



**Chennai Metro Rail Limited**  
**(A Joint Venture of Govt. of India and Govt. of Tamil Nadu)**

**Tender No:** CMRL/HR/limited tender-01/Canteen/2018

28.04.2018

**Sub: Limited Tender for Running Canteen facility at Koyambedu depot and Cafeteria facility at CMRL Admin building under two bid system**

Chennai Metro Rail Limited (CMRL) is a Joint Venture of Government of India and Government of Tamil Nadu and is entrusted for implementation of Metro Rail project in Chennai City. CMRL invites Limited tenders from bonafide, competent, professional and experienced caterers through limited tender under Two bid system with initial filter (technical & finance) for **Running Canteen Facility at Koyambedu depot and Cafeteria facility at CMRL Admin building under two bid system**". The service provider should cater for provision of breakfast, Lunch, & Snacks to CMRL employees. Dinner provision should be catered based on the requirement of CMRL at later stage. The contract may be extended to additional one year period beyond initial two years period based on the performance of the service provider. **No minimum guarantee will be furnished to the contractor towards consumption of food items.** The service provider is advised to maintain the quality of the food highest at competitive price so as to attract the maximum no. of personnel to avail canteen/cafeteria services. The indicative average daily consumption of Breakfast is 50 nos and Lunch is 80 nos.

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**Notice inviting Limited Tender**

CMRL invites sealed tender under **Two Bid System**, from reputed caterers for **Running Canteen Facility at Koyambedu depot and Cafeteria facility at CMRL Admin building**

<b>Sl. No.</b>	<b>Particulars</b>	<b>Details</b>
1.	<b>Name of the Work</b>	Running Canteen & Cafeteria Facility at Koyambedu depot which involves provision of breakfast, Lunch and snacks for CMRL employees
2.	<b>Packet Details</b>	Packet –A: 1. Envelope-I: Earnest Money Deposit 2. Envelope-II: Technical Bid & Qualifying Eligibility Criteria Documents  Packet-B: <b>Financial Bid - Price schedule</b>
3.	<b>Earnest Money Deposit</b>	<b>Rs. 17,611/- (Rupees Seventeen Thousand Six Hundred and Eleven only)</b>
4.	<b>Performance Security Deposit</b>	<b>Performance Security will be Rs 1,76,112 (One Lakh Seventy Six Thousand One Hundred and Twelve only)</b>
5.	<b>Bid Validity</b>	Offers shall be valid for a period of 90 days from the date of acceptance of P.O.
6.	<b>Due date of submission of Tender</b>	21.05.2018 at 15.00 Hrs.
7.	<b>Date and Time of Opening of Tender (Technical Bid)</b>	21.05.2018 at 16.00 Hrs.
8.	<b>Authority for seeking clarifications, submission of completed tender documents and opening of tender documents</b>	General Manager (HR) Chennai Metro Rail Limited CMRL Depot, Admin Building, Poonamallee High road, Koyambedu, Chennai – 600 107
10.	<b>Bidders barred from bidding for this work</b>	Those who are single or JV under suspension, debarred, black-listed, by GOI, GOTN, PSUs, Metro Rail Corporations, CMRL or whose contracts were terminated as on date of submission of bid are not eligible to apply for this supply tender.

With regards,



T.P. Vinod Kumar  
Jt. General Manager (HR)  
For & on behalf of CMRL



## **Section -I**

### **General Guidelines**

1	The Tender is for <b>Running Canteen Facility at Koyambedu depot and Cafeteria facility at CMRL admin building</b>
2	Bidders should read carefully the contents of this document and to provide the required information. Each page of the Tender Document (including General Conditions of Contract), Addendum (if any), Reply to Query (if any) and other submissions, along with submission of the tender, should be numbered, Signed and Stamped, as a token of acceptance of terms and conditions of the tender. Any unsigned and unstamped document will not be considered for evaluation. Signature is required to be done by the bidder himself / authorized signatory of the bidder for which an authorised letter on company letter head shall be enclosed. All Tender and supporting documents to be serially numbered and binded neatly before submission. Do not keep any loose papers.
3	Each Bidder shall submit only one tender either by himself or as a partner in a joint venture or as a consortium. If a Tenderer submits, or if any one of the partners in a joint venture, or any one of the members of the consortium participates in more than one tender then all such tenders in which the bidder has participated will be considered invalid. Submission of more than one tender shall lead to disqualification.
4	Bidders should provide all the required Techno-Commercial & associated information and attach supporting documents as mentioned in the tender document duly signed by the bidder / authorized signatory of the bidder and attested by the certified auditors wherever asked.
5	Bidders may clearly note the date and time of submission of Tender. Late or delayed Tenders will not be accepted. Bidders are reminded that no supplementary material will be entertained by CMRL and Techno-Commercial Evaluation will be carried out only on the basis of submissions received by CMRL as per the date / time of the tender submission schedule. However, CMRL may ask for any supplementary information, if required.
6	Techno-Commercial Evaluation will help to assess whether the bidder possesses the earmarked Techno-Commercial / Financial capabilities. Bidders will not be considered for further tender process, if they have a poor performance record such as abandoning works, not following statutory requirements, Financial failure etc. CMRL reserves the right to approach previous clients of the Bidders to verify / ascertain Bidder's performance.
7	Separate "Techno-Commercial" and "Financial" bids are required to be submitted as per the Tender conditions.
8	Bidders should note that CMRL will not discuss any aspect of the evaluation process. Bidders will deem to have understood and agreed that no explanation or justification of any aspect of the selection process will be given by CMRL and that CMRL's decisions are without any right/of appeal / litigation whatsoever. Applicants may note that the selection process will entirely be at the discretion of CMRL.
9	Bidders will not be considered in the tender process, if they make any false or misleading representations in statements / attachments. If any submission is found false or misleading, even at later stage i.e. after completion of the tender process then also CMRL may annul the award, forfeit EMD (if any held with CMRL) and Performance Security (if any available). Further, the bidder may be blacklisted for participation in any future tender(s) of CMRL.
10	The financial bid of the technically qualified bidders, only will be opened and the firm dates of opening of financial bids will be intimated only to the technically qualified bidders separately.
11	Bidders are requested to remain in touch with CMRL Website <a href="http://www.chennaiemtrorail.org">www.chennaiemtrorail.org</a> for any kind of latest Information, Addendum, etc. regarding the tender.
12	If the tenderers want to mention any specific condition, it should be clearly mentioned on the covering/forwarding letter only, and which shall be placed on the first page of the technical bid. Any special conditions mentioned in any other document will not be given any consideration.

13	In the event of the contractor backing out/violation of the contract in the midway without any explicit consent of CMRL, the contractor will be liable for the recovery of higher rates vis-a-vis contracted rates, which may have to be incurred by CMRL on procurement of said item by alternative means.
15	It shall be the responsibility of the tenderer to ensure that his tender reaches the designated officer before the deadline of submission. Any tender brought by any person / courier or any tender received through post after the scheduled deadline by the designated officer will not be considered. Bidders are advised to send their sealed bid preferably by courier/post or in person at the address stipulated in NIT. CMRL will not be responsible for any postal delay.
16	If due to any exigency, the due date for opening of tender is declared closed holiday, in such case the tenders will be opened on next working day at the same time or any other day/time as intimated by the CMRL.



