



No. B-11015/3/2015- Estt.

Government of India
Ministry of Shipping

1, Transport Bhavan,
Parliament Street,
New Delhi -110001

Dated:- 3 August, 2015

TENDER NOTICE

Subject: - Requirement for the canteen services provider in the Ministry of Shipping- reg.

The undersigned is directed to invite rate quotations from the experienced canteen services providers for supply and service of tea/coffee, light snacks and lunch to the officers and staff of the Ministry for a period of one year from the date of entering into contract with the Ministry of Shipping.

2. The contractor will be provided the subsidy of salary for manpower from the Ministry at the rates prescribed by the Government of National Capital Region (NCR) of Delhi for the specific class of workers. The contractor should engage the following workers for providing the services:

- (i) 1 Supervisor
- (ii) 6 Bearers
- (iii) 2 Cooks
- (iv) 2 Helpers/Wash boys

Quotations are invited in Two Bid systems i.e. Technical and Financial

Terms and conditions shall be as follows:-

(A) Technical Bid

- (i) The firm should have at least 3 years work experience in Government/Govt. recognised/PSU Department.
- (ii) Performance certificate from their respective departments.
- (iii) The firms should have at least annual turnover of Rs. 5 Lakhs during the last three years.
- (iv) The firm has to provide a Demand Draft of Rs. 10,000/- (Rupees Ten Thousand only) as Earnest Money payable to "PAO (Sectt.), M/o Shipping" which will be returned to the firm concerned after completion of the tender process.

(B) Financial Bid

- (i) The parties giving their Quotation are advised not to erase, overwrite or mutilate figures etc. otherwise their quotations would be ignored. Rate should be written in figures as well as in words.

2. Interested parties may please submit separate sealed envelopes superscribing "Technical Bid" and "Financial Bid". Both sealed envelopes should be kept in a third envelopes superscribing "Tender for providing Canteen Services" and be submitted by name to the undersigned not later than **14.08.2015 at 3.30 P.M. in Room No. 438.**

3. The technical bid will be opened on **14.08.2015 at 4.00 P.M. in the Room No. 414**. Interested parties or their representatives may like to be present at the time of opening of quotations. Date and time for opening of financial bid will be intimated later on.
4. The successful contractor has to provide/deposit Rs. 50,000/- (Rupees Fifty Thousand only) in form of Demand Draft payable to Ministry of Shipping in Cash Section of the Ministry as Performance Security Deposit which will be released to the firm after successful/satisfactory completion of the contract.
5. The successful Contractor would provide services from 9.30 a.m. to 6.00 p.m. on all working days. On Saturdays, Sundays and other Holidays the Canteen is to be opened on specific requirement of the Ministry. The Lunch Time for serving lunch would be observed from **12.30 p.m. to 2.00 p.m.** The Contractor should provide the services of Tea, Coffee, Snacks and Lunch in the Canteen and in the rooms of the Ministry of Shipping as per the request of the officials of the Ministry.
6. The Contractor has to provide sufficient quantity of utensils, Gas & Gas Burner to be used in the office premises.
7. **The Contractor would be required to use ISI/Agmark products.**
8. No advance payment will be made. The contractor will submit bill on monthly basis.
9. The Ministry of Shipping reserves the right to accept or reject any tender in full or in part without assigning any reasons thereof. The decision of the Ministry in this regard shall be final and binding on the firm.


(ANURAG SHARMA)

Under Secretary to the Govt. of India
Ph:- 23719422

Copy to:-

- (i) Sr. TD, NIC - with a request for display of the tender on the website of the Ministry.
- ✓ (ii) Indian Ports Association, 1st Floor, South Tower, NBCC Place, Bhisham Pitamah Marg, Lodi Road, New Delhi - 110 003 – with a request to display the tender on their website for wide circulation.
- (iii) All Notice Boards.
- (iv) Spares - 2 copies.

Scope of Work and General Instructions for tenderers

The details of items proposed to be provided are:-

Sl. No.	ITEMS	RATES (In Rs.) (To be quoted by the tenderer)
	Beverages	
1.	Tea (Normal) (150 ml)	
2.	Tea (Executive) (150 ml) including two biscuits (Good Day) or equivalent quality	
3.	Coffee (170 ml)	
4.	Cold drinks	
	Snacks	
5.	Paneer Pakoda (50 gms)	
6.	Vegetable Pakoda (per plate) 100 gms	
7.	Bread Pakoda (50 gms)	
8.	Namak Pare (100 gms)	
9.	Samosa/Kachori (60 gms)	
10.	2 eggs omelet	
11.	2 eggs omelet with 4 slices	
12.	2 eggs omelet in 25 gms Amul butter with 4 slice	
13.	Butter Toast 4 slice	
14.	Vegetable Sandwich having mayonnaise (eggless) and grafted vegetable (Harvest Bread White)	
15.	Vegetable Patty (50 gms)	
16.	Chips (per packet)	
	Sweets	
17.	Gulab Jamun (25 gms)	
18.	Burfee/Bessan Laddo, (30-35 gms)	
	Lunch	
19.	Standard Thali – which would include 4 Roti (25 gms each), rice boiled (150 gms), 1 vegetable (100 gms), 1 Dal (150 gms), Salad, Pickle and 1 Raita (100 gms)	
20.	Executive Thali – 4 Roti/2 Parantha (25 gms), fried rice (150 gms), 1 Special Dal (150 gms), 1 dry seasonal vegetable (100 gms), 1 vegetable curry (100 gms), 1 Boondi Raita (100 gms), Pickle, Salad, Papad & 1 Sweet (40 gms)	
21.	Rajama & Chawal (Rice)/Chhole & Chawal (150 gms each)	
22.	Puri (4 pcs) & Subzee (100 gms each)	
23.	Sambar- Vada 2 Pcs (40 gms) each	
24.	Sambar-Idli- 2 pcs (50 gms) each	
25.	Egg Curry (2 eggs)	
26.	Tomato Soup (150 ml)	