



| Basic Details                     |   |                                   |               |
|-----------------------------------|---|-----------------------------------|---------------|
| Organisation Chain                | Department of Pharmaceuticals  National Institute of Pharmaceutical Education and Research (NIPER) Guwahati |                                   |               |
| Tender Reference Number           | NIPER/G/Admin/2022/Cafeteria/54   |                                   |               |
| Tender ID                         | 2025_MCF_799507_1   |                                   |               |
| Tender Type                       | Open Tender   | Form of contract                  | Rate Contract |
| Tender Category                   | Services  | No. of Covers                     | 2             |
| Payment Mode                      | Offline   | Is Multi Currency Allowed For BOQ | No            |
| Is Multi Currency Allowed For Fee | No  |                                   |               |

| Payment Instruments |      |                        | Cover Details, No. Of Covers - 2 |                       |               |               |
|---------------------|------|------------------------|----------------------------------|-----------------------|---------------|---------------|
| Offline             | S.No | Instrument Type        | Cover No                         | Cover                 | Document Type | Description   |
|                     | 1    | Bank Guarantee         | 1                                | Fee/PreQual/Technical | .pdf          | Technical Bid |
|                     | 2    | Demand Draft           | 2                                | Finance               | .xls          | Financial Bid |
|                     | 3    | As Per Tender Document |                                  |                       |               |               |

| Tender Fee Details, [Total Fee in ₹ * - 0.00] |      |                |    | EMD Fee Details |                          |                       |           |
|---|------|----------------|----|-----------------|--------------------------|-----------------------|-----------|
| Tender Fee in ₹                               | 0.00 |                |    | EMD Amount in ₹ | 75,000                   | EMD Exemption Allowed | Yes       |
| Fee Payable To                                | NA   | Fee Payable At | NA | EMD Fee Type    | fixed                    | EMD Percentage        | NA        |
| Tender Fee Exemption Allowed                  | NA   |                |    | EMD Payable To  | Director, NIPER-Guwahati | EMD Payable At        | Changsari |

| Work /Item(s)             |   |                      |                        |                       |   |
|---------------------------|---|----------------------|------------------------|-----------------------|---|
| Title                     | Tender Enquiry for Engagement of Service Provider for Staff Canteen at NIPER-Guwahati |                      |                        |                       |   |
| Work Description          | Tender Enquiry for Engagement of Service Provider for Staff Canteen at NIPER-Guwahati |                      |                        |                       |   |
| Pre Qualification Details | Please refer Tender documents.  |                      |                        |                       |   |
| Tender Value in ₹         | 1   | Product Category     | Miscellaneous Services | Sub category          | Engagement of Service Provider at Staff Canteen |
| Contract Type             | Tender  | Bid Validity(Days)   | 90                     | Period Of Work(Days)  | 30  |
| Location                  | NIPER-Guwahati, Changsari   | Pincode              | 781101                 | Pre Bid Meeting Place | NIPER-Guwahati                                  |
| Pre Bid Meeting Address   | NIPER-Guwahati, Sila Katamur, Halugurisuk, Changsari, Kamrup, Assam-781101.           | Pre Bid Meeting Date | 30-May-2025 11:00 AM   | Bid Opening Place     | NIPER-Guwahati, Changsari                       |

| Critical Dates                      |                      |                                   |                      |
|-------------------------------------|----------------------|-----------------------------------|----------------------|
| Publish Date                        | 26-May-2025 04:20 PM | Bid Opening Date                  | 16-Jun-2025 03:30 PM |
| Document Download / Sale Start Date | 26-May-2025 04:20 PM | Document Download / Sale End Date | 16-Jun-2025 02:00 PM |
| Clarification Start Date            | 26-May-2025 04:20 PM | Clarification End Date            | 29-May-2025 05:00 PM |
| Bid Submission Start Date           | 04-Jun-2025 09:00 AM | Bid Submission End Date           | 16-Jun-2025 02:00 PM |

| Tender Documents    |      |                    |   |                       |
|---------------------|------|--------------------|---|-----------------------|
| NIT Document        | S.No | Document Name      | Description   | Document Size (in KB) |
|                     | 1    | Tendernotice_1.pdf | Tender Enquiry for Engagement of Service Provider for Staff Canteen at NIPER-Guwahati | 10261.59              |
| Work Item Documents | S.No | Document Type      | Document Name   | Description           |
|                     |      |                    |   | Document Size (in KB) |

|   |                  |                      |   |          |
|---|------------------|----------------------|---|----------|
| 1 | Tender Documents | Tender Cafeteria.pdf | Tender Enquiry for Engagement of Service Provider for Staff Canteen at NIPER-Guwahati | 10261.59 |
|---|------------------|----------------------|---|----------|

**Tender Inviting Authority**

|                |   |
|----------------|---|
| <b>Name</b>    | Director, NIPER-Guwahati  |
| <b>Address</b> | NIPER-Guwahati, Sila Katamur, Halugurisuk, Changsari, Kamrup, Assam-781101. |

**Tender Creator Details**

|                     |                      |
|---------------------|----------------------|
| <b>Created By</b>   | Gitartha Goswami     |
| <b>Designation</b>  | Assistant Registrar  |
| <b>Created Date</b> | 26-May-2025 04:10 PM |



**TENDER ENQUIRY THROUGH CPPP (e-publishing)**  
for  
**ENGAGEMENT OF SERVICE PROVIDER FOR STAFF CANTEEN**  
**AT**  
**NIPER GUWAHATI, ASSAM**

No. NIPERG/Admin/2022/Cafeteria/179/.....<sup>54</sup>  
Date: 26/05/2025

***NATIONAL INSTITUTE OF PHARMACEUTICAL EDUCATION AND  
RESEARCH GUWAHATI***  
*Department of Pharmaceuticals, Ministry of Chemicals and Fertilizers, Government of India  
SilaKatamur, Halugurisuk, Changsari, Kamrup, Assam-781101, India*

Ph: 7099007822  
Email: [purchase@niperguwahati.ac.in](mailto:purchase@niperguwahati.ac.in)

NATIONAL INSTITUTE OF PHARMACEUTICAL EDUCATION AND RESEARCH (NIPER)  
GUWAHATI  
SILA VILLAGE, CHANGSARI, KAMRUP, ASSAM 781101

Tender Notice No. NIPERG/Admin/2022/Cafeteria/179/.....<sup>54</sup> Date: 26/05/2025

CRITICAL DATES

- A. The date and time of pre-bid meeting: 30th May 2025 at 11:00am.
- B. Receipt of queries: 29th May 2025 up to 5:00pm.
- C. Incorporation of agreed changes/amendments, if any, in CPPP and institute website: 3rd June 2025 up to 5:00pm.
- D. Last date for receiving bids: 16th June 2025 up to 2:00 pm.
- E. Opening of bids (technical only): 16th June 2025 at 3:30pm.

On behalf of the Director, NIPER Guwahati, Assam offers are invited from interested parties to run STAFF CANTEEN inside the premises of NIPER Guwahati, Assam.

4

The duration of the contract will be for **one year** extendable to three years, the first three months being on probation period and on satisfactory completion of the probation period the contract will automatically be extended for one year. On satisfactory performance extension will be made year by year for a maximum of 3 years. However, in case of any defaults or negligence under such contract NIPER Guwahati authority to impose fine or penalty against the contractor or termination of the contract finally.

Persons/parties having adequate experience in running Canteen/Cafeteria/ Restaurant /Catering Services in/for Government department, public undertakings and reputed educational institutions in Assam may apply along with sufficient proof of their credential/experience and ability of running such kind of services.

**DATE AND TIME FOR SUBMISSION OF QUOTATION:** Interested persons or parties shall submit their quotations for different items to be served in the Canteen and submit their quotation in a big sealed cover containing both the technical and financial bid (**technical and financial in separate sealed envelopes**), super scribed with Quotation for “Engagement of Service Provider for Staff Canteen at NIPER-Guwahati” against tender enquiry NIPERG/Admin/2022/Cafeteria/179/..... dated 26/05/2025 and CPPP ID \_\_\_\_\_” and addressed to the Director, National Institute of Pharmaceutical Education and Research (NIPER)-Guwahati, Sila Katamur, Halugurisuk, Changsari, Kamrup, Assam-781101, INDIA so as to reach this institute on or before **16<sup>th</sup>**

**June 2025 (Monday) up to 2:00pm** and shall be opened on the **same day at 3:30pm** in Stores and Purchase Department, NIPER Guwahati. NIPER Guwahati reserves the right to reject any or all the bids and cancel the tender at any time without assigning any reason thereof.

