



SPORTS AUTHORITY OF INDIA

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

NOTICE FOR INVITING TENDER FOR MESS CONTRACT AT SAI TRAINING CENTRE, UDAI PRATAP COLLEGE, VARANASI

Sealed tenders are invited by Sports Authority of India, Netaji Subhash Regional Centre, Lucknow from reputed catering agencies with minimum annual turnover of Rs. 50 lakhs having minimum 3 years experience of providing catering service in various institutions like Educational/ sports & other institute etc. for awarding contract for Running Mess for Hostlers under STC Scheme in the SAI Training Centre, Uday Pratap College, Varanasi.

1.	Tender Cost(Cash or draft)	Rs. 500/-
2.	Last Date of Submission of Tender Documents	03.09.15 upto 3.00 pm
3.	Date of Opening of Tender Documents	03.09.15 at 3.30 pm
4.	Venue of the Opening of Tender Documents	SAI Regional Centre, Lucknow
5.	Earnest Money in way of draft	Rs. 50,000/-
6.	Website	http://www.sportsauthorityofindia.nic.in

The detailed information, terms and conditions governing the award of contracts are contained in the tender documents which may be obtained from the office of Director, Sports Authority of India, Sarojini Nagar, Kanpur Road, Lucknow. The tender document is also available on website.

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

Director

Cost of Tender : Rs. 500/-

*SPORTS AUTHORITY OF
INDIA*

NETAJI SUBHAS REGIONAL CENTRE, LUCKNOW

TENDER

FOR

MESS CONTRACT

AT

SAI TRAINING CENTRE,

UDAI PRATAP COLLEGE,

VARANASI

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

LAST DATE & TIME FOR SUBMISSION OF TENDER : 3.9.15 TILL 3.00 pm

DATE & TIME FOR OPENING OF TENDER : 03.09.2015 AT 3.30PM

SPORTS AUTHORITY OF INDIA
NETAJI SUBHAS REGIONAL CENTRE, LUCKNOW

**TENDER DOCUMENT FOR MESS CONTRACT AT SAI TRAINING CENTRE,
UDAI PRATAP COLLEGE, VARANASI.**

1. INVITATION OF BIDS:

- 1.1 Sports Authority of India invites sealed tender for providing catering service for sports trainees at SAI Training Centre, U. P. College, Varanasi for a period of one year from reputed Caterers having minimum annual turn over of Rs. 50 lakhs during last 3 financial years for catering services provided at various institutions. The rate and menu of the meal is attached as Annexure-I to this form. Format for submission of Tender is placed at Annexure- II, III & IV and requisite documents referred thereof be enclosed alongwith the tender.
- 1.2 The bidders are required to accept all terms & 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.
- 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 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:-

- 2.01 To Provide meals both vegetarian and non vegetarian for trainees staying in the SAI Training Centre, U. P. College, Varanasi as per approved Menu/Rate and quality.
- 2.02 Rate of eatables items approved by SAI will be enforcing during the period of contract. However the rates and menu will be revised by the Competent Authority as conveyed from Head Office time to time and payment will be made accordingly.

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 Regional Director, Sports Authority of India, Netaji Subhash Regional Centre payable at Lucknow from any bank. In case of downloading from website the bidder will have to submit tender cost along with EMD. Cheque will not be accepted.

(SIGNATURE OF THE BIDDER)

with address and seal

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 one months of the finalization of the tender. 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. 1,00,000/- (Rupees One lakh only) within seven days of the receipt of the award of contract. It will be refunded within 45 days after completion of the contract and fulfillment of all contractual obligations.
 - 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 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 10.00 am to 4.00 pm on all working days up to 02.09.2015. The intended bidders may purchase the same from the office of Director, SAI, Netaji Subhash Regional Centre, Lucknow by making payment of Rs 500/- (Rs. Five hundred only) through A/C Payee Dement Draft/ Pay Order drawn in favour Regional Director, Sports Authority of India, Netaji Subhash Regional Centre payable at Lucknow or cash. Receipt obtained to be attached with the bid.
- 4.2 The bidders who download the tender documents from given website are required to pay Rs. 500/- (Rs. Five hundred only) in the form of separate Demand Draft/Pay Order in favour of Regional Director, Sports Authority of India, Netaji Subhash 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 be rejected.
- 4.3 Technical & Financial bids shall be received up to 03.09.2015 by 3.00 PM. The technical bids will be opened on same date i.e. 03.09.2015 at 3.30 PM.
- 4.4 Any tender received after the date and time given above will not be entertained under any circumstances.
- 4.5 The Financial Bid of only those bidders will be opened who qualify the Technical bid. 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.

