### NATIONAL INSTITUTE OF TECHNOLOGY GOA

(Form to be used for purchases above Rs.2.50 lakhs and below Rs. 25 lakhs)

Enquiry No: NITGOA/STPEC 2025/OW/464

Date: 27-11-2025

#### **Important Dates**

	Event	Date	Time
8	Pre-bid Conference	- 2	-
	Last Date of		
	submission of	04/12/2025	05:00 P.M
	quotation		
	Technical Bid	05/12/2025	10:00 A.M
	Opening date	05/12/2025	10 . 00 A.N.
	Financial Bid	05/12/2025	02 : 00 P.M
	Opening date	05/12/2025	02 : 00 F.M

Dear Sir,

We intend to procure the Catering/Food service for the IEEE International Conference STPEC-2025 at NIT Goa Campus, Cuncolim – Goa specified below and invite quotations in accordance with the terms and conditions detailed in the bid document. If you are interested, kindly send your offer with prices and complete terms within the time mentioned above.

Please send your quotation to:

To,

The Director

NATIONAL INSTITUTE OF TECHNOLOGY GOA - 403703

Yours sincerely,

Registrar

National Institute of Technology Go

Encl:

कुलसचिव

(1) Schedule of requirement, specifications, dates etc.

Registrar

(2) Bid document containing detail terms and conditions. प्रौद्योगिकी संस्थान गोवा

National Institute of Technology Goa

## 1. Schedule of requirements

Sl. No.	Name of Service	No's Required
1.	Catering/Food service for the IEEE International Conference STPEC-2025 at NIT Goa Campus, Cuncolim – Goa	Refer Annexure- I

2. Specifications and allied Technical Details

Enclosed at Annexure – I	
Format of Quotation (tick appropriate box)	ļ
It is a Single bid; please give all technical specifications and price bid in one envelope.	1
OR	

It is a two-part bid with separate techno-commercial and price bids.

**4.** The bid envelope should be super-scribed with

Bid for Catering/Food service for the IEEE Interna	tional Conference STPEC-2025
at NIT Goa Campus, Cuncolim – Goa	
Enquiry No. NITGOA/STPEC 2025/OW/	dated

5. Quotations should be valid for a period of <u>90</u> days from the closing date of the bid.

## 6. Some important dates:

3.

1.5	Pre-bid Conference:	Date:	Time:
ii.	Last date for receipt of quotation:	Date: 04/12/2025	Time: 05: 00 P.M
iii.	Opening of techno- commercial bid:	Date: 05/12/2025	Time: 10:00 A.M
iv.	Opening of Financial bid:	Date: 05/12/2025	Time: 02:00 P.M

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- 7. Warranty: NA.
- **8(a) GST & Taxes:** The Institute is not authorized to give any forms related to tax. GST should be charged according to applicable rates.
  - (b) Any other applicable taxes or charges
- 9. Bid Security: Rs. 24,000/-
- 10. Performance Security: N A
- 11. FSSAI certification
- 12.1 The service provider shall submit purchase order/work order/or any other proof from clients as a documentary evidence of providing catering services to Central Government Organizations/ State Government Organizations/PSUs for a period of minimum 10-15 years.

#### AND

- 12.2 The service provider must currently be serving in any Central/ State Government Organizations/PSUs for a period from 01/01/2025 to 26/11/2025. The service provider shall submit purchase order/work order/or any other proof from such clients as a documentary evidence.
- 13. Please go through the enclosed "bid document" carefully for other bidding instructions.
- 14 (a) Please send your quotations by Registered/Speed Post to:

To,
The Director
National Institute of Technology Goa
Cuncolim, Goa – 403703

OR

- (b) Drop the quotation in the office of the normal working hours of the Institute.
- 14. For clarifications if any, please mail to amol.rahulkar@nitgoa.ac.in

(Contd.)

Form PPIM-1B [ Para 1.17 (ii) ]

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## NATIONAL INSTITUTE OF TECHNOLOGY GOA BID DOCUMENT

#### 1. Instructions to the bidders

- 1.1 Sealed bids are invited on behalf of the Director, National Institute of Technology Goa, Cuncolim, Goa 403703, from the intending bidders for supply of the goods/stores/ equipments/ services for the Institute as detailed in the enquiry letter.
- 1.2 The bidders should quote the technical and financial bid separately in two separate envelopes duly superscripted on the envelope as <a href="Catering/Foodservice for the IEEE International Conference STPEC-2025">Catering/Foodservice for the IEEE International Conference STPEC-2025</a> at NIT Goa <a href="Campus, Cuncolim Goa">Campus, Cuncolim Goa</a> and their offer/rates in clear terms without ambiguity and EMD should be enclosed in separate envelope super scribed as "EMD".
- 1.3 The rates should be quoted both in figures and words and legibly written without any over-writings. In case of any correction, the same must be attested by the bidder with full signature. However, no over-writing is permissible. Manufacturer's price-list, where applicable, should be submitted along with the bid.
- 1.4 In case of any discrepancy between the rates in figures and that in words, the rate in words will be accepted as correct.
- 1.5 The last date for receipt of the bid is marked in the enquiry. In case the above date is declared a holiday for NIT Goa, and the bids will be received up to the appointed time on the next working day.
- 1.6 There may be a pre-bid conference in the office of the Department as per schedule given under at the top of the document. NIT Goa for clarifying issues and clearing doubts, if any, about the specification and other allied technical details of equipment and machinery projected in the bidding document. The prospecting bidders may attend this pre-bid conference at the appointed date, time and place. In case the said date is declared a holiday for the NIT Goa, the pre-bid conference shall be held at the appointed time and place on the next working day.
- 1.7 The bids may be sent by registered or speed post, so as to reach the office NIT Goa before the last date of receipt, or alternatively, be dropped in the office of the normal working hours of the Institute.

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- 1.8 If a prospective bidder requires any clarification in regard to the bidding documents, he may mail to <a href="mailto:amol.rahulkar@nitgoa.ac.in">amol.rahulkar@nitgoa.ac.in</a> at least 03 days before the last date for receipt of bids.
- 1.9 Bids received after the last date of receipt indicated in para 1.5 above, shall not be taken in to consideration.
- 1.10 Each bidder shall submit only one bid. A bidder, who submits more than one bid, shall be disqualified and considered non-responsive.
- 1.11 The cover containing the bid must be sealed and super-scribed "Bid Catering/Food service for the IEEE International Conference STPEC-2025 at NIT Goa Campus, Cuncolim Goa vide Enquiry No. NITGOA/STPEC 2025/OW/464dated27-11-262 as given under item of the enquiry.
  - 1.12 The bids shall be opened in the office at the date and time given on the top of the document. The bidders may send their authorized representatives to attend the bid opening, if they so desire. In the event of the above bid opening date being declared holiday for the NIT Goa, and then the bids will be opened at the appointed time and place on the next working day.
  - 1.13 The bidder has to certify and stamp all the pages of the bidding document including all annexures and price bid failing which the bidder will be disqualified.
  - 1.14 The Director NIT GOA and its successors reserves the right to reject any or all tenders, wholly or partly or close the tender at any stage prior to award of contract without assigning any reason whatsoever.

#### 2. Conditions of the bid

- 2.1 The rates quoted should preferably be net and applicable taxes specifically.
- 2.2 The Service provider must ensure the serving of food is served at the venue as per the schedule date and time mentioned in the document.
- 2.3 The bid should remain valid for a period of 90 days from the date of opening. In case your offer has a different validity period that should be clearly mentioned in the quotation.
- 2.4 Conditional discount, if any, offered by the bidder shall not be considered at the time of evaluation.

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- 2.5 The service offered should strictly conform to the specification and technical details mentioned in Annexure-I.
- 2.6 The Institute may conduct pre- inspection of Caterer/service provider prepared by the successful bidder, where applicable.
- 2.7 The bid is to be accompanied with "Bid Security" (*Earnest Money*) for an amount stated in the enquiry, in the form of Account Payee Demand Draft, in favour of Director, NIT Goa Fees Account from any Commercial Bank with validity period of 30 days beyond the final bid validity period. The bid security shall be forfeited, if the bidder withdraws during the bid validity period.
- 2.8 Any Liability regarding GST will be of supplier of products.
- 2.9 Period of guarantee/warranty, where applicable, should be specified in the bid.
- 2.10 If the successful bidder, on receipt of the service order, fails to execute the order the bid security will be forfeited.
- 2.11 The successful bidder may be required to execute a contract, where applicable.
- 2.12 Payment (100 percent) will be made by Account Payee Cheque/Bank Draft, within 30 days from the installation or receipt of the goods in good condition or receipt of the bill, commissioning of the equipment, where applicable, whichever is later/latest.
- 2.13 In the event of any dispute arising out of the bid or from the resultant contract, the decision of the Director, NIT Goa shall be final.
- 2.14 The Director NIT GOA and its successors reserves the right to reject any or all tenders, wholly or partly or close the tender at any stage prior to award of contract without assigning any reason whatsoever.
- 2.15 The bid document/resultant contract will be interpreted under Indian Laws.
- 2.16 Any disputes arising out of this enquiry shall be dealt in the Goa jurisdiction.
- 2.17 Service provider should deploy sufficient Manpower required for catering service and other allied activities.

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- 2.18 The service provider shall serve the healthy food, prepared with the standard reputed brands and ingredient, the substandard/unbranded ingredients may tantamount to imposition of fine.
- 2.19 The crockery used shall be standard and of good quality which should be neat and clean, not old, and faulty (cracked, scratched); and the cloth and paper napkins/tissue papers provided should be clean.
- 2.20 Service provider should bring own utensil for preparing and serving of food.
- 2.21 Essential Crockery (Essential Crockery refers to the basic serving utensils, which includes forks, spoons, all kinds of plates quarter, half and full, bowls, cups, glasses, etc.) to be arranged by Contractor/Service Provider at his own cost.
- 2.22 The Service provider will take all necessary precautions against fire hazards and comply with rules and regulations as laid down by Govt. of Goa/concerned local authorities and to the satisfaction of the Institute.
- 2.23 In case of any lapses with respect to quality cleanliness, hygienic the Institute may be impose of suitable penalty with approval of Competent authority
- 2.24 The Service provider will be responsible for compliance of all Central Laws /State Laws/Local Laws pertaining to this Tender/Contract.
- 2.25 In case of any exemption as provided by the GoI the bidder must submit the substantial documents and records for the evaluation of bid document

## 2.26 Criteria for Evaluation in Technical Bid

- a) Proof of establishment of Firms/shop/business/manufacturing unit in Goa/border districts of neighboring states of Maharashtra and Karnataka for a minimum period of five years.
- b) Valid EMD
- c) PAN No: ..... (With photo copy) of firms/proprietor.
- d) Photocopy of GST Registration Certificate.
- e) The bidder must have completed similar type of work. The bidder has to submit relevant certificate/Work Order/Proof of work conducted/Any other document which proves that the bidder has completed similar type of work. (refer sr no 12.1 and 12.2)
- f) Technical Specification- The bidder will qualify technically if the bidder meets technical specifications of all the items and must comply all the terms and conditions. The committee reserves the right to look into the compatibility issues with respect to the technical specifications quoted.
- g) Stamp and sign on all the pages of the tender document.
- h) PFMS Form should be duly stamped and signed by the bidder.

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- i) Annexure I on the letter head of the bidder with signed and stamp.
- j) The bidder must submit the FSSAI certificate
- k) Before submitting the bid document the intending bidder must compulsorily visit the actual site/venue i.e. NIT Goa, Cuncolim to have a complete understanding of the bid scope, conditions, and potential challenges before they prepare and submit their bids. The site visit certificate must be kept in the technical bid envelope. The bidders who fails to produce the site visit certificate will be technically disqualified.
- 1) ITR details for the last three financial years.

#### 2.27 <u>Criteria for Evaluation in Financial Bid</u>

- a) Annexure II on letterhead of firm with seal and sign on all pages of the annexure.
- b) The financial bid(s) shall be evaluated on the basis of the total lowest rates quoted for all the services mentioned in annexure II. The words in price bid such as extra will entitle for disqualification of bidders. Conditional bids will not be accepted and will be liable for disqualification.

