

No./ F/ 2(63)/ITI/NR/Canteen/2014/

Dated:

**TENDER NOTICE FOR THE AWARD OF CANTEEN CONTRACT**

Sealed tenders are invited from the reputed person/contractors for running the canteen in the premises of **LALA HANS RAJ GUPTA INDUSTRIAL TRAINING INSTITUTE** for a period of ONE YEAR for providing catering services to the staff members and students of this institute. Tender form containing the Terms & Condition of the Contract may be obtained from the Office of this Institute on any of the working days **between 10.00AM to 04.00PM** on the payment of Rs. 100/- in cash.

The sealed Tenders should reach the office of Principal, **LALA HANS RAJ GUPTA ITI NARELA**, Delhi-110040 latest by 4.00 P.M on **06/ 02/2019**. The Tenders will be opened on the next day i.e. on **07/02/2019 at 11.00AM** in the chamber of Principal, **LALA HANS RAJ GUPTA ITI Narela**. Tenders submitted after due date and time will not be accepted under any circumstances. The tenders must be submitted in sealed envelope with clear marking "**CANTEEN TENDER FOR LALA HANS RAJ GUPTA ITI Narela**" on the envelope. The Tenderer(s) or their authorized representative may be present at the time of opening of the tenders.

While filling up the tenders, the following care should be taken:-

1. All the details in the prescribed space must be filled
  2. Tenderer must read all the required Terms & Conditions carefully before submitting the Tender Form.
  3. The Tender must be enclosed with the requisite EMD, Rs.5000/-otherwise tender shall be summarily rejected.
  4. If, Tender Form was downloaded from the web-site, Tender fee of Rs.100/-, in the form of D.D. / Bankers Cheque, must be enclosed in with the Tender, otherwise tender shall be summarily rejected.
  5. The Tender must be enclosed with the copy of Adhar Card / Voter ID Card otherwise tender shall be summarily rejected.
  6. All the pages of tender document must be signed by the tenderer
- The undersigned reserves the right to accept or reject any tender/tenders without assigning any reason

**(Mohamed Hussain.B)**  
**PRINCIPAL**

**Copy forwarded for information and necessary action to :**

1. PA to Director, DTTE (HQ), Pitam pura, Delhi.
2. The Principal of all polytechnics/ITI's BPIBS/Dy. Apprentice advisor with the request that due publicity to it may please be given in their institution / organization.
3. Registrar, Board of technical Education, pitam pura, Delhi.
4. Programmer, DTTE (HQ) with the request to upload the Tender at DTTE website.
5. Notice Board of ITI Narela

**(Mohamed Hussain.B)**  
**Principal**

**Terms and condition for the award of “Canteen Contract” for a period of One year in L.H.R Gupta INDUSTRIAL TRAINING INSTITUTE, NARELA DELHI – 110040. Functioning under the Directorate of Trg. & tech. Education, Govt. of NCT Delhi.**

**TERMS AND CONDITONS:-**

1. The contract will be awarded by the principal/chairman of canteen committee of this institute by means of highest bid offered on the approval of principal and Canteen committee who reserve the right to accept or reject the any tender or all the tenders without assigning any reason. The canteen contractor should have minimum three years experience in the catering services. The contractor will have to deposit contract bid money which will be not refundable only on the acceptance of the offer immediately and start the canteen with in next two days failing which the security deposited may be forfeited at the discretion of the Principal.
2. The contract will be operative for a period of 12 months from the date of award but it can be extended for another period of 2 years by the principal in the same terms and conditions, however bid money will be hiked by 10% every year/extension.
3. The contractor shall keep the canteen open form 8.30 am to 5.00 pm, both in summer and winter for the students and staff of this institution only.
4. The contractor shall make the arrangements for keeping all eatables in glass cover showcase from protection from flies and insects.
5. No responsibility will be taken by the principal/canteen committee for credit sale, loses for pilferage.
6. The canteen shall not be closed on any working day of the institution without prior permission of the principal /canteen committee.
7. The contractor shall sell/serve only such items as approved by the principal/canteen committee.
8. The contractor will fixed deposit/attach bank draft of Rs. 5,000/- (Five Thousand) as security along with the tender in favour of the D.D.O. ITI Narela , Delhi-110040. In case the preparation of the items in the canteen which are to be served by the contractor found to be unsatisfactory or the contractor fails to fulfil his obligations of the contract at any time during the time of the contract, Principal/canteen Committee shall have the power to reassign the contract & in that case the security deposit of Rs. 5,000/- of the contractor can be forfeited.
9. The contractor shall display the approved list of rates at the considered wholesome of hygienic without any compensation
10. The canteen committee or its authorized representative shall inspect the preparation from time to time & reject such preparations which are not considered wholesome or hygienic without any compensation.
11. **The contractor will be bound to maintain sanitary conditions in and around the canteen. No Staff member of this institute will be engaged for the purpose and it will be entire responsibility of the contractor.**
12. In case of any dispute arising between the contractor and principal/canteen Committee, the decision of the Principal shall be final and binding on the contractor. In no case Principal/Institute will be responsible for any license fee/M.C.D fitness etc.
13. The contractor will bound to pay necessary license fee according to the rates prescribed by the M.C.D for establishment of the canteen, if any.
14. Ordinarily except with the prior permission of the Principal, Canteen committee, persons other than the students and staff of the institution, will not be served.

15. The contractor shall run the canteen himself and shall in no case inter into the partnership or sublet the contract to any other individual or party.
16. The contractor will be provided electric and water facilities by the institute at the prescribed rates as under:-

S. No.	Description	Rate per point p.m. INR	Qty.	Amount INR
a)	Electric Light	50.00	6	300.00
b)	Electric Fan	50.00	3	150.00
c)	Plug Point	200	3	600.00
d)	Water Charges	30.00	2	60.00
Gross amount of electrical + Water Charges per Month Rs.				1010
Electrical + water charges are to be deposited in advance at least for six month				6060

17. The Institute will function 5days /6days a week as per Government directions.
18. The electricity and water charges shall be paid six monthly in advance on the basis of the points.
19. In case the contractor is found selling items on unapproved rates, the principal will have the right to terminate the contract without notice.
20. The contractor will provide his own crockery for the canteen, the quality & quantity of which will be approved by the principal/canteen committee. The contractor will make his own arrangements for the purchase of gas and coffee plant at his own expenses.
21. The Govt. shall in no case be responsible for any accident, loss or damage to the staff employed or articles equipment furniture etc. Used by the contractor.
22. The canteen should not be used as a manufacturing place for the other canteens or any shops etc.
23. The service from canteen to staff rooms, Principal room and office of the institution will be managed by the contractor. No supply of eatable or drinks etc. is allowed in class rooms.
24. Canteen contractor must not employ any child labour
25. There should be room service for staff members.
26. Canteen contractor has to maintain hygienic/sanitary condition inside the kitchen and canteen. If unhygienic condition etc. is found by any Govt. authority, the contractor shall be solely responsible for the same and if any penalty imposed by authority will be borne by the contractor.
27. **Heater and Geyser etc. won't be allowed in the canteen. If at any stage such misused are found by the Principal/Canteen Committee or its authorized representative, a penalty of Rs. 1000/-or more shall be imposed and to be deposited immediately, Further occurrence of such misuse may attract more penalty or termination of contract at the discretion of the principal.**
28. Contractor, in no case, will use unbranded/unhygienic eatable items, if found, contract shall be cancelled and all the penalties imposed by enforcing Govt. authorities will be borne by the contractor.
29. The Principal/Canteen committee may call for the advice of medical office/food inspector on matters of hygiene in canteen/quality of food being served.
30. The successful bidder will signed the contract agreement on Rs.100/- Non judicial stamp paper before start of canteen contract.
31. Forfeiture of EMD / Security Deposit:
  - i. If the successful tender refuse to enter into an agreement of fails to remits the Contract Bid Money / Tender Money within seven days of acceptance of Tender, EMD will be forfeited.

