



EMPLOYEES' STATE INSURANCE CORPORATION
MODEL HOSPITAL

(Ministry of labour & Employment, Govt. of India)
Lane No. 2, SIDCO Industrial Complex, Bari-Brahmana, Jammu (J&K)
Website:- www.esic.nic.in, www.esichospitals.gov.in
E-mail:- ms-jammu@esic.in

Ph. No.:- 01923-220302, Ph/Fax No.:- 01923-221105, Toll Free Helpline No.:- 01923-222621

No. 192-D/15/15/2011-Genl.

Dated: 11.10.2017

Notice Inviting Tenders for canteen Services-2017

The Medical Superintendent ESIC Model Hospital, Bari Brahmana, Jammu invites sealed tenders for Canteen services. The detailed tender documents can be obtained from this office on payment of Rs.250/- (Two hundred and fifty only) by way of demand draft payable in the favour of 'ESIC Fund - Account no. 1' drawn from any nationalized bank and payable at Bari Brahmana, Jammu on any working day **between 10.00 AM to 3.00 PM on Monday to Friday and 10:00 AM to 01:00 PM on Saturday from 12.10.2017 to 08.11.2017.** The tender documents can also be downloaded from website www.esic.nic.in & www.esichospitals.gov.in. Required fees of Rs.250 / - to be paid by way of demand draft accompanying the tender.

Sd/-
(Medical Superintendent)

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TENDER FOR RUNNING OF CANTEEN

TERMS AND CONDITIONS

- I. Sealed tenders are invited for running of Canteen in the premises of ESIC Model Hospital, Bari Brahmana, Jammu, on contractual basis for a period of two years extendable for further one year on the terms & conditions to be agreed upon.
4. Any conditional acceptance is liable to rejection of tender.
5. The Contractor shall run the canteen for the benefit and use of the employees of ESIC Model Hospital and the patients and their attendants visiting this Hospital exclusively in the aforesaid premises.
6. The contractor shall bear all the expenses for running the said Canteen and this hospital shall not in any manner be liable to reimburse the expenses so incurred.
7. The Contractor shall keep the canteen open and render all the necessary services, sale of eatables, tea etc., from 6:00 AM to 10:00 PM on all normal working days including Sunday and other holidays, if so desired by this hospital.
8. The Contractor shall serve the supply for sale of articles as mentioned in the schedule of items or any other articles which may be decided subsequently by the Medical Superintendent or the Officer authorized by him at the rates specified by the canteen committee to the Contractor.
7. Tenders in sealed envelope superscribed as "Tender for running of Canteen" can be dropped in the tender box kept in Room no. 44, **up to 08.11.2017 by 1:00 PM**. No tender thereafter shall be accepted. The tender shall be opened **on 08.11.2017 at 02:30 PM** in the chamber of M.S of this Hospital in the presence of tenderers or their representatives who wish to be present. In the event **of 08.11.2017** being declared as a holiday, the tender will be opened on next working day at the same time and place.
8. Earnest money in the shape of Bank draft/ Banker cheque drawn on any Nationalized Bank in favour of "ESI Fund Account NO 1", payable at Bari Brahmana, Jammu, for Rs.10,000/- (Rupees Ten Thousand Only) should accompany tender documents.
In the absence of EMD, the tender shall be rejected summarily. The EMD shall be adjusted towards performance security deposit in case of successful tenderer. No interest is payable on the EMD.

9. The successful Contractor shall deposit a sum of **Rs. 25,000/- (Rupees Twenty five thousand only)** as interest free Security deposit which will be refunded on the expiry of the contract.
10. The bidder should have at least 2 (two years) experience of running the canteen in a reputed Organization. Suitable documentary evidence to be submitted along with the Tender application.
11. The Hospital will provide free water for washing of the utensils, and free electricity for general illumination, refrigeration and aeration of the kitchen / canteen / store, but no electricity will be permitted for cooking.
12. The Hospital will provide suitable space for Kitchen & eating within the hospital campus.
13. Canteen shall be meant for serving refreshments, snacks, tea, meals etc. and such other items and 'at such prices, as may be settled between the Contractor and the Hospital Authority.
14. The services of the canteen staff will be at the disposal of the staff of this hospital including Doctors, other Officers, Nurses, etc. and bona fide visitors. The users of the canteen shall be paying for the services directly to the Contractor.
15. The contractor selected for canteen services, will be required to maintain highest level of cleanliness and standards of hygiene with regard to the persons under his employment and utensils for serving the food.
16. The personnel appointed by the tenderer must have proper and clean uniform for their identification. The personnel so appointed should have the basic knowledge of personal hygiene and safe & clean methods of food handling, they should be of good character & decent behavior.
17. The quality of the raw materials to be used for preparation of food in the staff canteen should be fresh and of highest standard.
18. The fuel to be used for cooking **will only be commercial LPG** and shall be arranged by' the Contractor.
19. The Contractor will be responsible for maintaining adequate number of persons for cooking, distribution of food and disposal of garbage and left over food.
20. The Contractor should keep the staff canteen complex clean. If at any point the Canteen premises is found to be unclean, the Contractor shall be held responsible and action deemed fit shall be taken by the Competent Authority.
21. The Contractor shall bear all the expenses for running the canteen and the Hospital shall not in any manner be liable for any damages caused due to incidents like theft, burn, fire, electric shock or bear any compensation for damage or injury or injury caused to its workmen while discharging their duty.
22. The Contractor shall not be entitled to use the accommodation allotted by the Hospital' for any other purpose or business other than canteen.
23. The Contractor shall not use the name of the ESI Corporation in business dealing with other persons or traders.

- ~ 24. The persons associated with preparation and distribution of food will be required to undergo periodical medical checkups to rule out the possibilities of communicable disease / infectious diseases, and anybody found suffering from such disease has to be kept out of work till he / she is fully recovered.
25. The list of personnel deployed for food preparation, handling and serving have to be intimated to the Authority from time to time.
26. There shall be no compromise on the quality of food supplied by the Contractor and if any such incidence of food adulteration is found, action deemed fit, including black listing the firm, shall be taken by the Competent Authority and all the rules of Prevention of Food Adulteration Act (PFA Act) will apply.
27. The agency will be responsible for complying with payment of minimum wages (State or Central whichever is higher) and other Social Security benefits including prescribed number of leaves / holidays and prescribed hours of work schedule as per Labour Laws in force from time to time to its employees deployed in the hospital. All laws related to Social Security (ESI & P.F. etc), Service Tax wherever applicable & other Labour legislations, pollution control and such statutory orders from time to time as regards to treatment & disposal of garbage and the Contractor will be liable for any consequences resulting from violation of any such rule / provision.
28. The Contractor will be responsible for such conduct of the persons engaged by him in the Hospital, which will be conducive for maintaining the harmonious atmosphere in the Hospital and will be responsible for any act of commission & omission of such persons.
29. The agency while submitting their tender form shall enclose certified Photostat copies of experience, Trade license essential for carrying out the activities under reference, license under Contract Labour Act, and any other documents in support of carrying out the activities under reference from Competent Authority.
30. The successful bidder / tenderer shall obtain a valid license under the Contract Labour (R & A) Act, 1970 and rules framed there under and shall continue to hold it till completion of the contract. The contractor should be registered with E.P.F., E.S.I., and Service Tax authorities if applicable and shall possess valid Registration Number.
31. All pages of the tender document and related papers are to be duly authenticated by Tenderer or Authorized signatory on behalf of Tenderer.
32. The Hospital Campus is a "NO SMOKING ZONE", hence sale and use of tobacco is prohibited.
33. The sale and use of Liquor (alcohol) is also strictly prohibited in Canteen area and Hospital Premises.
34. The Contractor shall display the approved rates prominently in the Canteen Hall.
35. The Contractor shall keep in a conspicuous place in the Canteen the approved rate list of items and a Complaint book to record complaints and this book shall be open for inspection by the persons duly authorized by Medical Superintendent.
36. The Contractor should use AGMARK/F.P.O. or Standard quality food articles fixed by, BMC, and the Certificate in that regard should be kept in the premises.
37. An Officer authorized by Medical Superintendent can check the quality of food and hygienic condition. If any shortcoming is noticed/found a fine of Rs. 500/- would be imposed for every occasion.

38. The Contractor will provide all applicable Licenses for the premises to run the canteen i.e. BMC Shop & establishment, Food License and any other Licenses.
39. A penalty of Rs. 2000/- will be imposed on the Contractor for each day of unauthorized closing of canteen. If canteen remains closed for a week continuously, this agreement is liable to be cancelled and the Contractor shall be required to vacate the premises within 48 hours as per directions of Hospital authorities.
40. The Contractor will vacate the canteen and hand over the possession of the premises' on the expiry of this contract. If canteen is closed due to any reason under the order of Hospital administration, then the Contractor will have to vacate the premises within 48 hours after receiving the notice thereof. If the Contractor fails to vacate the canteen premises on stipulated date or on direction then damage charges for the overstay at the rate of Rs. 1000/- per day will be recovered from the Contractor out of the Security money. If Security deposit is insufficient to recover damage charges then the same will be recovered through the Court of law.
41. Security Money of the Contractor will be forfeited in case of breach of any condition stipulated herein. 42For any dispute regarding quality / service and rates the decision of the Medical Superintendent shall be final and binding to the Contractor.
42. For any dispute regarding quality/service and rates the decision of the Medical Superintendent shall be final and binding to the contractor.
43. No child labour shall be deployed.
44. The contract/tender, if awarded, shall be valid initially for one year from the date of award of contract subject to continuous satisfactory performance and on failure on this aspect by the contract for the Competent Authority will reserve the right to terminate the contract. The period of the contract can be extended for further period at the discretion of the Competent Authority, to the maximum of one year, on terms and condition of the Hospital.
45. The Successful Tenderer will have to execute an agreement on **Rs.100/- (Rs. One Hundred Only) Stamp Paper** with the ESIC Model Hospital, Bari Brahmana, Jammu.

Sd/-

MEDICAL SUPERINTENDENT

Tender for Running of canteen in the premises of the ESI Model Hospital Sari Srahmana.

Sr. No.	Particulars	Information.
1	Name of the firm	
2.	Postal Address	
3.	Telephone No.	
	Mobile No.	
	Fax No.	
4.	Registration No: of the firm	
	Act under which registered	
5.	Bank Account details	
6.	Total No. of employees	
7.	Whether the firm is approved contractor of the Govt.	
8.	Details of Govt. contract executed in last 12 months	
9	Details of experience	

Undertaking

1. I certify that I have gone through the terms and conditions mentioned in the tender document and undertake to comply with them.
2. The rates quoted by me are valid and binding upon me for the entire period of contract and it is certified that the rates quoted are the lowest of the rates quoted for any other institutions \ Hospitals in India.
3. The earnest money is deposited in the form of DO No. _____ dated
4. I give the rights to the Medical Superintendent to forfeit the Earnest money deposited by me if any delay occurs on my part or I fail to start the canteen within the stipulated time with the items of desired quality.
5. I shall be vacating any space that may be provided to me by the Hospital Authorities to carry out the job otherwise, before I put up the last bill of the contract period for payment.

Date

Place

Signature of the Tenderer
Full Name
Designation.

PLEASE QUOTE YOUR RATE

Offer of rates to be submitted in the following sub-heads and shall be inclusive of all charges, statutory obligations and any other expenses related to or incident to performance of the job under reference and with regards to terms and conditions specified herein before. ,
Menu

Items	Name of the items	Composition/ description	Unit	Rates quoted	Maximum rates permitted In Rs.
Sr. No.		Quantity			
1.	Tea	Standard cup-150ml	Per cup		8/-
2.	Coffee	Standard cup-150ml	Per cup		9/-
3.	Milk	Standard cup-200ml	Per cup		13/-
4	Biscuit	Cream Cracker	Per Packet		MRP
		Good Day	Per Packet		MRP
		Marie	Per Packet		MRP
		Any Other Biscuit	Per Packet		MRP
5.	Samosa	100gms	Per piece		9/-
6.	Bread Pakora	100gms	Per piece		8/-
7.	Veg pakkoda	100gms	Per plate		16/-
8.	Soft Drinks	Mineral Water	Per bottle		MRP
9.		Cold Drinks	Per bottle		MRP

BREAKFAST + DINNER + LUNCH

Sr.. No.	Name of the Items	Composition Description/ Quantity	Unit	Rate	Maximum rates permitted
1.	Veg Noodles	150gms+ Ketch	Per portion		18/-
	Puri & Sabji	Four Puri & One service spoon Chhola, Dal, or sabji	Per portion		30/-
	Plain Paratha & Sabji	Two Paratha & One service spoon Chhola Dal / Sabji.	Per		30/-
	Plain Paratha	One Paratha	Per piece		15/-

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	Plain Roti & Sabji	Two Roti & One Service spoon, Sabji	Per piece		8/-
	Plain Roti	One Roti	Per piece		5/-
	Veg	Vegetable Meals (Four roti, Rice, Dal, Sabji, Chutney, Salad)	Per meal		40/-
	Non-Veg	Chicken (Items for Veg. Meal plus Two Pc., Chicken Curry {75 Grams})	Per Meal		50/-
	Rice	MS and Rice	Per Plate		15/-

The Canteen shall open from 6.00 AM to 10.00 PM

Breakfast Hour: 6.00 AM to 10.30 AM

Lunch Hour: 12.00 Noon to 3.30 PM

Dinner Hour: 7.30 PM to 10.00 PM

Date:

Signature of the Tenderer:

Place:

Full Name:

Designation:

(Office Seal of the Tenderer)