

# **TRAINING CENTRE, DRONACHARYA STADIUM, KURUKSHETRA (HARYANA)**

## **TENDER NOTICE FOR CATERING SERVICES**

Sealed tenders are invited by Sports Authority of India from the reputed concerns having minimum annual turnover of Rs.20.00 lacs from hotel, restaurant, mess food etc. business for awarding Two years contract to run hostel mess (Boys) & Campers at SAI, Training Centre, Dronacharya Stadium, Kurukshetra.

The detailed information & terms and conditions governing the award of contract as contained in the Tender documents may be obtained from the office of SAI, TC Kurukshetra on any working day between 11.00 am to 4.30pm from the date of publication of the notice in the newspapers on payment of demand draft/cash (non refundable) of Rs.1000/- (Rupees one thousand only) in favour of Assistant Director, SAI Training Centre, Kurukshetra. The sale of tender will close on 24-07-2015 at 1.00pm. Details are also available on our website <http://sportsauthorityofindia.nic.in>. In case of downloading the Tender Form from our website, the bidder will have to submit tender cost of Rs.1000/- along with EMD.

The tender offer in the prescribed form along with all relevant documents sealed and completed in all respect must be submitted latest by 28-07-2015 upto 10.30 am in the office of Assistant Director, SAI, Training Centre, Kurukshetra which will be opened on the same day at 11.00 am in the presence of the tenderers or their authorized representatives.

Sports Authority of India reserves the right to accept or reject any or all the tenders without assigning any reason, whatsoever.

ASSISTANT DIRECTOR

SAI TRAINING CENTRE,  
KURUKSHETRA  
PHONE:01744-2222121

**SPORTS AUTHORITY OF INDIA**  
**TRAINING CENTRE, DRONACHARYA STADIUM, KURUKSHETRA**  
**( Tel. No. & Fax 01744-222121)**

TENDER FORM NO. \_\_\_\_\_

TENDER FORM

Cost of Tender Rs. 1000/- (Rupees One Thousand only) by Bank Draft (In case of downloading from website the bidder will have to submit the tender cost along-with EMD.

Last date & time of receipt of Tenders: **28-07-2015 upto 10.30 AM.**

Date and Time for opening of Tenders is **28.07.2015 at 11.00 AM**  
(at SAI, Training Centre, Dronacharya Stadium,  
Kurukshetra Haryana.)

Tender Form for Catering Services

Sports Authority of India invites sealed tender from reputed concerns having minimum annual turnover of Rs. 20.00 lacs from hotel, restaurant, mess food etc. business. The estimated cost of the contract will be Rs.20.00 lacs per annum. The Menu of the mess is attached as Annexure-I. Format for submission of Tender is attached as Annexure- II & III. Please attach the requisite documents along-with the tender as under:-

1. Name of the Firm : \_\_\_\_\_
2. Full Postal Address with Tel. No.& Fax No. : \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
3. Registration No. of Firm : \_\_\_\_\_
4. PAN Number : \_\_\_\_\_
5. Audited balance sheet, Trading/ account of last three years : \_\_\_\_\_
6. IT Returns of the last three years : \_\_\_\_\_
7. Please attach a copy of valid license issued by Food Safety & Standard Authority of India (FSSAI) under food Safety and Standard Act 2006