- ii. If the approved tender abandons the contract, security deposit will be forfeited.
- iii. If the contract is terminated by principal/canteen committee due to poor performance/ variation of any clause of agreement or any bad act of tender, security deposit will be forfeited.
- iv.

Signature of the contractor,

Name  
Address:

**Witness:-**

1. Name

2. Name

Signature

Signature

Address

Address

**List of following articles/items and their rates are mentioned as under which is to be provided in the canteen.**

S.No	Items	Quantity	Rate
1.	Tea	Per cup	10.00
2.	Coffee	Per cup	15.00
3.	Veg. Roll	Per Pcs.	20.00
4.	Veg. Sandwich	Per Pcs	20.00
5.	Egg. Sandwich	Per Pcs	25.00
6.	Burger	Per Pcs	20.00
7.	Pattis(Paneer)	Per Pcs	20.00
8.	Cream Roll	Per Pcs	15.00
9.	Chowmin	Per Plate	35.00
10.	Spring Roll	Per Pcs	20.00
11.	Chilli Patato	Per Plate	30.00
12.	Idli Samber	Per Plate	30.00
13.	Maggi	Per Plate	20.00
14.	Tadka Maggi	Per Plate	30.00
15.	Egg Maggi	Per Plate	35.00
16.	Tadka Egg Maggi	Per Plate	40.00
17.	Omlet	Per Plate	20.00
18.	Pasta Red Sauce	Per Plate	30.00
19.	Pasta White Sauce	Per Plate	40.00
20.	Samosa	Per Pcs	10.00
21.	Bread Pakoda	Per Pcs	10.00
22.	Mathhi	Per Pcs	5.00
23.	Vegetable	Per Plate	15.00
24.	Sabzi/Dal	Per Plate	15.00
25.	Chhola+puri(4 puri-150gms + chhola-150gm)	Per plate	20.00
26.	Pakoda with curry	Per Plate	20.00
27.	Raita(Katori standard size)	150gms	15.00
28.	Chholey Bhathura	Per plate	20.00
29.	Laddu (Besan/Bundi)	Per Pcs	10.00
30.	Burfi (khoya)	Per Pcs	20.00
31.	RicePlate(150gms)With 150 gms Subzi	Per Plate	20.00
32.	Vada 40gms Sambhar 150gms	2 Pieces	30.00
33.	Lunch(Rice Half Plate, Dal, 4, Chapati, Sabzi & Raita)	Per thali	30.00
34.	Rajma Subzi (150gms)	Per plate	20.00
35.	Cold Drink	As Per MRP	

**CONDITION:-**

1. A good quality of chutney / Sauce has to be provided and standard quality of oil / Ghee has to be used.
2. Any other item may be included later on with the approval of Principal & Canteen committee.
3. List of items & rates has h to be displayed in the Canteen.
4. Minimum six items has to be provided every day, tea & thali excluded.

NOTE: No Non-vegetarian food will be allowed in the Canteen. Cigarettes, Liquor items, Ghutkas will also not be permitted.

Signature of the Tenderer  
Name of the Tenderer (in Block letters)

Undertaking for payment of the contract bid money/tender money for running canteen for 12 months in **L.H.R GUPTA Industrial Iraining Institute, NARELA, Delhi-110040**

**UNDERTAKING**

Tenderer for running canteen at L.H.R GUPTA Industrial Training Institute, Narela Delhi-110040 for Twelve Months contract agree to pay to the Principal Rs. (Rupees \_\_\_\_\_ only ) as contract bid money for the total period of 12 months.

If contract is awarded to me / my firm, the contract bid money will be deposited immediately.

The rate list duly accepted by me is also enclosed. The terms & conditions enclosed are acceptable. Water & Electricity charges will be paid six months in advance on flat rates as per terms & conditions.

Signature of the Tenderer  
Name of the Tenderer (in Block letters)

Address (Photocopy of ration card be attached)

Encls: Conditions of the contract signed by me.

Rate list is signed by me and is duly accepted.

Witnesses:-

1. Name

Signature:

Address:

2. Name

Signature:

Address: