

**SRI VENKATESWARA VETERINARY UNIVERSITY  
ADMN.OFFICE:: DR.Y.S.R.BHAVAN:: TIRUPATI - 2**

From

The Registrar  
Sri Venkateswara Veterinary University  
TIRUPATI -517 502.

To

M/s.....  
.....  
.....  
.....

Sir,

Sub:- SVVU – Tender Schedules for the supply of Food / erection of open air dais and other venues during AGRI UNIFEST-2018-Reg.

Ref:- Your Lr.No.

Dated

-:ooOoo:-

In response to your letter cited above, please find herewith enclosed the tender schedule pertaining to supply of Food to the participants / erection of open dais and other venues during AGRI UNIFEST-2018 to be organized at Sri Venkateswara Veterinary University, Tirupati, A.P. from 12<sup>th</sup> -16<sup>th</sup> February, 2018.

Thanking you,

Yours sincerely

Encl: 1. Demand Draft  
2. Tender Schedule, Annexure – I  
Annexure - II

**SRI VENKATESWARA VETERINARY UNIVERSITY  
ADMN.OFFICE :: DR.Y.S.R.BHAVAN :: TIRUPATI - 2**

**Advt.No. /Acad.II/2018**

**Dt: 11.01.2018**

**SHORT TENDER NOTICE**

Sealed Tenders are invited for supply of Food to the participants during AGRI UNIFEST-2018 and the erection of open air dais and other venues at Sri Venkateswara Veterinary University, Tirupati, A.P. from 12<sup>th</sup> -16<sup>th</sup> February, 2018 for Administrative Office, Sri Venkateswara Veterinary University, Dr.Y.S.R.Bhavan, Tirupati from the reputed firms.

The tender form can be downloaded from University Website **[www.svvu.edu.in](http://www.svvu.edu.in)**. Sealed Tenders should reach the under signed on or before **22.1.2018 by 4.00PM** which will be opened on the same day at 4.30 PM in presence of the tenderers.

**Sd/- D SREENIVASA RAO  
REGISTRAR**

To

The Registrar  
Sri Venkateswara Veterinary University  
Tirupati - 517 502 (A.P)

**Sir,**

**Sub :** SVVU – Administrative Office – Tender for the supply of food to the participants of AGRI UNIFEST-2018, SVVU, Tirupati as specified in the Tender Schedule.

1. I / We \_\_\_\_\_ have read the description and specifications **for the supply of food to the participants of AGRI UNIFEST 2018 / erection of open air dais and other venues** (Annexure–I) and the instructions and general conditions (Annexure–II) and hereby agree to abide the said conditions.
2. I / We offer to provide the items at the rates quoted by me/ us and as specified in the tender schedule attached and hereby bind myself / ourselves to complete the installation of the items within the time period stipulated in the Annexure – I of the tender.
3. The Earnest Money Deposit of Rs. 5000 (Rupees Five thousand. only) for the supply of items in the form of Bank Demand Draft bearing No. \_\_\_\_\_, dt. \_\_\_\_\_ on \_\_\_\_\_ bank drawn in favour of Comptroller, SVVU, Tirupati payable at Tirupati is enclosed herewith.
4. The full value of Earnest Money Deposit shall stand forfeited without Prejudice to any other rights or remedies if I / We withdraw the offer before a final decision on the tender is taken.
5. The cost of Tender Schedule of **Rs. 500** (Rupees Five hundred only) (non-refundable) has been enclosed vide Bank Draft No. \_\_\_\_\_, dt. \_\_\_\_\_ drawn in favour of Comptroller, SVVU, Tirupati.

Address of Tenderer :

Signature with Seal of Tenderer

Date :

Encl: Tender

Signature of Witness:

(1)

(2)

## **ANNEXURE – I**

**SRI VENKATESWARA VETERINARY UNIVERSITY  
ADMN. OFFICE :: DR.Y.S.R.BHAVAN :: TIRUPATI - 517502 (A.P.)**

**1) Supply of food to the participants of 1500 for five days from 12<sup>th</sup> to 16<sup>th</sup> February 2018**

The following menu (Appendix-I) should be followed in consultation with the Convenor of Food committee. The food should be prepared, served in a clean and hygienic way within the premises. The cooking and serving contingent charges should be borne by the approved tenderer. The vessels should be clean and new ones with safety measures and eco friendly. The hiring/cost of vessels including the transportation charges should be borne by the approved tenderer.

