



OFFICE OF THE PRINCIPAL
BHUBANANANDA ORISSA SCHOOL OF ENGINEERING, CUTTACK

At. –SCB Medical College Road, Pin-753007, Dist. -Cuttack,
E-mail: principalbose@rediffmail.com, Website: www.bosecuttack.in

Tender Notice No. 2706/BOSE,

Dated: 05-07-2023

TENDER CALL NOTICE

Bhubanananda Orissa School of Engineering(BOSE), Cuttack invites sealed tender under two bid systems i.e. **Technical bid and Financial Bid** from the registered, experienced and well established Companies/Firms/Agencies/Persons for running Cafeteria on contract basis inside the Institution premises initially for a **period of one year** with effect from the date of award of contract unless extended further by mutual consent of the Competent Authority and the service provider on the terms and conditions mentioned in the tender document. The interested agencies/persons/parties preferably having adequate experience in running Cafeteria in Government Department, public undertakings and renowned educational Institutions in Odisha are required to submit their tender in sealed cover containing **Technical Bid and Financial Bid** in separate envelope along with cost of Tender Paper and EMD, in shape of Demand Draft. **The cost of tender documents for running Cafeteria is Rs.2000.00(Rupees two thousand) only and an EMD of Rs.1,00,000.00 (Rupees one lakh only) be submitted in form of Demand Draft in any Nationalized Bank in favour of Principal, BOSE, Cuttack payable at Cuttack along with the Technical bid.** The bidders must possess valid up-to-date GST/IGST, income tax clearance for the last three years. The last date for submission of tender paper is **21.07.2023 up to 4 PM** in the office chamber of Principal, BOSE, Cuttack. **The sealed tender will be received by the Registered Post/Speed Post. No hand delivery/Courier will be accepted.** The authority is not held responsible for any postal delay. Tender received after the scheduled date and time will not be accepted. The detailed information are given in the Bid Document which may be downloaded from our Institute website www.bosecuttack.in.

The authority reserves the right to accept/reject any or all tenders without assigning any reason thereof.

Sd/-
Principal,
BOSE, Cuttack.

TENDER DOCUMENTS

FOR

**PROVIDING CATERING FACILITY IN THE PREMISES OF
BHUBANANANDA ORISSA SCHOOL OF ENGINEERING (BOSE),
CUTTACK**



**BHUBANANANDA ORISSA SCHOOL OF ENGINEERING, CUTTACK
SCB MEDICAL COLLEGE ROAD, MANGLABAG. CUTTACK-753007.**

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TENDER DOCUMENTS FOR CAFETERIA , BOSE, CUTTACK

1. INVITATION OF TENDER:

Bhubanananda Orissa School of Engineering, BOSE, Cuttack, invites sealed tender under two bid systems i.e. Technical Bid and Financial Bid from the registered, experienced and well established companies / Firms / Agencies / Persons for running Cafeteria inside the Institution premises initially for a period of one year with effect from the date of award of contract unless extended further by mutual consent of the Competent Authority and the service provider on the terms and conditions mentioned in the tender document or unless terminated in accordance with the terms and conditions mentioned herein:

1.0: SCHEDULE AND PARTICULARS OF TENDER:

