



NETAJI SUBHAS REGIONAL CENTRE  
SAROJINI NAGAR, KANPUR ROAD, LUCKNOW-8

NOTICE INVITING TENDER

Sports Authority of India, Netaji Subhash Regional Center, Lucknow invites bids on two bid system for following work.

| Brief Description of work i.e. Mess Services at SAI Centre, Lucknow   | Estimated cost | Amount of Bid Security (EMD) in Rs.                  | Bidding Document Cost (Rs. )             |
|---|----------------|--|--|
| Cooking and serving meals- Breakfast (Morning), Lunch, Snacks and Dinner. Procurement of raw material as per specification/Menu available with the bidding documents. Cleaning of utensils, kitchen and serving items. Cleaning of cooking, dining and auxiliary areas etc. Maintenance of the equipments in the kitchen and dining arrears. Deployment and supervision of required manpower for the above mentioned job. | 1.00 crore     | Rs2,50,000/-<br>(Rupees two Lac fifty thousand only) | Rs 1,000/-<br>(Rupees one thousand only) |

1. Last Date of Submission of Tender Documents : 03.10.2016 UPTO 3.00PM
2. Date of Opening of Tender Documents : 03.10.2016 AT 3.30 PM

Bidder can also download the bidding documents from the website;  
<http://www.sportsauthorityofindia.nic.in>

In case of downloading of tender form website the bidder will have to submit tender cost separately along with Bid Security. Draft may be prepared in favor of Regional Director, Sports Authority of India, Netaji Subhas Regional Centre payable at Lucknow.

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**Director**

Cost Rs.1000/-

# *SPORTS AUTHORITY OF INDIA*

NETAJI SUBHAS REGIONAL CENTRE LUCKNOW

# TENDER

FOR

RUNNING MESS

FOR 2016-17

AT

NS REGIONAL CENTRE, SAROJINI NAGAR,

LUCKNOW

&

DHYAN CHAND STADIUM, G. G. S. SPORTS  
COLLEGE, KURSI ROAD, LUCKNOW

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

LAST DATE & TIME FOR SUBMISSION OF TENDER 03.10.2016 **UPTO 3.00 PM**  
DATE & TIME FOR OPENING OF TENDER 03.10.2016 AT 3.30 PM.

**SPORTS AUTHORITY OF INDIA**  
**Netaji Subhash Regional Centre**  
**Sarojini Nagar, Kanpur Road, Lucknow-8**

**TENDER DOCUMENT FOR RUNNING MESS IN SAI NETAJI SUBHASH REGIONAL CENTRE & DHYAN CHAND STADIUM, G.G.S.SPORTS COLLEGE, LUCKNOW**

**1. INVITATION OF BIDS:**

- 1.1 Sports Authority of India invites sealed tender for providing for sports trainees at SAI Regional Centre, Sarojini Nagar, Kanpur Road, Lucknow and Guru Gobind Singh Sports College, Kursi Road, Lucknow from reputed Caterers having minimum five years experience in running catering service in reputed institutions like school/colleges/offices/education institutions/sports hostels.
- 1.2 The present rate and menu of the meal is attached at Annexure-I to this form.
- 1.3 The bidders are required to fill up both Technical Bid and Financial Bid Forms and accept all terms & conditions mentioned in the Tender Document.
- 1.4 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.
- 1.5 Tenders documents are neither transferable nor cost of tender documents is refundable under any circumstances.
- 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 food/boarding facilities consisting of vegetarian and non vegetarian meals daily (including morning tea/coffee), three times in a day to the trainees under STC Scheme & National Campers, at SAI Regional Centre, Sarojini Nagar, Kanpur Road, Lucknow & SAI Training Centre, G. G. S. Sports College, Lucknow as per approved/prescribed Menu/Rate and quality. Caterer to manage and run Mess.
- 2.2 The successful bidder will have to run a canteen in this campus on no loss no profit basis for the benefit of National Campers.

**3. PREPARATION OF BIDS**

The two bid system, i.e. "Technical Bid" and "Financial Bid" prepared by the bidders shall comprise the following:

**Technical Bid:** The bidders shall submit the copy of following documents alongwith the submission of bid documents:

- i) Bid Security (EMD) and Tender Cost to be furnished in the form of Demand draft in favour of Regional Director Sports Authority of India, Netaji Subhas Regional Centre payable at Lucknow.
- ii) Bid submission form as per Annexure -III and letter authorization in favour of signatory of bidding documents.
- iii) Five years' experience in the field of Mess Services.
- iv) PF Registration with PF Code number;
- v) ESI Registration
- vi) Valid license issued by Regional Labour Commissioer under Contract Labour Act or any other Act/Rule.

- vii) Successful completion certificate issued by the officer not below the rank of Section Officer, of at least three similar works, each of value not less than 40% of the estimated cost put to tender or two similar works, each of value not less than 60% of estimated cost, or one similar work of value not less than 80% of the estimated cost, all amounts rounded off to a convenient full figure, the last 7 years ending on the last day of the month previous to the one in which the tenders are invited. These works should be carried out in Central/State Govt. Department/PSUs/Autonomous bodies or other similar organizations.
- viii) Certificate of Chartered Accountant showing annual turnover for the last three financial year (2013-14, 2014-15 & 2015-16).Copies of Balance Sheet, Profit and Loss Account statement etc need not be enclosed.
- ix) Registration with Service Tax
- x) TIN number & PAN number
- xi) Income Tax Returns for the last three years;
- xii) Registration of the firm (Proprietorship or Partnership)/ company (Pvt,Ltd. Or Public Limited), Societies/Trust registered under applicable statutes in India alongwith the respective Memorandum of Association/Article of Association/Trust Deed etc.
- xiii) National Electronic Fund transfer (NEFT) Form for payment in Indian Rupee)
- xiv) Documents mentioned in Qualification Criteria as per clause no. 6.
- xv) Registration certificate issued under Contract Labour (Regulation & Abolition) Act 1970.
- xvi) License/registration from Food/Health Department FSSAI and other authorities if any to run Canteen/Mess.

