OFFICE OF THE ADMINISTRATOR OF BARASAT MUNICIPALITY

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Memo No.1582 –BM/53/2026 - 2027 Date: 03/11/2026

From : Administrator,
Barasat Municipality

NOTICE INVITING QUOTATION

Sealed quotations are hereby invited from reputed, renowned and quality food suppliers/ caterers for the supply of cocked food items for the Viswakarma Puja event 2026 organized for the employees of the Barasat Municipality.

Scope of Work:

1) The selected supplier will be responsible for the preparation, packaging, and timely delivery of high-quality food.

2) Estimated Quantity: Approximately 1850 plates of food.

3) The food must be prepared hygienically and packed in sealed, disposal containers suitable for serving

The intending tenderers should submit the rate including all taxes and submit with the Tender/quotation along with all necessary up to date documents (Trade License, PAN, GST) required to attend the tender. The detailed description and specification of food items is mentioned in the attached ANNEXURE.

Your offered rate should reach the undersigned on or before 07/11/2026 within office hours (from 11:00 AM to 2:00 PM) and will be open at 3:00 PM on the same day i.e 07/11/2026.

Municipal Authority has every right to reject or accept any tender/quotation without assigning any reason.

Administrator
Barasat Municipality
Administrator
Barasat Municipality

Memo No.1582 (1-5) –BM/53/2026-27, Dated: 03/11/2026
Copy forwarded to:

1. Finance Officer, Barasat Municipality,
2. Office Superintendent, Barasat Municipality,
3. Head Clark, Barasat Municipality,
4. Office Notice Board, Barasat Municipality,
5. OC. I.T. Dept, for publication of Municipal Website: www.barasatmunicipality.org.

Administrator
Barasat Municipality
Administrator

BARASAT MUNICIPALITY

NIQ No. 1582-BM/53/2026-2027, DATED: 03/11/2026

Item Rate BoQ

Name of work: Supply & delivery of cooked food (Best Quality) for Viswakarma Puja event 2026 organized for the employees of Barasat Municipality.

SL NO	NAME OF ITEM	UNIT	QTY.	BASIIC RATE	AMOUNT
1	Chicken Biriany (1000 ML Container), Chicken (130-140 Gr.), 01 Pc. Sweet (Golap Jamun), Salad with 01 Pc. 300 ml water bottle and the food must be prepared hygienically and packed in sealed with suitable disposable containers for serving.	Packed	1850		
A	Total Amount				
B	Add GST @ 5 %				
C	**Grand Total**				

Administrator
Barasat Municipality