



भा.कृ.अनु.प.-केन्द्रीय उपोष्ण बागवानी संस्थान  
रहमानखेड़ा, पो. काकोरी, लखनऊ-226 101 (भारत)  
ICAR-Central Institute for Subtropical Horticulture  
Rehmankhhera, P.O. Kakori, Lucknow-226 101 (India)  
Phone 0522-2841022, 2841023, 2841024; Fax 0522-2841025  
Website: www.cish.res.in; email id: cish.lucknow@gmail.com



फा0सं0 1-16/2019-20/एम

दिनांक 08.2019

निविदा आमंत्रण सूचना

निदेशक, भा.कृ.अनु.प.-केन्द्रीय उपोष्ण बागवानी संस्थान, रहमानखेड़ा, लखनऊ द्वारा निम्नलिखित कार्य के लिये अलग-अलग निविदा आमंत्रित की जाती है :-

क्र. सं.	निविदा संख्या	कार्य का नाम	धरोहर राशि	तकनीकी बिड/वित्तीय बिड खुलने की तिथि
1.	02/2019	संस्थान में कैंटीन सर्विसेस, आई.सी.ए.आर.-सी.आई.एस.एच., रहमानखेड़ा तथा आर.बी.रोड कैम्पस, तेलीबाग, लखनऊ	रु. 5,000.00	13.09.2019 प्रातः 11.30 बजे
2.	03/2019	संस्थान के रहमानखेड़ा, लखनऊ तथा आर.बी.रोड कैम्पस, तेलीबाग, लखनऊ के लिये हायरिंग आफ व्हीकल्स	रु. 5,000.00	13.09.2019 प्रातः 11.30 बजे

नियम एवं शर्तों के साथ निविदा प्रपत्र संस्थान की वेबसाइट: cish.res.in से तथा <https://eprocure.gov.in/eprocure/and e-publishing> वेबसाइट (सी.पी.पी.पोर्टल) के माध्यम से निविदा डाउनलोड किया जा सकता है।

सहायक प्रशासनिक अधिकारी



भा.कृ.अनु.प.–केन्द्रीय उपोष्ण बागवानी संस्थान  
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F.No. 1-16/2019-20-M

Date: .08.2019

### **INVITING TENDER FOR CANTEEN SERVICES**

The Director, ICAR-CISH, Lucknow invites sealed tenders for **CANTEEN SERVICES AT REHMANKHERA AND RAIBAREILLY ROAD CAMPUS, LUCKNOW** as per details given below:-

Tender No.	Name of the work	Quantity Required	Earnest Money may be deposited in shape of FDR/BG in favour of ICAR UNIT CISH, Lucknow
<b>02/2019</b>	<b>CANTEEN SERVICES AT REHMANKHERA AND RAIBAREILLY ROAD CAMPUS, LUCKNOW</b>	<b>One</b>	<b>Rs. 5,000.00 (Rupees Five thousand)</b>

Sealed Bid is invited for the **CANTEEN SERVICES AT REHMANKHERA AND R.B.ROAD CAMPUS, LUCKNOW**

The Tender document contains the following:-

1. Instructions to Bidder (ITB)
2. General conditions of contract (GCC).
3. Institute Profile
4. Jobs/Services Specifications (particulars)
5. Tender Forms (Technical).
6. Financial (Price) Bids Firm.

Tender No.	<b>02/2019</b>
Services at	ICAR- Central Institute for Subtropical Horticulture, REHMANKHERA AND R.B.ROAD CAMPUS, LUCKNOW
Date and time for Issue/Publishing	<b>01:30 PM on -- 23.08.2019</b>
Document Download/Sale Start Date and Time	<b>02:00 PM on -- 23.08.2019</b>
Bid Submission Start Date and Time	<b>03:00 PM on -- 23.08.2019</b>
Bid Submission End Date and Time	<b>11:00 AM on -- 13.09.2019</b>
Date and Time for Opening of Technical Bid & Financial Bid	<b>11:30 AM on -- 13.09.2019</b>
Pre Bid Conference	<b>11:00 AM on -- 30.08.2019</b>

## **Instructions to Bidder (ITB)**

1. The tender form/bidding documents may be downloaded from the website: <https://eprocure.gov.in/eprocure/e-publishing> and our website: [www.cish.res.in](http://www.cish.res.in). Manual bids shall be accepted.
2. Tenders/bidders are requested to visit the website <http://eprocure.gov.in/eprocure/e-publishing> regularly. Any changes/modifications in tender enquiry will be intimated by corrigendum through this website and our website: [www.cish.res.in](http://www.cish.res.in).
3. Financial bids of only technically acceptable offers will be opened.
4. In case, any holiday is declared by the Government on the day of opening, the tenders will be opened on the next working day at the same time. The Director reserves the right to accept or reject any or all the tenders.
5. The interested Firms are required to deposit an Earnest Money Deposit (EMD) in the form of Demand Draft on or before bid submission closing date by post or in person to the office latest by the last date of bid submission.