Note: 1- The bidding companies /firms /agencies are required to attest (self attestation) the copies of documents, along with the bid, signed on each page with seal, to establish the bidders' eligibility and qualifications failing which their bid shall be summarily rejected and will not be considered. The bidders are responsible for what they attest and claim; if, later on, it is found that whatever has been attested by the bidder is not true/ correct, the company/ firm / agency of the bidder will be black-listed for purpose of procurement of any item(s), in addition to attracting penal provisions of the agreement.

Note: 2- The Technical bid shall not include any financial information. Such a bid shall be summarily rejected.

### **3. EARNEST MONEY DEPOSIT(EMD) & SECURITY DEPOSIT**

- 3.1 Earnest money of Rs. 2,50,000/-(Rupees two Lac fifty thousand only) by the tenderer through demand draft in favour of Director, Sports Authority of India, Netaji Subhas Regional Centre, payable at Lucknow from any commercial bank in India. In case of downloading from website the bidder will have to submit tender cost along with EMD.
- 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. 6,25,000/- (Rupees six lakh twenty five thousand only) within seven days of the receipt of the award of contract.

- b) Execution of the agreement on Rs. 100/- (Rupees ten only) 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 EMD 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 10.00 hours to 16.00 hours on all working days up to 30.09.2016 till 16.00 hours. The intended bidders may purchase the same from the office of Sports Authority of India by making payment of Rs 1000/- (Rs. One thousand only) through A/C Payee Demand Draft/ Pay Order drawn in favour Regional Director, Sports Authority of India, Netaji Subhas Regional Centre payable at Lucknow or cash.
- 4.2 The bidders who download the tender documents from given website are required to pay Rs. 1000/- (Rs. One thousand only) in the form of separate Demand Draft/Pay Order in favour of Regional Director Sports Authority of India, Netaji Subhas Regional-Centre payable at Lucknow as cost of tender documents. In case the bid is received without the cost of tender documents, the same would not be considered.
- 4.3 Technical & Financial bids shall be received up to 03.10.2016 till 3.00 PM. The technical bids will be opened on 03.10.2016 at 3.30 PM.
- 4.4 The Financial Bid of only those bidders will be opened whose Technical bid are accepted by the Competent Authority of SAI. The date time and venue for opening of Financial Bids shall be communicated in due course of time.
- 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 Bank Demand draft of EMD & Receipt/Bank demand draft for tender cost alongwith details in Annexure II. In case the same is not submitted, Technical & Financial bid of the bidder will be rejected.
  - b) **Envelope B** should contain the Technical Bid Document, (Annexure-III). Each page of the Tender Document duly signed by the bidder along with supporting documents to be submitted.
  - c) **Envelope C** should contain the Financial Bid (Annexure – IV).
- 5.2 All three sealed envelopes i.e. A, B & C as above should be submitted in one single envelope duly sealed, addressed to Director, Sports Authority of India, Netaji Subhas Regional Centre, Sarojini Nagar, Kanpur Road, Lucknow and super scribed "Tender Document For Running Mess". 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. Any **correction, overwriting** etc. in the financial bid especially financial bidding documents will not be accepted and the bid will be rejected.
- 5.4 The bid duly completed in all respect should be dropped in a tender box placed in the office of Sports Authority of India, Netaji Subhas Regional Centre, Sarojini Nagar, Kanpur Road, Lucknow, for the purpose.

- 5.5 The bidder submitting bid by post will ensure that the same reaches 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.

## **6. QUALIFICATION CRITERIA**

- 6.1 The bidder shall have at least five years experience in running catering services in reputed institutions like school/colleges/offices/education institutions/sports hostels with full set up in the area to effectively run the mess of hostel/mess.
- 6.2 Satisfactory completion of at least three similar works, each of value not less than 40% of the estimated cost put to tender or two similar works, each of value not less than 60% of estimated cost, or one similar work of value not less than 80% of the estimated cost, all amounts rounded off to a convenient full figure, the last 7 years ending on the last day of the month previous to the one in which the tenders are invited. These works should be carried out in Central/State Govt. Department/PSUs/Autonomous bodies/Registered Education Institutions or other similar organizations.
- 6.3 Average annual financial turn-over should be at least Rs 1,25,00,000/-ie, Rupees One crore twenty five thousand only or more during the immediate last three consecutive.
- 6.4 Bids of the Bidders, which do not meet the required qualification criteria as above, will be treated as non-responsive and will not be considered further.

## **7. Comparison of Bids and Award Criteria**

The contract may be awarded on the basis of highest Monthly License Fees quoted by the bidders for use of the premises offered to them in SAI Centre.

