



# Krishna Kanta Handiqui State Open University

## Tender Document for Canteen Services

Tender enquiry No. KKHSOU/University Canteen/38/2017/118, Dated 31-01-2025

Krishna Kanta Handiqui State Open University  
H.O. Patgaon Rani Gate, Guwahati-781017  
City Office: Resham Nagar, Khanapara, Guwahati-781022  
Tel. 0361-2235971      Email. [info@kkhsou.in](mailto:info@kkhsou.in)

**NOTICE INVITING TENDER****Annexure-I**

Date: \_\_\_\_\_

**Sub: Notice Inviting Tenders for Canteen Services.**

Krisha Kanta Handiqui State Open University, Guwahati invites sealed Tenders from reputed Firms/Catering Party for Canteen Services.

All interested Bidders are requested to send their sealed quotation for providing Canteen Services as per details given in **Annexure-VIII**. The general terms and conditions and other details for bidders are at Annexure- **I to IX**.

**Details of tender are as follows;**

Tender Reference No.	KKHSOU/University Canteen/38/2017/118
Last Date and Time for receipt of Tender	20-02-2025 on or before 3.00 pm
Time and Date for Opening of Bid	20-02-2025 at 4.00 am
Tender Fee (non refundable)	Rs. 500/-
EMD (refundable but non-interest bearing)	Rs. 10,000/-
Contact Telephone Numbers	0361- 2235971, 2235642
For technical Details Contact through E-mail	<a href="mailto:info@kkhsou.in">info@kkhsou.in</a>

The Tender document and details of terms and conditions can be downloaded from our website [www.kkhsou.in](http://www.kkhsou.in)

The bid proposals are to be sent in **three separate** sealed envelopes **(i) Technical Bid (ii) Financial/Price Bid (iii) Tender Fee kept in one sealed envelope duly super-scribed with Tender Reference No. and Tender Notice detail as appended hereunder:**

<p><b>TENDER FOR PRINTING OF ANSWER SCRIPTS</b></p> <p><b>TENDER REF. NO _____ DATE: _____</b></p> <p><b>LAST DATE FOR SUBMISSION: _____</b></p> <p>To, The Registrar K. K. Handiqui State Open University NH-37, Resham Nagar, Khanapara Guwahati - 781022</p> <p>From: M/s _____ Contact No: _____ E-mail ID: _____</p>
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(N.B. The contact number and E-mail (if any) must be given)

**General Terms and Condition:**

1. The University has to reserve the right to obtain feedback from the previous/present clients of any interested party and also to depute its team(s) to inspect the site(s) at present contract(s) for obtaining on-spot first-hand information regarding the quality of food and services provided by the participating.
2. The firm will ensure that raw materials used for cooking are of very good quality, safe for human consumption, proper sanitation and hygiene of the premises. In the event of any poisoning/contamination, the party will be held fully responsible and liable to other penal actions under the law.
3. The firm shall be responsible for compliance of the labour laws in respect of personnel employed by them. The firm shall be the employer for his workers and the University will not be held responsible fully or partially for any dispute that may arise between the party and its workers.
4. The University will provide the space and running water for the canteen while the concerned Party will bear the cost of fuel, electricity etc.
5. The party would be responsible for verifying antecedent of the persons deployed by them and a certificate to this effect shall be provided by them in respect of each staff member. The party will have to bring its own tools, utensils, cookers, crockery, hot boxes, trolleys, equipment, jugs, plates etc. in sufficient quantity as needed to maintain the quality canteen services.
6. The party shall ensure proper conduct of his personnel in office premises and enforce prohibition of consumption of alcoholic drinks, paan, smoking, loitering without work and the canteen staff must be in proper uniform at all times. The party will provide uniforms to their canteen staff.
7. The workers of the canteen will vacate the premises of the building every day after the work is over and they will not be allowed to sleep in the office premises or otherwise utilize it in any other way after the working hours, unless there is an official requisition for their services beyond office hours.
8. Cleaning of canteen shall be done by the Party concerned. The garbage of the canteen shall also be disposed of by the firm on daily basis. The firm shall ensure cleanliness of the canteen all the time.
9. The party shall be responsible for all damages or losses of University property and will be liable to make good any such loss or damage excepting those due to reasonable use or wear and tear or such as caused by natural calamity.
10. It shall be the responsibility of the Party to obtain and keep ready necessary license/permissions from various government bodies for running canteen services and produce the same before the concerned authority as and when asked for.
11. Liability/responsibility in case of any accident causing injury/death to canteen worker or any of their staff shall be of the party. The University shall not be responsible by any means in such cases.
12. The concerned party is required to maintain the details of all his employees/workers and a list of such employees along with their details should be provided to the University. The Party will be responsible for payment of wages/salaries and social security dues of all such employees.
13. The Party shall not use the canteen premises for any other activity.
14. The Party will deploy adequate manpower for work during late hours and on Saturdays/Sundays including other holidays, according to the requirement of the University.
15. The Party shall be personally responsible for conduct and behaviour of its staff. If it is found that the conduct or performance of any person employed by the firm is unsatisfactory, the firm shall have to remove the concerned person and engage a new person within 48 hours of intimation

