



शहीद महेन्द्र कर्मा विश्वविद्यालय, बस्तर

धरमपुरा-2, जगदलपुर, जिला-बस्तर, छत्तीसगढ़, भारत पिनकोड 494001

Shaheed Mahendra Karma Vishwavidyalay, Bastar

Dharampura-2, Jagdalpur, Distt.-Bastar, Chhattisgarh, Bharat Pincode 494001

Telephone 07782-229037, Fax 07782-229037 Website: www.smkvvbastar.ac.in

क्रमांक / 66 / भण्डार / श.म.क.वि.वि. / 2026

जगदलपुर, दिनांक 22 / 04 / 2026

प्रति,

महाप्रबंधक,
छत्तीसगढ़ संवाद,
नॉर्थ ब्लॉक, सेक्टर 19,
अटल नगर, नवा रायपुर (छ.ग.)

विषय:- संक्षिप्त निविदा विज्ञापन प्रकाशित करने के संबन्ध में।

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उपरोक्त विषयान्तर्गत शहीद महेन्द्र कर्मा विश्वविद्यालय, बस्तर के इनोवेशन महाकुंभ 1.0 कार्यक्रम के लिए कैटरिंग कार्य हेतु निविदा का संलग्न विज्ञापन प्रारूप न्यूनतम आकार एवं कम दर में छत्तीसगढ़ प्रदेश स्तरीय बहुप्रचारित दो समाचार पत्रों में एवं राष्ट्रीय स्तर के बहुप्रचारित एक समाचार पत्र में दिनांक 23.04.2026 के पूर्व (किंसी एक दिवस एवं एक संस्करण में) प्रकाशित करने का कष्ट करेंगे तदुपरांत प्रकाशित विज्ञापन का समाचार पत्र की मूल प्रति सहित देयक भुगतान हेतु प्रेषित करेंगे।

संलग्न :- विज्ञापन प्रारूप।

(माननीय कुलपति से अनुमोदित)

कुलसचिव

शहीद महेन्द्र कर्मा विश्वविद्यालय, बस्तर
जगदलपुर, दिनांक 22 / 04 / 2026

पृ.क्रमांक / 67 / भण्डार / श.म.क.वि.वि. / 2026

प्रतिलिपि:-

1. मान. कुलपति, शहीद महेन्द्र कर्मा विश्वविद्यालय, बस्तर, जगदलपुर की ओर सूचनार्थ।
2. वित्त अधिकारी, शहीद महेन्द्र कर्मा विश्वविद्यालय, बस्तर, जगदलपुर की ओर सूचनार्थ।
3. वेबसाईट प्रभारी, आज ही छ.ग. संवाद से सम्पर्क करते हुये मेल के माध्यम से विज्ञापन प्रारूप प्रकाशन हेतु प्रेषित करें।

कुलसचिव

शहीद महेन्द्र कर्मा विश्वविद्यालय, बस्तर





शहीद महेन्द्र कर्मा विश्वविद्यालय, बस्तर



धरमपुरा-2, जगदलपुर, जिला-बस्तर, छत्तीसगढ़, भारत पिनकोड 494001

क्रमांक / 68 / भण्डार / श.म.क.वि.वि. / 2026 जगदलपुर, दिनांक 22 / 04 / 2026

शहीद महेन्द्र कर्मा विश्वविद्यालय, बस्तर द्वारा 4 एवं 5 मई 2026 को आयोजित इनोवेशन महाकुंभ 1.0 कार्यक्रम हेतु कैंटरिंग तथा भोजन व्यवस्था के लिए पंजीकृत फर्मो/कैंटरर्स से निविदा पी.एण्ड.टी. अधिकृत कोरियर/डाक द्वारा दिनांक 29.04.2026 को अपरान्ह 3.00 बजे तक आमंत्रित की जाती है। पर्याप्त प्राप्त निविदाओं को उसी दिवस सांय 4.00 बजे से विश्वविद्यालय में खोला जायेगा। अधिक जानकारी के लिए विश्वविद्यालय का वेबसाईट www.smkvbstar.ac.in का अवलोकन करें।

