

# अखिल भारतीय आयुर्विज्ञान संस्थान, मंगलगिरी

**ALL INDIA INSTITUTE OF MEDICAL SCIENCES, MANGALAGIRI**

*A CAB under Ministry of Health & family Welfare, Government of India*

**Tender No. AIIMS/MG/Procurement/06/2022-23/Canteen Service**



## **NOTICE INVITING TENDER FOR PROVISION OF CANTEEN SERVICE AT AIIMS MANGALAGIRI**

### **DISCLAIMER**

This Tender is not an offer by the All-India Institute of Medical Sciences, Mangalagiri but an invitation to receive offer from vendors/bidders. No contractual obligation whatsoever shall arise from the tender process unless and until a formal contract is signed and executed by duly authorized Officers of the All-India Institute of Medical Sciences, Mangalagiri with the vendor/ bidder.

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Mangalagiri, Guntur District, Andhra Pradesh - 522503

Website: [www.aiimsmangalagiri.edu.in](http://www.aiimsmangalagiri.edu.in)

Tendering Portal: [www.eprocure.gov.in/eprocure/app](http://www.eprocure.gov.in/eprocure/app)

Email: [procurement@aiimsmangalagiri.edu.in](mailto:procurement@aiimsmangalagiri.edu.in)

**TENDER NOTICE**

**NOTICE INVITING TENDER FOR PROVISION OF CANTEEN SERVICE AT AIIMS MANGALAGIRI**

Tender No. AIIMS/MG/Procurement/06/2022-23/Canteen Service

<b>Critical Data Sheet</b>	
Mode of Tender	E- Tender
Type of Bid	Two Cover Bid
Tender Publishing Date	27 / 12 / 2022 01:30PM
Pre- Bid meeting	04 / 01 / 2023 03:30PM
Last date and time for submission of Tender	17 / 01 / 2023 01.30 PM
Date and time for opening of tender	18 / 01 / 2023 01.30 PM
EMD	Rs. 3,00,000
Performance Security Deposit	Rs. 5,00,000
Period of Contract	Two year from the date of work order extendable for one more year every 6 months
Validity of Bid	180 days after Bid Opening
For viewing, quoting the detailed NIT bidders may also visit our website	<a href="http://aiimsmangalagiri.edu.in">http://aiimsmangalagiri.edu.in</a> <a href="https://eprocure.gov.in/eprocure/app">https://eprocure.gov.in/eprocure/app</a>
For Communication	Procurement Cell, Admin & Library Building AIIMS Mangalagiri, Guntur, Andhra Pradesh 522503 Email: <a href="mailto:procurement@aiimsmangalagiri.edu.in">procurement@aiimsmangalagiri.edu.in</a>

The Director, AIIMS Mangalagiri invites Tenders in Two Bid System (i.e., Technical and Financial Bid) from reputed, experienced Bidders for Provision of Canteen at AIIMS Mangalagiri through on-line e-procurement portal [www.eprocure.gov.in](http://www.eprocure.gov.in). The Tender documents are also available in our website: [www.aiimsmangalagiri.edu.in](http://www.aiimsmangalagiri.edu.in). Bidders have to submit the bids online by uploading all the required documents through [www.eprocure.gov.in](http://www.eprocure.gov.in). Bids for this tender will be accepted through online only.

The Bidder is expected to examine all instructions, forms, terms and specifications in the bidding document. The bid should be precise, complete and in the prescribed format as per the requirement of the bid document. Failure to furnish all information required by the bidding document or submission of a bid not responsive to the bidding documents in every respect will be at the Bidder's risk and may result in rejection of the bid. The Procurement of goods and services under this tender will be regulated as per the applicable provision of Public Procurement (Preference to Make in India), order 2017 of MoC&I (DIPP), Govt. Of India, and subsequent amendments thereof. Therefore, bidders who are claiming to be regulated under the said order are to submit documentary evidence in support of their claim. The Bidder shall bear all costs associated with the preparation and submission of its bid and AIIMS, Mangalagiri will in no case be held responsible or liable for these costs, regardless of the conduct or outcome of the bidding process.

The Director, AIIMS Mangalagiri reserves the right to accept or reject any quotation in full or part thereof without assigning any reason.

**Manual bids and conditional bids will not be accepted under any circumstances and will be out rightly rejected.**

F I/C (Procurement)  
For Director, AIIMS Mangalagiri

**SCOPE OF WORK**

1. The Institute requires canteen contractor(s) to run the canteen services at AIIMS Mangalagiri to cater for the needs of the students, staff, faculties, beneficiaries and visitors attending the Institute. The canteen services are also required to be extended during the examination’s seminars, workshop, farewell, annual events and orientation courses etc.
2. The Contractors/vendors shall provide entire Kitchen & Cafeteria services by designing, developing and installing fully equipped modern; procuring raw material, cooking and serving of all meals- Breakfast, Lunch, Dinner, Snacks including Beverages etc. as per the details mentioned in the tender documents
3. The menu should be fixed in consultation with the Food Safety Monitoring committee (FSMC) of the Institute from time to time.
4. To supply Tea/Coffee/Cool Drinks/Lunch/Sweets/Fruits/Snacks etc.
5. This particular tender is for providing cafeteria services at OPD 2nd Floor by installing a kiosk (to be able to be shifted to ground floor in future) and at Dharamshala Canteen (kitchen space is available) by designing, developing and installing fully equipped modern kitchen; procuring raw material, cooking and serving of all Meals - Breakfast, Lunch, Dinner, Snacks, Beverage etc., for employees of AIIMS (Doctors, Faculties, Officers, Employees, Students, Contractual Staff etc.) and Visitors (OPD Patients & their relatives etc.), providing state-of-the-art sales and serving counters at Dharamshala Canteen & at OPD Kiosk.
6. To provide Cafeteria/canteen services by procuring raw material, cooking and serving of good quality of food for Breakfast, Lunch, Dinner, Snacks, Beverage etc., for employees of AIIMS Mangalagiri (Doctors, Faculties, Officers, Employees, Students, Contractual Staff etc.) and Visitors (OPD Patients & their relatives etc.). initially for 2 years and further extendable for one more year every 6 months, subject to satisfactory performance of the vendors as per “General Terms and Conditions of contract enclosed” in the Bidding Document at various locations tabulated below:

<b>Location</b>
Fully functional Canteen of Dharamshala
Kiosk at OPD 2nd Floor

7. Vendor should also provide adequate modern furniture (Granite topped Tables, Chairs, etc.) in serving area at Dharamshala canteen & state of art Kiosk at OPD second floor. Vendor should also make available Tea & Coffee Vending machines of reputed brands like Kumbakonam, Georgia, Nescafe, CCD etc. The bidder shall also supply packed food for in patients admitted in the AYUSH block, as per the menu prescribed by the dietician/hospital administration till regular inpatient dietary services is in place, as and when required.
8. Based on requirement of the additional locations for staff/ visitors in future due to opening of new areas. Cafeteria management committee may handover the additional cafeteria/kiosks to the Vendor on the same Terms & Conditions and Vendor should be able to provide services in such additional areas/locations. However, institute reserves the right to offer additional kiosks/canteens to new/other vendors too.
9. The vendor shall be responsible for ensuring that all machinery and equipment's

- available at the Kitchen are safe to handle and are available in functional condition.
10. The contractor has to provide adequate man power for each activity for the functioning of the canteen. i.e. for preparation, cooking, serving of cooked meals, washing of utensils, store management, pest control, cleaning and maintenance of the Kitchen premises.
  11. The contractor has to deploy his own trained kitchen staff to run the Kitchen including skilled operators for preparation and cooking, serving and collection of dirty dishes for cleaning and supervisory personnel for supervision and coordination of overall kitchen work and timely serving of good quality meal/s. The bidder shall be responsible for taking all measures to safeguard (all the staff employed by the firm) from all the likely health hazards including Personal Protective Equipment (PPE) and immunization.
  12. The staff deployed by the contractor shall wear hand gloves, head cap, uniforms/ aprons at the time of processing for maintaining good hygienic condition.
  13. The complete responsibility lies with the contractor for providing of good quality food grains like Rice, Dal (Various type), Rajma, Gram, Atta etc., fresh green vegetables and any other food item required for preparation and cooking.
  14. The Canteen committee can reject the raw material of poor quality brought by the contractor for cooking, if found during surprise visits.
  15. The vendor shall also be responsible for regular quality check of the raw material being received and the cooked food. The Canteen committee can check the quality of food time to time and take appropriate action if found unsuitable.
  16. The contractor shall maintain best hygienic condition in preparation, cooking, washing, cleaning, storing and distribution of meal.
  17. The contractor should take appropriate protective arrangement from Rat, insects [Cockroach] etc. in the Kitchen area.
  18. The contractor has to provide preventive as well as breakdown maintenance of kitchen equipment's and accessories.
  19. The Kitchen set-up must meet the washing/ waste disposal norms of local authority applicable to Kitchen purpose.
  20. **Medical examination of staff:** The vendor shall employ only those persons for the above-mentioned work who are found to be medically fit. Canteen committee reserves its rights to examine any of the employees for medical fitness without prior notice. Expenses, if any incurred on medical examination of such Employees, shall be borne and paid by the vendor.
  21. The successful bidder shall ensure that all employees are vaccinated for Hepatitis - B. A certificate by an appropriate hospital or Doctor shall be submitted to authenticate the same. Regular de worming of all the staff should be done every six months.
  22. The approval of canteen committee shall be obtained before changing the quality/brands of raw materials.
  23. **Cleanliness:** It shall be the responsibility of the vendor to employ adequate number of cleaners and sweepers and provide them with adequate and necessary equipment's/ materials for keeping the kitchen scrupulously clean and in a sanitary condition to the satisfaction of the Institute authorities. Anti-rodent and pest control measures will also be strictly followed and it will be the responsibility of the vendor to ensure that premises are free of these.
  24. Use of Plastic Material in the campus by the successful bidder is strictly prohibited.

Bidder has to ensure that for parcels (plates, Spoons & Covers), Biodegradable products/any other alternatives have to be used instead of plastic material.

25. The tenderer shall be solely responsible for segregation and disposal of all solid and wet waste including food waste in a timely manner, using his own arrangements and will bear the cost for such disposal of the waste.
26. Use of Single Use Plastic has been banned by the Govt. of India and tenderer shall not use single use plastics. The tenderer shall comply with all existing rules in using plastic and other materials for preparation and serving of the food, if any modifications in these rules are notified by Govt. of India the tender shall comply with them.

### **TECHNICAL BID DOCUMENTS**

#### **Documents for establishing Bidders eligibility:**

1. Scanned copy of EMD/ Bid security to be uploaded. If the firm is a MSME, relevant documentary evidence may be provided for claiming exemption from payment of EMD/Bid Security to be uploaded.
2. Scanned copy of food license/ Catering service license issued from Concerned State licensing authority with period of 1yr validity from date of opening of tender
3. Signed and scanned copy of duly attested copy of Aadhar, PAN, GST, and firm registration certificate/ Certificate of Incorporation.
4. Signed and Scanned copy of all annexures in given format.
5. Scanned attested copy of deed of partnership, if the bidder is a partnership concern.
6. The Bidder shall have experience of running a cafeteria/restaurant/mess in a reputed institutions like AIIMS/Reputed Medical colleges Govt or Private/ Central and state Govt. institutes/organizations.
7. The bidder must submit the documentary proof of running the establishment for three years from the concerned organization along with satisfactory performance report of the three years; the tendering firm/individual should be running an establishment currently for at least six months preceding the date of issue of tender. The client may reserve the right to verify the performance of the bidder of running establishment by site visit or any other method after opening of tender. If it is observed that the service of bidder with any of current users is not satisfactory, then the bid will be rejected and no communication will be entertained in this regard.
8. Scanned copy of Labour License issued from Concerned State licensing authority.
9. The firm should be registered under ESI Act, 1948, Employees' Provident Funds (EPF) and Miscellaneous Provisions Act, 1952, as applicable.
10. Attach copy of last three year's Income Tax Return.
11. **Turnover:** The Minimum average annual turnover for last three years should not be less than Rs 50, 00,000 (Rupees Fifty lakhs Only). Bidders to submit last three year's turnover, balance sheet and profit & loss statements duly certified by the Chartered Accountant.

*Firm/company who have withdrawn after participating in any of the previous tenders of All India Institute of Medical Sciences – Mangalagiri are not eligible to participate in this tender.*

Note:

- 1) Bidders are requested to upload the clearly visible documents only. Eligible documents shall be liable for rejection without any further communication.
- 2) Notwithstanding anything stated above, the Institute reserves the right to assess the Bidder's capability and capacity to perform the contract satisfactorily before deciding on award of contract, should circumstances warrant such an assessment in the overall interest of the purchaser.

**A. Price Bid / Financial Bid :**

Schedule of price bid in the form of BOQ\_XXXX .xls

The below mentioned Financial Proposal/ Commercial bid format is provided as BOQ.xls along with this tender document at <https://eprocure.gov.in/eprocure/app> . Bidders are advised to download this BOQ.xls as it is and quote their offer/rates in the permitted column and upload the same in the commercial bid. Bidder shall not tamper/modify downloaded price bid template in any manner. In case if the same is found to be tampered / modified in any manner, tender will be completely rejected and tenderer is liable to be banned from doing participating in the contract. with AIIMS Mangalagiri.

**GENERAL INSTRUCTIONS TO BIDDERS (GIB)**

**1. PREAMBLE: -**

- i) **Pre-Bid Meeting:** - The pre-bid Tender meeting will be held on --/--/2022 03:00PM at Procurement Cell, Admin & Library Building, AIIMS Mangalagiri. The agency(s) may get clarified any confusion regarding any terms and condition of the contract during pre-bid meeting and thereafter any claim of doubt/confusion or any things relating to this contract will not be entertained and it will be deemed that the agency has understood everything about this tender. Based on queries of the bidders, committee members will decide to issue any amendments/corrigendum for the tender
- ii) **Language of Tender:** -The tender submitted by the bidder and all subsequent correspondence and documents relating to the tender exchanged between the bidder and the purchaser, shall be written in English language, unless otherwise specified in the Tender Enquiry. However, the language of any printed literature furnished by the bidder in connection with its tender may be written in any other language provided the same is accompanied by an English translation and, for purposes of interpretation of the tender, the English translation shall prevail.
- iii) **Tendering Expenses:** - The bidder shall bear all costs and expenditure incurred and/or to be incurred by it in connection with its tender including preparation, mailing and submission of its tender and for subsequent processing the same. The purchaser will, in no case be responsible or liable for any such cost, expenditure etc regardless of the conduct or outcome of the tendering process.

**iv) Clarification of Tender Documents: -**

- a) Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.
- b) Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be made to the 24x7 CPP Portal Helpdesk.

**2. Tender Prices:-**

- a. The bidder shall indicate all specified components of prices shown therein on the Price Schedule provided in BOQ including the unit prices, applicable taxes and total bid prices of goods and services. The entire column shown in BOQ should be filled up as required.
- b. The bidder supplying indigenous goods or already imported goods shall quote only in Indian Rupees (INR).
- c. Bids, where prices are quoted in any other way shall be treated as non - responsive and will be rejected.

**3. Additional information and instruction on duties and Taxes:** - If the bidder desires to get reimbursement for GST (goods and services tax) should have been mentioned in BOQ. If it is not mentioned in the BOQ no reimbursement will be entertain.

**4. Contract period:** The Period of contract is initially for a period of (2) Two year and can be continued / renewed for one (1) more year every 6 months at same price awarded in contract subject to performance evaluation of food safety monitoring committee and approval of competent authority of AIIMS, Mangalagiri and on mutual consent of both the parties in accordance with/ rules framed by the Government of India from time to time with same terms and conditions.

**5. Bid validity:** - The bids shall remain valid for acceptance for a period of 180 days after the date of tender opening prescribed in the tender document. Any tender valid for a shorter period shall be treated as unresponsive and rejected.

**6. Scrutiny and Evaluation of Tenders:-**

- a) Tenders will be evaluated on the basis of the terms & conditions incorporated in the tender document.
- b) The Purchaser will examine the Tenders to determine whether they are complete, devoid of computational errors, sureties furnished, documents signed & stamped etc.
- c) The Purchaser's determination of a Tender's responsiveness will be based on the contents of the tender itself without recourse to extrinsic evidence.

**7. Non- responsive tender:-** Non submission of the following will lead to the tender to be declared non – responsive and summarily rejected:

- a) Tender Acceptance Form as per Annexure-I (signed & stamped) not uploaded.
- b) Bid validity is shorter than the required period.
- c) Required Bid Security (Amount, validity etc.)/ Exemption documents have not been uploaded as per stipulated provisions
- d) Bidder has not agreed to give the required performance security of required amount in an acceptable form for due performance of the contract.
- e) Bidder has not agreed to other essential condition(s) specially incorporated in the Tender like terms of payment, liquidated damages, comprehensive warranty, dispute resolution mechanism, and applicable law.
- f) Poor/unsatisfactory past performance.

g) Bidders who stand de-registered/ banned/ blacklisted by any Central Govt. Ministries/ Departments/ Hospitals/Institutes.

**8. Discrepancies in Prices:** The Bidder(s) shall quote Rate up-to two decimals only. Only the first two decimals will be considered for quotation is having more than two decimals.

**9. Purchaser's Right to accept any tender and to reject any or all tenders:** The purchaser reserves the right to accept in part or in full any tender or reject any or more tender(s) without assigning any reason or to cancel the tendering process and reject all tenders at any time prior to award of contract, without incurring any liability, whatsoever to the affected bidder or bidders

**10. Corrupt or Fraudulent Practices:** It is required by all concerned namely the Consignee/Bidders/Suppliers etc to observe the highest standard of ethics during the procurement and execution of such contracts. In pursuance of this policy, the Purchaser defines, for the purposes of this provision, the terms set forth below as follows: -

- a) "corrupt practice" means the offering, giving, receiving or soliciting of anything of value to influence the action of a public official in the procurement process or in contract execution; &
- b) "fraudulent practice" means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of the Purchaser, and includes collusive practice among Bidders (prior to or after Tender submission) designed to establish Tender prices at artificial non-competitive levels and to deprive the Purchaser of the benefits of free and open competition;
- c) A proposal will be rejected for award if it is determined that the Bidder recommended for award has engaged in corrupt or fraudulent practices in competing for the contract in question;
- d) Will declare a firm ineligible, either indefinitely or for a stated period of time, if it at any time it is determined that the firm has engaged in corrupt or fraudulent practices in competing for, or in execution of the contract.

**11.** The competent authority reserves the right to accept or reject any or all tenders without assigning reasons.

**12.** The competent authority reserves the right to modify, add or delete any terms & conditions of the contract as and when required.

## **GENERAL TERMS & CONDITIONS**

- 1. Earnest Money Deposit:** EMD amounting to Rs. 3,00,000/- (Rupees Three Lakhs only) (refundable to unsuccessful bidders after award of the contract) to be deposited in the following Bank Account details (Account no: A/C **38321557910**, IFSC Code **SBIN0061485** **Account Name - AIIMS Mangalagiri – Receipts State Bank of India**) or Demand Draft may be drawn in the favor of "Director AIIMS Mangalagiri" and payable at Mangalagiri from any Scheduled bank with validity of 180 days from date of publishing to be submitted. The EMD should be furnished along with the technical bid.
- 2. Use of contract documents and information**
  - a) The supplier shall not, without the purchaser's prior written consent, disclose the contract or any provision thereof including any specification, drawing, sample or any

information furnished by or on behalf of the purchaser in connection therewith, to any person other than the person(s) employed by the supplier in the performance of the contract emanating from this Tender document. Further, any such disclosure to any such employed person shall be made in confidence and only so far as necessary for the purposes of such performance for this contract.

- b) Further, the supplier shall not, without the purchaser's prior written consent, make use of any document or information mentioned in this tender except for the sole purpose of performing this contract.
- c) Except the contract issued to the supplier, each and every other document mentioned in tender shall remain the property of the purchaser and, if advised by the purchaser, all copies of all such documents shall be returned to the purchaser on completion of the supplier's performance and obligations under this contract.

**3. Technical Evaluation:**

- a) Detailed technical evaluation shall be carried out by Institute pursuant to conditions in the tender document to determine the substantial responsiveness of each tender. For this clause, the substantially responsive bid is one that conforms to all the eligibility and terms and condition of the tender without any material deviation. The Institute's determination of bid's responsiveness is to be based on the contents of the bid itself without recourse to extrinsic evidence. The Institute shall evaluate the technical bids also to determine whether they are complete, whether required sureties have been furnished, whether the documents have been properly signed and whether the bids are in order.
- b) The Institute may call the responsive bidders for discussion or presentation to facilitate and assess their understanding of the scope of work and its execution. However, the Institute shall have sole discretion to call for discussion / presentation.
- c) AIIMS Mangalagiri shall have right to accept or reject any or all tenders without assigning any reasons thereof

**4. Financial Evaluation:** The financial bid shall be opened of only those bidders who have been found to be technically eligible. The institute shall inform the date, place and time for opening of financial bid.

**5.** Arithmetical errors shall be rectified on the following basis. If there is a discrepancy between the unit price and total price that is, the unit price shall prevail and the total price shall be corrected by the Institute. If there is a discrepancy between words and figures, the lesser amount shall be considered as valid. If the Supplier does not accept the correction of the errors, his bid shall be rejected.

**6. Award of Contract:** Purchaser will award the contract to the successful Bidder whose bid has been determined to be substantially responsive and has been determined to be the highest evaluated bid, provided further that the Bidder is determined to be qualified to perform the contract satisfactorily. The Institute reserves the right to counter offer price(s) against price(s) quoted by any bidder. In case of tie in financial bid of two participants years, total annual return as shown in ITR forms will be used for declaring bid winner.

**7. Right of acceptance/Rejection:** AIIMS, Mangalagiri reserves the right to accepting the whole or any part or portion of the bid; and the bidder shall provide the same at the rates quoted. The AIIMS Mangalagiri reserve the right to reject any or all tenders / quotations or all offers received in response to the tender or cancel or withdraw the tender notice

without assigning any reason thereof and also does not bind itself to accept the lowest quotation or any tender and no claim in this regard shall be entertained.

**8. Assignment:** The bidder shall not assign, either in whole or in part, its contractual duties, responsibilities and obligations to perform the contract, except with the Purchaser's prior written permission.

**9. Sub Contracts**

a) The bidder shall notify the Purchaser in writing of all sub contracts awarded under the contract if not already specified in its tender. Such notification, in its original tender or later, shall not relieve the bidder from any of its liability or obligation under the terms and conditions of the contract.

b) Sub contract shall be only for bought out items and sub-assemblies.

c) Sub contracts shall also comply with the provisions of "Country of Origin".

**10. Signing the Contract:** - The successful bidder shall be required to execute the Contract Agreement accepting all terms and conditions stipulated herein on a non-judicial stamp paper of Rs. 100/- (Rs. One Hundred only) along with performance security within fifteen (15) days from the issue of notification of award. In the event of failure on the part of the successful bidder to sign the Contract within the period stipulated above, the acceptance of BID shall be considered as cancelled.

**11. Performance Security:** - The Successful Contractor will be required to furnish an amount of Rs. 5, 00,000 (Rupees Five lakhs) a performance security in the form of Demand Draft or to be deposited in the following Bank Account details (Account no: A/C **38321557910**, IFSC Code **SBIN0061485** Account Name - **AIIMS Mangalagiri – Receipts State Bank of India**) within 30 days from the award of contract. Security Deposit shall be kept valid for a period of 24 m + 2 m = 26 Months beyond completion of all the contractual obligations.

The security deposit can be forfeited by order of this Institute in the event of any breach or negligence or non-observance of any condition of contract or for unsatisfactory performance or non – observance of any condition of the contract.

In case, the successful bidder shows inability at any stage, after the contract is finalized and awarded for whatsoever reason(s), to honor the contract, the EMD/Performance Security deposited would be forfeited. The original PSD must be delivered to *Procurement Cell, Second Floor, Admin & Library building, AIIMS, Mangalagiri, Guntur, and Andhra Pradesh 522503*

Performance Security will be discharged after 60 days from the completion of contractor's performance obligations under the contract.

**12. Breach of Terms and Conditions:** In case of breach of any terms and conditions as mentioned above, the Competent Authority, will have the right to cancel the work order/ job without assigning any reason thereof and nothing will be payable by AIIMS, Mangalagiri in that event the security deposit shall stands forfeited.

**13. Insolvency:** In the event of the firm being adjudged insolvent or having a receiver appointed for it by a court or any other order under the Insolvency Act made against them or in the case of a company the passing any resolution or making of any order for winding up, whether voluntary or otherwise, or in the event of the firm failing to comply with any of the conditions herein specified AIIMS, Mangalagiri shall have the power to terminate the contract without any prior notice.

- 14. Fall clause:** If at any time during the period of contract, the price of tendered items is reduced or brought down by any law or act of the Central or State Govt. or by the tenderer himself, the tenderer shall be morally and statutorily bound to inform AIIMS, Mangalagiri immediately about such reduction in the contracted prices. AIIMS, Mangalagiri is empowered to unilaterally effect such reduction as is necessary in rates in case the tenderer fails to notify or fails to agree for such reduction of rates. In case of any enhancement in Taxes due to statutory Act of the Govt. after the date of submission of the tenders and during the tender period, the additional Taxes so levied will be allowed to be charged extra as separate item without any change in price structure of the items approved under the tender. For claiming the additional cost on account of the increase in Taxes, the tenderer should produce letter from the concerned excise authorities indicating his commitment for the supply made to the AIIMS, Mangalagiri on account of the increase in Taxes.
- 15.** No escalation in rates on any account will be permitted during the contract period. Also, no subsidy will be given over the quoted rates.
- 16.** Conditional bid will be treated as unresponsive and it may be rejected.
- 17. Subletting of Contract:** Bidder shall not be allowed to transfer, assign, pledge or subcontract its reigns and liabilities under this contract to any other Second Party without prior written consent of the AIIMS Mangalagiri.
- 18. Penalties for non-performance**  
The penalties to be imposed, at any stage, under this tender are;
- a) Imposition of liquidated damages,
  - b) Forfeiture of EMD/performance security,
  - c) Termination of the contract,
  - d) Blacklisting/debarring of the bidder
- 19. Termination of Contract**
- a) **Termination for default:** - The Institute, without prejudice to any other contractual rights and remedies available to it (the Institute), may, by written notice of default sent to the successful bidder, terminate the contract in whole or in part, if the successful Bidder fails to deliver any or all of the goods or fails to perform any other contractual obligation(s) within the time period specified in the contract, or within any extension thereof granted by the Institute.
  - b) Unless otherwise instructed by the Institute, the successful bidder shall continue to perform the contract to the extent not terminated.
  - c) **Termination for insolvency:** If the successful bidder becomes bankrupt or otherwise insolvent, the Institute reserves the right to terminate the contract at any time, by serving written notice to the successful bidder without any compensation, whatsoever, to the successful Bidder, subject to further condition that such termination will not prejudice or affect the rights and remedies which have accrued and or will accrue thereafter to the Institute.
  - d) **Termination for convenience:** - The Institute reserves the right to terminate the contract, in whole or in part for its (Institute) convenience, by serving written notice on the successful bidder at any time during the currency of the contract. The notice shall specify that the termination is for the convenience of the Institute. The notice shall also indicate interalia, the extent to which the successful bidder's performance

under the contract is terminated, and the date with effect from which such termination will become effective.

**20. Force Majeure:-**

- (i) For purposes of this clause, Force Majeure means an event beyond the control of the supplier and not involving the supplier's fault or negligence and which is not foreseeable and not brought about at the instance of, the party claiming to be affected by such event and which has caused the non – performance or delay in performance. Such events may include, but are not restricted to, wars or revolutions, hostility, acts of public enemy, civil commotion, sabotage, fires, floods, explosions, epidemics, quarantine restrictions, strikes excluding by its employees, lockouts excluding by its management.
- (ii) If a Force Majeure situation arises, the supplier shall promptly notify the Purchaser/Consignee in writing of such conditions and the cause thereof within twenty-one days of occurrence of such event. Unless otherwise directed by the Purchaser/Consignee in writing, the supplier shall continue to perform its obligations under the contract as far as reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.
- (iii) If the performance in whole or in part or any obligation under this contract is prevented or delayed by any reason of Force Majeure for a period exceeding sixty days, either party may at its option terminate the contract without any financial repercussion on either side.
- (iv) In case due to a Force Majeure event the Purchaser/Consignee is unable to fulfil its contractual commitment and responsibility, the Purchaser/Consignee will notify the supplier accordingly and subsequent actions taken on similar lines described in above sub-paragraphs.

**21. Arbitration / Resolution of disputes: -**

- a) In the event of any dispute or difference(s) between the Contractee (AIIMS Mangalagiri) and the Contractor(s) arising out related to cafeteria/canteen, lease. Rent, Management, maintaining hygiene and abiding rules and regulation framed by food safety monitoring committee shall be referred to the Director AIIMS Mangalagiri who may decide the matter himself or may appoint arbitrator(s) under the arbitration and conciliation Act 1996. The decision of the arbitrator shall be final and binding on both the parties.
- b) If the parties fail to resolve their dispute or difference by such mutual consultation within twenty- one days of its occurrence then, either the Purchaser/Consignee or the supplier may give notice to the other party of its intention to commence arbitration.

**22. Applicable Law & Jurisdiction of Courts**

- a) The contract shall be governed by and interpreted in accordance with the laws of India for the time being in force.
- b) All disputes arising out of this tender will be subject to the jurisdiction of courts of law in Mangalagiri/Vijayawada/Guntur (Andhra Pradesh, India).

**SPECIAL TERMS & CONDITIONS**

1. The authorized signatory of the bidder must digitally sign the bid. Individuals digitally signing the bid or other documents connected with a contract must specify whether he signs as:
  - i) A 'Sole Proprietor' of the firm or constituted attorney of such Sole Proprietor.
  - ii) In case of partnership firm, he must have authority to quote & to refer to arbitration dispute concerning the business of the partnership either by virtue of the partnership agreement or a power of attorney;
  - iii) Constituted attorney of the firm if it is a company.

