

Cost Rs.500/-

TENDER NO.....

**SPORTS AUTHORITY OF INDIA
SPORTS TRAINING CENTRE DHARWAD**

TENDER

FOR

RUNNING MESS

AT

**SPORTS TRAINING CENTRE
SAPTAPUR ROAD, DHARWAD KARNATAKA**

Website : <http://www.sportsauthorityofindia.nic.in>

LAST DATE & TIME FOR SUBMISSION OF TENDER 14TH MAR 2011 UPTO 3 PM
DATE & TIME FOR OPENING OF TENDER 14TH MAR 2011 AT 3.30 PM

SPORTS AUTHORITY OF INDIA
SPORTS TRAINING CENTRE SAPTAPUR ROAD, DHARWAD

TENDER DOCUMENT FOR RUNNING MESS IN SAI STC DHARWAD

1. INVITATION OF BIDS :

- 1.1 Sports Authority of India invites sealed tender for providing catering service for sports trainees at SAI STC, Saptapur Road Dharwad Karnataka from reputed caterers having minimum annual turn over of Rs.40 lakhs during last 2 financial years for catering services to various institutions for two years from start of the services. The rate and menu of the meal is attached as Annexure I and requisite documents referred thereof be enclosed alongwith the tender.
- 1.2 The bidders are required to accept all terms and conditions mentioned in the tender document. SAI reserves the right to reject any or all offers without assigning any reason.
- 1.3 It is the responsibility of the bidders to read all terms & conditions of the tender document before filling the tender. Incomplete tender documents or bids are liable to be rejected.
- 1.4 Tenders documents are neither transferable nor cost of tender documents is refundable under any circumstances.
- 1.5 Offers sent by electronic e-mail/fax/telegram will not be accepted.
- 1.6 SAI reserves the right to reject the tender of all or any party without assigning any reason.
- 1.7 Any tender received after the specified date, time and place mentioned in the advertisement will not be entertained under any circumstances.

2. SERVICE REQUIRED FROM THE CATERERS :-

- 2.1 Provide meals both vegetarian and non vegetarian for trainees staying in SAI STC Dharwad as per approved menu/rate and quality.
- 2.2 Rate of eatable items approved by SAI will be enforced during the period of contract. However, the rates will be revised by the competent authority as conveyed from Head Office from time to time and payment will be made accordingly.

(Signature of the bidder)
With address and seal

3. EARNEST MONEY DEPOSIT (EMD)

- 3.1 Earnest money of Rs.50,000/- (rupees fifty thousand only) by the tenderer through demand draft in favour of the Assistant Director Sports Authority of India Sports Training Centre, payable at Dharwad from any nationalized bank. In case of downloading from website the bidder will have to submit tender cost along with the EMD.

OFFERS NOT ACCOMPANIED BY THE REQUIRED EMD WILL BE REJECTED

- 3.2 The earnest money draft will be returned to the unsuccessful bidders with in three months of the date of approval of the successful bidder. The earnest money of the successful bidder will be liable to be forfeited, if he does not fulfill any of the following conditions of the contract.
- (a) The successful tender will furnish SECURITY DEPOSIT of Rs.2.5 lakhs (Two lakhs fifty thousand only) within seven days of the receipt of the award of contract.
 - (b) Execution of the agreement on Rs.100/- (rupees one hundred) stamp paper within 7 days of the receipt of award letter.
 - (c) To undertake the work from the specified date mentioned in the award letter.
- 3.3 The earnest money of the successful bidder will be refundable after completion of the above mentioned formalities.

4. SCHEDULES OF TENDER

- 4.1 The tender document will be available between 1000 HRS TO 1600 HRS on all working days upto 12/3/2011 till 1600 hrs. The intended bidders may purchase the same from the office of Sports Authority of India STC Dharwad by making payment of Rs.500/- (rupees five hundred) through A/C payee Demand Draft/Pay Order drawn in favour of SAI STC payable at Dharwad or cash.
- 4.2 The bidders who download the tender documents from given website are required to pay Rs.500/- (five hundred only) in the form of separate DD/Pay Order in favour of SAI STC Dharwad payable at Dharwad as cost of tender documents. In case the bid is received without the cost of tender documents, the same would not be considered.

(signature of the bidder)
With address and seal

- 4.3 Technical & Financial bids shall be received upto 14/3/2011 by 3 PM.
The technical bids will be opened on 14/3/2011 at 3.30PM.
- 4.4 The Financial bid of only those bidders will be opened whose technical bid the competent authority accepts. The date time and venue for opening of financial bids shall be communicated to the qualified bidders at a later date. However, SAI reserves the right for not inviting the unqualified bidders while opening the financial bids.
- 4.5 Any tender received after the date and time given above will not be entertained under any circumstances.
- 4.6 The competent authority reserves the right to reject any or all tender without assigning any reason.

