



**THE ADMINISTRATION OF UNION TERRITORY OF LADAKH**  
**POLICE HEADQUARTER OF LADAKH**

(email: [igp-ladakh@police.ladakh.gov.in](mailto:igp-ladakh@police.ladakh.gov.in))

(Office Phone No.01982-260888)

**Short term notice.**

We are pleased to invite participation of interested parties for the arrangement of providing lunch and tea refreshment services for an official Programm scheduled to take place on 14th and 15th October 2023 in Leh, Union Territory of Ladakh.

**Event Details:**

Date: 14th and 15th October 2023  
Venue: [Conference Hall DC Office Leh]  
Number of Participants: Approximately 80 persons one day.

Scope of Services: We are seeking competitive bids from qualified and experienced service providers to supply and serve lunch and tea refreshments on both days of the workshop. The services should be of high quality and adhere to any dietary preferences or requirements of the participants. The detailed menu shall be as under:-

S No	Subject	Menu	
01	Approx 80 Person arrangement	High tea (morning session)	(With light snacks.)
		Lunch (Regular Buffet)	Veg 01 item. (dal) Non-veg (02 items). (Chicken/Mutton). Roti / Salat / Rice.
		High tea (Evening session)	(With light snacks.)
		Drinking water	(200 ml) water

Submission of Bids: Interested bidders are requested to submit their proposals, including detailed quotations and a description of the services they can provide, no later than [12.09.2023 1800 hours]. Bids should be sent to [[aig-prov@police.ladakh.gov.in](mailto:aig-prov@police.ladakh.gov.in)].

Evaluation and Award: Bids will be evaluated based on factors such as cost, quality of services, and the ability to meet our specific requirements. The contract will be awarded to the bidder offering the most competitive and comprehensive package.

**Important Dates:**

Deadline for Submission of Bids: [12.09.2023 1800 hours]

Evaluation of Bids: [L1 based and quality based]

Notification of Award: [12.09.2023]

For any inquiries or clarifications regarding this bidding process, please contact [Specify Contact Person] at [7006741943].

We appreciate your interest in providing services for this important event. Your contribution to the success of our Programme is highly valued.

**Addl. Director General of Police,**  
PHQ UT Ladakh.

No. PHQL/Prov-I/ACB Prog./2023- 15369-75  
Dated: 12.09.2023

**Copy to:**

1. Deputy Inspector General of Police, Range Leh-Kargil, for information.
2. Addl. Secretary (Finance) UT Ladakh for information.
3. Technical Director, National Informatics Officer, NIC Leh with the request to upload the e-tender on the website.
4. Director, AIR Leh/Kargil for announcement in radio after local news.
5. Addl. Director Information department UT Ladakh for wider publication in relevant official site and media houses.
6. I/C IT Cell PHQ for publication at the Ladakh Police Website.
7. Note board for general information.