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| High Commission of India, Wellington, New Zealand : Azadi Ka Amrit Mahotsav  (AKAM)**E:\GAGAN\kvs-logo.png** | File:G20 India 2023 logo.svg - Wikipediaकेन्द्रीय विद्यालय ए. एफ. एस. डिगारू  **KENDRIYA VIDYALAYA A.F.S. DIGARU**  **डाकघर: सोनापुर, जिला: कामरूप (असम)**  Post: Sonapur, Dist: Kamrup M (Assam), 782402  STN CODE-249 / KV CODE -1463 / CBSE Aff. Code - 200009  Website: <http://afsdigaru.kvs.ac.in/>  Email : kvdigaruafs@gmail.com | |
| Ref.No.F. 201463/KVD-AFS/2023-24/ | | Dated: 11/09/2023 | |

**NOTICE FOR PROVIDING CANTEEN SERVICES**

KV AFS Digaru building having a designated Cafeteria space at ground floor with kitchen area equipped with facilities like water, electricity. The Cafeteria is having large area with quite sufficient open space seating area.

There are approximately 1000 students and 50 staffs working for the organization in different capacity from support personnel to Senior Officers. In addition to KV AFS Digaru staffs and officers, numbers of visitors attend their official work and shall avail the facility of this cafeteria/canteen. Since the food items have to meet the highest standards of quality and hygiene, it is expected that perspective bidders while submitting the bids shall consider the laid down standards/norms of Agency of Government of India.

The detailed particulars and tender forms can be obtained from Vidyalaya website of

Kendriya Vidyalaya AFS Digaru [**(**](http://www.borjhar.kvs.ac.in/)***https://afsdigaru.kvs.ac.in/*** [**)**](http://www.borjhar.kvs.ac.in/)**.**

Tender Documents duly completed in all respects to be reached on or before 25th Sept. 2023 by 2.00 PM to the Vidyalaya either by Post or Currier services only. The Vidyalaya shall not be responsible for any postal delay and no correspondence in this regard will be entertained.

(Gurupad Talukdar) Principal

# Details of work:-

Sealed quotations are invited from experienced agencies of good repute, credentials and sound financial standing to render Canteen services at KV AFS Digaru for meals/snacks (preparation and supply of meals, snacks, tea, coffee and other beverages) for about 1000 students and 50 staffs.

1. The approximate cost of work - Rupees 04-06 lacs per annum.
2. Tender Bid Security (EMD) - Rupees 10,000/- (Rupees ten thousand only)
3. The tenure of contract - 01 (one) year.
4. Cost of tender document (non-refundable) - Rs.500/- (Rupees five hundred only)
5. Security Amount (After Contract assignment) - Rs. 20,000/-
6. License fee of Rs.1500/- per month for the Canteen.
7. Last date and time of Submission of tender - 2.00 PM of 25th Sept. 2023.
8. Date and time of Opening of Tender - 26th Sept. 2023 at 2.00 PM.

**Technical requirements**:

1. The Contractors or his supervisor should possess Degree/Diploma in catering.
2. The Contractor should have minimum 2 years’ experience of successfully running office canteens/hostel canteens/institutional catering services for about 500 persons.
3. The contractor should submit the following documents along with quotation
4. Food/Trade License in Catering services.
5. Latest valid Income Tax clearance certificate.
   1. PF code Number.
   2. ESIC code Number.
   3. GST registration certificate dully attested.
   4. A list of similar works executed including works in hand.
   5. FSSAI registration certificate

Tender documents describing the eligibility criteria, scope of work/services and the terms & conditions for the contract will be available in the school website [**https://afsdigaru.kvs.ac.in/** .](http://www.borjhar.kvs.ac.in/) Tender cost of a non-refundable fee of Rs.500/-(Rupees five hundred only) through DD drawn in favour of Principal, Kendriya Vidyalaya AFS

Digaru payable at 6 Mile, Guwahati UBI Branch.

The agency should have a minimum of two years’ experience and expertise in institutional/professional catering for Government Departments/PSUs/Corporate Canteens etc at various Centres spread over Guwahati or other cities involving at least 500 (Five hundred) employees. The Agency should also have competence infrastructure and expertise to provide Standard Quality Hygienic Food items as per Tentative Menu. The Agency should have adequate financial and technical competence to carry out the work.

**Procedure for submission & opening of Tender.**

**A. Submission of tenders/ Sealing and Marking of tender.**

The tenderer shall seal the Technical package and the Financial package in separate envelops, duly making the envelopes as Technical package (Envelope No.1) and Financial package (Envelope No.2) and keep them in one large envelope and seal them.

This large envelope should superscribed as “**Tender Bid for Canteen Services at KV AFS Digaru**” and shall be addressed to KV AFS Digaru at the following address:

**The Principal**

**Kendriya Vidyalaya Air Force Station Digaru,**

**P.O. : Sonapur, District: Kamrup (Metro),**

**Guwahati, State: Assam, Pin: 782402**

1. **Technical Package:**

The Technical package shall bear the following documents:

* 1. Annexure I of Tender Document
  2. All related Documents as per Annexure I (Experience and Technical Competences)
  3. Terms and Conditions of the contract signed on every page.

1. **Financial package:**

The Financial package shall bear the following documents:

* 1. Annexure II of Tender Document.
  2. Name and address of the Tenderer to enable the Tender to be returned unopened in case it is decided not to open.

**B. Important Notes-**

i. \*The rates quoted by the tenderer below the base rate mentioned against each item will be considered unworkable and offer will be rejected.

ii. \*\*The rates quoted should be inclusive of all statutory taxes including GST and other taxes if any. All the tenderer must quote their price for each item from Serial No. 1 to 38. **Every item should have its quoted rate and the allotted cells should not be left blank, failing which the tender will be considered Non-responsive and will be rejected immediately.**

iii. **L1 will be decided based on the rates quoted by the tenderer on the Items Serial No. 1 to 38 put together.**

iv. **The tenderer must read and agree with the terms and conditions of the tender and must sign on each and every page of the “TERM & CONDITIONS OF CONTRACT” .**

1. The party who so ever gets the contract must make the agreement with the KV AFS Digaru through Notary at their own cost.
2. KV AFS Digaru reserves the right to reject any or all quotations without assigning any reason whatsoever. vii. KV AFS Digaru also does not bind itself to accept the lowest rate.

Telex/Fax/E-mail offers will not be accepted.

viii. In the event of any dispute or difference between the parties arising out of or in connection with the terms and conditions of this Agreement such dispute or differences shall be referred to the Chairman, VMC, KV AFS Digaru, who will be the sole arbitrator as per the Arbitration and Conciliation act. The decision of the Chairman, VMC, KV AFS Digaru shall be final and binding on both the parties.

**C. Late and delayed tenders**:

1. Tenders must be reached in the office of the KV AFS Digaru not later than the date and time stipulated in the Notice Inviting Tender. KV AFS Digaru may, at their discretion extend the deadline for submission of tenders in which case all right and obligations of KV AFS Digaru and the Tenderer previously subject to the original deadline will thereafter be subject to the deadline as extended.
2. Any Tender received by at KV AFS Digaru after the deadline for submission of tenders stipulated above will be deemed to be rejected.

**TERM & CONDITIONS OF CONTRACT**

## DEFINITIONS

KVD means Kendriya Vidyalaya AFS Digaru, Guwahati

‘Contractor’ means successful bidder for providing catering services.

‘Officer-in-charge’ means Principal, KV Digaru

## 2. CANTEEN SERVICES

Services at KV AFS Digaru at designated Cafeteria space at ground floor with kitchen area equipped with facilities like water, electricity with quite sufficient open space seating area for providing daily need of the students and staffs of the vidyalaya.

### 2.1 SERVICES TO BE RENDERED

The Contractor shall prepare and serve fresh and wholesome meals/snacks/beverages to the employees of the KVD and such other as approved by the KVD.

### 2.2 MENU & QUALITY

The meals/snacks to be supplied by the Contractor shall be of the type and in quantities with fixed prices as indicated in **Annexure-II**

### 2.3QUALITY OF RAW MATERIALS AND FINISHED PRODUCTS

The food shall be good, wholesome and of best quality as approved by the KVD. Before using the raw materials and other ingredients for cooking, the contractor shall ensure their quality and wholesomeness. The KVD through its authorized representatives, shall have the authority to carry out test checks at their convenience of the raw materials, ingredients, for cooking, cooking arrangements and the finished eatables and will have absolute right to have cooked or raw items as do not meet, in his/their sole discretion, the standard of wholesomeness, destroyed at the cost of the contractor.

### 2.4 SERVICE POINTS & TIMINGS

2.4.1 The Contactor shall be required to provide catering services in the canteen premises from Monday to Saturday during office hours and at timings as may be intimated in advance from time to time as per requirement of the KVD.

2.4.2 Notwithstanding anything herein after contained, the KVD will have the right to use the canteen hall any time on any working days or holidays at any time, as may be required.

## 3. CONTRACTOR’S OBLIGATIONS

3.1 The Contractor shall be responsible for the proper upkeep and maintenance of the canteen premises, furniture and fixtures, cooking and serving utensils and cutlery. When material supplied by the KVD becomes unserviceable, the same, if these are to be replaced by the KVD, would only be replaced against the return of the unserviceable materials by the contractor, otherwise the cost for such materials shall be borne by the contractor.

3.2 For any damage, breakage or loss of any equipment of property of the KVD the Contractor shall have to make good the same at his own cost. For the details of arrangement for the above, clause-13.3 of terms and conditions of contract may be referred. The Contractor shall keep a proper inventory of the items placed at his disposal by the KVD and the same shall be verified by the contractor along with the officials/officer of the KVD.

The KVD reserves the right of free access through its authorized Official/officers/canteen management committee (CMC) to inspect the canteen, stores, equipment and food for ensuring their wholesomeness, cleanliness, quality and quantity at all times without any prior notice.

3.3 The Contractor shall keep the entire premises, utensils, crockery etc. clean, neat and hygienic. He shall use and provide at his own expenses prescribed detergents and other requisites for this purpose. He will ensure that furniture of the canteen premises, crockery and cutlery, utensils, kitchen pantry, wash basins, lavatory urinals, drainage system washed and cleaned in hygienic way as directed by the Principal, KVD or any other authorized officers.

It shall be the responsibility of the contractor to maintain the main canteen and the pantries clean, neat and hygienic for the purpose he is required to engage adequate staff. He should maintain Covid appropriate norms as per the Government Notification that updates time to time.

3.4 The Contractor shall not use or allow to be used the canteen premises or any part thereof for dwelling purposes and shall not allow any outsiders to loiter in and around the canteen building without valid authority.

3.5 The Contractor shall also not use or allow to be used any facility, appliances, equipment provided by the KVD to him as mentioned in clause-5&6 (KVD’s assistance) of terms and conditions of contract, for any purpose other than providing canteen services as per the KVD requirement.

3.6 The Contractor shall not, sub-let the contact or part of contract to other contractor, in that case the contract is liable to be cancelled without giving any notice and performance security will be forfeited.

**4. ENGAGEMENT OF LABOUR**

4.1 The Contractor shall at his cost, employ adequate number of catering staff such as supervisors, Cooks, helpers, services boys, sweepers and other persons for smooth and efficient running of the canteen services. The Contractor shall exclusively be liable and responsible for their Statutory Wages, PF, Bonus, Medical, Uniforms and all other payments as may be applicable and full compliance in their respect with all statutory Laws, Rules and Regulations as applicable to them.

4.2 The Contractor shall make regular and full payment of wages/salaries and other payments to the employees and furnish necessary proof as and when demanded by the Principal, KVD.

