

Bid Document

Bid Details	
Bid End Date/Time	12-07-2022 17:00:00
Bid Opening Date/Time	12-07-2022 17:30:00
Bid Offer Validity (From End Date)	30 (Days)
Ministry/State Name	Ministry Of Science And Technology
Department Name	Department Of Scientific And Industrial Research (dsir)
Organisation Name	Council Of Scientific And Industrial Research (csir)
Office Name	Central Scientific Instruments Organisation
Item Category	Canteen Service - Best Price on Fixed Menu Rate Model - Vegetarian; Breakfast, Lunch, Dinner, Snacks, Beverages; Inside Building Premises (exclusive for employees/ patients/ in house personnel)
Contract Period	1 Year(s)
Minimum Average Annual Turnover of the bidder (For 3 Years)	15 Lakh (s)
Past Experience of Similar Services required	Yes
MSE Exemption for Years Of Experience and Turnover	Yes
Startup Exemption for Years Of Experience and Turnover	Yes
Document required from seller	Experience Criteria,Bidder Turnover,Certificate (Requested in ATC) *In case any bidder is seeking exemption from Experience / Turnover Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer
Bid to RA enabled	No
Time allowed for Technical Clarifications during technical evaluation	2 Days
Estimated Bid Value	3000000
Evaluation Method	Total value wise evaluation

EMD Detail

Advisory Bank	State Bank of India
EMD Percentage(%)	0.50
EMD Amount	15000

ePBG Detail

Advisory Bank	State Bank of India
ePBG Percentage(%)	5.00
Duration of ePBG required (Months).	14

(a). EMD EXEMPTION: The bidder seeking EMD exemption, must submit the valid supporting document for the relevant category as per GeM GTC with the bid. Under MSE category, only manufacturers for goods and Service Providers for Services are eligible for exemption from EMD. Traders are excluded from the purview of this Policy.

(b). EMD & Performance security should be in favour of Beneficiary, wherever it is applicable.

Beneficiary:

Director

Central Scientific Instruments Organisation, Department of Scientific and Industrial Research (DSIR), Council of Scientific and Industrial Research (CSIR), Ministry of Science and Technology
(Director Csio)

Splitting

Bid splitting not applied.

MSE Purchase Preference

MSE Purchase Preference	Yes
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1. If the bidder is a Micro or Small Enterprise as per latest definitions under MSME rules, the bidder shall be exempted from the requirement of "Bidder Turnover" criteria and "Experience Criteria". If the bidder is OEM of the offered products, it would also be exempted from the "OEM Average Turnover" criteria. In case any bidder is seeking exemption from Turnover / Experience Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer.
2. If the bidder is a Startup, the bidder shall be exempted from the requirement of "Bidder Turnover" criteria and "Experience Criteria". If the bidder is OEM of the offered products, it would also be exempted from the "OEM Average Turnover" criteria. In case any bidder is seeking exemption from Turnover / Experience Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer.
3. The minimum average annual financial turnover of the bidder during the last three years, ending on 31st March of the previous financial year, should be as indicated above in the bid document. Documentary evidence in the form of certified Audited Balance Sheets of relevant periods or a certificate from the Chartered Accountant / Cost Accountant indicating the turnover details for the relevant period shall be uploaded with the bid. In case the date of constitution / incorporation of the bidder is less than 3-year-old, the average turnover in respect of the completed financial years after the date of constitution shall be taken into account for this criteria.
4. Purchase preference to Micro and Small Enterprises (MSEs): Purchase preference will be given to MSEs as defined in Public Procurement Policy for Micro and Small Enterprises (MSEs) Order, 2012 dated 23.03.2012 issued by Ministry of Micro, Small and Medium Enterprises and its subsequent Orders/Notifications issued by concerned Ministry. If the bidder wants to avail the Purchase preference for services, the bidder must be the Service provider of the offered Service. Relevant documentary evidence in this regard shall be uploaded along with the bid in respect of the offered service. If L-1 is not an MSE and MSE Service Provider (s) has/have quoted price within L-1+ 15% of margin of purchase preference /price band defined in relevant policy, then 100% order quantity will be awarded to such MSE bidder subject to acceptance of L1 bid price.
5. Estimated Bid Value indicated above is being declared solely for the purpose of guidance on EMD amount and for determining the Eligibility Criteria related to Turn Over, Past Performance and Project / Past Experience etc. This has no relevance or bearing on the price to be quoted by the bidders and is also not going to have any impact on bid participation. Also this is not going to be used as a criteria in determining reasonableness of quoted prices which would be determined by the buyer based on its own assessment of reasonableness and based on competitive prices received in Bid / RA process.

6. Past Experience of Similar Services: The Bidder must have successfully executed / completed at least one single order of 80 % of the Estimated Bid Value or 2 orders each of 50 % of the Estimated Bid Value or 3 orders each of 40 % of the Estimated Bid Value for similar service(s) in last three years to any Central / State Govt Organization / PSU / Public Listed Company. Copies of contracts / work orders and documentary evidence of successful execution / completion in support of Past Experience of Similar Services along with names, address and contact details of clients shall be uploaded with the bid for verification by the Buyer.

Additional Qualification/Data Required

Menu Items:[1655810275.pdf](#)

Canteen Service - Best Price On Fixed Menu Rate Model - Vegetarian; Breakfast, Lunch, Dinner, Snacks, Beverages; Inside Building Premises (exclusive For Employees/ Patients/ In House Personnel) (180)

Technical Specifications

Specification	Values
Core	
Type of Diet	Vegetarian
Type of Meal	Breakfast , Lunch , Dinner , Snacks , Beverages
Type of Canteen Space	Inside Building Premises (exclusive for employees/ patients/ in house personnel)
Electricity Charges	To be provided by Service Provider
Cooking Gas Charges	To be provided by Service Provider
Water Charges	To be provided by Service Provider
Basic Furniture	To be provided by Buyer
Canteen's Operational Days in a week	7 days a week
Cooking Equipments	To be provided by Service Provider
Essential Crockery	To be provided by Service Provider
Canteen Staff	To be provided by Service Provider
Distribution/ Serving Style	From single point - (canteen establishment)
Uniform for Canteen Staff	To be provided by Service Provider
Display Shelf	Not Required
Smart Vending Machines	Not Required
Addon(s)	
Additional Details	
Canteen End Time	11:00 PM
Canteen Start Time	7:30 AM

Additional Specification Documents

Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Total No of Employees/ Individuals/ Footfall to be served per day	Additional Requirement
1	Nishi Sharma	160030, Central scientific Instruments organisation Sector, 30-C	180	<ul style="list-style-type: none">• Total Canteen Space (In Sqft) : 11687• Monthly License Fee : 5900• Duration in Months : 12• Working Days in a Month : 30

Buyer Added Bid Specific Terms and Conditions

1. Generic

OPTION CLAUSE: The Purchaser reserves the right to increase or decrease the quantity to be ordered up to 25 percent of bid quantity at the time of placement of contract. The purchaser also reserves the right to increase the ordered quantity by up to 25% of the contracted quantity during the currency of the contract at the contracted rates. Bidders are bound to accept the orders accordingly.

2. Buyer Added Bid Specific Scope Of Work(SOW)

File Attachment [Click here to view the file.](#)

3. Buyer Added Bid Specific ATC

Buyer Added text based ATC clauses

For Detailed Instructions, Terms & Conditions along with Menu and other details, please find attached document. It should also be noted that in case of discrepancy of Bidding, tender document will prevail.

Disclaimer

The additional terms and conditions have been incorporated by the Buyer after approval of the Competent Authority in Buyer Organization. Buyer organization is solely responsible for the impact of these clauses on the bidding process, its outcome, and consequences thereof including any eccentricity/restriction arising in the bidding process due to these ATCs and due to modification of technical specifications and/or terms and conditions governing the bid. Any clause incorporated by the Buyer such as demanding Tender Sample, incorporating any clause against the MSME policy and Preference to make in India Policy, mandating any Brand names or Foreign Certification, changing the default time period for Acceptance of material or payment timeline governed by OM of Department of Expenditure shall be null and void and would not be considered part of bid. Further any reference of conditions published on any external site or reference to external documents/clauses shall also be null and void. If any seller has any objection/grievance against these additional clauses or otherwise on any aspect of this bid, they can raise their representation against the same by using the Representation window provided in the bid details field in Seller dashboard after logging in as a seller within 4

days of bid publication on GeM. Buyer is duty bound to reply to all such representations and would not be allowed to open bids if he fails to reply to such representations. Also, GeM does not permit collection of Tender fee / Auction fee in case of Bids / Forward Auction as the case may be. Any stipulation by the Buyer seeking payment of Tender Fee / Auction fee through ATC clauses would be treated as null and void.

This Bid is governed by the [General Terms and Conditions](#), conditons stipulated in Bid and [Service Level Agreement](#) specific to this Service as provided in the Marketplace. However in case if any condition specified in General Terms and Conditions is contradicted by the conditions stipulated in Service Level Agreement, then it will over ride the conditions in the General Terms and Conditions.

In terms of GeM GTC clause 26 regarding Restrictions on procurement from a bidder of a country which shares a land border with India, any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the Competent Authority. While participating in bid, Bidder has to undertake compliance of this and any false declaration and non-compliance of this would be a ground for immediate termination of the contract and further legal action in accordance with the laws.

