

सिपेट : इंस्टिट्यूट ऑफ़ पेट्रोकेमिकलस टेक्नोलॉजी (आई.पी.टी.)

CIPET: INSTITUTE OF PETROCHEMICALS TECHNOLOGY (IPT)

(रसायन एवं पेट्रोरसायन विभाग, रसायन एवं उर्वरक मंत्रालय, भारत सरकार)

(Department of Chemicals & Petrochemicals, Ministry of Chemicals & Fertilizers, Govt. of India)

सिपेट:आई.पी.टी., 50 वां माइल स्टोन, डी सी आर यू एस टी कैम्पस, मुरथल, सोनीपत, हरियाणा -131039

CIPET: IPT, 50th Mile Stone, Near DCRUST Campus, Murthal, Sonipat (Haryana) - 131039

दूरभाष संख्या /Telephone No. 0130-2203000

टेलीफैक्स /Fax No. 0130-2203010

ईमेल/Email: murthal@cipet.gov.in

वेबसाइट/Website : www.cipet.gov.in



E-Tender For Providing Hostel Mess Facility at CIPET: IPT Murthal

E-Tender No: CIPET/IPT/Murthal/HM/2021-22/03 dated 01st December, 2021

Last Date of Submission (online) 21st December, 2021 up to 13.00 hrs.

Important Information & Dates

- Nature of work : Running of Hostel Mess Facility for around 700+ students
- EMD Amount : Rs. 1,50,000/- Only (Rupee One Lakh Fifty thousand only) in the payee cheque/DD in favour of CIPET Murthal payable at Murthal, Sonipat.
- Period for contract : Initially for a period of 01 year that may be extended for a similar or lesser period on same terms and conditions as mentioned in the Tender Documents (maximum up to 03 years)
- Last Date of submission of Tender(Online): 21.12.2021, 13.00 Hrs
- Date of Opening of Technical Bids : 21.12.2021, 14:30 Hrs
- Date of Opening of Commercial Bids : To be announced after evaluation of Technical Bid
- Address for the submission : Principal Director & Head
CIPET: IPT Murthal
DCRUST Campus, 50th Mile Stone, NH-1,
Murthal, Dist-Sonepat, Pin - 131 039 (HR)
- Scope of Work** : The contract is essentially for providing Hostel Mess services at CIPET: IPT Murthal. The scope of work, covered by the contract, is broadly but not extensively described as given below:
a) Cooking and serving meals - Breakfast (Morning), Lunch, Evening Tea/Snacks and Dinner.
b) Procurement of raw material
c) Managing and control of stocks and inventories;
d) Cleaning of utensils, kitchen and serving items;
e) Cleaning of cooking, dining and auxiliary areas;
f) Security of the equipment, utensils and other items in the Hostel Mess;
g) Maintenance of the equipment in the kitchen and dining areas;
h) Maintenance of books, ledgers, other records and documents related to running of the Hostel Mess;
i) Deployment and supervision of required manpower for the above mentioned job.

E-Tender Notice for Providing Hostel Mess Facility at CIPET: IPT, MURTHAL

CIPET: IPT Murthal invites E-Tender in two Bid systems (Technical and Financial) from interested Firms/Agencies for providing Hostel Mess Facility at CIPET-Murthal centre.

Sr. No.	Tender No. & Date	Name of the Item/ Work	EMD (in Rs.)	Tender Fees (in Rs.)	Last Date & Time of Bid Submission (Online)
1	CIPET/IPT/Murthal/HM/2021-22/03 dated 01.12.2021	Providing Hostel Mess Facility	Rs. 1,50,000/- Only (Rupee One Lakh Fifty Thousand only)	Rs.2500/- (Rs. Two Thousand Five Hundred Only) (TAX Inclusive) (Non-Refundable)	21.12.2021, 13:00 Hrs

Interested and eligible bidders may view and download detailed tender documents from CIPET's E-Tender portal www.tenderwizard.com/CIPET & www.cipet.gov.in. All Bids must be submitted through the online portal www.tenderwizard.com/CIPET. However, Bidders are also requested to submit a hard copy of the online Technical Bid duly sealed and signed with required enclosures to the Principal Director and Head, CIPET: IPT Murthal, DCRUST Campus, 50th Miles Stone, NH-1, Murthal, District Sonipat-131039 on or before 21.12.2021 up to 14:00 Hrs and super scribed "Tender for providing Hostel Mess Services" at CIPET: IPT Murthal.

