



Bid Number/बोली क्रमांक (बिड संख्या):  
GEM/2024/B/5596451  
Dated/दिनांक : 12-11-2024

### Bid Document/ बिड दस्तावेज़

Bid Details/बिड विवरण	
Bid End Date/Time/बिड बंद होने की तारीख/समय	26-11-2024 13:00:00
Bid Opening Date/Time/बिड खुलने की तारीख/समय	26-11-2024 13:30:00
Bid Offer Validity (From End Date)/बिड पेशकश वैधता (बंद होने की तारीख से)	180 (Days)
Ministry/State Name/मंत्रालय/राज्य का नाम	Ministry Of Science And Technology
Department Name/विभाग का नाम	Department Of Scientific And Industrial Research (dsir)
Organisation Name/संगठन का नाम	Council Of Scientific And Industrial Research (csir)
Office Name/कार्यालय का नाम	Central Institute Of Mining And Fuel Research, Dhanbad
Item Category/मद केटेगरी	Catering service (Duration Based) - Veg; Breakfast; Regular Packet , Catering service (Duration Based) - Veg; Lunch; Regular Packet , Catering service (Duration Based) - Non veg; Lunch; Regular Thali , Catering service (Duration Based) - Non veg; Dinner; Regular Thali , Catering service (Duration Based) - Veg; Dinner; Regular Thali
Contract Period/अनुबंध अवधि	7 Month(s) 2 Day(s)
Minimum Average Annual Turnover of the bidder (For 3 Years)/बिडर का न्यूनतम औसत वार्षिक टर्नओवर (3 वर्षों का)	4 Lakh (s)
Years of Past Experience Required for same/similar service/उन्हीं/समान सेवाओं के लिए अपेक्षित विगत अनुभव के वर्ष	3 Year (s)
Past Experience of Similar Services required/इसी तरह की सेवाओं का पिछला आवश्यक अनुभव है	Yes
MSE Exemption for Years of Experience and Turnover/ अनुभव के वर्षों से एमएसई छूट	No
Startup Exemption for Years of Experience and Turnover/ अनुभव के वर्षों से स्टार्टअप छूट	No
Document required from seller/विक्रेता से मांगे गए दस्तावेज़	Experience Criteria,Bidder Turnover,Certificate (Requested in ATC),Additional Doc 1 (Requested in ATC) *In case any bidder is seeking exemption from Experience / Turnover Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer

<b>Bid Details/बिड विवरण</b>	
<b>Do you want to show documents uploaded by bidders to all bidders participated in bid?/</b>	Yes
<b>Bid to RA enabled/बिड से रिवर्स नीलामी सक्रिय किया</b>	No
<b>Type of Bid/बिड का प्रकार</b>	Two Packet Bid
<b>Time allowed for Technical Clarifications during technical evaluation/तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय</b>	2 Days
<b>Estimated Bid Value/अनुमानित बिड मूल्य</b>	1200000
<b>Evaluation Method/मूल्यांकन पद्धति</b>	Total value wise evaluation
<b>Financial Document Indicating Price Breakup Required/मूल्य दर्शाने वाला वित्तीय दस्तावेज ब्रेकअप आवश्यक है</b>	Yes
<b>Arbitration Clause</b>	No
<b>Mediation Clause</b>	No

#### **EMD Detail/ईएमडी विवरण**

Advisory Bank/एडवाइजरी बैंक	State Bank of India
EMD Amount/ईएमडी राशि	36000

#### **ePBG Detail/ईपीबीजी विवरण**

Advisory Bank/एडवाइजरी बैंक	State Bank of India
ePBG Percentage(%) / ईपीबीजी प्रतिशत (%)	5.00
Duration of ePBG required (Months) / ईपीबीजी की अपेक्षित अवधि (महीने).	3

(a). EMD EXEMPTION: The bidder seeking EMD exemption, must submit the valid supporting document for the relevant category as per GeM GTC with the bid. Under MSE category, only manufacturers for goods and Service Providers for Services are eligible for exemption from EMD. Traders are excluded from the purview of this Policy./जेम की शर्तों के अनुसार ईएमडी छूट के इच्छुक बिडर को संबंधित कैटेगरी के लिए बिड के साथ वैध समर्थित दस्तावेज प्रस्तुत करने हैं। एमएसई कैटेगरी के अंतर्गत केवल वस्तुओं के लिए विनिर्माता तथा सेवाओं के लिए सेवा प्रदाता ईएमडी से छूट के पात्र हैं। व्यापारियों को इस नीति के दायरे से बाहर रखा गया है।

