

INDIRA GANDHI RASHTRIYA MANAV SANGRAHALAYA, BHOPAL

NOTICE INVITING TENDER (IVth Call by Head of Office, IGRMS, Bhopal on behalf of Engineering Section)



N.I.Q. NO. 10-03/16-Const. dt. 08-01-2018

NAME OF WORK:- Providing canteen services in near Gate No.2 Lake View Road, IGRMS, Bhopal (M.P.)

- | | |
|--|-----------------------------------|
| 1. LAST DATE & TIME OF SUBMISSION OF TENDER | 23-01-2018 (16.00 Hrs.) |
| 2. DATE & TIME OF OPENNING | 23-01-2018 (16.30 Hrs.) |
| 3. EARNEST MONEY: | Rs. 10,000/- |
| 4. COST OF TENDER FORM | Rs. 500/- (Rs. Five hundred only) |

Signature of Contractor
Name of the Contractor/Firm
Seal

BHOPAL

Dated

Form issued to

M/S.....

Head of Office, IGRMS, Bhopal
on behalf of Engineering Section
Indira Gandhi Rashtriya Manav Sangrahalaya
BHOPAL

Tender document can be downloaded from IGRMS website: www.igrms.gov.in

Contractor

For Director, IGRMS, Bhopal

(IVth Call by Head of Office, IGRMS,
Bhopal on behalf of Engineering Section)

Indira Gandhi Rashtriya Manav Sangrahalaya
Post Bag No.2, Shamla Hills, Bhopal-462 013

Tender for providing canteen services in near Gate No.2 Lake View Road, IGRMS, Bhopal

It is proposed to have a **canteen** services in near Gate No.2 Lake View Road, IGRMS Bhopal, for facility to staff and visitors. High standards of hygiene, presentation and services are expected.

Therefore Sealed Tenders are invited from organizations for operating Canteen, near gate No.2 in the IGRMS premises of Bhopal.

| | | |
|----|--|--------------------------------|
| 1 | Due Date, Time & place of submission of Tender | 23-01-2018 (16.00 Hrs.) |
| 2 | Due Date & Time & place of opening of Tender | 23-01-2018 (16.30 Hrs.) |
| 3 | Cost of Tender form | Rs.500/- (Non-refundable) |
| 4. | EMD | Rs. 10,000/- |

GENERAL CONDITIONS

| | Item | Remarks |
|----|--|---|
| 1 | Period of, Contract | One Year, from the date of awarding the contract and signing of the agreement. The contract may be extended for one or more year based on their performance on yearly basis. |
| 2 | Working hours | Daily 09:30 AM to 18:00 PM.(except Monday) |
| 3 | Agreement | The successful bidders will have to execute an Agreement of License on, a non-judicial stamp paper of minimum value Rs. 500/-. |
| 4 | License Fee Payment | The agreed license fee and other charges are to be paid in advance before 5 th of every month. License fee is to be paid for all the 12 months of the year.(inclusive of holidays)for the Institution. |
| 5 | Items that can be, sold | Snacks:Idly,Dosa,Vada,Samosa,Pettis,Veg-noodles,Coffee,Tea,packed items, packaged drinking water, etc. Working Lunch/dinner: Vegetarian working lunch (limited) with Poori or, chapatti, one curry, dal, sambar or rasam,rice, papad, and curd. Vegetable Fried Rice,Veg biryani, etc.. |
| 6 | Items that cannot be sold | a) Cigarettes, Pan, Pan masala, Gutka, Alcoholic drinks. Any deviation from this leads to termination of contract without notice and all deposits will be forfeited |
| 7 | Preparation of Items& Cooking utensils | Items are to be cooked using commercial gas. Oil to be used should be certified Agmark/IS-double refined oil (Dhara,Sunflower,Fortune,Kriti, Mahakosh/similar). All cooking/serving utensils are to be arranged by the contractor |
| 8 | Food Control | Should possess a Valid Trade License and Food License for operation and running of the Canteen of the Food and Adulteration Act. The Items supplied in the canteen should strictly adhere to the stipulated regulation of the Food and Adulteration Act. |
| 9 | Hygiene | The contractor has to maintain the premises of the canteen including Kitchen and surroundings clean and hygienic. |
| 10 | Previous Experience | Previous experience in maintaining restaurant/ canteen in any, Govt./Semi-Govt., organization for at least one year is essential. Necessary certificates and agreement forms are to be enclosed along with the Tender. |

NOTE:

1. The document contains 01 to 11 Pages.
2. The entire documents should be duly filled in and submitted in original.
3. All pages should be signed by the Applicant under seal.