(SIGNATURE OF THE BIDDER)

with address and seal

5. PROCEDURE FOR SUBMISSION OF BIDS

- 5.1. The Bids shall be submitted in three separate sealed envelopes as under:-
- a) **Envelop A** – should contain the Bank Drafts for the EMD & Receipt/Bank draft of Tender Cost along with details in (Annexure-II)
 - a) **Envelope B**- should contain the Technical Bid Document, (Annexure-III). Tender Document duly signed by the bidder on each page and all necessary documents to be submitted along with the Technical Bid.
 - b) **Envelope C**- should contain the Financial Bid Documents (Annexure-IV)
- 5.2 All three envelopes should be submitted in one single envelope duly sealed, addressed to Director, Sports Authority of India, NS Regional Centre, Sarojini Nagar, Kanpur Road, Lucknow and super scribed on it “Tender Document For Running Mess in SAI Training Centre, Varanasi”. 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 Director, Sports Authority of India, Netaji Subhas Regional Centre, Sarojini Nagar, Kanpur Road, Lucknow
- 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.
- 5.6 Bid received after due date and time will not be considered under any circumstances.

5. ELIGIBILITY CRITERIA

The bidders should have experience of providing catering services like Educational/ sports & other institute etc. at least for a period of three years with minimum annual turn over of Rs. 50 lacs per annum during the proceeding three financial years from the catering business.

6. 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 Training Centre, Varanasi fulfilling the eligibility criteria.

8. PAYMENT PROCEDURE

- 8.1 The Caterer will submit the bill in favour of Centre Incharge, STC, Varanasi 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 with in 10 days from the date of submission the bill through ECS.
- 8.2 The agency will be responsible to deposit EPF & ESI subscription as per rule under labour law.

(SIGNATURE OF THE BIDDER)
with address and seal

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 Varanasi & Lucknow only.
- 9.6 Facilities to be provided by SAI to the mess:
 - a) Dinning halls and kitchen at SAI Training Centre, Varanasi.
 - b) Electricity charge will be paid by caterer as per consumption basis.
- 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 after completion of contract. Any loss will be responsibility of the contractor.
- 9.9 The caterer will be responsible for the cleanliness of the dinning hall, kitchen and the surrounded areas.
- 9.10 The caterer will not be allowed to use hard coal/wood.
- 9.11 The food supplied should be wholesome, hygienic and 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.
- 9.12 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.
- 9.13 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 same are subject to checking by SAI.

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with address and seal

- 9.14 The agreement will be for a period of one year from start of the services which can be terminated by either party giving **1 (One) month notice** and thereupon the premises will be vacated and all equipments/belongings of caterer to be removed forthwith notwithstanding whatever claims/counter claims he may be having. The services could also be terminated for major breach or complaint of any of the terms and conditions stipulated in the agreement.
- 9.15 The contract can be extended for another three months and further period of three months on the basis of satisfactory performance and willingness of the successful bidder.
- 9.16 Licensee shall pay the license fee for every month in advance by 10th day each English Calendar month. Non-payment of license fee within the prescribed date will constitute breach of the terms of license failure to company with the above provision may lead to termination of the contract.
- 9.17 If the license fee, or any part/thereof shall at any time, be in arrears and remain unpaid after the due date and or if the licensee any time fails or neglects to performs 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 position 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 licenses.
- 9.18 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 Incharge, repeated fault may result in forfeiture of part or whole of security and even termination of the contract. SAI reserves the right to visit the existing or the past customers of the tenderer to ascertain the quality of work performed by them and in case any negative report are received against the tenderer, his tender may be rejected. Also in case any information provided by the tenderer is found to be false, his tender will be rejected and EMD forfeited.
- 9.19 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.

