



**North Eastern Regional Institute of Science & Technology**  
Deemed to be University  
Nirjuli :: Arunachal Pradesh :: 791109

**(Office of Hostel Management Council)**

NIQ No: 5/2026 dated 22/06/2026

1	Last date of Receipt of Tender Paper	09/07/2026 by 12.30 p.m. at Office of HMC, NERIST, Nirjuli, A.P.
2	Date opening of Tender	09/07/2026 at 4.00 p.m. at Dean,s Conference Hall .

**Tender/Quotation Paper: FOR FOOD CATERING SERVICE**



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**(Office of Hostel Management Council)**

**No.HMC/NIQ/Veg/Etc./2017/345**

**Dated 22/06/2026**

Notice inviting Quotation

**NIQ No : 5/2026**

Sealed quotations are invited from reputed firms for the food catering service in Hostels for a period of 1 year, However, based on the service which can be extendable for one more year. Those who have seven years of experience in Govt. organization/Education Institution of repute may submit their bid. The agencies/person who are confident of fulfilling the terms and conditions mentioned herein only may quote their rate/bid. Lowest bidder will be selected for supplying of vegetables/chicken/fish and food catering in Hostels.

**Important points to note:**

1	Cost of tender paper	Rs. 2500/- (Non-refundable)
2	Period of collecting Tender Paper	22/06/2026 to 08/07/2026 from Office of Hostel Management Council (HMC), NERIST from 9.30 a.m. to 12.30 pm.Tender paper may also to downloaded from Institute's website <a href="http://www.nerist.ac.in">http://www.nerist.ac.in</a> .
3	Last date of submission of duly filled (sealed quotation)	09/07/2026 by 12.30 p.m. at Chairman(HMC),s office
4	Date & Time of opening of Tender	09/07/2026 at 4.00 p.m. at Dean,s conference Hall.
5	Security Deposit for food catering service for Hostels:- Brahmaputra, Subansiri, Subansiri(extnd) , Kurung-Paniu and Research Scholar Hostel for 1(one) Year	Rs.100000/- in form of DD in favour of Chairman payable at SBI NERIST Branch (Code No. 18744) to be enclosed with the Quotation separately

The tender paper may be obtained from the Office of HMC by paying Rs.2500/= (non-refundable) in the form of demand draft(DD)/pay order drawn from State Bank of India in favour of Chairman (HMC), payable at NERIST Branch (Code No. 18744).The Tender document can also be downloaded from the website <http://www.nerist.ac.in> . Filled up tender paper cum Quotation paper without DD will be rejected during the operation of Technical Bid. . In case Tender document is downloaded from the website the bidder should attach the aforesaid draft for Rs.2500/ the Tender paper, while submitting the same.

Sd/-  
Chairman,HMC  
NERIST,Nirjuli

## (I). IMPORTANT INSTRUCTIONS TO TENDERERS

1. The following documents are required to be enclosed along with the quotation for **Food Caterer** failing which it will lead to rejection of their quotation
  - (i) Proof of minimum of seven years' experience in food catering service to Govt. organization/Educational Institution.
  - (ii) Latest Bank Solvency Certificate for minimum of Rupees three crore obtained from any Nationalized Bank.
  - (iii) Photo copy of Trading licence.
  - (iv) Photocopy of PAN Card issued by Income Tax Department.
  - (v) GST Registration Certificate along with GSTR-3B.
  - (vi) Income tax return
  - (vii) Balance sheet for the last five(5) years
  - (viii) food Licence (Fssai)
  - (ix) Food Training licence
  - (x) ESIC Registration Certificate
  - (xi) Non-Conviction certificate from Judicial magistrate.
  - (xii) PAN Card
  - (xiii) Aadhaar Card
  - (xiv) Udyam Registration certificate.

2. Quotation (s) are required to be duly sealed (with Wax) and to be submitted to the “**The Chairman (HMC), NERIST, PO&PS: Nirjuli, Dist: Papum Pare, Arunachal Pradesh Pin-791109**” duly completed in all respect within the date and time mentioned in the NIQ and Terms and conditions as stated below. The bidders are required to submit their quotation(s) for the mentioned work in the envelopes clearly super scribing such as “ Food Catering Service ” on the **Envelope** and the enveloped should be enclosed with Sub-Envelopes consists of Technical bids(**A**) and Financial/Price bids(**B**) separately.

**Sub-Envelope(A)-Technical Bids** shall be opened first, which would decide the capability and eligibility of the bidders in accordance with the criteria laid down in the NIQ. The financial/price bid of those bidders will not be opened who does not fulfil the required documents of the Technical bid.

**Sub-Envelope(B)-Financial/Price Bids** shall be opened only of those quotation(s) who have qualified the Sub-Envelope(A)(Technical Bids).

3. Security Deposit of amount as mentioned above is to be enclosed with the Quotation, which is mandatory. The Security Deposit will be refunded to the non-selected bidders on the next working day. The Security Deposit amount is to be drawn in the form of demand draft/pay order/Banker's Cheque from SBI in favour of Chairman, HMC(Hostel), HMC payable at NERIST **Branch (Code No. 18744)**.

## (II) TERMS AND CONDITIONS OF NIQ

### III.1] Food Catering Service.

1. The Rate(s) of meal per day should be properly quoted. The per day meal includes dinner, lunch, breakfast and afternoon tea. the quoted rate(s) will be valid for 12 months and will not change. However, after expiry of 12-month time, the rate may be revised depending upon the prevailing market rates in other university/college.
2. The lowest quoted rate(s) of meals with clear cut indication of daily Menu will be considered.
3. Once rate is fixed/approved for the particular 12 months shall not be changed under any circumstances and no representation will be entertained in this regard.
4. Approved agency/caterer has to follow the terms & condition strictly. Necessary modification, if required will be done from time to time.
5. Good quality and hygienic diet/food should be provided at the hostels.
6. The Dean(SA)/Chief Warden/Warden/caretaker/Mess secretary shall randomly conduct hostel visits for checking the quality of food. In case low quality & unhygienic food is found, out rightly the agency will be discontinued.
7. Payment will be made after completion of one month's catering which will be made by 14<sup>th</sup> of every month. The payment will be made through cheque only, no cash transaction will be entertained. However, in case of the caterer is discontinuing catering at his own and without prior information; the accrued amount of the fooding shall be forfeited by the office of Hostel Management Council.
8. The caterer has to submit the bank details (Account No. name of bank, IFSC code and bank address) in a stamp paper signed by notary officer with notary certificate.
9. The Chairman(HMC) has the right to discontinue catering order at any time, if the service of any supplier is found unsatisfactory.

Discretionary Power: The Chairman(HMC) reserve the right accept or to reject any or all quotations without assigning any reasons thereof. In case of any dispute relating to interpretation; of any clause, the matter shall be referred to the Director, NERIST for his decision which will be final and binding to all parties.

Sd/-  
Chairman(HMC)  
NERIST, Nirjuli