(b). EMD & Performance security should be in favour of Beneficiary, wherever it is applicable./ईएमडी और संपादन जमानत राशि, जहां यह लागू होती है, लाभार्थी के पक्ष में होनी चाहिए।

#### **Beneficiary/लाभार्थी :**

DIRECTOR, CSIR-CIMFR

Central Institute Of Mining And Fuel Research, Dhanbad, Department of Scientific and Industrial Research (DSIR),

**MII Compliance/एमआईआई अनुपालन**

MII Compliance/एमआईआई अनुपालन	Yes
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**MSE Purchase Preference/एमएसई खरीद वरीयता**

MSE Purchase Preference/एमएसई खरीद वरीयता	Yes
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1. The minimum average annual financial turnover of the bidder during the last three years, ending on 31st March of the previous financial year, should be as indicated above in the bid document. Documentary evidence in the form of certified Audited Balance Sheets of relevant periods or a certificate from the Chartered Accountant / Cost Accountant indicating the turnover details for the relevant period shall be uploaded with the bid. In case the date of constitution / incorporation of the bidder is less than 3-year-old, the average turnover in respect of the completed financial years after the date of constitution shall be taken into account for this criteria.
2. Years of Past Experience required: The bidder must have experience for number of years as indicated above in bid document (ending month of March prior to the bid opening) of providing similar type of services to any Central / State Govt Organization / PSU. Copies of relevant contracts / orders to be uploaded along with bid in support of having provided services during each of the Financial year.
3. Purchase preference to Micro and Small Enterprises (MSEs): Purchase preference will be given to MSEs as defined in Public Procurement Policy for Micro and Small Enterprises (MSEs) Order, 2012 dated 23.03.2012 issued by Ministry of Micro, Small and Medium Enterprises and its subsequent Orders/Notifications issued by concerned Ministry. If the bidder wants to avail the Purchase preference for services, the bidder must be the Service provider of the offered Service. Relevant documentary evidence in this regard shall be uploaded along with the bid in respect of the offered service. If L-1 is not an MSE and MSE Service Provider (s) has/have quoted price within L-1+ 15% of margin of purchase preference /price band as defined in the relevant policy, then 100% order quantity will be awarded to such MSE bidder subject to acceptance of L1 bid price. The buyers are advised to refer to the [OM No.1 4 2021 PPD dated 18.05.2023](#) for compliance of Concurrent application of Public Procurement Policy for Micro and Small Enterprises Order, 2012 and Public Procurement (Preference to Make in India) Order, 2017. Benefits of MSE will be allowed only if the credentials of the service provider are validated on-line in GeM profile as well as validated and approved by the Buyer after evaluation of submitted documents.
4. Estimated Bid Value indicated above is being declared solely for the purpose of guidance on EMD amount and for determining the Eligibility Criteria related to Turn Over, Past Performance and Project / Past Experience etc. This has no relevance or bearing on the price to be quoted by the bidders and is also not going to have any impact on bid participation. Also this is not going to be used as a criteria in determining reasonableness of quoted prices which would be determined by the buyer based on its own assessment of reasonableness and based on competitive prices received in Bid / RA process.
5. Past Experience of Similar Services: The bidder must have successfully executed/completed similar Services over the last three years i.e. the current financial year and the last three financial years(ending month of March prior to the bid opening): -
  1. Three similar completed services costing not less than the amount equal to 40% (forty percent) of the estimated cost; or
  2. Two similar completed services costing not less than the amount equal to 50% (fifty percent) of the estimated cost; or
  3. One similar completed service costing not less than the amount equal to 80% (eighty percent) of the estimated cost.

**Additional Qualification/Data Required/अतिरिक्त योग्यता /आवश्यक डेटा**

**Scope of Work:**[1731325058.pdf](#)

**Catering Service (Duration Based) - Veg; Breakfast; Regular Packet ( 10 )**

**Technical Specifications/तकनीकी विशिष्टियाँ**

Specification	Values
<b>Core</b>	
Type of Preparation	Veg
Type of Spread	Breakfast
Spread bifurcation	Regular Packet
<b>Addon(s)/एडऑन</b>	

**Additional Specification Documents/अतिरिक्त विशिष्टि दस्तावेज़**

**Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी**

S.No./क्र. सं.	Consignee Reporting/Officer/परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Number of Thali/Packet/Plate required per Day	Additional Requirement/अतिरिक्त आवश्यकता
1	Manish Kumar	583118,NMDC Donimalai Complex, Karnataka	10	<ul style="list-style-type: none"> <li>Number of Service days during the contract period : 30</li> </ul>

