



Phone: 07752-249160 (O) 249161 (R)
केन्द्रीय विद्यालय बिलासपुर (छग)
मानव संसाधन विकास मंत्रालय : भारत सरकार
Kendriya Vidyalaya Bilaspur (CG)
Ministry of HRD : Govt. of India
गुरु नानक चौक के पास बिलासपुर-495004
Near Guru Nanak Chauk, Bilaspur-495004
Email- bilaspurkv@gmail.com

Ref. F. 406/ KVB/2019-20/

Date: 13.03.2020

निविदा सूचना

सत्र 2020-21 के लिए **खानपान सेवाओं** की आपूर्ति के क्षेत्र में अनुभव रखने वाली प्रतिष्ठित एजेंसियों / ठेकेदारों / फर्मों से निर्धारित प्रारूप में **मुहरबंद कोटेशन** आमंत्रित किए गए हैं। निविदा दस्तावेजों की लागत रु 500/- (गैर-वापसी योग्य) यूबीआई व्यापार विहार ब्रांच, बिलासपुर में देय, प्राचार्य केन्द्रीय विद्यालय बिलासपुर के पक्ष में डीडी के माध्यम से भुगतान किया जाना चाहिए। EMD की राशि रु 10,000/-। आवश्यक दस्तावेजों को फर्म के विवरण के साथ संलग्न किया जाना चाहिए। **फर्म और मूल्य-बोली का विवरण** एक लिफाफे में सील किया जाना चाहिए, जो **"केन्द्रीय विद्यालय बिलासपुर में खानपान सेवा के लिए निविदा"** के रूप में हो। निविदा दस्तावेज विद्यालय की वेबसाइट: <https://bilaspur.kvs.ac.in> से डाउनलोड किए जा सकते हैं। सभी प्रकार से पूर्ण किए गए निविदा को 27/03/2020 के अपराह्न 2.00 बजे तक जमा किया जाना चाहिए। निविदा 28/03/2020 को अपराह्न 2:00 बजे खोली जाएगी।

प्राचार्य
केन्द्रीय विद्यालय बिलासपुर

TENDER NOTICE

Sealed quotations are invited in the prescribed formats from reputed agencies/ contractors/ firms having experience in the field of supplying services of catering, for the session 2020-21. Cost of tender documents is Rs. 500/- (Non-refundable) to be paid through DD in favour of **Principal Kendriya Vidyalaya Bilaspur** payable at **UBI, Vyapar Vihar Branch, Bilaspur**. **EMD amounting Rs. 10,000/-**. Necessary documents must be annexed along with Details of Firm. **Details of Firm & Price-bid** must be **sealed in one envelopes superscripting** as **"Tender for Catering Service in Kendriya Vidyalaya Bilaspur."** Tender documents may be downloaded from Vidyalaya Website: <https://bilaspur.kvs.ac.in> Tender completed in all respect must be submitted **latest by 27/03/2020 upto 2.00 p.m.** Tender shall be opened on **28/03/2020 at 2:00 PM.**



Principal
Kendriya Vidyalaya Bilaspur



Ref. F. 406/ KVB/2019-20/

Date: 13.03.2020

निविदा सूचना / TENDER NOTICE

(खुली निविदा केन्द्रीय विद्यालय बिलासपुर में खानपान सेवा के लिए।)
(Open tender For Catering Service in Kendriya Vidyalaya Bilaspur.)

Name of Work: Catering Service in Kendriya Vidyalaya Bilaspur.

Address : Kendriya Vidyalaya Bilaspur, Near Guru Nanak Chowk, Bilaspur-495004
Cost of Tender Form : Rs. 500/- (Non-refundable)
EMD : Rs. 10,000/- (will be refunded to unsuccessful bidders)
Security Deposit : Rs. 20,000/- (Only after the getting selected)
Demand Draft to be presented : **in favour of Principal Kendriya Vidyalaya Bilaspur payable at UBI, Vyapar Vihar Branch, Bilaspur**
Last date for submission : 27/03/2020 upto 2.00 p.m.
Opening of Technical and price Bid : 28/03/2020 at 2:00 PM

Note: The tender documents can be downloaded from vidyalaya website: <https://bilaspur.kvs.ac.in>

Principal
Kendriya Vidyalaya Bilaspur





Annexure-1

A. Instructions to the Tenderers

- Tender bids should be submitted in sealed envelopes super scribing Tender for Catering Service in Kendriya Vidyalaya Bilaspur as per the procedure mentioned in **Annexure- 2**.
- Incomplete and conditional tenders shall be summarily rejected.
- Rates are to be quoted in words and figures without any cutting/overwriting. Analysis of rates must be attached with the tender.
- Any additional information required by Vidyalaya in respect of the work experience shall be submitted by the tenderers within three days, failing which the offer shall not be entertained.
- Bids received for the Catering services, without Tender Form Fees of Rs.- 500/- in the form of DD shall be rejected immediately.
- Bids received for the Catering services, without EMD of Rs. 10,000/- in the form of a Demand draft shall be summarily rejected.
- L1 will be decided based on the Grand total (per person per day) of the Price Bid quoted. Selected Firm has to deposit Security Deposit of Rs. 20,000/- for one year.

