



GOVERNMENT OF MEGHALAYA
MEGHALAYA STATE RURAL LIVELIHOODS SOCIETY

(The Nodal Agency of Govt. of Meghalaya for implementing NRLM, Ministry of Rural Development, Govt. of India.)

Montfort Building, 2nd Floor, Dhankheti, Shillong-793001

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MSRLS/SMMU/ SARAS FAIRCATERING SERVICE/2482/26-27/2 | 5391

Dated: Shillong the 5th October 2026

REQUEST FOR QUOTATION (RFQ)

The Meghalaya State Rural Livelihoods Society (MSRLS) invites sealed quotations from reputed and experienced Catering Service providers for Supply of food and refreshments during the 7th Meghalaya Saras Aajeevika Fair 2026 scheduled to be held from 09th to 19th at Iewrynghep Ground, Nongrimbah Shillong.

The items required are:

1. Breakfast(General)
2. Hi Tea -Veg (VIP).
3. Hi Tea -Non-Veg (VIP)
4. Lunch -Veg (VIP).
5. Lunch -Non-Veg (VIP)
6. Lunch /Dinner- Veg (General)
7. Lunch /Dinner- Non-Veg (General).
8. Tea & Snacks.

Schedule of Bidding Process: Meghalaya State Rural Livelihoods Society (MSRLS) would endeavour to adhere to the following schedule:

Sn	Activity Description	Date And Time
1	Issue of RFQ	5 th October, 2026
2	Last date for submission of queries	14 th October, 2026
3	Pre-proposal meeting via VC/face to face	15 th October, 2026
4	Meghalaya State Rural Livelihood Society (MSRLS)'s response to queries	16 th October, 2026
5	Last date for Submission of Bids	11:00 AM, 19 th October 2026
6	Date of opening of Bids	19 th October 2026 (3:00 PM)

Terms and Conditions

1. Quotations should be in a sealed cover super scripting "Quotation for supply of food and refreshments"
2. The rates are to be quoted in figures and words and should be included all taxes, transportation and delivery as per Financial Quotation Format (Annexure - 1).
3. The Quotation shall be completed in all respect along with supporting documents such as:
 - a. Be a registered firm/entity with valid GST and FSSAI license
 - b. Have at least 2 years' experience in catering for events of 200+ people
 - c. Submit proof of past similar work (preferably Government/public events)
 - d. Maintain proper hygiene and food safety standards
4. The Quotation shall be duly signed, otherwise the same will be rejected
5. Quotation received after the date-and time fixed as schedule mentioned above will not be entertained.
6. Successful bidder/bidder(s) will be informed and award the order for supply.



MSRLS/SMMU/ SARAS FAIRCATERING SERVICE/2482/26-27/2 | 5391-A

Dated: Shillong the 5th October 2026

Secretary, C&RD Deptt, Govt. of India
& Chief Executive Officer,
Meghalaya State Rural Livelihoods Society
Shillong

Copy to:

1. All local firms identified firms/ contractors for kind information and necessary action.
2. Office Notice Board for Display
3. The Project Manager- KMC, SMMU for uploading in the office website.

Secretary, C&RD Deptt, Govt.
& Chief Executive Officer,
Meghalaya State Rural Livelihoods Society

Chief Executive Officer
Meghalaya State Rural Livelihood Society
Shillong



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MSRLS/SMMU/ SARAS FAIRCATERING SERVICE/2482/26-27/1 / 5391-13 Dated: Shillong the 5th October 2026

Annexure-1

Sl. No.	Description of Service	Rate (₹)	GST Amount (₹)	Total Amount (₹)
1	Breakfast Packet Breakfast	Per plate		
2	Hi Tea –Veg (VIP) Buffet service.	Per plate		
3	Hi Tea –Non-Veg (VIP) Buffet service.	Per plate		
4	Lunch –Veg (VIP) Buffet service	Per plate		
5	Lunch –Non-Veg (VIP) Buffet service	Per plate		
6	Lunch /Dinner- Veg (General) Packet lunch	Per plate		
7	Lunch /Dinner- Non-Veg (General) Packet lunch	Per plate		
8	Mineral Water Bottle	Per no.		
9	Tea and Snacks	Per person		


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