



**SEED TECHNOLOGY RESEARCH UNIT**  
**Dr. Panjabrao Deshmukh Krishi Vidyapeeth, Akola 444104 (MS)**



Dr. Gajanan K. Lande

Chairman Refreshment Committee & Asso. Prof. Entomology CAS

Email: [gajannan1975@gmail.com](mailto:gajannan1975@gmail.com)

STRU/39<sup>th</sup> Conv/ /2025

Date: 16/01/2025

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**QUOTATION NOTICE**

To

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**Subject: Supply of quotation for different refreshment items to be served during convocation**

With reference to the subject cited above, please supply quotations for different items (as per the menu mentioned below) of refreshment to be served during convocation to be held on 04.02.2025 and 05.02.2025. The quotations should be submitted to undersigned in sealed envelope on or before 23<sup>rd</sup> January, 2025. The items are to be supplied and served during the 39<sup>th</sup> convocation is as follow

SN	Particulars	Specification of the item	Total Quantity	Rate per unit
<b>04.02.2025 (Day of Rehearsal)</b>				
01	Hi Tea for VIPs (Before rehearsal)	Poha/Upma, Tea/Coffee, Water Can	150	
02	VIPs (After Rehearsal)	Orange juice and mineral bottle (500ml)	50	
03	Hi Tea for Press Reporters	Tea/Coffee, Biscuits, Mineral water bottle (500ml)	75	
<b>05.02.2025 (The day of Convocation)</b>				
01	Bed tea at Guest house for VVIPs	Tea/ coffee with Biscuits/Cookies	25	
02	Refreshment for VVIPs before procession	Dry fruits (Four items: Half kg each Salted Pista, Badam, Kismis, Kaju etc )	2 kg	
		Biscuits, Kaju katli (2pcs), Tea/Coffee, Mineral Bottle (500ml)	50	
03	Refreshment for Academic staff, drivers of dignitaries, security, police band and convocation committee members and staff members	Poha/Upama, Biscuits, Tea/Coffee, Water can	300	
04	Refreshment on convocation dias	Sealed juice cans/Bottles /Chocolates	45	
05	Refreshment packets for students, press reporters, NCC candidates and committee members distributing packets to students.	Chiwda (50 g), Medium Kachori (1 pcs), Motichur laddu of pure ghee (1 pcs), Water pouch (200 ml)	3500	
06	Light refreshment for VVIPs and VIPs after procession	Pine apple juice and mineral water bottle (500ml)	150	

**Terms & Conditions:**

1. The Items mentioned above please be supplied within given time and as the specification
2. The rates quoted must include the service charges (Arrangement and Serving) and including all taxes
3. The venue for arrangement of above refreshment will be communicated one day before actual event.
4. The undersigned reserves the right to accept or reject order if quality and quantity is not up to the mark.
5. Changes if any in above order will be communicated by undersigned one day before actual event.
6. The bill of above items may please be sent in triplicate in the name of **SRO, STRU, Dr. PDKV, Akola** for payment after completion of work

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**Chairman Refreshment Committee  
of 39<sup>th</sup> Convocation &  
Assoc. Prof. Entomology (CAS)  
STRU, Dr. PDKV, Akola**

**Copy to**

- **The Officer In-Charge, ARIS Cell, Dr. PDKV, Akola** with a request to upload the quotation notice on university website.