



**GHANI KHAN CHOUDHURY INSTITUTE OF ENGINEERING & TECHNOLOGY**  
**(CFTI, Estd. by MHRD, Govt. of India)**  
**Narayanpur, Malda-732141, West Bengal, India**

**Tender ID: 2018\_GKCIE\_280802**  
**Date: 07.01.2018**

**TENDER NOTICE**

**Tender Enquiry for Outsourcing of Services related to Institution Canteen and Mess for Hostel  
in Ghani Khan Choudhury Institute of Engineering and Technology, Malda**

For and on behalf of GKCIET, Malda, Sealed tenders are invited from reputed, competent, registered and experienced Firms/Agencies, having well credentials and should financial standing to render professional Canteen Catering services for the Catering & running Canteen for Ghani Gkan Choudhury Institute of Engineering & Technology (GKCIET), Malda, and its students and staff members providing snacks/food (breakfast/lunch/dinner etc - as and when required) including tea, coffee and other beverages and mess for boarders of two hostels for a period of One year. The service may be extended with the satisfactory performance of the service provider. The bid documents for technical bid and price bid separately should be sent directly to the **Chairman, Central Tender cum Purchase Committee, GKCIET, Malda** under Sealed Cover duly super scribed with “**Tender for Institution canteen and Mess for Hostels**”, “**Tender ID, Date**”, and “**The Due Date**”. The bids should be submitted in hard copy directly or through Registered Post to the **Chairman, Central Tender cum Purchase Committee, GKCIET, Narayanpur, Malda-732141, West Bengal, India.**

**Important Dates**

Event	Date	Time	Venue
Date of Publication	07/01/2018	11:00 AM	-
Pre-bid Conference	18/01/2018	12:00 Noon	Seminar Hall, Academic Block-A, GKCIET, Malda
Bid submission end date	29/01/2018	12:00 PM	-
Technical bid opening date	29/01/2018	1:00 PM	Seminar Hall, Academic Block-A, GKCIET, Malda
Price (financial) bid opening date	To be informed to technically successful bidder by mail and phone		Seminar Hall, Academic Block-A, GKCIET, Malda

**IMPORTANT NOTES:**

1. Tender Documents can be downloaded from GKCIET website <http://www.gkciet.ac.in>. or from the Central Public Procurement Portal [www.eprocure.gov.in/eprocure/app](http://www.eprocure.gov.in/eprocure/app). under **Tender ID: 2018\_GKCIE\_280802, dated: 07.01.2018.** However, the bidding process (submission and finalization) will be done in offline mode at the office of GKCIET, Malda.

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2. GKCIET will assess the ability of the supplier/ firm to render the requisite services based on its past record, profile and on such other criteria and only those found fit will be considered.
3. GKCIET reserves the right to accept / reject any or all the tenders in part /full without assigning any reason thereof, revise the requirement of service at the time of placing the order, modify, relax or waive any of the conditions stipulated in the tender specification, wherever deemed necessary and award contracts to one or more bidders for the items covered by the tender.
4. This Tender Notice is being simultaneously published on e-publishing module of CPPP Portal also (Tender ID: 2018\_GKCIE\_280802 dated 07.01.2018). However, bid assessment and finalization of the successful bidder(s) shall be made including the bids submitted manually as well as any bids submitted on CPPP Portal e-publishing module.

**Chairman**

Central Tender cum Purchase Committee, GKCIET

Place: Malda

Date: 07.01.2018

**INSTRUCTION TO BIDDER**

The tender shall be submitted in accordance with these instructions and any tender not confirming to the instructions as under is liable to be rejected. These instructions shall form the part of the tender and the contract. Please go through the enclosed “bid document” carefully for other bidding instructions.

