

**RAJASTHAN HIGH COURT BAR ASSOCIATION
JAIPUR (RAJASTHAN)
www.rhcba.com**

BID DOCUMENT FOR PROVIDING PURE VEGETARIAN NORTH INDIAN/CHINESE & SOUTH INDIAN & CHAAT/CAFÉ "FOOD COURT" in E-block, Rajasthan High Court, Jaipur Bench, Jaipur (Rajasthan).

BRIEF INFORMATION ON BID DOCUMENT

Duration of Contract	One year from the date of agreement, which is extendable subject to satisfactory services likely to commence from the date of signing the contract
Last Date and time of submission of bid document	Up to 16:30 hours of 20.02.2021 . Bidders applied earlier in pursuance of NIT dated 13.01.2021 need not to apply afresh and their BID will be considered as filed.
Pre bid meeting	At 16.00 hrs on 17.02.2021
Date of opening of Technical Bid	At 15:30 hours of 22.02.2021
Date of opening of financial bids for technically qualified bidder	To be notified latest by 23.02.2021
Declaration of successful bidder	24.02.2021
Signing of Contract between successful bidder and procuring entity	25.02.2021
EMD	Rs. 50,000/- (Rupees Fifty Thousand only) in the form of crossed Demand Draft in favour of "Rajasthan High Court Bar Association Jaipur" payable at Jaipur OR Online Transfer in Savings account no. 59109358556699 of Rajasthan High Court Bar Association, Jaipur (PAN AADAT1889J) maintained with HDFC Bank, Tonk Road Branch, Jaipur (IFSC HDFC0000644)
Cost of Tender Document	Rs. 3000/- to be submitted at the time of submission of bid document in the form of cash or online transfer.

Validity of Bid	Till opening of bids
Total Number of pages of Bid (Tender) Document	
Address and Venue of submission of bids	AUTHORIZED COMMITTEE OF RHCBAJ, BAR ROOM, RAJASTHAN HIGH COURT BAR ASSOCIATION, RAJASTHAN HIGH COURT, JAIPUR BENCH JAIPUR - 302005(RAJASTHAN) Ph- 9358556699

**RJASTHAN HIGH COURT BAR ASSOCIATION
JAIPUR (RAJASTHAN)**

BID DOCUMENT FOR PROVIDING NORTH INDIAN/CHINESE AND SOUTH INDIAN AND CHAAT/CAFÉ "FOOD COURT" at E-block, Rajasthan High Court- Jaipur Bench, Jaipur (Rajasthan).

1 INVITATION OF BIDS:

- 1.1 Rajasthan High Court Bar Association, Jaipur (Rajasthan) (hereinafter referred as "procuring entity"/"RHCBAJ") is a registered association having its office at Rajasthan High Court- Jaipur Bench (RHCBA)is PROCURING AUTHORITY/ENTITY in the present context, actively participates in all the required avenues and safe guards the interest of all the Advocates associated as Members of RHCBA practicing at Rajasthan High Court Jaipur Bench, Jaipur. RHCBA has taken an initiative to provide quality food items to all the practicing advocates, law officers, High Court Staff etc and thus with this intent and objective the RHCBA is inviting Bids from interested bidders who are eligible (Technical and Financial) Two Bid System, to cater and provide quality food items and other eatables as described and narrated in the BID document. RHCBA is inviting bids for THREE food courts namely Food Court-1 (North Indian), Food Court-2 (Chinese cum South Indian cum Chaat) and Food Court-3 (Café) at E-block, Rajasthan High Court, Jaipur Bench, Jaipur.
- 1.2 The Food Court shall be under the direct supervision and control of RHCBA, Jaipur. It has been planned in a way to provide excellent services with quality Food Items on a competitive price.
- 1.3 The final declaration of the result of the bid process shall be on 24.02.2021 and the contract between the successful bidder/bidders shall be performed and signed on 25.02.2021. The procuring Authority authorizes any two members the Committee to sign the contract jointly along with the General Secretary, RHCBA Jaipur as confirming party.