---Thank You---

SCOPE OF WORK AND SCHEDULE

Running of staff canteen at CSIR-CSIO, Sector 30-C, Chandigarh

Central Scientific Instruments Organisation (CSIO), a constituent unit of Council of Scientific & Industrial Research (CSIR), is a premier national laboratory dedicated to research, design and development of scientific and industrial instruments. It is a multi-disciplinary and multi-dimensional apex industrial research & development organisation in the country to stimulate growth of Instrument Industry in India covering wide range and applications. CSIO is a multi-disciplinary organization having well equipped laboratories manned by highly qualified and well-trained staff with infrastructural facilities in the areas of Agrionics; Medical Instrumentation and Prosthetic Devices; Optics and Cockpit based Instrumentation; Fiber/Laser Optics based Sensors & Instrumentation; Analytical Instrumentation; Advanced Materials based Transducers etc. Large number of instruments ranging from simple to highly sophisticated ones, have been designed and developed by the Institute and their know-how have been passed on to the industry for commercial exploitation. Having contributed substantially towards the growth of the scientific instruments industry in the country, CSIO enjoys high degree of credibility among the users of the instruments as well as the instrument industry.

Director, CSIR – Central Scientific Instruments Organisation, Sector 30-C, Chandigarh invites online bids through **GeM Portal** for serving tea/coffee / snacks / meals etc., at its staff Canteen situated at Sector 30-C, Chandigarh. The period of contract will be initially for a period of one year and may be extended for a maximum period of three years on yearly basis, subject to satisfactory performance and as per discretion of Director, CSIR-CSIO.

A. The technical bid should accompany the following documents:

1. Checklist –Annexure-A: -

- a) Name of the Agency
- b) Detailed office address of the agency with telephone number, FAX number, Mobile number, e-mail id, Whatsapp number and name of the contact person
- c) Date/year of establishment of the agency.
- d) Valid Contract Labour License.
- e) Valid ESIC registration,
- f) Valid EPF registration;
- g) Copy of Valid PAN Card of individual or company;
- h) Copy of Valid GST Number
- i) Copy of Undertaking on company letter head to the effect that the firm is not blacklisted or debarred by any Central/State Govt. Ministry / Deptt. / Autonomous body/PSU or any criminal case is registered against the firm or its owner/ partner anywhere in India. (**Annexure – B**).

- j) Certificate regarding Average Annual Turnover of more than Rs. **30 lakhs** along with Profit & Loss account, balance sheets and ITRs for the last three financial years duly audited and certified by the Chartered Accountant.
 - k) Attach experience certificates of having executed / completed one / two or three similar works (Each) costing not less than 80%, 60% or 40% of the estimated value of contract respectively within last 3 years issued by concerned Govt./State Govt. Ministry / Deptt./Autonomous body/PSU's. Copy of the self certified certificate will not be accepted as certificate of experience. If any document other than the certificate of experience is produced, such document shall not be accepted. Tenders not accompanied by certificate of experience issued by the concerned client Dept/Organisation/ Institute will be disqualified.
2. Registration with Food Safety & Standard Authority of India;
 3. Bank Account details for RTGS/NEFT
 4. Bid Security Declaration Form (**Annexure – C**).
 5. Earnest Money Deposit of Rs.15,000.00 (Rupees Fifteen Thousand only)
- B. The financial bid should accompany the following documents: -**
- a) BOQ (Menu A, Menu B & C).
 - b) Desirable: Experience of running messes/canteens in IITs, NITs, Central Universities, Central Government R&D Laboratories/Units**

Note: All the above essential documents should be attached in one folder with the titled as "TECHNICAL BID". No other paper/bulky documents shall be accepted for technical evaluation of the bids.

Canteen working days and timings:

➤ **Monday to Sunday : 7.30 A.M to 11.00 P.M**
(07 days a week)

- **BREAKFAST - 7.30 A.M TO 9.00 A.M**
- **LUNCH - 1.00 P.M TO 2.00 P.M**
- **DINNER - 8.00 P.M TO 9.30 P.M**

(FOR EXTRA ITEMS OVER AND ABOVE THE FIXED MENU "A" WILL BE ON PAYMENT BASIS)

The contractor will be required to cater to the need of staff members working in the Institute in respect of Tea, Coffee, Cold Drinks, snacks of different varieties and lunch etc. Additionally, Breakfast, Lunch and dinner to be served to students residing in the Hostel on daily basis and on payment of **fixed monthly charges**. Tea / Coffee for Director's Office and other official meetings also need to be served in a presentable manner and in good quality Bone-China crockery. The contractor will also provide room service as may be required from time to time.

The contract will be initially for a period of one year and may be extended for a maximum period of three years on yearly basis subject to satisfactory performance and as per discretions of Director, CSIR-CSIO.

The bidders must quote rates for all the menu items listed in **MENU "A", "B" AND "C"** and sign with date and rubber stamp at the place indicated.

GENERAL TERMS AND CONDITIONS OF CONTRACT

1. No minimum guarantee of business will be furnished to the firm or towards consumption of food items. It is advised to maintain the highest quality at the minimum/reasonable prices so as to attract the maximum number of officials / students to avail the canteen services.
2. **CONTRACTOR WILL NOT BE ALLOWED TO USE SINGLE USE PLASTIC ITEMS BANNED BY THE GOVERNMENT OF INDIA IN THE INSTITUTE CANTEEN AND ANY OTHER SPECIFIC ITEM / ARTICLES AS MAY BE NOTIFIED BY THE GOI / STATUTORY BODY DURING THE CONTRACT.**
3. Tenders which do not fulfill any or all of the above conditions are liable for rejection. The contractor must quote for all the items to be served (including the listed items), otherwise their tenders will be treated as incomplete and rejected without assigning any reason.
4. The bidder shall quote the rates both in figures and words. The rates quoted shall be final and valid for the entire contract period. No subsidy will be given over the quoted rates. All applicable taxes will be borne by the vendor.
5. Quoted rates should be inclusive of all taxes and duties. These rates shall be fixed for the entire period of the contract. There will be no further escalation of rates during the tenure of the contract.
6. Prices for cold drinks, bottled water etc. should not exceed the MRP.
7. **The successful lowest bidder will be decided on the basis of total of menu items listed in Menu "A", "B" and "C".**
8. The successful tenderer shall have to enter into an agreement on non-judicial stamp paper of Rs.100/- . The successful bidder/contractor will be required to enter into an Agreement/Contract as per the enclosed copy of the Agreement / Contract. The failure, delay or evasion on the part of the successful bidder / contractor to commence the services within the stipulated period will result in termination of the contract.
9. The contractor will arrange for LPG at his own cost for use in the Canteen.**If Piped Natural Gas (PNG) is available at a later stage, the contractor will have to pay for the metered gas as required by the PNG provider at the rates applicable from time to time.**
10. The contractor should keep the usage of the water and electricity to a reasonable level and the contractor has to pay lumpsum amount of **Rs.5000/- +GSTper month towards usage of premises as Licence fee.The contractor willalso pay for the electricity and water charges as per the metered amount.**
11. The contractor shall display the menu and rate list daily on display board in the canteen, in advance.
12. The contractor shall pay all his Govt. dues relating to ESI, EPF, Income Tax and GST etc.
13. Kitchen will be provided with electrical fixtures, fans, refrigerator, kitchen equipments (as per inventory available) and canteen space and no charges will be levied on these by the CSIO. Contractor shall maintain inventory of the equipments / items given to him. Cost of any items missing and breakage due to negligence/mishandling will be recovered from the contractor fully.**However, contractor is allowed to bring in his own food processor, refrigerator (deep freezer, coffee/tea vending machine, microwave oven etc. etc. as required for services at his own cost and liability.**

14. **The contractor will deposit Rs.50,000/- (Rupees Fifty thousand only) as Security Deposit in lieu of use of CSIO fixtures & fittings and CSIO inventory. The Security Deposit is refundable at the time of completion of contract. Cost of any items missing and breakage due to negligence/mishandling will be recovered from the Security Deposit.**
15. The contractor shall not employ the services of any sub-contractor directly or indirectly for the purposes of catering services pursuant to this contract.
16. Crockery, cutlery, vessels of reputed brand will be arranged by the Contractor/Firm. Table cloth/aprons/gloves/caps for waiters and room service staff will be provided by the vendor on regular/need basis. However, the crockery, cutlery, vessels already available with CSIO will be handed over (as per inventory available) to Contractor for use in CSIO Canteen only. Contractor shall maintain inventory of the crockery, cutlery, vessels given to him. Cost of any items missing and breakage due to negligence/mishandling will be recovered from the contractor fully.
17. The contractor will use his/her own utensils for cooking purpose. The crockery used will be of good quality. Porcelain or stainless steel and bone china make **crockery and plates etc. will be provided** for official meetings.
18. The contractor will use only Agmark ghee/FSSAI certified vegetable oil, specifically. **Further, hydrogenated oils (Vanaspatti/Dalda etc.) will not be used for cooking.**
19. The firm will ensure that raw material used for cooking are of very good quality, safe for human consumption and conform to the standards laid down by the GoI in this regard from time to time. In the event of any food poisoning/contamination, the Contractor/Firm will be held fully responsible and liable to other penal as well as civil actions under the law. The Contractor/firm will ensure proper sanitation/hygienic conditions in the premises and deploy persons free from infectious diseases.
20. The contractor shall monitor **the** quality, standards and supply eatables of good quality and render **high** quality service. He shall maintain proper hygiene and sanitation standards.
21. Vendor will be expected to maintain hygiene and serve unadulterated food. Leftovers of previous day shall not be permitted for sale. Vendor shall keep the kitchen/dining/wash area neat and clean following the most hygienic norms at all times. In case of not following the hygienic norms by the vendor, penalty of Rs.500/- on first occasion and Rs.1000/- on subsequent occasions will be levied by the Canteen Management Committee and the same shall be deposited by the contractor within 7 days with CSIR-CSIO.
22. It will be the responsibility of the contractor to store the material purchased by him in a neat, tidy and hygienic manner in the space provided in the canteen. The security of such material will be the sole responsibility of the contractor.
23. The contractor shall employ adequate staff to ensure consistent quality of service. The contractor will have to employ the required cooking and service staff at his/her own cost and bear all statutory and other liabilities for running the canteen.
24. The Contractor/firm shall provide sufficient sets of uniforms, **clean head caps** and pair of shoes to its workers and shall ensure that they wear them all time and maintain them properly.
25. It will be sole responsibility of the contractor **to clean the tables and chairs of the staff canteen.**

26. The contractor should take all precautionary measures to ensure the safety of the workmen employed by him and **accident insurance cover for (Each) workman to the extent of Rs.02.00 lakh in case of injury or death should be taken out by the contractor.**
27. The contractor/firm shall be responsible for compliance of the Labour laws in respect of the personnel employed. The contractor shall be the employer for **its**workers and the CSIR-CSIO will not be held responsible fully or partially for any dispute that may arise between the contractor and **its**workers.
28. Liability/responsibility in case of any accident causing injury/death to canteen worker or any of his staff shall be of the contractor. CSIR-CSIO shall not be responsible by any means in such cases.
29. The contractor will be responsible to comply with the provisions of the labour and food laws issued by the Govt. from time to time. He will keep the kitchen and dining hall in **safe**, neat and clean conditions and the eatables must be prepared under hygienic conditions.
30. The contractor will ensure the police verification of personnel employed by him/her under the contract.
31. The contractor will provide neat and clean uniform to the service and other staff on duty and will ensure that they conduct themselves with personnel of CSIR-CSIO and its guests in courteous and decent manner.
32. In case of any labour problems related to the workmen of the contractor deployed at Institute, the same will be settled at the contractor's end only. The contractor will indemnify CSIR-CSIO suitably. It shall be the duty of the contractor to clearly inform its own personnel/staff that they will have no claim whatsoever against the Institute. Canteen **Contractor** / vendor to ensure that all labour laws are followed and no child labour is engaged in the canteens.
33. Vendor shall not modify the kitchen/dining/wash areas and shall not remove the fixtures and equipments on his own. In case of any damages, it will be the responsibility of the vendor to get it repaired.
34. It shall be the sole responsibility of the firm to obtain and keep ready necessary licence/permissions from various government bodies for running catering services and produce the same before the concerned authority as and when asked for.
35. The contractor shall not use the canteen premises for any other activity except for the purpose for which it has been provided for.
36. The contractor shall at all times keep CSIR-CSIO indemnified being the principal employer for and against all third party claims whatsoever (including property loss and damage, personal accident, injury or death of any person) and/or the owner and the firms shall at its cost and initiative at all times maintain all liabilities under Workman's Compensation Act/Fatal Accident Act, Personal Injuries, Employees State Insurance Act, PF Act, etc. in force from time to time.
37. CSIR-CSIO reserves the right to appoint officers/officials to inspect the quality of raw material, food and other items prepared and sold in the canteen. Any defect(s) pointed out by such officers/officials during their visits shall be properly attended to by the firm.
38. The owner of the firm shall ensure that either he/she himself/herself or his/her **authorized** representative is available for proper administration and supervision at the works to the entire satisfaction of the Institute.
39. The contractor will be fully responsible for upkeep and safety of all the articles entrusted to him/her for running the canteen. Any loss or damage to these articles will be made good by him.

40. Authorized pest control measures will be undertaken in the kitchen, storage and dining area on monthly basis by the contractor at his own cost.
41. No subsidy or advance shall be paid to the contractor.
42. The contractor may also supply those eatable items which are not under the contract, in case of any demand. The cost of such packaged items may not be exceeding the Market rate / MRP rates.
43. Payments towards Tea/Coffee etc. will be made by the staff members / students directly and not by the Institute other than **for**official events/meetings/workshop and trainings **courses**etc.
44. In the event there is any query, objection, delay or dispute with regard to payment of any bill(s) or a part thereof, the contractor shall not be entitled to any interest from CSIR-CSIO for late payment.
45. All disputes/differences arising out of the agreement between the contractor and CSIR-CSIO, which cannot be settled by negotiations, shall be referred to Delhi International Arbitration Centre (DIAC), Delhi High Court, New Delhi.
46. The contractor shall not be entitled to suspend the provisions of the catering services, pending resolution of any disputes and shall continue to render the catering services in accordance with the provisions of the contract notwithstanding the existence of any dispute between the contractor and the Institute or the subsistence of any arbitration or other proceedings. In the event contractor withdraws the services without permission of the Institute, the Institute shall recover the expenses of all damages from the contractor.
47. The Canteen Management Committee has been nominated by the Director, CSIR-CSIO to inspect the functioning of the canteen with a view to ensure hygienic and satisfactory services. In case repeated failures or lacunae are noticed by the Committee on the part of the contractor, Director, CSIR-CSIO/Chairperson of the Canteen Management Committee may impose a fine of upto Rs.1000/- on (Each) occasion.
- 48. The date of commencement shall be as per the date indicated in the contract award letter.**
49. CSIR-CSIO reserves the right for termination of the contract at any time by giving one month written notice, if the services are found unsatisfactory and also has the right to award the contract to any other agency at the cost, risk and responsibilities of bidder and excess expenditure incurred on account of this will be recovered by CSIR-CSIO from pending bills or by raising a separate claim. However, the agreement can be terminated by the firm giving one-month notice, in advance. If the agency fails to give one month notice in writing for termination of the Agreement then one-month payment etc. and any amount due to the contractor from CSIR-CSIO shall be forfeited.
50. If the CSIR-CSIO is not satisfied with the quality of eatables served, services provided or behavior of the contractor or his/her employees, the contractor will be served with 24-hour notice to improve or rectify the defect(s), failing which CSIR-CSIO will be at liberty to take appropriate necessary steps as deemed fit. The competent authority reserves the right to terminate the contract with one-month advance notice on account of any reason including unsatisfactory services.
51. In case services found to be unsatisfactory or there is breach of any of the clause of terms and conditions, the contract is liable to be terminated.
52. If the contract is terminated by the contractor without giving stipulated period of notice or fails to observe the terms and conditions of the tender, letter of award for the contract and the agreement signed by the contractor with CSIR-CSIO, CSIR-CSIO Management reserves the right to proceed against the contractor for any additional damages that CSIR-CSIO suffers as a result of breach of the aforesaid terms and conditions.

53. On termination of the contract, the contractor will hand over all the equipments/furniture/articles etc. supplied by the Institute in good working condition to CSIR-CSIO.

EARNEST MONEY DEPOSIT (EMD)

1. An amount of Rs.15,000/- (Rupees Fifteen Thousand only) towards Earnest Money Deposit (EMD) in the form of Demand Draft of any Scheduled Nationalized Bank in favour of the "Director CSIO", must be submitted to the Controller of Administration, CSIR-CSIO, Chandigarh on or before the last date and time of the submission of the bids. In case the original DD is not received up to the stipulated date and time, the related tender shall not be considered. Cheque in lieu of DD shall not be entertained under any circumstances.
2. The EMD of the successful bidder will liable to be forfeited as liquidated damages in the event of any evasion, refusal or delay on his part in signing the agreement.
3. The earnest money of the bidder who withdraws its tender in breach of conditions of contract and who evades or refuses to sign the contract bond after acceptance of its tender within the period of its validity, will also be liable to forfeiture.
4. The EMD of unsuccessful bidders shall be refundable to them after completion of the bidding process.
 - (a) However, the same shall be refunded within 30 days, after the receipt of written request from the bidder concerned in this behalf.
 - (b) The EMD should be valid for a minimum period of three months.
 - (c) The EMD of the bidder whose bid is finally accepted, shall be returned on submission of the security deposit as mentioned below.

PERFORMANCE SECURITY DEPOSIT (TO BE SUBMITTED BY THE SUCCESSFUL BIDDER AFTER AWARD OF THE TENDER)

Successful bidder shall have to deposit a performance security deposit @ 5% of the tendered value through FDR/Bank Guarantee drawn in favor of "Director CSIO" payable at Chandigarh of any scheduled nationalized bank and which should be valid till three months after the completion of the contract duration.

SIGNATURE AND SEAL OF BIDDER

DATE: _____

PLACE: _____

ANNEXURE - A

SUB: "TENDER FOR RUNNING STAFF CANTEENS AT CSIR-CSIO, CHANDIGARH

Check List

Sl. No.	Particulars	To be filled in by the bidder
1.	Name of the Contractor/Firm	
2.	Detailed office address of the Contractor/Firm with telephone number, FAX number, Mobile number, e-mail id, Whatsapp number and name of the contract person	
3.	Date/ year of establishment of the Firm/contractor	
4.	Valid Contract Labour License No. (Attach self attested copy)	
5.	Valid ESIC registration No.} (Attach self attested copies) Valid EPF registration No.}	
6.	Valid PAN No. (attach self attested copy)	
7.	Valid GST Registration number (attach self-attested copy)	
8.	Copy of Undertaking on company letter head to the effect that the firm is not blacklisted or debarred by any Central/State Govt. Ministry / Deptt/ Autonomous body/PSU or any criminal case is registered against the firm or its owner/ partner anywhere in India. (Annexure – B)	
9.	Certificate regarding Average Annual Turnover of more than Rs. 30 lakhs along with Profit & Loss account, balance sheets and ITRs for the last three Financial years duly audited and certified by the Chartered Accountant.	
10.	Attach experience certificates of having executed / completed one / two or three similar works (Each) costing not less than 80%, 60% or 40% of the estimated value of contract respectively within last 3 years issued by concerned Govt./State Govt. Ministry / Deptt. /Autonomous body/PSUs. Copy of the self certified certificate will not be accepted as certificate of experience. If any document other than the certificate of experience is produced, such document shall not be accepted. Tenders not accompanied by certificate of experience issued by the concerned client Dept/Organisation/ Institute will be disqualified.	

Date: _____
person

Place: _____

Signature of the authorized

With office seal

ANNEXURE – B

DECLARATION

(TO BE SUBMITTED ON NON-JUDICIAL STAMP PAPER OF RS.100/- AND ATTESTED BY
NORTARY)

1. _____ son/daughter/wife of Sh.
_____ Proprietor / Director / Authorized signatory of
the agency, mentioned above, is competent to sign this declaration and execute this tender
document.
2. The agency has not been **blacklisted /debarred** by Central/State Govt. Ministry /Deptts.
Autonomous Body/ PSU and has no criminal case is pending against the firm / owner /
partner of the agency on grounds of moral turpitude or for violation of law in force.
3. The agency shall not disclose any data without prior permission from the competent
authority of CSIR-CSIO.
4. The information/documents furnished along with the application are true and authentic to
the best of my knowledge and belief.
5. I have carefully read and understood all the terms and conditions of the NIT and undertake
to abide by them. I/we, am/are fully aware of the fact that furnishing of any false
information/fabricated document and not abiding the stipulated terms and conditions of the
tender would lead to rejection of my bid / award at any stage and entail forfeiture of bid
EMD / performance security as the case may be, besides liabilities towards prosecution
under appropriate law.

Date:

Place:

(Signature of authorized person)

Full Name:

SEAL

Menu 'A'

TIMINGS FOR STUDENTS:

- **BREAKFAST** - 7.30 A.M TO 9.00 A.M (FOR EXTRA ITEMS OVER AND ABOVE THE
- **LUNCH** - 1.00 P.M TO 2.00 P.M FIXED MENU WILL BE ON PAYMENT BASIS)
- **DINNER** - 8.00 P.M TO 9.30 P.M

ITEMS	Monthly Rates in figures	Monthly Rates in words
<p><u>Breakfast:</u></p> <ul style="list-style-type: none"> ○ Stuffed paranthas (2) with plain curd/butter, Tea ○ South Indian, Tea ○ Chole Bhature, Tea ○ Aloo Poori (5 poori), Tea ○ Tea (150ml) <p>Optional: Boiled Egg/omplet/milk/cornflakes/fruit</p> <p>(One of the above menu item)</p>	<p>Please quote per plate rate</p>	
<p><u>Lunch:</u></p> <ul style="list-style-type: none"> ○ <u>Chapatti (04), Dal, Rice, curd, pickle, papad, salad, seasonal vegetable.</u> ○ <u>Chapatti (04), Rajma, Rice, curd, pickle, papad,salad, seasonal vegetable.</u> ○ <u>Chapatti (04), White Channa, Rice, curd, pickle, papad, salad, seasonal vegetable.</u> ○ <u>Chapatti (04), Black Channa, Rice, curd, pickle, papad, salad, seasonal vegetable.</u> ○ <u>Chapatti (04), Kadhi Pakora, Rice, curd, pickle, papad, salad, seasonal vegetable.</u> <p>(One of the above menu item)</p>		
<p><u>Dinner:</u></p> <ul style="list-style-type: none"> ○ <u>Chapatti (04), Dal, Rice, curd, pickle, papad, salad, seasonal vegetable.</u> ○ <u>Chapatti (04), Rajma, Rice, curd, pickle, papad,salad, seasonal vegetable.</u> ○ <u>Chapatti (04), White Channa, Rice, curd, pickle, papad, salad, seasonal vegetable.</u> ○ <u>Chapatti (04), Black Channa, Rice, curd, pickle, papad, salad, seasonal vegetable.</u> ○ <u>Chapatti (04), Kadhi Pakora, Rice, curd, pickle, papad, salad, seasonal vegetable.</u> <p>(One of the above menu item)</p> <p>Different from lunch</p>		

