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IFCI LIMITED

Regd. Office: IFCI Tower, 61 Nehru Place, New Delhi-110019

Website: www.ifciltd.com

Telephone- 011-41792800/26487444

**Name of work: SHORT TENDER FOR RUNNING CANTEEN AT IFCI TOWER,
NEHRU PLACE, NEW DELHI**

Tender No. IFCI/Services/Canteen/2016-17/01

Dated: 8.7.2016

TENDER

1. TENDER : Award of Contract for running Canteen at IFCI Tower, Nehru Place, New Delhi.

IFCI Ltd. invites sealed bids **superscribed on the top of envelope 'Tender for Selection of Vendor for running Canteen at IFCI Tower, New Delhi'** addressed to The General Manager (Services) IFCI Ltd., IFCI Tower, 61-Nehru Place, New Delhi-110 019". The offer should accompany a Demand Draft/Pay Order of Rs.10,000/- (payable at Delhi) towards Earnest Money Deposit (EMD) in favor of IFCI Ltd (may be referred to as "IFCI") to be put in the tender box kept at Ground Floor of the building, subject to the following conditions:-

- (a) The contractor/agency/firm (hereinafter referred to as "Contractor/Bidder") should have experience of running canteen/ providing catering services to reputed Companies/ MNCs or in the business of catering atleast for more than 2/3 years. It is desirable that it has experience in running canteen in Public Sector Undertakings (PSUs)/ Public Sector Banks (PSBs/ Multi National Companies (MNCs)/ Corporates.
- (b) The Contractor should submit detailed profile of its firm (giving list of works in hand and carried out during the last 2 years, names & addresses of the clients, value of work, (completion/performance certificate from the concerned agencies with name of the concerned person, contract mobile/telephone no. and e-mail ID), number of manpower deployed and such other details in respect of works, along with testimonials and other relevant documents, i.e. Proof of Firm, ESI/PF Registration Code, if any, Company Registration No., Service Tax, TIN No., Income Tax Clearance Certificate and PAN etc. i.e. including but not limited to all statutory requirements.
- (c) **It is mandatory that the Contractor should be registered with Food Safety & Standards Authority of India (FSSAI) and should have license. The Contractor should attach a copy of license issued by FSSAI. The successful bidder shall submit FSSAI License for IFCI Tower separately and submit a copy of the same within reasonable period.**
- (d) The contractor should also intimate its official E-mail address and telephone no. for all communication in order to avoid loss of time. All communications from IFCI shall be sent by E-mail/speed post.
- (e) Offers of the bidders who are under suspension/banned/black-listed by any PSU/Govt. Department /PSU Banks/ or otherwise shall not be considered. Further, if any of the partners/directors of the contractor's organization /firm is blacklisted or having any criminal case against him, their tender shall not be considered.
- (f) **The Canteen Contractor shall be selected based on lowest rates quoted on Normal Thali Lunch, Special Thali Lunch, Tea, Coffee, Bread & Butter, Omllettee, slice, Snacks. The weightage has been mentioned against each item.**
- (g) The contractor shall have to enclose a Checklist (Annexure-6) along with the supporting documents.

Last Date of Submission of bids: 2.8.2016 (2.30 pm)

1.1 INTRODUCTION

At present, Buffet Lunch is served during lunch hours at Executive Dining Hall (EDH) situated at 1st Floor of IFCI Ltd., (IFCI) IFCI Tower, 61 Nehru Place, New Delhi-110019 against payment of Sodexo Coupons/ cash. This tender is intended for the running canteen at for the staff and authorized visitors in the Executive Dining Hall (EDH), IFCI Tower, 61 Nehru Place, New Delhi -110019.

The day-to-day working of the canteen will be watched by Canteen Committee duly constituted by the IFCI for this purpose.

1.2. SCOPE

There are approx. 200 employees in IFCI. The Contractor is required to run the canteen at Executive Dining Hall (EDH) from 9.00 am till 7.30 / 8.00 pm. All the employees of IFCI and its subsidiaries of IFCI who has offices in Tower, shall use canteen facility. **Under no circumstances the minimum guarantee for buffet lunch shall be given.** You should supply tea, coffee, lunch and snacks etc. as per requirement. As explained above, the canteen will also cater to the needs of the authorized visitors to the IFCI and its subsidiaries for official work as well as to the visitors. Tea, Coffee, Snacks, Cold Drinks and lunch shall also be supplied for meetings or other purposes, whenever and wherever required in the premises. However, during lunch time only lunch to be served.

IFCI provides Lunch/ Tea Subsidy Coupons (Sodexo) to its employees. Therefore, the contractor shall accept Sodexo Coupons for lunch as well as cash payments. If any tea/ snacks/ lunch is supplied for official meetings, the contractor shall submit the bill at the end of the month to the authorized officer of IFCI for payment.

IFCI Tower is a high rise building, therefore, gas cooking is not allowed. The contractor shall serve only pre-cooked lunch and snacks.

2. GENERAL CONDITIONS OF THE CONTRACT (GCC):

TERMS AND CONDITIONS

- (a) **Licence Fee:** Space shall be provided to run the canteen as given in Annexure-I will be provided for the canteen after entering into a Leave and Licence Agreement with the successful bidder.

(b) **Electricity :** Free electricity shall be supplied to run the electric gadgets. **Under no circumstances, electric heater shall be allowed for cooking purpose.**

The contractor would use power consumption only for refrigerator, hot-case, micro-oven, induction plate, etc.

(c) **Water:** The contractor shall use RO water only for drinking and for making tea, etc. which shall be arranged by contractor at their own expenses. The raw water for washing and hand wash shall be provided by IFCI. However, the contractor shall ensure that there is no wastage of raw water.
- Exiting furniture for use within the Executive Dining Hall (EDH)/ Canteen will be provided by IFCI except almirahs/racks required for storage purpose etc.
- The contractor will have to make arrangement for cleanliness of canteen and its surroundings to the satisfaction of the IFCI. The contractor shall also be responsible for the safe and hygienic disposal of the canteen waste.

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4. The contractor shall arrange for items like, crockery, utensils, boilers, juice machine, cooking store etc. and items of similar nature of good quality as approved by IFCI at his own cost and maintain the said items in proper and hygienic conditions for due discharge of obligations in respect of running of canteen.
5. The contractor will have to provide employees in proper uniforms for service in the canteen and also for the service on other floors of IFCI/ official meetings.
6. The timings of the canteen will be as prescribed by IFCI from time to time subject to change. Skeleton services will also be provided beyond office hours.
7. Snacks & Tea should be provided by the Canteen as and when required from morning till evening against payment of sodexo coupons/ cash or during official meetings.
8. **Service** The contractor is required to provide canteen service in the canteen premises and also at other floors of IFCI, if required.
9. The contractor shall employ only such persons as are declared medically fit as certified by the Govt. hospital in Delhi. No such employee will be under the age of 18 years. Documentary evidence will be provided by the contractor.
10. The contractor will be fully responsible for the repair/maintenance, cleanliness, breakage and damage done to the building and sanitary, electrical and any other fittings and fixtures installed in the space provided to him by IFCI for the purpose of serving lunch, tea and coffee. Furniture provided to the contractor will be maintained properly. Any loss/damage (including repairs) to the same will have to be made good by the Contractor, at his cost.
11. Daily sweet item and salty items (viz. samosa, vada, pakora etc.) should be prepared daily. (List of items to be provided is enclosed as Annexure-2). However this list is subject to modification by IFCI from time to time.

Materials used for tea, coffee, spices, food stuffs, vegetable, vegetable oil, etc. should be of good quality only will be used. IFCI through **Canteen Committee** reserves the right to inspect the materials at any time without any prior notice and share the details of the inspection with regulatory authorities.

13. The contractor will take all necessary precautions against fire hazards and comply with rules and regulations as laid down by concerned local authorities and to the satisfaction of IFCI.
14. The rate list and menu as approved by IFCI should be displayed conspicuously daily. The contractor may sell other food items at prevailing market rates only.
15. The size, weight and quality of the various items shall be approved by IFCI. The vendor can introduce new items in the menu after obtaining prior approval from Committee of management of Canteen of IFCI. No rate will be revised without the approval of IFCI.
16. The contractor will have to employ the required staff at his own cost and bear all the statutory and other liabilities for running the canteen. The contractor will have to pay the minimum wages as per Delhi Admn. Notifications issued from time to time, EPF and Bonus etc. as per Employees Provident Fund Act and Bonus Act amended from time to time.
17. IFCI shall not in any manner be treated as the employer of these employees or concerned with the terms of their employment or conditions of their services since the relationship of employer and employees shall always be considered to be between the contractor and such persons as will be employed by him. While engaging his employees the contractor will make these conditions clear to

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them categorically and in writing, and their acceptance of these terms shall be communicated to the Institute also.

18. The contractor shall obtain licence under the Contractor Labour (Abolition and Regulation) Act 1970 (hereinafter referred as the contractor labour Act) and all other requisite licences at his own cost from the Appropriate Authorities and comply with the terms and conditions of the licence(s) and all other relevant and necessary provisions of the contractor labour Act and the Rules framed thereunder all such other provisions of laws in any enactment or otherwise laid down by any authority from time to time, it being clearly understood and agreed upon that the entire responsibility for compliance thereof shall always be of the contractor. The contractor shall be fully responsible for any compensation etc. in case of any injury/casualty or mishap to any employees of the canteen during canteen working hours.
19. Under no circumstances any of the contractor's employees will stay in IFCI premises beyond canteen hours after closing the canteen. The access to the space allotted to the contractor will be as per the conditions and in the mode as prescribed and regulated by IFCI from time to time which will be binding on him and his employees. IFCI reserves the right to inspect the premises allotted to the contractor including the canteen store at any time.
20. The contractor shall not entertain any orders or supply eatables outside IFCI Tower.
21. The contract will be for **one year** starting from the date of signing the agreement and the agreement may be renewed by IFCI on such terms and conditions as may mutually be agreed upon between the parties. **IFCI reserves the right to repudiate the contract at any time after giving 15 days notice, if IFCI is not satisfied with the working of the said contractor.** The decision of the IFCI in this regard shall be final will be binding on the contractor. **The contractor, if he so desires, may seek termination of the contract by giving written notice of not less than two months duration during the agreement period.**
22. The contractor will, at all times, ensure discipline decent and courteous behavior by his employees while they remain in premises of IFCI. In case any of his employee indulges in any act of indiscipline, misbehavior or slogan shouting or indulges in violent act(s) or abets others in doing so and it is prima facie proved, the contractor shall remove the employee concerned from the premises immediately on receipt of written communication from the authorities which will be duly acknowledged by the contractor.
23. Under exceptional circumstances IFCI reserves the right to change any term and condition as and when warranted.
24. In case of any dispute arising out of the interpretation of the terms and conditions of the contract, the decision of the Executive Director/ Dy.Managing Director/ CEO & MD, IFCI, will be final and binding.
25. The contractor will be required to execute an agreement in the prescribed form in this behalf in case the contract is awarded.
26. The contractor will have to deposit Rs.10,000/- as security in the form of D.D./ Bank Guarantee from Scheduled Commercial Bank (for 15 months) drawn in favour of IFCI Ltd., New Delhi. No interest will be paid on this amount. The same will be refunded when the contract is over and canteen premises are handed over to the Institute and all dues from the contractor have been settled.
27. The contractor to whom the above terms and conditions are acceptable, shall submit the completed tender forms to this office by **2.30 P.M** in sealed cover on or before **August 2, 2016**. The tenders will be opened on same day at 3.00 PM at IFCI Tower, Nehru Place, New Delhi .

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28. The contractor will not further sub-contract the contract to any other party. In case the contractor is found having sub-contracted this contract, the contract will be terminated without any notice and security deposit will be forfeited.
29. Every tender should be accompanied by a Demand Draft for Rs.10,000/- as earnest money drawn in favour of IFCI, New Delhi. This amount will be refunded after the contract is finalized . No interest will be payable on this amount.
30. If the Contractor violates the terms & conditions of the contract, then the Security Deposit will be forfeited.
31. **In case** of unsatisfactory performance, IFCI reserves the right to impose penalty/take action against the Contractor which may be by way of termination of contract without any notice or recourse to the Contractor.
32. In case of any damage to IFCI's property/ premises by workers of Contractor, the Contractor shall be accountable. The Contractor will be liable to pay the compensation to IFCI as may be advised by IFCI. The Contractor shall take full responsibility and reimburse and compensate IFCI for any loss/damage/break-down caused to the installation due to negligence of his workers. Amount of compensation may be recovered from the payment of the monthly bills of the Contractor if so warranted.
33. IFCI shall not be responsible for injury/death/ caused to the workers of the Contractor at site. It will be the responsibility of the Contractor to abide with all the provisions of the Workmen Compensation Act, 1923 and no compensation, whatsoever shall be paid by IFCI in this regard. The Contractor shall at all times be solely responsible and/or liable to issue and maintain adequate insurance for the life and safety of its workers and shall ensure that the said insurance policies do not lapse.
34. Details of cases pending with any Court of Law, if any, status thereof, to be submitted.
35. Food license for Catering/canteen services in Delhi, issued by appropriate authority of Delhi State i.e. License under FSS Act, 2006
36. Address and location of base kitchen for enabling Members of Catering Committee for making a visit.
37. IFCI reserves the right to reject any of the offers at any stage, if the same is not upto the expectation of IFCI/ does not meet the criteria set by IFCI.
38. Thorough checking of workers of the contractor during entry/exit would be done by security staff of IFCI.

