

# भारत हेवी इलेक्ट्रिकल्स लिमिटेड

## BHARAT HEAVY ELECTRICALS LIMITED

कॉर्पोरेट प्रशासन- न्यू बिल्डिंग कैम्पस / CORPORATE ADMIN.-NEW BUILDING  
CAMPUS

प्लॉट सं. -25, सैक्टर-16 ए, फ़िल्म सिटी /PLOT No.-25, SECTOR-16A, FILM CITY  
नोएडा-201301 (उ. प्र.) / NOIDA- 201301 (U.P.)



### TENDER DOCUMENT FOR

**Incorporation of ICWCS Ltd. Jabalpur for Hospitality services &  
Providing Food & Beverages of ICWCS-Hospitality Services at BHEL  
Office Complex, Plot No.-25, Sector- 16A, Film City, Noida for 2 years.**

**निविदा संख्या/ NIT No.- AA: CAG:BS:24: ICH:02**

**Date: 09.10.2024**

टेंडर जमा करने की अंतिम तिथि	:	11.10.2024 15:00 बजे।
LAST DATE FOR TENDER SUBMISSION	:	11.10.2024 AT 15:00 Hrs.
टेंडर खोलने की तिथि	:	11.10.2024 15:30 बजे।
DUE DATE FOR TENDER OPENING	:	11.10.2024 AT 15:30 Hrs.

(Name, Seal & Signature of M/S ICWCS)



भारत हेवी इलेक्ट्रिकल्स लिमिटेड  
Bharat Heavy Electricals Ltd.

सामान्य प्रशासन समूह - भेल सदन परिसर, सैक्टर-16 A, नोएडा - 201301 (यू.पी.),  
COMMON ADMIN GROUP- BHEL SADAN CAMPUS, Sector-16 A, Noida-201 301,  
(UP)

### **NOTICE INVITING SINGLE TENDER**

Submission of tender on 11.10.2024 by 15:00 Hrs  
Due date for tender opening on 11.10.2024 at 15:30 Hrs

To,  
M/s. ICWCS,  
Head Office: 592-Malviya Marg,  
Jabalpur (M.P.)-482002  
E-mail: icwcsjabalpur@gmail.com

**Sub: Incorporation of ICWCS Ltd. Jabalpur on nomination basis for Hospitality services & Providing Food & Beverages for BHEL Office Complex, Plot No. 25, Sec-16A, Noida for 2 years.**

Dear Sir (s),

Quotation are invited in sealed covers with Tender No., Date and Due date, Legibly super scribed on it, for the under mentioned scope of work subject to acceptance of the enclosed Terms & Conditions. The quotation should be put in the tender box at security check in BHEL-Sadan Reception on or before the Due Date.

Any clarification regarding NIT, if required, should be sought from the undersigned before the tender due date.

Thanking you,

For & on behalf of BHEL

(Kamal Kishore)

Sr. Manager (CAG)

Mob: 09971962269

Email: kamalkishore@bhel.in

**Procedure for submission bid**

**Bid has to be submitted in single -part format, as follows:**

- This part shall contain the following documents-
  1. Tender document signed & stamped on all pages.
  2. Signed & stamped copy of PAN.
  3. Other supporting document, if any.
  4. Dully filled Price Format (Annexure- H) & nothing else.
- Bid shall be put in sealed envelopes, clearly indicating Tender No., Date of issuance of NIT, Due Date of submission & name of the bidding company /authority.
- Bids shall be submitted at BHEL SADAN, Sector-16A, Film City Noida-201301 in the Tender Box at security check, on Building Reception well before the due date & time of submission. The tender should not be addressed to any individual's name but only by designation to:

**COMMON ADMIN GROUP  
BHEL – SADAN,  
PLOT NO. – 25, SECTOR-16A, FILM CITY,  
NOIDA - 201301**

**Note: (i) As this is a Conventional Tender, M/s ICWCS should respond by submitting their offer only in Hard copy (Paper Bid) through courier/ Speed Post/ By Hand only.**





**Scope of work, Technical & Commercial Terms & Conditions**

1. **Details Scope of works:**

**(A) Providing Food & Beverages for BHEL Offices, Sector-16A, Noida: -**

**(a) BHEL Office Canteen in 1st Floor to Conference Halls, MCM Hall, Board Room & 180 seater Auditorium) (1100-1500 BHEL personnel).**

Preparation & providing Tea, Coffee, Lunch & snacks in Conference Halls, MCM Hall, Board Room & 180-seater Auditorium. The Tea & light snacks will be prepared in this Canteen using Induction cooking system and Lunch, breakfast and other items will be prepared in CLD Hostel Kitchen/ PEM kitchen.

**(b) Camp offices (two nos.) at 14th, 15th, 17th & 18th Floor (Floors assigned for Directors & CMD)**

Providing Tea, Coffee, Snacks Items, Special Snacks Items, Packed Lunch & other food items for Camp offices at Directors Floors & CMD as & when required.

**(c) Maintaining of CLD Hostel (38 Rooms in 3rd Floor of CLD Building) (70 BHEL personnel)**

- i) Round the Clock Reception, Changing of Linen in Rooms, Toiletries in toilets, Providing Tea/coffee kit etc in the hostel rooms and serving Breakfast, Lunch, Evening Snacks & Dinner etc. in the Dining Hall at 2<sup>nd</sup> Floor of CLD Building, for Trainees.

**The Housekeeping Service/sweeping & cleaning of Hostel shall be in the scope of ICWCS Ltd., Jabalpur.**

- ii) Preparation & providing Tea, Coffee & snacks in Conference Halls, Training Halls.


- (d) The Menu of eatables to be served in the Office Canteen, CMDs' & Directors' Office camp offices & CLD dining Hall are enclosed as **Annexure – I** and for the VIP Guest House, the Menu are enclosed as **Annexure – II**. Please furnish the menu rate in Annexure-I & II.

In case any additional items other than menu required, the same shall be finalized by mutual discussion with ICWCS & BHEL.

**(B) Providing Manpower for BHEL Offices, Sector-16A, Noida: -**

**(a) Providing Manpower for Hospitality Services of the VIP Guest House (12 Rooms in 16<sup>th</sup> Floor)**

All works related to running of this VIP Guest House shall be executed by the staff of ICWCS Ltd., Jabalpur, such as Round the Clock Reception, attending the guests in Rooms, serving Food items in Rooms/Dining Hall of this guest house, changing of Linen in Rooms, Housekeeping Service etc. maintaining cleanness of Guest House, maintenance of various records and other allied works in this VIP Guest House.





**(b) Operating Main Kitchen adjacent to Dining Hall at 2<sup>nd</sup> Floor of CLD Building**

Providing Manpower for Operating this Centralized Kitchen such as Purchasing of raw materials, Preparation of Breakfast, Lunch, Evening Snacks, Dinner etc. for the supply to the Office Canteen, VIP Guest Houses, CMDs' & Directors' camp offices and Official meetings and other guests.

In addition to this, providing manpower for serving in all parties, Official meetings & other special events organized by BHEL.

Considering the volume of works as stated above and also maintaining for various records, Supervision of all section, maintaining of neat & clean of pantries & kitchen etc., please envisage deployment of manpower in different categories.

(c) The above cited manpower is considering the existing scope of works. Also, they will cater for official lunches in designated cabins (two cabins in old PEM building).

Besides this, if any other Reduction/ Additional works will be entrusted by the BHEL to ICWCS Ltd., Jabalpur, Reduction/ Additional manpower along with their salary, accommodation, Transportation also may be sanctioned on then contract rates by mutual discussion with ICWCS & BHEL.

(d) Providing manpower for service in the Office Canteen and in CLD dining hall shall be the Self-Service system. The Drinking water shall be served in the tables by the Bearers of the ICWCS Ltd., Jabalpur and the used plates will be collected by the cleaners of the ICWCS Ltd.

Whereas for the CMDs & Directors, the items shall be served by the Bearers of ICWCS Ltd., Jabalpur, at their Offices, as per the requirements of the Officials.

**2. Technical Terms & Conditions:**

(a) The GST applicable on Sale of Food at the above units for official purpose shall be reimbursed by the BHEL to ICWCS Ltd., Jabalpur, every month, on submission of documentary evidence and for personal, GST paid by individual.

In addition to this, the GST applicable on all reimbursement amounts such as Salary of employees, Consumables/Cleaning charge, Accommodation charges, Transportation Charges, Laundry Charge, packing materials, Dish TV charge, Newspaper charge and VIP kits etc., may be reimbursed by BHEL to ICWCS Ltd., Jabalpur, every month on submission of documentary evidence. Present rate is 18% (without ITC).