Bank Guarantee/Demand draft for **Rs.75,000/- (Rupees Seventy Five thousand only)** drawn in favor of "**Director, NIPER Guwahati**" towards EMD (Earnest Money Deposit) should accompany the application form for providing Canteen Service. Earnest Money Deposit of unsuccessful tenders will be refunded. Applications without EMD will not be considered. Exemption for submission of EMD as per Govt. rule shall be applicable.



*Stores & Purchase Officer*  
**NIPER Guwahati**

**TENDER FOR ENGAGEMENT OF SERVICE PROVIDER FOR STAFF CANTEEN AT NIPER  
GUWAHATI, ASSAM**

The contract is for running the Staff Canteen at NIPER Guwahati. The duration of the contract will be **1 year** and extendable for **3 years**, the first three months being on probation period and on satisfactory completion of the probation period the contract will automatically be extended for one year, which will be further extendable for a period of 3 years based on satisfactory performance. Director, NIPER Guwahati reserves the right to go for fresh tenders or extend the terms as the case may be. However, in case of any defaults or negligence under such contract NIPER Guwahati may impose fine or penalty against the contractor or termination of the contract finally.

The contract may be terminated by either party after giving a notice of one month. During the probation period a notice of only one week is required to be given by either side.

The bidder should give his/ her full permanent as well as temporary address in tender form along with at least 02 operational phone numbers.

The Earnest money of the successful tenderer will be liable to be forfeited as liquidated damages in the event of any evasion, refusal or delay on his part in signing the agreement. The Earnest money of the tenderer who intimates the withdrawal of his/her tender in breach of conditions of contract and who evades or refuses to sign the contract bond on acceptance of his/her tender within a period of its validity will also be liable to forfeiture.

4/ The tender will remain valid for 90 days from the date of opening. The contractor submitting a tender and/or after depositing earnest money shall be deemed to have undertaken to keep tender open for acceptance for the full period of 90 days and will have no right to withdraw the same before expiry of the said period.

No compensation will be allowed due to fluctuation in the market rates of material and labor.

The tenderer have to deposit a security deposit of **Rs. 2,00,000.00 (Rs Two Lakh only)** while signing the agreement. Money will be deducted from the amount in case of fine and/or damage incurred by the contractor to the property of the premises. The rest, if any, will be returned to the contractor after completion of the contract time.

Unless a person, whose tender is accepted, must sign the contract within 10 days after he/she is required to do so, failing which the earnest money deposited by him will be liable to forfeiture and the acceptance of his/her tender may be withdrawn.

The successful tenderer shall be required to enter into an agreement with NIPER Guwahati. The schedule of quantity and prices filled in by the successful tenderer and

the conditions of contract, the conditions of tender of the successful tenderer and letter of acceptance of the tender shall be a part of the agreement to be signed. The cost of stamp paper required for the agreement will be borne by the contractor.

Director, NIPER Guwahati reserves the right to accept or reject any tender without assigning any reason thereof.

The tenders which do not full fill all or any of the above conditions or incomplete in any respect are liable to be rejected.

The applicant has to affix his/her photograph at the space provided in the application and affix signature at two places in the application form, one at the bottom of terms and conditions and another at the bottom of the statement of approved items that are to be served at the canteen.

The tenderer shall have to sign the attached declaration (**Annexure-A**) and if the declaration is not signed, the tender paper of the tenderer shall be liable to be cancelled, earnest money will be forfeited and the contractor shall have no claim on the institute.

The tenderer has to quote the rate for the items (BOQ) details as per **Annexure-B**. The bidder whose quoted rates coincide with the rates fixed by the Institute (Minimum rate fixed by the committee based on the prevailing market rate and the infrastructure to be provided free of cost) or just above the same for the items as per Annexure-B will be the winning bidder. If more than one bidder quoted the same rate for Annexure-B, the bidder quoted the lowest rate in **Annexure-C** for the individual items at **Annexure-C** will be considered as the winning bidder. If still the rates found same, then higher average annual turnover and more year of experience in running similar canteen/service shall be considered as the successful bidder. **Bidders quoting lower rate than the minimum fixed rate shall not be considered.**

The tenderer is not allowed to make additions/ alterations in the tender paper and Conditional tenders shall not be accepted.