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with address and seal

- 9.20 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 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.
- 9.21 That in the 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.
- 9.22 That the licensee shall not do anything in or outside the licensed premises which may create nuisance or any cause of annoyance to the neighbors, to the licensor and or to the visitors and Sports person living/visiting the premises.
- 9.23 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 bonafide use and in connection with fulfillment of the other terms and conditions of the license.
- 9.24 In case of any damage to the property belonging to licensor the licensee shall compensate the licensor to and for the amount as may be determined by the licensor, which shall be final and binding on the licensee.
- 9.25 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 of UPD Centre.
- 9.26 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 own cost.
- 9.27 That the licensee shall maintain environmental hygiene and proper sanitation of the licensed premises during all working hours. The licensee shall be bound to abide by all the provisions of the prevention of Food Adulteration Act as applicable in Varanasi, UP and such other Central and local laws and rules and regulation existing therein or to be enacted or introduced hereafter.
- 9.28 The caterer will ensure compliance with 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 premises.

(SIGNATURE OF THE BIDDER)

with address and seal

- 9.29 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.
- 9.30 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 prosecuted 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 of Lucknow or Varanasi 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.
- 9.31 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.
- 9.32 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.
- 9.33 The licensee shall not encroach upon any area of vacant land or constructed portion for any purpose.
- 9.34 That no public telephone shall be arranged/provided in canteen without obtaining prior approval of the licensor in writing.
- 9.35 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 livable by the licensor, if any neon sign board or advertisement board etc. is installed without the prior written permission of the licensor.
- 9.36 The tenderer, its staff and employees will be liable to bring to the notice of the Incharge of the centre SAI any untoward developments at the earliest possible instance failing which it will be deemed that the party its staff and employees and involved in or connected with or beneficiaries of the said untoward developments/activities.

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- 9.37 The serious breach of any of these conditions will make the licensee liable to cancellation with immediate effect as decided by the Incharge. That the security deposit will also be forfeited in case of breach of any condition mentioned in the tender. On revocation/cancellation/determination of the license it shall be duty of the licensee to vacate the licensed premises with in the time given in the communication issued by the licensor in this respect, in case the licensee shall fails to vacate the premises within the stipulated the licensor shall be entitled to charge/recover damages at such rates an may be determined by the licensor. In the event of the licensee desirous of surrendering the licensed space before the expiry of the terms of the license, he can do so by giving one month's notice in writing terminate his liability on the date of expiry of the said notice or on the date of handing over the possession of licensed premises whichever is latter provided that out going licensee clears all the pending dues including damage charges, if any. Clearance of the dues will be essential condition for the acceptance of the notice. In the event of the non payment of the dues before the date of expiry of notice period, the time taken in clearing the dues will be automatically postpone the date of notice period and the period of the notice in that even will expiry on the date of clearance of the dues.
- 9.38 That the licensee shall stand ipso-facto determined without any right to compensation whatsoever to the licensee in any of the following events. It 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.
- 9.39 The tenderer, will be responsible for ensuring that all the employees and staff duly maintain necessary hygiene, decorum and proper discipline viz-a-viz the campers and their associates. No person associated with the canteen 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 camper whether individual or in a group.
- 9.40 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

9.41 The successful tenderer 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 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 police 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.

9.42 These are only proposed draft terms and conditions and can be modified changed or added to the time of finally conclude and signing the agreement.

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

Signature:

Designation:

Date : _____

Name of the Firm & Address

SEAL:

MENU FOR STC PLAYERS

Meal STC at the rate of Rs. 175.00 per day /per head + 7% Additional Cost for wages & Service provided by the caterer (3500 Kcal)		
Meal STC	Food Items	Quantity as per sanctioned diet
Bed Tea	Tea Biscuits	One Cup Two Pcs.
Breakfast	Milk Bread Slices Butter Jam Eggs Daliya Fruit	250 ml 4-5 slices 15 Gms. 15 gm. 02 No. 40 gms. 01 Banana
Lunch	Chapaties Rice Dal Curd Green Leafy Veg. (with Potato) Salad Fruits	As desired As desired As desired 100 Gms. As desired 50 gm. 150 gm.
Evening before Training	Tea	One Cup
Late Evening	Dalia/Boiled Corn/ Chikki Lemon Juice	01 Katori (20 gms.) 1-2 Glass
Dinner	Dal Chapati Rice Meat Veg + Potato Salad Sweet Dish Milk	As desire As desired As desired 100 gms 100+50gm. 50 gm. 100 gm. 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 coloured veg like pumpkin may be served one everyday.
- Only soya oil may be used for cooking.
- For vegetarians 80 g of Paneer may be served in lieu of two eggs for Breakfast and 50g of Paneer+15g of Nutrelia may be served in lieu of the meat preparation.

SPORTS AUTHORITY OF INDIA
NETAJI SUBHAS REGIONAL CENTRE, LUCKNOW

To

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

Sub.: TENDER DOCUMENT FOR MESS CONTRACT AT SAI TRAINING CENTRE, UDAI PRATAP COLLEGE, VARANASI.

(TO BE SUBMITTED IN ENVELOPE "A")
(EARNEST MONEY DEPOSIT)

In response to the tender published in the on
.....,

I am enclosing herewith demand draft no. dated..... of
Rs. 50,000/- (Rupees fifty thousands only) drawn on
Bank in favour of Regional Director, Sports Authority of India, Netaji Subhash
Regional Centre payable at Lucknow on account of Earnest Money Deposit
(EMD).

AND

I am also enclosing demand draft no. _____ dt. ____ of Rs. 500/- /Receipt
dated _____ of Rs. 500/- towards cost of tender

(SIGNATURE OF THE BIDDER)
with address and seal

SPORTS AUTHORITY OF INDIA

NETAJI SUBHAS REGIONAL CENTRE, LUCKNOW

**TENDER DOCUMENT FOR MESS CONTRACT AT SAI TRAINING CENTRE,
UDAI PRATAP COLLEGE, VARANASI.****TECHNICAL BID FORM****(Envelope B)**

1.	Name of the Catering Firm/Agency	
2.	Full Postal Address with Tel. No.& Fax No.	
3.	Registration No. of Firm (Copy enclosed)	
4.	Present Line of Relevant Business	
5.	Details of other clients for providing Catering services alongwith copies of award letter (at least three award letters)	
6.	Income Tax return Certificate of the last three years (Copy enclosed)	
7.	PAN No (Copy enclosed)	
8.	VAT No. (Copy Enclosed)	
9.	Certified/Audited Balance Sheet by CA of last two financial years confirming turn over of minimum Rs. 10 lakhs per annum.	
10.	Food License (Copy enclosed)	
11.	Contract Labour License (Undertaking to the effect that the Contract Labour License to be submitted within a month from the date of award letter).	
12.	Have you ever been challened by the Food & Audulteration Deptt. of Health for any offences, if so, give Details.	
13.	List of court cases, if any, to be furnished by the bidder. Bidder should also give any specific decision given by the Hon'able court. In case of any wrong information provided the bidder, it is liable to be rejected/terminated at any time.	

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

This is certify that I/we have 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.

(SIGNATURE OF THE BIDDER)

with address and seal

SPORTS AUTHORITY OF INDIA

NETAJI SUBHAS REGIONAL CENTRE, LUCKNOW

**TENDER DOCUMENT FOR MESS CONTRACT AT SAI TRAINING CENTRE,
UDAI PRATAP COLLEGE, VARANASI.**

FINANCIAL BID FORM

(Envelope C)

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 certifying 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 the terms and conditions mentioned in the same.

(SIGNATURE OF THE BIDDER)

with address and seal

Dated