**Catering Service (Duration Based) - Veg; Lunch; Regular Packet ( 10 )**

**Technical Specifications/तकनीकी विशिष्टियाँ**

Specification	Values
<b>Core</b>	
Type of Preparation	Veg
Type of Spread	Lunch
Spread bifurcation	Regular Packet
<b>Addon(s)/एडऑन</b>	

**Additional Specification Documents/अतिरिक्त विशिष्टि दस्तावेज़**

**Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी**

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Number of Thali/Packet/ Plate required per Day	Additional Requirement/अतिरिक्त आवश्यकता
1	Manish Kumar	583118,NMDC Donimalai Complex, Karnataka	10	<ul style="list-style-type: none"> <li>Number of Service days during the contract period : 30</li> </ul>

### Catering Service (Duration Based) - Non Veg; Lunch; Regular Thali ( 10 )

#### Technical Specifications/तकनीकी विशिष्टियाँ

Specification	Values
<b>Core</b>	
Type of Preparation	Non veg
Type of Spread	Lunch
Spread bifurcation	Regular Thali
<b>Addon(s)/एडऑन</b>	

#### Additional Specification Documents/अतिरिक्त विशिष्टि दस्तावेज़

#### Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Number of Thali/Packet/ Plate required per Day	Additional Requirement/अतिरिक्त आवश्यकता
1	Manish Kumar	583118,NMDC Donimalai Complex, Karnataka	10	<ul style="list-style-type: none"> <li>Number of Service days during the contract period : 30</li> </ul>

### Catering Service (Duration Based) - Non Veg; Dinner; Regular Thali ( 10 )

#### Technical Specifications/तकनीकी विशिष्टियाँ

Specification	Values
<b>Core</b>	
Type of Preparation	Non veg

Specification	Values
Type of Spread	Dinner
Spread bifurcation	Regular Thali
<b>Addon(s)/एडऑन</b>	

**Additional Specification Documents/अतिरिक्त विशिष्टि दस्तावेज़**

**Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी**

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Number of Thali/Packet/ Plate required per Day	Additional Requirement/अतिरिक्त आवश्यकता
1	Manish Kumar	583118,NMDC Donimalai Complex, Karnataka	10	<ul style="list-style-type: none"> <li>Number of Service days during the contract period : 30</li> </ul>

**Catering Service (Duration Based) - Veg; Dinner; Regular Thali ( 10 )**

**Technical Specifications/तकनीकी विशिष्टियाँ**

Specification	Values
<b>Core</b>	
Type of Preparation	Veg
Type of Spread	Dinner
Spread bifurcation	Regular Thali
<b>Addon(s)/एडऑन</b>	

**Additional Specification Documents/अतिरिक्त विशिष्टि दस्तावेज़**

**Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी**

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Number of Thali/Packet/ Plate required per Day	Additional Requirement/अतिरिक्त आवश्यकता
1	Manish Kumar	583118,NMDC Donimalai Complex, Karnataka	10	<ul style="list-style-type: none"> <li>Number of Service days during the contract period : 30</li> </ul>

## Buyer Added Bid Specific Terms and Conditions/क्रेता द्वारा जोड़ी गई बिड की विशेष शर्तें

### 1. Generic

OPTION CLAUSE: The buyer can increase or decrease the contract quantity or contract duration up to 25 percent at the time of issue of the contract. However, once the contract is issued, contract quantity or contract duration can only be increased up to 25 percent. Bidders are bound to accept the revised quantity or duration

### 2. Certificates

Bidder's offer is liable to be rejected if they don't upload any of the certificates / documents sought in the Bid document, ATC and Corrigendum if any.

### 3. Buyer Added Bid Specific ATC

Buyer uploaded ATC document [Click here to view the file.](#)

## Disclaimer/अस्वीकरण

The additional terms and conditions have been incorporated by the Buyer after approval of the Competent Authority in Buyer Organization, whereby Buyer organization is solely responsible for the impact of these clauses on the bidding process, its outcome, and consequences thereof including any eccentricity / restriction arising in the bidding process due to these ATCs and due to modification of technical specifications and / or terms and conditions governing the bid. If any clause(s) is / are incorporated by the Buyer regarding following, the bid and resultant contracts shall be treated as null and void and such bids may be cancelled by GeM at any stage of bidding process without any notice:-

1. Definition of Class I and Class II suppliers in the bid not in line with the extant Order / Office Memorandum issued by DPIIT in this regard.
2. Seeking EMD submission from bidder(s), including via Additional Terms & Conditions, in contravention to exemption provided to such sellers under GeM GTC.
3. Publishing Custom / BOQ bids for items for which regular GeM categories are available without any Category item bunched with it.
4. Creating BoQ bid for single item.
5. Mentioning specific Brand or Make or Model or Manufacturer or Dealer name.
6. Mandating submission of documents in physical form as a pre-requisite to qualify bidders.
7. Floating / creation of work contracts as Custom Bids in Services.
8. Seeking sample with bid or approval of samples during bid evaluation process. (However, in bids for [attached categories](#), trials are allowed as per approved procurement policy of the buyer nodal Ministries)
9. Mandating foreign / international certifications even in case of existence of Indian Standards without specifying equivalent Indian Certification / standards.
10. Seeking experience from specific organization / department / institute only or from foreign / export

experience.