## **8. Corrupt or Fraudulent Practices**

It is required by concerned namely the bidders to observe the highest standard of ethics during the execution such contracts. In pursuance of this policy, the SAI:-

- a) Will reject a proposal for award if it determines that the Bidder recommended for award has engaged in corrupt or fraudulent or collusion or coercive practices in competing for the contract in question.
- b) Will declare a firm ineligible or blacklist, either indefinitely or for a stated period of time, to be awarded a contract by the SAI if it at any time determines that the firm has been engaged in corrupt or fraudulent or collusion or coercive practices in competing for, or gross/deliberate negligence in executing the contract.
- c) SAI reserves the right not to conclude Contract and in case Contract has been issued, terminate the same, if, found to be obtained by any misrepresentation, fraud, concealment and suppression of material facts by the Bidder. In addition, Bid Security/Performance Security (as the case may be) deposited by the Bidder shall be forfeited and legal as well as administrative action for such misrepresentation, concealment & suppression of material facts shall be initiated.

## **9. GENERAL CONDITIONS OF CONTRACT**

- 9.1 The contract shall be for a period of one year.
- 9.2 The contract can be extended for three month or for a further period of three months and again three months, if needed, subject to satisfactory performance and willingness of the successful bidder.
- 9.3 Breakfast, Lunch, Evening Snaks and Dinner need to be served as the basic menu agreed upon with the Hostel Management Committee. A copy of the menu is enclosed as per **Annexure – 1**
- 9.4 Rates approved by SAI, HO for STC and NCC will be applicable as revised from time to time and payment will be made accordingly.

9.5 **TENTATIVE MESS TIMING**

|                |                          |
|----------------|--------------------------|
| Bed Tea        | As decided by Management |
| Breakfast      |                          |
| Lunch          |                          |
| Evening Snacks |                          |
| Dinner         |                          |
| Bed Time       |                          |

- 9.6 Electricity to be used in the mess facility will be charged at actual consumption basis to be worked out as per reading in the meter. Water will be provided free of cost.
- 9.7 Contractor is required to deposit an amount of Rs 6,25,000/- towards Performance security deposit at the time of award of contract within stipulated time if his / her offer is accepted. In case of premature termination of the contract by either side, the Performance security deposit will be forfeited. The security deposit can be in the form of Account Payee Demand Draft or Fixed Deposit Receipt drawn from any Schedule Bank in India or Bank Guarantee issue by Scheduled bank in India in prescribed form in Section of this document in favour of SAI. The Performance Security should remain valid for sixty days beyond expiry date of the contract.
- 9.8 Disclaimer: The near relatives of employees of the authority are prohibited from participation in this tender. The near relatives for this purpose are defined as:
- a) Members of a Hindu Undivided Family.
  - b) Their spouse
  - c) The one is related to the other in the manner as father, mother, son(s), son's wife (daughter-in-law), daughter(s) & daughter's husband (son-in-law), brother(s) & brother's wife, sister(s) and sister's husband (brother-in-law).
- 9.9 If dispute or difference of any kind shall arise between the contractor & the SAI in connection with or relating to the Contract, the parties shall make every effort to resolve the same amicably by mutual consultations.
- 9.10 If the parties fail to resolve their dispute or difference by such mutual consultation within twenty-one days of its occurrence, then, either the party may give notice to the other party of its intention to commence arbitration, as hereinafter provided the applicable arbitration procedure will be as per the Arbitration and Conciliation Act 1996 of India. In the case of a dispute or difference arising between the parties relating to any matter arising out of or connected with the contract, such dispute or difference shall be referred to the sole arbitration, appointed by Director General (Sports Authority of India). The award of the arbitrator will be final and binding on the parties to the Contract.
- 9.11 **Venue of Arbitration:** The venue of arbitration shall be the place from where the Contract has been issued.
- 9.12 The Court of Lucknow will have the exclusive jurisdiction to try the dispute.
- 9.13 The Contract shall be governed by and interpreted in accordance with the laws of India for the time being in force.
- 9.14 Statutory Requirement/obligation: All statutory rules, like Minimum wages as per Central Government Rule (EPF) Act, ESI Act+EPF Act etc as applicable for engagement of labours on daily wage are to be followed strictly as per Government norms.
- 9.15 In case of failure to comply with the above statutory Rules, Acts, the SAI shall have the right to impose the penalty and/or cancel the contract.
- 9.16 The contractor shall not assign, sublet or part with the possession of the premises and properties of the Institute therein or any part thereof under any circumstance.

- 9.17 The contract shall not appoint any sub-contractor to carry out any obligation under this contract.
- 9.18 The contractor shall vacate the leased premises with all features, furniture etc, which are SAI's properties in good and tenable conditions at the termination of the contract.
- 9.19 The contractor shall not make or permit construction or structural alteration of additional fitting inside the premises of the work place without prior written approval of the authorities.
- 9.20 The performance guarantee will be returned two months after the end of the contract period without interest if there are no pending issued against the contractor.
- 9.21 Three months notice is required from the contractor for the termination of the contract service if such a condition arises during the contract period.
- 9.22 If the contractor and/or his team and also functioning of the mess is not up to the mark or, the quality of the food is below standard or unhealthy or unhygienic, then SAI is empowered to terminate the contract with a short notice of one week. Termination on such opinion shall be final in so far as the food quality/mess management is concerned.
- 9.23 In case of unsatisfactory performance/any dispute whatsoever/labour dispute emergency condition or any other reason as deemed fit by SAI, the contract can be cancelled at the sole discretion of SAI.
- 9.24 Hygiene, overall cleanliness of surrounding, kitchen and the food, raw materials, ingredients etc, are to be good quality. Clean, fresh, nutritious, hygienic and edible food has to be served. Any type of COOKED FOOD shall not be stored/preserved/re-served after meals.
- 9.25 Not following In-Charge's suggestions/instructions in above matters shall be considered as violation of terms and conditions of contract and shall invite penalty for the same as mentioned in clause no. 10.
- 9.26 The mess utensils are to be cleaned with hot water using detergent powder/soap after every meal.
- 9.27 Contractor shall be solely responsible in case of incidence/s of food poisoning etc. and shall bear the complete expenditure arising out of this for medical treatment of the hostel inmates. In addition, penalty may be imposed on the contractor as decided by the SAI for such incidence/s.
- 9.28 The contractor shall use only branded raw materials and best quality for preparing the food. Brands of certain mess items are provided. A quality control Tem will check all materials brought to the mess as well as cooking practices. In the event of the quality of food served being poor or not adhering to contractual conditions, the Hostel management will be free to impose monetary fine as deemed fit on the contractor. Such fines imposed will be adjusted against the payments due to the contractor. The Authority will pay in terms of the conditions of the contract for the entire contract period.