## TERMS & CONDITIONS

1. The words “**Tender Form for providing Catering Services at STC, Kurukshetra Mess for one year**” should be subscribed on the top left corner of envelope bearing the name and address of the Bidder. The tender shall be submitted in three separate envelopes addressed to the Assistant Director, SAI Training Centre, Dronacharya Stadium, Kurukshetra Haryana as under.
2. Envelope “A”- Earnest money of Rs.40,000/- (Rupees forty Thousand only) by the bidder through demand draft in favour of Assistant Director, SAI, Training Centre, Dronacharya Stadium, Kurukshetra from any nationalized bank as detailed in Annexure II. (In case of down loading from website, the bidder will have to submit tender cost along-with EMD).
3. Envelope “B” - should contain the tender documents (Technical Bid) duly signed on each page and all other documents to be submitted along-with the tender as per details given in Annexure – II along-with information pertaining to the present line of business.
4. Envelope “C” - should contain the Financial Bid in Annexure – III.
5. Envelope ‘A’ & ‘B’ submitted by the bidder will be opened on 08-06-2015 at 11.00 AM at SAI, Training Centre, Dronacharya Stadium, Kurukshetra. Envelope “A” will be opened first and Envelope “B” of only those bidders will be opened who have deposited required EMD. Envelope ‘C’ i.e. Financial Bid of only those bidders whose documents (Technical Bid) are found in order and selected by the SAI committee, will be opened. Date and time for opening of Envelop ‘C’ will be decided later on. All the three envelopes should be submitted in one big cover duly sealed and may be put up in the tender box kept in the office of Assistant Director, SAI, Training Centre, Kurukshetra, Haryana.
6. The bidder should sign each page of the tender. Individual signing the tender papers must indicate whether he is the sole proprietor or / partner of the firm.
7. The bidder should also submit signed undertaking along-with the tender that he has read the complete tender document, and will abide by its terms and conditions and have also enclosed all the documents referred to in Annexure –II.
8. Offers sent by telex/fax/telegram will not be accepted.
9. SAI reserves the right to reject the tender of all or any party without assigning any reason.
10. Tender documents are neither transferable nor cost of the tender documents is refundable under any circumstances.
11. The issuing of tender document shall not constitute that the bidders are automatically qualified.

12. If even after award of contract, information/facts submitted by the bidder are found misleading/incorrect/false etc., SAI reserves the right to disapprove the contract.
13. The Earnest Money will be refunded/returned to the unsuccessful bidders at the earliest.
14. The successful bidder will have to deposit performance security of Rs.40,000/- (Rupees Forty Thousand only) within 15 days from the receipt of Award Letter.
15. Execution of the agreement on Rs. 100/- (Rupees one hundred only) Stamp Paper within 15 days of the receipt of award letter.
16. The earnest money of the successful bidders will be refunded after completion of the above-mentioned conditions.
17. In case of any dispute between the employees and successful bidder, SAI will have no responsibility and shall not be responsible for any compensation in any form to such employment to any of such employee during the currency of and/or after the expiry of this agreement.
18. In case of any dispute the matter shall be under the jurisdiction of the courts situated in Kurukshetra.
19. In case of any tender documents submitted by the bidders with incomplete information, his tender may be cancelled.
20. Sealed tenders containing relevant information should be addressed to the Assistant Director, SAI, Training Centre, Kurukshetra, Haryana and should bear the name and address of bidder.
21. Any tender received after the specified date, time and place mentioned in the advertisement will not be entertained under any circumstances.
22. Facilities to be provided by SAI for running the mess:
  - i) Dining halls
  - ii) Kitchens with stores
  - iii) Water will be provided by SAI
  - iv) The staff without family will be allowed to stay in the mess
23. It will be compulsory for the caterer to provide/depute sufficient staff i.e. Manager/Supervisor, Cook, Bearer, Chapati-man, Dish Washer & Safai Karamchari in the mess for preparing the food. The labour can be increased or decreased on pro-rata basis on strength of trainees.
24. The successful bidder will have to install a sub-meter (covering kitchen) for electricity at the risk and cost of his own and payment will be made accordingly to SAI on actual consumption as shown in the sub-meter, along with license fee every month. In dining hall and other required placed SAI will provide electricity.

