	Government eProcurement System	eProcurement System Government of India
	Tender Details	Date : 22-Jun-2022 01:01 PM

 Print
Basic Details

Organisation Chain	Delhi University Ramjas College - DU		
Tender Reference Number	RC/2022/APD/CPPP/05		
Tender ID	2022_DU_696325_1		
Tender Type	Open Tender	Form of contract	Item Rate
Tender Category	Services	No. of Covers	2
General Technical Evaluation Allowed	No	ItemWise Technical Evaluation Allowed	No
Payment Mode	Offline	Is Multi Currency Allowed For BOQ	No
Is Multi Currency Allowed For Fee	No	Allow Two Stage Bidding	No

Payment Instruments

Offline	S.No	Instrument Type
	1	Bankers Cheque
	2	Demand Draft
	3	R-T-G-S
	4	ECS
	5	NEFT

Cover Details, No. Of Covers - 2

Cover No	Cover	Document Type	Description
1	Fee/PreQual/Technical	.pdf	Technical cover for one day catering arrangement
2	Finance	.xls	Financial cover for one day catering arrangement

Tender Fee Details, [Total Fee in ₹ * - 1,000]

Tender Fee in ₹	1,000	Fee Payable To	Principal Ramjas College	Fee Payable At	Delhi
Tender Fee Exemption Allowed	No				

EMD Fee Details

EMD Amount in ₹	15,000	EMD through BG/ST or EMD Exemption Allowed	Yes
EMD Fee Type	fixed	EMD Percentage	NA
EMD Payable To	Principal Ramjas College	EMD Payable At	Principal Ramjas College

[Click to view modification history](#)
Work / Item(s)

Title	one day catering arrangement				
Work Description	one day catering arrangement for annual prize distribution				
Pre Qualification Details	Please refer Tender documents.				
Independent External Monitor/Remarks	NA				
Show Tender Value in Public Domain	No				
Tender Value in ₹	75,000	Product Category	Hotel/ Catering	Sub category	catering
Contract Type	Tender	Bid Validity(Days)	75	Period Of Work (Days)	10

Location	Ramjas College, Delhi	Pincode	110007	Pre Bid Meeting Place	NA
Pre Bid Meeting Address	NA	Pre Bid Meeting Date	NA	Bid Opening Place	Ramjas College Delhi
Should Allow NDA Tender	No	Allow Preferential Bidder	No		

Critical Dates					
Publish Date	22-Jun-2022 03:00 PM	Bid Opening Date	08-Jul-2022 11:00 AM		
Document Download / Sale Start Date	22-Jun-2022 03:05 PM	Document Download / Sale End Date	06-Jul-2022 04:00 PM		
Clarification Start Date	22-Jun-2022 03:05 PM	Clarification End Date	06-Jul-2022 03:00 PM		
Bid Submission Start Date	22-Jun-2022 03:05 PM	Bid Submission End Date	06-Jul-2022 04:00 PM		

Tender Documents					
NIT Document	S.No	Document Name	Description	Document Size (in KB)	
	1	Tendernotice_1.pdf	NIT for one day catering arrangement	6607.82	
Work Item Documents	S.No	Document Type	Document Name	Description	Document Size (in KB)
	1	BOQ	BOQ_732662.xls	Tender for one day (Lunch) catering service	229.50

Bid Openers List			
S.No	Bid Opener Login Id	Bid Opener Name	Certificate Name
1.	soaccounts@ramjas.du.ac.in	Gaganpreet Kaur	GAGANPREET KAUR
2.	hamentrajor@ramjas.du.ac.in	HamentKumar Rajor	HAMENT KUMAR RAJOR
3.	ramakantgoyal@ramjas.du.ac.in	Rama Kant Goyal	RAMA KANT GOYAL

GeMARPTS Details	
GeMARPTS ID	N9GWWT5YAZFM
Description	catering service event based
Report Initiated On	17-Jun-2022
Valid Until	17-Jul-2022

Tender Properties			
Auto Tendering Process allowed	No	Show Technical bid status	Yes
Show Finance bid status	Yes	Show Bids Details	Yes
BoQ Comparative Chart model	Normal	BoQ Compative chart decimal places	2
BoQ Comparative Chart Rank Type	L	Form Based BoQ	No

