



GOVERNMENT OF ASSAM
OFFICE OF THE DISTRICT ELECTION OFFICER:: LAKHIMPUR
(e-Mail : deo-lakhimpur@nic.in)

No. 1111/12/2025/22

Dated North Lakhimpur the 11th February 2026.

NOTICE INVITING QUOTATION

Sealed Quotations affixing Court Fee Stamp of Rs.8.25 (Rupees Eight and twenty five paise) only, are hereby invited from intending persons, Firms / Reputed Caterers, etc. having experience of similar nature of work, for Supply of Lunch, Dinner, Refreshment / Hot Cooked meal, etc. in connection with conduct of forthcoming Assembly Election, 2026, as per the terms and conditions given below.

The bids will be received at the Office of the District Election Officer, Lakhimpur during office hours on or before **19 February, 2026 upto 3:00 PM** and will be opened on the same day at **03:30 PM**. Detailed items list for Quotation is available at **Annexure-I**, along with the maximum admissible rate for each item. The Bidders or their authorized representatives may remain present at the time of opening of the Quotations.

Terms and Conditions:

1. The sealed envelope should be subscribed on top as **“Supply of Lunch, Dinner, Refreshment, Packets / Lunch etc.”**
2. The **rates** should be quoted against the items/articles and should be **inclusive of all applicable taxes** and will be considered final once accepted. No alterations or modifications will be entertained.
3. Bidders have to execute a declaration before The Notary/Executive Magistrate as per **Annexure II**.
4. Bidders have to supply the food in different cells, Training venue and locations of the election district wherever required.
5. The **rates** should be **inclusive of Packaging Cost, Catering Cost, Transportation**, etc.
6. The Bidders will have to deposit Earnest Money of Rs.50,000/- (Rupees Fifty thousand) only, in the form of Demand Draft/FDR in favour of the District Commissioner, Lakhimpur –cum- District Election Officer, Lakhimpur.
7. Self attested copies of PAN Card, GST Registration, Up-to date GST Return (preferably of December 2025) Trade License, Income Tax Returns for the preceding 3 years upto the last financial year must be enclosed. Bidders should also submit **undertaking for Tax Compliance** as required under EO No. ecF No.711226/1, dtd 19/12/2025 (enclosed as Annexure A).
8. Experience Certificate of supply of lunch, dinner, refreshments in Govt. / Non-Govt. organization, if any may be submitted.
9. The Quotationers must have adequate resources / man power to cater to large assembly of around 10,000 (Ten thousand) people in a day.
10. The work may be allotted to one or many suppliers depending upon the urgency of the work, time factor, quality of work, etc.
11. The District Election Officer, Lakhimpur has the right to accept or reject any or all quotations without assigning any reason thereof and has the right to fix the price of any items as per prevailing market rate/MRP.

12. If any item not listed in **Annexure I** is required to be supplied than the prevailing MRP/Market Price will be considered for making payment.
13. Any deviation from terms and conditions shall invite cancellation of Quotation / Bills, etc. and will result in forfeiture of security deposit and the bidder shall be barred from further supply / works for election purpose.
14. Payment is subject to availability of fund.


District Election Officer
&
District Commissioner,
Lakhimpur

Memo No. LEL.12/2025/22-A

Dated North Lakhimpur the 11th February 2026.

Copy to :-

1. The Chief Electoral Officer, Assam, Dispur for favour of kind information.
2. The DIO, NIC, Lakhimpur for publication of the same in the District website.
3. The DIPRO, Lakhimpur for wide publicity and publication of the same in two leading newspapers.
4. Notice Board, DEO's Office, Lakhimpur.


District Election Officer
&
District Commissioner,
Lakhimpur

LIST OF ITEMS FOR SUPPLY DURING ASSEMBLY ELECTION 2026.

| Sl. No. | Name of Items/Particulars | Maximum Rate admissible (In Rupees- inclusive of all taxes) |
|--|--|---|
| Lunch/ Dinner | | |
| 1 | Vegetarian Thali (to be served in good quality disposable Plate, with paper glass, bowl & spoon) <ul style="list-style-type: none"> Rice-Premium Quality, Daal-Non polished , Mix Veg, Dry Veg., Pumpkin/Brinjal Fry, Salad, Paapad, Achaar, ½ Ltr. Water bottle) | 120/- |
| 2 | Egg Thali (to be served in good quality disposable Plate, with paper glass, bowl & spoon) <ul style="list-style-type: none"> Rice-Premium Quality, Daal-Non polished ,Egg Curry, Mix Veg, Potato Fry, Salad, Paapad, Achaar, ½ Ltr. Water bottle) | 130/- |
| 3 | Fish Thali (to be served in good quality disposable Plate, with paper glass, bowl & spoon) <ul style="list-style-type: none"> Rice-Premium Quality, Daal-Non polished ,Fish Curry- KanpuriaBaahu, Mix Veg, Potato Fry, Salad, Paapad, Achaar, ½ Ltr. Water bottle) | 180/- |
| 4 | Chicken Thali (to be served in good quality disposable Plate, with paper glass, bowl & spoon) <ul style="list-style-type: none"> Rice-Premium Quality, Daal-Non polished , Chicken Curry-broiler, Mix Veg, Potato Fry, Salad, Paapad, Achaar, ½ Ltr. Water bottle) | 220/- |
| 5 | Mutton Thali (to be served in good quality disposable Plate, with paper glass, bowl & spoon) <ul style="list-style-type: none"> Rice-Premium Quality, Daal-Non polished , Mutton Curry, Mix Veg, Potato Fry, Salad, Paapad, Achaar, ½ Ltr. Water bottle) | 250/- |
| Tea – Snacks/ Light Refreshment | | |
| 6 | 3 Pieces Puri&Sabjee/chanadaal – Per Plate | 45/- |
| 7 | 3 Pieces Puri, Sabjee, one boiled egg & banana– Per Plate | 60/- |
| 8 | 3 pieces Bread butter/Jam, one boiled egg & banana – Per Plate | 50/- |
| 9 | Sweets (Rasgulla/Lalmohan/Kalakand/ Kaju Barfi/Bundial.addoo/Jalepi/Goja)– Regular size –per pc. | 15/- |
| 10 | Singara/Kachori/ Aloo Chop/ Bread Chop/ - Regular size- Per Pc | 15/- |
| 11 | Milk Tea with Biscuit – Per standard cup. | 20/- |
| 12 | Red Tea with Biscuit – Per standard cup. | 10/- |
| 13 | Coffee with Biscuit – Per standard cup. | 20/- |
| 14 | Green Tea with Biscuit – Per standard cup. | 20/- |
| 15 | Mixed Dry Fruits/Nuts – Per Kg | 1000/- |
| 16 | Bakery Biscuit –Regular Quality – Per Kg | 300/- |
| 17 | Bakery Biscuit- Premium Quality – Per Kg | 400/- |
| 18 | Veg Fried Rice (Half) – Per Plate (carrot / peas / beans / capsicum) | 40/- |

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| 4 | Chicken Thali (to be served in good quality disposable Plate, with paper glass, bowl & spoon) <ul style="list-style-type: none"> Rice-Premium Quality, Daal-Non polished , Chicken Curry-broiler, Mix Veg, Potato Fry, Salad, Paapad, Achaar, ½ Ltr. Water bottle) | 220/- |
| 5 | Mutton Thali (to be served in good quality disposable Plate, with paper glass, bowl & spoon) <ul style="list-style-type: none"> Rice-Premium Quality, Daal-Non polished , Mutton Curry, Mix Veg, Potato Fry, Salad, Paapad, Achaar, ½ Ltr. Water bottle) | 250/- |
| Tea – Snacks/ Light Refreshment | | |
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| 16 | Bakery Biscuit -Regular Quality – Per Kg | 300/- |
| 17 | Bakery Biscuit- Premium Quality – Per Kg | 400/- |
| 18 | Veg Fried Rice (Half) – Per Plate (carrot / peas / beans / capsicum) | 40/- |

| | | |
|----|---|-------|
| 19 | Veg Fried Rice (Full)– Per Plate (carrot / peas / beans / capsicum) | 70/- |
| 20 | Egg Fried Rice (Half)– Per Plate | 45/- |
| 21 | Egg Fried Rice (Full)– Per Plate | 80/- |
| 22 | Chicken Fried Rice (Half)– Per Plate | 55/- |
| 23 | Chicken Fried Rice (Full)– Per Plate | 100/- |
| 24 | Chicken Biryani (Half)– Per Plate | 80/- |
| 25 | Chicken Biryani (Full)– Per Plate | 150/- |
| 26 | Veg Roll _ Per Piece. | 50/- |
| 27 | Egg Roll - Per Piece. | 60/- |
| 28 | Chicken Roll – Per Piece | 70/- |
| 29 | Veg Chow (Half) - Per Plate. | 35/- |
| 30 | Veg Chow (Full) - Per Plate. | 60/- |
| 31 | Egg Chow (Half) - Per Plate. | 45/- |
| 32 | Egg Chow (Full) -Per Plate. | 70/- |
| 33 | Chicken Chow (Half) -Per Plate. | 55/- |
| 34 | Chicken Chow (Full) -Per Plate. | 100/- |
| 35 | One Plain Paratha with Sabjee & pickle / salad -Per Plate. | 40/- |
| 36 | Paneer item(Half) -Per Plate. (Motor Paneer) | 80/- |
| 37 | Paneer item(Full) -Per Plate. (Motor Paneer) | 150/- |
| 38 | Paneer Butter Masala (Half) | 100/- |
| 39 | Paneer Butter Masala (Full) | 200/- |
| 40 | Roti (3 pc) / sabjee / pickle/ egg / banana | 60/- |
| 41 | Extra Roti per piece | 5/- |
| 42 | 5 ltrs. Water bottle (Bisleri / Bailey) | 60/- |
| 43 | 5 ltrs. Local package Water bottle | 40/- |
| 44 | Packaged drinking water 750ml- Per Bottle | 10/- |
| 45 | Packaged drinking water 1 ltr. .- Per Bottle | 20/- |
| 46 | Packaged drinking water 20 ltr – Per Gallon | 50/- |
| 47 | Water Dispenser - Per Piece (on hire basis per day) | 30/- |

Sd/-
District Election Officer &
District Commissioner,
Lakhimpur

(Annexure-II)

(To be sworn before Notary Public/Executive Magistrate)

Declaration

I, _____ S/O- _____ resident of
_____ hereby declare that , I have sufficient manpower, logistics and
other necessary items required to prepare and serve food for around 10,000 (Ten thousand)
people in a day in connection with Assembly Election 2026 for Lakhimpur Election District.

Date :

Signature of Deponent

Self-Undertaking for Payment of Statutory Taxes
(For New Tender Submission)

To,
The Procuring Entity,
[Name of Department/Organization]
[Address]

Subject: Self-Undertaking regarding payment of statutory taxes before applying for tender
Tender/Bid Reference No & Date: _____

1. I/We have duly paid and cleared all statutory taxes, cess, dues, and levies payable to Local Authorities, Panchayats, Municipalities, State Government, and the Central Government up to the date of this tender submission and undertake to promptly discharge any such dues that may arise during the tenure of the contract.
2. I/We shall be solely responsible for payment of all applicable taxes, including GST, duties, license fees, cess, and any other statutory liabilities arising in connection with the performance of the contract.
3. I/We undertake to immediately inform the Procuring Entity of any statutory revision, demand, or default and shall bear complete responsibility for settlement of such dues, keeping the Procuring Entity fully indemnified against any liability in this regard.
4. I/We hereby confirm that all notices, demands, or proceedings issued by any Tax Authority up to the date of this submission have been duly complied with and settled. Any outstanding demand has been disclosed to the Procuring Entity, and I/We undertake to settle the same before award of contract, keeping the Procuring Entity indemnified against any liability.
5. In case of any reduction in the rate or amount of GST, taxes, duties, or levies after the Notification of Award, the corresponding benefit shall be duly passed on to the Procuring Entity without delay.
6. This undertaking shall remain valid and binding for the entire duration of the tender evaluation and, if awarded, for the full tenure of the contract including any extensions, until its closure.
7. I/We understand that at any stage if it is found that any statement or document submitted is false/forged/invalid, the Procuring Entity has discretion to terminate the contract and proceed with alternate arrangements as per the tender's risk purchase clause if any.

I/We declare that the above statements are true to the best of my/our knowledge and belief.

Authorized Signatory

Name: _____

Designation: _____

Firm/Company Name: _____

Date: _____

Place: _____

Company Seal: