

To

Sub: NSS Republic Day Parade Camp, 2010 – Catering Services – Tender – Regarding.

Sir/Madam,

NSS Programme Adviser's Cell, Ministry of Youth Affairs & Sports, Government of India is organizing NSS Republic Day Parade Camp, 2010 from 1st January to 1st February, 2010 at **Camping Ground, behind Faculty of Fine Arts, Creche Centre, Jamia Milia Islamia, Maulana Mohamed Ali Jauhar Marg, New Delhi – 110025**. In this camp approximately 230 NSS Volunteers, Programme Officers and Officials will be participating.

In this context, you are requested to quote your lowest rates for providing catering services for approximately 230 persons during the camp on the following terms and conditions:

1. The bid will be given in sealed envelope, superscripted **"Tender for Catering Services"**.
 2. The last date of submission of Tender shall be 23rd December, 2010 by 12 Noon. Bid will be opened on the same day at 12.30 p.m. in presence of bidders or their authorized representative.
 3. The bidder will furnish the following documents along with the bid:
 - (a) Proof of providing Catering services to any renowned institution / organization in the last three years.
 - (b) Copy of latest Income tax return filed and the Balance Sheet.
 - (c) A Demand Draft/Banker's Cheque of Rs.35,000/- (Rupees thirty five thousand only) as earnest money deposit drawn on any Nationalized bank in Delhi in favour of DDO, NSS Programme Adviser's Cell, New Delhi. Name and address of the bidder should be written on the reverse side of the DD/Cheque. DD/Cheque will not be kept in the envelope and will be submitted separately for which the office will issue the receipt.
1. The bid should be strictly submitted on the enclosed format.
 2. The bid should be signed by the authorized person and his/her full name and status should be indicated.
 3. No denial will be accepted from the firm after the contract is awarded to the firm. In case of such denial earnest money will be forfeited and firm will be blacklisted forever.

4. Caterer will engage only trained waiters/employees in proper uniform for serving food/tea. Their personal hygiene should be strictly checked before they are engaged.
5. TDS on payment will be deducted as per Income Tax rule of Government of India.
6. The Caterer will maintain high standard hygiene in the kitchen as well as dining hall as per the norms of Department of Health / MCD.
7. The Caterer will be provided only with the premises for preparation of food
8. All other things like cutlery, crockery, utensils for preparation and serving the food etc. will be arranged by the Caterer him/herself.
9. The menu given to the Caterer should be strictly adhered to. The firm should provide clean, pure potable drinking water. Through water dispenser.
10. Recycling of left over food / oil is strictly disallowed.
11. Minor variation may be done with the menu keeping in view of the variety of food, taste and wholesome ness.
12. Garbage removal on daily basis will be the responsibility of the caterer
13. Veg and Non- veg items should be cooked separately.
14. Punctuality must be maintained.
15. The Caterer shall not employ any minor for the above contract work.
16. Minimum wages Act to be followed by the caterer.
17. Ten percent (10%) plus or minus in 230 number of persons for having food will not make any change in payment.
18. Any non-compliance by the firm may result in forfeiture of earnest money and blacklisting the firm.
19. In case of unsatisfactory performance, the contract will be terminated with 24 hour notice and the earnest money
20. NSS Programme Adviser's Cell reserves the right to accept or reject any or all tenders in whole or in part without assigning any reason.
21. On receipt of any genuine complaints and proving of the same, 10% of the bid amount will be deducted as penalty and the caterer will be blacklisted.

Yours faithfully,

(S K Sawhney)
Dy.Prog.Adviser

Menu for Catering Service during NSS RD Camp, 2010

Meal	Food Item	Quantity
Bed Tea	Tea	1 Cup
	Biscuit	4 Nos. (40 gms.)
Breakfast	Bread /Puri / Idlee/ vada	8-10 slices/ pieces
	Butter	25 gms.
	Jam / Chhole	50 gms.
	Standard Milk	300 ml.
	Eggs/Omlette/Cheese	2 Nos./60 gms.
	Porridge	25 gms.
	Banana	2 Nos. (big size)
After Training	Parade Apple (big)	1 No. (150 grams)
Lunch	Hot Soup (sweet corn / mushroom / tomato)	Big cup
	Tandoori roti /Chapati	As per requirement
	Rice	As per requirement
	Dal	50 gms.
	Vegetables (2 dishes)	200 gms.
	Curd	200 gms.
	Fruit (1 orange + 1 Kinu)	250 gms.
	Green Salad + lemon	100 gms. + one
	Ice cream / Gulabjamun/ Dry fruit kheer/ Rasmalai/ Deshi ghee halwa (moong/ suji /gajar)	100 gms
	Evening Tea	Tea/Coffee
Bread Pakora/Samosa/ Cutlet/ paneer pakora		1 No.
Dinner	Soup	As mentioned in lunch
	Rice	
	Chapati	
	Dal	
	Vegetable	
	Non-Veg/Paneer item	200 gms./175 gms.
	Salad + lemon	100 gms. + one
	Sweet Dish	As per lunch

- Quantities mentioned are the raw weight of the food article.
- Total visible fat (oil for cooking) should not exceed 50 gms./person/ day. Non veg will be supplied daily in one of the main meal (Lunch / dinner)

High Tea

Paneer Pakora	-	1 No.
Pastry/ sandwich	-	1 No.
Roasted Cashew Nuts	-	20 gms.
Wafers	-	20 gms.
Biscuits (Good-day)	-	2 Nos.
Hot Gulabjamun	-	2 Nos
Tea/Coffee	-	1 cup.

Bid Proforma for Catering Services

To

The Dy.Programme Adviser,
NSS Programme Adviser's Cell,
12/11, Jamnagar House, New Delhi.

Sir,

In response to your letter No.P.29/2/2009/NSS/PAC dated 15th December 2009, calling sealed tenders for providing Catering Services during NSS RD Camp, 2010, we quote our rates as under:

Sl.No.	Item	Rate (in Rs.)
01.	Comprehensive rate per plate for the Attached Menu	
02.	Rate for the High Tea per person	

We agree to abide by the terms & conditions unconditionally as given in above referred letter.

**(Signatures of the Authorized Person
with name, full address & Telephone number)**