B. Terms and Conditions

- Computerized Bill should be submitted by the Contractor for process of payment.
- Potable water shall only be used at site / work and arranged own self by the contractor. Nothing extra shall be paid on this account.
- Agreement, if any, shall be executed by the agency at its own cost.
- In case of any dispute, the Arbitrator, who is the Chairman of Vidyalaya management committee, **Kendriya Vidyalaya Bilaspur**, shall be binding as per Arbitration and Conciliation Act.
- No escalation in rates would be given.
- GST is exempted in this regard under rule 66/ heading 9992 of GST Notification No- 12/2017 Central Tax (Rate). The bill must have GST number printed on it.**
- The Contractor shall comply with all the provisions of the Minimum Wages Act – 1948 and other labour laws that may be in force.
- The Contractor shall be responsible for the Safety of workmen and their Gate Pass.
- The contractor shall ensure the hygiene of the food court and the food serving area where the food is served. The workers should be in proper uniform and should possess Identity Card. Medical certificate and police verification of the workers deployed for work should be submitted in the vidyalaya.
- The contractor will be held responsible for the quality of the food.
- The food should be fresh and free from any sort of contamination.
- The contractor will supply the fresh drinking water in the serving area at his own cost.
- The Vidyalaya will appoint the monitoring committee to ensure the proper functioning of the preparation and distribution of the food.
- Keeping in mind the food safety and standard act 2006, the contractors should possess a valid license/ certificate from Food Safety and Standard Authority of India (FSSAI).
- L1 will be decided based on the Grand total (per person per day) of the Price Bid quoted. **Price quoted more than Rs. 325/- in Grand total (per person per day) will not be accepted.**
- Principal, Kendriya Vidyalaya Bilaspur reserves all right to reject, accept the bid or cancel the tender

17. *Firm should have branch office at Bilaspur compulsorily. otherwise bid will not be accepted.*

Declaration:

I have read and understood the instructions and terms and conditions mentioned above for the work and are acceptable to me/ us and I am/we are willing to undertake the work if assigned.



(Signature of the Agency)

With complete address and seal

Add. _____

Mobile No.: _____

Annexure- 2

A. Process of Submitting Tenders-

The tenders should be submitted in One Sealed Packets inside which two sealed envelopes should be there as indicated below:

- (A) The first sealed envelope should be superscribed "Technical Bid" and should contain-
- The Performa of **Technical Bid** at **Annexure-3** duly filled in and attaching all related documents mentioned in the **Technical Bid**.
 - Acceptance of terms and conditions there under.**
 - Demand Draft of Rs.-10,000/- for Earnest Money Deposit, in favour of Principal Kendriya Vidyalaya Bilaspur payable at UBI, Vyapar Vihar Branch, Bilaspur**
 - Demand Draft towards the cost of Tender document (Rs- 500/- Non refundable) in the form of Demand draft in favour of Principal Kendriya Vidyalaya Bilaspur payable at UBI, Vyapar Vihar Branch, Bilaspur**
 - Any other required relevant documents as per Annexure 2 and 3.
- (B) The second sealed envelope superscribed "Financial Bid" should contain only **PRICE BID (Annexure- 4)**.
- (C) Both the sealed covers should be placed in the main sealed envelope superscribed "Tender for Catering Service in Kendriya Vidyalaya Bilaspur" and sent by post or courier or by hand which is to be delivered **latest by 2.00 P.M of 27.03.2020** in the office of The Principal, **Kendriya Vidyalaya Bilaspur**.

(D) The Technical Bids shall be opened on 28.03.2020 at 2.00 PM. Financial Bids of those bidders who qualify the Technical Bids shall be opened on same day. In the event of office being closed on the last date of receipt or opening of bid as specified, the bid will be received/opened on the next working day at the same time and venue.

B. Evaluation of technical bids-

The Technical Bids will be evaluated based on the track record and past experience of the firm in providing similar manpower to Government/Semi-Government Agencies. The weightage for the technical evaluation shall be assigned as under:

Sl.No.	Details	Maximum Marks
01.	Previous four year experience in providing similar services to any KVs / Government / semi Government Agencies (5 marks to be assigned per year of previous experience)	20 marks
02.	Clean track record of the Firm during the last two years (5 marks per year if no show-cause notice/debarment notice received (no marks will be assigned for the year during which show-cause notice/debarment notice was received)	10 marks
03.	Financial status (Profit or loss of the firm during the previous two financial years) (10 marks for each year if there was profit as per the audited accounts. Profit of loss should clearly be written by Auditor)	20 marks.

