



Bid Number/बोली क्रमांक (बिड संख्या): GEM/2023/B/31131!

Dated/दिनांक : 10-02-20

Bid Document/ बिड दस्तावेज़

Bid Details/बिड विवरण	
Bid End Date/Time/बिड बंद होने की तारीख/समय	03-03-2023 16:00:00
Bid Opening Date/Time/बिड खुलने की तारीख/समय	03-03-2023 16:30:00
Bid Offer Validity (From End Date)/बिड पेशकश वैधता (बंद होने की तारीख से)	30 (Days)
Ministry/State Name/मंत्रालय/राज्य का नाम	Ministry Of Chemicals And Fertilizers
Department Name/विभाग का नाम	Department Of Chemicals And Petrochemicals
Organisation Name/संगठन का नाम	Central Institute Of Plastics Engineering And Technology (cipe
Office Name/कार्यालय का नाम	Agartala Tripura
Item Category/मद केटेगरी	Canteen Service - Best Price on Fixed Menu Rate Model - Vegetarian, Non-Vegetarian; Breakfast, Lunch, Dinner, Snacks Inside Building Premises (exclusive for employees/ patients/ ir house personnel)
Contract Period	2 Year(s)
Minimum Average Annual Turnover of the bidder (For 3 Years)/बिडर का न्यूनतम औसत वार्षिक टर्नओवर (3 वर्षों का)	20 Lakh (s)
Years of Past Experience Required for same/similar service/उन्हीं/समान सेवाओं के लिए अपेक्षित विगत अनुभव के वर्ष	3 Year (s)
Past Experience of Similar Services required	Yes
MSE Exemption for Years of Experience/अनुभव के वर्षों से एमएसई छूट/ and Turnover	No
Startup Exemption for Years of Experience/अनुभव के वर्षों से स्टार्टअप छूट/ and Turnover	No
Document required from seller/विक्रेता से मांगे गए दस्तावेज़	Experience Criteria,Bidder Turnover,Certificate (Requested in ATC) *In case any bidder is seeking exemption from Experience / Turnover Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by tl buyer
Bid to RA enabled/बिड से रिवर्स नीलामी सक्रिय किया	No
Type of Bid/बिड का प्रकार	Two Packet Bid

Bid Details/बिड विवरण

Time allowed for Technical Clarifications during technical evaluation/तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय	3 Days
Estimated Bid Value/अनुमानित बिड मूल्य	1800000
Evaluation Method/मूल्यांकन पद्धति	Total value wise evaluation
Financial Document Indicating Price Breakup Required	Yes

EMD Detail/ईएमडी विवरण

Required	No
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ePBG Detail/ईपीबीजी विवरण

Required	No
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Splitting/विभाजन

Bid splitting not applied.

MII Compliance

MII Compliance	Yes
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MSE Purchase Preference/एमएसई खरीद वरीयता

MSE Purchase Preference/एमएसई खरीद वरीयता	Yes
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1. The minimum average annual financial turnover of the bidder during the last three years, ending on 31st March of the previous financial year, should be as indicated above in the bid document. Documentary evidence in the form of certified Audited Balance Sheets of relevant periods or a certificate from the Chartered Accountant / Cost Accountant indicating the turnover details for the relevant period shall be uploaded with the bid. In case the date of constitution incorporation of the bidder is less than 3-year-old, the average turnover in respect of the completed financial years after the date of constitution shall be taken into account for this criteria.

2. Years of Past Experience required: The bidder must have experience for number of years as indicated above in bid data sheet (ending month of March prior to the bid opening) of providing similar type of services to any Central / Sta Govt Organization / PSU / Public Listed Company. Copies of relevant contracts / orders to be uploaded along with bid support of having provided services during each of the Financial year.

3. Purchase preference to Micro and Small Enterprises (MSEs): Purchase preference will be given to MSEs as defined Public Procurement Policy for Micro and Small Enterprises (MSEs) Order, 2012 dated 23.03.2012 issued by Ministry of Micro, Small and Medium Enterprises and its subsequent Orders/Notifications issued by concerned Ministry. If the bidder wants to avail the Purchase preference for services, the bidder must be the Service provider of the offered Service. Relevant documentary evidence in this regard shall be uploaded along with the bid in respect of the offered service. If L-1 is not an MSE and MSE Service Provider (s) has/have quoted price within L-1+ 15% of margin of purchase preference /price band defined in relevant policy, then 100% order quantity will be awarded to such MSE bidder subject to acceptance of L1 bid price.