कुलसचिव

29/04
Registrar
Shaheed Mahendra Karma Vishwavidyalaya Bastar

Shaheed Mahendra Karma Vishwavidyalaya, Bastar, Jagdalpur (C.G.)
Innovation Mahakumbh 1.0
2026

**Providing Catering Services on Rate Contract Basis for 01 Year for Official Programs,
Seminars, Workshops, Meetings and Other Events organized from time to time**

INSTRUCTIONS TO BIDDERS

(A) Eligibility Criteria for Bidders

1. The Bidder must have satisfactorily executed **at least two (02)** event management works in any Government University/Organization/PSU/Reputed Organization during the last **three financial years**. Supporting documents must be enclosed.
2. The Bidder should have an **average annual turnover of ₹40 lakh** during the last three financial years, supported by audited financial statements. Copies of audited balance sheets for the last three years must be attached.
3. Copies of up-to-date **Income Tax Returns (last three years)**,
4. **Notarized PAN Card, and GST Registration Certificate** must be submitted.
5. A **self-declaration regarding no pending litigation** must be enclosed.
6. The Bidder shall have a **local service/application office with adequate infrastructure** to attend site visits whenever required.
7. The Bidder should furnish details of customers served in India.
8. GST Return files proof of last three month of current financial year.
9. Bidder should submit all the documents with notarized.
10. It is mandatory for the tenderer to attach the balance sheet certified by the Chartered Accountant for the last three financial years.
11. Affidavit on Non Judicial Stamp Worth Rs. 100/- of Not Black listed in any of the State Government or Central Government department.
12. Valid FSSAI certificate

(B) Terms & Conditions:-

1. **Taxes:** All applicable taxes, duties, packing, forwarding, and installation charges are deemed to be included in the quoted rates.
2. **Application Fee:** Nil
3. **Earnest Money Deposit (EMD):** ₹1.00 lakh (Rupees One Lakh only)
4. **Performance Security:** 10% of the total contract value shall be submitted within **07 days** of receipt of the Work Order in the form of **NEFT/RTGS**. The Performance Security shall be refunded after successful completion of the work and submission of bills.
5. **Warranty/Guarantee:** Not applicable
6. **Refund of Security Deposit:** Security deposit shall be returned without interest **within 60 days** after completion of the event.
7. **Delivery Period:** Services shall be delivered as per the Purchaser's requirement.
8. **Place of Event:**
Shaheed Mahendra Karma Vishwavidyalaya, Bastar, Jagdalpur, Chhattisgarh – 494001
9. The Bidder shall provide bank account details along with a scanned copy of a cancelled cheque for payment processing.

10. **Bid Documents:** It shall be deemed that the Bidder has carefully read and understood all provisions of the bid documents before submission.
11. **Declaration:** A self-declaration stating that the Bidder has not been debarred/blacklisted/banned by any Central or State Government, PSU, University, or Corporate Organization must be enclosed.
12. Bids submitted by bidders who are blacklisted or whose contracts were terminated due to unsatisfactory performance shall not be considered, even if they quote the lowest rate.
13. Relevant documents relating to **Partnership Firm / Proprietorship / Public or Private Limited Company / Cooperative Society** must be submitted.
14. **Disputes:** Any dispute arising shall be referred to the Vice-Chancellor, whose decision shall be final and binding.
15. **Payment:** 100% payment shall generally be released within **30 days** after successful completion of the event. Failure to fulfill contractual obligations may result in forfeiture of Performance Security.
16. **Penalty:** In case of unsatisfactory performance, the University reserves the right to impose penalties as decided by the Competent Authority. The penalty amount may be recovered from the Performance Security or bills, or both.
17. **Tax Deduction:** Income Tax/TDS and other statutory deductions shall be made as applicable. TDS certificates shall be issued by the University.
18. **Scope of Work:** The bidder shall provide complete catering services as per BOQ, including preparation, supply, transportation, serving of food & beverages, manpower, crockery/cutlery, water bottle, water dispensers, and post-event cleaning.
19. **Quality & Hygiene Standards**
 - All food items shall be pure vegetarian, freshly prepared on the same day of service.
 - Food preparation and service shall strictly comply with FSSAI norms and applicable food safety regulations.
 - Vendor staff shall maintain proper hygiene, wear clean uniforms, gloves, masks, and head covers during service.
 - The buyer reserves the right to reject food not meeting quality or hygiene standards without any additional cost.
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20. **Menu & Quantity**
 - Menu items mentioned in the bid are indicative and mandatory.
 - Quantity mentioned is approximate; actual requirement may vary slightly.
 - No extra payment shall be admissible for minor variations in quantity.
21. **Water Supply**
 - Only ISI-certified packaged drinking water shall be supplied.
 - Water dispensers shall be provided as per ATC and replenished continuously during service hours.
22. **Manpower & Service Arrangement**
 - Adequate number of trained serving staff, supervisors, and helpers shall be deployed.
 - Vendor shall arrange buffet counters, tables, dustbins, disposable/steel crockery, and serving equipment.
 - Staff behavior shall be professional and disciplined.
23. **Time Schedule & Service Period**
 - Food service shall strictly adhere to the time schedule provided by the University.
 - Delay in service or interruption shall attract penalty as decided by the University.
24. **Inspection & Acceptance**
 - University or authorized representative may inspect food quality, hygiene, and service at any time.