3. DESPATCH INSTRUCTIONS:

- i) The General Conditions of Contract form part of the Tender specifications. **All pages of the tender documents shall be duly signed, stamped and submitted along with the offer in token of complete acceptance thereof.** The information furnished shall be complete by itself. The bidder is required to furnish all the details and other documents as required in the following pages.
- ii) Bidders are advised to study all the tender documents carefully. Any submission in tender shall be deemed to have been done after careful study and examination of the tender documents and with the full understanding of the implications thereof.

4. SUBMISSION OF TENDERS:

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- i) The tenderers must submit their tenders to Officer inviting tender as per instructions in the Short Tender/Notice Inviting Tender (NIT). **The tenders received after the specified time of their submission are treated as `Late Tenders` and shall not be considered under any circumstances.**
- ii) Tenders shall be opened by authorised officer of IFCI at his office at the time and date as specified in the Short Tender/NIT, in the presence of such of those tenderers or their authorised representatives who may be present.
- iii) Before submission of Offer, the tenderers are advised to inspect the site of work and the environments. No claim will be entertained later on the grounds of lack of knowledge of any of these conditions.

5. LANGUAGE OF BID APPLICATION:

- i) The contractor shall quote the rates in English language and international numerals. These rates shall be entered in figures as well as in words. For the purpose of the tenders, the metric system of units shall be used.
- ii) All entries in the tender shall either be typed or written legibly in ink. Erasing and over-writing is not permitted and may render such tenders liable for rejection. All cancellations and insertions shall be duly attested by the contractor.

6. EARNEST MONEY DEPOSIT:

Every tender must be accompanied by the prescribed amount of Earnest Money Deposit (EMD) in the manner described herein.

- i) EMD is to be paid in Pay Order or Demand Draft in favour of `IFCI Ltd.` and payable at Delhi.
- ii) No other form of EMD remittance shall be acceptable to IFCI.
- iii) EMD by the bidder will be forfeited as per Tender documents if after opening the tender, the bidder revokes his tender within the validity period or increases his earlier quoted rates.
- iv) If, the bidder does not commence the work within the period as per LOI/Contract. In case the LOI/contract is silent in this regard then within 15 days after award of contract.
- v) EMD shall not carry any interest.
- vi) In the case of unsuccessful bidders, the Earnest Money will be refunded to them within a reasonable time after acceptance of award by successful tender.

7. SECURITY DEPOSIT:

Upon acceptance of Tender, the successful Tenderer is required to deposit an amount of Rs.10,000/- (Rupees ten thousand only), as Security Deposit. The security Deposit should be furnished before commencement of the work by the contractor. Security Deposit may be furnished in any one of the following forms:-

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- i) Pay Order/Demand Draft in favour of IFCI Ltd.
- ii) Local cheques of scheduled banks, subject to realization.
- iii) Bank Guarantee from Scheduled Banks/Public Financial Institutions as defined in the Companies Act.
- iv) The Security Deposit shall not carry any interest.
- v) The validity of Bank Guarantees towards Security Deposit shall be upto the completion period as stipulated in the Letter of Intent/Award +3 Months, (i.e. 15 months) and the same shall be kept valid by proper renewal till the acceptance of Final Bills of the Contractor, by IFCI.
- vi) It is the responsibility of the bidder to get the Bank Guarantees revalidated/extended for the required period as may be advised by IFCI. IFCI shall not be liable for issue of any reminders on expiry of the Bank Guarantees.
- vii) IFCI reserves the right of forfeiture of Security Deposit in addition to other claims and penalties in the event of the Contractor's failure to fulfill any of the contractual obligations or in the event of termination of contract as per terms and conditions of contracts with IFCI.

8. RETURN OF SECURITY DEPOSIT:

Security Deposit shall be refunded/Bank Guarantee(s) released to the Contractor after deducting all expenses /other amounts due to IFCI under the contract/other contracts entered into with them by IFCI.

