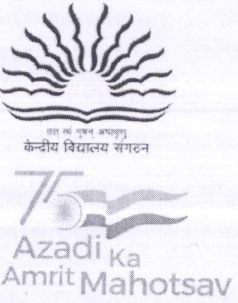


<p>केन्द्रीय विद्यालय नं. 1, कोटा स्टेशन रोड, कोटा, (राजस्थान)-324002 दूरभाष-0744-2440105 ईमेल -kv1kota@gmail.com वेबसाइट-www.no1kota.kvs.ac.in के.मा.शि.बो. विद्यालय नं. 14166 के.मा.शि.बो. मान्यता सं. 1700016</p>		<p>KENDRIYA VIDYALAYA NO.1, KOTA Station Road, Kota, (Rajasthan)-324002 Phone: 0744-2440105 E-mail:kv1kota@gmail.com Website:www.no1kota.kvs.ac.in CBSE School No.14166 CBSEAffl.No.1700016</p>
फा.055 / 2022/के.वि.1कोटा/		दिनांक: 16-06-2022

To,

Sub: - Invitation of Quotations/Tender for CATERING & BED ROLL etc. for the Subroto Cup Football tournament Under 17 Boys conducted on 04th to 06th July 2022 and for other events for one year .

Sir/Madam,

1. The Kendriya Vidyalaya Sangathan is a centrally funded Autonomous Body and Society registered under Societies Registration Act, 1860 and comes under Ministry of Education.
2. Sealed quotation from the various firms are invited by the undersigned on behalf of the Kendriya Vidyalaya Sangathan for the CATERING & BED ROLL etc.
3. General Terms and Eligibility Criteria:
 - A. The contract shall be for CATERING & BED ROLL to KV No.1, Kota . The bidder shall quote for items in the format of quotation attached only. Kindly send quotations in sealed envelopes . Corrections, if any, shall be made by crossing out & with proper attestation/countersignature by the firm.
 - B. The bid should be submitted along with EMD of Rs.10,000/- through DD in favour of " Vidyalaya Vikas Nidhi Account K V No.1, Kota" except those who are exempted to deposit the same, subject to the production of relevant legal documetns alongwith the tender application. In case no deposit EMD, the supporting documents for exemption/ under exempted category, the tender of firm concerned should be summarly rejected.
 - C. Rates should be F.O.R. and inclusive of all taxes. Whatever rates quoted will be treated as final.
 - D. All the taxes (If any) and other levies payable by the bidder to the Govt.shall be included in the total price.
 - E. The rates shall be quoted in Indian Rupees only by the bidder and shall be fixed for the duration of the entire contract period i.e. one year .
 - F. Each bidder shall submit only one quotation complete set of quotation alongwith all required documetns etc.
 - G. The services are required during the event days one year from the date of execuaction and further as per the need.
 - H. Original bills are to be submitted after completion of the event by the contractor / Firm.
 - I. The Bidder shall be liable to supply goods and services as mentioned in the supply order after award of the contract at defined place, defined quality and defined quantity as and when required by the vidyalaya.
 - J. In case of any error or omission or legal dispute the matter will be resolved within the jurisdiction at Kota only.
4. Mandatory Documents required from thenapplying firms for participation in the Bid:-
 - a) Valid copy of Proprietorship / Partnership Deed/ Company Registration (If applicable)
 - b) Valid proof of EMD Deposit (D D enclosed)

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- c) Valid copy of PAN Card in the name of the Firm/Proprietor.
- d) Valid copy of Bank Passbook & Cross cheque in the name of Firm
- e) Valid GST Registration Certificate.
- f) Valid Food License from Local /Competent Authority for running the catering service.

5. Validity of quotations:

The quotation shall remain valid for a period of 1 Year from the date of award of the contract or till its cancellation on administrative/technical ground .

6. Evaluation of quotations :

The rate must be quoted in the enclosed Annexure I for food items & Bed roll. The Vidyalaya will evaluate and compare the quotations on the above terms and conditions . The Vidyalaya will award the contract to the bidder whose quotations have been determined to be substantially responsive and who has offered the lowest price as final amount.

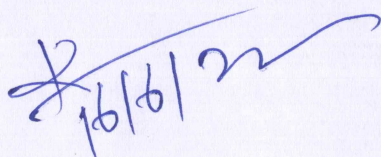
Further the committee reserves all rights to reject the quotation of any firm having substandard or not suitable products or service irrespective of rates quoted by the firms concerned.

7. Award of contract:-

1. The Vidyalaya will award the contract to the bidder whose quotation has been determined to be substantially responsive and who has offered the lowest price as per para 6 above.
2. The bidder whose bid is accepted will be notified for the award of the contract by this Office prior to expiration of the quotation validity period.
3. The Notification of Award to clearly specify any change in the unit price or any other terms and conditions accepted.
4. Notwithstanding the above, the Vidyalaya reserves the right to accept or reject any quotation or to cancel the bidding process and reject all quotations at any time prior to the award of the contract without assigning any reason.
5. Payment shall be made within 10 WORKING DAYS after submission of the bills.
6. Bidder should submit A DD favouring " Vidyalaya Vikas Nidhi Account K V No.1, Kota" towards Bid Security/EMD for Rs.10,000/- which will be refunded to unsuccessful bidder within 01 month of the award of the contract to selected firms/firms.
However, the successful bidder will have to submit Performance Security/Security deposit @ 10% of the total contract value in the form of DD in favour of " Vidyalaya Vikas Nidhi Account K V No.1, Kota" within 10 days from the date of award of the contract. The Performance Security/Security Deposit will be forfeited in the event of failure to comply with the contract.
7. Any Suggestion or instructions given by the higher authorities, administration/committee has to be implemented by the Contractor.
8. The undersigned reserves the right to terminate the contract in case the service provided by the service provider is not satisfactory .
9. In case of any dispute, jurisdiction area would be Kota.

8. General Terms and conditions :

1. Cooking of all meals & breakfast, tea etc. must be done at venue only. Before commencement of contract, catering place must be visited by the supplier/firm .
2. Cooked food items should be brought properly covered.
3. All material used should be of good quality & branded items.
4. Fresh and good vegetables to be used
5. Cateror & service providing persons shall be available till the end of dinner .
6. Steel mugs and serving plates and other utensils should be arranged by contractor.
7. Cleanliness will have to be maintained by the contractor & must engage enough sweepers from his side.
8. All the employee of the contractor will have to be properly dressed in the uniform including the persons working in the kitchen & dress must be neat & clean.
9. Menu as per the list has to be followed strictly by the firm under the supervision of food committee.

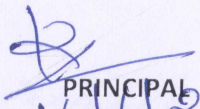

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09. Last date and time for receipt of quotations:-

You are requested to submit the sealed quotations in the Office of The Principal Kendriya Vidyalaya No.1,Kota super scribing on the envelope as "QUOTATION FOR PROVIDING CATERING & BED ROLL SERVICE " on or before 24-06-2022 latest by 04-00 P.M through Speed/Registered post/ by hand and must reach in Vidyalaya office on or before the last date before the clouser of office i.e. 4.00 P.M. Late received quotations will not be accepted. The quotations shall be opened on 25-06-2022 at 11-30 AM . In case of any change the bidders shall be intimated accordingly. The bidders are invited to attend the process of opening of bid.

Yours faithfully,

Encl : Annexure 1 to 2 .


PRINCIPAL
16/6/22
प्राचार्य/Principal
केन्द्रिय विद्यालय/Kendriya Vidyalaya
क्र. 1, कोटा/No. 1 Kota

केन्द्रीय विद्यालय, कं.1, कोटा

Invitation of Quotations/Tender for CATERING & BED ROLL etc. for the Subroto Cup Football tournament Under 17 Boys conducted on 04th to 06th July 2022 and for other events through out year.

निविदा प्रपत्र :- भोजन एवं बेड रोल के लिए

A- भोजन व्यवस्था के लिए

फर्म का नाम :

Sl.No	Items	Items/Material & Quantity	Rate per day per pereson
01	Break-fast	1- Milk 200 Ml. or more quality Gold 2-Bread with Butter & Jam 3-04 to 06 or more Idli & Bada with smbhar /chatni/ Dalia/Poha (Any one) OR Aloo Parantha & Curd OR Puri + subji 4-Two units of Banana OR One unit of apple (100 gms or more)/ Seasonal fruits OR Eggs boiled – 02 units OR Sprouts or dry fruits	
02	Lunch & Dinner	1-Chapati (Tawa/Tundoor etc) 2-Plain Rice/Jeera Rice/Rice Pulab 3-Daal or Razama or Chhole (any one) 4-Mixed veg (seasonal veg) / Kofta/Beson curry 5-Paneer Veg for Vegetarian And Egg Curry /Fish Curry /Chicken Curry /Mutton Curry (once in a day for non-vegetarian) <u>For lunch & Dinner it is Mandatory</u> 6-Salad & Pickle 7-Papad(Branded) 8-Curd /Rayta 9-Sweet Dish /Fruit Custord/Kheer /Fruits (any one)	
03	Evening (Snacks & Juice)	1-Juice- 150-200 Ml.(Packed branded only) 2-Snack- Sandwich/Samosa/Aaloo Bonda/Patties = 02 or more (100-150 gram)	
04	Night (before sleep)	Milk with flavor & suger – 200-250 Ml. minimum or more /Ice-Cream – 50-60 Ml (as per feasibilities /weather)	
		TOTAL (01 to 4)	

Note :

- The Contractor will provide the above mentioned scale/standard of food/meal to all Participants/Escort teachers etc. (Approx minimum 150 participants and 25 Escorts & official teacher per day)
- Non-Veg. may be provided either in Lunch or Dinner.
- As far as possible meal should be served in buffet system.
- Proper seating arrangement (Table & Chairs) should be made for Students & Staff in Dining area.
- Day wise menu must be displayed on the notice board/dining area & Kitchen .
- All branded and packed material will be used for preparation in Breakfast/Lunch/Dinner/Other.
- Contractor should ensure proper cleanliness in the kitchen and dining area.

[Handwritten Signature]
16/6/22

- h) To ensure neat and hygienic cooking environment, the food will be tasted before serve, by the Committee/Venue Principal and Staff as well as any official visiting the venue.
- i) **Rates should be F.O.R. and inclusive of all taxes.** Whatever rates quoted will be treated as final. All taxes and other levies payable by the bidder shall be included in the total price.
- j) Being an educational institute KV No.1, Kota is exempted from GST vide circular no. 12/2017 Central tax (rate) dated 28.06.2017 vide srial no.66 heading no. 9992. Hence contractor will not include GST in price quoted.

B- Bed Roll : for participants and Escorts teachers :

Sl.No	Items	Rate per day each item
01	Foam Matters minimum 3 inch width or more neat & clean in Good condition.	
02	Besheet 4x7sq.ft – 02 neat and clean bedsheets for each matters in good condition	
03	Pillo with cover 1.5 x 2 sq. ft./ Standered Size in good condition	
	TOTAL (01 TO 03)	

Note :

- a) The bedding should be safe and clean it should be cleaned or changed when required/equested.
- b) The Contractor will provide the above mentioned scale/standard Tent Items.
- c) Contractor should ensure proper cleanliness of all items.
- d) Rates should be F.O.R. and inclusive of all taxes. Whatever rates quoted will be treated as final. All duties, taxes and other levies payable by the bidder shall be included in the total price.

NOTE :

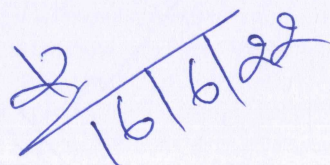
- 1- Maximum limit for Fooding & lodging with Bed Roll are Rs.400/- per day per person. Hence rates may be quoted within the limit of Rs. 400/- with night stay.
- 2- Amount in participants not staying overnight and not availing lodging facilities will be paid Rs. 275/- per head per day. (Local KV 1 & 2 Kota participants (32) & escorts (4) only).
- 3- In case of sub standard services in fooding & bed arrangement, use of substandard food items or bedding materials, improper behavior with the participants, authorities of Vidyalaya administration, food committee etc an amount recommended by the food committee headed by V.P would be deducted in addition to suitable disciplinary action including the seizure of performance security amount & blacklisting etc.

I hereby agreed for supply of food on the terms and conditions mentioned above as well as in tender form

Place :

Signature with seal

Date :

 16/6/22

(FORMAT)

CHECK LIST FOR THE DOCUMENTS TO BE SUBMITTED

CHECK LIST and the order in which the documents are to be submitted for the Quotaion. Please check whether all the below mentioned documents have been submitted for participating in tender. The documents are to be submitted in descending order with item No. 1 on top of all.

PART I

S No.	Firm Particulars
1	Name of the Firm :
2	Name of owner/Partners/Directors :
3	Full particulars of office Address : Telephone No. : Mob. No. of Owner/Mangar : E-mail address :

PART II

S No.	Documents Required	Page No.
1	Details of Earnest Money/Bid Security Deposit Amount : DD No. & Date : Drawn on Bank : Valid upto :	
2	Bank Account details of the firm (Please also submit a cancelled cheque or copy of bank pass book showing bank details) Name of the Bank : Nomenclature : Account No. : IFSC Code :	
3	Registration Details: (Self-attested copies of all Certificates/Licenses/Permits/ Registrations, etc., should be enclosed as under, failing which the application is liable to be rejected outright without any further communication from KV No.1, Kota.) i). Valid copy of Proprietorship / Partnership Deed/ Company Registration (If applicable) ii). Valid proof of EMD Deposit (D D enclosed) iii). Valid copy of PAN Card in the name of the Firm/Proprietor. iv). Valid copy of Bank Passbook & Cross cheque in the name of Firm v). Valid GST Registration Certificate. vi). Valid Food License from Local/Competent Authority for running the catering service.	
4	Those who are exempted to deposit the EMD, subject to the production of relevant legal documents alongwith the tender application. In case no deposit EMD, the supporting documents for exemption/ under exempted category must be submitted, the tender of firm concerned should be summarly rejected.	

Bidders to ensure:

- That all pages have been stamped and signed by the authorized Person(s).
- That all the pages have been numbered.
- That all the documents are legible (Clearly readable).

Place :

Date :

Signature of Proprietor with seal

[Handwritten Signature]
16/6/22