- 1.4 There shall be Three Food Courts and each Food COURT will have a separate kitchen and shall establish itself independently to serve Food etc as per the terms and conditions of allotment respectively viz. North Indian, Chinese cum South Indian cum Chaat and Café food items and beverages on all working days as per the price list displayed. Interested parties shall be required to submit a separate application for each Food Court independently.
- 1.5 The applicants interested in the bid process and on its completion are successful to obtain the work for Food court , may also be required to equip themselves to extend their services, as and when ,desired by RHCBAJ to serve Food etc in programmes organized and hosted by RHCBAJ

2 **INSTRUCTIONS TO BIDDERS**

2.1 CODE OF INTEGRITY

- i. Any person participating in the procurement process shall not offer any bribe, reward or gift or any material benefit either directly or indirectly in exchange for unfair advantage in procurement process or to otherwise influence the procurement process;
- ii. Not misrepresent or omit that misleads or attempts to mislead so as to obtain a financial or other benefit or avoid an obligation.
- iii. Not misuse any information shared between the Procuring Entity and the Bidders with an intent to gain unfair advantage in the procurement process.
- iv. Not indulge in any coercion including impairing or harming or threatening to so the same, directly or indirectly, to any party or to its property to influence the procurement process;
- v. Not obstruct any investigation or audit of a procurement process;
- vi. Disclose conflict of interest, if any.

2.2 **ELIGIBLE BIDDERS:**

The Bidding agency must be a registered firm or company or Consortium or Association possessing experience of providing services as required for the purpose of serving quality food items at their respective allotted counters in the food court, who shall sign the Bid and shall be jointly and severally liable; a Joint Venture, Consortium or Association shall nominate a representative who shall have the authority to conduct all business for and on behalf of any and all the parties of the Joint Venture, consortium or Association during the Biding process. In the event the Bid of Joint Venture, Consortium or Association is accepted, either they shall form a registered Joint Venture, Consortium or Association as Company / firm or otherwise all the parties to Joint Venture, Consortium or Association shall sign the Agreement.

2.3 The bidder should possess FISSAI certificate and food licenses

2.4 The bidder is expected to examine all instructions forms, terms and specifications in the bidding document thoroughly. Failure to furnish all information and authentic documentation required by the bidding document may result in the rejection of the bid.

- The bidder shall be deemed to have carefully examined the conditions, specification, size of the kitchen and counter etc of the works and related services to be provided. If any Bidder has any doubt as to the meaning of any portion of the conditions or of the specifications etc it shall before submitting the bid refer the same to the procuring entity and get clarification. A bidder requiring any clarification of the bidding document shall contact the procuring entity in writing or email at the procuring entity address indicated in the bid document.
- The bidder or his authorized representative is invited to attend the Pre Bid Conference. The purpose for the Pre Bid conference will be to clarify issues

and to answer question on any matter related to this procurement including site inspection.

- The bidder is requested to submit the question in writing to reach the procuring entity not later than 2 days before the date of Pre Bid Conference.
- At any time prior to the deadline for submission of the bids the procuring entity suo moto may also amend the bidding document if so required by issuing an addendum which will form part of the bidding document.
- Non attendance at the Pre Bid Conference will not be a cause for disqualification of the bidder.
- The bidder shall furnish the scanned attested copies of following documents with its bid:
 - i. Partnership deed and valid registration certificate issued by the registrar of the firm in case of partnership firm
 - ii. Power of attorney in favour of the partner signing the bid authorizing him to represent all partners of the firm
 - iii. GST certificate from the concerned authority and Permanent Account No given by the Income Tax Department, address of residence and office, telephone numbers, email address in case of sole Proprietorship.
 - iv. Certificate of registration and memorandum of association in case of registered company. In case of any statutory or registered body, certificate of incorporation or registration issued by concerned authorities and Power of Attorney in favour of the person signing the Bid.
 - v. Where permitted to bid as joint venture consortium or association, letter of formal intent to enter into an agreement or an existing agreement in the form of a Joint Venture Consortium or Association

2.5 **LANGUAGE OF BID**

The Bid, as well as all correspondence and documents relating to the Bid exchanged by the Bidder and the Procuring Entity, shall be written in English/Hindi language.

