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TENDER FOR PROVIDING CANTEEN SERVICES AT CPP-IPR

Tender No.- CPP-IPR/TN/2021-22/142 dated 21/03/2022

**Centre of Plasma Physics
Institute for Plasma Research
Nazirakhat, Sonapur-782 402
Kamrup (M), Assam**

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Centre of Plasma Physics
Institute for Plasma Research
Nazirakhat, Sonapur-782 402, Kamrup (M), Assam

Tender for Providing Canteen Services on Contract Basis at CPP-IPR

Tender No.- CPP-IPR/TN/2021-22/142 dated 21/03/2022

Estimated Value (For One year)	Rs. 7,65,000/-
Bid Validity :	120 days from date of opening of Tender
EMD	Bid Security/ EMD declaration as per Annexure V
Period of Contract	One Year (Extendable to another one more year)

IMPORTANT DATES:

Date of Release of Tender Document	25-03-2022
Pre-Bid clarification	12-04-2022 at 10.00 Hrs
Last Date and Time for Submission of bids	19-04-2022 till 14:30 Hrs
Date and Time of opening of the technical bid (Part-I)	19-04-2022 at 15:00 Hrs

For any query, the following officers may be contacted:

Mr. C.K. Sarma, Office Assistant-A, CPP-IPR, Phone: 0361-2220010

Centre of Plasma Physics
Institute for Plasma Research
Nazirakhat, Sonapur-782 402, Kamrup (M), Assam

Tender for Providing Canteen Services on Contract Basis at CPP-IPR

Tender No.- CPP-IPR/TN/2021-22/142 dated 21/03/2022

On behalf of the Acting Centre Director, CPP-IPR, sealed bids are invited under TWO BID System, from bona fide, resourceful and reliable Canteen/ Catering Service providers for providing Canteen Services on Contract Basis at CPP-IPR for a tenure of ONE year which is extendable to another one more year.

Interested bidders may download tender documents from our website <http://www.cppipr.res.in/tender.html>

The techno-commercial bid and financial bid should be sealed in separate covers duly superscribing "**Tender for Providing Canteen Services on Contract Basis at CPP-IPR: Tender No.- CPP-IPR/TN/2021-22/142 dated 21/03/2022**" and both these sealed covers are to be put in a single cover which should also be sealed and duly super-scribed. This cover should be addressed to **The Acting Centre Director, Centre of Plasma Physics-Institute for Plasma Research, Nazirakhat, Sonapur, Kamrup (M), Assam, 782 402** so as to reach the office on or before **19-04-2022 till 14:30 Hrs.** Tender fees of Rs. 300/- (Rupees Three Hundred) only through a demand draft from a nationalized/ Scheduled bank issued in favour of "**Institute for Plasma Research A/c CPP**" payable at **Sonapur** has to be submitted along with the bid, failing which the Tender/Bid received is liable for rejection.

1. INTRODUCTION:

Centre of Plasma Physics -Institute for Plasma Research (hereafter referred to as, 'CPP-IPR') is a Centre of Institute for Plasma Research which is an aided Institute under the Department of Atomic Energy, Government of India engaged in theoretical and experimental studies in Plasma Science, including the development of Plasma Technologies for Industrial applications.

2. INVITATION OF TENDER:

On behalf of the Acting Centre Director, CPP-IPR, sealed bids are invited under TWO BID System, from bona fide, resourceful and reliable Canteen/ Catering Service providers for providing Canteen services on Contract Basis at CPP-IPR for a tenure of ONE year which is extendable to another one more year.

Interested bidders may download tender documents from our website <http://www.cppipr.res.in/tender.html>

3. OBJECTIVE:

CPP-IPR proposes to outsource canteen services for the Staff and Guests of Centre of Plasma Physics-Institute for Plasma Research (CPP-IPR), Sonapur, Guwahati, Kamrup (M)-782402. The primary objective of this Tender is to solicit proposals from the bidders through participation in a bid process to provide the canteen service. The selected bidder, henceforth called 'Service Provider', will be responsible for providing the canteen services for the Staff and Guests at CPP-IPR as outlined in **scope of work at Para 4 adhering to the Terms & Conditions elaborated at Para 5** of this tender document for a period of 1(one) year from the award of work order, which may be extended for one more year based on satisfactory performance of the first year. The CPP-IPR, however, reserves the right to terminate/curtail the contract at any time after giving one month's notice to the selected service providing Agency owing to deficiency of service, substandard quality of outsourced manpower deployed, breach of contract and other eventuality, etc.

4. SCOPE OF WORK:

- 4.1. This scope is for providing canteen services for the Staff and Guests of the Centre of Plasma Physics-Institute for Plasma Research, Sonapur, Guwahati, Kamrup (M)-782402. The service provider is required to run the canteen for serving tea, coffee, lunch, snacks, etc. to employees of CPP-IPR at Sonapur. 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 premises. 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. The service provider is also required to maintain the cleanliness, hygiene, and upkeep of the canteen area.

- 4.2. The approximate number of lunches consumed at CPP-IPR (Sonapur) – 25 / per day. The number of lunches mentioned above is indicative and no guarantee for the minimum pax.
- 4.3. FACILITIES: The following facilities are provided on-site:
 - 4.3.1. Place for preparation of meals, beverages, snacks, etc. (hereinafter referred to as “Preparation Room”) equipped with all required equipment.
 - 4.3.2. One furnished dining hall with a separate service counter.
 - 4.3.3. Fully furnished kitchen with all required equipment and working tables, cold storageroom, etc.
 - 4.3.4. Water connection for drinking and washing and electrical power for electrical appliances.
 - 4.3.5. LPG commercial connections.
 - 4.3.6. S.S. Plates, Glasses, Crockery & Cutleries, etc.
 - 4.3.7. The Service provider shall be required to pay a token license fee of Rs.1/- per month for the premises permitted to be used by him.
- 4.4. The Service provider is responsible for the proper maintenance of the above items. All these items are required to be handed over 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 service provider. The service provider is expected to take a monthly stock of these items and report to the authorized personnel from CPP-IPR.
- 4.5. The service provider will also need to ensure appropriate heating/cooling facilities such that food served at each of the premises is sufficiently hot/cold at the time of serving as per the requirement of the item.
- 4.6. FUEL FOR PREPARATION: The service provider will be provided with 10 nos. of empty LPG (Commercial) cylinders at CPP-IPR only. The full cost of LPG refills including transportation and incidental charges shall be borne by the service provider. The service provider shall have to make alternate arrangements in case of the non-availability of LPG cylinders.

