



NOTICE INVITING QUOTATION

To

M/S _____

Due Date and Time:
03.11.2026, upto
11:00 A.M.

Opening of Quotations:
03.11.2026, 12:00 Noon

Subject: Notice Inviting Quotation for Food and Refreshment services During Youth Festival (13 to 15 Nov., 2026)

Sealed quotations are hereby invited from reputed and experienced caterers, firms and agencies for providing hygienic and quality food, refreshments, tea and dinner during the Youth Festival scheduled from 13th to 15th November, 2026, at Indira Gandhi University, Meerpur, Rewari. The quotations shall be submitted on a per-plate/per-person basis as per the following menu and schedule. The tentative requirements are as follows:

1. Detailed Menu and Schedule

Day 1: 13 November 2026 (Friday)

Time	Meal	Menu
Whole Day	चाय	चाय (लगभग 500 कप), बिस्कुट एवं नमकीन
01:00 P.M.	दोपहर का भोजन	पालक पूरी, तवा रोटी, जीरा चावल, राजमा, मिक्स वेज, सलाद, पापड़, अचार, रायता, गुलाब जामुन (लगभग 800 व्यक्ति)
07:30 P.M.	रात्रि भोजन	पूरी, तवा रोटी, चावल, दाल तड़का, घीया कोफ़्ता सब्जी, पापड़, अचार, गरम गुलाब जामुन (लगभग 200 व्यक्ति)

Day 2: 14 November 2026 (Saturday)

Time	Meal	Menu
Whole Day	चाय	चाय, बिस्कुट एवं नमकीन (लगभग 500 कप)
8:00 AM	नाश्ता	ब्रेड स्लाइस, मक्खन, पोहा, चाय, मिक्स पूरी, आलू की सब्जी, जलेबी (लगभग 100 व्यक्ति)
01:00 P.M.	दोपहर का भोजन	मिक्स पूरी, तवा रोटी, जीरा चावल, मिक्स दाल, आलू-गोभी की सब्जी, सलाद, पापड़, अचार, रायता, मूंग का हलवा (वीटा देसी घी) (लगभग 800 व्यक्ति)
8:30 PM	रात्रि भोजन	पूरी, तवा रोटी, चावल, दाल तड़का, मिक्स वेज, कढ़ी, सलाद, पापड़, अचार, मूंग दाल का हलवा (वीटा देसी घी) (लगभग 200 व्यक्ति)

Day 3: 15 November 2026 (Sunday)

Time	Meal	Menu
Whole Day	चाय	चाय (लगभग 500 कप), बिस्कुट एवं नमकीन
8:00 AM	नाश्ता	ब्रेड-जैम, काला चना, सूजी का हलवा (वीटा देसी घी), आलू पराठा, दही, चाय (लगभग 100 व्यक्ति)
01:00 P.M.	दोपहर का भोजन	तवा रोटी, पालक पूरी, जीरा चावल, शाही पनीर, दाल मखनी, रसगुल्ला, सलाद, पापड़ एवं अचार (लगभग 800 व्यक्ति)
07:00 P.M.	रात्रि भोजन	तवा रोटी, सादी पूरी, चावल, दाल तड़का, आलू-गाजर की सब्जी, सलाद, पापड़, अचार, रसगुल्ला (लगभग 200 व्यक्ति)

2. Financial Bid Format

The interested caterers shall quote their rates in the following format:

Sr. No.	Particulars	Rate per Person (₹)
1	Tea, Biscuits, Namkeen	
2	Breakfast	
3	Lunch	
4	Dinner	

GST: Inclusive / Extra (specify applicable rate)

The rates shall include food preparation, transportation, serving staff, crockery, utensils, drinking water arrangements with meals, cleaning and all incidental expenses.

3. Terms and Conditions

1. The food must be freshly prepared, hygienic, nutritious and of good quality.
2. The agency shall provide sufficient serving staff, utensils, crockery, tables and other necessary catering arrangements.
3. The number of persons may be increase for each meal shall be communicated by the University or the authorized Youth Festival Committee.
4. Payment shall be made on the basis of actual meals served and duly verified by the authorized committee.
5. The caterer shall maintain proper cleanliness at the preparation and serving locations and ensure appropriate waste disposal.
6. The University reserves the right to inspect food quality and reject food found unsuitable or unhygienic.
7. The quoted rates shall remain valid for the entire duration of the Youth Festival.
8. The University reserves the right to accept or reject any or all quotations without assigning any reason, subject to applicable procurement rules.

9. The selected agency shall comply with instructions issued by the authorized University committee regarding meal timings, serving arrangements and quantities.
10. Applicable taxes and statutory deductions shall be governed by prevailing rules.

4. Submission of Quotations

Interested firms/agencies may submit their sealed quotations, duly signed and stamped, along with copies of the required registrations and supporting documents, to:

The Registrar

Indira Gandhi University

Meerpur, Rewari, Haryana

Venue of Opening of Quotation: Room No. 52, Department of Political Science, 2nd Floor, Rao Tula Ram Block, IGU

The envelope should be clearly superscribed:

“Lunch, Refreshment, Catering services during Youth Festival, 13–15 November 2026.”

 28.10.2026
Convener, Committee

Cc: For information and necessary action:

1. Director, UCC, I.G. University, with request to upload the same on University Website
2. DSW, I.G., University
3. F.O. I.G., University
4. D.R. (P&S), I.G., University
5. All Committee Members