

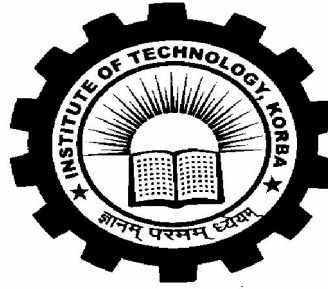
INSTITUTE OF TECHNOLOGY, KORBA (C.G.)
BALCO - URGARING ROAD, VILL- JHAGARHA,
POST - RISDI, KORBA, DISTRICT- KORBA (C.G.)
PHONE NO.07759-659874, 098939-05053, 094241-44099,99814-43708
E-mail: korbait@rediffmail.com, Website: www.itkorba.com

No. ITK/Canteen/2014/252(13)

Korba, Dated: 31/01/2014

INSTITUTE OF TECHNOLOGY KORBA (C.G.)

TENDER DOCUMENT FOR



Institute Canteen

Last date of selling tender document:	22/02/2014 at 04.00 PM
Last date of submission of tender document:	22/02/2014 at 05.00 PM
Date of opening of tender document:	24/02/2014 at 03.00 PM

ADDRESS FOR COMMUNICATION:

PRINCIPAL

INSTITUTE OF TECHNOLOGY, KORBA (C.G.)

BALCO-URGA RING ROAD, VILL.- JHAGARHA,

POST-RISDI, KORBA, DISTRICT-KORBA (C.G.) - 495 683

E-mail: korbait@rediffmail.com, Website: www.itkorba.com

[Handwritten signatures and stamps in blue and purple ink]

INSTITUTE OF TECHNOLOGY, KORBA (C.G.)

BALCO - URGARING ROAD, VILL- JHAGARHA,

POST - RISDI, KORBA, DISTRICT- KORBA (C.G.)

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No. ITK/Canteen/2014/252(13)

Korba, Dated: 31/01/2014

Tender Document for Institute Canteen


Sealed tenders in two bid systems i.e. Technical Bid & Financial Bid is invited to run Institute of Technology, Korba (Chhattisgarh) canteen for the Faculties, students, staff & visitors. The period of proposed contract will be one year extendable further on satisfactory services

Eligibility – An agency firm engaged in the business of running canteen in University/Ministry/Public Sector Undertaking other private organization and having sales tax number.

Detailed tender documents may be obtained from the Office of Principal, Institute of Technology, Korba on any working day as per the schedule mentioned in Page No.2, on payment of ` 1000/- (Non Refundable) in the form of D.D./ Banker's Cheque drawn in favour of "**Principal, Institute of Technology, Korba**" payable at Korba, (C.G.).

The completed tender documents is required to be submitted along with the E.M.D. of ` 10,000/- in the form of D.D. drawn in favour of "Principal, Institute of Technology " payable at " Korba, (C.G.) ". The EMD in the form of DD should be attached to the Technical Bid (Please refer the clauses as mentioned in Annexure-"A"). The last date to submit the complete tender in the Office of is mentioned in Page No.1

The Technical & Financial Bids should be submitted in separate sealed covers and these two sealed covers may be kept in a third sealed envelope along with the tender documents, with "Tender for Institute Canteen" super scribed on the envelope. The name and address of the Agency/Firm must be mentioned on each envelope. The Technical Bids will be opened as per the schedule mentioned in Page No.1 in the Conference hall of the Institute, in the presence of the tenderers or their authorized representatives (letter of authorization from the firm is essential). The date to open the Financial Bid will be announced on the same day. Incomplete tenders and those without proper E.M.D. shall be summarily rejected. The tender details are also available on the Institute official website www.itkorba.com



The bottom of the page features several handwritten signatures in blue ink. To the right, there is a purple circular stamp with text in Hindi, including the name of the Institute and the year 2014.

INSTITUTE OF TECHNOLOGY, KORBA (C.G.)

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E-mail: korbait@rediffmail.com, Website: www.itkorba.com

No. ITK/Canteen/2014/252(13)

Korba, Dated: 31/01/2014

Terms and Conditions

1. Contractor needs to provide the eatables as per the price decided by Institute of Technology, Korba (C.G.).
2. The contract will be provided to the qualified tenderer on the basis of points obtained as mentioned in Technical bid and highest license fees offered by the contractor. However, minimum license fees will be ` 10,000/- (Ten Thousand only) per month.
3. Normally Institute Canteen should be open 7:30 am to 7:30 pm through out the week including Sunday. Timings to open and close the Institute Canteen both in summer and winter shall be decided by the Competent Authorities of the Institute
4. The Canteen Committee after inspecting all the material/Equipment and taste of the food have the right to reject or accept the Technical Bid.
5. The Principal, Institute of Technology, Korba reserves the right to accept or reject any tender or all tenders without assigning any reason or reasons.
6. The Successful Tenderer shall start within next ten days of acceptance of offer given by the Institute. If the successful tenderer fails to start the Canteen the earnest money will stand forfeited and next eligible Tenderer will be offered the contract. In case the Tenderer fails to pay license fee by one month a penalty of ` 1000/- per month or 10% of the License Fees which ever is higher will be imposed.
7. In case of sale of eatable with expiry date found in canteen, a penalty of ` 2000/- will be imposed and all such material will be seized.
8. The contract will be operative initially for a period of one year from the date of award, extendable on the same terms and conditions by the Institute for another period of one year subject to satisfactory performance during the contract period.
9. The Successful Tenderer shall pay electricity charges on commercial rates as charged by the Institute. A sub-meter shall be installed in the Institute Canteen at the Institute expenses for the purpose.
10. The Successful Tenderer should be able to provide eatables services viz Tea, Snacks/food arrangement etc. for the meeting and also on Institute Functions on mutually agreed rates of Specified eatables.
11. The Institute Canteen should be operative throughout the week and will not observe any holiday without the prior written permission of competent authority.



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INSTITUTE OF TECHNOLOGY, KORBA (C.G.)

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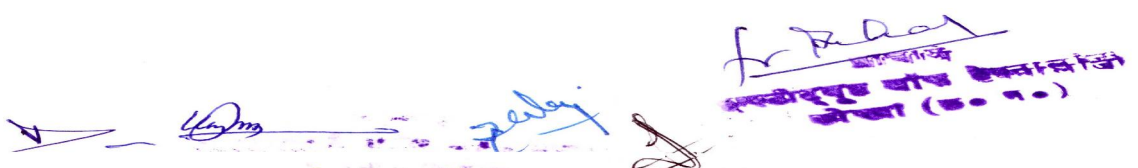
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12. The Successful Tenderer shall sell and serve only such items which are approved by the Institute.
13. Approximately 1500 students, faculty and staff are present in the Institute from 7:30 am to 7:30 pm. However, approx 450 students may reside in the Institute campus in future and be here 24 hours even on Sunday.
14. The items, which are not included in the list, these items will be sold on the rates mutually agreed by the Institute and the Successful Tenderer.
15. The Successful Tenderer shall not employ any minor child to work in the Institute canteen.
16. The Successful Tenderer shall have to provide Indian, Chinese food as and when required.
17. The Successful Tenderer shall submit performance bank guarantee of ` 1,00,000/- (` One lakh only) as security deposit within 10 days after allotment order in the favour of "**Principal, Institute of Technology, Korba**" payable at Korba (C.G.)
18. In case of preparations for the eatables, to be served in the Institute Canteen are found unhygienic/unsatisfactory or the Successful Tenderer fails to fulfill his obligations of the contract at any time during the contract period, Institute shall have the power to terminate the contract and in that case the security deposit of ` 1,00,000/- (` One lakh only) or any part of the Security deposited by the Successful Tenderer shall be forfeited at the discretion of the Institute as a fine for the neglect.
19. The Successful Tenderer shall display the approved list of rates of approved eatable at the appropriate place in the Canteen.
20. The Successful Tenderer will make the arrangements for keeping all eatables in glass covered showcases, protected from flies and insects.
21. The Institute may constitute a Committee to Monitor and advise on the eatables to be served in the Institute Canteen.
22. The Institute will not be responsible for credit sales/losses or pilferage.
23. The Competent Authority or its authorized representative will inspect the preparation of food, time to time and reject such preparations, which are not considered wholesome or hygienic without any compensation and may impose monetary fine.
24. The crockery & other serving items should be of good quality as approved by the Competent Authority or his representative.



Handwritten signatures and a purple stamp are visible at the bottom of the page. The stamp is circular and contains text in Hindi, including 'मुख्य अधिकारी' (Chief Officer) and 'कॉन्ट्रोल रूम' (Control Room).

INSTITUTE OF TECHNOLOGY, KORBA (C.G.)

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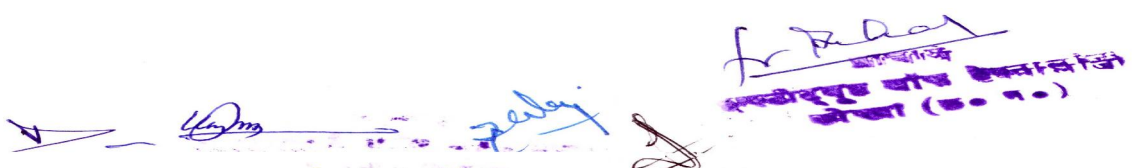
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25. The Successful Tenderer is bound to maintain cleanliness conditions in and around the Institute Canteen at his own cost. No staff member of the Institute will be engaged for the purpose.
26. The Successful Tenderer will pay necessary fee, taxes as applicable, according to the rates prescribed by the Government or any other Authority for running the Institute Canteen directly to concerned Authorities and submit the details as a proof to the Account Officer,.
27. In case of dispute arising between the Successful Tenderer and Institute the decision of the Principal, Institute Of Technology, Korba shall be final and binding on the Successful Tenderer.
28. All legal disputes shall be subject to the Jurisdiction of Korba (C.G.)
29. The Successful Tenderer should have sufficient equipment & crockery and other items normally required in a good running condition for Institute Canteen.
30. The Institute reserves the right not to allow the Successful Tenderer for the sale of a brand/make item. The list of the items to be sold may be changed by the Competent Authorities as per the requirement of the Faculty/ students/employees/Visitors.
31. The Successful Tenderer should have sufficient utensils, crockery and other infrastructure to provide the service and will be required to arrange Buffet Lunch/Dinner/ Tea Party and the rates for the same will be decided with mutual consent.
32. The Successful Tenderer should take all safety measures while running Institute Canteen and will keep a First Aid Box duly updated/replenished from time to time. Tenderer will also be responsible for the safety of the manpower engaged by him.
33. It is the responsibility of the Successful Tenderer to get the Verification and antecedent of the employees, employed by the Successful Tenderer.
34. The Successful Tenderer shall not employ in the Institute Canteen any person suffering from any contagious or infectious disease and will ensure their personal hygiene from time to time.
35. The Successful Tenderer shall not sublet a part or whole of the premises to any other agency for any purpose what so-ever.
36. The Successful Tenderer shall not indulge himself in carrying out activities other than the purpose stipulated here under.



The bottom of the page features several handwritten signatures in blue ink. To the right, there is a purple circular stamp with text in Hindi, including the name 'प्रधान' (Principal) and the name of the institute 'इंस्टीट्यूट ऑफ टेक्नॉलॉजी, कोरबा' (Institute of Technology, Korba).

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37. The Successful Tenderer shall keep the Licensor indemnified against any or all claims for damages, which may be caused to any workman of the Licensee.
38. The Successful Tenderer shall provide identity cards to its employee approved by the General Administration of the Institute at its own cost.
39. After the expiry of the contract period or termination of the license to run the Institute Canteen, the Successful Tenderer shall wind up its business and vacate the entire canteen premises. In case he fails to vacate the canteen premises the Institute reserves the right to remove his items at the contractors risk and cost.
40. All employees working in Institute Canteen should be in uniform decided by the Institute authority on the cost of successful tenderer.
41. The formal agreement shall be made and the same will be valid initially for a period of one year and extendable for further period if required as per the order of Competent Authority. Successful tenderer will have to sign the agreement with the Institute for such work with in stipulated period, failing which EMD will be forfeited.
42. Performance of firm/agency shall be continuously inspected and watched by I.T., Korba officials deputed for the purpose. If at any time the performance of the firm/agency is not found satisfactory, the I.T. Korba reserves the right to terminate the contract during its validity period without assigning any reasons.
43. Please note that the number of students and employees is only an indicative number of potential customers. The Institute does not give any guarantee that all of the Institute employees/students will be using the services of the canteen.
44. The Successful Tenderer will not have any right to change without canteen permission of Competent Authority of I.T. Korba (C.G.).
45. The Successful Tenderer will make proper arrangement as per system for the waste/rotten item to maintain hygiene & cleanliness environment at own cost.
46. The Successful Tenderer shall sale and serve only such items which are approved by the Institute.

Principal
Institute of Technology
Korba (C.G.)



The bottom of the page features several handwritten signatures in blue ink. To the right, there is a purple ink stamp with text in Hindi, including the name of the institute and the year '2014'.

INSTITUTE OF TECHNOLOGY, KORBA (C.G.)
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No. ITK/Canteen/2014/252(13)

Korba, Dated: 31/01/2014

To be submitted on Non Judicial Stamp Paper of Rupees 50

Undertaking

I have understood completely about this tender document and the terms and conditions therein, I agree to sale the eatables and packaged (Snacks/lunch) on the rates mentioned in the financial bid. I have also understood that I have to maintain quality of eatable. Especially packaged (Snacks lunch) for meeting the quality of eatables served should be at par Haldiram/IRCTC etc.

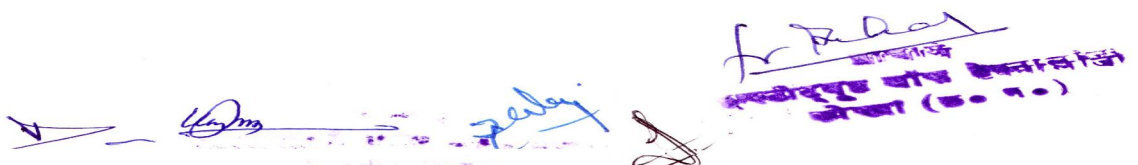
Name of the Tenderer:

Address of Agency.....

Date:

Signature of Tenderer with Seal of the Agency

Place:



The image shows several handwritten signatures in blue ink and a purple circular stamp. The stamp contains the text 'INSTITUTE OF TECHNOLOGY, KORBA (C.G.)' and 'KORBA (C.G.)' in Hindi and English. There are also some illegible handwritten notes and marks around the signatures.

INSTITUTE OF TECHNOLOGY, KORBA (C.G.)
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No. ITK/Canteen/2014/252(13)

Korba, Dated: 31/01/2014

Institute of Technology Korba

**Balco-Urga Ring Road, Vill.-Jhagarha, Post - Risdi,
Korba, Distt.- Korba (C.G.) – 495 683
Ph. 094241-44099, 098939-05053**

Name of Work: To run Institute Canteen in the Institute of Technology, Korba (C.G.)

TECHNICAL BID

(Technical Bid should be kept in separate sealed cover super scribing "Technical Bid" on it)

1. Name of Tenderer and Agency:
2. Details E.M.D. With Draft No.
3. Details of Experience in the similar Field (attach copies from the Agency)

S. No.	Period		Organization	Details of Services
	From	To		

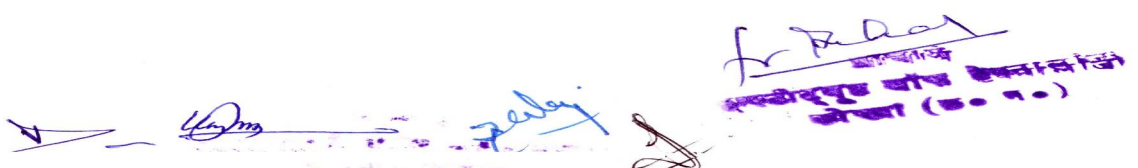
(If required enclose separate sheet)

4. Details of Firm / Agency:-
5. Sales Tax Number.
6. PAN No of Proprietor of agency/firm (Attach proof)
7. Registration No of firm (attach certified copy)
8. Please Specify as to whether Tenderer is Sole Proprietor/Pvt. Ltd./ Partnership firm

Signature of the Tenderer

& Date

Name of the Tenderer :



INSTITUTE OF TECHNOLOGY, KORBA (C.G.)

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No. ITK/Canteen/2014/252(13)

Korba, Dated: 31/01/2014

FINANCIAL BID

(Keep this Financial Bid in Separate Sealed envelop)

(Submit along with Tender)

Name of work: To run the Institute Canteen in the Institute of Technology, Korba (C.G.)

1. Name of Tenderer and Agency.
2. Period of contract. One year from the date of actual engagement
3. Monthly License fee offered.

I have understood completely about this tender document and the terms and conditions therein. I agree to sale the eatables and packaged (Snacks) on the rates mentioned in Annexure 1, attached with this Financial Bid and signed by me. I have also understood that I have to maintain quality of eatable. Especially packaged (Snacks /Lunch) for meeting the quality of eatables served should be at par Haldiram/IRCTC sweets.

Signature of the Tenderer

Name of Tenderer



The bottom of the page contains several handwritten signatures in blue ink. To the right, there is a purple ink stamp with text in Hindi, including the words 'संस्था' (Institution) and 'कक्षा' (Class), and the number '1000'.

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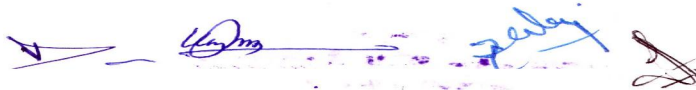
No. ITK/Canteen/2014/252(13)

Korba, Dated: 31/01/2014

Annexure - I

Rate List of Canteen Item for further

S.No.	Item Name	Weight	Rate
1	समोसा	70 gm	
2	कचौडी	70 gm	
3	मुंग पकौडा	170 gm	
4	ब्रेड पकौडा	125 gm	
5	पनीर पकौडा	100 gm	
6	पेटीजू	100 gm	
7	सादा दोसा	150 gm	
8	प्याजी दोसा	200 gm	
9	मसाला दोसा	200 gm	
10	पाव भाजी	Plate	
11	चाऊमीन	Plate	
12	कटलेट	100 gm	
13	भेल पुरी	Plate	
14	चाय फूल	130 ml	
15	चाय हॉफ	70 ml	
16	कॉफी(फूल/हॉफ)	150 ml	
17	पाईनेपल शेक	250 ml	
18	कोल्ड ड्रिक्स (Coca cola/ Pepsi)		Printed price
19	आईस्क्रीम (Dinshaw/ Top n Town/ Vadilal/ Amul)		Printed price
20	चिप्स (Lays/ Haldiram/ Parle)		Printed price
21	बिस्किट (Haldiram/ Parle)		Printed price
22	लंच प्रति थाली (रेगुलर)	4 रोटी, आधा प्लेट चावल, सब्जी, दाल/करी	
23	लंच प्रति थाली (स्पेशल)	4 रोटी, आधा प्लेट चावल, 2-सब्जी, दाल/करी, पापड़, सलाद, रायता, मीठा	
24	ब्रेड आमलेट	200 gm	
25	इडली सांभर	200 gm	
26	सांभर बडा	200 gm	
27	वेज सैंडविच	90 gm	
28	उत्तपम	200 gm	
29	प्याजी उत्तपम	200 gm	
30	मैंगो शेक	250 ml	
31	प्याजी बड़ा	100 gm	





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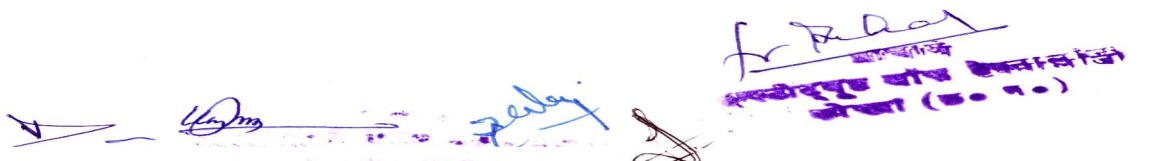
No. ITK/Canteen/2014/252(13)

Korba, Dated: 31/01/2014

Rate List of Canteen Item for further

S.No.	Item Name	Weight	Rate
32	बड़ा (उडद)	100 gm	
33	वेज पकौडा	100 gm	
34	पुड़ी सब्जी	5 पुड़ी सब्जी	
35	जूस(सीजनल)	250 ml	
36	ढोकला	75 gm	
37	बटर मिल्क	250 ml	
38	जलेबी	250 gm	
39	खोवा जलेबी	250 gm	
40	रसगुल्ला		
41	गुलाब जामुन		
42	रसमलाई		
43	टॉफी/ चाकलेट (कैडबरी/नेस्ले/5स्टार/ परफेक्ट्री)		Printed price

Contractor Signature with seal

The image shows a handwritten signature in blue ink and a purple stamp. The stamp contains the text 'कॉन्ट्रैक्टर का हस्ताक्षर' (Contractor's Signature) and 'कोरबा (उ.प्र.)' (Korba, U.P.). There are also some other markings and scribbles around the signature and stamp.

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Korba, Dated: 31/01/2014

ANNEXURE "A"

CONDITIONS REGARDING DEPOSIT OF EARNEST MONEY

1. The EMD can be deposited as crossed banker's cheque/Demand draft drawn in favour of "**Principal, Institute of Technology, Korba**" payable at Korba (C.G.).
2. No interest shall be payable by the under signed on the Earnest Money deposited by the tenderer.
3. The Earnest Money deposited is liable to be forfeited if the tenderer withdraws or amends/impairs or derogates from the tender in any respect within the period of validity of his tender.
4. The Earnest Money of the successful tenderer shall be returned after the security deposit as required in terms of the contract is furnished by the tenderer.
5. If the successful tenderer fails to furnish the security deposit as required in the contract within the stipulated period, the EM shall be liable to be forfeited by the I. T. Korba (C.G.).
6. Earnest Money of all the unsuccessful tenderer shall be returned by the I. T. Korba (C.G.) as early as possible after the expiry of the bids validity.
7. Any tender not accompanied with earnest money in any one of the approved forms acceptable to the I. T. Korba (C.G.), shall be rejected.

Principal
Institute of Technology
Korba (C.G.)



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INSTITUTE OF TECHNOLOGY, KORBA (C.G.)
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No. ITK/Canteen/2014/252(13)

Korba, Dated: 31/01/2014

ANNEXURE-1

TENDER FORM FOR SUPPLY OF.....

The tender form dully filled and accompanied by necessary documents in a sealed cover addressed to Principal, Institute of Technology, Korba Vill: Jhagarha, Post Risdi, Balco Urga Ring Road, Korba (C.G.) should reach by 05:00 pm before 22.02.2014.

Requisite Information

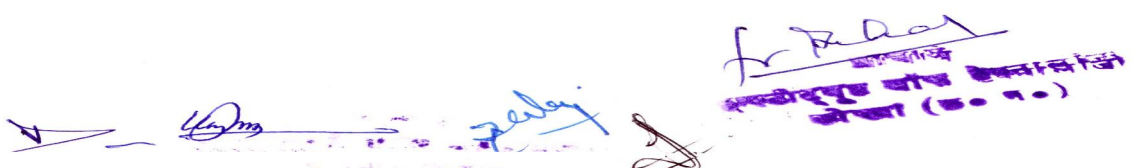
1. Name of Applicant/Firm:
2. Address: (Attached documentary proof)
3. Constitution of the Applicant: Manufacture/Authorized Dealer/ Company/ Proprietor/Partner.
4. Telephone Nos. & Email:
5. Turnover for the last three years: (Attach documentary proof)
6. List of regular clients with the: name of contact person and telephone NO.
7. Permanent Account NO. (PAN): (Attach Photocopy)
8. Traders Identification No. (TIN),; if nay (Attach photocopies)
9. Registration No. Under CST, if any: (Attach photocopies)
10. BIS/ISI/ISO Membership No., if any (Attach photocopies)
11. Details of certified banker's: cheque/demand draft for Bid Security deposit (EMD)
12. Percentage of discount offered: (To be mentioned in figure & words)

Signature :.....(Authorized Signatory)

Name:.....

Designation:.....

Stamp of Applicant



INSTITUTE OF TECHNOLOGY, KORBA (C.G.)
BALCO - URGARING ROAD, VILL- JHAGARHA,
POST - RISDI, KORBA, DISTRICT- KORBA (C.G.)
PHONE NO.07759-659874, 098939-05053, 094241-44099,99814-43708
E-mail: korbait@rediffmail.com, Website: www.itkorba.com

No. ITK/Canteen/2014/252(13)

Korba, Dated: 31/01/2014

ANNEXURE-2

ACKNOWLEDGEMENT

This is to acknowledge the receipt of your demand draft/Banker's Cheque
NO..... Date..... for Rs.....

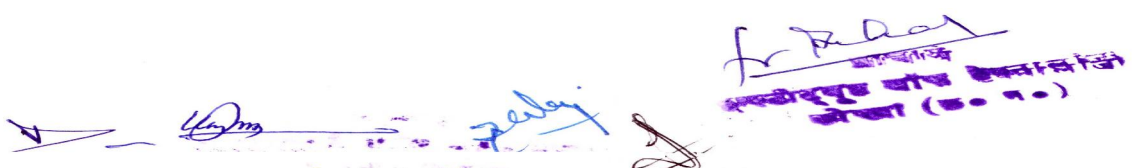
Principal
Institute of Technology
Korba

(To be signed and returned along with the tender)

I/We (Full Name)
Address
have read the tender rules for the supply of various stores as per tender notice to
the Principal, Institute of Technology, Korba (C.G.) and I/We fully accept the
bidding rules supplied to me/us with the bidding documents.

Date:

Signature: (Name & Full Address of the Firm)



The bottom of the page contains several handwritten signatures in blue ink. To the right, there is a purple ink stamp with text in Hindi, including the name 'Institute of Technology Korba' and the acronym '(C.G.)'.