



प्लाज्मा भौतिकी केंद्र- प्लाज्मा अनुसंधान संस्थान
Centre of Plasma Physics- Institute for Plasma Research
सोनापुर-७८२ ४०२, असम, भारत Sonapur-782402, Assam, India
Tel: +91-0361-2313102 Web: www.cppipr.res.in



BID DOCUMENT

Tender No: CPP-IPR/TPT/TN/2019-20/124 Date: 13.01.2020

Tender for Providing Canteen/Cafeteria Services on Rate Contract Basis

at

**Centre of Plasma Physics-Institute for Plasma Research,
Nazirakhat, Sonapur-782402, Kamrup, Assam**

Estimated Cost: Rs. 10 Lakhs (Approx.) for two years

Bid Validity :120 days from the date of opening of Tender

Earnest Money Deposit: ₹ 20,000/-

Tender Fee ₹ 300/-

Tender No: CPP-IPR/TPT/TN/2019-20/124 Date: 13.01.2020

IMPORTANT DATE

Date of Release of Tender Document	15/01/2020
Last date of download of Tender Document	07/02/2020
Last Date and Time for Submission of bids	11/02/2020 at 1:30 PM
Date and Time of Opening of Technical bids	11/02/2020 at 3:30 PM



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TENDER DOCUMENT

1. INTRODUCTION

The Centre of Plasma Physics -Institute for Plasma Research (here after referred as, 'CPP-IPR') is a Centre of Institute for Plasma Research, Gandhinagar, Gujarat, which is an aided Institute under the Department of Atomic Energy, Government of India engaged in theoretical and experimental studies in plasma science, including development of plasma technologies for industrial applications.

Sealed bids on behalf of Acting Centre Director, CPP-IPR are invited under Two Bid System, i.e., **Technical Bid and Financial Bid** from a bonafide, resourceful and reliable service providers/Contractors for providing Canteen Services on Rate Contract basis at CPP-IPR, Nazirakhat, Sonapur, Kamrup, Assam for TWO YEARS.

Interested bidders may download the tender document from the CPP-IPR website <http://www.cppipr.res.in/tender.html>

2. a) EARNEST MONEY DEPOSIT (EMD) AND TENDER FEE

1. The Tenderer shall submit, as part of their bid, interest free Earnest Money Deposit (EMD) for Rs. 20,000.00 and Tender Fee Rs.300.00 as specified in the Tender Notice. **EMD and Tender Fee** shall be submitted by way of Demand Draft from SBI/nationalized banks issued in favour of "Institute for Plasma Research a/c CPP" and payable at Sonapur.

Tender received without EMD and Tender Fee will be rejected.

2. The EMD of unsuccessful Tenderer will be discharged/refunded after finalizing award of the Contract.
3. The successful Tenderer's EMD shall be discharged/refunded Upon the Bidder submitting the Security Deposit as specified in the contract, without any interest.

The EMD may be forfeited:

1. If a Tenderer withdraws or amends or modifies or impairs or derogates its bid during the period of bid validity specified by the Bidder on the Bid Form; or
2. In case of the successful tenderer, if the tenderer fails to furnish order acceptance within 15 days of the order or fails to submit the Security Deposit within 21 days from the date of contract/order.

2. b) TENDER FEE

The bidders can download the tender documents from our website (<http://www.cppipr.res.in/tender.html>) and should submit a tender fee of **Rs.300.00** (Rupees Three hundred) only through Demand Draft from a Nationalized/Scheduled Bank issued in favor of "Institute for Plasma Research A/C CPP" payable at Sonapur.

3. SECURITY DEPOSIT

The successful bidder has to deposit an amount of **10 % of the tender value** as a security deposit within 10 days from the date of issue of letter of intent. The deposit has to be in the form of demand draft/pay order/bank guarantee from SBI or any nationalized banks. This has to be issued in favour of "*Institute for Plasma Research a/c CPP*" and payable at Sonapur. No interest shall be paid thereon. The security deposit will be refunded to the contractor after 6 months from the date of expiry of the contract after recovering the dues if any.

The whole amount of the Security Deposit is liable for forfeiture in case of noncompliance of the terms and conditions of the canteen contract. The security deposit is also liable to appropriated against dues payable to CPP-IPR under the agreement or damage or expenses that may be sustained by CPP-IPR as a result of negligence or such acts and omissions on the part of the contractor or the persons deployed by him at CPP-IPR.

In the event of such adjustment of security deposit fully or partly, the contractor shall immediately make good the amount so appropriated from the security deposit in the form of demand draft failing which it shall be adjusted from the amount payable to the contractor.

The Security Deposit shall be held by CPP-IPR as security for the due performance of the contractor's obligations under the Contract, PROVIDED that nothing herein stated shall make it incumbent upon CPP-IPR to utilize the Security Deposit in preference to any other remedy which CPP-IPR may have, nor shall be construed as confining the claims of CPP-IPR against the contractor to the quantum of the Security Deposit.