Clearing of the food waste, cleaning of the premises of food courts, supply of pet bottles of water, supply of water and wash basin are the responsibilities of the approved tenderer.

Chemical free clean and hygienic plates with natural plantain leaf should be used for the serving of food. The drinking water glasses should not be reused, hence sufficient number of plates and glasses should be possessed by the approved tenderer.

Providing pet bottles of water on the dais of all the venues, judges wells, inaugural procession and in food courts, green rooms and other premises related to agri unifest is the responsibility of the approved tenderer.

The serving of snacks provided by the organizers to the VIPs, judges should be carried out by the approved tenderer.

The serving staff should be good in temperament, hospitality, have good and clean habits, able to communicate in hindi and telugu languages, wear fresh gloves and clean cloths along with mouth and hair caps.

**2) Erection of open air dais and other venues from 12<sup>th</sup> to 16<sup>th</sup> February 2018:**

The following venues should be erected before 10<sup>th</sup> evening in consultation with the convenor of the venue committee, food committee, resource mobilization committee. The material used for the erection of dias should be strong, non prone for injuries and as per the specifications. The material used should be new without any damages or holes. The colors of

the material should not directly or indirectly symbolize the political parties.

The floor of the dais should not have iron bolts and should be smooth enough preferably done with plywood. The curtain cloth should be clean, neat and good.

All the venues should be rain proof with specified dimensions. Fans, chairs and other material should be supplied by the tentage supplier. Cleaning of the venue from time to time in a day and from day to day is the responsibility of the tentage supplier.

**Sd/- D SREENIVASA RAO**  
**REGISTRAR**

## ANNEXURE – II

### Instructions to Tenderers and general conditions for submitting of Tenders:

1.	The rate quoted should be inclusive of all mentioned in Annexure-I.
2.	The cost of food served should include the cost of all inclusive of all specifications mentioned in the Annexure-I
3.	The price quoted shall include all the insurance charges upto project site. The tenders shall, therefore, be responsible for the safe and hygienic food.
4.	Taxes (GST etc.,) if any should be clearly indicated in the tender and rates quoted shall be inclusive of all taxes.
5.	The rates quoted should be valid for 3 months from the date of acceptance of the tender.
6.	Supply should be made as per the timings specified by the organizers specified.
7.	The Service contract of the unit may also be specified in the tender.
8.	The tender fee is <b>Rs.500.00</b> and is non-refundable and should be paid in the form of Demand Draft, Drawn on Tirupati (A.P) in favour of the <b>Comptroller, SVVU, Tirupati.</b>
9.	Earnest Money Deposit:- Earnest Money Deposit is <b>Rs.5,000</b> (Rupees Five thousands only) in the name of the <b>Comptroller, SVVU, Tirupati</b> payable at Tirupati by way of Demand Draft.
10.	The GST number must be indicated in their quotation itself
11.	The food supplied should be as per the menu and as per the prescribed specification is to be supplied within the time stipulated by the organizing committee. The earnest money deposited will immediately be refunded in case the tender is not accepted. The deposited earnest money of accepted tenderer will be forfeited if the tenderer does not satisfy or refuse or accept the conditions laid down. The earnest money deposited will be refunded to the accepted tenderer only after fully satisfying successful working of the event.
12.	Your tender document should be sent in a sealed cover superscribed as “Tender for the supply of the “food during AGRI UNIFEST 2018” addressed to the Registrar, Sri Venkateswara Veterinary University, Admin Office, Dr.YSR Bhavan, Tirupati 517 502, A.P.
13.	The last date for receipt of tender schedule is <b>4.00 PM on 22.1.2018</b> The sealed tenders, received will be opened by a committee constituted by the University at <b>4.30PM on 22.1.2018</b> in the Administrative Office, Sri Venkateswara Veterinary University, Tirupati – 517 502 (A.P). Either yourself or your authorized representative can be present at the time of opening of tenders.
14.	Right of acceptance:- The University does not bind itself to accept the lowest or any other tender.

**REGISTRAR**

SRI VENKATESWARA VETERINARY UNIVERSITY  
TIRUPATI – 517 502.