4. Estimated Bid Value indicated above is being declared solely for the purpose of guidance on EMD amount and for determining the Eligibility Criteria related to Turn Over, Past Performance and Project / Past Experience etc. This has relevance or bearing on the price to be quoted by the bidders and is also not going to have any impact on bid participation. Also this is not going to be used as a criteria in determining reasonableness of quoted prices which will be determined by the buyer based on its own assessment of reasonableness and based on competitive prices received in Bid / RA process.

5. Past Experience of Similar Services: The Bidder must have successfully executed / completed at least one single order of 80 % of the Estimated Bid Value or 2 orders each of 50 % of the Estimated Bid Value or 3 orders each of 40 % of the Estimated Bid Value for similar service(s) in last three years to any Central / State Govt Organization / PSU / Public Listed Company. Copies of contracts / work orders and documentary evidence of successful execution / completion in support of Past Experience of Similar Services along with names, address and contact details of clients shall be uploaded with the bid for verification by the Buyer.

Additional Qualification/Data Required

Annual Turnover and Profit Requirement: Average Annual Turnover (for 3 years-FY 2019-2020, 2020-2021 & 2021-2022) of Minimum Rs. 20 lacs.

Number (up to 100%) of service provided in the past year to government agencies with minimum footfall.: The bidder shall have already provided Canteen Service in Tripura.

Minimum Years (Up To 5 Years) Of Experience in Related Field: Past Experience required for same/similar service: 3 years

Geographic Presence In States: Not required. However, the bidder shall have already provided Canteen Services in Tripura.

Specifications of Food Consumables (Brand, specific mandi, supplier store, Vegetables, Cooking Essentials, Packaged foods, food ingredients, etc): [1676023126.pdf](#)

Menu Items: [1676023133.pdf](#)

Scope of Work: [1676023415.pdf](#)

Canteen Service - Best Price On Fixed Menu Rate Model - Vegetarian, Non-Vegetarian; Breakfast, Lunch, Dinner, Snacks; Inside Building Premises (exclusive For Employees/ Patients/ In House Personnel) (30)

Technical Specifications/तकनीकी विशिष्टियाँ

Specification	Values
Core	
Type of Diet	Vegetarian , Non-Vegetarian
Type of Meal	Breakfast , Lunch , Dinner , Snacks
Type of Canteen Space	Inside Building Premises (exclusive for employees/ patients/ in house personnel)
Electricity Charges	To be provided by Buyer
Cooking Gas Charges	To be provided by Service Provider
Water Charges	To be provided by Buyer
Basic Furniture	To be provided by Buyer
Canteen's Operational Days in a week	7 days a week
Cooking Equipments	To be provided by Service Provider
Essential Crockery	To be provided by Service Provider

Specification	Values
Canteen Staff	To be provided by Service Provider
Distribution/ Serving Style	From single point - (canteen establishment)
Uniform for Canteen Staff	To be provided by Service Provider
Display Shelf	Not Required
Smart Vending Machines	Not Required
Addon(s)	
Additional Details	
Canteen End Time	10 PM
Canteen Start Time	8 AM

Additional Specification Documents/अतिरिक्त विशिष्टि दस्तावेज़

Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी

S.No./क्र. सं.	Consignee Reporting/Officer/परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Total No of Employees/ Individuals/ Footfall to be served per day	Additional Requirements
1	SOURAJIT BOSE	799008,CIPET:CSTS-AGARTALA, Rubber Park Area, Sub-Division-Mohanpur, Bodhjungnagar, Agartala, Tripura (West), PIN-799 008	30	<ul style="list-style-type: none"> Total Canteen Space (In Sqft) : 1126 Monthly License Fee : 0 Duration in Months 24 Working Days in a Month : 31

Buyer Added Bid Specific Terms and Conditions/क्रेता द्वारा जोड़ी गई बिड की विशेष शर्तें

1. Generic

OPTION CLAUSE: The Purchaser reserves the right to increase or decrease the quantity to be ordered up to 25 percent of bid quantity at the time of placement of contract. The purchaser also reserves the right to increase the ordered quantity by up to 25% of the contracted quantity during the currency of the contract at the contracted rates. Bidders are bound to accept the orders accordingly.

2. Certificates

Bidder's offer is liable to be rejected if they don't upload any of the certificates / documents sought in the Bid document, ATC and Corrigendum if any.

