

Email: cbsedli@nda.vsnl.net.in
Website: www.cbse.nic.in



Phones: 22509256-59

Fax: 22515826

Tender Form Fee: Rs.200/-

Central Board of Secondary Education
Shiksha Kendra, 2, Community Centre, Preet Vihar, Delhi-110 301

TENDER FORM FOR RUNNING OF STAFF CANTEEN OF CBSE (HQ. AND R.O. DELHI)

Last date of sale of Tender Form 06.09.2013 upto 2:30 p.m.

Sealed tenders for the above work are invited to be submitted along with Bank Draft of earnest money in sealed envelope and superscripted as:

"BID FOR CONTRACTOR FOR RUNNING STAFF CANTEEN"

Duly filled in Tenders form should be dropped in the Tender Box at the reception area at CBSE Headquarters, Preet Vihar, Delhi latest by 06.09.2013 by 3:00 p.m. only.

JOINT SECRETARY (A&L)

Encl.: As above.



Central Board of Secondary Education

Shiksha Kendra, 2, Community Centre, Preet Vihar, Delhi-110 301

PROFORMA FOR CONTRACT FOR RUNNING STAFF CANTEEN FACILITY

1. **ABOUT THE AGENCY:**

(a) NAME & ADDRESS OF THE AGENCY:

(b) Year of Establishment: _____

(c) Name of Proprietor/partner: _____

(d) Telephone No./Mobile No.: _____

(e) Fax No. _____ E-mail: _____

(f) License No. _____ Date _____ Validity upto _____

2. **EXPERIENCE IN RUNNING OF CANTEEN**

(Fill in the details and enclose certificate from the organization)

Sl.No.	Name of Department	Whether Govt/Autonomous/Private	Period	
			From	To
1.				
2.				
3.				
4.				
5.				

Note : Attach the list of Clients and work orders.

3. **DETAILS OF TURN OVER FOR THE LAST THREE YEARS**

Years	Total Amount (In Rs.)
2010-2011	
2011-2012	
2012-2013	

4. Any other Information: _____

5. Earnest money of Rs.20,000/- in favour of The Secretary, CBSE payable at Delhi through Bank Draft No. _____ date _____ & Bank _____

AUTHORIZED SIGNATORY
(WITH FULL NAME AND DESIGNATION)
SEAL

Rates (Inclusive of Service Charges/Service Tax/Sales Tax)

Sl. No.	Items	Approved Rates (in Rupees)
1.	Tea (150 ml)	
2.	Tea (Dip-dip) (150 ml)	
3.	Coffee (150 ml)	
4.	Butter Toast (2 Pcs)	
5.	Samosa (80 Gram)	
6.	Bread Pakora of Aloo (100 Gram)	
7.	Paneer Pakora (40 Gram)	
8.	Veg.Sandwich with Cream	
9.	Biscuit (Market Rate)	
10.	Burger (100 Gram)	
11.	Patties (80 Gram)	
12.	Matthi (20 Gram)	
13.	Soft Drinks (Market Rate)	
14.	Chhole Bature (2 Pcs)	
15.	Chhole Kulche (2 Pcs)	
16.	Samber Vada (2 pcs)	
17.	Masala Dosa	
18.	Chowmin	Half plate Full plate
19.	Lassi (250 ml)	
20.	Veg Thali (Lunch) 4-Roti, Rice, Dal, Sabji, Salad	
21.	Spl. Thali (Lunch) 4-Roti, Rice, Dal, Sabji, Salad, Pickle, Raita, Papad	
22.	Rice Plate	Half plate Full plate
23.	Mattar Panner	Half plate Full plate
24.	Rajma	Half plate Full plate
25.	Mix Vegetable	Half plate Full plate
26.	Dal Fry	Half plate Full plate
27.	Kadhi	Half plate Full plate
28.	Raita	Half plate Full plate
29.	Chole Rice	Half plate Full plate
30.	Papad	
31.	Gulab Jamun (40 Gram)	
32.	Kachori (40 Gram)	
33.	Butter Omlete Two Eggs-Two Slice	
34.	Chapati (One)	
35.	Any other items, if the vender provide.	

AUTHORIZED SIGNATORY
(FULL NAME WITH RUBBER STAMP OF TENDERERS)



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TERMS & CONDITIONS

1. Sealed tender, complete in all respect along with a bank draft for Rs.20,000/- valid for a period of 6 months towards earnest money drawn in favour of "The Secretary, CBSE, Delhi" placed in envelopes should be dropped in the Tender Box kept with Security Guard at Ground Floor, CBSE, Preet Vihar Delhi latest by 3:00 P.M on 06.09.2013. In complete/conditional/late tenders or those without earnest money will be rejected. The Bids will be opened at 3:30 P.M in the presence of representatives of the tenderers, who may like to be present. There should not be over writing or amendment in the rates quoted, the terms and conditions of the contract. All the forms should be duly signed with seal of the firm.
2. The EMD of unsuccessful bidders will be returned without interest. The EMD of successful bidders will be retained and will be converted into security deposit and remain with the Board during the period of contract.
3. No revision of rates will be permitted during the period of the contract. The Rate contract shall be valid for a minimum period of one year from the date of notification of the rate contract. The contract can be extended further on year to year basis for a maximum period of 03 years on mutually agreed Terms & Conditions.
4. In case of unsatisfactory services, the contract shall be terminated by giving notice of 30 days.
5. The Board provides the Space, furniture, water, Empty LPG Cylinders and electricity are of free of cost in both the office. The 17 items (One hot plant with seven boxes, five working tables, four paramond racks, one steel rack, one washing table with three sinks, two tea container, one gas plant with three burners, chappati dosa plate, one D freezer, one hot case, one table size 24" x 48", two wooden show case, intercom, one exhaust fan, 8 gas cylinders with one regulator, gas box lock and key) may also be provided by the Board.
6. The only ISI branded ghee/vegetable oil will be used for preparation of eatable items. The branded tea like Tata/Tata Gold/Taj Mahal etc will be used. The contractor will serve the eatable items in good quality crockery. The contractor will refill LPG cylinders and for that purpose Board will not make any payment.
7. The contractor will provide table/room service between 9:00 A.M to 6:00 P.M on all working days. The contractor will hire sufficient manpower i.e bearers/ cooks in a proper uniform for smooth running the canteen.
8. The contractor at his own cost will arrange utensils, crockery's boilers, cooking gas etc. and he will maintain the said items in a proper and hygienic conditions.
9. The contractor will display the rate list on the Notice Board of the Canteen.
10. The worker recruited by the contractor for the canteen will be on the roll of the contractor and there will be no liability of the Board in any matter. All the liabilities/responsibilities arising out of State/Central Act and statutory regulation will be exclusively borne by the Contractor.
11. All the required licenses to run the Canteen will be obtained by the Contractor from the concerned agency of Govt. of Delhi/MCD. Any lapse in this regard will be on the part of Contractor.
12. All the disputes between the Contractor and Board, will be settled by the Chairman of the Board and both the parties will accept the same. The decision of the Chairman of the Board will be final and binding.

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O.T.T.F-2013/1-20

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13. Initially the contract is for a period of one year but the Board have a right to terminate the same at any time without assigning any reason to the Contractor and such terminations of contract shall entail no cost to the Board. This contract can also be extended for a further period of 3 years, if the services of Contractor are found satisfactory.
14. The contractor has no right to introduce any new item in the Canteen without prior approval of its rates from the Board. The contractor shall ensure the cleanliness of the kitchen always. The contractor shall ensure the hygienic and sanitary standards as laid down by the Board from time to time.
15. If the successful tenderer not accept the work order and violate any of the above clause of agreement shall cause to forfeiture of the security amount of Rs.20,000/- deposited in the Board account.

Acceptance of the Tenderer

The terms and conditions enumerated in this form from clause 01 to 15 have been read by me/us and are acceptable to me/us.

**AUTHORIZED SIGNATORY
(FULL NAME WITH RUBBER STAMP OF TENDERERS)**



केन्द्रीय माध्यमिक शिक्षा बोर्ड

2, सामुदायिक केन्द्र, प्रीत विहार, दिल्ली -110301

निविदा सूचना

केन्द्रीय माध्यमिक शिक्षा बोर्ड, मुख्यालय एवं क्षेत्रीय कार्यालय, दिल्ली के लिए स्टाफ कैंटीन सुविधा उपलब्ध करवाने हेतु सीलबंद निविदाएं आमंत्रित की जाती हैं। इच्छुक एजेंसियां निविदा दस्तावेज बोर्ड की वेबसाइट www.cbse.nic.in से प्राप्त कर सकती हैं और सचिव, सीबीएसई, दिल्ली के पक्ष में, डी.डी. अथवा बैंकर्स चैक के रूप में बयाना राशि रू.20,000/- के साथ निविदा दस्तावेज दिनांक 06.09.2013 को दोपहर 3.00 तक, सीबीएसई कार्यालय, प्रीत विहार, दिल्ली के स्वागत कक्ष पर रखे निविदा बॉक्स में जमा कराये जा सकते हैं।

संयुक्त सचिव (प्रशासन एवं विधि)

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TENDER NOTICE

Sealed tenders are invited for operating two staff canteens of the Board. Interested agencies may download the tender documents from www.cbse.nic.in and can submit alongwith E.M.D of Rs.20,000/- by way of Demand Draft/Bankers Cheque favoring "The Secretary, CBSE", Delhi.

The complete tender documents can be dropped by 3:00 P.M on 06.09.2013 in the tender box kept at the reception in CBSE Building at Preet Vihar, Delhi.

JOINT SECRETARY (A&L)