

**DR. RAJENDRA PRASAD GOVT. MEDICAL COLLEGE
KANGRA AT TANDA.**

NO. HFW-H(DRPGMC)Canteen/-

Dated:

TENDER NOTICE

Sealed tender in two bid system are invited from eligible firms to run canteen services of (593 bedded) Dr. RPGMC Hospital Kangra at Tanda. The tender document could be obtained from the office of the undersigned, on any working day up to 13-09-2016 till 5.00 PM after the publication of tender notice, or by downloading a copy of the same from College website (www.rpgmc.ac.in). Those bidders who wish to download the tender document should enclose a tender fee of **Rs.2500/-** through Bank Draft/pay order alongwith the Bidding Documents and EMD drawn in favour of Medical Superintendent -cum-Member Secretary Dr. R. P. Govt. Medical College Kangra at Tanda, payable at SBP, Dr. RPGMC, Kangra at Tanda (Branch code-50917). The competent Authority reserves the right to reject the bids at any stage without assigning any reason and the decision of the competent authority shall be final and binding. The information in this regard has been given below:-

Name of the Service	Earnest Money	Last date for purchase of tender documents	Last date & time of submission of tender documents	Date & time of opening of tender	Cost of tender
For running hospital canteen services at Dr. RPGMC, Tanda.	Rs.5,00,000/-	13-09-2016 upto 5.00 PM	14-09-2016 upto 12-00 Noon	14-09-16 at 3.00 PM	Rs.2500/-

Medical Superintendent
Cum-Member Secretary
Rogi Kalyan samiti, Dr. RPGMC, Tanda.

TERMS AND CONDITIONS FOR CANTEEN SERVICES ON CONTRACT

1. The hospital shall provide suitable space for kitchen & eating only within the hospital campus.
2. Canteen shall be meant for serving refreshments, snacks, tea, meals etc, and such other items as Annexure-III and the prices, may be settled between the contractor and the hospital authority.
3. The services of the staff canteen will be at the disposal of the staff of this hospital including doctors, other officers, nurses etc. and bonafide visitors. The users of the canteen shall be paying for the services directly to the tenderer. Separate dedicated air conditioner cabin for resident doctors with provision of special diet for 24 hours, appropriate seating arrangements shall be provided by the contractor.
4. The staff canteen will run on all days including Sundays & Holidays (24 hours) with specified option for breakfast, lunch and dinner.
5. The contractor selected for canteen service, will be required to maintain highest level of cleanliness and standard of hygiene with regard to the persons under the employment and utensils for serving the food. A penalty of Rs.1000/- per occasion shall be levied for every non conformance.
6. The personnel appointed by the tenderer must have proper and clean uniform of similar colour with names knitted on their shirt for their identification. The personnel so appointed should have the basic knowledge of personal hygiene and safe & clean methods of food handling. The Annual medical certificate of the staff shall be deposited.
7. The quality of the raw materials to be used for preparation of food in the staff canteen should be of highest standard and fresh. The Dietician will check the raw material on regular basis & certify the incoming items as O.K or not O.K. The Dietician is authorized to discard any raw material if found not satisfactory & bring it into the notice of Hospital Administration.
8. The fuel to be used for cooking **will only be LPG** and shall be arranged by the contractor.
9. The contractor will be responsible for maintaining adequate number of persons engaged in cooking distribution of food and disposal of garbage and left over food.
10. The contractor should keep the staff canteen complex clean. If at any point the canteen & its premises are found to be unclean, the contractor shall be held responsible and penalty of Rs.1000/- per occasion shall be imposed.
11. The Contractor shall bear all the expenses for running the canteen and the hospital shall not in any manner be responsible for any damage caused due to incidents like theft, burn, fire, electric shock or bear any compensation for damage or injury caused to its workmen during discharging their duty.

12. The Contractor shall not be entitled to use the accommodation allotted by the hospital for any other purpose or business other than staff canteen, if found shall be liable for penalty of Rs. 1000/- per occasion.
13. The persons associated with preparation and distribution of food will be required to undergo periodical medical checking to rule out the possibilities of communicable disease /infectious diseases and anybody found suffering from such has to be kept out of engagement till he/she is fully recovered. Annual medical certificate to be deposited.
14. The list of personnel deployed for food preparation, handling and serving have to be intimated to the authority from time to time.
15. There shall be no compromise on the quality of food supplied by the contractor and if any such incidence or food adulteration is found, Rs.1000/- per occasion penalty including black listing the firm, and action shall be taken under provisions of Prevention of Food Adulteration Act and non compliance of the provisions of the Act may lead even to termination of the contract.
16. The agency will be responsible for complying with payment of minimum wages (State or Central whichever is higher) and other Social Security benefits including prescribed number of leave/ holidays and prescribed hours of work Schedule as per Labour Laws in force from time to time to its employees deployed in the hospital, all laws related to Social Security (P.F etc.). Service Tax wherever applicable & other labour legislations, pollution control and such statutory orders from time to time as regards to treatment & disposal of garbage and the contractor will be liable for any consequences resulting from violation of any such rule / provision/law.
17. The Contractor will be responsible for such conducts of the persons engaged by him in the hospital which will be conducive for maintaining the harmonious atmosphere in the hospital and will be responsible for any act of commission & omission of such persons.
18. All pages of the tender and related papers are to be duly authenticated by tenderer or authorized signatory on behalf of tenderer.
19. The contractor's behavior will be courteous to the consumer and the public so that there may not be any complaint. The contractor shall undertake not to permit or to indulge in gambling, drinking or any other unlawful and anti social activity in or around the canteen.
20. The hospital Campus is a "NO SMOKING ZONE" hence sale and use of tobacco is prohibited.
21. The tenderer will have to sign an agreement on non judicial paper for fulfilling the terms & conditions of canteen contract.
22. Substandard goods will be subject to the destructions by Principal / Medical Superintendent-cum-Member Secretary, Rogi Kalyan Samiti DR.RPGMC, Tanda, without any compensation.

23. The authorized Govt. Agencies will have the liberty of taking samples for Chemical analysis to ensure quality as per provisions of the act/Rules. The quality assurance of food items shall be done by periodically sampling by the Institution .The contractor will be wholly responsible for contravention of any provision of the Act/Rules.
24. There will be cleanliness in and around the canteen. The contractor, his servants and representatives shall obey all order given to them by the Principal/Medical Superintendent-cum-Member Secretary RKS, Dr. RPGMC, Tanda or his representative in writing or orally.
25. The contractor shall provide potable drinking water with a provision of aqua guard & water coolers facilities to all the customers.
26. The contractor must ensure the supply of tea, coffee, snack etc. to the doctor and paramedical staff in respective departments on demand particularly in OT's & ICU's twice a day i.e. 10-00 AM and 3-00 PM daily.
27. The Principal/Medical Superintendent-cum-Member Secretary RKS Dr.RPGMC, Tanda reserves the rights to terminate the contract for repeated non conformance of the terms & conditions of the tender.
28. In the event of exigencies arising due to the death infirmity, insolvency of the contractor or for any other reasons or circumstances, liabilities thereof of the contract shall be borne by the following , on terms & conditions as the Medical Superintendent-cum-Member Secretary RKS, Dr.RPGMC, Kangra at Tanda may further think proper in public interest or revoke the contract namely:-
 - a) Legal heirs in case of sole proprietor.
 - b) The next partner in the case of firms director in case of company, otherwise the Medical Superintendent-cum-Member Secretary, RKS shall reserve the right to settle the matter according to the circumstances of the cases as deemed fit.
29. Any difference(s) or disputes(s) which may arise will be settled by the Principal/Medical Superintendent-cum-Member Secretary RKS, Tanda and in case of need, the case will be referred to the Vice Chairman Governing Council-cum-Additional Chief Secretary (Health) to the Govt. of HP for final adjudication.

1. **ESSENTIAL CRITERIA**

i) **Experience:-**

The bidder should have the adequate experience of at least three years in running the canteen in Govt. hospital/ Institution /colleges/ universities or any other reputed institute.

ii) **Financial Capacity**

The average annual turn over of the participating bidder should be Rs. One crore for each for the last three financial years. Solvency certificate of Rs.25 lakhs from any scheduled bank is must.

iii) **Legal Status**

1. Should be a company / Govt. agency/Corporations registered as per law.
2. Income tax returns for last 3 years.
3. Pan Number registration.
4. Sale tax/service tax registration.
5. EPF/PF registration certification.