*Stores & Purchase Officer  
NIPER Guwahati*

## ANNEXURE-A

NATIONAL INSTITUTE OF PHARMACEUTICAL EDUCATION AND RESEARCH (NIPER)  
GUWAHATI  
SILA VILLAGE, CHANGSARI, KAMRUP, ASSAM 781101

### CONDITIONS OF CONTRACT

(To be submitted in the "Technical Bid" envelope)

#### 1. Definitions and interpretations:

In the contract (as hereinafter defined) the following definitions, words and expressions shall have meaning hereby assigned to them except where the contract otherwise requires.

- i. NIPER Guwahati/Institute means National Institute of Pharmaceutical Education and Research (NIPER), Guwahati through its Director or his representative.
- ii. Director is the Head of National Institute of Pharmaceutical Education and Research (NIPER), Guwahati.
- iii. Contractor means the person or persons, firms or company whose tender has been accepted by NIPER Guwahati and including the contractor's personal representatives, successors and permitted assigns.

#### 2. Assignment & Subletting:

- a) The contractor shall not assign the contract or any part thereof or any benefit or interest therein or there under without written consent of the institute. The whole of the charge included in the contract shall be executed by the Contractor. He/ She shall be responsible for the acts, defaults and neglects of workmen, as fully as if they were the acts or defaults of the contractor.
- b) The Canteen premises (inside and outside) should not be used for any other purpose except for running the canteen and that the walls and surroundings of the canteen should not be used for display of wall posters, writings etc. The contractor is responsible for minor repair and replacement works with electrical fittings, sanitary items without any expenses to the Institute. Major structural and building changes will be taken up by NIPER Guwahati only.
- c) The Contractor shall not transfer the management of canteen to any other individual or agency. The Contractor shall be present at the premises and supervise the day-to-day affairs of the Canteen and shall not give scope for any complaints either from students/staff or customers.

#### 3. Scope of Contract

- a) The contract comprises the necessary arrangements of all materials, equipment, and raw materials required for preparation of snacks, beverages, sweets, breakfast, lunch, preparation of items mentioned in the menu and serving the prepared articles to the customers. This will also include transportation, cost of materials and labour. The contractor shall make his own arrangement for safe storage of materials and accommodation for his staff etc. No employees of the contractor shall be allowed to reside on the canteen premises.
- b) The contractor shall maintain the quality of preparation of articles, constant supply of cold drinking water & fresh availability of items, as per the requirement. Quality oil (Sunflower, Sundrop, Nature Fresh, Godrej or Branded Mustard Oil) is to be used in preparation of meals.
- c) The contractor shall maintain the working hours of Canteen as laid down by the Canteen & Mess Management Committee of NIPER Guwahati.
- d) **The contractor will also have to provide food for special occasions including workshops, seminars, events as per the rates fixed through this tender. In case of additional items (other than those given in Annexure B & C) requested by the institute for such special events, the rates for such additional items must be at par with the market and the contractor will have to obtain approval on the rates from the Canteen & Mess Management Committee for the same.**
- e) The contractor shall maintain FULL HYGIENIC CONDITIONS in the Canteen, in storage, preparation and servicing of eatables and in keeping the floor, furniture, utensils, crockery, cutlery neat and clean, such as to maintain the standards and aesthetic values in the Canteen. Contractor should make arrangements for storage/display the items in hygienic condition.
- f) NIPER-G has implemented Plastic Free NIPER-G Campus. The vendor must abide by this policy of NIPER-G. Single use plastic water bottles are to be prohibited in all Conferences, Workshops, Seminars, and Meetings. No sale of single use plastic water bottles from the Cafeteria/Shop will be permitted. Reusable Water Bottles/Containers/Water Dispensers to be used in place of plastic water bottles.
- g) The serving personnel deployed in the Canteen will have to be provided uniforms by the contractor and they will be required to wear the uniforms during working hours which is a must.
- h) The contractor shall carry out the work in accordance with this contract and with the directives of the Canteen & Mess Management Committee of NIPER Guwahati and to the satisfaction of the staff and customers.
- i) The Canteen should run in the name of 'NIPER Guwahati Staff Canteen' and no other name should be used.
- j) The Canteen & Mess Management Committee or its members shall have every right to inspect the Canteen without any notice and can seal the canteen in case of violation of the terms and conditions.

