



NATIONAL SEEDS CORPORATION LTD.  
[CIN No.U74899DL1963GOI00913]  
(A GOVT. OF INDIA UNDERTAKING)  
BeejBhawan, Pusa Complex  
NEW DELHI-110012

**NOTICE INVITING TENDERS (NIT) FOR PROVIDING/RUNNING CANTEEN SERVICES AT NSC, CORPORATE & Registered Office, BeejBhawan, Pusa Complex, New Delhi-110012.**  
**TENDER DOCUMENT**

1. National Seeds Corporation Ltd.(NSCL), a fast growing Schedule 'B' "Mini Ratna" Category-I, Central PSU under Ministry of Agriculture and Farmers Welfare, Government of India engaged in the business of Production and Distribution of certified seeds hereby invites '**Sealed Bids**' for running canteen services from reputed agencies fulfilling the criteria laid down in Techno-commercial bid format at **Annexure-I**. The job specifications and scope of work are given as per the terms and conditions of tender. The format for Financial Bid is at **Annexure-II**. The canteen contract period will initially be for a period of two years extendable on satisfactory performance and mutual consent of the parties on same terms and conditions on yearly basis by maximum upto two years.

Detailed eligibility & other criteria may be viewed from the tender document. The Agencies fulfilling the requisite prescribed criteria are required to submit their proposal by 09/08/2019. NSC reserves the right to modify, expand, restrict, scrap, refloat or cancel the Tender at any stage without assigning any reasons. Responses received after the stipulated time period or not in accordance with the specified format will be summarily rejected.

Interested agencies fulfilling the above eligibility criteria may obtain tender document on written request at the address mentioned below, on payment of Rs. 100/- (Rupees Hundred) only by demand draft favouring National Seeds Corporation Ltd, payable at New Delhi. The tender document will also be available at NSC website [www.indiaseeds.com](http://www.indiaseeds.com). Those who wish to use the downloaded form have to attach a demand draft of Rs. 100/- while submitting. NSC shall not be responsible for any postal delays.

Sale of tender forms from: **19/07/2019 to 09/08/2019.**

**{From 10.00 a.m. to 5.00 p.m. (Monday to Friday) and on (09/08/2019) the Tender Form will be available till 1.00 P.M.}**

Last date for submission of tender documents: **09/08/2019, by 1500 hrs.**

Opening of Technical Proposal: **09/08/2019 at 15:30 hrs.**

**In case (09/08/2019) is declared holiday, the tender will be opened at the same time on the next working day.**

**Manager(Welfare)  
National Seeds Corporation Ltd.  
BeejBhawan, Pusa Complex,  
New Delhi-110012.  
Contact No. 011-25846292, 8860106964**

**PROVIDING / RUNNING CANTEEN SERVICES – TECHNICAL/ PREQUALIFICATION BID**

1. Name of the Company/Tenderer \_\_\_\_\_

2. Address \_\_\_\_\_

3. Registration/Licence No. \_\_\_\_\_ (Attested Photostat copy  
\_\_\_\_\_ of license issued be attached)

4. Year of Establishment \_\_\_\_\_

5. Details of Canteen Contracts executed till date (Please give details of contracts executed previously in a separate sheet, along with documentary proof thereof.)

S.No.	Govt./Semi Govt./Private Organizations	Period	Value of the canteen contract
I]			
II]			
III]			
IV]			

6. Present Canteen Contract details –

S.No.	Govt./Semi Govt./Private Organizations	Period	Present Contract In hand	Value of the canteen contract
I]				
II]				
III]				
IV]				

7. PAN Card No. \_\_\_\_\_ (Copy of the Income Tax Return filed in for the previous year may be enclosed)

8. FSSAI registration certificate [Copy to be attached]::

9. GST No. [Copy to be attached]:

10. Man Power/Resources available:

11. Copy of Regn./Licence issued under Delhi Shops &amp; Establishment Act, if any :

12. Earnest Money Deposit : DD No. \_\_\_\_\_ dt. \_\_\_\_\_ for Rs. \_\_\_\_\_ drawn form  
\_\_\_\_\_ (Bank)

Certified that all the terms and conditions mentioned in the Tender Form are acceptable to me/us.