3. **Buyer Added Bid Specific ATC**

Buyer Added text based ATC clauses

**CIPET: CENTRE FOR SKILLING AND TECHNICAL SUPPORT
(CSTS) - AGARTALA**

**Department of Chemicals & Petro-Chemicals,
Ministry of Chemicals & Fertilizers, Govt. of
India**

Rubber Park Area, Bodhjungle, Sub-division- Mohanpur,
Agartala, Tripura (West), Pin-799 008

Email: agartala@cipet.gov.in / cipetagartala@gmail.com,

Ph: 0381 231 0080

Website: www.cipet.gov.in

**GeM-TENDER DOCUMENT
FOR
HOSTEL CATERING SERVICES
AT
STUDENTS' HOSTEL**

CONTENTS OF TENDER DOCUMENT

Sl. No.	Particulars
1.	<u>Scope of Work</u>
2.	<u>Work Specifications</u>
3.	<u>Terms & Conditions (General)</u>
4.	<u>General Definitions</u>
5.	<u>Menu Chart</u>
6.	<u>Terms & Conditions as Part of Agreement</u>
7.	<u>Other Conditions</u>
8.	<u>Penalty Clause</u>

1. **SCOPE OF WORK:**

To prepare and serve breakfast, lunch, evening snacks and dinner to Students, Guests, visitors & Employees as per set menu agreed upon and maintain the quality of food & services at all times.

2. WORK SPECIFICATIONS:

1 . To provide breakfast, lunch, evening snacks and dinner to Students, Guests, visitors & Employees as per set menu. The number of boarders will be at an average of 30, which may be varying as per requirement of CIPET authority in time to time. Payment will be made as per actual consumption.

2 . The food has to be prepared in clean, hygienic and safe conditions as per the menu.

3 . Menu may be fixed and if changes are required according to seasonal vegetables then it will be fixed after discussion with the CIPET management.

4 . Contractor should maintain standard quality of food as per menu (encl.)

5 . The kitchen, dining hall, hand wash area, dish wash area etc will be washed with water and dish wash bar / solution and mopped after every meal (breakfast, lunch, snacks and dinner) and will be disinfected once in a fifteen days or as and when required.

6 . Food is served through counters on self-service basis for students and to be served in case of Guests, visitors & Employees. The used plates will be taken out from the dining tables to the dish wash area.

7 . After every meal (breakfast, lunch, evening tea and dinner) all the plates, cups, water glass, spoons, forks, knives other utensils etc are to be cleaned with Dish wash bar/ solution and hot water and dried and kept ready for next meal. All the vessels used for cooking also should be washed in soap solution and hot water and should be available for use for cooking the next meal. Cost of cleaning material to be borne by tenderer.

8 . Food should also be served to the hostel rooms of sick boys and when required.

9 . Dining hall should be washed with water and soap solution and

mopped, after every meal.

10. Kitchen to be kept clean always and should be washed after cooking every meal with water and soap solution.

11. Water Coolers and purifier should be cleaned and maintained as per the instructions by the authority.

12. All Utensils including dishes in which food to be served to be provided by the tenderer at their own cost & expenses.

13. Use of single use plastics should be avoided.

14. The contractor should follow the COVID 19 protocols strictly as per State / Central Government direction.

15. The Bidder should have all the kitchen equipment such as Double Burner Stove, Bain Marie, Gas Cylinder, Vegetable Cutter, Glasses, Breakfast plate, Lunch plates, Kadai, Frying, Spoons etc. The institute does not have any obligation to provide the above.

3. TERMS AND CONDITIONS: (GENERAL)

1. The bidders should be a company, registered under India Companies Act, 1956/2013 or a partnership firm, registered under the Indian Partnership Act or a proprietary concern or Cooperative Society. [Self - attested documentary proof should be provided.]

2. The tenderer should have PF & ESI Registration. [A self-attested documentary proof should be provided.]

3. The tenderer shall have PAN No. & GST No. [A self-attested documentary proof should be provided.]

4. The Bidder shall have Average Annual Turnover (for 3 years-FY 2019-2020, 2020-2021 & 2021-2022) of Minimum Rs. **20 lacs**. [A self-attested documentary proof should be provided.]

5. Past Experience required for same/similar service: 3 years [self-attested documentary proof should be provided.]

6. The bidder shall have already provided Canteen Service to Gov Offices / Institute / Private Bodies located in the **State of Tripura** [self-attested documentary proof should be provided.]

7. The contractor should have valid **food license** under State/Central Government Law [A self-attested documentary proof should be provided.]

8. The bidder should furnish signed declaration that they have not been blacklisted / debarred by the Ministry/Departments of Govt of India / Central PSUs / Nationalized Banks / State Govt. Department / Autonomous / Statutory Bodies / Corporations and there is no litigation with any Government Departments is pending on account of similar services.

9. The offer should be valid for a period of at least 60 days from the date of the tender opening.

10. The Contract will be for a period of **2 (Two) years**. This catering contract is for the period of 2 years initially. If hostel inmate and hostel authority is satisfied with the performance of the bidder the contract period may be extended further period of 1 more year based on requirement and mutual consent of the Contractor & CIPE Agartala.