Registrar NIT-Goa

## Technical bid:

# **Specification (Annexure-I)**

# <u>Catering/Food service for IEEE International Conference STPEC-2025 at NIT Goa</u> <u>Campus, Cuncolim – Goa</u>

Sr.No	Date/ Time	Description	Minimum Qty.	Complian ce Yes/No only	Remarks (if any)
1	<b>Day:1</b> 10/12/25 7:30 am	BREAKFAST Idli, Sambar/Chutney, Medhu vada, Uppit, Cut fruits, Cold Coffee, Tea/Coffee	150 Nos		
2.	10:30 am	HIGH TEA Veg cutlet Tea/Coffee	150 Nos		
3.	1:00 pm	LUNCH Welcome drink: Mint Lemonade Starter: Veg crispy, Chicken 65 Salad: Russian Salad, Green Salad, Main Course: Roti, Veg Pulao, Steamed rice Butter chicken masala, Chonak fish fry Butter paneer masala, Dal fry,, Curd, Pappad, Pickle Dessert: Fruit Custard Jelly, Amul Ice Cream- Chocolate	150 Nos		
4.	4:00 pm	HIGH TEA Kanda Pakora, Cookies, Tea/Coffee	150 Nos		
5.	<b>Day:2</b> 11/12/25 7:30 am	BREAKFAST Poha, Potato Vada, Chutney, Cut fruits Cold Coffee Tea/Coffee	250 Nos		
6.	10:30 am	HIGH TEA Veg sandwich Tea/Coffee	250 Nos		
7.	1:00 pm	LUNCH Welcome drink: Fruit Punch Starter: Baby corn chilly, Chicken Kabab Salad: Sprouted moong Salad, Aloo Raita Main Course: Puri, Green Peas Pulao, Jeera rice Chicken curry,King fish fry Chole Masala, Dal Makhani Curd, Pappad, Pickle Dessert: Gulab Jamun, Amul Ice Cream- Butterscotch	250 Nos		



	1	MICH MD		
		HIGH TEA	250 Nos	
8.	4:00 pm	Veg Pakora Cookies		
"	loo piii	Tea/Coffee		
		rea/Corree		
		DINNER	250 Nos	
		Soup: Veg Sweet Corn Soup		
		Welcome drink: Virgin Mojito – Cucumber		
		Mint		
		Live Chaat:Samosa Chaat ,Dabeli		
		Starters: Fish finger, Chicken Angara Kabab		
		Aloo Cheese Palaak Tikki, Hara Bara Kabab Salad: Corn Salad, Green Salad		
		Main Course: Chicken Malvani, Mutton		
9.	7:30 pm	Roghn Josh		
	1	Paneer Mumtaz, Dal Tadka		
	1	Rumali Roti/Butter Naan ,Steamed Rice		
		Chicken Biryani		
		Vegetable Biryani		
		Raita		
		Curd Dessert:		
		Caramel Pudding, Amul Ice cream-		
		Chocolate Brownie		
	Day 2	BREAKFAST	250 Nos	
	Day:3 12/12/25	Bature, Chole, Sheera, Cut fruits		
10.	7:30 am	Cold Coffee		
		Tea/Coffee		
		HIGH TEA	050 ) I	
		Veg patties	250 Nos	
11.	10:30 am	Tea/Coffee		
		LUNCH	250 Nos	
		Welcome drink: Mint Lemonade		
		Starters: Paneer tikka dry, Chicken tikka dry		
		Salad: Kachumbar salad, Tandoori salad		
12.	1:00 pm	Main Course:Naan, Veg Pulao, Steamed rice		
		Chicken Kadai, Chonak fish fry		
		Veg Kadai, Dal fry		
		Curd, Pappad, Pickle	8	
		Dessert: Kheer, Amul Ice Cream- Rajbhog		
		HIGH TEA	250 Nos	
13.	4:00 pm	Sesame Toast, Cookies, Tea/Coffee	r#	
13,	4.00 pm			
		BREAKFAST	250 Nos	
	Day:4	Cutlet, Cheese sandwich, Sabudana Kichdi,		
14.	13/12/25	Cut fruits		
	7:30 am	Cold Coffee		
		Tea/Coffee		

		HIGH TEA	250 Nos	
		HIGH TEA	250 1103	
15.	10:30 am	Veg samosa		
		Tea/Coffee	8	
			250 Nos	
		LUNCH	230 NOS	8
		Welcome drink: Fruit Punch		
		Starter: Gobi chilly dry, Chicken chilly dry		
		Salad: Russian Salad, Kimchi Salad		
		Main Course: Puri, Green Peas Pulao, Jeera		
16.	1:00 pm	rice		
	•	Chicken Tikka Masala, King fish fry		
		Mixed Veg kurma, Dal Makhani		
		Curd, Pappad, Pickle		
		Dessert: Carrot Halwa, Amul Ice Cream-		
		Pan Nawabi		
		HIGH TEA	250 Nos	
		Nachos with salsa		
17.	4:00 pm	Cookies		
17.	4.00 pm	Tea/Coffee		
		Tea/Conce		