Contractor

For Director, IGRMS, Bhopal

TERMS & CONDITIONS FOR LEASING OUT SPACE FOR CANTEEN

1. No Sub- letting of the space shall be allowed by the successful bidder/lessee for running the canteen. The successful bidder/lessee shall engage sufficient no. of canteen staff, which is considered appropriate for serving the units occupying the premises.
2. The successful bidder/lessee shall be liable to provide tea, coffee, snacks, light refreshment cool drinks, lunch, dinner etc. of good quality. The material used for preparing items shall be of standard quality.
3. The tender should accompany by a **FDR/demand draft of Rs. 10,000/-** (Rupees ten thousand only) **in favour of the Director, IGRMS, Bhopal** drawn on any nationalized bank towards **Earnest Money Deposit** and the Earnest Money shall be refunded to unsuccessful tenderers for which no interest shall be payable. However, EMD of successful tenderer shall be adjusted against security deposit. **The Earnest Money Deposit of the successful tenderer shall be forfeited if the successful tenderer fails to deposit the offered license fee within the specified time limit.**
4. The successful bidder/lessee has to ensure that the canteen staff serving in the said IGRMS are well mannered and are in proper uniform.
5. The IGRMS will provide existing canteen situated at lake view side (approx.-118.00 Sqm.) to the contractor for service and fully covered kitchen area of approx 37.00sqm
6. The successful bidder/lessee shall ensure that they will provide the best services and shall ensure that no complaint will be received in this regard
7. The IGRMS will provide electricity, to the successful bidder/lessee and charges against the energy consumed shall be borne by the successful bidder/lessee, as per prevailing tariff. The energy meter shall be provided by the, IGRMS. The IGRMS will provide water facility to the successful bidder/lessee in free of cost.
8. The successful bidder/lessee shall arrange utensils, cutlery and crockery and other equipment/items required to run the canteen at his own cost.
9. Site/Space will be handed over on as is where is basis and all interior/ maintenance work will be done by the successful tenderer at his own cost. The party shall maintain the areas in neat and tidy manner at all the times.
10. The successful bidder/lessee shall execute a lease agreement on a non judicial stamp paper of Rs.500/- within 10, days from the date of issue of allotment letter at his own cost & get the same duly notarized/ registered as per the prevailing laws.
11. The successful bidder/lessee will ensure that the catering facility is available to the IGRMS on all working days i.e. from, Tuesday to Sunday museum timing, at all the times as required by the units. But the contractor shall also provide services depending, upon the requirement of the IGRMS on holidays and for meeting/conference/programmes etc.
12. If the Tender is accepted, the successful bidder shall deposit an amount of Rs.20000/- in form of FDR/DD as security deposit.
13. The Security Deposit will be refunded by the IGRMS on the expiry/termination of contract, but subject to handing over peaceful possession of the premises, after adjusting due if any payable by the contractor. In case of non-fulfillment of terms & conditions of the contract, the IGRMS reserves the right to cancel the allotment of space and his security deposit will be forfeited.
14. The successful bidder/lessee shall be responsible for the good conduct of the catering staff provided in the campus for the purpose.
15. The successful bidder/lessee shall comply with all prevailing labour laws/Municipal laws & statutory requirement of other Central/State Government organizations. In case on non-adherence of the any laws/regulations of the statutory, bodies, the successful bidder/lessee will be fully responsible for the consequences arising out of non adherence by the successful bidder/lessee.