Tender Inviting Authority	
Name	Prof. Manoj Kumar Khanna
Address	Principal, Ramjas College, Delhi-110007

Tender Creator Details	
Created By	HamentKumar Rajor
Designation	Convenor CPC
Created Date	22-Jun-2022 11:12 AM



रामजस कॉलेज
दिल्ली विश्वविद्यालय
यूनिवर्सिटी एन्क्लेव, दिल्ली – 110007
दूरभाष: 27667706, फैक्स : 27667447
ई-मेल: principal@ramjas.du.ac.in
वेबसाइट : www.ramjas.du.ac.in



RAMJAS COLLEGE
UNIVERSITY OF DELHI
UNIVERSITY ENCLAVE, DELHI –
110007
Phone : 27667706, Fax : 27667447
E-Mail : principal@ramjas.du.ac.in
Website : www.ramjas.du.ac.in

No. RamjasCollege/E-Procurement/2022/APD/CPPP/05

Date: 20.06.2022

E-PROCUREMENT TENDER NOTICE

The College invites ONLINE bids as per Two bids System (Technical and Financial) from eligible bidders through e-procurement <https://eprocure.gov.in/eprocure/app>

Our Enquiry Ref No : RamjasCollege/E-Procurement/2022/APD/CPPP/05	
Dated	: ___/___/20___
Tender fee (Rs.)	: ₹ 1000
Bid download start Date and Time	: ___/___/20___, ___ hrs
Bid submission start Date and Time	: ___/___/20___, ___ hrs
Last date and time for Bid Submission	: ___/___/20___, ___ hrs
Date and Time of Bid Opening	: ___/___/20___, ___ hrs
Tender Value (Rs.)	: N.A
EMD(Rs.)	: ₹15,000 (exempted for MSME) as per rules of Govt.of India
Bid Validity	: 31.08.2022

Subject: Invitation of ONLINE 2-fold bids for the catering arrangement of the Annual Prize Distribution Function 2022 (Lunch) tentatively in the mid of July, 2022 Ramjas College

Dear Bidder,

Only online bids are invited for the catering arrangement of the Annual Prize Distribution Function 2022 (Lunch) tentatively in the mid of July, 2022, Ramjas College as per the details attached as Enclosure-I of the item(s).

IMPORTANT

BalHagool

- All details regarding the subject tender are available on websites www.ramjas.du.ac.in and <https://eprocure.gov.in/eprocure/app>. Any change/ modification in the Tender Enquiry/ Tender Document will be intimated through above websites only. Bidders are therefore, requested to visit the websites regularly to keep themselves updated.
- Bids shall only be submitted online at CPPP website: <http://eprocure.gov.in/eprocure/app>
- Manual bids shall not be accepted.
- For submission of E-Bids, bidders are required to get themselves registered with <http://eprocure.gov.in/eprocure/app>
- Bidder is advised to follow the instructions provided in the 'Instructions to the Contractors/Bidder' for e-submission of bids (online) through the Central Public Procurement Portal for e-Procurement at <https://eprocure.gov.in/eprocure/app>
- Bid documents may be scanned with minimum 100dpi with black and white option in pdf format.
- In addition to the CPP Portal, tender (NIT) is available on the College Website.


The bidder is mandated to follow the prescribed instructions including the detailed terms and conditions attached overleaf as **Enclosure 'I'**, while submitting the offer, failing which the offer will not be considered.

1. All communication with the college should be addressed only to "Principal, Ramjas College, University of Delhi, University Enclave, Delhi- 110 007." (hereafter called the Principal)
2. Online Quotations shall be **two fold** - (a) **first, a technical bid** consisting of tender fees and EMD receipt (scanned copy), all technical details, supporting documents and presentation/ demonstration of food items and; (b) **second, a financial bid** consisting of price list for the items mentioned in the technical bid. Bidders will not be permitted to alter or modify their bids post the deadline for submission of bids.
3. Financial bids of only those bidders will be opened and considered who has qualified in their technical bid.
4. Corrigendum, if any, will be published on the above websites only.

