



राष्ट्रीय आयुर्वेद पंचकर्म अनुसंधान संस्थान

केन्द्रीय आयुर्वेदीय विज्ञान अनुसंधान परिषद, आयुष मंत्रालय, भारत सरकार, चेरुतुरुत्ति, त्रिशूर, केरल - 679 531

NATIONAL AYURVEDA RESEARCH INSTITUTE FOR PANCHAKARMA

Central Council for Research in Ayurvedic Sciences, Ministry of AYUSH, Govt. of India, Cheruthuruthy, Thrissur, Kerala - 679 531

F.1/1/2021-NARIP/General / 1748

Dated

निविदा अधिसूचना सं./TENDER NOTIFICATION NO. 1748/2023

17 NOV 2023

एनएआरआईपी, चेरुतुरुत्ति, त्रिशूर में कैंटीन सुविधाएं प्रदान करने के कार्य को निष्पादित करने के लिए वैध लाइसेंस रखने वाले प्रतिष्ठित, पंजीकृत और अनुमोदित एजेंसियों/ठेकेदारों/संगठनों से प्रभारी, राष्ट्रीय पंचकर्म आयुर्वेद अनुसंधान संस्थान, चेरुतुरुत्ति द्वारा मुहरबंद निविदाएं आमंत्रित की जाती हैं।

Sealed tenders are invited by In-charge, National Ayurveda Research Institute for Panchakarma, Cheruthuruthy from reputed, registered & approved Agencies/Contractors/Organization, holding valid license to execute the work of providing Canteen facilities at NARIP, Cheruthuruthy, Thrissur.

कार्य का नाम: - "राष्ट्रीय पंचकर्म अनुसंधान संस्थान, चेरुतुरुत्ति, त्रिशूर में कैंटीन सुविधाएं प्रदान करना - 679531

Name of work: - "PROVIDING CANTEEN FACILITIES AT NATIONAL AYURVEDA RESEARCH INSTITUTE FOR PANCHAKARMA, CHERUTHURUTHY, THRISSUR - 679531

1.	निविदा जमा करने की अंतिम तिथि/Last date for submission of Tender	01.12.2023 4 PM	
2.	निविदा खोलने की तिथि एवं समय/Date and time to opening of Tender	02.12.2023 2 PM	
3.	निविदा दस्तावेजों की लागत /Cost of Tender Documents	Rs.100/-	by multi-city Cheque/ DD/Cash
4.	कार्य सौंपने के बाद ब्याज मुक्त सुरक्षा जमा/प्रदर्शन सुरक्षा/Interest Free Security Deposit/ Performance Security after award of work	Rs. 10,000/- (by multi-city Cheque/ Cash only)	

संभावित निविदाकर्ता किसी भी कार्य दिवस पर एनएआरआईपी, चेरुतुरुत्ति पर जाकर आवश्यकता के बारे में संतुष्ट हो सकते हैं। निविदा दस्तावेज सीसीआरएस वेबसाइट (ww.ccras.nic.in (लिंक टेंडर) से डाउनलोड किया जा सकता है या एनएआरआईपी, चेरुतुरुत्ति के कार्यालय से एकत्र किया जा सकता है।

The prospective tenderer may satisfy themselves about the requirement by visiting NARIP, Cheruthuruthy on any working days. Tender document can be downloaded from the CCRAS website (ww.ccras.nic.in (link Tenders) or collected from the Office of NARIP, Cheruthuruthy.

एजेंसी को निविदा दस्तावेज शुल्क (गैर) के लिए राष्ट्रीय आयुर्वेद अनुसंधान संस्थान पंचकर्म, चेरुतुरुत्ति के पक्ष में एसबीआई, शोरानूर में देय 100/- रुपये (केवल एक सौ रुपये) के डिमांड ड्राफ्ट/मल्टी सिटी चेक के साथ अपनी बोली जमा करनी होगी। -वापसीयोग्य।

The agency must submit its bid along with a Demand Draft/Multi City Cheque of **Rs.100/-** (Rupees One Hundred Only) in favour of National Ayurveda Research Institute for Panchakarma, Cheruthuruthy, payable at SBI, Shoranur towards **tender document fee (non-refundable)**.

निविदाएं सीलबंद लिफाफे में जमा की जानी चाहिए और उस पर कैंटीन सुविधाएं प्रदान करने के लिए निविदा लिखा होना चाहिए और बोली का नाम, संदर्भ संख्या और तारीख, निविदाकर्ता का नाम आदि लिखा होना चाहिए। निविदा डाक द्वारा भेजी जा सकती है या हाथ से जमा की जा सकती है। निविदा निदेशक-(संस्थान), एनएआरआईपी, चेरुतुरुथि को संबोधित होनी चाहिए। प्राप्त निविदाएं~~02.12.2023~~ को ~~2.P.M.~~ बजे खोली जाएंगी। टेंडरनेस इस दौरान अपने प्रतिनिधि भेज सकती हैं निविदा खुलने की

The tenders should be submitted in sealed cover and superscripted as Tender for providing Canteen facilities and with name of bid, Ref No.& date, name of tenderer etc Tender can be send by post or submit by hand. The Tender should be addressed to Director-(Institute), NARIP, Cheruthuruthy. The tenders received will be opened on ~~02.12.2023~~ at ~~2.P.M.~~....Tenderness can send their representatives during the time of opening of Tender.

विचाराधीन निविदाएं सभी नियमों और शर्तों को स्वीकार करने के लिए उत्तरदायी हैं। निविदा के संबंध में किसी भी रूप में प्रचार निषिद्ध है और प्रचार करने वाले ठेकेदारों द्वारा प्रस्तुत की गई निविदाएं अस्वीकृति के लिए उत्तरदायी हैं।

The Tenders Considered are liable to accept all the terms & conditions Canvassing in any form in connection with the Tender is prohibited and tenders submitted by the contractors who resort canvassing, are liable for rejection.

Dr.V.C.Deep

AD(Ay)

for Director (Institute)

अनिला

Eligibility criteria of the bidder: The contractors/Agencies have to meet following eligibility criteria for submitting their tender:

1. Possess valid License issued to carry out similar work.
2. Registered with GST, or any tax enforced by GOI. (Desirable)
3. Minimum experience of 3 years in providing similar services to Government establishments/ public sector undertakings, R&D institution/ reputed private Sector/ other similar organization (the decision in regard to the reputed private organization will be taken by the Institute which will be final).
4. Must have carried out three similar contracts of minimum Rs.1 Lakhs (Rupees One Lakh only) each year during the preceding 3 years (financial years).
5. Must not have blacklisted by any Government Department/ Autonomous bodies/ CCRAS or any of its laboratories/ Institute as on the date of submission of the bid.

Right to acceptance or rejection of tenders

A. The tender is liable to be rejected inter-alia:-

1. If it is not in conformity with the instructions mentioned in Tender Notice & terms and conditions.
2. If it is not properly signed or sealed
3. If it received by email.
4. If it received after scheduled date and time

B. This Office reserves the right to:-

1. Accept/Reject any of the tender in full or part thereof. No enquiries verbal or written shall be entertained from firms in respect of acceptance or rejection of the tenders submitted by them.
2. Reject any or all the Tenders without assigning any reason thereof
3. Revise the requirement at the time of placing of Order.
4. The decision of the Director (Institute) (Officer-in-Charge) on all matters in this regard shall be final and binding.

The agency must submit its bid along with a Demand Draft/Multi City Cheque of **Rs.100/-** (Rupees One Hundred Only) in favour of National Ayurveda Research Institute for Panchakarma, Cheruthuruthy, payable at SBI, Shoranur towards **tender document fee (non-refundable)**.

The tenders should be submitted in sealed cover and superscripted as Tender for providing Canteen facilities and with name of bid, Ref No. & date, name of tenderer etc. Tender can be send by post or submit by hand. The Tender should be addressed to Director- (Institute), NARIP, Cheruthuruthy. The tenders received will be opened on 02.12.2023 at 2PM.....Tenderers can send their representatives during the time of opening of Tender.

(Dr.V.C.Deep)
AD(Ay)

for Director (Institute)
अतिरिक्त

General Terms and Conditions for providing Canteen Facilities

Terms and conditions in respect of tender for providing Canteen facilities in the National Ayurveda Research Institute for Panchakarma, Cheruthuruthy.

1. Tender should be submitted to the Director (Institute) of NARIP, Cheruthuruthy by 01/12/2023 in a sealed cover.
2. The tender will be opened at 2.00 PM on 02/12/2023 in the presence of tenderers who may like to be present.
3. Tenders not confirming to these requirements will be summarily rejected and no correspondence thereof shall be entertained whatsoever.
4. The tender forms should be clearly filled in ink legibly or typewritten giving full address/telephone No. of the tenderer. The Tender should be signed by the tenderer himself/themselves or his/their authorized agent on his/their behalf (Authorization may be enclosed if applicable). The forwarding letter duly signed should invariably be returned along with quotations furnished.
5. The tenderer should take care that the rate and amount are written in such a way that interpolation is not possible. No blanks should be left which could otherwise make the tender liable for rejection.
6. The tenders should be valid for a period of one year from the date of their opening.
7. The Performance Security amounting to Rs.10,000/- has to be deposited with the Institute within 7 days of acceptance failing which the tender will be outrightly rejected.
8. In case of non-compliance of any of the clause/terms, the Director(Institute) will have the right to impose penalty as deemed fit and employ staff at the contract cost and risk and may forfeit the security in full or part at his/her discretion. His/Her discretion shall be final and binding.
9. The Director (Institute) reserves the right to cancel/reject full or any part of the tender which generally do not fulfil the conditions stipulated in the matter.
10. No enquiries verbal or written shall be entertained in respect of acceptance or rejection of the tender.
11. Any act on the part of the tenderer to influence anybody in the Institute is liable to cause rejection of his/their tender.
12. The successful contractor will have to provide a non judicial stamp paper of Rs. 200/- for preparing the rate contract agreement.
13. The contract can be terminated by giving one month's clear notice by the Authority in case the services of the contractor are not satisfactory and the security amount may be forfeited.
14. That the Agency staff shall work under the overall supervision and direction of the Director or any other Official(s) authorized by him/her.
15. The agency shall not engage any sub-contractor or transfer the contract to any other person.
16. The opening line should be that " We hereby unconditionally accept the tender conditions given in tender Notice No...1748/2023...dated.....17.11.2023 .

17. Any request for increase in rates of food items will not be allowed during the period of contract.
18. (i) No alternation or modifications in the premises provided for running the Canteen will be carried out by the licensee.
- (ii) ~~No damage to building/fixtures and fittings will be caused by the licensee. In the event of any damage being caused to the building fixtures, compensation as assessed by the authority will be paid by the licensee to the Institute~~
- (iii) The licensees shall use the premises solely for the purpose of running the canteen for the employees of the NARIP, Cheruthuruthy and he/they shall not assign or sublet or part with possession of the premises or any part thereof.
- (iv) The premises shall always be kept in a clean, hygienic and sanitary condition. The licensee shall be responsible for compliance with all Municipal/Panchayath/Labour laws and other requirements of law as prevalent in Kerala. A copy of the licence may also please be furnished.
19. The contract will be for a period of one year from the date of Agreement and if the services are satisfactory, the same may be extended for a further period on mutually acceptable terms and conditions. In case the contractor will be deemed as terminated, the security deposit will be forfeited.

UTENSILS AND CROKERY

20. Stainless steel utensils and crockery of good quality duly approved by the canteen Management Committee shall only be used in the Canteen by the licensee.

FURNITURE OR OTHER CANTEEN ITEMS

21. Items of furniture i.e., tables and chairs & some other items in the canteen may be provided by the Institute. The licensee will be responsible for the proper maintenance of furniture, fixtures and other equipments/property of the Institute and will be liable to get replace/repared the damage caused by him or his employee.

WATER AND ELECTRICITY

22. Water and electricity will be supplied free of charge by the Institute subject to the condition that it is used only for running the canteen. Usage of Electricity & Water should be controlled to the maximum extend.

PROVISIONS

23. Materials of good quality only will be used and Canteen Committee of the Institute will have the right to examine the provisions used with view to satisfy themselves of the quality/quantity.
24. No new menus without rate fixation by the authority shall be made available in the canteen.
25. The decision of the In-Charge or any Officer authorized by him/her in this regard shall be final and binding on the licensee. Licensee will also make satisfactory arrangements for room service.

RATES OF ARTICLES

26. Schedule of items to be provided in the canteen is enclosed. The rates at which the items are proposed to be offered may be mentioned against each.
27. Valid bills should be provided to the customers.

NORMAL HOURS OF SERVICES

28. This shall be regulated as per working hours of the Office/ Hospital/Labs/Pharmacy sections in the Institute.
29. Timing of the hospital canteen shall be fixed from 6 AM to 8 PM. After office time visitors/outsideers shall not be allowed to use the canteen.

LICENCEE

30. The licensee shall obtain such permits and licence as may be required under any law in force for the time being for his business and he shall be liable for any of his employee's action/misbehaviour resulting in on damages/losses in or injury of any type to the people and the property. He will also be himself liable for injury to himself or any of his employees for the time being employed by him.

The licensee shall supply the materials in the premises or the Canteen itself, strictly on cash basis and the Institute shall not be liable for any amount, due from its employees on account of any material sold to them on credit basis.

TERMINATION OF LICENCEE

31. The Institute may terminate the licence at any time in the event of breach of any of the terms and conditions of this licence deed or in the event of prosecution of the licensee or any of his/her employee or worker under the prevention of food Adulteration Act or prosecution of the licensee or its partners or Directors/Members of the Managing Committee of the licence under any other law for the time being in force.

QUALITY OF FOOD

32. Good quality of pasteurized milk should be made mandatory (milma is preferred).
33. Good quality of coconut oil /Sunflower oil should be selected for cooking purpose.
34. All ingredients for the preparation of food items should be of good quality.
35. Provisions for providing warm food throughout the day i.e.. Oven /electric hot case is mandatory.
36. Disposable paper glass and butter paper should be used while serving the food and plastic coated disposable cups should be avoided.
37. Menu should be fixed on week days as per the order from institute in-charge
38. use filter water with good quality

MAINTENANCE OF CLEANLINESS

39. Proper waste disposal on daily basis should be ensured
40. Gloves, hair caps and mask should be mandatorily worn by the concerned staff of canteen while serving the food

41. In consultation with food safety authority a certification should be obtained and submitted by the firm prior to the initiation of new canteen. (this is needed in order to avoid any chances of chronic viral infections like Hepatitis B etc. Reference: mandatory certificate obtained by the kitchen staffs of NARIP from food safety and standards authority.)
42. Appropriate cleanliness should be maintained in all aspects.

METHODS TO PROVIDE CANTEEN FACILITIES TO THE STAFFS OF NARIP WITHOUT HAMPERING WORKING HOURS.

43. The firm should mandatorily provide mobile dispensing units to provide tea/coffee and snacks for all departments during the working hours

Forenoon: 10.30 AM-11.30 AM

Afternoon 03:00 PM-4:00 PM

EXPERIENCE

44. The tenderer should furnish proof of experience of three years or more in catering in Govt. Department/or Govt. Undertaking and furnish income tax clearance certificate/sales Tax certificate, if any.

(Signature of the Tenderer)

Name

Sl.No. of Tender.....

Name of the party is whose favour

The tender form has been issued

.....

The Director (Institute)
National Ayurveda Research Institute for Panchakarma (Seal of the Office)
Cheruthuruthy

Dear Sir,

1. I/We hereby submit the tender for providing canteen facilities in the National Ayurveda Research Institute for Panchakarma, Cheruthuruthy.
2. I/We hereby agree to all the terms and conditions stipulated by the National Ayurveda Research Institute for Panchakarma, Cheruthuruthy in this connection.
3. I/We have noted that overwritten entries shall be deleted unless only cut/rewritten and initiated.
4. Tenders are duly signed (No thumb impression should be affixed).
5. I/We undertake to sign the contract within 7 days from the issue of the letter of acceptance failing which the EMD will be forfeited.

Yours faithfully,

(Signature of the Tenderer:

With full address :

Witness 1.
Address

Witness 2.
Address

Check list of information to be provided along with the quotation

1.	Name of Tendering Company (Attach Certificates of registration with a brief profile of the company)
2.	Name of Proprietor/Director of Company
3.	Full address of Registered Office with Telephone No. FAX and E-Mail.
4.	Full address of operating/Branch Office with Telephone No. FAX and E-Mail.
5.	Banker of Company with full address with supportive document
6.	PAN/GIR No.
7.	Service Tax Registration No.
8.	G.S.T Registration No
9.	As per Appendix 'B' <ul style="list-style-type: none"> • Acceptance of Terms and Conditions. • Signed declaration stating that the company is not/has not been black listed by Central/State Government/any PSUs/Private Sector • Signed declaration about Non fraud and Non corrupt practices
10.	Documents showing completing at least one service where it has provided canteen services in one organization during last 2 years(desirable)
11.	Multi City Cheque/ DD in favour of NARIP, Cheruthuruthy for Tender documents fee (non-refundable) of Rs.100/- (Rupees One Hundred Only) attached.
12.	Any other information to establish financial worth and technical competence

Signature of authorized person

Name:

Seal:

Date & Place

PROFORMA

1. Name of the Contractor :
2. Full Address :
3. Previous service, if any

Signature

Note: The proforma should be filled up completely.

UNDERTAKING

I/ We Do hereby declare that we have carefully read all the conditions of the tender schedule of National Ayurveda Research Institute for Panchakarma, Cheruthuruthy for tenders quoted for the providing Canteen Facilities to National Ayurveda Research Institute for Panchakarma, Cheruthuruthy for a period of one year from the date of acceptance of tender and shall be abide by all the conditions set in therein. I/ We also declare that the details furnished above are true and if found to be false, I/ We shall be liable to disqualification.

Signature of the Agency

Name:

Seal:

Date:

Place:

Schedule of Tender for providing Canteen facilities

S No.	Name of the Item	Quantity/Details	Cost (In Rs.)	
			Staff & Students	Outsiders
1.	Tea	150 ml		
2.	Ginger Tea	150 ml		
3.	Tulsi Honey Tea	150 ml		
4.	Green Tea	150 ml		
5.	Black Tea	150 ml		
6.	Coffee (Ordinary)	150 ml		
7.	Coffee (Bru)	150 ml		
8.	Boost/Horlicks	150 ml		
9.	Hot Milk	150 ml		
10.	Cool Drinks (Standard)		
11.	Mint Lime	200 ml		
12.	Fresh Juices	200 ml		
13.	Sambaram(Packed and Sealed)			
14.	Dosa (Sada) each			
15.	Masala Dosa each	100 gm. Butter with 50 gms. Sambar + 50 gms.chutney		
16.	Ragi Dosa Each			
17.	Ghee roast each			
18.	Idli each			
19.	Parotta each	150 gm. Butter with 50 gms. Sambar + 25 gms.chutney		
20.	Poori each	50 gms Parotta + 150gm.Curry		
21.	Appam each	75 gms Poori + 50 gms curry		
22.	Chappathi each	100 gms.Appam+50gm Curry		
23.	Upma	75gm.Chappathi+50gmsCurry		
24.	Oats poha Upma	1 plate with chutney		
25.	Pathiri	1 plate		
26.	Idiyappam	01 Nos + Gravy		
27.	Putt	01 Nos + Gravy		
28.	Ragi- Putt	01 Piece + Gravy		
29.	Egg roast/curry	01 Piece + Gravy		
30.	Kadala curry	150gm Curry		
31.	Veg.kuruma	150gm Curry		
32.	Uzhunnu Vada each	100 gms + 50 gms Sambar or 50 gms Chutney		
33.	Parippu Vada each			
34.	Pazhampori each	100 gms + 20 gms		
35.	Baji each	Tomato sauce		
36.	Sukhiyan each	100 gms		
37.	Steamed Banana			

38.	Kanji(Rice or Broken wheat)	Complete break-up of Item along with quantity of each in grams		
39.	Meals	----do----		
40.	Fried rice	----do----		
41.	Veg.Biriyani	----do----		
42.	Omlette	Single		
		Double		
43.	Masala Omlet	Single		
44.	Boiled Egg	1 Nos		
45.	Cutlet	1 Nos		
46.	Puffs	1 Nos		
47.	Samoosa	1Nos		
48.	Elayada	1 Nos		
49.	Kozhukkatta	1 Nos		
50.	Ragi malt	1 Nos		
51.	Broken wheat upma	1 Nos		
52.	Rava Dosa	1 Nos		
53.	Rava Upma	1 Nos		

Signature and Seal of Authorized person