4. INSTRUCTIONS FOR TWO PART TENDER

The bids are invited under two bid system, i.e., **Technical Bid and Financial Bid**. The interested bidders are advised to submit two separate sealed envelopes labelled as, "Technical Bid" (Envelop No.1) and "Price Bid" (Envelop No.2). These two sealed envelopes should be kept in a third sealed envelope which can be labelled as "Bid for Rate Contract for Canteen Services". Submit the envelope to The Acting Centre Director, Centre of Plasma Physics-IPR, Nazirakhat, Sonapur, Kamrup, Assam on or before 13:30 Hrs on 11/02/2020.

Technical Bid (Pre-qualification criteria)

The pre-qualification criteria are as follows:

- **The bidder has to be a company/proprietor/partnership firm registered for this purpose under any Law/Act of Govt. of India. Supporting documentary evidence (Certificate of incorporation/ Registration, etc.) need to be enclosed.**
- **The bidder should have an addressing any place of Assam. A valid documentary proof should be enclosed along with the bid.**
- 3. **The bidder should have GSTIN Reg. No and PAN Registration Certificate.**
- 4. **The bidder should have at least 1 years of experience as on date of release of tender of having rendered catering services in Government/ Semi Government/ PSU or reputed Organization. Documentary evidence such as Work Orders / Agreements / Certificates, etc. need to be submitted.**

The Bidders need to submit technical bid along with copies of the above documents (1-4) in a sealed **Envelope No.1** along with EMD and tender document fees, failing which the bids will not be considered for further process.

Each page of the bid document must be duly signed and sealed by the Authorized Signatory of the firm/ company for the compliance.

5. FINANCIAL BID

The bidders are required to fill and submit the **Financial Bid** as per Annexure-II of the tender document. The Financial Bid must be submitted in the sealed Envelope No -2.

Site Visit & Pre-Bid Meeting:

The bidders are requested to visit the site before submitting the tender.

The following may be contacted for coordinating the site visit.

Dr. S.S. Kausik, Chairperson, C&TC, Dr. N.K. Neog, Chairperson, MWCAC or Mr. S. Sarma, Member Secretary of C&TC and MWCAC.

It may please be noted that any clarifications required in this tender either technical or otherwise shall be sought before submission of bid. Bidder shall not have any right to revise their price bid after the due date & time of submission of bids.

General Information:

- The envelope containing Technical Bid (Envelope No.1) will be opened first on 11/02/2020 in the presence of the authorized representatives of the bidders (please carry an authorization document for the same).
- As per pre-qualification criteria, the bidders will be shortlisted on the basis of the list of submitted documents.
- After the pre-qualification, the Financial Bids (Envelope No.2) of the shortlisted bidders will be opened in the presence of their representatives (carrying authorization).
- Any effort by a bidder or bidder's agent / consultant or representative to influence in anyway concerning scrutiny / consideration / evaluation / comparison of the bid or decision concerning award of contract shall entail rejection of their bid.

- The rates for items must be quoted in Indian Rupees and should be inclusive of all taxes but excluding GSTIN.
- The incomplete and conditional bids shall not be considered and will be rejected.
- All entries in the bid form should be legible and clearly filled. The cuttings, if any, in the Bid application must be initialed by the person authorized to sign the bid.

6. SCOPE OF WORK

This scope is for providing canteen services for the Staff and Guests of CPP-IPR, Sonapur, Kamrup, Assam.

The Contractor is required to run the canteen for serving tea, coffee, lunch, snacks, etc. to employees of CPP-IPR. Additionally, canteen services will also have to serve the CPP-IPR guests as well as the participants of various academic and training programs organized at the Institute's premise. These extra services include serving Tea, Coffee, Milk, Snacks, Cold Drinks, Juices, Seasonal fruits, High tea, Lunch, Dinner, Special lunch /dinner, etc. whenever and wherever required within the premises.

7. FACILITIES:

The following facilities are provided on-site:

- Place for preparation of meals, beverages, snacks etc. (hereinafter referred to as "Preparation Room") equipped with all required equipment.
- Furnished dining halls with service counters.
- Fully furnished kitchen with all required equipment and working tables, etc.
- A water-cooler for drinking water, Refrigerator for storage of vegetables, milk, curds, cold drinks etc.
- Water connection for drinking and washing and electrical power for electrical appliances.
- LPG connections.
- The Contractor shall be required to pay a token license fee of Rs.1/- per month for the premises permitted to be used by him.

The Contractor is responsible for the proper maintenance of the above items. All these items are required to be returned to CPP-IPR on the expiry/termination of the contract. Any loss due to damage, breakage or mishandling will have to be borne by the Contractor. The contractor is expected to take a monthly stock of these items and report to the concerned officer in-charge.

8. FUEL FOR PREPARATION:

The contractor will be provided empty Commercial LPG cylinders. Full cost of LPG refills including transportation and incidental charges shall be borne by the contractor. The contractor shall have to make his own alternate arrangements in case of non-availability of LPG cylinders.

9. AUTHORITY LETTER

The tenderers who wish to participate in the opening of the tenders may depute their representatives to CPP-IPR on the date and time, indicated in the tender notice. They need to carry an authority

letter addressing to the Acting Centre Director, CPP-IPR and submit to the officers who are opening the tenders for inspection. If the representative fails to produce the authority letter on behalf of the tenderer, he/she may be debarred from participation in tender opening.

If the tenderers representative reaches CPP-IPR late they may not be allowed to take part in the tender opening. Only one representative of each tenderer will be permitted to participate in the tender opening.

10. CONTRACT EXECUTION

The contract shall be for a period of two years from the date of the award of contract with an initial trial period of three months. The performance will be evaluated during the trial period of the contract. At the discretion of CPP-IPR, the trial period may be extended further for a period of three months or more, if the services are not found satisfactory. CPP-IPR reserves the exclusive right to terminate the contract without notice, during the trial period/extended trial period without assigning any reason whatsoever. The contract may further be extended for a maximum one year or part thereof on the same terms and conditions by mutual agreement between both parties.

On receipt of the Letter of Award, the contractor should submit Security deposit within two weeks from the date of receipt of Letter of Award.

After the contract is awarded, if the Bidder does not sign the agreement or fails to furnish the Security Deposit within two weeks from the date of receipt of LOI & if the operations are not started within fifteen (15) working days after submission of Security Deposit., as mentioned, CPP-IPR reserves the right to cancel the contract and apply all remedies available under the terms and conditions of this contract.

11. TERMS OF PAYMENT

The Contractor shall pay all taxes, levies, work contract tax, etc., of the Government under provision of the Income Tax Act or as per the advice of the Income Tax Authority. Deduction of Income tax/Works Contract tax/any other taxes shall be made from payment due as per relevant provisions of the Income Tax Act or as per the advice of the Income Tax Authority/other Competent Authority.

The contractor has to submit a monthly bill (s) for canteen services provided or before the 5th day of the subsequent month. Contractor shall raise a separate bill for the services provided to the staff on regular & subsidized basis and to the guests during meeting/ conferences. The payment will be released after receipt of the bill & its scrutiny.

GSTIN, at applicable rates, will be reimbursed on production of proof of payment as per the prevalent rates prescribed by the Government and subject to the provision for the same as amended from time to time.

No claim for interest will be entertained by CPP-IPR in respect of any payment which will be withheld with CPP-IPR due to discrepancy between CPP-IPR & Contractor or due to Administrative delay for the reasons beyond the control of CPP-IPR.

Payment may be denied for any food items supplied without permission of competent authority of CPP-IPR.

12. RATE ESCALATION:

The rates are primarily fixed for the period of contract i.e. two years or extended period of contract, if any. However, the rates may be reviewed after satisfactory completion of every one year in the wake of rise in minimum wages – as per labour department notification and rise in price of food grains, depicted in the Food Price Index. The element of food grains in the rate would be considered 50% whereas element of minimum wages in the rate would be considered 30%. The escalation clause will be applicable to all food items in the menu as detailed in Annexure -II excluding the items which are provided on MRP. The Food Price Index of the month of awarding the contract would be considered as the base price index as published by the Government of India for respective centre i.e. for calculating escalation in 2021, base price of 2020 (date of award of contract) will be considered and for escalation in 2022, base price of 2021 will be considered. Example for calculating escalation: If there is 12% increase in food price index and 15 % in minimum wages, then rise will be calculated as below:

Cost factor	% increase in index	Escalation - contemplated to be given (%)	Food item quoted rate	Rise allowed (%)	Rise allowed (Rs)	Total Price after adding food and /or wages cost (to be rounded to nearest rupee)
Food cost	12	50	20	50% of 12 = 6	1.20	22.10 i.e. 22.00
Wage cost	15	30	20	30% of 15 = 4.5	0.90	

13. TERMINATION OF THE CONTRACT

The contract shall stand terminated:

- a) On expiry of three month's trial period or the extended trial period, unless it is confirmed.
- b) On expiry of the contract period, if not extended further.
- c) In case of unsatisfactory performance (lapse of services, unhygienic conditions, etc.) or for any other reason, the contract can be terminated by CPP-IPR at any time during the tenure of the contract at its sole discretion by giving one month's notice to the contractor.
- d) The contract shall stand terminated in the event of filing any legal petition against CPP-IPR by the contractor or any one of his employees in regard to labour laws/rules or in case of any agitation/ strike initiated by the contractors' employees.
- e) The contract can be terminated by the Contractor, after giving three months' written notice to CPP-IPR extendable by mutual agreement till alternate arrangements are made.

14. PENALTY

CPP-IPR reserves the right to impose a penalty ranging from Rs.500 to Rs.2000/- per day (to be decided by the competent authority of CPP-IPR depending on the gravity of the lapse/s) on the Contractor for any serious lapse in maintaining the quality and the services willfully or otherwise by the Contractor or his staff or for any adulteration. If the penalty is imposed four times in a calendar month, then CPP-IPR reserves the right to terminate the contract forthwith.

QUANTITY/QUALITY OF THE FOOD MATERIAL AND SERVICES:

- a. Complaints about the quality/quantity of the lunch/snacks/beverages etc. shall be investigated by the CPP-IPR Authorities. If on investigation, it is found that any preparation is substandard in quality/quantity a penalty ranging from **Rs. 500 to Rs.2000/-** will be imposed on the contractor accordingly.
- b. In case of persistent serving of substandard quality of items by the contractor, the contract shall be terminable by one month's notice by the CPP-IPR. The decision of CPP-IPR in this behalf shall be final and binding on the contractor.
- c. For any reason, if the contractor does not run the canteen services and locks the premises without the permission of the CPP-IPR, the CPP-IPR Authorities shall be at liberty to break open the lock and make an inventory of the articles. Such an inventory shall be final and binding on the contractor in connection with any mutual claims. In such eventuality, the CPP-IPR shall also be at liberty to make alternative arrangements for providing canteen services at the sole risk and cost of the contractor.

NO COMPENSATION FOR ALTERATION IN OR RESTRICTION OF WORK:

If at any time from the commencement of the contract, CPP-IPR for any reason whatsoever does not require the whole or part of the services as specified in the contract, CPP-IPR Authorities shall give notice in writing of the fact to the contractor who shall have no claim to any payment of compensation

whatsoever on account of any profit or advantage which he might have derived from the fulfillment of the contract in full but he did not derive in consequence of the full contract having not been carried out, nor shall he have any claim for compensation by the reason of any alterations having been made in the original contract.

15. GENERAL TERMS & CONDITIONS-

- The CONTRACTOR is fully and exclusively, liable for payment of Govt. taxes, levies, duties, comprehensive insurance, GSTIN and any other fees / taxes payable from time to time during the **pendency** of the contract. The CONTRACTOR shall produce the above referred documents along with monthly bill for verification to the CPP-IPR authorities.
- The CONTRACTOR shall have to pay minimum wages as prescribed by the State / Central Government to all his employees. The CONTRACTOR shall be responsible for fulfilling the requirements of all the statutory provisions of Contract Labour (Regulation & Abolition) 9 Act., Employees Provident Fund Act, Payment of Wages Act, Minimum Wages Act, Bonus Act, Gratuity Act and all other acts and enactments connected in providing the Food and services at our premises, at his own cost and risk, in respect of all staff employed by him. If due to any reason whatsoever, CPP-IPR is made liable, all such liabilities shall be recovered by CPP-IPR from any dues payable by the CPP-IPR to the CONTRACTOR and / or from the Security Deposit of the CONTRACTOR and available properties and sources of the CONTRACTOR through process of law
- The CONTRACTOR shall strictly comply with the provisions of Employees Provident Fund Act and register themselves with RPFCA before commencing work, if applicable. The CONTRACTOR shall deposit employees and employers contributions to RPFCA every month and a copy of the Challan should be submitted along with the monthly bill.

- The CONTRACTOR shall maintain various registers as per the Contract Labour (R & A) Act and other applicable acts and shall produce the same for inspection as and when required.
- The CONTRACTOR shall obtain the Insurance policy in respect of the staff engaged by him. The CONTRACTOR shall indemnify CPP-IPR under the Workmen's Compensation Act, 1923 and its amendment of all liabilities like death / disablement of the staff. The CONTRACTOR shall be permitted to start the job only after obtaining adequate insurance coverage from the authorised insurance companies.
- The contractor shall have valid registrations of his firm or company to do the business and shall also have the valid registration from competent Authority, Assam State.
- The contractor shall be responsible for complying with all the relevant statutory labour regulations. The contractor shall be solely liable for the consequences arising out of noncompliance of the provisions of any of the relevant statutory regulations.

The decision of CPP-IPR, as to whether the CONTRACTOR has adhered to the above obligations or as to whether the CONTRACTOR has committed any breach of the terms and condition, will be final and binding on the CONTRACTOR.

- The Contractor shall be responsible for engaging experienced & qualified manpower required for providing good canteen services in CPP-IPR.
- The employees of the Contractor should be healthy and should be free from any diseases, especially contagious and frequently recurring diseases.
- Before starting the work at CPP-IPR, the contractor needs to provide the particulars of all the employees who will be deployed at the CPP-IPR's premises for running the Canteen. Such particulars, inter alia, should include age/date of birth, permanent address, police verification report and profile of the health status of the employees. Contractor alone shall be responsible for his employees and they would not stake any claim of employment in CPP-IPR.
- The Contractor has to ensure proper discipline among his/her workers. The workers should not indulge in any unlawful activities and this will be the sole responsibility of the contractor.
- Employment of child labour is strictly prohibited under the law. Therefore, the Contractor should not employ or deploy any child labour below 14 years of age.
- In the event of violation of any contractual or statutory obligations by the Contractor, he/she shall be responsible and liable for the same. Further, in the event of any action, claim, damages, suit initiated against CPP-IPR by any individual, agency or government authority due to acts of the Contractor, the Contractor shall be liable to make good/compensate such claims or damages to the CPP-IPR. As a result of the acts of the Contractor, if CPP-IPR is required to pay any damages to any individual, agency or government authority, the Contractor would be required to reimburse such amount to CPP-IPR or CPP-IPR reserves the right to recover such amount from the payment(s) due to the Contractor while settling his/her bills or from the amount of Security Deposit of the Contractor lying with CPP-IPR.

- The Contractor shall ensure compliance of all laws relating to cleanliness, sanitary, hygienic and health conditions and other laws in force in the environment around cooking place, dining hall and surrounding etc.
 - The Contractor shall be personally responsible for the misconduct and behavior of his staff and any loss or damage to CPP-IPR's moveable or immovable property due to the misconduct of the Contractor's staff shall be made good by the contractor. If it is found that the conduct or efficiency of any person employed by the Contractor is unsatisfactory, the Contractor shall have to remove the concerned person and engage a new person within 48 hours of intimation by CPP-IPR. The decision of the competent authority of CPP-IPR in this regard shall be final and binding on the Contractor.
 - The Contractor shall not appoint any sub-contractor to carry out his obligations under the contract. Subcontracting will lead to immediate termination of contract. The Contractor shall keep the Canteen and its surrounding areas clean and undertake sanitation every day after the services are over. The cleaning includes cleaning of dining halls, utensils, kitchens, counters, benches, tables, chairs, etc. CPP-IPR management will have 24-hour access to inspect the canteen premises at any time for ensuring the cleanliness and hygienic conditions of the canteen's kitchen and dining halls.
- CPP-IPR reserves the right to appoint officers/officials to inspect the quality of raw material, food and other items prepared and served in the canteen. Any deficiencies pointed out by such officers/officials during their visits shall be properly attended to immediately by the Contractor.
- All work shall be carried out with due regard to the convenience of CPP-IPR. The orders of the competent authority shall be strictly observed.
- The Contractor will have to supply breakfast/lunch/dinner in the canteen at CPP-IPR as per requirement and schedule drawn for the purpose by the concerned authorities of the CPP-IPR.
- No minimum guarantee will be furnished to the Contractor towards consumption of food items. He/she is advised to maintain the highest quality so as to attract maximum number of CPP-IPR employees to avail canteen services.
- In case of any dispute arising out of the interpretation of the terms and conditions of the contract, the decision of the Centre Director, CPP-IPR will be final and binding.
- The food has to be cooked, stored and served under hygienic conditions. The contractor shall ensure that only freshly cooked food is served and the stale food is not recycled. Stale food shall be removed from Canteen premises as soon as possible and latest within 10 hrs of its preparation. Un-refrigerated cooked food, not consumed within six hours in summer months and ten hours in winter months, shall be deemed to be stale and unfit for consumption.
- The food shall be neither too spicy nor too oily. The food preparation shall be wholesome and shall generally cater to the taste of the employees/students.

- The oil that remains from deep frying at the end of the day s/hall have to be destroyed and shall not be allowed to be recycled for the purpose of cooking again.
- The food shall be cooked and served in clean utensils and no laxity shall be permitted in this regard. The utensils shall have to be maintained sparkling clean at all time. Trays shall be sterilized each morning before serving of any items.
- The contractor shall pay special attention to maintain the Canteen in a neat and tidy condition at all times. For this purpose, the Canteen has to be cleaned thoroughly after each meal regularly.
- The contractor need to ensure that only hot food is served. Complaint, if any, in this regard shall be dealt severely.
- Daily menu of lunch, breakfast and snacks should be adhered to as per the menu fixed by the Administration / Canteen Committee and the contractor should display the same in the Canteen.
- Contractor should keep the following articles available in the Canteen – Biscuits, food packets, namkeens, mineral water bottle, cool drinks etc.
- Contractor should report daily for attendance and quality check to the Officer in charge / Admin Staff.
- Any responsibility / any damage caused to the Institute should be borne by the Contractor, like gutter overflowing and any civil / maintenance work due to lapse of the contractor.
- Contractor shall be responsible for keeping the canteen neat and clean and in most hygienic conditions including pesticides and monthly up keeping.
- The bidders should quote for all the items.

PAST PERFORMANCE

In case the past performance of the bidder is not found to be satisfactory with regard to quality, services, and non -fulfillment of terms and conditions of the contract, their offer is liable to be rejected.

STATUTORY OBLIGATIONS

16. LAW GOVERNING THE CONTRACT:

This Contract will be governed by the laws of Government of India from time to time.

17. JURISDICTION:

The Courts within the local limits (i.e. Guwahati) of whose jurisdiction where this contract is signed shall, subject to Arbitration Clause, have jurisdiction to deal with and decide any matter out of this Contract.

18. SETTLEMENT OF DISPUTES:

CPP-IPR and the Contractor shall make every effort to resolve the disagreements or disputes arising between them under or in connection with the contract, amicably by direct informal negotiation.

If the parties have failed to resolve their dispute or differences by such mutual consultation, then either the Purchaser or the Supplier may give notice to the other party of its intention to commence arbitration, as hereinafter provided, as to the matter in dispute, and no arbitration in respect of this matter may be commenced unless such notice is given. Any dispute or differences in respect of which a notice of intention to commence arbitration has been given in accordance with this Clause shall be finally settled by arbitration. Arbitration may be commenced prior to or after delivery of the Goods under the Contract.

19. ARBITRATION:

In the event of any dispute or differences arising out of in connection with any of the terms and conditions of the Contract, the matter shall be referred to the Centre Director, CPP-IPR (if necessary to Director, IPR, Gandhinagar) for settlement. In case the parties to the contract are not in a position to settle the dispute mutually, the matter shall be referred to a Sole Arbitrator to be appointed in accordance with the Arbitration & Reconciliation Act, 1996 & Arbitration and Conciliation (Amendment) Act, 2015 as amended from time to time.

20. AMENDMENT OF BID DOCUMENT

At any time prior to the deadline for submission of proposals, CPP-IPR reserves the right to add/modify/ delete any portion of this document by issuance of a Corrigendum, which would be published on the website and will also be made available to all the Bidders who have been issued the tender document. The Corrigendum shall be binding on all bidders and will form part of the bid documents.

21. INDEMNITY

The Contractor shall keep CPP-IPR and all its officials indemnified from and against all suits, losses, claims, demands, proceedings, and liability of any nature brought or instituted against them by any of contractors' employees or any other third party in connection with, relating to or arising out of the performance of the services or non-compliance, deficiency, non-implementation of various provisions of statutory requirements.

22. FORCEMAJEURE

Neither party shall be in breach of any obligation under this contract if it is unable to perform that obligation in whole or part by reason of Force Majeure. If either party seeks to rely on this clause, it shall immediately give notice to the other with full particulars of the matter claimed as a Force Majeure event. The parties so affected shall take all reasonable steps to remedy the failure to perform and to keep the other party informed of the steps being taken to mitigate the effects of Force Majeure.

In the event of Force Majeure lasting for more than three months, either party may, following consultation with the other, give a notice of termination.

23. PERMISSIBLE BRANDS OF CONSUMABLES

The vendor must use ingredient of food with certification like FSSAI, FPO, AGMARK etc. wherever applicable

24. STANDARD AND CERTIFICATION

Sr. No	ITEM	SUGGESTED BRANDS
1.	Salt (Iodized)	TATA, ANKUR
2.	Sugar	Any standard Brand
3.	Spices	MDH, SONA, EVEREST
4.	Oil	DHARA, ENGINE, ANNAPUNA
5.	Ghee	ANNAPURNA, PATANJALI
6.	Pickle	MOTHERS, NILON's
7.	Wheat	GANESH, GOLDEN, ASHIRBAD, AMRITBHOG
8.	Milk	NESTLE, PURABI, AMUL
9.	Paneer	AMUL, PURABI, SITAJAKHALA
10.	Tea	TATA, RED LABEL, NAMERI, GOLAGHAT, etc.
11.	Coffee	NESCAFE
12.	Dal	RAJBHOG, BHUPAL, ORGANIC
13.	Rice	AIJUNG, BASMOTI

The Canteen committee, CPP-IPR shall have the right to change any brand of material used for cooking, provided the cost of the same does not exceed the cost of specified brand. The Institute may fix the brand for any other items during the tenure of the contract. The Contractor may use any other brand after obtaining prior approval from CPP-IPR.

Authorized Signatory (Signature in full): _____

Name and title of Signatory: _____

Stamp of the Company: _____

**Centre of Plasma Physics-Institute for Plasma Research
Nazirakhat, Sonapur, Kamrup, Assam**

Annexure-I

Bidders Details

Sr. No.	Particulars	
1.	Name of Firm/ Company	
2.	Is the firm/ Company registered? If yes, submit copy of documentary proof.	
3.	Registered Office Address	
4.	Contact No. / Fax/ Email	
5.	Name of the Contact Person and Address/ Mobile Number/ Fax No./ E-mail	
6.	List of major clients with whom the bidder has been / is currently associated. Give details.	
7.	Have you ever not completed any work awarded to you? If so, give name of the project and reason for not completing the work.	
8.	GST Code No. / PF Code No. ESI Code No./ PAN/ TAN Registration Certificate (Submit documentary proof).	
9.	Total work experience under the present name of your company/ firm.	

10.	Name & Address of the present organization where you are providing canteen services.	
-----	--	--

Authorized Signatory (signature in full): _____

Name and Title of Signatory: _____

Stamp of the Company: _____

BID FORM

To,
The Acting Centre Director
Centre of Plasma Physics- Institute for Plasma Research
Nazirakhat, Sonapur-782402, Kamrup (M), Assam

Sub: Rate Contract for Providing Canteen services at CPP-IPR

Dear Sir,

We the undersigned bidder, having read and examined in details the specifications and other documents of the subject Tender No. **CPP-IPR/TPT/TN/2019-20/124** **Date: 13.01.2020**, do hereby propose to execute the job as per specification as set forth in your Tender documents.

We undertake that our rates in the Rate Schedule have been submitted after reading and fully understanding terms and conditions mentioned in the tender document and more specifically the tender evaluation method and criteria. I/We have visited all the premises and verified the available facilities.

We agree that CPP-IPR reserves the right to accept in full/part or reject any or all the bids received or split order within successful bidders without any explanation to bidders and its decision on the subject will be final and binding on Bidder.

Dated, this.....day of2020

Authorized Signatory (Signature in full): _____

Name and title of Signatory: _____

Stamp of the Company: _____



प्लाज्मा भौतिकी केंद्र- प्लाज्मा अनुसंधान संस्थान
Centre of Plasma Physics- Institute for Plasma Research
सोनापुर-७८२ ४०२, असम, भारत Sonapur-782402, Assam, India
Tel: +91-0361-2313102 Web: www.cppipr.res.in



BID DOCUMENT

FINANCIAL BID

Tender No: CPP-IPR/TPT/TN/2019-20/124 Date: 13.01.2020

Tender for Providing Canteen/Cafeteria Services on Rate Contract Basis

at

Centre of Plasma Physics-Institute for Plasma Research,

Nazirakhat, Sonapur-782402, Kamrup, Assam

**Centre of Plasma Physics-Institute for Plasma Research
Nazirakhat, Sonapur, Kamrup, Assam**

FINANCIAL BID

Rate Schedule

(Subsidized Items for which bills may be submitted periodically)

Meals/Full thali: (Lunch/ Dinner- All working days)

RATE SCHEDULE

(Subsidized Items)

Item	Unit	Bidder's Price (inRs.)
a) MEALS / FULL THALI:(VEG) The full thali should consist of the following items – Rice/Roti(3 pcs)+ One Dal item + Two Sabji (One vegetable fry and One Gravy + Papad+ Lemon piece or Pickle + green Chilly	One Thali	
b) TEA / COFFEE		
Black Tea	One Cup	
Milk Tea	One Cup	

Meal / Full Thali (Non-Veg):

The Meal / Full thali may be required for special purpose, not for regular basis.

Of-course, C&TC or Authority may replace the regular meal with any one of the following meals, if feel so.

(Subsidized Items)

Item	Unit	Bidder's Price (inRs.)
c)Chicken Thali Rice/Roti(3 pcs)+ One Dal item + One Sabji + Chicken Curry/Fry+ Papad + Lemon piece or Pickle + green Chilly	One Thali	
d) Fish Thali Rice/Roti(3 pcs)+ One Dal item + One Sabji + Fish Curry/Fry+ Papad + Lemon piece or Pickle + green Chilly	One Thali	
e)Egg Thali Rice/Roti(3 pcs)+ One Dal item + One Sabji + Egg curry + Papad + Lemon piece or Pickle + green Chilly	One Thali	

Note:

- Vegetables are to be changed time to time depending upon season and availability and as decided by the C&TC of CPP-IPR.
- The Institute reserves the right to change the combination of meals.
- The GST at actual, shall be paid to the contractor, should be shown separately.

Annexure – II-B

Breakfast/ Miscellaneous Items on cash payment basis

Breakfast

Sr.No	Particulars	Rate (Rs.)	Remarks, if any
1.	Puri-Sabji-3 Pc (Alu-Motor/Alu Sana dal/ Alu fry Sabji/Alu-soyabeen or seasonable sabji available in the market)		
2.	Roti 2 Pc Sabji (Alu-Motor/Alu Sana dal/ Alu fry Sabji/Alu-soyabeen or seasonable sabji available in the market)		
3.	Paratha 1 Pc Sabji (Alu-Motor/Alu Sana dal/ Alu fry Sabji/Alu-soyabeen or seasonable sabji available in the market)		
4.	Bread Omlette (4pcs bread+one single egg omelette)		
5.	Veg Noodles		
6.	Egg Noodles		
7.	Chicken Noodles		

Annexure – II-C

Meals – Lunch/ Dinner for Official Meetings (Per Plate) –Unlimited

(Menu to be decided from the combination of below items)

Sr. No.	Particulars	Rate (Rs.)
1	Tomato /Veg. Soup /Sweet corn / Sweet Corn veg./ Manchurian Soup/ Mushroom Soup <i>(Any one type of the above)</i>	
2	Chicken Soup	
3	Mutter Paneer, Malai-Kofta, Dum Aloo / Bhindi Masala/ Baigan masala / Chana masala/ Steam Veg/ Veg Kofta/ Stuffed Gobhi/ Palak Paneer/ Aloo Palak/ Aloo- Gobhi/ Paneer butter masala,Seasonal mix veg. <i>(Any two types of the above).</i>	
4	Dal Makhania /Channa Dal Tadka /Tur Dal Tadka / Dal Fry / Plain dal <i>(Any one type of the above).</i>	
5	Plain Steam Rice/ Jeera Fried Rice/ Veg Pulav / Veg Biryani <i>(Any one type of the above).</i>	
6	Plain tawa Rotti	
7	Bundi Raita /Veg. Raita / Plain curd/Custard/ Pudding <i>(Any one type of the above).</i>	
8	Green and seasonal Salad- Cucumber/ Carrot/ Radish/ Beat Root/Tomato (Combination of two)	
9	Mango/Lemon/Mix pickle.	

10	Roasted/Fried in consultation with Competent authority.	
11	Rasmalai / Chamcham/ Sahimoong Dal Halwa / Sahi Gajarka Halwa (Any one type of the above).	
12	Ice Cream (Scoop or cup)- Butter scotch/ Vanilla/Strawberry, (Any one type of the above).	
13	Chicken Curry- Special	
14	Egg curry-Special	
15	Fish (Local) Curry- Special	
16	Fish (Local) Tenga- Special (Assamese Style)	
17	Mutton Curry- Special	
18	Assamese Khar	
19	Mixed vegetable dry fry (tawasabji)	

NOTE - Pl quote for all the above 19 items.

Annexure – II-D

High Tea / Snacks –for Official meetings / Seminars, etc.

(Menu to be decided from the combination of below items)

Sr.No.	Particulars	Quantity	Rate (Rs.)
1.	Special tea / Coffee	125 ml	
2.	Dal Kachori / Samosa- 1 Nos.	70 gms	
3.	Biscuits Cream Biscuits/Regular Biscuit/Cokkies (*Branded)	2 Nos	
4.	Good quality branded Namkeen	50 gms	
5.	Sweet (Rasmalai) – 01 No.	70 gms	
6.	Sweet (Kalakand) – 01 No.	70 gms	
7.	Sweet (Kaju barfi)- 1 No	30 gms	
8.	Sweet (Rasagulla/Gulabjamun/Lalmohan etc.) – 01 No.	70 gms	
9.	Mix bhujia / cutlets-2 to 3 pieces / pakoda	100 gms	
10.	Assamese Pitha	70 gms	
	Total (Sr.No.1 to 10)		

Annexure – II-E

Miscellaneous Items

Sr.No	Particulars	Quantity	Rate (Rs.)	Remarks, if any
1	Curd	100 ml		
2	Curd	200 ml		
3	Curd	500 ml		
4	Rasagolla / GulabJamun	1 no		
5	Kalakand	1 no		
6	Boil Cake	1 no		
7	Kaju Barfi	1 no		
8	Omelette (Single)	One egg		
9	Omelette (Double)	Two eggs		
10	Boiled egg	One egg		
11	Maggi masala	100 gms		
12	Alu / Gobhi Paratha	125 gms		
13	Dal Kachori	150 gms		
14	Pyaj Kachori	150 gms		
15	Samosa	125 gms		
16	Veg Roll	1 no		
17	Chicken Roll	1 no		
18	Egg Roll	1 no		
19	Dalmoot	75 gms		
20	Dalmoot	250 gms		
21	Bhujia	75 gms		
22	Bhujia	250 gms		
23	Bakery Cake	50 gms		
24	Bakery Biscuits	2pc		
25	Premium Bakery Biscuit	1 pc		
26	Good-Day Biscuit or Equivalent	Regular pkt		
27	Good-Day Biscuit or Equivalent	Large pkt		
28	Pitha (Assamese cake)	1 pc		
29	Water Bottle	200 ml		
30	Water Bottle	250 ml		
31	Water Bottle	½ Liter		
32	Water Bottle	1 Liter		
33	Water Bottle	20 Liter		
34	Kaju salted (Rosted)	100 gms		
35	Kaju salted	100 gms		
36	Bakery Biscuit Salted/sweet	250 gms		
37	Veg. Patties	100 gms		
38	Egg Patties	100 gms		
39	Pannier Patties	100 gms		
40	Chicken Patties	100 gms		
41	Banana (Malbhog /Jahaji etc.)	1 Pc		
42	Soup- Tomato /Veg. Soup /Sweet corn / Sweet Corn	100 ml		

	veg./ Manchurian Soup/ Mushroom Soup, Seasonal Mix Soup.			
43	Chicken soup	100 ml		
44	Egg Curry	1 Egg		
45	Chicken Curry	200 gms		
46	Fish (Local) Curry	200 gms		
47	Mutton Curry	200gms		

Chatni/ Curd / Onion / Chilli / Ketch up/ etc. has to be served additionally as per the requirement of the dish, at no extra cost, in appropriate quantity.

NOTE - Please quote for all the above items.

Annexure-II-F

Selection Criteria

Sr. No.	Category	% Weight age factor (a)	Total (Weight age on Unit price) (b)	Net (c)=b*a/100
1	Full Thali (Veg) (Annexure-II-A of the price Bid)	5		
2	Tea (Average price of Black and Milk Tea) (Annexure-II-A of the price Bid)	20		
3	Non-Veg Thali (Average price of Chicken, Fish and Egg Thali) (Annexure-II-A of the price Bid)	65		
4	Breakfast (Average price of 7 items) (Annexure-II-B of the price Bid)	5		
5	Official Lunch and Dinner (Annexure-II-C of the price Bid)	5		
			Total of C	

Total of rates quoted by the bidder under the Annexure-II-A to Annexure-II(D) will be converted to a Number on the basis of weight age factor and added as shown in Annexure-II(F).

L1 party will be selected subject to other terms and conditions as mentioned in the Tender document.

CPP-IPR has calculated base price for the lunch and kept in a sealed envelope and it will be opened in front of all bidders before opening of the financial bid. If quoted price of Meal/full thali of any bidder is found below the base price than their entire bid will be rejected.

Authorized Signatory (Signature in full): _____

Name and title of Signatory: _____

Stamp of the Company: _____

Annexure -III

DECLARATION

I, _____ Son/Daughter/Wife of _____

Resident of _____

Proprietor / Director / Authorized Signatory of the Company / Firm, mentioned above, is competent to sign this declaration and execute this tender document.

I have carefully read and understood all the terms and conditions of the tender and undertake to abide by them.

The information / documents furnished along with the above application are true and authentic to the best of my knowledge and belief. I / we are well aware of the fact that furnishing of any false information / fabricated document would lead to rejection of my tender at any stage besides liabilities towards prosecution under appropriate law.

Authorized Signatory (Signature in full): _____

Name and title of Signatory: _____

Stamp of the Company: _____