9. BANK GUARANTEES:

Where ever Bank Guarantees are to be furnished / submitted by the contractor, the following shall be complied with:

- i) Bank Guarantees shall be from Scheduled Banks/ Public Financial Institutions as defined in the Companies Act.
- ii) It is the responsibility of the bidder to get the Bank Guarantees revalidated/extended for the required period. IFCI shall not be liable for issue of any reminders on expiry of the Bank Guarantees.
- iii) In case the Bank Guarantees are not extended before the expiry date, IFCI reserves the right to invoke the same by informing the concerned Bank in writing, without any advance notice/communication to the concerned bidder/contractor.
- iv) Bidders to note that any corrections to Bank Guarantees shall be done by the issuing Bank only through and amendment in an appropriate non judicial stamp paper.
- v) The Original Bank Guarantee shall be sent directly by the Bank to IFCI under Registered Post (Acknowledgement Due), addressed to the General Manager (Services), IFCI Ltd., IFCI Tower, 61-Nehru Place, New Delhi-110019.

10. REJECTION OF TENDER AND OTHER CONDITIONS:

- i) IFCI reserves the right to accept or reject the tenders without assigning any reason whatsoever.

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- ii) Conditional tenders, unsolicited tenders, tenders which are incomplete or not in the form specified or defective or have been materially altered or not in accordance with the tender conditions, specifications etc., are liable to be rejected.
- iii) Tenders are liable to be rejected in case of unsatisfactory performance of the contractor with IFCI.
- iv) If a contractor who is a proprietor expires/resigns after the submission of his tender or after the acceptance of his tender, IFCI may at their discretion, cancel such tender. If a partner of a firm expires after the submission of tender or after the acceptance of the tender, IFCI may then cancel such tender at their discretion, unless the firm retains its character
- v) If the contractor gives wrong information in his tender, IFCI reserves the right to reject such tender at any stage or to cancel the contract if awarded and forfeit the Earnest Money/Security Deposit/any other money due.
- vi) Canvassing in any form in connection with the tenders submitted by the contractor shall make his offer liable to rejection.
- vii) In case the proprietor, Partner or Director of the Company/Firm submitting the Tender, has any relative or relation employed in IFCI, the authority inviting the Tender shall be informed of the fact as per specified format,(Annexure-5) along with the offer.
- viii) The successful contractor should not sub-contract part or complete work detailed in the tender specification undertaken by him.

11. LAW GOVERNING THE CONTRACT AND COURT JURISDICTION:

The contract shall be governed by the law for the time being in force in the Republic of India. The civil court having original civil jurisdiction at New Delhi shall alone have exclusive jurisdiction in regard to all claims in respect of the Contract. No other civil court shall have jurisdiction in case of any dispute, under this contract.

12. ISSUUE OF NOTICE:

- i) **Service of notice on contractor:** Any notice to be given to the contractor under the terms of the contract shall be served by sending the same **by Registered Post/Speed Post/E-mail** to or leaving the same at the Contractor's last known address of the principal place of business (or in the event of the contractor being a company, to or at its Registered Office). In case of change of address, the notice shall be served at changed address as notified in writing by the Contractor to IFCI. Such posting or leaving of the notice shall be deemed to be good service of such notice and the time mentioned to the condition for doing any act after notice shall be reckoned from the date so mentioned in such notice.
- ii) **Service of notice on IFCI:** Any notice to be given to IFCI under the terms of the Contract shall be served by sending the same by post to or leaving the same at IFCI address or changed address as notified in writing by IFCI to the Contractor.

13. COMMENCEMENT OF WORK:

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- a. The contractor shall commence the work as per the time indicated in the Letter of Intent from IFCI and shall proceed with the same with due expedition without delay.
- b. If the contractor fails to start the work within stipulated time as per LOI or as intimated by IFCI at its sole discretion will have the right to cancel the contract. The Earnest Money and/or Security Deposit with IFCI will stand forfeited without any further reference to him without prejudice to any and all of IFCI's other rights in this regard.
- c. All the work shall be carried out under the direction and to the satisfaction of IFCI.

14. RIGHTS OF IFCI:

IFCI reserves the following rights in respect of this contract during the original contract period or its extensions if any, as per the provisions of the contract, without entitling the contractor for any compensation.