Contractor

For Director, IGRMS, Bhopal

16. The successful bidder/ lessee shall take all precaution and safety measures for safety and security of its personnel and the IGRMS will not in any way be responsible for any disability/ injury i.e. permanent or temporary disablement, caused to any catering staff during discharge of their duties.
17. The successful bidder/lessee shall remain liable to and shall indemnify the IGRMS, in respect of causes of action, claims, damages, compensation or cost, charges and expenses incurred by the Corporation arising out of accident or, injury sustained by any workman or other person arising out of any act of omission or commission, default or negligence, error in judgment on the, part of the successful bidder/lessee or its staff.
18. The IGRMS shall be entitled to terminate this agreement with 30 days (one month) notice and discharge the contract without, prejudice to other rights and remedies available to the IGRMS, because of the nonperformance of any of the, clauses of the agreement or if the caterer becomes insolvent or fails and/ or neglects to carry out instructions on its behalf. In case successful bidder/lessee desires to terminate the agreement, they have to give one months of prior, notice to the IGRMS.
19. The successful bidder/ lessee will have proper valid license from concerned/ prescribed authorities to prepare & serve, the food items and shall comply with all norms & guidelines of the statutory Authorities in this regards. The successful, bidder/lessee shall be sole responsible for any consequence arising out due to Non compliance of any guidelines of the concerned statutory authority and the Corporation shall be in no way responsible for the same.
20. Since the consumption of Alcohol & smoking is prohibited in the IGRMS Premises, the successful bidder/lessee shall not sell Liquor and tobacco products or allow consumption thereof by any person in the canteen area leased out to him.
21. The minimum lease period is for one year which is extendable at the discretion of the IGRMS subject to the, satisfactory performance of the successful bidder/lessee, No Structural Change is allowed. However, if the successful bidder/lessee wants to carry out any interior work without, affecting the structure, same can be done at his own cost after seeking prior permission of Director, IGRMS.
22. After completion of the term, successful bidder/lessee will hand over the premises in the same condition as it was taken over by him. In case, the lease holder has done any changes inside the premises then before handing over it to IGRMS, successful bidder/lessee will have to bring it to its original shape. In the event of bidder not following this clause, IGRMS will undertake the same & expenditure thus incurred will be recovered/ adjusted from lessee.
23. The successful bidder/lessee will have to sign the lease agreement within a period of 10 days after issuance of allotment of the space for canteen.
24. The lease rental offered by the party shall be valid for a period of one year from the date of allotment letter and same shall be revised upwards with 10% increase/year on mutual agreement basis. However, IGRMS decision shall be final and binding.
25. Housekeeping and maintenance of the common area shall be undertaken by IGRMS. The allotted/Lessee shall be responsible for housekeeping & maintenance of the area allotted to him.
26. The space allotted should be used only for the purpose for which allotment has been made. Signboard/Hoardings etc., will be displayed by the successful bidder/lessee only at the prescribed location identified by the IGRMS.
27. The licensee will have to obtain all necessary licenses' for running the canteen under, the relevant acts and he will be solely responsible for all the consequences for not obtaining such licenses.
28. The Licensee shall be fully responsible for any violation of the above laws and/or any other law of the state which is required to be followed in respect of the subject tender. The Licensee shall employ only such servants as shall have good character and as well behaved and skilful in their

business. He shall furnish the IGRMS in writing with the names, parentage, age, residence and specimen signature or thumb impression and ADHAR CARD NUMBER of all servants whom he proposes to employ for the purpose of this Agreement.

