHOULD BOLDLY BE MENTIONED ON THE COVER.

Sl. No.	Description of the Goods	Quantity Required	Rate per Unit	Total Cost
	List attached as Annexure "A" to this tender document alongwith menu of breakfast, High Tea, serving lunch, lunch, special lunch,			

1. Please fill in and return the Suppliers Profile Form.
2. Terms & Conditions as applicable are attached.

N.B.

1. Under no circumstances unsealed quotation will be entertained in the office.
2. Quotations received after the due date shall not be considered.
3. Rate must be quoted as per above table format.

(Prof. Manmohan Krishan)
Director, Admissions- 2017

Terms & Conditions

1. Quotation received after due date and time shall be summarily ignored.
2. Unsolicited / conditional / unsigned tenders shall not be considered.
3. Rates must clearly indicate all taxes and discounts offered, if any.
4. No price negotiation will be entertained in normal course of action.
5. Delivery shall be given in prescribed time by Director, Admissions-2016. The offered delivery period shall have to be strictly adhered to incase an order is placed.
6. IT, TT would be recovered as per rules. Kindly furnish your CST, UPTT and TIN Number in your quotation for our records.
7. Payment shall be made on satisfactory delivery and services with good quality food product.
8. Tender conditions, if any, or otherwise sent also with the tender shall not be binding on us.
9. The acceptance of the quotation will rest with the competent authority of Allahabad University, who does not bind himself to accept the lowest quotation and reserves the right to himself to reject, or partially accept any or all the quotation & received without assigning any reasons.
10. All the above instructions and our standard terms and conditions must be complied, failing which your offer may be liable for rejection.
11. All suits shall be in the courts of **Allahabad Jurisdiction** only.
12. Terms & conditions of purchase as per University rules shall be applicable.
13. Tender should be addressed to the **Director, Admissions-2017, Pravesh Bhawan, University of Allahabad, Chaitham Lines, Allahabad.**

Signature with Seal



UNIVERSITY OF ALLAHABAD

Supplier Profile Form

1. Firm's Name : _____
 2. Owner's Name : _____
 3. Full Postal Address :
 1. _____
_____ PIN _____
 2. _____
_____ PIN _____
 4. E-mail address : _____
 5. Website address : _____
 6. Contact Person's Name : _____
 7. Contact No. : Phone No. : _____ Mobile No.: _____
Fax No.: _____ City: _____ State: _____
 8. Sale Tax Registration No. : UPTT No.: _____ CST No.: _____
(Enclose Xerox copy) TIN _____
 9. PAN : _____
(Enclose Xerox copy)
 10. Shop Act Registration No : _____
(Enclose Xerox copy)
 11. Excise Registration No. : _____
(Enclose Xerox copy)
 12. Current Bank Account No: _____ (Statement of last
twelve months should be enclose)
 13. Manufacturer or Supplier : _____
(In case of supplier please enclose authorization of your Principal)
1. List of the organizations to whom the materials have been supplied
 2. Item(s) name you want to supply : (Major category) _____

Item wise rate list, with available discount (if any), is attached.

Note : Supplier must print CST/UPTT/TIN No. on their Letter Head / Bill / Quotations.

Signature with Seal