

**GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI  
DIRECTORATE OF EDUCATION: SPORTS BRANCH  
CHHATTARSAL STADIUM : MODEL TOWN : DELHI: 110009.**

**TENDER FORM FOR ITEMS FOR FOOD & REFRESHMENT**

( TO BE FILLED BY THE TENDERER)

**TECHNICAL BID**

Cost of Form : Rs. 200/- (Non-refundable) including Financial Bid form

FORM TO BE OBTAINED : 11.00a.m. to 1.00p.m. upto 02.07.2007

FORM TO BE DEPOSITED : Upto 2.00p.m. on 02.07.2007

TENDER TO BE OPENED : At 3.00p.m. on 02.07.2007

1 (a) Name of the Firm.....

(b) Address of the Firm .....

© Name & address of the Prop./Partner .....

2. (a) TIN No .....

(b) Attested Copy of TIN Registration Certificate .

(c) Attested copy of PAN Registration

(d) PAN No.....

3. Earnest money deposited vide Demand Draft No. ....

Dated..... for Rs.....

4. (a) Whether any supply had been made to Govt. Department in the past.....

(b) If yes, please furnish full details. ....

5. Turnover during the last three years:

Year	Amount (Rs.in figure)	(Rs.in words)
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2004-2005

2005-2006

2006-2007

**Refreshment & Food**

**a) Food:** - It shall include Breakfast, Lunch, Dinner and tea twice a day with four biscuits of Britannia / Parle-G. Rates of food to be supplied within Delhi & Outside of Delhi (Menu attached).

Note :- 1. The menu can be changed within Delhi or outside Delhi keeping in view the nourishing items available but the rates of the food will not increase.

**(b) Refreshment :-** The rates for supply of refreshment within Delhi or outside Delhi with various combination (Menu attached).

1. The contractor shall be allowed to use store in the premises of stadium managed by Education Deptt. to keep and prepare food & refreshment to be supplied to the players/students & officials and the contractor shall be liable to pay the charges as approved by the competent authority.

**(c) Special lunch/dinner for players and officials (Menu attached).**

**TERMS AND CONDITIONS**

1. The Director of Education will be at liberty to get any item checked from PFA Department at any time.
2. Item should be hygienically prepared and fit for human consumption with Agmark masalas and good quality of Ghee/Oil.
3. The firm has to arrange its own utensils, crockery, and cutlery etc. for the preparation and service.
4. The firm has to arrange its dinning tables, chairs, table covers, light etc. at its own cost.
5. Food/refreshment is to be served. No extra service charges will be paid.
6. Refreshment to be served during function should be packed properly as and when required.
7. The tenderer has to arrange refreshment, food at the place to be notified from time to time at no extra cost.
8. The refreshment/food must be freshly prepared, and cooked. No stale item is to be served.
9. The tenderer has to make its own arrangement for the proper upkeep, cleanliness etc. of pantry, kitchen, dinning hall etc.
10. The firm should ensure that the quality, weight of each item is not less than the specified one and approved.
11. The payment of bill will be subject to the checking and approval of food/refreshment served by the nominee(s) of the Director of Education from time to time. In case of supply of outside Delhi, the bills have to be verified by the General Manager/Manager of the contingent.
12. 'Typed' rates should be quoted.

13. The technical bid form duly filled in & with enclosures attached in all respect should be sealed in a separate envelope inscribing "TECHNICAL BID FORM FOR ITEMS FOR SUPPLY OF FOOD AND REFRESHMENT" on it & also mentioning name & address of the Tenderer on it.
14. Terms & conditions duly signed in token of acceptance should accompany the Technical bid.

**(SAT PAL)**  
**DY.DIRECTOR OF EDN.(SPORTS)**

All the above terms and conditions are accepted by me/us.

Signature with seal of the firm

**GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI  
DIRECTORATE OF EDUCATION: SPORTS BRANCH  
CHHATTRASAL STADIUM : MODEL TOWN : DELHI: 110009.**

**TERMS & CONDITIONS OF THE TENDER FOR THE SUPPLY OF FOOD & REFRESHMENT**

1. Sealed tenders are invited for/on behalf of President of India for the purchase/hire of various items as per the list enclosed during the year 2007 -2008.
2. The tender shall consist of two separate bids – a technical bid and a financial bid. The technical bid and the financial bid should be sealed by the bidder in separate covers duly superscribed and both these sealed covers are to be put in a bigger cover which should also be sealed and duly superscribed which shall be deposited in a tender box kept in the room of DDE (Sports) at Chhatrasal Stadium, Model Town, Delhi. The tender shall be accepted up to **2.00 p.m. on 02.07.2007** . No tender shall be entertained thereafter under any circumstances.
3. Rates shall not be quoted on “Technical bid” form. In case they are mentioned directly or indirectly, the bid shall be summarily rejected.
4. First the technical bids shall be opened on **02.07.2007** at **3.00p.m.** in the room of DDE (Sports) by the purchase committee constituted for this purpose. Financial bids of only those tenderers shall be opened whose technical bids are approved.
5. (a) The tenders must be accompanied by Bank Demand Draft for the amount mentioned below against each item as earnest money of any schedule bank in favour of Dy. Director of Edn.(Sports) and earnest money received in any other form shall not be accepted :-

<u>S.No.</u>	<u>Item</u>	<u>Amount of earnest Money</u>	<u>Amount of minimum turnover</u>
.....	.....	.....	.....
1.	Supply of Refreshment & Food	Rs.1,50,000	Rs.25,00,000

- (b) The tenderer should submit the Balance Sheet, Profit & Loss A/c duly signed by Chartered Accountant for the last three years to judge minimum turnover of the firm.
- (c) Latest Sales Tax clearance certificate from Sales Tax department in respect of the tenderer must also be accompanied with the tender.
- (d) The tender will be rejected outrightly in case the above requirements from (a) to (c) are not complied with by the tenderer.

6. It will be at the discretion of the Director of Education to make any inquiry in order to judge the stability and capacity of any firm at his decision or otherwise be final.
7. In case the tender whose rates have been approved order placed fails to discharge the obligation of tender so awarded to him part or in full or on the grounds of quality, the Director of Education has the right to place the order to other firm at the cost and risk of contractor and the Director of Education shall have the right to forfeit the security money or to take any legal action against defaulter contractor.
8. The items supplied would be subject to inspection by the authorized team/representatives of the Director of Education, at any place to be decided by the department. The items supplied are liable to be rejected, if the same do not found freshly prepared, neatly packed and of good quality. The tenderer has to bear all the cost at his own risk.
9. No interest on earnest money or security money will be paid.
10. The earnest money of unsuccessful tenderer will be returned on finalization of the tenders.
11. The payment towards the supply of the articles shall be made directly to the party by the Directorate of Education, Delhi.
12. The earnest money of the successful tenderer will be retained and treated as security deposit upto expiry of tender and for balance amount of security deposit if required will be asked by the Department after finalization of the tender. The Department can ask the tenderer to deposit security deposit between 5 to 10 % of total amount of work order of this office during the tender period in advance at the time of finalization of the tender.
13. Any tender which bear cutting, over-writing in the rates, shall not be considered.
14. Income Tax to be deducted at source @ 2% in all cases of payment to contractor.
15. The tender which does not comply with any of the above condition will be rejected.
16. The Director of Education reserves the right to accept or reject any tender without any reasons.
17. These terms and conditions are to be signed by the tenderers at the place specified below which will be finally and legally binding on him. The tenderer is not entitled to insert/add/delete any term/condition whether made herein or thereby in separate note/letter and the Director of Education shall not be bound any such addition/deletion.
18. The Director of Education shall have the right to accept any tender not necessary the lowest one and also reserve the right to reject all or any of the tenders without assigning any reason.
19. The Director of Education shall also have the right to bifurcate and award the contract to any number of tenderers and his decision in this regard shall be final and binding upon the tenderers.

20. In case of dispute the decision of the Director of Education shall be final and binding of the parties.
21. Under no circumstances, the negotiation would be held with any tenderers except the lowest tenderer.
22. The terms of the tender will be one year from date of acceptance/approval of the competent authority and rates will be valid for sports branch and physical branch.

**(SAT PAL)**  
**DY.DIRECTOR OF EDN.(SPORTS)**

Acceptance of the Tenderer :

All the above terms and conditions are accepted by me/us. I / we bound myself / ourselves to observe them in the event of my / our tender being accepted. The earnest money in the form of Demand Draft for Rs. \_\_\_\_\_ is enclosed.

Signature of the tenderer with seal  
of the firm.

Place \_\_\_\_\_

Dated \_\_\_\_\_

Witness :- 1. \_\_\_\_\_

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

Signature :

Name in Block Letters :

Occupation :

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(c ) **Special lunch/dinner for players and officials (Menu attached)**

NOTE : -1. The rates should be indicated per unit & inclusive of Value Added Tax and other govt. levies.

2. The rates should be quoted separately for above three items i.e.(a),(b)and(c). Only “Typed rates should be quoted”.

The Tender shall be liable to be rejected if all the columns are not properly & completely filled up.

This financial bid form duly filled in should be sealed in a separate envelope inscribing “FINANCIAL BID FORM FOR FOOD & REFRESHMENT” on it & due mentioning name & address of the tenderer on it.

Signature with name & stamp of firm



## MENU

### **(a) FOOD**

#### Breakfast :-

- (i) Milk 250 ml. / Fresh fruit juice 200 ml.
- (ii) 2 butter slice / jam slice
- (iii) 2 egg Omlette / Boiled egg (2)

#### Lunch :-

- (i) Chapati / Poori
- (ii) Rice / Pulao
- (iii) Dal / Rajma / Chhole
- (iv) Raita or curd
- (v) Seasonal Vegetables / Paneer Vegetable
- (vi) Green Salad
- (vii) Papad /Achar

#### Dinner :-

- (i) Chapati / Naan / Poori
- (ii) Pulao / Rice
- (iii) Dal / Rajma / Chhole
- (iv) Raita or curd
- (v) Seasonal Vegetable / Paneer Vegetable/ Chicken / Mutton
- (vi) Green Salad
- (vii) Sweet Dish (2 Piece) / Kheer / Halwa
- (viii) Papad /Achar

#### Tea

Tea with 4 biscuits (Britannia) (Twice a day)

### **(b) Refreshment :-**

- (i) 2 Bananas
- (ii) 2 apples small / 1 apple wt. 100 gms.
- (iii) 2 oranges / 2 babbugoshas / Seasonal fruit / Fruity
- (iv) Biscuit (Britannia /Parle-G) 75 gms.

Minimum weight of this refreshment should be at least 500 gms. excluding biscuits.

**(c) Special Lunch or Special Dinner:-**

- (i) Chapati / Nan / Butter Nan / Missi Roti
- (ii) Rice / Pulao
- (iii) Dal Fried / Rajma / Chhole / Dal Makhni
- (iv) Raita or curd
- (v) Seasonal Vegetables / Shahi Paneer / Mixed Vegetables
- (vi) Chicken / Mutton
- (vii) Green Salad
- (vii) Sweet Dish (2 Pieces) / Halwa / Kheer /Ice cream
- (viii) Cold Drink / Coffee /Tea