

REQUEST FOR PROPOSAL

Dear Sir/Madam,

January 23, 2019

The Tata institute of Social Science, Saksham Pravaah would like to conduct **Quarterly Review Meeting on February 07, 2019 in Ajmer (Rajasthan)**. Our counselors and staff will attend the meeting. We, in order to achieve our stated objectives we are in need of the following products/services:

QRM of Saksham Pravaah is going to held at the below address and we require food service on the same address.

State Training and demonstration centre- STDC
Near Agrasen circle, near TB hospital.
Ajmer 305001
Rajasthan

Description of Food Service required for 42 pax.

Sr. no	Particular	Price	GST %	Final price
1	Morning breakfast with Tea/Coffee			
2	Biscuits with Tea/Coffee			
3	Evening Snacks with Tea/Coffee			
4	Lunch non - veg with one desert			

Please note that this offer is subject to the following terms and conditions:

1. The basic rates quoted should be effective for period of six months.
2. TISS reserves the right to cancel the bidding before or after the receipt of bids or also after opening of bid and call for fresh bids. TISS also has the right to reject any bid without assigning any reason. Please note that any enquiry received from any bidder will be sent to all bidders without disclosing the source of enquiry.
3. All the information to be provided by the bidder should be on the letterhead of the bidder and all pages to be signed and stamped by the authorized signatory.
4. Bids incomplete in any respect will not be considered.
5. Please mention your payment terms and conditions in the bid. (All payment will be made through bank transfer only. Payment will be released within 15 days after receipt of bill at Mumbai Office).
6. Any query for clarification on the bid can be had from the undersigned latest by **25.01.2019**
7. The bid should quote and enclose **PAN Card copy and GST certificate**. Payment will be released as per names registered on Pan card copy only. If payment required in another name please attach relevant copies.
8. If GST /SGST is charged on above services, please mention GST/SGST registration number.
9. 10% TDS will be deducted on the bill amount.
10. Last date of quotation submission: - 28.01.2019

11. Please address the quotation on the top and underline as : **Quotation to provide Food Service for Quarterly Review Meeting in Ajmer, Saksham Pravaah** and should be sent on the below address

Mr S S Phanse
F&A Manager, Saksham
Tata Institute of Social Sciences,
V N Purav Marg, Deonar
Mumbai 400 088
022-25525491



Mr S S Phanse
F&A Manager
Saksham