

**निदेशक का कार्यालय,
राजेन्द्र आयुर्विज्ञान संस्थान, राँची।**

निविदा सूचना संख्या: 2955 /रा०आ०सं०,राँची,

दिनांक: 12/5/15।

निविदा सूचना

राजेन्द्र आयुर्विज्ञान संस्थान, राँची के छात्रावासों में भोजनालय के संचालन हेतु वित्तीय रूप से सक्षम संवेदकों लघु उद्योग/सहकारी समितियाँ/राज्य सरकार/भारत सरकार के उपक्रम से टंकित एवं मुहरबंद निविदा निबंधित डाक/स्पीड पोस्ट के माध्यम से आमंत्रित किया जाता है। निविदा दो भाग में होगा— (1) टेक्नीकल बीड (2) प्राईस बीड। (निविदा को अलग-अलग लिफाफे में (टेक्नीकल बीड एवं प्राईस बीड) मुहरबंद कर एवं पुनः एक अलग लिफाफे में मुहरबंद कर निबंधित डाक से निदेशक, राजेन्द्र आयुर्विज्ञान संस्थान, राँची को भेजना सुनिश्चित करेंगे।

लिफाफे के उपर स्पष्ट अक्षरों में “भोजनालय संचालन हेतु निविदा” अंकित होना चाहिए।

निविदा प्रपत्र कार्यालय अवधि में किसी भी कार्य दिवस को रिम्स, राँची के रोकड़पाल से मात्र रू० 2000/- (रूपये दो हजार) मात्र नगद जमा करके दिनांक 23.05.2015 से 30.05.2015 के अपराह्न 3:00 बजे तक प्राप्त किया जा सकता है। निविदा हेतु दिनांक 20.05.2015 को एक प्री-बीड बैठक होगी जिसमें इच्छुक निविदादाता स्वयं अथवा उनके द्वारा प्राधिकृत प्रतिनिधि प्री-बीड बैठक में भाग ले सकते हैं। उक्त बैठक में नियमों एवं शर्तों में यथा संभव संशोधन पर विचार किया जा सकेगा।

प्री-बीड बैठक की तिथि	:- दिनांक 20.05.2015 - 12:30 बजे
प्री-बीड बैठक का स्थान	:- निदेशक, रिम्स, के सभा कक्ष में।
निविदा प्रपत्र क्रय की तिथि	:- दिनांक 23.05.2015 से 30.05.2015 अपराह्न 3:00 बजे तक।
निविदा जमा करने की तिथि	:- दिनांक 05.06.2015 अपराह्न 5:00 बजे तक।
निविदा का तकनीकी भाग खुलने की तिथि	:- दिनांक 06.06.2015 को अपराह्न 12:30 बजे रिम्स, प्रशासनिक सभा कक्ष में। निविदादाता उक्त बैठक में भाग लेने के लिए स्वतंत्र है। इसके लिए अलग से सूचना नहीं दी जाएगी।

ह०/-
निदेशक,
राजेन्द्र आयुर्विज्ञान संस्थान,
राँची।



RAJENDRA INSTITUTE OF MEDICAL SCIENCES BARIATU, RANCHI- 834009

Format for Commercial Bid
(To be typed on the letterhead of the firm)

Note: This Commercial Bid must be kept in a separate envelope and the envelope must be Duly DEALED and marked as 'COMMERCIAL BID'

COMMERCIAL BID

To,
The Director,
RAJENDRA INSTITUTE OF MEDICAL SEINCES
Ranchi.

date:-

Sub-Tender for rendering catering services in the hostel dining facility in the hostels of RIMS.

Ref:

In response to your Advertisement for "Tender for rendering catering services in the hostel dining facility in the hostels of RIMS ranchi", we are submitting our price bid as given below.

Type of Menu	
Basic Menu (weekly cyclic menu) as per Schedule-c	Quote rate of the basic menu as mentioned in Schedule c for a week in prescribed format.
List of dishes (Add on Menu) as per Schedule D.	Quote price of items /dishes as per schedule D in the prescribed format.

We hereby put our specific declaration that the rates given in Schedule C and Schedule D are inclusive of all (raw material, labour cost, overhead and any other cost involved in cooking and serving)

We hereby given our clear consent towards the fact that rate as quoted in schedule C and Schedule D will remain applicable during the entire cantract period as would be awarded to us in conformity to the terms and conditions a already mentioned in the Schedule – B and as agreed upon by us.

We also hereby deciare ahat, if any subsequent additions/alterations/modifications in the menu, without changing the basic format, of schedule C and schedule D decided by mess committee is found required for the purpose of accommodating students' demand/ request, we will accede to such additions/ alterations in the menu of schedule C and schedule D and implement the same without charging any additional cost and without making any upward revision to the rates mentioned in the contract, provided the issue is discussed and approved by the authority of the RIMS and communicated to us with a minimum two weeks time for implementation.

Signature of the Authorized Person with seal of the firm/tenderer



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We also give our consent to use the indicative brand as given in **Annexure C** of an equivalent standard brand with prior approval from competent hostel authority.

We also submit our consent that, in the event of our selection, we will render catering service in any of the Hostel, as would be decided by the competent authority of RIMS and the rate as may be ascertained under the contract shall be valid for at least 12 months from the date of award of the contract.

Sincerely

Signature:

Name:

Organization Seal:

Signature of the Authorized Person with seal of the firm /tenderer



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BARIATU, RANCHI- 834009

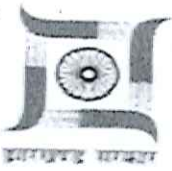
Basic Menu (Weekly Cyclic Menu)

Schedule C

DAYS	BREAKFAST	LUNCH	SNACKS	DINNER
Monday	Toasted Slice Bread (4 pc.), Butter (20 gm), Jam, Tea	Rice, Dal, Chapati, Pickle, Salad, Seasonal Veg.	Tea /Coffee & Biscuit – 4pc.	Rice, Dal, Chapati With Butter, Seasonal Veg.
Tuesday	Poori (5 pc / 150 gm.) Sabji (100 gm), Tea/Coffee	Rice, Dal, Chapati, Pickle, Salad, Seasonal Veg.	Tea /Coffee & Biscuit – 4pc.	Rice, Dal, Sambar Chapati, Pickle, Seasonal Veg.
Wednesday	Aloo Paratha (2 pc. / 225 gm) Mixed Pickle, Tea/Coffee	Rice, Dal, Chapati, Pickle, Salad, Seasonal Veg.	Tea /Coffee & Biscuit –4 pc.	Veg. Biryani, Puri, Chholay, Salad
Thursday	Toasted Slice Bread (4 pc.), Butter (20 gm), Jam, Tea	Rice, Dal, Chapati, Pickle, Salad, Seasonal Veg	Tea /Coffee & Biscuit – 4 pc.	Rice, Dal, Sambar Chapati, Pickle, Seasonal Veg.
Friday	Choley (100 gm) Bhature(2 pcs/ 200 gm), accompaniment – pickle, onion, Tea	Rice, Dal, Chapati, Pickle, Salad, Seasonal Veg.	Tea /Coffee & Biscuit – 4 pc.	Rice, Dal Fry, Chapati With Butter, Seasonal Veg.
Saturday	Toasted Slice Bread (4 pc.), Butter (20 gm), Jam, Tea	(Khichri + Papar+Pickle) OR (Rice + Dal + Seasonal Veg.)	Tea /Coffee & Biscuit –4 pc.	Rice, Dal, Chapati, Pickle, Salad, Seasonal Veg.
Sunday	Masala Dosa (1 pc/ 200 gm.) Sambhar , chutney	Rice, Dal, Chapati, Pickle, Salad, Seasonal Veg.	Tea /Coffee & Biscuit – 4 pc.	Fried Rice, Puri/ Tandoori Roti, Channa Dal, Salad, Seasonal Veg.

- Quantity of lunch and dinner shall be unlimited.
- Breakfast and snacks shall be as per the specification mentioned in Basic Menu (Schedule C)
- Basic Menu will be charged on monthly basis.
- Add on items :-
 - List of Add on items for Breakfast, Snacks, Lunch and Dinner is provided in Schedule D which shall be included in Menu, as decided by the Mess committee.
 - Mess committee shall choose any three item (Max.) per meal from schedule D.
 - They shall be individually priced and charged from the students on coupon basis.

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Schedule C (Contd.)

Format for quoting rate
(Quote rate for each block separately)

(This document duly signed by the tenderer concerned is to be attached with the commercial bid)

Hostel No.	Boys/ Girls Hostel	Strength	Rate For Basic Menu/Week
01	Boys	149	
02	Boys	152	
03	Boys	152	
04	Boys	149	
05	Boys	102	
06	Boys	102	
07	Boys	80	
Old PG Hostel	Girls	106	
New PG Hostel	Girls	112	
New PG Dental	Girls	112	
Sr. Hostel	Girls	98	
Hs. Old Hostel	Girls	66	
Jr. Hostel	Girls	158	
	Total	1538	

The capacity of these hostels varies from time to time.

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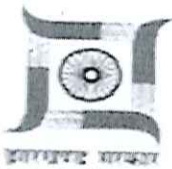
List of dishes (Add on Items)

Schedule D

(This document duly signed by the tenderer concerned is to be attached with the commercial bid)