Note- The financial bids will be opened only of those bidders whose technical bids would be complete in all respects as per tender document and such bidders score a minimum of 25 marks in the technical evaluation. Further, in case the lowest rate is quoted by more than one eligible firm, the selection will be based on the marks obtained by them at the time of Technical Bid analysis.

The Technical bid will be treated as non-responsive if following documents are not attached:-

- Attested copy of Valid Trade license obtained from concerned agencies, (to be produced in original whenever called for) .
- PAN No. GST No. and Current IT clearance certificate.
- Attested copy of Valid FSSAI Licence, (to be produced in original whenever called for)
- List of clientele during last 4 years along with cost of assignment.
- DD of **Rs.10,000/- and Rs. 500/-** in favour of **Principal Kendriya Vidyalaya Bilaspur** payable at **UBI, Vyapar Vihar Branch, Bilaspur** as earnest money and Tender fees respectively along with the Bid
- Annexure 1



Name of Work: Open Tender for Catering Service in Kendriya Vidyalaya AFS Borjhar

Sl.No.	Particulars	To be filled by the tenderer
1	Name of the Agency	
2	Date of establishment of the agency	
3	Detailed office address of the Agency with Office Telephone Number, Fax Number and Mobile Number and name of the contact person <i>& local address i.e. in Bilaspur.</i>	
4	Trade License Details (copy to be enclosed)	
5	PAN and GST Number (copy to be enclosed)	PAN- GST-
6	Labour License Number (copy to be enclosed)	
7	FSSAI Registration Number (copy to be enclosed)	
8	Whether the firm is blacklisted by any Government Department or any criminal case is registered against the firm or its owner/partners anywhere in India. (If no, a certificate is to be attached in this regard)	
9	Length of experience in the field	
10	Experience in dealing with KVs/ Govt. Departments (indicate the names of the Departments and years of dealing with those Departments and attach copies of contract orders placed on the agency of last 4 years)	
11	Whether the undertaking regarding acceptance of the terms and conditions have been duly signed, in token of acceptance of the same, is attached.	
12	IT Return documents of last 2 years	
13	Whether any show cause notice was ever issued by the any Government Agency? If so, details thereof (please attach the copies of communications, if any).	
14	Last 2 years audited statement from Chartered Accountant (attach copy). Profit and loss should clearly be written.	
15	No.s of staff/supervisor registered with ESI/EPF-	
16	Details of DD of Rs. 10,000/- as EMD submitted	
17	Details of DD of Rs. 10,000/- as Tender Cost submitted	
	Bank details (With Documentary evidence, for payment of bills)-	Account Number..... Name of Bank Branch..... IFSC Code.....

I have read and understood the instructions and terms and conditions mentioned above for the work and are acceptable to me/ us and I am/we are willing to undertake the work if assigned.



(Signature of the Agency)

With complete address and seal

Add. _____

Mobile No.: _____

Annexure- 4

PRICE BID

Name of Work: Open Tender for Catering Service in Kendriya Vidyalaya Bilaspur

Sl No.	Items	Items/Materials & Quantity	Amount (Per day per person)
01	Break fast *	1. Milk – 200ML. & More	
		2. Bread with Butter & jam	
		3. Idli –Bada with Sambhar & Chatni Or Aloo Paratha & Curd	
		4. 02 Bananas Or Apple – 01 Or Egg Boiled - 02 pcs OR Dry-fruits	
02	Lunch + Dinner *	1. Chapati (Tawa Roti)	
		2. Rice simple	
		3. Dal OR rajma / Chhole (Any one)	
		4. Mixed veg (Seasonal Veg)	
		5. Paneer (for vegetarian) Or Egg Curry/Fish / Chicken (Once in a day for non – vegetarian)	
		6. Salad & pickle	
		7. Papad (Branded)	
		8. Curd/ Rayta	
		9. Sweet dish/fruits custard/fruits (Any one)	
03	EVENING (SNACKS & JUICE)*	1. Juice – 100ml.	
		2. Snacks-sandwich/samosa/Aloo-Bonda – 02 or more	
04.	NIGHT (before sleep) *	Milk with flavor and sugar: 200ml minimum or more./ Ice Cream- 40-60 ml	
05.	* Includes pure / bottled drinking water		Nil

Grand Total (Per day Per Person)=

(Total in Rupees-)

Note : firm has to quote rates in all four segment i.e. from sl.no. 1 to 4 and L1 will be decided based on the Grand total (per person per day) of the Price Bid quoted. Price quoted more than Rs. 325/- in Grand total (per person per day) will not be accepted.



(Signature of the Agency)

With complete address and seal

Address:.....

Tel. No.:.....

Mobile No.:.....