

UT Administration of  
Dadra and Nagar Haveli,  
(Department of Technical Education)  
Dr. B. B. A. Government Polytechnic, Karad (D.P.)

No. GPK/Acctt//Poly-2017/117

Date: 08/03/2019

**(LIMITED TENDER)**

The Principal, Dr. B. B. A. Government Polytechnic, Karad (D.P.) on behalf of President of India, invites sealed tenders as under : Running of Canteen.	
* Tender period	11-03-2019 up to 25-03-2019 Up to <u>14:00</u> Hrs.
* <b>Submission of Tenders</b>	20-03-2019 up to 26-03-2019 Up to <u>14:00</u> Hrs.
* Opening of Technical Bids	26-03-2019 <u>15:00</u> Hrs. (Tentatively)
* Opening of Price Bids	27-0-2019 <u>15:00</u> Hrs. (Tentatively)
* Bidders have to submit their Bids till the last date & time for submission..	
Tender only to be obtained from the Office of the Principal, Dr. B. B. A. Government Polytechnic, Karad (D.P.) after payment of the Tender Fees Rs. 500/-(Non-Refundable). Physical Submission of Tender fees, Technical Bid, Financial Bid & EMD etc. and other required documents as in Terms & Conditions shall be submitted personally or RPAD / Speed post in Office of the Principal, Dr. B. B. A. Government Polytechnic, Karad (D.P.)	

-Sd-  
**Principal**  
**Dr. B.B.A. Government Polytechnic**

Copy to :

1. The NIC, Silvassa, with request to put-up on website of Administration of D&NH

UT Administration of  
Dadra and Nagar Haveli,  
(Department of Technical Education)  
Dr. B. B. A. Government Polytechnic, Karad (D.P.)

No. GPK/Acctt//Poly-2017/117

Date: 08/03/2019

**LIMITED TENDER NOTICE**

Tender for Running of Canteen for all types of snacks and Beverages in Dr. B. B. A. Government Polytechnic, Karad (D.P.)

Sr. No.	Particulars	Area Details	EMD	Tender Fees
1.	Running of Canteen All types of snacks and Beverages	Kitchen, Canteen area, Toilets, Store room etc.	25,000/-	500/-

The EMD and Tender Fee Receipt should be enclosed with TECHNICAL BID only.

The tender must be submitted in two parts.

- a) Technical bid. (in envelope A with title "TECHNICAL BID")
- b) Price bid. (in envelope B with title "PRICE BID")

Both the above bid envelopes must be submitted in third separate sealed envelope clearly marked as "Tender for Running Canteen"

Documents to be attached Technical bid:

- 1.) Registered Trade / Food Licence from a competent authority.
- 2.) Copy of PAN No.
- 3.) EMD of Rs. 25,000/- in the name of Principal Dr. B. B. A. Government Polytechnic, Karad (D.P.)
- 4.) Tender Fee Rs. 500/- Receipt.

1. **Canteen to be leased without furniture, utensils etc. Lease of only Ground floor of the canteen which shall include Canteen sitting area, Kitchen, Storeroom, Toilet for canteen.** Adequate Furniture to be arranged by the Successful Bidder.
2. Bidders may visit the Institute premises before submitting Tender and contact Vice Principal Dr. B. B. A. Govt. Polytechnic, Karad for inquires if any.
3. The EMD will be accepted only in form of FDR / D.D. from any commercial banks in an acceptable form payable at Karad / Silvassa in favour of the "Principal, Dr. B. B. A. Govt. Polytechnic, Karad" the under signed.
4. The tender inviting authority reserves the right to accept or reject any or all the tender to be received without assigning any reasons thereof.

**Terms and Conditions: Instructions to Bidders:**

5. The rate should be quoted in the prescribed form given by the department; the rate should be valid up to One Year from the date of acceptance of tender.
6. All/Taxes/Duties/Royalties GST etc. Charges payable on the sales/transport etc. within and/or outside the state shall be payable by the supplier.
7. Where specifications/make/manufacture is not specified by this office, the rates should be quoted only for the standard quality only.

8. The tender should be neatly typed or hand written, No overwriting, correction or erasures will be considered.
9. If the tenderer whose tender is accepted, fails to execute the supply order within stipulated time the Earnest Money Deposit of such tenders will stand forfeited to the Administration with no further liabilities on either party to the contract.
10. The tender will be accepted during the Tender period mentioned above in the working hours.

**Conditions of Contract:**

11. The tenderer for running Canteen at Govt. Polytechnic, Karad will have to indicate the List of items available on the Display board (well visible) and charged at market rate.
12. The quality of food shall have to be maintained with cleanliness in the said canteen.
13. The bidder shall use only refined oil of good quality and serve only fresh and wholesome food items. If at any time it is noticed that the food is stale or unhygienic, by the Committee will immediately stop the sale of such items and thereafter the contract to run the canteen will be liable to be cancelled.
14. The Successful bidder shall be responsible for meeting the requirements prescribed by local/relevant authorities applicable for such establishments running such services. The guidelines for food safety applicable to medium to small food establishment published by Food safety & standard authority of India shall be observed as minimum standard.
15. The successful bidder will have to arrange adequate no. of table & chairs required in the canteen.
16. The contract for running of restaurant (canteen) at Govt. Polytechnic, Daman shall be for period of One year from the date of entering an agreement between the Principal, Dr. B.B.A Government Polytechnic, Karad and the successful bidder.
17. The contract shall be extendable up to maximum of three (03) years, only after obtaining the satisfactory service certificate from the committee of the Principal, Dr. B.B.A Government Polytechnic, Karad
18. The bidder shall be a restaurateur of repute with minimum at least one year experience of running the restaurant or similar kind of serving all type of snacks. (Enclose certificates / proofs).
19. The bidder shall quote the rate per month for running of the canteen.
20. The bidder shall make his own arrangement of disposal of waste both solid and liquid at his own cost.
21. The bidder will be provided with electricity and water facility. The Electricity & water bills of the canteen will have to be paid by the bidder within 1 week of the receipt of the bill and submit the copy of receipt & bill to the Accountant regularly.
22. The successful bidder shall obtain all necessary licenses and permissions as may be necessary for running the canteen from the concerned authorities competent to issues such permission/licenses at his own cost.
23. The successful bidder shall enter into an agreement with the Principal, Dr. B. B. A Government Polytechnic, Karad within 10 days from the acceptance of the offer and shall pay security deposit equivalent to EMD immediately in form of FDR.
24. The successful bidder shall pay the monthly rentals by 10<sup>th</sup> of every preceding month and submit a copy of receipt to the Principal Dr. B. B. A. Government Polytechnic, Karad (D.P.)
25. In case of delay in payment of the monthly rental, charges up to maximum of 10 days from the date of fees becomes due and payable. The penal interest at the rate of 18% per annum or as may be decided from the time to time shall be levied and payable by the lessee.
26. The successful bidder shall be responsible for the security, safety and cleanliness, equipment purchase and its maintenance of canteen. Cleanliness material shall be bought by the successful bidder for canteen.

27. The extension for the delay of not more than 30 days in the payment of rental charges from the date shall have to be sought well in advance from the Principal, Dr. B.B.A Government Polytechnic, Karad in writing giving specific reasons. In the event of delay of more than 30 days in the payment of the rental charges from the date of such fee becoming due and payable the security deposit paid by the successful bidder shall be forfeited and the contract shall liable o be cancelled.
28. The successful bidder shall be provided the premises on as on where basis and he will make addition and alteration in the structures according to the requirement to suite a fast food restaurant with the consent of the Principal, Dr. B.B.A Government Polytechnic, Karad
29. Rate of the articles will be reviewed after one year.
30. The department reserves the right to add to or alter any or all clause of the terms and conditions, if found necessary.
31. If any of the condition are violated the contract will be terminated.
32. In case of any dispute, the decision of the Principal, Dr. B.B.A Government Polytechnic, Karad will be final and binding.
33. Consumption / Sale of Tobacco / Alcohol related eateries, drinks will strictly be prohibited in the campus & canteen / mess at Govt. Polytechnic, Karad.
34. Any illegal activities entertained (like consumption of banned items, smoking, drinking, gambling, betting, ragging etc.) in the canteen will result in immediate termination of the contract, also forfeit of the Security Deposit as well.
35. The Principal, Dr. B.B.A Government Polytechnic, Karad will not be responsible for any dues recoverable from the students or others.
- 36. The tender should be given to that bidder whose overall rate (Sum of rates of all items) of all items are lowest.**
37. **At any stage the** authority reserves the right to reject / cancel the contract without assigning any reasons thereof.

-Sd-  
**Principal**  
**Dr. B.B.A. Government Polytechnic**

The above terms and conditions are accepted and are binding to me/us.

NOTE: Please return One Copy of these terms and conditions duly signed with seal of firm along with the tender.

Place:

Signature of tenderer

Dated:

Name of tenderer with seal of the firm

The Administration of  
Dadra and Nagar Haveli,  
(Department of Technical Education)  
Dr. B. B. A. Government Polytechnic, Karad (D.P.)

No. GPK/Acctt//Poly-2017/117

Date: 08/03/2019

Tender for Running of Canteen for all types of snacks and Beverages in Dr. B. B. A.  
Government Polytechnic, Karad (D.P.)

**TECHNICAL FORM (to be sealed in Envelope A)**

1.	Full name of the Contractor / Firm / company (in block letters)	:	
2.	Full address of Present business of the Contractor firm/company with telephone number, e-mail number, fax number	:	
3.	Year of incorporation	:	
4.	Details of past trades / contracts related to canteen / canteen etc.	:	
5.	Name of the major clients with their Address, telephone number, (optional)	:	
6.	Details of Registration, Trade License, Labour Licence, Food License, other license held / obtained from the various authorities (enclose xerox copies)	:	
7.	Name of Owner	:	
8.	Contract Firm's / Company's Bank Details A. Bank Account No.:- B. Bank Name & Branch location :- C. IFC code :-	:	
9.	PAN No.	:	

NOTE : Enclose other required documents with this Technical Form in envelope A.

**PRICE SCHEDULE (to be sealed in Envelope B)**

Running of Canteen All types of snacks and Beverages etc. at Govt. Polytechnic, Karad.

**Basic Items Schedule for Canteen**

Sr. No.	Item Name(Monthly Rent)	Minimum upset price 1500/- per annum Price in Rs.
1.	Monthly Canteen Rental offered (Canteen will consist of 1 Kitchen with sink, kitchen platform, 1 adequate canteen area, Toilets, Store room)	

NOTE: Successful bidder will bear the Canteen Water & Electricity bill. See point no. 21 in the T&C.

Sr. No.	Description	Minimum Quantity	Rate in Figure	Rate in Words
1	Hot Coffee	100 ml.		
2	Hot Tea	100 ml.		
3	Hot Milk	200 ml.		
4	Samosa	2 Pc.		
5	Gulab Jamun	2 Pc.		
6	Veg. Sandwich	1 Pc.		
7	Toast Sandwich with Butter	1 Pc.		
8	Confectionery Items i.e BiscuitChocolates Wafers	As per Standard Packed	MRP	
9	Juice (Tetra Packs only)	100 ml.	MRP	
10	Vada Pav (2 Pc. Each)	Per Plate		
11	Pakoda (100 Grms)	Per Plate		
12	Upma with Coconut Chatni	Per Plate		
13	Utpam with Samber & Coconut Chatni	Per Plate		
14	Masala Dosa with Samber & Coconut Chatni	Per Plate		
15	Idli (2 piece) with Samber & Coconut Chatni	Per Plate		
16	Mendu Vada (2 piece) with Samber & Coconut Chatni	Per Plate		
17	Veg. Cutlet ( 2 piece )	Per Plate		
18	Aloo Puri	Per Plate		
19	Kanda / Batata Pauah (100 Grms)	Per Plate		
20	Dhokla / Khaman (100 Grms)	Per Plate		
21	Ice Cream	As per Standard Packed	MRP	
22	Lassi (Tetra Packs only)	Per Packet	MRP	
23	Curd (Tetra Packs only)	Per Packet	MRP	
24	Buttered Milk (Tetra Packs only)	Per Packet	MRP	
25	Mineral Water ISI Brand	As per Standard Packed	MRP	

Signature & Name of tenderer  
with seal of the firm

## **CANTEEN SERVICE**

Scope of Work: Preparation, processing, cooking and serving of prepared and cooked food items, after taking into account the availability of seasonal vegetables and fruits, to the faculty, staff, students in canteen as per terms and conditions of tender document. The workers have to work under the guidance of Supervisor. The workers will work in Kitchen and Dining Hall. Cleaners cannot be used for kitchen work.

-Sd-

**Principal**

**Dr. B.B.A. Government Polytechnic**