



STORE & PURCHASE

NETAJI SUBHAS INSTITUTE OF TECHNOLOGY
(Affiliated to University of Delhi)
An Autonomous Institute of Govt. of NCT of Delhi
Azad Hind Fauj Marg, Sector-3, Dwarka, New Delhi-110078
Phone No.+91-11-25099058, Fax No. +91-11-25099022
Website: <http://www.nsit.ac.in>

F.No.181(35)/2016-17/NSIT/

Date: 17.02.2017

Short Term Notice Inviting Quotation

Sealed item rate quotations are hereby invited from the DVAT Registered experienced agencies for the Arrangement of Refreshment and Lunch for Annual Sports Meet 2016-17, so as to reach the office of undersigned upto 2.00 P.M. on 03.03.2017. Quotations shall be opened on the same day at 3.30 PM: (Room No. 07, Admn. Block)

ARRANGEMENT OF REFRESHMENT & LUNCH FOR ANNUAL SPORTS MEET (2016-17) FOR TWO DAYS 10.03.2017 & 11.03.2017 for 1,100 Person (i.e. 650 persons on 10.03.2017 and for 450 persons on 11.03.2017).

Estimated Cost: Rs. 1,92,500.00

Eligibility Criteria:

A. Technical Bid must contain the following documents:-

1. EMD of Rs.4000/- in the form of Pay Order/Demand Draft of a Scheduled Bank issued in favour of "Director, Netaji Subhas Institute of Technology".
2. Self attested copy of DVAT Registration (DVAT)
3. Self attested copy of latest DVAT Return in the form 56.
4. Self attested copy of PAN CARD along with ownership proof.
5. Acceptance of NIQ.
6. Samples of Refreshment.
7. Self attested copy of Registration Certificate under FSSAI.

The bid shall be submitted in the following manner:-

1. Envelope-I : Technical Bid
2. Envelope-II : Price Bid
3. Envelope-III : Envelope-I & Envelope-II shall be kept in Envelope-III

B. Financial bid will contain only "Annexure-A" in the prescribed format.

Specific Terms & Conditions:

1. Schedule of Quantity: As per Annexure - "A".
2. The material shall be strictly as per given in the nomenclature & specifications. The materials of superior quality as available in market shall be supplied.
3. The food shall be served in good quality melamine crockery also having neat and clean good quality napkin.
4. The food waste shall be finally disposed by the caterer in the dustbins of NSIT as instructed by Director Physical Education (O) or his authorized representative. In case the food waste is found scattered any where in the campus, the Performance Guarantee shall be forfeited absolutely.
5. The raw material of the food shall be superior quality
6. The food shall be prepared and served in highly hygienic conditions.

GENERAL TERMS & CONDITIONS

1. The Bidders shall quote rates in Indian currency only. The Bidder must be registered as a dealer under Delhi Value Added Tax Act, 2004.
2. NSIT Authority does not bind itself to accept the lowest or any bid at all.
3. Incomplete or wrong information will disqualify the tender.
4. Revision of rates is not allowed after the bids have been opened.
5. NSIT Authority reserves the right to reject any or all tenders without assigning any reason at any stage and its decision will be final in all cases in respect of acceptance/rejection or any other action to be taken.
6. **Award of Contract:**
The Technical Bids shall be decided strictly as per eligibility criteria and the technical specifications specified in the description of item/Annexure appended. The contract shall be awarded to the lowest bidder from amongst the Technically Qualified bidders.
7. **Time Allowed: 10.03.2017 & 11.03.2017.**
8. The Technical Bid will be opened first on the date mentioned above and the financial bid will be opened later on and only for those tenders who qualify in technical bid.
9. The rates are to be quoted along with DVAT and other applicable taxes for its delivery in the Institute. Nothing extra shall be paid.
10. **Consignee: Director, Physical Education (O), NSIT**
11. Any damage to the items during transportation/delivery shall be solely on the contractor's account.
12. 100% payment shall be made through NEFT/RTGS after successful arrangement.
13. **Inspection: The material shall be inspected by the authorized representatives of NSIT at the time of Refreshment and Lunch.**

14. Destination: The material shall be delivered at the NSIT Sports Ground at scheduled date & time.
15. The quotation received after the due date and time will not be accepted.
16. The tender sent by post/courier shall not be accepted.
17. In the event of specified date of opening of tenders is declared as a holiday, the tenders shall be opened at the same place and same time on the next working days.
20. The purchaser reserves the right to accept or reject any or all quotations without assigning any reason.
21. Over writing/ over typing should be avoided, if any, should be authenticated by putting the initials by the authorized signatory of the firm.
22. In case quality of food found to be inferior or its ill –time services, the caterer can be black listed for further services in the Institute.
23. Performance Guarantee: The Earnest Money Deposited by the successful bidder shall be converted in to performance guarantee. The performance guarantee shall be released after expiry of 60 days from the date of completion of all contractual obligations of the caterer.
24. In case, the quality of the food is found to be inferior or the quantity is found to be insufficient, than appropriate penalty shall levied and the caterer shall be blacklisted and banned from participating in the tender in NSIT in future. The decision of the Director, NSIT shall be final and binding on both the parties i.e. NSIT and the Caterer in respect of amount and form the penalty.