5. TERMS & CONDITIONS:

- 5.1. **OFFICE ADDRESS:** The bidder must have an office/ branch office set up in Kamrup (M), Assam with landline telephone and other communication facilities, such as mobile no, Fax and should have the monitoring & control from his local office/ branch office in Kamrup (M), Assam.
- 5.2. The SERVICE PROVIDER 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 SERVICE PROVIDER shall produce the above-referred documents along with a monthly bill for verification to the CPP-IPR authorities.
- 5.3. The SERVICE PROVIDER shall have to pay minimum wages as prescribed by Central Government to all his employees. The SERVICE PROVIDER shall be responsible for fulfilling the requirements of all the statutory provisions of the Contract Labour (Regulation & Abolition) Act., Employees Provident Fund Act, Payment of Wages Act, Minimum Wages Act, Bonus Act, Gratuity Act, and all other acts as applicable,

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 SERVICE PROVIDER and/or from the Security Deposit of the SERVICE PROVIDER and available properties and sources of the SERVICE PROVIDER through the process of law.

- 5.4. The SERVICE PROVIDER shall strictly comply with the provisions of the Employees Provident Fund Act and register themselves with concerned authority before commencing work, if applicable. The SERVICE PROVIDER shall deposit employees' and employer's contributions to the concerned authority every month and a copy of the Challan should be submitted along with the monthly bill.
- 5.5. The SERVICE PROVIDER shall maintain various registers as per the Contract Labour (Regulation and Abolition) Act and other applicable acts and shall produce the same for inspection as and when required.
- 5.6. The SERVICE PROVIDER shall obtain the Insurance policy in respect of the staff engaged by him. The SERVICE PROVIDER shall indemnify CPP-IPR under the Workmen's Compensation Act, 1923, and its amendment of all liabilities like death/disablement of the staff. The SERVICE PROVIDER shall be permitted to start the job only after obtaining adequate insurance coverage from the authorized insurance companies.
- 5.7. The service provider shall have valid registrations/licenses of his firm or company to do the business from the concerned authority.
- 5.8. The service provider shall be responsible for complying with all the relevant statutory labor regulations. The service provider shall be solely liable for the consequences arising out of non-compliance with the provisions of any of the relevant statutory regulations.
- 5.9. The decision of CPP-IPR, as to whether the SERVICE PROVIDER has adhered to the above obligations or as to whether the SERVICE PROVIDER has committed any breach of the terms and conditions, will be final and binding on the SERVICE PROVIDER.
- 5.10. The Service provider shall be responsible for engaging experienced & qualified manpower required for providing good canteen services in the CPP-IPR campus at Sonapur, Guwahati, Kamrup(M).
- 5.11. The employees of the Service provider should be healthy and should be free from any diseases, especially contagious and frequently recurring diseases.
- 5.12. Before starting the work at CPP-IPR, the service provider 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. The service provider alone shall be responsible for his employees and they would not stake any claim of employment in CPP-IPR.
- 5.13. The Service provider 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 service provider.

- 5.14. Employment of child labor is strictly prohibited under the law. Therefore, the Service provider should not employ or deploy any child labor below 14 years of age.
- 5.15. In the event of a violation of any contractual or statutory obligations by the Service provider, 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 Service provider, the Service provider shall be liable to make good/compensate such claims or damages to the CPP-IPR. As a result of the acts of the Service provider, if CPP-IPR is required to pay any damages to any individual, agency, or government authority, the Service provider 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 Service provider while settling his/her bills or from the amount of Security Deposit of the Service provider lying with CPP-IPR.
- 5.16. The Service provider shall ensure compliance with all laws relating to cleanliness, sanitary, hygienic, and health conditions and other laws in force in the environment around the cooking place, dining hall and surrounding, etc.
- 5.17. The service provider has to provide a sufficient number of uniforms, shoes, caps, gloves, etc. to his employees and shall ensure that they wear them all the time and maintain them properly.
- 5.18. The Service provider shall be personally responsible for the misconduct and behaviour of his staff and any loss or damage to CPP-IPR's moveable or immovable property due to the misconduct of the Service provider's staff shall be made good by the service provider. If it is found that the conduct or efficiency of any person employed by the Service provider is unsatisfactory, the Service provider 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 Service provider.
- 5.19. The Service provider shall not appoint any sub-contractor to carry out his obligations under the contract. Subcontracting will lead to immediate termination of the contract.
- 5.20. The Service provider 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, canteen buildings surroundings, 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.
- 5.21. 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 Service provider.
- 5.22. 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.

- 5.23. The Service provider will deploy adequate manpower for work during all working days and on Saturdays, Sundays, other holidays, according to the requirement of CPP-IPR and the guests.
- 5.24. The Service provider will have to supply breakfast/lunch/dinner in the canteen at CPP-IPR campus at Sonapur, Guwahati, Kamrup(M) as per requirement and schedule drawn for the purpose by the concerned authorities of the CPP-IPR.
- 5.25. No minimum guarantee will be furnished to the Service provider towards consumption of food items. He/she is advised to maintain the highest quality to attract a maximum number of CPP-IPR employees to avail canteen services.
- 5.26. In case of any dispute arising out of the interpretation of the terms and conditions of the contract, the decision of the Acting Centre Director, CPP-IPR will be final and binding.
- 5.27. The food has to be cooked, stored, and served under hygienic conditions. The service provider 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, shall be deemed stale and unfit for consumption.
- 5.28. 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.
- 5.29. The oil that remains from deep frying at the end of the day shall have to be destroyed and not be recycled to cook again.
- 5.30. 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 times. Trays shall be sterilized each morning before serving any items.
- 5.31. The service provider shall pay special attention to maintaining the Canteen in a neat condition at all times. For this purpose, the Canteen has to be cleaned thoroughly after each meal regularly.
- 5.32. The service provider needs to ensure that only hot food is served. In this regard, the complaint, if any, shall be dealt with severely.
- 5.33. Service boys should bring water and serve tea/coffee and the Service provider should arrange to collect soiled mugs immediately after the meeting.
- 5.34. The daily menu of lunch, breakfast, and snacks should be adhered to as per the menu fixed by the Administration / Canteen Committee and the service provider should display the same in the Canteen.
- 5.35. The service provider should keep the following articles available in the Canteen – Biscuits, food packets, namkeens, mineral water bottles, cool drinks, etc.
- 5.36. Service provider should report daily for attendance and quality check to the Officer in charge / Admin Staff.
- 5.37. Any responsibility / any damage caused to the Institute should be borne by the Service provider, like gutter overflowing and any civil / maintenance work due to lapse of the service provider.
- 5.38. The service provider shall be responsible for keeping the canteen neat and clean and in most hygienic conditions including pesticides and monthly up-keeping.

