

THE HIGH COURT OF ORISSA: CUTTACK

NOTICE INVITING TENDER FOR RUNNING CAFETERIA INSIDE THE HIGH COURT OF ORISSA CAMPUS

No. 19222 Date. 09.12.2022

The High Court of Orissa invites tender in sealed covers from interested bidders for running a Cafeteria inside the High Court premises for the Staff, Counsel and Litigants etc.

The Sealed cover containing the tender shall be super scribed as **"TENDER FOR RUNNING CAFETERIA INSIDE THE HIGH COURT OF ORISSA CAMPUS"**, **Tender Notice No. 19222 and Date. 09.12.2022** alongwith Bidder's Name and Address and shall be submitted in the address of **"Registrar (Judicial), High Court of Orissa, Cuttack"** either personally or through their authorized agents which shall reach before **5.00 PM** on **03/01/2023**. The tenders will be opened on **04/01/2023** at **4.00 PM** in presence of the quotationers or their authorized representatives.

DOCUMENTS TO BE SUBMITTED IN THE SEALED TENDER:-

1. Duly filled Form of Tender as per Annexure-1.
2. Demand Draft of Rs.1000/- (Non-refundable) towards Tender Cost.
3. Bid Security Declaration form as per Annexure-2.
4. Certificate issued by the Food Safety and Standards Authority of India.
5. License for food processing/Catering service
6. License to employ Contract Labour, EPF, ESIC Registration etc.
7. Price Quotation of food items as per Menu at Annexure-3.
8. Certificate showing previous experience in the field preferably issued by Government/Public Sector Undertakings.
9. Certificate showing turnover of the Bidder for the Financial Year 2018-19, 2019-20, 2021-22.
10. Copy of PAN Card.
11. Copy of GST Registration Certificate.
12. Undertaking as at Annexure-4

Bid not conforming to the aforementioned requirements are liable to be rejected.

The Authority reserves the rights to accept or reject any part of or all tenders without assigning any reason thereof.


Assistant Registrar (Admn.)

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HIGH COURT OF ORISSA CAMPUS**

Tender Cost

1. A non-refundable Tender Cost of Rs. 1,000/- (Rupees One Thousand Only) in shape of Demand Draft in favour of the Registrar (Judicial), High Court of Orissa payable at Cuttack must be submitted along with the tender.
2. The Organisation's name should be mentioned on the reverse of the Demand Draft.
3. Bids without tender cost or inadequate tender cost shall be summarily rejected.

Earnest Money Deposit

As per the F.D.O.M No. 8484/F dated 05.04.2022, instead of submitting bid security, the bidders are requested to furnish the Bid Security Declaration form as per Annexure-2 along with Tender Document.

Performance Security

The successful Bidder will be required to pay a Security Deposit of Rs.2,00,000/- (Rupees Two Lakhs) only in shape of Bank Guarantee/Fix Deposit Receipt (FDR) before confirmation of the tender. The appropriate authority shall retain the right to encash the bank guarantee/FDR in case of any deficiency in service by the successful Bidder during the Contract Period.

Terms and Conditions

1. The accommodation of 2650.48 sqft as given in Annexure- 5 consisting of Cash Counter, Dining Hall, Store room and Kitchen will be provided for running the Cafeteria at a normal Licence Fee of Rs.5,000/- per month with a condition that if the contract is extended there will be an enhancement of the Licence Fee from time to time as would be decided by the High Court.
2. The electricity charges shall be paid by the successful bidder.
3. The food items should be of good quality and supplied at the rates and quantity approved by the High Court.
4. If the services of the successful Bidder are not satisfactory, the Contract shall be cancelled any time.
5. There shall be no increase in the rates of food items on account of any variation in the market prices during the contract period.
6. Good quality raw materials and vegetables shall be used for cooking.

