

**GANDHI SMRITI AND DARSHAN SAMITI
GANDHI DARSHAN, RAJGHAT,
NEW DELHI**

TENDER NOTICE

F.No. 22/13/ (ii)/TC/2018-19/GSDS/PU-II
New Delhi, dated the 8th September, 2019


Sealed tenders are invited on behalf of the Director, GSDS from the interested parties/contractors/service providers located in Delhi for providing Catering Services for different programmes/activities organized by Gandhi Smriti and Darshan Samiti from time-to-time.

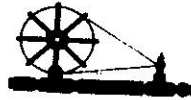
Tender Form/Documents can be obtained from Gandhi Darshan, Rajghat, New Delhi up to 3.00 P.M. till September 27, 2019, on payment of Rs. 500.00 in Cash [Non-refundable] on any working day or can also be downloaded from our website www.gandhismriti.gov.in for which Rs. 500.00 (Rupees Five Hundred only) in the form of Demand Draft in favour of "Director, Gandhi Smriti and Darshan Samiti, New Delhi" payable at New Delhi be remitted along with the bids.

Tenderers should submit their bids in a SEALED ENVELOPE, superscribing, "Technical Bid – 'A' for Catering Services", and "Financial Bid – 'B' for Catering Services" duly complying the instructions contained in the Tender form {enclosed at Annexure-I-VI}, addressed to the Director, GSDS latest by 05.00 p.m. on September 27, 2019 at the above office address.

EARNEST MONEY DEPOSIT of Rs. 1,00,000/-[Rupees One Lakh only] in the form of Demand Draft drawn from any Nationalized Bank in favour of *Director, Gandhi Smriti and Darshan Samiti, New Delhi* must be enclosed with the bid to avoid an outright rejection of the bid.

Technical Bids of the tenderers will be opened at 3.00 p.m. on Saturday, October 05, 2019 in the presence of the tenderers who may like to be present. "Director, GSDS, New Delhi" reserves the right to accept or reject any or all the tenders without assigning any reason whatsoever thereof.


Administrative Officer
GSDS, New Delhi



**GANDHI SMRITI AND DARSHAN SAMITI
GANDHI DARSHAN, RAJGHAT,
NEW DELHI**

**F.No. 22/13/ (ii)/TC/2018-19/GSDS/PU-II
New Delhi, dated the 8th September, 2019**

Terms & Conditions of the Tender for providing Catering Services:

- 1. Sealed tenders are in two parts consisting of part-I Pre qualification (Technical Bid) Details (Envelope-1) and Part – II (Financial Bid) (Envelope – 2).**
- 2. It may be noted that after opening the Part – I (Technical Bid). Only those service providers who fulfil requirements as per Technical Bid will qualify for opening their Financial Bid. Otherwise their tender will be rejected.**
- 3. The tenders, Part – I and II are to be submitted in separate sealed covers (i.e. Envelope-I and Envelope – II) and both envelopes are to be put in one large envelope and addressed to the Director, Gandhi Smriti and Darshan Samiti, Gandhi Darshan, Rajghat, New Delhi – 110002.**
- 4. All amounts shall be indicated both in words as well as in figures in Indian currency.**
- 5. Where there are differences between the amount quoted in words and figures, amount quoted in words shall prevail. All handwritten information/amount to be filled-in by the tenderers must be legible and tender documents so submitted must be neat and intact.**
- 6. The Caterer should submit the tender form along with Rs. 500.00**
- 7. The Caterer will be required to provide services for both small groups (5-10) and large groups.**
- 8. All spices/oil/vegetables/ other raw materials that are to be used should be of standard quality and should maintain stringent hygienic conditions.**
- 9. GSDS reserves the right to reject all or any tender without assigning any reasons.**
- 10. Gandhi Smriti and Darshan Samiti shall not be held responsible for loss and non-receipt of tender by post.**
- 11. No commercial activities in the premises shall be permissible.**
- 12. The Caterer will be provided kitchen.**
- 13. The Caterer will have to get all cutlery/utensils/ good quality plates/glasses/gas/cup & saucer, etc.**

