

**GOVERNMENT OF NCT OF DELHI  
INDUSTRIAL TRAINING INSTITUTE, ARAB KI SARAI  
NIZAMUDDIN, NEW DELHI-110013**

F. No. ITI /AKS/Canteen /2015-16/760

Dated:- 13.04.2015

**TENDER NOTICE FOR THE AWARD OF CANTEEN CONTRACT**

Sealed tenders are invited from the reputed person/contractors for running the canteen in the premises of **INDUSTRIAL TRAINING INSTITUTE, ARAB KI SARAI** for a period of ONE YEAR for providing catering services to the staff members and students of this institute.

Tender form containing the Terms & Condition of the Contract may be obtained from the Purchase Section of this Institute on any of the working days w.e.f. 13/04/2015 to 06/05/2015 between 10.00AM to 04.00PM on the payment of Rs. 100/- in cash. Tender form may also be downloaded from the Delhi Govt. Web Site [www.delhigovt.nic.in](http://www.delhigovt.nic.in). **However, Tender fee of Rs.100/- will be deposited in the form of D.D. / Bankers Cheque at the time of submission of Tender, if tender form is downloaded from the web-site.**

The sealed Tenders should reach the office of Principal, ITI Arab Ki Sarai, Nizamuddin, New Delhi-110013 latest by 11.00AM on 06/05/2015. The Tenders will be opened on the same day i.e. on 06/05/2015 at 2.00 PM in the chamber of Principal, ITI, Arab Ki Sarai. Tenders submitted after due date and time will not be accepted under any circumstances. The tenders must be submitted in sealed envelope with clear marking "**CANTEEN TENDER FOR ITI ARAB KI SARAI**" on the envelope. The Tenderer(s) or their authorized representative may be present at the time of opening of the tenders.

While filling up the tenders, the following care should be taken;

1. All the details in the prescribed space must be filled
2. Tenderer must read all the required Terms & Conditions carefully before submitting the Tender Form
3. All tenders must be accompanied by earnest money of Rs 2000/- (Rs. Two Thousand Only) in the form of bank draft payable in favors of "D.D.O., I.T.I. Arab ki Sarai, Nizamuddin, New Delhi –13." otherwise tender shall be summarily rejected
4. If, Tender Form was downloaded from the web-site, Tender fee of Rs.100/-, in the form of D.D. / Bankers Cheque, must be enclosed in with the Tender, otherwise tender shall be summarily rejected.
5. The Tender must be enclosed with the copy of Ration Card / Voter ID Card otherwise tender shall be summarily rejected.
6. All the pages of tender document must be signed by the tenderer

The undersigned reserves the right to accept or reject any tender/tenders without assigning any reason

**(AJAY VASHISHT)  
PRINCIPAL**

**Copy to:**

1. The Principal of all Polytechnics/ITI'S/BPIBS/Dy. Apprentice Advisor/ DTTE (H.Q.)/ BTE with the request to give wider publicity to Canteen Tender of ITI, Arab Ki Sarai.
2. Notice Board of I.T.I., Arab Ki Sarai

**TENDER FORM AND TERMS & CONDITIOND for award of "Canteen Contract" for a period of One Year in INDUSTRIAL TRAINING INSTITUTE, ARAB KI SARAI, NIZAMUDDIN, NEW DELHI-13.**

**TERMS AND CONDITIONS:-**

1. The contract will be awarded by the Principal/Chairman of Canteen Committee of this Institute by means of highest bid offered on the approval of Principal and Canteen Committee who reserve the right to accept or reject the any tender or all the tenders without assigning any reason. The contractor will have to deposit contract bid money which will be not refundable only on the acceptance of the offer immediately and start the canteen with in next two days failing which the security deposited may be forfeited at the discretion of the Principal.
2. The contract will be operative for a period of 12 months from the date of award but it can be extended for another period of one year by the Principal in the same terms and conditions, however bid money will be hiked by 10% every year/extension.
3. The contractor shall keep the canteen open from 8.30 a.m. to 5.00 p.m, both in summer and winter for the students and staff of this institution only.
4. The contractor shall make the arrangements for keeping all eatables in glass cover showcase from protection from flies and insects.
5. No responsibility will be taken by the Principal/Canteen Committee for credit sale, loses or pilferage.
6. The canteen shall not be closed on any working day of the institution without the prior permission of the Principal/Canteen Committee.
7. The contractor shall sell & serve only such items as approved by the Principal/Canteen Committee.
8. The Bank Draft of Rs.2000/-(Earnest Money) shall also be submitted alongwith tender in favour of D.D.O., ITI Arab Ki Sarai, Nizamuddin, New Delhi – 110 013.
9. The Bank draft, F.D.R. etc. of Rs. 5000/- (Rs. Five Thousand Only) shall be submitted by the successful tenderes as a security deposit (refundable) in favour of D.D.O., ITI Arab Ki Sarai, Nizamuddin, New Delhi – 110013 In case the preparation of the items in the canteen which are to be served by the contractor found to be unsatisfactory or the contractor fails to fulfill his obligations of the contract at any time during the time of the contract, Principal/Canteen Committee shall have the power to reassign the contract & in that case the security deposit of Rs. 5,000/- of the contractor can be forfeited.
10. The contractor shall display the approved list of rates at the considered wholesome of hygienic without any compensation.
11. 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.
12. The contractor will be bound to maintain sanitary conditions in and around the canteen. No staff member of this institute will be engaged for the purpose and it will be entire responsibility of the contractor.

13. In case of any dispute arising between the contractor and Principal/Canteen Committee, the decision of the Principal shall be final and binding on the contractor. In no case Principal/Institute will be responsible for any license fee/M.C.D fitness etc., if any.
14. The contractor will bound to pay necessary license fee according to the rates prescribed by the M.C.D for establishment of the canteen, if any.
15. Ordinarily except with the prior permission of the Principal, Canteen Committee, persons other than the students and staff of the Institution, will not be served.
16. 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.
17. The contractor will be provided electric and water facilities by the institute at the prescribed rates as under:-

S. No.	Description	Rate Per point P.M.INR
a)	Electric Light	50.00
b)	Electric Fan	70.00
C)	Plug Point	50.00
c)	Water Charges	30.00

17. The Institute will function 5 days/ 6 days a week as per Government Directions.
18. The electricity and water charges shall be paid six monthly in advance on the basis of the points.
19. In case the contractor is found selling items on unapproved rates, the Principal will have the right to terminate the contract without notice.
20. The contractor will provide his own crockery for the canteen, the quality & quantity of which will be approved by the Principal/Canteen Committee. The contractor will make his own arrangements for the purchase of gas and coffee plant at his own expenses.
21. The Govt. 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.
22. The canteen should not be used as a manufacturing place for the other canteens or any shops etc.
23. The service from canteen to staff rooms, Principal Room and Office of the Institution will be managed by the contractor. No supply of eatable or drinks etc. is allowed in class rooms.
24. Canteen contractor must not employ any child Labour.
25. No adulteration is permitted moreover contractor is solely responsible for any kind of misshaping due to food adulteration.
26. There should be room service for staff members as and when required.

27. Canteen contractor has to maintain hygienic/sanitary condition inside the kitchen and canteen. If unhygienic condition etc. is found by any Govt. authority, the contractor shall be solely responsible for the same and if any penalty imposed by authority will be borne by the contractor.
28. Heater and Geyser etc. won't be allowed in the canteen. If at any stage such misused are found by the Principal/Canteen Committee or its authorized representative, a penalty of Rs.1,000/-or more shall be imposed and to be deposited immediately. Further occurrence of such misuse may attract more penalty or termination of contract at the discretion of the Principal.
29. Contractor, in no case, will use unbranded/unhygienic eatable items, if found, contract shall be cancelled and all the penalties imposed by enforcing Govt. authorities will be borne by the contractor.
30. The Principal/ Canteen Committee may call for the advice of medical office/ food inspector on matters of hygiene in canteen/ quality of food being served.
31. The successful bidder will signed the contract agreement on Rs.100/- Non Judicial Stamp Paper before start of canteen contract.
32. The contractor or any member of his establishment shall not use for residedent purpose.
33. Kerosin oil will not be used in the canteen under any circumstances and in case of violation or any damage caused, the cost will be recovered from the security deposited by him or by any other means.
34. The contractor will dispose of all the rubbish etc. in the bin on day to day basis and in case of any notice received from the Authorities or any penalty imposed, the same will be born by the contractor.
35. The contractor shall use only good quality row materials in preparation of eatables in the approved list. The oil, Ghee, Cereals etc. must be of brands with ISI or Agmark Label.
36. The contractor shall comply with and bear all statutory and legal expanses under all labour laws, the shop and commercial establishment act and any other low in force and applicable to his establishment the contractor shall be wholly and solely responsible for any dispute on account of non compliance with any such law.
37. in case at any time, any complaint received against the contractor or report from the Principal/Canteen Committee Members will found un-satisfactory, the canteen will be sealed immediately.
38. Forfeiture of EMD /Security Deposit:
  - i. If the successful tender refuse to enter into an agreement of fails to remits the Contract Bid Money/ Tender Money within seven days of acceptance of Tender, EMD will be forfeited.

- ii. If the approved tender abandons the contract, security deposit will be forfeited.
- iii. If the contract is terminated by Principal/ Canteen Committee due to poor performance /variation of any clause of agreement or any bad act of tenderer, security deposit will be forfeited.

Signature of the Contractor,  
Name: Address:

**Witness:-**

1 Name:

2. Name:

Signature:

Signature:

Address:

Address:

**LIST OF ITEMS TO BE PROVIDED IN THE CANTEEN**

S.NO.	NOMENCLATURE OF THE ITEM	QUANTITY	RATE
1.	Tea(One Cup)	150 ml.	Rs. 5.00
2.	Samosa	70 gms	Rs. 5.00
3.	Bread Pakora(Potato filled)	90 gms	Rs. 6.00
4.	Matthi	40gms	Rs. 4.00
5.	Vegetable pakora	100 gms	Rs. 6.00
6.	Sabzi/Dal	150 gms	Rs. 6.00
7.	Chhola+4 puri (4 Puri-150gms+ Chhola 150 gms)	per plate	Rs. 15.00
8.	Pakora with curry	150 gms	Rs. 8.00
9.	Raita(Katori Standard Size)	150 gms	Rs. 6.00
10.	Two Bhatura (300 gms)with chhola	per plate	Rs. 15.00
11.	Laddu(Besan/Bundi)	40 gms	Rs. 6.00
12.	Burfi (Khoya)	40 gms	Rs. 10.00
13.	Rice plate (150 gms) with (150 gms) subzi	per plate	Rs. 15.00
14.	Vada(40 gms)+ Sambhar(150 gms)	2 pieces	Rs. 15.00
15.	Lunch (Rice Half plate, Dal, 4 Chapati, Sabzi& Raita)	Per Thali	Rs. 25.00
16.	Rajma Subzi (150 gms)	Per Plate	Rs. 10.00
17.	Chowmin (200gms.)	Per Plate	Rs. 15.00
18.	Coffee (Per cup)	150 ml.	Rs.8.00

19.	Cold Drink*	Brand likes Limca, Coca Cola, As per MRP
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\*The cold drink must be available only Standard  
Pepsi, Maza, Limca,

**CONDITION:-**

1. A good quality of chutney/sauce has to be provided and standard quality of oil/ghee has to be used.
2. Any other item may be included later on with the approval of Principal & Canteen Committee.
3. List of items & rates has to be displayed in the Canteen.
4. Minimum six items has to be provided every day, tea & thali excluded.

NOTE: No Non-vegetarian food will be allowed in the Canteen. Cigarettes, Liquor items, ghutkas will also not be permitted.

Signature of the Tenderer Name of the  
Tenderer (in Block Letters)

An undertaking for payment of the contract bid money / tender money for running canteen for 12 Months in Industrial Training Institute, Arab Ki Sarai, Nizamuddin, New Delhi-110013

## UNDERTAKING

Tenderer for running canteen at Industrial Training Institute, Arab Ki Sarai, Nizamuddin, New Delhi-110013 for Twelve Months contract, agree to pay to the Principal

Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_ only) as contract bid money for the total period of 12 months.

If contract is awarded to me / my firm, the contract bid money will be deposited immediately.

The rate list duly accepted by me is also enclosed. The terms & conditions enclosed are acceptable. Water & Electricity charges will be paid six months in advance on flat rates as per terms & conditions.

Signature of the Tenderer  
Name of the Tenderer (in Block Letters)  
Address (photocopy of ration card / Voter ID must Card be attached)

**Ends;** Conditions of the contract signed by me.  
Rate list is signed by me and is duly accepted.

**Witnesses:-**

1. Name:

Signature:

Address:

2. Name:

Signature:

Address: