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Dolabari
P.O. Kaliabhomora
Tezpur - 784 027,
Assam (India)



NORTH EASTERN REGIONAL INSTITUTE OF WATER AND LAND MANAGEMENT (NERIWALM)

An Institute under the Ministry of Jal Shakti, Govt. of India
(Registered under the Societies Registration Act, 1860)

NO:NRWM/CANTEEN/01/2019-20/

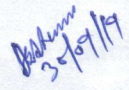
Dated 30.09.2019

NOTICE INVITING TENDER

Sealed tenders are invited by the Director, NERIWALM, Tezpur from appropriate registered contractors / firms for the works as given below. The last date for submission of filled in tender by "REGISTERED POST" or by dropping in the **TENDER BOX** kept in the lounge of Administrative Building (superscribing the name of the work on the top of the envelope) is **21.10.2019 upto 5.00 PM** and will be opened at **1100 hrs of 22.10.2019** in the conference room of the institute in presence of the tenderer or their authorized representatives, if any. In the event of **22.10.2019** being declared a holiday, the tender will be opened on the next working day at the same time and place.

Interested bidders may visit the institute's website www.neriwalm.gov.in and download the Tender Documents alongwith terms and conditions for taking part in the tender process.

Sl. No.	Particulars of work	Estimated amount (₹)	Completion time	Earnest Money
1.	Annual Service for Housekeeping and Maintenance of Trainees Hostel & Guest House of NERIWALM	₹ 9,70,500.00	AMC period of 01(one) year	2% of the quoted amount
2.	Running of wet canteen services at NERIWALM.	₹ 9,00,000.00	AMC period of 01(one) year	2% of the quoted amount


Deputy Director (Admin)



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NO:NRWM/CANTEEN/01/2019-20/ 2374 - 2382 Dated 30.09.2019

NOTICE INVITING TENDER

1. Sealed tenders are invited by the Director, NERIWALM, Tezpur from appropriate registered contractor/firms of repute for works as mentioned below at NERIWALM, Dolabari, Tezpur.
2. The last date for submission of filled in tender by **"REGISTERED POST"** or by dropping in the **TENDER BOX** kept in the lounge of Administrative Building (superscribing the name of the work on the top of the envelope) is **21.10.2019 upto 5.00 PM** and will be opened at **1100 hrs of 22.10.2019** in the Conference Room of the institute in presence of the tenderer or their authorized representatives, if any.
3. In the event of **22.10.2019** being declared a holiday, the tender will be opened on the next working day at the same time and place.
4. Interested bidders may view and download detailed tender documents along with terms and conditions from the website of NERIWALM www.neriwalm.gov.in. The tender can also be viewed in **CPP Portal**.

Sl. No.	Particulars of work	Estimated amount (₹)	Completion time	Earnest Money
1.	Running of wet canteen services at NERIWALM.	₹ 9,00,000.00	AMC period of 01(one) year	2% of the quoted amount

Handwritten signature
Deputy Director (Admin)

Copy to:

1. The PA attached in the Director's Office for kind information of Director.
2. The Professor (WRE) & CVO, NERIWALM for kind information.
3. The Assistant Director(Civil), NERIWALM, Tezpur for information and necessary action.
4. The Accounts Officer, NERIWALM, for information & necessary action.
5. The Assistant Engineer (C), NERIWALM, for information and necessary action.
6. The O.C., Library, NERIWALM for information and requested to make available the copy of the advertisement published in the Newspaper for record of the Maintenance Section.
7. The Notice Board, NERIWALM, Tezpur for wide circulation.
8. NERIWALM website : www.neriwalm.gov.in & CPPP Portal for publishing.
9. File No NRWM/THGH/16/2019-20 for record.

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**NORTH EASTERN REGIONAL INSTITUTE OF WATER AND LAND
MANAGEMENT**

(An institute under the Ministry of Jal Shakti, Govt. of India)
Dolabari, Kaliabhomora, Tezpur-784027, Assam

NO:NRWM/CANTEEN/01/2019-20/

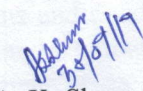
Dated 30.09.2019

Notice Inviting Tender

Sealed quotations are invited from interested firm for running a wet canteen at NERIWALM Trainees' Hostel premises, as per the terms and condition detailed below. About 3000-3500 participants, officials, visitors and guests per year coming to NERIWALM for different programmes, are likely to get catering services at the Canteen of NERIWALM with an annual business of Rs. 11 lakh to Rs. 12 lakh.

Terms and conditions:

1. Space at NERIWALM Trainees' Hostel premises (Kitchen and dining hall block) may be allotted to carry out canteen services. Total area of the Canteen complex is 174 sq. Meter.
2. **Rent for the spaces are to be quoted by the bidders.** Power and water supply will be provided by the Institute. For electricity (power) charges has to be paid by the party. The bill will be raised by the Institute which has to be paid within 7 (seven) days from the date of receipt the bill.
3. Working time will be from 0600 hrs. to 2200 hrs. Rates of items should be reasonable and similar to market rate.
4. The canteen has to cater the guest and boarders of Trainees' hostel, Student Hostel, Guest House, employees of NERIWALM and all events at NERIWALM or elsewhere.
5. Eco friendly and biodegradable disposables are only allowed to be used in the canteen in case of disposable serving material used. Govt. of India's guide lines for Swachh Bharat Abhiyan, use of plastic and food material etc. has to be maintained.
6. Bidder has to take the responsibility of maintaining cleanliness and hygiene in the canteen in all respect. Disposal of waste material will be the responsibility of the bidder.
7. All mandatory certificates like FSSAI licence, health/trade licence, labour certificate etc. will be responsibility of the bidder.
8. Rates of food items as per recommendation of the canteen committee notified by the NERIWALM authority.
9. Monthly rent and other dues, if any, have to be paid within 7 days of the completion of the month.
10. Security Deposit amounting to Rs. 20,000.00 (Rupees twenty thousand) only in the form of call deposit FRD/NSC/ Pledges in favour of Director, NERIWALM is to be deposit by the bidders at the time of allotment.
11. The successful bidders shall have to sign the deed of documents as per prescribed format.
12. The Director, NERIWALM reserves the right to accept or reject any or all tender(s) without assigning any reasons whatsoever.
13. All legal matters will be within the Tezpur jurisdiction.
14. Last date of submission of quotation on or before 5 PM of 16th Oct. 2019. Tender document may be downloaded from NERIWALM website www.neriwalm.gov.in.
15. For details visit website www.neriwalm.gov.in


(A. K. Sharma)
Deputy Director(Admin)

Copy to:

1. PA to the Director for kind information of Director, NERIWALM
2. Professor (WRE) and CVO, NERIWALM for information
3. Assistant Director (Civil) for necessary action
4. Officer in-charge, Trainees' Hostel & Guest House of NERIWALM
5. Accounts Officer, NERIWALM
6. Copy to Notice Board.
7. NERIWALM website. www.neriwalm.gov.in & CPP Portal for publishing.

NORTH EASTERN REGIONAL INSTITUTE OF WATER AND LAND MANAGEMENT
(An institute under the Ministry of Jal Shakti, Govt. of India)
Dolabari, Kaliabhomora, Tezpur-784027, Assam

Notice inviting Tender for running wet-canteen services at NERIWALM premises.

General terms and condition:

1. Tenders in sealed envelope are invited by the Director, NERIWALM, Dolabari, Tezpur for "running wet-canteen services at NERIWALM premises" for rent of the space demarcated as NERIWALM Canteen.
2. The Kitchen and Dining hall of the NERIWALM Trainees' Hostel will be the NERIWALM Canteen Premises. The areas of the canteen are (i) dinning Hall 7.5 X 7.5 Sq. Meter, (ii) Pantry 5.0 X 2.75 Sq Meter, (iii) Wash Room 2.5 X 2.7 and (iv) Kitchen complex including Dish wash place, stores etc. 8.5 X 10.5 Sq Meter with a total area of 174.25 Sq. Meter.
3. The tender should be submitted address to the Director, NERIWALM, P.O. Kaliabhomora, PIN: 784027, Sonitpur, Assam.
4. Each page of the quotation documents, terms and conditions etc. should be signed with seal by the tenderer.
5. Demand draft or banker's cheque of the value of 2% of quote amount only drawn in favour of the Director, NERIWALM, Tezpur of any nationalized bank towards earnest money to be submitted along with the tender paper.
6. Tenders not accompanied by the aforesaid earnest money shall be summarily rejected.
7. Photostat copy of the following testimonials/ documents to be attached along with quotation:-
 - (i) Registration certificate of the firm/agency.
 - (ii) Trade Licence/ Certificate
 - (iii) PAN card.
 - (iv) GST Registration number.
 - (v) Experience certificate in similar nature of work from Govt./ autonomous/ undertaking/ reputed private organization.
 - (vi) PF and ESIC registration.
 - (vii) Labour License, FSSAI licence
8. Tender May be sent by registered post or put by hand in the tender box placed at NERIWALM front office.
9. Taxes if any should be clearly mentioned (in percentage) in the quotation.
10. The successful bidder will have to deposit performance security amounting **Rs. 20,000.00** (Rupees twenty thousand) only in the forms of Demand Draft or Bankers Cheque drawn on any nationalized bank in favour of the Director NERIWALM., Tezpur within 14 days of the receipt of the letter awarding the contract. The security deposited will be forfeited in the event of non-execution of the contract.
11. The contractor has to execute an agreement based on the terms and condition described within 7 days of the receipt of the letter of award of contract and Commencement of the contract will be within 7 days of the signing of the agreement or as decided by the Institute.
12. Director, NERIWALM reserves the right to accept or reject any or all tender(s) without assigning any reasons whatsoever.
13. For any arbitration or legal matter, the jurisdiction shall be Tezpur only.

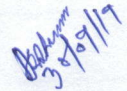
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30/07/17

Special Terms and Conditions:

1. Contractor shall be responsible to providing food item during the contract period from 0600 hrs. to 2200 hrs. to the institute guest and other programme organised by the institute.
2. The agency shall cater the officials of NERIWALM, other guest, programme organized by other organization at NERIWALM at its premises or elsewhere.
3. The catering service of the canteen should be available for all 7 days of the week.
4. The service of the food is normally done in the respective dining halls of the canteen.
5. Service of the meals, breakfast, tea etc., to VIP's/ senior officers/ invited guests/ sick persons, etc., should be done in their designated rooms if necessary.
6. Forenoon and afternoon tea/coffee/milk are to be served in the tea lounge of the Institute Building, in the Director's chambers, Chambers of the Controlling Officers in the Institute whenever training, meeting or any other programmes are organized.
7. Service of special lunch/dinner, high tea, tea or coffee with snacks etc., is to be organized in the lawns or any other place specified in the campus or as directed from time to time.
8. The contractor will be responsible for general cleanliness of crockery, cooking utensils, furniture and fitting etc. in the kitchen as well as canteen hall. NERIWALM will not provide any cleaning material, duster etc. for the same.
9. Very high standards of hygiene and cleanliness shall be observed in the running of the kitchen, canteen and concerned services by the contractor and workers engaged by the contractor. Necessary certificate on safety of food must be obtained from the competent authority.
10. The contractor can not take any article out of the NERIWALM premises without Gate-Pass.
11. The contractor has to employ adequate number of staff in order to maintain efficiency and standard desired by the NERIWALM. All persons engaged by the contractor shall be the contractor's own employee and they will not claim no privileges from NERIWALM. The contractor will be directly responsible for the administration of his employees in regard to general discipline, conduct and courteous behaviour towards the customer in general. The list of such employees/ any changes in employees has to be submitted with the Deputy Director of the Institute.
12. The contractor will get all his employees medically examined from approved Registered Medical Practitioner recognised by Indian Medical Council to be free from communicable diseases in addition to general fitness.
13. All the waiter on duty are properly dressed in uniform wearing nameplates. The contractor will also ensure that neat and clean uniform is provided to his staff.
14. That the Contractor will have to provide necessary insurance cover, EPF etc. in respect of the workers provided by him and such insurance shall comply with the statutory provisions of Contract Labour (Regulation & Abolition) Act. 1970; Employees State Insurance Act; Workman's Compensation Act, 1923; Payment of Wages Act, 1936; The Employees Provident Fund (and Miscellaneous Provisions) Act 1952; The Payment of Bonus Act, 1965; The Minimum Wages Act. 1948; Employer's Liability Act.1938; Employment of Children Act. 1938 and/or any other rules/regulations and/or statutes that may be applicable to them and shall further keep the NERIWALM, Tezpur indemnified from all acts of omission, fault, breaches and/or any claim, demand; loss; injury and expenses arising out from the noncompliance of the aforesaid statutory provision. Contractor's failure to fulfil any of the obligations hereunder and/or under the said Acts, rules/regulations and/or any bye-laws or rules framed under or any of these, the NERIWALM, Tezpur shall be entitled to recover any of the such losses or expenses which it may have to suffer or incur on account of such claims, demands, loss or injury from the Contractor's security Deposit.
15. A Canteen Management Committee will be nominated by the NERIWALM to inspect and oversee functioning with the view to ensure cost of items, hygienic and efficient service in the canteen. If there are repeated failures or lacuna noticed on the part of contractor, the committee can imposed penalty as per terms and condition of the contract agreement/document.
16. The contractor will ensure that Canteen premises remains tobacco and alcohol free.

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17. The contractor will ensure that hazardous, inflammable or any other intoxicating and objectionable material is not stored in the canteen premises.
18. The contractor shall not use the canteen premises for residential purpose, nor sublet or assign the license or use the space for running the canteen for the other purpose like birthday party, private dinner/ lunch party etc. without approval of the Director. The contractor shall not make any structural addition and alternation to the building.
19. Accommodation for the canteen Staff/worker will not be provided from NERIWALM.
20. NERIWALM will not be in any way responsible for any loss or damage accrued to any goods, stores or articles that may be kept in the contractor in the canteen premises including kitchen and other room.
21. The contractor will be responsible for proper upkeep of the periphery drains of the canteen and its roof slab. These place should be well maintained and presentable at all time.
22. No request for withdrawal before the end of Contract period (one year) will be permitted. The Institute reserves the right to terminate the contract period with one month notice, if the performance is found to be unsatisfactory during the validity of the contract period.
23. The contractor shall keep in a conspicuous place in the canteen, the rate list of the items and a complain book to record complaints, if any, and the book shall be open for inspection by person duly authorised by NERIWALM. The contractor shall inform NERIWALM administration of the action taken by him in respect of complaints recorded in the book and shall carry out such directions as may be given to him by the NERIWALM authority.
24. In any dispute pertaining to running of the canteen, the matter shall be referred to the Director, NERIWALM, and his decision will be final and binding on the contractor.
25. Crockery/ utensils for the purpose of preparing and serving food items including gas burner / refrigerator etc. will be provided by NERIWALM which are available in stock. Other materials like coffee machine, microwave oven, hot air oven etc. need to be arranged by the party on his own cost. Dining hall furniture will be provided by NERIWALM.
26. Electricity and water supply will be provided by NERIWALM. The electricity will be charged and charges as per actual in addition to monthly rent have to be paid within 7 days of the completion of the month by DBT and submit the DBT record to the Director, NERIWALM.
27. No plastic and plastic coted items are permitted to be used in the canteen for serving food items. Only food packing material can be used for packing food item, packet lunch/dinner. Govt. of India's guide line for Swachh Bharat Abhiyan, use of plastic and food material etc. has to be maintained.
28. The contract will be valid for one year from the date of taking over the work and extendable for further period of one year or more on mutual understanding of both the parties provided the authority is satisfied by the work performance.


(A K Sharma)
Deputy Director(Admin)

FORMAT FOR QUOTING OF RATES

Sl. No.	Category	Rate per month (both in figure & in words)	Amount per month (both in figure & in words)
1.	Comprehensive rate quoted per month.		
2.	GST as applicable.		
3.	GRAND TOTAL (per month)		

Name, Signature and seal of the bidder : _____

Address for communication : _____

Contact No : _____