11. CIPET: CSTS-AGARTALA, reserves the right to reject any or all the tenders, wholly or partly without assigning any reason thereof. In all matters pertaining to this tender, the decision of the Joint Director & Head, CIPET: CSTS-AGARTALA, shall be final and binding.

12. All documents uploaded should bear the seal and signature of the tenderer.

13. Request for any further extension of the deadline shall not be entertained. Incomplete tenders shall not be considered.

14. The Contractor shall fulfil all statutory requirements pertaining to minimum wages and other statutory benefits like ESI, EPF, MWA etc and proper account of payments including minimum wages being made to the workers of the agency. CIPET will not be responsible for any failure to comply statutory requirement with respect to payment of Minimum Wages, PF, ESI etc on the part of contractor and shall indemnify CIPET in case of any liabilities comes to CIPET.

The Contractor shall be solely responsible for any failure to fulfil the

statutory obligations and shall indemnify the Institute against all such liabilities, which are likely to arise out of the agency's failure to fulfil such statutory obligations.

15. Where counter terms and conditions have been offered by the Contractor, the same shall not be accepted by CIPET, unless a specific written acceptance thereof is obtained.

16. Meals to be served according to following schedule:

- a. **Break Fast: 08.00 a.m. to 09.00 a.m.**
- b. **Lunch: 12.30 p.m. to 02.00 p.m.**
- c. **Evening snacks: 05.30 p.m. to 06.30 P.m.**
- d. **Dinner: 08.30 p.m. to 10.00 p.m.**

17. Hostel mess may remain closed during semester break (Jan Feb & Jul - Aug) & Dussehra (Durga Puja) holidays for 20 days in a year approximately.

18. CIPET employees may be allowed to take meal at the same rate.

19. The contractor should have valid **food license** under State Government Law along with registration of PF, ESI, PAN, GST etc.

20. Special Dishes may be supplied to the Guest on demand, order and rates will be fixed by mutual understanding with CIPET AUTHORITY AND CONTRACTOR.

21. The Tenderer shall maintain for Physical Attendance Register for Students & Employees (Including guest) separately.

22. Quality of food should be maintained as per menu decided by the CIPET Management. If it is found that quality of food not upto the mark, then necessary deduction will be made from contractor bill implied penalty.

23. If the Contractor fails to carry out the Jobs as per the terms and conditions agreed upon, he is liable for forfeiture of Security Deposit additions to penalty and Cancellation of Contract.

24. Any damage / loss occurred to any CIPET Mess property due to the act of Contractor, necessary deduction will be made from contractor bill accordingly.

25. The workers of the canteen are not employees of the Institute and shall not have any claim whatsoever on the Institute and shall not act detrimental to the interest of the Institute.

26. CIPET will provide Accommodation in the Hostel campus for the workers.

27. All statutory liability/obligation/deduction should be fulfilled by the contractor as per the existing law of land.

28. It is the liability of the contractor to deal with accidents if any occurring to their workmen during the course of operation. CIPET will have no responsibility and no compensation will be paid.

29. Contractor & his workers should have cordial relationship with students during the food services.

30. Alcoholic consumption, smoking, taking tobacco etc. during duty hours and/or while on duty is strictly prohibited inside the campus. In case of misbehavior by any employee of contractor with trainees/staff of CIPET is found, they should be replaced immediately.

31. The Institute reserves the right to terminate the contract on 1 (One) months' notice, if the performance is not satisfactory. The Contractor can also terminate the contract by giving 2 (Two) months' notice and clearing all the dues to the Institute, if he is not willing to continue the contract.

32. Sub-letting/Sub contracting the work is not permissible under any circumstances.

33. Successful Contractor shall execute an agreement.

34. The Tender should be complete in all respects.

35. The bidder meeting the minimum eligibility criteria with the lowest bid price subject to arithmetical correction shall be deemed as

the successful bidder.

36. In the event of more than one bidder with the lowest bids (same or equal), the bidder with the highest average annual turnover of the last 3 financial years (2019-20, 2020-21 & 2021-22) would be deemed a successful bidder.

37. The Tenderer shall quote the total rate as well as break up rate as per format in Annexure-1 in appropriate place in Geoportal only. Quoting rates in hardcopy and uploading the same in the technical bid documents will disqualify the tenderer from the bid.

4. GENERAL DEFINITIONS:

1. "CIPET" means or Central Institute of Petrochemicals Engineering & Technology, Agartala.

2. "Joint Director & Head", means the Centre Head of the Central Institute of Petrochemicals Engineering & Technology (CSTS)- Agartala at present or by any other designation of his successor in the office.

3. "Students' Hostel" means Students' Hostel of Central Institute of Petrochemicals Engineering & Technology (CSTS)- Agartala.

