

ಅಖಿಲ ಭಾರತ ವಾಕ್ ಶ್ರವಣ ಸಂಸ್ಥೆ - ೫ ೨ ೦ ೦ ೦ ೬

ಅಖಿಲ ಭಾರತೀಯ ವಾಕ್ ಶ್ರವಣ ಸಂಸ್ಥಾನ :ಮೈಸೂರು - 570006

ALL INDIA INSTITUTE OF SPEECH & HEARING: MYSORE - 570006

(An Autonomous body under the Ministry of Health and Family Welfare,
Govt. of India), Manasagangothri, Mysore - 570 006

ಫೋನ್ /Phone: 0821-2502000/ 2502100, www.aiishmysore.in

SH/PL/Canteen Outsourcing/2022-23

Dated: 28.07.2022

TENDER NOTIFICATION

AIISH, Mysuru invites sealed tenders (single bid system) from the interested caterers/contractors who have served for a period of at least one year in any of the canteens attached to Central/State Government Departments/ reputed private institutions for running the canteen at AIISH on contract basis as detailed below:

Sl. No.	Name of the work	Cost of Tender document
1.	<i>Running of Canteen at AIISH on Contract basis.</i>	Rs. 100/- EMD of Rs. 40,000/-

Interested contractors /caterers may visit the premises of the canteen on any working day between 3 p.m. and 4 p.m. up to 18.08.2022 to see the place of space for running the canteen and available facilities before participating in the tender process.

- A. Date of notice inviting tender : 28.07.2022
B. Last date for receipt of tender forms : 18.08.2022 by 5.30 P.M
C. Date & time of opening of tenders : 19.08.2022 (03.30 P.M.)

For downloading the tender documents and for further information please visit the institute's website www.aiishmysore.in

Sd/-
ನಿರ್ದೇಶಕ/Director



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ಅಖಿಲ ಭಾರತೀಯ ವಾಕ್ ಶ್ರವಣ ಸಂಸ್ಥಾನ :ಮೈಸೂರು - 570006
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TENDER DOCUMENTS (Non-transferable)

For running the Canteen at AIISH, Mysore

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2	Terms and Conditions	3-6
3	Tender Application Form / Items to be prepared	7-8

Note:

1. All these documents are to be submitted duly signed by the tenderer on each page while submitting the offer, with an **EMD of Rs. 40,000/-** and **cost of tender document of Rs. 100/-**
2. Last date for submission of tender document is **18.08.2022 by 5.30 P.M**
3. **Date of opening** the tenders is **19.08.2022 at 03.30 P.M** in the Meeting Hall, Administrative Block of the Institute.

Sd/-
ನಿರ್ದೇಶಕ/**DIRECTOR**

ಅಖಿಲ ಭಾರತ ವಾಕ್ ಶ್ರವಣ ಸಂಸ್ಥೆ - ೫೭೦೦೦೬
अखिल भारतीय वाक् श्रवण संस्थान :मैसूरु - 570006
ALL INDIA INSTITUTE OF SPEECH & HEARING: MYSORE - 570006
(An Autonomous body under the Ministry of Health and Family Welfare,
Govt. of India), Manasagangothri, Mysore - 570 006

SH/PL/Canteen Outsourcing/2022-23

Dated: 28.07.2022

TENDER NOTIFICATION

All India Institute of Speech and Hearing (AIISH) an Autonomous body under the administrative control of the Ministry of Health and Family Welfare, Government of India at its headquarters at Manasagangothri, Mysore is looking for reputed contractors/ caterers who have sufficient knowledge and well versed in running the canteens in Central/State Government Institutions/Departments/ Reputed private Institutions, for running the Canteen in the premises of the Institute (in the main campus).

Sealed Tenders (single bid system) are invited from the interested caterers/contractors.