- (a) Date of availability of bidding document on the website: 07-07-2023
- (b) Last date and time for submission of bids: 21-07-2023 up to 4 PM
- (c) Time and date of opening of Technical bid: 24-07-2023 at 11 AM
- (d) Opening of Financial Bids: 26-07-2023
- (e) Place of opening of bids: Office of the Principal, BOSE, Cuttack,
- (f) Address for correspondence:
Principal, Bhubanananda Orissa School of Engineering,
Near SCB Medical and Hospital,
Manglabag, Cuttack-753007, Odisha
- (g) Contact Person for any clarification:
Sri S.K.Mohanty, Vice-Principal, BOSE, Cuttack,
Mob.No.9437740256 and 9439111479.
- (h) Tender Documents Fee:
Bid documents are to be downloaded from the Institution website i.e. www.bosecuttack.in Rs.2000.00 (Rupees two thousand only) towards cost of Tender Paper shall be submitted alongwith "Technical Bid" in the form of Demand Draft drawn in any Nationalized Bank in favour of Principal, BOSE, Cuttack, payable at Cuttack, which is NON-REFUNDABLE. Any tender submitted without the requisite cost of Tender Paper will be rejected summarily.
- (i) Earnest Money Deposit:
The Earnest Money Deposit (EMD) of Rs.1,00,000.00 (Rupees One lakh only) for Cafeteria Bids shall accompany with the Technical Bid in the form of Demand Draft drawn in any Nationalized Bank in favour of Principal, BOSE, Cuttack, payable at Cuttack. Any tender submitted without EMD will be rejected summarily.
- (j) Scope of work:
The successful bidder is expected to provide the following services:
 - ❖ Cooking and serving (Meals /Tiffin/snacks/) in the Institution Cafeteria.
 - ❖ FacilitatesforprocurementofrawmaterialsforandonbehalfoftheInstitution Cafeteria.
 - ❖ Managingandcontrolofstocksandinventories.
 - ❖ Add-onsales(Approved by InstitutionAdministration). Students and Staff may use these add-ons to get 'extra' items not included in the basicmenuoutlinedforInstitutionCafeteria.
 - ❖ Cleaningofutensils,kitchenandservingitemsforInstitution Cafeteria.
 - ❖ Cleaningofcooking,diningandauxiliaryareasforInstitutionCafeteria.
 - ❖ Securityoftheequipment,utensilsandotherritemsintheCafeteria
 - ❖ Maintenanceoftheequipment (Electrical fittings and furniture) inthekitchenanddiningarea.



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- ❖ Maintenance of books, ledgers, other records and documents related to running of the Cafeteria.
- ❖ Deployment and supervision of required manpower for the above mentioned tasks.
- ❖ Maintain discipline in the dining hall, kitchen of Institution Cafeteria.
- ❖ Supply qualitative hygienic food to students and staff in the Cafeteria
- ❖ No outsiders will be allowed into the Cafeteria kitchen without specific permission of the authority.
- ❖ In case there will be a tie, the Authority is authorized to decide the parameters to be considered for finalization of the tender.

It can be noted from the above, operational services shall NOT INCLUDE preparation of menu and any policy matter related to running the Cafeteria. All such decision will be the direct responsibility of the relevant executives of the Institution administration.

Important Notes:

1. The Institution Administration Reserve the right to:
 - a. Amend the scope and value of the contract
 - b. Amend the rate of the contract
 - c. Award the contract of the same to any empaneled agencies
 - d. Check the quality and quantity of food at any point of time.
2. For any of the above actions, the Institute shall neither be liable for any damages, nor be under any obligation to inform the applicant of the grounds for the same.
3. Effort on the part of the agencies or its agent to exercise influence or to pressurize the institute for this contract shall result in rejection of the application. Canvassing of any kind is prohibited.

2.0 GENERAL ELIGIBILITY AND TECHNICAL REQUIREMENTS TO PARTICIPATE IN TENDER.

only bidders who fulfil the following eligibility criteria should submit their bids:-

1. Bidders may be a Proprietary firm/partnership firm/ Limited Company and should be registered with the relevant office of the competent Authority under State/ Central Govt. And should have obtained necessary license/permission to run cafeteria. A copy of relevant certificate should be enclosed.
2. The bidders should have minimum three year experience of running cafeteria or rendering similar services in Govt. Organisations/educational Institutes/PSUs etc. (copies documentary evidence in support of this during each of the last three years should be enclosed).
3. The bidders should have minimum turnover of Rs. 15.0 Lakhs per year during each of the last three years (copies of annual account of the three year should be enclosed).
4. There should be no case (either criminal or litigation) pending with the police against the Proprietor/Firm/Partner or the Company (Service Provider) and the Manpower engaged by them / their employees. The bidder should not have been blacklisted by any government organisation or agency and has not indulged in any malpractice. Documentary evidence in the form of an affidavit from the Gazetted Officer is to be submitted.
5. The bidders are required to submit the photocopy of the following documents (duly attested by the Gazetted Officer) along with the Technical bid:-
 - a. Certificate of Registration of firms or Partnership.
 - b. Proof of office address (telephone bill, electricity bill etc.)
 - c. Valid Trade license in relevant field (issued by competent Authority of State / Central Govt. like, Cuttack Municipal Corporation, Cuttack)



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- d. Details of Bank Account of the firm (Name of Bank, Name of Branch, Account No. Type of A/C.). The bank accounts should be at least 3 (three) years old. A cancelled cheque of the account of the firm to be enclosed.
- e. Valid up-to-date GST/IGST income tax clearance for last three years.
- f. PAN Card
- g. Annual Turnover Certificate of Last 3 (three) years duly certified by the chartered Accountants.
- h. IT Return and Audited Balance Sheet of the last 3 years
- i. Not blacklisted certificate as mentioned earlier in the form of an affidavit.
- j. An undertaking by the agency for Acceptance and Compliance of all terms and conditions mentioned in this tender.
- k. An undertaking by the agency about not engaging any child labour and person suffering from epidemic diseases.
- l.

