

**TENDER FORM FOR THE SUPPLY OF RUNNING OF CAFETERIA (AMUDHAM)**  
**FOR THE YEAR 2020-21**

From

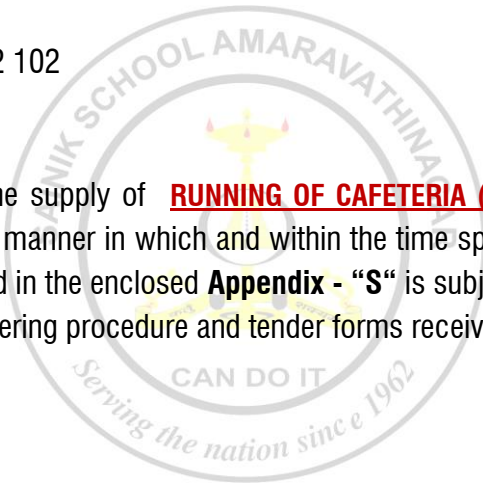
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To

The Principal,  
Sainik School,  
Amaravathinagar – 642 102

I hereby quote the rates for the supply of **RUNNING OF CAFETERIA (AMUDHAM)** as specified in the enclosed **Appendix – “S”** in the manner in which and within the time specified as set forth in the terms of agreement. The rate furnished in the enclosed **Appendix - “S”** is subject to the conditions set forth in the terms and conditions of tendering procedure and tender forms received by me.

Encl: As above.



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(Signature of the tenderer and name in Capital letters)  
If Companies or firm, The Managing Director / Partner  
should sign with seal )

## **TERMS AND CONDITIONS OF TENDERING PROCEDURE**

1. Tender document is not transferable.
2. The amount of ₹.500/- (Rupees Five hundred only) collected towards tender document (terms and conditions and specifications, if any) is not refundable.
3. Payment:
  - (a) Payment will be made to the party by **online transaction** only, after receipt of the items/products/materials/equipment service at the school and after satisfactory installation by the company representative / completion of work. The successful bidder should furnish the necessary bank particulars to the school.
  - (b) No advance payment will be made on any account.
4. The firm should bring the items/equipment/product/materials to the school as sample at their cost to confirm quality. **Samples / documents / brochures / catalogues are mandatory to confirm the technical bid prior to financial bid.**
5. The literature submitted by the firm should be self – explanatory.
6. The firm should be ready to execute the supply within 7 to 15 days from the date of the order as per the requirement. Grocery/fresh/meat/chicken/egg to be supplied in **24** hours of demand. The firm is liable to compensate damages/financial losses to the school, in case they fail to execute the order after getting the supply order. The party is bound to pay double the amount of the product cost if they fail to supply the item for whatsoever reasons. The demand after the finalisation of supplier can be in the form of written, SMS, e-mail or verbal, in case of necessity based situations. The reason of ignorance by the supplier for the failure to execute an order shall not be entertained or accepted. The bills of grocery/fresh / meat / chicken / egg will be paid in next month.
7. Date of manufacturing /packing date and its life span is to be mentioned clearly on packages. Warranty/guarantee period is to be mentioned.
8. All packaged items must be '**fssai**' certified.
9. The 'Annual Maintenance Contract' scheme of the firm should clearly be spelt out.
10. Terms and conditions for up gradation in future, if required, are to be mentioned in the offer.
11. Maximum '**Educational Discount**' admissible is to be mentioned in the Offer.

12. The Income-Tax & GST laws as applicable with Central/State Government policies will be taken into account. In case, the policies at the time of payment are different from the one stated in the Tender Document, the policy in force will be followed.

13. If required, negotiation may be made during finalization of the contract and the date will be intimated later.

14. The Principal, Sainik School reserves the right to reject any or all tenders without assigning any reason thereof.

15. If any certificate, enclosed by firm are found to be fake/bogus/tampered, that agency shall be black listed for a period of 10 years and the contract will be terminated with immediate effect.

**16. Each firm has to submit a copy of GST Registration certificate/Registration number from the concerned authority wherever applicable.**

17. Tenders by Fax/E-mail will not be accepted.

18. Post tender correspondences shall not be entertained.

**19. Last two year's list of clients is to be enclosed along with CA certified copy of firm turnover.**

20. Separate tender papers should be obtained for different items.

21. For other details, terms and conditions, the firms are advised to refer to the tender document.

22. It is hereby brought to the notice of all prospective bidders that if any change/additions/alterations are found to be made by them in the copies of the quotation, proof documents etc., and the same is subsequently detected / noticed at any stage even after award of the supply order; all necessary actions including stoppage of the supply order, forfeiting of EMD and stoppage of payment would be taken. In addition the bidders shall be liable to be prosecuted under law for any malpractice found.

23. This advertisement does not constitute, and will not be deemed to constitute any commitment on the part of the school with respect to exact demand quantity.

24. The tender forms are required to be submitted prior to tender opening procedure. Late and incomplete tender forms shall be summarily rejected. No correspondences in this regard will be entertained.

25. The Principal, Sainik School reserves the right not to issue the document and/or to accept or reject any or all the offers at any stage of the process and or modify the process without assigning any

reason whatsoever, and his decision in this matter is deemed as final and binding. The firm will not be entitled for any compensation for rejection of his application. However, demand draft will be returned to the bidder in case tender documents are not issued.

26. Lowest rates do not guarantee the purchase order, rather the quality, after sales service, continued response, guarantee/warranty amongst others will also be taken into consideration. Brand name and Model Nos. should invariably be quoted for all the items. Items of poor quality will not be considered for procurement.

27. If any firm has authorized dealership certificate, the same may also be enclosed. The authorized dealership shall be considered subject to other conditions.

28. Sainik School does not bind itself to accept only lowest tender. It reserves the right to select the bidders on other essential count also.

29. The last date for submission of `Tender Document' is **12th Sep 2020 at 1700h**. Tenders received after the due date will not be considered.

30. **Tenders will be opened on 14th Sep 2020 at 1100h** at the school premises by the Tender opening committee **(TOC)**.

31. Legal jurisdiction will be restricted to only Udumalpet Taluk.

32. **PRINCIPAL'S DECISION WILL BE FINAL ON ALL MATTERS.**

33. All correspondence should be addressed to the following address:-

The Principal,  
Sainik School, Amaravathi Nagar,  
Udumalpet – Taluk  
Tiruppur – District  
PIN – 642102 (TN)

34. Tax Deducted at Source (TDS) @ 1% will be deducted at source subject to changes if any by Govt of India. GST @ 2% will be deducted as per the norms of Govt. of India. ( on taxable goods & services as per Section 51 of GST Act)

**35. No information shall be given with respect to the various board proceedings, supply order, total quantity, brand selection, tender forms of other parties, quotations of other parties, contact details / addresses of other parties, etc., even under RTI Act. Your attention is brought to RTI section 8 for reference.**

36. Security Deposit, minimum 5% of the estimated value of goods to be procured, will be collected from the successful bidder at the time of awarding the contract.

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|-----------------|--|
| a) Grocery      | ₹.1,00,000/- (- approximate purchase will be ₹.20 lakhs) |
| b) Veg & Fruits | ₹. 50,000/- (- approximate purchase will be ₹.10 lakhs)  |
| c) Chicken      | ₹. 25,000/- (- approximate purchase will be ₹.5 lakhs)   |
| d) Egg          | ₹. 15,000/- (- approximate purchase will be ₹.3 Lakhs )  |

The Security Deposit will be accepted in the form of A/C Payee Cheque / Demand Draft / Bank Guarantee from any of the commercial Bank.

**Note: If the date of receipt and opening of tenders happen to be declared as Holiday, the same will be observed on the next working day at the same time. The successful bidder, should submit their documents duly signed in all pages at the time of signing the contract.**



**SAINIK SCHOOL, AMARAVATHINAGAR 642 102****RUNNING OF CAFETERIA (AMUDHAM): 2020-21**

1. The school has a strength of approximately 655 cadets and 200 employees including their family members.
2. It is proposed to run a Cafeteria (Amudham) in school location for the cadets and staff.
3. Timings for Cafeteria will be as under:-
 

(a) Week Days (including School days)	: 1500h to 1930h
(b) Sunday / Holidays	: 1000h to 1300h and 1500h to 1930h
4. A suitable location has been earmarked for Cafeteria. All the resources required for establishing Cafeteria in terms of Refrigerator, Deep Freezer, Ovens, Gas Stove, Cooking Appliances, Serving Plates, Cutlery & Crockery, Tables and Chairs with Umbrella, Dust Bin etc., will be catered for by the selected vendor. The school will only provide location.
5. Items served in Cafeteria will be of the following types:- **(Refer Appendix – ‘S’)**
  - (a) **Ice Cream (Cups & Bricks)**
  - (b) **Soft Drinks**
  - (c) **Bakery Products**
  - (d) **Sweets**
  - (e) **Burger, Patty, Sandwich**
  - (f) **Chocolate**
  - (g) **Any other snack items**
6. Bread / Bun required for Cafeteria will be procured from School Bakery.
7. The selected vendor will be responsible to employ minimum two people on working days and three on Sunday / Holiday for smooth running of Cafeteria.
8. Following guidelines will be adhered to:-
  - (a) Spoiled items have to be replaced immediately. The school will not pay for the spoiled items.
  - (b) Please mention the Brand name, Flavour, Weight of each piece, Rate & GST (Assorted Varieties). Only **'fssai'** certified product are permitted.
  - (c) Samples are to be submitted for tasting on convenient date. The item should have the certificate of quality issued by Food Inspectors.
  - (d) You have to supply items as per the agreed rates to the school at your own cost strictly as per our demand. The cost once fixed cannot be increased during the contract period (Financial Year) without the approval of the Administration of the school.
  - (e) The school reserves right to deny the food items, if they are found bad in quality / expired / leaked and the school will not pay for such items.
9. The selected vendor will devise and employ Computer based billing system wherein there will be no cash transaction. Each cadet and staff will be given an unique ID which is to be either a card or token, as and when he swipes it the bill amount will be added to his account. At the end of the month, summary will be given to the office. Payment for the vendor will be done by the school by 10th of following month.
10. Cleanliness of Cafeteria and staff will be the responsibility of the vendor and Surprise check of the premises and individual will be carried out by the medical staff of the school.
11. The vendor will be liable to pay rent of the premises, electricity & water charges as per consumption on monthly basis.

**SAINIK SCHOOL, AMARAVATHINAGAR**  
**RUNNING OF AMUDHAM CAFETERIA FOR THE YEAR 2020-21**

<b><u>SL. NO.</u></b>	<b><u>NAME OF THE ITEM</u></b>	<b><u>A/U</u></b>	<b><u>RATE INCL GST(₹)</u></b>
<b>(A)</b>	<b><u>Ice cream (Cups &amp; Bricks)</u></b>		
1	Vanilla 65 ml cup	Nos	
2	Straw berry 65 ml cup	Nos	
3	Choco bar mini	Nos	
4	Choco bar big	Nos	
5	Raspberry stick	Nos	
6	Mango stick	Nos	
7	Ball	Nos	
8	Funday small	Nos	
9	Funday big	Nos	
10	Cone mini	Nos	
11	Cone butter scotch	Nos	
12	Fig & Honey	Nos	
13	Chocolate	Nos	
<b>(B)</b>	<b><u>Soft drinks Pepsi/Miranda/Slice</u></b>		
1	600 ml	Nos	
2	250 ml	Nos	
3	200 ml	Nos	
4	250 ml (Tin)	Nos	
5	200 ml Tropicana	Nos	
6	1 Liter Aquafina	Nos	
<b>(C)</b>	<b><u>Snacks</u></b>		
1	Mini Pizza veg	Nos	
2	Mini Burger veg	Nos	
3	Veg sandwich	Nos	
4	Chicken sandwich	Nos	
5	Mix Veg puff	Nos	
6	Mushroom puff	Nos	
7	Manjurian puff	Nos	
8	Egg puff	Nos	
9	Veg cutlet	Nos	
10	Small Samosa	Nos	
11	Banana cake	Nos	
12	Fruit cake	Nos	
13	Pudding cake	Nos	
14	Vanilla Tea cake	Nos	
15	Strawberry Tea cake	Nos	

<u>SL. NO.</u>	<u>NAME OF THE ITEM</u>	<u>A/U</u>	<u>RATE INCL GST</u>
<b>(D)</b>	<b><u>TART</u></b>		
1	Chocolate tart	Nos	
<b>(E)</b>	<b><u>PASTRY</u></b>		
1	Black Forest	Nos	
2	Butter Scotch	Nos	
3	Choco Truffle	Nos	
4	White Forest	Nos	
5	Straw berry	Nos	
<b>(F)</b>	<b><u>SWEETS</u></b>		
1	Rasa Malai	Nos	
2	Gulab Jamun	Nos	
<b>(G)</b>	<b><u>COOKIES</u></b>		
1	Butter salt cookies (4Pcs per pkt)	Pkt	
2	Cashew cookies (4pcs per pkt)	Pkt	
3	Pista Cookies (4 pcs per pkt)	Pkt	
4	Almond Cookies (4 pcs per pkt)	Pkt	
5	Ragi Cookies (4 pcs per pkt)	Pkt	
6	Choco Crunch Cookies (4pcs per pkt)	Pkt	
7	Coconut Cookies (4 pcs per pkt)	Pkt	
8	Chocolate cream Cookies(N) (4 pcs per pkt)	Pkt	
<b>(H)</b>	<b><u>KARAM</u></b>		
1	Murukku (100 gm)	Pkt	
2	Mixture (100 gm)	Pkt	
3	Potato Chips (100 gm)	Pkt	
4	Lays chips self-made (100 gm)	Pkt	
5	Ola Pakoda (100 gm)	Pkt	
6	Masala Kadalai (100 gm)	Pkt	
7	Andhra Murukku (100 gm)	Pkt	