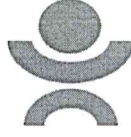


राष्ट्रीय बाल भवन

(शिक्षा मंत्रालय के स्कूल शिक्षा एवं साक्षरता विभाग,
भारत सरकार के अंतर्गत स्वायत्त संस्थान)
कोटला रोड, नई दिल्ली-110002



National Bal Bhavan

(An Autonomous Institution under Ministry of Education,
Department of School Education & Literacy, Govt of India)
Kotla Road, New Delhi-110002

Tel : 23237856, 23236570, 23232672 Fax : 23231158

F.No. 18 /NBB/Store/Tender(Canteen)/2022/691-706

SPEED POST

Dated 02.09.2022

To

Sub.: Inviting Sealed Limited Tenders for running of Canteen on highest rent and lowest rate of eatables basis in National Bal Bhavan, New Delhi for a period of one year.

Sir/Madam,

National Bal Bhavan is inviting sealed limited tenders for running of Canteen on highest rent and lowest rate of eatables basis in National Bal Bhavan, New Delhi for a period of one year for which the complete set of tender consisting the following documents is being sent herewith :-

Tender documents for running of Canteen in NBB	(i).Annexure-I : Terms and Conditions of tender for running of canteen (ii).Annexure-II : Tender Form (iii).Annexure-III- Proforma for quoting monthly rent for Canteen spot and rate of eatables.	Last Date and time for submission of Tender	Date,Time & Place for opening of Tender
		17.09.2022 at 02.00 p.m. in the Box at main gate	17.09.2022 at 03.00 p.m. in Conference Room

2. Therefore, you are requested to kindly go through all the eligibility criteria, technical requirement and specifications and terms & conditions of tender carefully and submit your tender as per date and time stipulated above. It may be ensured that at the time of opening of tender, the owner of firm him/herself should be present or send his/her authorized representative with duly signed authorization letter attesting his/her signature in original at the time of opening of Technical Bid of tender on the stipulated date and time mentioned above.

Yours faithfully,

(Mukesh Gupta)
Deputy Director(Admn.)

Encls. As above

TENDER
For CONTRACT FOR
RUNNING OF
CANTEEN
IN N.B.B.

LAST DATE OF SUBMISSION OF TENDER IS
17.09.2022 UPTO 2.00 P.M.

National Bal Bhavan
Kotla Road, New Delhi-110002

TENDER NOTICE FOR RUNNING OF CANTEEN IN NATIONAL BAL BHAVAN

Sealed tenders are invited from the reputed firms/Canteen contractors for running of canteen in the premises of National Bal Bhavan, New Delhi for a period of ONE YEAR for providing canteen & catering services to the staff members, children and visitors of National Bal Bhavan. Tender document may also be downloaded from the website of National Bal Bhavan i.e. nationalbalbhavan.nic.in. Sealed tenders accompanied with EMD of Rs.10,000/- should be deposited in the Tender Box available at main gate of National Bal Bhavan during working days and holidays. Date and time for submission and opening of tender is given below:-

Last date & time for submission of sealed tender in tender box at main gate and mode of payment of EMD	Date and time of opening of sealed tenders in the Conference Room of NBB
17.09.2022 upto 02.00 p.m.	17.09.2022 at 03.00 p.m.
Amount of EMD To be submitted online in the Bank Account of National Bal Bhavan through NEFT/RTGS (Provide/enclose UTR/Reference No. with date alongwith your tender.)	Amount of Performance Security To be submitted online in the Bank Account of National Bal Bhavan through NEFT/RTGS (Provide/enclose UTR/Reference No. with date alongwith your tender.)
Rs.10,000/- (Rupees Ten Thousand Only) (Provide/enclose UTR/Reference No. with date alongwith your tender.)	Rs.25,000/- (Rupees Twenty Five Thousand Only) (Provide/enclose UTR/Reference No. with date alongwith your tender.)
Details of National Bal Bhavan's Bank Account for making payment through NEFT/RTGS	Canara Bank, Deen Dayal Upadhyay Marg, New Delhi-110002. (IFSC Code- CNRB0000158 Bank Accounts No. 0158101019047

Tenders submitted after due date and time will not be accepted under any circumstances. The tenders must be submitted in sealed envelope with clear marking "**TENDER FOR RUNNING OF CANTEEN**" on the envelope. The Tenderer(s) him/herself or their authorized representative accompanied with **Authorization Letter** duly signed by the Tender/owner of firm may be present at the prescribed date, time and place of opening of the tenders. NBB has right to reject any or all the tenders without assigning any reason.

(Director, NBB)

Annexure-I

TERMS AND CONDITIONS FOR RUNNING OF CANTEEN IN NATIONAL BAL BHAVAN.

