

**HAMDARD INSTITUTE OF MEDICAL SCIENCES AND RESEARCH  
& ASSOCIATED HAH CENTENARY HOSPITAL  
HAMDARD NAGAR, NEW DELHI-110062**

**TENDER NOTICE FOR RUNNING OF EATING OUTLETS  
& SALES KIOSK AT HAHC HOSPITAL**

Sealed tenders are invited in two bid systems from reputed & experienced, agencies for running of Eating outlets & Sales Kiosk at HAHC Hospital Block-A & B. Preference will be given to those agencies, who have experience of running the out lets & sales KIOSK in universities, colleges and educational institutions. The details of N.I.T and Tender documents are available on the university website: [www.himsr.co.in](http://www.himsr.co.in) and drop the tender in tender box placed in Purchase Section 9th floor, HAHC Hospital Block-B on or before 02.01.2024 up to 2.30 p.m.

Tenders will be opened on same day i.e. 02.01.2024 at 3.00 P.M. by a Committee in presence of available interested agencies/representatives of the firms.

HIMSR reserves the right to accept or reject any or whole tender without giving any reason whatsoever.

Dean/Principal  
Ph. No. 011-29901074  
E-mail: [administration@himsr.co.in](mailto:administration@himsr.co.in)

**HAMDARD INSTITUTE OF MEDICAL SCIENCES AND RESEARCH  
& ASSOCIATED HAH CENTENARY HOPITAL  
HAMDARD NAGAR,  
NEW DELHI-110062**

**TENDER DOCUMENT FOR**

**SALES KIOSK**

**AT**

**HAHC HOSPITAL**

**INDEX**

| <b>S. No</b> | <b>Description of Items</b>   | <b>Page No.</b> |
|--------------|---|-----------------|
| 1.           | Tender Notice For Running Sales kiosk   | 03              |
| 2.           | Scope of Sales Kiosk at HAHCH   | 04              |
| 3.           | Detail of NIT and Instructions for Filling of Tender  | 05-06           |
| 4.           | Eligibility Conditions  | 07              |
| 5.           | Opening of Technical Bids   | 08              |
| 6.           | Terms & Conditions of the Contract  | 09-14           |
| 7.           | Permissible Brands of Consumables (Annexure-IX.)  | 15              |
| 8.           | Letter of Transmittal (Annexure-VIII)   | 16              |
| 9.           | Performa For Technical Bid (Annexure I & Annexure I-A)  | 17              |
| 10.          | Performa For Financial Bid For Eating Outlet Near SCLS (Annexure- V)                          | 18              |
| 11.          | Approved Eatable Item Rates for Eating Outlet in HAHC Hospital (Block A & B). (Annexure- V-A) | 19-22           |

### **TENDER NOTICE FOR RUNNING SALES KIOSK**

HIMSR invites sealed separate tenders in two bid system (Technical and Financial Bids) from reputed & experienced catering agencies or private catering business holder, and shop owners having adequate financial & technical resources with requisite equipment's, working in reputed educational institutions & universities, college and reputed corporate offices & Govt. offices or as private catering business holder in New Delhi for setting & running of canteens, eating outlets & sales kiosk in HAHCH Hospital.

| <b>S. No.</b> | <b>Items</b>                      | <b>Description</b>  |
|---------------|-----------------------------------|---|
| 1.            | Scope of work                     | Setting & running Sales kiosk at (HAHCH) (as specified in clause no. 1, page. no. 04 of this tender document)   |
| 2.            | Availability of Tender Document   | The tender document can be downloaded from the HIMSR web site <a href="http://www.himsr.co.in">www.himsr.co.in</a> and should be dropped in tender box placed at purchase section, 9 <sup>th</sup> floor, HAHCH B-Block |
| 3.            | Cost of Tender Document           | Rs. 2,000/- for each (non-refundable) in the Demand Draft in favour of HIMSR  |
| 4.            | Earnest Money Deposit             | Rs. 25,000/- for each canteen, eating outlets & sales kiosk in the shape of Demand Draft in favour of HIMSR.  |
| 5.            | Last date for submission of bids  | 02/ 01 / 2024 up to 2.30 P.M  |
| 6.            | Date of opening of Technical Bids | 02 / 01/ 2024 at 3.00 P.M.  |
| 7.            | Date of opening of Financial Bids | Will be communicated only to technically qualified bidders  |
| 8.            | Address for submission of bids    | The Dean, HIMSR & HAHCH Hospital, New Delhi-110062  |
| 9.            | Acceptance of tender              | HIMSR reserves the right to award to any or reject any/ all the tenders without assigning any reason whatsoever   |

**1. SCOPE OF SALES KIOSK AT HAHC HOSPITAL**

The sales kiosk at indicated below are required to set up & run by experienced catering agencies / shop owners for HIMSR Students, Staff & Patients/Attendants. The sales kiosk shall remain open on all seven days 24\*7 and as per the Rules and Regulations, HIMSR notified from time to time.

**The tenderer can apply for one sales kiosk (HAHCH).**

| <b>S.No.</b> | <b>Description of Eating outlets &amp; Sales kiosk</b>               | <b>Kitchen Facility</b> | <b>Covered Area (in Sq.ft.)</b> | <b>Open Area (in Sq.ft.)</b> |
|--------------|--|-------------------------|---------------------------------|------------------------------|
| 1.           | Eating Outlet & Sales KIOSK at immediate outskirts of A-Block HAHCH  | Not available           | .....                           | .....                        |
| 2.           | Eating Outlet & KIOSK near the entrance of 'B' Block of Ground Floor | Not available           | .....                           | .....                        |

**2. DETAIL OF NIT AND INSTRUCTIONS FOR FILLING OF TENDER:**

- i. Please read the terms & conditions carefully before filling up the document incomplete tender documents will be rejected.
  - ii. The tender shall be in a two bid system:
    - (a) One Technical Bid: Containing information regarding experience, business turn over, and other details of the firm, to evaluate the suitability of tenderer. **(Annexure I & Annexure I-A)**
    - (b) Second Financial Bid: Containing of amount. **Annexure II, Annexure III, Annexure IV, Annexure V, Annexure VI & Annexure VII & Annexure X.**
3. The Technical Bids will be opened on **02-01-2024 at 03:00 p.m.** in presence of available tenderer or their authorized representative. The Commercial/ Financial bids of only those tenderer, who are found suitable by the committee appointed for the purpose, will be opened on a date/ time to be decided and communicated to such eligible bidders.
4. Before submitting the tender, details of documents to be checked as per Eligibility Conditions & Technical Bid format.
5. All pages of the tender document must be signed by the authorized signatory and sealed with the stamp of the bidding firm as token of having accepted all the terms and conditions of this tender, duly filled in tender form should be supported by "Letter of transmittal: as at Annexure-VIII of the tender document.
6. HIMSR reserves the right to obtain feedback from the previous/present clients of the tenderer and also depute its team (s) to inspect the site (s) at present contract (s) for on the spot first-hand information regarding the quality of food and services provided by the tenderer. Decision with regard to award of the contract will depend upon the feedback received from the previous and present clients and also from its team(s) deputed for the purpose. The decision of the HIMSR in this regard will be final and binding on all bidders.
7. Tender received without the prescribed Earnest Money Deposit (EMD) i.e. Rs. 25,000/- (Rupees twenty thousand only) of each for Sales kiosk and tender cost i.e. Rs. 2,000/- of each shall be rejected.
8. No paper shall be detached from the tender document.
- i. **Sealed Technical Bid (as per format at Annexure-I & Annexure I-A) along with a Demand Draft for Rs. 25,000/- of each (for Eating outlet & Sales kiosk) drawn in favour of HIMSR payable at New Delhi, towards Earnest Money Deposit (EMD) and Demand Draft for Rs. 2,000/- of each towards cost of tender (non-refundable)** in one sealed envelope super scribed "*TECHNICAL BID FOR PROVIDING SALES KIOSK SERVICES AT HAHCH*". Please mention the name & location of Sales kiosk for which the tender documents/Technical bid submitted. Tender Document received without EMD & Tender Cost will be summarily rejected.
  - ii. Sealed Financial Bid in which the tenderer interested to be participated (as per format attached herewith as **Annexure-II, Annexure-III, Annexure-IV, Annexure-V, Annexure-VI & Annexure-VII, Annexure-X**) placed in a separate envelop super-

scribed. **“FINANCIAL BID FOR PROVIDING..... AT HAHC Hospital of HIMSR”**.( Mention the name of canteen, Eating Outlet & Sales Kiosk for which applied)

- iii. The above mentioned two sealed envelopes should bear the name, contact no. and complete postal address of the bidder sealed envelopes containing Technical Bid and Financial Bid should be placed in a bigger envelop super-scribed **“BID FOR ..... AT HAHC Hospital of HIMSR”**. (Mention the name of canteen, Eating Outlet & Sales Kiosk for which applied). The bigger envelop, bearing the name & complete postal address of the bidder, should be addressed to the Registrar HIMSR New Delhi and dropped in the tender box kept at purchase section of HIMSR on or before 3.00 PM on 02.01.2024.
9. The tender submitted by all tenderers should be valid for at least for a minimum period of 3 months from the date of opening of Technical Bids.
- 10. The HIMSR reserves the right to reject any or all the tenders without assigning any reason whatsoever.**
11. Before submitting the filled in tender document to the HIMSR the bidders may see clarification (s) if any from HIMSR.
12. The HIMSR reserves the right to change any condition of the tender before opening of the Technical Bids. The tenderers may see the website of HIMSR for any change in the tender document.
13. The successful bidder will have to enter into an agreement with the HIMSR before taking charge of the Canteen, eating outlet & sale kiosk and commencement of the canteen work.
14. Canvassing in any form will make the tender liable to rejection.
15. Conditional tender will not be accepted and will be rejected outright.

### **3. ELIGIBILITY CONDITIONS**

#### **A) For Sales Kiosk**

1. The tenderers shall attach the tender cost (non-refundable) i.e. Rs. 2,000/- and earnest money i.e. Rs. 25,000/- for each sales kiosk in the form of DDs as mentioned in the tender documents.
2. The tenderer should possess license as per Food Safety and Standards Act. 2006 (attested copies of the certificates to be submitted).
3. The tenderer should have a valid Trade License under registration Act issued by the Concern Authority Duly signed copy of trade license should be enclosed with the bid.
4. The registered office or Branch office of the bidder should be located in Delhi/NCR region.
5. The tender is also open for new contractors.
6. Tenderers shall have GST Registration.
7. Tenderers shall have PAN of proprietor or in the name firm if agency is Pvt. Ltd.

**NOTE:** Copies of documents in support of each of the above eligibility condition should be enclosed with the technical Bid.

#### **4. OPENING OF TECHNICAL BIDS**

1. The Technical Bids will be opened at 3.00 p.m on 02.01.2024 in presence of such bidders who may wish to be present.
2. **The Financial Bids of only technically acceptable tenders will be opened for further consideration. The decision of the HIMSR in this regard will be final and no requests etc. will be entertained from the bidders. The date and time of opening of financial bid(s) will be intimated only to such bidders who are found eligible as per evaluation criteria prescribed by the HIMSR.**
3. EMD of the unsuccessful bidders will be returned to them, without any interest within a period of one (01) month from the date of award of contract to the successful bidder with prior approval of the Competent Authority.
4. EMD of the successful bidder shall be liable to be forfeited if the contractor does not fulfil any of the following conditions:
  - (i) An agreement is not signed in the prescribed form within the prescribed period after award of the Contract.
  - (ii) The Contractor does not commence canteen services within 15 days of the award of contract.
5. If the successful bidder withdraws or the services provided by the successful bidder are not found satisfactory during the probationary period of three months from the date of taking over charge of the canteen, eating outlets & sales kiosk services, HIMSR reserves the right to terminate the contract without giving any notice and initiate appropriate necessary action in the matter for making alternate arrangements.
6. The Tenderer quoting highest L. fee against specified Eating outlets & Sales Kiosk shall be considered for award of contract.



## 5. TERMS & CONDITIONS OF THE CONTRACT

1. Space of Eating Outlets & Sales Kiosk: The HIMSR will provide only the available space, as specified at clause no.-01 on page no.-04 to the contractor for setting, serving, billing, storing raw material, kitchen equipment for cooking and preservation of perishable items, etc. The contractor shall not use the canteen, eating outlets & sales kiosk premises, for any other activity except for the purpose for which it has been provided for. **The contractor shall install his electronic fly-kill/insect repellent equipment emergency lighting / gas and fuel supply at his own cost. Use of plastic cups plates, bags etc. in canteen, eating outlets & sales kiosk is Strictly Prohibited and the orders of the state/central government in this regard shall be observed. The cooking of any food item & using of gas stove, kerosene stove for any purpose is prohibited except of canteen in HAHCH Block-A.**
2. **Proprietary of Tender:**  
If the tender submitted on behalf of a company under the companies act it shall be signed by the managing Director or if it submit by a partnership firm it shall be signed with the Co-partnership name by a member of the firm who shall sign his own name and give the name and address of each partner of their firm and attach copy of Power of Attorney with the tender/authorizing him to sign on behalf of the other partners. A certified copy of the registered partnership deed shall also be submitted along with the tender.
3. **Contract Period:**  
The contract for canteen, eating outlet & sales kiosk shall remain valid initially for a period of one year. However, in order to evaluate the performance and services of the contractor, the contract will have probationary period of three months. The contract for the remaining 09 months will be confirmed only if the services and quality of items served by the contractor are found satisfactory during the probationary period. The one-year contract period is subject to renewal by the HIMSR on satisfactory performance and on such mutually agreed terms and conditions for a further period as agreed to. The Competent Authority of HIMSR, reserves the right to terminate this contract during probation period or thereafter by giving 15 days' notice to the selected tenderer/agency.
4. **Security Money:**  
The contractor shall deposit security money in favor of HIMSR for an amount of **Rs.1.00 Lakh for sales kiosk** or three months quoted L.Fee whichever will be on higher side or as decided by the Competent Authority of HIMSR either in cash or in the form of Bank guarantee for the due performance of the contract, within 06 days from the date of receipt of Work order/ Letter of Intent. **HIMSR will refund to the contractor the deposited security amount without any interest.** However, in the event of breach/ violation or contravention of any terms and conditions herein by the contractor, the security amount deposited shall be forfeited and in addition to any amount of penalty as decided by the Competent Authority HIMSR shall be recoverable from security amount if not paid by the tenderer.

**5. Commencement of Contract:**

The HIMSR will refund to the contractor the deposited security amount without any interest. The contractor shall commence the work within 10 days from the date of receipt of Work order/Letter of Intent or as specified in the Work order. The Medical Superintendent will be the sole decision making authority in respect of the kiosks, its contractor, complaints regarding its work, etc.

**6. Contract Signing:**

After acceptance of the tender, the tenderer shall sign the necessary agreement within 15 days of the intimation. In case of delay the 'Earnest Money' may be forfeited and the tender cancelled or the contract enforced as per terms of the tender and the tenderer shall thus be bound even though the formal agreement has not been executed and signed by the tenderer.

**7. Timings of Eating Outlet & Sales Kiosk to Students/Staff/Patients/Attendants:**

The eating outlets & sales kiosk stall shall run 24\*7 (For the convenience of patient's attendants, on duty staff, etc.). However the timings can be re-scheduled by the HIMSR Authority. The contractor will deploy his staff for smooth running & providing best services during above timings. The Hospital will not be a party to any dispute arising between the contractor and its customers.

**8. Rates of Eating Outlets & Sales Kiosk:**

The approved items rate as specified in the tender against eating outlet & sales kiosk shall be valid during contract period and the rates not covered in the approved list, shall be fixed with mutual consent of the HIMSR Competent Authority and contractor in writing. **The contractor shall not sale any item without the approval and consent of the HIMSR Competent Authority.**

The approved rate list of the eatables items should be prominently displayed at the counter/Notice Board in Eating Outlet & Sales Kiosk. In case eatables items of expiry date sold by the contractor as mentioned by the manufacture a penalty of Rs. 500/- will be imposed for each default. **Storing/ supply/sale and consumption of drugs, alcoholic drinks, cigarettes, tobacco or any other items of intoxication are strictly prohibited in the campus, including canteen.** Any breach of such restrictions by the canteen contractor will attract deterrent action against the contractor as per statutory norms.

**9. Quality:**

The contractor at his own cost will use the approved best quality items and other items as approved by the HIMSR authority for providing best facility services by using approved branded items as in **Annexure-IX**. The contractor will ensure that raw material used for cooking are of very good quality, safe for human consumption and conform to the standard laid down by the Govt. of India in this regard. In the event of any food poisoning/contamination etc. the contractor will be held fully responsible shall be solely liable for penal actions under the provisions of law and shall fully indemnify HIMSR whatsoever. The contractor will ensure proper sanitation/hygienic conditions in the premises and deploy persons free from infectious diseases.

In the event of violation of any contractual or statutory obligations by the contractor he/she shall be responsible and liable for the same. Further in the event of any action claim damages suit initiated against the HIMSR by any individual agency or government authority due to acts of the contractor, the contractor shall be liable to make good/compensate such claims or damages to the HIMSR. As a result of the acts of the contractor if HIMSR is required to pay any damages to any individual agency or government authority the contractor would be required to reimburse such amount to HIMSR. The authorize person of HIMSR has the right to check the quality of material and ask to change any brand and item at any time.

**10. Workers in Eating Outlets & Sales Kiosk:**

Employment of child labour is strictly prohibited under the law therefore, the contractor will not employ any child.

The contractor shall deploy the trained workers who totally capable to execute the job very carefully, if accidents or damages etc. occurs, the contractor shall be liable for any liability, loss, claim in respect of personal injury to or any mishap / casualty of any person whomsoever arising out during the course of carrying out the works. The contractor shall have to produce a list of workers deployed in the eating outlets & sales kiosk along with police verification and documentary proofs required such as Voter Card/Aadhar Card in support of identity. The workers deployed in canteen, eating outlets & sales kiosk shall work under supervision, direction and overall administration of the contractor and the contractor shall be wholly responsible/ liable to pay them their wages all the benefits viz. P.F., E.S.I, Bonus, Gratuity & Leave, and maintain all liabilities under Workman's compensation Act / Fatal Accident Act. Personal injuries employees state insurance act provident fund act etc. and other due liabilities in force from time to time to eligible personnel engaged and deployed. HIMSR shall not be responsible in any manner for any acts etc. for which the contractor are legally responsible. The contractor shall ensure that all the canteen, eating outlets & sales kiosk employees during their working hours wear neat and tidy uniform and use hygiene globes supplied by the contractor. No eating outlets & sales kiosk staff shall be allowed to perform his duty without proper uniform. The staff of the contractor should possess good health and should be free from any diseases especially recurring and contagious diseases. The contractor shall conduct health checkup of his workers on half yearly basis especially for infectious disease. This health checkup record will be checked by the sanitation team/ Canteen Management Committee and propose for any penalty including amount against the misconduct.

**11. Dismissal of Worker:**

The Competent Authority of HIMSR shall have the right to ask the contractor/agency to remove any such person, who is not found to be incompetent and orderly not competent in discharging the satisfactory facility or who may misconduct himself. Such discharges shall not be the basis of any claim for compensation of damages.

**12. Fixing/ Placing the Equipment and other related items in Eating Outlets & Sales Kiosk:**

The contractor at his own cost will provide & fixed the Kitchen equipments/ appliances, furniture, table chairs in seating area of good quality and other equipment/ accessories, crockery utensils which may be necessary for running the canteen & outlet services. **Maintenance/Electricity Charges/Water Charges etc. will be paid by contractor.**

**13. Payments from Students & Staff members of HIMSR:**

The contractor himself shall charge and recover the approved charges from the students', staff and visitors. HIMSR shall not be responsible in any manner for the recovery from the students', staff and visitors. The HIMSR shall not be responsible in any manner for any recovery from students', staff and visitors.

**14. Payment of License Fee:**

The contractor shall deposit the License fee in advance of each month latest by 7th day of the English Calendar month and Maintenance and electric charges within seven (07) days from the date of receipt of electrical bill issued by the electrical /Maintenance department. The Rs. 50/- per day shall be charged after due date against late payment.

**15. Electricity & Water connection:**

The electricity & water connections up to the canteen, eating outlet & sales kiosk shall be provided by the HIMSR, the extension board, lead wire, electric meter extra water pipe etc. shall be arranged by the contractor at his own cost. The electricity charges shall be recovered as per actual meter readings and on an approved rates of HIMSR only.

**16. Safe Storage of material & equipments:**

The contractor will be fully responsible for the safety of their equipment, furniture, stocks, fitting & fixtures and workers etc. The HIMSR will not be responsible / liable for any damages caused to the contractor by any way including theft & fire etc. and no such claim to compensate any such damages will be entertained by the HIMSR. The contractor shall not stock any inflammable or otherwise dangerous material goods, narcotics or drugs in any part of the allotted space which are fire and health hazard to the human being & property.

**17. Damages/Compensation:**

The contractor shall be responsible for any loss/theft/pilferage or damages to the properties belonging to HIMSR, caused by their employees/ staff negligence and will pay/compensate to HIMSR or allow the amount of loss sustained by the HIMSR, to be deducted from any such amount found due to the contractor. The responsibility for any such theft or loss or damages/ pilferage shall have to be decided on the finding of the inquiry committee, to be constituted for this purpose by the HIMSR. If considered necessary, HIMSR will also be free to take up the matter with the police for proper investigations / action and recovery of loss due to such theft / pilferage and damages etc.

**18. Inspection of Eating Outlets & Sales Kiosk:**

A Canteen Management Committee will be nominated by HIMSR to inspect the functioning of the eating outlets & sales kiosk with a view to ensure hygienic and satisfactory service. In case repeated failures or lacunae are noticed by the Committee on the part of the contractor, the chairman of the Canteen Management Committee may impose a fine of up to Rs. 1,000/- on first instance Rs. 5,000/- on second time and on third time the contract can be terminated or as decided by the Competent authority of HIMSR. In case services are found to be unsatisfactory or there is breach of any of the clause of terms and conditions the contract is liable to be terminated or as decided by the Competent Authority of HIMSR at one month's notice resulting in the forfeiture of Performance Security.

**19. Eating Outlets & Sales Kiosk & Surroundings:**

The contractor shall maintain the eating outlets & sales kiosk premises and surroundings space neat & clean all the time including putting dustbins in sufficient quantity by the contractor at his own cost. The garbage of the eating outlets & sales kiosk shall also be disposed of by the contractor on daily basis. The Contractor shall ensure compliance of all laws relating to cleanliness sanitary hygienic and health conditions and other laws in force from time to time with regard to the environment around cooking place serving area and surrounding etc. The contractor shall ensure cleanliness of the eating outlets & sales kiosk all the time. If contractor fails to do so the work may be executed from other agency on the risk & cost of the contractor and the expenditure incurred shall be recovered from the contractor with penalty as decided by the Competent Authority of HIMSR.

**20. Subletting:**

The contractor shall not engage any sub-contractor or transfer the contract to any other person in any manner, if found subletting in any manner the contract shall stand cancelled without any prior notice. HIMSR/HAHC Hospital shall not be liable for any loss incurred by the contractor in running of the kiosks.

**21. Termination of Contract/Agreement:**

For premature termination of agreement, one month notice from HIMSR side and three months' notice from contractor's side shall be required in writing. The Contractor shall vacate the premises, if desired by HIMSR and shall handover peaceful possession of the same to HIMSR along with all articles as may have been provided. The decision of the Competent Authority of HIMSR shall be final and shall be binding upon the contractor.

**22. Applicable Law:**

The contractor shall be responsible for all such taxes, as may be levied on the canteen/outlets services and contractor shall also responsible to obtain license/permission from the concerned Govt. Department for running the canteen/outlet. The HIMSR will not be responsible/ liable for any penalty or charges levied by the Govt. of India and also shall not be liable for any liability, loss, claim in respect of personal injury to or any misshaping/ casualty of any person whomsoever arising out during the course of carrying out the works. The

Contractor shall at all times keep indemnified HIMSR and its officers and designated concerned staff for and against all third party claims whatsoever (including property loss and damage personal accident injury or death or any person) and/or the owner and the contractor shall at his/her own cost and initiative at all times, maintain all liabilities under Workman's compensation Act / fatal Accident Act. Personal injuries Employees state insurance Act PF Act etc. in force from time to time.

**23. Arbitration:**

In case of any dispute or difference, if remains unresolved, the matter shall be referred to the Sole Arbitrator to be appointed by the mutual consent of the parties. The award of the arbitrator shall be final and binding on the parties. The jurisdiction shall be only at Delhi/New Delhi.

**CONTRACTOR SIGN & SEAL**

**PERMISSIBLE BRANDS OF CONSUMABLES**

| <b>Item</b>                   | <b>Brand</b>  |
|-------------------------------|---|
| Salt                          | Iodised salt such as Tata, Annpurna, Nature Fresh   |
| Spices                        | MDH, MTR or equivalent quality brands               |
| Ketchup                       | Maggi, Kissan, Heinz                                |
| Oil                           | Refined oil such as Sundrop, Nature Fresh, Godrej   |
| Pickle                        | Mother's of Priyaor Tops                            |
| Atta                          | Aashirvad, pillbury, Nature Fresh                   |
| Butter                        | Amul, Britannia, Mother Dairy                       |
| Bread                         | Harvest/Britannia Make                              |
| Jam                           | Kissan, Nafed                                       |
| Milk                          | Toned milk of Mother Dairy, Delhi Milk scheme, Amul |
| Paneer                        | Amul/Mother Dairy                                   |
| Tea                           | Brook Bond, Lipton, Tata                            |
| Coffee                        | Nescafe, Rich Bru                                   |
| Biscuits                      | Britannia, Parle, Good Day                          |
| Ice Cream, Lassi, Curd, Chach | Mother Dairy Amul Cream Bell – all varieties        |
| Mineral Water                 | ISI marked Kinley/Bisleri /ganga                    |
| Besan, Dal                    | Rajdhani  |
| Rice                          | Basmati   |
| Cold Drinks                   | Pepsi, Coke etc.                                    |
| Packed Juice                  | Real, Tropicana                                     |
| Lemon water                   | Hello   |
| Sweets                        | Bikaner, Haldiram                                   |

The Contractor may use any other equivalent brand after obtaining prior approval from HIMSR Authority.

**LETTER OF TRANSMITTAL**

To,

Dean

HIMSR & HAHC Hospital

New Delhi – 110062

**Subject: Submission of tender for the Eating outlets & Sales kiosk at HAHC Hospital**

Sir/Ma'am,

1. Having examined the details given in the Tender Documents for the above work, we hereby submit the Tender.
2. We hereby certify that all the statements made and information supplied in the enclosed forms and accompanying statements and documents are true and correct.
3. We have furnished all information and details required as per Tender documents.

Name & Signature of Tenderer  
Company Seal

Date:

Place:



**TECHNICAL BID**  
**(For eating outlets & KIOSK)**

| Sl. No.   | Description of Documents  | To be attached by the Tenderer                       | To be marked in tender |
|---|---|--|------------------------|
| 1.  | Name & Address of Agency  |  | At Page No. ....       |
| 2.  | Name of Proprietor  |  | At Page No. ....       |
| 3.  | Name of Director or Partner of the agency: If tender is on behalf of a company under the companies act or if it submit by a partnership firm name of Co-Partner. (A certified copy of the registered partnership deed & MOU in case of Pvt. Ltd. be attached) |  | At Page No. ....       |
| <b>Essential Eligibility Conditions for considering the Technical Bid</b> |   |  |                        |
| 4.  | Cost of tender form   | D.D. No. -----<br>Date-----                          | At Page No. ....       |
| 5.  | Earnest money   | D.D. No.-----<br>----Date-----                       | At Page No. ....       |
| 6.  | FSSAI (Food Safety and Standards of Authority of India) certificate. (Enclosed attested copy)   | No.-----<br>Date-----                                | At Page No. ....       |
| 7.  | GST registration certificate in Catering Services (Enclosed attested copy)  | No. -----<br>--Date-----<br>From-----<br>--Date----- | At Page No. ....       |
| 8.  | PAN of proprietor or in the name firm if agency is Pvt. Ltd. (Enclosed attested copy of PAN)  | No. -----<br>--Date-----<br>From-----<br>--Date----- | At Page No. ....       |
| 9.  | List of current and past experience   |  | At page no.....        |

**CONTRACTORS SIGN AND SEAL**

**FINANCIAL BID**  
**FOR**  
**EATING OUTLET/KIOSK AT HAHC HOSPITAL**

I.....Proprietor/Partner/authorized person of M/s.....  
understand the work and see the canteen premises and assess the quantum of  
work/sale of canteen. I am bound to abide by the rule & regulation of HIMSR  
and terms & condition as mentioned in the tender documents and other  
obligations under the law including the disposal of garbage from campus to  
outside and also segregation & disposal of waste as per rules of Delhi Pollution  
Control Board/ Committee enforce time to time.

I bound myself to charge the approved items rate in canteen from students,  
staff & visitors as specified in the **Annexure V-A** and the rates not covered in  
the approved items list shall be approved by the authority of the HIMSR.

I shall also indemnify HIMSR from all the liabilities, loss & profit, damages,  
compensation and other liabilities that arises in future.

**The License fee I will pay to HIMSR against the allowed premises for  
exclusively running the KIOSK for students & staff shall be Rs. .... per  
month in advance of each month. In addition of the license fee the electricity  
charges I will pay as per actual meter reading and bill raised by the HIMSR.**

CONTRACTOR'S NAME & SIGNATURE

Dated:

Place:

**Annexure- V-A**

**Approved Eatable Item Rates for Eating Outlet/KIOSK at HAHC Hospital**

| <b>S. No.</b> | <b>Name of Items</b>        | <b>Quantity</b> | <b>Approx. Weight</b> | <b>Approved Rates (to be charged by Contactor)</b> |
|---------------|-----------------------------|-----------------|-----------------------|--|
| <b>SNACKS</b> |                             |                 |                       |  |
| 1.            | Veg. Sandwich Two Full Size | Each            | Each                  |  |
| 2.            | Cheese Sandwich two piece   | Each            | Each                  |  |
| 3.            | Egg. Sandwich               | Each            | Each                  |  |
| 4.            | Bread roll (Veg)            | 01 Pc           | Each                  |  |
| 5.            | Bread Pakora                | 01 Pc           | 100 gm                |  |
| 6.            | Omelet Egg                  | 02 Egg          | -                     |  |
| 7.            | Boiled Egg                  | 01 Egg          | -                     |  |
| 8.            | Bread Slice with butter     | 02 Slice        | -                     |  |
| 9.            | Bread Slice                 | 04 Slice        |                       |  |
| 10.           | Samosa                      | 01 Pc           | 80 gm                 |  |
| 11.           | Veg Pakory                  | 01 Plate        | 100 gm                |  |
| 12.           | Paneer Pakory               | 01 Plate        | 100 gm                |  |
| 13.           | Paneer Pakora               | 01 Pc           | 50 gm                 |  |
| 14.           | Veg Patties (Potato/Paneer) | 01 Pc           | 100 gm                |  |
| 15.           | Non-Veg Patties             | 01 Pc           | 100 gm                |  |
| 16.           | Veg Burger                  | 01 Pc           | 130 gm                |  |

**\*BEVERAGE**

|    |   |        |                  |  |
|----|---|--------|------------------|--|
| 1. | Tea with Tea beg Tata/ Tettly/Tajmahal                              | 01 cup | 150 ml           |  |
| 2. | Tea with Tea beg Tata/ Tettly/Tajmahal (without sugar for diabetic) | 01 cup | 150 ml           |  |
| 3. | Coffee plain  | 01 cup | 150 ml           |  |
| 4. | Coffee Espresso   | 01 cup | 150 ml           |  |
| 5. | Lassi (Packed)  | 01 pc  | 200 ml           |  |
| 6. | Water Bottle (Packed)   | 01 pc  | 1Ltr+500ml+250ml |  |
| 7. | Juice (Packed)  | 01 pc  | 200ml/1 Ltr      |  |

|     |                           |           |                    |  |
|-----|---------------------------|-----------|--------------------|--|
| 8.  | Coconut Water<br>(Packed) | 01 pc     | 200ml/500ml        |  |
| 9.  | Milk (Packed)             | 01 packet | 500ml              |  |
| 10. | Hot Milk                  | 01 cup    | 200/300ml          |  |
| 11. | Soft Drinks               | 01 pc     | 200ml/1.5ltr/2 ltr |  |

**\*Preference should be given to Made in India Products.**

**LUNCH**

| <b>S. No.</b> | <b>Name of Items</b>                                   | <b>Quantity Approx.</b> | <b>Weight</b>                | <b>Approved Rates (to be charged by Contactor)</b> |
|---------------|--|-------------------------|------------------------------|--|
| 1.            | Veg.- Thali-- Dal+ Subzi, Rice& Roti. (in packed form) | 01 Thali Packed         | 100+ 150 gm + 150gm + 4 Roti |  |
| 2.            | Veg Pullao (in packed form)                            | 01 Plate                | 300gm.                       |  |
| 3.            | Mutton Biryani (in packed form)                        | 01 Plate                | 300 gm                       |  |
| 4.            | Chicken Biryani (in packed form)                       | 01 Plate                | 300 gm                       |  |
| 5.            | Salad  | -                       | 50 gm                        |  |

**Annexure- V- B****DINNER**

| <b>S. No.</b> | <b>Name of Items</b>                                 | <b>Quantity Approx.</b> | <b>Weight</b>                | <b>Approved Rates (to be charged by Contactor)</b> |
|---------------|--|-------------------------|------------------------------|--|
| 1.            | Veg.- Thali- Dal+ Sabzi, Rice& Roti (In packed form) | 01 Thali Packed         | 100+ 150 gm + 150gm + 4 Roti |  |
| 2.            | Dahi (in packed form)                                | 01 Cup                  | 50gm                         |  |
| 3.            | Salad  | -                       | 50 gm                        |  |

**Note: No change will be allowed without approval of the Competent Authority.**