

F. No. P.29-1/NSS/PAC/2014
Government of India
Ministry of Youth Affairs & Sports
NSS, PORGRAMME ADVISER'S CELL
12/11, Jamnagar House, New Delhi-110011

20th November, 2014

To

Interested firms

Sub: Quotation for providing of Catering Services (Full day meals and High Tea) during Republic Day Parade Camp, 2015 – reg.

Sir/Madam,

NSS Programme Adviser's Cell, Ministry of Skill Development, Entrepreneurship, Youth Affairs & Sports (Department of Youth Affairs), Government of India is organizing NSS Republic Day Parade Camp, 2015 from 1 – 31 January, 2015. In this camp, 230 NSS Volunteers, Programme Officers and Officials will be participating.

In this context, quotation are inviting for providing catering services during NSS Republic Day Parade Camp, 2015 on following terms & conditions :-

1. The bid will be given in **one sealed envelope**, superscripted **“Tender for catering services.”**
2. **The tender should be submitted in two separate sealed cover/envelop in two parts as under :-**
 - (a) **Technical bid** – Envelop should superscribed **“Technical bid for catering services”** and it should contain all technical details i.e. EMD, latest I. Tax/S. Tax certificate, experience certificate.
 - (b) **Financial bid** – The second cover should contain the rates etc. as per Annexure – I and it should be superscribed **“Financial bid for catering services”**.
3. The bidder will furnish the following documents alongwith the technical bid :-
 - (a) Proof of providing catering services to any organization in the last three years.
 - (b) Copy of latest Income Tax return filed and the balance sheet.
 - (c) A demand Draft/bankers cheque of Rs. 30,000/- (Rupees thirty thousand only) as earnest money deposit drawn on any nationalized bank in favour of “Accounts Officer, PAO (Sports)”. Name and address should be written on the reverse side of the DD/Bankers cheque. DD/Bankers Cheque should be kept in the separate envelop attached with technical bid.
- 4.1 The caterer will be provided only with the premises for preparation of food and all other things like cutlery, crockery, utensils for preparation and serving the food etc. will be arranged by the Caterer him/herself.
- 4.2 The menu given to the caterer should be strictly adhered to. The firm should provide potable drinking water. The caterer will maintain high standard hygiene in the kitchen as well as dining hall.

- 4.3 Caterer will engage only trained waiters/employees in proper uniform for serving food/tea. Punctuality must be maintained.
- 4.4 The caterer shall not engage any minor for the above contract work.
- 4.5 10% plus or minus in 230 number of persons for having food will not make any change in payment.
5. TDS on payment wherever applicable will be deducted as per Income Tax Rule of Government of India. **The quotations should be inclusive of all taxes & same may be reflected in the quotation.**
6. Financial Bids of only those companies will be opened who are found eligible in Technical Bid. The contract can be terminated by this Ministry at any time without assigning any reason, if the work of the contractor is found unsatisfactory. In this respect, the decision of the Ministry shall be final and binding on the Contractors.
7. No denial will be accepted from the firm after the contract is awarded to the firm. In case of such denial earnest money will be forfeited and firm will be blacklisted forever. The Ministry reserves the right to reject any quotation in whole or in part without assigning any reason.
8. Quotation in sealed cover should reach to the NSS, Programme Adviser's Cell, Room No. 152-154, 12/11, Jamnagar House, New Delhi by 2.00 PM on 04.12.2014 and the quotation will be opened on the same day at 3.00 PM in the presence of bidders or their authorized representative.

Yours faithfully

(Dr. G. K. Tuteja)
Programme Adviser (NSS)

MENU FOR CATERING SERVICE DURING NSS RD CAMP, 2015

Meal	Food Item
Bed Tea	Tea
Breakfast	1. Tea 2. Bread with Jam, Butter and two boiled eggs/ Aloo Bonda/Puri Subji/Chole Bhatture/South Indian Dish etc. 3. Milk (250 ml)
After Parade Training	1. Banana (2 Nos.) big size 2. Apple (1 No.) big size
Lunch	1. Soup, 2. Chapatti 3. Rice (Basmati) 4. Dal 5. Vegetables (seasonal) 6. Curd 7. Salad 8. Sweet Dish (2 pcs)
Evening Tea	1. Tea/Coffee 2. Bread Pakora/Samosa/Cutlet
Dinner	1. Soup 2. Rice (Basmati) 3. Chapati 4. Dal 5. Vegetables (Seasonal) 6. Non-vegetarian (chicken/fish/mutton/Egg kari (2 pcs/Paneer items 7. Salad 8. Sweet dish (2 pcs)

- Drinking water (Mineral) for the campers will be provided by the caterer alongwith campers and disposable glass throughout the camp.
- Mineral water will be used for all cooking purposes.

High Tea

Paneer Pakora	01 No.
Cake	01 No.
Cashew Nuts (Plain/Roasted)	20 gms.
Wafers	20 gms.
Sweet Dish	02 pcs.
Samosa	01 Nos.
Tea/Coffee	1 cup

BID PROFORMA FOR CATERING SERVICES

To

The Programme Adviser (NSS)
NSS, Programme Adviser's Cell
12/11, Jamnagar House, New Delhi

Sir,

In response to your letter No. F. No. P.29-1/NSS/PAC/2014 dated, calling sealed tenders for Catering Services during NSS Republic Day Parade Camp, 2015, we quote our rates as under :-

S. No.	Item	Rate (in Rs.)
1	Comprehensive Rate per plate for the attached menu	
2	Rate for the High Tea per person	
3	Water (Hot) #	

Hot water for bath purpose will be provided by the caterer

We agree to abide by the terms & conditions unconditionally as given in the above referred letter.

(Signature of the Authorized Person)
With name, full address & Telephone Number

(Seal)