1. Sealed limited tenders are invited from the reputed firms/Canteen Contractors registered with appropriate Govt Agency / Authorities for running of canteen in the premises of National Bal Bhavan(NBB),New Delhi for a period of ONE YEAR for providing canteen & catering services to the staff members, children and visitors of National Bal Bhavan. Successful Bidder should have to be deposited advance payment of monthly rent and electricity bill on actual consumption and meter reading basis in the end of the month. Water will be provided free of cost. **Willing Canteen Contractors are requested to visit the Canteen area in NBB's premises during working days i.e. Tuesday to Saturday during working hours only before submitting their tenders.**
2. **Mode of selection of Successful Bidder :** Successful bidder will be selected on the basis of highest monthly rent and lowest rate of eatable items on the basis of the rates to be quoted by the bidders.
3. Period of contract for running the Canteen in National Bal Bhavan is one year from the date of issue of award letter which will be extended by the Competent Authority based on the good canteen services provide by the contractor.
4. **EMD :** EMD of Rs.10,000/-(Rupees Ten Thousand Only) through NEFT/RTGS has to be deposited by the contractor in the bank account of National Bal Bhavan and mentioned in the reference details thereof in the respective column of tender form. EMD will be refunded to the unsuccessful bidders.
5. **Performance Security :** Successful tenderer should have to deposit Performance Security of Rs. 25,000/- in the Bank Account of National Bal Bhavan through NEFT/RTGS. Any loss/damage charge of property of NBB or delay payment of monthly rent and electricity charges would be recovered from the Performance Security amount. Full amount of Performance Security shall be forfeited on non-abiding any of the terms and condition by the contractor and cancellation of contract. No interest will be payable on this amount.
6. **Payment of Monthly Rent and Electricity Bill and Penalty :** Monthly rent charge of NBB's Canteen should have to be deposited in **ADVANCE on 1st date of every month** and amount of Electricity Bill should have to be deposited on **last date of every month** otherwise due to non-payment of one or both the bills within seven days, Penalty @Rs.50/- per day will be charged separately from the first(1st) due date of starting of any of the bill. Payment of both the bills will be made in the NBB's bank account through NEFT/RTGS and details of which will be provided to the Cashier,NBB for issuance of receipt thereof and copy of receipt will have to be provided to the concerned officer/official of office for record purpose.
7. The Contractor should have to start the canteen within 7 days from receipt of NBB's Award or as directed in the award letter. Contractor should have to open the canteen on all working days from 09.00 am to 05.30 p.m. and as per orders of Competent Authority.
8. In the tender, Contractor should have to quote only unconditional rates including all taxes for eatables. Packed eatable items will only be of good brands provided on prevailing M.R.P. printed on the packet. Voilation of any of the terms and condition will lead termination of contract and forfeiture of performance security.
9. **Necessary Eatables to be provided every day :** Contractor should have to provide tea, coffee, Samosa, all types of Pakoras & Sandwiches, Idli and Vada with Sambhar, Tomato Soup, Matthi, Patties, Burger and one sweet (which will be changed every day) daily . Other eatable items including breakfast and lunch/Thali

items should have to be changed suitably daily/periodically or as per requirement/demand basis. A RATE LIST of visibly suitable size indicating the daily menu as per approved rate, size and weight should be affixed in the Canteen. Canteen Contractor should have to provide fresh, hygienic eatables only and ensure regular cleanliness of canteen on daily basis.

10. Keeping in view of all seasonal and environmental situations, the contractor shall make the arrangements for keeping all eatables in glass cover show cases to protect from flies, insects, dust and other environmental factors. The Contractor should have to ensure arrangement for hygienic condition and cleanliness in & outside of canteen, Kitchen and surrounding area. The contractor shall also be solely responsible for the safe and hygienic disposal of canteen waste for which NBB will not depute its staff.

11. National Bal Bhavan will not be responsible for credit sale losses or pilferage/theft etc. The contractor will take all necessary precautions against fire hazards and security of his/her items and to ensure compliance of the rules and regulations as laid down by concerned local authorities.

12. The Canteen contractor shall be responsible to provide clean, secure, fresh and hygienic edible items as per specifications prescribed in the tender document by the National Bal Bhavan. Canteen Contractor shall sell & serve only such items which are approved by the National Bal Bhavan. To prepare, sell the serve items other than approved items, prior approval from Competent Authority should be obtained.

13. In case of eatables prepared by the Canteen being found to be unsatisfactory and unhygienic continuously or the contractor fails to fulfill his obligations of the contract at any time during the time of the contract, National Bal Bhavan shall have to reassess the contract and forfeit full amount of security deposit.