**Section - II**

**PROCEDURE FOR TENDER SUBMISSION & EVALUATION**

- a. **Mode of payment:** -The payment for the cost of EMD can be made through a crossed demand draft/pay order issued by a scheduled bank of INDIA, payable to "***Chennai Metro Rail Limited***" at Chennai
- b. Last date for submission of bids: 21.05.2018, 1500 hrs  
Date of opening technical bids : 21.05.2018, 1600 hrs
- c. Sealed Quotations are to be forwarded to below mentioned address or submitted in the tender box kept at CMRL, Admin Building on or before the specified time in the mentioned tender document. Late/delayed tenders by any means shall not be accepted and treated as rejected. No fax or Email copy of the tender will be accepted by CMRL. The tender Envelope should be super scribed as "***Bid for Running Canteen & Cafeteria Facility at Koyambedu depot***"

General Manager (HR)  
Chennai Metro Rail Limited  
CMRL Depot, Admin Building,  
Poonamallee High Road, Koyambedu,  
Chennai – 600 107

***CMRL website: - [www.chennai-metro-rail.org](http://www.chennai-metro-rail.org)***

### 3. SUBMISSION OF OFFERS:

- i. This is a two bid packet limited tender (packet – A & B). Tenderers have to submit their offer in two different packets. Following are the details for the two covers: -

Sr.no.	Particular	Description
1	Packet-A	<b><u>Envelope – I- EMD</u></b> <b><u>Earnest Money Deposit:</u></b> EMD as mentioned in the tender document .
		<b><u>Envelope – II – Techno-commercial documents</u></b> This envelope shall consist of the technical compliance sheet as specified vide <b><u>"Annexure –A"</u></b> and relevant documents as per the qualifying eligibility criteria specified in <b><u>"Annexure - B"</u></b> . <b><u>The technical bid received without qualifying eligibility criteria documents, will not be considered for further evaluation and will be summarily rejected</u></b>
2	Packet-B	<b><u>Envelope – I – Price Bid</u></b> a. This envelope shall consist of financial bid in the format as given vide <b><u>"Annexure –C"</u></b> b. In case, if tenderer's bid disqualifies technically, bidders' unopened financial proposal will be returned in sealed condition.

- ii. The bidder shall seal all the envelopes in packets A & B. Outer cover containing both the two packets shall be super-scribed as **"QUOTATION for Running Canteen & Cafeteria Facility at Koyambedu depot"** bearing the tender number & last date of submission on top left corner and addressed to the CMRL address as given in the Invitation of Tender
- iii. Unsealed bids will be summarily rejected. Offers (packets/envelopes) shall be sealed as per the instructions mentioned above.

### 4. TENDER OPENING& EVALUATION PROCESS: -

The received tenders will be processed by Tender Evaluation Committee constituted by CMRL:-	
<b><u>Opening of Packet-A</u></b>	
a.	On opening of the main Tender cover, it will be checked whether it contains the Packet -A (Envelope I & II) & Packet - B (Envelope I) a. Envelope-I will be opened only when the EMD is submitted by the bidder as mentioned above and found in order.
b.	Then Envelope-II: Technical Compliance sheet will be opened in the presence of bidders or their representatives who choose to attend on the date and time as mentioned in tender document. It will be checked by the Committee, if the required documents have been submitted. If the submitted documents do not meet the tender requirements, then the Commercial Bid of the said bidder may not be considered for further processing.
c.	CMRL shall read out and prepare a record of the tender opening that shall include as a minimum: Bidders names, designation, authority letter, any such other details as the CMRL may consider appropriate, will be announced by the CMRL at the opening.
d.	CMRL tender Committee will examine the technical compliance sheets for technical suitability of the offers.
	The determination of a Tender's responsiveness will be based on the contents of the tender itself without recourse to extrinsic evidences. A Bid shall be considered responsive only if:



	<p>a. It is received as per formats (Packet-A) &amp; (Packet-B),</p> <p>b. It is received by the Bid Due Date including any extension thereof,</p> <p>c. It is signed in all pages and, sealed,</p> <p>d. It contains all the <u>information, Annexure and documents (complete in all respects)</u> as requested in this Tender document and/or Bidding Documents (in the formats same as those specified);</p> <p>e. It is accompanied by EMD amount in the form of Bank Demand Draft drawn on any Public Sector Bank / by Bank Guarantee from any Public Sector Bank.</p> <ul style="list-style-type: none"> <li>- It should not be a conditional Bid &amp; qualifying criteria documents.</li> <li>- CMRL reserves the right to reject any Bid which is non-responsive and no request for alteration, modification, substitution or withdrawal shall be entertained.</li> </ul>
f	Such bids which clear the "Test of responsiveness" at Para mentioned above, will be called "responsive bids" and only "responsive bids" shall be considered for evaluation. Evaluation of Bids shall be done by CMRL through a committee comprising of members as per the eligibility criteria as specified vide Annexure – "B" of the tender document. No Bidder shall have the right to challenge the decision of the Committee
g	While the Bids are under consideration, Bidders and/ or their representatives or other interested parties are advised to refrain from contacting by any means, CMRL and/ or their employees/ representatives on matters related to the Bids under consideration. However, when CMRL calls for any information / clarification, it should be supplied by the Bidder within the time stipulated.
h	To facilitate evaluation of Bids, CMRL may, at its sole discretion, seek clarifications in writing from any Bidder regarding its Bid.
i	The sealed Financial Bid will be kept in the safe custody of CMRL and will be opened on a later date after evaluation of Techno-Commercial bids. Financial Bid of all Techno-Commercially qualified bidders who qualify the Techno-Commercial Evaluation will be opened on the date and time intimated to all such eligible bidders separately.
j	<b><u>Financial bid (Packet –B) will be opened only of those bidders, who will be qualified in the technical evaluation.</u></b>
<b><u>Opening &amp; Evaluation of Packet-B</u></b>	
k	CMRL shall read out and prepare a record of the Financial Bid opening that shall include, as a minimum: the name of the Bidders representative organization name, Tender Price. The Bidder's representatives who are present shall be requested to sign the record.
l	The CMRL will examine the Tenders for their completeness in every aspect as mentioned in the tender document.
m	The prices should be quoted in Indian Rupees with delivery of item at CMRL, failing which the bid would be rejected. The rates quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to adjustment on any account
n	If any variation arises between the Unit Rate and the corresponding quoted Total Cost, then the Unit Rate will prevail for calculation of the Total Cost
o	In case of any discrepancy between the prices quoted in words and in figures, lower of the two shall be considered.
p	Price should be quoted as per price schedule attached at <b><u>Annexure –C</u></b>



q	<b><u>Evaluation of Financial bid</u></b> The evaluation will be done based on L1 price of total amount including taxes and other charges in words.
r	CMRL reserves the right to accept or reject any tender without assigning any reason thereof at any stage. It is open to CMRL to alter the conditions of the tender schedule in appropriate cases in the interest of CMRL. No representations will be entertained in the matter of selection of the L1.

