

No. 17020/18/2017/SDC-VI/DANM
Government of India
Ministry of Social Justice and Empowerment
(Dr. Ambedkar National Memorial)

Shastri Bhawan, New Delhi
Dated: 09 December, 2017

Tender Notice

Sub: Invitation for Tender / Quotation for Catering Service for Dr. Ambedkar National Memorial (DANM), 26, Alipur Road, New Delhi.

Sealed Bids are invited from experienced and financially sound agencies in respect of providing Catering Services at subsidized rates for Dr. Ambedkar National Memorial (DANM) at 26, Alipore Road, New Delhi as per the terms and conditions mentioned below in Annexure-I. The estimated footfall is 2500 persons per month. Interested parties having at least 50 lakhs turnover per year may send quotations in a sealed cover superscripted "**Quotations for contract agreement of Catering Services in Dr. Ambedkar National Memorial**" which should reach to Associate Professor, Dr. Ambedkar International Center (DAIC), M/o Social Justice & Empowerment by post or by hand latest by 30th November, 2017 till 2:00 PM in Room No. 439, 4th Floor, A-Wing, Shastri Bhawan, New Delhi -110001 and tender will be opened on the same day at 03:30 PM in Room No. 439, 4th Floor, A-Wing, Shastri Bhawan, New Delhi -110001.

Tender No.	17020/18/2017/SDC-IV/DANM	
Tender Forms Available at Website	www.socialjustice.nic.in http://eprocure.gov.in/eprocure/app	
Date and Time of Issue/Publishing	9-11-2017	3:00 PM
Document Download/Sale Start Date & Time	10-11-2017	10:00AM
Bid Submission Start Date & Time	10-11-2017	2:00PM
Bid Submission Last Date & Time	01-12-2017	2:00PM
Date and Time of Opening of Technical bid	01-12-2017	4:00PM
Date of Opening of Financial bid	01-12-2017	5:00PM

2. General terms and conditions of the contract is given in **Annexure-I**.
3. The tender is in two bid system i.e. Technical Bid as in **Annexure-II** and Financial Bid as in **Annexure-III**.
4. Intending eligible bidders may download Bid Document from our website www.socialjustice.nic.in (for reference only) as well as CPPP website <http://eprocure.gov.in/eprocure/aap> (for bidding prospective). Bidders shall have to deposit Rs. 50,000/- (Rupees Fifty thousand only) as EMD, unless exempted by any standing order, in the form of Demand Draft, Account Payees or Bankers' Cheque from any Nationalised/Commercial Bank at Delhi in favour of **Dr. Ambedkar National Memorial, M/o Social Justice & Empowerment, New Delhi** on or before bid submission closing date & time and may be dropped in the drop box placed at the facilitation centre i.e. Garage No.-8, Ground Floor, Near State Bank ATM, Shastri Bhawan, New Delhi.

5. The competent authority in the Department reserves the right to cancel the tender at any time or amend/withdraw any of the terms and conditions contained in the Tender Document, without assigning any reason, thereof.



(Dr. Devender Singh)
Associate Professor,
Dr. Ambedkar International Centre

Copy to:-

1. All Ministries/Departments for circulation among their contract holders.
2. Director, NIC with the request to upload the above information on Ministry's web site as well as Central Public Procurement Portal for wide publicity.
3. Notice Board.
4. Director, Dr. Ambedkar International Centre (DAIC).
5. Director, Dr. Ambedkar Foundation, M/o SJ&E



(Dr. Devender Singh)
Associate Professor, DAIC

Copy for information to:

1. Reception Officer, Ministry of Social Justice & Empowerment, Shastri Bhawan, New Delhi.
2. Assistant Commandant, CISF, Shastri Bhawan, New Delhi.

Annexure-I**TERMS AND CONDITIONS**

1. Proof of two years experience of running catering services in government buildings should be submitted along with the application.
2. Proof of filling of previous Service Tax Returns of two years may be submitted along with the application.
3. The contract will be initially for a period of one year only and extension may be given subject to satisfactory services provided during the period of contract.
4. The contractor will have to deposit security money of Rs. 1,00,000/- (Rs. One Lakh only) in the form of a demand draft in favour of **Dr. Ambedkar National Memorial, M/o Social Justice & Empowerment**, New Delhi. The security money will be liable to be forfeited, if during the period of contract, the services are found to be unsatisfactory in any respect.
5. The contractor will have to submit the rates in terms of discount to be given as prescribe rates for various edible items such as lunch, Tea, Coffee, Dal Rice and Seasonal Subzi etc. in the attached Porforma.
6. After awarding contract, change in rates in items will not be allowed without written approval of the Competent Authority.
7. The contractor has to maintain courteous behavior with the officers/employees/visitors of Dr. Ambedkar National Memorial.
8. Proper hygiene and cleanliness has to be maintained in and around the canteen i.e. the spirit of Swachh Bharat Abhiyan should be duly adopted, implemented and respected thereof.
9. The contractor has to serve tea, coffee etc. in good quality cups and edible items in good quality plates. Use of plastic cups and plates will be prohibited in the memorial premises.
10. Normal working hours of the canteen would be from 8:30 AM to 6:00 PM.
11. In case of any dispute of any kind and in any respect whatsoever, the decision of the Competent Authority of Dr. Ambedkar National Memorial shall be final and binding.
12. The contractor will not engage any child labour in canteen services.
13. The contractor, under no circumstances, will operate a cigarette/ tobacco shop within the premises.
14. DANM will provide air conditioned space, water, electricity, furniture, storage etc. free of cost to the service provider. However, the firm will give undertaking to take full responsibility to maintain/repair all these items.
15. The contractor will have to provide food items at subsidized rates as DANM is providing air conditioned space, water, electricity, furniture, kitchen, storage etc. free of cost.
16. The bidder/firm will provide a confirmation that it is abiding with the provision of Employees Provident Fund Act and Employees State Insurance Act.

17. The bidder/firm will provide Health licenses for running the canteen from the competent authority.
18. The bidder/firm will provide dressed Waiters exclusively servicing for meeting and room service. Waiters will take care of cleanliness and hygiene during providing of services.
19. Bidder will not be permitted to alter or modify their bids after expiry of the deadline.
20. The contractor shall make the arrangements for keeping all eatables in glass cover showcase for protection from flies and insects.
21. The canteen shall not be closed on any working day for DANM without the prior permission of the Canteen Committee.
22. The contractor shall sell & serve only such items as approved by the Canteen Committee of Dr. Ambedkar National Museum (DANM).
23. The contractor will display the approved list of rates at the appropriate location in canteen.
24. 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.
25. The contractor shall run the canteen himself and shall in no case enter into the partnership or sublet the contract to any other individual or party.
26. The contractor will provide his own crockery for the canteen, the quality & quantity of which will be approved by the Canteen Committee of DANM. The contractor will make his own arrangements for the purchase of gas and coffee plant at his own expenses.
27. The DANM 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.
28. The canteen should not be used as a manufacturing place for the other canteens or any shops, etc.
29. There should be no room service for staff members at any cost.
30. Contractor will have to be registered with appropriate govt. agency/ civic authority mandated as per rules and nature of his business and tax liabilities. If any cost involved there in to time, will be borne entirely by the contractor.
31. Contractor will pay minimum wages as per minimum wages act 1948 revised from time by govt. of Delhi vide their orders in terms of category of the workforce employed by him.
32. The awardees of the contract will have to get his/her establishment inspected by MCD health department and a certificate has to be obtained from them within a period of 3 months from the award of the contract.
33. The contractor shall use commercial LPG gas for cooking purpose at his own cost.
34. Any labour or other person engaged by the contractor in the licensed premises will be liable for suspension or dismissal by the DANM for disobedience or misconduct and the contractor will accept the decision of DANM in this respect as final binding upon him. DANM shall not be held liable in respect of any claim by the labour for wages or damage and the contractor shall keep the DANM indemnified.
35. It will be the responsibility of the contractor to get the police verification done of the employees engaged by him & he will submit a copy thereof to DANM.

36. The successful tenderer (known as Contractor after awarding the tender) will be fully responsible to protect Property /Premises of canteen in DANM. In case of any kind of damage, suitable recovery will be made from the contractor at the discretion of DANM canteen committee.
37. The successful bidder will sign a contract agreement on Rs.100/- Non Judicial Stamp Paper before start of canteen contract.
38. The bids of blacklisted bidder from any Govt. Department will be summarily rejected.
39. The Bids/tenders of the firm, which are found to have quoted unreasonable rates in any of the terms shall summarily be rejected. The decision of the DANM in this regard will be final and binding on the firm.
40. The contract will be terminated at any time, if the work of the firm is found unsatisfactory. In this connection the decision of DANM will be final and binding on the firm.
41. Legal disputes in these matters, if any, will be subject to the Jurisdiction of the Hon'ble High Court of Delhi only.
42. The Contractor would be required to use ISI, Agmark or any appropriate government agency approved/passed products complies FSSAI guidelines / regulations.

Annexure -II**TECHNICAL BID**

In the first part, which shall be put in separate sealed envelope, the tenderer shall give the details, which shall be evaluated by the DFF on the basis of which any agency shall be declared qualified/disqualified for financial bid.

3. The documents submitted with the technical bid shall be arranged as per the order below. The following Technical information/documents should accompany the quotation. If any of the document found missing/tempered in the technical bid as given below(from S.No.1 to 17) then the bid will be rejected straight way.

TECHNICAL INFORMATION AND UNDERTAKING:.

S.No.	Details of the Firm/Bidder	Page No.
1.	Name of Agency	
2.	Nature of the concern (Limited Company or Private Limited Company registered or Limited Liability Partnership Firm/Partner Firm)	
3.	Full Address of Reg. Office, Telephone No., Fax No. & e-mail address	
4.	Full Address of Operating/Branch Office in Delhi, Telephone No., Fax No. & e-mail address	
5.	Permanent Account Number (PAN) (attach a copy)	
6.	GST Number (attach a copy)	
7.	Firm Registration (attach a copy)	
8.	ESIC Registration Certificate	
9.	EPFO Registration Certificate	
10.	Income Tax Return last three (03) years (attach copies)	
11.	Turnover Certificate issued by Firms CA	
12.	Certificate from the office where the canteen & catering facility is being satisfactorily provided by the tenderer, issued by an officer not below the rank of Dy. Director for last two years.	
13.	ISO Certificate – Number of years	
14.	Any other National / International Accreditation Certificate	
15.	Details of Experience Certificate	
16.	Turnover (Last Financial year)	
17.	EMD	

I have read the terms and conditions and agree to abide with the same

Date:

Signature Complete address of the company/ stamp

Annexure-III**Financial Bid**

The financial bid in the following format should be enveloped separately and sent to us in a large envelop along with the technical bid.

Rate List

(Amount in Rs.)

S. No.	ITEMS	Rates
	SOLID SNACKS	
1.	Samosa	8
2.	Veg. Patties	15
3.	Veg. Sandwich	12
4.	Veg Burger	30
5.	Veg Cutlet	12
6.	Corn Sandwich	20
7.	Corn Grilled	60
8.	Grilled Sandwich	45
9.	Chana Kulcha	35
10.	Chana Bhature	35
	PIZZA SE	
11.	Cheese Pizza	55
12.	Tomato Onion Pizza	60
13.	Onion Cap. Mash. Pizza	65
14.	Mixed Pizza	70
	COMBOS	
15.	Shahi Paneer (Served with Rice or Paratha)	55
16.	Dal Makhani (Served with Rice or Paratha)	50
17.	Rajma Masala (Served with Rice or Paratha)	50
18.	Chana Masala (Served with Rice or Paratha)	50
19.	Stuff Parantha	40
	THALI	
20.	Eco Thali (Served with Dal, Subzi, Rice, Raita, Salad, Roti)	60
21.	Special Thali (Served with Dal, Paneer, Veg. Mix, Rice, Raita, Salad, Paratha, Sweet)	100

BREAD		
22.	Roti	6
23.	Lucha Paratha	12
24.	Butter Naan	15
25.	Stuffed Parantha	20
CHAT PATI CHAAT		
26.	Pani Puri	20
27.	Samosa Chaat	20
28.	Bhel Puri	35
29.	Dahi Bhalla	35
30.	Gup-Chup Chat	35
31.	Papri Chaat	35
32.	Bhalla Papri	40
33.	Raj Kachori	40
SOUTH INDIAN		
34.	Sambhar Vada/ Idli (2 pieces)	40
35.	Masala Dosa	50
36.	Uttipam	50
SWEETS		
37.	Gulab Jamun/ Rasgulla Spung/ Burfee	20
BEVERAGES		
38.	Tea	6
39.	Coffee	6
40.	Packed Juice	MRP
41.	Mineral Water	MRP
42.	Cold Drink	MRP

Note: Any other items except above can also be provided in the canteen with the approval of DANM.

I offer to provide the aforesaid items at the aforesaid rates with a premium/discount of _____% on each item.

(Signature of the bidder)

UNDERTAKING

1. That I/We have carefully studied all the terms and conditions of Tender Notice and shall abide by it.
2. That I/We shall supply the items of requisite quality.
3. That I/We undertake that the information given in this tender are true and correct in all respect and I/We hold the responsibility for the same.
4. That I/We undertake that sample of items will be kept ready for inspection whenever needed by the Department.
5. I/We shall be responsible for the cancellation of tender if samples are not up to the mark.

Signature with date:
Name & address and contract no. of the firm:

Tender Number: No. 17020/18/2017/SDC-IV/DANM
Government of India
Ministry of Social Justice and Empowerment
Department of Social Justice and Empowerment

For Letter of Authorization for attending Bid Opening Events

(To be typed preferably on letter head of the company)

Subject: Authorization for attending Bid opening

I/ We Mr. /Ms. have submitted our bid for the tender no. in respect of (Item of work) which is due to open on (date) in the O/o
.....

We hereby authorize Mr. / Ms. & Mr. / Ms....
..... (alternative) whose signatures are attested below, to attend the bid opening for the tender mentioned above on our behalf.

.....
Signature of the Representative
.....
Officer authorized to sign
Name of the Representative

Signature of Bidder/
on behalf of the Bidder

.....
Signature of the alternative Representative
.....
Name of the alternative Representative

Above Signatures Attested

- Note:1. Only one representative will be permitted to attend the Bid opening
2. Permission for entry to the hall where bids are opened may be refused in case authorization as prescribed above is not received.