- k) Cooking, dining and auxiliary areas must be cleaned after every meal and the areas should be disinfected as and when required. A monthly cleaning and hygiene protocol mentioning the frequency of dry brooming/wet mopping, disinfection, anti-cockroach spray, pest control, etc, is to be submitted by the vendor to the administration.
- l) The Canteen should run during the timings from 7:00 A.M. to 7:00 P.M. on all working days (Monday to Saturday). NIPER Guwahati shall, however, reserve the right to revise the timings.
- m) Director NIPER Guwahati has right to terminate the contract by giving one month's notice if he feels necessary to do so. In such case, the caution money/security deposit shall be forfeited.
- n) The decision of the Director, NIPER Guwahati with regard to any matter pertaining to NIPER Guwahati Staff Canteen will be final.
- o) The Canteen Contractor shall handover charge of all furniture, fixtures, fittings etc., in good condition to the Canteen & Mess Management Committee when the contract is terminated.
- p) The Canteen Contractor shall pay the cost of damage, if any, caused to the premises, fixture, fittings etc., during the period of contract.
- q) The designated Canteen & Mess Management Committee shall conduct inspection of canteen in all respects including installation, stores, Kitchen, preparation and supply of food items, hygienic conditions etc., at regular intervals.
- r) The Canteen & Mess Management Committee may also authorize any other person to inspect NIPER Guwahati Staff Canteen.
- s) The contract will be in force from the date of execution of the contract and the same will expire on completion of the contract period. No notice by NIPER Guwahati is necessary to serve. The Canteen Contractor shall leave the Canteen premises with his employees immediately after completion of the specified date and time.
- t) NIPER Guwahati permits the Contractor to utilize the electrical and sanitary fittings, kitchen equipment and furniture for the purpose of carrying out their obligations under this Agreement.
- u) **Electric charges will be charged as per actual unit consumption through a meter installed in the canteen or actual consumption to be calculated as per the load (in case of non-installation or non-function of the meter).**
- v) Wastes from the canteen has to be disposed as per prescribed govt. guidelines at the designated locations.

- w) Utensils and cooking gas required for cooking, and other crockery and cutlery shall have to be arranged by the contractor.
- x) The contractor should execute an agreement in the prescribed proforma on non-Judicial stamp paper worth Rs.100.00.
- y) A menu chart accordingly should be displayed at the Canteen. The rates approved will not be revised during the tender/lease period without prior permission of Canteen & Mess Management Committee. The approved price list must include applicable taxes as per government regulations.
- z) Any additional menu items desired to be served by the service provider to the staff need to be verified along with its price by the Canteen & Mess Management Committee.
- aa) **It is the responsibility of the Service Provider to collect the payment from the Staff/Customers etc in advance or after providing service by a suitable arrangement of token etc as per their convenience at the counter. The office shall not be responsible for any nonpayment of service provided to the individuals. Service provided to office by supplying Meals/Breakfast/Snacks/Beverages shall be paid by the office on submission of Monthly bills duly certified by the concerned user along with the date wise token/receipt.**
- bb) The vendor must provide payment receipts, including GST, to customers for all sales, ensuring compliance with Indian tax regulations.
- cc) For reference, Estimated Value Average Number of Footfall 150 per day for 22 days per month may be taken into consideration.
- dd) The vendor must keep a complaint/suggestion register at the canteen premise which shall be subject to examination by the Canteen& Mess Management Committee. The Canteen in charge will have to address these complaints to maintain the services as per the satisfaction of the committee.
- ee) Periodical feedback of cafeteria services may be obtained from students, faculty members and staff of NIPER-G.

#### 4. Canteen Area & Infrastructure

The kitchen area of the staff canteen is 667 sq feet, and the canteen is equipped with furniture, air conditioner, electricity connections and fittings, and washing area.

#### 5. Rent for the Canteen/License Fee

The monthly rent/License fee (monthly) for the canteen is **Rs. 10,005/- (Rupees Ten Thousand and Five only)**. The service provider will have to pay the monthly

rent/fee + electricity charge for the canteen to office every month not later than 7<sup>th</sup> day of the next month. In case of any delays, penalty as deem fit by the Canteen & Mess Management Committee will be levied on the contractor as addition.

**6. Contract Documents**

The several documents forming the contract are to be taken mutually explanatory of one another and in case of ambiguities or discrepancies the same shall be explained and clarified by NIPER Guwahati.

**7. Canteen Staff**

- i. The contractor shall employ for running the canteen only such persons who are careful, skilled and experienced in their trades. Proper verification of the canteen staff as per prescribed law is the complete responsibility of the service provider. No child labour will be employed by the Contractor in the canteen. NIPER Guwahati shall be at liberty to object any person employed by contractor who is incompetent, careless, casual in performing and displaying misconduct. Such kind of persons shall not be employed in the canteen without the specific permission from the authority.
- ii. The vendor shall employ personnel after due verification of identity and conducting necessary background checks and police verification.

**8. Compliance of Statutory Liabilities**

- i) Minimum Wages: The contractor shall ensure that wages paid to his employees conform to the provisions of the Minimum Wages Act.
- ii) The contractor shall be totally responsible for all statutory liabilities including those relating to Weights and Measures and Prevention of Food Adulteration.
- iii) The person/ persons whose tender may be accepted (hereafter called the contractor) shall have to deposit **Rs.2,00,000/-** Security Deposit/caution money with NIPER Guwahati which shall be refunded only after expiry of the contract.

**9. Hygiene standard**

- i. All employees handling food must possess valid health and hygiene certifications as mandated by local food safety regulations. Regular medical check-ups should be conducted to ensure fitness for duty.
- ii. Regular pest control measures must be undertaken in the kitchen and dining areas to ensure cleanliness and hygiene

**10. Quality Assurance:**

- i. Regular Inspections: NIPER's Canteen & Mess Management Committee will conduct regular inspections to ensure food quality, hygiene, and compliance with agreed standards.
- ii. Customer Feedback System: The vendor must regularly review the feedback from the suggestion/complaint registers and take prompt corrective action.

**11. Additional Terms:**

- i. Any breach of terms, including poor food quality, hygiene lapses, or non-adherence to

- agreed prices, will attract penalties as decided by the Canteen & Mess Management Committee.
- ii. NIPERG reserves the right to terminate the contract with a one-month notice if the services provided by the vendor are found unsatisfactory or in breach of terms.
  - iii. The vendor must address any complaints logged in the complaint/suggestion registers within 24 hours. A summary of complaints and the action taken must be submitted monthly to the Canteen & Mess Management Committee.

**10. Timeline**

- i. Breakfast: 08:00 AM to 10:00 AM
- ii. Lunch: 12:30 PM to 02:30 PM
- iii. Tea/Coffee, Snacks & Beverages: Available throughout the day from 08:00 AM to 07:00 PM.

**9. Settlement of dispute:**

All disputes related to canteen lease, rent, electric bill, management, maintaining hygiene and abiding rules and regulation framed by NIPER Guwahati shall be settled within the premises by NIPER Guwahati authority.

**DECLARATION**

- A. I hereby declare that I will abide by the terms and conditions stated in the tender document.
- B. I will also abide by the conditions that may be stipulated from time to time by the Canteen & Management Committee or the authority of NIPER Guwahati during the period of the contract.
- C. I will be held responsible for any damage caused to the Institute property and that I will abide by the decision of NIPER Guwahati that may be taken under such situations. All disputes relating to the management of canteen shall be settled within the premises of NIPER Guwahati.

Date: .....

Name of tenderer: .....

Full Address: .....

Mobile No.: ..... Email: .....

Recent photograph  
of the Bidder

**SIGNATURE OF BIDDER**

## ANNEXURE-B

(To be submitted in the “Financial Bid” envelope and not to be submitted with technical bid)

|    |  |           |
|----|--|-----------|
| 1. | <b>Standard Vegetable Thali (Veg meal) – Minimum Rate (incl Taxes): Rs. 60/-</b>   |           |
|    | Rice (150 g)<br>Roti (2 Nos., 50 gm)<br>Curries {2 Nos each, 100gm each}<br>Daal (100 g)<br>Curd/salad, Papad and pickle/Lemon   | Rs. _____ |
| 2. | <b>Standard Non Vegetable Thali (Non Veg meal) – Minimum Rate (incl Taxes): Rs. 100/-</b>  |           |
|    | Chicken (100 gm, piece wt) or<br>Fish (100 gm piece wt.), or Egg (2 Nos)<br>and<br>Rice (150 g)<br>Roti (2 Nos., 50 gm)<br>Veg Curries /Bhaja (1 Nos, 100gm each.)<br>Non Veg Curries (1 Nos, 100gm)<br>Daal (100 g)<br>Curd/salad, Papad and pickle/Lemon   | Rs. _____ |
| 3. | <b>Special Veg &amp; Non-veg Plate for Workshops, Seminars, Events etc in Buffet mode – Minimum Rate (incl Taxes): Rs. 250/- per plate</b>   |           |
|    | <u>Starter:</u> Fish chilly and Chilly baby corn<br><u>Main Course:</u> Veg Pulao (250 g), Plain Rice (250 g), Roti (2 Nos., 50 gm), Dal Tadka/Dal Makhani (100 g), Mix veg sabji, Dry bhaji, Green salad with lemon, chutney, pickles, papad<br><u>Veg Items</u><br>Kaadai Paneer and Paneer butter masala<br><u>Non-Veg Items</u><br>Butter Chicken/Mutton items, and Fish curry<br><u>Dessert:</u> Gulab Jamun with ice cream or<br>Rasmalai, Dahi<br>Mineral Water | Rs. _____ |
| 4. | <b>High Tea for Workshops, Seminars, Events etc – Minimum Rate (incl Taxes): Rs. 35/-</b>  |           |
|    | Tea/Coffee (Nescafe, 100 ml),<br>Good quality Bakery Biscuits, Pastry / Cake,<br>Veg Pakora (Paneer/Cheese)/ Kachori/<br>Samosa/Veg Cutlet/fried Snacks/Patties  | Rs. _____ |

**GRAND TOTAL OF THE QUOTED PRICE**

**(1+2+3+4)**

*(For comparison purpose only)*

Rs. ....

Date:

Place:

**SIGNATURE OF BIDDER**

## ANNEXURE-C

(To be submitted in the "Financial Bid" envelope and not to be submitted with technical bid)

| Sl. No. | Item   | Quantity          | Rate Per piece/item (incl. Taxes) |
|---------|--|-------------------|-----------------------------------|
| 1       | Tea one cup  | 100 ml            |                                   |
| 2       | Coffee one cup   | 100 ml            |                                   |
| 3       | Idli (70 g each) with chutney & Samber   | (2 Nos.)          |                                   |
| 4       | Vada/Aloo Chop (50 gm each) with chutney & Samber                                    | (2 Nos.)          |                                   |
| 5       | Upma (100 gm) with chutney   | 100 gms.          |                                   |
| 6       | Masala Dosa with chutney   | (Dia: 30 cm)      |                                   |
| 7       | Uttappam with chutney  | (100 g)           |                                   |
| 8       | Poori with curry/Ghugni (3 Nos.)   | (150 g)           |                                   |
| 9       | Onion Pakoda/Veg Pakoda  | (100 g)           |                                   |
| 10      | Potato Samosa  | (50 g)            |                                   |
| 11      | Sweet  | (50 g)            |                                   |
| 12      | Dahi Vada (2 Nos.)   | (50 g each)       |                                   |
| 13      | Plain dosa with chutney  | (Dia: 30 cm)      |                                   |
| 14      | Rava Dosa with chutney   | (Dia: 30 cm)      |                                   |
| 15      | Veg/ Non veg Chowmin   | (200 g)           |                                   |
| 16      | Vegetable Biryani with curd chutney  | (250 g)           |                                   |
| 17      | Aloo/Veg paratha (1 No.)   | (75 g)            |                                   |
| 18      | Veg/Non veg soup   | 100 ml            |                                   |
| 19      | Non-veg Biryani/Fried rice with Raita  | 300 gm            |                                   |
| 20      | Chilli chicken/ butter chicken/butter paneer/palak paneer/ veg manchurian            | 100 gm (piece wt) |                                   |
| 21      | Cool drinks (Any standard brand such as Coco-Cola, Pepsi, Maaza, Limca, Frooti etc.) | 200 ml            |                                   |
| 22      | Standard mineral water (Bisleri, Aquafina etc.)                                      | 1 ltr.            |                                   |
| 23      | Ice-Cream: (any standard brand)  |                   |                                   |
| 24      | Veg Roll   | 1 piece           |                                   |
| 25      | Non-veg roll   | 1 piece           |                                   |
| 26      | Chole Bhature  | 1 piece           |                                   |

I undertake to serve the items mentioned above at the above rate duly maintaining the quantum indicated therein. Branded oil and spices only to be used for the preparation of meals and other food items.

Date:

**SIGNATURE OF BIDDER**

Name & Address:

## ANNEXURE-D

**TECHNICAL DETAILS FOR STAFF CANTEEN AT NATIONAL INSTITUTE OF PHARMACEUTICAL  
EDUCATION & RESEARCH (NIPER) GUWAHATI, ASSAM  
(To be submitted in the "Technical Bid" envelope)**

(Please fill the information)

| Sl. No. | Particulars  | Details                  |   |  |   |
|---------|--|--------------------------|---|--|---|
| 1.      | Name of the Firm   |                          |   |  |   |
| 2.      | Complete Address:  |                          |   |  |   |
| 3.      | Contract<br>Person/Representative of the<br>Firm   |                          |   |  |   |
| 4.      | Office Phone:  |                          |   |  |   |
| 5.      | Mobile Number:   |                          |   |  |   |
| 6.      | E-mail No.:  |                          |   |  |   |
| 7.      | PAN Number:  |                          |   |  |   |
| 8.      | GST Registration No.   |                          |   |  |   |
| 9.      | MSME Details (such as<br>Small/Medium/Micro)   |                          |   |  |   |
| 10.     | Experiences (in similar<br>service):   |                          |   |  |   |
|         | Year   | Name of the<br>Institute | Institute Type<br>(Central Govt./State<br>Govt./PSUs/Central<br>institutes) | Documents<br>attached<br>(Yes/No)<br>Work<br>Order No.<br>& Date | Experience<br>Certificate<br>attached<br>Yes/No |
| 11.     | Past Performance (copy of<br>testimonials from the<br>previous clients should be<br>enclosed)                    |                          |   |  |   |
| 12.     | Litigations, if any, connected<br>with work Yes/No (if yes,<br>details to be furnished)                          |                          |   |  |   |
| 13.     | Has the firm been blacklisted<br>by any Organization, if so,<br>attach the details of the same                   |                          |   |  |   |
| 14.     | Have you been ever<br>removed/terminated in mid<br>of the contract period without<br>completing term of contract |                          |   |  |   |

|     |   |  |
|-----|---|--|
|     | Yes/No, (if yes, details to be furnished) |  |
| 15. | Other Information if any                  |  |

Note: The above details will be verified from the attached documents. It is mandatory to fulfil the above information for evaluation of Technical Bid and all entries must be filled in text typed. Partially filled/incomplete information will not be considered.

### UNDERTAKING

I hereby also declare that the above information is true & correct to the best of my knowledge and belief. If I have made any false, fraud or untrue statement, suppression, or concealment of the true facts, I understand that our services shall be terminated in the event that the above facts are found to be incorrect or false and shall be liable appropriate legal action. I understand that in the event of my information being found false or incorrect at any stage, my credential/bid shall be liable to be rejected without notice.



Signature of authorized person

Signature .....Seal of the Firm .....

Place.....Date.....

## ANNEXURE-E

### CHECK LIST

| Sl. No. | Description  | Check list |
|---------|--|------------|
| 1.      | Details of similar services handled by service provider accompanied with relevant documents as asked in Annexure-D |            |
| 2.      | Technical bid including signed and sealed copy of Annexure-A   |            |
| 3.      | Financial Bid on Prescribed Format as given in Annexure-B and C  |            |
| 4.      | Duly filled signed and sealed copy of Annexure-D   |            |

**NOTE: The Check list shall be dully filled and submitted along with the Technical Bid.**