**5. OTHER TENDER CONDITIONS: -**

a.	CMRL reserves the right not to proceed with the tender process at any time without any notice, justification or liability.
b.	All tenders, documents and other information submitted by the bidders to CMRL shall become the property of CMRL. Bidders shall treat all information furnished as strictly confidential. CMRL will not return any submission.
c.	The tender is not transferable under any circumstances.
d.	Telegraphic, conditional or incomplete tenders will not be accepted. Canvassing of any kind, direct or indirect, shall lead to disqualification of the bidder.
e.	Tender in any form other than the prescribed format issued by CMRL will not be entertained and will be summarily rejected.
f.	Tenders with revised / modified rates / offer after submission / opening of the tender will be summarily rejected. In such a case, CMRL may forfeit the Earnest Money Deposit submitted with the tender.
g.	CMRL may not consider bidders who have poor performance records such as abandoning works, not following statutory requirements, financial failure, etc.
h.	Bidders are advised to submit only one tender either by themselves, or as a partner, or as a company. If a Bidder, or if any one of the partners submits more than one tender, all the tenders in which the bidder has participated shall be considered invalid.
i.	The quantity of items to be supplied mentioned in this document is only indicative and may be reduced or enhanced of the quoted quantity (on each category) based on the requirement of CMRL during the bid validity period.

**6. AWARD OF TENDER: -**

a.	CMRL in its sole discretion and without incurring any obligation or liability, reserves the right, at any time, to: <ul style="list-style-type: none"> <li>i. Suspend and / or cancel the Bidding Process and / or amend and / or supplement the Bidding Process or modify the dates or other terms and conditions relating thereto.</li> <li>ii. Consult with any Bidder in order to receive clarification or further information.</li> <li>iii. Retain any information and / or evidence submitted to CMRL by, on behalf of, and / or in relation to any Bidder; and / or</li> <li>iv. Independently verify, disqualify, reject and / or accept any and all submissions or other information and / or evidence submitted by or on behalf of any Bidder.</li> </ul>
b.	CMRL will award the contract to bidder whose tender has been determined to be substantially responsive, Techno-Commercially and financially suitable, complete and in accordance with the tender document.

c.	<p>Responsive bid is one that conforms to all the terms, conditions, and Specifications of the tender Documents without material deviations, exceptions, objections, conditionality or reservation,</p> <p><b><u>Non responsive bids are: -</u></b></p> <p>CMRL may reject the tender that is considered to be substantially non responsive to the requirements, such indicative list is as follows and the same is not an exhaustive list:</p> <ul style="list-style-type: none"> <li>i) Incorrect or shortage or fraudulent EMD/tender security.</li> <li>ii) Fraudulent qualification relating to proposal.</li> <li>iii) Fraudulent or incomplete credentials.</li> <li>iv) Incomplete technical proposal.</li> <li>v) Major inadequacy in technical offer.</li> <li>vi) Non submission of documents as stipulated in qualifying criteria in "<b><u>Annexure - B</u></b>"</li> </ul>
d.	<p>CMRL's determination of bid responsiveness will be based on the contents of bid itself and any written clarifications sought by CMRL in writing, the response to which shall also be in writing and no change in rates shall be sought, offered or permitted.</p>
e.	<p>In case, two or more Techno-Commercially qualified bidders quote the same amounts in the Financial Bid/Commercial Bid which is the Lowest (L1), then the tender would be awarded to the bidder who has the highest/higher average annual turnover for the last 3 financial years.</p>
f	<p>After selection, a purchase order (P.O) shall be issued by CMRL to the Selected Bidder and the Selected Bidder shall, within seven (07) days of the receipt of the P.O, sign and return the duplicate copy of the P.O in acknowledgement thereof. In the event the duplicate copy of the P.O duly signed by the Selected Bidder is not received by the stipulated date, CMRL may, unless it consents to extension of time for submission thereof, will forfeit the Earnest Money Deposit of such Selected Bidder on account of failure of the Selected Bidder to acknowledge the P.O. It is clarified that in case the Selected Bidder refuses to accept the P.O, it will be debarred from participating in the bidding process for similar future license/contract of CMRL for a period of five (5) years.</p>
g	<p>After acknowledgement of the P.O as aforesaid by the Selected Bidder, The Contractor (Selected L1 Bidder) shall be required to submit a Security Deposit 5% of total purchase order value.</p>



7. Detailed instructions on procedure of Submission of Bid are detailed below:

- a. **Price Bid:** The Price bid containing the Bill of Quantity and the service provider shall quote the rates, taxes & duties etc. for his offered services/items on the price bid. Thereafter, in the 'Item Rate' **PRICE BID format** the bidder should quote for all the tendered items. Order will be finalized on technically cleared, L-1 offer. Lower bidder may be chosen from the item rates quoted inclusive of tax. The bidder may modify and resubmit the bid, if he wishes before the bid submission date and time. The L1 bidder will be decided based on the lowest value quoted for Total amount in the Price Bid. All bidders are mandatorily required to quote for all items in the menu. In case of non-quoting for any of the menu items in the price bid, the concerned bidder's bid will not consider for further evaluation.
- b. Tender to be submitted to CMRL corporate Office as mentioned above.
- c. **Withdrawal of Bid:** Bidder may withdraw a bid submitted already before the bid submission date and time.
- d. **Clarifications:** Bidders can seek clarification, if any before the due date and time. The clarifications sought will be furnished by CMRL before the due date.
- e. **Bid Validity:** The validity period of the bids shall be 90 (Ninety days) days from the last date of submission of bid. The bidder shall not, during the said period or within the period extended by mutual consent, revoke or cancel his tender or alter any terms/conditions thereof without the written consent of CMRL. If a bidder is found violating this condition, CMRL shall have right to take appropriate further action.
- f. The Technical bids will be opened on or after the scheduled dates and time. Till such time, the bids will be only in the sealed form. After the scheduled time, the bids will be opened by stipulated *Bid Openers of CMRL*. The Technical-bids shall be evaluated based on the information furnished by bidders. If any clarification is required from bidder, CMRL will seek such clarifications. The following documents are to be attached under Technical Bid cover for Evaluation: -
  - (i) **Work Experience** : A Reputed Contractor/Caterers/Hoteliers having successfully completed similar kind of works during last 7years ending last day of the month previous to the one in which applications are invited, should have executed similar kind of work of any one of the following value. Similar Kind of Work means "Providing Canteen /Cafeteria facility to a Govt.Sector/PSUS/MNC /Pvt. Companies /Institutions of Repute. The Estimate cost of the work per annum is Rs 35,22,250/- excluding other charges and tax (Rupees Thirty Five Lakhs Twenty Two Thousand Two Hundred and Fifty Only). A copy of similar kind of work order issued by the client to be enclosed as proof.
    - (a) Three similar completed works costing not less than the amount equal to 40% of the estimated cost i.e. **14,08,900/-** (Rupees Fourteen Lakhs Eight Thousand and Nine Hundred Only).  
OR
    - (b) Two similar completed works not less than the amount equal to 50% of the estimated cost i.e. **17,61,125/-** (Rupees Seventeen Lakhs Sixty One Thousand One Hundred and Twenty Five Only).  
OR
    - (c) One similar completed works not less than the amount equal to 80% of the estimated cost i.e. **28,17,800/-** (Rupees Twenty Eight Lakhs Seventeen Thousand and Eight Hundred Only).

(ii) **Average Annual Financial turnover** during the last 3 financial years, should be atleast 30 % of the estimated cost i.e. Rs 10,56,675/- (Rupees Ten Lakhs Fifty Six Thousand Six Hundred and Seventy Five Only).

(iii) **Experience Certificate issued by the Clients** as per the format enclosed at Annexure- "D".

(iv) IT Return for last 03 years (Copies of last 3 years:2014-15, 2015-16, 2016-17) duly attested by the Chartered accountant

(v) The Bidder should be a registered company/Firm/Agency in India and should have a catering facility branch in Chennai. A registration copy of the Chennai branch should be submitted as a proof. Incase no catering facility branch in Chennai, thee-bid will not be considered and will be summarily rejected.

(vi) Copy of Food Business Operator License (Please enclose self-attested Copy of License)

(vii) EMD Fee: The EMD payment is required to be paid in DD form to CMRL. No other mode of payment shall be accepted.

Fee In favour of Chennai Metro Rail Ltd

(viii) Proof of following registration document:

(a) PF code no

(b) ESIC code no

(c) FSSAI code

(d) PAN No

(e) GST Registration Number (Attach certificate of GST in pdf)

(ix) Name of Proprietor/Director of Company/Firm/Agency & Contact address

(x) Whether quoted item confirms the specification of tender as per Enclosed Annexure –"A" (Yes/No) and enclose the duly filled and signed technical compliance sheet placed at Annexure-"A"

**(Note : Non-compliance of any of the criteria stipulated above will result in bid rejection)**

h. After evaluation of Technical-bids, all the bidders who participated in the tender will get information regarding their acceptance or otherwise of their tender. In case of non-acceptance of tender, reason shall be furnished. Thereafter, a e-mail confirmation will be sent to all successful bidders communicating the date and time of opening of price-bid, in case of TWO BID SYSTEM ONLY.

i. The Price-bid of the successful bidders (qualified in Technical-bid) will be opened on or after the scheduled date and time by the Bid Openers.

## **8. GOVERNING OF TENDER**

Any order resulting from this tender enquiry, shall be governed by the terms & conditions of the tender, and the tenderer quoting against this enquiry, shall be deemed to have read and understood the same.



**9. VALIDITY OF TENDER**

The tender must be valid for a minimum period of 180 days from the date of the tender opening. In exceptional circumstances, CMRL may request for extending the period of validity for a specified additional period. CMRL request and tenderer's response shall be made in writing / email.

**10. FRAUDULENT PRACTICES**

The highest standard of ethics shall be observed during execution of the contract. The firm shall not be eligible to participate, where it has been determined to have engaged in corrupt or fraudulent practices. In this regard decision of CMRL will be final and binding on the tenderer.

**11. COST OF TENDERING**

The tenderer shall bear all the costs associated with the preparation and submission of its offer, and CMRL will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the tendering process including cancellation of this tender process.

**12. CONTENT OF TENDER DOCUMENTS**

The tenderer is expected to examine the tender documents, including all instructions, forms, terms and specifications. Failure to furnish all information that are required by the tender documents or submission of a tender not substantially responsive to the tender documents in every respect will be at the tenderer's risk and may result in rejection of their tender. CMRL decision in this regard is final and binding on them.

**13. CURRENCIES AND PAYMENTS**

The rates quoted by the tenderer shall be in the same currency as indicated in the PRICE BID (price bid).

**14. CLARIFICATION on "TECHNICAL & COMMERCIAL" TERMS OF THE TENDER**

To assist in examination, evaluation and comparison of "Technical and Commercial" part of the Tenders, CMRL may at its discretion, seek from the tenderer individual clarification of their Tenders if so required. The request for clarification and the response shall be in writing, fax or e-mail, but no change in the rates or prices or substance of the tender shall be sought, offered or permitted. After receiving all clarifications, technical acceptance of the tender will be finalized.

## Section – III

### **1.0 DEFINITIONS**

- i. 'Company' means Chennai Metro Rail Ltd. and shall include its successors and assignees.
- ii. 'Contractor' means successful bidder for providing catering services.

### **2.0 CATERING SERVICES**

The Contractor shall prepare and serve fresh and wholesome meal/snacks/beverages to the employees of the company and such other eatable items as approved by the Company. **The tentative menu is placed at Annexure – "A "and the same is subject to change based on the requirement of CMRL.**

#### **2.1 MENU & QUALITY**

The tentative menu to be supplied by the Contractor shall be of the type as indicated in **Annexure –A**. The Contractor shall not prepare or serve any other item without the prior approval of the Company. Provision of Central Kitchen Facility for the service provider shall be permitted.

#### **2.2 QUALITY OF RAW MATERIALS AND FINISHED PRODUCTS**

The food shall be good, wholesome and of best quality as approved by the Company, before using the raw materials and other ingredients for cooking, the Contractor shall ensure their quality and wholesomeness. The Company through its authorized representatives shall have the authority to carry out test checks at their convenience of the raw materials, ingredients for cooking, cooking arrangements, Hygienic conditions of the kitchen & wash areas. Finished eatables / cooked or raw items, if does not meet the standard of wholesomeness, may insist the contractor for the disposal of the same and to be destroyed at the cost of the Contractor.

#### **2.3 SERVICE POINTS & TIMINGS**

- 2.3.1** The Contractor shall be required to provide catering services in the canteen premises from **Monday to Sunday** at timings (from 0700 -19:00 Hrs). The timing stipulated is only indicative and is subject to change based on requirement of CMRL and the bidder has to cater for the same.
- 2.3.2** If required, the canteen service is to be provided at other places of CMRL Metro Stations/CMRL Project Sites as per approved rate (L1).
- 2.3.3** Notwithstanding anything herein after contained, the company will have the right to use the canteen hall at any time on any working days or holidays at any time, as may be required with prior intimation.

### **3.0 CONTRACTOR'S OBLIGATIONS**

- 3.1** For any damage, breakage or loss of any equipment or property of the Company, the Contractor shall have to make good the same at his own cost. The company reserves the right of free access through its authorized representative(s) to inspect the canteen, stores, equipment and food for ensuring their wholesomeness, cleanliness, quality and quantity at all times without any prior notice.



- 3.2 The Contractor shall keep the entire premises, utensils; crockery, etc, clean and hygienic, he shall use and provide at his own cost prescribed detergents and other requisites for this purpose. He will ensure that furniture of the Canteen premises, crockery, cutlery, utensils, kitchen pantry, wash basins, lavatory urinals, drainage system, washed and cleaned in hygienic way as directed by the authorized representative of CMRL. It shall be the responsibility of the contractor to maintain the canteen and cafeteria premises clean, neat and hygienic, for the purpose, he is required to engage adequate staff.
- 3.3 The Contractor shall not use or allow to be used the Canteen premises or any part thereof for dwelling purposes and shall not allow any outsiders to loiter in and around the canteen building without valid authority.
- 3.4 The Contractors shall also not use or allow to be used any facility, appliances, equipment provided by the Company for any purpose other than providing canteen services as per Company's requirement.
- 3.5 The Contractor shall not, without prior consent in writing by the Company, assign or subject the contract or any part thereof to any other party provided that it shall not relieve the contractor from any obligations, duty or responsibility under the contract.

#### 4.0 **ENGAGEMENT OF LABOUR**

- 4.1 The Contractor shall at his cost, employ adequate number of catering staff such as supervisors, Cooks, helpers, Service Boys, housekeeping and other persons for smooth and efficient running of the canteen. The Contractor shall exclusively be liable and responsible for their Statutory Wages, PF, Bonus, Medical, Uniforms and all other payments as may be applicable and full compliance in their respect with all Statutory Laws, Rules and Regulations as applicable to them.
- 4.2 The Contractor shall make regular and full payment of wages/salaries and other payments to the employees in time as per the statutes and applicable laws and furnish necessary proof, as and when demanded by the Officer-in-Charge.
- 4.3 The Contractor shall also be liable to ensure and pay the Minimum wages notified by concerned authorities from time to time, PF & ESI contribution, leave, salary, etc. and shall be liable to follow statutory working hours for his employees.
- 4.4 The Contractor shall arrange Police verification of all his staff, and issue Identity cards to the canteen employees and shall exhibit it prominently during working hours. The canteen staff shall also be liable for search on entry/exit of CMRL premise. The contractor should ensure that the Contract Worker deployed by the service provider for CMRL should not have any adverse antecedents & any police records/criminal cases against them, and also full Bio-Data is maintained in the service provider's office for any verification at any stage.
- 4.5 The Contractor shall ensure that all canteen employees, during their working hours, wear neat and tidy uniforms and use hygiene gloves and head caps/covers supplied by the Contractor. No canteen employee shall be allowed to continue his duty without uniform and above mentioned accessories.

#### **4.6 CONTRACTOR'S LIABILITY**

The Contractor shall be solely and exclusively liable for the payment of any and all taxes or hereafter imposed, increased or modified from time to time and all Income Tax, Sales Tax now in force and hereafter increased and all contributions and taxes for unemployment compensation, insurance.

#### **4.7 CONTRACTOR'S LIABILITY TOWARDS INDEMNITY**

The Contractor shall also indemnify the Company against any claim under the payment of Wages Act, 1936, and/ or the Minimum Wages Act, 1948 or any statutory obligations arising out of any other Act or Acts or on behalf of any person employed by him.

4.8 The Contractor shall also indemnify the Company and every member, officer and employees of the Company against all actions, proceedings, claims, cost and expenses whatsoever in respect of or arising out of any failure by the Contractor in the performance of his obligations under this contract.

4.9 Contractor is to agree that the contract is only for provision of catering service for CMRL users and the outsource staff engaged by the contractor for the said purpose should not claim in future for employer-employee relationship and the same has to be categorically mentioned by the contractor in all appointment letters issued by the contractor to the outsource staff engaged by the contractor, that they shall at no stage have any claim for employment in CMRL.

#### **5.0 COMPANY'S ASSISTANCE**

5.1 The company shall provide the following facilities and furniture free of charge to the Contractor for the sole purpose of providing canteen services.

- (i) Canteen premises with dining hall & kitchen pantry on a token license fee of Rs. 101/- per month for conduct of the Canteen.
- (ii) Furniture for the dining hall.
- (iii) Basic Electricity facilities (3-phase connection), Drinking water and water for cleaning will be provided by CMRL. Electricity should not be used for cooking and should be used economically.

#### **6.0 The tenderer to provide**

- i. The Kitchen Equipment, Cutlery, utensils & crockery items
- ii. Gas connection with required number of commercial LPG cylinders to be taken care by the tenderer.

#### **6.1 Bid Security (EMD – Earnest Money Deposit):**

- i. The EMD shall be made payable without any condition to the CMRL. An amount of **17,611/-** (Indian Rupees Seventeen Thousand Six Hundred and Eleven only) is required to be paid by means of DD drawn in favour of Chennai Metro Rail Limited, payable at Chennai. No other mode of payment shall be accepted.
- ii. Any bid document submitted without the EMD in the approved form will be summarily rejected. No interest is payable for the EMD amount.
- iii. Bid securities of the unsuccessful bidders will be returned at the earliest after expiry of the final bid validity & latest on or before one month after the award of the contract. The Bidders Bank details need to be mentioned in the tender document at Annexure – “B” and same need to be signed and submitted along with the technical bids.



- iv. The successful bidder's bid security will be returned after signing of contract by bidder & receipt of Performance Bank guarantee.
- v. As per CMRL policy, No exemptions for EMD is permitted to bidders based on MSME or NSIC certificates.
- vi. EMD shall stand forfeited, if bidders: -
  - a. Revokes or cancel their tender after submission or vary any terms thereof without the consent of the CMRL.
  - b. Changes/varies any terms and conditions mentioned in P.O. thereof without the consent of the CMRL.

## 7.0 **SECURITY DEPOSIT**

- i. **A sum of Rs. 1,76,112/- (Rupees One Lakhs Seventy Six Thousand One Hundred and Twelve Only)** should be paid as security deposit by the successful bidder within 14 days of receipt of notification of award issued by CMRL, the successful bidder shall furnish the performance security deposit in the form of Demand Draft or Irrevocable Bank Guarantee drawn from any of the Public Sector Bank in favour of **Chennai Metro Rail Limited**, Payable at Chennai.
- ii. Performance Security should remain valid for a period of 02 months beyond the date of completion of all contractual obligations. No interest will be paid for the Performance Bank Guarantee during the validity of B.G.
- iii. The proceeds of the performance security shall be payable to the CMRL as compensation for any loss resulting from the contractors failure to complete its obligations under the Contract.
- iv. If the successful Bidder fails to furnish the Performance Bank Guarantee, then the Earnest Money Deposit shall be liable to be forfeited by CMRL.

## 8.0 **PAYMENTS TO THE CONTRACTOR**

- 8.1 The concerned Users of CMRL shall pay directly to the service provider for the food consumed by the individual as per the approved L1 rate quoted by the Bidder for the menu items. The Contractor is to display the price list of the menu items at Canteen/cafeteria premises and should not overcharge the user more than the approved L1 rate for the menu items. In case of violation, strict action will be initiated as per the contract.
- 8.2 Credit sales, if any, effected by the Contractor will be at his own risk and responsibility and CMRL will not in any way be responsible for the recovery of such arrears in these transactions.
- 8.3 The items served for official purpose shall be settled by CMRL within 03-04 weeks' time on receipt of the Bills that is countersigned by Authorized representative of CMRL.
- 8.4 The Company shall not be responsible for any amount due to the contractor from any person (s) in respect of items supplied/ or otherwise nor shall it be responsible to the Contractor on the said account.

## 9.0 **PERIOD OF CONTRACT**

- 9.1 The period of Contract shall be for **2years** in the first instance from the date of taking position by the Contractor. The Company shall have the option for extending the Contract further for another one year based on the performance on mutual consent.
- 9.2 The rates of the food items quoted shall remain same during the contract period. The same shall be revised on mutual consent on completion of 2 year contract period.
- 9.3 The Contractor shall take position and start functioning within 30 days of award of contract.

- 9.4 The Contract shall be in force for the periods stipulated in the contract and on the expiry thereof, it will be deemed to have been terminated automatically. Further, the contractor will not have any right either contractual or equitable to demand any other intending party.
- 9.5 In the event of any dispute arising out of the clauses mentioned above, the same shall be referred to the Competent Authority of CMRL for decisions and his/her decision shall be final and binding on both the parties.

#### **10.0 SCOPE OF WORK**

- 10.1 All items that are cooked and served should be of good quality. The quantity and quality of menu items shall be provided as approved by the company. The quantity of the ingredients to be used for preparation of breakfast, meals / snacks shall be strictly in accordance with norms laid down vide Annexure – A of the tender document.
- 10.2 For selling any other items in canteen /cafeteria prior approval of rates to be taken from CMRL.
- 10.3 On special Occasions, CMRL may avail the facility of the caterer subject to the quality of the items provided by the service provider. If availed, requisite menu for the occasion will be promulgated separately to the caterer. The rate for the same shall be agreed mutually by both the parties based on the prevailing market rates. The decision of CMRL shall be final for availing the contractor service on Special Occasion for providing catering facility.

#### **11.0 LIABILITY**

- 11.1 Maintain adequate manpower as per requirement.
- 11.2 Contractor shall, on award of the contract, furnish the list containing names and address of his staff along with their proper Police verification reports.
- 11.3 Contractor shall engage reasonable number of employees in different categories as may be necessary to meet the obligations under the contract. In case the Company finds that the required number of employees are not engaged by the contractor, the company shall be of liberty to ask the Contractor to engage more number of employees in one or more categories and the Contractor shall forth with engage extra employees as asked for the Company (at Contractor's cost.)

#### **12.0 MATERIALS**

- 12.1 Contractor shall purchase and keep the raw material stock for minimum 7 days requirement other than perishable for the preparation of various items, including the controlled items of good quality at his own cost. Contractor shall abide by the local Government laws relating to stocking of food grains, sale of food etc. and shall obtain the necessary licenses from the Competent Authority, wherever applicable. The Company at its discretion through its authorized representative may check the stock position of all the items to see that the above is being complied by the contractor.

#### **MISCELLANEOUS**

- 12.2 The Contractor shall maintain the canteen premises in a clean& hygienic condition.
- 12.3 The Contractor should provide uniforms, Disposable Gloves & Head caps and acceptable footwear to the canteen staff / workers. He should also ensure that the staff / workers wear neat uniform during working hours of the canteen. The employees of the contractor shall wear neat uniform and the contractor should supply at least two sets of uniform per year. Food handling staff shall wear



caps & gloves. Fine up to Rs.500/- may be imposed for dirty uniform/deviation of this clause, if found not wearing.

- 12.4 The Contractor shall produce a applicable food license, in the prescribed form and necessary registrations from PF/ESI/VAT/ST authorities within 15 days from the date of award of contract and on his failure to do so the contract is liable to be terminated and the Earnest Money Deposit or Security Deposit whichever is to his credit shall be forfeited and the Contract shall have no claim whatsoever on this account.
- 12.5 Contractor shall not exhibit or cause to be exhibited in the canteen premises any printed or written notices or advertisements of any kind, whatsoever except notices related to the working of the canteen, without the prior permission of the company.
- 12.6 Contractor shall be required to sign an indemnity bond, pledging that it will be his sole responsibility to keep all the fixed assets & furniture of CMRL in safe custody and shall hand over the same to the company AS AND WHEN DEMANDED. Any loss or breakage in these items shall be at the cost and responsibility of the Contractor, and shall be made good by the Contractor. In respect of all other items, normal wear tear will be decided by the Company. Breakages and all other losses whatsoever and replacements required to be made shall be made good by the Contractor at his cost in the manner as may be decided by the Company. In case the Contractor fails to make good the aforesaid losses, the company shall be at liberty to recover the cost of these items from the security deposit and the dues payable by the company to the Contractor.
- 12.7 The Company reserves the right to deduct any amount that becomes payable by the Contractor in respect of the lab our being employed by him for executing the job awarded, under any Act or rules framed there under and in force from time to time. The same shall be recovered from bills payable to the Contractor as debt recoverable.
- 12.8 The Contractor shall undertake to provide comprehensive accident insurance policy coverage in respect of every employee employed by him on canteen premises.

### 13.0 PENALTIES

- 13.1 In the event of any complaint and / or non-fulfillment of any of the terms of agreement regarding non-supply or delay in supply, short supply of meals, irregular and untimely running of the canteen service, use of inferior type of ingredients, stuff, raw materials of the eatables, the company may impose fine upto Rs. 1000/- (Rupees One thousand only) per incident for any of one of the above mentioned defaults depending upon its nature and the fine so imposed shall be realized by deducting the amount from pending bills or otherwise including security deposit. For the purpose of acceptance of a compliant, a written complaint from any section head will be a valid document. It will be the responsibility of the Contractor to prove it to the entire satisfaction of the company that the penalties need not be imposed. The decision of the Company in this regard will be final and binding to the Contractor and it will not be subject to dispute or arbitration, the sole criterion being to ensure prompt and wholesome service to the employees of the Company.

- 13.2 In the event of lack of cleanliness and hygienic conditions in the canteen, a penalty upto Rs. 1000/- (Rupees One thousand only) per day may be imposed on the contractor till remedial action is taken. All the existing rules and future regulations regarding hygiene, health etc., issued by the competent authority is applicable to the contractor.
- 13.3 Contractor shall ensure that peace and order is maintained in the canteen. If peace and order in the canteen is disturbed due to lapse on the part of the contractor, a penalty upto Rs. 1000/- (Rupees One thousand only) per incident for such lapse leading to disturbance of peace / order may be imposed by the company.
- 13.4 If the company finds that the contractor is misusing the facilities provided by the company for running the canteen for any other purpose not covered under the contract, the company will be free to levy penalty which may extend upto Rs. 1000/- (Rupees one thousand only).
- 13.5 If, on inspection, it is found that the quantity / quality of meals/snacks or Overcharging of Menu items served are not as per the norms laid down, a penalty up to Rs. 1000/- (Rupees One thousand only) may be imposed by the company for every such occasion and/ or eventuality. In case of recurrence of such incidences, CMRL will be forced to terminate the contract.
- 13.6 In the event of any helper/cook or any other employee having been found on duty, drunken or without uniform, the company may impose a penalty of Rs. 1000/- (Rupees One thousand only) or every such occasion/ eventuality. The contractor shall be personally responsible for ensuring that all the staff members wear uniform on duty.
- 13.7 Contractor shall ensure that none in his employment is allowed to sell meals to outsiders within the building. In the event of any employee being found selling meals to unauthorized persons in Building, the contractor shall remove such person on the instruction of such officer authorized by the company.
- 13.8 Contractor would ensure that all the canteen staff employed by him would behave courteously and decently with CMRL employees and also ensure good manners. Any case of violation in this regard may render contractor liable for penalty upto Rs. 500/- (Rupees Five thousand only) on each of such occasion. Contractor will have to remove the person concerned from the role on the instructions of the Officer-in-Charge in such cases.

#### **14.0 TERMINATION OF CONTRACT**

- 14.1 If it is found that the quality of items supplied by the contractor and / or the services rendered are unsatisfactory or Overcharge of Menu items or that the contractor has violated any terms and conditions of the contract and agreement, then in that event, the company will be entitled to terminate this contract, at any time without assigning any reasons whatsoever with one month notice.
- 14.2 If at any stage during the period of the contract any case involving moral turpitude is instituted in a Court of Law against the contractor or his employees, the Corporation reserves the exclusive and special right to the outright termination of the contract and the contractor shall not be entitled to any compensation from the company whatsoever.



15.0 **GENERAL**

- 15.1 Contractor shall adhere to safety practices and avoid hazardous and unsafe working conditions and shall comply with the safety rules in force from time to time at Chennai. All safety precautions should be exercised on usage and storage of LPG cylinders or any Highly inflammable materials.
- 15.2 The canteen premises will be in possession of the company and the contractor is permitted to enter the premises to run the canteen only. If at any time the contract is terminated or the contract comes to an end or if the company decides that the contractor should not be allowed to run the canteen, in that event, the company will be entitled to restrain the contractor from entering the building premises as well as the canteen premises. The contractor is only permitted to make use of the canteen premises which is in possession of the company and the contractor will have no right or interest in the canteen premises and other items given by the company because of the permission being granted to the contractor to supply articles as per the terms of the contract.
- 15.3 Contractor shall use the canteen only for the purpose of this agreement / contract and he shall not make or permit it to be made, any structural additions or alternations to the same without the prior approval in writing of the Company.
- 15.4 Contractor shall work under the supervision of CMRL nominated canteen committee or such other CMRL authorized officers may be nominated from time to time.
- 15.5 Contractor and his workmen will be subject to police verification regarding their antecedents.
- 15.6 Electricity and water should be used prudently.

16. **No Clarification of Tenders:**

The tenderers are to note that no supplementary details/ Material will be entertained by CMRL. Further no clarification shall be asked from the tenderer on his details submitted in 'Technical Bid' and the evaluation of 'Technical Bid' will be carried out by CMRL on the basis of submittals received by the closing time for submission of tender. Tenders, which contain misleading/ ambiguous/ incomplete details in 'Technical Bid' shall be considered as non-compliant and rejected.

17. **In case of any dispute/doubt** regarding acceptance/ rejection of the tender, refund of Earnest money/Security Money etc. and other matter regarding the tender, **the decision of CMRL will be final and binding on all parties/tenderer.**

18. **Jurisdiction:**

The jurisdiction for the purpose of settlement of any dispute or differences whatsoever in respect of or relating to or arising out of or in any way touching this contract or the terms and conditions thereof or the contraction /interpretation thereof shall be that of the appropriate Court in CHENNAI. The jurisdiction of any other Court other than CHENNAI is specifically excluded.

19. **AMENDMENTS:**

At any time prior to the deadline for submission of bid, the CMRL may for any reason, whether at its own initiative or in response to clarifications requested by a Bidder, modify the bid document by the issuance of addenda/corrigenda on CMRL website. In order to afford the Bidders a reasonable time for taking an addendum/corrigendum into account, or for any other reason, the CMRL may in its sole discretion, extend the Bid due date.

Signature of the Contractor  
with Stamp / Seal & Date

**Technical Compliance - MENU ITEMS: CMRL CANTEEN (Depot/Admin building)**

Schedule	Menu items (01 no)	Quantity	Compliance Yes/No	Deviation, if any
<b>Breakfast</b>	Idly	40 gms		
	Dosa	100 gms		
	Medhu Vadai	40 gms		
	Ghee Pongal	150 gms		
	Rava Kichadi	150 gms		
	Coffee	100 ml		
	Tea	100 ml		
	Sambar	150 ml		
	Chutney	100 ml		
<b>Lunch</b>	Sweet/Payasam	40 gms		
	Pachadi	25 gms		
	Poriyal	50 gms		
	Kootu	75 ml		
	Sambar	100 ml		
	Rasam	100 ml		
	Vatha Kuzhambu	100 ml		
	Appalam	4 inches		
	Rice	400 gms		
	Curd	75 ml		
	Butter milk	100 ml		
	Pickle	20 gms		
<b>Variety rice with side dish (Weekly once)</b>	Sambar Rice	250 gms		
	Veg Briyani	300 gms		
	Tamarind Rice	250 gms		
	Tomato Rice	250 gms		
	Lemon Rice	250 gms		
	Coconut Rice	250 gms		
	Pudina Rice	250 gms		
	Curd Rice	250 gms		
<b>Dinner</b>	Chappathi(01) + Subji (75 gms)	1 plate		
	Roti(01)+Subji (75 gms)	1 plate		
	Curd Rice+Pickles (20 gms)	250 gms		
	Veg rice+Onion Raitha (30 gms)	250 gms		
<b>Snacks on evening hours</b>	Vadai	30 gms		



	Bonda	30 gms		
	Bhajji	30 gms		
	Sundal	110 ml cup		
	Corn	110 ml cup		
	Veg Roll	30 gms		
	Samosa	30 gms		
	Cutlet	30 gms		
	Veg Sandwich	30 gms		
Fresh Juice on need basis	Water Melon	250 ml		
	Pomegranate	250 ml		
	Sweet Lime	250 ml		

- The menu items as mentioned above is subject to change based on the requirement of CMRL. The above menu list is only a tentative one.
- Rice/Flour/Cooking oil provided shall be of reputed brand Ashirvad / Shakti Bhog/Annapurna or equivalent etc. \*Cooking Oil: - Gold Winner/Fortune/Sundrop/VVS or any Agmark brand or equivalent etc.
- Any one of the item in each category will be on rotational basis throughout the week.