(b) The BHEL shall provide necessary Gas, LPG connection (With manifold System) & Gas appliances, Electrical appliances/Induction Cooking system, Deep Freezers, Refrigerator, Water cooler, Machinery articles, utensils, Crockery & Cutlery and other required articles for the smooth functioning of the above units without charging any rent, Electricity charges. The maintenance/replacing of these items from time to time shall be the scope of the BHEL.

(c) The BHEL shall provide sufficient water and electricity for running these units without any charges from ICWCS Ltd., Jabalpur.



- (d) The BHEL shall make the payment of PNG/LPG directly to the Agency, every month, based on actual consumption at the above units.
- (e) BHEL shall reimburse the purchasing cost of consumables/cleaning materials required for the use of above units for cleaning of crockery, Utensils, kitchen on actual basis, to ICWCS Ltd every month.
- (f) The BHEL shall reimburse the washing charges of Linen, Pillow Cases, Blankets, Curtains, Towels etc., (Laundry charge) at the above units on actual basis, to ICWCS Ltd every month.
- (g) The BHEL shall reimburse the Dish TV charges, purchasing cost of VIP Kits, Toiletries, Newspaper & other periodicals etc., at the above units on actual basis, to ICWCS Ltd every month.
- (h) The BHEL shall reimburse the purchasing cost of packing materials/disposable items such as Aluminum Foils, Disposable Cups, Glasses, Plates and Thali, lunch box, snacks box etc. on actual basis, to ICWCS Ltd every month.
- (i) As regards the Vehicle Expenses/Transportation charges, for the purchasing of Raw materials from the wholesale market, and purchasing of Vegetables etc. from the local market, and also for the transportation of our employees from the Staff Quarters to these units and back, and other allied requirements, The BHEL reimburse the expenditure incurred by ICWCS on hiring running/ maintenance of one vehicles.

**Note:** 1) . Reimbursement of expenditure incurred on for One Bolero shall be reimbursed after placement of order (For office canteen, VIP Guest House, CLD Hostel Facilities, CMD & Director's office camp offices, MCM meeting, providing hospitality services in Meetings, Conferences, Trainings, Workshops etc.) (Fixed Monthly expenditure).

- (j) As regards the accommodation to staff of ICWCS, the BHEL shall reimburse a fixed amount per employee per month for arranging the accommodation to them in outside.
- (k) The BHEL shall handover the fully furnished VIP Guest House, CLD Hostel Rooms, Office Canteen, Main Kitchen & Services Hall and pantries etc., with all infrastructure facilities to ICWCS Ltd., Jabalpur, for the smooth running of the above units.
- (l) The Sweeping and cleaning of the above units shall be the scope of the BHEL (except the VIP Guest House at 16<sup>th</sup> Floor, Hostel Rooms at 3<sup>rd</sup> Floor of CLD Building, Kitchen.
- (m) The payment of monthly R.A. bills shall be released by the BHEL within 45 days of its submission.
- (n) No Earnest money shall be required, however, 5% of contract value has to deposit in form of Security Deposit (as per clause mentioned below) by the ICWCS Ltd., Jabalpur.
- (o) The BHEL shall provide the OPD Medical facilities at BHEL's Dispensaries at BHEL Office Complex at sector 16A & in BHEL Township at Sector 17 Noida, for ICWCS staff to be engaged in the above units and for their family members.



- (p) The Manpower to be engaged in the above units, shall be the permanent employees of the ICWCS Ltd., Jabalpur and no local recruitment shall be done.
- (q) Initially the Contract shall be valid for **two years**. The Contract can be extended for further period by mutual consent of both the parties by increasing of Salary and other expenses and also other components.
- (r) ICWCS has to start all functioning/ activities mentioned in the scope of the above units within "Ten Days" after receiving the Award letter/Purchase order.
- (s) The caterer, before starting of operation shall apply for FSSAI license for BHEL premises/UP State (i.e. applicable for HRDI & ESI Complex, Plot No. 25, Sector 16A, Noida) as per Food Safety and Standard Act, 2006 and its amendment from time to time and have to obtain it as required under the Act. Copy of FSSAI license for the subject work have to be submitted within four months of start of operation failing which BHEL may terminate the contract and purchase the services at caterer's risk & cost.
- (t) The periodic and surprise inspection will be done from time to time.
- (u) As BHEL Sadan is a Green Building, hence no fire or flame shall be allowed inside the BHEL Sadan. All cooking/Preparation works requiring fire/flame shall be carried out either in CLD kitchen or PEM kitchen.
- (v) Raw materials to be used by ICWCS for BHEL Complex Sector 16A, Noida shall match following standards:

**BRAND/QUALITY/MAKE OF MATERIALS**

Sl.No.	Items	Quality/Brand
	<b>Dairy Products</b>	
1	Milk	Mother Dairy/Amul/country delight
2	Butter	Amul/Britannia/ Mother Dairy
3	Paneer	Amul/Britannia/ Mother Dairy
4	Cream	Nestle/ Mother Dairy/Amul
5	Packed Curd for serving	Mother Dairy/ Amul/ Britannia/ICH product
6	Curd for food preparation	Mother Dairy/ Amul/ Britannia/ICH product
7	Butter Milk (tetra pack)	Amul/ Mother Dairy/ICH product
	<b>Provision and Stores</b>	
1	Atta	Aashirwad / Annapurna/Shaktibhog
2	Basmati Rice	Basmati Rice- Dawat /Fortune/India Gate/other FSSAI rice
3	Salt	Tata
4	Refined Oil	Fortune/ Nature Fresh
5	Ghee	Amul/ Mother dairy
6	Tea Leaves	Tata Premium/ VVIP official meeting (TAJ tea product)





<b>7</b>	Masala	Catch/Tata sampanna/ other branded masala
<b>8</b>	Tomato / Chilli/ Soya Sauce	Maggi/Kissan
<b>9</b>	Pulses-Dals & beans etc	FSSAI/Agmark certified
<b>10</b>	Laung, Dal Chini, Elaichi & other hot spices etc	FSSAI/Agmark certified
<b>11</b>	Besan	Rajdhani/Fortune/
<b>12</b>	Seasonal vegetables & Fruits	All fresh items

Encl: Annexure –I to III

(w) Brief of ICWCS scope of work at a glance refer Annexure-B.



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## Commercial- Terms & Conditions

1. Contract Period:

Initially the Contract shall be valid for two years. The Contract can be extended for further period by mutual consent of both the parties by increasing of Salary and other expenses and also other components. We will start the functioning of the above units within "Fifteen Days" after receiving the Award letter/Purchase order. However, this Agreement shall be liable for termination earlier by the BHEL at any time by giving minimum 30 days' notice to the Contractor without assigning any reason thereof.

2. Validity of the Offer: The offer shall remain valid for 90 days from date of bid.

3. BID SUBMISSION

Bids shall be submitted on or before the due date, in single part as follows:

**PART-I: TECHNO-COMMERCIAL BID** This part shall contain the following:

- a. Complete tender document in all respects duly signed & stamped on each and every page by the authorized signatory of the bidder as a token of acceptance of all the terms and conditions of tender.
- b. Techno-Commercial - Terms & Conditions (Annexure-A & B)
- c. No Deviations Certificate: The bidder generally should accept all terms and conditions of the tender unconditionally. Deviations, if any, shall ONLY be indicated in this certificate or else they shall not be considered. BHEL reserves the right to accept/reject any deviation. (Annexure-C)
- d. Details of Business (Annexure-D)
- e. Bidder's Details (Annexure-E)
- f. Declaration reg. non-banning (Annexure-F)
- g. NEFT Format (Annexure-G)
- h. Price Format (Annexure-H)

**IMPORTANT NOTE:** No additional documents shall be submitted bid other than the documents enlisted above for both bids. Ordered / indexed / numbered bids are expected from all the bidders. Additional documents if found any, shall not be considered for evaluation purpose.

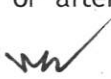
4. ICWCS are advised to study all the tender documents carefully. Any submission of tender by the bidder shall be deemed to have been done after careful study and examination of the tender documents and with the full understanding of the implications thereof. Should the bidders have any doubt about the meaning of any portion of the Tender Specification or find discrepancies or omissions in the tender documents issued are incomplete or shall require clarification on any of the technical aspect, the scope of work etc., he shall at once, contact the authority inviting the tender well in time (so as not to affect last date of submission) for clarification before the submission of the tender. Bidder's request for clarifications shall be with reference to Sections and Clause numbers given in the tender documents. The specifications and terms and conditions shall be deemed to have been accepted by the bidder in his offer. Non-compliance with any of the requirements and instructions of the tender enquiry may result in the rejection of the tender. In case any typing error/other clerical errors is noticed by the bidder,

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in the tender documents, the same must be pointed out and got clarified before submission of offer, or else, BHEL's interpretation shall prevail & shall be binding on the bidder.