4. "Tenderer / Bidder / Service Provider / Contractor" also means the Mess Contractor who would be the successful bidder.

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5. MENU CHART FOR STUDENTS CANTEEN:

Days	Breakfast(8.00 a.m. to 9.00 a.m.)	Lunch (12.30 to 2.00 p.m.)	Dinner (8.30 P.m. to 10:00 p.m.)
Monday	1. Tea & Biscuits 2. Roti Sabji	Rice, Dal, Bhaji, Vegetable Curry, Chicken Curry, Papad	Rice, Dal, Bhaji, Vegetable Curry, Papad

Tuesday	1. Tea & Biscuits 2. Puri Sabji	Rice, Dal, Bhaji, Vegetable Curry, Egg curry / Mushroom, Papad.	Rice, Dal, Bhaji, Vegetable Curry, Papad
Wednesday	1. Tea & Biscuits 2. Roti Sabji	Rice, Dal, Bhaji, Vegetable Curry, Fish curry / Paneer, Papad.	Rice, Dal, Bhaji, Vegetable Curry, Papad
Thursday	1. Tea & Biscuits 2. Roti Sabji	Rice, Dal, Bhaji, Vegetable Curry, Egg Curry / Mushroom Curry, Papad.	Rice, Dal, Bhaji, Vegetable Curry, Papad
Friday	1. Tea & Biscuits 2. Veg. Chowmin	Rice, Dal, Bhaji, Vegetable Curry, Chicken Curry, Papad	Rice, Dal, Bhaji, Vegetable Curry, Papad
Saturday	1. Tea & Biscuits 2. Puri Sabji	Rice, Dal, Bhaji, Vegetable Curry, Fish curry / Mushroom Curry, Papad.	Rice, Dal, Bhaji, Vegetable Curry, Papad
Sunday	1. Tea & Biscuits 2. Roti Sabji	Rice, Dal, Bhaji, Vegetable Curry, Chicken Curry, Papad	Rice, Dal, Bhaji, Vegetable Curry, Papad

Note: 1. Morning Tea & Biscuit: For all days 6.30 AM to 8.00 AM (Biscuit 02 Nos. and Tea)

2. Evening Tea & Biscuit: For all days 5.30 PM to 6.30 PM (Biscuit 02 Nos. and Tea)

3. Paneer & Mushroom is only for Vegetarian Trainees & to be given as alternative for Non-Veg.

4. Seasonal Quality Vegetable should be used in preparing the food.

5. One-piece lemon, one-piece onion with green chilly in every lunch & Dinner.

6. Menu may change by the committee member as and when required with prior discussion with the Mess Contractor.

SIGNATURE OF THE TENDERE

Specification of Food & Consumables to be provided by th

bidder:

1. Fish size - 01 pc (80 Grams) per head (after cooking)
2. Mutter Paneer / Mushroom-100 Grams per head (after cooking)
3. Chicken- 150 Grams per head (after cooking)
4. Green /Mixed seasonal Vegetable - 150 Grams (after cooking) per head
5. Masor / Moong Daal as per requirement
6. Rice: 200 Grams
7. Biscuits - Good-day biscuit 02 Nos.
8. Puri - 04 Nos made by Good Quality Maida & fry by best branded Refined oil / Veg oil.
9. Fish, Egg & Chicken cooked by Best branded mustard Oil
10. Tea - 80 ml
11. Seasonal Veg. - Sufficient Qty.
12. Papad - 1 Pc of good quality masala papad.
13. Roti - 03 Nos made by Atta.

If the raw materials of menu are not available in the market, the menu may be changed with the prior permission of the hostel warde / competent authority.

Chicken & Fish Curry must be cooked by branded mustard oil and pu & others Vegetable must be cooked by branded Vegetable oil.

6. TERMS AND CONDITIONS AS PART OF AGREEMENT

a. Disputes: All disputes that may arise shall be referred to the Joint Director & Head, CIPET: CSTS-Agartala, whose decision shall be final.

b. Insurance to Employees: All employees engaged by the contractor shall be comprehensively insured for accidents and injuries by the contractor at his cost.

c. Payment Terms: The payment will be made monthly on satisfactory completion of job contract services and related miscellaneous works mentioned in Scope of Work and Job Specifications. Payment will be made as per the **Actual Number of Meals/Breakfast etc. supplied per day basis to the Contractor**. The bill should be submitted of succeeding month and payment will be made within 15 working days.