25. The furniture issued will be on a One-Time Basis, and it should be returned in good condition. Its maintenance will be responsibility of the caterer who will be responsible for any breakage and damage of this furniture by its staff.
26. The caterer will be responsible for cleanliness of the dining hall & kitchen.
27. The food supplied should be wholesome, hygienic, nutritious and prepared in refined oil. The SAI reserve the right to take the assistance of any institution/agency/expert for guiding the caterer in this respect and advice of Incharge will be binding.
28. Waiters/Cooks should always be in prescribed uniform as decided by Incharge and the uniform has to be provided by the caterers at his own cost.
29. The caterer has to bring his own kitchen equipments, crockery and cutlery utensils and other items required for preparing and serving of food. All the items should be of good and standard quality and the same will be subject to checking by SAI.
30. The agreement will be for a period of one year from start of the services which can be terminated by either party giving one month notice after clearing dues. If the services are found satisfactory & according to the terms and conditions of the contract, the contract will extendable for a further period of one year.
31. The caterer will ensure compliance of all labour laws including contract labour (R&A Act 1970) to caterer and caterer's employees including and additional obligations that may arise on account of the mess being located within the SAI premises.
32. The caterer will maintain from inception, a reserve fund with his own bankers for meeting all accruing liabilities of terminal benefits, compensation etc. and will be responsible for providing alternative employment to all its employees on the cessation of this agreement, in his other going catering projects.
33. The premises shall not be utilized for any other or different purposes then set out, and any other form of commercial or trading user of these premises shall constitute breach of this agreement apart from rendering the caterer liable to pay additional charges for the unauthorized use as may be determined by Assistant Director in his sole discretion.
34. Licensee shall pay the license fee for every month in advance by 10<sup>th</sup> day of English Calendar month. Non-payment of license fee within the prescribed date will constitute breach of the terms of license failure to comply with the above provision may lead to termination of the contract.
35. If the license fee, or any part/thereof shall at any time, be in arrears and remaining unpaid after the due date and or if the licensee any time fails or neglects to perform or observe any of the terms and conditions herein contained and on his part to be observed and performed of very serious nature, then in that event, the licensor may without prejudice to his general right of revocation of license as a licensor, be terminated the contract by given 10 days notice in writing to the licensee, there upon the licensee will peacefully give up possession of the premises

in question. However the licensor retain his right to recover any loss or prestige suffered on account of any antecedent breach of terms and conditions and contravention on the part of the licensee.

36. In case of food, if found less in quantity or quality is not of standard quality or in unhygienic condition or not served in time, SAI may impose penalty first time @30% second time @50% of that day's diet bill and third time show cause notice will be given.

37. That without prejudice to the rights and privileges of the licensor, licensee during the tenure of this license shall not transfer, assign or part with licensed premises or any portion thereof permanently or temporarily to any other person and shall not be allowed to take any person to share the accommodation or in partnership without the prior written permission of the licensor, nor shall be entitled to allow any person to occupy the licensed premises or to use any part thereof or create any right of any other person/party in the said licensed premises.

38. The licensee shall not be entitled to build up any structure (permanent/temporary) on the licensed space. In case any such structure(s) is/are required to be put by the licensee for promotion of his business, the licensee shall submit a detailed plan for approval of the licensor. No additional/alteration or structural changes would be allowed to be put up without the written prior approval of the licensor.

39. That in case the license comes to an end on expiry of the period of license or is revoked before the expiry of terms, in that event, the licensee shall not remove from licensed premises, furnishing, fitting, fixture etc. belonging to the licensee without the prior written approval of the licensor. If the licensor decides not to retain all or any of the fitting and furnishing, the licensee shall remove the same peacefully and restore the licensed space to the original condition at his own cost.

40. That the licensee shall not do anything in or outside the licensed premises which may create nuisance or any cause of annoyance to the neighbor, to the licensor and or to the visitors and Sports person living/visiting the premises.

41. That the overall control and supervision of the premises shall remain vested in the licensor and the licensor through its authorized representative will have the right to inspect the whole or part of the licensed premises as and when considered necessary with respect to its bona-fide use and in connection with fulfillment of the other terms and conditions of the license.