- a) To terminate the contract or get any part of the work done through other agency or deploy IFCI's own/hired/otherwise arranged resources, at the risk and cost the contractor after due notice of a period of two weeks by IFCI in the event of:-
 - i) Contractor's continued poor performance
 - ii) Corrupt act of Contractor
 - iii) Insolvency of the Contractor
 - iv) Persistent disregard to the instructions of IFCI
 - v) Assignment, transfer, sub-letting of contract without IFCI's written permission
 - vi) Non fulfilment of any contractual obligations
 - vii) In the opinion of IFCI, the contractor is overloaded and is not in a position to execute the job as per required schedule
- b) To effect recovery from any amounts due to the contractor under this or any contract or in any other forms, the moneys IFCI is statutorily forced to pay to anybody, due to contractor's failure to fulfil any of his obligations. IFCI shall levy overheads of 5% on all such payments along with interest.

15. ARBITRATION & RECONCILIATION:

- i) In case amicable settlement is not reached in the event of any dispute of difference arising out of the execution of the contract or the respective rights and liabilities of the parties or in relation to interpretation of any provision by the contractor in any manner touching upon the contract, such dispute or difference shall (except as to any matters, the decision of which is specifically provided for therein) be referred to the sole arbitration of the arbitrator appointed by IFCI.
- ii) The award of the Arbitrator shall be binding upon the parties to the dispute.
- iii) Subject as aforesaid, the provisions of Arbitration and Reconciliation Act 1996 (India) or statutory modifications or re enactments thereof and the rules made there under and for the time being in force shall apply to the arbitration proceedings under this clause. The

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venue of the arbitration shall be the place from which the contract is issued or such other place as the Arbitrator at his discretion may determine.

- iv) The cost of arbitration shall be borne equally by both the parties.
 - v) Work under the contract shall be continued during the arbitration proceedings.
- 16.** Failure to comply with any of the above conditions can result in termination of the contract, forfeiture of the security deposit, penalty as may be decided by IFCI and future blacklisting of the contractor.
- 17. General Conditions of the Contract (GCC) will form the part of the contract.**
- 18. Annexures: The following to be submitted with bids duly signed.**
- i) Annexure-1 (DETAILS OF SPACE PROVIDED)
 - ii) Annexure-2 (LIST OF BEVERAGES & SNACKS- RATES TO BE QUOTED BY TENDERER)
 - iii) Annexure-3 (DECLARATION BY AUTHORISED SIGNATORY OF BIDDER)
 - iv) Annexure-4 (NO DEVIATION CERTIFICATE)
 - v) Annexure-5 (DECLARATION FOR RELATION IN IFCI)
 - vi) Annexure-6 (Checklist)

Annexure 1

Details of space provided for the canteen of IFCI Tower, Nehru Place, New Delhi

Sr.No. Accommodation

1. Canteen Hall at 1st Floor
2. Executive Dining Space at Mezzanine
3. Kitchen

Annexure- 2

S.No	Item	Quantity with weight etc.	Material, per Unit Gram/ML	Weight	Rate to be quoted by the Tenderer
1	Normal Lunch (Thali System)	2 Chappatis/Puri, Rice, Seasonal Vegetables, Raita, Dal, Papad and salad. If rice not taken then 2 additional chapatti/Puri extra	Flour-75.00gm Rice-75.00 gm Dal-25 gm Onion-15.00gm Vegetables-30.00gm Ghee-10.00 gm	40	
2	Special Lunch (Thali Lunch)	2 Chappatis/Puri, Rice, Seasonal Vegetables, Paneer Vegetable, Raita, Dal, Papad, salad and one Sweet If rice not taken then 2 additional chapatti/Puri extra	Flour-75.00gm Rice-75.00 gm Dal-25 gm Onion-15.00gm Vegetables-30.00gm Paneer – 40 gm Ghee-10.00 gm	20	
3	Hot Coffee	One cup (125 ML.)	Sugar 12.00 Gm Milk-50.00 mls Coffee Tea Leaves V100	2	
4	Hot Tea	One cup (125 ML.)	Normal, Spl. Tea Bag	2	
5	Bread & Butter	2 Pcs.(2 Slices Big+Butter thereon)	25gm butter	3	
6	Vegetable sandwich		Set of two piece	3	
7	Omelette		Ghee-5- gm Onion-15gm Egg-1 piece	3	
8	Omlette with slice		1 Egg 2 Brown/ white slice size	3	
9	Samosa	45gm	Ghee-7.00gm Maida-9.00gm, Potato-30.00gm	2	
10	Bread Pakora	40gm	Bread-45.00gm Beasan-10.00gm Ghee-10.00gm Potato-10.00gm	3	
11	Parantha with vegetables	1 pc+ vegetables	200 gm		
12	Vegetable Parantha	Plate containing one parantha with Chutney and Tomoto Ketchup			
13	Kachauri	2 pcs with Chholley/Chatney	Ghee-15.00gm Maida-15.00gm Pith-5gm weight-35gm	1	
14	Alloo Bonda	40gm	Besan-7.00gm Ghee-7.00gm Potato-20.00gm Onion-10.00gm	1	