2.6 **DOCUMENTS COMPRISING OF THE BID**

The Bid shall comprise of two covers, one containing the Technical Bid/Proposal and the other the Financial or Price Bid/Proposal. One more cover containing scanned copies of proof of payment of the price of Bidding Documents, Processing fee and Bid Security shall be enclosed separately.

2.7 The Technical Bid/Proposal shall contain following:

- i. Technical Bid/Proposal submission sheet and Technical Bid containing the filled up Bidding Forms and Declarations related to Technical Bid, possession of required qualifications and Code of Integrity.
- ii. Proof of payment of price of Bidding Document, processing fee and Bid Security.
- iii. Written confirmation authorizing the signatory of the Bid to commit the Bidder.
- iv. Documentary evidence establishing the Bidder's eligibility to Bid.
- v. Documentary evidence establishing the Bidder's qualification to perform the contract if its Bid is accepted.
- vi. Drawings/designs in support of the works to be executed.
- vii. The notice inviting Bids.
- viii. Other documents considered necessary to strengthen the Bid submitted.
- ix. The Bidder should be registered for Income Tax, filing returns of at least of Rs. 7 Lakhs p.a. for last 3 years, GST with the concerned Government departments. Relevant proofs in support shall be submitted.
- x. Experience: The Bidder should have experience in the field of providing Food Court Services or running a restaurant/cafe as the case may be, of at least 2 years (enclose proof).
- xi. The bidder should not have been blacklisted by any of Government departments/offices/institutes in last three years. The bidder should give undertaking in this regard in the Bidder's Profile. (3.2)(a)

- xii. The bidder shall pay a monthly rental of Rs. 10,000/- for the space allotted to run the food court (specification) on or before 4th Day of Month to RHCBA Jaipur excluding the electricity bill without default subject to revision of the rent every year by the RHCBA Jaipur as per decision taken by the Executive body of RHCBA. Any default or lapse shall allow RHCBAJ to terminate the contract. The aforesaid rent shall be subject to reduction in amount in the month of June and December.

2.8 The Financial Bid/Price Proposal shall contain the following:

Financial Bid/Price proposal submission sheet and the applicable Price Schedules.

2.9 The Bid Security of unsuccessful Bidders shall be refunded soon after final acceptance of successful Bid and signing of contract Agreement and submitting Performance Security by successful Bidder.

2.10 The Bid security taken from a Bidder shall be forfeited in the following cases, namely:-

- i. When the Bidder withdraws or modifies its Bid after opening of Bid; or
- ii. When the Bidder does not execute the agreement after issue of letter of acceptance/placement of work order within the specified time period;
or
- iii. When the Bidder fails to commence the works as per work order within the time specified; or
- iv. When the Bidder does not deposit the performance security in specified time limit after the work order is placed; or
- v. If the Bidder breaches any provisions of the code of Integrity prescribed for Bidders in the Bid Document. or
- vi. If the Bidder does not accept the correction of its Bid Price (correction of Arithmetical Errors).

2.11 In case of the successful bidder, the amount of Bid Security may be adjusted in arriving at the amount of the Performance security, or refunded if the successful bidder furnishes the full amount of performance security. No interest will be paid by the Procuring Entity on the amount of Bid Security.

2.12 The Procuring Entity shall promptly refund the Bid Security of the Bidders at the earliest of any of the following events, namely:-

- i. The expiry of validity of Bid Security;
- ii. The execution of agreement for procurement and Performance Security is furnished by the successful bidder;
- iii. The cancellation of the procurement process;
- iv. The withdrawal of Bid, unless the Bidding Document stipulates that no such withdrawal is permitted.

2.13 The Bid Security of a Joint Venture, Consortium or Association must be in the name of the joint Venture, Consortium or Association that submits the Bid. If the joint Venture, Consortium or Association has not been legally constituted at the time of Bidding, the members of the proposed joint Venture, Consortium or Association shall enter in to an Agreement that they shall form a legally constituted joint Venture, Consortium or Association after the issue of letter of Acceptance/ Letter of Intent to them and shall also declare a partner as the lead partner in whose name the Bid Security may be submitted.

2.14 **SUBMISSION AND OPENING OF BIDS**

The Bidder shall enclose the Technical Bid and the Financial Bid in separate covers. The scanned copies of proof of payment of price of bidding document, processing fee and Bid Security shall be enclosed in third cover. The price of Bidding document, the Processing Fees and Bid Security shall be paid in the name of Rajasthan High Court Bar Association, Jaipur.

2.15 **DEADLINE FOR SUBMISSION OF BIDS**

The last date to submit the bids is 20.02.2021 by 16.30 hrs in the Office of Procuring entity (RHCBAJ). Bidders applied earlier in pursuance of NIT dated 13.01.2021 need not to apply afresh and their BID will be considered as applied.

3. **PREPARATION AND SUBMISSION OF BIDS:**

3.1 Each page of the Bid document (Technical and Financial Bid) must be stamped and signed by all persons submitting the Bid either individually or collectively by forming an association legally recognized or through their authorized representative (letter of authority to be enclosed in a valid legal frame work).

3.2 **Technical Bid:**

- i. Bidder's profile with undertaking.
- ii. Signed and Stamped on each page of the whole bid document. Each bidder is expected to understand all the conditions of BID and also the details of the work which is assigned and awarded on being declared as successful Bidder.
- iii. All the particulars as required relating to income tax return of atleast Rs.7 Lakh pa for last 3 years,GST compliance and Earnest Money Deposit (Bid Security) of Rs 50,000/- (Rupees Fifty Thousand only) in the form of crossed Demand Draft of any nationalized/commercial bank in favor of Rajasthan High Court Bar Association, Jaipur payable at Jaipur.

All attested supporting documents in proof of having fully adhered to minimum eligibility criteria.

The Technical Bid should then be kept in a separate sealed envelope, super scribed as **“Technical Bid for North Indian/Chinese cum South Indian cum Chaat/Café -Food Court services at Rajasthan High Court, Jaipur”** with the name and address of the Bidder.

3.3 Bidders can offer their rates in financial bid format given in **Annexure** attached with this Tender Document for condition given below:-

The bidder has to arrange and provide personnel and raw material on his own including equipment/appliances/cutlery/crockery, etc., in the kitchen and kitchen-store of Food Court

3.4 **Bidder's Profile**

(To be printed and filled in by Bidder on its/his letterhead)

General:

1. Name of the bidder(company/firm)

.....

2. Name of the authorized person submitting the Bid
"Shri/Smt.....

.....

3. Designation of the authorized person submitting the Bid.....

4. Name, designation, address and Mobile Number of alternate person.....

5. (i) Permanent address of bidder (including Head office):

.....
.....
.....

(ii) Address of local office of bidder at Jaipur:

.....
.....
.....

6. Telephone no. with STD code (O).....

(Fax).....(R).....

7. Mobile No. of the person submitting the Bid.....

8. E-mail of the person submitting the Bid.....

9. Bidder's Email id.....

10. Website Address.....

11. Registration & incorporation particulars of the company/firm:

i. Private Limited

ii. Public Limited

iii. Any other – Please specify.....

12. Name of Director(s) with DIN/Partners/Proprietor
.....
.....
.....

13. Email ID of
Director/Partner/Proprietor(s).....
.....

14. Mobile Number of Director/Partner/Proprietor
(s).....

15. Bidder's bank, its address and bank account number with BSR and IFSC
code.....
.....

16. Permanent Income Tax (PAN) number, Income Tax circle.....

(Please attach self-attested copy)

17. GST registration Number

.....

(Please attach self-attested copies of GST Registration Number)

18. (i) Registration with the concerned Government department/local body for Carrying out business of providing Food Court/Cafeteria services etc. Registration

No.....

.....

(Please attach self-attested copy)

(ii) License number issued by competent authority under the Food Safety and Standards Act 2006, extant rules and regulations:

.....

(Please attach self-attested copy)

19. Particulars of EMD

i. Online Transaction reference no./ Demand Draft No.....

ii. Date.....& Amount in Rs.....

iii. Name of Bank.....

Address of Bank.....

.....

20. Description of the work of Food Court/Restaurant/Cafeteria services provided to Offices, Departments etc. during the last three years (from 2017-18 to 2018-19 & 2019-2020):

Description of Work / order executed (Indicate name of the key person or firm which executed)	Actual value of work / order executed (In Rupees)	Name of Government Department	Start Date	Finish Date	Document / evidence/ performance certificates enclosed at page No.

(Please attach self-attested copies of work order/performance/experience certificates of each department/work)

21. Details of ISO or other equivalent certification or any other relevant information (if any):

Note: In case of short space, separate sheet(s) showing Sl. No. & details of any of above information & duly signed by the bidder should be enclosed.

UNDERTAKING
(To be given on a Rs. 50/- stamp paper)

1. I/we, the undersigned certify that I/we have gone through the terms and conditions mentioned in the whole bid document including its Annexure, etc. and undertake to comply with them.
2. The rates quoted by me/us in the Financial Bid are valid and binding upon me/us for the entire period of work/contract and it is certified that the rates quoted are reasonable.
3. I/we give the rights to the competent authority of the office of Rajasthan High Court Bar Association; Jaipur to forfeit the Earnest Money (Performance Security

money) deposited by me/us and initiate proceedings to blacklist me/us in case of breach of conditions of Contract.

4. I/we have not been blacklisted by any of Government departments/offices/institutes in the last three years.

5. I/we have quoted my/our rates against North Indian/Chinese cum South Indian cum Chaat/Café options in Financial Bid submitted by me/us.

6. I/we will pay the monthly amount without default to RHCBAJ.

Place:

Date:

Signature of Bidder/Authorized signatory.....

Name of the Bidder.....

Seal of the Bidder

3.5 Falsification/suppression of any information shall lead to disqualification of the bidder and forfeiture of any amount due and/or paid to the bidder.

3.6 **Financial Bid:** Bidder must prepare Financial Bid in the **Annexure** attached with the Bid Document by quoting the rates of the items to be sold in the Food Court. Then the Financial Bid should be kept in a separate sealed envelope, super scribed as “Financial Bid for providing North Indian/Chinese cum South Indian cum Chaat/Café Food Court Services at Rajasthan High Court- Jaipur Bench, Jaipur” with the name and address of the Bidder.

3.7 The Bidder shall submit his bid in a sealed envelope containing **two separate** sealed envelopes consisting of (i) Technical Bid and (ii) Financial Bid, clearly

super scribing so and the two envelopes shall be kept in another single sealed envelope and duly super scribed as “Tender application for providing Indian/Chinese/Café Food Court Services at Rajasthan High Court- Jaipur Bench, Jaipur” with name & address of the bidder.

3.8 Any incomplete/late Bid shall not be considered.

4. **PROCEDURE FOR OPENING AND EVALUATION OF BIDS:**

4.1 The Technical Bids shall be opened **at 15.30 hours** on 22.02.2021 by the Committee authorized by the office of the RHCBA, Jaipur.

4.2 The Financial Bids of only those bidders whose Technical Bids are qualified, shall be opened by the Committee authorized by RHCBA, Jaipur for the purpose. The date, time and venue of opening of the financial bids shall be intimated to the technically qualified bidders.

4.3 After opening of the Technical Bids and verifying the EMD amount, the technical bids shall be evaluated by authorized committee of RHCBA, Jaipur to ensure that the bidders meet the minimum eligibility criteria as specified in the Bid Document.

4.4 The technical bids shall be evaluated based on the available documents submitted by the bidder. To assist in the examination/evaluation and comparison of the bids, and qualification of the bidders, Committee constituted by RHCBA, Jaipur may, at its discretion, ask any bidder for a presentation or clarification of its bid. Any clarification submitted by a bidder that is not in response to a request by Committee constituted by RHCBA, Jaipur shall not be considered. Evaluation of the Technical Bids by the committee constituted by RHCBA, Jaipur may, inter alia, include the following parameters/attributes/dimensions in addition to the minimum eligibility criteria & documents: Extent and quality of experience in providing food court services for managing/conducting training programme/seminar/workshop/conference, etc.; Size of current business (turnover); client list, etc. Committee constituted by RHCBA, Jaipur may

make independent inquiries from entities served by the bidder in the past and consider information so received during technical bid evaluation.

- 4.5 Committee constituted by RHCBA, Jaipur also reserves the right to seek confirmation/clarification from the issuer agency, on the supporting documents submitted by the bidder.
- 4.6 Committee constituted by RHCBA, Jaipur also reserves the right to obtain feedback from the previous/present clients of the bidder and also depute its committee/team(s) to inspect the site(s) at present contract(s) for on-the-spot firsthand information regarding the quality of food and services provided by the bidder. Decision of Committee constituted by RHCBA, Jaipur with regard to judge the technical suitability of bidder for RHCBA, Jaipur will depend upon the Technical Bid and feedback received by it from the previous/ and present clients of the bidder and also from its committee/team(s) deputed for the purpose. The decision of the Committee constituted by RHCBA, Jaipur in this regard shall be final and binding on all bidders. Any challenge to the decision of the committee by any of the bidders shall make the bidder ineligible for submitting any bid in the next tender process.
- 4.7 **Financial Bid opening:** The Financial Bids of all the technically qualified Bidders may be opened on the appointed date and time in presence of the qualified bidders/their authorized representatives, who choose to be present at the time of opening of the financial bids. Then, financial bids will be checked and evaluated by the Committee constituted by RHCBA, Jaipur.

5. **RIGHT OF ACCEPTANCE**

- 5.1 The Committee constituted by RHCBA, Jaipur reserves all rights to reject any bid including of those bidders who fail to comply with the instructions without assigning any reason whatsoever and does not bind itself to accept the lowest or any specific bids. The decision of Committee constituted by RHCBA, Jaipur in this regard shall be final and binding.

5.2 Committee constituted by RHCBA, Jaipur also reserves the right to award full contract for all the three types of food court to only one bidder found successful as per evaluation or multiple bidders based on their bids and technical bid evaluation done by the authorized committee of RHCBA, Jaipur and this will be binding on the bidders. Bidder shall not without express permission of RHCBA, Jaipur, franchise/sub-contract or otherwise engage any other entity in execution of the contract.

6. **DISPUTE REDRESSAL:** In case of any dispute arising between the procuring authority and the contractor (successful bidder awarded the work) relating to any terms and conditions of the work order or agreement entered into between the procuring authority and the contractor, shall be settled by arbitration before honorable judge of Rajasthan High Court (Retired)/Designated Senior Advocate. The name of the honorable judge shall be decided by the procuring authority/ Executive committee of RHCBA, Jaipur. The award passed by the arbitrator shall be final and shall be duly followed in accordance with the intent and the object of the agreement entered into between the parties.

7. **OTHER TERMS & CONDITIONS:**

7.1 Earnest Money Deposit (EMD) of a bidder shall be forfeited by RHCBA, Jaipur if he withdraws/wants to change the bid within validity period or successful bidder (i.e. contractor) does not give consent to start work or does not come forward to execute the work within the stipulated time or does not perform any work to the satisfaction of the RHCBA, Jaipur.

7.2 The EMD of the unsuccessful bidders shall be returned within seven (07) working days after award of work to the successful bidder. EMD of successful bidder shall be returned after furnishing of performance security by the successful bidder.

- 7.3 After determining the successful evaluated bidder, RHCBA, Jaipur shall issue a Letter of Acceptance to the successful bidder for carrying out and providing the required food court services at RHCBA, Jaipur.
- 7.4 Successful bidder should furnish a Demand Draft/transfer online in the Savings account no. 59109358556699 of Rajasthan High Court Bar Association, Jaipur (PAN **AADAT1889J**) maintained with HDFC Bank, Tonk Road Branch, Jaipur (IFSC HDFC0000644) for **Performance security¹ of Rs. 1,00,000 (Rupees One Lakh Only)** in favour of “Rajasthan High Court Bar Association, Jaipur” which shall be returnable on completion of the Contract Period after adjusting arrears/deduction if any. Any breach of any of the conditions of the Tender/Contract shall give the right to RHCBA Jaipur to levy any penalty on the successful Bidder which may be adjusted from the Performance Security.
- 7.5 The rates quoted in the Financial Bid should be final and inclusive of all costs of materials/ingredients, other materials like napkins & cleaning materials, labour, services, transportation, charges, duties, taxes/cess/surcharge, etc. i.e. all these to be borne by the Contractor. The rates should also be inclusive of GST and any other taxes/duties etc. as applicable.
- 7.6 The employees/personnel deployed for the required food court services must possess fair Hindi/ English conversation skills and must be well-mannered with acceptable etiquettes.
- 7.7 The Contractor shall ensure that all personnel are fully conversant with the RHCBA, Jaipur’s premises and business activities and its related manpower & food requirements.

¹ Performance Security means a security provided to the procuring entity by the bidder for securing the fulfillment of any obligation in terms of the provisions of the bidding documents and further the security shall also cover all losses which the bidder may cause during its performance of the work allotted to him.

- 7.8 The Contractor shall provide **proper uniform** to all their personnel engaged by him and deployed at RHCBA, Jaipur which will be worn neat & clean by personnel during the working hours.
- 7.9 The Contractor shall strictly observe that its/his personnel are always disciplined, neatly uniformed, vigilant, punctual and perform their duties with honesty and sincerity, extend respect to all advocates/officers/staff/guests/participants, etc., shall not consume alcoholic drinks or drugs, shall not smoke in the office premises and will never sleep while on duty.
- 7.10 The contractor's employees shall be liable to be frisked/checked by the Security personnel at RHCBA, Jaipur premises.
- 7.11 The Contractor shall take third party insurance at his cost to cover any accident or accidents of any nature, for an amount as required for this type of work against damage/loss/injury to property or persons or loss of life during the period of services at RHCBA, Jaipur.
- 7.12 The contractor will obtain all the required labour & trade license and clearances/permissions from the concerned Government departments/bodies/authorities.
- 7.13 Costs of food/medical/commutation/transportation requirements of contractor's personnel will be arranged and borne by the contractor. Transportation arrangements for the personnel will be the responsibility of the contractor at his own cost and means including their safety during travelling and during the programme.
- 7.14 Upkeep, arrangements and internal décor including allotted premises renovation with no permanent alteration, tables and chairs of the kitchen & dining halls are to be bought and maintained by the Contractor to meet safe and hygienic quality of high and acceptable standards.

- 7.15 Pest control measures for prevention/control of rodents, flies, mosquitoes, cockroaches, etc. in kitchen, store and dining halls will have to be undertaken by the Contractor from time to time.
- 7.16 The costs of commercial LPG connection, refueling and fuel (Solid fuel, etc.) have to be borne by the contractor. The contractor will not use domestic LPG in the kitchen/premises.
- 7.17 The contractor shall make necessary arrangements for regular and proper collection, segregation and disposal of wastes generated in the kitchen on day to day basis as per direction of RHCBA, Jaipur. Polythene bags, cups, etc. of non-recyclable plastic shall not be used in the RHCBA, Jaipur premises. Plastic containers/polythene pouches in which milk products or any other eatables are generally kept/sold, will be disposed of as quickly as possible but in a proper manner.
- 7.18 All the services to be provided to RHCBA, Jaipur have to conform to International Standards and to the satisfaction of the competent authority of RHCBA, Jaipur.
- 7.19 The competent authority or any designated Officer of RHCBA, Jaipur may inspect the services any time during the period of contract.

Place:

Date:

Signature of Bidder/Authorized signatory.....

Name of the Bidder.....

Seal of the Bidder

ANNEXURE

**Financial bid for “North Indian/Chinese cum South Indian cum
Chaat/Café-Food Court services”**

(To be kept and sealed in a separate envelope)

The Procuring entity proposes the following food items for each food court which can be modified after due discussion with the procuring entity. The discretion of the procuring entity shall prevail.

Menu

Items	Rate including GST and all other charges	Quantity
North Indian: Rajasthani, Punjabi, Tandori items along with Thaali options. Chinese cum South Indian cum Indian chaat: Thaali options should be available Café : Italian, Continental, Bakery items such as patties etc., beverages such as chaach, juices, tea, coffee, green tea, shakes, <i>nariyal pani</i> etc.		

NOTES

- (i) No reduction of the items from the agreed menu will be allowed except with the prior permission of RHCBA, Jaipur.
- (ii) No food in the serving area should be served without hand gloves.

Place:

Date:

Signature of Bidder/Authorized signatory.....

Name of the Bidder.....

Seal of the Bidder