25. Force Majeure:

In the event of either parties being rendered unable by force majeure to perform any obligations required to be performed, then under the agreement, the relative obligation of the vendor effective by such force majeure shall be suspended for the period during which such case lasts.

The terms force majeure as embodied herein shall mean acts of God, War, riot fire, flood sabotage and acts and regulations of Government

Upon occurrence of such clause and upon its termination, the vendor alleging that he had been rendered unable as aforesaid hereby, shall notify alleged beginning & ending of such occurrence giving full particulars and satisfactory evidence in support of the claims.

Time for performance of relative obligation suspended by the force majeure shall stand extended by the period for which such case lasts.

If progress of work is suspended by force majeure conditions lasting for more than two months, NSIT Authority shall have the option of canceling the contract in whole or part thereof at its discretion.

26. Arbitration:

If any dispute or difference arises between the parties hereto as to the construction, interpretation effect and implication of any provision of the purchase/work order including the right or liabilities or any claim or demand of any vendor against other or in regard to any other matter under these conditions but excluding any matters,

decisions or determination or which is explicitly provided for in the work order, such disputes or difference shall be referred to the sole arbitration of Director, NSIT or that of its nominee. A reference to the Arbitration under this clause shall be deemed to be submission with in the meaning of the **Arbitration and conciliation Act, 1996** and the rules framed there under for the time being in force.

The venue of the Arbitration shall be at Delhi.

Each party shall bear and pay his own cost of the arbitration proceedings unless the arbitrator otherwise decides in the award.

The **High Court at Delhi and courts subordinate** to it shall have exclusive jurisdiction in all matters concerning the work order, including any matter arising out of the Arbitration Proceedings or any Award made therein.

27. Indemnity:

The concerned vendor shall always keep NSIT indemnified of any action/damages or other legal proceedings and liabilities that may arise directly or indirectly on NSIT with respect to the systems provided by the concerned vendor to NSIT. Such liability of the concerned vendor shall always survive irrespective of the duration of any agreement made with the concerned vendor.

The vendor will be liable to remove the rejected material within 15 days from receipt of rejection report at his risk and cost failing which NSIT shall not be responsible for its safe custody.

The quotation documents consisting of above can be downloaded from the NSIT websites www.nsit.ac.in and the downloaded documents have to be used for quoting the quotation and these documents shall only be opened subject to fulfillment of conditions and submission of documents/ EMD etc. Bidder shall submit the Tender in sealed envelope. Tenderers who have downloaded the tender documents from the website shall submit the tender in two sealed envelopes marked as Envelope-I (Technical Bid) and Envelope-II (Price Bid downloaded from the NSIT website).

Officer-in-charge
(Store & Purchase)
Netaji Subhas Institute of Technology

Annexure-1

**NETAJI SUBHAS INSTITUTE OF TECHNOLOGY
AZAD HIND FAUJ MARG: SECTOR-3,
DWARKA, NEW DELHI-110078.**

PRICE BID

ARRANGEMENT OF REFRESHMENT & LUNCH FOR ANNUAL SPORTS MEET (2016-17) FOR TWO DAYS 10.03.2017 & 11.03.2017 for 1,100 Person (i.e. 650 persons on 10.03.2017 and for 450 persons on 11.03.2017).

S. NO.	DESCRIPTION OF GOODS (REFRESHMENT & LUNCH)	Unit	QTY.	RATES (RS.)	AMOUNT (RS.)
01	Serving Refreshment in buffet consisting of the following. (i) Samosa or Break Pakora (ii) Fruity/Tea/Coffee	Per person	1100 Person		
02	Serving Lunch in buffet consisting of the following. (i) Seasonal Vegetable (ii) Dal Makhnai or Chhole (iii) Rice or Pulao (iv) Curd or Raita (v) Poori or Chapati (vi) Gulab Jamun or Gajar ka Halwa (vii) Green Salad Drinking Water arrangement through dispenser and disposable glasses.	Per person	1100 Person		
	TOTAL COST				

Note: The Institute reserves the right to decide which item/items will be finalized for supply.

Signature of Agency Representative

Date: _____