1. **Scope of Work:** Supply of canteen & mess services at GKCIET, Malda or any other location within Malda/ or the Country where the Projects controlled by GKCIET, Malda.
2. Interested canteen & mess services Provider may quote their rates for the servicing on monthly basis. All the liabilities of the services directly or indirectly will be the sole responsibility of the Service Provider. The adherence of other statutory expenses like Minimum Wages, EPF, ESI, Workmen Compensation, Bonus etc. will be the responsibility of the Service Provider.
3. **IMPORTANT NOTE:** Being a Two-Part Tender (techno-commercial and price bid), bids received in sealed envelope only will be considered. Bids in any other form sent through email/ fax etc. will be rejected. Please note carefully that;
  - Quotations received without prescribed form will not be considered.
  - No request for extension of the due tender date will be considered.
  - In the event any date indicated above is declared as holiday, the next working day at Institute shall be considered as the due date for receiving & opening of tenders.
  - The bids shall be opened on date and time as mentioned above. The bidders who wish to attend the bid opening may present themselves or send their authorized representatives with an authority letter.
  - The Tenders/Quotations received incomplete and/or received after due date and time shall be summarily rejected.
4. The bid should remain valid for a period of **90 days** from the date of opening of techno-commercial bid. In case your offer has a different validity period that should be clearly mentioned in the quotation. Validity period may also be extended without change in bid prices, if required on mutually agreed basis only.
5. The bids may be dropped in the Tender Box kept in the office of GKCIET, Malda on any normal working day that is Monday to Friday except holidays (from 11 AM to 5 PM) of the Institute. The bids may also be submitted in hard copy through Registered Post or Speed Post to the Chairman, Central Tender cum Purchase Committee, GKCIET, Narayanpur, Malda-732141, West Bengal, India. Bids reaching after bid submission end date through post will not be accepted. It is strictly advised do not hand over the quotation to any person by hand.
6. **Clarification of bidding documents:** If a prospective bidder requires any clarification in regard to the bidding documents, they may mail to [ctpc.gkciet@gmail.com](mailto:ctpc.gkciet@gmail.com) at least 10 days before the

deadline for receipt of bids or may meet at office of Store Section, GKCIET, Narayanpur Campus, Malda West Bengal on any working day between 11.00 AM to 3:00 PM.

#### 7. **Amendment of Bidding Documents**

- Any change/corrigendum/extension of opening date, if issued any for the tender, shall form part of the Tender Document. Any amendment will be notified on GKCIET website (<http://www.gkciet.ac.in>). Bidders/Tenderers are requested to visit GKCIET website regularly and note the corrigendum/amendments to the tender without fail and submit the offer accordingly. GKCIET will not be responsible for ignorance of corrigendum.
  - At any time prior to the deadline for submission of bids, the Institute may, for any reason, whether on its own initiative or in response to a clarification requested by a prospective Bidder/Tenderer, modify the bidding documents by amendment. The same would also be posted on the website of the Institute and all prospective bidders/tenderers are expected to surf the website before submitting their bids to take cognizance of the amendments. Bidder/Tenderer who has submitted bids before publishing the amendment may revise their bid incorporating the amendments before the last date of tender.
  - In order to allow prospective Bidder/Tenderer's reasonable time in which to take the amendment into account in preparing their bids, the Institute, at its discretion, may extend the deadline for the submission of bids and host the changes on the website of the Institute, if required.
8. The services of the Bidder shall be governed by the laws of India and interpretations in accordance with such laws.
9. The Bidder will submit a certificate regarding Income Tax paid for the last two financial years.
10. The tender should contain satisfactory performance report from past and present clients which may be verified.
11. The Bidder should have minimum two years' experience to supply the services to any Central Government/ State Government/ Semi Government Institute or Organization of repute for various jobs and should have annual minimum turnover of Rs. 03 (Three) Lakhs for last three financial years.

#### 12. **Bid Security (BS)/(Earnest Money/ EMD)**

- i) The Bidder/Tenderer shall furnish, as part of its bid, a bid security (BS) of Rupees 30,000/- (Thirty thousand only) has to be submitted as Bid Security (Earnest money Deposit/EMD).
- ii) The bid security shall be in one of the following forms at the Bidder/Tenderers' option:
  - (a) A Banker's cheque or demand draft in favour of the Account Officer, GKCIET, Malda
  - (b) FDR in favour of the Account Officer, GKCIET, Malda
- iii) The bid security should be submitted in its original form. Copies shall not be accepted.

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- iv) Any bid without EMD or bid not secured in accordance with above will be rejected by the Institute as non- responsive.
- v) The bid security of unsuccessful Bidder/Tenderer will be discharged /returned as promptly as possible but not later than 30 days after the expiration of the period of bid validity or placement of order whichever is later.
- vi) The successful Bidder/Tenderer's bid security will be discharged upon the Bidder/Tenderer furnishing the performance security.
- vii) The bid security may be forfeited if a Bidder/Tenderer withdraws or amends or impairs or derogates its bid during the period of bid validity specified by the Bidder/Tenderer on the Bid.

### 13. Sealing and Marking of Bids:

In a two bid system, all Bidders/Tenderers are requested to follow carefully the following instructions before preparing their offer.