- 5.39. Sugar-free to be provided free of cost.
- 5.40. Details of the manpower to be deployed are as follows. The service provider has to quote the package rate at the PRICE BID (Annexure-VI) which includes manpower cost and food consumption. The service provider will have to quote lump sum package rates for this manpower which is Fixed and these rates shall remain firm throughout the Contract tenure. The service provider has to adhere to all Statutory obligations, like minimum wages, medical facility to its employees, insurance, bonus, uniform, identity cards, etc.

Sr.no	Designation of Staff	Total Number of Staff	Payment
1	2	3	4
1	Cook	1	To be paid by the service provider as per the minimum wages act & rules provided by Central Labour Commissioner for semi-skilled and unskilled category following all statutory obligations as applicable.
2	Service Boy	1	
	TOTAL	2	

Note: - Penalty for not deploying staff @ Rs. 500 per day per shortage of staff shall be imposed.

5.41. **Methodology to calculate the total price in Rs. to find the lowest party.**

Sr. No.	Items	Quoted Rate	Monthly Consumptions	Total
1	VEG MEAL - FULL THALI / LUNCH <i>(including GST@5%)</i>	A	575	$A1=575 \times A$
2	TEA (MILK) <i>(including GST@5%)</i>	B	700	$B1=700 \times B$
3	TEA (BLACK) <i>(including GST@5%)</i>	C	300	$C1=300 \times C$
4	TOTAL MANPOWER COST (01 Cook + 01 Service Boy) <i>(including GST@18%)</i>	D	1	$D1=1 \times D$
5	TOTAL <i>(including GST)</i>			$T=A1+B1+C1+D1$

REMARKS -

- (a) L1 party, after technically acceptable, will be selected as per the above formula for a minimum quoted amount at serial no. 03 above.
- (b) The above-quoted rate is only for L1 calculation purposes. The monthly billing for the items mentioned against the SERIAL 1, 2 & 3 will be only on an actual consumption basis; this amount may be increased or decreased as per actual consumption. However, the monthly billing for the total manpower cost will remain fixed for the entire period of the contract or as per statutory notification.
- (c) In the event the L1 price is 'tied', a separately sealed price bid will be taken from the parties whose prices are being tied and will be opened. If the price bid is still tied after the opening of the additional price bid, the L1 bidder

shall be selected through the Lottery procedure.

6. ELIGIBILITY OF BIDDERS:

- 6.1. This Invitation of Bids is open to all bidders who meet the Technical eligibility criteria mentioned in **Annexure-I** of the tender documents. Tenderers may quote only if they fulfil all the Technical eligibility criteria mentioned in **Annexure-I**.
- 6.2. The Bidders shall bear all costs associated with the preparation and submission of their bids and CPP-IPR will in no case be responsible or liable for these costs, regardless of the conduct or outcome of the bidding process.

7. MANNER AND METHOD FOR SUBMISSION OF TENDERS:

- 7.1. In response to this invitation, sealed tenders shall be submitted. Tender submitted by fax/cable or any mode will NOT be considered at all and all such tenders will be rejected without any notice to the tenderer.
 - 7.1.1. **Part-I (Techno-commercial):** This part of the tender shall include/contain Technical eligibility criteria in Annexure-I, documents related to eligibility criteria, the scope of work, the commercial terms and conditions of contract for the services to be rendered (**EXCLUDING ANY FINANCIAL DETAILS THEREOF**).
 - 7.1.2. **Proof for the fulfillment of Technical eligibility criteria mentioned in Annexure-I should be submitted along with the tender. If the tender is submitted without proof of eligibility criteria, the offer may be rejected.**
 - 7.1.3. **Part-II (Financial bid):** This part should contain only the prices and should be furnished in accordance with the format provided in this tender document.
- 7.2. If the bidder includes prices of any nature in Part-I (Techno-commercial) of the tender, such offers are liable for rejection without any notice to the tenderer.

8. PRE-BID CLARIFICATIONS:

- 8.1. The applicant can seek clarifications (pre-bid) regarding the tender document up to **12-04-2022** (10:00 Hrs.) by visiting CPP-IPR. It may please be noted that any clarifications required in this tender either technical or otherwise shall be clarified before submission of the bid. Bidder shall not have any right to revise their Financial Bid after the due date & time of submission of bids.
- 8.2. Bids shall be complete in all respects and shall include properly filled in prices and other details as necessary.

- 9. EARNEST MONEY DEPOSIT (EMD):** The Tenderer/ Bidder shall submit along with the Technical Bid, a Bid security/ EMD declaration provided at Annexure-III of this tender document on his letterhead duly signed and stamped. The bidder/ tenderer to sign the Bid securing declaration accepting that if they withdraw or modify their Bids during the period of validity, or if they are awarded the contract and they fail to sign the contract or to submit the performance security before the deadline defined in the request for bids/ request for proposals document, they will be suspended for the period of time specified

in the request for bids/ request for proposals document from being eligible to submit Bids/ Proposals for contracts with CPP-IPR.