The works attended to as per job specification and scope of work, vis-à-vis scheduled work and its satisfactory completion has to be certified by the nominated Hostel Warden /HoD of respective department before release of payment.

d. Indemnity: The Institute shall be indemnified for all losses due to commissions and omissions of any person deployed by the contractor. There shall not be any loss or damage caused to the Institute on account of any negligence, carelessness, acts or omissions/commissions of contractors, his employees or staff and the same shall be made good by the contractor. It shall be made very clear that the employees/staff engaged by the contractor shall not be treated or considered as employees of the CIPET under any circumstances. The contractor shall defend, indemnify and hold the Institute harmless from any liability or damage, law suits, penalties imposed by any State or Central Government Department or statutory body or by a third party for reasons of violation of any of the statutory provisions or requirements. The Institute shall not be liable for any damage or compensation payable to any workmen or to any person as a consequence of his work and the Institute shall be completely indemnified accordingly.

e . Security Deposit: The contractor has to deposit a Security Deposit of Rs.1,00,000/- (Rupees One lakh Only) by drawing a demand draft from any Nationalized Bank in favour of the CIPET AGARTAL VTC, within 15 days of the issue of order.

If the contractor fails to carry out the entrusted Job Contract Service and related miscellaneous works within the stipulated time and as per the Scope of work and Job Specification, CIPET reserves the right to impose penalty as specified in the Penalty Clause and has the right to get the work done through someone else.

The security deposit furnished by the contractor will not carry any interest and will be refunded:

- i) On completion of Job Contract Service entrusted to the contractor satisfactorily. If the work is not satisfactory, he is liable for forfeiture of Security Deposit amount deposited.
- ii) The Security Deposit made by the Contractor to be released only after producing the proof of compliance like Provident Fund, Minimum Wage etc.

The books of accounts regarding attendance, wages paid, PF Account etc., are to be maintained properly and produced for inspection to the Institute, whenever asked for and the Institute can take penal action for non-compliance.

The contractor shall provide the required number of efficient and reliable workers, in the respective categories for all shifts on all the days of week.

The contractor shall be responsible for the discipline of his workers.

The Institute call for special services beyond normal working hours on special occasions, without any additional payments.

f. Agreement: An agreement will be required to be executed on non-judicial stamp paper value of Rs. 100/- for a period of Two year, it may be mutually agreed upon with the terms and conditions. For the extension of the contract period after completion of Two year, the agreement may be renewed accordingly.

g. Facility will be provided by CIPET

1. CIPET will provide water, electricity & necessary furniture & dining space.
2. The out mess application will be submitted ONE day before the availing of out mess to the Hostel Warden/Asst. Hostel Warden / Care-Taker.
3. CIPET will not provide any gas Cylinder or any cooking items.

h. The workers employed by the contractor:

- a) Shall not act in any way detrimental to the interest of the Institute.
- b) Are not employees of the Institute and shall not have any claim whatsoever on the Institute.
- c) They shall not participate in any strike or protest in any form.
- d) All Contract workers are required to maintain hygienic cleanliness and safety.

i . The Institute reserves the right to terminate the Job Contract Services and related miscellaneous work contract within 01 month notice before its expiry, if the performance is not as per our Job Specification. The contractor can also terminate the contract by giving 02 months notice and clearing all the dues towards Institute, if he is not willing to continue the contract.

j. There will be a periodical evaluation of the work done by the Contractor from time to time and he will be informed about the same.

k. The Contractor shall comply with all the requirements under labour and other relevant laws and maintain the required documents. Any violation or non-compliance shall be viewed as very serious resulting in penal action as well as termination of the contract depending on the seriousness of the violation.

The rate quoted by the Contractor shall include all the component taxes /Levy as applicable to works and service contract, if any.

It is emphasized that the contract is purely a works Contract intended

for carrying out all the works entrusted in the schedule appended this and at no stage this should be interpreted as a LABOUR CONTRACT.

l. TDS & GST TDS will be deducted from the bill as per rules.

m. On all matters pertaining to this work order, the decision of the Joint Director & Head of CIPET Agartala shall be final and binding.

7. OTHER CONDITIONS

a. Adequate number of manpower should be supplied so that the work is done in specified time. Sufficient number of workers should be available to carry out the Job Contract at the Students' Hostel.

b . All records shall be maintained by the Contractor as a part record of day- to-day work done, they shall be daily authenticated by the Mess Supervisors designated for the work. They shall become the basic documents for preparation of bills on monthly basis

c . The works as specified in job specifications have to be carried out as per the schedule and also within the stipulated time given. The contractor shall employ as much manpower as required (after approval) and utilize such quality and quantity of material as required for maintaining high standard of cleanliness within the stipulated time

d. All disputes shall be subject to Agartala Jurisdiction only.

8. PENALTY CLAUSE

1. Work not done satisfactorily would be recorded and rejected for payment. Reasons for rejection would also be recorded.