- In case of substandard food or service, the Univeristy may partially or fully reject the service.
- Univeristy decision in this regard shall be final and binding.

25. Payment Terms

- Payment shall be made after successful completion of services and submission of invoice.
- Payment shall be processed through GeM portal as per GeM guidelines.
- No advance payment shall be made.
- Increase in Quantity: In case the Purchaser increases the quantity of goods/services during the currency of the contract, the Bidder shall supply the additional quantity up to a maximum limit of 25% (twenty-five percent) of the originally awarded quantity. The cost for the increased quantity shall be payable at the same unit rates as quoted and accepted in the BOQ/Financial Bid. No change in unit price or other terms and conditions shall be permissible.

26. Earnest Money Deposit (EMD):

- Submission of an Earnest Money Deposit (EMD) of ₹1,00,000/- (Rupees One Lakh only) by the Bidder is mandatory. The EMD shall be deposited by the Bidder in the prescribed mode as mentioned in the Bid Document before the last date of submission of bids. Any bid submitted without the required EMD shall be summarily rejected.
- The EMD of unsuccessful bidders shall be refunded without any interest after finalization of the tender. The Earnest Money Deposit (EMD) deposited by the successful bidder shall be refunded, without interest, after a period of three (03) months following the successful completion of the programme.

27. Penalty Clause

- a) In case of poor quality food, late service, or non-compliance of ATC terms, penalty up to 10% of total contract value may be imposed.
- Repeated lapses may lead to cancellation of order and forfeiture of security, if any.

28. Safety & Liability

- The vendor shall be solely responsible for food safety and any food-related illness.
- Buyer shall not be liable for any injury, accident, or loss involving vendor staff.

29. Taxes & Duties

- All applicable taxes, duties, and levies shall be included in quoted rates unless specified otherwise on GeM.

30. Termination of Contract

- Buyer reserves the right to terminate the contract at any time in case of unsatisfactory performance or breach of terms, without assigning any reason.

31. Jurisdiction

- Any dispute arising out of this bid shall be subject to jurisdiction of the Jagdalpur, Bastar (CG) court only.

(C) Preparation of Bids

1. Bid Form

The Bidder shall complete the Bid Form and Price Schedule, indicating a brief description of goods/services, quantities, and prices.

1. Documents Establishing Eligibility

All documents establishing eligibility and qualification to perform the contract must be submitted.

2. Validity of Bids

Bids shall remain valid for **90 days** from the date of bid opening.

3. Submission of Bids

The bid shall consist of **two parts**:

(a) Technical Bid:

- Scope of Supply
- Deviation Statement
- Performance Statement
- Qualification Criteria
- Signed Bid Document
- Declaration Form

(b) Financial Bid:

- Item-wise price schedule

Notes:

- Conditional bids shall not be accepted.
- Prices must be quoted in **Indian Rupees (INR)**.
- Incomplete bids shall be rejected.
- Late bids shall not be accepted under any circumstances.