42. In case of any damage to the property belonging to licensor, the licensee shall compensate the licensor to (in case of being responsible) and for the amount as may be determined by the licensor, which shall be final and binding on the licensee.

43. Only such items of foods and beverages etc. will be prepared as provided in menu and any additional items should as have not been prohibited by Ministry of Health or SAI and other Govt. Agency.

44. The licensee shall arrange for removal of the garbage, the kitchen waste or any other type of refused or waste material every day.

45. That the licensee shall maintain environmental hygiene and proper sanitation of the licensed premises during all working hours. The licensee shall be bound to avoid by all the provisions of the prevention of Food Adulteration Act as applicable in Kurukshetra and such other Central and local laws and rules and regulation existing therein or to be enacted or introduced hereafter.

46. That in case the license is cancelled by the licensor, the unauthorized occupants of the public premises viz. erstwhile licensee together with all other unauthorized occupants, if any shall be liable to pay the damages at such rates as may be determined by the licensor.

47. On the expiry of the period of license, in case the license is not renewed or fresh license entered into or in case of default in payment of license fee or violation of any clause of the agreement, the licensee shall become an unauthorized occupant of the said public premises under section 4 of the public premises. (Eviction of unauthorized occupants) Act-1971 and the licensee shall be liable to be proceeded under the provisions of the said above Act. Besides the jurisdiction of the Estate Officer as appointed by Ministry of Youth Affairs and Sports of SAI, in case of other disputes that the courts in Kurukshetra only shall have jurisdiction to entertain any application in respect of any proceeding under this agreement or to entertain any suit in connection with this agreement of license and no other court of any other place shall have the jurisdiction to entertain any such application or any suit.

48. That the licensee at his own cost will provide running hot water, cupboards for keeping servant's cloths, fire proof arrangement and all other requirement in the kitchen. It will be responsibility of licensee to comply with all fire-fighting norms and condition as laid down by the concerned authority. SAI will not be responsible in case of any eventuality.

49. That the washing of utensils etc. including dishwashing shall not be permitted at any place other than the space in the kitchen provided for this purpose.

50. The licensee shall not encroach upon any area of vacant land or constructed portion for any purpose.

51. That no public telephone shall be arranged/provided in mess without obtaining prior approval of the licensor in writing.

52. SAI reserves right to revise its menu.

53. That the licensee shall use dustbins for the refuse and the kitchen waste. It shall be ensured by the licensee that refuse of kitchen waste is not scattered outside the cans/dustbins and neither the same is dumped anywhere else other than the place specified.

54. That the licensee shall not display any neon signboard or advertisement board etc. without prior written permission of the licensor, but the licensee shall be responsible to pay the advertisement tax or any charges leviable by the licensor, if any neon sign board or advertisement board etc. is installed without the prior written permission of the licensor.

55. Notwithstanding anything contained in any clause hereto in force mentioned the licensor shall have the absolute right at all time to undertake any construction or modification to ensure better utilization of the building and to improve its revenue. The licensee shall not be entitled for any compensation and/or reduction in license fee or have any right to object to the same.

56. That the licensee shall stand ipso-facto determined without any right to compensation whatsoever to the licensee in any of the following events.

57. If the licensee (s) being an individual or if an firm, any partner in the licensed firm, shall die or at any time be adjudged insolvent or shall have a receiving order for administration of his estate made against him or shall take any proceeding for liquidation or compensation under any insolvency act for the time being in force or make any conveyance or assignment of his effect or enter into any arrangement or composition with creditors or suspend payment or shall introduce a new partner or shall change the constitution of partnership or if firm is dissolved under the partnership act.

OR

The licensee being a company shall pass a resolution or the court shall make an order for the liquidation of its affairs or a receiver or a manager on behalf of the debenture holders shall be appointed or circumstances shall have arisen which entitle the court or debenture holders. Shall be appointed or circumstance shall have arisen which entitled the court of debenture holders to appoint a receiver or manager, provided always that such determination shall not be prejudice any right of action or remedy which shall have there after accrue to have licensor.

