



**ST. XAVIER'S COLLEGE
(AUTONOMOUS)**
5, Mahapalika Marg, Mumbai 400001
INDIA
☎ +91 22 22620661/65

Ref: SXC/RP/ DISHA/Q004

Date: 02/03/2020

St. Xavier's College (Autonomous), Mumbai invites quotations on per unit/person per day basis from registered caterers for providing food during the during the RUSA 2.0 supported International Conference **DISHA** on “**Evolving Trends in Higher Education**”, scheduled for **12th and 13th March, 2020.**

Description of Item	Supply of food for participants of International Conference DISHA on “ Evolving Trends in Higher Education ” scheduled on 12th and 13th March, 2020 organized by St. Xavier's College, Mumbai as per details given below.
Quotation to be addressed to	‘Principal, St. Xavier's College (Autonomous) College’
Mode of submission	Online* 1. Quotation on company letter head per unit/person per day, for breakfast, mid-morning tea, lunch & evening tea to be emailed to rusapurchase@xaviers.edu and disha2020@xaviers.edu 2. Scanned copy of GST registration, 3. PAN Card 4. Food License
Last date for submission	6 th March 2020

Details:

Date and Day of event: 12th -13th March 2020, Thursday & Friday
Venue: College Hall, St. Xavier's College, 5 Mahapalika Marg, Mumbai
Expected number of Participants: 250 – 300; **Quantity: 250 – 300**
(will be confirmed on 11th March, 2020)

Day & Date	Time	Particulars	Details of Menu
Thursday, 12th March 2020	08.30 to 09.00 am	Breakfast	Upma, tea/coffee
	11.00 to 11.15 am	Mid-morning tea	Tea/Coffee, Biscuits
	1.00 to 2.00 pm	Lunch	Jeera rice, dal (gravy), 2 veg sabzi side dishes, 3 rotis, 1 sweet dish
	04.00 to 04.30 pm	Evening tea	Tea/Coffee and Biscuits
	Throughout the day		Mineral Water (Bisleri) (25L Dispensing type (5) with disposable paper glasses)
Friday, 13th March 2020	08.30 to 09.00 am	Breakfast	Poha and pattice, Tea/coffee
	11.00 to 11.15 am	Mid-morning tea	Tea/Coffee, Biscuits
	1.00 to 2.00 pm	Lunch	Pulao, dal (gravy), 2 veg sabzi side dishes, 3 rotis, 1 sweet dish
	04.00 to 04.30 pm	Evening tea	Tea/Coffee, Biscuits
	Throughout the day		Mineral Water (Bisleri) (25L Dispensing type (5) with disposable paper glasses)

Disclaimer: The right to select the vendor lies solely with the college based on quality and service specifications.



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Caterer should ideally provide manpower, vessels and cutlery necessary for serving and arrange the counters or provide packed food. Serving Tables will be available in the college.

Payment will be done after the event, on submission of a tax invoice raised in the name of 'Principal, St. Xavier's College (Autonomous), Mumbai'. Payment will be credited online within seven working days to the bank account details provided by the caterer.

***Kindly submit a copy of GST registration, PAN Card and Food License of your company along with your quote.**

Principal