Eligibility:

1. Should have served at least one year in any of the canteens attached to Central/State Government Departments/ reputed private institutions for running the canteen at AIISH on contract/lease basis.
2. Should have executed at least 3 contracts with value Rs. 5 lakhs each in the past three years in Government / reputed private institutions.
3. Should have annual turnover of Rs. 20 lakhs over the past three years.
4. Bidder either must have an office in the State of Karnataka or have provided service in the State of Karnataka.

Purchase Preference:

The director reserves right to grant preferences to eligible bidders under various Government Policies/ directives (policies relating to Make in India; MSE; Start-ups etc.).

How to submit the tender documents:

- Tender documents including terms and conditions can be downloaded from the Institute's website www.aiishmysore.in
- Tender document so downloaded will be valid only if a Demand Draft of Rs. 100 in favour of Director, AIISH, Mysore, is enclosed towards the cost of the tender document.
- Tender document should be submitted along with EMD of Rs. 40,000/- (Demand Draft drawn in favour of Director, AIISH, Mysore)
- Bidder should sign on each page of the tender document and supporting documents.

- Sealed Tenders (single bid system) super-scribing on top of the envelope “Tender for running Canteen at AIISH, Mysore” should be submitted in the office of the Chief Administrative Officer.
- The last date for receipt of filled in tender documents is up to **18.08.2022 by 5.30 P.M.**
- Tenders will be opened on **19.08.2022 at 03.30 P.M**

Documents to be attached along with the tender document:

1. A copy of the license for running canteen like activities.
2. Proof of experience
3. Proof of annual turnover
4. Proof of having executed 3 contracts with value Rs. 5 lakhs each.
5. Proof of having an office in the State of Karnataka.
6. A copy of GST registration
7. Original DDs
8. Supporting documents in case of claiming EMD exemption
9. ID proof of the bidder.
10. Details of point of contact (Escalation matrix)

Interested contractors/caterers may visit the premises of the canteen on any working day between 3 p.m. and 4 p.m. up to **18.08.2022** to see the place of for running canteen activities and available facilities before participating in the tender process.

The tenders will be considered not eligible if:

1. Tender document is submitted without Rs.100/- (Demand Draft) towards the cost of the document.
2. The bidder does not have served at least one year in any of the canteens attached to Central/State Government Departments/ reputed private institutions for running the canteen at AIISH on contract/lease basis.
3. The EMD is not paid.
4. Tenders received after the last date of receipt of tenders.
5. The bidder has not signed on all pages of the tender document.
6. Tender does not contain supporting documents.
7. The tender document is incomplete.

The Director, AIISH, Mysore reserves the right to accept or reject any or all of the tender/s without assigning any reason whatsoever.

Sd/-
निदेशक/DIRECTOR

TERMS AND CONDITIONS FOR CANTEEN TENDER

All India Institute of Speech and Hearing provides:

- (1) The space for running the canteen will be provided by the Institute on payment of nominal/subsidized monthly rent of Rs. 4500/- (Rupees Four Thousand Five Hundred only) per month and the contractor shall make payment of the same for each month before 10th of the following month.
- (2) Electricity and water will be provided by the Institute. The contractor shall make payment of the consumption charges for electricity and water as per demand before 10th of the following month.
- (3) The existing equipment, furniture, utensils, cooking range, etc., that are available in the Canteen will be made available to the Contractor, who can use the same for running the Canteen. The Contractor shall hand over the same in good condition. Any damage during their contract period has to be repaired or replaced at their own cost. Any deterioration of the equipment and furniture would attract an appropriate deduction from the Security Deposit.

The contractor shall:

- (1) Provide service of food items/articles at the Canteen on all working days (5 days a week – Monday-Friday) of the Institute, i.e., from **8 AM to 8 PM**.
- (2) Provide services on weekends and on all holidays, if required, by the Institute for which advance information will be given by the Institute.
- (3) Deposit Caution money/Security deposit of Rs. 60,000/- (Rupees Sixty Thousand only) refundable on expiry of the contract, after adjustment of the outstanding dues from the contractor, if any and subject to compliance of the terms and conditions of the contract.
- (4) The tenure of the contract is initially for a period of 1 year extendable by one more year on mutually agreed terms and conditions with an option for termination of contract prematurely by the Institute by issuing three months' notice, if the services were found to be defective and for reasons like non-compliance of the terms and conditions of the contract. On the other hand, the contractor can also terminate the contract after giving three months' advance notice in writing to the Director and the notice period commences from the date of receipt of the notice at the Institute.
- (5) The tenure of the contract commences from the date of commencement of the activities of the canteen by the contractor as notified by the Institute in this regard.
- (6) Comply the Labour Laws (State/Central) as applicable including non-engagement of child labour, work timings, adherence to quality and maintenance of good standard practices at the places of catering including disposal of waste. For any violation of the Labour Laws at the canteen the contractor shall alone be

responsible. Labourers engaged by him in pursuance of the contract shall be the employees engaged by him for all purposes. On termination of the contract, it is the responsibility of the contractor for relocation of the employees engaged by him and the Institute does not have any responsibility in this regard.

- (7) It is the responsibility of the Contractor to obtain such License as required under the law for carrying out the activities at this Institute in terms of this contract from agencies/local bodies such as City Corporation, Food Authorities etc., Any statutory levied Taxes which are required to be paid for the business activities of the Canteen the contractor shall pay the same.
- (8) The Contractor on no account shall sublease the contract to any other persons/agency. If it is found to be so, it amounts to breach of the terms of the contract and the contract is liable to be terminated forthwith by the Institute, forfeiting the Security Deposit paid by the Contractor by giving the Contractor one weeks' time. The decision of the Director is final in this regard.
- (9) There shall be a Canteen Committee as constituted by the Director, which shall inspect quarterly the cleanliness, maintenance of equipment, hygiene of food supplied, and other terms and conditions stipulated in the agreement. Any violation in this regard would be warned in the first instance, and continuing the same leads to a penalty of Rs. 1000/- or termination of the contract.
- (10) Provide healthy and hygienic food with good quality (not junk food). Required to maintain cleanliness of the required standards as mentioned by the Food Safety and Standards Authority of India (FSSAI) from time to time.
- (11) May also supply items in addition to the items specified for which he may charge reasonably.
- (12) Cater to the requirement of the Institute for supply of items/of food items including Coffee/Tea in connection with meetings, conference, symposiums, seminars, etc., for supply of special lunches, dinner, coffee, tea, high- tea and snacks at the agreed rates separately for such needs/require and he shall make arrangements for supply of the same, if required, at the Guest House/Departments of the Institute.
- (13) Bring all the raw materials required for preparation of the food articles and the cost of all the raw materials required for preparation of the items shall be borne by the contractor.
- (14) Use raw materials of reputed quality and of approved agencies [AGMARK]/branded items.
- (15) Shall not use any adulterated food articles which are harmful for the health. Additives and preservatives etc..., shall not be used, if found necessary for use, shall use the same of the approved agency/trade mark and well within the limits by the prescribed authority/rules and regulations in this regard.