The Tender Fee and EMD will be accepted in the form of Demand Draft/Banker's Cheque drawn on any Indian Nationalized Bank favouring "CIPET Murthal" payable at Murthal and shall be submitted at CIPET Murthal as specified on or before 21.12.2021 up to 14:00 Hrs in separate sealed cover along with hard copy of online submitted Technical Bids & required enclosures, failing which bids will be summarily rejected. However, a soft copy of the Tender Fee and EMD instruments shall also be uploaded along with the Technical Bid to be submitted online.

Salient information about the E-Tender:

1. Mode of submission: ONLINE. No offline Tenders will be accepted.
2. Availability of Tender Documents: All Bid formats (Technical & Financial) are available ONLINE at CIPET's e-Tender portal www.tenderwizard.com/CIPET, www.cipet.gov.in. The registered vendors can download Tender Document/Bids from these websites.
3. Who can participate for this e-Tender: The registered vendors of CIPET through www.tenderwizard.com/CIPET can only participate in this tender process.
4. How to register by a vendor:

The prospective bidders have to register with CIPET through the E-tender portal of CIPET at www.tenderwizard.com/CIPET by Online Payment of Rs. 1,500/- + Goods & Service Tax (As Applicable) to M/S. KEONICS LTD. On completion of the registration process, the bidders will be provided user ID and password. After receipt of User ID & Password, Bidders can log on at our e-Tender portal for downloading & uploading tender documents.

Tender Documents Fees of Rs. 2,500/- (Tax included) is Payable to CIPET, Murthal in the form of Demand Draft from any Nationalize Bank not drawn before the Date of Releasing of Notice Inviting Tender (NIT).

5. Processing Fees is **Rs. 7,080/- (inclusive taxes)** Payable Online separately to M/S. KEONICS LTD. Is there any device requirement for participation in e-Tender: Yes, Bidders should have valid Class 3 Digital Signature Certificate (DSC) device for participating in e-Tender. For integrity of data and its

authenticity/non-repudiation of electronic records and to be compliant with IT Act 2000, it is necessary for each user to have a Digital Certificate (DC), also referred to as Digital Signature Certificate (DSC) of Class-III issued by a Certifying Authority (CA) licensed by Controller of Certifying Authorities (CCA) [refer <http://www.cca.gov.in>].

6. Contact details for e-Tender related issue:

Name of the Service Provider: KEONICS		
Contact Person	Telephone/E-mail	Remarks
Local Representative of KEONICS		
KEONICS (Murthal) 1. Mr. Suraj	Mobile: +91-9599653865 Email: suraj@etenderwizard.com	For, Vendor registration/DSC /any other issue regarding e-Tender Process, please contact KEONICS as per details.

