

**Notice Inviting Tender to Run Canteen at CRI, Kasauli**  
**Closing date – 24<sup>th</sup> November, 2023 up-to 2:00 PM**

**Subject: Invitation for sealed tender for awarding 01-year contract (01/12/2023 to 30/11/2024) to run canteen in Central Research Institute, Kasauli - Reg.**

CRI Canteen Committee invites tenders in sealed envelope from firms to run canteen in Central Research Institute, Main Premises, Kasauli – 173204, Himachal Pradesh.

**IMPORTANT DATES**

Last Date for Bid Submission : **24<sup>th</sup> November, 2023 up-to 2:00 PM**  
Bid opening date and time : **24<sup>th</sup> November, 2023 at 3:00 PM**

2. The interested organizations/firms may obtain tender application form/proforma after paying ₹ 1000 from Sh. Manish Verma, Bottling Section and Sh. Ramesh Chopra, Treatment Centre during office hours.
3. Tender application proforma may also be downloaded from the institute's website <https://crikasauli.nic.in>. However, the application shall only be considered if ₹ 1000 DD/PO/Cheque/online money transfer (in favor of Chairman CRI Canteen Committee/Ac No. 10610100000836) is found enclosed with the tender proforma.
4. Tender application form (Annexure I, II & III) should be duly filled and signed by the applicant. Only one form will be accepted from one firm. Incomplete forms will be rejected. The applicant must mention his full name, address along with telephone no.
5. The interested firms may submit the tenders complete in all aspects along with necessary documents in a sealed envelope in the General Section, CRI, Kasauli within the office hours (09:30 am to 05:30 pm) on or before the closing date and time i.e. **24<sup>th</sup> November, 2023 up-to 2:00 PM**.
6. **Bidder has to submit the desired details and the quoted price (Annexure – II & III)** along with the tender/Bid document inside a sealed envelope clearly super-scribing "Tender for CRI canteen".
7. The rates to be quoted in Indian Rupees (₹). All Rates should be in multiple of Rs. 1.
8. The Successful Bidder shall have to deposit Security amount of ₹ 25,000 in to Bank account of Chairman CRI Canteen Committee, which shall be refundable on completion of the contract period and subject to the terms and conditions and final decision of Canteen Committee.
9. Successful bidder has to pay ₹ 25,000 as annual/maintenance charges for providing furnished canteen.

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*Sh*

10. The bidders must submit the requisite papers/documents with their bids, as per the terms and conditions listed in the Tender Form, failing which their bids may be declared non-responsive/rejected by the committee.
11. Bids will be opened on **24<sup>th</sup> November, 2023 at 3:00 PM** in the Conference Room, CRI, Kasauli in the presence of the committee and one representative each of the bidders who wishes to be present before the committee.
12. The price details of the items must be submitted in **Annexure – II**. Rates are to be quoted in Indian Rupees. It is mandatory for the bidder to quote rates of all the items indicated at ANNEXURE – II. The price/rates quoted shall be comprehensive, firm and should not be subjected to any variation during the period of contract.
13. CRI Canteen Committee reserves the right to cancel the tender at any time/stage without assigning any reason thereof. No enquiry; inclusion/exclusion in tender documents shall be entertained after the submission of quotation.
14. Information or any issue of corrigendum related to this tender will be published on <https://crikasauli.nic.in>
15. The intending tenderers may visit the institute on any working day during office hours to see the canteen facilities before quoting the rates in the tender. They may contact Sh. Sh. Ramesh Chopra and Sh. Manish Verma for site visit of institute's canteen.
16. The successful bidder shall be the lowest bidder who satisfies all the pre-qualification/ criteria and subject to the final decision of the canteen committee.
17. The contract will be awarded initially for 01 year (01/12/2023 to 30/11/2024) which can be extended further by the committee based on the performance.
18. Canteen contractor has to run CRI canteen in strict compliance of COVID-19 protocols, guidelines and standard procedure. In this regard, canteen committee will provide detailed description to the contractor.
19. In near future, contractor may also be given the additional responsibility to streamline and run another canteen inside the R&T wing of CRI, Kasauli.
20. The terms and conditions for awarding the contract are specified in **Annexure-I**. Terms and conditions printed in English will be deemed definitive in the event of any dispute.

  
(Chairman, CRI Canteen Committee)



**TENDER DOCUMENT**

**FOR**

**RUNNING CANTEEN (DECEMBER 2023 – NOVEMBER 2024)**

**AT**

**CENTRAL RESEARCH INSTITUTE**

**KASALI – 173204 (HIMACHAL PRADESH)**

**Tender Document Submitted By:**

**M/s** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_



Serial No.: \_\_\_\_\_

Dated: \_\_\_\_\_ Initial Sign: \_\_\_\_\_

**Annexure I**

**TERMS & CONDITIONS OF THE CRI, KASALI CANTEEN CONTRACT FOR 01 YEAR.**

Performa for Tender Bid for running canteen for 01 year and for quoting the rate of different items to be served in the CRI Canteen on subsidized rates is as per the attached terms and conditions:

- I) The price (₹) of each item should be quoted in **Annexure – II**. The price/rates quoted shall be comprehensive, firm and should not be subject to any variation during the period of contract. Rate of items: (All rates to be in multiple of Rs.1).
- II) Successful bidder has to pay ₹25,000 as annual/maintenance charges for providing furnished canteen.
- III) The Successful Bidder shall have to deposit Security amount of ₹ 25,000 in to **Bank account (Ac No. 10610100000836)** of Chairman CRI Canteen Committee, which shall be refundable on completion of the contract period and subject to the terms and conditions and final decision of Canteen Committee.
- IV) The Canteen Committee reserves the right to cancel the tender at any time/stage without assigning any reason thereof.
- V) The contractor will be provided furnished canteen with the following Items:
  - a) Canteen Facility
  - b) RO water purifier
  - c) Furniture (Chair/Tables)
  - d) Television with DTH connection
  - e) Geysers fitted in the canteen.
  - f) Display counter and refrigerator.
  - g) Microwave
  - h) 03 Burner Gas Chulha, Gas connection (02 no cylinders) with regulators and burners. However, gas refilling (non-subsidized) has to be done by the contractor. Cooking on electricity except using induction cooker.
  - i) Utensils available with the canteen.
- vi) Kitchen equipments i.e., display counter cum refrigerator, Gas Chulha, Geysers, Water Purifier and mixer/grinder in running condition will be handed over to the contractor and if above said items is damaged or get out of order then same shall be repaired by the contractor.
- vii) The contractor shall be responsible for maintaining high standard cleanliness of the canteen.



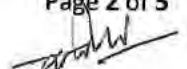
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- viii) The contractor is required to provide the essential items daily whereas optional items may be served as per contractor's discretion. The rate fixed at the time of acceptance of the Tender cannot be changed without the approval of the committee.
- ix) Service timings of the canteen are from 8:30am to 6:30 pm on all working days (Monday to Friday). Also, if Director's office and Union office want the services of the Contractor after 6:30 PM on working days the contractor has to comply with the same and has to extend his service till 7:00 PM only on 2 hours prior intimation.
- x) The contractor will have to supply items like tea, coffee, milk and those eatable items which are not under the contract in case of demand from Director's office and other Senior Officers of CRI, Kasauli but cost of such items shall not exceed MRP rates.
- xi) Smoking is strictly prohibited in the canteen. Sale of tobacco/cigarettes/bidis is not allowed.
- xii) The canteen will be given on contract for a period of one year (01/12/2023 to 30/11/2024), with the condition that the contract can be terminated any time if the performance of the contractor is not found satisfactory. The security deposit will be forfeited in such case. The performance shall be monitored and reviewed by the CRI canteen committee. If the services of the contractor are found good then the committee may consider the renewal of contract for further one or more years under fresh terms & conditions.
- xiii) In near future, contractor may also be given the additional responsibility to streamline and run another canteen inside the R&T wing of CRI, Kasauli.
- xiv) The Contractor shall display the Menu/Rates prominently.
- xv) The successful bidder will ensure that raw material to be used for cooking purpose (tea, coffee, spices, oil, milk, butter food stuffs, vegetable etc.) are of very good quality and safe for human consumption. The Canteen Committee reserves the right to inspect the materials at any time. In the event of any food poisoning/ contamination, the contractor will be held fully responsible. If the quality of the food found of inferior quality, Canteen Committee has right to impose penalty including termination of the contract.
- xvi) Cooking oil/media/spices etc to be used for food preparation should be of standard food grade quality and should be approved by the canteen committee.
- xvii) CRI Canteen Committee reserves the right to reject any or all the bids in full or part or not to award the contract to the lowest bidder without assigning any reason therefore and giving any compensation. The decision of the committee in this regard shall be final and binding to all.
- xviii) The contractor, if so desires, may seek termination of the contract by giving written notice of not less than three (03) months duration during the agreement period. The contractor shall vacate the premises and shall handover the kitchen utensils/equipments







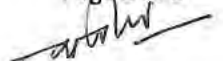
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with all articles etc to CRI Canteen Committee which were provided initially. The decision of the CRI Canteen Committee shall be final and binding on the contractor.

- xix) The contractor will have to employ required/sufficient staff at his own cost and bear all the statutory and other liabilities for running the canteen. CRI's Medical Officer will examine them for their medical fitness. The contractor shall be responsible for compliance of labour laws in respect of personnel employed by them. The contractor shall be the employer for his workers and CRI will not be held responsible fully or partially for any dispute that may arise in between the contractor and his workers.
- xx) The contractor would be responsible for verifying antecedents of the persons deployed by him. The contractor shall not employ any worker whose track record is not good. He should not have involved in any crime/offence/police case.
- xxi) The liability/ responsibility in case of any accidents causing injury/death to canteen worker or any of his staff shall be of the contractor. The CRI shall not be responsible in any means in such cases.
- xxii) The approved price of the eatables should be prominently displayed at the counter/notice board in canteen. Tentative list of the items to be provided by the contractor as listed in the Annexure – II. However, contractor can add items as per demand/consumption, etc. at prices to be fixed with the approval of CRI Canteen Committee.
- xxiii) CRI Canteen Committee shall not be responsible for providing accommodation for contractor and his staff.
- xxiv) The contractor shall not stock any inflammable or otherwise dangerous material, goods, narcotics, or drugs in any part of this allotted space which are fire and health hazard to the property or personnel of CRI.
- xxv) It shall be the sole responsibility of the contractor to obtain and keep ready the necessary license/ permissions from various Govt. bodies and or Municipal Corporation for running catering services as and when applied and produce the same before the concerned authority as and when asked for to do so. An undertaking in this regard has to be given by the contractor.
- xxvi) A copy of the terms and conditions duly signed by the tenderer in token of having understood and agreed to the same, should be attached along with the bid.
- xxvii) Canteen contractor has to run CRI canteen in strict compliance of COVID-19 protocols, guidelines and standard procedure. In this regard, canteen committee will provide detailed description to the contractor.

I accept the above conditions

(Name, Designation and Full signature of the Tenderer)



Serial No.: \_\_\_\_\_

Dated. \_\_\_\_\_ Initial Sign: \_\_\_\_\_

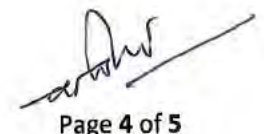
## Annexure II

**PRICE BID FORMAT**

S. No.	Item Name	Quantity	Rate Quoted
<b>i. Breakfast:</b>			
1.	Stuffed/Aalu-Parantha – 1 no., curd/tea	01 no.	
2.	Bread (02 nos) with Amul butter slice (02 nos)., and tea	01 no.	
3.	Sabji., Puri (04 pcs) and tea	01 plate	
<b>ii. Lunch</b>			
1.	Thali Lunch Half: (Rice + 2 Chapati + Dal/Kadhi OR Veg Sabji + 4 Chapati) Dal and sabji should be changed everyday	01 Thali	
2.	Thali Lunch Full: (Rice + 4 Chapati + Dal/Kadhi + Veg Sabji + Raita/dahi + Salad) Dal and sabji should be changed everyday	01 Thali	
<b>iii. Snacks</b>			
1.	Samosa – 100 g approx..	01 no.	
2.	Bread Pakora with stuffing	01 no.	
<b>iv. Beverages</b>			
1.	Tea	01 no.	
2.	Tea Special (extra milk, ginger, cardamom)	01 no.	
3.	Coffee	01 no.	
4.	Green (Dip) Tea	01 no.	
<b>v. ON MRP (Cold drinks, biscuits, namkeen, juice, lassi etc.)</b>			
<b>Full Name of the Applicant:</b>			
<b>Complete Address:</b>			
<b>Contact Nos:</b>			
<b>Signature:</b>			

I accept the above conditions

(Name &amp; Full signature of the Tenderer)



Serial No.: \_\_\_\_\_ dt. \_\_\_\_\_

Initial Sign: \_\_\_\_\_

**Annexure III****PROFORMA FOR TECHNICAL & FINANCIAL BID**

S. No.	Description	To be filled by the Bidder
1.	Name and Address of the Tenderer	
2.	Name and Designation of the Person signing the bid	
3.	Mobile/Telephone No(s).	
4.	Adhaar No.	
5.	PAN No.	
6.	Terms & Conditions of Contract mentioned in the invitation of bid are: ACCEPTABLE/NOT-ACCEPTABLE	
7.	Capacity in which bid is signed by the bidder: (Proprietor/Partner/Director)	

**8. Details of experience in running canteen/restaurant/other:**

S. No.	Period		Name and address of the Govt./Pvt. Organization/ Restaurant/ Any other proof
	FROM	TO	
1.			
2.			
3.			

9. I/We accept all the terms and conditions with tender documents.

10. Our rates for food items are given in the enclosed list (Annexure II) for 01 year.

11. I/We agree to pay security deposit of ₹ 25,000 (Twenty thousand only) and ₹ 25,000 (Twentyfivethousand only) towards annual/maintenance charges for providing furnished canteen.

I accept the above conditions

Signature of the Tenderer \_\_\_\_\_

Name in Block Letters: \_\_\_\_\_

Designation \_\_\_\_\_

Dated: \_\_\_\_\_

Seal/Rubber Stamp \_\_\_\_\_