5. Bid should be free from correction, overwriting, using corrective fluid etc. Any interlineation, cutting, erasure or overwriting shall be valid only if they are attested under full signature(s) of person(s) signing the bid else bid shall be liable for rejection.

6. **SECURITY DEPOSIT:**

- a. Security Deposit means the security provided by the Contractor towards fulfilment of any obligations in terms of the provisions of the contract. The total amount of Security Deposit will be 5% of the total contract value. Upon acceptance of tender, the successful bidder must submit the security deposit in any of the following forms:
- i) Cash (as permissible under the extant Income Tax Act)
  - ii) Local cheque of Scheduled Banks (subject to realization)/ Pay Order/ Demand Draft/ Electronic Fund Transfer in favour of BHEL.
  - iii) Bank Guarantee from Scheduled Banks/ Public Financial Institutions as defined in the Companies Act. The Bank Guarantee format should have approval of BHEL.
  - iv) Fixed Deposit Receipt issued by Scheduled Banks/ Public Financial Institutions as defined in the Companies Act (FDR should be in the name of the Contractor, a/c BHEL)
  - v) Securities available from Indian Post offices such as National Savings Certificates, Kisan Vikas Patras etc. (held in the name of Contractor furnishing the security and duly endorsed/ hypothecated/ pledged, as applicable, in favour of BHEL)
  - vi) Insurance Surety Bonds
- b. The security deposit shall not carry any interest.
- c. BHEL reserves the right of forfeiture of Security Deposit in addition to other claims and penalties in the event of the Contractor's failure to fulfill any of the contractual obligations or in the event of termination of contract as per terms and conditions of contract. BHEL reserves the right to set off the Security Deposit against any claims of other contracts with BHEL.
- d. At least 50% of the required Security Deposit should be deposited before start of the work. Balance of the Security Deposit can be collected by deducting 10% of the gross amount progressively from each of the running bills of the Contractor till the total amount of the required Security Deposit is collected.
- e. In case of delay in submission of performance security, enhanced performance security which would include interest (Repo rate + 4%) for the delayed period, shall be submitted by the bidder.
- f. If the value of work done at any time exceeds the contract value, the amount of Security Deposit shall be correspondingly enhanced and the additional Security Deposit shall be immediately deposited by the Contractor or recovered from payment/s due to the Contractor.
- g. **RETURN OF SECURITY DEPOSIT:** Security Deposit shall be refunded/ Bank Guarantee(s) released to the Contractor upon fulfilment of all contractual/ statutory obligations or after 02 months of expiry of contract period;
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whichever is later, after deducting all expenses / other amounts due to BHEL under the contract.

**7. BANK GUARANTEES:**

Wherever Bank Guarantees are to be furnished/submitted by the contractor, the following shall be complied with:

- i) Bank Guarantees shall be from Scheduled Banks / Public Financial Institutions as defined in the Companies Act.
- ii) The Bank Guarantees shall be as per prescribed formats.
- iii) It is the responsibility of the bidder to get the Bank Guarantees revalidated/extended for the required period, as per the advice of BHEL. BHEL shall not be liable for issue of any reminders regarding expiry of the Bank Guarantees.
- iv) In case the Bank Guarantees are not extended before the expiry date, BHEL reserves the right to invoke the same by informing the concerned Bank in writing, without any advance notice/communication to the concerned bidder.
- v) Bidders to note that any corrections to Bank Guarantees shall be done by the issuing Bank, only through an amendment in an appropriate non-judicial stamp paper.

**8. REJECTION OF TENDER**

- i. BHEL reserve the right to cancel the tender or reject the lowest or any tender or accept any tender in full or in part without assigning any reasons whatsoever at any stage.
- ii. BHEL reserves the right to accept or reject any of the bid / all bids with or without deviation or cancel / withdraw the invitation for bid without assigning any reason whatsoever and in such case, bidder shall have no claim arising out of such action by BHEL. The acceptance of tender will rest with BHEL which does not bind itself to accept the lowest tender or any tender and reserves to itself full rights for the following without assigning any reasons whatsoever:
  - a. To reject any or all of the tenders.
  - b. To split up the work amongst two or more bidders as per NIT
  - c. To award the work in part if specified in NIT
  - d. In case of either of the contingencies stated in (b) and (c) above, the time for completion as stipulated in the tender shall be applicable.
- iii. Conditional tenders, unsolicited tenders, tenders which are incomplete or not in the form specified or defective or have been materially altered or not in accordance with the tender conditions, specifications etc., are liable to be rejected.
- iv. Tenders are liable to be rejected in case of unsatisfactory performance of the tenderer with BHEL, or tenderer under suspension (hold/banning /delisted) by any Unit / Region / Division of BHEL or tenderers who do not comply with the latest guidelines of Ministry/Commissions of Govt. of India.
- v. If a bidder who is a proprietor expires after the submission of his tender or after the acceptance of his tender, BHEL may at their discretion, cancel such tender. If a partner of a firm expires after the submission of tender or after the acceptance of the tender, BHEL may then cancel such tender at their discretion, unless the firm retains its character.

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- vi. BHEL will not be bound by any Power of Attorney granted by changes in the composition of the firm made subsequent to the execution of the contract. They may, however, recognise such power of Attorney and changes after obtaining proper legal advice, the cost of which will be chargeable to the contractor concerned.
- vii. *If the tenderer deliberately gives wrong information in his tender, BHEL reserves the right to reject such tender at any stage or to cancel the contract if awarded and forfeit the Earnest Money/Security Deposit/any other money due.*
- viii. Canvassing in any form in connection with the tenders submitted by the Tenderer shall make his offer liable to rejection.
- ix. In case the Proprietor, Partner or Director of the Company/Firm submitting the Tender, has any relative or relation employed in BHEL, the authority inviting the Tender shall be informed of the fact as per specified format, along with the Offer. Failing to do so, BHEL may, at its sole discretion, reject the tender or cancel the contract and forfeit the Earnest Money/Security Deposit.

9. "The offers of the bidders who are under suspension as also the offers of the bidders, who engage the services of the banned firms, shall be rejected. The list of banned firms is available on BHEL website <http://www.bhel.com>.

Integrity commitment, performance of the contract and punitive action thereof:

**COMMITMENT BY BHEL:** BHEL commits to take all measures necessary to prevent corruption in connection with the tender process and execution of the contract. BHEL will during the tender process treat all Bidder(s) in a transparent and fair manner, and with equity.

**COMMITMENT BY BIDDER/ SUPPLIER/ CONTRACTOR:** The bidder/ supplier/ contractor commits to take all measures to prevent corruption and will not directly or indirectly influence any decision or benefit which he is not legally entitled to nor will act or omit in any manner which tantamount to an offence punishable under any provision of the Indian Penal Code, 1860 or any other law in force in India.

The bidder/ supplier/ contractor will, when presenting his bid, disclose any and all payments he has made, and is committed to or intends to make to agents, brokers or any other intermediaries in connection with the award of the contract and shall adhere to relevant guidelines issued from time to time by Govt. of India/ BHEL. The bidder/ supplier/ contractor will perform/ execute the contract as per the contract terms & conditions and will not default without any reasonable cause, which causes loss of business/ money/ reputation, to BHEL.

If any bidder/ supplier/ contractor during pre-tendering/ tendering/ post tendering/ award/ execution/ post-execution stage indulges in mal-practices, cheating, bribery, fraud or and other misconduct or formation of cartel so as to influence the bidding process or influence the price or acts or omits in any manner which tantamount to an offence punishable under any provision of the Indian Penal Code, 1860 or any other law in force in India, then, action may be taken against such bidder/ supplier/ contractor as per extant guidelines of the company available on <http://www.bhel.com> and/or under applicable legal provisions".

10. The Bidder along with its associate/ collaborators/ sub-contractors/ sub-vendors/ consultants/ service providers shall strictly adhere to BHEL Fraud Prevention Policy displayed on BHEL website <http://www.bhel.com> and shall immediately bring to the notice of BHEL Management about any fraud or suspected fraud as soon as it comes to their notice.