#### Terms and Conditions: -

- 1. The above service must be provided from 10<sup>th</sup> to 13<sup>th</sup> December, 2025 at NIT Goa Cuncolim campus. The necessary service arrangements must be ready one day before the conference start date i.e. by 09<sup>th</sup> December, 2025.
- 2. The above quantity may increase (+20%) as the requirement on each day of the conference, the caterer should provide the food.
- 3. The food counter number is not less than 4 and caterer should arrange adequate number of food service persons
- 4. Service provider should deploy sufficient manpower required for catering service and other allied activities.
- 5. The service provider should also deploy cleaning staff in uniform to remove the soiled plates or spilled food in the dining area.
- 6. The service provider shall maintain Good Housekeeping IN and AROUND the premises and shall also maintain the drainage system in the precincts and disposal of garbage/leftovers etc. at his own risk & the disposal of garbage/leftover/waste outside the refinery premises to the designated place will be in the scope of the Service Provider.
- 7. The service provider must ensure the persons engaged by them are in proper Uniform /dress code, maintain a good code of conduct and have required working skills.
- 8. The service providers are requested to keep the surrounding area neat and clean.
- 9. The items to be served should be supplied in hygienic conditions. In the case of default the fine up to Rs 50,000 will be imposed.
- 10. NIT Goa will only provide working/ cooking space/area, all other arrangements required must be arranged by the vendor.

Note: The above format should be on letter head of the firm with the signature and seal of Authorized Signatory

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## Financial Bid (Annexure-II)

# <u>Catering/Food service for IEEE International Conference STPEC-2025 at NIT Goa</u> <u>Campus, Cuncolim – Goa</u>

Sr. No	Date/ Time	Description	Minimum Qty.	Rate per plate	Total amount in Rs.
1.	<b>Day:1</b> 10/12/25 7:30 am	BREAKFAST Idli, Sambar/Chutney, Medhu vada, Uppit, Cut fruits Cold Coffee Tea/Coffee	150 Nos		10.1
2.	10:30am	HIGH TEA Veg cutlet Tea/Coffee	150 Nos		
3.	1:00 pm	LUNCH Welcome drink: Mint Lemonade Starter: Veg crispy, Chicken 65 Salad: Russian Salad, Green Salad, Main Course: Roti, Veg Pulao, Steamed rice Butter chicken masala, Chonak fish fry Butter paneer masala, Dal fry,, Curd, Pappad, Pickle Dessert: Fruit Custard Jelly, Amul Ice Cream- Chocolate	150 Nos		
4.	4:00 pm	HIGH TEA Kanda Pakora Cookies Tea/Coffee	150 Nos		
5.	Day 2: 11/12/25 7:30 am	BREAKFAST Poha, Potato Vada, Chutney, Cut fruits Cold Coffee Tea/Coffee	250 Nos		
6.	10:30am	HIGH TEA Veg sandwich Tea/Coffee	250 Nos		
7.	1:00 pm	LUNCH Welcome drink: Fruit Punch Starter: Baby corn chilly, Chicken Kabab Salad: Sprouted moong Salad, Aloo Raita Main Course: Puri, Green Peas Pulao, Jeera rice Chicken curry,King fish fry Chole Masala, Dal Makhani Curd, Pappad, Pickle Dessert: Gulab Jamun, Amul Ice Cream- Butterscotch	250 Nos		

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		ANY CALL MED A	250 Nos		
		HIGH TEA	230 NOS		
8.	4:00 pm	Veg Pakora			
6.	4.00 pm	Cookies			
		Tea/Coffee			
		DINNER	250 Nos		
		Soup:Veg Sweet Corn Soup			
		Welcome drink: Virgin Mojito –			
		Cucumber Mint			
		Live Chaat:Samosa Chaat ,Dabeli			
		Chartena Fish finger Chicken Angers			
		Starters: Fish finger, Chicken Angara			
- 1		Kabab			
		Aloo Cheese Palaak Tikki,Hara Bara			
		Kabab	5.5	1	
		Salad: Corn Salad, Green Salad		1	
9.	7:30 pm	Main Course: Chicken Malvani, Mutton		1	
	1	Roghn Josh			
- 1		Paneer Mumtaz, Dal Tadka		1 1	
- 1		Rumali Roti/Butter Naan ,Steamed Rice			
		Chicken Biryani			
		Vegetable Biryani			
		Raita			
		Curd	1		
		Dessert:			
		Caramel Pudding, Amul Ice cream-			
		Chocolate Brownie			
	n 2.	BREAKFAST	250 Nos		
	Day 3:	Bature, Chole, Sheera, Cut fruits			
10.	12/12/25	Cold Coffee			
	7:30 am	Tea/Coffee			
		1000			
		HIGH TEA	250 Nos		
11.	10:30am	Veg patties			
11.	10.30aiii	Tea/Coffee			
			250 NI		
		LUNCH			
			250 Nos		
		Welcome drink: Mint Lemonade	250 Nos		
			250 Nos		
		Welcome drink: Mint Lemonade Starters:Paneer tikka dry, Chicken tikka dry	250 Nos		
		Welcome drink: Mint Lemonade Starters:Paneer tikka dry, Chicken tikka dry	250 Nos		
		Welcome drink: Mint Lemonade Starters: Paneer tikka dry, Chicken tikka dry Salad: Kachumbar salad, Tandoori salad	250 Nos		
12.	1:00 pm	Welcome drink: Mint Lemonade Starters:Paneer tikka dry, Chicken tikka dry Salad:Kachumbar salad, Tandoori salad Main Course:Naan, Veg Pulao, Steamed	250 Nos		
12.	1:00 pm	Welcome drink: Mint Lemonade Starters:Paneer tikka dry, Chicken tikka dry Salad:Kachumbar salad, Tandoori salad Main Course:Naan, Veg Pulao, Steamed rice	250 Nos		
12.	1:00 pm	Welcome drink: Mint Lemonade Starters:Paneer tikka dry, Chicken tikka dry Salad:Kachumbar salad, Tandoori salad Main Course:Naan, Veg Pulao, Steamed rice Chicken Kadai, Chonak fish fry	250 Nos		
12.	1:00 pm	Welcome drink: Mint Lemonade Starters:Paneer tikka dry, Chicken tikka dry Salad:Kachumbar salad, Tandoori salad Main Course:Naan, Veg Pulao, Steamed rice Chicken Kadai, Chonak fish fry Veg Kadai, Dal fry	250 Nos		
12.	1:00 pm	Welcome drink: Mint Lemonade Starters:Paneer tikka dry, Chicken tikka dry Salad:Kachumbar salad, Tandoori salad Main Course:Naan, Veg Pulao, Steamed rice Chicken Kadai, Chonak fish fry Veg Kadai, Dal fry Curd, Pappad, Pickle	250 Nos		
12.	1:00 pm	Welcome drink: Mint Lemonade Starters:Paneer tikka dry, Chicken tikka dry Salad:Kachumbar salad, Tandoori salad Main Course:Naan, Veg Pulao, Steamed rice Chicken Kadai, Chonak fish fry Veg Kadai, Dal fry Curd, Pappad, Pickle Dessert: Kheer, Amul Ice Cream-	250 Nos		
12.	1:00 pm	Welcome drink: Mint Lemonade Starters:Paneer tikka dry, Chicken tikka dry Salad:Kachumbar salad, Tandoori salad Main Course:Naan, Veg Pulao, Steamed rice Chicken Kadai, Chonak fish fry Veg Kadai, Dal fry Curd, Pappad, Pickle Dessert: Kheer, Amul Ice Cream- Rajbhog			
12.	1:00 pm	Welcome drink: Mint Lemonade Starters:Paneer tikka dry, Chicken tikka dry Salad:Kachumbar salad, Tandoori salad Main Course:Naan, Veg Pulao, Steamed rice Chicken Kadai, Chonak fish fry Veg Kadai, Dal fry Curd, Pappad, Pickle Dessert: Kheer, Amul Ice Cream- Rajbhog HIGH TEA	250 Nos		
12.	1:00 pm	Welcome drink: Mint Lemonade Starters:Paneer tikka dry, Chicken tikka dry Salad:Kachumbar salad, Tandoori salad Main Course:Naan, Veg Pulao, Steamed rice Chicken Kadai, Chonak fish fry Veg Kadai, Dal fry Curd, Pappad, Pickle Dessert: Kheer, Amul Ice Cream- Rajbhog			
	1:00 pm	Welcome drink: Mint Lemonade Starters:Paneer tikka dry, Chicken tikka dry Salad:Kachumbar salad, Tandoori salad Main Course:Naan, Veg Pulao, Steamed rice Chicken Kadai, Chonak fish fry Veg Kadai, Dal fry Curd, Pappad, Pickle Dessert: Kheer, Amul Ice Cream- Rajbhog HIGH TEA		5	
	-	Welcome drink: Mint Lemonade Starters:Paneer tikka dry, Chicken tikka dry Salad:Kachumbar salad, Tandoori salad Main Course:Naan, Veg Pulao, Steamed rice Chicken Kadai, Chonak fish fry Veg Kadai, Dal fry Curd, Pappad, Pickle Dessert: Kheer, Amul Ice Cream- Rajbhog HIGH TEA Sesame Toast		5	