The Firms are required to submit copies of the following documents:-

(a) Earnest Money Deposit (EMD).

(b) Copy of Firms registration, GST, PAN Card, Registration with EPFO, ESIC. Details and all relevant documents as per technical bids required documents

6. Instruction for offline bid submission: As per the directive of the Government the tender document has been published on the CPP Portal and our website [www.cish.res.in](http://www.cish.res.in). The bidders are required to submit hard copies of their bids.

The bids received in time will be opened in the presence of the bidders/authorized representatives who opt to attend, at the address given above on the scheduled date & time.

### **List of documents to be attached with the tender**

1	Copy of PAN Card	Attached/Not Attached	Yes/No	Please mention page No. in Tender Form
2	Copy of GST registration	Attached/Not Attached		
3	Tender Form duly signed	Attached/Not Attached		
4	Earnest money deposit	Attached/Not Attached		
5	Schedule of requirement	Attached/Not Attached		
6	Bid form and price schedule	Attached/Not Attached		
7	Duly completed Questionnaires	Attached/Not Attached		
8	List of the clients along with postal address telephone no. and e-mail/Mobile No.	Attached/Not Attached		
9	Registration/enlistment of the firm under company Act/ Shop & Establishment Act or other acts.	Attached/Not Attached		

**Authorized Signatory of the Firms**

## Instructions to Bidder (ITB)

7. Each column/ blank be filled properly and every papers/documents enclosed with bid documents must be signed /stamped by the authorized signatory of the firms/Company.
8. Instructions to Bidders (ITB) and General Condition of Contract (GCC) may not be sent along with tender and these may be retained by bidders for their information and reference.
9. Care has been taken to avoid contradiction between stipulation in the ITB, GCC and those in the other sections of the bidding documents. But wherever contradiction arises, if any, stipulations contained in the Schedule of requirements shall prevail.
10. **The tender is in two parts i.e. (1) Technical Bid and (2) Financial Bid.** These bids duly filled will be submitted only offline. The Technical Bid must contain the all requisite documents called for in the tender. Both bids (technical and financial) are to be submitted in separate sealed envelope and these shall be kept & sealed in larger envelope.
11. **The two separate bids shall contain information as under:-**
  - a) **Technical Bid:** This shall contain the entire tender document, which relates to the Technical Bid, with each page signed with the Rubber Stamp of the Bidder. This will also enclose the Bank Draft for Earnest Money Deposit (EMD). All other required supportive documents towards eligibility and experience criteria shall be submitted. No price shall be mentioned in this document anywhere. If price is mentioned in the technical bid, the offer is liable to be rejected.
  - b) **Financial Bid:** This shall contain quoting license fee over Rs.2,000/- (Rupees Two Thousand) per month by the prospective bidder. The bidder quoting maximum license fee for providing catering services as per schedule of rates given in **Annexure-II** will be awarded the contract.
12. Tenders are required to submit Earnest Money Deposit (EMD) amounting to Rs.5,000/- (Rupees Five thousand only). The EMD shall be deposited to Director, ICAR-Central Institute for Subtropical Horticulture, Rehmankhera, Kakori, Lucknow- 226 101 positively before closing the date & time for submission of bids, in the form of a Bank Draft drawn in favour of ICAR Unit CISH, payable at Lucknow from any of the scheduled commercial Bank, failing which, the bid is liable to be rejected. No conditional bid will be accepted. The EMD will be refunded to the unsuccessful bidders as soon as practicable after a decision has been taken on the tender and to the successful bidders after furnishing the required security deposit for the contract without paying any interest by ICAR-CISH.
14. The tender must be in the prescribed formats only and shall be accompanied with all other necessary documents. The offers with any corrections/deviation in prices either in words/figures shall be summarily ignored. The conditional offer (s) shall, in no case, be accepted.
15. The work shall be awarded to a single firm whose consolidated bid value of license fee per month is highest meeting schedule of rate as per Annexure-VI and fulfilling all terms & conditions regarding quantity & quality of materials used for providing catering services.
16. The contract will be awarded to bidders who will be technical and commercially fulfilling all eligibility criteria. The ICAR- Central Institute for Subtropical Horticulture reserves the right to reject all or any of the tenders, and decision of Director, ICAR-CISH, Lucknow in the matter shall be final/binding to the bidders.
17. The successful bidder shall have to deposit Rs.18,000/-(Rupees Eighteen thousand only) as performance security and within the time frame indicated by the ICAR-CISH so that formal award letter may be issued to successful contractor.
18. For any clarification (s) as to the tender/scope of work or inspection of the premises, the prospective bidders may avail the opportunity to attend pre bid conference on the date & time notified in this document as well as they can contact Sr. Administrative Officer, ICAR-CISH, Rehkankhera, Lucknow with prior appointment on Landline 0522-2841173 (Office) and Mobile No.7510042444 on any working day between 03.00 pm to 4.30 PM.
19. No interest on Security Deposit and earnest money deposit shall be paid by the ICAR-CISH to the tenderer.

20. The firm is being permitted to give tenders in consideration of the stipulations on his part that after submitting his tenders, he will not resile from his offer or modify the terms and conditions thereof. If the tenderer fail to observe and comply with the foregoing stipulation the aforesaid amount of EMD will be forfeited by the ICAR-CISH. In the event of the offer made by the tenderer not being accepted, the amount of earnest money deposited by the tenderer will be forfeited by the ICAR-CISH.
21. The performance security shall be valid till all contractual obligations are fulfilled by the firm. The same shall stand forfeited in case of cancellation of the contract for any breach of contract or for any deficiency in the performance noticed during the period of the contract.
22. **In case any bidder quotes less than Rs.2,000.00(Rupees Two Thousand only) his offer will be treated as unresponsive & such bid will be rejected.**
23. The tender is liable to be ignored if complete information as required is not given therein or if the particulars asked for in the schedules to the tenders is not fully filled in. Individual signing the tenders or other documents connected with the contract may specify whether he signs it in the capacity of (i) a sole proprietor of the firm or constituted attorney of such sole proprietor, or (ii) a partner of the firm if it be partnership firm in which case he must have authority to refer to arbitration dispute concerning the business of the partnership whether by virtue of the partnership agreement or power of attorney or (iii) constituted attorney of the firm, if it is a company.
24. In case of partnership firms, where no authority has been given to any partner to execute the contract/agreement concerning the business of the partnership, the tenders and all other related documents must be signed by every partner of the firm. A person signing the tenders form or any other documents forming part of the contract on behalf of another shall be deemed to warranty that he has authority to do so and on enquiry if it appears that the person so signing had no authority to do so, the CISH shall without prejudice to other civil and criminal remedies cancel the contract and hold the signatory liable for all costs and damages. Each page of the tenders and the schedules to the tenders and annexure, if any, should be signed by the tenderer.
25. Acceptance by the ICAR-CISH will be communicated by E-mail/Speed post, letter or any other form of communication. Formal letter of acceptance and work order of the Tenders will be forwarded as soon as possible, but the earlier instructions in the FAX/ Speed Post letter etc. should be acted upon immediately.
26. The Director, ICAR-CISH, Rehkankhera, Lucknow may at his/her discretion, extend this date by a fortnight and such extension shall be binding on tenderers.
27. If the date up-to which the tender is open for acceptance is declared to be a holiday the Tenders shall be deemed to remain open for acceptance till the next working day.
28. All the necessary documents pertaining to the eligibility of the Tenderer need to be uploaded, failing which the bid of that tenderer is deemed to be invalid.
29. The bid should be valid for 90 days from the date of opening of Technical Bid.
30. The Director, ICAR-CISH, reserves the right to accept or reject any or all tenders without assigning any reason thereof.

**ICAR-CENTRAL INSTITUTE FOR SUBTROPICAL HORTICULTURE  
REHMANKHERA, P.O. KAKORI  
LUCKNOW-226 101 (UTTAR PRADESH)**



**TENDER FOR CANTEEN SERVICES AT REHMANKHERA AND RAIBAREILLY  
ROAD CAMPUS, LUCKNOW**



**TENDER DOCUMENT**

**LAST DATE OF RECEIPT OF BID IS 13.09.2019 UPTO 11.00 AM**

**Date of opening :-**

1. Technical Bid and Financial Bid opening date : 13.09.2019 at 11.30 am
2. Pre Bid Conference Venue: Committee Room, ICAR-CISH,  
Rehmankhera, Lucknow

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**Phone No. 0522-2841022, 2841023, 2841173**

**FAX No. 0522-2841025**

**WEBSITE: [www.cish.res.in](http://www.cish.res.in)  
Email: [cish.lucknow@gmail.com](mailto:cish.lucknow@gmail.com)**

**ICAR-CENTRAL INSTITUTE FOR SUBTROPICAL HORTICULTURE  
REHMANKHERA, P.O. KAKORI  
LUCKNOW-226 101 (UTTAR PRADESH)**

**TENDER FOR CANTEEN SERVICES AT REHMANKHERA AND RAIBAREILLY  
ROAD CAMPUS, LUCKNOW**

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**SCHEDULE OF TENDERS (SECTION-I)**