11. Creating bid for items from irrelevant categories.
12. Incorporating any clause against the MSME policy and Preference to Make in India Policy.
13. Reference of conditions published on any external site or reference to external documents/clauses.
14. Asking for any Tender fee / Bid Participation fee / Auction fee in case of Bids / Forward Auction, as the case may be.
15. Any ATC clause in contravention with GeM GTC Clause 4 (xiii)(h) will be invalid. In case of multiple L1 bidders against a service bid, the buyer shall place the Contract by selection of a bidder amongst the L-1 bidders through a Random Algorithm executed by GeM system.

Further, if any seller has any objection/grievance against these additional clauses or otherwise on any aspect of this bid, they can raise their representation against the same by using the Representation window provided in the bid details field in Seller dashboard after logging in as a seller within 4 days of bid publication on GeM. Buyer is duty bound to reply to all such representations and would not be allowed to open bids if he fails to reply to such representations.

This Bid is governed by the [General Terms and Conditions/सामान्य नियम और शर्तें](#), conditions stipulated in Bid and [Service Level Agreement](#) specific to this Service as provided in the Marketplace. However in case if any condition specified in General Terms and Conditions/सामान्य नियम और शर्तें is contradicted by the conditions stipulated in Service Level Agreement, then it will over ride the conditions in the General Terms and Conditions.

In terms of GeM GTC clause 26 regarding Restrictions on procurement from a bidder of a country which shares a land border with India, any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the Competent Authority. While participating in bid, Bidder has to undertake compliance of this and any false declaration and non-compliance of this would be a ground for immediate termination of the contract and further legal action in accordance with the laws./जेम की सामान्य शर्तों के खंड 26 के संदर्भ में भारत के साथ भूमि सीमा साझा करने वाले देश के बिडर से खरीद पर प्रतिबंध के संबंध में भारत के साथ भूमि सीमा साझा करने वाले देश का कोई भी बिडर इस निविदा में बिड देने के लिए तभी पात्र होगा जब वह बिड देने वाला सक्षम प्राधिकारी के पास पंजीकृत हो। बिड में भाग लेते समय बिडर को इसका अनुपालन करना होगा और कोई भी गलत घोषणा किए जाने व इसका अनुपालन न करने पर अनुबंध को तत्काल समाप्त करने और कानून के अनुसार आगे की कानूनी कार्रवाई का आधार होगा।

**---Thank You/धन्यवाद---**



## **SCOPE OR WORK/CONTRACT**

### **1. SCHEDULE:**

- 1.1 The Contractor shall provide catering services at the premises of CIMFR to be mentioned in "Award Letter". The contractor or his workers shall not misuse the allotted premises for purposes other than for which contract is awarded.
- 1.2 Daily Breakfast/Lunch/dinner etc. shall be served to CSIR-CIMFR staffs including project staff & visitors as per Annexure-A. The Contractor shall ensure for requisite quantity and efficient service.
- 1.3 Electricity and water for non-cooking purposes will be available at the location on actual consumption basis. However, contractor-agency shall be responsible to ensure that there is no undue wastage of power and water. Electric equipment related to cooking purpose is strictly prohibited and will attract penalty @ Rs. 1000/= per occasion.
- 1.4 The furniture and fixtures at working site will be provided by Contractor/Supplier/Agency/Vendor. The agency shall be responsible for proper maintenance and upkeep the entrusted property and has to be returned in proper condition on completion of contract. The contractor may install his own electrical gadgets such as refrigerators as per his requirement. Arrangement and maintenance of crockery, cutlery etc will be the sole responsibility of the contractor.
- 1.5 The contractor should be prepared to meet any eventual-emergency situations for implementation of the contract.
- 1.6 Cleanliness, neatness, Tidiness of Dining hall, furniture, utensils, crockery, cutlery & glassware should be well maintained, cracked chipped and stained crockery should not be used. Proper serviettes to be provided by the Contractor. Further, he should ensure environment friendly practices from the stages of material procurement till disposal of waste material. The Contractor shall provide good quality paper napkins during regular service of meals. For special events, Contractor shall provide cloth napkins (serviettes) as per directions of CSIR-CIMFR. It is mentioned that use of plastic in any form including crockery is completely banned.