29. The Licensee shall maintain a complaint book in a prominent place in the premises and in such a way that it is easily accessible to any person who wishes to record any complaint and the said book shall be open for inspection fortnightly by the IGRMS officials.
30. The Successful vendor shall observe at all times the provision of Child Labour (Prohibition and Regulation) Act, 1986 and any other enactment made in this regard.
31. Before quoting their rate the Tenderer must assess the quantum of services involved after physical inspection of the work premises and further queries/clarifications regarding quantum of services to be rendered shall not be entertained.
32. Tenders, which do not fulfill all or any of these conditions or are incomplete in any respect, are liable to summary rejection without assigning any reason.
33. The Licensee is not permitted to assign or in any way transfer the rights under this license to any other person or organization.
34. The licensee shall have the option to revise the rates of items being served from the canteen once in a year with the prior approval of IGRMS authority.
35. All disputes shall be settled through mutual consultation between Licensor and the Licensee. Only those unresolved disputes, which cannot be mutually settled, shall be referred to the sole arbitrator to be appointed by the Director of IGRMS on receipt of an official request with details of the dispute, from either party. The award of the arbitrator so appointed shall be final, conclusive and binding on all parties to the contract. The submission shall be deemed to be submission to arbitration under the Arbitration and Conciliation Act, 1996 or any statutory modifications or re-enactment thereof and of the rules made there under for the time being in force.
36. The conditional tenders are likely to be rejected. Hence tenders are requested to not to quote unnecessary conditions in their offer.
37. The successful tender has to keep all premises allotted to him neat and clean in all respect to satisfaction of IGRMS authorities. One register of complaint/suggestion shall be kept during running of canteen services.

IMPORTANT NOTE

In case of accident arising out of and in the course of this agreement, IGRMS will not be responsible for payment of any compensation or under any other law. It will be the Sole responsibility of the licensee for payment towards loss or compensation whatsoever.

The persons engaged by licensee shall be treated, as Licensee's own Employees and they will claim no privileges from IGRMS. The Licensee will be directly, responsible for administration of his employees as regards their wages, uniforms, general discipline and courteous behavior.

Contractor

For Director, IGRMS, Bhopal

To

Director IGRMS, Bhopal

Subject: Tender for providing canteen services in near Gate No.2 Lake View Road, IGRMS, Bhopal

Sir,

I am submitting Tender for providing canteen services in near Gate No.2 Lake View Road, IGRMS, Bhopal on Contract basis as per details given below:-

| | | |
|----|--|--|
| 1 | निविदाकर्ता/फर्म का नाम Name of the Tenderer/Firm | |
| 2 | निविदाकर्ता के पत्र व्यवहार का पता : Address for Correspondence | |
| 3 | दूरभाष/मोबाइल क्रमांक Contact/Mobile Number | |
| 4 | ई-मेल पता/E-mail address | |
| 5 | स्वामित्व का नाम प्रबंधक का नाम : मोबाइल/दूरभाष/फेक्स न. : | |
| 6 | Registraton/Licence No (कृपया Attested प्रमाण पत्र संलग्न करें) | |
| 7 | Sales Tax Registration No : (कृपया Attested प्रमाण पत्र संलग्न करें) | |
| 8 | TIN/TAN/ PAN No.(कृपया प्रमाण पत्र संलग्न करें) | |
| 9 | स्थापना का वर्ष (Year of Establishment) : | |
| 10 | Income Tax Return filed in for the previous year (Copy should be enclosed) : Total Income | |

11. : विगत तीन वर्षों पूर्व में इस प्रकार के किये गये कार्यों का विवरण

(शासकीय/अर्धशासकीय/गैर सरकारी):(कृपया प्रमाण पत्र संलग्न) (If Necessary use separate sheet along with documentary proof thereof)

| S.No. | Nature of contracts | Period | Govt./Semi, Govt./ Private Organizations |
|-------|---------------------|--------|--|
| 1 | | | |
| 2 | | | |
| 3 | | | |

B. Financial offer for running of canteen, near Gate No.2 lake view road, IGRMS

| 1 | Particulars | Amount quoted in figures & words |
|---|--|----------------------------------|
| | Maximum license fee offered for operating the Canteen services/ per month basis (Rs. Per month) Note:-(Electricity charges are payable extra as per meter reading at actual): water free of cost | . |

NOTE:-

- Participants are advised not to give any conditional tender and adhere to the terms and conditions indicated in the document .Conditional tenders would be summarily rejected.
- Participants are required to upload the documents after making proper diligence study.
- The period of license shall be as above from the date of handing /taking over.
- Successful Agency in the Tender has to pay 10% of Space License Fee as facilitation/utility charges in addition to the quoted License Fee. The electricity charges shall be energy consumed on prorate basis as per electricity bills paid by IGRMS.
- The canteen license fees and 10% facility/space license fees shall be increased to 10% every year + Govt. taxes extra, if any applicable.

