ICMAI
भारतीय लागत लेखाकार संस्थान
THE INSTITUTE OF
COST ACCOUNTANTS OF INDIA
Statutory Body under an Act of Parliament
(Under the Jurisdiction of Ministry of Corporate Affairs)
SOUTHERN INDIA REGIONAL COUNCIL

"CMA Bhawan", No: 4, Montieth Lane,
Egmore, Chennai - 600 008
Tel : 044-2855 4443 / 2855 4326
Email Id: sirc@icmai.in
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TENDER NOTICE

Ref.: SIRC/Food Caterers/10/2026
Date: 30th October, 2026

Sub.: Quotation for Supply of Food (Breakfast and Lunch) for the Campus Placement Programme – Reg.

Reputed and experienced caterers are invited to submit their quotations for providing food arrangements at the Southern India Regional Council (SIRC) of ICMAI, No. 4, Montieth Lane, Egmore, Chennai – 600 008, in connection with the **Campus Placement Programme scheduled to be held on 25th, 26th and 27th November, 2026.**

TERMS AND CONDITIONS

1. The caterer shall provide **breakfast for staff and volunteers and lunch for students, staff and volunteers**, as per the requirements of the Institute.
2. The minimum guaranteed quantity for food shall be **200 persons per day**.
3. The bills shall be settled after verification and certification by the competent authority.
4. Payment shall be made through cheque or NEFT after deduction of applicable taxes, as per the prevailing rules.
5. In the event of unsatisfactory performance, the Institute reserves the right to cancel the contract at any time by giving written intimation to the caterer.
6. If the selected caterer wishes to terminate the contract for any reason whatsoever, prior written notice shall be given to the Institute well in advance.

For further details, please contact **Shri B. Surendran, Assistant Administrative Officer / Shri Deepak S, Deputy Superintendent**, during office hours on any working day.

Sealed quotations, duly signed and submitted on the tenderer's business letterhead, with the subject **"RATE FOR FOOD"** clearly mentioned, should be submitted to the Office of SIRC of ICMAI, No. 4, Montieth Lane, Egmore, Chennai – 600 008, or sent by email to **sirc@icmai.in** / **bsurendran311@gmail.com**, on or before **20th November, 2026, up to 5.00 p.m.**

The Institute is not bound to accept the lowest quotation and reserves the right to accept or reject any or all quotations without assigning any reason whatsoever.

P. Balamurugan
Dy. Director