Yours Sincerely,


Principal


29/6/22
Convenor


Procuring Officer

(Central Purchase committee)

ENCLOSURE 'I'

Terms & Conditions

- I. The bids should be valid up to 31 August 2022.
- II. Non-refundable tender fee of ₹1,000 should be remitted either through DD or in online mode through RTGS/NEFT to the following account. DD must be sent in sealed envelope to the college (if not submitting online) before last date of bid submission, with the details of the bidder at its back. The College will not be responsible for any missing information or any postal delay because of whatsoever reason.

Name of account holder	RAMJAS COLLEGE STUDENTS FUND
Bank name	UNION BANK OF INDIA
Branch name with complete address, telephone number and email	KAMALA NAGAR DELHI-110007. 011-25667706,
IFSC Code	UBIN0902837
Is the branch also NEFT enabled?	YES
Type of bank account	SAVING
Complete bank account number	520141001194352

A copy of RTGS/NEFT transfer report should be submitted along with the bid submitted separately for tender fee.

- III. If the successful bidder fails to execute the work i.e. **the catering arrangement of the Annual Prize Distribution Function 2022 (Lunch)**, the bidder will be blacklisted from the college for at least 5 years and the performance security deposit/EMD shall stand forfeited.
- IV. Bid submitted by a bidder who has been blacklisted in the college or anywhere by any Govt Authority will be summarily rejected and its EMD for this tender shall stand forfeited.
- V. Tenderer who has downloaded the tender from aforesaid sources **shall not tamper/modify the tender form including downloaded price bid template in any manner**. In case if the same is found to be tempered/modified in any manner, tender will be completely rejected. Also, tenderer is liable to be banned from doing business with the college.
- VI. The final offered rate (only in the financial bid) shall be quoted by the bidder, for every item, in words and also in figures and shall match with the amount figure. If rates in words do not tally with rates in figure, then the rates which correspond to the amount shall be taken as correct. If the amount of an item is not worked out by the contractor or it does not correspond to the rates written either in figure or in words then the rate quoted by the bidder in words shall be taken as correct.
- VII. The firm must be reputed and must be registered with Sales Tax/ Income Tax Authority.

Babbar Singh

- VIII. The following scanned and signed documents are to be furnished by the bidder along with **Technical Bid** as per the tender document (**Annexure-I**). Incomplete bid will be rejected with no claim whatsoever to the bidder.
- a. Certificates like Registration certificate, GST No., PAN No, TIN No, Service Tax registration, Sales Tax, Trade Tax Regn etc.
 - b. Only caterers/vendors or Food Business Operators registered/license holder with **Food Safety and Standards Authority of India (FSSAI)**, are eligible to submit the tender.
 - c. Copy of **Tender Acceptance Letter & Letter of authorization to submit bid**.
 - d. An undertaking (self-certificate) that the **agency hasn't been blacklisted** by a Central / State/UT Government/DU institution and there has been no litigation with any government department on account of IT services.
 - e. No near relative certificate
- IX. The following documents are to be furnished by the bidder along with **Financial Bid** as per the tender document:
- a. Schedule of Financial bid in the form of Financial Bid provided in the tender **Annexure-II**
 - b. Declaration Sheet **Annexure-III**
 - c. Bid Check List **Annexure-IV**
- X. University of Delhi is registered with the DSIR for the purpose of availing Custom duty exemption and Central Excise duty exemption via TU/V/RG-CDE(14)/2016 dated August 26, 2016 valid upto 31.08.2021.
- XI. The bidder shall bear all the costs associated with the preparation and submission of its quotation including samples, literatures etc. regardless of the conduct or outcome of the bidding process.
- XII. Sealed bids submitted personally/ post and the bids sent by Fax/Email will not be considered. Only specific clarification, if any, sought by the college may be replied electronically.
- XIII. All the pages of bid being online submitted must be **Signed with Seal and Sequentially** numbered by the bidder irrespective of nature of content of the documents before uploading.
- XIV. The college reserves the right to change the number of items to be procured as also their quantity.
- XV. The Principal reserves its rights to reject or accept wholly or partly the offer without assigning any reason(s). The Principal also reserves the right to cancel all Quotations without assigning any reason thereof.
- XVI. The Principal also reserves its right to terminate the maintenance contract at any time without assigning any reason. The contractor will not be entitled to claim any compensation against such termination. However, while terminating the contract, if any payment is due to the contractor for maintenance services already performed in terms of the contract, the same would be paid to it as per the contract terms.
- XVII. The decision for the placement of Order is at the sole discretion of the Principal. Once an order is placed, it will be non-transferable/ sublet/ or outsourced by the successful bidder to any other firm or bidder.

Dalit Agency

- XVIII. Any dispute or disagreement will be interpreted and addressed under Indian Laws in the Hon'ble Courts of Delhi Jurisdiction only.
- XIX. Each bidder shall submit only one bid either by himself or as a partner in a joint venture. A bidder who submits or participates in more than one bid will be disqualified.
- XX. Canvassing whether directly or indirectly, in connection with bids is strictly prohibited and the bids submitted by the bidders who resort to canvassing will be liable to rejection.
- XXI. The college may ask the bidders for sample reviewing and demonstration free of charge and no obligation basis and reserves the right to reject before opening of the financial bids.
- XXII. In case of any deviation from the tender specification or any misconduct, the firm will be held responsible.
- XXIII. No advance payment will be made. TDS applicable for professional services will be deducted.
- XXIV. Indian agents quoting directly or representing foreign principals (suppliers/manufacturers) should be registered with DGS & D for the items appearing in the restricted list of current EXIM policy of GOI.
- XXV. For imported equipment/s, payment can be made against the letter of Credit/Sight draft. The firm opting for Letter of Credit (LC) opening should clearly mention the address of foreign bank in the financial bid.
- XXVI. Tender conditions, other than those stated above, sent along with the offer shall not be binding on the college.
- XXVII. Any mismatch or contradictory information in the tender document may lead to cancellation of the particular bids.
- XXVIII. While submitting bids, the firm/company/s shall ensure that the terms/conditions mentioned in this document against which the bids are being given are acceptable to them. The bidder submitting an offer in response to this enquiry is assumed to have accepted the terms and conditions stated above.
- XXIX. **Eligibility Criteria for Technical Bid will be on the basis of two categories**

Category I: Minimum criteria for qualifying to category II

- 1.1 Turn Over along with proof of last three years.
- 1.2 Income Tax Return with valid proof of last three years.
- 1.3 Minimum Experience of catering services in Colleges/Institutions/Pvt Organizations or in similar institutions of Delhi University or Central Universities or Government Colleges for atleast 1500 persons.
- 1.4 Relevant documents as required in point IX of Enclosure I

Category II (Presentation / Demonstration of food)

Bidders who will qualify category I will be notified for presentation/demonstration of food items via email only (as mentioned in Annexure -I). The Cost of food presentation arrangement will be borne by the bidder only like utensils, serving crockery.

Bastheryal

Note: Only if the committee is satisfied with the presentation/demonstration of the bidder, then the latter will be qualified for financial opening of bid.

Important Note

1. **Due Date:** The tender has to be submitted **online** within 15 days from the date of publishing of NIT.
2. **Two Bid System:** The offer/bid should be submitted in two bid systems (i.e.) Technical bid and Financial bid through Online mode. **The technical bid should consist of tender fee, all technical details along with commercial terms and conditions.** Financial bid should indicate item wise price inclusive of Tax for the items mentioned in the technical bid.
3. **Opening of the Tender:** The bid will be opened by a committee duly constituted for this purpose. The technical bid will be examined by the purchase committee (as per specification and requirement). The financial bid will be opened only for those bidder whose technical bid shall meet all requirements as per the specification, and will be opened in the presence of the vendor's representatives subsequently for further evaluation. The bidders, if interested, may participate on the tender opening Date and Time. The bidder should produce authorization letter from their company to participate in the tender opening.
4. **Acceptance/ Rejection of bids:** The Committee reserves the right to reject any or all offers without assigning any reason.
5. **Prices:** The price should be quoted in total including tax and must include all packing, printing and delivery charges. The offer/bid should be inclusive of taxes and duties, which will be paid by the purchaser as applicable.

Tender shall be submitted in 2 separate covers:-

Cover/Envelope One : Technical Bid along with scanned copy of the Earnest Money Deposit ₹. 15,000/- (Rupees Fifteen Thousand only) and Tender Fee Receipt ₹1,000 (One Thousand Only) and other documents as mentioned in point No. IX of terms and conditions detail.

