

# **TENDER DOCUMENT FOR VIDYALAYA CANTEEN**

**OFFICE OF THE PRINCIPAL**

**KENDRIYA VIDYALAYA OLD CANTT PRYAGRAJ**

**TEL – 2251722/WEBSITE: <http://oldcanttald.kvs.ac.in>**

**Cost of Tender Form: Rupees 200/-**

**(Those who download the Tender Document form from website should enclosed a DD for Rs. 200/- towards cost of tender form)**



# केन्द्रीय विद्यालय ओल्ड कैंट तेलियरगंज प्रयागराज

Kendriya Vidyalaya Old Cantt, Teliyar Ganj, Allahabad

2251722, 2441723,

Email- [kvoldcantt@gmail.com](mailto:kvoldcantt@gmail.com), [pplkvoldcanttald@kvs.gov.in](mailto:pplkvoldcanttald@kvs.gov.in)

Website- <https://oldcanttald.kvs.ac.in>

GST No.: 09ALDK00642F1DI



CBSE School No: 08898

KV Code: 1713

Station Code: 394

Region Code: 30

CBSE Affiliation No. : 2100078

Udise code-09452208423

F.No. KVOC/2022-23/CANTEEN

Date: 07.07.2022

## TENDER DOCUMENT

Sub: **Awarding of Canteen Contract for the period of 1 Year from the date of Contract w.e.f 01.08.2022.**

Sir/Madam,

Please find enclosed herewith the tender documents for running of Canteen. Tender duly filled, signed and stamped in sealed cover addressed to the Principal, Kendriya Vidyalaya, Old Cantt, prayagraj. Should reach latest by 16.00 hrs. On 11.07.2022. A Draft of Rs. 200 as bid security in favour of VVN, **KENDRIYA VIDYALAYA OLD CANTT, VVN ACCOUNT AT PRAYAGRAJ** should be deposited.

In case of any queries or clarifications, please feel free to contact the undersigned, Telephone No. 0532-2251722

(Rajeev Kumar Tiwari)  
PRINCIPAL

Encl: Tender Document.

**TERMS & CONDITIONS OF CONTRACT – FOR RUNNING A CANTEEN IN  
KENDRIYA VIDYALAYA, OLD CANTT, PRAYAGRAJ-211004**

1. The agreement shall be valid initially for a period of 1 Year from the date of agreement and thereafter it may be extended for a further period as may be necessary on mutual agreement.
2. The contractor should have/arrange a valid food/catering or any necessary license or permission required for running a school canteen.
1. The price list as attached herewith (Annexure –I) will be made an attachment to this agreement and will be valid for 1 Year. The contractor will supply only such items specifically approved by the PRINCIPAL, KV OLD CANTT PRAYAGRAJ and as directed by the CBSE for the school canteen.
2. The contractor will be responsible for providing all food items mentioned in Annexure-I.
3. The building for canteen will be provided on rent by the school. The contractor will be responsible for proper handling and safe custody. Repair and maintenance of the equipment's will be carried out by the contractor and he will not claim any reimbursement of expenses on this account.
4. In case of any food poisoning/contamination the contractor will be held fully responsible and he will bear all the expenses caused due to food poisoning/Contamination.
5. The Contractor will employ adequate number of staff in order to maintain efficiency.
6. All persons engaged by the contractor shall be the contractor's own employees and they will claim no privileges from PRINCIPAL, KV OLD CANTT PRAYAGRAJ. The contractor will be directly responsible for the administration of his employees as regards general discipline and courteous behaviour.
7. The contractor will get all his workers medically examined from approved Registered Medical Practitioner recognized by Indian Medical Council, to be free from communicable diseases in addition to general fitness.
10. The Contractor will be responsible for cleanliness of crockery, cooking utensils, furniture, fixtures and fittings, etc. in the kitchen as well as the canteen hall. The organization will not provide any cleaning materials/dusters, etc. for the same.
11. Very high standards of hygiene and cleanliness shall be observed in the running of the kitchen, the canteen hall and connected services by the contractor and workers engaged by contractor including those responsible for collection of used utensils and periodic disposal of waste and refuse.
12. The Canteen shall be opened for catering during School hours on all working days.
13. The contractor will not take out of the K.V. Premises any articles or stores without a Gate-Pass to be issued by the Canteen in-charge. In the event of failure, to supply the approved items without notice by the contractor, the same will be arranged by the Organization at the Contractor's risk and cost.
14. The Contractor shall at his own cost, effect, as required as per the Act, necessary insurance in respect of the staff and other personnel or persons to be employed or engaged by the Contractor in connection with the rendering of the aforesaid services to Kendriya Vidyalaya

Keshavpuram and shall comply with the provisions of (Regulation and Abolition) Act, Employees Staff Insurance Act, Workmen's Compensation Act, Payment of was Act, The Employees Provident Fund and Family Pension Fund Act 1952, the other rules regulations and / or statues that may be applicable to them now or that may be introduced.

15. The contractor will have to furnish the statement showing the names and was of all the employees engaged for KV OLD CANTT PRAYAGRAJ Canteen. Any addition/deletion must be communicated to KV OLD CANTT PRAYAGRAJ.
16. The police verification documents of the persons deployed should be deposited by the contractor within 15 days of deployment to the office of Kendriya Vidyalaya Old Cantt, Allahabad, otherwise the person will not be allowed to work in the Vidyalaya and the contractor will replace him immediately with the person whose verification is completed.
17. KV OLD CANTT PRAYAGRAJ. Shall have the right to search the Contractor's employees at any time while going out of the office premises and there shall be no grievances expressed/felt on this account either by contractor or his employees. The Contractor will issue ID Cards to the contractor's workers in the format approved by KV OLD CANTT PRAYAGRAJ.
18. KV OLD CANTT PRAYAGRAJ nominees reserve the right to take samples of the edibles/raw material from the canteen for the purpose of inspection and testing with a view to maintain the quality. Such samples will however be drawn by authorized person/persons in the manner and as per procedure laid down in PF Act.
19. A canteen Management Committee will be nominated by KV OLD CANTT PRAYAGRAJ to inspect and oversee functioning of Canteen with a view to ensure hygiene and sufficient service in the canteen. In case there are repeated failures or lacuna noticed by the committee due to failure of contractor, the Secretary and / or Chairman of the Canteen Committee can impose a fine up to Rs. 500/-at one time to be recoverable from bills due to the contractor.
20. Contractor will ensure that hazardous or inflammable or any intoxicating material is not stored in the canteen premises.
21. a) The contractor shall not sublet or assign the license or use the space provided for running the canteen for purposes other than running canteen and shall not allow anybody or reside in the licensed premises and shall not use the same or part of it for stocking or keeping articles other than those needed for use in the canteen nor shall be made or permit to be made any structural additions and alterations to the same without written sanction of the Management.  
b) **The contractor shall be responsible for all damages or losses to KV OLD CANTT PRAYAGRAJ's property by the contractor himself or his staff and shall be liable to make good any such loss or damage excepting those due to reasonable use or wear and tear or such as caused by an act of God.**  
c) KV OLD CANTT PRAYAGRAJ will not be in any way responsible for any loss or damages accruing to any goods, stores or articles that may be kept by the contractor in the canteen premises including kitchen and other rooms.
22. For termination of this agreement two months' notice will be required from either side in writing. The contractor shall vacate the licensed premises peacefully after the expiry of the licensed period and/or earlier if desired by KV OLD CANTT PRAYAGRAJ and shall hand

over the same to the authorized officer along with all furniture, fittings and other articles as may have been provide, from time to time and the decision of PRINCIPAL, KV OLD CANTT PRAYAGRAJ shall be final and binding upon the contractor. The Contractor shall be free to remove without any damage to the KV OLD CANTT PRAYAGRAJ property like furniture, fittings, crockery, cutlery, utensils and other articles that might have been brought by the Contractor.

23. In case of any dispute the decision of PRINCIPAL, KV OLD CANTT PRAYAGRAJ will be final and binding on the Contractor.
24. The Contractor has a bare permission only to run a canteen in the KV OLD CANTT PRAYAGRAJ premises during the contract period and nothing contained in this document shall be construed as demise in law of the said KV OLD CANTT PRAYAGRAJ premises or any part thereof and shall not give any legal title or interest to the Contractor.
25. The Canteen Contractor will bring all crockery/utensils for the purpose of making serving including Gas Burners.
26. Working experience in catering or running of canteen in various offices at least of 3 years or more.
28. List of Offices or Organization where the canteen had been run or presently running.
29. Contractor should provide firms PAN Number issued by Income Tax Department along with his quote. No payment will be released without submission of PAN Number. All taxes will be recovered from his payment as per tax provision in vogue.
30. Monthly rent deposited by the contractor in the office by Cheque of Rs. 500/- P.M.
31. **If electricity bill impose by the MES in favour of canteen separately then the contractor fully responsible for payment of bill given by the MES.**

**Terms and conditions mentioned above are accepted to me.**

(Signature of Contractor)

**KV OLD CANTT PRAYAGRAJ**

**Tender form to be submitted by the Tenderer.**

- 1. Name of the Tenderer:-**
- 2. Address :-**
- 3. Registration/Licence No.**  
(Attested Photostate copy of license issued by the local authority should be attached or copy of the letter pad or bill book may be attached)
- 4. Sales Tax No.(Attested Photocopy of Sales Tax Certificate should be attached)/PAN/VAT/(WHICH EVER IS APPLICABLE)**
- 5. Year of Establishment \_\_\_\_\_**
- 6. Contracts executed till date**  
(Nature thereof): Govt. Semi Govt./Private  
Please give details of contracts executed in a separate sheet, along with documentary proof if any thereof)
  - i)
  - ii)
  - iii)
  - iv)
- 7. Present assignment in hand: Govt./Semi./Private**
  - i)
  - ii)
  - iii)
  - iv)
- 8. Amount of rent to be paid to the school every Month   Rs.\_\_\_\_\_**
- 9. All the items and conditions, as mentioned in the Tender Form are acceptable to Me /us.**

**Date:\_\_\_\_\_ Signature of the Tenderer**

**With Stamp**

**KV OLD CANTT PRAYAGRAJ**

**ANNEXIRE-I**

**LIST OF BEVERAGES/SNACKS TO BE SOLD IN THE CANTEEN**

<b>S.NO.</b>	<b>ITEMS</b>	<b>QTY WITH WEIGHT</b>	<b>RATE TO BE QUOTED BY THE TENDERER</b>
1	Hot Coffee	One cup (125ml)	
2	Hot tea	One cup (125ml)	
3	Hot milk	One cup (125ml)	
4	Bread & Butter, Seasonal Fruits, Butter Milk	2 PCs (2 Slices Big + Butter there on	
5	Vegetable Sandwich	Set of two piece	
6	Puri/Chapatti, Fruit Salad	4 Pcs with Chholley /Vegetable	
7	Full lunch	2 Puri/Chappati, rice, vegetable, ratia, dal sweet and salad	
8	Vegetable Pakora	1 Plate (50 gm) with Chutney	
9	Vada (dal)	1 Pc (35 gm)	
10	Aloo Bonda	01 Pc (40 gm)	
11	Idly sambar with Chutney	Plate containing 04 idlies	
12	Sada Dosa (50 gm) with sambar and chutney	1 Plate containing 2 dosa Only	
13	Masala dosa (200 gm) with sambar & chutney	1 Plate containing 1 dosa Only	
14	Uttappam	1 Pc (150 gm)	
15	Upma	01 Plate (150 gm)	
16	Sambar Vada	01 plate (2 Pcs)	
17	Dahi vada	01 plate (02 pc)	
18	Working lunch for official meeting etc	Puri/Chapatti, rice, vegetables, raita, dal, Sweet and salad.	
19	One day food arrangement such as i.e. food for one day	Morning tea, Breakfast, Tea Biscuit, Lunch, Evening Tea with snacks and dinner	1. For adult : 2. for student: