

National Consumer Disputes Redressal Commission
Upphokta Nyay Bhawan,
'F' Block, GPO Complex, INA,
New Delhi-110023

21, January, 2022

NOTICE INVITING TENDER-STAFF CANTEEN

Sealed quotations are invited by the National Consumer Disputes Redressal Commission, Upphokta Nyay Bhawan, 'F' Block, GPO Complex, INA, New Delhi-110023 for running the NCDRC Staff Canteen.

Eligibility Criteria of the Contractor

The parties/Contractors should have at least 5 years' experience in running the canteen with a reputed organization, preferably in Govt organizations, District Courts, Delhi High Court, Supreme Court of India etc.

Terms and Conditions:-

1. Tender document is non-transferable.
2. Sealed quotations in Annexure-A & B properly superscribed as "Tender for running the NCDRC Staff Canteen" addressed to Registrar, National Consumer Disputes Redressal Commission Upphokta Nyay Bhawan, 'F' Block, GPO Complex, INA, New Delhi-110023 should reach the office latest by 25.02.2022.
3. NCDRC reserves the right to accept or to reject any or all the Tenders without assigning any reason thereof or to cancel the Notice at any time.
4. The said authority reserves the right to extend the date of receiving/opening of tender as well as to extend the validity of the tender.
5. Period of License would be initially for **ONE YEAR** which can be extended for a further period 3 years on year basis subject to the satisfactory performance, on mutually agreed terms, at the instance of Registrar, NCDRC.

6.

a.	License Fee	Accommodation as given in Annexure-C will be provided for the canteen at a nominal
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		license fee not less than 3000/- per month, with a condition that if contract is extended on yearly basis, then there will be an enhancement of 10% of the license fee every year.
b.	Electricity Charges	Electricity and water will be borne by the National Commission. However electricity shall not be used for cooking purposes. The agency would be allowed to use power consumption only for refrigerator, hot-case etc.

7. The PAN number and Service Tax number (if any) of the firm may be indicated.
8. Any party either a firm or an individual falling under the following categories is not eligible to participate in Tender:-
 - a) Debarred/Black-listed by CBI or Court or any other department of Govt. of India or State Govt.
 - b) Parties facing action under Public Premises (Eviction of Unauthorized occupation) Act- hereinafter called PP Act.
9. The Contractor will be provided with the canteen premises and furniture as available in existing canteen. The maintenance and upkeep of premises, furniture and fixture will be sole responsibility of the contractor.
10. The Contractor has to ensure that Kiosk Premises is used for the purpose of carrying of the above mentioned business only and shall not use for other purpose in any manner. The Contractor shall not be authorized for any kind of sub-letting the premises in any manner.
11. The Contractor shall arrange utensils, cutlery and crockery and other equipment/items required to run the canteen.
12. The contractor shall employ his own canteen staff and provide them clean uniform at his own cost. The Contractor shall also depute one person for cleaning & Room Service.

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13. The contractor shall operate the canteen for sale during working days between 09.00 AM to 06.00 PM. The canteen shall remain closed on Saturdays and Sundays and Office Holidays except when required by the Registry NCDRC.
14. The Contractor has to deposit a sum of Rs.5000/- (Rupees five thousand only) towards the security by way of Demand Draft drawn in the name of the Registrar, NCDRC. The amount shall be kept as FDR, initially for a period of one year and it shall be renewed on year to year basis, till the contract is completed.
15. Agreement on mutually agreed terms and conditions shall have to be signed by the Licensee on Non Judicial Stamp Paper.


(S. Hanumantha Rao)
Joint Registrar

Annexure-A

NATIONAL CONSUMER DISPUTES REDRESSAL COMMISSION

FORM OF TENDER

To

The Registrar
National Consumer Disputes Redressal Commission
INA,
New Delhi

Sub: Tender for running staff Canteen in National Commission, INA, New Delhi

Sir,

I am submitting the Tender for providing catering services in the National Commission, INA, New Delhi on Contract basis as per details given below:-

1	Name & Address of the tenderer (In block letters)	
2	Status of the tenderer (Proprietorship/Partnership/Limited Company)	
3	Registration/License Number (attested photocopy)	
4	Sales Tax number	
5	PAN Card Number (attested photocopy enclosed)	
6	Amount of monthly License Fee/Rent ready to pay (not less than Rs. 3,000/-)	

1 Details of experience in similar field:-

(Please give details of experience in a separate sheet, alongwith documentary proof thereof)

Sl. No.	Present Contract in Hand	Period	Govt./Semi Govt./Private Organizations
1			
2			

I/We have carefully read and understood the terms and conditions as contained in Tender Documents issued by the National Commission including the following:-

- In case the documents submitted by my/our firm alongwith the tender are found inadequate/false/incorrect, the tender of my/our firm will be liable to be rejected/cancelled without giving reasons.
- National Commission will have the right to reject conditional offers without assigning any reason thereto.
- We/I have not been debarred/black-listed by any Govt Department. Further, I am not facing any action under PP (Eviction unauthorised occupants) Act, 1971.
- We/I shall abide by all the terms & conditions of the tender document.

Signature of the Tenderer

Name:

Address:

Tel. No.

Annexure-B

Sl. No.	Name of Item	Quantity in Grams/Piece	Rate to be quoted by tenderer	Discounted Rates for National Commission Employees only
1.	Cholley (white)	250 gm.		
2.	Rajma	250 gm.		
3.	Paneer Bhurji	150gm		
4.	Dal Makhni	250 gm.		
5.	Dal Tadka	250 gm.		
6.	Matar Paneer	250 gm.		
7.	Kadhi Pakoda	250 gm.		
8.	Aaloo Matar	250 gm.		
9.	Gobhi Matar	250 gm.		
10.	Seasonal Veg.	250 gm.		
11.	Aloo Gobhi	250 gm.		
12.	Mix veg	250 gm.		
13.	Raita Boondi	250 gm.		
14.	Veg Fried Rice	300 gm.		
15.	Rice	250 gm.		
16.	Roti Tava	1 Pc.		
17.	Paneer Kulcha	1 Pc.		
18.	Cholle Bhature (2Pc.) Pickle, Onion, Salad	1 Plate		
19.	Poori (4 Pc.), Aaloo Cholley, Raita, Pickle, Onion, Salad	1 Plate		
20.	Thali (Normal) (Dal, veg, Raita, Rice, 3 Roti, Salad)	1 Plate		
21.	Thali (Special) (Shahi Paneer, veg Raita, 2 Parantha, Rice, Sweet, Pickle, Salad	1 Plate		
22.	Cholley Chawal (Full Plate)	400 gm.		
23.	Cholley Chawal (Half Plate)	200 gm.		
24.	Rajma Chawal (Full Plate)	400 gm.		
25.	Rajma Chawal (half Plate)	200 gm.		
26.	Aaloo Soyabean	250 gm.		

27	Idli Sambhar (2 Pc.)	1 Plate		
28	Vada Sambhar (2 Pc.)	1 Plate		
29	Aaloo Samosa	1 Pc.		
30	Bread Pakora	1 Pc.		
31	Paneer Pakora	50 gm.		
32	Mix Pakora	1 Plate (4 Pc.)		
33	Kachori (2 Pc.)+ Aaloo Subji	1 Plate		
34	Chowmien	Half Plate		
35	Veg. sandwitch	1 Pc.		
36	Butter Toast (2 Pc.)	1 Plate		
37	Aaloo Bonda	100 gm.		
38	Vada Pao	1 Pc.		
39	Dahi Bhalla	1 Pc.		
40	Elachi Tea	250 MI.		
41	Coffee (Hand Made)	150 MI.		
42	Tea Machine	150 MI.		
43	Tea (Hand Made)	150 MI.		
44	Coffee (Machine)	150 MI.		
45	Nimbu Pani	250 MI.		
46	Lassi Hand made with Rooh Afja	300 MI.		
47	Gulabjamun	1 Pc.		
48	Gajar Halwa (Seasonal)	100 gm.		
49	Chicken Burger	1 Pc.		
50	Chicken Curry	2 (Pcs.)		
51	Egg Curry	1 Egg		
52	Omlette with two Bread	(2 egg)		
53	Chicken Sandwich	2 Pc.		

Note: Any other items are to be sold in the Canteen may please be mentioned with and rates,

Separately

Signature of the Tenderer with seal

Details of space provided for the staff canteen of National Commission, INA, New Delhi:-

- 1 Canteen Hall
- 2 Kitchen