2. **Special terms & conditions:-**

- 1 The contract, if awarded will be initially for two years from the date of award of contract subject to continuous satisfactory performance and on failure on this aspect, the hospital reserve the right to terminate the contract. An extension of minimum of one year may be given on satisfactory performance with a 10% hike in rent, keeping all existing terms & conditions same
- 2 The contract will be awarded to the contractor who will quote highest rent (H1) for the canteen premises.
- 3 The earnest money for the tenderer will be 5,00,000/- (Rs. Five lakhs only) to be deposited with the rate quotation in the shape of FDR duly pledged in the name of Medical Superintendent-cum-Member Secretary Rogi Kalyan Samiti Dr. RPGMC, Kangra at Tanda.
- 4 The successful tenderer will have to deposit Rs.3, 00,000/-lac as refundable security in the shape of FDR duly pledged in the name of Medical Superintendent-cum-Member Secretary Rogi Kalyan Samiti Dr.RPGMC, Kangra at Tanda.
- 5 The Successful bidder will have to deposit a rent of 3 months in advance after taking the possession.
- 6 If successful bidder fails to deposit the rent & the security in one month, the contract will be awarded to the next highest bidder.
- 7 The rent of the canteen will have to paid by the 5th every month in advance, in case of holiday, on the next working day, failing which penalty @ Rs.500/- per day shall be imposed for delayed period.

- 8 For electricity and water charges, the contractor will have to pay Rs.10000/- lump sum per month in advance by the 5th of each month. In case of holiday, on the next working day failing which penalty @ Rs. 100/- per day shall be imposed for delayed period.
- 9 The electricity will have to be used for lightening, freezing, coffee machine, microwave, induction, juice making purpose only and not for the preparation of any food items. In case of violation of this condition penalty @ Rs. 1000/- at a time shall be imposed and the appliance will be confiscated.
- 10 The rates will be charged as per list shown in the schedule. The rates charged by the contractor must not exceed the district administration approved rate/ MRP. He will display, prominently the list showing rates of items at cash counter (4'x3') board. In the event of violation of this condition, penalty @ Rs.1000/- at a time shall be imposed.
- 11 In case of breach of the contract, Medical Superintendent-cum-member Secretary may encash the FDR's of EMD or security without any notice to the tenderer.
- 12 The contractor will pay all the rent, rate & taxes payable under service Act/ VAT/ income tax.
- 13 The contractor shall have to submit the certificate of Food Safety from appropriate authority within one month after the award of work.

Medical Superintendent
Dr.R.P.Govt.Medical College
Kangra at Tanda.

ANNEXURE-I

TECHNICAL BID
TENDER FOR RUNNING OF CANTEEN FOR HOSPITAL AND VISITOR

Sr.No.	Required document	Remarks
1.	NAME OF TENDER COMPANY/FIRM/ESTT./ INDIVIDUAL OWNERSHIP	
2.	NAME & ADDRESS OF OWNER	
3.	FULL PARTICULARS OF TENDERING FIRM INDIVIDUAL OWNERSHIP	
4.	TELEPHONE NO/MOBILE NO.	
5.	FAX NO.	
6.	E-MAIL ADDRESS	
7.	DETAIL OF EARNEST MONEY DEPOSIT	
8.	DD.NO & DATE AMOUNT RS.	
9.	EXPERIENCE	
10.	ANNUAL TURNOVER	
11.	SOLVENCY CERTIFICATE	
12.	EPF REGISTRATION NO.	
13.	PAN/GIR NO	
14.	SERVICE TAX REGISTRATION NO.	
15.	WHETHER AGENCY IS BLACK LISTED BY ANY CENTRAL/STATE GOVT.IF NOT ATTACH CERTIFICATE (AFFIDAVIT)	

ANNEXURE-II

FINANCIAL BID FOR RUNNING HOSPITAL CANTEEN IN THE PREMISES OF 802 BEDDED HOSPITAL, FOR STAFF & PATIENTS/VISITORS AT DR.RP.GOV.T.MEDICAL COLLEGE HOSPITAL KANGRA AT TANDA.

Sr.No	Description	Rent offered	
		In figure	In words
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Note:- H1 Shall be considered only above the base (reserve price) per month.

Dated

Signature

Name of the firm with seal

Annexure-III

List of eatable items to be sold in the canteen at Dr. RPGMC Hospital, Kangra at Tanda (H.P.)(As per rates approved by the district administration/MRP ,Kangra).

Sr. No.	Name of eatable items	Rate charged Rs.
1.	Tea per Cup 150 ml containing 50ml full milk	
2.	Milk boiled-200ml with sugar (full fat)	
3.	One Egg boiled	
4.	One Egg bhurje (used refined oil).	
5.	Bread	
6.	Samosa Bakery Large	
7.	Samosa veg. (weight not less than 150gm) oil used refined, stuffing potato or seasonal veg.	
8.	Gulabjamun per piece (not less than 50gm)	
9.	Rasgula per piece (not less than 50ml)	
10.	Coffee cup containing 50ml full fat milk	
11.	Butter toast (2 slice with Amul butter 20mg.)	
12.	Channa Bhatura/Puri per plate (consisting of 2 Bhatura 30 gm) and channa (50gm with liquid).	
13.	i) Dosa plain	
	ii) Dosa Masala with samber 150ml	
14.	Soft Drinks & Mineral water	
15.	Lassi 200ml	
16.	Fresh fruit juice (250ml)	
17.	2 Badda 30 gm and sambhar 150ml	
18.	Pakoda with chattani (per 50gm) seasonable vegetable used.	
19.	Bread Pakora	
20.	Veg. Sandwich	
21.	Veg. Burger	
22.	Breakfast: Prontha Plain (single) Prontha stuffed One egg omellettee with two bread slice	
23.	Patty Medium contained seasonal vegetable.	
24.	Lunch/Dinner full diet, thali in domestic catori (containing one catori dal, one catori, dhai/raita, one catori veg. Seasonal, 4 chapatties and 100gm boiled rice).	
25.	Half diet (containing one catori dal, one catori veg. seasonal, 2 chapatties and 100 mg.boiled rice).	
26.	Dahi Packet	
27.	Buiscuit	
28.	Veg.Tikki per piece half plate(one piece)	
29.	Veg.Tikki full plate(two pieces)	
30.	Chommin per plate	
31.	Veg.Momo full plate (10 pieces)	
32.	Veg.Momo half plate (5 pieces)	
33.	Special Thali –(Paneer dish,Dal,Raita ,Kari , Salad,Veg. with sweet dish	
34.	Dalia	
35.	Khichari	
36.	Veg.Pulao	
37.	Fruit cake	
38.	Bread bun	

UNDER TAKING

1. I/ We hereby agree to abide by all terms & conditions laid down in tender document.
2. This is to certify that I /We before signing this bid have read fully understood all the terms & conditions and instructions contained therein and undertake myself/ ourselves abide by the said terms and conditions of the tender alongwith adherence to the provisions of the prevention of food Adulteration act(PFA),Food Safety and Standard Act alongwith the rules laid there-in.
3. I/ We abide by the provisions of Minimum wages, Act, Contract Labour Act and other statutory provisions like Provident Fund Act, ESI Act, and any other charges applicable from time to time. I /We will pay the wages to the personnel deployed as per DGR rates/ Minimum wages Act as amended by Government from time to time and shall be fully responsible for any violation.
4. I/ We shall deploy physically & mentally fit personnel.
5. I/ We undertake that I/ We have gone through all the tender document line by & agree to abide by all terms & conditions laid under tender document.
6. The demand draft of Rs.5,00,000/-(Rs. Five lakhs only) favoring Medical Superintendent Dr.RPGMC, Kangra at Tanda payable at SBP, Tanda on A/C of earnest money allowing the terms & conditions duly signed & scheduled rate of items on prescribed Performa are enclosed.
7. My experience in the catering for ____years for which certificate are enclosed.
8. The rates quoted by me are valid and binding upon me for the entire period of contract and it is certified that rates quoted are the lowest quoted for any other institution/hospital in India.
9. I /We give the rights to Medical Superintendent to forfeit the earnest money deposited by me/ us ,if any delay occur on my / agent's part or failed to supply the article within the appointed time or the items of desired quality.
10. There is no vigilance / CBI case or court case pending against the firm.
11. I shall be vacating any space that may be provided to me by the hospital authority to carry out the job or otherwise, before I put the last bill of the contract period for payment.

Date

Signature of the tenderer

Place

Full Name with designation