**Note:**

- a) In case of (ii) above, a copy of the partnership agreement duly registered with "Registrar of Firm's" or general power of attorney, in either, case, attested by a Notary Public should be uploaded, or affidavit on stamped paper of all the partners admitting execution of the partnership agreement or the general power of attorney should be uploaded.
  - b) In case of the partnership firms, where no authority to refer disputes concerning the business of the partnership has been conferred on any partner, the bid and all other related documents must be signed by every partner of the firm and uploaded.
2. Person digitally signing the Tender Acceptance Form or any documents forming part of the contract on behalf of another shall be deemed to warrant that he has authority to bind such other persons and if, on enquiry, it appears that the persons so signing had no authority to do so, the purchaser may, without prejudice to other civil and criminal remedies, liable for rejection of bid or cancel of contract and hold the signatory liable for all cost and damages.
  3. License Fees: Rs.2,000/- (Rupees Two thousand only) per canteen per month.
  4. Electricity & Water charges: The Electricity Charges has to be paid as per Submeter. Water consumption charges have to be paid as per the prevailing rates paid by AIIMS.
  5. The successful bidder shall pay License Fee in the form of Demand Draft in favour of Director, AIIMS Mangalagiri and shall submit the same in the office of Finance & Accounts Section on or before 10th of every subsequent month, failing which, the firm is liable to pay a sum of Rs.100/- as penalty for each per day.
  6. The security money will be refunded after successful completion of the license period and getting a No Demand Certificate from the appropriate authorities i.e. Engineering Services Department, Medical Superintendent Office and any other authorities communicated time to time that licensee have cleared all dues and handed over the premises without any damage.

## **AIIMS/MG/Procurement/06/2022-23/Canteen Service**

7. On acceptance of the offer/contract the agreement of License deed is to be signed by the firm within 15 days of issue of letter of acceptance to the firm.
8. After acceptance of contract /offer or after signing of agreement if the firm/individual fails to take over the canteen/cafeteria or fail to provide Catering Services at each of the locations as per Scope of Work within thirty days, the earnest money/security money shall be forfeited.
9. In case of delay in starting services, penalty of Rs. 500/- per day of delay for each outlet will be imposed. Failure to commence services after one month of the deadline will result in forfeiture of the EMD and debarment of the firm for minimum three years with the approval of Competent Authority. In such a scenario, AIIMS reserves the right to invite the next highest scored firm for the concerned zone (provided they are not in the other zone) and award them the contract at same prices as that of the successful bidder, with the approval of the Competent Authority.
10. Approved rate list (with signatures of hostel authority) to be display at all times prominently.
11. Contractors should maintain the hygiene / cleanliness of the premises at all times and according to the Health/Hygienic bye-laws of the FSSAI/Civic Bodies.
12. The conduct/behavior, cleanliness and wages of all attendants/worker will be the responsibility of the contractors. The contractors should obtain the necessary police verification of all employees. He/she shall not employ any child labour. The contractor shall follow all the rules as applicable for running of such establishment as laid down by the concerned authority.
13. All canteen employees should be in proper uniform.
14. Complaint books are to be maintained and submitted to the Medical Superintendent for scrutiny every month. If complaint books are not submitted on the first working day of every month for scrutiny, a fine of Rs.500/- will be imposed and further action as deemed fit will be taken.
15. Sudden closure of the premises and stoppage of work without prior permission from Medical Superintendent may result in cancellation of the license / contract and forfeiture of the security deposit in addition to blacklisting of firm.
16. The Food Safety Monitoring Committee / Cafeteria/Canteen Committee or its members shall have every right to inspect the Canteen/Cafeteria without any notice and can seal the canteen in case of violation of terms and conditions. The staff of the canteen shall be the sole staff of the contractor and no relationship of master and servant shall exist between AIIMS, Mangalagiri and such staff.
17. The contract may be terminated by the Contractor after giving a notice of three months whereas AIIMS, Mangalagiri can terminate the contract after giving one month notice period. However, AIIMS, Mangalagiri can terminate the contract after giving one week time during the initial period of three months. In case of termination

## **AIIMS/MG/Procurement/06/2022-23/Canteen Service**

of the contract due to poor performance of the contract as decided by the AIIMS, Mangalagiri or termination of the contract by the Contractor before the stipulated period of the contract, the security Deposit of the contractor will be forfeited.

18. The licensee shall not make any additions or alteration in the premises without permission of the Director AIIMS Mangalagiri.
19. The successful applicant should enter into an agreement with AIIMS. While submitting the Application the applicant is deemed to agree/ abide by terms and conditions as given in tender document and as stipulated in agreement.
20. The rates once decided should be strictly adhered to and cannot be changed in any circumstances without prior approval of the Food Committee.
21. The licensee shall indemnify AIIMS from/against any claim made or damages suffered by AIIMS by reason of any default on the part of the licensee in the due observance and performance of the provisions of any law which may be related to the purpose of the agreement and to the area in which premises are located.
22. AIIMS reserves the right to check the food quality of items prepared in the kitchen at any time and to take the samples in the presence of representatives of Contractor/Service Provider and get it tested from Government approved Laboratories for Microbiology/Adulterant testing of raw food, cooked food, etc. regularly to maintain hygiene standards. In case the quality is found unsatisfactory after repeated warnings the Service Provider / Contractor is not providing good quality hygienic food as per contract, appropriate action shall be taken against the contractor as per contract terms.
23. The licensee will install fire-safety equipment in the Canteen as per fire regulation and keep the premises harmless and indemnified against any damage arising on account of fire, theft, negligence on the part of licensee or his staff to any property or staff. Such loss/damage shall be made good at the cost of licensee and he/she shall be responsible for other legal action as per law.
24. All the samples of crockery to be used for serving & packaging various items shall inspected by the Food committee.
25. The provision of E-payment i.e. Phone pay, google pay, PAYTM etc. should be made available at the canteen/Cafeteria by the vendor. If the institute provides Cash card facility in future, then payment shall be collected only through cards and payment by cash mode shall not be permitted.
26. The working hours will be decided by the Canteen committee and these timings are subject to change by the committee any time.
27. Any form of canvassing or influencing the decisions of the authorities will result in disqualification of the applicant.

**28. BRANDS OF CONSUMABLES PERMISSIBLE IN CANTEEN/CAFETERIA:**

The raw materials procured will be highest quality and would be required to use ISI/AGMARK/HACCP Products invariably. The caterer may use any other FPO approved brands only if permitted by the Canteen committee in writing the items used should be fresh & fit for human consumption. The raw materials must be stored properly to avoid contamination and infestation with pests

**29. SETTLEMENT OF DISPUTE:** All disputes related to Cafeteria/canteen lease, rent, management, maintaining hygiene and abiding rules and regulation framed by canteen committee shall be settled amicably between AIIMS, Mangalagiri Canteen Committee and the Contractor. If required, an Arbitrator shall be appointed on mutual consent within the Institute by authorities of AIIMS, Mangalagiri. Any legal dispute if so arise shall be subject to A.P jurisdiction.

Revision of Food item prices may be carried out by the Canteen committee for every two years after of award of contract if a specific request for the same is made by the contractor in writing.

**30. Physical Inspection:**

- a) The committee of AIIMS Mangalagiri shall visit at least 1 (one) institute where the bidder himself provides the exact/similar nature of services to asses :-
  - i) Food quality and taste
  - ii) Cleanliness & Hygienic condition of the working place such as cooking area, service area, dining area etc.
  - iii) Staff: Trained/Experienced/uniform/Behavior etc.
  - iv) Food storage facility: Cold storage, Pantry storage, Cooked food storage etc.
  - v) General: Garbage disposal, Exhaust system, Firefighting system
  - vi) Records of bidder etc
- b) The vendors must operate and run their catering services inside Mangalagiri. Site visit of members to be arranged by the bidders at no cost to AIIMS Mangalagiri

**31. PENALTY CLAUSE:** In case of violation of the following rules, the penalty charges on the Caterer shall be as follows:

- a) Non-availability of complaint registers on the counter/discouraging students from registering complaints a fine of Rs.1,000/- (Rupees one thousand only) on every occasion.
- b) For single complaints of insects and/or foreign object cooked or found in dish any food items would invite a fine of Rs.2,000/- (Rupees two thousand only) on the caterer.
- c) For single complaints of unclean utensils in a day would lead to a fine of Rs.500/- (Rupees five hundred only) on the caterer.
- d) If Cafeteria/canteen management Committee agrees that certain meal was not cooked properly then a fine of Rs.1,000/- (Rupees one thousand only) would be imposed on the caterer.

- e) Fine on any discrepancy (personal hygiene of workers, misbehavior by workers etc.) will lead to fine of Rs.2,000/- (Rupees two thousand only) on caterer for every instance.
- f) Absence of the proprietor or his representative in the Canteen Management Committee meeting on prior information will attract a fine of Rs.5,000/- (Rupees five thousand only) on caterer.
- g) In case it is found that three such fines do not have any effect in abiding by the terms and conditions mentioned in the contract or if three consequent complaints are received for poor quality of food/drinks and hygiene being served to the students/residents or non fulfilling the conditions of FSSAI, the contract may be terminated finally after serving fifteen days' notice by the Administration of AIIMS Mangalagiri to the Contractor and also the firm will be black listed.
- h) Using of brands not mentioned in the contract without prior permission and adulteration shall invoke a hefty fine or blacklisting of firm as decided by the Canteen committee.
- i) Severity of hygiene failure shall be assessed and decided by the Canteen committee and fined appropriately.
- j) Under no circumstances, food cooked at the Cafeteria of AIIMS, Mangalagiri be supplied to outside.
- k) The successful vendor will engage adequate manpower with proper to carry out the contract awarded. Canteen committee can suggest to increase the man power strength as per the requirements accordingly.
- l) Director, AIIMS Mangalagiri reserves the right to terminate as well as forfeit the security, in case of violation of any terms and conditions of the contract agreement.

**INSTRUCTIONS FOR ONLINE BID SUBMISSION**

**1. REGISTRATION**

- a) Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL: <https://eprocure.gov.in/> ) by clicking on the link “Online bidder Enrollment” on the CPP Portal which is free of charge.
- b) As part of the enrollment process, the bidders will be required to choose a unique username and assign a password for their accounts.
- c) Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
- d) Upon enrollment, the bidders will be required to register their valid Digital Signature Certificate (Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g., Sify / nCode / eMudhra etc.), with their profile.
- e) Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC's to others which may lead to misuse.
- f) Bidder then logs in to the site through the secured log-in by entering their user ID

/password and the password of the DSC / e-Token.

## **2 SEARCHING FOR TENDER DOCUMENTS**

- B. There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, Organization Name, Location, Date, Value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as Organization Name, Form of Contract, Location, Date, Other keywords etc. to search for a tender published on the CPP Portal.
- C. Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective 'My Tenders' folder. This would enable the CPP Portal to intimate the bidders through SMS / e-mail in case there is any corrigendum issued to the tender document.
- D. The bidder should make a note of the unique Tender ID assigned to each tender; in case they want to obtain any clarification / help from the Helpdesk.

## **3 PREPARATION OF BIDS**

- i) Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Any deviations from these may lead to rejection of the bid.
- ii) Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF / XLS / RAR / DWF/JPG formats. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
- iii) To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, auditor certificates etc.) has been provided to the bidders. Bidders can use "My Space" or "Other Important Documents" area available to them to upload such documents. These documents may be directly submitted from the "My Space" area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

## **4. CORRIGENDUM**

- a) At any time prior to the deadline for submission of bids, the purchaser may, for any reason deemed fit by it, modify the Tender Enquiry Document by issuing suitable Corrigendum to it.
- b) Corrigendum in technical specification issued after pre-bid meeting will be final & no corrigendum will be issued thereafter.
- c) Corrigendum will be notified through <https://eprocure.gov.in/eprocure/app> and website of AIIMS Mangalagiri.

**5. SUBMISSION OF BIDS:**

- a) Bidder should log into the site well in advance for bid submission so that they can upload the bid in time i.e., on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
- b) The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
- c) Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. If the price bid has been given as a standard BOQ format with the tender document, then the same is to be downloaded and to be filled by all the bidders. Bidders are required to download the BOQ file, open it and complete the white colored (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and upload it online, without changing the filename. If the BOQ file is found to be modified by the bidder, the bid will be rejected.
- d) The server time (which is displayed on the bidders' dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.
- e) Upon the successful and timely submission of bids (i.e. after Clicking "Freeze Bid Submission" in the portal), the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.
- f) The bid summary has to be printed and kept as an acknowledgement of the submission of the bid. This acknowledgement may be used as an entry pass for any bid opening meetings.

**6. ASSISTANCE TO BIDDERS**

- a) Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.
- b) Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be call directed to the 24x7 CPP Portal Helpdesk.

Institute website: <http://aiimsmangalagiri.edu.in>

**E-Tendering Portal:**

<https://eprocure.gov.in/eprocure/app>

For any technical related queries please call at 24 x 7 Help Desk Number

0120-4001 002, 0120-4001 005, 0120-6277 787

Email Support: [cpp-doe@nic.in](mailto:cpp-doe@nic.in), [support-eproc@nic.in](mailto:support-eproc@nic.in)

Tender queries: [procurement@aiimsmangalagiri.edu.in](mailto:procurement@aiimsmangalagiri.edu.in)

**CHECK LIST FOR TERMS AND CONDITIONS**

**A. Checklist of documents to be submitted online:**

S.No	Documents	Uploaded (Yes/No)	Ref. Page No.
a)	Signed and scanned copy of duly attested copy of PAN, GST & Firm registration certificate and Certificate of Incorporation		
b)	Signed and Scanned copy of Tender Acceptance letter Annexure I		
c)	Signed and scanned copy of Power of Attorney Annexure III		
d)	Copy of duly attested copy of Profile of firm Annexure II		
e)	Copy of duly attested copy of EMD		
f)	Copy of Labour licence		
g)	Copy of Catering service/Food licence		
h)	Copy of firm EPF & ESI Copy		
i)	Proof of work experience for running cafeteria/restaurant/mess in to AIIMS/Central or State Government / Reputed private Institutes in India (Work Orders/ Contract Agreements to be submitted) Annexure -VI		
j)	Signed and Scanned Copy of affidavit as per Annexure IV		
k)	copy of Balance sheets and profit loss statements for last three successive years duly certified by the Chartered Accountants. (Minimum avg. annual Turnover must be Rs. 50 Lacs) and Annexure V		
l)	Attach copy of last three year's Income Tax Return.		

**B. Checklist of documents to be submitted online: Price Bid /Financial Bid:**

I	BOQ.xls	
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**Note:** In case of non-fulfilment of any of the above information/ document(s), the Tender will be summarily rejected without giving any notice.

**RATE LIST**

S.No.	Items	Price
1.	<b>South Indian Thali/Meals :</b> 2 Chapathis (40 gms) /Rice (300-500gms), Dal (200gms), Curry (100gm), Fry Curry (50gm), Pickle (10gm), Curd (60gms) Sambar/Rasam	Rs.70/-

**DHARMASALA / OPD CANTEEN - MENU LIST**

**A. BREAKFAST**

S.No	Items	Prices	Items/Day
<b>SOUTH INDIAN</b>			
1.	IDLI (4ps./2ps)	20 Rs./12 Rs.	(ANY 5/Day)
2.	Plain Dosa	20 Rs.	
3.	Gare- 1ps/2ps	10 Rs./20 Rs.	
4.	Masala Dosa	25 Rs.	
5.	Onion Dosa	25 Rs	
6.	Ghee Dosa	25 Rs	
7.	Ven Pongal-(250gm)	25 Rs	
8.	Upma / Kichidi (250gm)	20 Rs	
9.	Poori – Masala (Two)	20 Rs	
10.	Chapathi(Two) with Alu Masala/ Kurma	20 Rs.	
11.	Punugu / Mysore Bonda (4ps.)	20 Rs.	
12.	Sambar Vada (Big)	25 Rs.	
13.	Urad Dal Vada (4ps.)	20 Rs	
<b>NORTH INDIAN</b>			
14.	Poori Sabji (4ps.)	20 Rs	(ANY 5/Day)
15.	Cholle Bhature. (2ps.)	30 Rs	
16.	Butter Toast	20 Rs	
17.	Jam Toast	20 Rs	
18.	Plain Parantha (Each)	10 Rs	
19.	Alu Parantha).	15 Rs	
20.	Onion Parantha)	15 Rs	
21.	Paneer Parantha)	20 Rs	
22.	Seasonal Parantha)	20 Rs	
23.	Cholle Khulche (2ps.)	20 Rs	

24.	Bread Pakoda (Each)	10 Rs	
25.	POHA (250gm)	20 Rs	

**OTHERS /MANDATORY**

Milk Tea (150 ml)	10 Rs.
MILK (150ml)	15 Rs.
COFFEE (150ml)	10 Rs.
Black Tea	10 Rs.
Black Coffee	10 Rs.
Bread Omlet (Single Egg)	12 Rs.
Boiled Egg (Each)	7 Rs.
Egg Bhurji (Two)	25 Rs.
Sprouts Salad / Black (250gm)	20 Rs.

**B. LUNCH & DINNER**

S. No.	Items	Price	Items/Day
1.	Egg Biryani (500gm)	50 Rs	
2.	Chicken Biryani (500gm)	75 Rs	
3.	Veg Pulav (400gm)	25 Rs.	
4.	Egg Fried Rice (400gm)	30 Rs.	
5.	Jeera Rice /Lemon Rice /Curd Rice / Tomata Rice (400gm)	25 Rs.	
6.	Plain Rice (200gm)	15 Rs.	
7.	Kadi Rice (300gm)	30 Rs.	
8.	Rajma Dal Rice (300gm)	30 Rs.	
9.	Mushroom Veg Rice (300gm)	30 Rs.	
<b>ROTI</b>			
10.	Atta Roti (Each)	5 Rs	
<b>VEG SABJI</b>			
11.	Dhal (100 ml Bowel)	20 Rs.	(ANY 5 / DAY)
12.	Mix Veg	25 Rs.	
13.	Seasonal Vegetables	25 Rs.	
14.	Matar Paneer	25 Rs.	
15.	Shahi Paneer	25 Rs.	
16.	Paneer Masala	25 Rs.	
17.	Rajma Masala	25 Rs.	

18.	Chana Masala	25 Rs.	
19.	Alu Fry	25 Rs.	
20.	Dal Makhni	25 Rs.	
21.	Soya Curry	25 Rs.	
22.	Matar Mushroom	25 Rs.	
<b>NON - VEG</b>			
23.	Chicken Masala (100 ml Bowel)	50 Rs	(ANY 1 / DAY)
24.	Butter Chicken Masala(100 ml Bowel)	50 Rs	
25.	Cashew Chicken Masala(100 ml Bowel)	60 Rs.	
26.	Gongura Chicken Masala (100 ml Bowel)	50 Rs.	
27.	Fish/Prawn Gravy (100 ml Bowel) (Occasionally)	60Rs.	

**EVENING SNACKS**

1.	Alu Samosa (Each One)	10 Rs.
2.	Corn Samosa (Each One)	12 Rs.
3.	Onion Samosa (3 Small)	15 Rs.
4.	Bread Pakoda	10 Rs.
5.	PUNUGU (5 Pcs)	10 Rs.
6.	Dal Vada (Chana Dal) - Small (Each One)	5 Rs.
7.	Dal Vada (Urad Dal) - Small (Each One)	5 Rs
8.	Veg Pakoda – Alu, Cauliflower, Banana, Onion (per Plate) (100gm)	20 Rs.
9.	Spring Roll Veg (Each One)	20 Rs.
10.	Chowmien (Egg / Veg) – Half / Full	25 Rs./30 Rs
11.	Paneer Pakoda (100gm)	20 Rs.
12.	Pav Bhaji – Two	20 Rs.
13.	Maggi	20 Rs.
14.	Sprouts Salad	20 Rs.
15.	Samosa Chatt	20 Rs.
16.	Tea, Coffee (150 gm)	10 Rs.
17.	Bajji – Simla Mirchi, Banana, Alu, Onion, Egg – Small/Big (Select Any)	5Rs./10Rs.

**OPD BLOCK**

**BREAKFAST**

1.	Beverages/Lassi/Butter Milk/Juice	MRP
2.	Biscuits/Muffins/Cake	MRP
3.	Alu Samosa (Each)	10Rs.
4.	Onion Samosa (3 Small)	15Rs.
5.	Bhajji (Each)	5 Rs.
6.	Pakoda (100gm)	20 Rs.
7.	Bonda/Punugu (4 Pcs)	20 Rs.
8.	Idly (4 Pcs)	20 Rs.
9.	Poha	20 Rs.
10.	Vada (4 Pcs)	20 Rs.
11.	Tea/Coffee (150ml)	10 Rs.
12.	Veg Puff	10 Rs.
13.	Egg Puff	15 Rs.
14.	Sandwiches	25 Rs.
15.	Cup Of Noodles	MRP
16.	Black Tea/Lime Tea/Green Tea (100ml)	10 Rs.

**LUNCH**

17.	Beverages/Lassi/Butter Milk/Juice	MRP
18.	Biscuits/Muffins/Cake	MRP
19.	Lemon Rice/Tomato Rice/Tamarind Rice/Sambar Rice (400 Gm)	25 Rs.
20.	Curd Rice (400 Gm)	25 Rs.
21.	Veg Biryani/Veg Pulav (400 Gm)	30 Rs.

All the employees should wear uniform on duty along with Head caps & gloves mandatorily.

**Note:**

- Above Prices Inclusive of G.S.T. as applicable.
- Billing mandatory to the Customers.
- Proper Packaging charges extra 3rs

**PRICE BID FORM**

<b>S.No</b>	<b>Description</b>	<b>Area</b>	<b>Unit rate in Rs</b>	<b>GST</b>	<b>Total Rate in Rs.</b>	<b>Total Rate in Words</b>
1	Monthly Rental Charges (in Rs.) Minimum Rent Rs. 50,000/-	2,464 Sq.ft				

1. The bidders are required to quote rent for the designated area
2. Highest rent offered by the bidder will be considered H-1 bidder.
3. In case more than one bidder has qualified for H-1, the Bid will be awarded to the bidders based on technical evaluation.

**Note:**

After due evaluation of the bid(s) Institute will award the contract to the highest evaluated responsive Bidder. However, the successful bidder has to provide the food items on the rates as mentioned in the document.

**Declaration by the Bidders:**

This is certify that I/We before signing this Bid have read and fully understood all the terms and conditions contained herein and undertake myself/ ourselves to abide by them.

Name: - .....  
 Address: - .....  
 Phone No: - .....  
 Email: - .....  
 Seal: - .....

Place:-  
 Date :-

**TENDER ACCEPTANCE LETTER**  
**(To be given on Company Letter Head)**

**Date:**

To,  
The Director,  
AIIMS Mangalagiri

Sub: Acceptance of Terms & Conditions of Tender.