Contractor

For Director, IGRMS, Bhopal

ACCEPTANCE LETTER

To
Director IGRMS,
Bhopal –

Sub : FORM OF DECLARATION TO BE SUBMITTED ALONG WITH TENDER

Sir,

1. The **tender for providing canteen services in near Gate No.2 Lake view road, IGRMS, Bhopal** have been downloaded by us.
2. I/We hereby certify that I/we have inspected and read the entire terms and conditions of the tender documents made available to me /us, which shall form part of the contract agreement?
3. I/We shall abide by the conditions/ clauses contained therein.
4. I/We hereby unconditionally accept the tender conditions of IGRMS"s tender documents in its entirety for the above facility.

A. FORM OF DECLARATION TO BE SUBMITTED ALONG WITH TENDER

| | | |
|---|--|--|
| 1 | Name of the Tenderer / Firm: | |
| 2 | Name of the Contact Person along with phone numbers and attested photo (Please paste an attested photo of the contact person) | |
| 3 | Address for Correspondence | |
| 4 | Permanent Address: | |
| 5 | Cost of tender form: | |
| 6 | EMD | |

DECLARATION:

1. We agree to abide by the terms and conditions stipulated by the IGRMS from time to time. Further we agree to pay the license fee and other charges every month before the specified time and date.
2. We shall not cause any structural damage to the premises of the canteen. Further, we undertake all necessary precautions and measures to maintain dignity, decency and decorum in operating the canteen in the premises.
3. We shall abide by all the requirements obligations under the laws in force from time to time and applicable to operating canteen and specifically the Food and Adulteration Act, Labor Laws, Sales Tax, VAT, Income Tax Act.
4. After expiry of contract period of operation of canteen, if awarded to us, we agree to vacate and hand over the premises to the Institution. We also agree that we will not take any legal or other steps to continue to operate the canteen after expiry of the contract period.
5. We understand that the contract of operating the Canteen, if awarded to us, is liable to be cancelled if any of the conditions mentioned here or in the agreement form to be signed are violated. In such an event, we agree to forego all the deposits paid by us.

Signature with date

Seal /Stamp of the Firm Name

Contractor

For Director, IGRMS, Bhopal

ADDITIONAL SPECIAL CONDITIONS:

A. HYGIENE AND QUALITY CONTROL:

Licensee will provide sale of products of reputed brands only. The storage, handling of raw material and finished products will have to be in extreme hygienic conditions. The food to be served should be fresh, well cooked and tasty. Sale of spoiled and stale food and food adulteration is prohibited.

B. SERVICE DURING THE POST CONTRACT PERIOD

It is obligatory on the part of Licensee to work even beyond the contract period for at least four months or till the new contract is finalized, whichever is earlier on the same terms and conditions of the contract.

C. EXIT CLAUSE

IGRMS reserves the right to terminate the contract with thirty days notice without assigning any reason.

D. PENALTIES

The penalties will be imposed on violation of terms and conditions of tender as per the list given below:

| S.No. | Description of Irregularities | Penalty |
|--------------|---|--------------------------------|
| 1 | Staff not in uniform/without ID Card Un-clean premises and improper housekeeping | Rs. 100/- |
| 2 | Misbehavior by canteen staff Unavailability of staff in canteen | Rs. 100/- |
| 3 | Use of canteen space for other than canteen purposes/ Criminal activity in canteen area /Encroachment beyond the area of canteen as specified in Annexure "A" | 10% of contract monthly fee |

The amount of penalty given above is tentative and may vary depending upon the magnitude of irregularity observed. After repeated violations and no improvement in the situation on ground, IGRMS reserves the right to cancel the contract.

In case of any act or acts by the contractor which may be deemed criminal to be decided solely by the authorized representative. The employer will have the right to terminate the agreement with immediate effect without any notice. A penalty of Rs. 500/- shall be imposed on Contractor in case of his cheque is bounced. Apart from imposing penalty action will be initiated under negotiable instruments act.