**12. Breach of contract, Remedies and Termination:**

In case of breach of contract, 10% of the contract value shall be recovered from the contractor. This 10% of the recovery amount is other than the penalty/LD amount mentioned elsewhere in the contract. In case of breach of contract, wherever the value of security instruments like performance bank guarantee available with BHEL against the said contract is at least 10% of the contract value, the same be encashed. In case the value of the security instruments available is less than 10% of the contract value, the balance amount be recovered from other financial remedies (i.e. available bills of the contractor, retention amount, etc. with BHEL) or legal remedies be pursued. The balance scope shall be got done independently without Risk & Cost of the failed supplier/ contractor.

Further, levy of liquidated damages, debarment, termination, de-scoping, short-closure, etc., shall be applied as per provisions of the NIT/contract.

Following cases shall be considered as terms of breach of contract:

- i. Contractor/ supplier's poor progress of the work vis-à-vis execution timeline as stipulated in the Contract, backlog attributable to contractor/ supplier including unexecuted portion of work/ supply does not appear to be executable within balance available period (#) considering its performance of execution
- ii. Withdrawal from or abandonment of the work by contractor before completion of the work as per contract.
- iii. Non-completion of work/ Non-supply by the Contractor/ supplier within scheduled completion/delivery period as per Contract or as extended from time to time, for the reasons attributable to the contractor/ supplier.
- iv. Termination of Contract on account of any other reason (s) attributable to Contractor/ Supplier. If at any time the service provider defaults in proceeding with the work with due diligence and continues to do so or commit any default in complying any of the tender terms and conditions even after the notice in writing is given, BHEL may, without prejudice to any other right to remedy which shall have accrued or shall accrue thereafter to BHEL, to terminate the contract by giving 15 days' notice in writing. The notice will be deemed to have been served as and when sent to the address given in the tender.
- v. Assignment, transfer, subletting of Contract without BHEL's written permission resulting in termination of Contract or part thereof by BHEL.
- vi. Non-compliance to any contractual condition or any other default attributable to Contractor/ Supplier.

13. The Tender submitted by a techno commercially qualified bidder shall become the property of BHEL who shall be under no obligation to return the same to the bidder. However unopened price bids and late tenders shall be returned to the bidders.

14. Unsolicited discount received after the due date and time of Bid Submission shall not be considered for evaluation. However, if the party who has submitted the unsolicited discount/rebate becomes the L-1 party, then the awarded price i.e. contract value shall be worked out after considering the discount so offered.

15. BHEL shall not be liable for any expenses incurred by the bidder in the preparation of the tender irrespective of whether the tender is accepted or not.

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16. The tender schedule and the tender shall be deemed to form an integral part of the contract to be entered into for this work.
17. **SUBLETING:** The successful bidder should not sub-contract part or complete work detailed in the tender specification undertaken by him without written permission of BHEL. The bidder is solely responsible to BHEL for the work awarded to him.
18. **RECOVERY FROM CONTRACTOR:** Whenever under the contract, any sum of money shall be recoverable from or payable by the contractor, the same may be deducted from any sum then due or which at any time thereafter may become due to the contractor under the contract or under any other contract with BHEL or from his security deposit, or the contractor shall pay the claim on demand without any terms & conditions.
19. **POST TECHNICAL AUDIT OF WORK & BILLS:** BHEL reserves the right to carry out a post payment audit and technical examination of the work and final bill including all supporting vouchers, abstracts etc. and to enforce recovery of any sums becoming due as a result thereof in the manner provided into the proceeding sub-paragraph provided however, that no such recovery shall be enforced after three years of passing the final bill.
20. **SECRECY OF CONFIDENTIAL INFORMATION:** The bidder(s)/contractor agree & acknowledge that in the course of their discussions and interaction, BHEL may disclose information of confidential proprietary nature relating to its business, products, know-how, technology, customers, employees and financial to the bidder(s)/contractor. Such information shall be considered as confidential. The contractor agrees to keep it confidential & secret at all times and not directly or indirectly disclose to any party other than its employees and authorized personnel's strictly on a need know basis, without the prior written permission of BHEL.

#### **SETTLEMENT OF DISPUTES**

21. **CONCILIATION:** If at any time (whether before, during or after the arbitral or judicial proceedings), any Disputes (which term shall mean and include any dispute, difference, question or disagreement arising in connection with construction, meaning, operation, execution, effect, interpretation or breach of the Contract, which the Parties are unable to settle mutually, arise inter-se the Parties, the same may be referred by either Party to Conciliation to be conducted through Independent Experts Committee (IEC) to be appointed by competent authority from the BHEL Panel of Conciliators.

The proceedings of Conciliation shall broadly be governed by Part-III of the Arbitration & Conciliation Act, 1996 or any statutory modification thereof and as provided in the BHEL Conciliation Scheme as applicable from time to time.

22. **ARBITRATION:**

- i. In case amicable settlement is not reached between the Parties, in respect of any dispute or difference; arising out of the formation, breach, termination, validity or execution of the Contract; or, the respective rights and liabilities of the Parties; or, in relation to interpretation of any provision of the Contract; or, in any manner touching upon the Contract, then, either Party may, by a notice in writing to the other Party refer such dispute or difference to the sole arbitration of an arbitrator appointed by BHEL .

*Yes*

The Arbitrator shall pass a reasoned award and the award of the Arbitrator shall be final and binding upon the Parties.

Subject as aforesaid, the provisions of Arbitration and Conciliation Act 1996 (India) or statutory modifications or re-enactments thereof and the rules made thereunder and for the time being in force shall apply to the arbitration proceedings under this clause. The seat of arbitration shall be **DELHI**.

The cost of arbitration shall be borne as per the award of the Arbitrator.

Notwithstanding the existence or any dispute or differences and/or reference for the arbitration, the Contractor shall proceed with and continue without hindrance the performance of its obligations under this Contract with due diligence and expedition in a professional manner except where the Contract has been terminated by either Party in terms of this Contract.

23. **APPLICABLE LAWS AND JURISDICTION OF COURTS:** Indian laws both substantive and procedural, for the time being in force, including modifications thereto, shall govern the Contract including Arbitration proceedings. Notwithstanding any other court or courts having jurisdiction to decide the question(s) forming the subject matter of the reference if the same had been the subject matter of a suit, any and all actions and proceedings arising out of or relative to the contract shall lie only in the court of competent civil jurisdiction in this behalf at **DELHI** and only the said Court(s) shall have jurisdiction to entertain and try any such action(s) and/or proceeding(s) to the exclusion of all other Courts.

24. **FORCE MAJEURE:** A Force Majeure (FM) means extraordinary events or circumstance beyond human control such as an event described as an Act of God (like a natural calamity) or events such as war, strike, riots, crimes (but not including negligence or wrong-doing, predictable/seasonal rain and any other events specifically excluded in the clause). An FM clause in the contract frees both parties from contractual liability or obligation when prevented by such events from fulfilling their obligations under the contract. An FM clause does not excuse a party's non-performance entirely, but only suspends it for the duration of the FM. The firm has to give notice of FM as soon as it occurs and it cannot be claimed ex-post facto. There may be a FM situation affecting the purchase organization only. In such a situation, the purchase organization is to communicate with the supplier along similar lines as above for further necessary action. If the performance in whole or in part or any obligation under this contract is prevented or delayed by any reason of FM for a period exceeding 90 (Ninety) days, either party may at its option terminate the contract without any financial repercussion on either side.

Notwithstanding the punitive provisions contained in the contract for delay or breach of contract, the supplier would not be liable for imposition of any such sanction so long as the delay and/or failure of the supplier in fulfilling its obligations under the contract is the result of an event covered in the FM clause.

25. The evaluation currency for this tender shall be INR.

26. **DUE DILIGENCE:** The Bidder is expected to examine all instructions, forms, terms & specifications in the bidding document. Failure to furnish all information required by the bidding document or submission of a bid not responsive to the bidding documents in every respect will be at the Bidder's risk and may result in rejection of the bid.

27. **LD/ Penalty Clause:** Performance of services provider shall be closely monitored during working hours by BHEL Officials team and any negative observations will result in deduction of penalty amount from contract value as per Checklist given.

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The Penalty system is implemented as deterrent tool only and it will be used only in cases of repetitive/ negligent/ willful/ intentional/ malafide / disruptive acts/ intentions of deployed personnel as well as poor performance of execution of hospitality services as per scope of contract leading to BHEL's loss of face value.

Before imposing a penalty, BHEL officials' team will provide prior notice to the Service Provider to make its representation. The penalty whenever becomes payable, shall be deducted by the BHEL from the payments to be paid to the ICWCS. The penalty details are as enumerate below:

(No penalties shall be levied for first two months, and shall be treated as establishment period.)