3.0 GENERAL INSTRUCTIONS TO BIDDERS:

A. Definitions and interpretations:

In the contract (as here an after defined) the following definitions, words and expressions shall have meaning hereby assigned to them except where the contract otherwise requires.

- a. Institute means the Principal BOSE, Cuttack through its Principal or his/her representative.
- b. Principal means the Head of the Institute, BOSE, Cuttack
- c. The faculty members assigned as in charge to supervise all activities related to running of Cafeteria inside the premises of Bhubanananda Orissa School of Engineering, Cuttack and report to the InstitutionAdministration who directs and administers the contract.
- d. InstitutionAdministration shall mean a Committee that would normally comprise of Principal as Chairman of different committees, Staffrepresentatives and Students representatives as members. The committee is constituted by the Principal from time to time to supervise and for over all control of the management of the cafeteria.
- e. Contractor means the persons, firms or companies whose tender has been accepted by the Institute.

B. Assignment and Subletting:

- a. The bidder shall not assign the contract or any part thereof or any benefit or interest therein or there under without written consent of the Institute. The whole of the charge included in the contract shall be executed by the Bidder. He / She shall be responsible for the acts, defaults and neglects of servants, or workmen, as fully as if they are the acts or defaults of the bidder.
- b. The cafeteria premises (inside and outside) should not be used for any other purpose except for running of the cafeteria and that the walls and surroundings of the cafeteria should not be used for display of wall posters, writings etc. The minor maintenance will be the responsibility of the contractors / vendors whereas the major repair will be done by BOSE on request of the contractor.
- c. The bidder should not transfer the management to any other individual or agency. The manager of the Cafeteria should be present at the premises and supervise the day to day affairs of the Cafeteria and shall not give scope for any complaints either from students / staff or customers.



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- d. In case of any defaults or negligence under such contract the cafeteria committee may suggest to the Principal to impose fine or penalty against the bidder. Such penalties shall be as follows. After receipt of 1st complaint Rs. 2000.00 on receipt of 2nd complaint Rs. 3000.00 on receipt of compliant Rs. 4000.00 penalties may be imposed on the bidder for any such lapses and unhygienic conditions prevailing inside the cafeteria or substandard raw materials used in cooking or the workers improperly dressed or their conduct uncalled for or the items being sold in the cafeteria do not have proper acceptance of the canteen committee or aesthetic sense is not prevailing. The amount of penalty should be deposited in the office of the Principal, BOSE, Cuttack.
- e. If it is found that, three such fines do not have any effect in abiding by the terms and conditions mentioned in the contract. The contract may be terminated finally after serving thirty days notice by the Principal to the bidder.
- f. Under such conditions the bidder is liable to vacate the cafeteria premises within fifteen days as the case may be from the date of the notice received by him.

C. Scope of BID:-

- a. The contract comprises the necessary arrangement of all raw materials required for preparation of Tiffin / Snacks / Meals preparation of items mentioned in the menu, and serving the prepared items to customers, including provision of all materials, equipments for preparation and serving of items. This will also include transportation, cost of materials and labour charges. The bidder shall make his own arrangement for safe storage of materials and accommodation for his staff etc. No member of the opposite sex is allowed to enter the hall premises from midnight to 6.00 AM
- b. The bidder shall maintain the quality of preparation of items, constant supply of cold drinking water and fresh availability of items, as per the cafeteria management committee requirement. Quality oil (fssai certified oils like Sunflower or branded Mustard oil as well as other ingredients) is to be used in preparation of all food items.
- c. The bidder shall maintain the working hours of cafeteria as laid down by the cafeteria committee.
- d. The bidder shall maintain **FULL HYGIENIC CONDITIONS** in Cafeteria, in storage, preparation and servicing of eatables and in keeping the floor, furniture, utensils, crockery, cutlery neat and clean, such as to maintain the standards and aesthetic values in the cafeteria. Bidder should make arrangements for storage / display the items in hygiene condition.
- e. The bearers for servicing in cafeteria will have to be provided uniforms by the bidder during working hours and they will be required to wear the uniforms during working hours which is a must.
- f. The bidder shall carry out the work in accordance with this contract and with directives of cafeteria committee and to the satisfaction of the Principal through Cafeteria Committee. The Cafeteria Committee from time to time may issue the further instructions, detailed directions and explanations which are hereafter collectively referred to as Cafeteria Committee instructions in regard to.
- g. The bidder should run in the name of **PRINCIPAL, BOSE, CUTTACK** and no other name should be used.
- h. The Cafeteria Committee shall have every right to inspect the Cafeteria without any notice and can seal the cafeteria in case of violation of terms and conditions.
- i. The cafeteria should run during the timings from **6.00 AM to 07.30 PM** normally. The Institute shall however, reserve the right to revise the timings.
- j. The Cafeteria Committee has right to terminate the lease by giving one month's notice if it feels necessary to do so. In such case, the lease shall forego the lease amount.



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- k. The decision of the Principal of the Institute with regard to any matter pertaining to cafeteria will be final.
- l. **The cafeteria bidder shall handover charge of all furniture, fixtures, fittings etc. In good condition to the Institute when the contract is terminated.**
- m. The Cafeteria bidder shall pay the cost of damage, if any caused to the premises, fixture, fittings etc. During the period of contract.
- n. The above Cafeteria Committee shall conduct inspection of canteen in all respects including installation, stores, kitchen, preparation and supply of food items, hygienic conditions etc. At regular intervals.
- o. The Cafeteria Committee may also authorize any other person to inspect the cafeteria.
- p. The contract will be in force from the date of leasing the cafeteria and expire on completion of contract period and no notice by institute is necessary and the cafeteria contractor shall leave the cafeteria premises with his employee's immediately after completion of the specified date and shall not re-enter. However, this condition does not apply if the lease period is terminated before the completion of the contract period.
- q. The BOSE, Cuttack permits the bidder to utilize the electrical, sanitary fittings and furniture for the purpose of carrying out their obligations under this agreement.
- r. Utensils and cooking gas required for cooking and other crockery and cutlery shall have to be arranged by the bidder.
- s. The lease should execute an agreement bond in the prescribed proforma on **Non-Judicial stamp paper worth Rs. 100.00**, which shall bear by the bidder.
- t. Minimum rates of items have been fixed by the Institute Authority. The bidders will quote the rates of every items as per the format attached with bid documents. A menu chart accordingly should be displayed at the prominent place of cafeteria. The rates approved will not be revised during the tender/lease period without prior permission of the Authority.
- u. Good quality oil (*fssai* certified) like sunflower oil or branded mustard oil and branded spices only to be used for cooking purpose.

D. Contract Documents:

The several documents forming the contract are to be taken mutually explanatory of one another and in case of ambiguities or discrepancies the same shall be explained and clarified by the Institute who shall thereupon issue to the contractor their interpretation and direction in what manner the work is to be carried out.

E. Removal of Workmen:

The contractor shall employ in running the cafeteria only such persons as are careful, skilled and experienced in their trades. No child labour will be employed by the bidder in the cafeteria and the institute shall be at liberty to object and require the bidder to remove from cafeteria any person employed by bidder in running the bidder who in the opinion of the institute misconducts himself or is incompetent or negligent, in the proper performance of his duties and such persons shall not again be employed in the canteen without the specific permission of the cafeteria committee.

F. Compliance of Statutory Liabilities:

- a. Minimum wages: The bidder shall ensure that wages paid to his employees conform to the provisions of the Minimum Wages Act.
- b. The bidder shall be totally responsible for all statutory liabilities including those relating to Weights and Measures and Prevention of Food Adulteration.
- c. The Person/ persons whose tender may be accepted (hereafter called the bidder) shall have to deposit **Rs.1,00,000.00 (Rupees one lakh) only Security Money** with the Institute which shall be refunded after expiry of the contract.



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G. Forfeiture of Security Deposit:

In a case in which under no clause(s) of this contract the bidder shall have rendered himself liable to pay compensation amounting to the whole of his Security Deposit, the Principal shall have power to adopt the following course as he may deem best suited to the Institute. To rescind the contract (of which decision, notice in writing to the bidder under his own hand be conclusive evidence) in which case the security deposit of the bidder shall stand forfeited and be absolutely at the disposal of the Institute.

H. Settlement of Dispute:

All disputes related to bidder lease, rent, electric bill management, maintaining hygiene and abiding rules and regulation framed by cafeteria committee shall be settled within the institute by Institute authority (Principal).

4.0 INSTRUCTIONS FOR SUBMISSION OF TENDER PAPER:

All the Tenders shall be prepared and submitted in accordance with the instructions as follows. Any proposal which is not submitted in accordance with these instructions will be summarily rejected without any communication in this regard.

- a. The bid shall be submitted in two separate sealed envelopes. The first envelope shall be super scribed as Technical Bid for Cafeteria, BOSE, Cuttack and shall contain the information regarding eligibility criteria in the prescribed formats and mandatory enclosures as given in Annexure-I along with EMD and cost of tender paper and the second envelope super scribed as Financial Bid for Canteen, BOSE, Cuttack shall contain price bid in the format given in Annexure-II. Both these envelopes and the covering letter accompanying the tender document (including all the Annexure), duly signed on each page with seal by the bidder / authorized representative of the bidder, should be enclosed in a bigger third envelope, which shall be super scribed Bid for Allotment of Cafeteria in the premises of BOSE, Cuttack and should reach at the following address through registered post on or before the scheduled time. No hand delivery / courier service will be accepted.
- b. No tender will be considered which is not as per the printed /typed form.
- c. All entire in the tender forms should be legible and filled clearly. If the space for furnishing information is insufficient, a separate sheet duly signed by the bidder/authorized signatory may be attached. No corrections including overwriting or striking out will be permitted during bidding. In such cases the tender shall be summarily rejected.
- d. If any bidder is found to have business or family relationship with any employee of this Institute his bid will be rejected.
- e. No. Modification or substitution of the submitted bids shall be allowed.
- f. The bids shall be opened on the scheduled date and time at Office of the Principal, BOSE, Cuttack in the presence of the representative of the bidders, if any who are present on the spot at that time. No separate intimation shall be sent to bidders for the same.
- g. The bidders are required to enclose photocopies of the supporting documents, self-certified by the bidder/authorized representative of the bidder.
- h. A bid submitted without cost of tender, EMI and incomplete or conditional bid shall not be considered and the same will be rejected.
- i. Tenders will not be accepted after the prescribed time and date as out in the Tender Notice or subsequent extensions. If any notified by the office.
- j. BOSE is not held responsible for any delay loss or non-receipt of the bid sent by post/courier. Bid submitted through E-mail / Hand delivery shall not be accepted.
- k. Interested parties may submit their tender after inspection of the premises of BOSE, Cuttack at the above location. The inspection of the cafeteria premises can be made between **11.00 AM to 04.00 PM** on all working days from the date of issue of notification till the last date of Bid submission.



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- I. There should be no cutting / overwriting in the Tenders.
- m. The Principal, BOSE, Cuttack reserve the right to accept or reject any Tender / bids in full or in part in case of incomplete bids and also without assigning any reason thereof. In case of any dispute, decision of the Principal will be final and binding.

5.0. Specific Terms and Conditions:

- i. The cafeteria will run on contract basis within the premises of the Institute,
- ii. Selection for the allotment of cafeteria will be strictly on the terms and condition of the Tender
- iii. The contract is to be executed between Principal, BOSE, Cuttack (called as 1st Party) and qualified bidders (here-in-after called as 2nd party) on the Terms and Conditions mentioned in this bid documents. The agreement will be made for a period of one year (first 3 month being the probation period) and extendable for period of one year on satisfactory performance after which the authority (Principal, BOSE, Cuttack) reserves the right to go for fresh tender or extend the term as the case may be.
- iv. Essence of this contract is to provide timely and better service to the students and staff. A canteen committee, authorised by the Principal, BOSE, Cuttack will check the hygiene and other performance of the Cafeteria owners. If any defect is noticed by the Committee, the same will be communicated to canteen owner and if no visible rectification is noticed, the agreement will be cancelled with one month notice and the contractor will be removed from the campus.
- v. If the contractor is found selling goods at unreasonable and high price, he will be called for justification and if he fails to submit the justification his/her contract will be cancelled.
- vi. Subletting of rooms is strictly prohibited,
- vii. The bidders will be required to produce valid up to date food license/GST/IGST, Service Tax registration/PAN Card and IT return for the past three years in their name along with the bid failing which the submission of bids will summarily rejected.
- viii. Security money of Rs.100,000.00 (Rupees one lakh only) should be deposited by the 2nd party in shape of demand draft drawn in favour of "Principal, BOSE, Cuttack", payable at Cuttack prior to execution of the contract. EMD will be retained in the Institution account till the contract is valid. EMD of unsuccessful bidders will be return after execution of the above agreement.
- ix. The 1st party shall provide the existing infrastructures.
- x. The 2nd party is to keep the cafeteria and its surrounding in good condition and take up routine minor maintenance of the internal structure. Major maintenance will be taken care of by the 1st party.
- xi. The 2nd party is to provide good quality and hygienic food as mutually agreed upon by both the parties.
- xii. In case of deviation (if any) found at any point of time, it would be the responsibility of the committee to settle the matter through mutual discussion between both the parties,
- xiii. The 2nd party should ensure that the staff on duty should be under his control and would be sufficiently trained to maintain good discipline within the premises. In case of any difficulty, the matter should be reported to the 1st party in written form. The 2nd party does not possess any authority to take the law into his hands without informing the 1st party.
- xiv. The Earnest Money of the successful bidder will be liable to be forfeited as liquidated damages in the event of any evasion, refusal or delay on his part in signing the agreement. The earnest money of the bidder who intimates the withdrawal of his/her tender in breach of conditions of contract will also be liable to forfeited.



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- xv. The successful bidder, whose tender is accepted, have to sign the contract within 10 days of issuance of the work order and have start the cafeteria within 30 days of date of issuance of the work order failing which the earnest money deposited by him will be liable to forfeiture and the acceptance of his/her tender may be withdrawn.
- xvi. BOSE authority will provide rooms with water supply facilities to the cafeteria. Any interior decoration may be done by the successful bidder with due permission from the cafeteria committee at his own cost without any liability to BOSE, Cuttack.
- xvii. The contractor can not close the shop without prior permission of the cafeteria committee, BOSE, Cuttack.
- xviii. The tender will remain valid for 60 days from the date of opening.

6.0 Application form for technical bid should be filled up neatly and correctly. In case of any documents found to be forged, the bid submitted by the bidders shall be rejected without assigning any reason.

7.0 The financial bid should be filled up neatly and correctly. The bidders shall abide by all up-to-date labour laws such as payment of Wages, Insurance, EPF, ESI etc. and other laws on applicable during the execution of work.

08. Principal, BOSE, Cuttack is not responsible for any financial obligation like credit to any persons etc.

09.0

DECLARATION

- A. I declare that, I will abide by the terms and conditions stated in the tender document,
B. I will also abide by the conditions that may be stipulated from time to time by the Cafeteria Committee or the authority of the Institute during the period of lease,
C. I will be held responsible for any damage caused to the Institute property and that I will abide by the decision of the Institute that may be taken under such situations. All disputes relating to management of Cafeteria shall be settled with BOSE Authority only.

SIGNATURE OF TENDERER

Date:

Name of Tenderer: _____

Full Address: _____

Pin Code No. _____

Mobile No. _____



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Annexure-I

10.0

APPLICATION FOR TECHNICAL BID
(For running Cafeteria in BOSE, Cuttack)

1. Name of the Firm: _____

2. Details of Cost of Bid Documents: DDNo. _____ Date: _____

of Rs. _____ drawn on Bank _____

3. Details of Earnest Money Deposit :DD No. _____ Date: _____

of Rs. _____ drawn on Bank _____

4. Name of the Proprietor/Partner/Director: _____

5.Full Address of Registered Office: _____

Telephone No. _____

Fax No. _____

E-Mail Address: _____

6.Full Address of operating/Branch Office (if any): _____

Telephone No. _____

Fax No. _____

E-Mail Address: _____

7.Name and Telephone No. of Authorized Officer/
Person for liaison :

8.Banker of the Service Provider:
(Attach certified copy of statement of
Account for the last Three Years)
Telephone No. of Banker:



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11. Photocopies of Mandatory Documents to be Attached:

| Sl. No. | Documents need to be Submitted | Whether submitted (write Yes/No) | Ref. Page Number |
|---------|---|----------------------------------|------------------|
| a) | Certificate of Registration of firms or Partnership | | |
| b) | Proof of office address (telephone bill, electricity bill etc. | | |
| c) | Food License | | |
| d) | PAN Card | | |
| e) | Aadhar Card | | |
| f) | Valid up to date GST/IGST | | |
| g) | Details of Bank Account of the firm (Name of Bank, Name of branch, Account No., Type of A/C. The bank accounts should be at least 3(three) year old. A cancelled cheque of the account of the firm to be enclosed. | | |
| h) | Annual Turnover Certificate of last 3(three) Financial Year duly certified by the Chartered Accountant | | |
| i) | IT Return and Audited Balance Sheet of the last 03(Three) Years. | | |
| j) | Existence of agency for not less than 01(one) year in the field | | |
| k) | Non relation certificate with the employees of BOSE, Cuttack | | |
| l) | Not blacklisted certificate as mentioned earlier in the form of affidavit. | | |
| m) | An undertaking by the agency for Acceptance and compliance of all terms and conditions mentioned in this tender above which should be clearly mentioned that the Agency will be fully liable for all Statutory Obligation to the Director Employer for all obligation during and after the period of Contract | | |
| n) | Documentary evidence in support of providing satisfactory service from all existing clients of current period. | | |
| o) | Trade license certificate from the competent authority from CMC. | | |

Signature of the Tenderer

Date:



OFFICE OF THE PRINCIPAL
BHUBANANANDA ORISSA SCHOOL OF ENGINEERING, CUTTACK

At. –SCB Medical College Road, Pin-753007, Dist. -Cuttack,
E-mail: principalbose@rediffmail.com, Website: www.bosecuttack.in

12.LIST OF ITEMS:

FINANCIAL BID

ANNEXURE-II

| Sl No | Name of the item | | Details of the Meal/Tiffin with item | No. of pieces in plate | Rate | |
|-------|------------------|-------------------------|--|------------------------|----------|-----------|
| | Meal | Tiffin | | | Per Meal | Per Plate |
| 1 | Veg Meal | -- | Rice,Dal,Sabji,Bhaja,Khata/Pampad | | | |
| 2 | Non Veg Meal | -- | Rice,Dal,Fish/Egg,Bhaja,Pampad/Khata | | | |
| 3 | -- | Idli (70 g each), | (70 g each) with chutney & sambar | 2 Pcs, | | |
| 4 | -- | Dosa | Plain Dosa with chutney and sambar | 1 piece | | |
| | | | Masala Dosa with chutney & sambar | 1 piece | | |
| 5 | -- | Chakuli | BiriChakuli standard size with curry | 2 pieces | | |
| 6 | -- | Vada/Aluchup/ Samosa | (50 gm each)with curry | 2 pieces | | |
| 7 | -- | Poori | Poori with sabji | 4 pieces | | |
| 8 | -- | Upma | 100 g.with chutney and sambar | | | |
| 9 | -- | Biryani | Veg biriyani with kuchumber | Half plate | | |
| | | | Chicken Biryani with kuchumber | Half plate | | |
| 10 | -- | Chowmin | Veg chowmin | Half plate | | |
| | | | Non veg chowmin | Half plate | | |
| 11 | -- | Tea/Coffee | | 1 cup | | |
| 12 | Packet items | | Cold Drink,icecream,biscuits,cake etc. | as per MRP | | |

I undertake to serve the items mentioned above at the above rate duly maintaining the quantum indicated therein. Branded oil and spices only to be used for the preparation of meals and other food items. Any other menu (if any) will be priced as per the actual market price and will be approved by the cafeteria committee.

The weight given does not include the weight of Daal/Chutney/Sambar/Curry/Chutney.

Date:

Signature of the applicant

Name:

Address:

DECLARATION:

A)I declare that I will abide by the terms and conditions stated in the tender document

B)I will also abide by the conditions that may be stipulated from time to time by the Cafeteria Committee or the authority of BOSE, Cuttack during the period of lease

C)I will be held responsible for any damage caused to the Institution property and that I will abide by the decision of the Institution that may be taken under such situations. All disputes relating to the management of Cafeteria shall be settled with Institution authority only.

SIGNATURE OF TENDERER

Date:

Name of the Tenderer _____

Full Address: _____

Pin Code No: _____

Mobile No. _____