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15	Mathi	20gm	Ghee-10.00gm Maida-10.00gm	1	
16	Soft Drink	Bottles of	Standard varieties		MRP
17	Chips	Potatoes Wafer	Standard varieties		MRP
18	Rice with Dal	1 plate	100 gm Boiled Rice + 50 gm . Dal	5	
19	Vegetable	1 plate	75gm	5	
20	Puri/ Chapattis	4 pcs. With Chholley/ vegetable	100 gm.	3	
21	Chholley/Bhature	2 pcs in a plate	Each piece weighting about 50 gm	3	
22	Egg curry (one egg) one plate		1 egg+Gravey		
23	Khoya Burfi	30 gms.	Khoya-22.00 gm Sugar-10.00gm		
24	Gulab Jammun	45 gms	Khoya-10.00gm Paneer-2.15gm Sugar-30.00gm Maida-2.05 gm Ghee-2.05 gm		
25	Balu Shahi	30gms	Sugar-10.00gm Ghee-10.00 gm Maida-10.00gm		
26	Beasan Burfi	30gms	Ghee-10.00gm Besan-15.00gm Sugar-10.00 gm		
27	Pinni	30gms	Ghee-10.00gm, Dal-10.00gm, Sugar-10.00gm		
28	Laddu Shahi	30gms	Sugar -10.00gm, Ghee-10.00gm, Maida-10.00gm		
29	Pattisa	30gm	Sugar-10.00gm Ghee-10.00gm, Besan-10.00gm		
30	Laddu Besan	30gm	Sugar-10.00gm Ghee-10.00gm, Besan-10.00gm		
31	Panir Pakora	25gm	Paneer-10.00gm Ghee-10.00gm, Besan-10.00gm		
32	Vegetable Pakora Plate	50gm with Chutney	Ghee-15.00gm, Besan-15.00gm, Potato-20.00gm Onion-5.00gm, Palak-5.00gm		
33	Urd Vada	35gm	Ghee-10.00gm Dal Urd-20.00gm, Dal Arhar-10.00gm		
34	Channa Vada	35gm	Ghee-10.00gm, Chana-20.00gm, Onion-10.00gm		
35	Idli Sambhar with	Plate containing 2 idlies	Ghee-2.10gm		
36	Upma	1plate	wt.150gm		
37	Vada Sambhar with Chutney	1plate 2 pcs	Ghee-20.00gm, Dal Urd-40.00gm, Dal Arhar-10.00gm, Vegetable-15.00 gm Iml-5.00gm		

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38	Dahi Vada	1 plate 2 pcs	wt. vada 70.00gm		
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Packaged Drinking water and other food & Beverages items shall be sold at M.R.P only.



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Annexure -3

DECLARATION BY AUTHORISED SIGNATORY OF BIDDER
(To be typed submitted in the letter Head of the Company/firm of Bidder)

To,

(Write Name & Address of Officer of IFCI inviting the Tender)

Dear Sir,

Sub: **Declaration by Authorised Signatory**

Ref: 1) NIT/Title of the work. Name of Tender Specification No.....,
2) All other pertinent issues till date

I/We hereby certify that all the information and data furnished by me with regard to the above Tender Specification are true and complete to the best of my knowledge. I have gone through the specifications, condition, stipulations and other pertinent issues till date, and agree to comply with the requirements and Intent of the specification.

I further certify that I am authorized to represent on behalf of my company/firm for the above mentioned tender and a valid Power of Attorney to this effect is also enclosed.

Yours faithfully,

(Signature, Date & Seal of Authorized
Signatory of the Bidder)

Date:

Enclosed : Power of Attorney



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Annexure -4

NO DEVIATION CERTIFICATE

(To be typed submitted in the letter Head of the Company/firm of Bidder)

To,

(Write Name & Address of Officer of IFCI inviting the Tender)

Dear Sir,

Sub: **Declaration by Authorised Signatory**

Ref: 1) NIT/Tender Specification No.....,
2) All other pertinent issues till date

We hereby confirm that we have not changed/modified/materially altered any of the tender documents as downloaded from the website/issued by IFCI and in case of such observance at any stage, it shall be treated as null and void and his tender shall deemed to be withdrawn.

We also hereby confirm that we have neither set any Terms and Conditions and nor have we taken any deviation from the Tender conditions together with other references applicable for the above referred NIT/Tender Specification.

We further confirm our unqualified acceptance to all Terms and conditions, unqualified compliance to Tender Conditions, Integrity Pact (if applicable) and acceptance to Reverse Auctioning process.

We confirm to have submitted offer in accordance with tender instructions and as per aforesaid reference.

Thanking you,

Yours faithfully,

(Signature, Date & Seal of Authorized
Signatory of the Bidder)



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Annexure -5

DECLARATION FOR RELATION IN IFCI

(To be typed and submitted in the Letter Head of the Company/Firm of Bidder failing which the offer of Bidder is liable to be summarily rejected)

To,
(Write Name & Address of Officer of IFCI inviting the Tender)
Dear Sir,

Sub: Declaration for relation in IFCI

Ref: 1) NIT/Tender Specification No. _____

I/We hereby submit the following information pertaining to relation/relatives of Proprietor/Partner (s)/Director(s) employed in IFCI

Tick(✓)any one as applicable:

1. The Proprietor, Partner(s), Director(s) of our Company/Firm DO NOT have any relation or relatives employed in IFCI

OR

2. The Proprietor, Partner(s), or Director(s) of our Company/Firm HAVE relation/relatives employed in IFCI and their particulars are as below:

(i)

(ii)

Signature of the Authorised Signatory

Note:

1. Attach separate sheet, if necessary.
2. If IFCI Management come to know at a later date that the information furnished by the Bidder is false, IFCI reserves the right to take suitable against the Bidder/Contractor.

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Annexure-6

Name of work: Short Tender for running canteen at IFCI Tower, Nehru Place, New Delhi
CHECKLIST

The following are the essential requirements to be fulfilled in order to qualify for price bidding

S. No.	DESCRIPTION	Essential/Desirable	Enclosed (Y/N)
I	TAXATION REQUIREMENT		
	(1) Income Tax Act: PAN Number Required	Essential	
	(2) Trade Tax/ Vat/Tin No.		
	(3) Service Tax PAN Based Service Tax Number Required		
	(4) Company Registration No.	Essential	
II	WORKS POLICY REQUIREMENTS		
	1. EMD Rs.10,000 in the form of Pay order/Demand Draft	Essential	
	2. Acceptance of Terms & Conditions- Signature on all pages without conditions of the contractor		
III	FINANCIAL SOUNDNESS		
	1. Income tax returns for last three 3 years.	Desirable	
IV	QUALIFYING CRITERIA		
	1.The contractor having 2 years experience in similar work, please attached documents.	Essential	
	2.The contractor should submit detailed profile of the Organization, (giving list of works in hand and carried out during the last 2/3 years, names & addresses of the clients, value of work, (completion/performance certificate from the concerned agencies with name of the concerned person, contract mobile/telephone no. and e-mail ID)) number of manpower deployed and such other details in respect of works, along with testimonials and other relevant documents.	Essential	
V	Food license for Catering/canteen services in Delhi, issued by appropriate authority of Delhi State i.e. License under FSS Act, 2006	Essential	
VI	Self Declaration that contractor has not been found guilty by a court of law in India for fraud, dishonesty or moral turpitude		
VII	Self certificate that the contractor has not been blacklisted by IFCI or any other organization where he has worked. Further, if any of the partners/directors of the contractor's organization /firm is blacklisted or having any criminal case against him, their tender shall not be considered. An Undertaking to this effect should be submitted.	Essential	
VIII	Attached (Annexure-1 to 6) duly signed by the contractor		
IX	Communication details: (a) Official E-mail address of at least 2 concerned person (b) name and telephone and mobile nos.	Essential	
X	Address and location of base kitchen for enabling Members of Catering Committee for making a visit.	Essential	
Note : Non fulfillment of any/all of the above requirements (Essential) can entail disqualification of the bidder.			

All the above conditions accepted

(Name, Signature, Seal of the Contractor with date)



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