14. The Committee or its authorized representative shall inspect the prepared samples of the food items at any time & reject such preparations which are not considered wholesome or Hygienic without any compensation for which contractor will be held responsible. The contractor shall supply the samples of food items to be inspected by the committee on demand free of cost.

15. Any differences or disputes between the National Bal Bhavan and Canteen Contractor arising during tendering period and/or during the awarded contract period shall be resolved amicably or solved under the jurisdiction of Indian Law in the Courts of New Delhi only.

16. For payment of any type of fee/licence fee or health/fitness certificates or other statutory requirements of MCD and other Authorities, National Bal Bhavan's Authorities will not be responsible. Only Canteen Contractor will be responsible for any type of fee/licence fee or fitness certificates or other statutory requirements and to comply the rules, regulations of MCD and other Authorities. In the event of inspection of Canteen conducted by any of the Govt. Authority/Agency and being found the Canteen and edible item and surrounding atmosphere unsatisfactory and unhygienic, the canteen contractor will be held responsible for payment of any penalty etc.

17. The contractor shall run the canteen himself/herself solely and shall not sublet the contract or give Canteen on rent or partnership in any case otherwise contract would be terminated and full performance security will be forfeited immediately.

18. The contractor will have to arrange his own kitchen equipments i.e. neat and clean crockery, utensils, cooking gas cylinders, fresh raw material of hygienic and good quality which should be maintained in hygienic condition at every time. Sale and serving of stale and unhygienic edible items will not be permitted in any condition.

19. National Bal Bhavan shall not be held responsible for any accident, mishaps; loss, theft or damage of articles/equipments of canteen and accident with canteen employee. Canteen contractor and staff should make and take their own security precautions and arrangements. To avoid fire hazards, contractor should have to install Fire Extinguishers of good quality and company.

20. The service from canteen to staff rooms/sections etc. and room service will be managed and provided by the contractor through his/her own canteen staff. But Canteen Contractor would not be permitted to deploy the child labour/children below 18 years' of age. Canteen staff deployed by the contractor should be completely healthy, without any disease and declared medically fit by the Govt. Hospital.

21. Canteen contractor will be held responsible for any type of illicit/bad behavior/habit/ misconduct, disobedience and indiscipline if committed by the canteen staff action thereon as per decision by the Competent Authority of NBB will be taken accordingly which will be final and binding upon the contractor. NBB will not consider any claim of canteen staff and contractor for any loss/damage/wage etc. Canteen staff will not be permitted to stay in night in NBB.

22. Menu for official lunch, dinner, parties, tea parties and other functions, prescribed by the authorized officer, the eatables should have to be provided accordingly on stipulated time and venue. Canteen services as per prescribe schedule from from 09.00 am to 05.30 p.m., during all working days or during weekly off days, holidays and whenever maximum or full staff for the functions/work is called for, should have to be provided by the Canteen contractor, as per order.

23. Canteen contractor shall be fully responsible to protect NBB's property and canteen's premises, fixings etc. which will be handed over to the contractor. Canteen contractor shall not alter/construct in the canteen and shall not damage the property/premises of NBB otherwise cost of damage will be recovered as per decision taken by the Competent Authority of NBB.

24. The canteen should not be used as a manufacturing place for the other canteens, any shops or any party etc. other than National Bal Bhavan. The Contractor shall not entertain any orders or supply of eatables outside National Bal Bhavan.

I/we have read, gone through and understood all the above terms and conditions which are accepted.

Dated: Signature of authorized signatory :.....
with Seal of firm/Co.
Full name, address & Mobile :.....
No. of authorized signatory :.....
(In Capital/Block letters) :.....

Annexure-II

Tender Form for running of Canteen in National Bal Bhavan

To

The Director,
National Bal Bhavan
Kotla Road, New Delhi-110002

Sub.: Submitting sealed tender for running of Canteen in National Bal Bhavan on the terms & conditions of NBB.

Sir/Madam,

I am submitting herewith the sealed tender for running of Canteen in National Bal Bhavan for a period of one year for which the necessary details are given below:-

Sl.No	Requisite details	Details provided by Contractor	Proof with indicating Page No.
1	Name of Tenderer/Canteen Contractor/owner of firm		
2.	Name of Firm		
3.	Complete Address of firm		
4	Phone/Mobile No. and e-mail		
5	Year of establishment of Firm		
6	Registration Certificate of firm from the concerned competent authority.		
7	Permanent Account Number (PAN)		
8	GST Registration certificate of firm from concerned competent authority.		
9.	Please give reference No.of Earnest Money Deposit(EMD) for Rs. 10,000/-submitted through NEFT/RTGS.		

10.	Details of canteen contracts till date(Attached documentary proof/satisfactory work performance certificate thereof from concerned office)		
Sl.No.	Details of past and present canteen contracts	Period of contracts	Govt./Semi-Govt./PSU/Govt. Aided/ Autonomous Organisation

It is certified that all the information given above are true and correct and all the terms and conditions of Canteen tender document are acceptable to me/us and these will be complied with by us. It is also certified/declared that I/we are fully competent to run the Canteen in National Bal Bhavan on the basis of highest monthly rent and lowest rate of eatable items as quoted by me/us.

Dated:

Signature of authorized signatory :.....
with Seal of firm/Co.

Full name, address & Mobile :.....
No. of authorized signatory :.....
(In Capital/Block letters) :.....

Annexure-III

Bid Proforma for quoting the rate of Monthly Rent Charges by the Canteen Contractor	
	Monthly Rent Charge quoted by the Contractor
Monthly Rent Charges should not below @Rs...../- per month	Quoted amount of Rent in numbers : Rs...../- Per month Quoted amount of Rent in words : Rupees.....Only Per month

Proforma for quoting the rates by the Canteen Contractor		
Sl.No.	Eatable Items	Rate to be quoted by the firm
1	Tea, 100ml. (in disposable cup) each cup	
2	Tea with Tea bag / Special Tea 100 ml. (in Thermocol cup) each cup	
3	Coffee 100ml. (in Thermocol cup) each cup	
4	Tomato Soup 100ml. (in disposable cup) each cup	
5	Samosa 80gm. with chutney/sauce- 1 piece	
6	Matthi-40 gm.- 1 piece	
7	Bonda – 50 gram each 1 piece	
8	Pakorras of mix seasonal vegetables-150 gram each plate 1 Plate	
9	Bread Pakoda 100 gm. with chutney/sauce 1 piec	
10	Patty With chutney/sauce 1 piece	
11	Burger (with cutlet& vegetable)std. Size 1 piece	
12	Bread Roll 100gms, with chutney/sauce 1 piece	
13	Chole /subji & puri (4 puri 120gm): 1 plate	
14	Chole /subji & Kachauri (2 Kachuri 120gm) 1 plate	
15	Veg. Sandwich/Cutlet 1 piece	
16	Veg Bharwan Parantha with Dahi or Chutney 1 piece	
17	Sambar Vada (2 pieces 50gm .each) 1 plate	
18	Veg. / Paneer Pakoda (100gm)- 1 piece	
19	Masala Dosa 200gm with sambar and chutney 1 piece	

20	Idli with samber(2 piece with Sambhar and Chutney)	1 plate	
21	Uttapam- 150 gm with samber and Chutney	1 piece	
22	Upma -150 gam.	1plate	
23	Two Bhature (100 gm. Each), with chole & pickles	1 plate	
24.	Chowmine 200 gram in each plate	1 Plate	
25.	Pasta 200 gram in each plate	1 Plate	
26	Gulab Jamun/Rasgulla (50 gm each)	1 piece	
27.	Moti Chur Laddu/Besan Laddu/ Besan Burfi/Balushahi	1 piece of 50 gram	
	Thali:		
28	One dal +one subji + raita + 4 roti +Salad	Each thali	
29	One dal + one subji + raita + 2 roti+ 125gm. Rice+Salad	Each thali	
30	One dal +one subji + raita + 250gm rice+Salad	Each thali	
	Special lunch (with following items).....	Each Thali	
31	One Paneer Dish+Dal or Dal Makhni+Vegetable Pulao/Vegetable Biryani+One Seasonal Vegetable+Dahi/Raita+Papad+Pickle+2Roti/ 2Nan/2 Prantha+One piece Gulab Jamun/ Rasgulla+Fresh Vegetable Salad	Each Plate/Pack	

CONDITIONS:

1. Only good and standard quality of eatble material, Ghee and oil etc. approved by the auhorized Govt. Agency, has to be used and provided which should have AGMARK or ISI mark.
2. A detailed/complete Rate List of all the eatable items with L-1 rates and specifications in visibly suitable size has to be displayed in the canteen.
3. The canteen contractor shall has to inspect the items to be used for preparing of eatables before preparation of eatable item to the Committee of NBB, constituted for inspection of Canteen. Canteen Contractor should always be ready for inspection of canteen by the Committee.
4. Cold Drink, mineral water and packed snacks/namkeen, biscuits, other packed items etc. should be of good brands/quality of reputed firms and provided on MRP printed on packets. Eatables of low Quality and local brands would not be permitted in the Canteen.

Dated:

Signature of authorized sisgnatory :.....
with Seal of firm/Co.

Full name, address & Mobile :.....
No. of authorized signatory :.....
(In Captal/Block letters) :.....