

SNDT Women's University

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श्रीमती ना. दा. ठाकरसी महिला
विद्यापीठ

१. नाथीबाई ठाकरसी मार्ग

Mumbai 400 020

Telegram : UNIWOMEN

Website : sndt.ac.in

Ref:Estb/Web Notification/2025-26/

Date: 8th August 2025

Invitation for Quotation**for Outsourcing of Hospitality and food / catering services and servings for the University convocation programme**

The sealed Quotation is invited for Outsourcing of Hospitality and other catering services for the Convocation Day at Churchgate, campus of the University likely to be held on 23rd September 2025. The Bidders will be responsible for successful Hospitality and other catering services of this very important event. The caterer is advised to understand the requirements of hospitality, safety protocols, instructions, terms, and conditions carefully as mentioned in the document. Failure to furnish all information required in the quotation may result in the rejection of the quotation. The University reserves the right to reject the quotation without assigning any reason thereof.

Name of Item	Outsourcing of Hospitality and other catering services for the Convocation Day Program
Venue of submission	The Director, Board of Examinations & Evaluation, SNDT Women's University, Juhu, Santacruz (W), Mumbai-400049.
To be Addressed to:	Dr Sanjay Nerkar Director, Board of Examinations & Evaluation SNDT Women's University, Juhu, Santacruz (W), Mumbai-400 049.
Contact Telephone	022-22031879.
Deadline of Submission	16th September 2025 till 4.00 pm.

Specification & Requirement	Hospitality and other catering services for the Convocation Day Program.
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Instructions:

Dates mentioned here, are scheduled dates for the University Activities. Any changes in dates of submission and processing shall be notified in the Tender/Quotations section on the University website (sndt.ac.in) below the respective quotation.

To view Quotation Notice, kindly follow the website of SNDT Women's University, Mumbai: sndt.ac.in. The quotation should clearly mention all catering related specific requirements mentioned in this document.

The quotations are invited in two parts under Three Envelope System. Technical information shall be enclosed and sealed in envelope No-1. Schedule of Rates shall be filled in and enclosed in Envelope No-2. Both the sealed envelopes shall be kept in envelope No-3 which shall be big enough to contain two envelopes.

On each envelope name and address along with contact number of bidder shall be written. On the top of it the envelope name of the bidder should be mentioned.

Envelop No-1-

1. The Covering letter with details of Bidder, Address, Name of Proprietor Telephone Number, Mobile Number, e-mail ID, Name, Signature, and seal. In case of partnership firm, name and address of partners and copy of Partnership Deed.
2. Certified copy of GST registration along with seal.
3. PAN Card No. (Certified/Self Attached Copy) with seal.
4. List of main clients.
5. The details about Hospitality and food services should be submitted in the prescribed format signed by the bidder along with a seal.

Envelop No-2:

The financial bid may be submitted in the prescribed format (Annexure-1) as attached on the letterhead of the bidder.

BUDGET HEADs	COST PER PERSON (Rs)	NUMBER OF PARTICIPANTS
Moong dal idli chutney sambar with rawa cake slice, Banana , sabudana khichdi, tea , coffee.		450
Lunch - <ol style="list-style-type: none"> 1. Sol kadhi 2. Puri and bhakari. 3. Bhaji: green gujarati and bharali wangi. 4. Dal. 5. Rice. 6. Curd raita 7. Dhokla 8. Patra 9. Batata Vada with chutney. 10. Puran poli with ghee 11. Amrakhand 12. Modak with ghee (50 pieces) 13. Papad(kuradi), pickle 14. Water Menu for Fasting- Fruit yoghurt, potato wafers, rajgira paratha , potato sukhi bhaji, roasted makhana.		400
Water Cans (4) and water glasses(450) for breakfast and lunch each.		35
Total budget:-		

The rate validity will be up to 45 days from the date of submission deadline.

Notes:-

1. All necessary documents, manuals to be handed over to the SNTD Women's University.
2. Packing and transport charges, transit insurance, charges for any Government permissions will be inclusive in the quoted rate.
3. Please note that the University reserves the right to accept or reject all or any of the Bids without assigning any reason whatsoever.
4. Selection will be done based on the cost as well as quality (QCBS).
5. No partial/Incomplete financial bid will be considered.
6. The successful Bidders shall follow all the security protocols.



(Dr Sanjay Nerkar)
Director, Board of
Examinations & Evaluation
DIRECTOR
Board of Examinations and Evaluation
S.N.D.T. Women's University
Pariksha Bhavan, Mumbai - 400 049

Annexure 1-

Breakfast-

Moong dal idli chutney sambar with rawa cake slice, Banana , sabudana khichdi, tea , coffee.

Lunch -

- Sol kadhi
- Puri and bhakari.
- Bhaji: green gujarati
- Bhaji: bharali wangi.
- Dal.
- Rice.
- Curd raita.
- Dhokla

- Patra
- Batata Vada with dry chutney.
- Amrakhand
- Puran poli with ghee
- Modak with ghee only 50 pieces
- Papad(kuradi), pickle
- Water

Menu for Fasting-

Fruit yoghurt , potato wafers, rajgira paratha , potato sukhi bhaji, roasted makhana(for 35 people).