14.	Day 4: 13/12/25 7:30 am	BREAKFAST Cutlet, Cheese sandwich, Sabudana Kichdi, Cut fruits Cold Coffee Tea/Coffee	250 Nos	
15.	10:30am	HIGH TEA Veg samosa Tea/Coffee	250 Nos	
16.	1:00 pm	LUNCH Welcome drink: Fruit Punch Starter: Gobi chilly dry, Chicken chilly dry Salad: Russian Salad, Kimchi Salad Main Course: Puri, Green Peas Pulao, Jeera rice Chicken Tikka Masala,King fish fry Mixed Veg kurma, Dal Makhani Curd, Pappad, Pickle Dessert: Carrot Halwa, Amul Ice Cream- Pan Nawabi	250 Nos	
17.	4:00 pm	HIGH TEA Nachos with salsa Cookies Tea/Coffee	250 Nos	
	otal in Rs.			
	ding taxes) charges (if			
any), please specify				
	axes in Rs.			
	nd Total in In figures)			
	Gra	nd Total (In words)		

#### Terms and Conditions: -

- 1. The above service must be provided from 10<sup>th</sup> to 13<sup>th</sup> December, 2025 at NIT Goa Cuncolim campus. The necessary service arrangements must be ready one day before the conference start date i.e. by 09<sup>th</sup> December, 2025.
- 2. The above quantity may increase (+20%) as the requirement on each day of the conference, the caterer should provide the food.
- 3. The food counter number is not less than 4 and caterer should arrange adequate number of food service persons
- 4. Service provider should deploy sufficient manpower required for catering service at the food counters and other allied activities.
- 5. The service provider should also deploy cleaning staff in uniform to remove the soiled plates or spilled food in the dining area.

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- 6. The service provider shall maintain Good Housekeeping IN and AROUND the premises and shall also maintain the drainage system in the precincts and disposal of garbage/leftovers etc. at his own risk & the disposal of garbage/leftover/waste outside the refinery premises to the designated place will be in the scope of the Service Provider.
- 7. The service provider must ensure the persons engaged by them are in proper Uniform /dress code, maintain a good code of conduct and have required working skills.
- 8. The service providers are requested to keep the surrounding area neat and clean.
- 9. The items to be served should be supplied in hygienic conditions. In the case of default the fine up to Rs 50,000 will be imposed.
- 10. NIT Goa will only provide working/ cooking space/area, all other arrangements required must be arranged by the vendor.
- 11. Service Provider will be responsible for any loss or damage to Institute's property caused by them/ their workers for which service provider will be liable to compensate the said loss or damage.