5. PROCEDURE FOR SUBMISSION OF BIDS

- 5.1 The bids shall be submitted in two separate sealed envelopes as under :-
- (a) **Envelope A** – should contain the technical bid document, (Annexure – II). Tender document duly signed by the bidder on each page and all necessary documents to be submitted alongwith relevant documents and EMD.
- (b) **Envelope B** – should contain the license fees in Annexure – III.
- 5.2 Both envelopes should be submitted in one single envelope duly sealed, addressed to The Assistant Director Sports Authority of India Sports Training Centre, Sapatpur Road, Dharwad Karnataka and superscribed “Tender document for running mess in SAI STC Dharwad for two years”. The cover should also bear the name and address of the bidder including telephone number.
- 5.3 The bidder must put his seal and signatures on each page of the bid as well as supporting documents and also attest all cuttings or corrections etc., if any under his seal and signatures.
- 5.4 The bid duly completed in all respect should be inserted in a sealed box placed in the office of SAI STC Sapatpur Road, Dharwad.
- 5.5 The bidder who wish to submit bid duly completed in all respect by post will ensure that the same reaches to this office on or before due date and time given for submission of same. Bid received after due date and time will not be considered under any circumstances.

(signature of the bidder)
With address and seal

6. ELIGIBILITY CRITERIA

The bidders should have experience of providing catering services in educational/sports institute at least for a period of two years with minimum annual turn over of Rs.40 lakhs per annum during the preceding two financial years from the catering business.

7. SELECTION CRITERIA :

The selection of successful bidder will be done on the basis of monthly license fee quoted by the bidders for use of the premises offered to them in SAI STC fulfilling the eligibility criteria.

8. PAYMENT PROCEDURE

- 8.1 The caterer will submit the bill alongwith actual attendance duly verified/certified by warden/Incharge by the first week of every month for preceding month. The payment of the bills will be made within 10 days from the date of submission of the bill through ECS.
- 8.2 The agency will be responsible to deposit EPF & ESI subscription as per rule under labour law.

9. CONDITION OF CONTRACT

- 9.1 Offers sent by telex/fax/telegram will not be accepted.
- 9.2 The issuing of tender document shall not constitute that the tenderers are automatically qualified.
- 9.3 If even after award of contract, information/facts submitted by the tenderer are found misleading/incorrect/false etc., SAI reserves the right to disapprove the contract.
- 9.4 In case of any dispute between the employees and successful tenderer SAI will have no responsibility and shall not be responsible for any compensation in any form to such employment to any of such employees during the currency of and/or after the expiry of this agreement.
- 9.5 In case of any dispute, the matter shall be under the jurisdiction of the courts situated in Dharwad only.
- 9.6 Facilities to be provided by SAI to the mess :
- (a) Two dining halls and one kitchen with store rooms.
 - (b) Dining tables and benches.
 - (c) Electricity and water connection (domestic) for cooking purpose.
 - (d) Cooking gas burners and gas cylenders.

(signature of the bidder)
With address and seal

- 9.7 The caterer will be responsible for maintaining the furniture, electrical, sanitary water connection and other fittings in proper working condition and in case of any fault, will be repaired at his own cost.
- 9.8 The furniture issued will be on a one-time basis and it should be returned in good condition.
- 9.9 The caterer will be responsible for the cleanliness of the dining halls, kitchen and the surrounded areas.
- 9.10 The caterer will not be allowed to use hard coal/wood/electricity for cooking, only gas should be used for cooking.
- 9.11 The food supplied should be wholesome, hygienic, nutritious and prepared in Refined cooking oil. The SAI Training Centre reserves the right to take the assistance of any institution/agency/expert for guiding the caterer in this respect and advise of the Director Incharge will be binding.
- 9.12 The caterer will ensure compliance of all labour laws as applicable to caterer and Caterer's employees including any additional obligations that may arise on account of the canteens being located within the SAI Training Centre.
- 9.13 The caterer will maintain from inception a reserve fund with his own bankers for meeting all accruing liabilities of termini benefits, compensation etc., and will be responsible for providing alternative employment to all its employees on the cessation of his agreement, in his/her other on going catering projects.
- 9.14 Licensee shall pay the license fee for every month in advance by 10th of each English calender month. Non payment of license fee within the prescribed date will constitute breach of the terms of license and failure on part of the caterer with the provision to termination of the contract.
- 9.15 The caterer has to bring his own kitchen equipment, 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 same are subject for checking by Assistant Director or his representative at SAI Training Centre.

