

# KENDRIYA VIDYALAYA IIT GUWAHATI

## TENDER INVITATION NOTICE

### General Terms & Conditions

1. Kendriya Vidyalaya IIT GUWAHATI is going to host 48<sup>th</sup> KVS National Sports Meet-2017 in CRICKET U-19 in which approx 400 students and teachers will be staying in the Vidyalaya for which fooding, lodging, boarding and playing is to be provided by the Vidyalaya from 05<sup>th</sup> OCT to 11<sup>th</sup> OCT 2017. The exact number and time will be intimated before providing the services.

2. **Cost of Tender Form: Rupees 250/- (In Cash) (Those who download the Tender document form from website should enclose a DD for Rs. 250/- towards cost of tender form, in favour of Principal KV IIT, GUWAHATI VVN Account)**

3. **The Bidder has to submit sealed tender in two envelop**

**i) Technical Bid –super scribed as envelop no -1 (Containing all relevant document)**

**ii) Financial Bid- super scribed as envelop no 2.**

(Containing the rates Quoted by the bidder along with filled DD/ Cheque of Rs 5000/- and duly signed per head as registration form) mentioned below in favour of KV IIT GUWAHATI, VVN Account Payable at GUWAHATI)

4. The separate tenders are required for the following heads:

- a) Ground maintenance
- b) Fooding
- c) Tent house (mattress, pillow, bed sheet, cots, shamiyana, chairs)
- d) Sports items (Sports kit)
- e) Transportation services (Buses, Ambulance)
- f) Videography/ photography
- g) PA System, music system

5. Sealed quotation for supply of the articles shown in the attached format is invited by the undersigned on behalf of Kendriya Vidyalaya IIT GUWAHATI upto 02:00 p.m on or before 23.09.2017. Quotation should be sent under strong sealed cover marked as "Quotation for ....." in the Vidyalaya. (Two envelope as mentioned in point 3)

6. The quotation shall be submitted according to the terms & conditions specified. Unless specified otherwise in the quotation it shall be construed that the terms & conditions stipulated hereunder have been agreed to by the bidder. In any case the bidder violates the terms & conditions, the tender will be rejected.

7. The contractor will be required to provide services in the premises of KV IIT GUWAHATI.

8. The contractor shall employ only such person as declared medically fit. No employee should be under the age of 18 years.

9. The contractor will be fully responsible for repair, maintenance, and cleanliness breakage damage done to the building, plants and sanitary, electrical and any other fitting and fixtures installed in the Vidyalaya premises provided to him for the purpose. Furniture provided to the contractor will be maintained properly. Any loss or damages (including repairs) to the same will have to make good by the contractor at his cost.

10. The contractor will take all necessary precautions against fire hazards and comply with rules and regulations as laid down by concerned local authorities to the satisfaction of Kendriya Vidyalaya IIT GUWAHATI.
11. The Vidyalaya may ask for sample at any point of time of the items provided by the contractor, where it is applicable.
12. The K V IIT, GUWAHATI shall not be in any manner treated as the employer of the workers or concerned with the terms of their employment or conditions of their services since the relationship of employer and employees shall always be considered to be between the bidder/contractor will make these conditions clear to them categorically and in writing, and their acceptance of these terms shall be communicated to KV also.
13. Under no circumstances any of the contractor's employees will stay in the K.V.IIT, GUWAHATI premises beyond working hours. He will also ensure that the kitchen rooms are properly locked and secured during closed hours of KV. The access to the space allotted to the contractor will be as per the conditions and in the mode as prescribed and regulated by the KV from time to time which will be binding on him and his employees. The KV reserves the right to inspect the premises allotted to the contractor including the store at any time. Only desired person will be allowed to stay in the Vidyalaya campus beyond working hours with prior permission of Vidyalaya authority.
14. The contractor will, at all times, ensure discipline, decent and courteous behavior by his employees while they remain in premises of KV. In case any of his employees indulges in any act of indiscipline, misbehavior of slogan shouting or indulges in violent act(s) or abets others in doing so and it is prima facie proved, the contractor shall remove the employee concerned from the premises immediately or receipt of written communication from the authorities which will be duly acknowledged by the contractor.
15. The contract will remain valid for one year the rates are to be quoted including all the Taxes and the rate of tax is to be mentioned against each item.
16. Under exceptional circumstances the KV IIT GUWAHATI reserves the right to change any term and condition as and when warranted.
17. In case of any dispute arising out of the interpretation of the terms and conditions of the contract, the decision of K.V.IIT, GUWAHATI will be final and binding.
18. The contractor will have to deposit Rs.5000/- (Five Thousand only) per head as mentioned in the list at point no-04 above, in the form of DD in favor of Principal, K.V.IIT, GUWAHATI VVN A/C payable at GUWAHATI. The same will be refunded without interest when the contract is over. The same will be returned to all the non qualified bidders and the earnest money of the qualified bidder will be converted into security money.
19. The contractor will not further sub-contract the contract to any other party. In case the contractor is found having sub-contracted this contract, the contract will be terminated without any notice.

20. The contractor should have a valid food/catering license or Permission required for catering of FSSAI Certificate obtained at least 6 months before the date of submission of tender is essential to establish the fact that the bidder has a minimum experience of 02 years.

21. In case of Food Poisoning/ Contamination the contractor will be held fully responsible and he will bear all the expenses caused due to food poisoning/Contamination.

22. The responsibility of all the belongings carried by contractor / service provider will lie with contractor himself.

## **FOODING**

1. The contractor will make arrangement for cleanliness of kitchen area and its surrounding to the satisfaction of KV IIT GUWAHATI.

2. The contractor shall also be responsible for the safe and hygienic disposal of the waste material.

3. The contractor shall arrange for crockery, utensils, cooking gas (LPG) and other essential items needed for cooking, Displaying, Serving, Eating food etc.

4. The contractor will ensure that his employees will be in proper uniform at the time of providing services to the vidyalaya.

5. The Escort teacher having fast is to be provided food as per menu provided by Vidyalaya Within the same cost.

6. Keep stock following of readymade foods in case of urgency the payment will be made for used items as per the market Rates.

a) Flavored milk (Good Quality) b) Bread (Good Quality) c) Butter (Good Quality)  
d) Biscuits (Good Quality) e) Cake (Good Quality), Etc.

7. Sufficient numbers of Counters, (Separately for Veg. and Non- Veg.) are to be assembled waiting time should not exceed 10 Minutes.

### **8. Penalty Clause:**

i) Food delayed by 30 min. to 1 hour 5% of the food cost of that meal will be deducted.

ii) If quality is not maintained as per terms and conditions or partially worked entire meal cost will be forfeited and contract may be terminated.

9. Best and Fresh Quality of food materials including Vegetables, fish, Meat, Milk, etc available in market are to be used. AIGMARK and FASSAI approved materials should only be used.

## **DAY WISE FOOD MENU FOR 48TH NATIONAL SPORTS MEETS CRICKET U-19.**

### **Important Instructions:**

1. The caterer should make proper kitchen arrangement for preparing nutritious and healthy food in hygienic environment. To ensure neat and hygienic environment the food will be tested by the Principal and Staff as well as any official visiting the venue.

2. As the games will be conducted from 06/10/2017 to 11/10/2017 and participants will arrive w.e.f. 05/10/2017 or earlier, they may also be staying up to 12/10/2017, which will be intimated well before the time.

3. The number of meals needed will be provided to the caterer well before the time.

4. Salad should contain onion, lemon, green chilli, kheera, carrot or beet.

5. Sweet dish may be changed as per the choice of participants within the same cost which will be intimated well before time. The menu for the food is given below:

6. The rates to be quoted for the entire day menu in lump sum as well as bifurcated separately for each meal (breakfast, lunch, dinner, evening snacks, Night milk) so that the payment of excess/ short meals could be done easily.

7. Food may be needed in packets on the last day.

DATE	DAY	TIME	MENU
5/10/2017	THURSDAY	DINNER at 8.00 PM to 9:30 PM	CHAPATI(TAWA ROTI) RICE PULAO WITH DRY FRUIT ARHAR DAL MIXED VEG PANEER (VEGITERIAN) PAPAD AND PICKLE SALAD (MIX) CURD RASGULA
		MILK/TEA at 09.00 pm to 10.00 pm	MILK WITH FLAVOR (ILAICHI) AND SUGAR MIN. 200 ML OR MORE OR TEA
6/10/2017	FRIDAY	MORNING BREAKFAST at 7.00 AM TO 8.00 AM	MILK 200 ML OR MORE OR TEA BREAD WITH BUTTER AND JAM (4 SLICE OR MORE) ALOO PARATHA AND CURD 2 BANNANA OR 2 EGG BOILED
6/10/2017	FRIDAY	LUNCH 1.00 pm to 2.30 pm	CHAPATI(TAWA ROTI) RICE PLAIN RAJMA MIXED VEG PANEER FOR VEG. / FISH FOR NON VEG. SALAD (MIX) PAPAD AND PICKLE RAYATA (BUNDI) FRUITS CUSTARD

6/10/2017	FRIDAY	EVENING SNACKS 4.30 pm to 5.00 pm	FLAVORED COOL MILK 200 ML. OR TEA FOR ESCORTS SAMOSA 02 PCS.
6/10/2017	FRIDAY	DINNER at 8.00 PM to 9:30 PM	CHAPATI(TANDORI ROTI) RICE PULAO WITH DRY FRUIT CHOLA KOFI PANEER FOR VEG. / CHICKEN FOR NON VEG. SALAD (MIX) PAPAD AND PICKLE RAYATA (BUNDI) KHEER WITH DRY FRUITS
6/10/2017	FRIDAY	MILK/TEA at 09.00 pm to 10.00 pm	MILK WITH FLAVOR AND SUGAR MIN. 200 ML OR MORE (ALMOND FLAVOR) OR TEA
7/10/2017	SATURDAY	BREAKFAST at 7.00 AM TO 8.00 AM	MILK 200ML OR MORE OR TEA BREAD WITH BUTTER AND JAM (4 SLICE OR MORE) IDDLI , BADA WITH SAMBHAR AND CHATNI 1 APPLE / 2 EGG BOILED
7/10/2017	SATURDAY	LUNCH at 1.00 pm to 2.30 pm	CHAPATI(TAWA ROTI) JEERA RICE DAL CHANNA MIXED VEG PANEER FOR VEG. / CHICKEN FOR NON VEG. Page7 SALAD (MIX) PAPAD AND PICKLE RAYATA VEGITABLE FRUITS CUSTARD
7/10/2017	SATURDAY	EVENING SNACKS 4.30 pm to 5.00 pm	FRUIT JUICE 100 ML OR TEA FOR ESCORTS SANDWICH 02 PCS OR MORE
7/10/2017	SATURDAY	DINNER at 8.00 PM to 9:30 PM	CHAPATI(TAWA ROTI) RICE PULAO WITH DRY FRUIT ARHAR DAL KOFI PANEER FOR VEG. / FISH FOR NON VEG. SALAD (MIX) PAPAD AND PICKLE SWEET CURD KHIR PULI
7/10/2017	SATURDAY	MILK/TEA at 09.00 pm to 10.00 pm	MILK WITH FLAVOR AND SUGAR MIN. 200 ML OR MORE TEA

8/10/2017	SUNDAY	BREAKFAST at 7.00 AM TO 8.00 AM	MILK 200ML OR MORE TEA BREAD WITH BUTTER AND JAM (4 SLICE OR MORE) ALOO PARATHA AND CURD 2 BANNANA / 2 EGG BOILED
8/10/2017	SUNDAY	LUNCH at 1.00 pm to 2.30 pm	CHAPATI(TAWA ROTI) RICE PLAIN RAJMA MIX DAL MIXED VEG PANEER FOR VEG. / FISH FOR NON VEG. SALAD (MIX) PAPAD AND PICKLE RAYATA (BUNDI) GULAB JAMUN
8/10/2017	SUNDAY	EVENING SNACKS 4.30 pm to 5.00 pm	FLAVORED COOL . OR TEA FOR ESCORTS SAMOSA 02 PCS.
8/10/2017	SUNDAY	DINNER at 8.00 PM to 9:30 PM	CHAPATI(TANDORI ROTI) RICE PULAO WITH DRY FRUIT CHOLA KOFTA PANEER FOR VEG. / CHICKEN FOR NON VEG. SALAD (MIX) PAPAD AND PICKLE RAYATA (BUNDI) KHEER WITH DRY FRUIT
8/10/2017	SUNDAY	MILK/TEA at 09.00 pm to 10.00 pm	MILK WITH FLAVOR AND SUGAR MIN. 200 ML OR MORE (ILAICHI FLAVOR)
9/10/2017	MONDAY	BREAKFAST at 7.00 AM TO 8.00 AM	MILK 200ML OR MORE OR TEA BREAD WITH BUTTER AND JAM (4 SLICE OR MORE) IDDLI , BADA WITH SAMBHAR AND CHATNI 1 APPLE / 2 EGG BOILED
9/10/2017	MONDAY	LUNCH at 1.00 pm to 2.30 pm	CHAPATI(TAWA ROTI) JEERA RICE DAL CHANNA MIXED VEG PANEER FOR VEG. / CHICKEN FOR NON VEG. SALAD (MIX) PAPAD AND PICKLE RAYATA VEGITABLE FRUITS CUSTARD
9/10/2017	MONDAY	EVENING SNACKS 4.30 pm to 5.00 pm	FRUIT JUICE 100 ML OR TEA FOR ESCORTS SANDWICH 02 PCS OR MORE

9/10/2017	MONDAY	DINNER at 8.00 PM to 9:30 PM	CHAPATI(TAWA ROTI) RICE PULAO WITH DRY FRUIT ARHAR DAL KOFTA PANEER FOR VEG. / FISH FOR NON VEG. SALAD (MIX) PAPAD AND PICKLE RAYATA (BUNDI) ICE CRÈME CUP Rs.20 EACH
9/10/2017	MONDAY	MILK/TEA at 09.00 pm to 10.00 pm	MILK WITH FLAVOR AND SUGAR MIN. 200 ML OR MORE (ALMOND FLAVOR) OR TEA
10/10/2017	TUESDAY	BREAKFAST at 7.00 AM TO 8.00 AM	MILK 200ML OR MORE OR TEA BREAD WITH BUTTER AND JAM (4 SLICE OR MORE) IDDLI , BADA WITH SAMBHAR AND CHATNI 1 APPLE / 2 EGG BOILED
10/10/2017	TUESDAY	LUNCH at 1.00 pm to 2.30 pm	CHAPATI(TAWA ROTI) JEERA RICE DAL CHANNA MIXED VEG PANEER FOR VEG. / CHICKEN FOR NON VEG. SALAD (MIX) PAPAD AND PICKLE RAYATA VEGITABLE FRUITS CUSTARD
10/10/2017	TUESDAY	EVENING SNACKS 4.30 pm to 5.00 pm	FRUIT JUICE 100 ML OR TEA FOR ESCORTS SANDWICH 02 PCS OR MORE
10/10/2017	TUESDAY	DINNER at 8.00 PM to 9:30 PM	CHAPATI(TAWA ROTI) RICE PULAO WITH DRY FRUIT ARHAR DAL KOFTA PANEER FOR VEG. / FISH FOR NON VEG. SALAD (MIX) PAPAD AND PICKLE RAYATA (BUNDI) ICE CRÈME CUP Rs.20 EACH
10/10/2017	TUESDAY	MILK/TEA at 09.00 pm to 10.00 pm	MILK WITH FLAVOR AND SUGAR MIN. 200 ML OR MORE (ALMOND FLAVOR) OR TEA
11/10/2017	WEDNESDAY	BREAKFAST at 7.00 AM TO 8.00 AM	MILK 200ML OR MORE OR TEA BREAD WITH BUTTER AND JAM (4 SLICE OR MORE) IDDLI , BADA WITH SAMBHAR AND CHATNI 1 APPLE / 2 EGG BOILED

11/10/2017	WEDNESDAY	LUNCH at 1.00 pm to 2.30 pm	CHAPATI(TAWA ROTI) JEERA RICE DAL CHANNA MIXED VEG PANEER FOR VEG. / CHICKEN FOR NON VEG. SALAD (MIX) PAPAD AND PICKLE RAYATA VEGITABLE FRUITS CUSTARD
11/10/2017	WEDNESDAY	EVENING SNACKS 4.30 pm to 5.00 pm	FRUIT JUICE 100 ML OR TEA FOR ESCORTS SANDWICH 02 PCS OR MORE
11/10/2017	WEDNESDAY	DINNER at 8.00 PM to 9:30 PM	CHAPATI(TAWA ROTI) RICE PULAO WITH DRY FRUIT ARHAR DAL KOFTA PANEER FOR VEG. / FISH FOR NON VEG. SALAD (MIX) PAPAD AND PICKLE RAYATA (BUNDI) ICE CRÈME CUP Rs.20 EACH
11/10/2017	WEDNESDAY	MILK/TEA at 09.00 pm to 10.00 pm	MILK WITH FLAVOR AND SUGAR MIN. 200 ML OR MORE (ALMOND FLAVOR) OR TEA

### GROUND MAINTENANCE

1. Contractor/ Supplier may visit the site at any time during Working Hours
2. The ground area for which the tender is invited is around 180m x 150m.
3. Wild grass is to be removed from the entire area including grass roots then it has to be leveled, sloped and 3 inch soft soil filling is to be done.
4. The contractor may visit the site at any time during working hours.
5. All the labour, equipments chemicals etc. is to be arranged by the contractor himself.
6. Water Stagnation should not be there in the ground after the completion of work.

### TENT HOUSE

- 1) The ceiling should be decorative
- 2) Bamboo should be covered with decorated cloths.
- 4) Bed sheet should be separate for every bed which is to be replaced daily along with pillow cover with washed once.
- 5) Generator 20 KVA, 30 KVA, 40 KVA rent without diesel.
- 6) The Items which to be mainly provided are mattress, pillow, bed sheet, cots, shamiyana, chairs etc.
- 7) Pure Cotton Bed Sheet and pillow cover are needed.
- 8) Expected Number of Cots is 25. Other items (Bed sheet, Pillow, Mattress) Expected Number are 400



### Rates list for Tent/ Shamiyana

S.NO.	SIZE	WATER PROOF (Rate)	WITHOUT WATERPROOFING (Rate)
1	20 X 20 sqft		
2	20 X 30 sqft		
3	30 X 30 sqft		
4	20 X 40 sqft		

S.NO.	Item	Rate per items
1	Bed sheet (Pure Cotton)	
2	Pillow(With cover)	
3	Cot	
4	Mattress(foam)	
5	Bucket	
6	Mug	

### SPORTS ITEM

- 1) Items will be replaced if it is not according to size and Quality.
- 2) The Item should be delivered before 30<sup>th</sup> September, 2017

1	Cricket.- Bat Kashmir Willow	BDM/BAS/SG/GOOD QUALITY
2	Cricket.- Bat English Willow	BDM/BAS/SG/GOOD QUALITY
3	Cricket-Ball (Leather 4 Pc.)	BDM/BAS/SG/GOOD QUALITY
4	Cricket-Ball (Leather 2 Pc.)	BDM/BAS/SG/GOOD QUALITY
5	Cricket-Batting Legguard	BDM/BAS/SG/GOOD QUALITY
6	Cricket-Wicket Keeping Legguard	BDM/BAS/SG/GOOD QUALITY
7	Cricket-Batting Gloves	BDM/BAS/SG/GOOD QUALITY
8	Cricket-Wicket Keeping Gloves	BDM/BAS/SG/GOOD QUALITY
9	Cricket-Thigh Guard	BDM/BAS/SG/GOOD QUALITY
10	Cricket-Elbow Guard	BDM/BAS/SG/GOOD QUALITY
11	Cricket-Chest Guard	BDM/BAS/SG/GOOD QUALITY
12	Cricket-Helmet	BDM/BAS/SG/GOOD QUALITY
13	Cricket-Abdominal Guard	BDM/BAS/SG/GOOD QUALITY
14	Cricket-Supporters	BDM/BAS/SG/GOOD QUALITY
15	Cricket- Cap	BDM/BAS/SG/GOOD QUALITY
16	Cricket-Shirts & Pants	BDM/BAS/SG/GOOD QUALITY
17	Cricket- BATTING Shoes	BDM/BAS/SG/GOOD QUALITY
18	Cricket-Multi Purpose - Shoes	BDM/BAS/SG/GOOD QUALITY
19	Cricket-Cotton Socks	GOOD QUALITY
20	Cricket-Kit Bag Plain Big Size	BDM/ /SG/ GOOD QUALITY
21	Cricket-Kit Bag Wheel Big Size	BDM/BAS/SG/ GOOD QUALITY
22	Cricket-Net - Nylon (100" x 10")	Good Qlty
23	Cricket-Score Book	BDM/SG/ GOOD QUALITY
24	Cricket pullover	BDM/SG/GOOD QUALITY
25	Cricket official t-shirts	SG/PG/BAS/ GOOD QUALITY
26	Sports Cup (a) 4"	Good Qlty
27	(b) 5"	Good Qlty
28	(c) 6"	Good Qlty
29	Momento Small	Good Qlty
30	Medium	Good Qlty
31	Big	Good Qlty
32	Sports Trophy Small	Good Qlty
33	Medium	Good Qlty
34	Big	Good Qlty

**AMBULANCE**

- 1) Only one vehicle is needed which will be present 24 hours for 07 days in the vidyalaya Campus.
- 2) Only the ambulance and essential staff is to be quoted in the bid. The petrol will be provided by the vidyalaya.
- 3) Drivers and helpers should not be under the influence of alcohol while on duty.
- 4) Document of Vehicle should be valid and up to date.

**VIDEOGRAPHY / PHOTOGRAPHY**

- 1) One video Camera from 6th – 9th Oct (Whole Day) with Operator.
- 2) DVD/CD of Videography & Photography is needed (Only Soft Copy)
- 3) The Rates of Photo Prints of regular size are to be quoted.

**FLEX AND BANNER**

- 1) Multicolor flex banner are needed.
- 2) The rates, Quality and Specifications of Material to be mentioned clearly in the Quotations, all the available qualities are to be mentioned.
- 4) The quality of printing should be of high resolution and high definition.

SL.NO	SIZE	MEDIA	Rate in Rs (Best quality)
1	5 x 8 sqft		
2	8 x 12 sqft		
3	10 x 16 sqft		
4	15 x 20 sqft		
5	20 x 25 sqft		

**Tender form to be submitted by the Tenderer**

1. Name of the Tenderer \_\_\_\_\_

2. Address \_\_\_\_\_

3. Registration/License No. \_\_\_\_\_

(Attested Photostat copy of license issued by the local authority should be attached or copy of the letter pad or bill book may be attached)

4. Sales Tax No.(Attested Photocopy of Sales Tax Certificate should be attached)/PAN/VAT/GST(WHICH EVER IS APPLICABLE)

5. Year of Establishment \_\_\_\_\_

6. Contracts executed till date

(Nature thereof): Govt. Semi Govt./Private

Please give details of contracts executed in a separate sheet, along with documentary proof if any thereof.

i)

ii)

iii)

iv)

7. Present assignment in hand: Govt./Semi./Private

i)

ii)

iii)

iv)

8. All the items and conditions, as mentioned in the Tender Form are acceptable to me /us.

Date: \_\_\_\_\_

Signature of the Tendered With stamp