

Tel: 01664-297220



CBSE Affiliation No. 500018

पीएम श्री केन्द्रीय विद्यालय पालुवास,  
रोहतक रोड़ भिवानी, हरियाणा-127021  
PM SHRI KENDRIYA VIDYALAYA PALUWAS,  
ROHTAK ROAD BHIWANI, HARYANA PIN-  
127021.

Web Site: [www.paluwas.kvs.ac.in](http://www.paluwas.kvs.ac.in)

E-mail: [kvpaluwas1@gmail.com](mailto:kvpaluwas1@gmail.com)

School Code:44540

F.89/2023-24/ KVP/Admn/Misc

Date: 30.11..2023

To

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### TENDER DOCUMENT

Sub: **Awarding of Canteen Contract for the period one year w.e.f. January 2024**

Sir/Madam,

Please find enclosed herewith the tender documents for running of Canteen. Tender duly filled, signed and stamped in sealed cover addressed to the Principal, KV Paluwas, Bhiwani should reach latest by 17:00 hrs. on 12.12.2023. The tender will be opened on 13.12.2023 at 10:00 a.m. in Principal office. A Draft of Rs.3500/- as bid security in favour of **PRINCIPAL, KENDRIYA VIDYALAYA PALUWAS VVN Fund A/c, BHIWANI PAYABLE AT BHIWANI.**

In case of any queries or clarifications, please feel free to contact Mr.Krishan Kumar SSA,  
Mobile no.9466677384.

Thanking you,

Your's Truly,

( MOHINDER SINGH )  
PRINCIPAL

Encl: Tender Document.

**TERMS & CONDITIONS OF CONTRACT – FOR RUNNING A CANTEEN IN KENDRIYA VIDYALAYA PALUWAS, BHIWANI.**

1. The agreement shall be valid initially for a period of 12 Months from January 2024 to December 2024 and thereafter it may be extended for a further period as may be necessary on mutual agreement.
2. The list of food items as attached herewith (Annexure –I) will be made an attachment to this agreement and will be valid for 12 Months. The contractor will supply only such items specifically approved by the PRINCIPAL, PM SHRI KV.PALUWAS, BHIWANI
3. The contractor will be responsible for providing all food items mentioned in Annexure-I.
4. The monthly rent (including Electricity charges) minimum i.e a sum of Rs. 2000/- per month or monthly rates quoted in quotations by the firms which is higher remitted to the Vidyalaya office on or before 10th of every month through RTGS only and receipt obtained.
5. In case of any food poison in/contamination the contractor will be held fully responsible and he will bear all the expenses caused due to food poisoning/Contamination.
6. The Contractor will employ adequate number of staff in order to maintain efficiency and hygienic conditions.
7. All persons engaged by the contractor shall be the contractor's own employees and they will claim no privileges from PRINCIPAL, KV.PALUWAS, BHIWANI. The contractor will be directly responsible for the administration of his employees as regards general discipline and courteous behaviour.
8. The contractor will get all his workers medically examined from approved Registered Medical Practitioner recognized by Indian Medical Council, to be free from communicable diseases in addition to general fitness.
9. The Contractor will be responsible for cleanliness of crockery, cooking utensils, furniture, fixtures and fittings, etc in the kitchen as well as the canteen hall. The organization will not provide any cleaning materials/dusters, etc. for the same.
10. Very high standards of hygiene and cleanliness shall be observed in the running of the kitchen, the canteen hall and connected services by the contractor and workers engaged by contractor including those responsible for collection of used utensils and periodic disposal of waste and refuse.
11. The Canteen shall be opened for catering during School hours on all working days.

12. The contractor will not take out of the K.V. Premises any articles or stores without a Gate-Pass to be issued by the Canteen in-charge. In the event of failure, to supply the approved items without notice by the contractor, the same will be arranged by the Organization at the Contractor's risk and cost.
13. The Contractor shall at his own cost, effect, as required as per the Act, necessary insurance in respect of the staff and other personnel or persons to be employed or engaged by the Contractor in connection with the rendering of the aforesaid services to Kendriya Vidyalaya Sangathan and shall comply with the provisions of (Regulation and Abolition) Act, Employees Staff Insurance Act, Workmen's Compensation Act, Payment of wages Act, The Employees Provident Fund and Family Pension Fund Act 1952, the other rules regulations and / or statues that may be applicable to them now or that may be introduced.
14. The contractor will have to furnish the statement showing the names and wages of all the employees engaged for KV. Paluwas, Bhiwani. Any addition/deletion must be communicated to KV .Paluwas, Bhiwani.
15. KV. Paluwas, Bhiwani. Shall have the right to search the Contractor's employees at any time while going out of the office premises and there shall be no grievances expressed/felt on this account either by contractor or his employees. The Contractor will issue ID Cards to the contractor's workers in the format approved by KV. Paluwas, Bhiwani.
16. KV. Paluwas, Bhiwani nominees reserve the right to take samples of the edibles/raw material from the canteen for the purpose of inspection and testing with a view to maintain the quality. Such samples will however be drawn by authorized person/persons in the manner and as per procedure laid down in PF Act.
17. A Canteen Management Committee will be nominated by KV. Paluwas, Bhiwani to inspect and oversee functioning of Canteen with a view to ensure hygiene and sufficient service in the canteen. In case there are repeated failures or lacuna noticed by the committee due to failure or contractor, the Secretary and / or Chairman of the Canteen Committee, can impose of fine up to Rs. 2000/-at one time to be recoverable from bills due to the contractor.
18. Contractor will ensure that hazardous or inflammable or any intoxicating material is not stored in the canteen premises.
19. The Contractor will deposit with KV Paluwas, Bhiwani a sum of Rs. 5,000/- (Rupees Five thousands only) as bid security. The bid security will be refunded to the contractor on completion of contract. The security deposit will bear no interest.
20. The contractor shall not sublet or assign the license or use the space provided for running the canteen for purposes other than running canteen and shall not allow anybody or reside in the licensed premises and shall not use the same or part of it for stocking or keeping articles other than those needed for use in the canteen nor shall be made or permit to be made any structural additions and alterations to the same without written sanction of the Management.

21. The contractor shall be responsible for all damages or losses to KV. Paluwas, Bhiwani property by the contractor himself or his staff and shall be liable to make good any such loss or damage excepting those due to reasonable use or wear and tear or such as caused by and an act of God.
22. KV. Paluwas, Bhiwani will not be in any way responsible for any loss or damages accruing to any goods, stores or articles that may be kept by the contractor in the canteen premises including kitchen and other rooms.
23. For termination of this agreement one month notice will be required from either side in writing. The contractor shall vacate the licensed premises peacefully after the expiry of the licensed period and/or earlier if desired by KV. Paluwas, Bhiwani and shall hand over the same to the authorized officer along with all furniture, fittings and other articles as may have been provide, from time to time and the decision of **Principal and Committee of KV Paluwas, Bhiwani** shall be final and binding upon the contractor. The Contractor shall be free to remove without any damage to the KV Paluwas, Bhiwani property like furniture, fittings, crockery, cutlery, utensils and other articles that might have been brought by the Contractor.
24. In case of any dispute the decision of Principal, KV. Paluwas, Bhiwani will be final and binding on the Contractor.
25. The Contractor has a bare permission only to run a canteen in the KV Paluwas, Bhiwani premises during the contract period and nothing contained in this document shall be construed as demise in law of the said KV. Paluwas, Bhiwani premises or any part thereof and shall not give any legal title or interest to the Contractor.
26. The Canteen Contractor will bring all crockery/utensils for the purpose of making serving including Gas Burners.
27. Working experience in catering or running of canteen in various offices at least of 3 years or more should be submitted with this Tender document.
28. List of Offices or Organization where the canteen had been running or presently running.
29. Contractor should provide firms PAN Number issued by Income Tax Department along with his quote. No payment will be released without submission of PAN Number. All taxes will be recovered from his payment as per tax provision in vogue.
30. The prices charged by the contractor for the Biscuits(Branded Company), Stationery items (Pen, Pencil, Note-book etc.) should not exceed MRP/ Market rates. Any other food requirements for meetings, Workshops, in-service courses, seminars etc. shall be on mutually agreed rates.
31. The bidder, bidding the lowest price combining all food items (Annexure-I) putting together should be awarded the contract.
32. The process of tender may be rejected/suspended any time during the course of assigning contract by the Principal, KV Paluwas without assigning any reason.

**Terms and conditions mentioned above are accepted to me.**

(Signature of Contractor)

Tender form to be submitted by the Tenderer.

1. Name of the Tenderer \_\_\_\_\_
2. Address \_\_\_\_\_
3. Registration/License No. \_\_\_\_\_  
(Attested Photo state copy of license issued by the local authority should be attached or copy of the letter pad or bill book may be attached)
4. Sales Tax No.(Attested Photocopy of Sales Tax Certificate should be attached)/PAN/VAT/(WHICH EVER IS APPLICABLE)
5. Year of Establishment \_\_\_\_\_
6. Contracts executed till date  
(Nature thereof) : Govt.Semi Govt./Private  
Please give details of contracts executed in a separate sheet, along with documentary proof if any thereof)
  - i)
  - ii)
  - iii)
  - iv)
7. Present assignment in hand: Govt./Semi./Private
  - i)
  - ii)
  - iii)
  - iv)
8. Amount of rent to be paid to the school every Month \_Rs. \_\_\_\_\_
9. All the items and conditions, as mentioned in the Tender Form are acceptable to Me /us.

Date: \_\_\_\_\_ Signature of the Tenderer

With Stamp

## LIST OF BEVERAGES/SNACKS TO BE SOLD IN THE CANTEEN

S.NO.	ITEMS	QTY WITH WEIGHT	RATE TO BE QUOTED BY THE TENDERER
1	Hot Coffee	One cup (125ml)	
2	Hot tea	One cup (125ml)	
3	Hot milk	One cup (125ml)	
4	Bread & Butter	2 PCs (2 Slices Big + Butter there on	
5	Vegetable Sandwich	Set of two piece	
6	Puri/Chapatti	4 Pcs with Chholley / Vegetable	
7	Full lunch	2 Puri/Chappati, rice, vegetable, raita, dal sweet and salad	
8	Vegetable Pakora	1 Plate (50 gm) with chutney	
9	Vada (dal)	1 Pc (35 gm)	
10	Aloo Bonda	01 Pc (40 gm)	
11	Idly sambar with Chutney	Plate containing 04 idlies	
12	Plain Dosa (50 gm) with sambar and chutney	1 Plate containing 2 dosa only	
13	Masala dosa (200 gm) with sambar & chutney	1 Plate containing 1 dosa only	
14	Poha	1 plate(100 gm)	
15	Paav Bhaji	01 Plate	
16	Sambar Vada	01 plate (2 Pcs)	
17	Dahi vada	01 plate (02 pc)	
18	Working lunch for official meeting etc	Puri/Chappati, rice, vegetables, raita, dal, Sweet and salad.	
19	One day food arrangement such as i.e. food for one day	Morning tea, Breakfast, Tea Biscuit, Lunch, Evening Tea with snacks and dinner	For adult : for student:
20	Monthly rent	Minimum Rs. 2000 or quoted by the Bidder	

Signature of the contractor