

RFP

EMPANELMENT OF OUTSOURCED CATERERS AND EVENT DECORATORS

1. The Rajendra Sinhji Army Officers' Institute, # 50, MG Road, Opp : Cauvery Emporium, Bangalore – 560 001 (RSAOI Bangalore) invites vendor that provide facilities such as decorations, Music, Lighting, food etc. Invitation is also sought for decoration only for empanelment :-

Ser No	Banquet Halls	Events and functions	Work description	Hall capacity size of banquet hall	Remarks
(a)	Cariappa Hall	Reception	Decorators/ Event Manger	500 Plus	
(b)	Swimming Pool	Reception / Corps Days, Birthdays and Family gatherings	Decorators/ Event Manger	150	
(c)	Roof Top	Reception / Corps Days, Birthdays and Family gatherings	Decorators/ Event Manger	100	
(d)	Cavalier Jaisalmer 50 Emgee	Reception / Corps Days, Birthdays and Family gatherings	Decorators/ Event Manger	20 to 70	

2. Rebate for Decorator per hall as given below :-

(a)	Cariappa Hall	-	Rs 30,000/-	(For wedding Rs 30,000/- and for other function as anniversary/ Birthday etc 15 % of the cost)
(b)	Swimming Pool	-	Rs 10,000/-	
(c)	All Other Lounges	-	Rs 3,000/-	

3. Rebate for Catering is 15%.

4. Date will be intimated one week in advance for all applicants to bring their catalogues, work experience letter GST details to present before the Borad of Officers.

5. Security deposit for decorator (Vendor) is Rs 50,000/- and caterer (Vendor) is Rs 3,00,000/- (Refundable).

6. Vendors may visit the Secy / web Site for further clarification.