



# GOVERNMENT GENERAL DEGREE COLLEGE CHAPRA

OFFICE OF THE PRINCIPAL  
HIGHER EDUCATION DEPARTMENT  
GOVERNMENT OF WEST BENGAL  
AFFILIATED TO THE UNIVERSITY OF KALYANI

Vill : Shikra, P.O. Padmamala, P.S. Chapra, Dist : Nadia, PIN : 741123, W.B.  
Website : www.chapragovtcollege.org ; E mail : cgcollege2015ku@gmail.com; cgcollege2015@gmail.com  
Contact : + 91 7318958511  
**ESTD : 2013**

Memo No.....

Date:.....

## TENDER NOTICE

**No. 63/24/GGDCC**

**Date: 18/10/2024**

[Vide our Paper Tender Advtt. Memo No. 167/24/GGDCC/Tender Dated: 10th June, 2024 Ref. Tender Notice Published in two daily newspapers 'EKDIN' & 'The Statesman' - 10th June 2024 vide No. 163/CGC/Tender dt. 03/06/2024]

Sealed Quotations are invited from the reputed Registered Event Management Agency/approved Caterer having FSSAI Certificate for the following works regarding the NAAC Peer team visit at Government General Degree College Chapra by the Principal, Govt General Degree College Chapra, at Shikra, PO. Padmamala, PS. Chapra, Dist Nadia, West Bengal-741123.

Details of works under Different Heads are as follows:-

### *Supply and Catering of Food items for NAAC Peer Team:*

| Sl. No. | Day | Slot           | Items   | No. of Approx. Head |
|---------|-----|----------------|---|---------------------|
| 1       | ONE | Morning        | Fruit Juice/Coconut Water etc.                    | 15                  |
| 2       |     |                | Tea/Coffee, nuts, cookies etc.                    | 15                  |
| 3       |     | LUNCH          | Veg   | 15                  |
| 4       |     |                | Non Veg.  | 70                  |
| 5       |     | EVENING SNACKS | Tea/Coffee, Nuts, Samosa, Cookies etc.            | 15                  |
| 6       |     |                | Alumni Meeting (Tea/Coffee, Samosa, sweet etc.)   | 72                  |
|         |     |                | Guardian Meeting (Tea/Coffee, Samosa, sweet etc.) | 90                  |
|         |     |                | High Tea/Coffee, Cookies etc.                     | 50                  |
|         | TWO | Morning        | Fruit Juice/Coconut Water etc.                    | 15                  |
|         |     |                | Tea/Coffee, Nuts, Cookies etc.                    | 15                  |
|         |     | Lunch          | Veg.  | 10                  |
|         |     |                | Non Veg   | 10                  |
|         |     | EVENING SNACKS | Tea/Coffee, Nuts, Cookies etc.                    | 15                  |
|         |     |                | High Tea/Coffee, Samosa, Cookies, Sweet etc.      | 30                  |

**Detail Terms and Conditions etc. are as follows:-**

1. Last date of submission of sealed envelope at the Office of the Principal's Tender Box, Govt General Degree College Chapra is **28.10.2024** and the date of opening of Quotation is **13.11.2024**. The Drop Box will be available at the Office of the Principal, Govt General Degree College Chapra during Office Hours in week days and during Holidays it will be placed at the Security Counter of the College Main Gate from 10:00 AM to 5:00 PM daily.
2. Typed Quotations/Tenders without Seal will not be entertained.
3. All Quotations are to be valid till 5:00 PM on **31.03.2025**.
4. **Purchase of different items/Services is subject to the availability of Government Fund.**





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5. Photocopy of PAN Card in the name of the Organization or Proprietor, Copy of Income Tax Return for the Current Assessment year, GST Certificate with copy of current return and copy of company registration certificate, updated trade licence from the local authority should be enclosed, Food Security Certificate from FSSAI for Food Supply and Catering. In case the PAN Card is in the name of the proprietor, copy of the certificate from the proper Authority regarding proprietorship should also be enclosed.
6. In case of inability of the Vendor selected as L1 for supply of the ordered items/Services due to some unavoidable circumstances, then they must inform the same in written in the Official Letter Head along with designated signature and seal in prior not less than sufficient time from the date of the event, in such case the order will be cancelled and it will be given to the next eligible L2 Vendour.
7. Items and services to be supplied must maintain the standard of quality and safeness.
8. **All the Tender Quotations must be dropped in the Tender Box.**
9. **No Tender Quotations will be accepted by Hand.**
10. **Tax Invoices (4 Copies) are to be produced for payment as per date mentioned in the order form.**
11. **Payment of bills will be made as per Govt. Rules.**
12. Any ambiguity in the Quotations/Tenders will be automatically cancelled without any information.
13. **The College Authority has all rights to cancel the whole process of Tender at any stage.**



  
(DR. SUBHASIS PANDA)

Principal  
Govt. General Degree College, Chapra  
Vill.-Shikra, P.O.-Padmamala  
Nadia-741123

PRINCIPAL  
Govt General Degree College Chapra

Copy forwarded to:

1. Tender & Purchase Subcommittee, GGDC Chapra
2. NAAC Peer Team Visit Monitoring Subcommittee, GGDC Chapra
3. IQAC Coordinator, GGDC Chapra