Tender Reference No: \_\_\_\_\_

Name of Tender / Work: \_\_\_\_\_

Dear Sir,

1. I/ We have downloaded / obtained the tender document(s) for the above mentioned 'Tender/ Work' from the web site(s) namely:  
\_\_\_\_\_ as per your advertisement, given in the above-mentioned website(s).
2. I / We hereby certify that I / we have read the entire terms and conditions of the tender documents from Page No. \_\_\_\_\_ to \_\_\_\_\_ (including all documents like annexure(s), schedule(s), etc.), which form part of the contract agreement and I / we shall abide hereby by the terms / conditions / clauses contained therein.
3. The corrigendum(s) issued from time to time by your department/ organization too has also been taken into consideration, while submitting this acceptance letter.
4. I / We hereby unconditionally accept the tender conditions of above-mentioned tender document(s) / corrigendum(s) in its totality / entirety.
5. I / We do hereby declare that our Firm has not been blacklisted/ debarred by any Govt. Department/Public sector undertaking.
6. I / We certify that all information furnished by our Firm is true & correct and in the event that the information is found to be incorrect/untrue or found violated, then your department/ organization shall without giving any notice or reason therefore or summarily reject the bid or terminate the contract, without prejudice to any other rights or remedy including the forfeiture of the full said earnest money deposit absolutely.

Yours Faithfully,

(Signature of the Bidder, with Official Seal)

**PROFILE OF THE ORGANIZATION/COMPANY/FIRM**  
(To be given on Company Letter Head)

<b>FORM A: Particulars of the Firm/Company/Agency</b>		
1.	Name of the firm/Company/Agency	
2.	Type of Firm/Company (Individual/ proprietary/ partnership/ public/private/ limited/ if any specify)	
3.	Type of business (Manufacturer/ Authorized Agent/ Consulting company/ if any specify)	
4.	Website	
5.	Year of Establishment	
6.	Permanent Account No (PAN)	
7.	GST Registration Certificate No	
8.	Communication Address	
9.	Email ID	
10.	Telephone/Phone Number	
<b>Particulars of the firm representative</b>		
11.	Name of the contact person	
12.	Designation	
13.	Email ID	
14.	Mobile No.	

<b>FORM B: Particulars of Firm Bank Details</b>	
15.	Name of the account holder / Firm
16.	Account Number
17.	Name of the Bank & Branch
18.	IFSC Code
19.	MICR code
20.	Type of account
21.	Address
*Please attach a Cancelled Cheque along with the account information form.	

I hereby declare that the particulars given above are correct and complete. If the transaction is delayed or not effected at all for reasons of incomplete or incorrect information

I would not hold the user institution responsible. I have read the option invitation letter and agree to discharge responsibility expected or me as a participant under the scheme.

**Certified that the particulars furnished above are correct as per our records.**

**Signature of the Authorized**

Date:

Designation Office Seal of the Bidder)

**POWER OF ATTORNEY**  
**(On a Stamp Paper of relevant value)**

I/ We.....  
(name and address of the registered office) do hereby constitute, appoint and authorize Sri/Smt  
..... (Name and address) who  
is presently employed with us and holding the position of .....as  
our attorney, to act and sign on my/our behalf to participate in the tender  
no..... for .....  
(goods/service/work name).

I/ We hereby also undertake that I/we will be responsible for all action of  
Sri/Smt..... Undertaken by him/her during the tender  
process and thereafter on award of the contract. His / her signature is attested below

Dated this the \_\_\_day of 20\_ For\_\_\_\_\_

(Name, Designation and Address)

Accepted

\_\_\_\_\_  
(Signature)

(Name, Title and Address of the Attorney)

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

**AFFIDAVIT**

**DECLARATION REGARDING CRIMINAL LIABILITY, BLACKLISTING /  
DEBARRING AND NON-PENALIZE/ PUNISH FOR TAKING PART IN TENDER**

*(To be executed & attested by Public Notary / Executive Magistrate on Rs.100/- non judicial  
Stamp paper by the Tenderer)*

I, \_\_\_\_\_  
Proprietor/Director authorized signatory of the agency/Firm (M/s \_\_\_\_\_  
\_\_\_\_\_), do hereby solemnly affirm and declare as follows:

1. I am authorized signatory of the agency/firm and is competent to sign this affidavit and execute this tender document;
2. I have carefully read and understood entire tender document including all the terms and conditions of the tender and undertake to abide by them;
3. The information / documents furnished along with the above application are true and authentic to the best of my knowledge and belief. I / we, am / are well aware of the fact that furnishing of any false information / fabricated document would lead to rejection of my tender at any stage besides liabilities towards prosecution under appropriate law.
4. I/We further undertake that no case/enquiry/investigation is pending with the police/court/vigilance or any government body against the Proprietor/Partner/Director etc. as individual or against legal entity of the Company /Firm/Agency.
5. I/We further undertake that none of the Proprietor/Partners/Directors of the firm/Agency has not been banned /suspended/blacklisted or debarred in the past by Union / State Government or organization from taking part in Government tenders in India and should not have any litigation in any of the labour court(s).

or

I / We \_\_\_\_\_ (Tenderer) hereby declare that the Firm / agency namely M/s. \_\_\_\_\_ was blacklisted or debarred by Union / State Government or any Organization from taking part in Government tenders for a period of years w.e.f. \_\_\_\_\_ to \_\_\_\_\_. The period is over on \_\_\_\_\_ and now the firm/company is entitled to take part in Government tenders.

6. I / We hereby declare that the firm / agency namely has not been penalized in the past years by Labour Court, EPFO & ESI by way imprisonment.

or

7. I / We \_\_\_\_\_ (Tenderer) hereby declare that the Firm / agency namely M/s. \_\_\_\_\_

**AIIMS/MG/Procurement/06/2022-23/Canteen Service**

has been penalized / punished by Union / State Government or any Organization from taking part in Government tenders for a period of years w.e.f. \_\_\_\_\_ to \_\_\_\_\_ The period is over on \_\_\_\_\_ and now the firm/company is entitled to take part in Government tenders.

8. I/We further undertake to report to the F I/C (Procurement) of Procurement Office, AIIMS, Mangalagiri immediately after we are informed but, in any case, not later 15 days, if the Firm/Agency in which Proprietor/Partners/Directors of Firm/Agency which is banned/suspended in future during the Contract with you.
9. I/We further undertake that our firm/company is fulfilling all the terms and conditions/eligibility criteria obvious/explicit or implied/implicit recorded anywhere in the tender document. If at any time including the currency of the Contract, any discrepancy is found relating to our eligibility or the process of award of the contract criteria, this may lead to termination of contract and/or any other action deemed fit by the Institute.
10. In case the above information found false, I / we are fully aware that the tender/ contract will be rejected / cancelled by the AIIMS Mangalagiri, and SD (Security Deposit) shall be forfeited.
11. In addition to the above, the AIIMS, Mangalagiri will not be responsible to pay the bills for any completed /partially completed work.

(Signature of the Bidder)

Attested:

(Public Notary / Executive Magistrate)

Name:

Date

Designation

Place:

Seal of the Agency

I/We do hereby solemnly declare and affirm that the above declaration is true and correct to the best of my knowledge and belief. No part of it is false and nothing has been concealed therein.

Deponent

**ANNUAL TURNOVER STATEMENT**

(At the Letter Head of Chartered Accountant)

I/We have examined the books of account and other relevant records of .....  
 (bidding firm name), having its registered office at ..... (full  
 address of bidding firm) and do hereby certify that:

(1) Annual gross turnover as per Annual Accounts of the firm for last three years is as under-

Sl. No.	Financial year	Turnover
1.	2019-2020	
2.	2020-2021	
3.	2021-2022	

(2) Average turnover of the firm for last three financial years is Rs. ....

Signature of CA (with stamp of Firm) .....

Name- .....

(Registration No.- .....)

**(Chartered Accountant)**

**UDIN Number:** .....

Firm name- .....

Proprietor name .....

Signature (with stamp) .....

**Date-** .....

**Format of Experience certificate**

Contract No./Supply order No.	Name of the Purchaser*	Description of work	Qty Supplied	Value of Contract (Rs. In Lakhs)	Date of issue of work order	Stipulated period of completion	Actual date of completion

\* Attach certificate(s) of workorders/Contract Agreements.