Note: The above format should be on letter head of the firm with the signature and seal of Authorized Signatory

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### **PFMS Mandate Form**

Sr. No	Details Required	Information
1	Name of Vendor/Supplier	8
2	Date Of Birth / Date of Incorporation	
3	Father/Husband Name	
4	Aadhaar Number	
5	GST No.	
6	PAN No.	
7	Complete Address	
8	City	
9	Country	
10	State	
11	District	
12	PIN Code	
13	Mobile No.	
14	Telephone No.	
15	E Mail Address	
16	Account Holder Name	
17	Bank Name	
18	Bank (Branch)	
19	Bank Address	
20	Account No.	
21	IFSC Code	
22	Swift Code	

I/We hereby declare that the particulars given above are correct and complete. If the transaction is delayed or not effected at all for reasons of incomplete or incorrect information I/we would not hold the user Institution responsible.

Name:

Stamp/Seal & Signature of Vendor/Supplier:

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## **Quotationere Information Sheet**

1	Company Name
2	Company Registration Number
3	Registered Address
4	Name of Partners / Directors
5	Bidder Type (Indian/Foreign)
6	City
7	State
8	Postal Code
9	PAN/TAN Number
10	Company's Establishment Year
11	Company's Nature of Business
12	Company's Legal Status (Limited Company, Undertaking, Joint venture, Partnership and others)
13	Company Category (micro unit as per MSME, Small unit as per MSME, Medium unit as per MSME, Ancillary unit, Project Affected person of this company, SSI, Others)
14	Contact Person Name
15	Date Of Birth (DD/MM/YYYY)
16	Correspondence Email
17	Designation
18	Phone
19	Mobile

Note: If the information is not pertaining to the bidder, in third column he should specify as "Not Applicable". The information sheet should be sealed and signed.

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#### **About IEEE International Conference STPEC-2025**

The IEEE International Conference on Smart Technologies for Power, Energy, and Control (STPEC) is a premier forum for researchers, academicians, and industry professionals to exchange ideas, innovations, and advancements in the fields of power systems, renewable energy, smart grids, and advanced control technologies.

STPEC provides a platform to discuss emerging trends and challenges in modern power and energy systems, focusing on sustainable solutions, intelligent control mechanisms, and cutting-edge smart technologies. The conference brings together leading experts to present state-of-the-art research, technical advancements, and real-world applications, fostering collaborations for the future of smart energy solutions.

With a strong emphasis on innovation and industry relevance, STPEC aims to bridge the gap between academia and industry, promoting discussions on energy efficiency, power electronics, grid modernization, and intelligent control strategies. The conference includes keynote speeches, technical paper presentations, panel discussions, and workshops, making it a significant event for professionals working towards a sustainable and smarter energy future. Previous versions of STPEC were held in the years 2020 (VNIT Nagpur India), 2021 (CEC Bilaspur India) and 2023 (KIIT Bhubaneswar India).

The 4th STPEC is scheduled to be held at National Institute of Technology, Goa, India from December 10 - 13<sup>th</sup>, 2025. This conference is proudly financially sponsored by the IEEE Industry Applications Society (IAS) and the IEEE Power Electronics Society (PELS), and it is technically sponsored by the IEEE Industrial Electronics Society.

		(STPEC 20			
1000		Program at a	Glance		
Time	Days				
I MORE	10-12-2025	11-12-2025	12-12-2025	13-12-2025	
8:00 - 8:30		Registration and Greakfast			
8.30 - 10.00	Tutorial I & II	Oral Session - 2	Oral Session - 5	Oral Session - 7	
10.00 - 10.30	Networking Tea				
	Active Charge 180	Poster Session -2	Poster Session -4	Poster best, on -b	
10.30 – 12.00	Tutorial III & IV	Plenary Session II	Plenary Session IV	Plenary Session X	
		Plenary Session III	Plenary Session V	Plenary Session XI	
2.00 – 13,30	WIE	Oral Session - 3	Oral Session - 6	Oral Session - 8	
3.30 – 14.30	lunch				
14.30 - 16.00	Tutorial V	Industry Session - I	Plenary Session VI & VII (Online)	Plenary Session XII	
			Plenary Session VIII & IX (Online)	Plenary Session XIII	
6.00 - 17.30	Oral Session - 1	Oral Session - 4	Industry Session - II	Valedmory	
7.30 – 18.00	Networking Tax				
7.00 10.00	Poster Session -1	Paster Session -3	Forter Session - 5	Networking Tea	
8.00 - 19.30	Plenary Session I (Online)	Conference Inauguration			
9.30 – 20.15		Cultural Night	Local Tour		
0.15 - 21.30		Weicome Dinner	Gala Dinner on Cruise		