Cover/Envelope Two: Financial Bid

Note: The EMD amount must be deposited either in the form of DD *in favour of Principal, Ramjas College, payable at Delhi* or through NEFT/RTGS as mentioned above. The EMD must reach the college office before the last date of the submission of Bid.

Applications are invited from reputed caterers registered/license holder (as applicable) with **Food Safety & Standards Authority of India (FSSAI)** for the **catering arrangement of the Annual Prize Distribution Function 2022**, approximately 1200-1300) at Ramjas College,

Balraj

University of Delhi-110007, as per college terms and conditions attached as Annexure 1. **In case of discrepancy in quality, quantity of food and number of food items quoted in the bid or in the event of any disciplinary complaint against the vendor, the contract will not be extended further.**

General Instruction

1. Only caterers/vendors or Food Business Operators registered/license holder with **Food Safety and Standards Authority of India (FSSAI), having TIN Number, PAN Number and GST Number** are eligible to submit the tender.
2. The sealed envelope should contain tender fees only, if not depositing online. The technical bid (in online mode only) must include all information along with documents as specified by the college **except** the price rate list. The financial bid (online) will be opened only after evaluating the technical bid.
3. Norms specified in Food Safety and Standards Act, 2006 should be strictly followed. The details can be checked from the <http://www.fssai.gov.in>. Also, the contractor shall abide by all the prevailing laws for running of canteen/cafeteria and shall do all the necessary formalities of obtaining licenses / permission etc. on his own. The college shall not take any responsibility for any legal provision not met by the contractor & on account of this the contractor shall solely be responsible.
4. **Cooking gas cylinder and its charges, cooking equipments, biodegradable serving crockery for 1500 persons, shall be provided by the contractor.**
5. Use of biodegradable disposable cutlery is only permitted for serving food, in view of the prevalent Covid conditions.
6. All the food items should be kept covered while serving on tables.
7. Only the certified food commodities (Agmark) should be used in cooking. No loose items like oil, spices etc. should be used. Non-permitted additives (colors, flavors, preservatives, etc.) in the food items are not to be used in the canteen.
8. The contractor shall have to make his own arrangements to remove/ dispose-off garbage and shall not use college premises for dumping of the garbage. The contractor has to ensure that the garbage is not scattered here and there. The garbage of these dustbins shall be properly sorted to be disposed of by the contractor outside the college premises.
9. **Water used for cooking has to be arranged by the contractor. Water for cleaning purpose will be provided by the College.**
10. The contractor must not use / store any hazardous chemical / dangerous element / banned or expired products which may pose threat to the safety of the people.
11. The contractor shall not employ child labor and will make statutory payments (as per govt. Est. etc.). It shall be the sole responsibility of the contractor if he is served any legal notice or financial damages and will strictly follow the minimum wages rate and follow labour laws as applicable, time to time.
12. In case of any damage to the college property, the contractor would bear the damage charges as assessed and advised by the College Administration.

13. Any type of advertisement/branding in any form is not allowed without the prior permission of the college authorities.
14. Any indiscipline will not be tolerated. The staff/labourer must ensure proper discipline.
15. Any violation of terms and conditions would automatically lead to imposition of penalty as may be deemed fit or cancellation of the contract at any time without any prior notice by competent authorities.
16. The contractor should quote the rates for food items specified in **Annexure II**.
17. The college reserves the right to forfeit the security deposit either in case of unsatisfactory services offered or violation of terms and conditions by the contractor or premature termination of contract by the vendor.
18. The College reserves all the rights to cancel the contract without prior notice.
19. All supporting documents should be uploaded along with the tender forms. The incomplete tender forms are liable to be rejected.
20. Each document attached with the bid must be signed and stamped.
21. **The contract is non-transferable. The contractor is not permitted to sublet/sell or transfer the contract to any other vendor/contractor.**
22. An agreement is to be signed between the College and the Contractor, once the contract is awarded to the successful bidder.
23. The decision of the college shall be final in matters related to the execution as well as running of the canteen.
24. The licensed premises shall be used only for carrying out the business of canteen and for no other purposes.
25. Any legal dispute is subjected to the jurisdiction of Delhi only.
26. ***All the food items served should be strictly fresh, seasonal vegetables should be used.***
27. If two or more vendors are at LI the preference would be given to the NGO/the organization having more experience.
28. In case the LI fails to execute the contract either initially or in between the contract period then college authority reserves the right to engage the services with L2.
29. On the basis of technical specifications, the vendor will be asked to give a demonstration/presentation of the food items which will be served in the canteen.
30. The financial bid will be opened only for those vendors who qualified or were shortlisted on the basis of technical bid/presentation/demonstration and will be decided by Student Welfare Committee.
31. In case any vendor(s) submit(s) financial details at the time of submission of technical bids, his/her bids are liable to be cancelled.
32. Do not submit any technical/financial details in hard copy except DD/banker's cheque to the college.

Dabita Joshi

Ramjas College, University of Delhi, University Enclave
Delhi-110007

Annexure-I

Technical Bid for the catering arrangement of the Annual Prize Distribution Function 2022 (Lunch) (To be submitted in original, signed and stamped)	
Name of Vendor	
Correspondence Address	
Mobile Number	
Email address:	
Permanent Address	
Vendor's Bank Details Name of the Bank Account Number IFSC code Branch	
Aadhaar Number of the Vendor	
PAN No.	
TIN NO.	
GST No.	
Registration/License Number issued by FSSAI	
Terms and conditions mentioned in the tender documents as per Annexure-1 are acceptable. (copies enclosed)	YES/No
Demand Draft Details	
Income tax Return (of last three years). If yes Attach with tender Form	Yes/No
Turnover (of last three years). If yes Attach with tender Form	Yes/No
Vendor's Signature	

Note: Disclosure of financial rates in the technical bid is liable to be rejected. Therefore, do not mention the price list/financial quotation in technical bid.

B. S. H. Singh

Ramjas College, University of Delhi, University Enclave
Delhi-110007
Annexure-II
Financial Bid

(To be submitted in original, signed and stamped)

Name of the Vendor:

Address:

Menu/List of Food Items to be offered at the Annual prize distribution event (for 1200-1300 people)

Sr. No.	Item of Description	Total price including all charges and taxes as applicable for 1300 persons
1	Kadhi & Rice (200-250 gm), Aloo sabzi and bedhami poori (4 bedhami and 150gm sabzi), Sooji halwa (Desi ghee) (75-100 gm), Drinking water (500 ml)	

Baltagayl
Convener, Annual prize distribution committee

Principa
Principal

Baltagayl

DECLARATION SHEET

Annexure III

We, _____ hereby certify that all the information and data furnished by our organization with regard to this tender specification are true and complete to the best of our knowledge. I have gone through the specification, conditions and stipulations in details and agree to comply with the requirements and intent of specification.

We further certified that our organization meets all the conditions of eligibility criteria laid down in this tender document.

We, further specifically certify that our organization has not been Black Listed/De Listed or put to any Holiday by any Institutional Agency/ Govt. Department/ Public Sector Undertaking in the last three years.	NAME & ADDRESS OF THE Vendor/ Manufacturer / Agent
1 Phone	
2 Fax	
3 E-mail	
4 Contact Person Name	
5 Mobile Number	
6 TIN Number	
7 PAN Number	
8.GST Number	
9.Challan of Sample (copy enclosed)	

(Signature of the Tenderer)

Name:

Seal of the Company

Dalit Singh

BID CHECKLIST to be submitted with the Technical Bid

Sl. No.	Item Description	Yes/No	Bid Reference
1.	Tender Fee and EMD Receipt attached (if, deposited online), Original to be submitted in the office before last date of submission of bid.		
2.	Tender Acceptance Letter		
3.	Letter of authorization to submit bid.		
4.	An undertaking that the agency hasn't been blacklisted		
5.	Registration Certificates		
6.	No near relative certificate		
7.	Technical literature/ manual etc.		
8.	Technical bid as per format		
9.	Undertaking and Financial Bid as per format		
10	Copies of valid proof of turnover and income tax returns of last three years.		
11	GST Registration		
12	PAN Number		

Note: Disclosure of financial rates in the technical bid is liable to be rejected. Therefore don't mention the price list/financial quotation in technical bid

Balraj