Item	Specification	Rate
Breakfast		
Uttapam with chatni	1 Pc = 100 gm	
Idli with sambar & chatni	2 Pc = 100 gm.	
Upma with chatni	100 gm.	
Egg boiled	1 pc	
Msala Omlett	1 pc	
	2 pc	
Full cream milk	200 ml. (with sugar)	
	200 ml. (without sugar)	
Milk +cornflakes	150 ml + 50 gm. (with sugar)	
Sattu Kachori + Sabji	2 Pc = 100 gm. + 75 gm.	
Daliya, porridge	150 gm cooked with milk & sugar	
	150 gm cooked with Vegetable and pulses	
Banana robust	1 pc	
Apple	1 pc = 125 gm - 150 gm	
LUNCH / DINNER		
Finger chips	100 gm.	
Aloo Bhujia	100 gm.	
Aloo Bharta	100 gm.	
Neutla Curry	100 gm.	
Matar Paneer	**	
Kadhai Paneer	**	
Chilli Paneer	**	
Paneer Butter Masala	**	
Palak Paneer	**	
Rajma Curry	100 gm.	
Chana Masala	100 gm.	
Kadhi Pakoda	100 gm.	
Mixed raita	60 gm.	
Rice kheer	100 gm.	
Gulab jamun	1 pc = 50 gm.	
Rosogolla	1 pc = 50 gm.	
Curd with sugar	100 gm.	
Mustard fish curry	(75 - 80 gm/ pc)	

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Fried fish	(75 - 80 gm/ pc)	
chicken curry	2 pc = 120 gm	
chicken chilly	2 pc = 120 gm	
chicken do piazza	2 pc = 120 gm	
Kadai chicken	2 pc = 120 gm	
muttun curry	3 pc = 120 gm	
Egg Curry	2 pc	
Egg bhujia	1 pc.	
Ice cream	Cup 100 gm *	
Vanilla	Cup 100 gm *	
Chocolate	Cup 100 gm *	
Butter scotch	Cup 100 gm *	
Strawberry	Cup 100 gm *	
SNACKS		
Onion pakoda with chatni	100 gm	
Pastry	50 gm	
Chocolate	50 gm	
Pineapple	50 gm	
Vanilla	50 gm	
Samosa with chatni	1 pc = 80 gm	
Alu chop with chatni	80 gm	
Bread Pakoda + Tomato Sauce	1 pc = 60 gm	
Maggi	75 gm.	
Souppy Noodle	100 gm.	
Veg. Cutlet	1 pc = 80 gm	
Roll with sauce-		
Veg	1 pc. = 100 gm	
Egg	1 pc. = 100 gm	
Chowmein		
Veg chowmein	100 gm	
Egg chowmein	100 gm	
Patties		
Veg.	80 gm.	
Paneer	80 gm.	

*Rate for Amul, vadilal, Rollick etc. brand of 100 gm shall be given separately
** Paneer 75 – 80 Gms per Plate

Signature of the Authorized Person with seal of the firm/tenderer



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Annexure C

Brands of some of the Mess Commodities to be used:

(This document duly signed by the tenderer concerned is to be attached with the commercial bid)

(The brands mentioned here is indicative only; an equivalent standard brand may be used with prior approval from competent hostel authority.)

Item	Brand
Salt	Tata / Annapurna for all purposes (table salt + cooking salt)
Spices	M.D.H. Masala / Everest / Catch
Ketchup	Maggi / Kissan / E Fil
Oil (Sunflower)	Sundrop / Godrej / Saffola / Fortune / Sunrich
Oil (Mustard)	Dhara / Engine / Fortune / Hathi
Pickle	Priya / Mother's / Nilon's / MPS
Atta	Ashirvad / Annapurna / Shakti Bhog
Instant Noodles	Maggi / Top Reman / Soupy Noodle
Papad	Lijjat / Bikaji
Butter	Amul / Mother Dairy
Bread	Moreish / Modern
Jam	Kissan / Druk / E fil
Ghee	Amul / Mother Dairy / Everyday
Cow Milk	Amul / Sudha
Paneer	Amul, Sudha
Tea	Brook Bond / Lipton / Tata Gold / Manjushree
Coffee	Nescafe, Bru
Biscuit	Parle, Britannia, Sunfeast

Signature of the Authorized Person with seal of the firm/tenderer



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TECHNICAL BID

Format for Technical Bid

(To be typed on the letterhead of the firm)

Note: This Technical Bid must be kept in a separate envelope and the envelope must be Duly SEALED and MARKED AS 'TECHNICAL BID'

To,
Director,
RIMS,
Ranchi.

Date:-

Sub. : Tender for rendering catering services in the hostel dining facility in the hostels of RIMS, Ranchi.

Ref.:

In response to your Advertisement for "Tender for rendering catering services in the hostel dining facility in the hostels of RIMS, Ranchi.", we are submitting our technical bid as given below.

We hereby put our specific declaration that the information provided in Schedule A regarding details of organization/ service are true and correct to best of our knowledge and belief. .

We also hereby declare that, we accept all the condition mentioned in Schedule B and we agree to abide by these.

We also give our consent that in event of our selection for rendering catering services in Hostel blocks / block, we will maintain the no. of staff as mentioned for different Hostel blocks / block as declared in Annexure A by us.

We also submit our consent that, in the event of our selection, we will follow all ethical practices as mentioned in Annexure B.