Place: \_\_\_\_\_

Date \_\_\_\_\_

(Signature of authorized person)

with Seal of the company/firm

Name of signatory: \_\_\_\_\_

Designation: \_\_\_\_\_

## Eligibility Criteria

Sl. No	Minimum eligibility criteria	Bidders Response (YES/NO/Remarks)
1	Name of the Tendering Company/Firm/ Agency. The Bidder shall be a company registered in India under the Indian Companies Act 1956 (Attach certificate of Registration in pdf)	
2	Contact Person Name & Designation Mobile number Email ID	
3	Full Address of Office with Telephone Number	
4	Address of local office in Chennai along with Telephone number (attach a copy of Chennai branch Registration in pdf)	
5	(a) PF code no (Attach certificate of Registration in pdf)	
	(b) ESIC code no(Attach certificate of Registration in pdf)	
	(c) Registered with Factory Inspectorate (VR-3400) (Attach certificate of Registration in pdf)	
	(d) FSSAI code (Attach certificate of Registration in pdf)	
	(e) Sales Tax registration certificate (Attach certificate of Registration in pdf)	
	(f) PAN no (Attach certificate of Registration in pdf)	
6	GST Registration Number (Attach certificate of GST in pdf)	
7	Details of Fee in favor of Chennai Metro Rail Ltd through D.D CMRL Bank name: Corporation Bank Ashok Nagar Branch,-Chennai Account no: 510341000054264 IFSC Code : CORP0000578	EMD Fee of Rs17,611/- DD Date : _____ D.D No : _____
8	Details of Bidders Bank Account	Bank : _____ Beneficiary : _____ Account No : _____ IFSC Code : _____ Bank Address : _____
9	Name of Proprietor/Director of Company/Firm/Agency & Contact address	
10	Whether firm agrees to provide Security deposit/ Performance BG as per contract	



11.	A reputed Contractor/Caterers/notellers having successfully completed similar kind of works during last 7 years ending last day of the month previous to the one in which applications are invited <b>should be any one of the following value.</b> (A copy of Similar kind of work order of below said value to be attached as pdf): -	
(a)	Three similar completed works costing not less than the amount equal to 40% of the estimated cost i.e. 14,08,900 (Rupees Fourteen Lakhs Eight Thousand and Nine Hundred only) (attach Work order pdf copy)	
OR		
(b)	Two similar completed works costing not less than the amount equal to 50% of the estimated cost i.e. 17,61,125 (Rupees Seventeen Lakhs Sixty One Thousand One Hundred and Twenty Five only) (attach work order pdf copy)	
OR		
(c)	One similar completed works costing not less than the amount equal to 80% of the estimated cost i.e. 28,17,800 (Rupees Twenty Eight Lakhs Seventeen Thousand and Eight Hundred only) (attach work order pdf copy)	
12	The average annual financial turnover for the last three financial years (copies of last 3 years 2014-15, 2015-16, 2016-17) should be atleast 30% of the estimated cost i.e. Rs. 10,56,675 (Rupees Ten Lakhs Fifty Six Thousand Six Hundred and Seventy Five only). Audit balance sheet certified by the Chartered Accountant should be enclosed (attach pdf copy)	
13	Experience Certificates issued by the Clients as per the format enclosed at Annexure – "D" (attach duly filled Annexure-"D")	
14	Organisation/ any of its subsidiaries should not been blacklisted by any Govt/PSU companies/ Academic Institutions/Reputed organisations	
15	Is bid valid for 90 days/or as specified	
16	Whether quoted item confirms the technical specification of tender as per enclosed Annexure – "A"? Is Bid document duly signed and agreed to supply as specified. Attach Technical compliance sheet as per Annexure- "A". In case of any deviation, the same should be mentioned clearly.	

Note: Bidders not qualifying above eligibility criteria will be considered technically non-responsive and the bid will be rejected.

Place: \_\_\_\_\_

Date \_\_\_\_\_

(Signature of authorized person)

with Seal of the company/firm

**PRICE BID**

The tenderers are requested to quote unit rate for provision of standard breakfast, Lunch and snacks in Depot, Koyambedu in the following format: -

Sl. No	Schedule	Menu items	Quantity – 01 no each (gms/ml/inches ) (A)	Rate per unit (B)	Taxes		Unit rate including taxes (Rs.) (D=B+C)
					In %	In Rs. (C)	
(A)	Breakfast	Idly	20 gms				
		Dosa	100 gms				
		Medhu Vadai	40 gms				
		Ghee Pongal	150 gms				
		Rava Kichadi	150 gms				
		Coffee	100 ml				
		Sambar	150 ml				
		Chutney	100 ml				
(B)	Lunch	Sweet/Payasam	40 gms				
		Pachadi	25 gms				
		Poriyal - 01	50 gms				
		Kootu	75 ml				
		Sambar	100 ml				
		Rasam	100 ml				
		Vatha Kuzhambu	100 ml				
		Appalam	4 inches				
		Rice	400 gms				
		Curd	75 ml				
		Butter milk	100 ml				
		Pickle	20 gms				



Sl. No.	Schedule	Menu items	Quantity – 01 no each (gms/ml/inches) (A)	Rate per unit (B)	Taxes		Unit rate including taxes (Rs.) (D=B+C)
					In %	In Rs. (C)	
(C)	Variety rice with side dish (Weekly once)	Sambar Rice	250 gms				
		Veg Briyani	300 gms				
		Tamarind Rice	250 gms				
		Tomato Rice	250 gms				
		Lemon Rice	250 gms				
		Coconut Rice	250 gms				
		Pudina Rice	250 gms				
		Curd Rice	250 gms				
(D)	Dinner	Roti/Naan	30 gms				
		Phulka+Subji (75 gms)					
		Curd Rice+Pickles (20 gms)	250 gms				
		Veg rice+Onion Raitha (30 gms)	250 gms				
(E)	Snacks on evening hours	Vadai	30 gms				
		Bonda	30 gms				
		Bhajji	30 gms				
		Sundal	110 ml cup				
		Corn	110 ml cup				
		Veg Roll	30 gms				
		Samosa	30 gms				
		Cutlet	30 gms				
		Veg Sandwich	30 gms				
(F)	Any other charges (Rs.) if any, please specify (like delivery, packaging, labour charges etc.,)				Charges for _____  Rs. _____		
(G)	Total amount including taxes and all other charges in figures (in Rs.) [A+B+C+D+E+ F]						
(H)	Total amount including all charges in words (in Rupees) [A+B+C+D+E+F]						

**Note:**

- (i) The L1 bidder will be decided based on the lowest value quoted for Total amount in the Price Bid (Sl. No. A to F). All bidders are mandatorily required to quote for all items in the menu (A –F). In case of non-quoting for any of the menu items in the price bid, the concerned bidder's bid will not consider for further evaluation.
- (ii) The bidder has to quote his price both in figure and words along with the make of item for which the rate is being given.
- (iii) Price quoted should be inclusive of delivery at CMRL office, packaging, & all other additional charges, if any.
- (iv) If rates quoted are inclusive of tax, then specify the percentage of tax.
- (v) If L1 (lowest) bidder will be decided based on the quoted lowest amount (s.no:H) for all the items mentioned at s.no. [(A)+(B)+(C)+(D)+(E)+(F)]

Signature & Stamp of the Bidder

Date:



EXPERIENCE CERTIFICATE

S.No	Period		Client's Name Contact No. & Address	Copies of Experience Certificate issued by the client Attached (Yes/No)/ Address & Phone No. of the client	Performance during the period as per experience certificate (Performance Certificate/ quality food certificate)
	From	To			

Place: \_\_\_\_\_

Date \_\_\_\_\_

(Signature of authorized person)

with Seal of the company/firm

Name of signatory: \_\_\_\_\_

Designation: \_\_\_\_\_