

**GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
DIRECTORATE OF EDUCATION: SPORTS BRANCH
CHHATTARSAL STADIUM: MODEL TOWN: DELHI: 110009.**

**TENDER FORM FOR ITEMS FOR FOOD & REFRESHMENT
(TO BE FILLED BY THE TENDERER)**

TECHNICAL BID

Cost of Form : Rs. 500/- (Non-refundable) including Financial Bid form

FORM TO BE OBTAINED : 11.00a.m. to 1.00p.m. upto 05.10.2009

FORM TO BE DEPOSITED : Upto 2.00p.m. on 05.10.2009

TENDER TO BE OPENED : At 3.00p.m. on 05.10.2009

- 1 (a) Name of the Firm.....
(b) Address of the Firm (with Phone number)
.....
(c) Name & address of the Prop./Partner
2. (a) TIN No
- (b) Please attach attested Copy of TIN Registration Certificate.
- (b) Please attach attested copy of PAN No.
3. Earnest money deposited vide Demand Draft No.
Dated..... for Rs.....
4. (a) Whether any supply had been made to Govt. Department in the past.....
(b) If yes, please furnish full details.
5. Turnover during the last three years:
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Year	Amount (Rs.in figure)	(Rs.in words)
2006-2007		
2007-2008		
2008-2009		

2006-2007

2007-2008

2008-2009

Refreshment & Food

a) Food: - It shall include Breakfast, Lunch, Dinner and tea twice a day with four biscuits. Rates of food to be supplied within Delhi & Outside Delhi (Menu attached).

Note :- 1. The menu for supply within Delhi or outside Delhi can be changed keeping in view the availability of the nourishing items but the approved rates of the food will not increase.

(b) Refreshment :- The rates for supply of refreshment within Delhi or outside Delhi with various combinations (Menu attached).

1. The contractor shall be allowed to use store in the premises of stadium managed by Education Deptt. to keep and prepare food & refreshment to be supplied to the players/students & officials.

(c) Special lunch/dinner for players and officials (Menu attached).

TERMS AND CONDITIONS

1. The Director of Education will be at liberty to get any item checked from PFA Department at any time.
2. Item should be hygienically prepared and fit for human consumption with Agmark masalas and good quality of Ghee/Oil.
3. The firm has to arrange its own utensils, crockery, and cutlery etc. for the preparation and service.
4. The firm has to arrange its dinning tables, chairs, table covers, lights, pandals etc. at its own cost.
5. Food/refreshment is also to be served by the contractor himself. No extra service charges will be paid.
6. Refreshment to be served during function should be packed properly as and when required.
7. The tenderer has to arrange refreshment, food at the place to be notified from time to time at no extra cost.
8. The refreshment/food must be freshly prepared, and cooked. No stale item is to be served.
9. The tenderer has to make its own arrangement for the proper upkeep, cleanliness etc. of pantry, kitchen, dinning hall etc.
10. The firm should ensure that the quality, weight of each item is not less than the approved and specified one.
11. The payment of bill will be subject to the checking and approval of the served food/refreshment by the nominee(s) of the Director of Education from time to time. In case of supply of outside Delhi, the bills have to be verified by the General Manager/Manager of the contingent.
12. 'Typed' rates should be quoted.

13. The technical bid form duly filled in & with enclosures attached in all respect should be sealed in a separate envelope superscribing “TECHNICAL BID FORM FOR ITEMS FOR SUPPLY OF FOOD AND REFRESHMENT” on it & also mentioning name & address of the Tenderer on it.
14. Terms & conditions duly signed in token of acceptance should accompany the Technical bid.
15. All documents / enclosures should be serially numbered and self attested by the tenderers.

(SAT PAL)
ADDL.DIRECTOR OF EDN. (SPORTS)

All the above terms and conditions are accepted by me/us.

Signature with seal of the firm

**GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
DIRECTORATE OF EDUCATION: SPORTS BRANCH
CHHATTRASAL STADIUM : MODEL TOWN : DELHI: 110009.**

TERMS & CONDITIONS OF THE TENDER FOR THE SUPPLY OF FOOD & REFRESHMENT

1. Sealed tenders are invited for/on behalf of President of India for the supply of Food & Refreshment as per the approved Menu enclosed during the year 2009-2010.
2. The tender shall consist of two separate bids – a technical bid and a financial bid. The technical bid and the financial bid should be sealed by the bidder in separate covers duly superscribed and both these sealed covers are to be put in a bigger cover which should also be sealed and duly superscribed which shall be deposited in a tender box kept in the room of Addl. Dir. of Edn.(Sports) at Chhatrasal Stadium, Model Town, Delhi. The tender shall be accepted up to **2.00 p.m. on 05.10.2009** . No tender shall be entertained thereafter under any circumstances.
3. Rates shall not be quoted on “Technical bid” form. In case they are mentioned directly or indirectly, the bid shall be summarily rejected.
4. First, the technical bids shall be opened on **05.10.2009** at **3.00p.m.** in the room of Addl. Dir.of Edn. (Sports) by the Purchase Committee constituted for this purpose in the presence of the tenderer, if any. Financial bids of only those tenderers shall be opened whose technical bids are approved by the Purchase Committee in the presence of tenderers if any.
5. (a) The tenders must be accompanied by FDR or Bank Demand Draft/FDR for the amount mentioned below against each item as earnest money of any commercial bank in favour of Addl. Director of Edn.(Sports) and earnest money received in any other form shall not be accepted: -

<u>S.No.</u>	<u>Item</u>	<u>Amount of earnest Money</u>	<u>Amount of minimum turnover</u>
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1.	Supply of Refreshment & Food	Rs.2.25 lacs	Rs.35,00,000/- p.a.
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(b) The tenderer should submit Profit & Loss A/c duly signed by Chartered Accountant for the last three years (upto 31.3.2009) to judge minimum turnover of the firm.

(c) The tender will be rejected outrightly in case, the above requirements at (a) & (b) are not complied with by the tenderer.

6. It will be at the discretion of the Director of Education to make any inquiry in order to judge the stability and capacity of any firm and his decision in this regard shall be final.
7. In case, the tenderer whose rates have been approved fails to discharge the obligation of tender so awarded to him in part or in full or on the grounds of quality, the Director of Education has the right to place the order to other firm at the cost and risk of the contractor and the Director of Education shall have the right to forfeit the security money or to take any legal action against the defaulter contractor.
8. The items supplied would be subject to inspection by the authorized team/representatives of the Director of Education at any place to be decided by the Department. The items supplied are liable to be rejected, if the same are not found freshly prepared, neatly packed and of good quality. The tenderer has to bear all the cost at his own risk.
9. No interest on earnest money or security money will be paid.
10. The earnest money of the unsuccessful tenderers will be returned on finalization of the tenders.
11. The payment towards the supply of the articles shall be made directly to the party by the Directorate of Education, Delhi.
12. The earnest money of the successful tenderer will be retained and treated as Performance Security Deposit upto expiry of the tender. The balance amount of performance security deposit i.e Rs. 7.5 lacs will be deposited by the tenderer in the shape of Bank demand Draft/ FDR in favour of Addl. Director of Education (Sports). The same will also be retained till the expiry of the tender.
13. Over writing & cutting in the Financial bid should be attested by the tenderer.
14. Income Tax will be deducted at source @ 2% in all cases of payment to the contractor.
15. The tender which does not comply with any of the above conditions will be rejected.
16. The Director of Education reserves the right to accept or reject any tender without assigning any reasons.
17. These terms and conditions are to be signed by the tenderer at the place specified below which will be finally and legally binding on him. The tenderer is not allowed to make any insertions/deletions /additions in the columns points, terms & conditions listed in these documents, nor is he entitled to add any separate note/letter etc. The Director of Education shall not be bound by any such addition/deletion.
18. The Director of Education shall also have the right to bifurcate and award the contract to any number of tenderers and his decision in this regard shall be final and binding upon the tenderers.

19. In case of any dispute, the decision of the Director of Education shall be final and binding on the parties.
20. Under no circumstances, the negotiation would be held with any tenderers except the lowest tenderer.
21. The term of the tender will be one year from the date of acceptance/approval of the Competent Authority and rates will be valid for Sports Branch and Physical Education Branch.
22. The tender can be extended for six months or upto finalization of new tender, whichever is earlier, subject to the satisfactory completion of work and consent of the dealer.
23. The tenderer will have to furnish an undertaking on a stamp paper of Rs.10/- (Non-Judicial) that his firm has not been black-listed by any Govt. Department for the last three years.

(SAT PAL)
ADDL. DIRECTOR OF EDN.(SPORTS)

Acceptance by the Tenderer :

All the above terms and conditions are accepted by me/us. I / we bound myself / ourselves to observe them in the event of my / our tender being accepted. The earnest money in the form of Demand Draft /FDR worth Rs. _____ is enclosed.

Signature of the tenderer with seal
of the firm.

Place _____

Dated _____

Witness :- 1. _____
Signature :

Witness :- 2. _____
Signature :-

Name in Block Letters :

Name in Block Letters :

Occupation :

Occupation :-

Address (with phone numbers) :-

Address (with phone numbers) :-

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DIRECTORATE OF EDUCATION: SPORTS BRANCH
CHHATTARSAL STADIUM : MODEL TOWN : DELHI: 110009.**

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1 (a) Name of the Firm.....

(b) Address of the Firm

© Name & address of the Prop./Partner
(with phone number)

Refreshment & Food

a) Food: - It shall include Breakfast, Lunch, Dinner and tea twice a day with four biscuits. Rates of food to be supplied within Delhi & Outside Delhi.(Menu attached)

Note :- 1. The menu for supply within Delhi or outside Delhi can be changed keeping in view the availability of the nourishing items available but the approved rates of the food will not increase.

(b) Refreshment :- The rates for supply of refreshment within Delhi or outside Delhi with various combinations as per the prescribed menu.

(c) Special lunch/dinner for players and officials (Menu attached)

NOTE : -

1. The rates should be indicated per unit & inclusive of Value Added Tax and other govt. levies.
2. The rates should be quoted separately for above three items i.e.(a),(b)and d(c). Only "Typed rates should be quoted". The rates should be written in words as well as in figures.

The Tender shall be liable to be rejected if all the columns are not properly & completely filled up.

This financial bid form duly filled in should be sealed in a separate envelope superscribing “**FINANCIAL BID FORM FOR FOOD & REFRESHMENT**” on it duly mentioning name & address of the tenderer on it.

Signature with name & stamp of firm

MENU

(a) FOOD

Breakfast :-

- (i) Milk 250 ml. / Fresh fruit juice 200 ml.
- (ii) 2 butter slices / jam slices
- (iii) 2 egg Omlette / Boiled egg (2)

Lunch :-

- (i) Chapati / Poori
- (ii) Rice / Pulao
- (iii) Dal / Rajma / Chhole
- (iv) Raita or curd
- (v) Seasonal Vegetables / Paneer Vegetable
- (vi) Green Salad
- (vii) Papad /Achar

Dinner :-

- (i) Chapati / Naan / Poori
- (ii) Pulao / Rice
- (iii) Dal / Rajma / Chhole
- (iv) Raita or curd
- (v) Seasonal Vegetable / Paneer Vegetable/ Chicken / Mutton
- (vi) Green Salad
- (vii) Sweet Dish (2 Pieces) / Kheer / Halwa
- (viii) Papad /Achar

Tea

Tea with 4 biscuits (Britannia/ Parle G) (Twice a day)

(b) Refreshment :-

- (i) 2 Bananas/ Potato chips (15gm.)
- (ii) 2 apples small / 1 apple (wt. 100 gms.)
- (iii) 2 oranges / 2 babbugoshas / Seasonal fruits (2) / Mango drink
- (iv) Biscuit (Britannia /Parle-G) 75 gms./ Sunfeast

Minimum weight of this refreshment should be at least 500 gms. excluding biscuits.

(c) Special Lunch or Special Dinner:-

- (i) Chapati / Nan / Butter Nan / Missi Roti
- (ii) Rice / Pulao
- (iii) Dal Fried / Rajma / Chhole / Dal Makhni
- (iv) Raita or curd
- (v) Seasonal Vegetables / Shahi Paneer / Mixed Vegetables
- (vi) Chicken / Mutton
- (vii) Green Salad
- (vii) Sweet Dish (2 Pieces) / Halwa / Kheer /Ice cream
- (viii) Cold Drink / Coffee /Tea