by the University Authority. The decision of the KKHSOU Authority designated officer in this regard shall be final and binding.

16. The University reserves the right to appoint officers/officials to inspect the quality of raw material, food and other items prepared and sold in the canteen. Any defect(s) pointed out by such officers/officials during their visits shall be properly attended to by the firm. Committee of KKHSOU offices will carry out necessary quality checks on a regular basis.
17. The Party has to maintain digital payments facilities (Card and UPI) for the customers in the canteen.
18. The Party shall be responsible for payment of bills etc. by the customers and in no way the University shall be held responsible for any payment issue by any of his customers.
19. Under certain circumstances the time of the canteen services will be extended by the University.
20. Total employees of the University are 180 (approximately) and more than 20 outsider customers may be availed the canteen services per day.
21. While evaluating bids, the University will accord priority or eligibility based on rendering of similar service, comparable experience, quality certification, regulation etc.
22. Enclose the tender Fee of Rs. 500/- (Five Hundred only).
23. Enclose the EMD of Rs. 10,000/- (Rupees Ten thousand only).
24. The University conducts various seminar, official meeting, conference etc. time to time. The Bidder shall offer separate rate for the food items.

**ELIGIBILITY CRITERIA:**

- i) Bidder should enclose a copy of the up-to-date Trade License of the Company/Firm/Agency.
- ii) Bidder should enclose a copy of the **PAN CARD** and **GST Registration Certificate** of the Company/Firm/Agency.
- iii) Experience of minimum 3 (three) years in similar nature of works in the Govt./reputed establishment.
- iv) Annual turnover last three years should not be less than Rs. 10,00,000/-.

**SUBMISSION OF OFFER:**

1. The Quotation **MUST BE ENCLOSED IN A SEALED COVER** superscribing Tender Number / due date & should reach the undersigned on or before due date mentioned in the tender notice. If the quotation cover is not sealed, it will be rejected.
2. Before the deadline for submission of the bid, the Institute reserves the right to modify the bidding document and to extend or not to extend the date of submission. Such amendment/modification will be notified to bidders receiving the bidding document in writing or by cable/fax/ email and will also be hosted on the Institute website.
3. Conditional Tenders will be summarily rejected.
4. A bidder may withdraw, substitute, or modify its bid after it has been submitted by sending a written notice signed by the authorized signatory before the date of submission of the bid. Any re-submission or modification in the bid should be submitted before the date & time of submission of bid as originally conveyed in the invitation of bid.
5. No bid may be withdrawn, substituted or modified in the interval between the deadline for submission of bids and the expiration of the period of bid validity specified by the Bidder on the Bid Form or any extension thereof.

6. **PRICE BID MUST BE SUBMITTED IN ENCLOSED PRICE BID FORMAT ONLY (at Annexure VIII).**
7. Tender should be submitted in the Tender Box in the office of the Purchase Section. No tender is to be handed over to our staff personally unless otherwise specified. All communications are to be addressed to the undersigned only. In case due date happens to be holiday the tender will be accepted and opened on the next working day.
8. Optional items, if any, should be quoted in separate sheet otherwise your quote will be rejected.

**EARNEST MONEY DEPOSIT (EMD):**

1. The BIDDER shall deposit Rs. 10,000/- as Earnest Money, to the Institute through the following instruments:
  - (i) A crossed Bank Draft in favour of "Registrar, KKHSOU Payable at Guwahati" shall be submitted separate sealed envelope along with the quotation.
  - or
  - (ii) A confirmed Bank Guarantee by an Indian Nationalized Bank, promising payment of the guaranteed sum to the BUYER on demand within three working days without any demur whatsoever and without seeking any reasons whatsoever. The demand for payment by the University shall be treated as conclusive proof of payment.
2. The Earnest Money shall be valid up to a period of 180 days or the complete conclusion of the contractual obligations to the complete satisfaction of both the BIDDER and the BUYER, including warranty period, whichever is later.
3. No interest shall be payable by the BUYER to the BIDDER on Earnest Money for the period of its currency.
4. In case of successful BIDDER, EMD will be returned within 30 days from the date of submission of Security deposit.
5. SSI/NSIC units are exempted for submitting EMD as per GOI order. Such firms are requested to submit the cost of tender which shall not be considered for exemption. SSI/ NSIC registration certificate in support of the claim to be attached to the bid mandatorily, failing which offer shall be rejected.
6. EMD of a Tender will be forfeited, if the bidder withdraws or amends or modified in tender or impairs or derogates from the tender in any respect within the period of validity of its tender. Further, if the successful bidder fails to furnish the required Security Deposit within the specified period and does not comply to PO terms and fails to deliver the stores, its EMD will be forfeited.

**SUPPLEMENTARY /MODIFIED OFFER:** Tender submitted against Notice Inviting Tender shall not be returned in case the tender opening date is extended/postponed. BIDDER desirous to modify their offer/terms may submit their revised/ supplementary offer(s) within the extended Tender Opening Date (TOD) by clearly stating to the extent of updating done to the original offer. The Institute reserves the right to open the original offer along with the revised offer.

**CANCELLATION OF TENDER:** Not withstanding anything specified in this tender document, University in its sole discretion, unconditionally and without assigning any reasons, reserves the rights:

- a) To accept OR reject lowest tender or any other tender or all the tenders.
- b) To accept any tender in full or in part.
- c) To reject the tender offer not confirming to the tender terms.
- d) To give purchase preference to Public Sector Undertakings whenever applicable as per Govt. Policy/ Guidelines.

**EVALUATION OF OFFER:**

- (a) The institute will evaluate technical and commercial acceptable offers on landed net price basis.
- (b) Offer which deviates from the vital conditions (as illustrates below) of the tender shall be rejected:
- a) Non submission of complete offers.
  - b) Receipt of offers after due date and time and or by email/fax (unless specified otherwise)
  - c) Receipt of offers in open conditions.
3. In case any BIDDER is silent on any clauses mentioned in this tender document, the University shall construe that the BIDDER had accepted the clauses as per the invitation to tender.
4. No revision in the terms and conditions quoted in the offer will be entertained after the last date and time fixed for receipt of tenders.
5. The date and time of Price Bid shall be intimated to technically qualifying bidders only.
6. The Buyer shall correct arithmetical errors on the following basis:
- (i) If there is a discrepancy between the unit price and the line item total that is obtained by multiplying the unit price by the quantity, the unit price shall prevail and the line item total shall be corrected, unless in the opinion of the Buyer there is an obvious misplacement of the decimal point in the unit price, in which case the line item total as quoted shall govern and the unit price shall be corrected.
  - (ii) If there is an error in a total corresponding to the addition or subtraction of subtotals, the subtotals shall prevail and the total shall be corrected; and
  - (iii) If there is a discrepancy between words & figures, the amount in words shall prevail, unless the amount expressed in words is related to an arithmetic error, in which case the amount in figures shall prevail subject to (i) and (ii) above.

**TRANSFER AND SUBLETTING:** The seller shall not sublet, transfer, assign or otherwise part with the acceptance to the tender or any part thereof, either directly or indirectly, without the prior written permission of the Buyer.

**FORCE MAJEURE:** Force Majeure will be accepted on adequate proof thereof.

**LEGAL MATTER:** All Domestic and International disputes are subject to Guwahati Jurisdiction Only.

**Dy.Registrar/Asst. Registrar  
KKHSOU**

(To be printed on Supplier's letterhead)

## **INTEGRITY PACT**

### **General**

This pre-bid pre-contract Agreement hereinafter called the Integrity Pact is made on..... day of the month of ..... , between, on one hand, the Registrar, KKHSOU Guwahati hereinafter called the "BUYER" of the first part and M/s.....represented by Shri ..... ,Director/Chief Executive Officer/ General Manager hereinafter called the "BIDDER/Seller" of the second part.

WHEREAS the BUYER proposes to procure ..... (Name of the Stores/Equipment/Item) and the BIDDER/Seller is willing to offer/has offered the stores and WHEREAS the BIDDER is a private company/public company/Government undertaking/partnership/registered export agency, constituted in accordance with the relevant law in the matter and the BUYER is a Autonomous Body/Department of the Government of Assam performing its functions in Assam.

NOW, THEREFORE, to avoid all forms of corruption by following a system that is fair, transparent and free from any influence/prejudiced dealings prior to, during and subsequent to the currency of the contract to be entered into with a view to enabling the BUYER to obtain the desired said stores / equipment at a competitive price in conformity with the defined specifications by avoiding the high cost and the distortionary impact of corruption on public procurement, and Enabling BIDDERS to abstain from bribing or indulging in any corrupt practice in order to secure the contract by providing assurance to them that their competitors will also abstain from bribing and other corrupt practices and the BUYER will commit to prevent corruption, in any form, by its officials by following transparent procedures.

The parties hereto hereby agree to enter into this Integrity Pact and agree as follows:

### **Commitments of the BUYER**

- 1.1 The BUYER undertakes that no official of the BUYER, connected directly or indirectly with the contract, will demand, take a promise for or accept, directly or through intermediaries, any bribe, consideration, gift, reward, favour or any material or immaterial benefit or any other advantage from the BIDDER, either for themselves or for any person, organization or third party related to the contract in exchange for an advantage in the bidding process, bid evaluation, contracting or implementation process related to the Contract.
  - 1.2 The BUYER will, during the pre-contract stage, treat all BIDDERS alike, and will provide to all BIDDERS the same information and will not provide any such information to any particular BIDDER which could afford an advantage to that particular BIDDER in comparison to other BIDDERS.
  - 1.3 All the officials of the Buyer will report to the appropriate Government office any attempted or completed breaches of the above commitments as well as any substantial suspicion of such a breach.
2. In case any such preceding misconduct on the part of such official (s) is reported by the BIDDER to the BUYER, with full and verifiable facts and the same is prima facie found to be correct by the BUYER, necessary disciplinary proceedings, or any other action as deemed fit, including criminal proceedings may be initiated by the BUYER and such a person shall be debarred from further dealings related to the contract process. In such a case while an

enquiry is being conducted by the BUYER the proceedings under the contract would not be stalled.

### 3. **Earnest Money Deposit**

5.1 The BIDDER shall deposit an amount as Earnest Money after selection with the Institute through the following instruments:

- a. A confirmed Bank Guarantee by an Indian Nationalized Bank, promising payment of the guaranteed sum to the BUYER on demand within three working days without any demur whatsoever and without seeking any reasons whatsoever. The demand for payment by the Institute shall be treated as conclusive proof of payment.

5.2 The Earnest Money shall be valid up to a period of 180 days or the complete conclusion of the contractual obligations to the complete satisfaction of both the BIDDER and the BUYER, including warranty period, whichever is later.

5.3 No interest shall be payable by the BUYER to the BIDDER on Earnest Money for the period of its currency.

5.4 In case of successful BIDDER, EMD will be returned within 30 days from the date of submission of Performance Bank Guarantee/Security Deposit.

### 4. **SECURITY DEPOSIT:**

6.1 Successful tenderer/ bidder should submit security deposit of Rs. 20,000/- in the form of Bank Guarantee / FDRs.

6.2 The Bank Guarantee/FDR should be established in favour of "**Registrar, KKHSOU**" through any Bank situated at Guwahati or outstation with a clause to enforced the same on their local branch at Guwahati.

6.3 Bank guarantee against Security Deposit shall be kept valid during the period of contract and shall continue to be enforceable for a period of two years from the date of order acknowledgement.

### 5. **Facilitation of Investigation**

In case of any allegation of violation of any provisions of this pact or payment of commission, the BUYER or its agencies shall be entitled to examine all the documents including the Books of Accounts of the BIDDER and the BIDDER shall provide necessary information & documents in English and shall extend all possible help for the purpose of such examination.

### 6. **Law and Place of Jurisdiction**

This Pact is subject to Indian Law. The place of performance and Jurisdiction is the Seat of the BUYER.

### 7. **Law and Other Legal Actions**

The actions stipulated in this Integrity Pact are without prejudice to any other legal action that may follow in accordance with the provisions of the extant law in force relating to any civil or criminal proceedings.

### 8. **Validity**

13.1 The validity of this Integrity Pact shall be from date of its signing and extend upto 5 years or the complete execution of the contract to the satisfaction of both the BUYER and the BIDDER/ Seller, including warranty period, whichever is later. In case BIDDER is unsuccessful, this Integrity Pact shall expire after six months from the date of the signing of the contract.

13.2 Should one or several provisions of this pact turn out to be invalid, the remainder of this pact remains valid. In this case, the parties will strive to come to an agreement to their original intentions.

9. The parties hereby sign this Integrity Pact.

BUYER  
Registrar, KKHSOU  
Date & Place

BIDDER  
Signature with seal  
Date & Place

Witness

Witness

1. \_\_\_\_\_

1. \_\_\_\_\_

2. \_\_\_\_\_

2. \_\_\_\_\_

**FORMAT FOR EARNEST MONEY DEPOSIT / BID SECURITY****(To be typed on Non-judicial stamp paper of the value of Indian Currency of One Hundred)**

(TO BE ESTABLISHED THROUGH ANY OF THE NATIONALISED BANKS (WHETHER SITUATED AT GUWAHATI OR OUTSTATION) WITH A CLAUSE TO ENFORCE THE SAME ON THEIR LOCAL BRANCH AT GUWAHATI OR ANY SCHEDULED BANK (OTHER THAN NATIONALISED BANK) SITUATED AT GUWAHATI. BONDS ISSUED BY CO-OPERATIVE BANKS ARE NOT ACCEPTED)

**LETTER OF GUARANTEE**

To,  
Registrar,  
KKHSOU  
Resham Nagar, Khanapara, Guwahati - 781022

IN ACCORDANCE WITH YOUR TENDER for supply of ....., M/S ..... (hereinafter called the "Bidder") having its Registered Office at ..... wish to participate in the said bid for the supply ..... as an irrevocable Bank Guarantee against Earnest Money Deposit for an amount of Rs. .... (Rupees .....) valid up to ..... (180 days from the date of issue of Bank Guarantee), is required to be submitted by the bidder as a condition precedent for participating in the said bid, which amount is liable to be forfeited by the Buyer on (1) the withdrawal or revision of the offer by the bidder within the validity period, (2) Non acceptance of the Letter of Indent / Purchase order by the Bidder when issued within the validity period, (3) failure to execute the contract as per contractual terms and condition within the contractual delivery period and (4) on the happening of any contingencies mentioned in the bid documents.

**During the validity of this Bank Guarantee:**

We, .....(Bank name) having its Registered Office at.....guarantee and undertake to pay immediately on first demand by.....the amount ofRs.....(Rupees.....)without any reservation, protest, demur and recourse. Any such demand made by the University shall be conclusive and recourse. Any such demand made by the buyer shall be binding on the Bank irrespective of any dispute or difference raised by the Bidder.

The Guarantee shall be irrevocable and shall remain valid up to .....(180days from the date of issue of Bank Guarantee) If any further extension is required, the same shall be extended to such required period on receiving instruction from the Bidder, on whose behalf the is Guarantee is issued.

**Notwithstanding anything contained herein**

- i. Our liability under this Bank Guarantee shall not exceed Rs..... (Rupees.....).
- ii. This Bank Guarantee shall be valid up to .....(date).

iii. We are liable to pay the guaranteed amount or any part thereof under this Bank Guarantee only and only if you serve upon us a written claim or before..... (date).

This Bank further agrees that the claims if any, against this Bank Guarantee shall be enforceable at our branch office at .....situated at ..... (Address of local branch).

**Yours truly,**

Signature and seal of the guarantor:

Name of Bank:

Address:

Date:

**Instruction to Bank:** Bank should note that on expiry of Guarantee Period, the Original Guarantee will not be returned to the Bank. Bank is requested to take appropriate necessary action on or after expiry of guarantee period.

**Annexure V****FORMAT FOR PERFORMANCE BANK GUARANTEE**

**(To be typed on Non-judicial stamp paper of the value of Indian Rupees of One Hundred)**

(TO BE ESTABLISHED THROUGH ANY OF THE NATIONAL BANKS (WHETHER SITUATED AT GUWAHATI OR OUTSTATION) WITH A CLAUSE TO ENFORCE THE SAME ON THEIR LOCAL BRANCH AT GUWAHATI OR ANY SCHEDULED BANK (OTHER THAN NATIONALISED BANK) SITUATED AT GUWAHATI. BONDS ISSUED BY CO-OPERATIVE BANKS ARE NOT ACCEPTED.)

To,  
Registrar,  
KKHSOU  
Resham Nagar, Khanapara, Guwahati - 781022

**LETTER OF GUARANTEE**

WHEREAS Krishna Kanta Handiqui State Open University, Guwahati (Buyer) have invited Tenders vide Tender No..... Dt. ....for purchase of ..... ANDWHEREAS the said tender document requires that any eligible successful tenderer (seller) wishing to supply the equipment /machinery etc. in response thereto shall establish an irrevocable Performance Guarantee Bond in favour of **"Registrar, Krishna Kanta Handiqui State Open University, Guwahati"** in the form of Bank Guarantee for Rs ..... and valid till **two years** from the date of issue of Performance Bank Guarantee may be submitted within 30 (Thirty) days from the date of acceptance as a successful bidder.

NOW THIS BANK HEREBY GUARANTEES that in the event of the said tenderer (seller) failing to abide by any of the conditions referred in tender document / purchase order / performance of the equipment / machinery, etc. this bank shall pay to Krishna Kanta Handiqui State Open University, Guwahati on demand and without protest or demur Rs ..... (Rupees.....).

This bank further agrees that the decision of Krishna Kanta Handiqui State Open University, Guwahati (Buyer) as to whether the said Tenderer (Seller) has committed a breach of any of the conditions referred in tender document / purchase order shall be final and binding.

We, ..... (name of the bank & branch) hereby further agree that the guarantee herein contained shall not be affected by any change in the constitution of the Tenderer (Seller) and/ or Krishna Kanta Handiqui State Open University, Guwahati (Buyer).

**Notwithstanding anything contained herein:**

1. Our liability under this Bank Guarantee shall not exceed Rs. .... (Indian Rupees ..... only).
2. This Bank Guarantee shall be valid up to .....(date) and
3. We are liable to pay the guaranteed amount or any part thereof under this bank guarantee only and only if University serve upon us a written claim or demand on or before ..... (date).

This Bank further agrees that the claims if any, against this Bank Guarantee shall be enforceable at our branch office at ..... situated at ..... (Address of local branch).

Yours truly,

Signature and seal of the guarantor:

Name of Bank:

Address:

Date:

**Instruction to Bank:** Bank should note that on expiry of Guarantee Period, the Original Guarantee will not be returned to the Bank. Bank is requested to take appropriate necessary action on or after expiry of bond period.

**PREVIOUS EXPERIENCE FORMAT**

Name of the Firm:

Order placed by {Full address of Buyer}	Order No. and Date	Description	Date of completion	Ongoing Contract	Contact person along with telephone No. , Fax No., E mail address

Signature and Seal of the Manufacturer/ bidder .....

Place:

Date:

**Annexure VII****TECHNICAL BID (All the information is to be supported by necessary documents as indicated in the previous pages)****General Information**

1. Name of the Bidder
2. Full Address of the Bidder with Pin Code, Telephone number, Fax number, e-mail address
3. Local Address of the Bidder, (if any) with Pin Code, Telephone number, Fax number, E-mail address
4. Registration with concerned Government bodies
5. Company Registration (in case of Private Limited or Limited company)
6. Registered deed of partnership (in case of partnership)
7. Trade License
8. GST Certificate
9. PAN Card
10. Annual Turn Over in last 3 years (should not be less than Rs.5,00,000/-per year)
11. Supporting documents for experience of minimum 3 years.
12. Ownership documents.

**Tender Format-1****PRICE BID  
(For Day to Day Canteen Service)**

Tender Reference No.:

Date:

Sl. No.	Item Description	Unit Rate
1.	Veg Thali (Rice + Daal + Mix Veg/Labra/Veg Dry Fry + Salad/Papad/Chatni)	
2.	Veg Thali with Paneer (Rice + Daal + Mix Veg/Labra/Veg Dry Fry + Salad/Papad/Chatni + Paneer)	
3.	Non-Veg Thali with Fish (Rice + Daal + Mix Veg/Labra/Veg Dry Fry + Salad/Papad/Chatni + 1 pc. Fish)	
4.	Non-Veg Thali with Chicken (Rice + Daal + Mix Veg/Labra/Veg Dry Fry + Salad/Papad/Chatni + 4 pc. Chicken)	
5.	Non-Veg Thali with Mutton (Rice + Daal + Mix Veg/Labra/Veg Dry Fry + Salad/Papad/Chatni + 4 pc. Mutton)	
6.	Non-Veg Thali with Egg (Rice + Daal + Mix Veg/Labra/Veg Dry Fry + Salad/Papad/Chatni + 1 pc. Egg)	
7.	Roti/Paratha with Sabzi	
8.	Omelet Single/Double	
9.	Red Tea / Milk Tea / Coffee	
10.	Veg Roll / Egg Roll / Chicken Roll	

**PRICE BID  
(For Seminar, Conference & Meetings)**

Sl. No.	Item Description	Unit Rate
1.	Breakfast (Tea + Puri/Roti + Sabzi + Egg + Banana)	
2.	Veg Thali (Rice + Daal + Mix Veg/Labra/Veg Dry Fry + Salad/Papad/Chatni) + Veg Kofta + Dessert	
3.	Veg Thali with Paneer (Rice + Daal + Mix Veg/Labra/Veg Dry Fry + Salad/Papad/Chatni + Paneer)	
4.	Non-Veg Thali with Fish (Rice + Daal + Mix Veg/Labra/Veg Dry Fry + Salad/Papad/Chatni + 1 pc. Fish)	
5.	Non-Veg Thali with Chicken (Rice + Daal + Mix Veg/Labra/Veg Dry Fry + Salad/Papad/Chatni + 4 pc. Chicken)	
6.	Non-Veg Thali with Mutton (Rice + Daal + Mix Veg/Labra/Veg Dry Fry + Salad/Papad/Chatni + 4 pc. Mutton)	
7.	Evening Tea (Red Tea / Milk Tea + Biscuits)	
8.	High Tea (Red Tea / Milk Tea + Aloo Chop/Cutlet/ + Kaju + Boil Cake)	

- 1) Delivery Mode: Free Delivery at KKHSOU site.
- 2) **Total Bid price should be inclusive of all taxes and levies, transportation, loading, unloading, etc.**
- 3) Payment Term: Payment within 30 days from the date submission of bill.

PAN No.:

GST Registration No.:

Signature:

Name:

Bank Address:

Affix Rubber Stamp:

Place:

Date:

**MANDATE FORM FOR ELECTRONIC FUND TRANSFER/RTGS TRANSFER**

Date: / /

To  
The Registrar,  
Krishna Kanta Handiqui State Open University  
Patgaon, Rani,  
Guwahati – 781017

Sub: Authorization for release of payment / dues from Krishna Kanta Handiqui State Open University, Guwahati through Electronic Fund Transfer/RTGS Transfer.

1. Name of the Party/Firm/Company/Institute:

2. Address of the Party:

City \_\_\_\_\_ Pin Code \_\_\_\_\_  
E-Mail ID \_\_\_\_\_ Mob No: \_\_\_\_\_  
Permanent Account Number(PAN) \_\_\_\_\_

3. Particulars of Bank:

Bank name		Branch Name	
Branch Place		Branch City	
PIN Code		Branch Code	
MICR No.			
(9 digit number appearing on the MICR Bank of the Cheque supplied by the Bank, Please attach a Xerox copy of a cheque of your bank for ensuring accuracy of the bank name, branch name and code number)			
IFS Code: (11 digit alpha numeric code)			
Account Type	Savings	Current	Cash Credit
Account Number			

**DECLARATION**

I hereby declare that the particulars given above are correct and complete. If any transaction delayed and not effected for reasons of incomplete or incorrect information I shall not hold Registrar, KKHSOU, Guwahati responsible. I also undertake to advise any change in the particulars of my account to facilitate updating of records for purpose of credit of amount through NEFT/RTGS Transfer.

Place: \_\_\_\_\_

Date: \_\_\_\_\_

**Signature & Seal of the Authorized Signatory of the Party**

Certified that particulars furnished above are correct as per our records

Bankers Stamp:

Date: \_\_\_\_\_

**Signature of the Authorized Official from the Bank**

***N.B: Please fill in the information in CAPITAL LETTERS, computer typed; please TICK wherever it is applicable***