Menu `B`

MENU FOR SERVICE OF EXTRA ITEMS IN CSIO CANTEEN

Items	Unit	Rate in figure	Rate in words
<u>MENU FOR SERVICE OF EXTRA ITEMS IN CSIO CANTEEN</u>	(Each)		
Black /Green/Lemon Tea	(Each)		
Coffee Espresso	(Each)		
Black Coffee	(Each)		
Cold Coffee	(Each)		
Samosa	1 piece		
Cutlet	1 piece		
Bread Pakora	1 piece		
Paneer Pakora	1 piece		
Sandwich ordinary	1 piece		
Cheese/ Grilled Sandwich	1 piece		
Assorted Pakora (Palak/ Aaloo/Onion/Gobhi)	Per plate		
Plain Maggie/Noodles / Pasta / Macroni/bread omlette	per plate		
Cold Drink /Juice / biscuit packet / water bottle/ Wafers /Kurkure / Namkeen Peanuts etc.	Per unit	As per MRP	As per MRP

Menu 'C'

MENU FOR OFFICIAL MEETINGS

Items /Unit	Rate in words & figures	Item (with dry fruit)	Rate in words & figures
Biscuits (cookies of good quality) (Per plate)		Biscuits (cookies of good quality)	
Tea (Each)		Tea	
Black /Green/Lemon Tea (Each)		Black /Green/Lemon Tea	
Coffee Espresso (Each)		Coffee Espresso	
Black Coffee (Each)		Black Coffee	
Cold Coffee (Each)		Cold Coffee	
Snacks (Paneer pakora/ bread pakora / cutlet / samosa/ (Each)		Snacks (Paneer pakora/ bread pakora / cutlet / samosa)	
veg sandwich			
Wafers / kurkure / Namkeen Per plate		Wafers / kurkure / Namkeen	
Cold Drink / juice (Each)		Cold Drink / juice	
Assorted pakora (8 pcs) Per plate		Assorted pakora (8 pcs)	
Cakes/sweet/		Cakes/sweet/	
		Dry Fruits	
<u>Working LUNCH (Veg.):</u> <ul style="list-style-type: none"> ○ Soup. ○ Papad, Green salad/ Pasta salad/Russian Salad. ○ Naan / Missi Roti / Chapati / puree. ○ plain rice / jeera rice / pulao. vegetable, mix vegetable. ○ paneer/Mushroom item, choley / rajmah, dal, curd / raita, pickle, papad, Bottled/ Mineral water, 1 Sweet / Ice cream. 	Buffet / Per Head		

ANNEXURE – C

BID-SECURING DECLARATION FORM

BidNo. _____ Date: _____

To (insert complete name and address of the purchaser) I/We, the undersigned, declare that:

I/We understand that, according to your conditions, bids must be supported by a Bid Securing Declaration.

I/We accept that I/We may be disqualified from bidding for any contract with you for a period of one year from the date of notification if I am /We are in a breach of any obligation under the bid conditions, because I/We

- (a) have withdrawn/modified/amended, impairs or derogates from the bid, my/our Bid during the period of bid validity specified in the form of Bid; or
- (b) having been notified of the acceptance of our Bid by the purchaser during the period of bid validity (i) fail or refuse to execute the contract, if required, or (ii) fail or refuse to furnish the Performance Security, in accordance with the Instructions to Bidders.

I/We understand this Bid Securing Declaration shall cease to be valid if I am/we are not the successful Bidder, upon the earlier of (i) the receipt of your notification of the name of the successful Bidder; or (ii) thirty days after the expiration of the validity of my/our Bid.

Signed: (insert signature of person whose name and capacity are shown) in the capacity of (insert legal capacity of person signing the Bid Securing Declaration).

Name: (insert complete name of person signing the Bid Securing Declaration)

Duly authorized to sign the bid for and on behalf of: (insert complete name of Bidder)

Dated on _____ day of _____ (insert date of signing)

Corporate Seal (where appropriate)

(Note: In case of a Joint Venture, the Bid Securing Declaration must be in the name of all partners to the Joint Venture that submits the bid)