7. Bidders are hereby advised that all the documents to be submitted online are kept scanned and converted to PDF format in a separate folder on their computers before starting online submission. The schedule of rate (Excel Format) may be downloaded and rates may be filled appropriately in this format only. This file may also be saved in a separate folder on your computer.
8. While uploading/submitted the documents, it should be ensured that the file name should be the name of the document itself.
9. Bidders are advised to visit CIPET's e-Tender portal regularly for any Addenda/Corrigenda (if any) with regard to the e-Tender for which no separate paper advertisement will be published.
10. Last date of online submission of Tender bid: 21.12.2021 up to 13.00 Hrs.
11. *EMD and Tender Fee must be in approved mode and Duly Signed & Sealed in separate cover along with filled Technical Bid and with necessary enclosures shall be submitted in physical form (hard copy) in person/by speed post on or before 21.12.2021 up to 14:00 Hrs at CIPET: IPT, Murthal. Non receipt of which the Tenders are liable for rejection.*
12. Date & Time of Technical Bid Opening: 21.12.2021 at 14:30 Hrs.
13. Date & Time of Financial Bid Opening: Technically qualified bidders will be intimated the date & time after technical bid evaluation through the e-Tender portal.
14. Venue for Opening Bids: CIPET, DCRUST Campus, 50th Miles Stone, NH-1, Murthal, Distt. Sonipat-131039.

Eligibility Criteria:

Age of the Firm : More than 03 years as on 30.11.2021

Average Annual Turnover: 30 Lakhs & above in the last 03 financial years along with Income Tax Return, Final Account (Balance Sheet, Profit & Loss A/c & Trading A/c)

Individual Work Order/Purchase Order: Similar Experience of Running of Hostel Mess during last five year along with Purchase Order copies.

Registration Certificate: Firm establishment, GST etc. Attach Photocopy of all Certificates.

PAN No.: The firm should have valid PAN No. Registration (Attach Photocopy)

Firm should not be blacklisted (in the past) from any Govt./ Semi Govt./ Boards/Corporations or any other firm.

General Terms & Conditions

1. Online tender are invited for running of the Student Hostel Mess of the CIPET: IPT Murthal, Sonapat, in two bids: **(1) Technical/Qualification Bid** (Annexure-I) containing, the information regarding the business, turn over, experience and other details of the firm - to judge the suitability of the bidder; **(2) Commercial Bid** (Annexure -II) containing the price of the items/full day menu etc.
2. The Technical/Qualification Bids will be opened on **21.12.2021 at 14:30 Hrs** in the presence of bidders or their authorized representative(s). The authorized representatives/committee of CIPET-Murthal, Sonapat may also do a spot visit of the establishments of the caterers to assess their suitability as part of the Technical/Qualification Bid. The Commercial Bids of only those who are found Technically qualified by the Committee will be opened on a date/time to be decided later on and communicated to such eligible bidders.
3. The tenders supported by earnest money of **Rs. 1,50,000.00 (Rupees One Lakh Fifty Thousand only)** through a demand draft/banker's cheque valid for a period of three months shall be submitted by the Tenderer, issued by any Indian Nationalized Bank, drawn in favour of "CIPET-Murthal, Sonapat".
4. The successful tenderer/bidder, on award of contract, shall deposit Performance/Bank Security of Rs. 3,00,000.00 (Rupees Three Lakh Only) in the form of Demand Draft/Account payee cheque favouring 'CIPET Murthal' payable at Murthal, valid up to 90 days beyond the date of all contractual obligations. The EMD may be adjusted in the performance security as per the request in written by the tenderer.
5. The Performance/Bank Security shall be returned interest free on completion of contract.
6. The tender is not transferable under any circumstances at any stage.
7. Telegraphic, conditional or incomplete tender forms/bids shall be summarily rejected. Canvassing or influence of any kind, direct or indirect, shall lead to disqualification of the tenderer.
8. The tenderer who is awarded the contract shall be bound to execute and implement it from **the date of award of contract** by signing an AGREEMENT on the non-judicial stamp paper of the value of **Rs. 100/-** at his own cost. In the event of any tenderer backing out before the actual award or execution of agreement, the contract being awarded to him, the management will have right to forfeit the Earnest Money in full.
9. Tenderer/Bidder should also submit duly filled tender document with sign and seal on all pages in testimony of having read all the terms & conditions laid down in the tender document.
10. Tenderer/Bidder shall submit duly filled and signed Acceptance Letter in r/o Terms & Conditions and Certificate of Ethical Practices enclosed with Tender Document as Annexure-B & Annexure-C.
11. The Present Food Contractors working in CIPET: IPT Murthal, Sonapat may or may not be considered for this tender (depending upon the services, quality & capability of their work).
12. Bidder has to submit the proof of labour license with enclosures.
13. All disputes shall be subject to Sonapat Jurisdiction only.

CIPET reserves the absolute right to accept/reject any or all bids at any stage of the tender process without assigning any reason whatsoever.

Principal Director & Head
CIPET: IPT, Murthal

Specific/Special Terms and Conditions

1. The Contract for Hostel Mess services shall remain valid initially for a period of one year. However, in order to evaluate the performance and services of the contractor/bidder, the contract will be given for trial period of 03 months, the contract for the remaining 09 months will be confirmed only if the services and quality of items served by the contractor/bidder are found satisfactory during the trial period. The one year contract period is subject to renewal, on annual basis, by CIPET: IPT Murthal on satisfactory performance of the contractor/bidder without inviting the tender up to 02 years (i.e. maximum tenure 03 years).
2. Bidder shall enter into an agreement for execution of this contract as per prevalent rules and regulations of Government of India and shall bear full cost for the same.
3. One month notice is required on either side for termination of the contract if such a condition arises during the contract period.
4. The contractor shall not appoint any sub- contractor for the work assigned to the agency. Also, neither part of the contract nor any share or interest therein shall in any manner or degree be transferred, assigned or sublet by the contractor directly or indirectly to any person, firm or whosoever; Subletting of contract (fully/partially) can lead to termination of the contract.
5. CIPET: IPT Murthal will provide necessary facilities such as electricity (on chargeable basis), furniture etc. Contractor/bidder must take care of fixtures, furnishings, fittings, equipments etc. provided by CIPET Murthal. Contractor/bidder will be responsible for any **loss/damage** other than usual wear and tear. On completion/termination of the contract, the contractor will hand over all the equipments/furniture/articles etc., provided by CIPET: IPT Murthal, in good working conditions, back to CIPET: IPT Murthal, failing which the entire cost of the same will be recovered from Security Deposit.
6. The Contractor/Bidder should have all the kitchen equipments such as Gas Cylinder, Vegetable Cutter, Glasses, plates, Kadhai, Frying and Spoons etc. The institute is not having obligation to provide the above.
7. The responsibility to maintain safety, health and hygienic conditions in and around the Hostel Mess will be of the bidder. Warden's suggestions / actions regarding cleanliness have to be followed and the expenditure towards this is to be borne by the bidder.
8. The bidder is required to keep one Hostel Mess supervisor, cook and helper(s) for effective functioning and management of the Hostel Mess. The age of manpower deployed by bidder at Hostel Mess must be between 18 to 50 years.
9. The bidder is required to maintain the details / records of all Hostel Mess workers. This information along with their photographs shall be submitted to CIPET: IPT Murthal.
10. The bidder shall not employ any Hostel Mess worker whose track record is not good. Staff deployed by bidder should not have involved in any crime / offence / police case.
11. Responsibility of providing Medically-Fit Staff/Worker at Hostel Mess - The contractor shall ensure that all employees engaged by him are free from communicable/ infectious disease and are also medically fit to work at Hostel Mess. All Mess Staff/workers deployed at CIPET Murthal Hostel Mess should be fully vaccinated in r/o COVID- 19. If in the opinion of the Institute any of the contractor's employee(s) is found to be suffering from any such disease, the Hostel Mess Committee/ Warden shall have the right to ask the contractor to remove such employee(s) immediately. The Institute shall be entitled to restrain such employee (s) from entering into the Hostel Mess premise. Thereafter, the contractor shall have to provide a substitute(s) within a reasonable time.
12. Bidders are required to give uniform to the Hostel Mess worker/supervisor.

- 13.** The bidder shall be completely responsible for appropriate behaviour of the Hostel Mess workers. If it is found that any worker has misbehaved with any of the hostel inmates / CIPET staff, he has to take action as suggested by the Warden under intimation to the **Management**.
- 14.** If behaviour of Hostel Mess workers deployed by bidder is not up to the mark or, the quality of the food is found below standard or unhealthy or unhygienic, then CIPET: IPT Murthal is fully empowered to terminate the contract with a short notice of one week.
- 15.** The food, raw materials, ingredients etc. are to be of good quality, clean, fresh, nutritious, hygienic and edible. Any type of cooked food shall not be stored / preserved after meals, non compliance of same shall be considered as violation of terms and conditions of contract and shall invite penalty for the same.
- 16. The following brands of grocery items are permissible to be used.**
Atta: Shaktibhog/Ashirwad/Pillsbury/GoldenKhazana
Cotton seed oil/ Sunflower: Fortune/Saffola
Musturd Oil: - Kachi Ghani,Double Hiron,Patanjali
All type of Masala: Badshah/Everest/MDH
Ghee/butter: Amul /Vita/Britannia/ Mother Dairy
Tea: Tata Tea/Taj Mahal/ Brook Bond
Salt: Tata/Annapurna/ Ashirwad
Noodles: Maggie/Top Roman / Knorr
Rice: Good quality /any other equivalent to this / as approved by Management.
Milk / Curd: Amul /Vita/Mother Dairy or any other good quality
- 17.** Sample daily menu to be followed by the bidder is attached with this document as Annexure-A. Hostel Mess Menu will be prepared in consultation with hostel mess committee. Menu can be changed, to suit the availability of seasonal vegetables and their market supply.
- 18.** The meals should be served at following timings:
Morning Tea -- 6.30 AM TO 8.00AM
Breakfast -- 8.00 AM TO 09.00AM
Lunch -- 1.00 PM TO 2.00 PM
Evening Tea -- 4.30 PM TO 5.30 PM
Dinner -- 8.00 PM TO 9.00P.M
The timings may be changed as and when such circumstances arise.
- 19.** If any student/staff from Jain community asks for Jain meal, contractor shall provide the same on request. (As per AICTE guidelines).
- 20.** Bidder shall provide light food/sick diet to the sick student(s) and no extra charge will be paid for the same.
- 21.** All the items to be served in the Hostel Mess shall be prepared preferably in the Hostel Mess.
- 22.** FESTIVE SPECIAL MEALS: To be provided as directed by Hostel Warden/ Management for special occasion based on holiday calendar of the Institute.
- 23.** Storage / consumption of any alcoholic drink / liquor are strictly prohibited. The bidder shall not serve any of such substance / drink in Hostel Mess/ hostel. Smoking, consuming gutkha, tobacco, paan, etc. is also prohibited in hostel premises.
- 24.** The bidder must put complaint register at the entrance of the Hostel Mess which will be checked by Hostel Mess committee/ Hostel Warden on regular basis.
- 25.** First Aid kit should be maintained by the bidder.

- 26.** Hostel Mess will be closed as per the prior instructions of Management during vacation.
- 27.** Hostel Mess facility will be opened/closed at CIPET: IPT Murthal on short notice as per guidelines/SoP issued time to time by Local Authority, State Government/Central Government in r/o COVID-19.
- 28.** The Hostel Mess Supervisor/workers shall be trained on COVID responsible conduct at all time. They have to ensure that proper social distancing should be followed by all students in Mess area and the meal timings should be staggered to avoid overcrowding.
- 29.** The Hostel Supervisor should ensure that sufficient soap and sanitizers for hand washing to be provided in Hostel Mess and Food grade disinfectants shall be used for frequent cleaning of surfaces and washing of floors. No bleach, washing soda, detergent powder to be used for washing of fresh vegetables etc.
- 30.** The Hostel Mess utensils are to be cleaned with hot water using detergent powder/soap after every meal.
- 31.** Drainage line to be maintained/ repaired in case of blockage due to wastage of food material by the bidder at his own expenses.
- 32.** Bidder shall collect the guest charges directly from the students / guests who are not registered for Meals.
- 33.** The payment of the successful bidder will in one / two instalments of the actual Hostel Mess bill within 15 days after depositing the bill. The successful bidder will submit monthly bill as per actual/attendance within 7 days after completion of the month.
- 34.** Deductions like Income Tax/VAT/ Goods & Service Tax (GST) or any other tax at the rate as applicable from time to time, will be made from the bidder's Hostel Mess bill.
- 35.** Safety Regulations - In respect of all labour, employed directly or indirectly by contractor to perform the assigned job as part of the agreement, the contractor shall make necessary arrangements for the safety and security of workmen at his own cost as per various safety regulations, rules and orders/acts as applicable. Fire safety equipment at mess kitchen will be borne by the bidder/contractor.
- 36.** Bidder shall be solely responsible in case of incidence(s) of food poisoning and shall bear the complete expenditure arising out of this for medical treatment of the hostel inmates. In addition, penalty may be imposed on the bidder as decided by the Committee members/Warden/Management for such incidence(s).
- 37.** The contractor/bidder shall at all times keep indemnified CIPET: IPT Murthal, Head of the Institute & its Officers, designated concern staff for and against third party claims whatsoever (including property loss & damage, personal accident, injury or death of any person) and/ or the contractor/bidder at his/her on cost take initiative at all time, maintain all liabilities under Workman's Compensation act, personal injuries, Employee's State Insurance Act, PF Act, etc. in force from time to time.
- 38.** The bidder has to follow all labour laws / government laws in regard of employing the Hostel Mess workers. The bidder shall be solely responsible for any dispute / violation of labour laws / government laws.
- 39.** Wages to the Hostel Mess workers will be disbursed by the bidder, without waiting for clearance of his pending bills, as per Payment of Wages Act, Minimum Wages Act etc. If bidder will not give wage to the Hostel Mess workers as per the Govt. labour laws, his contract may be terminated with a short notice of one week. The decision of committee members/Wardens will be final in this matter.
- 40.** Fulfilment of Statutory Provisions - The contractor shall be responsible for fulfilling the requirement for all statutory provisions of relevant enactments viz. Industrial Disputes Act, Contract labour (Regulations and Abolition) Act and all other labour and Industrial enactment in r/o all staff deployed by bidder at CIPET: IPT Murthal. The Institute shall be indemnified for any action brought against it for any violation/non-

compliance of any of the provisions of any of the acts, etc. The contractor shall maintain all records required to be maintained under statutory enactments, Warden and his authorized representatives shall be entitled to inspect all such records at any time.

- 41.** Workers deployed by bidder/contractor at CIPET: IPT Murthal shall not have any claim against CIPET for employment or regularization of services by virtue of being employed by the contractor/bidder.
- 42.** The Contractor/Bidder will be fined as per below cases:
- i. Unavailability of complaint register on the counter/discouraging the complaint would lead to a fine of Rs. 1000/-.
 - ii. 3 or more complaints of insects found in any meal would invite a fine of Rs. 2000/-.
 - iii. 10 or more complaints of unclean utensils in a day would lead to a fine of Rs. 2000/-.
 - iv. If Hostel Mess committee agrees that certain meal was not cooked properly then a fine of Rs. 1000/- would be imposed.
 - v. If food for any meal over within timings of Hostel Mess and waiting time is more than 20 minutes, then a fine of Rs. 1000/- would be imposed.
 - vi. Changes in menu without permission of Hostel Mess committee would result in a fine of Rs. 2000/-.
 - vii. Fine on any discrepancy (personal hygiene of workers, Kitchen area, dining area etc) will lead to fine of Rs. 2000/-.
 - viii. Absence of proprietor/representative from Hostel Mess committee meeting (which will be held once every month) will attract a fine of Rs. 10,000/- on caterer.
 - ix. For any rules stated in the agreement - First violation of the rule implies fine as mentioned above. Second violation of the same rule in the same calendar month will attract triple of the amount of fine. All subsequent violations of the same rule would invite five times of the amount of fine.
- 43.** Dispute, if any, arising out of Contract, shall be settled by mutual discussion, alternatively by arbitration system. Thereafter only, legal course under jurisdiction of Sonipat courts only will be used as medium to settle the dispute.

