

To,

Date: 14th November, 2019

All CA Members/Vendors

Subject: Invite "CATERING" quotations for International Conference of CA Students scheduled on 14th, 15th December, 2019 at Pune.

Respected Sir/Madam,

We invite quotations for "Catering "services as per attached Menu specification/categories of **Normal & VIP Delegates (two separate attached)** for International Conference of CA Students scheduled on 14th, 15th December, 2019 at Pune.

We request if you have any contact or if you know any vendor please inform him to submit the best quotation at below address within 5 days, last date for submission of quotation will be **Monday,18th November,2019 by 3 pm.**

Terms & Conditions:

- **Minimum count as mentioned in the attached, we will intimate the change in number of count if any in advance.**
- **Min.14 counters should be there (12 for normal, 1 -Jain food & 1 -VIP).**
- **24 hrs. mineral water arrangement.**
- **24 hrs. VIP/Delegate counter servicing.**
- **All foods need to be cooked in branded refine oil/pure gee only.**
- **Taking care of all necessary hygiene & safety precaution as per the Government Food Department standards.**
- **Taking care of catering area & all other related matters.**
- **Servicing Timings need to be followed strictly.**

NOTE:

1. Venue: Mahalaxmi Lawns, Karve Road, Pune

2. Quotation must include all applicable cost as per mentioned specifications, transportation & Taxes if any.

3. Terms & Conditions for payment etc.

As per standard process, Pune Branch of WIRC of ICAI, keep the right of finalisation of vendor as per the highest amount of quotation received.

Address to submit the quotation:

Pune Branch of WIRC of ICAI, 'ICAI Bhawan', Plot No. 8, Parshwanath Nagar, CTS No. 333, Sr. No. 573, Munjeri, Near Mahavir Electronics, Opp. Kale Hospital, Bibwewadi, PUNE - 411 037.

OR

On mail with duly signed, stamped on company letterhead: admin@puneicai.org

Thanking you in advance.

Yours sincerely,

Deepak Korgaonkar

Branch Admin

M: 8237166008