

STATE COUNCIL OF EDUCATIONAL RESEARCH AND TRAINING
(An Autonomous Organisation of Education Department, Govt. of NCT of Delhi)
VARUN MARG, DEFENCE COLONY, NEW DELHI-110024

TERMS & CONDITIONS FOR PROVIDING CANTEEN SERVICES.




SCERT is desirous of having a functional canteen in its premises, for a period of one year, for the staff members, students and programmes/workshops.

Completed tender forms along with the documents as mentioned in the Technical bid and Financial bid are invited, to be submitted in the drop box placed at the R & I counter of the Council, in sealed cover envelop marked "Tender for Canteen Services" on the top and addressed to Director **State Council Of Educational Research And Training** by 5.30 P.M. up to 27/10/20 Financial bid will be opened on next working day at 11.00 A.M. in the presence of the bidders who desire, in the Chamber of Dy. Director, SCERT Room No. 22, 1st Floor, **State Council of Educational Research and Training**. Tender will be awarded to the bidder who will quote highest rent for Canteen Accommodation. The successful tenderer will have to deposit advance rent of two months to the **State Council of Educational Research And Training**, New Delhi before taking the Canteen contract.

Tender forms can also be downloaded from the website of the Council i.e. www.scertdelhi.nic.in

1. **Advance rent:** Accommodation will be provided for canteen on payment of advance rent of two months in the form of DD/Account Payee Cheque in favour of Director, SCERT and will continue to pay rent in advance by 5th of every month.
2. **Electricity:** Electricity will be provided by the Council for one month only which shall not be used for cooking purposes. The agency would use power consumption only for refrigerator, hot-case etc.
3. Electric and water facilities will be provided to the contractor by SCERT as under:-
The contractor will have to install separate Electric meter within one month of operation in SCERT failing which electricity will be disconnected. Vender will deposit Rs. 2000/- per month in advance for Electric charges till the time of installation of meter for use of only one refrigerator, one hot case, four fans and 4 lights and Rs. 500/- will be charged for use of water per month). The charges will be paid in advance (by 5th of every month) with Accounts Branch, SCERT.
4. The Contract will be initially for a period of one year. However, after the expiry of three months, the Council will evaluate the performance of services provided by the contractor. If the services are not found satisfactory, the Council reserves the right to cancel the contract immediately without any notice. The SCERT reserves the right to terminate the contract, at any time during the currency of contract by giving 7 days' notice to the Contractor.

---1---

Res   

5. The Contractor has to ensure that Canteen Premises are used for only the purpose of running the Canteen services and not for other purpose in any manner. The Contractor himself and/or his worker should not use the premises of any other business purpose. The Contractor shall not be authorized for any kind of sub-letting the premises in any manner.
6. The Contractor shall arrange utensils, cutlery and crockery and other equipment/items required to run the canteen.
7. The Contractor shall be responsible for running the canteen as per the rules applicable including Municipal Rules and Regulations, relating to the canteen in force from time to time, during the existence of the Contract. Responsibility to obtain necessary license to run the canteen from competent Authority shall lie with the contractor.
8. The Contractor shall employ his own canteen staff, provide them clean uniform at his own cost and to ensure their hygiene.
9. The Contractor shall procure and use all fresh and of standard/good quality raw material, eatables, oils etc. necessary for running for the canteen at his own costs.
10. The Contractor will be required to strictly observe timing of the office and also rules framed by the SCERT as amended/provided from time to time.
11. The contractor shall have to provide the canteen/catering services normally on five days a week and if required, he may be asked to provide the said services on holidays or late hours in the office.
12. The Contractor shall also undertake and ensure the availability food items tea, coffee, lunch, dinner etc. even beyond the working hours and/or on holiday, if required by the authorities, at the same rate.
13. The Contractor or their authorized representative must be available in the canteen at all times to attend the complaint, if any.
14. The oil/ghee to be used shall be with FSSAI mark.
15. The contractor will be responsible for maintaining cleanliness inside the canteen.
16. The contractor shall provide a portable weighing machine in order to check the weight of item supplied, as per approved rate list.
17. The contractor will settle and pay all Municipal and other statutory taxes, if any, to the concerned authorities.
18. It will be obligatory on the part of the contractor to sign the offer. After the work is awarded, he will have to enter into an agreement for work awarded on a non-judicial stamp paper of required value at his own cost within ten working days from the date of receipt of acceptance order or before the work is undertaken.
19. The contractor should verify the character antecedents of all the persons employed, through local police and shall submit a certificate to this effect.
20. The courts of Delhi/New Delhi shall have the exclusive jurisdictions to try all disputes if any arising out of this contract.

Raj

4/11/11

S. S. S.



STATE COUNCIL OF EDUCATIONAL RESEARCH & TRAINING
(An Autonomous of Organization of Education Department, Govt. of NCT of Delhi)
VARUN MARG, DEFENCE COLONY, NEW DELHI-110024

Part - I: (Technical bid)

Sealed tenders are invited from parties/contractors having sound financial credentials in providing canteen services to different Govt. and/or other reputed organizations. The contractor is required to supply tea/ snacks, meals etc. to the employees of the Council, and to the officers attending the office for various meetings of the Council.

The bidders shall submit the following documents:-

1. Copy of Valid PAN Number of the proprietor.
2. A complete Menu items form duly signed and stamped as per Annexure II.
3. Copy of Aadhar Card of the proprietor.
4. Copy of Voter Card of the proprietor.

Res



---4---



STATE COUNCIL OF EDUCATIONAL RESEARCH & TRAINING
(An Autonomous of Organization of Education Department, Govt. of NCT of Delhi)
VARUN MARG, DEFENCE COLONY, NEW DELHI-110024

ANNEXURE 'II'

LIST OF ITEMS* TO BE COMPULSORY PROVIDED IN THE CANTEEN-

S.No.	Items
1.	Tea
2.	Tea with Tea bag / Special Tea
3.	Coffee
4.	Samosa
5.	Bread Pakoda
6.	Veg. Sandwich
7.	Packaged snacks
8.	Packaged water Bottles/Glass

*The above list is indicative only and not exhaustive. Vendor may be asked to provide more items as per requirement.

Signature and stamp of bidder

Res
4/20
Sai
---5---
S