**APPENDIX -I**

	<b>12.02.2018</b>	<b>13.02.2018</b>	<b>14.02.2018</b>	<b>15.02.2018</b>	<b>16.02.2018</b>
<b>BREAKFAST</b>	Fruit kesari, Bread -Jam , Butter Idly - chutney,idly karam, Ghee Vada - sambar, Puri- channa Masala Coffee, tea Coffee (Sugarless) at VIP counter	Bread Halva, Bread -Jam , Butter Idly - chutney,idly karam, Ghee Vada - sambar, Set Dosa - karam chutney, pappula podi Coffee, tea COfee (Sugarless) at VIP counter	Jilebi, Bread -Jam , Butter Idly - chutney,idly karam, Ghee Vada - sambar, Puri – Potato+grren peas Coffee, tea COfee (Sugarless) at VIP counter	Kova Jangri, Bread -Jam , Butter Idly - chutney,idly karam, Ghee Vada - sambar, Uttappam – mixed chutney, pappula podi Coffee, tea COfee (Sugarless) at VIP counter	Bead Halva, Bread -Jam , Butter Idly - chutney,idly karam, Ghee Vada - sambar, Puri – Potato+grren peas Coffee, tea Cofee (Sugarless) at VIP counter
<b>LUNCH</b>	Green salad Ajmer kalakanda Keera Vada Chema gadda fry Gobi fry, Gongura pickle Vegetable Biriyani Palak-Paneer curry Pulka, raita, white reice, dosakaya pappu, sambar, rasam, curd, papad, pickle, banana, ice cream	Green salad, Chandra kala, Special Vada, Lady's Finger fry, Bisbalih bath, Mixed chutney, Aloo curry, Rumali roti, raita, white rice, dosakaya pappu, sambar, rasam, curd, papad, pickle, banana, ice cream	Green salad, Rasgulla, Alasanda Vada, Kanda gadda fry, Vangi bath, Bheerakaya chutney, Mixed Veg curry, roti, raita, white rice, Green leaf pappu, sambar, rasam, curd, papad, pickle, banana, ice cream	Green salad, Madatha Kaja, Keera Vada, Banana chops, Tomato bath, Gongura chutney, Green peas masala, Pulka, raita, white rice, Dosakaya pappu, sambar, rasam, curd, papad, pickle, banana, ice cream	Green salad, Rasgulla, Special Vada, Kanda gadda chops, Gobi fry, Dosakaya chutney, Vegetable Biriyani (Basmathi rice) Capsicum aloo curry, Rumali roti, raita, white rice, Palakoora pappu, sambar, rasam, curd, papad, pickle, banana, ice cream
<b>DINNER</b>	Green salad Jangri Masala Vada Pudina chutney, Dondakaya fry Coriander rice, Green peas kurry, Roti, white rice, Tomato pappu, sambar, rasam, curd, papad, pickle, banana, ice cream	Green salad Jilebi, Masala Vada Banana fry, Dondakaya chutney, Plain fried rice, capsicum potato curry, Chapati, white rice, Tomato pappu, sambar, rasam, curd, papad, pickle, banana, ice cream	Green salad, Badushah, Mixed Vada, Potato fry, Ghee rice, Pudina chutney, Green peas Aloo curry, Parota, raita, white rice, Mudda pappu, sambar, rasam, curd, papad, pickle, banana, ice cream	Green salad, Dry Jamun, Mixed veg Vada, cabbage fry, Pudina rice, Kothimeera chutney, Aloo curry, Chapati, raita, white rice, Tomato pappu, sambar, rasam, curd, papad, pickle, banana, ice cream	Green salad, Dry Jamun, Mixed Veg Vada, cabbage fry, lemon rice, Dondakaya chutney, Aloo curry, Pulka, raita, white rice, Mango pappu, sambar, rasam, curd, papad, pickle, banana, ice cream

## **APPENDIX- II**

### **Erection of open air dais and other venues includes**

- 1. Open air Dais Venue:**
  - a. Main hall: 60 × 40 ft. water proof shed of 60 ft span to accommodate 1500 guests**
  - b. Stage: 57 × 30 × 4 ft. (Roof and floor as per specifications)**
  - c. Green rooms: (3 nos)**
  - d. Vip Lounges with VIP sofa (50 three seaters) and**
  - e. Judges well with teapoy**
  - f. VIP chairs for audience (1200 no's)**
  - g. Entrance arches**
  - h. Fans**
  - i. Barricades**
- 2. Food courts (for dining of 2000 people at a time)**
- 3. Registration and Help desk (5 nos)**
- 4. Commercial food courts (15 nos)**

Note: New and Clean floor Mat need to be provided in all the venues mentioned above