### **2. SUGGESTION/FEEDBACK REGISTER:**

A register will be kept in the dining hall of the Centre for registering suggestions/feedback of the visitors with regard to the availability service provided by the Contractor. The contractor shall take appropriate remedial steps in this regard under intimation to CSIR-CIMFR.

### **3. FOOD QUALITY AND CONTROL CHECKS:**

- 3.1 Quality of the food served of utmost importance and the essence of this contract. Hence, the contractors should emphasize to engage experienced and trained cooking/serving staffs and maintain hygiene of cooking/kitchen areas. Further, fresh raw materials and ingredients should be used for preparation of foodstuffs. Contractor is solely responsible to procure quality raw materials required for food preparation. All the non-perishable food items are to be brought in advance (normally for 2 to 4 week's requirement) whereas perishable materials should be purchased 2-3 times in a week to ensure freshness. Utmost care should be taken for freshness, proper packaging and expiry dates. Contractor must satisfy the freshness and quality of non-veg, raw materials and items. It may be noted that Beef and Beef related products are strictly prohibited.
- 3.2 Surprise checks of prepared foods may be carried out by authorized/nominated officers of CSIR-CIMFR. Observations of such checks will be intimated to the contractor which shall be binding for his compliance. Serving of inferior food quality or in less quantity will be viewed seriously and penalty may be imposed/recovered from contractor.

### **4. HYGIENE:**

- 4.1 The hygienic condition needs to be maintained at the cost of contractor by periodical pest, cleaning, control in the kitchen, dining areas and stores and other relevant area.
- 4.2 The staff deployed by the contractor in the kitchen etc., should be medically fit. Staffs with any contagious disease should be withdrawn immediately.
- 4.3 Raw material, semi-cooked and cooked food shall be held-kept under total hygienic conditions. Only LPG is permissible as cooking fuel and shall not be substituted with any other fuel, except for tandoor. The contractor will operate catering service in an environment friendly manner. Waste materials must be disposed appropriately and environment friendly manner.

### **5. PENALTY/FINE:**

- 5.1 Apart from the penalties mentioned in the foregoing pages, a flat fine of Rs.500/- per occasion will be imposed by CSIR-CIMFR or its authorized committee for breach of contract towards not maintaining the quality-quantity-service, non-conforming to rules as per agreement. This may be in addition to disallowing payment for serving items of inferior quality or for items not served at all. CSIR-CIMFR will be free to provide food to Guests at the cost of the Contractor in case of non-supply or short supply.

### **6. DEPLOYMENT OF CATERING STAFF:**

In order to ensure good quality services, the Contractor shall deploy sufficient number of manpower such as supervisors, trained cooks, waiters, cleaning staff, dish washers, house-keeping staffs (exclusively for cleaning of dining halls/ stores/ kitchen and adjoining areas) at each site. The cleaning timings shall be such that it should not hamper serving time of breakfast, lunch and dinner. At least one Supervisor should be engaged for events in dining hall(s) and cafeteria.

### **7. PAYMENT TERMS:**

- 7.1 Bills relating to official lunch/dinner prepared by the contractor shall be submitted along with necessary certificates issued by the concerned authorities. The claimed bills shall be verified and processed for payment.

- 7.2 Income Tax and other statutory levies as applicable from time to time will be deducted from the bills of the Contractor/Supplier.
- 7.3 Contractor will not claim any damages/loss incurred due to unforeseen reasons, which are beyond the control of CSIR-CIMFR.
- 7.4 The contractor should ensure the payment of its engaged workers as per statutory labour laws. This should not be linked between claim/payment and settlement of the contractor's bill pending with CSIR-CIMFR.

## Annexure-A

### Menu for Day wise Regular/ Normal Breakfast, Lunch and Dinner

Day	Breakfast	Lunch	Dinner
Monday	Idly- 2 nos. + Bara- 2 nos. or Dosa along with chatani and sambhar	Roti (chapati) + rice + dal + sabji + bhujia + papad + Chicken/Paneer	Roti (chapati) + rice + dal + sabji + bhujia + papad
Tuesday	Bread- 4 nos. + Omlet- 2 eggs	Roti (chapati) + rice + dal + sabji + bhujia + papad	Roti (chapati) + rice + dal + sabji + bhujia + papad
Wednesday	Puri- 6 nos. + Sabji + achar	Roti (chapati) + rice + dal + sabji + bhujia + papad + Egg Curry (02 eggs)	Roti (chapati) + rice + dal + sabji + bhujia + papad
Thursday	Alu Paratha-2 nos. + achar, curd	Roti (chapati) + rice + dal + sabji + bhujia + papad	Roti (chapati) + rice + dal + sabji + bhujia + papad
Friday	Plain Paratha- 4 nos. + Sabji + achar	Roti (chapati) + rice + dal + sabji + bhujia + papad	Roti (chapati) + rice + dal + sabji + bhujia + papad + Egg Curry (02 eggs)
Saturday	Idly- 2 nos. + Bara- 2 nos. or Dosa along with chatani and sanmbhar	Roti (chapati) + rice + dal + sabji + bhujia + papad	Roti (chapati) + rice + dal + sabji + bhujia + papad
Sunday	Bread- 4 nos. + Omlet- 2 eggs	Roti (chapati) + rice + dal + sabji + bhujia + papad	Roti (chapati) + rice + dal + sabji + bhujia + papad + Chicken/Paneer

**\*The above menu list shall be display at venue at contractor's own cost.**

- Note:
  - Sabji will not same in lunch and dinner
  - Refined flour should be discouraged.
  - All the utensils required for kitchen, serving the meal etc. to be provided by vendor.
  - Furnitures required for kitchen and dining space (for serving the food), raw materials required for preparation of above-mentioned menu to be provided by vendor.
  - Manpower required for cooking, serving the meal and washing the utensils to be provided by vendor.
  - No electric heaters, ovens, induction, microwave ovens, geyser etc. to be used for
  - Vendor should ensure high hygiene and cleanness of dining space, kitchen and other utensils.

**A. ELIGIBILITY CRITERIA :**

1. The participating firm shall have its registered office at Karnataka.
2. The persons to be deployed by the successful bidder shall be well versed with local language.
3. Must possess valid License under Food Safety & Standards (Licensing & Registration of Food Business) Regulation, Act, 2011.
4. Valid registration certificate issued by the appropriate Authority to carry out such business.
5. The agency must not have been blacklisted by any Government/State Government/ Central or state Autonomous Bodies/Organisations/CSIR or any of its Laboratories/Institutes as on the date of submission of the bid.
6. Having annual turnover certificate, duly certified by registered Chartered Accountant (C.A.) with UDIN for the F.Y. 2020-21, 2021-22 and 2022-23.
7. Must have successfully carried out/executed/completed following **similar work** during the last **three (3) years** ending last day of March 2023 in CSIR Labs./Inst./Govt. Organizations/Public Sector Undertakings, Central or State Govt. organizations/ autonomous bodies etc:
  - (a) Three similar completed works each costing not less than the amount equal to Rs. 4,80,000/-, i.e. 40% of the Estimated bid value of work OR
  - (b) Two similar completed work each costing not less than the amount equal to Rs. 6,00,000/-, i.e. 50% of the Estimated bid value of work OR
  - (c) One similar completed work each costing not less than the amount equal to Rs. 9,60,000/-, i.e. 80% of the Estimated bid value of work.
8. In case of running contracts, a certificate from the competent authority of concerned department may be obtained and submitted stating the value of work concluded and satisfactory performance of the contractor as on date along with the actual contract value with duration of work.

‘**Similar work**’ means execution of contract for providing catering services. The bidder must produce **successful completion certificate in r/o work done** from the clients and the work done certificate should mention details of work executed, the date of commencement and date of completion of the work and the gross value of the completed work/work done.

**B. DOCUMENTS TO BE SUBMITTED :**

Bidders meeting the ‘ELIGIBILITY CRITERIA’ may submit their bid with the following details, failing which the technical bid shall be treated as incomplete and will be summary rejected :

- (i) Copy of License under Food Safety & Standards (Licensing & Registration of Food Business) Regulation, Act, 2011.
- (ii) Self-attested copy of registration with GST Authority.
- (iii) Self-attested copy of PAN.
- (iv) Document related to registered office at Karnataka.
- (v) An undertaking that the Agency/Contractor that it is not blacklisted by any Government/ Semi-Government Departments/ Autonomous Bodies/Organisations/ CSIR or any of its Laboratories/ Institutes as on the date of submission of the bid.
- (vi) Satisfactory completion certificate issued by concerned Organisation/Departments as per Sl. No. 7 of the ‘ELIGIBILITY CRITERIA’ with Name of Work, gross value of work done, the date of commencement and date of completion of the work.