Sincerely

Signature of the Authorized Person with seal of the firm/tenderer



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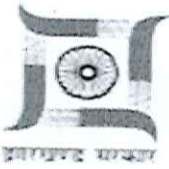
Schedule – A

Details of Organization / Service Provider

(This document duly signed by the tenderer concerned is to be attached to the Technical Bid)

Sl.	Description	:	Information
1a.	Name of the Contractor/Service Provider Complete Address with Phone/Mobile No./ E-mail ID	:	
1b.	Name, designation and Phone/Cell nos. of contact person/representative of the firm	:	
2a.	Catering License No./Registration No. PAN Number (copy should be enclosed)	:	
2b.	EPF Regn. No (copy should be enclosed)	:	
2c.	ESI Regn. No. (copy should be enclosed)	:	
2d.	Trade License No (copy should be enclosed)	:	
2e.	Proof for payment of income tax and service tax (last three years)	:	
3.	No. of Food Courts/Dining facilities run in Higher educational Institutions (Enclose list of work handled up to 2012- 13 and ongoing work separately with all the relevant documents)	:	
4.	No. of Food Courts/Dining facilities run in non- academic establishments (Enclose list of work handled up to 2012-13 and ongoing work separately with all the relevant documents including satisfactory completion certificate	:	

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BARIATU, RANCHI- 834009

5.	Whether Quality Certification obtained for any of the Food Courts / Dining facilities / Catering services provided (copy to be enclosed)	:	
6.	Bidders Solvency Rs. (in lakh)	:	Rs. (Solvency certificate for an amount not less than Rs.50.00 Lakh should be enclosed)
7.	Turnover per annum Rs. (in lakh) Authenticated copy of audited Statement of Accounts for the last three years should be enclosed as Annexure		Financial Year 2013 -14 2012 -13 2011 -12
8.	No. of Employees Regular Temporary	:	Turnover (in Rs. Lakh)
9.	Litigations, if any, connected with Catering Work	:	Yes/No (if yes, details to be furnished)
10.	Any other information, tenderer wishes to provide in support of their credentials (enclose separate sheet)	:	

Acknowledgement –

We hereby acknowledge that we have gone through the Schedule as well as the conditions mentioned in the Schedule and we agree to abide by these. We also hereby declare that the information given above are true and correct to the best of our knowledge and belief.

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Schedule – A (Contd.)

CHECKLIST

(Please tick the self attested certificates/ testimonials/ proof of experience etc. and attach to Schedule A)

Catering License	
PAN no.	
EPF Registration	
ESI Registration	
Trade License	
Income Tax and Service Tax	
Work Experience – Academic	
Work Experience – Non Academic	
Solvency Certificate	
Litigation , if any	
Quality Certification (taken for previous work)	
Any other	

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BARIATU, RANCHI- 834009

Schedule – B

TERMS & CONDITIONS AND REQUIREMENTS FOR RUNNING DINING FACILITIES

(This document duly signed by the tenderer concerned is to be attached to the Technical Bid)

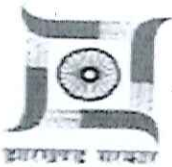
1.	Dining facilities consisting of kitchens with all necessary vessels for cooking and fully furnished dining halls with Water Coolers, Refrigerator, Freezer, Plates, Cups, Tumblers and Spoons etc. for serving food will be provided to the available extent. The Contractor must cook food in kitchen (s), and food shall be served in dining halls. Prospective Tenderers may inspect available facilities with prior appointment. However, Hostel is not bound to provide all the required items as per demand of the prospective tenderer.
2.	<ul style="list-style-type: none">a) Breakfast, Lunch, Evening Snacks, Tea/Coffee and Dinner need to be served as per the Menu agreed upon with the Mess Committee. A copy of Basic Menu is furnished at Schedule – 'C'.b) Limited and unlimited items are specified in basic menus as in Schedule – 'C'.c) Any special non-vegetarian items are considered as "EXTRAS" and will not form part of the basic menu.d) The food cooked in the dining facility shall not be served in any other place inside/outside the campus. The Caterer shall not serve food cooked outside the dining facility. However, in case of sick student food shall be served in Hostel room.e) No outsider should be allowed to take food in the Hostel unless allowed by the Competent authority.f) When circumstances warrants the Caterer should cater for large number of students/staff members at very short notice.
3.	<p>TENTATIVES MESS TIMES :</p> <p>Breakfast : 07:00 – 09:30 Lunch : 12:00 – 14:00 Evening Tea : 16:30 – 18:00 Dinner : 20:00 – 22:00</p> <p>However, exact timing can be decided at Hostel level</p>
4.	Type of Service : Self Service
5.	Adequate water will be provided for both cooking and drinking purpose.
6.	Procurement of first quality provisions, vegetables, milk, cooking gas, diesel etc. will be the responsibility of the caterer. The Caterer shall have to use ONLY branded best quality raw materials, a few of which have been detailed in Annexure C.
7.	The Caterer should be solely responsible for the arrangements of Burners , utensils, gas refills, and their safety and supply of Raw materials including milk from his/her own resources.
8.	The work of catering may be distributed/divided into more than one part, To more than one bidder or hostelwise bidders depending upon the decision of Mess monitoring committee or hostel monitoring committee or purchase committee.

Note: The above tentative timing is for general messing ,since RIMS is a hospital which also provides emergencies and casualties treatment .Sometimes the students / doctors may get engaged in case of casualty treatment and they may be late from the scheduled time. In such cases the bidders have to facilitate them with required/ routine food beyond time limit.

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**RAJENDRA INSTITUTE OF MEDICAL SCIENCES
BARIATU, RANCHI- 834009**



RAJENDRA INSTITUTE OF MEDICAL SCIENCES

BARIATU, RANCHI- 834009

8.	The Institute shall provide electricity to the Caterer for the exclusive purpose of running the dining facilities on payment of charges at prevalent rates in the Institute.
9.	Cleaning / Washing plates / utensils and keeping the mess premises neat, clean and hygienic are the responsibilities of the caterer. The Kitchens are to be well maintained. Hygiene, cleanliness and presentation of not only the venue, but also the staff should be given the top most priority.
10.	Reliability, quality and hygiene are factors based on which the caterer's performance will be evaluated monthly.
11.	The rate quoted per student per week for Basic menu as per Schedule 'C' and add on Menu as per Schedule D must be inclusive of taxes and service charges, as payable or would be payable as per Central and/or State Governments Rules and Regulations in the matter. RIMS shall not pay any other charges in extra to the quoted/agreed rate for the catering service provided.
12.	a) The rates stipulated in the contract will hold good for the agreement period minimum for one year or extended upto three years as mutually agreed by both end. However, the mess services will remain suspended during Vacation and no payment will be done for vacation. b) (b) The period of contract may be renewed for a period of one year after reviewing the performance of the firm/ service provider at the end of the contract period on mutual agreeable terms.
13	The Caterer shall not assign, sublet or part with the possession of the leased premises and properties of the Institute therein or any part thereof to third party under any circumstances.
14	The contract will be solely given to the contractor/ service provider who will file the tender. After agreement the contract can neither be transferred in full or part or sublet to any other party. All the employees working should be on the payroll of the service provider (contractor). If it is found that the contract has been given to third party in full or part the contract is liable to be terminated and appropriate action will be taken against the contractor.
15.	a) Maintenance of the Institute provided fixtures and furniture (lights, fans and other equipments) will be the sole responsibility of the caterer at their cost. b) On expiry / termination of the contract, the Caterer concerned shall have to vacate the leased premises after handing over the Institute fixtures, furniture, utensils etc. in good and tenable conditions within specified period.
16.	The Caterer shall not make or permit any construction or structural alteration or additional fitting inside the premises of the work place without prior written approval from the competent Authority.
17.	The EMD of Rs. 3,00,000/- of the successful Bidder will be kept as security money with RIMS and will be returned to them without any interest after completion of the contract satisfactorily.
18.	Staff strength in each category of Cooks, Helpers should be optimum and finalized in consultation with the committee.
19.	Deployment of children in any form and for any work whatsoever in connection with providing of service is BANNED AND PUNISHABLE BY LABOUR LAW

Signature of the Authorized Person with seal of the firm/tenderer



RAJENDRA INSTITUTE OF MEDICAL SCIENCES

BARIATU, RANCHI- 834009

20.	<p>a) No right, much less a legal right shall vest in the service personnel who will be deployed by the Service Provider to claim and/or have employment or otherwise seek absorption in the Institute nor shall they have any right whatsoever to claim the benefits and/or emoluments that may be permissible or paid to the employees of the Institute. It shall be the sole responsibility of the Service Provider concerned to make the content of this Para clear to their service personnel before deploying them on work in the Hostels.</p> <p>b) All expenses related to the functioning of the service personnel engaged by the Service Provider shall be in the scope of the Service provider.</p> <p>c) In order to serve society, it is compulsory for the Service provider to employ/keep at least 4 local mess staff of RIMS for every 100 students.</p>
21.	<p>a) The Service Provider will have to provide Uniform, chef cap, hand glover, Identity Card etc. to each of their service personnel and their service personnel will also have to wear the provided uniform along with Identity Card.</p> <p>b) The Service Provider shall be responsible for the proper conduct and behavior of the employees engaged. The employees cannot reside in the place of work except to the extent necessary for their duty in respect of the functioning of the dining facility.</p> <p>c) Necessary permission in writing should be obtained by the Service Provider for overnight stay of its employees in the campus in times of exigencies.</p>
22.	Smoking and consumption/distribution of alcohol is strictly prohibited.
23.	The Service Provider will remain solely responsible during the whole period of contract for the payment of minimum wages to their employees as per the rate prescribed by the Government of India from time to time. The record of duty hours and pay structure will have to be maintained by the Service Provider concerned as per rules for inspection by authorized government personnel and meeting other statutory and non-statutory benefits/obligations during the whole period of contract. The caterer will have to abide by all laws of the land including Employment of children Act. Workmen Compensation Act. Employment of Labour/Contract Labour Act. Contract labour Abolition & Regulation Act. 1970, Minimum Wages Act. Employee Provident Fund Act. Employee State Insurance Act. And any other Act or legislation brought from time, which may govern the nature of the contract.
24.	RIMS Management will monitor and evaluate the performance of the caterer. Grading of caterers will be done by the students based on quality, Quantity, hygiene, etc. Continuous bad performance will result in termination of contract.
25.	The Service Provider will have to make their own arrangement for procuring extra utensils, gadgets, equipments, etc at their own cost as would be found required to run the system efficiently.

Signature of the Authorized Person with seal of the firm/tenderer



RAJENDRA INSTITUTE OF MEDICAL SCIENCES

BARIATU, RANCHI- 834009

26.	<p>The Service Provider will be fined in case of violation of the following items:</p> <ol style="list-style-type: none">i.unavailability of complaint register on the counter and/or discouraging the complaint would impose to a fine of Rs.1,000/-.ii.Three or more complaints of insects found in any meal would invite a fine of Rs.2000/-iii.Ten or more complaints of unclean utensils in a day would impose to a fine of Rs.2000/-.iv.If mess committee agrees that certain meal was not cooked properly, then a fine of Rs.1000/- would be imposed.v.If food for any meal gets over within timings of mess and waiting time is more than 20 minutes, then a fine of Rs.1000/- would be imposed.vi.Change of menu without written permission of mess committee would result in a fine of Rs.2000/-vii.Discrepancy on personal hygiene of workers, kitchen area, dining area etc. will impose to a fine of Rs.2000/-viii. Complaint regarding use of unbranded material, if found true, a fine of Rs.2,000/- per item will be imposed.ix.For any rules stated in the agreement : <ul style="list-style-type: none">• First violation of the rule implies fine as per the rule.• Second violation of the same rule in the same calendar month will attract triple the initial amount of fine.• All subsequent violation of the same rule in the same calendar month would invite five times the initial amount of fine.• Non compliance of the safety norms will invite a fine of Rs.1000/- per offence.• As and when Mess Committee proposes a fine, it will be informed within a maximum of 2 days to the representative of the Service Provider and fine will be imposed by the Warden/ Asst. Warden ONLY. In case of any dispute, the same may be carried out in consultation with the Warden (Hostel)/ Dean Student Welfare
27.	Caterer must make his own arrangements for Hygiene and house-keeping of the dining and kitchen area allotted.
28.	The committee reserves the right to review and modify the terms and conditions periodically. The decision of the committee is final in awarding the contracts.
29.	The caterer has to make their own arrangement for the accommodation of their staff

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RAJENDRA INSTITUTE OF MEDICAL SCIENCES

BARIATU, RANCHI- 834009

30.	Mess Rebate: Residents in the hostel of Residence, who will be expecting to remain away from the Hostel for any length of time but not less than five (05) days continuously, will intimate the office in the Warden at least two (02) days prior to their leaving the hostel. Any such application will have to be forwarded by the Competent authority, as the case may be, and to be submitted to the Warden office. Such application will then be forwarded to the Service Provider after having a record of the same in a register. In such cases, a rebate of 70% on the mess bill for the period of absence (not less than five days) will be awarded to the resident and pro rata deduction of the same will be made from the bill of the Service Provider.
31.	Mess Committee: Students of Mess committee will check the quality and quantity of the materials as would be used by the Service Provider. The students will also check quality and quantity of food items and other services as would be distributed and/or rendered by the Service Provider concerned to the student boarders of the respective Hostels. The students will certify the quality of services of the Service Provider which will be taken into account before clearance of the monthly bill to the Service Provider.
32.	Committee reserves the right to include all other relevant matter(s), as would be deemed fit for inclusion in the instant terms and conditions and requirements at a later date(s).
33.	Safety Measure : It will remain the sole responsibility of the Caterer/Service Provider concerned to ensure that all safety precautions are properly taken by the concerned Caterer/Service Provider at their own expenses as would be found required for the purpose of avoiding hazards in the leased area at all time during the entire contract period. They will have to pay special emphasis on fire safety norms and proper operation of electrical gadgets/instruments as would be made available to them at the leased area of the hostel mess.
34.	Termination of Contract : The contract can be terminated by the Caterer/Service Provider by giving 2 months clear notice. However, the authority reserves the right to terminate the contract without assigning any reason thereof. If it appears to the authority at any point of contract period that the quality of overall services, including quality of food ,maintenance of hygienic and all other related aspects, of a Caterer/Service Provider has deteriorated to such an extent that it is detrimental to the interest of the hostel boarders and their health, it will be treated as breach of contract and the contract will be terminated suo moto.
35.	During the period of contract, the Service Provider shall have to pay a rental of Rs.2,000/- (if the hostel boarders are less than 200) and Rs.5,000/- (if the hostel boarders are more than 200) , to the concerned Hostel for every operational month.
36.	The institute reserves the right to appoint more than one caterer for different hostel blocks/ block
37.	Vegetarian and Non Vegetarian food will be cooked and served separately
38.	For girls hostel, the staff employed should be female only
39.	Any legal dispute arising out of any breach of contract pertaining to the whole process of this tender or part thereof, shall be settled in the court of competent jurisdiction in the district of Ranchi in the state of Jharkhand.

Signature of the Authorized Person with seal of the firm/tenderer



RAJENDRA INSTITUTE OF MEDICAL SCIENCES BARIATU, RANCHI- 834009

Annexure – A

(Annexure – A should be filled by the Tenderer)

(This document duly signed by the tenderer concerned is to be attached to the Technical Bid)

We hereby propose that following are the minimum numbers of service personnel of different categories as mentioned against each Hostel blocks/ block in the table below who will be deployed by us.

We also hereby undertake that in no circumstances whatsoever there will be any curtailment in the mentioned number of service personnel of different categories mentioned in the prescribed format - "Format For Personnel Deployment".

We hereby declare further that the weekly rate as have been quoted in our Commercial Bid has been worked out based on figures mentioned in the table below.

Signature of the Authorized Person with seal of the firm/tenderer



RAJENDRA INSTITUTE OF MEDICAL SCIENCES BARIATU, RANCHI- 834009

Annexure – A (Contd.)

FORMAT FOR PERSONNEL DEPLOYMENT

Block	Hostel No.	Boys/ Girls Hostel	Strength	Cook	Server	Cleaner/ Washer	Other	Manager / Supervisor
BOYS	01	149						
BOYS	02	152						
BOYS	03	152						
BOYS	04	149						
BOYS	05	102						
BOYS	06	102						
BOYS	07	80						
GIRLS	Old PG HOSTEL	106						
GIRLS	NEW PG HOSTEL	112						
GIRLS	NEW PG DENTAL	112						
GIRLS	Sr. HOSTEL	98						
GIRLS	HS OLD HOSTEL	66						
GIRLS	Jr. HOSTEL	158						

Signature of the Authorized Person with seal of the firm/tenderer



**RAJENDRA INSTITUTE OF MEDICAL SCIENCES
BARIATU, RANCHI- 834009**

Annexure – B

CERTIFICATE OF ETHICAL PRACTICES

(This document duly signed by the tenderer concerned is to be attached to the Technical Bid)

1. I/We assure the RIMS, Ranchi. that neither I/We nor any of my /our workers will do any act/s, which are improper / illegal during the execution of the contract awarded to us.
2. Neither I/We nor anybody on my/our behalf will indulge in any corrupt activities /practices in my/our dealing with the organization/institution.
3. I/We will have no conflict of interest in any of our work/contract at the institution.
4. We will keep the messes and its surroundings hygienic, neat & clean.

Place:

Date:

Name of the Caterer

Signature of the Authorized Person with seal of the firm/tenderer



RAJENDRA INSTITUTE OF MEDICAL SCIENCES BARIATU, RANCHI- 834009

TENDER NOTICE

RAJENDRA INSTITUTE OF MEDICAL SCIENCES(RIMS), Ranchi a fully residential premier technical and management University proposes tender for rendering catering services in the Hostel dining facility of RIMS in conformity to the specifications and other terms and conditions detailed in the Schedules. There are in total hostels in the campus which are clubbed in blocks for the award of contract as under:-

Block	Hostel No.	Boys/ Girls Hostel	Strength	BLOCK STRENGTH

Signature of the Authorized Person with seal of the firm/tenderer



RAJENDRA INSTITUTE OF MEDICAL SCIENCES BARIATU, RANCHI- 834009

Scope of Work

The scope of work includes on site cooking and serving of food to inmates of the hostels.

Location: RIMS, Ranchi, Jharkhand -834009

Eligibility Criteria for submission of tender:

The firm must fulfil the following eligibility criteria.

1. Should have minimum of 3 years of relevant experience in institutional catering.
2. The intending firms should have executed a single contract of more than Rs.1 crores per annum or two contracts, each of value Rs.50 Lakhs or more per annum during the last 3 financial years.
3. The firm should be registered / incorporated in India as a company/ partnership firm or proprietary firm.
4. Should have Valid:
 - a. PAN
 - b. Service Tax Registration with appropriate license to run the mess service.
 - c. Sale tax(JVAT) registration
5. Should possess Valid Registration under:-
 - a. Labour Laws
 - b. Employees Provident Fund (EPF)
 - c. Employees State Insurance (ESI) and
 - d. applicable statutory registration as would be applicable to the respective tenderer.

Two-bid System – The offer/bids are to be submitted in two parts,

- (1) Technical Bid and
- (2) Commercial Bid.

Technical Bid :- The Technical Bid must consist of all the documents as detailed in the Schedule A of

Technical Bid. The detailed Terms and conditions for running mess services in Hostels of RIMS is given in Schedule B.

Commercial Bid:- The commercial bid should include rates ONLY for the Basic Menu as per Schedule – 'C'. The rate should be inclusive of all taxes, service charges or any other charges. The rates for the items of add on Menu as per Schedule – 'D' should also be given. The rates quoted in the Price Bids shall be valid for at least 12 months from the date of award of the tender.



RAJENDRA INSTITUTE OF MEDICAL SCIENCES BARIATU, RANCHI- 834009

21

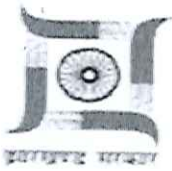
Tender valid for a shorter period shall be liable for rejection

Earnest Money Deposit (EMD)/ Bank Guarantee - Along with their bids the tenderer have to submit a draft of Rs. 3,00,000 (Rupees Three Lakh only) in the form of a Demand Draft in favour of "The Director, RIMS." and payable at Ranchi. .

Return of EMD –

- The EMD of the successful Bidder will be kept as security money and returned to them without any interest after completion of the contract successfully.
- The EMD of the unsuccessful Bidders will be returned to them without any interest within thirty days after awarding the contract on receipt of written request from them.

22



RAJENDRA INSTITUTE OF MEDICAL SCIENCES BARIATU, RANCHI- 834009

The tender should be submitted in a proper manner with index for easy identification

Envelop No.	To be Super scribed as
A	Tender Fee + E M D
B	Technical Bid Schedule A Schedule B Annexure A Annexure B
C	Commercial Bid Schedule C Schedule D

All the sealed envelopes – A, B, & C are to be super scribed as instructed above and to be put together in a bigger envelope. The bigger envelope should be sealed and super scribed with “Tender for rendering catering services in Hostels at RIMS”.

The Tender should be accompanied with a non-refundable Tender fee of Rs.5000/- (Rupees Five thousand only) by Demand Draft or Banker’s Pay order drawn in favour of Director, RIMS and payable at Ranchi. Photocopy /Fax copy of the demand draft/ Banker’s pay orders will not be accepted. TENDER FEE IS NOT REFUNDABLE. The envelope should reach to the following address

The Director,
RAJENDRA INSTITUTE OF MEDICAL SCIENCES (RIMS) Ranchi.
PH-0651-2541533 Fax-06512540629 Email-rimsranchi@radiffmail.com

The Bid should reach RIMS on or before 05/06/2015. RIMS reserves the right to accept or reject any Bid without assigning any reason and any liability or any obligation to inform the affected firms, this is not binding on RIMS.

Authority to Sign – The tenderer will have to sign in full at the indicated places on all the documents that they would submit along with their bids. If the tenderer is a partnership firm, all the Partners of the firm or the Partner holding the Power of Attorney for the firm will have to sign at the indicated places on all the documents.

A certified copy of the Power of Attorney, a certified copy of the Partnership Deed and current address of all the partners of the firms should also to be submitted along with their bids. In case of a limited Company or a Corporation or a Society, the Documents will have to be signed by a duly authorized person holding Power of Attorney for signing the Documents, accompanied by copies of the Power of Attorney and the Memorandum of Articles of Association/Society duly attested by a Notary Public.

Compliance/Confirmation - Compliance or Confirmation report from a renowned establishment with reference to the Basic Technical details, terms & conditions and requirements for providing the service and scope of work will also have to be submitted along with the Technical Bid.



RAJENDRA INSTITUTE OF MEDICAL SCIENCES BARIATU, RANCHI- 834009

Opening of the Tender – The offer/bids will be opened by a Committee as would be constituted for the purpose by competent authority of the Institute, at a pre-defined place, time and date. Shortlisted contractors may be asked to give presentation before the committee.

During evaluation of the Technical Bids the Committee will scrutinize the documents submitted and may forward any or all the documents to the concerned authorities for authentication. In case of any document(s), as submitted by the tenderer, found/reported to be fake, the tenderer will be out of the tendering process besides any legal action that may be initiated against the tenderer, as per rules. Further, the Committee may visit the sites of the tenderers' clients to inspect sites at present contract(s) to receive on the spot information regarding the quality of food and services provided, etc.

Besides, scrutinizing the documents submitted with the Technical Bid, the tenderer may be interviewed by the Committee to assess the eligibility, capability, and suitability of the tenderer. As such, the presence of the tenderer or any authorized representative of the tenderer in the Technical Bid meeting is a MUST.


Alternative Proposals - The Tenderers shall submit offers in their Technical Bid and Commercial Bid in strict compliance with the requirements of the Tender Document made available to them by the RIMS.

Late Offer - The bids/offers received after the pre-defined date and time of submission will not be considered for any reason whatsoever.

Acceptance and Rejection – The right to shortlist t/reject any or all tenders and/or to accept the whole or any part of the Tenders without assigning any reason whatsoever will be vested upon the Committee with the Institute as would be constituted for the purpose.

Final Selection - Final selection will be based on a weighted criteria system (50 % weightage for both Technical and Commercial bid). It will be the prerogative of the said Committee to make negotiation, if required any, and to work out splitting of the job amongst the successful bidders with a view to cater maximum service to the student community of the Institute. The Committee may also ask all the concerned officials including students to provide relevant feedback in the matter. The decision of the Institute Authority will be final in awarding the contracts.

Disputes and Jurisdiction – All disputes that may arise shall be referred to the Director of RIMS, Ranchi, whose decision shall be final and binding. Any legal dispute arising out of any breach of contract pertaining to the whole process of this tender or part thereof, shall be settled in the court of competent jurisdiction in the district of Ranchi in the state of Jharkhand.


Director
Rajendra Institute of Medical Sciences
Ranchi
22/5/15