

RFP

EMPANELMENT LIST OF OUTSOURCING 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 A to Z facilities such as caterers, decorations, Music, Lighting 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 or Caterers	500 Plus	
(b)	Swimming Pool	Reception / Corps Days, Birthdays and Family gatherings	Decorators/ Event Manger or Caterers	150	
(c)	Roof Top	Reception / Corps Days, Birthdays and Family gatherings	Decorators/ Event Manger or Caterers	100	
(d)	Cavalier Jaisalmer 50 Emgee	Reception / Corps Days, Birthdays and Family gatherings	Decorators/ Event Manger or Caterers	20 to 70	

2. Commission 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 applicant bring their catalogues, work experience letter GST details to present the Board of Officers.

5. Security deposit by each vendor Rs 50,000/- (Refundable).

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