**PART – I**

1. Name of the Firm/Agency
2. Full address with Post Box No.  
And Telephone No. if any
3. Constitution of the Firm/  
Agency (Attached copy)
  - a) Indian Companies Act, 1956
  - b) Indian Partnership Act, 1932  
(Please give names of partners)
  - c) Any other Act, if not, the owners
4. For Partnership firms whether  
registered under the Indian  
Partnership Act, 1932, please  
state further whether by the  
partnership agreement to arbitration  
has been conferred on the partner  
who has signed the Tender.
  - i) If answer to the above is in negative  
whether there is any general power  
of attorney executed by all the  
partners of the firm authorizing the  
partner who has signed the Tenders  
to refer dispute condemning business  
of the partnership to arbitration
  - ii) If the answer to above is in point one and two  
the affirmative please furnish a copy of either the  
partnership agreement or the general  
power of attorney as the case may be.  
The copy should be attested by a Notary  
Public or its execution would be admitted  
by affidavit on a properly stamped paper  
by all partner
5. As Per Ministry of Finance, Government of India  
order no. 1(1)/2011/TA/292, dated 31.03.2012  
e-payments for more than Rs. 25,000.00 is  
mandatory. Hence following information needs  
to be provided
  - a) Name and Full Address of your Bankerø
  - b) Bank Account No. of the firm
  - c) IFSC Code No. of the Banker



6. Your Permanent Income Tax Account No (PAN)./Circle/Ward
7. Any other relevant information
8. Service tax registration No.
9. TIN No.

**PART – II**

10. Earnest Money Deposited: Yes/No

**PART – III**

11. Name and Address of the firm's representative and whether the firm would be representing at the opening of the Tenders
12. Name of the Permanent Representative to be visiting CISH Rehmankhara/ R.B. Road Campus/ regarding the contract  
(Separately may be indicated for Rehmankhara and R.B. Road Campus)

Date : \_\_\_\_\_

Place: \_\_\_\_\_

AUTHORISED SIGNATORY

Please add supplementary pages to be numbered wherever needed by the Tenderer.

**TENDER FOR RUNNING CANTEEN AT, ICAR-Central Institute for Subtropical  
Horticulture, Rehmankhhera, Lucknow**

**GENERAL CONDITIONS OF THE CONTRACT (GCC)**

1. The successful bidder will have to submit a performance security of Rs. 18,000/- (Rupees Eighteen Thousand Only) before the issue of award letter in the form of crossed Bank Draft from a commercial bank in favour of ICAR Unit, ICAR-CISH, Lucknow. This will be released after satisfactory completion of contract without paying any interest by ICAR-CISH.
2. The successful bidder will have to execute an agreement on non-judicial stamp paper of worth Rs.100.00 before undertaking the awarded contract/job.
3. No Sub-contract shall be allowed or responsibility shifted by the Caterer for providing the catering services arrangement.
4. The contract for running canteen of ICAR-CISH Rehmankhhera and R.B.Road Campus will be initially for a period of one year which may be extended on yearly basis on satisfactory performance of the agency/contractor, up to a period of 2 years (total 03 years) on raising License fee by 10% of previous year, terms & conditions subject to satisfactory report of the contractor.
5. The Contractor shall provide Catering Service from the allocated area as per the terms and conditions. The agency will not be sublet the contract. In case, it is found that the contract has been sublet, the contract may be terminated and performance security shall be forfeited.
6. In case either party desires to discontinue with the arrangements, a two-month notice will have to be given by either side.
7. The license fee quoted must be inclusive of all taxes etc., which will be applicable in this context from time to time.
8. The contractor shall confine its operations for running the Canteen in the space earmarked to it.
9. ICAR-CISH shall provide with Electricity, Water, etc., free of cost for dining halls only **Electricity used in Kitchen would be charged on commercial rate** and /or revised for time to time. Water charges for Kitchen have to pay Rs.250/- per month or part thereof. The contractor will arrange crockery, cutlery, kitchen utensils, gas stove, cylinder etc. at his own cost. The crockery should be properly cleaned and in good condition. The Electricity will not be used for cooking purpose.
10. The contractor will be responsible to observe the provisions of the labour laws and food items/ food safety laws in force. He will keep the kitchen, canteen, dining hall always in a neat & clean conditions. Eatables will be prepared under standard hygienic conditions.
11. No unlawful activities will be carried out by the contractor or his worker in the canteen and in the ICAR-CISH premises.
12. Drinking of alcohol etc. and smoking shall not be allowed by the contractor or his workmen in the Canteen. Narcotics/Alcohol etc. shall not be sold by the contractor in the Canteen.
15. The contractor shall ensure deployment of sufficient staff and replacement of their strength for the smooth functioning of the Canteen as well as for serving of food items in the Canteen. The contractor shall provide proper uniform & safety equipments to its staff at his own cost.
16. The contractor shall ensure that the persons deployed in Canteen of ICAR-CISH premises are of good character, well behaved & otherwise competent & qualified to perform the work. All persons working in the Canteen of ICAR-CISH premises shall all times & for all purposes be deemed to be employees of the Contractor/Firm & ICAR-CISH shall have no liability on this account in any manner & the Contractor shall be responsible for their remuneration, wages & any other benefits etc.

17. Contractor will bear the cost, throughout the term of the contract, for a comprehensive general liability insurance covering injury to or death of any person(s) occurring in the areas of operation, caused by negligence on the part of the agency or its workmen and in case of failure to perform their obligations/duties under the agreement, Institute will not be responsible for any consequence due to default in this regard by the Agency. ICAR-CISH shall not be at risk on any account in respect to labour engaged by Agency.

