

INDIAN INSTITUTE OF MANAGEMENT SIRMAUR

Dhaura Kuan, Distt. Sirmour
Himachal Pradesh – 173031, India

भारतीय प्रबंध संस्थान सिरमौर

धौला कुआँ, जिला .सिरमौर
हिमाचल प्रदेश - 173031, भारत

क्रमांक | No. IIMS/PUR/Pinnacle 4.0 Lunch & High-Tea/39/26-27

दिनांक | Date: 07.10.2026

Short-Term Request for Quotation

To,
Senior Consultant (Administration),
Indian Institute of Management Sirmour
Dhaura Kuan, Sirmour, 173031

Subject: Call for E-Quotations for Arranging Buffet Lunch and High Tea for the Pinnacle Event to be held on 10th and 11th October, 2026 at IIM Sirmour, H.P.

We solicit your password-protected e-quotation for Arranging Buffet Lunch and High Tea for the Pinnacle 4.0 Event to be held on 10th and 11th October, 2026 at IIM Sirmour, H.P. as follows:

Sl. No.	Description of Services	Quantity	Basic Rate (Incl. of GST & all)	Total Cost (Incl. of GST & all)
1.	Starters Veg <u>Starters Items:</u> - Chilli Paneer - Kebab Non- Veg - Chicken 65(Pakod) - Chicken Lollipop		To be filled by the vendor on their letterhead Only	To be filled by the vendor on their letterhead Only
2.	Main Course Veg: <u>Gravy Items:</u> - Panner Lababdar - Dal Tadka/Dal Fry <u>Rice Items:</u> - Kashmiri Pulao - Pain Rice Non- Veg - Sukha Mutton - Rara Mutton - Dum Chicken Biryani - Plain Rice Bread: - Naan - Laccha Prontha - Tawa Roti Desert: - Ice Cream - Gulab Jamun - Rasmalai - Fruit Salad - Fruit Custard Supplements : - Pappad - Tissues Paper - Toothpicks - Mouth Freshener/ Sweet Beeda (Pan)	180 Pax.	To be filled by the vendor on their letterhead Only	To be filled by the vendor on their letterhead Only
3.	High Tea: Drinks: - Tea/ Coffee - Black Coffee / Lemon Tea Snacks: - Sandwich - Cookies - Samosa - Cutlets - Roasted Almond - Roasted Cashew	180 Pax.	To be filled by the vendor on their letterhead Only	To be filled by the vendor on their letterhead Only
TOTAL AMOUNT (Inclusive of taxes, FOR & all other Charges)				To be filled by the vendor on their letterhead Only

NOTE: The above-mentioned requirement is required for two days, i.e., 10th and 11th October 2026

A. Instructions to the participants:

1. The bidders have to send this RFQ after filing rates on their letterhead in password protected pdf format only to IIM Sirmaur by emailing to purchaseoffice@iimsirmaur.ac.in with subject line: **Quotation for Arranging Buffet Lunch and High Tea for the Pinnacle 4.0 Event to be held on 10th and 11th October, 2026 at IIM Sirmaur, H.P.**
Kindly ensure that the quotation is signed & stamped in the .pdf format (Password protected), and free from any virus or corrupted files.
2. Quotation received without password protected and after the validity of participation period shall not be considered for further process.
3. Quotations should be submitted on or before **02:00 PM by 08.10.2026 (Thursday)** and the password has to be shared between **02:30 PM to 03:00 PM** on the same date on purchaseoffice@iimsirmaur.ac.in email.
4. **The Bidder is required to submit the following documents/undertakings, duly signed and stamped on the firm's official letterhead, along with the quotation:**
 - a) **GSTIN and PAN Documents:**
Self-attested copies of the firm's GSTIN and PAN.
 - b) **Undertaking regarding Blacklisting:**
Name of the Firm: _____
The bidder should not have been debarred/blacklisted by any Government Department, Semi-Government Department, Educational Institution (including IIMs), or any other organization during the last five (03) years.
5. The selected vendor has to provide the services as per the above mentioned specifications only.
6. Payment shall be released to the successful vendor within **30 working days** from the date of submission of the original hard copy of the tax invoice, subject to the successful completion of the Arranging Buffet Lunch and High Tea for the Pinnacle 4.0 Event to be held on 10th and 11th October, 2026 at IIM Sirmaur, H.P., and submission of a satisfactory inspection report by the user department of IIM Sirmaur.
7. **Note: Kindly submit the password protected financial quotes on your letterhead only as per the attached RFQ (Request for Quotation) along with the mentioned details & documents, please.**

फर्म का नाम/Name of Firm _____

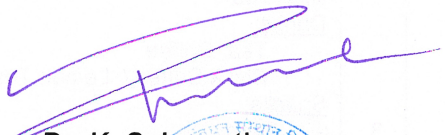
फर्म का पता/Address of the Firm _____

जीएसटीआईएन/GSTIN _____

पैन/PAN _____

ईमेल पता/Email Address _____

संपर्क नंबर/Contact No. _____


Dr. K. Selvanathan
Senior Consultant (Admin.)

अधिकृत हस्ताक्षरकर्ता के हस्ताक्षर एवं मोहर / Signature & Stamp of the Authorized Signatory