The Successful vendor shall maintain a complaint book in a prominent place in the premises and in such a way that it is easily accessible to any person who wishes to record any complaint and the said book shall be open for inspection by the concerned officer of IGRMS.

E. ADDITIONS AND ALTERNATIONS:

No addition/alteration at the Premises may be undertaken without the prior approval of IGRMS Authority. Layout and design of any proposed addition/alteration shall require prior written approval of IGRMS.

F. FOOD PREPARATIONS:

Food prepared by the Successful vendor shall be made under good hygienic conditions, and the standard of hygiene shall be strictly maintained.

Contractor

For Director, IGRMS, Bhopal

The foods shall be fresh, wholesome and of good quality. Successful vendor shall abide by all applicable laws, relating to sale of food, hygiene, and safety etc.

The Successful vendor shall be fully responsible for the cleanliness of the canteen premises, which must be free of insects, mosquitoes, flies, dust and dirt. The appropriate authority shall inspect the canteen premises periodically, and IGRMS shall have the right to terminate the contract Agreement if the premises are found to be in unsanitary condition.

A sample menu with quoted price of other readymade edible items which can be made available in the canteen. The quoted price of such items cannot be more than the MRP printed on the item.

LIST OF THE ITEMS TO BE SERVED IN THE CANTEEN:

| Sl.No. | Items | Qty. | Visitors Rate in Rs. | Rate of Staff |
|--|---|---------------------|----------------------|---------------|
| 01 | Tea Single | 100 ml | Rs. 5.00 | Rs. 2.00 |
| 02 | Masala Dosa With Chutney & Sambhar | 200 ml | Rs. 25.00 | Rs. 20.00 |
| 03 | Upma with coconut chutney | 100 ml | Rs. 20.00 | Rs. 15.00 |
| 04 | Coffee | 100 ml | Rs. 7.00 | Rs. 5.00 |
| 05 | 2 Idly With Chutney & Vada-Sambhar | 100 ml | Rs. 20.00 | Rs. 15.00 |
| 06 | Batata wada/Aloo wada/Samosa /Kachori | 70 gms | Rs. 5.00 | Rs. 2.00 |
| 07 | Limited lunch (vegetarian with-rice, subzi, Dal papad or pickle, 4 chapattis/poori of normal size | 400 gms | Rs. 30.00 | Rs. 20.00 |
| 08 | Aloo Paratha | 400 gms | Rs. 25.00 | Rs. 20.00 |
| 09 | Veg noodles | 200 gms | Rs. 30.00 | Rs. 20.00 |
| 10 | Veg pattis(aloo/matter/palak etc) | 100 gms | Rs. 15.00 | Rs. 10.00 |
| 11 | Chole + Puri (4 nos.) or Chole Bhature (2 pieces) | 400 gms | Rs. 30.00 | Rs. 20.00 |
| 12 | Kadhi Chawal | 400 gms | Rs.25.00 | Rs. 20.00 |
| 13 | Special Veg Lunch - 02 Tawa Roti (50 gm each), 1 Paneer Curry (100 gms), 1 Dal (100 gms), Basmati Rice (100 gms), Curd (100 gms), Slad, Achar, Napkin | 700 gms | Rs.50.00 | Rs. 40.00 |
| 14 | Green Tea/Lemon Tea | 100 ml | Rs. 10.00 | Rs. 5.00 |
| 15 | Dal-Bati (2 Bati, Dal, Bharta, Desi Sweet, Slad.) | | Rs. 50.00 | Rs. 40.00 |
| 16 | Bakery items: Milk Products, Cakes, Biscuits, Namkeen, cookies, Mineral water, Cold drink/ Soft drinks like Thumps up, Pepsi, frooti, 7-up, Appy, fruit drinks, Coca-Cola, Limca, Fanta, Soda Market rates etc. | As per Market Rates | | |
| Note:- If any tenderer is willing to quote any other item than mentioned in the above table can do so with quantity and price. Such items if any can only be sold with the prior approval of the Director. Snacks should be made available with Ketchup sachet+Paper Napkin. | | | | |

Note:-

1. With above rates fixed for items served in canteen the agencies have to quote their monthly rent. The highest bidded canteen rent will be awarded the tender. The rent may be quoted taking into consideration the existing facilities working time.
2. No other area will be utilized for canteen purpose for specific programme canteen will be allowed to function beyond 18.00 Hrs.

Contractor

For Director, IGRMS, Bhopal

**DRAFT AGREEMENT BETWEEN THE CANTEEN SERVICES CONTRACTOR AND
THE DIRECTOR, IGRMS, BHOPAL**

Agreement executed on ____th day of _____ 2017 between _____
_____ (hereinafter called the contractor) and the Director, Indira Gandhi Rashtriya Manav Sangrahalaya, Bhopal (hereinafter called IGRMS).

Whereas the contractor had tendered for the Canteen Services for visitors and staff of IGRMS, Bhopal as per notification No. _____ dated _____ which tender notification shall form part of this Agreement as if incorporated herein.

Whereas Director, IGRMS has been pleased to accept the offer subject to the conditions stipulated in the work order No. _____ dated _____, whereas the contractor has as security for the due fulfillment of his obligations under this deed deposited Rs. /- (Rupees on ____the _____2017,

NOW THESE PRESENTS WITNESS AS FOLLOWS:-

1. The IGRMS will offer space measuring 37.00 sqm. (Kitchen) for cooking and storage & approximately 118.00 Sqm. (semi covered/open area for serving purpose) in canteen near gate No.2 within the campus situated at IGRMS, Bhopal. The canteen services shall be provided between 9.30 AM to 6.00 PM.
2. IGRMS will not bear the expenditure for the setting up of the kitchen/stall/infrastructure.
3. The contract period is for Twelve months _____ to _____.
4. The contractor shall get the prices of all items approved by the IGRMS and no change whatsoever shall be made without the prior written approval of the IGRMS. The contractor has to display the list of beverages and product as mentioned in the quote with approved rate.
5. The contractor shall have to pay the facilitation charges of Rs. _____ /-(Rupees _____). However, he will make payments in 12 equal monthly installments on or before 5th of every month through Demand Draft /Cheque in favour of Director, IGRMS, payable at Bhopal failing which interest at 14 per cent will be charged on due amounts.
6. The contractor will be required to pay to IGRMS electricity charges on actual basis along with pro-rata fixed charges levied by the Electricity Board for which sub-meters shall be provided. The electricity charges will be paid on or before 5th of every month on monthly meter reading basis.
7. The required water will be supplied by IGRMS at free of cost; but the contractor should use the water very sparingly and shall not waste water.

Contractor

For Director, IGRMS, Bhopal

8. Director, IGRMS reserves the right to terminate the contract without giving any notice in case the contractor commits breach of any of the terms of the contract IGRMS's decision in such a situation shall be final and shall be accepted by the contractor without any objection or resistance. The contract can be terminated by either party after giving one months notice.
9. The contractor should not transfer the contract of the canteen services or sublet the same to anybody which action may be treated as a breach of contract and the contract shall be liable to be terminated without any further notice. All expenses whatsoever for the retendering the services will be recovered from the contractor.
10. The contractor should hand over the premises in the same condition as it was given to them at the time of occupying and if any damage found, the charges should be recovered from the contractor.
11. The IGRMS reserves the right to impose a penalty (to be decided by IGRMS authorities) on the contractor for any serious lapse in maintaining the quality, hygiene and the services willfully or otherwise by the contractor or his staff or for any adulteration.
12. If the IGRMS is not satisfied with the quality of eatables served, services provided or behavior of the contractor or his/her employees, the contractor will be served with 24 hour notice to improve or rectify the defect(s) failing with the IGRMS will be at liberty to take appropriate necessary steps as deemed fit.
13. Waste and garbage disposal must be done twice a day on regular basis.
14. Further this office letter No. _____ dated _____ issued to the contractor will also form part of this agreement.

Signed on this day ____th _____2017.

CONTRACTOR

DIRECTOR

Witness(1): -

Witness(1): -

Witness(2):-

Witness(2):-

Contractor

For Director, IGRMS, Bhopal