18. Fire-emergency shutdown devices and life saving equipment should not be blocked by the Contractor and access to the path to these equipments should be maintained at all time.

19. The Director, ICAR-CISH, reserves the right to discontinue the contract at any time, without giving prior notice, during for six months trial period. In case, the contract is awarded further beyond this period the Director, ICAR-CISH reserves the right to cancel it any time by giving two month notice without assigning any reasons thereof.

Signature

Name & Address of the firm

Mobile/Telephone No.



भा.कृ.अनु.प.-केन्द्रीय उपोष्ण बागवानी संस्थान  
रहमानखेड़ा, पो. काकोरी, लखनऊ-226 101 (भारत)  
**ICAR-Central Institute for Subtropical Horticulture**  
Rehmankhhera, P.O. Kakori, Lucknow-226 101 (India)  
Phone 0522-2841022,2841023,2841024; Fax 0522-2841025  
Website: [www.cish.res.in](http://www.cish.res.in); email id: [cish.lucknow@gmail.com](mailto:cish.lucknow@gmail.com)



### **INSTITUTE PROFILE**

ICAR-CISH, a premier institution of horticulture science under ICAR, a Central Autonomous Body having headquarters at Rehmankhhera, P.O. Kakori, Lucknow. The institute is approx. 30 km from Lucknow city on Hardoi Road and there are approx. 160 working staff consisting of Scientist, Administrative, Technical, Supporting, Research fellows/ professionals and contract workers.

There is a Canteen within the Institute Campus having Kitchen and attached dining hall. Presently, the canteen have plastic tables, chairs, water coolers, water purifier, refrigerators, exhaust fans etc. and need based appliances will be arranged by the caterers/ service providers.

### **R.B.Road Campus :**

ICAR-CISH have its one campus in Lucknow city in the Lucknow Cantonment area near Telibagh where our guest house is located. The Guest house have 15 rooms (double bed), dormitory (2 no.); Guest Suite (01), Kitchen and dining hall.

**Important:** If it is advised to inspect the site, Institute Canteen etc. before submission of tenders.

**TENDER FOR RUNNING CANTEEN AT ICAR-CENTRAL INSTITUTE FOR SUBTROPICAL  
HORTICULTURE, REHMANKHERA AND R.B.ROAD CAMPUS, LUCKNOW**

(Certificate to be submitted by the bidders)

To,

DIRECTOR  
ICAR-Central Institute for Subtropical Horticulture,  
Rehmankhera,  
Kakori, Lucknow-226 101

We have read all the particulars regarding the of I.T.B. & G.C.C. for running canteen at ICAR-Central Institute for Subtropical Horticulture, Rehmankhera and R.B.Road Campus, Lucknow and agree to provide the services as detailed in the schedule herein or to such portion thereof as you may specify in the acceptance of the Tender at the rates proposed by me in this Tender and We agree to hold this offer open till 90 days from the date of opening of Technical Bid.

We have understood these terms and conditions of the contract and shall provide the best services strictly in accordance with requirements laid down. I have attended the pre-bid meeting held on 30.08.2019 at ICAR-CISH, Rehmankhera, Lucknow and noted the amendments/modification in the tender documents.

I/We agree to the condition that the earnest money can be forfeited if we fail to comply any of the terms and conditions in whole or in part laid down in the Tender Form.

We hereby undertake that We have not been blacklisted or suspended for catering services any time anywhere by any authority.

I/We hereby undertake that every document of the tender/bid is genuine and not tempered with and bear the signature and the office seal of our authorized representative or office bearer.

Yours faithfully,

Signature & Seal of the Tender  
Name:-  
Address :-  
Office Address :-  
Telephone No.  
E-mail:  
Website:

## ESSENTIAL TECHNICAL CRITERIA CHECK-LIST

S.No.	Company/Firm Profile	Page No.																
1	Name of the Company/Firm and Complete registered address Legal Status (Individual, Proprietary firm, Limited Company or Corporation, Partnership Firm )																	
2	<p>Continuous experience of last 03 financial years for (2016-17 to 2018-19) running canteen for at least 50 persons in Central Gov. offices/state govt offices/Public Sector Organization /Autonomous Body/University/reputed private company etc. The experience certificate should be on letterhead of the organization:-</p> <table border="1"> <thead> <tr> <th>S.No.</th> <th>Canteen services provided at</th> <th>Period From- to</th> </tr> </thead> <tbody> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> </tbody> </table>	S.No.	Canteen services provided at	Period From- to														
S.No.	Canteen services provided at	Period From- to																
3	<p>Annual Turn-over of Rs. 05 lakh in each 03 financial year. The Turn over should be certified by bona bide Chartered Accountant :-</p> <table border="1"> <thead> <tr> <th>Financial Year</th> <th>Turn-over</th> </tr> </thead> <tbody> <tr><td>2016-17</td><td> </td></tr> <tr><td>2017-18</td><td> </td></tr> <tr><td>2018- 19</td><td> </td></tr> </tbody> </table>	Financial Year	Turn-over	2016-17		2017-18		2018- 19										
Financial Year	Turn-over																	
2016-17																		
2017-18																		
2018- 19																		
4	<p>Satisfactory services report of last 03 financial years(2016 -17, 2017-18, 2018- 19) for running canteen in Central Govt. offices/state govt. offices/Public Sector Organizations/ Autonomous Body /University/reputed private comapny etc. The satisfactory certificate should be on letterhead of the organization and verifiable as per following table :-</p> <table border="1"> <thead> <tr> <th>S.No.</th> <th>Canteen services provided at</th> <th>Period From-To</th> <th>Contact Persons name phone, e- mail etc.)</th> </tr> </thead> <tbody> <tr><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td></tr> </tbody> </table>	S.No.	Canteen services provided at	Period From-To	Contact Persons name phone, e- mail etc.)													
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5	Registration No., Address of the Firm																	
6	PAN / TAN/TIN / ESI / EPF certificate and No.																	
7	GST Registration No.																	
8	License of FSSAI (Food Safety & Standard Authority of India.), if any,																	
9	(a)Registration of EPFO. (b) Registration with ESIC.																	
10	EMD Amount of Rs. 5,000.00																	

**FINANCIAL BID**

<b>S.No.</b>	<b>License Fee</b>	<b>Amount Quoted</b>
1	License Fee PER MONTH to be paid in advance before 5th day/ date of the month.	Figure: Rs..... Words: Rupees .....

**Note:-**

1. Any amount quoted below Rs. 2000.00 will be treated as non-responsive and will be rejected.
2. The Bidder quoting maximum amount of License Fee per month to be paid for running the canteen will win the bid subject to fulfillment of Technical evaluation and eligibility criteria.

**SCHDULE OF OUANTITIES/ITEMS AND RATES TO BE  
SERVED IN ICAR-CISH, Rehmankhara and R.B.Road Campus, Lucknow**

<b>Sr.No.</b>	<b>Name of the Items</b>	<b>Weight/ Volume</b>	<b>Rates(INR)</b>
1	Soft Drink/ Juice/Cold	Standard Size	MRP
	Drinks		
2.	Hot Tea with disposable paper cup	150 ml	7
3.	Tea (with Tea Bag) with disposable paper cup	150 ml	10
4.	Hot Coffee with disposable paper cup	150 ml	10
5.	Roti /Chapatti	04 nos.	10
6.	Veg. Fried Rice	100 gm	20
	Mixture/Namkeen	Standard Size (150 gm)	30
7.	Choley	150 gm	20
8.	Dal	150 gm	15
9.	Mix. Vegetable	150 gm	20
10.	Rajma	150 gm	20
11.	Chole Chawal	Chole+ Chawal 100 gm each	25
12.	Rajma Chawal	Raj ma+ Chawal 100 gm each	25
13.	Idli Sambhar	2 ldl (100 gm)+150 gm Sambhar, 50 gm chatney	25
14.	Sambhar	150gm	10
15.	Vada Sambhar	2 Vada (100gm)+150gm	25
		Sambhar,50 gm chatney	
16.	Ordinary/simple lunch/Dinner	2 Roti+150 gm Dal+ 100 gm	50
		Seasonal Veg,+100 gm Rice + 50 gm curd.	
17.	Special Lunch	2 Luchcha Paratha+ 150 gm Dal+100 gm Gravy Seasonal Veg. + 100 gm Rice + One Sweet+ Pickle+ Green Salad+ 100 gm Curd+ Dry veg.	85
18.	Gulab Jamun & Rasgulla	2 pcs (45 gm)	26
19.	Ice Cream	60 ml	MRP
20.	Bread Pakora	70 gm	10
21.	Samosa	100 gm	7
22.	Mineral water Bottle	200ml, 500 ml, 01 litre	MRP
23.	Biscuit & Chips	Standard Size	MRP
24.	Kachori	100 gm	7
25.	Soup (Tomato/ Sweet Corn)	150 ml	10
26.	Executive Lunch/Dinner	120 give menu	
27.	Boiled Eggs (2 Eggs)		15
28.	Omlette (2 Eggs)		25
29.	Matar Paneer Vegetable		30
30.	Bread (Four) + Butter +Jam		25



CONTRACT FOR RUNNING CANTEEN AT ICAR-CISH, REHMANKHERA AND R.B. RAOD  
CAMPUS, LUCKNOW

DRAFT AGREEMENT

This agreement is made at Rehmankhera, Lucknow on this day of ----- 2019 between Indian Council of Agricultural Research, a Society registered under the Societies Registration Act 1960, through the Secretary, ICAR (Herein after called first party) of the first party and having its office at Lucknow. (Herein after called the Central Institute for Subtropical Horticulture, Rehmankhera, Lucknow) of the other part M/s ..... (Herein after called the second party).

Whereas the Director, ICAR-Central Institute for Subtropical Horticulture, Lucknow has decided to assign the annual job work contract for providing (nature of job) Running Canteen at Rehmankhera and R.B. Road Campus of CISH Lucknow to the firm on the terms and conditions hereinafter contained.

NOW IT IS HEREBY AGREED by and between the parties hereto as follows:

1. This agreement shall come into force w.e.f. (date) ..... and will remain in force for a period for one year but can be terminated by Director, ICAR-Central Institute for Subtropical Horticulture, Lucknow by giving two calendar month's notice in writing of its intentions to terminate the Agreement. The Agreement can be renewed, on mutually agreed terms.
2. The contract will be initially for a period of one year extendable for a further period of two years (total three years) on year to year basis, subject to satisfactory performance of the firm and its willingness to continue on mutually agreed terms.
3. If the contract is terminated on the grounds of glaring shortcomings or deficiencies during the currency of its tenure including extended tenure, if any, the ICAR-CISH shall have all rights to make suitable alternative arrangements. In case either party desires to discontinue with the arrangements, a two-month notice will have to be given by either side.
4. The Monthly License Fee for Rs.....(Rupees. ....only) for running canteen at ICAR-Central Institute for Subtropical Horticulture, Lucknow will be paid by the firm to the ICAR-CISH. The rates quoted by the Agency shall be increased 10% on annual basis for the period of the contract and no request for any change/modification shall be entertained before expiry of the period of the contract.
5. No Sub-contract shall be allowed or responsibility shifted by the Caterer for providing the catering services arrangement.
6. The Contractor shall run canteen from the allocated area as per the terms and conditions. The agency will not be sublet the contract. In case, it is found that the contract has been sublet, the contract may be terminated and performance security may be forfeited.
7. The contractor will display the approved rates of all the eatable articles to be sold by him in the canteen. Eatable left over at the end of the day shall not be sold the next day. The contractor will also serve the article during the committee/ meetings, as and when required on the rates approved by the Director, ICAR-CISH, Lucknow.
8. The contractor will not increase the rates of service items during the period of contract without the permission of Competent Authority.

9. ICAR-CISH shall provide with Electricity, Water, etc., **free of cost**. The contractor will arrange crockery, cutlery, kitchen utensils, gas stove, cylinder etc. at his own cost. The crockery should be properly cleaned and in good condition. The Electricity will not be used for cooking purpose.
10. The contractor will be responsible to observe the provisions of the labour laws and food items/ food safety laws in force. He will keep the kitchen, canteen, dining hall always in a neat & clean conditions. Eatables will be prepared under hygienic conditions. The firm will comply all existing labour laws in force.
11. The representative nominated by the ICAR-CISH, have right to inspect the facilities maintained and food items sold/served by the Agency, anytime, in presence of representative of the agency. Inspection report of such inspection will be shared for taking appropriate remedial measures.
12. The contractor will address general complaints received from the users of Canteen regarding operations of the canteen to the representative/authority of ICAR-CISH. A complaint register and suggestion box will be installed in the Canteen by the Agency/ Contractor. Contractor will attend to the complaint/suggestions in consultation with the authority of ICAR-CISH. The cost of complaint register & suggestion box, will be become by the Agency/Contractor and the key of the box will be under the safe custody of the Sr. Administrative Officer, ICAR-CISH, Lucknow.
13. For the preparation of eatables, only reputed brand Agmark/BIS/FSSAI approved items will be used. The quality of the food items prepared and served by the contractor in the Canteen shall conform to the standards as prescribed. Further contractor shall also ensure the following:
  - I. Monosodium glutamate shall not be used in any of the food preparations.
  - II. All fruits and vegetables and other ingredients shall be of standard quality.
  - III. Fruits and vegetables are to be washed in potassium permanganate solution.
  - IV. Chipped crockery/ stained & Brown cutlery shall not be used.
14. Electricity will be supplied free of cost in dining hall & kitchen for fridge, water cooler, hot case etc. by the ICAR-CISH.
15. The ICAR-CISH will provide infrastructure facilities and necessary furniture, free of cost and the same shall be cleaned daily and should be maintained in the good condition by the Contractor during the contract and the same will be returned to the ICAR-CISH in workable condition at the time of the completion of contract. Any loss or damage in this regard will be recovered from the contractor from time to time.
16. No unlawful activities will be carried out by the contractor or his worker in the canteen and in the ICAR-CISH premises. Any damage of the building/ infrastructure will be recovered by ICAR-CISH as decided by the competent authority ICAR-CISH.
17. Drinking of alcohol etc. and smoking shall not be allowed by the contractor or his workmen in the Canteen. Narcotics/Alcohol/Cigrate/ Paan Masala/Gutka etc. shall not be sold by the contractor in the Canteen.
18. The contractor shall ensure deployment of sufficient staff and replacement of their strength for the smooth functioning of the Canteen as well as for serving of food items in the Canteen. The contractor shall provide proper uniform& safety equipments to its staff at his own cost.

19. An authorized executive of the contractor shall be present for managing the catering services at all times during the operational times hours i.e 9.30 A.M. to 4.30 P.M. at Rehmankhera and 7.00 to 9.00 am, 12.30 pm to 2.30 pm, 8.00 to 9.30 pm R.B.Road in the Canteen, unless services are required by department, ICAR-CISH beyond that time for which information will be provided in advance. Night stay in the Canteen premises of the staff/workers deputed by the Contractor shall not be allowed in any circumstances. Contractor will also operate the Canteen on Second Saturday and Sunday or other holidays at Rehmankhera, if required and so desired by the ICAR-CISH. The ICAR-CISH will inform the agency a day in advance.
20. Any dispute arising between users of the Canteen and Contractor shall be addressed to the Director, ICAR-CISH of the Canteen by the Contractor or Users. The contractor/vendor shall intern (ing) and keep indemnified ICAR-CISH against all suits/liable whatsoever and shall comply with all statutory obligations in force without any liability of ICAR-CISH.
21. The contractor shall ensure that the persons deployed in Canteen of ICAR-CISH premises are of good character, well behaved & otherwise competent & qualified to perform the work. All persons operated in the Canteen of ICAR-CISH premises shall all times & for all purposes be deemed to be employees of the Contractor firm & ICAR-CISH shall have no liability on this account in any manner & the Contractor shall be responsible for their remuneration, minimum wages & any other statutory benefits such as ESI/EPF etc. No child labour be deployed in canteen.
22. Contractor will bear the cost, throughout the term of the contract, for a comprehensive general liability insurance covering injury to or death of any person(s) occurring in the areas of operation, caused by negligence on the part of the agency or its workmen and in case of failure to perform their obligations/duties under the agreement, Institute will not be responsible for any consequence due to default in this regard by the Agency. Institute shall not be at risk on any account in respect to labour engaged by Agency.
23. The cost of proper disposal of waste material generated in the Canteen shall be borne by the Contractor at his own Cost. The waste material should be disposed off as per the MCD/Environmental norms. Plastic material/ polythene will not be used while serving etables/drink in the canteen.
24. Any other items apart from the mentioned in **Annexure-III** of the tender document may be sold in the Canteen with prior permission of the Sr. Administrative Officer, ICAR-CISH but should not be sold at price higher than MRP.
25. Fire-emergency shutdown devices and life saving equipment should not be blocked by the Contractor and access to the path to these equipments should be maintained at all time.
26. Payment of License Fee :- The license fee shall be paid by the contractor to ICAR-CISH on quarterly basis. The license fee should be paid prior to commencement of the quarter i.e. pre-paid license fee will be recovered for the next quarter. The license fee shall be paid in the form of Bank Draft and handed over to Sr. Administrative Officer, ICAR-CISH, Lucknow before 15 days of commencement of the next quarter.

27. **PENALTY CLAUSE-** Following penalties shall be imposed on the Contractor for of various clauses of Tender Document.

1	Late deposit of License Fee	@ 5% per day of the monthly quoted amount for each day of delay from 01st day of the month.
2	Misuse of Water & Electricity	Rs.500.00 per occasion
3	Not providing adequate cleanliness & Sanitation	Rs.500.00 per day
4	Cooking with adulterated/prohibited/hazardous oil/ Masala/ raw materials	Rs.2000.00 per occasion
5	Encouraging unlawful activities like drinking/gambling/smoking etc. within the Canteen	Rs.2000.00 per occasion for each act
6	Not opening/closing Canteen in stipulated time schedule	Rs.500.00 per occasion for each act
7	Misbehavior by Canteen Staff	Rs.500.00 per occasion for each act
8	Disposal of Garbage within the Campus	Rs. 2000 per occasion
In addition to above, Director, ICAR-CISH, Rehmankhhera, Lucknow reserves the right to impose sufficient penalty on any other infringement of clause, which are not covered above. The decision of Director, ICAR-CISH, Rehmankhhera, Lucknow will be final for imposing of penalty		

28. Risk Clause: In the event of any successful tender's failure to fulfill any of tender/ contract obligations as per Contract/Agreement, ICAR-CISH may entrust the job to alternate vendor and get it completed to meet the ICAR-CISH requirement an additional expenditure, if any, including consequential cost will be fully recovered from the Contractor who failed to complete the job in line with the Contract, in addition to forfeiture of Performance Security.

29. In case of dispute between the parties the matter shall be referred to the Director, ICAR-CISH, Rehmankhhera, Lucknow and his decision will be final and binding upon parties.

30. The other terms and conditions of the tender document will be part of the agreement.

(Authorized Signatory)  
Firm Name & Seal

(Authorized Signatory)  
Director, ICAR-CISH,  
Rehmankhhera, Lucknow

Name & Signature of Witness 1 :  
Address

Witness : Signature:  
Name:  
Address:

Name & Signature of Witness 2 :  
Address :