58. On the expiry of the period of license the licensee undertakes to handover the peaceful the vacant possession without delay, dispute or demur on any ground whatsoever. In any case of default in payment of license fee or violation of any clause of the agreement, the licensee shall become an unauthorized occupant of the said public premises under section 4 of the public premises (Eviction of unauthorized occupants) Act 1971 and the licensee shall be liable to be proceeded under the provisions of the said P.P. Act 1971. Besides the jurisdiction of the Estate Officer as appointed by SAI, in case of other disputes that the courts in Kurukshetra only shall have jurisdiction to entertain any application in respect of any proceeding under this agreement or to entertain any suit in connection with this agreement of license and no other court of any other place shall have the jurisdiction to entertain any such application or any suit.

59. The bidder will be responsible for ensuring that all the employees and staff duly maintain necessary hygiene, decorum and proper discipline vis-à-vis the trainees and their associates. No person associated with the mess shall have any dealings or association of any kind whatsoever with and the party will be fully responsible for its staff and employees both before and after their respective working hours in the event of impermissible interaction between any employee/staff of the part and any trainee/camper whether individual or in a group.

60. The successful bidder will keep fire extinguisher equipment in the kitchen.



61. The successful bidder shall be responsible for ensuring the safety of its employees.
62. The earnest money of the successful bidder will be refunded after depositing of the security money against the contract. All the supporting documents whatever needed should be enclosed.
63. Conditional/Incomplete tenders with own terms will be rejected.
64. The rates quoted against each menu will be inclusive of all taxes.
65. TDS and all taxes imposed by Central / State Govt. will be borne by the contractor.
66. SAI reserves the right to reject any or all the tenders without assigning any reason whatsoever.
67. This is to certify that I/we have studied site, read, understood all the clauses of the tender and in case of award I/we undertake to abide by its terms and conditions.

Signature: \_\_\_\_\_  
Designation: \_\_\_\_\_  
Name of the Firm & Address \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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

Seal

Annexure: II

Format for Submission of the Tender on Letter Head of the Firm

To  
The Assistant Director,  
Sports Authority of India,  
Training Centre, Dronacharya Stadium

Kurukshetra (Haryana).

Sub.: Tender for Catering Services at in SAI Training Centre, Kurukshetra  
(Haryana).

In response to the Tender Notice published in the \_\_\_\_\_ on \_\_\_\_\_, I had purchased Tender Form No. \_\_\_\_\_ from your office/I had downloaded tender form from website "http://sportsauthorityofindia.nic.in" and have deposited cost of tender along-with E.M.D.

I am sending herewith my tender documents as under:-

TECHNICAL BID: The tender documents duly signed on each page and all other documents to be submitted along-with the tender. (Envelope "B").\*\*

FINANCIAL BID: The financial bid for providing the Catering Services (Envelope "C").

\*\*The following details and supporting documents accordingly are available in Envelope "B" for evaluating eligibility etc.

- a. Registration No. of the firm.
- b. PAN number
- c. Detail of clients along-with valid certificate issued by FSSI for providing catering services and copy of award/experience letters.
- d. Copy of audited balance sheet Trading/Profit & Loss account and IT returns for the last three years showing annual turnover of Rs. 20.00 Lacs.
- e. Undertaking to abide by all labor laws.

That I/we will be responsible for all the contractual obligations including uninterrupted service, quality of work etc.

This is to certify that I/we have studied site, read and understood all clauses of the tender. In case of award of contract, I/we undertake to abide by all terms and conditions mentioned in the same.