Mess Items      Brand/Manufacturer Like  
 Whole wheat flour/Atta-Aashirwaad, Pillsbury Chakki Fresh.  
 Rice- Basmati (preferably, Basmati-1126)  
 Pulses-Superior quality.  
 Oats-Kellogg's, Quaker.  
 Conflakes- Kellogg's, Quaker.  
 Biscuits-McVities Digestive Biscuits.  
 Milk-Amul.  
 Tea-Tata.

Coffee-Nescafe.  
 Butter –Amul  
 Paneer-Parag.  
 Bread- Branded.  
 Salt- Tata.  
 Fruit juice-Tropicana,Real.  
 Ketchup-Maggie,Kissan.  
 Jam-Kissan  
 Pickles-Nilon's.  
 Honey –Dabur.  
 Soya Chunk-Nutrela.  
 Ice Creams-Amul,Vadilal.  
 Masalas-Everest, Ashok.  
 Rasgulla, Gulab Jamun-Haldiram.  
 Water-Mineral water.  
 Oil (Refined)-Fortune.  
 Oil (Mustard)-Fortune.  
 (Use of Hydrogenated (vanaspati) oil is prohibited).  
 Use of artificial food colours and MSG(Mono Sodium Glutamate) is prohibited.  
 The contractor may use any other approved brands only if permitted by the Authority, in writing.

- 9.29 It is the sole responsibility of the contractor to get the refills from the gas company to run the mess on his own cost. Any fluctuations in the Gas price must be absorbed by the Contractor only.
- 9.30 When circumstances warrant, contractor should cater for large number of students/staff members at very short notice. Similarly, fluctuations in strength during vacation periods shall have to be accommodated accordingly.
- 9.31 Monthly payment to the contractor will be made by, only upon the bills being duly certified by concerned in one instalment after the submission of actual mess bill including copies of all statements, taxes paid for the period.
- 9.32 No extra payment will be made against VAT. Service tax, if applicable will be reimbursed on production of paid challans etc.
- 9.33 Contractor has to collect the guest charges directly from the guests as per the tariff approved by SAI.
- 9.34 The contractor and his workers must behave politely with hostel inmates. The contractor and his team, under any circumstances should not involve in arguments with the boarders of the mess. In case of such situations/ under emergency, the Contractor should intimate immediately to the concerned also.
- 9.35 Mess workers and cooks should be healthy and medically fit. The contractor shall furnish medical fitness certificate from the authorized govt. hospital in respect of the mess workers & cooks to be deployed for the job. In addition, they are required to have a regular check up with the institute Medical Officer. If any mess worker is found medically unfit, he may not be given permission to continue his duties and mess contractor has to replace him immediately without fail.
- 9.36 Mess Contractor or his representative manager is required to remain present in the mess when the food is prepared/served in the mess.
- 9.37 Smoking / drinking liquor etc. Is strictly prohibited in the Institute premises.
- 9.38 Storage / consumption of any alcoholic drink / liquor are strictly prohibited. The contractor shall not serve any of such substance / drink in mess / hostel. Smoking, consuming gutkha, tobacco etc. is also prohibited in mess premises.

- 9.39 Employment of child labour (as per norms) is totally prohibited. It is the responsibility of the Contractor to comply with all formalities of labour office including obtaining necessary labour license.
- 9.40 The employees of the contractor should wear uniform along with a name tag.
- 9.41 All expenses related to the functioning of the employees engaged by the Contractor shall be in the scope of the Contractor.
- 9.42 The contractor is solely responsible for the payment of Minimum wages as per Central Government Rule for their employees as per of the Government norms and deductions towards EPF and ESI.
- 9.43 Contractor shall provide light food to the sick student/s during his/their sickness period and no extra charges will be paid for the same.
- 9.44 The Director reserves the right to reject any/all the tender without assigning any reason thereof.
- 9.45 If the successful bidder is found involved not fulfilling the contractual obligations in past in any organization will be debarred without any notice.
- 9.46 On termination of contract , the contractor has to hand over peaceful position of the infrastructure failing which Demurrage charges as decided by the Authority will be applicable.

## **10. PENALTY**

Failure to supply food in terms of quality, quantity and as per the menu indicated in Annexure II will attract penalty. For not adhering to contractual conditions, SAI shall be free to impose monetary fine as deemed fit on the contractor. Fines imposed shall be adjusted against payment due to the contractor.

- a) Vegetables used should be fresh and of good quality. If vegetables kept for use is found to be rotten or of poor quality, then a fine of Rs 2500/- each occasion will be imposed.
- b) Items like Aji-no-moto, Baking soda, coloring items etc. are banned and they should not be used. If they are found in the kitchen premises penalty of Rs 5000/- for each occasion will be imposed.
- c) Kitchen should be kept clean. If it is not kept clean, a fine of Rs 2500/- for each occasion will be imposed.
- d) For damages caused by the contractor to the kitchen equipments, vessels and other items supplied by the licenser, twice the cost of the equipment will be recovered.
- e) Any complaint of insects cooked along with food found in any food item would invite a fine of Rs 5000/- per complaint on the contractor.
- f) Any complaint of soft objects like rope, soft plastic, cloth etc. in food will attract a fine of Rs 5000/- per complaint.
- g) Any complaint of stones / pebbles will attract a penalty on the contractor which can range between Rs 5000/- depending on the size of the stone/ pebble per complaint.
- h) 5 or more complaints of unclean utensils in a day would lead to a fine of Rs 5000/- on the contractor.
- i) If mess committee agrees that certain item of a meal was not cooked properly then a fine of Rs 5000/- would be imposed on the contractor.

- j) Changes in approved menu (as per Annexure I) of any meal without permission of warden/mess committee would result in a fine of Rs. 10,000/- on the contractor.
- k) Fine on any discrepancy (personal hygiene of workers, misbehavior by workers etc.) will lead to fine of Rs 10, 000/- on contractor for every instance.
- l) Using of brands not mentioned in the contract without prior permission and adulteration shall invoke a hefty fine beyond the limit of any fine mentioned above and decided by the mess committee with consent of the wardens.

Severity of hygiene failure shall be assessed and decided by the mess committee and fined appropriately. In case of gross failure/negligence a severe penalty will be imposed, which could be a hefty fine as cash and/or summary termination of the Contract.

**11.PERFORMNCE STATEMENT**

(For the period of last three years)

- 1. Reference of Bid : \_\_\_\_\_
- 2. Date of Opening : \_\_\_\_\_
- 3. Name & Address of the Bidder : \_\_\_\_\_
- 4. Name & Address of the Department  
Where worked : \_\_\_\_\_

| Order Placed by (full address) | Order no. & Date | Order Placed on | Description and Quality of Services | Value of order | Date of completion of Contract |        | Remarks indicating reason for delay if any | Are the services provided Satisfactory |
|--------------------------------|------------------|-----------------|-------------------------------------|----------------|--------------------------------|--------|--|--|
|                                |                  |                 |                                     |                | As per contract                | Actual |  |  |
| 1                              | 2                | 3               | 4                                   | 5              | 6                              | 7      | 8  | 9                                      |
|                                |                  |                 |                                     |                |                                |        |  |  |
|                                |                  |                 |                                     |                |                                |        |  |  |
|                                |                  |                 |                                     |                |                                |        |  |  |

(Signature and seal of the Bidder)

Note:

SAI reserves the right to ask the bidder to furnish copies of orders and satisfactory completion certificate in respect of works detailed in above statement.

**Suggested Dietary Allowances for National Campers**

| <b>Group</b> | <b>Body Weight</b> | <b>K.cal/ Day</b> | <b>Total K.cal/ Day</b> | <b>Disciplines/Events Covered</b>   | <b>Dietary amount</b>   |
|--------------|--------------------|-------------------|-------------------------|---|---|
| 1            | 100-125Kg          | 70                | 7500                    | Heavy weight categories of Boxing, Judo, Taekwondo, Weightlifting, Wrestling & Throwing events i.e. Discuss, Hammer, Javelin, Shot-put.                                     | <b>Rs. 650/- per athlete per day For Senior Sports Persons</b>                  |
| 2            | 70-100Kg           | 70                | 6000                    | Middle weight categories of Boxing, Judo, Taekwondo, Weightlifting, Wrestling & Throwing events i.e. Discuss, Hammer, Javelin, Shot-put.                                    |   |
| 3            | Below 70 Kg        | 70                | 4200                    | Light weight categories of Boxing, Judo, Weightlifting, Wrestling.  | <b>Rs. 450/- per athlete per day For Junior &amp; Sub Junior Sports Persons</b> |
| 4            | 60-85Kg            | 80                | 5800                    | Endurance events such as Long Distance Running, Walking, marathon, Road Cycling, Rowing, Canoeing, Rowing, and Kayaking, Long distance Swimming, (200m & above), Triathlon. |   |
| 5            | 60-75Kg            | 70                | 4700                    | Sprinters, Jumpers, Sprint Swimming, Sprint Cycling.  |   |
| 6            | 60-85Kg            | 70                | 5100                    | Team Events such as Basketball, Football, Handball, Hockey, Kabbadi, Volleyball, Badminton, Tennis, Table Tennis, Water polo.   |   |
| 7            | 50-70Kg            | 60                | 3600                    | Archery, Diving, Fencing, Golf, Gymnastics, Equestrian, Shooting, Yatching.   |   |
| 8            | 50-70Kg            | 50                | 3000                    | Skilled Games such as Billiards, Bowling, Chess, Snooker.   |   |

**MENU FOR CAMPERS**

Team events of such as Basketball, Football, Handball, Hockey, Kabaddi, Volleyball, Badminton, Tennis, Table Tennis, Water Polo.

| <b>MEAL</b>            | <b>ITEMS</b>                                   | <b>QUANTITY</b>                 |
|------------------------|--|---------------------------------|
| <b>Bed Tea</b>         | Tea  | One Cup (150)                   |
| <b>Before Training</b> | Biscuits                                       | 20g                             |
| <b>During Training</b> | Fruit Juice                                    | 200ml                           |
|                        | Sweetened Lime Juice                           | 500ml                           |
| <b>Breakfast</b>       | Bread  | 6 slices (90g)                  |
|                        | Butter   | 25g                             |
|                        | Jam  | 50g                             |
|                        | Eggs/Panner Cutlets/Liver/<br>Processed Cheese | 2 Nos.(240gm)/<br>100g/100g/25g |
|                        | Corn Flakes/Porridge                           | 25g                             |
|                        | Banana   | 2 Nos. (200g)                   |
|                        | Dry Fruits (Kishmish/Apricot)                  | 50g                             |
|                        | Milk   | 300ml                           |
| <b>Lunch</b>           | Soup   | 200ml                           |
|                        | Chapaties                                      | 100g                            |
|                        | Rice   | 100g                            |
|                        | Dal  | 30g                             |
|                        | Leafy Vegetables                               | 100g                            |
|                        | Other Vegetables                               | 100g                            |
|                        | Tuberous Vegetables                            | 100g                            |
|                        | Curd   | 200g                            |
|                        | Fruit  | 200g                            |
|                        | Salad  | 100g                            |
| <b>Evening Tea</b>     | Tea  | One Cup                         |
| <b>During Training</b> | Fruit Juice                                    | 200ml                           |
|                        | Sweetened Lime Juice                           | 500ml                           |
| <b>After Training</b>  | Porridge                                       | 50g                             |
|                        | Milk   | 500ml                           |
| <b>Dinner</b>          | Soup   | 200ml                           |
|                        | Chapaties                                      | 100g                            |
|                        | Rice   | 100g                            |
|                        | Dal  | 30g                             |
|                        | Vegetables                                     | 100g                            |
|                        | Other Vegetables                               | 100g                            |
|                        | Tuberous Vegetables                            | 100g                            |
|                        | Meal/Fish/Chicken or Paneer                    | 250g/150g                       |
|                        | Salad  | 100g                            |
|                        | Fruit  | 150g                            |
|                        | Dessert  | 150g                            |
| <b>Bed Time</b>        | Milk   | 300ml                           |
| <b>Miscellaneous</b>   | Sugar  | 40g                             |
|                        | Honey  | 25g                             |
|                        | Cooking Oil                                    | 40g                             |
|                        | Spices & Condiments                            | As required                     |
|                        | L.P.G.   | -                               |
|                        | Cleansing Material                             | -                               |

**Approximate food value: % of Nutrients**

**Energy: 5165 k.cal**

-

**Proteins 176.2g**

**13.6**

**Fats: 145.7 g**

**25.4**

**Carbohydrates: 788.4 g**

**61.0**

**MENU FOR CAMPERS**

Events such as Heavy weight and Middle weight categories of Boxing, Judo, Taekwondo, weightlifting, Wrestling & Throwing events i.e. Discuss, Hammer, Javelin, Shotput.

| <b>MEAL</b>            | <b>ITEMS</b>                                 | <b>QUANTITY</b>            |
|------------------------|--|----------------------------|
| <b>Bed Tea</b>         | Tea  | One Cup (150)              |
| <b>Before Training</b> | Biscuits                                     | 20g                        |
| <b>During Training</b> | Fruit Juice                                  | 200ml                      |
|                        | Sweetened Lime Juice                         | 500ml                      |
| <b>Breakfast</b>       | Bread  | 6 slices (90g)             |
|                        | Butter                                       | 25g                        |
|                        | Jam  | 50g                        |
|                        | Eggs/Panner Cutlets / Processed Cheese/Liver | 6Nos.(350gm)/150g/50g/150g |
|                        | Corn Flakes/Porridge                         | 25g                        |
|                        | Banana                                       | 2 Nos. (200g)              |
|                        | Dry Fruits (Kishmish/Apricot)                | 50g                        |
|                        | Milk   | 300ml                      |
| <b>Lunch</b>           | Soup   | 200ml                      |
|                        | Chapaties                                    | 150g                       |
|                        | Rice   | 100g                       |
|                        | Dal  | 50g                        |
|                        | Leafy Vegetables                             | 100g                       |
|                        | Other Vegetables                             | 100g                       |
|                        | Tuberous Vegetables                          | 100g                       |
|                        | Meat/Fish/Chicken or Paneer                  | 250gm/150gm                |
|                        | Curd   | 200g                       |
|                        | Fruit  | 200g                       |
|                        | Salad  | 100g                       |
| <b>Evening Tea</b>     | Tea  | One Cup                    |
| <b>During Training</b> | Fruit Juice                                  | 200ml                      |
|                        | Sweetened Lime Juice                         | 500ml                      |
| <b>After Training</b>  | Porridge                                     | 50g                        |
|                        | Milk   | 500ml                      |
| <b>Dinner</b>          | Soup   | 200ml                      |
|                        | Chapaties                                    | 100g                       |
|                        | Rice   | 100g                       |
|                        | Dal  | 30g                        |
|                        | Vegetables                                   | 100g                       |
|                        | Other Vegetables                             | 100g                       |
|                        | Tuberous Vegetables                          | 100g                       |
|                        | Meal/Fish/Chicken or Paneer                  | 250g/150g                  |
|                        | Salad  | 100g                       |
|                        | Fruit  | 150g                       |
|                        | Dessert                                      | 150g                       |
| <b>Bed Time</b>        | Milk   | 300ml                      |
| <b>Miscellaneous</b>   | Sugar  | 40g                        |
|                        | Honey  | 25g                        |
|                        | Cooking Oil                                  | 40g                        |
|                        | Spices & Condiments                          | As required                |
|                        | L.P.G /Cleansing Material                    | -                          |

**Heavy weight categories**

Approximate food value - % of Nutrients

7530 k.cal

Proteins 323gm - 17.2

Fats: 242 gm - 28.0

Carbohydrates: 1015gm - 53.9

**Middle weight categories**

Approximate food value - % of Nutrient Energy:

Energy: 6102 k.cal

Proteins 273gm - 17.8

Fats: 189 gm - 27.7

Carbohydrates: 858g - 54.5

**MENU FOR STC**

| <b>Meal STC at the rate of Rs. 225.00 per day /per head plus 10% Overhead Charges</b> |   |   |
|---|---|---|
| <b>Meal STC</b>   | <b>Food Items</b>   | <b>Quantity as per sanctioned diet</b>  |
| Bed Tea   | Tea<br>Biscuits   | One Cup<br>Two Pcs.   |
| Breakfast   | Milk Parag<br>Bread Slices<br>Butter<br>Jam<br>Eggs<br>Daliya<br>Fruit                | 250 ml<br>4-5 slices<br>15 Gms.<br>15 gm.<br>02 No.<br>40 gms.<br>02 Banana                   |
| Lunch   | Chapaties<br>Rice<br>Dal<br>Curd<br>Green Leafy Veg. (with Potato)<br>Salad<br>Fruits | As desired<br>As desired<br>As desired<br>100 Gms.<br>As desired<br>50 gm.<br>150 gm.         |
| Evening before Training   | Tea   | One Cup   |
| Late Evening  | Dalia/Boiled Corn/ Chikki<br>Lemon Juice  | 01 Katori (20 gms.)<br>1-2 Glass  |
| Dinner  | Dal<br>Chapati<br>Rice<br>Meat<br>Veg + Potato<br>Salad<br>Sweet Dish<br>Milk         | As desire<br>As desired<br>As desired<br>100 gms<br>100+50gm.<br>50 gm.<br>100 gm.<br>250 ML. |

- The quantities mentioned are those of raw eatable food.
- To prepare 10 kg of wheat soya flour, 3 kg of soya flour may be added to 7 kg of wheat flour.
- One green leafy veg. like spinach/fenugreek/Chula or yellow colored veg. like pumpkin may be served one everyday.
- Only soya oil may be used for cooking.
- For vegetarians 80 gm of Paneer may be served in lieu of two eggs for Breakfast and 50g of Paneer+15g of Nutrela may be served in lieu of the meat preparation.

**TENDER DOCUMENT FOR RUNNING MESS IN SAI NETAJI SUBHASH REGIONAL CENTRE & DHYAN CHAND STADIUM, G.G.S.SPORTS COLLEGE, LUCKNOW**

(TO BE SUBMITTED IN ENVELOPE "A")

To

The Director,  
Sports Authority of India,  
Netaji Subhas Regional Centre,  
Sarojini Nagar, Lucknow

Sub.: EARNEST MONEY DEPOSIT

In response to the tender published in the ..... On ....., I am enclosing herewith demand draft no. .... dated .....of ..... (Rupees ..... Only) drawn on ..... Bank in favour of Regional Director Sports Authority of India, Netaji Subhas Regional Centre payable at Lucknow on account of Earnest Money Deposit (EMD).

AND

In response to tender floated on website [www.sportsauthorityofindia.nic.in](http://www.sportsauthorityofindia.nic.in), I have downloaded the tender document and depositing herewith Demand Draft of Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_ only) drawn on ..... Bank in favour of Regional Director, Sports Authority of India, Netaji Subhas Regional Centre, payable at Lucknow on account of Cost of Tender.

**(SIGNATURE OF THE BIDDER)**

with address and seal

BID SUBMISSION FORM

**TENDER DOCUMENT FOR RUNNING MESS IN SAI NETAJI SUBHASH REGIONAL CENTRE & DHYAN CHAND STADIUM, G.G.S.SPORTS COLLEGE, LUCKNOW**

(TO BE SUBMITTED IN ENVELOPE "B")

Date \_\_\_\_\_

To

Director,  
Sports Authority of India,  
Netaji Subhas Regional Centre,  
Sarojini Nagar, Kanpur Road, Lucknow

Ref.: Your Bidding Document for Running Mess for the year 2016-17  
Sir,

We offer to provide Mess Service at Regional Centre, Lucknow & Dhyan Chand Stadium, G. G. S. Sports College, Lucknow in conformity with your above referred document for the sum as shown in the Financial Bid, attached herewith and made part of this Bid.

We further confirm that, if our Bid is accepted, we shall provide you with a performance security (security deposit) of required amount in an acceptable form in terms of clause no. 9.5 for due performance of the contract.

We agree to submit the bill on monthly basis and accept for making payment to the workers as per the Minimum Wages notified by the Government.

We agree to the compliance of applicable Labour & other Laws in force.

We agree that all other payments like payment under Workmen Compensation Act etc. shall be borne & payable by us.

We agree to keep the SAI indemnified of any claim/damages, if any that SAI may have to pay with respect to the service and the deployment of any of our workers for SAI's work.

We agree to all terms and conditions of General Conditions of Contract.

We confirm that there is no case pending with the police or any other investigating agency (i.e.) against the proprietor/firm/partner or the company.

We confirm that no near relative of ours is an employee in SAI who is connected with the award and executive of the contract.

We confirm that we are competent to contract and we do not stand deregistered/banned/blacklisted by any Govt. Authorities.

We confirm that we fully agree to the terms and conditions specified in above mentioned Bidding Document, including amendment/ corrigendum if any

[Signature with date, name and Designation]  
Duly authorized to sign Bid for and on behalf of Messrs \_\_\_\_\_

[Name & Address]

**TENDER DOCUMENT FOR RUNNING MESS IN SAI NETAJI SUBHASH REGIONAL CENTRE & DHYAN CHAND STADIUM, G.G.S.SPORTS COLLEGE, LUCKNOW**

(TO BE SUBMITTED IN ENVELOPE "C")

**FINANCIAL BID FORM**

1. Name of Bidder :.....
2. Address of Bidder : .....
3. Tender No./website :.....

**Fixed Monthly Infrastructure usage charges :**

IN FIGURE : Rs. ....

IN WORDS : Rupees .....

Successful bidder shall be the one who emerges H-1.

**(SIGNATURE OF THE BIDDER)**  
with address and seal

**Dated .....**

**CONTRACT AGREEMENT FORM**

This agreement is made this day \_\_\_\_\_ day of \_\_\_\_ By and Between the \_\_, Sports Authority of India acting through <<Insert Name and Designation>>, Sports Authority of India, a Society registered under Societies Registration Act, 1860 having its office at Jawahar Lal Nehru Stadium Complex, Gate No. 10 (East Gate), next to MTNL Building, Lodhi Road, New Delhi- 110003 ( herein after referred to as “SAI” which expression shall unless repugnant to the context or meaning thereof, includes its successor-office and assigns) of the ONE PART:

AND

(Name of Company) having its registered office at (Address of the Company represented through <<Insert Name and Designation>> who is duly authorized to execute this Agreement) hereinafter referred to as ‘Supplier’ which expression shall unless repugnant to the context or meaning thereof, includes its successor- office and assigns) of the SECOND PART:

WHEREAS the firm shall and will execute the work details of which are given in Annexure-I to this document.

Bid for Running Mess for the year 2016-17 at the license fees quoted by the firm vide their proposal \_\_\_\_ dated \_\_\_\_\_ and a per all the terms and conditions given in Bid documents for providing Running Mess Service shall become part and parcel of this agreement.

That the bidder would raise bill and the payment shall be done in accordance with the relevant Clause of this contract.

The Performance Security would be en-cashed by “SAI” in case the firm fails to deliver services to the extent as stipulated in the contract and/or breaches of any of the terms and conditions of this contract.

|  |  |
|--|--|
| <b>Signature<br/>(NAME OF PARTY)</b><br><b>Address</b> | <b>(Signature, name and address<br/>Of the Sports<br/>Authority of India’s authorised official)<br/>For and on behalf of Director General,<br/>Sports Authority of India</b> |
|--|--|

**Witness:**

1. \_\_\_\_\_

1. \_\_\_\_\_

2. \_\_\_\_\_

2. \_\_\_\_\_

**BANK GUARANTEE FOR PERFORMANCE SECURITY**

**To,**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

[The bank, as requested by the successful bidder, shall fill in this form in accordance with the instructions indicated]

Date: [insert date (as day, month, and year) of Notification of Award]

And Contract No. \_\_\_\_\_

Bank's Branch or Office: [insert complete name of Guarantor] Beneficiary:

Regional Director Sports Authority of India, NS Regional Centre, Lucknow

**PERFORMANCE GUARANTEE No.:** [insert Performance Guarantee Number]

We have been informed that [insert complete name of firm] (hereinafter called "the bidder") has entered into Contract No. [Insert number] dated [insert day and month], [insert year] with you, for Running Mess at SAI Regional Centre Lucknow & G. G. S. Sports College Lucknow for providing food to Sports trainees & National Campers. (hereinafter called "the Contract").

Furthermore, we understand that, according to the conditions of the Contract, a Performance Guarantee is required.

At the request of the firm, we hereby irrevocably undertake to pay you any sum(s) not exceeding [insert amount(s) in figures and words] upon receipt by us of your first demand in writing declaring the Contractor to be in default under the Contract, without cavil or argument, or your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

This Guarantee shall expire no later than the [insert number] day of [insert month] [insert year], and any demand for payment under it must be received by us at this office on or before that date.

This guarantee is subject to the Uniform Rules for Demand Guarantees, ICC Publication No. 458, except that subparagraph (ii) of Sub-article 20(a) is hereby excluded.

[Signatures of authorized representatives of the bank and the Supplier

## NEFT MANDATE FORM

From M/S \_\_\_\_\_

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

To

Director,  
Sports Authority of India,  
Netaji Subhas Regional Centre,  
Sarojini Nagar, Kanpur Road,  
Lucknow

Sub; NEFT PAYMENTS

We refer the NEFT being set up by SAI. For remittance of our payments using RBI's NEFT scheme, our payments may be made through the above scheme to our under noted account.

### NATIONAL ELECTRONIC FUNDS- TRANSFER MANDATE FORM

|                                |  |
|--------------------------------|--|
| Name of City                   |  |
| Bank Code no.                  |  |
| Bank's Name                    |  |
| Branch Address                 |  |
| Branch Telephone/Fax no.       |  |
| Supplier's Account No.         |  |
| Type of Account                |  |
| IFSC Code for NEFT             |  |
| IFSC Code for RTGS             |  |
| Supplier's name as per Account |  |
| Telephone no. of Supplier      |  |
| Supplier's E-mail ID           |  |
| PAN Number                     |  |

(Signature with date, name and Designation)  
For and on behalf of Messers \_\_\_\_\_

Enclose a copy of crossed cheque.