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7. The food shall be cooked, stored and served under hygienic conditions. Under no circumstances, stale food should be served.
8. The authorities of the High Court shall be at liberty to conduct surprise inspections of the Cafeteria and the food preparation at any time.
9. The Cafeteria premises shall not be sublet or used for any other business.
10. The successful bidder shall arrange furniture, utensils, cutlery and crockery and other equipment/items required to run the Cafeteria.
11. The successful bidder shall employ his own staff and provide them clean uniform.
12. The Cafeteria shall remain open on all working days from 9:30 AM to 5:30 PM.
13. The price list of food items shall be displayed in a conspicuous place in the Cafeteria.
14. Contract Period: The period of contract shall be eleven months from the date of award of the contract and may be further extended by the High Court from time to time if the services of the successful bidder are found to be satisfactory.
15. Bid documents should be signed by Authorised Signatory of the Organisation himself/herself. Interlineations, corrections, erasures and/or over writings shall be treated as invalid bid.

This notice inviting tender shall form a part of the contract document.

Bidders are advised to visit the existing Cafeteria to view the location and functioning with prior permission of the appropriate authority before submitting their bid documents.

Incomplete or Conditional Offers will not be entertained.

Dispute, if any, will be subject to jurisdiction of Courts at Cuttack or the High Court of Orissa, Cuttack.

Memo No. 19223

Date:09.12.2022


Assistant Registrar (Admn.)

Copy forwarded to the Superintendent, Computer section to upload the same in the official website of the Court for information of the public.


Assistant Registrar (Admn.)

NOTICE INVITING TENDER FOR RUNNING CAFETERIA INSIDE THE HIGH
COURT OF ORISSA CAMPUS

THE HIGH COURT OF ORISSA: CUTTACK

FORM OF TENDER

To

The Registrar (Judicial)
High Court of Orissa, Cuttack

Sub: Tender for running Cafeteria inside the High Court of Orissa Campus, Cuttack.

Sir,

I am submitting the Tender for providing Cafeteria Services in the High Court of Orissa, Cuttack on Contract basis as per details given below:-

1	Name & Address of the Bidder (In block letters)	
2	Status of the Bidder (Proprietorship, Partnership, Limited Company)	
3	Registration/ Licence Number (Attested photocopy)	
4	PAN Card Number (Attested Photocopy enclosed)	
5	GST Registration Number (Attested Photocopy enclosed)	

Details of experience in similar field:-

(Please give details of experience in separate sheet, along with documentary proof thereof)

Sl. No.	Present Contract in Hand	Period	Govt./Semi Govt./ Private Organisations
1			
2			

I/we have carefully read understood the terms and conditions as contained in Tender Documents issued by the High Court of Orissa including the following:-

- In case the documents submitted by my/our firm along with the tender are found inadequate/false/incorrect, the tender of my/our firm will be liable to be rejected/ cancelled without giving reasons.
- The High Court of Orissa will have the right to reject conditional offers without assigning any reason thereto.

Signature of the Bidder

Name:

Address:

Tel. No. :

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BID SECURITY DECLARATION FORM

(To be submitted on Bidder's Letter Head)

Dated: _____

To

The Registrar (Judicial),
High Court of Orissa, Cuttack

Ref.:- Your Tender Notice No. _____ dated _____.

Sir,

This is with reference to your above mentioned Tender for running of Cafeteria inside High Court of Orissa Campus. I/We hereby declare that:-

I/We understand that according to your conditions, bids must be supported by a Bid Security Declaration.

I/We accept that I/We may be disqualified from bidding for any contract with you for a period of two years from the date of notification if I am / We are in a breach of any obligation under the bid conditions, because I/We have withdrawn/modified/amended, impairs or derogates from the tender, my/our bid during the period of bid validity specified in the form of Bid.

I/We understand this Bid Security Declaration shall cease to be valid if I am/We are not the successful Bidder, upon the earlier of (i) the receipt of your notification of the name of the successful Bidder; or (ii) thirty days after the expiration of the validity of my/our Bid.

Date: ___/___/2022

Authorized Signatory:

Name:

Designation:

Place:

Contact No.:

Email.:

Company seal

**NOTICE INVITING TENDER FOR RUNNING CAFETERIA INSIDE THE HIGH COURT OF ORISSA CAMPUS
PRICE QUOTATION OF FOOD ITEMS AS PER MENU**

ITEM	Quantity	Rate (in Rs.)
1. ALU CHOP		
2. BARA	02 pcs	
3. IDLI	02 pcs	
4. SINGARA	02 pcs	
5. KACHURI	02 pcs	
6. VEG-CULTLET	02 pcs	
7. PANEER PAKODA	02 pcs	
8. MUSHROOM PAKODA	08 pcs	
9. BREAD PAKODA	08 pcs	
10. PATTIES (VEG.)	Per pc	
11. SAMBARVADA	120 gm	
12. DAHI VADA	02 pcs	
13. MASALA UPMA	02 pcs	
14. PLAIN DOSA	200 gm	
15. MASALA DOSA	33x33 cm	
16. ONION MASALA DOSA	33x33 cm	
17. RAVA DOSA	33x33 cm	
18. ONION UTTAPPAM	33x33 cm	
19. PURI WITH CURRY/GUGUNI	150 gm	
20. ALOO/VEG PARATHAWITH ALOO DUM	04 nos./100 gm	
21. CHOLLE BATURE	75 gm	
22. VEG. CHOWMIN	Per plate	
23. CHOWMIN (PANEER)	200 gm	
24. CHOWMIN (MUSHROOM)	200 gm	
25. ROLL (PANEER)	200 gm	
26. ROLL (MUSHROOM)	Per pc	
27. ROLL (VEG)	Per pc	
28. SPRING ROLL	Per pc	
SWEET DISH		
1. RAJBHOG		
2. FRUIT CUSTARD	50 gm	
3. CAKES AND PASTRIES	200 gm	
4. ICE-CREAM	Per pc	
5. RABIDI	Per pc	
6. RASAGULLA/ GULAB JAMUN	50 gm	
	Per pc (50gm)	
BEVERAGES		
1. TEA		
2. LEMON TEA	150 ml	
3. GREEN TEA	150 ml	
4. COFFEE	150 ml	
5. COLD DRINKS AND OTHER COLD BEVERAGES	150 ml	
6. MINERAL WATER	Per bottle	
7. LASSI	Per bottle	
	200 ml	
LUNCH		
1. MINI MEALS (RICE/CHAPATTI WITH DAL AND TWO CURRIES)		
2. VEG. MEALS (RICE/CHAPATTI WITH DAL AND FOUR CURRIES+PICKLE AND PAPAD)		
3. VEG BIRIYANI (FULL / HALF)		
4. TAWA ROTI		
5. RICE	Per Pc	
6. DALMA	200 gm	
7. DAHI BAIGANA/ BOONDI RAITA	150 gm	
8. VEG. CURRY	Per Plate	
9. PANEER CURRY/ DO PIAZA/ HYDERABADI / BUTTER PANEER / CHILLY PANEER ETC. (FULL / HALF)	200 gm	
10. MUSHROOM CURRY/ DO PIAZA/ HYDERABADI / BUTTER MUSHROOM / CHILLY MUSHROOM ETC. (FULL / HALF)		
11. VEG. MANCHURIAN (FULL / HALF)		

**Signature
(Name)**

Name of the Tender: *Tender for running Cafeteria inside the High Court of Orissa (for staff, counsel, litigants etc.)*

UNDERTAKING
(To be typed on the Letter Head of Bidder)

IS/o, D/o
Resident of

..... do solemnly pledge and affirm that,

1. I am the Proprietor/Partner/Director/authorized signatory of M/s.
.....

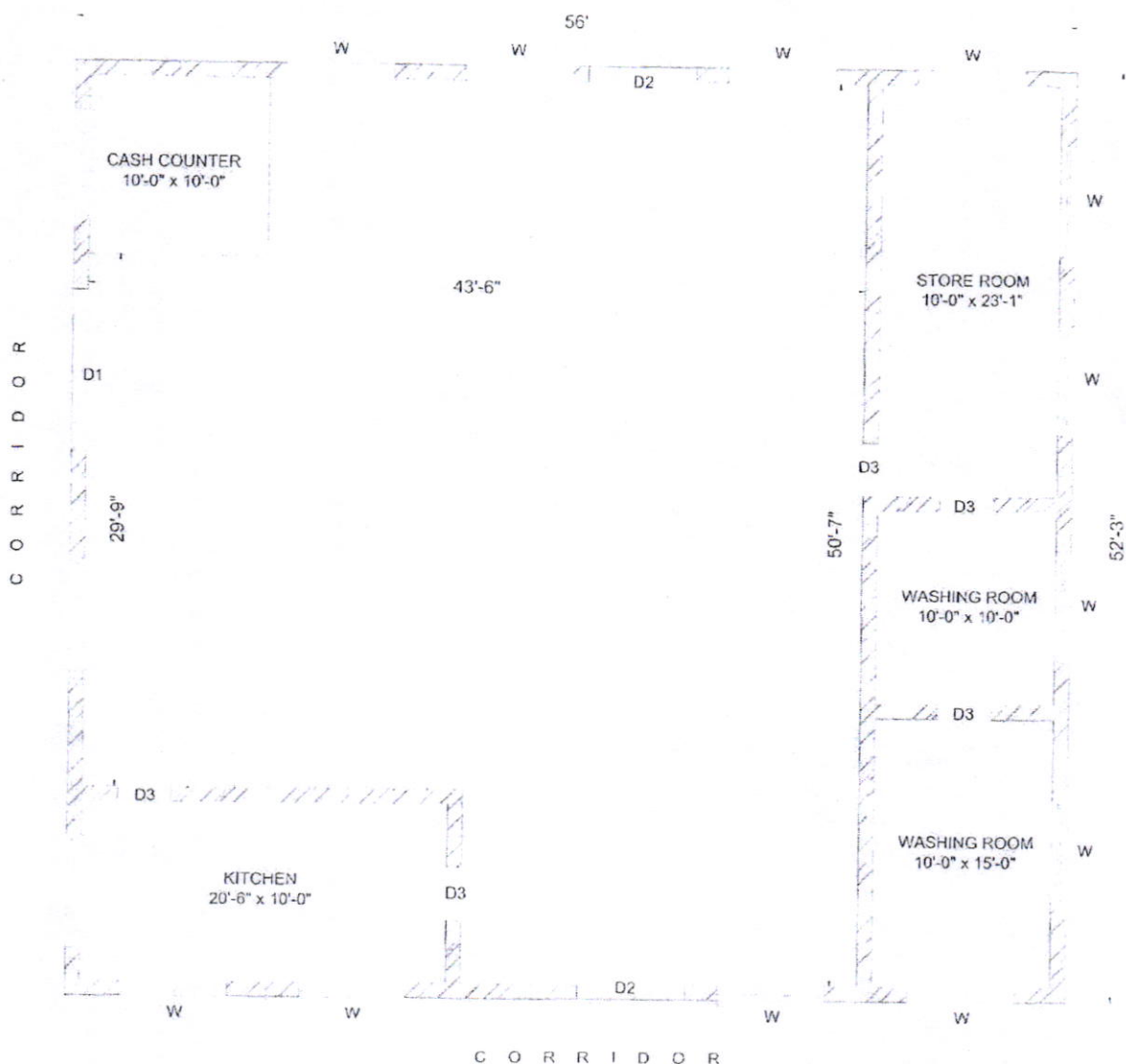
2. No police case and/or case by CBI/FEMA/Income Tax/ Sales Tax authorities are pending against the Proprietor/Partner/Director of the firm/company (Agency) and also against the firm/company. No case of arbitration under any previous/continuing contract is pending against us as on date. (Indicate any convictions if any against the above persons or Firm/Company.)

3. The Proprietor/Partner/Director of the firm/company (Agency) and also the firm/company has never been blacklisted by any Government Authority/Organization.

4. I/We have adequate facility and manpower to run a canteen successfully and declare that we will abide by the rules framed/ directives issued by the High Court of Orissa as per terms of this tender.

Signature
(Name)

CAFETERIA



W = 6'-0" x 6'-0" D2 = 6'-0" x 8'-0"
 D1 = 9'-0" x 8'-0" D3 = 3'-0" x 7'-0"