Dated :-

Signature of the Tenderer  
with stamp

## **TERMS AND CONDITIONS OF TENDER**

1. Electricity :The contractor shall not utilize electricity for cooking purpose. The contractor would use power consumption only for refrigerator, hot-case, Grinding of dal, fan, light, coolers etc.
2. Existing furniture for use within the canteen premises will be provided by the NSC except almirah/racks required for storage of food items purposes etc.
3. The contractor will have to make arrangement for cleanliness of canteen and its surroundings to the satisfaction of the Corporation. The contractor shall also be responsible for the safe and hygienic disposal of the canteen wastes.
4. The contractor shall arrange for items i.e., crockery, utensils, boilers, juice machine, cooking gas cylinders, cooking stove etc. and items of similar nature of good quality and standard as approved by the Corporation at his/her own cost and maintain the said items in proper and hygienic conditions for due discharge of obligations in respect of running of canteen.
5. The contractor will have to provide his/her employees proper uniforms for servicing in the canteen as also for the servicing in rooms.
6. The timings of the canteen will be as prescribed by the NSC from time to time subject to change. Skeleton services will also be provided beyond office hours.
7. The cost of the Gas consumed in NSC Canteen will be borne by the contractor itself and on expiration of the tenure,the contractor shall submit a No Dues Certificate to Welfare Section, NSC.
8. Service- The contractor will be required to provide canteen service in the canteen premises and also in various rooms of the NSC.
9. The contractor shall employ only persons declared medically fit as certified by the Govt. hospital in Delhi. No such employee will be under the age of 18 years. Documentary evidence will be provided by the contractor.
10. Only cooking gas is to be used in the canteen for cooking which is to be arranged by the contractor including gas cylinders.
11. The contractor will be fully responsible for the repair/maintenance, cleanliness, breakage and damage done to the building and sanitary, electrical and any other fittings and fixtures installed in the space provided to him by the Corporation for the purpose of preparing lunch, tea and coffee. Furniture provided to the contractor will be maintained properly. Any loss/damage(including repairs) to the same will have to be made good by the Contractor, at his cost.
12. At least one sweet and salty items (samosa, vada, pakora etc.) will be prepared daily. (List of items to be provided is enclosed as Annexure-II). However this list is subject to modification by NSC from time to time.
13. Materials used for cooking purpose, tea, coffee, spices, food stuffs, vegetable etc. should be fresh & of good quality. NSC reserves the right to inspect the raw materials and / or the process of preparing food items in canteen at any time.
14. The contractor will take all necessary precautions against fire hazards and comply with rules and regulations as laid down by concerned Local Authorities and to the satisfaction of the NSC.
15. The rate list and menu as approved by the NSC should be displayed conspicuously daily. The contractor may sell other food items at prevailing market rates and packaged food items at MRP only.

16. Details of beverage, snacks&lunch to be prepared by contractor as a part of this contract are enclosed as Annexure-II.
17. The size, weight including quality of various items, which shall be approved by the NSC. New items would be introduced with the approval of the NSC. Rate will not be revised without the approval of NSC.
18. The contractor will have to employ the required staff at his own cost and bear all the statutory and other liabilities for running the canteen. The contractor will have to pay the employees minimum wages as per Delhi Govt. Notifications issued from time to time, EPF as per Employee Provident Fund Act and Miscellaneous Provisions Act, 1952 and Bonus as per payment of Bonus Act, 1965 etc. as amended from time to time.
19. The NSC shall not in any manner be treated as the employer of these employees or concerned with the terms of their employment or conditions of their services since the relationship of employer and employees shall always be considered to be between the contractor and such persons as they have been employed by contractor. While engaging his employees the contractor will make these conditions clear to them categorically and in writing, and their acceptance of these terms shall be communicated to the NSC also.
20. The contractor shall obtain licence under the Contractor Labour (Abolition and Regulation) Act 1970 (hereinafter referred as the contractor labour Act) and all other requisite licences at his own cost from the Appropriate Authorities and comply with the terms and conditions of the licence(s) and all other relevant and necessary provisions of the contractor labour Act and the Rules framed thereunder all such other provisions of laws in any enactment or otherwise laid down by any Authority from time to time. It is being clearly understood and agreed upon that the entire responsibility for compliance thereof shall always be of the contractor. The contractor shall be fully responsible for any compensation etc. in case of any injury/casualty or mishap to any employee of the canteen during canteen working hours.
21. Under no circumstances any of the contractor's employees will stay in the NSC premises beyond canteen hours or after closing of the canteen. Contractor will ensure that the canteen rooms shall be properly locked and secured during non-working hours of the Corporation. The access to the space allotted to the contractor will be as per the conditions and in the mode as prescribed and regulated by the Corporation from time to time which will be binding on its and its employees. The Corporation reserves the right to inspect the premises allotted to the contractor including the canteen store at any time.
22. The contractor shall not entertain any orders or supply eatables outside NSC.
23. The contract will be for two years to start with from the date of signing the agreement and the agreement may be renewed by the NSC on such terms and conditions as may mutually be agreed upon between the parties. The NSC reserves the right to repudiate the contract at any time after giving one month's notice, if the Corporation is not satisfied with the working of the said contractor. The decision of the NSC in this regard will be binding on the contractor. The contractor, if he so desires, may seek termination of the contract by giving written notice of not less than three months duration during the agreement period.
24. The contractor will, at all times, ensure discipline, decent and courteous behaviour by his employees while they remain in premises of NSC. In case, any of its employees indulges in any act of indiscipline, misbehaviour or slogan shouting or indulges in violent act(s) or abets others in doing so and it is prima facie proved, the contractor shall remove the employee concerned from the premises immediately on receipt of written communication from the authorities which will be duly acknowledged by the contractor.
25. Under exceptional circumstances the NSC reserves the right to change any term and condition as and when warranted.

26. The contractor and its staff while servicing in canteen in canteen and BeejBhawan shall wear a separate dress to identify themselves.
27. In case of any dispute arising out of the interpretation of the terms and conditions of the contract, the decision of the Competent Authority, NSC, will be final and binding.
29. The contractor will be required to execute an agreement on Stamp Paper in the prescribed form in this behalf in case the contract is awarded by the Corporation.
30. The contractor will have to deposit Rs.25,000/- as security deposit in the form of D.D. Drawn in favour of National Seeds Corporation Limited, New Delhi. No interest will be paid on this amount. The same will be refunded when the contract is over and canteen premises are handed over to the NSC and all dues from the contractor have been settled.
31. The contractor has to maintain the quality of food items during complete contract period and serve the fresh & hot items. Quantity mentioned should not be reduced in any case.
32. The contractor will not further sub-contract the contract to any other party. In case the contractor is found having sub-contracted this contract, the contract will be terminated without any notice and security deposit will be forfeited.
33. Every tender should be accompanied by a Demand Draft of Rs.5,000/- as Earnest Money drawn in favour of National Seeds Corporation Limited, New Delhi. This amount will be refunded after the contract is finalized within 90 days. No interest will be payable on this amount.
34. If in any case, the contractor violates the terms & conditions of the contract the Security Deposit will be forfeited.
35. The contractor to whom the above terms and conditions are acceptable/agreeable shall submit the completed tender forms to this office by 3.00 P.M. in sealed cover on or before 09/08/2019. The tenders will be opened on 09/08/2019 at 3.30 P.M. in NSC, BeejBhawan, Pusa Complex, New Delhi-110012.

### **36. Settlement of Dispute :**

36.1 If any dispute (s) or difference (s) of any kind whatsoever arise between the Parties, than any party by giving a notice may refer such disputes or differences for adjudication to the Sole Arbitrator appointed by the Chairman cum Managing Director, NSC under the Arbitration and Conciliation Act, 1996 as amended from to time.

36.2 Notwithstanding the existence or any dispute or differences and/or reference for the arbitration, the Contractor shall proceed with and continue without hindrance the performance of the work under the present contract with due diligence and expeditiously in a professional manner and the payment due to the Contractor shall not be withheld on account of such difference of arbitration proceedings unless such payment is a subject matter of the arbitration.

36.3 The venue of the arbitration shall be at New Delhi, India and shall be in English language. The fee & other charges of Arbitrator shall be determined by the arbitrator in terms of the Act and shall be shared equally between the parties.

### **37. JURISDICTION CLAUSE:**

37.1 The court of law at the New Delhi/Delhi alone will have jurisdiction in the matter of any disputes other than the matters which are referred for Arbitration.

### **38. FORCE MAJEURE**

38.1 Notwithstanding the provisions of tender terms, the Contractors shall not be liable forfeiture of its Security Deposit, imposition of liquidated damages or termination for default, to the extent that, the delay in performance or failure to perform its obligations under the contract is the result of an event of Force Majeure mentioned therein below.

38.2 For the purposes of this clause, “Force Majeure” means an event beyond the control of parties and not involving their fault or negligence which is not foreseeable. Such events may include, but are not limited to acts of God, wars, civil riots or revolutions, fires, rain or any other act affecting the performance of the contract.

38.3. If a Force Majeure situation arises, the Contractor shall promptly notify NSC in writing of such conditions and cause thereof within 48 hours. Unless otherwise directed by NSC in writing, the contractor shall continue to perform its obligations under the contract as far as is reasonably practical and shall seek all reasonable alternative means for performance not prevented by the Force Majeure.

### **39. LIQUIDATED DAMAGES [L.D]**

39.1 If the 2<sup>nd</sup> Party fails to supply any or all of the goods or fails to perform the services as per terms and conditions incorporated in the NIT or the agreement, then NSC shall, without prejudice to other rights and remedies available to NSC under this agreement, deduct from the contract price, as liquidated damages, as relatable sum equivalent to the 2% of the contract price of each day or non-compliance of terms of performance, subject to a maximum of 5% deduction of the contract price.

Signature of the Tenderer  
With Stamp/Seal

**Details of space & furniture provided for the canteen of NSC Building Ground Floor at NSC Premise**

Sr.No.	Accommodations Area
1.	Wash Room
2.	Canteen Hall-I
3.	Pantry
4.	Washing Room
5.	Canteen Hall-II
6.	Kitchen
7.	Kitchen Store
8.	Furniture :-1]. Tables, 2]. Chairs, 3]. Fans, 4]. Tubelight, 5]. Dustbin

**PRICE BID FORMAT FOR RUNNING CANTEEN****(To be put in separate sealed envelope)****FORMAT FOR SUBMITTING FINANCIAL BID BY THE CANTEEN PROVIDING SERVICES AGENCY.****(To be submitted on letter head of firm/agency under signatures of the authorized signatory)**

**Manager(Welfare),  
NATIONAL SEEDS CORPORATION LIMITED,  
(A. Govt. of India Undertaking)  
BeejBhawan, Pusa Complex,  
NEW DELHI-110012  
Ph. No. 011-25846292, 25842672**

Dear Sir,

**SUBJECT : PRICE BID FROM EXPERIENCED CANTEEN SERVICE PROVIDING AGENCY.**

I/We, hereby submit our financial offer for the captioned Subject, "If the work is awarded to us:

**Price bid for Beverage, Snacks and Lunch**

S. No.	Items	Quantity	Rate fixed by NSC [In Rs.].	Rate to be quoted by the Tenderer In Rs.
1.	Hot Coffee	1 cup[150 ml.] - standard	10.00	
2.	Hot Tea	1 cup [150 ml] - standard	8.00	
3.	Dip Tea	1 cup - standard [150 ml]	10.00	
4.	Samosa big size-100 gm with chutney	One piece	10.00	
5.	Bread Pakoda-100 gm with chutney	One piece	10.00	
6.	Kachori with Aloo Sabzi-100 gm with chutney	One plate	10.00	
7.	Bread & Butter-big size	2 big slices with butter	20.00	
8.	Vegetable Sandwich	Set two pieces	15.00	
9.	Simple Omelette	2 eggs	15.00	
10.	Omelette with bread	Two slices	20.00	
11.	Egg curry	One egg-150 gm	20.00	
12.	Egg curry	Two eggs-200 gm	25.00	
13.	Mutton curry	½ Plate[2 big Pieces]-250 gm	40.00	
14.	Chicken curry	½ plate [2 big pieces]-250 gm	35.00	
15.	Rice with Dal/Rajma/Chole	1 Plate each	25.00	
16.	Vegetable Sabzi -seasonal	1 Plate-200 gm	25.00	
17.	Dal	1 plate-200 gm	15.00	
18.	Small lassi glass	Small glass-150 ml	15.00	
19.	Big lassi glass	Big glass-250 ml	25.00	
24.	Vegetable Pakoda	One piece-200 gm-4 no. pieces	20.00	
27.	Idli with sambhar/chutney	2 big pieces-200 gm	30.00	



28.	Simple Idli with chutney	2 big piece-200 gms	20.00	
29.	Vada with sambhar	2 big pieces-200 gm	25.00	
30.	Vada with chutney	2 big piece-200 gm	20.00	
31.	Aloo/Gobi/MooliParatha with chutney	1 piece-200 gm	15.00	
32.	Vegetable Parantha with chutney	1 piece-200 gm	15.00	
33.	Party programme[Samosa/kachori/pakoda, Sweets, Chips and tea or coffee or cold drinketc]	--	35.00	
34.	Soft drinks/biscuit/other packed item	--	As per MRP	
35.	Thali -veg-2 sabzi, rice, dal, salad, raita, 2 chappati, pickle	Simple Veg Thali	40.00	
36.	Thali - 2 chappati, rice, 2 no. egg curry, salad	Egg Thali	45.00	
37.	Non Veg Thali-2 chappati, Rice, 2 big pieces chicken/mutton, salad [Neck and Wings not to be served in chicken]	Non Veg Thali	60.00	
38.	Special Thali containing Rice-200 gm/chappati-100 gm/Veg-150 gm/Dal-150 gm/Sweet-75 gm/Raita or Curd-100 gm/Paneer/Chicken/Mutton/Pulao/Biryani/GulabJamun/Rasgoola/GazarHalwa/Ice Cream/Roti/Rice/Papad/Pickle /Salad/Green Vegetable-Dry	Special Thali	75.00	

- Note : The party/agency providing canteen services shall provide [Breakfast and Lunch] containing different food item on every alternate days.
- The contractor has to offer the lowest rate for all 38 items. Contractor offering lowest rate on all items including the packed items at s.no.34 will be selected. In case, the lowest rate of different items is varying amongst the price bidder, the average quoted and the lowest rate by adding the price offered on all 38 items will be selected. For selecting the one canteen bidder operator, total average of all the 38 items will be the basis of selection.

Signature of Tenderer  
With Stamp /Seal