- (vii) Bidders who claim that they are exempted from paying Earnest Money Deposit must submit copy of valid documents in this regard.
- (viii) Details of Annual turnover for last three years (2020-21, 2021-22 and 2022-23) duly certified by a Chartered Accountant with valid UDIN number.
- (ix) Duly filled in Annexures in prescribed format from Appendix-I to Appendix-IV.

The Technical bid may be submitted duly supported by the above documents. The Technical bid as submitted will be evaluated by a committee as constituted by the Competent Authority of CSIR-CIMFR. The committee will declare the bidders successful in technical bids as per the criteria as mentioned above besides any other objective criteria as may be adopted by them.

Bids without required documents or not meeting the eligibility criteria will be treated ineligible bids and their price bid will not be taken into consideration.

#### **C. SUB-CONTRACTING**

Subletting of tender in whole or part, directly or indirectly, with other party or individual will lead to termination of contract immediately without assigning any reason or giving prior notice.

**Owner/Proprietor/ Authorized signatory of the firm will be signatory of day to day documents on behalf of the firm.**

#### **D. TERMINATION OF THE CONTRACT:**

The contract may be terminated in the event of occurrence of any of the following contingencies:

- a) Without any prior notice on or before the expiry of the contract period.
- b) By giving minimum one month notice in case:
  - i) In the event of any breach of the contract agreement.
  - ii) The contractor provides unsatisfactory services, as accepted by Director, CSIR-CIMFR, Dhanbad.
  - iii) The contractor assigns the contract or any part thereof to any other person for subletting the whole or a part of the contract.
  - iv) The contractor is declared insolvent, by any court of law.
  - v) Losses suffered by CSIR-CIMFR due to lapses on the part of the contractor or his personnels.

In the event of clause i to v, Performance Security Deposit(PSD) will be forfeited and further the work may be got done from another agency at the risk and cost of the existing contractor.

- c) By giving three months' notice period by either party.

#### **E. EXECUTION OF THE AGREEMENT:**

The successful bidder shall be required to execute an agreement on the format approved and supplied by **CSIR-CIMFR** on stamp paper of appropriate value and deposit the full value of PSD within 15 days before the date of commencement of contract.

#### **F. ARBITRATION:**

In the event of any question, dispute/difference arising under the contract or agreement or in connection herewith (except as to matters the decision of which is specially provided under the agreement) the same shall be referred to Delhi International Arbitration Centre (DIAC), Delhi High Court, New Delhi . The award of the arbitrator shall be final and binding on the parties.

Subject to the aforesaid provisions, the Arbitration & Conciliation Act, 1996 and the rules made hereunder and any modification thereof from time to time being in force shall be deemed to apply to the arbitration proceedings under this clause.

**G. JURISDICTIONS:**

The District courts at **Dhanbad**, only shall have the jurisdiction for the purpose of this contract.

**H. FORCE MAJEURE:**

If at any time during the continuance of the contract the performance in whole or in part by either party of any obligation under this contract shall be prevented or delayed by reasons of any war/ Civil commotion/sabotage/floods/explosion or act of God, provided notice of happening of any such event with documentary evidence is given by either party to the other within fifteen days from the date of occurrence thereof, neither party shall be by reason of such events, entitled to terminate the contract nor shall either party have any claims for damages against the other in respect of non-performance or delay in performance and the work/ job under contract shall resumed after such events has ceased to exist.

If the contract is suspended by the occurrence of the event of force majeure for the period of more than 45 days the subject matter shall be mutually discussed by the CSIR-CIMFR and contractor. The decision of the Director, CSIR-CIMFR shall be final and binding on the contractor.

**APPENDIX - I**

Date:-.....2024

To  
The Director  
CSIR-Central Institute of Mining and  
Fuel Research,  
Barwa Road,  
P.O+Dist.-Dhanbad, Jharkhand-826001.

Ref: Notice Inviting Tender/GeM Bid. No. \_\_\_\_\_ dated: .....

Sir,

I/We hereby submit my/our Tender for executing job “Providing Catering Services at NMDC, Donimalai Complex for the project of CSIR-CIMFR, Dhanbad” against the above NIT/GeM Bid in prescribed Proforma.

I/we certify that the quoted rates will remain valid for the contract period depending upon our performance. The contract will commence from the date as mentioned in award letter/agreement. In no case, I/We will demand/claim any increase in of Service Charge. The terms and conditions as detailed in ATC are unconditionally acceptable to me/us.

DD / FDR No \_\_\_\_\_ dated \_\_\_/\_\_\_/\_\_\_ drawn on \_\_\_\_\_ Bank \_\_\_\_\_ Branch, amounting Rs. \_\_\_\_\_/- (Rupees \_\_\_\_\_ only) in favour of ‘Director, CSIR-CIMFR’, payable at State Bank of India, Hirapur branch (Code no. 1670), Dhanbad towards earnest money (to be packed in a separate sealed envelope Superscripted with name of the work, EMD for the same, complete address of firm) is being submitted to A.O./S.O. (W&S).

Yours faithfully,

Signature of the Tenderer  
Name :Position: Address:Seal

Enclosure:

1. DD/FDR No..... dated / / amounting Rs. ....-/-
2. All documents as per ATC



## **APPENDIX-II**

**(To be printed on official letter pad of the Bidder)**

### **UNDERTAKING BY THE CONTRACTOR**

Certified that I/We have read the instructions given in the tender documents. I/ We undertake to “Providing Catering Services at NMDC, Donimalai Complex for the project of CSIR-CIMFR, Dhanbad” as per requirement and at the rates mentioned in the price bid and shall be solely responsible to discharge the liabilities on the quoted service charges.. I/ We have understood the contents of the terms and conditions and undertake to abide by the same as laid down in these Tender documents. I also undertake to fulfill the requirement of scope of work and abide by the terms and conditions of the contract.

Place:

Signature of the contractor with date and seal

Date:     /     /

Address:

Tel.No:

Mobile No:

Fax No:

Email:

Website:

Official Seal

**DECLARATION OF RELATIONSHIP**

**(To be printed on official letter pad of the Bidder)**

I/We (Name) Sh. \_\_\_\_\_  
is working as Contractor/ Partner/ Sole Proprietor (**strike out word which is not applicable**)  
of \_\_\_\_\_ (Name  
and address of the firm) do hereby solemnly affirm and declare that **NO** RELATIVE(S) of  
mine is/are working in any CSIR Laboratories/Institute or CIMFR, Dhanbad.

**Signature with date and seal of the tenderer**

[OR]

I/We (Name) Sh. \_\_\_\_\_ Is working as Contractor/ Partner/ Sole Proprietor (**strike  
out word which is not applicable**) of \_\_\_\_\_(Name and address of the firm) do  
hereby solemnly affirm and declare that Sri/Smt/Dr. \_\_\_\_\_  
\_\_\_\_\_(name of the employee) is working as permanent staff at CIMFR, DHANBAD and  
holding the post of \_\_\_\_\_at CSIR-CIMFR, DHANBAD. Or is  
working as permanent staff at \_\_\_\_\_ (Name and address of CSIR  
laboratory/Institute) is holding the post of \_\_\_\_\_ is my relative  
as \_\_\_\_\_.

**Signature with date and seal of the**

**tenderer Relative(s) may be the following list person :**

[NOTE : A person shall be deemed to be a relative of another if, and only if,(a) they are members of a Hindu Undivided Family (HUF), or (b) they are husband and wife, or(c) the one is related to the other in the following manner : Father, Mother (including step mother), son (including step son), Daughter(including step daughter), Grandparents, Grandson, Grand daughter, Son's wife, Son's daughter, husband of Son's daughter, Daughter's husband, Daughter's son, Wife of Daughter's son, Daughter's daughter, husband of daughter's daughter, Brother (including step brother), Brother's wife , Sister (including step sister), Sister's husband.]

**(To be printed on official letter pad of the Bidder)**

**DECLARATION REGARDING NON-BLACKLISTED**

I/We Contractor/ Partner/ Sole Proprietor (strike out word which is not applicable) of the

Firm \_\_\_\_\_

Address: \_\_\_\_\_

do hereby solemnly affirm and declare that the individual firm/ companies are never black-listed by the any of the Union government/State government/ PSU/ Autonomous Body.

**Signature**

Address: \_\_\_\_\_

## PROFORMA FOR ANNUAL TURNOVER

**Name of the Agency:**

**Address of the Agency:**

UIDIN No.*	
Annual Turnover during last three financial years amounting an Rs. 4,00,000.00 (Rupees four lac only)	
Annual Turnover	Amount (in Rs.) in figure and in words
YEAR 2020-21*	
YEAR 2021-22*	
YEAR 2022-23*	

\* Turnover certificate for the above three years by a Chartered Accountant to be submitted.

\* Please mention the UIDIN No.

SIGNATURE OF THE C.A WITH STAMP

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I hereby declare that the above statement is correct to the best of my knowledge. Further, I understand that during verification of documents, if any statement/above information is found incorrect, I shall forfeit any claim for bid.

SIGNATURE OF THE BIDDER WITH STAMP