4.3 The Contractor shall also be liable to ensure and pay the Minimum wages notified by concerned authorities on time to time, PF & ESI contribution, leave, salary etc. and shall be liable to observe statutory working hours.

4.4 The Contractor shall arrange Gate pass from the Air Force Security Section, Police verification of all his staff, and issue Identity cards bearing Photographs of the canteen employees, for gate entry who shall exhibit it prominently during working hours. The canteen staff shall also be liable for search on entry/exit.

4.5 The Contractor shall ensure that all canteen employees during their working hours wear neat and tidy uniforms and use hygienic gloves supplied by the Contractor. No canteen employee shall be allowed to continue his duty without uniform.

4.6 The employees of the Contractor will be subject to medical examination once in a year at

Contractor’s cost by registered medical practitioner. The employees should be free from all Communicable, contagious infections and other diseases. In the event of any employee of the contractor being found medically unfit, the Contractor shall arrange to replace him. Contractor has to submit medical reports once in a year.

**5. CONTRACTOR’S LIABILITY**

The Contractor shall be solely and exclusively liable for the payment of any and all taxes or hereafter imposed, increased or modified from time to time and all Income tax, sales Tax now in force and hereafter increased and all contributions and taxes for unemployment compensation, insurance and old age pensions or annuities now or hereafter imposed by the Central Govt. or State Govt. authority which are imposed with respect to or covered by the wages, salaries or other compensation paid to person employed by the Contractor.

**6. CONTRACTOR’S LIABILITY TOWARDS INDEMNITY**

6.1 The Contractor shall indemnity the KVD against any claim under the payment of Wages Act,1936 and/or the Minimum Wages Act,1948 or any statutory obligations arising out of any other Act or Acts or on behalf of any person employed by him.

6.2 The Contractor shall also indemnity the KVD and every member, officer and employee of the

KVD against all actions, proceedings, claims, cost and expenses whatsoever in respect of or arising out of any failure by the Contractor in the performance of his obligations under this contract.

**7. KVD ASSISTANCE**

7.1 The KVD shall provide following facilities and/or equipment free of charge to the Contractor for the sole purpose of providing canteen services-

1. Canteen premises with dining hall, kitchen pantry on a token **license fee of Rs. 1500/- per month for the Canteen**. The token money **must be submitted in the school VVN every month before 10th day of the month.** However the party pay the same in advance also.
2. Normal Electricity supply for lighting. In case of installation of any heavy electrical appliances the party must take prior permission from the Principal and additional charges may be applied for the same.
3. Water (drinking and for washing).
4. Available kitchenware and equipment.

7.2 Indicative list of kitchen equipment, furniture and Cutlery-can be seen by visiting KVD.

**8. SECURITY DEPOSIT**

An amount of **Rs.20,000/-(Rupees twenty thousand only)** will be required to be deposited by the Contractor with the KVD as interest free performance security deposit, during currency of contract, for the canteen.

**PAYMENTS OF THE CONTRACTOR**

* 1. Credit sales, if any, affected by the contractor will be on his own risk and responsibility and that the KVD will not in any way be responsible for the recovery of such arrears in these transactions.
  2. However, the contractor will submit bills for items served for official purposes periodically in appropriate bill duly verified by the authorized officer concerned. The KVD will settle such bills within reasonable time if the bills meet all the requirements specified by the management.
  3. The KVD shall not be responsible for any amount due from the contractor to any person(s) in respect of items supplied/or otherwise nor shall it be responsible the Contractor on the said account.

1. **PERIOD OF CONTRACT** 
   1. The period of contract shall be **02 (Two) years in the first instance** from the date of taking position by the Contractor. The KVD shall have the option for extending the **contract further one year** with the mutual consent of the Contractor or may terminate this contract before the stipulated time without any prior intimation in case of non-abiding the terms and conditions.
   2. The Contractor shall take possession and start functioning within One week of award of contract & notice to proceed.
   3. The contract shall be in force for the periods stipulated in the contract and on the expiry there of, it will be deemed to have been terminated automatically. Further the contractor will not have any right either contractual or equitable to demand any fresh contract for another term or to continue the same in preference to any other intending party.
   4. In the event of any dispute arising out of the clauses mentioned above, the same shall be referred to Chairman, VMC, KVD Guwahati and his decision shall be final and binding on both the parties.

## 10. SCOPE OF WORK

10.1 All items cooked and served should be good quality. The quantity and quality of meals/snacks and other items shall be as approved by the KVD. **The quantity of the ingredients to be used for preparation of meals/snacks shall be strictly in accordance with the norms laid down in Annexure –I**

10.2 All the equipment etc. provided by KVD will be maintained by contractors in good condition at their cost.

## 11. LIABILITY

11.1 Maintain adequate man power as per requirement.

11.2 Contractor shall onward of the contract, furnish the list containing names and address of his staff along with their proper police verification reports.

11.3 Contractor shall engage such responsible number of employees in different categories as may be necessary to meet the obligations under the contract. In case the KVD find that the required number of employees are not engages by the contractor the KVD shall be of liberty to ask the Contractor to engage more number of employees in one or more categories and the contractor shall forthwith engage extra employees as asked for the KVD (at Contractor’s cost)

## 12. MATERIALS

12.1 Contractor shall purchase and keep the raw material stock of minimum 7 days required for the preparation of various items, including the controlled items of good quality at his own cost. Contractor shall abide by the local Govt. laws relating to stocking of food grains, sale of food etc. and shall obtain the necessary licenses from the competent authority, wherever applicable. The KVD at his discretion through its authorized representative may check the stock position of all the items to see that the above is being compiled by the contractor.

## 13. MISCELLANEOUS

13.1 Contractor shall maintain the canteen and pantries in clean and hygienic conditions.

13.2 Contractor shall not exhibit or cause to be exhibited in the canteen premises any printed or written notices or advertisements of any kind, whatsoever except notices related to the working of the canteen, without the prior permission of the KVD.

13.3 Contractor shall be required to sign an indemnity bond, pleding that it will be his sole responsibility to keep all the fixed assets and furniture, cutlery etc. in safe custody and shall handover the same to the KVD AS AND WHEN DEMANDED, any loss or breakage in these items shall be at the cost and responsibility of the contractor and shall be made good by the contractor. Replacement of utensils, cutleries, furniture etc shall be made by the KVD only for the normal wear and tear. In respect of all other items normal wear and tear will be decided by the KVD. Breakages and all other losses whatsoever and replacements required to be made shall be made good by the contractor at his costing the manner as may be decided by the KVD. In case the Contractor fails to make good the aforesaid losses, the KVD shall be at liberty to recover the cost of these items from the security deposit and the dues payable by the KVD to the Contractor.

13.4 The KVD reserve the right to deduct any amount that becomes payable by the Contractor in respect of the labour being employed by him for executing the job awarded under any Act or rules framed there under and in force from time to time. The same shall be recovered from bills payable to the Contractor as debt recoverable.

13.5 The Contractor shall undertake to provide comprehensive accident insurance policy coverage in respect of every employee employed by him on KVD jobs.

## 14. PENALTIES

14.1 In the event of any complaint and/or non-fulfillment of any of the terms of agreement regarding non-supply or delay in supply, shore supply of meals, irregular and untimely running of the mobile service, use of inferior type of ingredients, stuff, raw materials of the eatables, KVD may impose penalty for any one of the above mentioned defaults depending upon its nature and the fine so imposed shall be realized by deducting the amount from pending bills or otherwise including security deposit. For the purpose of acceptance of a complaint, a written complaint from any section head will be a valid document. It will be the responsibility of the Contractor to prove it to the entire satisfaction of the KVD that the penalties need not be imposed. The decision of the KVD in this regard will be final and binding to the Contractor and it will not be subject to dispute or arbitration, the sole criterion being to ensure prompt and wholesome service to the employees of the Company.

14.2 In the event of lack of cleanliness and hygienic conditions in the canteen, a penalty of Rs.500/-(Rupees five hundred only) per day may be imposed on the contractor till remedial action is taken, if reported by the vidyalaya cleanliness committee in their regular observation. All the existing rules and future regulations regarding hygiene, health etc. issued by the competent authority should be abide by the contractor. 14.3 Contractor shall ensure that peace and order is maintained in the canteen. If peace and in the canteen is disturbed due to lapse on the part of the contractor, a penalty of Rs.500/- (Rupees five hundred only) for such lapse leading to disturbance of peace/order may be imposed by the KVD.

14.4 If the KVD finds that the contractor is misusing the facilities provided by the KVD running the canteen for any other purpose not covered under the contract, the KVD will be free to levy penalty which may extend to Rs.1000/-(Rupees one thousand only)

14.5 If, on inspection, it is found that the quantity/quality of meals/snacks served is not as per the norms laid down in Schedule-1, a penalty upto Rs. 500/-(Rupees five hundred only) may be imposed by the KVD for every such occasion and/or eventuality.

14.6 In the event of any helper/cook or any other employee having been found on duty without uniform the KVD may impose a penalty Rs. 500/-(Rupees five hundred only) or every such occasion/eventuality. The contractor shall be personally responsible for ensuring that all the staff members wear uniform on duty.

14.7 Contractor shall ensure that none in his employment is allowed to sell meals to outsiders within the building. In the event of any employee being found selling meals to unauthorized persons in Building, the contractor shall remove such person on the instruction of such officer authorized by the KVD.

14.8 Contractor would ensure that all the canteen staff employed by him would behave courteously and decently with employees and also ensure good manners. Any case of violation in this regard may render contractor liable for penalty of Rs.500/-(Rupees five hundred only) on each of such occasion. Contractor will have to remove the person concerned from the roll on the instructions of the Principal, KVD in such cases.

**15.**  **TERMINATION OF CONTRACT**

15.1If it is found that the quality of items supplied by the contractor and /or the services rendered are unsatisfactory or the contractor has violated any tams and conditions of the contract and agreement, then in that event, the KVD will be entitled to terminate this contract, at any time without assigning any time without assigning any reasons whatsoever and without notice.

15.2If at anystage during the period of thecontract any case involving moral turpitude is instituted in a Court of Law against the contractor or his employees, the KVD reserves the exclusive and special right to the outright termination of the contract and the contractor shall not be entitled to any compensation from the KVD whatsoever.

**16. GENERAL:**

16.1 Contractor shall adhere to safely practices and avoid hazardous and unsafe working conditions and shall comply with the safety rules in force from time to time at Guwahati.

16.2. The Canteen premises will be in possession of the KVD and the contractor is permitted to enter the premises to run the canteen only. If at any time contract is terminated or the contract comes to an end or if the KVD decide that the contractor should not be allowed to run the canteen in that event the KVD will be entitled to restrain the contractor from entering the building premises as well as the canteen premises. The contractor is only permitted to make use of the canteen premises which is in possession of the KVD and the contractor will have no right or interest in the canteen premises and other items given by the KVD because of the permission being granted to the contractor to supply articles as per the terms of the contract.

16.3 Contractor shall use the canteen only for the purpose of the agreement/contract and he shall not make or permit it to be made, any structural additions or alternations to the same without the period approval in writing of the KVD.

16.4. Contractor shall work under the supervision of the Principal and such other authorized offices of the KVD as may be nominated from time to time.

16.5 Contractor and his workmen will be subject to police verification regarding their antecedents.

16.6 Electricity and water should not be wasted.

16.7 KVD reserves no responsibility for delay, loss or non-receipts of the quotation document sent by post/courier.

16.8 KVD reserves the right to reject the quotation without assigning any reasons whatsoever.

16.9 Telex/Fax offers shall not be accepted. Any update on tender will be available on KVD website & prospective bidders may remain in constant touch with KVD website.

### Declaration

I, ………………………………………….… s/d/o- …………………………………. of ……………………………… Dist- ………………………, State…………………………….. declare that I have read the detailed terms and conditions of the contract mentioned above and agree to follow the same.

**Signature of the contractor with stamp/seal & date**

Name of the Tenderer: ……………………………………………………… Address of the Firm/ Establishment: ………………………………………...

………………………………………………………………………………..

………………………………………………………………………………..

Contact Details: Phone No…………………………………………………..

Mobile No…………..………………………………………… Email id-…………………………………………………...

**Annexure-I**

#### TECHNICAL PACKAGE

##### EXPERIENCE & TECHNICAL COMPETENCE

1. Name of the Tenderer: ……………………………………………………… 2. Address of the Firm/ Establishment: ………………………………………... ………………………………………………………………………………..

………………………………………………………………………………..

1. Contact Details: Phone No…………………………………………………..

Mobile No…………………………………………………

Email id-…………………………………………………...

1. DETAILS OF WORK EXPERIENCE:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Sl.No. | Worked with (Name of organization) | Period | | No.of staff served with catering services | Type of service/Office/Hostel/Hotel/ Educational Instt.etc. | Whether experience certificate attached\* (Yes/No) |
|  |  | From | To |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |

\*Attach certificates issued by the organization served.

1. TECHNICAL COMPETENCE :

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Sl.No. | Items | Whether supporting documents attached  (Yes/No) | Details of Items- (No. etc.) | Remarks if any |
| 1 | Trade License in Catering services. |  |  |  |
| 2 | Latest valid Income Tax clearance certificate |  |  |  |
| 3 | EPF code No. of the establishment |  |  |  |
| 4 | ESIC code No. of the establishment |  |  |  |
| 5 | GST registration certificate |  |  |  |
| 6 | Diploma/Degree in catering |  |  |  |
| 7 | FSSAI registration certificate |  |  |  |
| 8 | Address Proof of the Tenderer |  |  |  |
| 9 | Last three months bank statement |  |  |  |
| 10 | Bank Details of the Tenderer |  |  |  |
| 11 | Demand Draft of Tender Cost (Rs. 500/-) |  |  |  |
| 12 | Demand Draft of EMD (Rs. 10,00/-) |  |  |  |

