

**F. No. D-31016/8/2009-Gen.
Government of India
Ministry of Statistics & P.I.**

S. P. Bhawan, New Delhi – 110001
Dated, the 25th September, 2013.

TENDER NOTICE

Subject: Invitation for Tender / Quotation for providing Canteen / Catering services for Ministry of Statistics & Programme Implementation at Sardar Patel Bhawan, Sansad Marg, New Delhi 110001.

Sealed tenders are invited from experienced and financially sound agencies in respect of providing of Canteen / Catering services for the Ministry of Statistics & Programme Implementation at Sardar Patel Bhawan, Sansad Marg, New Delhi 110001 as per the terms and conditions mentioned in para No. 2 of this notice. Interested parties may send quotations for the above said purpose in a sealed cover superscribed "**Quotations for Canteen / Catering services in the Ministry of Statistics & Programme Implementation at New Delhi**" which should reach the Under Secretary (General Section) latest by 3 PM, 18th October 2013 in Room No. 203, Sardar Patel Bhawan, Sansad Marg, New Delhi-110001. A Tender Box is kept in the Ground Floor of S.P. Bhawan, New Delhi 110001.

2. TERMS AND CONDITIONS

- i) The applicant must have minimum three (3) years' experience of running Canteen / Hotel / Restaurants approved by a public authority.
- ii) Proof of running such services should be submitted along with the application. Such establishment will be subject to inspection by the officers of this Ministry.
- iii) Proof of filing of previous Income Tax Returns and Service Tax Returns are also to be submitted alongwith the application.
- iv) The contractor will have to enclose alongwith bid document an earnest money of Rs. 5000/- (Rupees Five thousand only) by a demand draft in favour of **Pay and Accounts Officer, Ministry of Statistics & Programme Implementation** payable at **New Delhi**. Successful Tenderer will also have to deposit security money of Rs. 1,00,000/- (Rupees One lakh only) in the form of a demand draft in favour of **Pay and Accounts Officer, Ministry of Statistics & Programme Implementation** payable at **New Delhi**.

The Security money will liable to be forfeited, if during the period of contract, the services are found to be unsatisfactory in any respect.

- v) The contractor will have to submit the Rates inclusive of Sales Tax, Cartage and all other charges for various edible items such as Lunch, Tea, Coffee, Non-veg. items, Dal, Rice and Seasonal etc. in the attached proforma.

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PLEASE NOTE:-

The conditions mentioned at (i) to (v) are mandatory conditions. Those who do not fulfill these conditions are requested not to submit the tender documents to the Ministry.


- vi) The contract will be initially for a period of one year only and extension may be granted subject to satisfactory services provided during the period of contract.
- vii) Change in rates for various items will not be allowed without written approval of the Competent Authority.
- viii) The contractor has to maintain courteous behavior with the officers and employees of this Ministry.
- ix) Proper hygiene and cleanliness has to be maintained always in and around the canteen.
- x) The contractor has to serve tea, coffee etc. in good quality cups and edible items in good quality plates.
- xi) Normal working hours of the canteen will be from 9:00 AM to 6:00 P.M.
- xii) In case of any dispute of any kind and in any respect whatsoever, the decision of the Competent Authority shall be final and binding.
- xiii) The contractor should not engage any child labour.
- xiv) The Ministry will not be responsible for any recovery of credit, if any, facilitated to the non-entitled officers / officials.
- xv) The Contractor, under no circumstances, will operate a cigarette / tobacco shop within the premises.

Quality

- xvi) **The Contractor would be required to use ISI / Agmark / Food grade products of Standard Brand.**

The scope of work is attached as annexure.

- 3. The tenders received by 3.00 PM on 18th October, 2013 will be opened on the same day at 4.00 PM in the presence of such bidders or their authorized representatives.


(V. Talwar)
Under Secretary to the Govt. of India
Tel No. 23747929

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Copy to:-

1. The DDG, Computer Centre, Ministry of Statistics & P.I., R. K. Puram, New Delhi 110066 with the request to kindly arrange to upload the above tender enquiry of the website of this Ministry immediately under intimation to the undersigned.
2. All Ministries / Departments of the Government of India, New Delhi with the request that this may be given wide publicity among the agencies engaged by them for providing such services.
3. Notice Board, Ministry of Statistics & PI, Sardar Patel Bhawan, Sansad Marg, New Delhi 110001.



(V. Talwar)

Under Secretary to the Govt. of India

Tel No. 23747929

Annexure

✓ The details of items required proposed to be provided are:-

Sl. No.	ITEMS	RATES (in Rs.)
BEVERAGES		
1.	Tea (Dip with / without Sugar) 125 ml	
2.	Teas (Executive) in good quality crockery 125 ml	
3.	Good Day or equivalent quality Biscuits	
4.	Coffee 125 ml	
5.	Cold Drinks 200 ml, 300 ml	
SNACKS		
6.	Paneer Pakoda 100 gm.	
7.	Vegetable Pakoda (per plate)-125 gm.	
8.	Bread Pakoda 125 gm.	
9.	Samosa 125 gm.	
10.	Vegetable Patty [Standard]	
11.	Chips (Per Packet) [Standard]	
SWEETS		
12.	Gulab Jamun 30 gm.	
13.	Burfee Besan 30 gm.	
14.	Laddoo Bundi 30 gm.	
LUNCH		
15.	Standard Thali- which would include 2 Chapaties, Rice, 1 Vegetable, 1 Daal and Raita.	
16.	Executive Thali 2 Chapaties / Parantha, Fried rice, 1 dry Vegetable, 1 Vegetable (curry), 1 Boondi Raita & 1 Sweet	
17.	Rajma & Chawal (Rice)	
18.	Puri & Subzee	
19.	1 Vegetable Seasonal 150 gm.	
20.	1 Dal 150 gm.	
21.	1 Raita 150 gm.	
* 19.	Any other item / services	

*The above list is not exhaustive. The tenderer may add further items / services.

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