(D) Award of Contract

1. The Purchaser shall determine the Bidder's capability to perform the contract satisfactorily.
2. The **L1 bidder** shall be considered for award of contract.
3. In case of a tie, preference shall be based on turnover, experience, and submission of the Plan.
4. The Purchaser reserves the right to vary quantities by **±25%** at the time of award.
5. The Purchaser reserves the right to accept or reject any or all bids without assigning any reason.

Scope of Work

Providing Catering Services on Rate Contract Basis for 01 Year for Official Programs, Seminars, Workshops, Meetings and Other Events organized from time to time including Service, Setup & Water Arrangement

Catering Services for VVIPs

Sl. No.	Item Description	Detailed Technical Specifications	Unit
1	VVIP Lunch & Dinner	<ul style="list-style-type: none"> • Vegetarian buffet system • Menu: Dal Fry, 01 Veg Dry, 01 Veg Curry, Salad, Papad, Raita, Achar, 01 Sweet, Veg Pulao, Roti/Puri • Packaged drinking water (ISI marked) as per requirement • Water Dispensers: 20 Nos. • Includes serving staff, buffet setup, cutlery, plates & hygiene compliance 	Per Person Per Plate
2	VVIP Breakfast/High Tea Catering	<ul style="list-style-type: none"> • Menu: Masala Dosa, Idli with Sambhar, Veg Sandwich, • Tea & Coffee (hot) • Packaged drinking water (ISI marked) • Water Dispensers: 10 Nos. • Includes service staff & disposable/steel crockery 	Per Person Per Plate

Catering Services for Participants

Sl. No.	Item Description	Detailed Technical Specifications	Unit
3	Participants Lunch & Dinner Catering	<ul style="list-style-type: none"> • Vegetarian buffet system • Menu: Dal Fry, 01 Veg Curry, Veg Pulao, Puri, • Packaged drinking water (ISI marked) • Water Dispensers: Approx. 200 Nos. (as per requirement) • Includes serving staff, buffet counters, plates & hygiene standards 	Per Person Per Meal
4	Participants Breakfast/High Tea	<ul style="list-style-type: none"> • Poha with Matar, Tea • Water Dispensers: Approx. 100 Nos. • Includes service arrangement & disposables 	Per Person Per Tea
5	Participants Breakfast/High Tea –	<ul style="list-style-type: none"> • Puri with Sabji, Tea • Water Dispensers: Approx. 100 Nos. • Includes service arrangement & disposables 	Per Person Per Tea

General Technical & Compliance Specifications

- All food items shall be **pure vegetarian**
- Food shall be prepared on the **same day**, fresh & hygienic
- Vendor must comply with **FSSAI norms**
- Packaged drinking water must be **ISI certified**
- Adequate **servicing staff, supervisors, cleaning staff** to be provided
- Waste disposal & post-event cleaning included
- No extra payment shall be made beyond BOQ rates

Annexure – I

Sl.No.	Details	Input from the Bidder	Remarks
	Name of the firm/ Society/ Company/ Proprietary Concern		
	Licence No. (attach licence copy of Registration of the Firm)		
	Valid FSSAI certificate		
	Address of Registered Office		
	Address of the office		
	Telephone Nos./Fax/E-mail		
	Banker of Company/ Firm/agency with full Address and Telephone Number		
	PAN No. (Attach attested copy)		
	GST Registration Number (Attach attested copy)		
	Whether rates are quoted a s per format mentioned in the Bidding Document or not		
	Work Order for similar work previously organized any such event for State/Central Government or PSUs or Reputed organization. Attach relevant proof indicating value of work		
	Acceptance of terms & onditions. (Please sign each page of terms and conditions and submit as part of bid document) YES/NO		
	Proof of financial status in form of Audit Report, Balance Sheet, Profit & Loss A/c along with all the schedules etc. for the last three financial years.		
	Copy of Acknowledgement for filing Income TaxReturn for last three years		
	Self-declaration on No-Pending Litigation as per Annexure-V		

(Signature & Seal of the authorized signatory of Bidding Firm)

Date:

Name:.....

Annexure-II

To: **PERFORMANCE SECURITY FORM**

Registrar,
Shaheed Mahendra Karma
Vishwavidyalaya, Bastar, CG, -494001.

WHEREAS(Name of Supplier)

Hereinafter called "the Supplier" has undertaken, in pursuance of Notification of Contract
No..... dated, 20..... to undertake

.....(Description of Goods and Services) hereinafter called "the Contract".

AND WHEREAS it has stipulated by you with a Bank Guarantee by a recognized bank for the sum specified therein as security for compliance with the Supplier's performance obligations in accordance with the Contract. **AND WHEREAS** we have agreed to give the Supplier a Guarantee:

THEREFORE WE hereby affirm that we are Guarantors and responsible to you, on behalf of the Supplier, up to a total of (Amount of the Guarantee in Words and Figures) and we undertake to pay you, upon your first written demand declaring the Supplier to be in default under the Contract and without cavil or argument, any sum or sums within the limit of (Amount of Guarantee) as aforesaid, without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

This guarantee is valid until the.....day of.....20.....

Signature and Seal of Guarantors

.....
.....
.....
.....

Bid Ref No. :
Name of the Firm:
Name of the event:

DECLARATION FORM

1. I, Son/Daughter of Shri,
Proprietor/ Partner/ Director/ Authorized Signatory is/ am competent to sign
this declaration and execute this Bid document.
2. I/we have carefully read and understood all the terms and conditions of the
bid and hereby convey my/our acceptance of the same.
3. I/ we hereby declare that the agency has not been declared as black listed in
any government department.
4. Compliance under statutory provisions is in order and not being violated.
5. The information/ documents furnished along with the above application are
true and authentic to the best of my knowledge and belief. I/ we, am/ are well
aware of the fact that furnishing of any false information/ fabricated document
would lead to rejection of my Bid.

Date:

Signature of Authorised Person

Place:

Name:

Company Seal:

NB: The above declaration, duly signed and sealed by the authorized signatory of
the company, should be enclosed with Technical Bid.

Shaheed Mahendra Karma Vishwavidyalaya, Bastar, Jagdalpur (C.G.)

Innovation Mahakumbh 1.0

2026

Financial Bid

Providing Catering Services on Rate Contract Basis for 01 Year for Official Programs, Seminars, Workshops, Meetings and Other Events organized from time to time including Service, Setup & Water Arrangement

Catering Services for VVIPs

Sl. No.	Item Description	Detailed Technical Specifications	Unit	Price with GST
1	VVIP Lunch & Dinner	<ul style="list-style-type: none">• Vegetarian buffet system• Menu: Dal Fry, 01 Veg Dry, 01 Veg Curry, Salad, Papad, Raita, Achar, 01 Sweet, Veg Pulao, Roti/Puri• Packaged drinking water (ISI marked) as per requirement• Water Dispensers: as per requirement• Includes serving staff, buffet setup, cutlery, plates & hygiene compliance	Per Person Per Plate	
2	VVIP Breakfast/High Tea	<ul style="list-style-type: none">• Menu: Masala Dosa, Idli with Sambhar, Veg Sandwich, Poha-Jalebi• Tea & Coffee (hot)• Packaged drinking water (ISI marked)• Water Dispensers: 10 Nos.• Includes service staff & disposable/steel crockery	Per Person Per Tea	

Catering Services for Participants

Sl. No.	Item Description	Detailed Technical Specifications	Unit	Price with GST
3	Participants Lunch & Dinner	<ul style="list-style-type: none">• Vegetarian buffet system• Menu: Dal Fry, 01 Veg Curry, Veg Pulao, Puri,• Packaged drinking water (ISI marked) as per requirement.• Water Dispensers: as per requirement• Includes serving staff, buffet counters, plates & hygiene standards	Per Person Per plate	
4	Participants Breakfast/High Tea –	<ul style="list-style-type: none">• Menu: Poha with Matar, Veg Pakoda, Tea• Water Dispensers: Approx. 100 Nos.• Includes service arrangement & disposables	Per Person Per Plate	

Sl. No.	Item Description	Detailed Technical Specifications	Unit	Price with GST
5	Participants Breakfast/High Tea	<ul style="list-style-type: none">• Menu: Puri with Sabji, Tea• Water Dispensers as per requirement• Includes service arrangement & disposables	Per Person Per Plate	