- 10. BID SUBMISSION:** The bids have to be submitted on or before the submission date. **The bidder must ensure that the bid should be supported with all the requisite documents, certificates, duly filled all annexures mentioned in this tender document, and eligibility criteria.** Non-submission of these requisite documents, certificates, duly filled annexures with the bid document shall be liable for rejection of the bid document. Both Technical bid and Price bid (as Annexure-VI of this tender document) must be sealed separately and are to be put in a bigger cover which should also be sealed. This cover should be addressed to the Acting Centre Director, Centre of Plasma Physics-Institute for Plasma Research, Nazirakhat, Sonapur-782402 so as to reach the office on or **19-04-2022 till 14:30** hours. Tender fees of Rs. 300/- (Rupees Three Hundred) only through a demand draft from a nationalized/ Scheduled bank issued in favour of **“Institute for Plasma Research A/c CPP”** payable at **Sonapur** has to be submitted along with the bid, failing which the Tender/Bid received is liable for rejection.
- 11. OPENING OF BIDS:** Unless otherwise rescheduled with advance intimation to the tenderers, the tender will be opened in two stages.
- 11.1. The Technical Bid shall be opened at the first stage on the scheduled date and time at CPP-IPR, Sonapur, Assam. While the Price Bid will be opened at the second stage after completion of the evaluation of the Techno-Commercial Part of the tender.
- 11.2. In the event of the specified date of bid opening being declared a holiday, the bids shall be opened at the same time and location on the next working day.
- 11.3. **If the tenderer includes prices of any nature in the Technical Bid of the tender, such offers are liable for rejection without any notice to the tenderer.**
- 11.4. While all the tenderers who submitted tenders within the due date and time may be permitted to participate in the opening of the Techno-Commercial Bid of the tender on the date and time indicated in the Tender papers subjected to the situation of COVID 19 pandemic.
- 11.5. After completion of Techno-commercial evaluation, Price Bid of only technically qualified tenderers shall be opened. The date and time of opening of the Price Bid shall be intimated only to the technically qualified tenderers.
- 11.6. Opening of the Price Bid of the tender can be attended to only by those tenderers whose Techno-Commercial bid of the tender are found to be technically suitable/ acceptable to CPP-IPR.
- 11.7. **In case of any query/ issue/ grievances regarding the Price Bid, the party has to raise the same within 3 days from the opening of the price bid. After 3 days from the opening of the price bid, no such query/ issue/ grievances will be entertained.**
- 11.8. Price bid should contain only the prices and should be furnished in accordance with the format provided in this tender document.
- 11.9. The tenderers whose Techno-commercial parts are found suitable/acceptable to CPP-IPR, will be given advance intimation regarding the opening of the Price Bid of the tender. The technically unqualified tenderers will neither be given any

intimation about the date and time of opening of Price Bid of the tender nor will they be permitted to participate in the opening of the same.

11.10. Price Bid of the technically disqualified tenderers will not be opened.

12. PRELIMINARY EXAMINATION OF BIDS: After the opening of the bids, preliminary scrutiny of the bid documents will be made to determine whether they are complete, whether the documents have been properly signed, and whether the bids are generally in order.

13. CLARIFICATION ON BIDS: During the bid evaluation, CPP-IPR may, at its discretion, ask the bidder for any clarification(s) of its bid. The request for clarification and the response shall be in writing within the stipulated time for providing the clarification, and no change in the price or substance of the bid shall be sought, offered, or permitted. **Proof for the fulfilment of eligibility criteria mentioned in Annexure-I should be provided along with the tender. If the tender is submitted without proof of eligibility criteria, the offer may be rejected.**

14. PRICE BID EVALUATION

14.1. The Price Bids of technically qualified bidders will be opened on the prescribed date in the presence of Bidder representatives.

14.2. If a firm quotes NIL charges/consideration, the bid shall be treated as unresponsive and will not be considered.

14.3. In the event the L1 price is 'tied', a separately sealed price bid will be taken from the parties whose prices are being tied and will be opened. If the price bid is still tied after the opening of the additional price bid, the L1 bidder shall be selected through the Lottery procedure.

15. AWARD OF CONTRACT:

15.1. Acceptance of Tender & Notification of Award:

15.1.1. Prior to the expiration of the period of proposal validity, CPP-IPR or its authorized person will notify the successful bidder in writing or by fax or email that the bid has been accepted.

15.1.2. The acceptance of the offer shall be communicated to the successful bidder through a letter of intent (LOI).

15.1.3. CPP-IPR may place the work order on the successful bidder.

15.1.4. The bidder shall acknowledge in writing to CPP-IPR the acceptance of the work order within ten (10) days of receipt of the work order.

15.2. Signing of Contract Agreement:

15.2.1. The bidder whose tender is accepted shall be required to be present at the office of the Administrative Officer of the Institute in person or if a firm or company by their authorized representative to execute an agreement on non-judicial stamp paper of Rs. 300/- for satisfactory completion of the job incorporating the conditions mentioned in the tender document and conditions if any subsequently agreed/modified, within 15 days from the date of the letter of intent. Failure to do so shall constitute a breach of contract

effected by the acceptance of the letter of intent, in which case appropriate actions will be taken against the party by the Institute.

15.2.2. All incidental expenses of execution of the agreement shall be borne by the selected bidder.

15.2.3. The agreement between CPP-IPR and the bidder shall cover in detail the aspects/terms of the contract such as mentioned in this document.

15.3. **Law Governing the Contract:** This Contract shall be governed by the laws of India from time to time.

16. PERFORMANCE SECURITY DEPOSIT:

16.1. The successful Service provider shall deposit with CPP-IPR a sum amounting to **3 (Three)%** of the quoted amount as given in Part II (Price Bid) Annexure- F for one year of the contract within 15 days from the date of issue of letter of intent in the form of **demand draft/pay order/bank guarantee from SBI/nationalized banks or any one of the scheduled banks** issued in favour of **“Institute for Plasma Research a/c CPP”** payable at Sonapur and no interest, whatsoever, on Security Deposit shall be paid thereon.

16.2. The security deposit shall be refunded to the Service provider after 3 months from the date of successful completion/expiry of the contract, or payment of the final bill, whichever is later, and after making adjustments of any dues to be recovered from the Service provider.

16.3. The whole amount of the Security Deposit will be liable to forfeiture in case of breach of any of the terms agreed upon by the Service provider. The security deposit shall also be liable to appropriation 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 Service provider or the persons deployed by him at CPP-IPR.

16.4. In the event of such adjustment of security deposit fully or partly, the Service provider 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 Service provider.

16.5. The Security Deposit shall be held by CPP-IPR as security for the due performance of the Service provider'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 Service provider to the quantum of the Security Deposit.

17. TERMS OF PAYMENT:

17.1. The Service provider shall pay all taxes, levies, work contract tax, etc., of the Government under the 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 the payment due as per relevant provisions of the Income-tax Act or as per the advice of the Income-tax Authority/other Competent Authority.

- 17.2. The service provider has to submit monthly bills for canteen services provided on or before the 5th day of the subsequent month. The service provider shall raise a separate bill for the services provided to the staff on regular basis and to the guests during meetings/ conferences. The payment will be released after receipt of the bill & its scrutiny.
- 17.3. The service provider has to provide the monthly bills in three parts as mentioned below.
- 17.3.1. **MANPOWER COST:** the monthly billing for the total manpower cost (Cook & Service boy) will remain **fixed** for the entire period of the contract or as per statutory notification. GST will be at actual as applicable.
- 17.3.2. **OFFICIAL CONSUMPTION COST:** Monthly bill against official consumption cost. Official consumption includes foods supplied for official meeting, seminars, official guest, etc. This bill will be only on an actual consumption basis. GST will be at actual as applicable.
- 17.3.3. **STAFF INDIVIDUAL CONSUMPTION COST:** Monthly bill against Staff Individual consumption cost. Staff Individual consumption includes foods consumed by staff as per their need. This bill will be only on an actual consumption basis. GST will be at actual as applicable.
- 17.4. GSTIN, at applicable rates, will be reimbursed on production of proof of payment as per the prevailing rates prescribed by the Government and subject to the provision for the same as amended from time to time.
- 17.5. 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 & Service provider or due to Administrative delay for reasons beyond the control of CPP-IPR.
- 17.6. Payment may be denied for any food items supplied without permission of the competent authority of CPP-IPR.
- 18. SUBCONTRACT:** The SERVICE PROVIDER shall not assign or sublet the contract or any part thereof. If he assigns or grants sub-contract to any person without obtaining the prior consent of CPP-IPR, the contract may be liable for termination.
- 19. WAIVER:** No failure or delay by CPP-IPR in enforcing any right to remedy of CPP-IPR in terms of the Contract or any obligation or liability of the SERVICE PROVIDER in terms thereof shall be deemed to be a waiver of such right, remedy obligation, or liability, as the case may be, by CPP-IPR and notwithstanding such failure or delay, CPP-IPR shall be entitled at any time to enforce such right, remedy, obligation or liability, as the case may be.
- 20. 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.

21. SETTLEMENT OF DISPUTES:

- 21.1. CPP-IPR and the Service provider shall make every effort to resolve amicably by direct informal negotiation any disagreement or dispute arising between them under or in connection with the Contract.
- 21.2. 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/services under the Contract.

22. ARBITRATION: In the event of any dispute or differences arising in connection with any of the terms and conditions of the Contract and unable to sort out as per aforesaid para, the matter shall be referred to the Acting Centre Director, CPP-IPR 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.

23. CONFIDENTIALITY:

- 23.1. Confidential Information means any information relating to CPP-IPR including but not limited to CPP-IPR's property, equipment, laboratories, employees, projects, documents, emails, verbal information etc.
- 23.2. The service provider shall not disclose or divulge any Confidential Information to any individual, entity or organization in any form, whether verbal, written, electronic media etc. The service provider shall limit its internal disclosure of the Confidential Information to only those employees/staff who have a need to know the information for the limited purpose of executing his/her job responsibility and to authorized officers.

24. TENURE OF CONTRACT: The contract shall be for a period of **ONE** year initially from the date of the award of the contract with an initial trial period of three months. The contract may be extended to another year upon successful and satisfactory completion of the initial first year. The tentative starting date would be tentatively 01/05/2022. The performance will be evaluated during the trial period of the contract. At the sole discretion of CPP-IPR, the trial period may be extended for a further period of three months or more, if the performance is not found to be 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 tenure of the contract can be extended for a further period of one year or part thereof on the same terms and conditions.

25. NO COMPENSATION FOR ALTERATION IN OR RESTRICTION OF WORK: If at any time from the commencement of the contract, the 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 Service provider 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.

26. INSPECTION & SAFETY:

26.1. The SERVICE PROVIDER will visit the premises before quoting and acquaint himself with the facilities available. If the SERVICE PROVIDER quotes without acquainting himself of the facilities available at the premise, it will be deemed that he has visited and knows about the same. Under no circumstance can he plead his ignorance about the premise.

26.2. The SERVICE PROVIDER will ensure the safety of the persons deployed by him as well as that of the staff of the Institute.

27. THEFT & PILFERAGE: In case of any theft or pilferage of any of the belongings of the institute, staff, other contract staff, or visitors and if any of the persons of the Service provider is found to be guilty of theft or due to the negligence of the Service provider's staff the loss occurs to the institute, staff, contract staff, or visitors guest, in that case, the loss may be made good by the Service provider immediately or the same may be recovered by the Institute from the Security Deposit of the Service provider. The Institute apart from recovering the loss may over and above inflict a penalty as deemed fit in the case.

28. INDEMNITY AND GUARANTEE:

28.1. That the SERVICE PROVIDER shall at all times indemnify and keep indemnified the CPP-IPR and its officers, servants, guests, and agents from and against all the third party claims whatsoever (including but not limited to property losses, theft, damages, personal accident, injury or death of/to property or persons of any sub-SERVICE PROVIDER and or servants or SERVICE PROVIDER and/or the CPP-IPR and the SERVICE PROVIDER shall at his own cost and initiative at all times till the successful completion of the contract period, maintain insurance policies in respect of all insurable liabilities, under the Motor Vehicle Act, Workmen's Compensation Act, Fatal Accidents Act, Personal Injuries Insurance Act, etc.

28.2. The SERVICE PROVIDER will indemnify CPP-IPR from all claims including theft claims, suits, inability & procedure which may be identified/initiated by the employees engaged by the SERVICE PROVIDER shall keep CPP-IPR harmless from all such rules, procedure liabilities. The SERVICE PROVIDER shall also indemnify CPP-IPR from all or any legal implication or consequences that may arise out of labour laws/rules/accidental claims and any consequence that may arise out of misconduct

of any of his personnel. The decision of the Centre Director, CPP-IPR in this regard shall be final and binding.

29. GENERAL: If at any stage during the currency of the contract, in any case involving moral turpitude, the SERVICE PROVIDER or their employees is/are convicted, the CPP-IPR reserves the exclusive and special right to terminate the Contract and in such event, the SERVICE PROVIDER shall not be entitled to any compensation from CPP-IPR.

30. PENALTIES AND FINE: Penalties and fines can be imposed on either party in case they have caused loss to another party, loss can be financial as well as reputational. These losses may occur due to breach of contract/ agreement, faulty services, non/ delayed payment to the Service Provider for the services availed. Amount of penalties/fines shall be settled/ recovered during the next payments/ final settlements of the service provider.

Penalties and fines are detailed below-

Sl. No.	Nature of Default	1 st Instance	2 nd Instance	3 rd Instance
1	Deficiency in the quality of food items prepared.	1000/-	2000/-	The buyer may terminate the contract or continue to impose the same penalty as imposed for 2nd instance.
2	Deficiency in cleanliness and maintenance of hygiene in Kitchen area	1000/-	2000/-	The buyer may terminate the contract or continue to impose the same penalty as imposed for 2nd instance.
3	Deficiency in cleanliness and maintenance of dining area	1000/-	2000/-	The buyer may terminate the contract or continue to impose the same penalty as imposed for 2nd instance.
4	Deficiency in cleanliness and maintenance of outside area including disposal of waste material	1000/-	2000/-	The buyer may terminate the contract or continue to impose the same penalty as imposed for 2nd instance.
5	Misconduct of persons engaged by the licensee for the Canteen	2000/-	4000/-	The buyer may terminate the contract or continue to impose the same penalty as imposed for 2nd instance.
6	Non-Adherence to approved rates/menu	1000/-	2000/-	The buyer may terminate the contract or continue to impose the same penalty as imposed for 2nd instance.

Sl. No.	Nature of Default	1 st Instance	2 nd Instance	3 rd Instance
7	Penalty for not deploying staff	Rs. 500 per day per shortage of staff shall be imposed		The buyer may terminate the contract or continue to impose the same penalty as imposed for 2 nd instance.

Calculation of Penalties:

- Penalties, if any, for violating the service levels will be computed at the end of each payment cycle. These penalties would be adjusted in the payment due to the service provider in the subsequent month. The penalty amount applicable for violation of service levels is specified in the table above.
- In a situation, where the service provider has incurred a penalty of equal to or more than fifteen (15) % of the invoice value for the concerned month for three (3) consecutive months at any time during the Contract Period, the CPP-IPR reserves the right to either invoke the termination clause or terminate the contract altogether. The CPP-IPR also reserves the right to invoke the forfeiture of Performance Bank Guarantee furnished by the second party at the time of signing the contract with CPP-IPR.
- Total penalty to be capped subject to 30% of the monthly payments at any time of the contract. In such a situation where the total penalty exceeds the above limit of 30% of the monthly payments at any time of the contract, the CPP-IPR reserves the right to invoke a termination clause or terminate the contract altogether.

31. TERMINATION OF CONTRACT: The contract shall stand terminated:

- 31.1. Unsatisfactory performance during the three-month trial period or extended trial period.
- 31.2. On the expiry of the contract period, if not extended further.
- 31.3. In case of unsatisfactory performance or for any other reason, the contract can be terminated at any time during the tenure of the contract at the sole discretion of CPP-IPR authorities by giving one month's notice to the Service provider.
- 31.4. The contract shall stand terminated in the event of filing any legal petition against CPP-IPR by the SERVICE PROVIDER or any of his employees with regard to labour laws/rules or in case of any agitation/strike initiated by the SERVICE PROVIDER's employees.
- 31.5. In case, the SERVICE PROVIDER wants to discontinue the contract, he will have to give 3 (three) months advance notice to CPP-IPR in writing narrating the reason.
- 31.6. If the SERVICE PROVIDER suspends the services without any notice to CPP-IPR, the whole amount of security deposit shall be forfeited in addition to the loss incurred in making alternate arrangements during the shortfall in the notice period shall be recovered from him and the contract shall stand terminated.
- 31.7. In case of any information furnished in the tender document is found to be false/incorrect at any stage during the contract period.

- 31.8. If at any stage, it is found that the documents, certificates, bills, challans submitted by the SERVICE PROVIDER pertaining to MANDATORY proof of payment of minimum wages, statutory payments, bonus, and other payments as applicable are manipulated by the service provider, the contract shall be canceled with immediate effect and without any prior notice and the Security Deposit shall be forfeited without any claim whatsoever on CPP-IPR and the SERVICE PROVIDER shall be liable to be debarred from tendering/taking up works in CPP-IPR.
- 31.9. If the BIDDER/TENDERER or SUCCESSFUL BIDDER/ TENDERER has engaged in corrupt or fraudulent practices in competing for or in executing the Contract.

For the purpose of this Clause:

- (i) "Corrupt practice" means the offering, giving, receiving or soliciting of anything of value to influence the action of a public official in the procurement process or in contract execution.
- (ii) "Fraudulent practice" means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of the Institute (CPP-IPR), and includes collusive practice among Tenderers (prior to or after tender submission) designed to establish tender prices at artificial non-competitive levels and to deprive the Institute (CPP-IPR) of the benefits of free and open competition.

<u>ANNEXURE-I (Technical Eligibility Criteria)</u>
Vendor's Offer No. & Date:
Reference: Tender No.- CPP-IPR/TN/2021-22/142 dated 21/03/2022 for providing Canteen Service at CPP-IPR

Sl. No.	Description	Furnish Information with Documentary proof	Indicate page no. in the bid document
1.	Name of Bidder/ Farms with address, contact no. and email ID		
2.	PAN Registration (With documentary proof)	PAN No:	
3.	Certificates of Registration for GST (With documentary proof)	GSTIN:	
4.	Details of EMD (With documentary proof)	Bid Securing Declaration: Declaration date:	
5.	The bidder must be a company /proprietor /partnership firm registered under any Law/Act of India.	a. Registration No: b. Date of Registration: c. Registration Authority: d. Validity (if any): A valid copy of registration of the company/ proprietor/ partnership firm (e.g. establishment certificate etc.) must be submitted.	
6.	The bidder should have an office in Kamrup(M). Valid documentary proof must be submitted along with the bid.	Valid shops and establishment certificate/ Memorandum of Association/Electricity bill/ Rent agreement mentioning the address of the office premises.	
7.	The bidder should have experience in providing Canteen/ Catering Services.	Relevant document in support of experience.	

Sl. No.	Description	Furnish Information with Documentary proof	Indicate page no. in the bid document
8.	An affidavit on the non-judicial stamp of Rs. 100/- shall be furnished by the bidder to the effect that i. The firm/agency has not been blacklisted by any Government Department/PSU/ Institutions ii. There is no pending criminal case against the bidder firm.	An Affidavit Copy & Provide details at Annexure - V	
9.	Submission of Annexure- I, II, III, IV & V of this Tender Document	Annexure- I, II, III, IV & V	

Authorized Signatory (signature in full): _____

Name and Title of Signatory: _____

Company Rubber Stamp: _____

Note:

- i. The response to tender without submission of proof of above points will summarily be rejected without further communication
- ii. The bidder shall not be under a declaration of ineligibility for corrupt or fraudulent practices or blacklisted with any of the Government agencies.
- iii. Original documents shall be produced for verifications, if required.

ANNEXURE- II
Vendor's Offer No. & Date:
Reference: Tender No.- CPP-IPR/TN/2021-22/142 dated 21/03/2022 for providing Canteen Service at CPP-IPR

UNDERTAKING

(This needs to be printed on company's letterhead and submitted along with the bid)

To,
The Acting Centre Director
Centre of Plasma Physics-Institute for Plasma Research
Nazirakhat
Sonapur, Kamrup (M)
Assam, 782 402

Dear Sir,

I/We hereby certify that I/We have read and understood entire terms and conditions of the above referred Tender (including all documents like annexure(s), schedule(s), etc.), and I/We agree to abide by them.

I/We hereby agree to provide Canteen Services at CPP-IPR on a contract basis as per the scope of the work in the tender.

I/We hereby certify that the corrigendum(s), if any, issued from time to time by CPP-IPR too have also been taken into consideration while submitting this acceptance letter, and I/We hereby also accept the tender conditions of corrigendum(s) if any relevance to the above referred tender.

I/We submit the Price bid for providing Canteen Services at CPP-IPR as described in the tender document and I/We hereby agree to keep the rates valid for your acceptance for a period of 120 days from the date of opening of Part-II (Price bid).

DECLARATION

1. The above facts are true to the best of my knowledge and I shall be held fully responsible for any wrong statement.
2. The information provided in the annexure is factually correct
3. I have read the Tender Notice No. _____ dated _____ and understood the terms and conditions.
4. I agree to abide by the terms and conditions of the contract.

Authorized Signatory (signature in full): _____

Name and Title of Signatory with seal of the company: _____

ANNEXURE-III

(To be submitted on Company's /Agency's Letter pad)

Bid Security/EMD Declaration

Date: _____ **Tender No.- CPP-IPR/TN/2021-22/142 dated 21/03/2022**

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

Sir,

I/We understand that, according to your conditions, bids must be supported by a Bid Security /EMD Declaration.

I/We accept that I/We may be disqualified from bidding for any contract with you for a period of one year from the date of notification if I am/We are in a breach of any obligation under the bid conditions, because I/We

a) have withdrawn/modified/amended, impaired or derogated my/ our bid during the period of bid validity specified in the form of Bid; or

b) after having been notified of the acceptance of our Bid (i) fail or refuse to execute the contract as required, or (ii) fail or refuse to furnish the Performance Security, in accordance with the Instructions to Bidders.

I/We understand this Bid Security / EMD Declaration shall cease to be valid if I am/we are not the successful Bidder, either upon (i) receipt of your notification of the name of the successful Bidder; or (ii) thirty days after the expiration of the validity of my/our Bid, whichever is later.

Dated:
Corporate Seal

(Name & Signature of Authorized Signatory)

<u>ANNEXURE: IV</u>			
Sr.No	Particulars	Quantity	Rate filled by the party
1	Tomato /Veg. Soup /Sweet corn / Sweet Corn veg./ Manchurian Soup/ Mushroom Soup (Anyone type of the above)	150 gm	
2	Chicken Soup	150 gm	
3	Mutter Paneer, Malai-Kofta, Dum Aloo / Bhindi Masala/ Baigan masala / Chana masala/ Steam Veg/ Veg Kofta/ Stuffed Gobhi/ PalakPaneer/ AlooPalak/ Aloo- Gobhi/ Paneer butter masala,Seasonal mix veg.(Any two types of the above).	150 gm	
4	Dal Makhani /Channa Dal Tadka /Tur Dal Tadka / Dal Fry / Plain dal (Any one type of the above).	150 gm	
5	Plain Steam Rice/ Jeera Fried Rice/ Veg Pulav / Veg Biryani (Any one type of the above).	250 gm	
6	Plain Tawa Rotti	100 gm	
7	Bundi Raita /Veg. Raita / Plain curd/Custard/ Pudding (Anyone type of the above).	150 gm	
8	Green and seasonal Salad- Cucumber/ Carrot/ Radish/ Beat Root/Tomato (Combination of two)	200 gm	
9	Mango/Lemon/Mix pickle.	50 gm	
10	Roasted/Fried in consultation with Competent authority.		
11	Rasmalai / Chamcham/ Sahimoong Dal Halwa / SahiGajarkaHalwa(Any one type of the above).	100 gm	
12	Ice Cream (Scoop or cup)- Butterscotch Vanilla/Strawberry, (Anyone type of the above).	100 gm	
13	Chicken Curry	200 gms	
14	Chicken Curry	100 gms	
15	Chicken Dry Fry	200 gms	
16	Chicken Dry Fry	100 gms	
17	Egg curry (Double egg)	1 plate	
18	Egg curry (Single egg)	1 plate	
19	Fish (Local) Curry	200 gms	
20	Fish (Local) Curry	100 gms	

<u>ANNEXURE: IV</u>			
Sr.No	Particulars	Quantity	Rate filled by the party
21	Fish (Local) <i>Tenga</i> (Assamese Style)	200 gms	
22	Mutton Curry	200 gms	
23	Mutton Curry	100 gms	
24	Mixed vegetable dry fry (tawasabji)	200 gms	
25	Special tea / Coffee	125 ml	
26	Dal Kachori / Samosa- 1 Nos.	70 gms	
27	Biscuits Cream Biscuits/Regular Biscuit/Cookies (*Branded)	2 Nos	
28	Good quality branded Namkeen	50 gms	
29	Sweet (Rasmalai) – 01 No.	70 gms	
30	Sweet (Kalakand) – 01 No.	70 gms	
31	Sweet (Kaju barfi)- 1 No	30 gms	
32	Sweet (Rasagulla/Gulabjamun/Lalmohan etc.) – 01 No.	70 gms	
33	Mix bhujia / cutlets-2 to 3 pieces / pakoda	100 gms	
34	Assamese Pitha	70 gms	
35	Curd	100 ml	
36	Curd	500 ml	
37	Rasagolla / GulabJamun	1 no	
38	Kalakand	1 no	
39	Boil Cake	1 no	
40	Kaju Barfi	1 no	
41	Omelette (Single)	One egg	
42	Omelette (Double)	Two eggs	
43	Boiled egg	One egg	
44	Maggi masala	100 gms	
45	Alu / Gobhi Paratha	125 gms	
46	Dal Kachori	150 gms	
47	Pyaj Kachori	150 gms	
48	Samosa	125 gms	
49	Veg Roll	1 no	
50	Chicken Roll	1 no	
51	Egg Roll	1 no	
52	Bhujia	100 gms	
53	Bhujia	250 gms	
54	Bakery Cake	50 gms	
55	Bakery Biscuits	2pc	

<u>ANNEXURE: IV</u>			
Sr.No	Particulars	Quantity	Rate filled by the party
56	Premium Bakery Biscuit	1 pc	
57	Good-Day Biscuit or Equivalent	Regular pkt	
58	Good-Day Biscuit or Equivalent	Large pkt	
59	Pitha (Assamese cake)	1 pc	
60	Water Bottle	½ Litre	
61	Water Bottle	1 Litre	
62	Water Bottle	20 Litre	
63	Kaju salted (Roasted)	100 gms	
64	Kaju salted	100 gms	
65	Bakery Biscuit Salted/sweet	250 gms	
66	Veg. Patties	100 gms	
67	Egg Patties	100 gms	
68	Pannier Patties	100 gms	
69	Chicken Patties	100 gms	
70	Banana (Malbhog /Jahaji etc.)	1 Pc	
71	Soup- Tomato /Veg. Soup /Sweet corn / Sweet Corn veg./ Manchurian Soup/ Mushroom Soup, Seasonal Mix Soup.	100 ml	
72	Chicken soup	100 ml	

ANNEXURE: V

Furnish below the details of the cases filed against you or your firm, if any, in any of the Courts in India:

Sr. No.	Case No.	In Court of	Case in brief	Status of Case

UNDERTAKING

I/We hereby undertake that the information furnished above and elsewhere in the tender is true to the best of my knowledge and that I/we have not suppressed any facts.

Date:

(Signature & Seal of the Party)

Annexure: VI (Price Bid)
Vendor's Offer No. & Date:
Reference: Tender No.- CPP-IPR/TN/2021-22/142 dated 21/03/2022 for providing Canteen Service at CPP-IPR

Name of the firm: _____

Address: _____

RATE SCHEDULE (Canteen Service at CPP-IPR)

Sr. No.	Items	Quoted Rate	Monthly Consumptions	Total
1	VEG MEAL - FULL THALI / LUNCH <i>(including GST@5%)</i>	A	575	$A1=575 \times A$
2	TEA (MILK) <i>(including GST@5%)</i>	B	700	$B1=700 \times B$
3	TEA (BLACK) <i>(including GST@5%)</i>	C	300	$C1=300 \times C$
4	TOTAL MANPOWER COST (01 Cook + 01 Service Boy) <i>(including GST@18%)</i>	D	1	$D1=1 \times D$
5	Lump-Sum Monthly Package Rate in Indian Rupees (Including GST)			$T=A1+B1+C1+D1$
6	Total (In Words):			
7	HS Code: _____			

Important Note:

1. GSTIN, at applicable rates, will be reimbursed on production of proof of payment as per the prevailing rates prescribed by the Government and subject to the provision for the same as amended from time to time.
2. The **VEG MEALS / FULL THALI** should consist of Rice/Roti (3 pcs) + One Dal item + Two Sabji (One vegetable fry and One Gravy) + Papad + Lemon piece or Pickle + green Chilly.
3. TOTAL MANPOWER COST should include cost for 01 Cook & 01 Service Boy (as per the minimum wages act & rules provided by Central Labour Commissioner for the semi-skilled and unskilled category for Area B following all statutory obligations) including all service charge, profit, other statutory contribution & charges towards ESIC, EPF, etc. as applicable.
4. The service provider has to provide the monthly bills in three parts as mentioned below.
 - i. MANPOWER COST: the monthly billing for the total manpower cost (Cook & Service boy) will remain **fixed** for the entire period of the contract or as per

- statutory notification. GST will be at actual as applicable.
- ii. OFFICIAL CONSUMPTION COST: Monthly bill against official consumption cost. Official consumption includes foods supplied for an official meeting, seminars, official guests, etc. This bill will be only on an actual consumption basis. GST will be at actual as applicable.
 - iii. STAFF INDIVIDUAL CONSUMPTION COST: Monthly bill against Staff Individual consumption cost. Staff Individual consumption includes foods consumed by staff as per their need. This bill will be only on an actual consumption basis. GST will be at actual as applicable.
5. Unrealistic and non-profitable offers in respect of the Bidder are liable for rejection. However, such Bidders will be given a chance to justify themselves. The Institute Authority reserves the right to ask any Bidder to justify their offers.
6. Offer of Service Charge with ineligible figures, figures with overwriting/correction/modification are also liable for rejection. In this respect, the decision of the Institute authority will be final and binding.
7. Submitting Annexure VII to this tender document is mandatory.

Authorized Signatory (signature in full): _____

Name and Title of Signatory with seal of the company _____