Encl. As above

Dated: \_\_\_\_\_

AUTHORISED SIGNATORY

(NAME IN BLOCK LETTERS)  
(SEAL OF THE BIDDER)

Annexure - III

Format of Financial Bid for Submission of the Tender on Letter Head of the Agency

*(TO BE SUBMITTED IN ENVELOPE "C")*

1. Name of the Bidder : \_\_\_\_\_
2. Address of the Bidder : \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
3. Tender No. : \_\_\_\_\_

LICENSE FEES QUOTED PER MONTH :

In Figure : Rs. \_\_\_\_\_

In Words : Rupees \_\_\_\_\_  
\_\_\_\_\_

This is to certify that I/we have studied site, read and understood all clauses of the tender. In case of award of contract, I/we undertake to abide by all terms and conditions mentioned in the same.

Dated: \_\_\_\_\_

(Signature of the Bidder)

Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Tel. No. \_\_\_\_\_

Fax No. \_\_\_\_\_

(Seal of the Bidder)

SPORTS AUTHORITY OF INDIA, TRAINING CENTRE Kurukshetra- MENU FOR regular trainees of STCs (Rs. 175/- per day)

Days	Morning Tea	Breakfast	Lunch	Before Practice	After Practice	Dinner	Milk
Monday	Tea with Biscuits	Milk 500 M.L., Bread 8 Pcs., Butter 30 Gms., Daliya 150 Gms, Boiled Egg 2 Nos./Paneer 50 gms, fruits 2 Nos.	Dal Makhani, Green Vegetables, curd, Salad, Rice/Chapatis	Evening Tea	Lemon Juice with sprouted Chana/Dal	Dal Masur, Chicken Palak/Palak Paneer, Rice, Chapati, Fruit Custard	250 M.L.
Tuesday	-do-	Milk 500 M.L., Cornflakes 20 gms, Stuffed Bread Pakora 4 Nos. with Souce, Fruit 2 Nos.	Rajmah, Green Veg., Curd Pudina, Salad, Rice, Chapati	-do-	-do-	Mix Dal, Matar Paneer, Rice, Chapati, Kheer	-do-
Wednesday	-do-	Milk 500 M.L., Bread 8 Pcs., Butter 30 gms., Jam 25 gms., Fried Kala Chana 150 gms, Boiled egg 2 Nos., Raw Paneer 50 gms, Fruit 2 Nos.	Kala Chana, Vegetable Salad, Curd, Rice, Chapati	-do-	-do-	Dal Moong Sabat, Mutton Curry/Matar Mashroom, Rice Chapati, Milk Sewian	-do-
Thursday	-do-	Milk 500 M.L., Egg Bhurji/Paneer Bhurji, Bread 8 Pcs., Butter 30 gms, Daliya 150 gms, Fruit 2 Nos.	Dal Lobia, Vegetable Salad, Raita Veg., Rice Chapati	-do-	-do-	Dal Malka Masur, Mix Vegetable with Paneer, Chapati, Rice, Fruit Custard	-do-
Friday	-do-	Milk 500 M.L., Cornflakes 20 gms, Bread 8 Pcs., Butter 30 gms, Jam 25 gms, Boiled egg 2 Nos./Raw Paneer 50 gms, Fruit 2 Nos.	Kabli Chana, Green Vegetable Salad, Bundi Raita, Rice Chapati	-do-	-do-	Urd Chana Mix, Chicken Curry/ Shahi Paneer, Chapati, Rice Gulab Jamun 2 Pcs.	-do-
Saturday	-do-	Milk 500 M.L, Daliya 150 gms, Bread Toast 6 Pcs., Butter 30 gms., Jam 25 gms, 2 eggs/Paneer 50 gms, Furit 2 Nos.	Rajmah, Green Vegetable Curd, Salad, Rice, Chapati	-do-	-do-	Dal Masur, Chicken Curry/Fish Curry /Paneer, Mushroom Matar, Rice, Chapati, Suji Halwa	-do-
SUNDAY	■ Do -	Milk 500 M.L, Aloo pronth , Butter 30 gms., Furit 2 Nos. Pickel	Pulaw, Raita, Rajma, Curd, Salad	-do-	-do-	Dal Makhani, Aloo Zeera/ Egg Carry, Rice, Chapti, Sewian	-do-

