

The Institution of Electronics & Telecommunication Engineers

Catering Services

1) Description of Services Required:

The institution organizes various functions, Governing Council meetings and technical event for which arrangement of Tea, high Tea, Lunch and Dinner is required to be arranged depending on requirements.

Arrangement of tents, crockery, cutlery, professional waiters, cooking utensils will also be the responsibility of the catering contractor.

2) Scope of work:

Arrangement of Tea, High Tea, Lunch, Dinner as mentioned in Para-1.

3) Terms & Conditions

- (i) Contractor shall not subcontract the catering services to any outside agency including their franchisee
- (ii) The contract shall be for a period of one year from which the contract is signed
- (iii) The contract can be terminated at any time by giving one-month notice to the party in writing at the discretion of this office.
- (iv) Payment shall be made after successful delivery of the service for a specific function/arrangement. No advance payment will be made in any case.

4) Tendering Fee

A demand draft of Rs. 1000/- in the name of Secretary General IETE for processing the tenders

5) Last date of Submission -

Interested parties can submit their quotations/expression of interest along with requisite fee in a sealed cover to the Secretary General, IETE, 2, institutional Area, Lodhi Road, New Delhi-03, latest by **31 Mar 2019**.