2. Penalty shall be up to Rs.1000.00 per day, per fault/unsatisfactory Work.

3. The cost of execution of the work at the risk and cost as well as the penalty shall be recovered in the next bill that falls due and if the

amount of recovery exceeds the bill amount, recoveries shall be made from the Security Deposit, which has to be made good within 15 days of the short fall.

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Technical Bid Form

1. Name of the Firm / Organization :
2. Address :
3. Telephone No. Phone / Mobile No. & Name of the Contact Person :
4. Fax No. :
5. Email ID :
6. Registration No. (Trade License) :
7. Month and Year of establishment :
8. Name of proprietor / partners / directors :
9. No. of years of experience in this field, with Reference Certificates
10. Annual Turnover during the last three years (Enclose copies of)

Audited Financial Statement:

11. Proof of providing Canteen Service in Tripura

12. Food license No. (Copy enclosed) :

13. Whether the firm is an Income Tax Assesses? If so please give the details of PAN No. and copy of the latest assessment order, if any:

14. EPF No. :

15. ESI No. :

16. GST No. :

17. Bank Details (Bank Name, No, & Address : (for ECS Payments)

Undertaking

I/We hereby undertake that if any information given in the bid/Tender Document is found false/incorrect at any stage after opening of the tender, the bid shall be rejected and EMD/Bid Security shall be forfeited and in case of successful bidder the Performance Guarantee will be forfeited by CIPET Agartala.

Signature of the Authorized person of the contract
& seal with date

Letter of submission of Tender for providing Hostel Catering Services

From:

To

The Joint Director & Head,

CIPET: CSTS-Agartala,

Bodhjungnagar, Agartala

CIPET CSTS: Agartala,

Agartala

Dear Sir,

Having examined the tender document related to providing Hostel Catering Services at CIPET: CSTS-AGARTALA, terms and Conditions of the tender, scope of the work and Job specification, I/We hereby submit our offer/ rates for the Hostel Catering Services.

If, I/We fail to submit The Security Deposit of Rs. 1,00,000.00 (Rupees One lakh Only) on selection and sign the agreement within 15 days of the issue of Contract Order, we agree that CIPET shall have full authority to cancel the Contract Order.

**Signature of the contractor
& seal with date**

TENDER/CONDITIONS ACCEPTANCE LETTER

(To be given on Company Firm Letter Head)

To

The Joint Director & Head,

CIPET: CSTS-Agartala,

Bodhjungnagar, Agartala

CIPET CSTS: Agartala,

Agartala

Subject: Acceptance of Terms & Conditions of Tender

GeM Bid Reference No:

Dear Sir,

1. I / We hereby certify that I / we have read entire terms and conditions of the tender documents (including all documents like annexure(s), schedule(s), etc.), which form part of the contract agreement and I / we shall abide hereby the terms / conditions / clauses contained therein.
2. The corrigendum(s) issued from time to time by your organization too has also been taken into consideration, while submitting this acceptance letter.
3. I / We hereby unconditionally accept the tender conditions of above mentioned tender document(s) / corrigendum(s) in its totality / entirely.
4. In case any provisions of this tender are found violated, your organization shall be at liberty to reject this tender/bid including the forfeiture of the full said earnest money deposit absolutely and we shall not have any claim/right against organization in satisfaction of this condition.

Yours Faithful

(Signature of the Bidder, with Official Seal)

Rate Break up**DAILY MESS RATE QUOTATION:**

Sl. No.	Description	Rate in Figure	Rate in Words
1.	Rate per day – per student for morning Tea & Biscuit & Breakfast	To be filled up online in GeM Portal	To be filled up online in GeM Portal
2.	Rate per day-per student for Lunch	To be filled up online in GeM Portal	To be filled up online in GeM Portal
3.	Rate per day-per student for Evening Tea & Biscuit	To be filled up online in GeM Portal	To be filled up online in GeM Portal
4.	Rate per day-per student for Dinner	To be filled up online in GeM Portal	To be filled up online in GeM Portal
5.	Total cost (Per day per student)	To be filled up online in GeM Portal	To be filled up online in GeM Portal

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Notes:

01. Price shall include all kind of material & transportation cost and profit margin of contractor.
02. Rate should be inclusive GST & all other Charges.
03. Average Hosteller will be 30 candidates which may vary from time to time.
04. For Guest & Day Students who may take only lunch menu, quoted lunch rate will be applicable & **Please provide the rate break up in appropriate column in GeM portal.**
05. Payment will be made based on actual consumption of food (i.e Actual Number of Breakfast / Lunch Dinner). **Please provide the rate break up in appropriate column in GeM portal.**
06. For considering lowest bidder (L1), total Cost per day per student will be considered. Individual components of total cost will not be considered for deciding L1 bidder. The L1 contractor will also be required to provide lunch as per the above menu to Guest & Day Students at the quoted Lunch rate. Payment will be released within 15 days of submission of bill along with necessary documents.
05. Income Tax TDS & GST-TDS will be deducted as per rule.

Date:**Place:**

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4. Buyer Added Bid Specific ATC

Buyer uploaded ATC document [Click here to view the file.](#)

5. Past Project Experience

Proof for Past Experience and Project Experience clause: For fulfilling the experience criteria any one of the following documents may be considered as valid proof for meeting the experience criteria: a. Contract copy along with Invoice(s) with self-certification by the bidder that service/supplies against the invoices have been executed. b. Execution certificate by client with contract value. c. Any other document in support of contract

execution like Third Party Inspection release note, etc. Proof for Past Experience and Project Experience clause For fulfilling the experience criteria any one of the following documents may be considered as valid proof for meeting the experience criteria: a. Contract copy along with Invoice(s) with self-certification by the bidder that the service/supplies against the invoices have been executed. b. Execution certificate by client with contract value. c. Any other document in support of contract execution like Third Party Inspection release note, etc.

6. Buyer Added Bid Specific Scope Of Work(SOW)

File Attachment [Click here to view the file.](#)

Disclaimer/अस्वीकरण

The additional terms and conditions have been incorporated by the Buyer after approval of the Competent Authority, Buyer Organization, whereby Buyer organization is solely responsible for the impact of these clauses on the bidding process, its outcome, and consequences thereof including any eccentricity / restriction arising in the bidding process due to these ATCs and due to modification of technical specifications and / or terms and conditions governing the bid. Any clause(s) incorporated by the Buyer regarding following shall be treated as null and void and would not be considered as part of bid:-

1. Definition of Class I and Class II suppliers in the bid not in line with the extant Order / Office Memorandum issued by DPIIT in this regard.
2. Seeking EMD submission from bidder(s), including via Additional Terms & Conditions, in contravention to exemption provided to such sellers under GeM GTC.
3. Publishing Custom / BOQ bids for items for which regular GeM categories are available without any Category item bunched with it.
4. Creating BoQ bid for single item.
5. Mentioning specific Brand or Make or Model or Manufacturer or Dealer name.
6. Mandating submission of documents in physical form as a pre-requisite to qualify bidders.
7. Floating / creation of work contracts as Custom Bids in Services.
8. Seeking sample with bid or approval of samples during bid evaluation process.
9. Mandating foreign / international certifications even in case of existence of Indian Standards without specifying equivalent Indian Certification / standards.
10. Seeking experience from specific organization / department / institute only or from foreign / export experience.
11. Creating bid for items from irrelevant categories.
12. Incorporating any clause against the MSME policy and Preference to Make in India Policy.
13. Reference of conditions published on any external site or reference to external documents/clauses.
14. Asking for any Tender fee / Bid Participation fee / Auction fee in case of Bids / Forward Auction, as the case may be.

Further, if any seller has any objection/grievance against these additional clauses or otherwise on any aspect of this bid, they can raise their representation against the same by using the Representation window provided in the bid details field in Seller dashboard after logging in as a seller within 4 days of bid publication on GeM. Buyer is duty bound to reply to all such representations and would not be allowed to open bids if he fails to reply to such representations.

This Bid is governed by the [General Terms and Conditions/सामान्य नियम और शर्तें](#), conditions stipulated in Bid and [Service Level Agreement](#) specific to this Service as provided in the Marketplace. However in case if any condition specified in General Terms and Conditions/सामान्य नियम और शर्तें is contradicted by the conditions stipulated in Service Level Agreement, then it will over ride the conditions in the General Terms and Conditions.

In terms of GeM GTC clause 26 regarding Restrictions on procurement from a bidder of a country which shares a land border with India, any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the Competent Authority. While participating in bid, Bidder has to under compliance of this and any false declaration and non-compliance of this would be a ground for immediate termination of the contract and further legal action in accordance with the laws. / जेम की सामान्य शर्तों के खंड 26 के संदर्भ में भारत के साथ भूमि सीमा साझा करने वाले देश के बिडर से खरीद पर प्रतिबंध के संबंध में भारत के साथ भूमि सीमा साझा करने वाले देश का कोई भी बिडर इस निविदा में बिड देने के लिए तभी पात्र होगा जब वह बिड देने वाला स अधिकारी के पास पंजीकृत हो। बिड में भाग लेते समय बिडर को इसका अनुपालन करना होगा और कोई भी गलत घोषणा किए जाने व इस

अनुपालन न करने पर अनुबंध को तत्काल समाप्त करने और कानून के अनुसार आगे की कानूनी कार्रवाई का आधार होगा।

---Thank You/धन्यवाद---
