



SWAMI VIVEKANAND NATIONAL INSTITUTE OF REHABILITATION TRAINING AND RESEARCH

(Ministry of Social Justice & Empowerment,
Department of Empowerment of Persons with Disabilities, Govt. of India)
OLATPUR, P.O: BAIROI, DIST: CUTTACK (ODISHA) Pin: 754010.
Website: www.svnirtar.nic.in, E-mail: nirtar@nic.in & svnirtar@gmail.com

Tender No- DKS24

Date: 27.06.2024

NOTICE INVITING TENDER

For arrangement of food for the “Divya Kala Shakti” & “Divya Kala Mela” programme at Bhubaneswar.

Name of work	Last Date and time of submission of Tender	Date and time of opening of Technical Bid
Arrangement (cooking, packaging & serving) of food for participants, escorts, guests, media and officials etc. during the period from 01.07.2024 to 11.07.2024 for the “Divya Kala Shakti” & “Divya Kala Mela” programme at Bhubaneswar	30.06.2024 10:00 hrs	30.06.2024 10:30 hrs

Quotations are invited from Catering service providers possessing valid GST registration & FSSAI certification, who have executed similar works for other Government departments/ Public sectors/ reputed Organizations, for execution of the above work.

The tender papers are available on the website i.e. www.svnirtar.nic.in which can be downloaded, filled-up, signed and submitted along with required documents. Interested parties may send their Tender Papers super-scribing as “Tender for arrangement of food for the “Divya Kala Shakti” & “Divya Kala Mela” programme at Bhubaneswar” addressed to The Director, SVNIRTAR and sent through Speed Post/ Registered Post/ Courier to the address mentioned below or to drop inside the Tender box available at the address mentioned below so as to reach on or before the last date and time for submission of tender.

The Director,
Swami Vivekanand National Institute of Rehabilitation Training & Research
Olatpur, PO: Bairoi, Dist: Cuttack 754010

Bidder may also send the signed and scanned bid through email to svnirtar.ind@gmail.com.

The undersigned reserves the right to reject any or all the tender without assigning any reason thereof.

Director
SVNIRTAR



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GENERAL INSTRUCTIONS AND TERMS AND CONDITIONS

1. Price to be filled up in the prescribed format at **Schedule-A** clearly both in figures as well as in words (wherever asked so). Any ambiguity in quoting the rates shall disqualify the bidder.
2. Bidders are requested to visit the sites, check the present conditions, and understand the requirements properly before quoting the rates.
3. The rates are to be quoted in Indian currency only. The rates and taxes etc. will remain unchanged throughout the contract period.
4. Quotation must accompany the following documents:
 - a) Copy of GSTIN
 - b) Copy of FSSAI certificate
 - c) Proof of experience in catering service done for other Government departments/ Public sectors/ reputed Organizations
5. All the items mentioned in the BOQ are to be arranged by the selected Catering service provider, during the period mentioned before.
6. SVNIRTAR would award the contract either for all the items or some of the items mentioned in the BOQ. The requirements/ quantities may be altered by SVNIRTAR, as and when required depending upon the situation.
7. No residential accommodation can be provided to the Catering service provider or his team of workers during execution of work.
8. The standards, specifications and safety norms are to be maintained by the Catering service provider, as per respective Government rules/ notifications.
9. The Catering service provider shall use own materials, cooking/ catering tools & equipments etc. as required for the execution of work.
10. The Catering service provider is responsible for due compliance of laws/ norms relating to safety during execution of work. The entire risk and responsibility pertaining to this contract regarding the safety & security of men, materials & machine shall rest on the Catering service provider.
11. The contract shall be covered by Contract Labour (Regulation and abolition) Act 1970 and Contract Labour (Regulation and abolition) Central Rule 1971 with all amendments.
12. In case of breach of any laws, acts, rules mentioned above or any terms of contract mentioned herein, the contract shall be cancelled automatically.
13. The Catering service provider must have sufficient & competent work force to execute the work promptly.
14. The Catering service provider shall execute the contract through own work force. Sub-contracting will not be allowed.
15. All works shall be executed in consultation with and as per instructions of Officers-in-charge. All equipments/ materials/ menu/ quality etc. shall be got approved by Officers-in-charge before using them during the event.
16. Officer-in-charge shall have the right to stop the execution of work at any stage or time, if the quality of work/ service is found inferior, if the progress of work slower or if the work is not executed as per specifications / instructions of Officer-in-charge.
17. The Catering service provider shall not cause any damage to the work, nor shall hinder other Catering service providers' works. The cost of any damage done by the Catering service provider

to the existing infrastructure of the venue shall be borne by the defaulter with additional penalty as decided by the Director, SVNIRTAR.

18. The Catering service provider shall prepare food using quality materials, approved by the Officer-in-charge.
19. The Catering service provider shall make all arrangements for the cooking, packaging using hygienic packaging methods approved by the Officer-in-charge, serving of food and cleaning of waste food & disposed plates etc. Food shall be prepared and served fresh and hot.
20. The Catering service provider shall also arrange for drinking water, as approved by the Officer-in-charge, during all servings.
21. In case the date of event is modified, the same shall be intimated well in advance and accordingly the date of rehearsal shall be on the two previous days.
22. Execution of contract (as per terms of contract) is the entire responsibility of the Catering service provider.
23. Payment shall be released approximately within 15 days after satisfactory execution of work, as per terms of contract and submission of bill. Taxes/ duties, as applicable, shall be deducted at source.
24. The quantities of items mentioned in BOQ are approximate quantities. The quantities actually required at site may vary. Actual quantities of all the items for each day shall be confirmed on the previous day. Payment shall be made for actual quantities of items executed at site.
25. In case the Catering service provider commits any breach of contract, the Institute may at any time by Notice in writing summarily terminate the contract without compensation to the Catering service provider for any reason.
23. DISPUTES & ARBITRATION:
 - a) All the disputes relating to the meaning and instructions under this contract hereinbefore mentioned shall be referred to the High Court of Odisha, Cuttack and any decision in this regard would be final for both the parties.
 - b) Director of Swami Vivekanand National Institute of Rehabilitation Training & Research (SVNIRTAR), Olatpur reserves the right to cancel or reject any one or all the offers without assigning any reason thereof.

Director

The bidder has to sign below as a token of acceptance of the above terms and conditions.

Authorized signatory with seal and date :

Name of bidder/ firm with complete postal address :

SCHEDULE – A : BOQ (To be filled up by the bidder)

Name of work : Arrangement (cooking, packaging & serving) of food for participants, escorts, guests, media and officials etc. during the period from 01.07.2024 to 11.07.2024 for the “Divya Kala Shakti” programme at Bhubaneswar

Menu for food :

Breakfast:

1. Vegetable Upma & Ghuguni/ Puri-sabji / Idli, Sambar & Chatni/ Chole bathure
2. Banana
3. Tea

Lunch:

1. Steamed Rice
2. Chapati
3. Dal Butter Fry
4. Mix. Vegetable with paneer/ seasonal veg / Malai kofta
5. Murg Lazeez
6. Green salad
7. Papad
8. Pickle
9. Chhena jhili/ Gulab jamun

Dinner :

1. Steamed rice
2. Chapati
3. Yellow dal
4. Chhole paneer masala/ Mix. vegetable/ seasonal veg
5. Egg curry
6. Green salad
7. Papad
8. Pickle
9. Mihi dana

Tea-Biscuits:

1. Biscuit / Cookies
2. Tea/ Coffee

Snacks :

1. Veg. sandwich
2. Paneer puff/ Veg. cutlet
3. Samosa
4. Muffins
5. Juice (tetra pack)
6. Water bottle

VIP snacks:

1. Tomato cheese grilled sandwich
2. Olive jalapeno mozerella nuggets
3. Vegetable springroll
4. Texas corn fried chicken
5. Assorted mini pastry
6. Tea & Coffee
7. Water bottle

Special dinner :

1. Steamed rice
2. Chapati
3. Yellow dal fry
4. Chilli paneer
5. Mix. Vegetable
6. Murg badami
7. Green salad
8. Papad
9. Pickle
10. Gulab jamun
11. Ice cream (Butter scotch – Amul or equivalent)

Special VIP dinner :

1. Khuska Pulao
2. Baby Naan
3. Tawa chapatti
4. Yellow dal fry
5. Veg burnt garlic soup
6. American corn salt & pepper
7. Murg assorted kebab
8. Subz Miloni (Special mix. Vegetable)
9. Paneer tikka lababdar
10. Corn Florentine
11. Mughlai chicken
12. Green salad
13. Mexican salad
14. Papad
15. Pickle
16. Ice cream (Vanilla & Butter scotch – Amul or equivalent)
17. Baked mihidana
18. Fruit custard
19. Packaged drinking water

(Note: Drinking water shall be provided during all the above.)

Bidder to fill-up the following table based upon the requirements specified above.

S.N.	Preparing & serving the following food items	Qty.	Rate (₹)	Amount (₹)
1	Break fast	2000		
2	Lunch	2000		
3	Dinner	2000		
4	Tea-Biscuits	2000		
5	Snacks	500		
6	VIP snacks	100		
7	Special Dinner	1200		
8	Special VIP Dinner	100		
Total :				
GST :				
TOTAL : (Rupees				

Date :

Authorized signatory :