

KENDRIYA VIDYALAYA MATHANA

KURUKSHETRA

PROJECT NAME: CATERING AND LODGING SERVICES ON AS AND WHEN REQUIREMENT BASIS FOR ONE YEAR.

DURATION OF CONTRACT: 01.08.2023 TO 31.07.2024

DETAILS:

KENDRIYA VIDYALAYA MATHANA, KURUKSHETRA IS A PREMIER SCHOOL UNDER KENDRIYA VIDYALAYA SANGATHAN, NEW DELHI WHICH IS AN AUTONOMOUS BODY UNDER MINISTRY OF EDUCATION, GOVT OF INDIA.

KENDRIYA VIDYALAYA MATHANA, KURUKSHETRA HOSTS MANY EVENTS DURING THE YEAR AS PER DUTIES ASSIGNED TO THIS VIDYALAYA FROM TIME TO TIME BY REGIONAL OFFICE, KVS, GURUGRAM AS FOLLOWS:

1. REGIONAL SPORTS MEET
2. SCOUT & GUIDES CAMPS
3. IN-SERVICE COURSES FOR TEACHERS OF KENDRIYA VIDYALAYA SANGATHAN
4. YOUTH PARLIAMENTS
5. SCIENCE/SOCIAL SCIENCE EXHIBITIONS
6. CLUSTER LEVEL SPORTS FOR PRIMARY CLASSES
7. ANNUAL DAY/GRANDPARENTS DAY/CCA ACTIVITIES ETC.

DURING THESE EVENTS MANY STUDENTS AND TEACHERS VISITS AND STAY IN THIS VIDYALAYA. THEIR STAY ARRANGEMENTS AND CATERING NEEDS ARE ARRANGED BY THE VIDYALAYA.

A BID IS BEING INVITED FROM THE INTERESTED FIRMS FOR CATERING AND LODGING SERVICES ON AS AND WHEN REQUIREMENT BASIS FOR ONE YEAR.

इच्छुक फर्म द्वारा सीलबंद लिफाफे में आवश्यक दस्तावेजों के साथ बोली (कोटेशन) दिनांक 30.07.2023 अपराहन 1:00 बजे तक पंजीकृत डाक अथवा स्पीड पोस्ट-द्वारा अधोहस्ताक्षरी के कार्यालय में पहुंच जाने चाहिए, पता निम्नलिखित है :

**PRINCIPAL,
KENDRIYA VIDYALAYA MATHANA,
PIPLI-LADWA RAOD, NEAR MATHANA VILLAGE,
KURUKSHETRA-136131**



Principal
केन्द्रीय विद्यालय/Kendriya Vidyalaya
मथाना (कुरुक्षेत्र)/Mathana (KKR)

FIRMS NEED TO QUOTE THE RATE PER UNIT FOR FOOD ITEMS FROM SR. NO. 1 TO 5, RENT AMOUNT FOR ITEMS MENTIONED FROM SR. NO. 6 TO 23 IS TO BE GIVEN FOR PER DAY. I.E. (RENT FOR 1 DAY)

REQUIREMENTS:

SR. NO	NAME OF ARTICLES	UNIT/ QUANTITY	RATE PER UNIT
1	BREAKFAST: 1. MILK-200 ML 2. BREAD (4 SLICES) WITH BUTTER AND JAM 3. DALIYA/POHA/IDLI-SAMBHAR/VADA-SAMBHAR 4. BOILED EGG (2)/APPLE(1)/BANANA(2)	PER HEAD	
2	LUNCH: 1. ROTI 2. RICE 3. SALAD 4. PAPAD 5. AACHAR 6. RAITA 7. SWEET (1 PIECE) 8. DAL/CHHOLE/RAJMA 9. MIX VEG/KOFTA/BESAN KI SABJI 10. PANEER SABJI	PER HEAD	
3	EVENING SANCKS: 1. PACKED JUICE (150-200 ML) 2. SAMOSA(2)/PATTIES(2)/ SANDWICH(2)/ALOO BODA(2)	PER HEAD	
4	DINNER: 1. ROTI 2. RICE 3. SALAD 4. PAPAD 5. AACHAR 6. RAITA 7. SWEET (1 PIECE) 8. DAL/CHHOLE/RAJMA 9. MIX VEG/KOFTA/BESAN KI SABJI 10. PANEER SABJI 11. CHICKEN/MUTTON	PER HEAD	
5	BEFORE SLEEP: 200 ML MILK	PER HEAD	

6	BEDDING FUL SET (1 GADDA, 1 PILLOW, 1/2 BED SHEET, 1 RAJAI/BLANKET	1 SET	
7	CEILING	15'X15'	
8	PARDA	15'X10'	
9	KANAT	15'X5'	
10	CHAIR WITH COVER	EACH	
11	CHAIR WITHOUT COVER	EACH	
12	SOFA SET ORDINARY	EACH	
13	SOFA SET VIP	EACH	
14	GREEN/RED MAT	15'X5'	
15	GREEN/RED MAT	30'X5'	
16	GREEN/RED MAT	45'X5'	
17	CARPET	15'X5'	
18	CARPET	MEDIUM	
19	CARPET	BIG	
20	TABLE WITH FRILL AND PAPER	EACH	
21	HALOGEN LIGHT	1000 W	
22	LED LIGHT	1000 W	
23	LED LIGHT	1500 W	
GRAND TOTAL (SR. No. 1 to 23)			


 PRINCIPAL
 केंद्रिय विद्यालय/Kendriya Vidyalaya
 मथाना (कुरुक्षेत्र)/Mathana (KKR)

Bidder Signature with Seal _____

Address: _____

Date: _____ Mobile No. _____ GST No. _____

KENDRIYA VIDYALAYA MATHANA
KURUKSHETRA

विषय: विद्यालय में कैटर्स के लिए निविदा आमंत्रित करने बारे।

महोदय,

1. संलग्न विवरण में उल्लेखित वस्तुओं की आपूर्ति के लिए दरें केंद्रीय विद्यालय मथाना की और से दिनांक 01.08.2023 से 31.07.2024 तक (एक वर्ष के लिए) निविदा आमंत्रित की जाती है।
2. दरें पैराग्राफ 3 से 15 में निर्दिष्ट शर्तों एवम निबंधों के अनुसार प्रस्तुत की जाए। जब तक दरों में अन्यथा निर्दिष्ट न हो यह मान लिया जाएगा कि इसके अधीन बताई गई शर्तें एवम नियम आपको मान्य हैं।
3. दरें रेल पर्यन्त निशुल्क हो तथा उनमें उत्पादन शुल्क, बिक्री क्र, भाडा-प्रभार कोई अन्य क्र, दरें अथवा पूर्ति के सम्बन्ध में लगने योग्य अधिरोपण शामिल हो। केंद्रीय विद्यालय ऐसे किसी भी कर भाडे आदि का देनदार नहीं होगा जिसका उल्लेख निविदा स्वीकार करने के समय दरों में स्पष्ट रूप से न किया गया हो।
4. दर स्वीकार कर लिए जाने पर यह सविदा हो जाएगी और सविदाकार उस दर की शर्तों और निबंधों द्वारा आवद्ध होगा।
5. यदि सविदाकार अधोहस्ताक्षरी द्वारा प्राप्त स्वीकृति में बताये गये समय के अंदर वस्तुओं को सप्लाई नहीं कर पाता, तो अधोहस्ताक्षरी को यह स्वंत्रता होगी कि वह बाजार से वस्तुओं को खरीद ले या शेष सविदा किसी अन्य व्यक्ति या फर्म द्वारा पूरी करवा लें तथा कीमत में यदि कोई अंतर होगी तो पेशगी राशि/प्रतिभूति जमा में से उसकी कटौती की जाएगी और अधोहस्ताक्षरी ने प्रतिभूति जमा से अधिक किसी राशि का भुगतान किया तो सविदाकार उस राशि का देनदार होगा।
6. संलग्न विवरण में बताई गई वस्तुओं की मात्रा बिना कोई कारण बताये अधोहस्ताक्षरी के विवेकानुसार बढ़ाई या घटाई जा सकती है।
7. दरें स्वीकार करने से पहले अधोहस्ताक्षरी को नमूना मांगने या वस्तुएं देखने की मांग करने का अधिकार है और सविदाकार निःशुल्क नमूने भेजने या वस्तुएं दिखाने के लिए जिम्मेदार होगा।
8. दरें स्वीकार कर लिए जाने और क्रय आर्डर दिए जाने की स्थिति में अधोहस्ताक्षरी या उसका कोई प्रतिनिधि आर्डर वस्तुओं की जाँच करेगा तथा यदि सप्लाई अनुसार नहीं होगी तो उन वस्तुओं को अस्वीकरत कर दिया जाएगा
9. सविदाकार द्वारा निवेदित दरें 31.07.2024 तारीख तक लागू रहेगी। सविदा की निष्पादन अवधि के दौरान बिक्री कर की दर में हुई बढत को छोडकर दर में किसी भी, प्रकार का संसोधन स्वीकार नहीं किया जाएगा।
10. केंद्रीय विद्यालय द्वारा कोई फार्म "घ" सप्लाई नहीं किया किया जाएगा।
11. उपर्युक्त शर्तों एवम निबंधों का पालन न करने पर निविदा रद्द की जाएगी।
12. खाद्य सामग्री पर GST देय नहीं है।
13. अन्य वस्तुओं का रेट GST सहित होना चाहिए (यदि लागू हो)। (Rates of items excluding food items should be inclusive of GST if applicable)
14. वस्तुओं की सूची व नियम और शर्तें संलग्न: है।
15. सविदा से संबंधित सभी शर्तों को स्वीकार कर उन पर हस्ताक्षर कर सविदा के साथ लगाना अनिवार्य है।
16. सविदाकार द्वारा निम्नलिखित दस्तावेज अनिवार्य रूप से संलग्न करना अपेक्षित है :
 - a. पैन कार्ड की सत्यापित कॉपी
 - b. जी. एस. टी. पंजीकरण की प्रतिलिपि
 - c. (FSSAI License (की वैध प्रति लगाना अनिवार्य है अन्यथा निविदा अस्वीकृत मानी जाएगी।
 - d. अन्य कार्यालयों/संस्थाओं/संगठनों में कार्यों का अनुभव प्रमाणपत्र

17. **EARNEST MONEY (EMD)** The tender will be accepted only along with Earnest Money of Rs. 15000/- (Rs. Fifteen Thousand only) through Demand draft in favour of VIDYALAYA VIKAS NIDHI KENDRIYA VIDYALAYA MATHANA payable at KURUKSHETRA or through NEFT/RTGS Account Number 386202010463955, IFSC Code UBIN0933651, Bank-Union Bank of India, Kurukshetra Road, Opp. Petrol Pump, Pipli. The Demand drafts of the unsuccessful bidders will be returned.
18. अति आवश्यक: सफल बोलीकर्ता, यदि निर्धारित समयावधि में फर्म द्वारा बोली में दिए गए मूल्य में वांछित सेवाएं नहीं देंगे तो विद्यालय द्वारा 10,000 रुपये तक का जुर्माना किया जा सकता है एवं क़ानूनी कार्यवाही भी की जा सकती है।
19. अति आवश्यक : यह निविदा केवल हरियाणा राज्य की कैटरिंग फर्म के लिए है। अन्य राज्यों की फर्म इसमें हिस्सा न लें। अन्य राज्यों की फर्म को अयोग्य ठहराया जाएगा।
20. अति आवश्यक: निविदा आबंटित करने का निर्णय फर्म द्वारा दी गई सभी सेवाओं के कुल मूल्य के आधार पर किया जाएगा।

इच्छुक फर्म द्वारा सीलबंद लिफाफे में आवश्यक दस्तावेजों के साथ बोली (कोटेशन) दिनांक 30.07.2023 अपराहन 1:00 बजे तक पंजीकृत डाक अथवा स्पीड पोस्ट-द्वारा अधोहस्ताक्षरी के कार्यालय में पहुंच जाने चाहिए, पता निम्नलिखित है :

**PRINCIPAL,
KENDRIYA VIDYALAYA MATHANA,
PIPLI-LADWA RAOD, NEAR MATHANA VILLAGE,
KURUKSHETRA-136131**


Principal

केन्द्रीय विद्यालय मथाना Vidyalyaya
मथाना (कुरुक्षेत्र)/Mathana (KKR)

Bidder Signature with Seal _____

Address: _____

Date: _____ Mobile No. _____ GST No. _____

TERMS & CONDITIONS OF CONTRACT – FOR CATERING AND LODGING SERVICES IN KENDRIYA VIDYALAYA
MATHANA

1. The agreement shall be valid initially for a period of 12 Months thereafter it may be extended for a further period one year on performance and on mutual agreement.
2. The price list as attached herewith will be made an attachment to this agreement and will be valid for 12 Months. The contractor will supply only such items specifically approved by the PRINCIPAL, KV, Mathana.
3. The contractor will be responsible for providing all food and other items mentioned in list.
4. In case of any food poisoning/contamination the contractor will be held fully responsible and he will bear all the expenses caused due to food poisoning/Contamination.
5. The Contractor will employ adequate number of staff in order to maintain efficiency.
6. All persons engaged by the contractor shall be the contractor's own employees and they will claim no privileges from PRINCIPAL, KV Mathana. The contractor will be directly responsible for the administration of his employees as regards general discipline and courteous behavior.
7. The contractor will get all his workers medically examined from approved Registered Medical Practitioner recognized by Indian Medical Council, to be free from communicable diseases in addition to general fitness.
8. The Contractor will be responsible for cleanliness of crockery, cooking utensils, furniture, fixtures and fittings, etc in the kitchen. The organization will not provide any cleaning materials /dusters, etc. for the same.
9. Very high standards of hygiene and cleanliness shall be observed in the running of the kitchen, and connected services by the contractor and workers engaged by contractor including those responsible for collection of used utensils and periodic disposal of waste and refuse.
10. The contractor will not take out of the Vidyalaya Premises any articles or stores without a Gate-Pass to be issued by the Canteen in-charge. In the event of failure, to supply the approved items without notice by the contractor, the same will be arranged by the Organization at the Contractor's risk and cost.
11. The Contractor shall at his own cost, effect, as required as per the Act, necessary insurance in respect of the staff and other personnel or persons to be employed or engaged by the Contractor in connection with the rendering of the aforesaid services to Kendriya Vidyalaya Sangathan and shall comply with the provisions of (Regulation and Abolition) Act, Employees Staff Insurance Act, Workmen's Compensation Act, Payment of wages Act, The Employees Provident Fund and Family Pension Fund Act 1952, the other rules regulations and / or statues that may be applicable to them now or that may be introduced.
12. KV Mathana shall have the right to search the Contractor's employees at any time while going out of the office premises and there shall be no grievances expressed/felt on this account either by contractor or his employees. The Contractor will issue ID Cards to the contractor's workers in the format approved by KV Mathana.
13. KV Mathana nominees reserve the right to take samples of the edibles/raw material from the Kitchen for the purpose of inspection and testing with a view to maintain the quality. Such samples will however be drawn by authorized person/persons in the manner and as per procedure laid down in PF Act.
14. A catering Management Committee will be nominated by KV Mathana to inspect and oversee functioning of Canteen with a view to ensure hygiene and sufficient service in the canteen. In case there are repeated failures or lacuna noticed by the committee due to failure or contractor, the Secretary and / or Chairman of the Canteen Committee, can impose of fine upto Rs. 5000/-at one time to be recoverable from bills due to the contractor.
15. Contractor will ensure that hazardous or inflammable or any intoxicating material is not stored in the Kitchen premises.
16. A) The contractor shall be responsible for all damages or losses to KV Mathana's property by the contractor himself or his staff and shall be liable to make good any such loss or damage excepting those due to reasonable use or wear and tear or such as caused by and an act of God.
B) KV Mathana will not be in any way responsible for any loss or damages accruing to any goods, stores or articles that may be kept by the contractor in the kitchen and other rooms.
17. In case of any dispute the decision of Principal, KV Mathana will be final and binding on the Contractor.
18. The Catering Contractor will bring all crockery/utensils for the purpose of making serving including Gas Burners.
19. All the items of lodging like bedding, pillows, bed sheets, rajai/blankets and other items should be of good quality and hygienic. Items should have been properly washed and neat and clean.
20. Working experience in catering in various offices at least of 3 years or more.

21. List of Offices or Organization where the catering had been running or presently running.
22. Contractor should provide firms PAN Number issued by Income Tax Department along with his quote. No payment will be released without submission of PAN Number. All taxes will be recovered from his payment as per tax provision in vogue.

इच्छुक फर्म द्वारा सीलबंद लिफाफे में आवश्यक दस्तावेजों के साथ बोली (कोटेशन) दिनांक 30.07.2023 अपराहन 1:00 बजे तक पंजीकृत डाक अथवा स्पीड पोस्ट-द्वारा अधोहस्ताक्षरी के कार्यालय में पहुंच जाने चाहिए, पता निम्नलिखित है :

**PRINCIPAL,
KENDRIYA VIDYALAYA MATHANA,
PIPLI-LADWA RAOD, NEAR MATHANA VILLAGE,
KURUKSHETRA-136131**

Terms and conditions mentioned above are accepted to me.

Bidder Signature with Seal _____

Address: _____

Date: _____ Mobile No. _____ GST No. _____