14. The contract will be valid for a period of One Year from the date of issue of work order. It can be extended for specified period on the same terms and conditions.
15. The contract shall be liable for termination due to following reasons:
- i. Poor performance.
 - ii. Interruption of Service.
 - iii. Poor quality of food items.
 - iv. Misbehaviour of the staff of the Caterer
 - v. Misuse of premises.
 - vi. If the Caterer sublets the work or the space to another agency.
16. The Caterer who wins the bid will have to deposit Earnest Money of Rs 1,00,000/- (One Lakh) through Demand Draft in the name of Director Gandhi Smriti and Darshan Samiti.
17. The Menu is attached. The rates have to be quoted according to the Menu.
18. Payments will be made after deducting TDS (if necessary/applicable) through cross-cheques.
19. The Caterer will be responsible for any inconvenience/health hazard or harm caused to those consuming the food. The Caterer shall indemnify GSDS against any loss/harm or inconvenience.
20. Tenders received late, not in properly sealed cover, & conditional or not conforming with the above conditions or not complete in all respects will be rejected.


(Administrative Officer)
Gandhi Smriti and Darshan Samiti,
New Delhi



Gandhi Smriti and Darshan Samiti (GSDS)
(An autonomous body under the Ministry of Culture, Government of India)

F.No. 22/13/ (ii)/TC/2018-19/GSDS/PU-II
New Delhi, dated the 8th September, 2019

Tender Form
Catering Services for Gandhi Smriti and Darshan Samiti

- A) Name of the Organization/Company:**
- B) Name of the Proprietor:**
- C) Address :**
- D) Tel/Mobile:**
- E) Email :**
- F) : 1) GST No.**
2) Pan No.
3) Service Tax No.
- G) Years of experience: Documents in support at least 5 years of minimum experience are required to be enclosed.**
- H) Cost of submitting Tender Form: Rs.500.00**
- I) Last date &Time for Receipt of Sealed Tender Form: September 27, 2019 at 5.00 p.m.**
- J) Date & Time of Opening of Sealed Tender (Technical Bid): October 05, 2019 at 3.00 p.m.**

Date:

Signature



**GANDHI SMRITI AND DARSHAN SAMITI
GANDHI DARSHAN, RAJGHAT, NEW DELHI**

Tender for providing Catering Services during programmes in GSDS

F.No. 22/13/ (ii)/TC/2018-19/GSDS/PU-II
New Delhi, dated the 8th September, 2019

PART-I (Technical Bid)

Pre-qualification Bio-Data to be enclosed along with the Tender:

1. **Name of the Caterers/Firm/Organization : and Registered Postal Address:**
2. **Telephone No./Mobile/Fax No.:**
3. **E-mail :**
4. **Month and year of establishment :**
5. **Registration No. :**
6. **Name of the Proprietor/Partners/: Directors/Authorised representative with details of Partnership deed and Address, Phone number.**
7. **Service Tax Registration Number :**
8. **Commercial Tax Registration No. if any :**
9. **Certificate regarding Income Tax Return : The past three years**
10. **Annual Turn Over during the last Three year (Enclosed the audited Financial Statements, Chartered Accountant certified) :**
 - a) **2016-17:**
 - b) **2017-18 :**
 - c) **2018-19 :**
11. **Existing Man power deployed in such services :**
12. **Work Experience in providing Catering service to major institutions/Organization of Govt./Semi Government or reputed Private companies/Firms whom the services were provided for a minimum of 5 years. The information should be supported by documents from the organization.**

Period of Contract		Name and address of the Organization	Type of Contract undertaken	Value of Contract and other details	Remarks
From	To				

13. Whether the firm is an Income Tax Assesses: if so, please give the details of PAN No. and latest assessment order.

14. Details of Demand Draft for Rs. 01/- lakh enclosed as EMD amount (Any Bank):

Demand Draft No. and Date	Name of the Bank and Branch

Date:

Place:

{Signature of the Tenderer with Seal}

**GANDHI SMRITI AND DARSHAN SAMITI
GANDHI DARSHAN, RAJGHAT, NEW DELHI**

F.No. 22/13/ (ii)/TC/2018-19/GSDS/PU-II
New Delhi, dated the 8th September, 2019

Part II – Financial Bid

**As per the terms and conditions, the vendor may provide the rates of the following
Menu**

Menu	Quantity	Rate	GST	Total	Remarks
Bed tea	Tea (150 ml) 4 Bakery cookies of good make				
Breakfast	Idli standard size (2 pc) +Sambher or Sambar Vada Slanderred Size (4 pc) or Upma (150gm.) or Puri sabji (08 no.) or Bread (4 pc)+ Butter + (2) Banana				
Lunch	Tawa Roti or tanduri Roti Fried Rice/Matar Rice Dal tarka/ Yellow Dal/Dal Makhani/ Rajma/ Chole Kadhai paneer/Matar Paneer/Paneer Butter Masala/Palak paneer Seasonal Veg./Mix Veg./Bhujya/twa fry Salad Papad (01 pc) Pickle Curd (100 gm)/Raita Ice Cream/2 Gulab Jamun/ 2 Rasogulla				
Evening Tea	1 Samosa 1 Veg. Pakora/Veg. Cutlet 6 Bakery cookies of good make Tea (150 ml)				
High Tea	Tea/coffee				

	1 Sandwich Khandwi/Dhokla 2 Paneer Pakora 1 Veg Cutlet 4 Bakery cookies 2 Dry Sweet/Kaju Katli/ Dry Gulab Jamun				
Dinner	Tawa Roti or tanduri Roti Fried Rice/Matar Rice/Veg. Pulow/Veg. Rice Dal Yellow/Dal Makhani Paneer/Butter Masala /Karahi paneer/ Matar Paneer/Paneer palak /Paneer corm Seasonal Veg./Mix Veg./soya chap 1 Salad 1 Papad Pickle 2 Rasogulla/2gulab Jamun/Moong Dal Halwa 1 plate (Standard)/Rasogulla				
Packed	Packed Breakfast Lunch/Dinner				

Note:

General Terms:

- i) GSDS have two campuses viz. one at Gandhi Smriti, 5 Tees January Marg, New Delhi-11 0011 and second , at , Gandhi Darshan, Rajghat, New Delhi . The caterer will be required to provide services at Gandhi Smriti also as kitchen and other facilities are developed at Gandhi Darshan . The rates should be inclusive of cartage for providing services at Gandhi Smriti.
- ii) Water will be provided to all during Breakfast, Lunch and Dinner with no charges.
- iii) Extra Charges for water during the meeting or at other times.
- iv) Order for Hi-Tea will be as per requirement and it will be informed to the Caterer from time-to-time.
- v) The Caterer will have to ensure cleanliness of the premises & Kitchen, cleaning of dishes.

1. Any other conditions which the tenderer would like to add:

.....
.....
.....
.....
.....
.....

Telephone No.
Date:
Address with Phone/Fax No.

(Signature of Tenderer)
With

Official Seal

Note-

- i. Rates should be exclusive of GST.**
- ii. The tender committee will take into account rates quoted in the Financial Bid for different items by the vendor. Any discrepancy will not be allowed.**

To,
The Director
Gandhi Smriti and Darshan Samiti
Gandhi Darshan, Rajghat
New Delhi-110002

PERFORMANCE BANK GUARANTEE

_____, a company registered under the _____ (herein referred to as "Our Constituent" which expression unless excluded or repugnant to the context or meaning thereof included its successors and assigns) agreed to enter into a contract dated: _____ (herein referred to as "Contract") with Gandhi Smriti and Darshan Samiti for _____.

We are aware of the fact that as per the terms of the contract M/s. _____ is required to furnish an unconditional and irrevocable Bank Guarantee in your favour for an amount of Rs. 1, 00,000/- (Rupees One Lakh only) and guarantee the due performance by our constituent as per the contract and we do hereby agree and undertake to pay any and all amount due and payable under this bank guarantee, as security against branch/default of the said contract.

In consideration of the fact that our constituent is over valued customers and the fact that he has entered into the said contract with you we _____ have agreed to issue this performance Bank Guarantee.

Therefore, _____ we _____ hereby unconditionally and irrevocably guarantee you as under.

In the event of our constituent committing any branch/default of the said contract and which has not been reflected by him, we hereby agree to pay you forthwith on demand such sums not exceeding the sum of Rs. 1,00,000/- (Rupees One Lakh) with any demur.

