



**National Institute of Electronics and Information Technology,
Gorakhpur Centre**

(Ex-DOEACC Society-Gorakhpur Centre)

**An Autonomous Scientific Society of Department of Information Technology,
Ministry of Communications & Information Technology, Govt. of India,
M.M.M. Engg. College Campus, Deoria Road, Gorakhpur-273010**

Proposal for Award of Contract for Running the Tea Canteen in National Institute of Electronics and Information Technology (formerly DOEACC) Centre Gorakhpur.

1. Name of the Contractor:
2. Address:
3. PAN No.
4. Registration/License Details (Enclose Copy)
5. Rate per article (for the items as List Enclosed)

Security money of Rs. 2000/- (Two Thousand only) has been deposited vide Pay Order/DD/FDR No. _____ dated _____ in favour of NIELIT (Ex-DOEACC) Centre Gorakhpur. All the terms and conditions are mentioned in the proposal are acceptable to me/us.

(Signature of Contractor)

Note: Forms of terms and conditions with Appendix-I, duly signed & dated by the contractor to be enclosed with this form.

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GORAKHPUR**



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TERMS AND CONDITIONS OF TENDER FOR RUNNING OF TEA CANTEEN

1. Tenderers must quote rates only in the enclosed Performa.
2. The Tender document is not transferable and its cost is not refundable under any circumstances.
3. The Tender should be valid for 90 days from the last date of submission of the tender.
4. The tenderer will be required to submit the bid in sealed cover and superscribed in bold letters.

“BID FOR RUNNING OF TEA CANTEEN”

5. Tenderers have to deposit earnest money of Rs. 2000/- (Rs. Two Thousand only) in the form of demand draft in favour of Director, National Institute of Electronics and Information Technology, Gorakhpur Centre, payable at Gorakhpur which will be returned to all except the tenderer selected for running of Canteen at this Centre. This amount will be returned to the selected tenderer after successful completion of the contract. In case the tenderer fails to complete the contract according to the terms of the job order, the amount of EMD will be forfeited.
6. That the Contractor will be granted a license to run the Tea Canteen initially for a period of one year, which may be renewed for another year subject to satisfactory/performance report. The contractor will be terminated on one months' notice by the NIELIT Centre without assigning any reason.
7. The eatables served by the Contractor shall be wholesome & clean. The Deputy Director or any other officer of the Centre and/or nominee of the Deputy Director may at any time enter the premises allotted to the contractor for taking samples thereof free for purpose of inspection, trial or analysis. The decision of the Deputy Director or any of the aforesaid officers about the quality of the item offered for consumption in the Tea canteen shall be final.
8. Prices quoted should be inclusive of all charges like raw material, sales tax / VAT etc. No other charges/taxes/levies shall be payable.
9. The contractor shall display the approved rates prominently in the Tea Canteen.
10. Payment the Tea, Coffee etc. sold directly to the Staff and Students of the Centre will be collected directly by the Tenderer.

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11. Director, National Institute of Electronics and Information Technology, Gorakhpur Centre (formerly DOEACC Society, Gorakhpur Centre) reserves the right to reject any or all tender(s) without assigning any reason.
12. Items from the Canteen shall be served through its own workers by the Contractor.
13. 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.
14. The Contractor will be responsible for cleanliness of crockery, cooking utensils, furniture, fixtures and fittings, etc. in the canteen. The organization will not provide any cleaning materials/dusters, etc. for the same.
15. Standards of hygiene and cleanliness shall be observed in the running of the Canteen 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.
16. Room service will be required to be done by the Contractor to all points in the office and in meeting rooms or Director's rooms at all times from 9:30 to 17:30 hrs, however there will be no room service during lunch hours. The Contractor can levy service charges towards the same, as specified in the rate list to begin with. This can be reviewed with mutual agreement as and when required.
17. The Contractor shall maintain the quality and quantity of the material to be supplied through out the period of contract.
18. The Contractor will have to deposit security amount of Rs. 2000/- which will remain with the National Institute of Electronics and Information Technology, Gorakhpur Centre (formerly DOEACC Society, Gorakhpur Centre) till the operation of the contract. This will be refunded on successful completion of the contract. Breach of any term of this contract shall amount to forfeiture of the cash security without notice.
19. The Contractor will not undertake any modification / alternation additions in the premises provided to him for running the Canteen activities without approval of the competent authority of the Centre and will hand over the premises, fittings / fixtures etc. in working condition, on expiry of the period of contract. Further, he will not allow outsiders to visit the National Institute of Electronics and Information Technology, Gorakhpur Centre (formerly DOEACC Society, Gorakhpur Centre) failing which it will amount to breach of contract and forfeiture of the cash security.
20. Rates finally accepted shall remain valid for six months. After that revision in rates can be considered, based on supporting documents for hike in the cost of raw material.
21. The contractor shall not close the activities abruptly. A notice of at least 30 days shall be required to be given by either side in case the activities of the canteen are to be closed down.
22. Contract will be awarded initially for a period of one year and the agreement can be extended on mutually agreed terms.



23. Any dispute arising out of or in connection with this agreement shall be referred to the sole arbitrator to be appointed by the Director, National Institute of Electronics and Information Technology, Gorakhpur Centre (formerly DOEACC Society, Gorakhpur Centre). The award by the arbitrator shall be final and binding on the parties.
24. Contractor shall not use electricity for cooking/preparation of eatables.
25. In all matters and disputes arising hereunder, the appropriate Courts at Gorakhpur alone shall have jurisdiction to entertain and try them.
26. Non-compliance of the above term and conditions will be treated as non-responsive and are liable to be rejected.
27. Canteen Space, Electricity and Water shall be provided on fixed rent Rs. 500/- per months.
28. Contractor shall be responsible for his employees. He shall not employ children below the age of 14. The persons employed by him shall be medically fit.
29. Sealed tenders, complete in all respects, should reach **National Institute of Electronics and Information Technology, Gorakhpur Centre (formerly DOEACC Society, Gorakhpur Centre), latest by 3:00 p.m. on 23rd January, 2012.** Incomplete tenders or those without earnest money may be rejected. Technical Bids will be opened on the same date at 3:30 p.m. in National Institute of Electronics and Information Technology, Gorakhpur Centre (formerly DOEACC Society, Gorakhpur Centre) in the presence of the representatives of the tenderers, if any, available at the time of opening of the Bids. Any further details required by the tender(s) can be obtained after prior appointment with Shri Alok Kumar Rawat, Senior Assistant (Phone : 0551-2273371).
30. Copy of these terms and conditions duly signed and stamped on each page must be attached with the technical bid in lieu of acceptance of the above terms and conditions.

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**Performa for Quoting Rates for Items to be Sold at the National Institute of Electronics
and Information Technology, Gorakhpur Centre, Canteen by the Canteen Contractor**

**To be submitted in a sealed envelope by 23rd January, 2012 (3:00 pm)
and opened at 3:30 pm on the same day**

Sno.	Description of Items	Qty.	Max. Rate (in Rs.)	Quoted Rate
1.	Cup full of Readymade Tea	(100ml)	05/-	
2.	Cup full of Readymade Coffee	(100 ml)	08/-	
3.	Bread-Butter (04 Slice bread with 20gm butter		12/-	
4.	Samosa	(01 Piece)	05/-	
5.	Paties/ Paistee	(01 Piece)		
6.	Biscuits	} (Not more than MRP)		
7.	Namkeen			
8.	Cold Drinks			

Signature : _____

Name of Authorized Representative : _____

Address : _____

Date : _____

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