Sl No	Category	Default Details	Penalties		
			1 <sup>st</sup> Incidence	2 <sup>nd</sup> Incidence	3 <sup>rd</sup> Incidence
1	General	If Service provider's staff not found in uniform or not properly groomed or engaged in wrongful act/ mis behavior / misconduct / disobedience.	Warning/ counselling of employee as decided by the BHEL depending on the gravity of the act	Warning/ counselling/ Immediate replacement of employee within 2 days as decided by the BHEL & Warning to Service Provider depending on the gravity of the act.	Rs. 1500/- per Incidence
2	<b>Work: All Hospitality services mentioned in the hospitality contract at BHEL- SADAN, Plot No-25, Sector-16A, Film City, Noida</b>	Poor quality of raw material/cooking/food preparations	Rs. 1000 Per occurrence	Rs. 2000 Per occurrence	Rs. 4000 Per occurrence
3		Violation of any contractual obligation	Rs. 500 Per occurrence	Rs. 1000 Per occurrence	Rs. 2000 Per occurrence
4		Non- compliance of statutory provisions	Rs. 500 Per occurrence	Rs. 1000 Per occurrence	Rs. 2000 Per occurrence
5		Poor standards of Hospitality services like food not served hot, stale/ left over food served, delay in services	Rs. 1000 Per occurrence	Rs. 2000 Per occurrence	Rs. 4000 Per occurrence
6		Maintaining cleanliness and hygiene in areas, where it is on ICWCS part.	Rs. 500 Per occurrence	Rs. 1000 Per occurrence	Rs. 2000 Per occurrence
7		Willful damage to any equipment provided by BHEL	Rs. 1000 Per occurrence	Rs. 2000 Per occurrence	Rs. 4000 Per occurrence

# Note: for every default occurrence beyond 3<sup>rd</sup> Incidence the amount shall double the previous amount (amount mentioned in 3<sup>rd</sup> incidence) for each repetition i.e. on amount mentioned in 3<sup>rd</sup> incidence.

28. BHEL shall have right to terminate the contract by giving 15 days' notice.

29. Orders shall be placed through written email communication followed by telephonic intimation. Response to written email orders (confirmation OR regret)



is mandatory. No response within stipulated time by default shall be treated as refusal to provide service.


**30. EVALUATION CRITERIA:**

The prices quoted by ICWCS in given price format shall be evaluated against estimate and other loadings as per proposal given by ICWCS.


**31. PAYMENT TERMS:**

- i) The payment of monthly R.A. bills shall be released by the BHEL within 45 days of its submission.
- ii) No advance payment shall be made to the Service Provider / Contractor.
- iii) Any clarification sought by BHEL, pertains to respective bill, must be clarified by Contractor at the earliest. Otherwise the delay in payment will be attributed to the Contractor. Aforesaid timeline shall be applicable from the day on which the last clarification/queries sought by BHEL will be settled by the Contractor.
- iv) The Contractor will have to intimate the bank account number, and other details of the bank to enable BHEL to credit the payments into the account.
- v) No interest shall be payable for delay in making the payments. The contractor shall not be entitled to any interest with respect to any money which may be due to him from BHEL.
- vi) While claiming the payment, the contractor must certify on the bill that the payment being claimed is strictly within terms of the contract and all the obligations on his part for claiming this payment have been fulfilled as required under the contract.
- vii) All the deductions (if applicable) shall be settled before making the payments. Service provider shall not have any objection on the same. BHEL will review the documents provided by service provider & may either accept or reject based on actual performance. If required, BHEL may impose any LD/Penalty deductions, over & above the invoice submitted by service provider.
- viii) 100% payment would be made on the basis of actual number of services or items provided by the service provider(s).

**32. TAXES & DUTIES:**

- i) To enable BHEL to avail GST Input tax credit, contractor shall submit GST compliant Tax invoice containing all the particulars as stipulated under Invoice Rules of GST Law as amended from time to time. Payment shall be made to the contractor only after submission of GST complaint Tax invoice. The successful bidder shall raise GST compliant invoice affixing GSTIN of BHEL's unit availing the services.
  - ii) To protect BHEL's interest for GST input tax credit, GST portion amount shall be withheld and the same shall be released only after confirmation from GST website/portal that such invoice has been declared in GSTR-1 return filed by contractor within the stipulated time for the relevant period and tax amount thereon has been paid by contractor to Govt. within the stipulated time for the relevant period as per GST Law. In case of any loss
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to BHEL on account of noncompliance by contractor, the same shall be to contractor's account. BHEL has a right to take necessary steps to protect its interest at the time of release of payment.

- iii) Price shall be all inclusive, except GST. The amount towards GST (as applicable) shall be indicated separately as specified in the price format.
  - iv) Digital tax invoice shall be preferred.
  - v) GSTIN of BHEL will be provided to the contractor along with the work order.
  - vi) Any new/ statutory changes as and when made applicable by the Government shall become applicable against documentary evidence.
  - vii) While making the payment, statutory deductions as applicable, shall be made by BHEL. Payment to the Service Provider will be subjected to TDS as per rules in force from time to time. The Tax Deduction at Source (TDS) shall be done as per the provisions of Income Tax Act & GST, as amended from time to time and a certificate to this effect shall be provided to the vendor by BHEL.
  - viii) Invoice submitted should be in the format as specified under GST Laws viz. all details as mentioned in Invoice Rules like GSTIN registration number, invoice number, quantity, rate, value, taxes with nomenclature - CGST, SGST, IGST mentioned separately, HSN (Harmonized System of Nomenclature) Code/ SAC (Services Accounting Code) etc.
  - ix) All applicable taxes and duties other than mentioned in the contract document, shall be payable by the Service provider and the BHEL shall not entertain any claims whatsoever with respect to the same.
  - x) Any Statutory variation in the rate of GST, taking place between the Bid Submission by service provider and Bid End Date, shall be to the Service provider's account. Hence, Service provider must ensure that any Statutory variation in the rate of GST till Bid End Date is duly incorporated in the bid submitted by the service provider. In case service provider fails to incorporate the same in bid, the service provider will not be eligible for claiming any change in price due to such Statutory variation.
  - xi) The Bill Form / On-line invoice shall be generated by the Service provider which may inter alia include the following confirmations from the Service provider:
    - a. Certified that the Goods and Services Tax (GST) charged on this Bill is not more than what is payable under the provision of the relevant Act or the Rules made there under.
    - b. Certified that the services on which GST has been charged have not been exempted under the GST Act or the rules made there under and the charges on account of GST on these services are correct under the provisions of that Act or the Rules made there under.
    - c. Certified that the Service provider is registered with above indicated GSTIN in the State where in their Billing address is located for the purpose of GST.
    - d. The service provider shall provide an undertaking that the provisions of anti-profiteering clause under GST Act have been complied with.
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- xii) Service provider shall comply with all the necessary statutory compliances, including but not limited to, GST registration in line with the extant provisions of GST Act, providing GST invoices or other documentation as per GST Law relating to the supply of Goods or Services, uploading the details of the invoices, payment of taxes, timely filing of valid statutory returns for the tax period in the GST portal, etc.
- xiii) In case the Input Tax Credit of GST is denied or demand is recovered from BHEL on account of any act/ omission of the Service provider in this regard, the Service provider shall be liable in respect of all claims of tax, penalty and / or interest, loss, damages, costs, expenses and liability that may arise due to such non-compliance. BHEL shall have the right to recover such amount from any payments due to the Service provider or from Performance Security, or any other legal recourse from the said Service provider. If any tax is required to be paid by the Service provider in pursuance of any demand from tax authorities, on account of Service provider's suppression of facts, fraud or willful misstatement of facts while offering the products/service or submitting the bids, then the same shall not be passed on to BHEL through debit notes or Invoices or Supplementary Invoices and the service provider shall be solely liable for payment of the same.
- xiv) The Service provider, at all times, will ensure that the services being provided under this Contract/Agreement are performed strictly in accordance with all applicable laws, order, byelaws, regulations, notifications, guidelines, rules, standards, recommended practices etc. and no liability in this regard will be attached to the BHEL.





**No Deviation Certificate**  
(To be submitted along with Part-1 Bid)

Notwithstanding anything mentioned in our bid, we hereby accept all the terms and conditions of the above tender. We confirm that the offer submitted by us is confirming to all the terms and conditions mentioned in the tender document. We hereby undertake and confirm that we have understood the scope of services properly and shall carry out the job as mentioned in this tender in line with tender terms & condition.

OR

We hereby accept all terms and conditions of the above tender except the following:

- 1.
- 2.
- 3.
- 4.

Signature  
With name, Designation & seal of the firm



DETAILS OF BUSINESS

1.0	Name of the Restaurant / Service provider:	
2.0	Address for communication:	
3.0	Registered Office, if any:	
4.0	Location of Restaurant / Kitchen(s):	
4.1	Distance of Kitchen / Restaurant from BHEL Sadan, Sector-16A, Noida-201301 (Kms.):	
4.2	Telephone Nos.: (Office) (Res) (Kitchen) (Mobile) (Fax)	
5.0	Name of proprietor / partner:	
6.0	Name of contract person / telephone no. for placing / booking the order:	
7.0	Date / year of commencement of Business:	
8.0	Any other information:	

Signature

With name, Designation &amp; seal of the firm



BIDDER'S DETAILS

Name of the Contractor /Party/ Firm	
Name of Authorized Representative	
Phone Nos.	
Mobile Nos.	
Fax No.	
E-Mail Address	
Web Site Address (If Any)	

(Signature &amp; seal of the contractor)





DECLARATION CERTIFICATE

(to be submitted along with Part-1 Bid)

Dear Sir/Ma'am,

Please find herewith our offer in line with requirement of BHEL's Tender document:

1. We confirm that bid complies with the total techno-commercial requirements / terms and conditions of the bidding document and subsequent addendum / corrigendum (if any) without any assumptions.
2. I / We do hereby declare that I / We have not been suspended / delisted / blacklisted by any other Govt. Ministry/Department/Public Sector Undertaking/ Autonomous Body/Financial institution/Court. We also certify that either our firm or any of the partners are not involved in any scam or disciplinary proceedings settled or pending adjudication. We also commit to adhere BHEL Fraud Prevention Policy, BHEL Guidelines on Suspension of Business Dealings, BHEL Guidelines for Reverse Auction.
3. We hereby confirm that we have gone through and understood the bidding document and that our bid has been prepared accordingly in compliance with the requirement stipulated in the said document. We are submitting Check-List of bidding document as part of our bid duly signed in token of our acceptance. We undertake that the bidding document shall be deemed to form part of our bid and in the event of award of work to us, the same shall be considered for constitution of contract agreement. Further, we shall sign & stamp each page of this bidding document as a token of acceptance and as a part of the Contract in the event of award of Contract to us.
4. We further confirm that we have quoted prices in price bid considering detailed description of scope of work. We confirm that price quoted by us includes price for all works/activities/supply etc. as mentioned in this tender document.
5. We declare that the statement made and the information provided in our offer is true and correct in all respect. In case, it is found that the information/ documents provided by us are incorrect/ false, our application/offer/tender shall be rejected by BHEL without any reference to us.

Thanking you,

Very Truly Yours,

Signature  
With name, Designation & seal of the firm



**NEFT Format / E-Banking Mandate Form**  
(To be submitted along with Part-1 Bid)

1. Vendor/customer / Beneficiary Name:
2. Vendor/customer/ Beneficiary Code:
3. Vendor /customer/ Beneficiary Address:
4. Vendor/customer/ Beneficiary e-mail id:
5. Particulars of bank account:
  - a. Name of Bank:
  - b. Name of branch:
  - c. Branch code:
  - d. Address:
  - e. Telephone number:
  - f. Type of account (current/saving etc.):
  - g. Account Number:
  - h. RTGS IFSC code of the bank branch:
  - i. NEFT IFSC code of the bank branch:
  - j. 9 digit MICR code:

I/We, hereby, declare that the particulars given above are correct and complete. If the transaction is delayed or not effected at all for reasons of incompleteness or incorrectness of information given by me as above, I/We would not hold the user institution responsible.

(.....)  
Signature of the Beneficiary

Certified that the particulars furnished above are correct as per the record.

**Bank Stamp**

**Dated**

(.....)  
Signature of the Authorized Officer





**ICWCS-SCOPE OF WORK AT A GLANCE**

S. No.		Area	Scope of Work
1	Providing Manpower for Hospitality Services for BHEL offices, Sector-16A, Noida	Office Canteen at 1st Floor of BHEL Sadan Building	1: Providing Manpower for Housekeeping of Office canteen, Service Area, Kitchen attached to Canteen, Wash Basins will be in the scope of BHEL. Note 2: Table/ chair cleaning, Serving of Food Items on tables, pick up of used wrappers, packets etc. and subsequent cleaning of tables will be in scope of ICWCS.
2		Board Room, Conference Halls & Auditorium at GF & 1st Floor of BHEL Sadan Building	1: Providing Manpower for Housekeeping of Board Room, Conference Halls & Auditorium at GF & 1st Floor of BHEL Sadan Building will be in the scope of BHEL. 2: Providing Manpower for Serving of Food Items in Board Room, Conference Halls & Auditorium at GF & 1st Floor and pick up of used wrappers, packets etc. and subsequent cleaning of conference tables will be in scope of ICWCS.
3		VIP Dining Hall at 1st Floor of BHEL Sadan Building	1: Providing Manpower for Housekeeping of VIP Dining Hall Room, Wash Basins at 1st Floor of BHEL Sadan Building will be in the scope of BHEL. 6. 2: Providing Manpower for Serving of Food Items on Dining tables, pick up of used plates, Bowls, spoons, glasses etc. and subsequent cleaning of dining table will be in scope of ICWCS.
4		VIP Guest House at 16th Floor of BHEL Sadan Building	Providing Manpower for All Works related to running of VIP Guest House comprising of 12 Guest Rooms, Dining Hall, Pantries etc.as per details given below: 1. Round the clock manning of Reception. Round the clock availability of HK Staffs, Waiters & Cooks. 2. Attending the Guests in Guest House Rooms. 3. Changing of Linens in the Guest House Rooms. 4. Housekeeping of complete floors (Lift Lobby, all rooms, room toilets, dinning hall, pantry, store, common toilets, common corridors etc.) to upkeep & maintenance of GH at all times. 5. Washing & Dry cleaning of linen items shall be in the scope of ICWCS. 6. Providing VIP Kits, Toiletries, Newspaper & Other periodicals etc shall be in the scope of ICWCS.
5		Hostel Rooms (38 nos.) at CLD Building	All Works related to running & maintenance of CLD Hostel Rooms (38 nos.) at 3rd Floor of CLD Building & Dining Hall at 2nd Floor of CLD Building as per details given below: 1. Round the clock manning of Reception. Round the clock availability of HK Staffs, Waiters & Cooks. 2. Attending the Guests in Hostel Rooms. 3. Changing of Linens in the Hostel Rooms. 4. Housekeeping of complete 3rd floor (Common Gallery, all Hostel Rooms, Hostel Room toilets, Dinning Hall, Dinning Hall passage, kitchen, store etc. at 2nd floor) to upkeep & maintenance of Hostel Rooms, Dining Hall & Kitchen at all times. 5. Providing of HouseKeeping Items and Amenities shall be in the scope of ICWCS Ltd. 6. Washing & Dry cleaning of linen items shall be in the scope of ICWCS. 7. Providing Tea/coffee kit, Toiletries & Other periodicals etc shall be in the scope of ICWCS.
6		Conference Hall/ Training Hall at CLD Building	1. Providing Manpower for Table/ chair cleaning, Serving of Food Items on tables, pick up of used wrappers, packets etc. and subsequent cleaning of tables will be in scope of ICWCS. 2. Housekeeping services will be in the scope of BHEL.
7		Kitchen-1 at CLD Building	1. Housekeeping of this kitchen will be in the scope of ICWCS for upkeep, sanitation and maintenance of kitchen. 2. Kitchen will be equipped with 6 nos. Burner connections through IGL.



8	Kitchen-2 at GF of PEM Building	<ol style="list-style-type: none"><li>1. One Industrial Kitchen has been developed at GF in PEM Building for providing all types of services by ICWCS team as to BHEL Sadan Building as mentioned above.</li><li>2. Housekeeping of this kitchen will be in the scope of ICWCS for upkeep, sanitation and maintenance of kitchen.</li><li>3. Kitchen will be equipped with 15 nos. Burner connections through IGL.</li></ol>
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1	Providing Food & Beverages for BHEL offices, Sector-16A, Noida	Office Canteen at 1st Floor of BHEL Sadan Building	Running & Maintenance of Office Canteen keeping availability of Tea, Coffee, Snacks Items, Packed Lunch & other food items for approx. 1100-1500 employees stationed at BHEL Sadan Building.
2		Board Room, Conference Halls & Auditorium at GF & 1st Floor of BHEL Sadan Building	Providing Tea, Coffee, Snacks Items, Special Snacks Items, Packed Lunch & other food items in Meeting/ Conferences/ Workshops etc., as & when required.
3		VIP Dining Hall at 1st Floor of BHEL Sadan Building	Providing Buffet/ Sit Down Lunch to VIPs as & when required.
4		Meeting Rooms from 2nd Floor to 13th Floor occupied by different BHEL Units	Providing Tea, Coffee, Snacks Items, Special Snacks Items, Packed Lunch & other food items in Meeting/ Conferences/ Workshops etc., conducted by different units at their respective floors from Canteen at 1st Floor or from Main Kitchen at PEM Building.  Note 1: Requisite items will be carried away & served by respective floor attendants.
5		Camp offices (two nos.) at 14th, 15th, 17th & 18th Floor (Floors assigned for Directors & CMD)	Providing Tea, Coffee, Snacks Items, Special Snacks Items, Packed Lunch & other food items for Camp offices at Directors Floors & CMD as & when required.
6		VIP Guest House at 16th Floor of BHEL Sadan Building	Providing below items in VIP Guest House comprising of 12 Guest Rooms, Dining Hall, Pantries etc.as per details given below:  1. Providing Tea, Coffee, light snacks items, special snacks items in the Guest House Rooms as per requirement & availability of Guests in the Guest House. 2. Providing Tea, Breakfast, Snacks Items, Special Snacks Items, Evening Snacks, Lunch & Dinner at Dining Hall as per requirement & availability of Guests in the Guest House.
7		Hostel Rooms (38 nos.) at CLD Building	Providing below items in CLD Hostel Rooms (38 nos.) at 3rd Floor of CLD Building & Dining Hall at 2nd Floor of CLD Building as per details given below:  1. Providing Tea/ Coffee kit etc in the Hostel rooms as per requirement & availability of Guests in the Hostel Rooms for training programmes. 2. Providing Tea, Breakfast, Snacks Items, Special Snacks Items, Evening Snacks, Lunch & Dinner at Dining Hall as per requirement & availability of Guests in the Hostel Rooms for training programmes.
8		Conference Hall/ Training Hall at CLD Building	Providing Tea, Coffee, Snacks Items, Special Snacks Items, Packed Lunch & other food items in Meetings, Conferences, training programmes in 7 nos. Conference/ Training Halls, as & when required. Note1: In a given day, max. 3 nos. Meeting/ Training programmes may be conducted.
9		Kitchen-1 at CLD Building	1. Kitchen attached with Dining Hall at 2nd Floor of CLD Building is to be used for preparation & providing of tea, coffee, snacks items, packed lunch, buffet lunch, sit down lunch for meeting/ training programmes at CLD Building.
10		Special Programmes such as BHEL Day, Holi, Diwali, Independence Day, Republic Day Celebration etc. at Elevated Lawn Area at BHEL Office Complex, Plot No. 25, Sec-16A, Noida	Providing, tea, coffee, Snacks Boxes, Catering Services etc. as per requirement of BHEL for conduction of Special Days at BHEL Office Complex, Plot No. 25, Sec-16A, Noida.



Price Format for Providing Food & Beverages and Manpower Hospitality Services at BHEL office complex Plot No. 25, Sec-16A, Noida for 2 years			Annexure-H
SL. NO.	DESCRIPTION OF ITEMS	RECURRING EXPENDITURE PER MONTH FOR 1ST YEAR (in Rs)	RECURRING EXPENDITURE PER MONTH FOR 2ND YEAR (in Rs)
A	Expenditure for office canteen, VIP Guest House, CLD Hostel Facilities, CMD & Director's camp offices, MCM meeting, providing hospitality services in Meetings, Conferences, Trainings, Workshops etc		
1	Deployment of .....Manpowers by ICWCS as per Scope of works and Technical & Commercial Terms & Conditions		
2	Vehicle Expenses/Transportation charges, for the purchasing of Raw Materials from whole sale market, and purchasing of vegetables etc from local market and also for the transportation of ICWCS employees from staff quarters to BHEL Sadan and back and other allied requirements as per Sl. No. 2 (i) of Annexure-A		
3	Accommodation to .....Manpowers of ICH staff (Sufficient Bachelor/Family Accommodation facilities) as per Scope of works and Technical & Commercial Terms & Conditions @ Rs. ....../- per month		
4	TOTAL PER MONTH EXCL GST (in Rs)		
5	TOTAL PER YEAR EXCL GST (in Rs)		
6	TOTAL FOR 2 YEAR EXCL GST (IN RS.)		
Note-1:	BHEL shall reimburse cost of consumables/ Cleaning materials for cleaning of Crockery, Utensils, Kitchen and Pantries on actual expenses basis. The total amount limited up to Rs. ....../- per month (payments shall be on actual expenditure basis and limited to Rs. ....../- per month) towards the consumables/cleaning materials.		
Note-2:	BHEL shall reimburse washing charges of Linen, Pillow cases, Blankets, Curtains, Towels etc on actual expenses basis. The total amount limited up to Rs. ....../- per month (payments shall be on actual expenditure basis and limited to Rs. ....../- per month) towards washing charges of Linen, Pillow cases, Blankets, Curtains, Towels etc on actual expenses basis.		
Note-3:	BHEL shall reimburse Dish TV Charges, Purchasing cost of VIP Kits, Tea/Coffee Kits, Toiletries, Newspaper & Other periodicals etc on actual expenses basis. The total amount limited up to Rs. ....../- per month (payments shall be on actual expenditure basis and limited to Rs. ....../- per month) towards Dish TV Charges, Purchasing cost of VIP Kits ,Tea/Coffee Kits, Toiletries, Newspaper & Other periodicals etc.		
Note-4:	BHEL shall reimburse purchasing cost of packing materials/disposable items such as Aluminum Foils, Disposable Cups, Glasses, Plates & Thali etc on actual expenses basis. The total amount limited up to Rs. ....../- per month (payments shall be on actual expenditure basis and limited to Rs. ....../- per month) towards purchasing cost of packing materials/disposable items such as Aluminum Foils, Disposable Cups, Glasses, Plates & Thali etc.		
Note-5:	Monthly official expenditure against Tea, Coffee, Snacks Items, Special Snacks Items, Snacks Boxes, Packed Lunch, Buffet/ Sit Down Lunch & other food items etc. shall be paid by BHEL based on actual consumption as per attached menu rate in Annexure I & II of ICH proposal. These menu rates shall be valid for one year of the contract and thereafter, the menu rates will be increased of at least 6.50% on first year rate for second year. Other than Menu items (if requirement received), rate shall be finalised by mutual discussion with ICWCS & BHEL.		
Note-6:	GST as applicable shall be payable extra.		



## ANNEXURE-I

MENU/RATES OF EATABLE TO BE SERVED IN THE  
BHEL OFFICE CANTEEN AT SECTOR - 16 A NOIDA.

Sl No.	Items	Quantity	Rates (in Rs.)
1	Coffee (Nescafe)	100 ml	
2	Coffee (Filter)	100 ml	
3	Cold Coffee	200 ml	
4	Tea	90 - 95 ml	
5	Dip Tea/ Green Tea	100 ml	
6	Vada Sambar	70 gms Vada ( 2 Pcs.) + Sambar & chatni	
7	Dahi Vada	2 Pcs. ( 120 gms)	
8	Idly Sambar	110 gms Idly ( 2 Pcs.) + Sambar & chatni	
9	Poori Subji	4 Pcs. Puri + Subji + Salad+Achar	
10	Masala Dosa	( 175 gms with Sambar & Chatni)	
11	Plain Dosa	Dosa + Sambar + Chatni	
12	Samosa	1 pc. ( 70-75 gms)	
13	Bread Pakoda	1 Pc. ( 60 gm)	
14	Ladoo (Bundi/ Beson)/ Balushahi	1 Pc. ( 40 gm)	
15	Jilebi	1 Pc. ( 35 gm)	
16	Chola Bhatura	2 Pcs Bhatura (60 gm each) + 1 Kattori Chola (100 gms) with Onion	
17	<b>Veg. Meal (Thali ) Limited</b>	200 gms Rice + 2 Pcs. Tawa Roti <b>OR</b> 5 Tawa Roti 1 dal (100 gms), 1 Subji ( 75 gm), Achar, Half Papad, Salad, Curd 75 gms /Raita	
18	Egg Curry/ Egg Masala	2 Eggs ( 250 gms)	
19	Omlet	2 Eggs	
20	Bread Omlet	2 Eggs with 2 Bread	
21	Dal Fry	200 gms	
22	Seasonable Vegetable	200 gms	
23	Roti/ Butter Roti	Single Piece	
24	Paratha	Single Piece	
25	Lemon Water	150 ml	
26	Upma	150 gms	
27	Poha	200 gms + 100 gms Subji	
28	Sweet Lassi	200 ml (Qty Curd 100 gms)	
29	Butter Milk	150 ml	
30	Uthappam	150 gms	
31	Kachori	50 gms + Sauce	
32	Aloo Bonda	1 Pc ( 50 gms)	
33	Butter Toast	4 Pcs.	
34	Rice	150 gms	
35	Aloo Paratha	2 Pcs ( 175 gms)	
36	Gulab Jamun	1 Pc ( 50 - 60 gms)	
37	Vegetable Cutlet	1 Pc. + 4 Pcs. Potato finger Chips & Sauce	
38	Vegetable Sandwich	4 Pieces	
39	Veg. Soup	150 ml	

\* 2 \*

40	VEG. LUNCH	<p>Soup ( Tomato/ Mix. Veg. ) ( Any one Variety)</p> <p>Chapatti/ Poori ( Any One)</p> <p>Rice/ Jeera Rice/ Veg. Pulao ( Any one Variety)</p> <p>Paneer Subji ( Paneer Butter Masala/ Kadai Paneer/ Mutter Paneer) (Any one Variety)</p> <p>Dry Veg./ Stuffed Veg. ( Seasonal ) ( Any one variety)</p> <p>Kofta Subji/ Chena Masala/ Rajma Masala ( Any one Variety)</p> <p>Dal Yellow/ Dal Makhani ( Any One Variety)</p> <p>Curd/ Raita ( Any One Variety)</p> <p>Salad, Pickle, Papad</p> <p>Sweet/ Ice Cream ( Any One Variety)</p>	
41	NON. VEG. LUNCH	<p>Veg. Lunch ( as above) +</p> <p>Any one of the Chicken Curry dishes</p> <p>( Chicken Butter Masala/ Chicken Dopyaza/ Chicken Shahi Korma)</p>	
42	PACKED LUNCH	<p>2 Pcs. Veg. Cutlet</p> <p>2 Pcs. Veg. Sandwich</p> <p>1 Pc. Pastry</p> <p>Wafers, One Pc. Gulab Jamun ( Dry)</p> <p>One Pouch of Sauce</p> <p>After Mint Packet</p> <p>( to be given packed along with napkin and cutlet wrapped in Aluminium foil)</p> <p><b>OR</b></p> <p>1 PC. Paratha, 2 pcs chappati, Fried Rice with Jeera <b>OR</b> Veg. Pulao (150 gm), Paneer subji (100 gm), Dry Veg. (100 gm), Dal/Rajma (100 gm), Dahi (100 gm), 1 Papad, 1 Pc. Gulab Jamun, Salad, Pickle.</p>	
43	SPECIAL LUNCH	<p>1 Pc. Parantha/ 1 Pc. Chapathi</p> <p>Fried Rice with Jeera <b>OR</b> Veg. Pulav ( 150 gms),</p> <p>Paneer Subji ( 100 gm),</p> <p>Dry Veg. ( 100 gm), Dal/ Rajma ( 100 gm), Dahi ( 100gm),</p> <p>1 Papad, 1 Pc. Gulab Jamun, Salad, Pickle</p>	

\*3\*

**Special Item/ On Order**

1	Chicken Biryani	Biryani + 3 Pcs Chicken + Egg	
2	Veg. Biryani	Veg. Biryani + Raita + Salad	
3	Egg Biryani	Biryani + 2 Eggs + Raita + Salad	
4	Fish Curry	2 Pieces	
5	Chicken Curry/ Chicken Masala	3 Pieces	
6	Chilli Chicken	12 Pcs.	
7	Mutton Curry	4 Pcs	
8	Fruit Cut	200 gms	
9	Chiwda Snacks	150 gms	
10	Juice	100 ml	
11	Coconut Water	Seasonal Rate	
12	Paneer Pakoda	50 gms/ Pc. + Sauce	
13	Mineral Water, Cold drinks, Biscuits, Sweets etc.		

GST SHALL BE EXTRA.





\* 2 \*

35	<b><u>NON VEG. LUNCH /DINNER ( BUFFET SYSTEM)</u></b> Rice Chapati Dal Fried Dry Veg. Paneer Subji ( any one Variety) Curd/ Raita Salad, Achaar & Papad 1 Non Veg. Item ( Chicken/Fish) Sweet/ Ice Cream (any one vareity)	
36	<b><u>Special Lunch / Dinner ( Vegetarian) Buffet</u></b> 1. Soup ( any one variety) 2. Rice/ Rice Fried/ Pulav ( any one variety) 3. Dal fried 4. Mix. Veg. 5. Raita OR Curd 6. Veg. Curry 7. Kadai Paneer/Mutter Paneer/Sahi Paneer any one Item) 8. Seasonal Veg. Like ( Bindi / Karela/ Ghobi etc.) 9. Sweet (1 pc.) ( Rasgula/ Gulabjamun) OR Ice Cream 10. Fresh Fruits ( Seasonal) 11. Roti/ Nan/ Missi Roti 12. Salad/ Achar and Papad.	
37	<b><u>Special Lunch / Dinner ( Non Vegetarian) Buffet</u></b> Special Lunch / Dinner Vegetarian + 2 Non Veg. Items Chicken/ Mutton/ Fish ( any two items)	
38	Mineral Water, Cold drinks, Biscuits, Sweets etc.	MRP

**GST SHALL BE EXTRA.**



## ANNEXURE - II

MENU/ RATES OF EATABLE TO BE SERVED AT  
BHEL GUEST HOUSE, SECTOR - 16 A NOIDA.

SL. NO.	ITEMS	Rates (in Rs.)
1	Soup ( Tomato/Corn/Mix.Veg. ( 150 MI)	
2	<b><u>VEG. MEALS ( Thali ) Limited</u></b> 150 gms Rice + 4 Chapati, 1 Dal (75 gms), 1 Subji Seasonal ( 75 gms), Curd/Sweet Dish ( 75 gms), Salad, Achaar, Papad.	
3	<b><u>VEG. MEALS Thali (SPECIAL) Limited</u></b> Veg. Meal + Paneer Vegetable (1 No.)+Sweet/ Ice Cream	
4	<b><u>NON.VEG MEALS (Thali ) Limited)</u></b> Veg. (Special) Meal + 01 Non Veg. Dish	
5	Tea (Spl) 90 - 95 MI	
6	Tea (Dip) 100 MI	
7	Tea (Pot) 160 - 200 MI	
8	Coffee Filter 100 MI	
9	Coffee (Nes) 100 MI	
10	Lassi 200 MI	
11	Butter Milk 200 MI	
12	Lemon Water 200 MI	
13	Puri + Sabji ( 4 Puri + Sabji + Achar + Salad)	
14	Omelete + Bread 2 Slice, 2 Egg	
15	Chola Bhatara 2 Pc 60 -70 Gms + 100 Gms Chola+Salad+ Achar	
16	Stuffed Porotta 2 Porotta + Achaar (Aloo/Gobhi/Peas)	
17	Vada Sambar ( 2 Pcs Vada 50 Gms, Sambar, Chatni)	
18	Idly Sambar ( 2 Pcs Idly 60 Gms, Sambar, Chatni)	
19	Masala Dosa 150 Gms With Sambar & Chatni	
20	Sada Dosa 150 Gms With Sambar & Chatni	
21	Uthappam 150 Gms With Sambar & Chatni	
22	Bread Toast 2 Slice With (Butter/Jam)	
23	Boild Egg (1 Egg)	
24	Corn Flakes 200 MI Milk With 30 Gms Cornflakes	
25	Dalia 200 MI Milk With 30 Gms Dalia	
26	Bread Pakoda (1 Pc)	
27	Veg. Pakoda (6 Pc)	
28	Paneer Pakoda (4 Pc)	
29	Samosa 50 Gms (1 Pc)	
30	Dahi Vada 1 Pc (60 Gms)	
31	Gulab Jamun 1 Pc (40 Gms)	
32	Veg. Sandwich (4 Pc)	
33	Veg. Cutlet (1Pc) 4 Pc Potato Finger Chips + Sauce	
34	Finger Chips (12 Pcs )	