(signature of the bidder)
With address and seal

- 9.16 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, the penalty will be deduction of 10% of the monthly bill or as decided by the Administrative Officer SAI Training Centre. Repeated fault may result in forfeiture of part or whole of security and even termination of the contract. SAI Training Centre reserves the right to visit the existing or the past customers of the bidder to ascertain the quality of work performed by them and in case any negative report is received against the bidder, his/her bid may be rejected. Also in case any information provided by the bidder is found to be false, his/her bid can be rejected and part or whole security forfeited.
- 9.17 The without prejudice to the right and privileges of the licensor, licensee during the tenure of this license shall nor transfer, assign or part with licensed premises or any portion thereof permanently or temporarily to any other person/persons and shall not be allowed to take any person/persons to share the accommodation or in partnership without the prior written permission of the licensor, nor shall be entitled to allow any person/persons to occupy the licensed premises or to use any part thereof or create any right of any other person/persons/party in the said licensed premises.
- 9.18 The licensee shall not be entitled to put 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 the promotion of his/her 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.
- 9.19 That in case the licensee comes to an end on expiry of the period of licensee or is revoked before the expiry of terms, in such an event, the licensee shall not remove from licensed premises, furnishing, fittings, fixtures 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 fittings and furnishing, the licensee shall remove the same peacefully and restore the licensed space to the original condition at his/her own cost.

(signature of the bidder)
With address and seal

- 9.20 That the caterer shall not do anything in or outside the licensed premises which may create nuisance or any cause of annoyance to the neighbour, to the Assistant Director and or to the visitors and sports person living/visiting the premises.
- 9.21 That adequate provision exists for sufficient number of light points, power plugs, fans including exhaust fans will be provided by SAI at its own cost. For any addition and alteration in the electrical installation work prior approval in writing of the Assistant Director will have to be obtained by the Caterer.
- 9.22 Only such items of food 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 Training Centre and other Govt. Agency.
- 9.23 The licensee shall arrange for removal of the garbage, the kitchen waste or any other type of refused or waste material every day at his/her own cost.
- 9.24 That the caterer shall maintain environmental hygienic and proper sanitation of the mess premises during all working hours. The caterer shall be bound to abide by all the provisions of the prevention of Food Adulteration Act as applicable in the State and such other Central and local laws and rules land regulation existing there in or to be enacted or introduced hereafter.
- 9.25 That the caterer at his/her own cost will provide running hot water, cupboards for keeping servant's clothes, fire proof arrangements and all other requirement in the kitchen. It will be the responsibility of the caterer to comply with all fire-fighting norms and condition as laid down by the concerned authority. SAI Training Centre will not be responsible in case of any eventuality.
- 9.26 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.

(signature of the bidder)
With address and seal

- 9.27 The licensee shall not encroach upon any area of vacant land or constructed portion for any purpose.
- 9.28 That no public telephone shall be arranged/provided in canteen without obtaining prior approval of the licensor in writing.
- 9.29 SAI Training Centre reserves the right to revise its menu and no extra payment will be made for the same.
- 9.30 The successful bidder shall be responsible for ensuring the safety of the persons etc. In case of any injury to any persons or damages caused to the property of SAI Training Centre or any third party, the tenderer shall be responsible to pay compensation for such injury and/or damages as may be required under the law. In case of any court case or challan by the policy or any local authority or any other party competent to take such action, the tenderer shall be solely responsible for defending the cases in a court of law and/or to ensure compliance with the summons or challan so served in this behalf.
- 9.31 These are only proposed draft, terms & conditions and can be modified, changed or added to time of finally conclude and signing the agreement.
- 9.32 The Earnest Money of the successful bidder will be refunded after depositing of the security deposit and signing the contract.
- 9.33 Conditional/Incomplete bids with own terms and condition will be rejected.
- 9.34 The tenderer, its staff and employees will be liable to bring to the notice of the Incharge of the centre any untoward developments at the earliest possible instance failing which it will be deemed that the party its staff and employees are involved in or connected with or beneficiaries of the said untoward developments/activities.
- 9.35 The cooks & bearers should be medically fit and should not be below 18 years of age. It may be also ensured that they are not suffering from infectious/contagious diseases.

(signature of the bidder)
With address and seal

This is to certify that I/we have studied, read, understood all the clauses of the tender and in case of award undertaken to abide by its terms and conditions.

Signature.....

Designation.....

Name of the firma & address.....

Date : _____

SEAL

**SAI STC DHARWAD
MENU CHART**

BOARDING @ RS.125.00 PER DAY/PER HEAD + 7% ADDITIONAL COST FOR WAGES & SERVICE PROVIDED.					
TIME	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY
6 AM	Tea/Coffee and Biscuit(5)				
BREAKFAST 0845 TO 0915 hrs	Dosa & Sabji Sambar Chatni Milk, Eggs & Fruit	Upma Sera Milk, Eggs & Fruit	Bread,Jam,Butter Milk, Eggs & Fruit	Puri & Sabji Milk, Eggs & Fruit	Idly Vada & Sambar Milk, Eggs & Fruit
LUNCH 1330 TO 1430 hrs	Vegetable Curry Rice & Chapatti Sambar & Curd Pickel & Papad Salad	Grams Sabji Rice & Chapatti Dal & Curd Pickel & Papad Salad	Vegetable Curry Rice & Chapatti Sambar & Curd Pickel & Papad Salad	Grams Sabji Rice & Chapatti Dal & Curd Pickel & Papad Salad	Vegetable Curry Rice & Chapatti Sambar & Curd Pickel & Papad Salad
TEA 1600 hrs	Throughout the week. Before training After evening training session : fruit juice. 250 ml per head				
DINNER 2000 TO 2100 hrs	Mutton Biryani Raita Sweet Milk & Fruits Paneer curry for veg Chesew/Badam	Chicken Curry Veg, Salad, Rice Chapatti, Sweet Milk & Fruit Soya curry for Veg Chesew/Badam	Mutton Curry & Veg, Salad, Rice, Chapatti & Sweet, Milk & Fruit Paneer curry for veg Chesew/Badam	Chicken Biryani Raita & Sweet Milk & Fruit Soya curry for Veg Chesew/Badam	Mutton curry & Veg Salad , Rice, Chapatti & Sweet, Milk & Fruit, Paneer curry for <u>Vegetraian</u> Chesew/Badam

NOTE:- **Fruits** :- Apple/Sweetlimb/Orange/Chikoo/Mango/Grape etc..(150 gms per head) **Sweet** :- 100 gm Samya/Paisa
Curd : 100 gm **Papad & Pickel** : As desired **Vegetable** : 100 gms **Potato** : 50 gms **Eggs** : 02 each (farm chicken)
Milk : 500 ml per head **Non-Veg** : 100 gms per head. **Bread** : 4 – 10 slices per head **Butter** : 20 gms per head
Paneer/Soya chunks : 150 gms per head (for vegetarians) **Rice, Dal & Chapati** : As desired **Cheshew/Badam** : 50 gms
Biscuits : Good Day/Nice/Glucose etc - 05 pcs per head **Fruit Juice** : Mango/Pinapple etc. – 250 ml per head **Salad**

: 10 :

ANNEXURE – II TO „MESS TENDER“

SPORTS AUTHORITY OF INDIA
Sports Training Centre
Saptapur Road, Dharwad-1

Tender Form No.....

TENDER DOCUMENT FOR RUNNING MESS IN SAI STC DHARWAD,
KARNATAKA

TECHNICAL BID FORM

(Envelop A)

1.	Name of the catering firm/agency	
2.	Full postal address with Tel.No. & Fax No.	
3.	Registration No. of firm (enclose copy)	
4.	Present line of relevant business	
5.	Details of other clients for providing catering services alongwith copies of offer letter	
6.	Income tax return certificate of the last three years i.e. 2008-09, 2009-10, 2010-11 (enclose copy)	
7.	PAN No. (enclose copy)	
8.	VAT No. (enclose copy)	
9.	Certified/Audited balance sheet by CA of last two financial years confirming turn over of minimum Rs.40 lakhs per annum (2008-09 & 2009-10)	
10.	Contract labour license (undertaking to the effect that the contract labour licence to be submitted with a month from the date of contract award)	
11.	Have you ever been challenged by the Food & Audulteration Deptt. Of Health for any offences, if so, give details.	
12.	Declaration by the agency that no case/dispute/claim with arbitration court/consumer forum etc. are pending, on a stamp paper of Rs.10/-	

(signature of the bidder)
With address and seal

13.	Earnest Money deposit vide demand draft No. _____ dated _____ Of Rs. _____ (Rupees only)
14.	Tender cost (where tender form is down loaded) vide demand draft No. _____ Dated : _____ of Rs. _____ (Rupees Only)

That I/We will be responsible for all the contractual obligations including uninterrupted service, quantity & quality of food etc.

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

(Signature of the bidder)
With address and seal

ANNEXURE III TO „MESS TENDER“

FORMAT FOR SUBMISSION OF THE TENDER ON LETTER HEAD OF THE
AGENCY
TENDER DOCUMENT FOR RUNNING MESS IN
SAI STC SAPTAPUR ROAD, DHARWAD KARNATAKA

FINANCIAL BID FORM

(Envelop B)

1. Name of the tenderer :.....
2. Address of the tenderer :.....
.....
.....
3. Tender No./Website :.....

LICENSE FEES QUOTED PER MONTH :

IN FIGURE : Rs.....
IN WORDS ; Rupees.....

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

(Signature of the bidder)
With address and seal

Dated :.....