- (16) Shall not use colouring agents, taste makers, etc., which are banned or the usage of which is not approved.
- (17) First quality of spices, grains, dhal to be used for cooking and superior quality refined oil to be used for preparation of food.
- (18) The items of food prepared by the contractor and the raw materials used for preparation are subject to verification and certification by the Canteen Committee constituted by the Director, AIISH. Any suggestions made by the committee shall be complied with.
- (19) The rates of the food articles as quoted by him and as approved, shall be valid for period of contract, if any revision is required during this period, it shall have the approval of the Director, AIISH. Unless revision in rates is accepted, contractor shall not charge extra for such approved items.
- (20) Routine expenses of maintenance of the building shall be borne by the contractor. Any major work will be attended to by the Institute. In this regard, the decision of the competent authority at the Institute is final.
- (21) Sale of liquor, cigarettes, beedies, pan etc., are prohibited in the canteen and its vicinities.
- (22) The contractor shall not use firewood, sawdust, paddy husk as a fuel for preparation of food items. He shall use only eco-friendly fuel such as LPG and the like for the purpose at his cost.
- (23) The contractor shall make arrangements for disposal of waste products generated in the canteen while preparing food items including items of food wasted as per norms of Pollution Control Board.
- (24) Furnish the list of employees engaged by him along with a photograph of such employees to the Institute within one week from the commencement of contract or within such extended period at his request. No employees other than those whose names are furnished by his as above will be entertained to enter the campus/ or work in the canteen.
- (25) All staff engaged in the Canteen by the Contractor shall wear uniform, gloves, a face mask, a head cap, and an apron.
- (26) No plastic items: tumbler, plates, bottles, spoon, covers etc., shall be used in the canteen premises.
- (27) Every staff shall wear, inside the kitchen, a pair of slippers solely dedicated for the purpose.

- (28) The Committee may do, once a month, surprise inspection of cleanliness, maintenance of equipment, hygiene of food supplied, and other terms and conditions stipulated in the agreement
- (29) The Contractor shall abide to provide all the items as listed in the contract agreement.
- (30) In respect of matters not dealt/traversed herein, the decision of the Director shall be final and binding on the contractor.
- (31) All legal issues if any arises will be settled under the jurisdiction of Mysore city civil court.

Sd/-
निदेशक/DIRECTOR

ALL INDIA INSTITUTE OF SPEECH AND HEARING: MYSORE 6

A. Tender application Form

Name and Address of the Contractor (Copy of License to be enclosed)	
Details of Tender fee paid (Original DD to be enclosed)	
Details of Experience (Proof of experience to be enclosed)	
Details of GST (Copy to be enclosed)	

B. Items required to be supplied in the canteen

Sl. No	Items	Quantity	Rate(Rs)
1.	Coffee/Tea	100 ml	
2.	Milk/Malt	100 ml	
3.	Idli with Sambar and Chutney	1 plate (2 Nos 100 gms each)	
4.	Vada (a) Uddina Vada (b) Ambode	25 gms each	
5.	Poori with palya/Sagu & Chutney	3 Nos 100 gms each	
6.	Chapati with sagu/palya & Chutney	2 Nos 100 gms each	
7.	Parota with sagu/palya & Chutney	2 Nos 125 gms each	
8.	Uppitu / Khara Bath with Chutney	1 plate each 100 gms	
9.	Chow-chow bath,	1 plate each 100 gms	
10.	Kesari Bath	100 gms	

11.	Dosa (items)	a) Plain Dosa b) Masala Dosa c) Onion Dosa d) Ravva Dosa e) Set Dosa	
12.	Rava Idli	1 No.	
13.	Vegetable Bonda or Bajji	4 Nos Each 50 gms	
14.	Bisibele Bath with Boondi	1 plate 100 gms	
15.	Chitranna/Palav	1 plate 100 gms	
16.	Gobi/Noodles	1 plate	
17.	Fried Rice	1 plate	
18.	Rice with Sambar (good quality of Rice to be used)	1 plate 200 gms	
19.	Curd Rice (good quality of Rice to be used)	1 plate 100 gms	
20.	Meals with the following items (Plate meals): a) Chapati/Puri 2 Nos. 100 gms each b) Rice – 1 plate 200 gms (good quality of rice to be used) c) Palya 50 gms (Seasonable vegetables to be used) d) Pickles & Pappad (1 No.) e) Rasam, Sambar etc., (Seasonable vegetables to be used) f) Curds 1 cup 50 ml		

*contractors are instructed to strictly follow the quantity mentioned above for the purpose of quotation.

- (i) Good quality of raw materials such as rice, atta, spices etc. will be used. Refined oil will be used for cooking medium.
- (ii) I have read the terms and conditions of award of contract and I shall abide by it.

Place:

Date:

Signature of the Tenderer