ANNEXURE-A**DAILY HOSTEL MESS MENU**

Sl. No	Day	Breakfast (8.00 AM TO 09.00 AM)	Lunch (1.00PM TO 2.00 PM)	Dinner (8.00 P.M to 9.00 P.M)
1	Monday	02 nos. of Aloo Paratha with Tea	Roti + Rice + Chana Dal + Mix Veg + Salad / Pickle / Papad	Roti + Rice + Dal + Chhole + Salad / Pickle / Papad
2	Tuesday	Poha & Jalebi (02 piece) with Tea	Roti + Rice + Dal Fry + Aloo Beans Sabji + Salad / Pickle / Papad	Roti + Rice + Mix Dal + Seasonal Veg + Salad / Pickle / Papad
3	Wednesday	02 nos. of Bread Pakoda with Tea	Roti + Rice + Chhole + Raita + Salad / Pickle / Papad	Butter Roti + Pulao + Dal Fry + Paneer Masala + Sweet Dish + Salad / Pickle / Papad
4	Thursday	02 nos. of Onion Paratha + Pickle with Tea / 02 nos. of Kachori + Chutney with Tea	Roti + Rice + Dal Makhni + Seasonal Veg + Salad / Pickle / Papad	Roti + Rice + Masur Sabut Dal + Aloo Shimla Mirch + Salad / Pickle / Papad
5	Friday	02 nos. of Plain Paratha + Sabji with Tea	Roti + Rice + Masur Malkha Dal + Aloo Matar+ Salad / Pickle / Papad	Roti + Rice + Arhar Dal + Sukhi Sabji + Salad / Pickle / Papad
6	Saturday	Upma/Sandwich with Tea	Roti + Rice + Rajma + Raita+ Salad / Pickle / Papad	Roti + Rice + Chana Dal + Bhindi + Raita+ Salad
7	Sunday	Puri + Sabji with Tea	Roti + Rice + Dal + Matar Paneer + Salad / Pickle / Papad	Roti + Rice + Moong Sabut Dal + Palak Sabji + Dahi

ANNEXURE-B

TENDER/CONDITIONS ACCEPTANCE LETTER

(To be given on Company Letter Head) Date: _____)

To

The Principal Director & Head
CIPET- Murthal

DCRUST Campus, 50th Mile Stone, NH-1, Murthal, Dist – Sonapat -131 039 (**HR**)

Sub: Acceptance of Terms & Conditions of Tender.

Tender Reference No.:

Tender Name:

Dear Sir,

1. I/We have purchased/downloaded the tender document(s) for the above mentioned 'Tender/Work' from the CIPET website- www.cipet.gov.in as per your advertisement, given in the above mentioned website.

2. I/We hereby certify that I / we have read entire terms and conditions of the tender documents from Page No. _____ to _____ (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.

3. The corrigendum(s) issued from time to time by your organization too has also been taken into consideration, while submitting this acceptance letter.

4. I/We hereby unconditionally accept the tender conditions of above mentioned tender document(s) / corrigendum(s) in its totality / entirely.

5. 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 Faithfully,

(Signature of the Bidder, with Official Seal)

ANNEXURE-C

CERTIFICATE OF ETHICAL PRACTICES

(This document shall be duly signed by the tenderer and to be attached with Technical Bid)

1. I/We assure the CIPET: IPT Murthal, Sonapat that neither I/We nor any of my /our workers will do any act/s, which are improper / illegal during the execution of the contract awarded to us.
2. Neither I/We nor anybody on my/our behalf will indulge in any corrupt activities /practices in my/our dealing with the organization/institution.
3. I/We will have no conflict of interest in any of our work/contract at the institution.
4. We will keep the Canteen and its surroundings hygienic, neat & clean. It is our responsibility.
5. Our firm is not blacklisted by any Govt./Semi Govt. or any other organization.

Place: -----

Date: -----

Yours Faithfully,

(Signature of the Bidder, with Official Seal)

ANNEXURE-I**Technical /Qualification Bid****PART 1****PROFILE OF THE TENDERER**

Sl. No	Particular	
A.	Should have minimum 3 years' experience and technical expertise in undertaking similar works with minimum annual turnover of Rs. 30 lakh, exclusively in Catering services, preferably at large institutional establishments.	Details to be provided
B.	Should have/obtained before commencement of the work the requisite licences, approvals, certificates from all statutory authorities viz. Municipal/Income Tax/Sales Tax/Commercial Tax Depts. valid for the entire duration of the above work.	Informative and for Strict Compliance
C.	The Agency shall furnish details of any legal case or any issues, if any, pending in any court of law against them or the concerned authorities, especially with regard to any violation in the statutory laws, etc. The bids of such tenderers having any pending/ongoing/contemplated issues relating to Income Tax, Sales tax etc. and on concealment of any such information will be liable to be rejected straightaway without any notice.	Details to be provided
1.	Name of the applicant/ Firm :	
2.	Registered Office :	
3.	Year of establishment :	
4.	Type of Organization : (whether proprietorship, partnership, Private Ltd., Certified copy of a Partnership deed/ Certificate of Incorporation/ Certificate of Registration issued by the Registrar of Cooperative Societies/ as the case may be enclosed)	
5.	Name of the Proprietor, Partners/ Directors of the Firm with Address and Phone Number	
6.	Food License Number (copy of certificate is to be enclosed)	
7.	PAN Card (Income Tax return of last Three Financial Year) [copy to be enclosed]	
8.	Goods & Service Tax Registration No. [copy to be enclosed]	
9.	Number of persons employed: Permanent.....Temporary.....	
10.	Whether 24x7 service and support will be available	
11.	Do you have on office at Sonapat? If so, Please provide the Address and Telephone No.	
12.	Undertaking should be provided by the firm that it is not blacklisted in the past on the letter head of firm.	

Place:

Date: (Name, Designation and Signature with Seal of the Company)

PART 2**DETAILS OF PREVIOUS CONTRACTS**

Period of Contract From To	Name and Address of the Organization with reference letters	Name of the Contact person & Phone No.	Value of Contract and other Details	Remarks

Give details of current contracts, if any, of similar services being rendered by you and which will be available for inspection by our officials:

Period of Contract From To	Name and Address of the Organization with reference letters	Name of the Contact person & Phone No.	Value of Contract and other Details	Remarks

Place:

Date:

SIGNATURE OF THE TENDERER

PART 3

Undertaking:

I/We hereby undertake that if any information given in the technical 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: IPT Murthal.

Name & Signature of the Contractor /Authorized signatory
with stamp of the Agency/Company

Annexure-II**Financial/Commercial Bid**

Central Institute of Petrochemicals Engineering & Technology			
Name of Work		Providing /Running of Hostel Mess Facility	
Name of Contractor			
Sr.No.	Description of Items	Rate Quoted in Figures (Rs.)	Rate Quoted in Words (Rs.)
1	Rate per day - per student for Morning Tea & biscuit		
2	Rate per day per student for breakfast		
3	Rate per day per student for Lunch		
4	Rate per day - per student for Evening Tea & biscuit		
5	Rate per day per student for Dinner		
6	Total Cost (per day per student)		

Note: Above mentioned price includes all kind of material costs, transportation costs and profit margin of contractor

Name & Signature of bidder with official stamp