



THE ADMINISTRATION OF UNION TERRITORY OF LADAKH
POLICE HEADQUARTER OF LADAKH

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

(Office Phone No.01982-260888)

Short term notice for inviting quotation.

We are pleased to invite participation of interested parties/vendors for the arrangement of providing lunch and tea refreshment services for official/officers of Ladakh Police program scheduled to be taken place on any time in the last week January 2024 for five days at PHQ Agling, Union Territory of Ladakh.

Event Details:

Date: January 2024
Venue: [Conference Hall PHQ UT, Ladakh]
Number of Days: 5 Days.
Number of Participants: Approximately 27 persons each day.

Scope of Services: We are seeking competitive bids from qualified and experienced service providers to supply and serve lunch and tea refreshments on 05 days program on Training of Investigators course on Women Safety. The services shall 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	Remarks
01	Arrangement for Approx. 27 Pax each day for 5 days.	High tea (morning session)	(With light snacks.)
		Lunch (Regular Buffet)	1. Veg and Dal (01 items each). 2. Non-veg (01 items). (Chicken/Mutton). 3. Roti, Salad and Rice.
		High tea (Evening session)	(With light snacks.)
		Drinking water	(200 ml) water/pax

Qualification Criteria:

1. The firm/bidder should be officially registered either with the Industry Department or Tourism Department UT, Ladakh.
2. The firm/bidder should have properly registered as restaurant or hotel for catering service.
3. The firm/bidder should have proper GST Account Number.
4. The bidder should be based in Leh District only.

Evaluation and Award: The 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.

Submission of Bids: Interested bidders are requested to submit their proposals, including detailed quotations as per format given in **ANNEXURE (A)** in their official letter pad, description of the services provided and other documents regarding qualification criteria mentioned above. The bids shall be sent to the email address [aig-prov@police.ladakh.gov.in] or by post to the AIG Provision Office PHQ UT, Ladakh in the sealed envelope by or before 22.01.2024 1600hrs.

Important Dates:

Deadline for Submission of Bids: [22.01.2024 1600hrs]
Evaluation of Bids: [L1 based and quality based]
Notification of Award: [25/01/2024]

For any inquiries or clarifications regarding this bidding process, please contact [Specify Contact Person] at [9622228386].

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


AIG Provision,

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

No. PHQL/Prov-I/WS Prog./2024- 1066-72
Dated: 17.01.2024

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.

ANNEXURE (A)

Subject	Menu			Price quoted including GST
Arrangement of high tea and lunch for approx. 27 pax each day for 5 days .	Morning Tea with snacks	Lunch with water	Evening Tea with snacks	
Total Amount (Rs)				

Note:

1. The above detail should be mentioned or draft in the respective bidders official letter pad/document.
2. The rate mentioned in the quotation should be including of all the taxes.
3. The plates and glass or any other crockery items are arranged by the L-1 bidder itself.