**Signature of the Contractor with stamp/seal & dateAnnexure-II**

**FINANCIAL BID**

### **Canteen services at KV AFS Digaru**

The tenderers are to quote their rates of **the following items** in the following performa. No cells are to be left blank.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Sl.No | Items | Quantity with weight etc | Base  Price\* | Tenderer rate \*\* |
| **Standard Refreshment Items-** | | |  |  |
| 1 | Hot Tea | One cup(125 ML) | 5.00 |  |
| 2 | Hot Coffee | One cup(125 ML) | 5.00 |  |
| 3 | Special Hot Tea | One 150 ml Special preparation | 6.00 |  |
| 4 | Special Hot Coffee | One 150 ml Special preparation | 6.00 |  |
| 5 | Samosa/Aloo Bonda/ Kachori | One (Standard Size) | 5.00 |  |
| 6 | Bread Pakora | One | 5.00 |  |
| 7 | Paneer Pakora | 35 gram | 5.00 |  |
| 8 | Mix Pakora | 35 gram | 5.00 |  |
| 9 | Chop (Veg) | One | 5.00 |  |
| 10 | Chop (Egg) | One | 5.00 |  |
| 11 | Omlette (one egg) | One | 7.00 |  |
| 12 | Gulab Zamun/ Mithai | 50 gram | 7.00 |  |
| 13 | Besan Ladoo | 50 gram | 7.00 |  |
| 14 | Kaju Burfi | 35 gram | 8.00 |  |
| 15 | Rasoogulla | 50 gram | 8.00 |  |
| 16 | 3 Puri with Vegetables | One plate | 7.00 |  |
| 17 | 2 Roti with Vegetables | One plate | 7.00 |  |
| 18 | Idli (2 Pieces) | 100 gram per piece with samber two pieces | 10.00 |  |
| 19 | Idli (3 Pieces) | 100 gram per piece with samber three pieces | 15.00 |  |
| 20 | Masala Dosa with sambar and chuteny | One | 20.00 |  |
| 21 | Plain Dosa with sambar and chuteny | One | 15.00 |  |
| 22 | Veg Roll | One | 7.00 |  |
| 23 | Egg Roll | One | 7.00 |  |
| 24 | Cutlet | One | 6.00 |  |
| 25 | Ordinary Lunch Package | 4 Roti, rice, one vegetable, dal, salad | 20.00 |  |
| 26 | Special Lunch Package (Veg) | 4 Roti, pulao, panner vegetable, dal, salad, papad, sweet | 35.00 |  |
| 27 | One plate rice with dal+vegetable | Half plate | 20.00 |  |
| 28 | One plate rice with dal+vegetable | Full plate | 30.00 |  |
| 29 | Vegetable pulao/ Fried Rice | Half plate | 10.00 |  |
| 30 | Vegetable pulao/ Fried Rice | Full plate | 15.00 |  |
| **Refreshment/High quality tea/Lunch for meeting/seminar** | | |  |  |
| 31 | Refreshment for training (upto  Assistant level) and meeting upto PGTs | High quality tea, biscuit and one  Samosa/Bread Pakora/Aloo bonda) | 15.00 |  |
| 32 | Refreshment for training/seminar (above Assistant) and meeting of outsider with Principal and above | High quality tea (Dip), one sweet,  Namkeen, High quality  Cutlet/Paneer Pakora/ Sandwich | 25.00 |  |
| 33 | High quality tea for meeting/seminar with Principals/ ACs/ DCs and above | 1. High quality tea/ coffee/ cold drink/juice/ lassi (out of these one) 2. Roasted Kaju/ Badam/ pasta (one out of these) 3. One Best sweet,  4. One veg/non-veg cutlet/paneer pakora | 45.00 |  |
| 34 | Lunch/Dinner for staff | Rice, four rotis, Dal, one mixed vegetable, salad, achar/ raita/ sweet/ ice cream/ curd | 40.00 |  |
| 35 | Non-veg lunch/ dinner for staff | Rice, Dal, four rotis, Non-veg  (mutton/chicken/ Fish) raita/ sweet/ ice cream/ curd | 60.00 |  |
| 36 | Lunch/Dinner for meeting/seminar upto Assistant level | Pulao/rice, dal/ rajma, paneer vegetable, roti, raita, salad, sweet | 75.00 |  |
| 37 | Lunch/Dinner for meeting/seminar above Vice- Principal | Pulao/rice (with paneer) dal/rajma, one fried vegetable, paneer vegetable, roti/non rayata, papad, salad sweet | 90.00 |  |
| 38 | Special Lunch/Dinner for meeting/seminar above Principal | Pulao/rice (with paneer), dal/ rajma, paneer vegetable, mix vegetable, nun/roti/ rumali roti, papad, salad, sweet | 120.00 |  |
|  | **Total (Addition of all items Price, for L1 selection**) | | |  |

**\*The rates below this base rate will be considered un-workable and offer will be rejected.**

**\*\*The rates quoted should be inclusive of all statutory taxes including GST and other taxes if any. All the tenderer must quote their price for each from Serial No. 1 to 38.**

The canteen contractor will be free to provide additional item (i.e. biscuit, mixture, ice cream, sweets, cold drink etc.) at MRP/market rates and the stock may be maintained as per demand.

**Note- L1 will be decided based on the rates quoted by the tenderer on the Items from Serial No. 1 to 38 put together.**

**Signature of the contractor with stamp/seal & date**