#### **Part I: Techno-Commercial Bid (WITHOUT PRICE)**

- i. This part should contain detailed specifications of the services quoted by you along with other essential and other qualification, experience, etc.
- ii. A compliance statement showing the compliance of the item quoted by you with that of item tendered by us should be prepared and enclosed to this.
- iii. Any other information called for in the tender related technical and commercial specifications can also come in this part.
- iv. The commercial terms applicable for the items quoted by you should be indicated in this part.
- v. **Prices should NOT be indicated in this part.** However, a copy of unpriced bid (without prices) must be enclosed (filled by the word "Quoted" against the item being quoted) in this part to enable to understand whether all the items required to be quoted by you have been quoted in the price bid.
- vi. The Commercial terms such as delivery terms, delivery period, payment terms, validity of the offer, and taxes etc., shall come into this.
- vii. The required EMD should be enclosed.
- viii. The Tenderer/ bidder need to submit the following certificates along with the Tender Documents to confirm their eligibility in this part:
  - a) Proof of Canteen & Mess Service provider of Firms/business/Agencies etc.

- b) Proof of registration with any other central government organization (if any)
- c) Photocopies of work orders received from any central govt. organization to the firm (if any).
- d) Attested copy of the IT return filed by the agency for last two years.
- e) Attested copy of the Goods & Service Tax registration certificate, EPF registration certificate, ESI registration certificate, etc. should be enclosed.
- f) The tenderder must submit the blacklisting certificate if they are blacklisted from any Govt. Organization.
- g) The bidder should enclosed proof of turnover by way of Audited Balance Sheet/Auditor's certificate, if required.
- h) The bidder should enclosed Photocopy of PAN/GIR card issued in the name of the bidder's/ firm/agency.

**Note:**

- Item Specifications, Quantity, Rate and Terms & Conditions as above should be very clearly reflected item-wise with reference to the items called for in the tender.
- Technical and Commercial part as described above shall be prepared and put it in a sealed cover.

**Part II: Price Bid**

The prices applicable for the items, item-wise in response to the tender shall come into this part in the prescribed format only. ***Bid will be rejected if rates are not quoted in the prescribed format.***

14. The rates should be **quoted both in figures and words** and legibly written without any over-writings. In case of any correction, the same must be attested by the bidder with full signature. However, no over-writing is permissible. In case of any discrepancy between the rates in figures and that in words, the rate in words will be accepted as correct.
15. Each bidder shall submit only one bid against a particular work. A bidder, who submits more than one bid for a particular work will in the tender, shall be disqualified and considered non-responsive.
16. The bidder has to sign in full at all pages of the bidding document.

## 17. Responsiveness of Bids

- (i) Prior to the detailed evaluation, the Institute will determine the substantial responsiveness of each bid to the bidding documents. For purposes of this clause, a substantive responsive bid is one, which conforms to all terms and condition of the bidding documents without material deviations, reservations or omissions. A material deviation, reservation or omission is one that:
  - (a) affects in any substantial way the scope, quality, or performance of the Goods and Related Services specified in the Contract; or
  - (b) limits in any substantial way, inconsistent with the Bidding Documents, the Institute's rights or the Bidder/Tenderer's obligations under the Contract; or
  - (c) if rectified, would unfairly affect the competitive position of other bidders/tenderers presenting substantially responsive bids.
- (ii) The Institutes' determination of a bid's responsiveness is to be based on the contents of the bid itself without recourse to extrinsic evidence.
- (iii) If a bid is not substantially responsive, it will be rejected by the Institute and will not subsequently be made responsive by the Bidder/Tenderer by correction of the material deviation, reservation or omission.

## 18. Evaluation and comparison of bids

- (i) A two stage procedure will normally be adopted:

### **Stage-I: Techno-Commercial Evaluation**

- a) Evaluation of Technical Bids to assess their suitability against the laid down parameters.
- b) Tenderers must ensure that they enclose all original technical literature and detailed documentary proofs which specifically bring out the compliance of the services being offered against the requirement.
- c) In case it is not possible to verify compliance of services as per technical bid due to lack of adequate documents, in original no reference will be made to tenderer and the bid will not be considered further and **treated as cancelled**.

### **Stage-II: Comparison of bids**

- a) The price bids of only those firms found meetings the laid down specifications at stage I shall be considered further.
- b) ***The food item description, quantity and rate (item wise) will be fixed as listed in Annexure -2 (The item-wise food rate Chart) of this tender document. However, the contract will be awarded to the bidder(s) based on the quality and test of their food assessed by the committee during the tender processing. In this regards the***

***technically qualified bidder(s) will be called with their offered foods to check its quality and test with prior intimation.***

- (ii) It is in the tenderers interest to include all relevant and detailed technical data as supporting documents along with their bid.
- (iii) To evaluate a Bid, GKCIET shall only use all the factors, methodologies and criteria defined below. No other criteria or methodology shall be permitted.

**19. Terms of Payment:**

- I. The payment(s) to be made to the Service Provider are subject to deduction of taxes leviable by any Govt. as per rules from time to time and will be made after completion of every month.
- II. The billing will be done on monthly basis. Bills preferably typed and in triplicate in connection with the service shall be submitted to GKCIET, Malda within the first week of each successive month. The payment of Service Tax along with the service bill for second and subsequent month shall be paid only after submission of proof of payment of Service Tax for previous month by the service provider.

**20. Performance Security (PS):** The successful bidder has to furnish “**Performance Security of 25% (approx) of total annual contract value in Indian Rupee**”, in the form of Account Payee Demand Draft, / Fixes deposit and/or unconditional Bank guarantee encashable on demand from Account Officer, GKCIET, Malda, from a nationalized Bank with validity period of sixty (60) days beyond the date of completion of all contractual obligations of service provider including guarantee/ warranty obligations. The Performance Security is to be furnished in favor of the Account Officer, GKCIET, Malda, within ten days of intimation, failing which his bid security will be forfeited.

The performance security will be discharged by GKCIET and returned to the Service provider not later than 60 days following the date of completion of the Service provider's performance obligations.

- 21. To provide services related to Institution canteen at Narayanpur, catering to 200-250 persons and at least 100 boarders in (two) hostels by providing foods, it's related service and to assist in maintenance of cleanliness and upkeep of the Institution canteen on all working days from 8.00 A.M. to 07.00 P.M. (may be called on Saturday, Sunday and other gazette holidays, if required) and Hostels Mess as necessary by the Hostel for the period of contract. The working hours may change with the approval of Institute Authority whenever required.
- 22. The persons shall be deployed by the Contractor for the said service should not have any Police records/criminal cases against them. The Agency should make sure about the character and antecedents of the persons whom they are recommending for the said service. Before deployment, the character and antecedents of persons will be verified by the Service Provider.



The Service Provider shall withdraw such employees who are not found suitable for any reasons immediately on receipt of such a request. The transportation, food, medical and other statutory requirements in respect of each personnel of the service provider shall be the responsibility of the service provider.

23. This office may require the service provider to dismiss or remove from the site of work, any person or persons, employed by the service provider, who may be incompetent or for his/ her/ their misconduct and the service provider shall forthwith comply with such requirements. The Service provider shall replace immediately any of its personnel, if they are unacceptable to this office because of security risk, incompetence, conflict of interest and breach of confidentiality or improper conduct upon receiving written notice from office.
24. The service provider shall ensure proper conduct of his personnel in office premises, and enforce prohibition of consumption of alcoholic drinks, pan-masala, smoking and loitering without work.
25. Cleaning of canteen shall be done by the service provider. The garbage of the canteen shall also be disposed of by the service provider on daily basis. The service provider shall ensure cleanliness of the canteen all the time.
26. The service provider will submit the bill for Mess of Hostel(s) in respect of a particular month in the first week of the succeeding month complete in all respects. Tax if any, shall be deducted at source as per the relevant Act. Payments to the service provider would be strictly on the basis of certification by the Officer with whom the personnel is attached that his services are satisfactory as per the bill preferred by the service provider.
27. The service provider shall be contactable at all times and messages sent by phone / email / fax / special messenger from this office shall be acknowledged immediately on receipt on the same day. The Service Provider shall strictly observe the instructions issued by the Institution/ Section in fulfillment of the contract from time to time. The Institute shall not be liable for any loss, damage, theft, burglary or robbery etc.
28. The service provider shall not assign, transfer, pledge or sub contract the performance of services without the prior written consent of this office.
29. The agency/ firms should have experience of two years of operating such canteen, catering and food services satisfactorily in any establishments of Ministries/departments of Govt. of India/Central Public Sector Undertakings/Nationalized Banks/State Government Departments. Duly signed copy of the experience certificate obtained.
30. The Tenderer shall have minimum annual turnover of Rs. 3 lakh per annum in the last two preceding years. Copies of Balance Sheet profit and loss A/c to be enclosed along with technical bid for this purpose or any other document for the purpose.
31. The billing will be done on monthly basis. Bills preferably typed and in triplicate in connection with the service shall be submitted to GKCIET, Malda within the first week of each succeeding month. The payment of Service Tax along with the service bill for second and subsequent month

- shall be paid only after submission of proof of payment of Service Tax for previous month by the service provider.
32. The successful bidder would be provided space for the Canteen/ Mess for Hostel, electricity and water, chair, bench/desk (as necessary) free of cost. Other consumables will be arranged by the Contractor himself to provide smooth service
  33. Cost of food & beverages must be competitive and reasonable. The contractor would be required to use BIS/ Agmark/ Food grade products. The approved price of the eatables should be prominently displayed at the Counter/Notice Board in Canteen. Tentative list of items to be provided by the contractor are listed at Annexure-2A & Annexure-2B. However the contractor can add items as per demand/consumption, etc (at the time making quotation also). Any revision in the rates shall not be per would be subject to approval by the competent authority
  34. The caterer should execute an agreement in the non-judicial stamp paper incorporating the various terms and condition.
  35. The successful bidder will ensure that raw material used for cooking are of very good quality, safe for human consumption and conform to the standard laid down by the Govt. of India in this regard. In the event of any food poisoning/contamination, the contractor will be held fully responsible and other penal actions under the law.
  36. In case of any mishap/accident, all the claims arising out of it shall be met by the service provider.
  37. In case of any dispute of any kind and in any respect whatsoever, the decision of GKCIET, Malda shall be final and binding.
  38. Any matter during the period of this agreement, which has not been specifically covered by this agreement, shall be decided by GKCIET, Malda whose decision shall be final and binding
  39. At any time during the service period the condition of the service is not found to be satisfactory, they shall be returned for immediate replacement. In case no replacement is provided on time.
  40. The billing will be done on monthly basis. Bills preferably typed and in triplicate in connection with the service shall be submitted to GKCIET, Malda within the first week of each successive month. The payment of Service Tax along with the service bill for second and subsequent month shall be paid only after submission of proof of payment of Service Tax for previous month by the service provider.
  41. A penalty up to Rs. 1000.00 per day may be levied if the service provider fails to meet the above terms and conditions on any day. The penalty will be decided by the authority, GKCIET, Malda during the service period based on the actual scenario.
  42. In case of any dispute of any kind and in any respect whatsoever, the decision of GKCIET, Malda shall be final and binding.
  43. Any matter during the period of this agreement, which has not been specifically covered by this agreement, shall be decided by GKCIET, Malda whose decision shall be final and binding.
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44. The service shall have to be provided within the 7 days from the date of receipt of acceptance of the work order or 15 days from the date of issue of Work Order, whichever is earlier and shall continue till Two Year unless it is curtailed or terminated by GKCIET, Malda. However, the work order shall have to be accepted by the Service Provider within 10 days from the issue of the work order.
45. The contract initially will be for a period of One year (i.e. 12 months). However, it can be extended on the same terms & conditions subject to satisfactory work of the Service Provider till the execution of new contract, whichever is earlier.
46. If the Service Provider wants to rescind the contract voluntarily or otherwise, he is required to give a notice of at least 3 months failing which the amount of security deposit including any other dues will be recovered from him for making alternate arrangement till the new contract is assigned to the other party.
47. **Penalty for use of undue influence:** The service provider should undertake that he has not given offered or promised to give directly or indirectly any gift, consideration, reward, commission, fees brokerage of inducement to any person in service of GKCIET or otherwise in procuring, the contract or forbearing top do or for having done or for borne to do any act in relation or execution of the contract or any other contracts with the Institute for showing or for bearing to show favour or disfavor to any person in relation to the contract or any other contract in the GKCIET, Malda. Any breach of the aforesaid undertaking by the service provider or any one employed by him or acting his behalf whether with or without the knowledge the service provider or the commission of any offers by the service provider or any one employed or acting on his behalf, as defined in Chapter-IX of the IPC, 1860 or the Prevention of Corruption Act, 1947 or any other Act enacted for the Prevention of Corruption shell entitle the purchase to cancel the contract and all or any other contract with the Institute service provider and recover from the service provider the amount of any loss arising from such cancellation. A decision of GKCIET or his nominee to the effect that a breach of the undertaking had been committed shall be final and binding on the service provider.

Giving or offering of any gift, bribe or inducement or any attempt at any such act on behalf of the service provider towards any officer /employee of GKCIET or to any other person in a position to influence any officer /employees of GKCIET for showing any favour in relation to this or any other contract sell render

48. **Termination of contracts:** Time shall be the essence of the contract. GKCIET shall have the right to terminate the contract without any notice in part or in full in any of the following cases.
- a) The service provider is declared bankrupt or becomes insolvent.
  - b) The service is delayed by more than reasonable time.
  - c) In case Performance Security is not furnished within the time period specified by GKCIET.

- d) Service provider in the case of successful Tenderer should strictly confirm to the terms and condition for the service hired. Any change in Address /Telephone/Fax/e-mail of the tenderer should immediately be informed. The state of non-communication by the firm will make the offer liable for rejection.
49. No additional terms & conditions over and above the conditions stipulated above shall be entertained by GKCIET, Malda.
50. The dispute arising out of this contract shall be subject to the jurisdiction of Indian laws & court at Malda.
51. Bidder has to sign all the pages of this tender and enclose it with the bid.

### **List of Annexure**

1. Summary of Compliance to Requirement of Tender – Annexure 1
3. Price Bid (Price Schedule Form) - Annexure 2
4. Declaration by the Tenderer - Annexure 3
5. Bidder Information & Check List – Annexure 4

**Annexure 1**  
**Summary of Compliance of Tender**

**Tender Id.: 2018\_GKCIE\_280802 dated 07.01.2018**

**Name of the service offered:**

**Name of the Bidders:**

**Address:**

Sl. No.	Description of requirement	Yes/ No.	Page No.
2.	Proof of valid Trade License Certificate of owner/firms/business/agencies etc.		
3.	Photocopies of work orders received from any Central Govt./State Govt./Semi Govt. organizations for the service provided (if any)		
4.	PF Registration Code allotted by Regional Provident Fund Commissioner with EPF		
5.	Attested copy of the IT return filed by the agency for last two years		
6.	Proof of turnover by way of Audited Balance Sheet/Auditor's certificate, if required.		
7.	Copy of Registration Certificate / Allotment Letter of PAN from IT Dept./GIR card issued in the name of the bidder's firm		
8.	Copy of Registration Certificate / Allotment Letter of GST number		
9.	Registration Certificate of ESI enclosed		
10.	Proforma containing details of other organization where such contracts were / are undertaking (attach supporting documents), if applicable		
11.	A Banker's cheque or demand draft or FDR of Rs. 30,000/- (Thirty thousand only) as Bid Security (Earnest money Deposit/EMD)		
12.	Price Bid Proforma completed & sealed in separate envelope		
13.	List of Arbitration cases (if applicable) Please write NOT APPLICABLE if no cases are there		
15.	Experience in providing the vehicle services to Central Govt./State Govt./Semi Govt. sector at least 2 years (enclose self attested copy of proof):		
16.	Annual turnover of per annum in the last two preceding years at least 03 lakhs (enclosed self attested copy of proof)		

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17.	Undertaking by the bidder to the effect that there is no police case/ arbitration/ litigation/ suspension pending against the proprietor / firm/ parties relating to previous service contracts, produce inform of a affidavit duly certified by a 1st class judicial magistrate.		
18.	Blacklisting certificate if they are blacklisted from any Central Govt./State Govt./ Semi Govt. organizations		
19.	Acceptance of terms and conditions attached. Each page of terms and conditions to be duly signed as token of acceptance and submitted as part of tender document.		

**NOTE**

Submission of all the documents mentioned above along with declaration is mandatory. Non-submission of any of the information above may attract rejection of the bid.

Signature of Bidder with seal

**Annexure 2****Item-wise Food Rate Chart**

(Price Schedule for the service offered in INR)

**Tender Id.: 2018\_GKCIE\_280802 dated 07.01.2018****Name of the service offered:****Name of the Bidders:****Address:**

The below mentioned item description, quantity and rate (item wise) is fixed. The successful bidder(s) will be provided the food as per the food chart.

**(i) Item wise rate for Institute canteen**

<b>Sl. No.</b>	<b>Items</b>	<b>Quantity</b>	<b>Rate in Rs.</b>
<b>I</b>	<b>LUNCH</b>		
1.	One Roti (Plain)	50 gms	3.00
2.	One Roti (Tandoori)	100 gms	10.00
3.	One Roti (Rumali)	100 gms	10.00
4.	One Lachcha Paratha	100 gms	10.00
5.	One Plate Yellow Dal	150 gms	10.00
6.	One Plate Seasonal Vegetables	200 gms	20.00
7.	One Plate Raita	100 gms	20.00
8.	One Plate Matar Paneer	200 gms	40.00
9.	One Plate Egg Curry	2 Eggs	30.00
10.	One Plate Fish Curry (Rohu)	60 gms	35.00
11.	One Plate Fish Curry (Katla)	60 gms	40.00
12.	One Plate Hilsa	60 gms	80.00
13.	One Plate Bhetki	60 gms	75.00
14.	One Plate Tangra	Standard serving size	70.00
15.	One Plate Pabda	60 gms	80.00
16.	Half Plate Mutton Curry	02 pcs	70.00
17.	Half Plate Chicken Curry	02 pcs	50.00
18.	Puri & Sabzi	225 gms (4 Pc.)	20.00
19.	<b>Vegetarian Meal</b> (Rice/Roti, Sabji/Sambar, Rasam/Dal, Veg Poriyal/Veg Fry, Papad, Curd/Butter Milk)	200 gms Rice (or) 4 Rotis	50.00
20.	<b>Non-Vegetarian Meal</b> (Rice/Roti, Chicken Gravy, Papad, Vegetables, Rasam/Yellow Dal, Curd/Butter Milk)	200 gms Rice (or) 4 Rotis, 2 Pc of Chicken	80.00

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21.	<b>Non-Vegetarian Meal</b> (Rice/Roti, Mutton Gravy, Papad, Vegetables, Rasam/Yellow Dal, Curd/Butter Milk)	200 gms Rice (or) 4 Rotis, 2 Pc. of Mutton	100.00
22.	<b>Thali Lunch</b> (Rice 100 Gms +2 Roti + Raita/Daal + Sabzi+ Veg Fry + Papad + Salad)	600 gms	55.00
23.	<b>Executive Thali</b> (Rice/Pulao 100 gms + 2 Chapati + Chana / Rajma + 1 special curry/ Paneer + 1 Mixed Vegetable + Raita/Yellow Dal + Salad + Curd/Butter Milk)	750 gms	100.00
24.	Plane rice	Full Plate/Half Plate	10.00/ 5.00
<b>II</b>	<b>SNACKS</b>		
1.	Samosa	(One piece) 70 gms	5.00
2.	Bonda	(One piece) 70 gms	10.00
3.	Dal Vada	(One piece) 50 gms	6.00
4.	Sambhar Vada	(Three Pc) 40x3 gms	20.00
5.	Bread + Butter/Jam/Jelly	4 nos. of Bread Slice	20.00
6.	Bread Pakora	(One piece) 50 gms	10.00
7.	Egg boiled	1 Piece	10.00
8.	One Egg Omelet	1 Piece	15.00
9.	Double Egg Fry	2 Eggs	20.00
10.	Two pieces Vegetable sandwich	Big size	20.00
11.	Vegetable Pakora	100 gms	30.00
12.	Mathee Pakora	100 gms	30.00
13.	Dosa (Plain) (with Sambar/Chtuney)	150 gms	30.00
14.	Dosa (Masala) (with Sambar/Chtuney)	200 gms	40.00
15.	Idli (with Sambar/Chtuney)	3 pc.	25.00
16.	Poha	200 gms.	20.00
17.	Milk-Corn flex	1 bowl	30.00
18.	Sprouts mix	100 gms.	10.00
<b>III</b>	<b>FRUITS &amp; BEVERAGES</b>		
1.	One cup tea (Readymade) - Pot/Cup	125 ml	7.00
2.	One cup tea readymade (special) - Pot/Cup	125 ml	10.00
3.	One cup coffee - Cup	125 ml	10.00
4.	Fresh cut Fruits - Seasonal	150 gms	25.00
5.	Fruit Cream	150 gms	40.00
6.	Fresh Fruit Juice	150 gms	30.00
7.	Ice cream (Branded)- Corneto (small)	1 Piece	30.00
8.	Ice cream - Kasata	1 Piece	20.00
<b>IV</b>	<b>SWEETS</b>		
1.	Burfee (Khoya)	50 gms	10.00
2.	Ladoo (Besan)	50 gms	6.00
3.	Gulab Jamun	50 gms	6.00
4.	Rasgulla	50 gms	6.00
5.	Sandesh	40 gms	6.00
6.	Sugar free sweet	50 gms	7.00

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7.	Gajar Halwa (Seasonal)	100 gms	20.00
8.	Suji Halwa	150 gms	10.00

**ii) Item wise rate Chart for Hostel(s) Mess**

Sl. No.	Meal	Description	Day-wise Rate in Rs.
<b>I. Sunday</b>			
1.	Breakfast	Puri (4 pc.) & Sabzi + Tea	100.00
2.	Lunch	Rice / Roti + Daal + Sabzi + Raita/Curd + Salad	
3.	Dinner	<b>For non-veg Meal</b> Rice/Roti/Pulao + Dal + Seasonal Vegetables + Mutton/Chicken Curry with gravy (alternatively) + Raita/Curd + 1 Sweet  <b>For veg Meal</b> Rice/Roti/Pulao + Chana/Rajma + Special curry/ Paneer + Mixed Vegetable + Raita/Curd + 2 Sweet	
<b>II. Monday</b>			
1.	Breakfast	Bread (2 pcs) + 1 Pc Banana + Tea	52.00
2.	Dinner	Rice/ Roti + Dal+ Seasonal Vegetables + Papad+ Raita/Curd	
<b>III. Tuesday</b>			
1.	Breakfast	Cornflakes + Milk	58.00
2.	Dinner	Rice/ Roti + Dal+ Seasonal Vegetables + Egg Curry with gravy/Vegetable Fry + Raita/Curd	
<b>IV. Wednesday</b>			
1.	Breakfast	One Sandwich + Tea	47.00
2.	Dinner	Rice/ Roti + Dal+ Seasonal Vegetables+ Fry item	
<b>V. Thursday</b>			
1.	Breakfast	Bread (3 pcs) with jam/ butter + Tea	61.00
2.	Dinner	Rice/Roti+Dal+Fish curry/Special Veg. curry+Papad+Raita/Curd	
<b>VI. Friday</b>			
1.	Breakfast	Vegetable Sandwich + Tea	52.00
2.	Dinner	Rice/Roti + Dal + Seasonal Vegetables + Fry item	
<b>VII. Saturday/Holiday (except Sunday)</b>			
1.	Breakfast	One piece Bread Slice (Big size)+ One Banana + Tea	90.00
2.	Lunch	Rice/ Roti + Dal + Seasonal Vegetables + Matar Paneer + Papad + Salad	
3.	Dinner	Rice/ Rori + Dal+ Seasonal Vegetables + Fry item + Raita/Curd	

**Note:**

1. The above list may amend as per requirement of the institution.
2. The quality and test of the food will be checked by the institute to finalize the tender only those bidders technically qualified.

Signature of Bidder with seal

**Annexure 3****Declaration by the Tenderer****Tender Id.: 2018\_GKCIE\_280802 dated 07.01.2018****Name of the service offered:****Name of the Bidders:****Address:**

Details of other organizations where such contracts undertaken during last three years (documents in proof to be attached)

Performa containing details of other organization where such or similar contracts were undertaken.

Sl. No	Name & Address of the organization with contact no.	Period of contract	Whether Govt./ Semi Govt. / Autonomous Bodies / PSUs/ Industries etc.	Amount of Contract	Reason for termination (if currently not valid)
1.					
2.					
3.					
4.					
5.					

This is to certify that I/We before signing this Tender ID.: 2018\_GKCIE\_280802 dated 07.01.2018 have ready and fully understood all the terms and conditions contained herein and undertaken myself / ourselves to abide by them.

Signature of Tenderer with seal

- This information to be given with Technical Bid for annual contract for supply of canteen and mess services.
- GKCIET, Malda authority reserves the right to verify the details mentioned above by the bidder.

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**Annexure 4****(Please put this annexure at the top of the tender document)****Bidder's information & Check list****1. Name of the Owner/Firm/agency:****2. Type of the firm:** (Proprietorship, Pvt Ltd, Public Ltd, Partnership, Authorization, sole ownership etc.)**3. Address of the Owner/Firm/agency:****4. Contact detail: Phone No.:****Mob No. :****Fax No.****E mail:****5. Name of the authorized signatory:****6. EMD detail: Instrument No.****Date :****Amount:*****Issuing Bank name & branch detail:*****7. Bank details of the firm:****Account No.:****IFSC Code:****Name of the Bank:****Branch:*****Check List (Please enclose the copy of the following & tick as per applicability)***

- ***Valid Trade License Certificate of owner/firms/business/agencies etc.:***
- ***EMD:***
- ***PAN card in Owner/Firm/agency/authorized person name:***
- ***GST Registration Certificate:***
- ***EPF:***

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- ***Registration Certificate of ESI:***
- ***Experience in providing the vehicle services to Central Govt./State Govt./ Semi Govt. organizations /sector at least 3years:***
- ***Annual turnover of per annum in the last two preceding years:***
- ***Whether convicted any court of law? If convicted, indicate details:***
- ***Acceptance of terms and conditions:***
- ***Copy of income tax returns:***
- ***Blacklisting certificate if they are blacklisted from any Govt./State Govt./ Semi Govt. Organization:***

Signature of Bidder