Notwithstanding anything to the contrary, as contained in the said contract, we agree that your decision as to whether our constituent has made any such defaults/branches, aforesaid and the amount or amounts to which you are entitled by reasons thereof subject to the terms and conditions of the said Contract, will be binding on us and we shall not be entitled to ask you to establish you claims under this Performance of Bank Guarantee, but will pay the same forthwith on your demand without any protest or demur.

This Performance Bank Guarantee will hold good till _____ subject to the terms and conditions in the said contract.

We bind ourselves to pay the above said amount at any point of time commencing from the date of the said contract until the _____.

We further agree that the termination of the said agreement for reason solely attributable to our constituent virtually empowers you to demand for the payment of the above said amount under this guarantee and we would honour the same without demur.

We hereby expressly waive all our rights

- 1. Requiring to pursue legal remedies against GSDS.**
- 2. For notice of acceptance hereof any action taken or omitted in reliance hereon of any defaults under the contract and any resentment, demand protest or any notice of any kind.**

We the Guarantor as primary obligator and merely Surety of Guarantor of Collection do hereby irrevocable and unconditionally give our guarantee and undertake to pay any amount you may claim (by one or more claims) up to but not exceeding the amount mentioned aforesaid during the period from and including the date of the issue of this guarantee through the period.

We specifically confirm that no proof of any amount due to you under the contract is required to be provided to us in connection with any demand by you for payment under this guarantee other than your written demand.

Any notice by way of demand or otherwise hereunder may be send by special courier, telex, fax, registered post or other electronic media to our address, as aforesaid and if send by post, it shall be demand to have been given to us after the expiry of 48 hours when the same has been posted.

If it is necessary to extend this guarantee on account of any reason whatsoever, we undertake to extend the period of this guarantee on the request of our constituent under intimation to you.

This Performance Bank Guarantee shall not be affected by any change in the constitution of our constituent nor shall it be affected by any change in our constitution or by any amalgamation or absorption thereof or therewith or reconstruction or winding up, but will ensure to the benefit of you and be available to and be enforceable by you during the period from and including the date of issue of this guarantee through the period.

Notwithstanding anything contained hereinabove, our liability under this Performance Guarantee is restricted to Rs. 1,00,000/-(Rupees One Lakh only) and shall continue to exist, subject to the terms and condition contained herein Unless a written claim is lodged on us on or before the aforesaid date of expiry of this Guarantee.

We hereby confirm that we have the powers to issue this Guarantee in your favour under the Memorandum and Article of Association/Constitution of our bank and the undersigned is/are the recipient of authority by express delegation of power/s and

has/have full power/s to execute this guarantee under the Power of Authority issued by the bank in our favour.

We further agree that the exercise of your rights against our constituent to enforce or forebear to enforce or any other indulgence or facility, extended to our constituent to carry out the contractual obligations as per the said contract, would not release our liability under this guarantee and that your right against us shall remain in full force and effect notwithstanding any arrangement that may be entered into between you and our constituent, during the entire currency of this guarantee.

Notwithstanding anything contained herein.

Our liability under this Performance Bank Guarantee shall not exceed to Rs. 1, 00,000/- (Rupees One Lakh only).

This Performance Bank Guarantee shall be valid only up to the tenure of the contract (plus three month) and for the total services in the contract that is up to _____ including (Claim period) and

We are liable to pay the guaranteed amount or part thereof under this Performance Bank Guarantee only and only if we receive a written claim or demand on or before _____. Any payment made hereunder shall be free and clear of any without deduction for or on account of taxes, levis, import, charges, duties, fees, deduction or with holding of any nature imposts.

This guarantee shall be governed by and construed in accordance with the Indian Laws and we hereby submit to the exclusive jurisdiction of courts of Justice in India for the purpose of any suit or action or other proceedings arising out this guarantee or the subject matter hereof brought by you may not be enforced in or by such court.

NOT WITHSTANDING ANYTHIG CONTAINED HEREIN

1. Our liability under the bank guarantee shall not exceed Rs. 1, 00,000/- (Rupees One Lakh only).
2. This guarantee shall be valid upto _____.
3. We are liable to pay the bank guarantee amount or any part thereof under the bank guarantee only if you serve upon us a written claim or demand in terms of guarantee on or before _____ wherein after it ceases to be in effect in all respect whether or not the original bank guarantee is returned to us.

(Signature and seal of the authorized signatory of the Bank)