

भारत हेवी इलेक्ट्रिकल्स लिमिटेड  
(भारत सरकार का उपक्रम)  
पावर सेक्टर - पश्चिमी क्षेत्र  
श्रीमोहिनी काम्पलेक्स, 345, किंग्सवे  
नागपुर - 440 001



Bharat Heavy Electricals Limited  
(A Govt. of India Undertaking)  
Power Sector - Western Region  
Shreemohini complex, 345 Kingsway  
Nagpur - 440 001

फोन / Phone: 0712- 3048600 / 601 / 677 ,फैक्स / FAX: 0712- 3048699 www.bhelpswr.co.in

Bharat Heavy Electricals Limited

(A Govt. of India Undertaking)

Shree Mohini, 345 Kingsway,

NAGPUR-440 001

Tel. Nos. 3048600; Fax: 3048699

**TENDER SPECIFICATION NO: BHE/PW/HRX/CATERING/2015**

**Tender Document for**

**PREPARATION AND SERVING OF LUNCH AND OTHER REQUIREMENTS AT BHEL**

Opening date: 18.11.2015

This Tender document contains 35 Pages

CONTRACTOR

ISSUING OFFICER

पंजीकृत कार्यालय: बीएचईएल हाउस, सिरी फोर्ट, नई दिल्ली - 110 049  
N.Delhi 110049

Regd.Office: BHEL House, Siri Fort,

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## PART - 1 - TECHNICAL BID

### NOTICE INVITING TENDER

1. TENDER SPECIFICATION NO. BHE/PW/HRX/CATERING/2015
2. Name of the work: PREPARATION AND SERVING OF LUNCH AND OTHER REQUIREMENTS AT BHEL.
3. Duration of Contract: 24 Months
4. Earnest money deposit: Rs. 25,000.00
5. Last date and time for the: Before 1.00 PM on 18.11.2015 receipt of completed tender
6. Date and time for tender opening: At 4.30 PM on 18.11.2015
7. Place of submission of completed tender:  
Sr. EXECUTIVE (HR)  
BHEL., PSWR.,  
SHREE MOHINI COMPLEX 5TH FLOOR  
345 KINGSWAY  
NAGPUR-440 001.

This tender document contains 35 pages including General Instructions to the bidders, Scope of work and Terms & Conditions, Price bid etc. as follows.

1. SECTION: I- GENERAL INSTRUCTIONS TO TENDERERS
2. SECTION: II-SCOPE, SPECIAL TERMS AND CONDITIONS OF THE CONTACT
- 3 ANNEXURE: I-FORMAT FOR NO DEVIATION CERTIFICATE
4. ANNEXURE: II-FORMAT FOR SEEKING CLARIFICATION
5. ANNEXURE: III-PRICE FORMATE/PRICE BID
6. ANNEXURE: IV- STATUTORY PAYMENTS TO CONTRACT LABOURS
7. ANNEXURE: V- BRANDS OF CONSUMABLES PERMISSIBLE
8. ANNEXURE: VI-REGULAR LUNCH MENU
9. ANNEXURE: VII-VIP LUNCH MENU
10. ANNEXURE: VIII- RATE LIST
11. ANNEXURE: IX-FORMATE FOR UNQUALIFIED ACCEPTANCE

### Issued to:

Note: The tenderer shall return the duly filled in Tender Documents after affixing signature on all pages.

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*PRE QUALIFICATION CRITERIA FOR BIDDER FOR PREPARATION AND SERVING OF LUNCH AND OTHER REQUIREMENTS AT BHEL., PSWR OFFICE, SHRI MOHINI COMPLEX, 5<sup>TH</sup> & 6<sup>TH</sup> FLOORS, 345 KINGSWAY, NAGPUR-440 001.*

**TENDER NO. PW:NGP:HRX:CATERING:2015**

### **PREQUALIFICATION CRITERIA:**

- 1) Bidder should have positive total income as per ITR acknowledgement sl.no 3 in the last three financial years ending on 31.03.2015 i.e. F.Y. 2012-13, F.Y. 2013-14, and F.Y. 2014-15. Vendor should submit Income Tax Return copy/ Acknowledgement receipt for last 03 financial years in support of the above requirement.

Note:-

Where ITR for F.Y. 2014-15 is not available due to pending audit due date, the last three F.Y. will be considered as F.Y. 2011-12, F.Y. 2012-13, F.Y. 2013-14.

- 2) VENDOR SHOULD have experience of similar work for providing lunch at an average of more than 100 persons per day in a single order during the last Seven Years ending on 31.03.2015

*(Similar Works shall mean Contract executed for Supply of Lunch in Offices/ Factories/Establishments/ Corporates/ PSU's etc. where kitchen facility is not provided by the client).*

- 3) Bidder shall submit Copies of Work Order(s) / Contract Award Letter(s) and their Work Completion Certificate(s), certificate to the effect of work under execution or running contract, in support of proof of experience for the similar completed work(s) executed by the Bidder(s) as per Clause 2 above. BHEL reserves the right to cross check the documents from the issuing Agency.
- 4) BIDDER SHOULD have valid PAN NUMBER/SERVICE TAX/TRADE LICENCE AS APPLICABLE UNDER FSSAI /PROFESSIONAL TAX (if applicable) documents.

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## SECTION-I

### GENERAL INSTRUCTIONS TO TENDERERS

1.0 This tender specification as a whole, duly furnishing the following details, shall be duly signed in each and every page and sent in a sealed cover super scribing "TENDER FOR PREPARATION AND SERVING OF LUNCH AND OTHER REQUIREMENTS" at BHEL., PSWR Office, 345 Kingsway, Nagpur, as per prescribed menu and supply schedule set by BHEL.

2.0 Tenderer should submit their offer in line with this tender document only.

2.1 **PART-I** : The tenderer should deposit their Earnest Money as indicated in this Tender.

2.2 **PART-II** : The tenderer should submit the following documents:

- A list of credentials, i.e. proof of award of work by Central/State Govts., PSUs and leading Private Sectors in support of experience in the relevant field.
- Details of present job(s) being handled/working experience of last seven years ending 31/03/2015.
- Attested copies of partnership deed, power of attorney (if applicable).
- No deviation certificate (As per the tender documents).
- Copy of Valid PAN No. /SERVICE TAX REGN. Number etc. with Certificate as mentioned in our pre-qualification requirement criteria.

2.3 **PART-III**: Complete price offer in line with prescribed price bid schedule duly filled in all respect should be submitted in a separate sealed envelope.

The tender shall be addressed to:

Sr. Executive (HR)  
BHEL, PSWR,  
Shri Mohini Complex,  
345 Kingsway,  
NAGPUR-440 001

3.0 Tenders if submitted by post shall be sent by "REGISTERED POST WITH ACKNOWLEDGEMENT DUE". Tenders received after the due date is liable to be rejected. Tender papers may also be submitted by hand delivery or Courier Services or deposited in Despatch Section of BHEL., PSWR Office at 5<sup>th</sup> Floor, Shri Mohini Complex, 345 Kingsway, Nagpur-440 001.

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4.0 Tenders shall be opened by the authorised official(s) of BHEL at their office. The time and date of tender opening will be intimated at a later date. The tender shall be opened in presence of Bidders or their authorised representative who wish to be present. Such representatives must bring with them their authorisation letter during opening of the price bids. For any clarification, the tenderers should contact authority inviting tenders.

5.0 The bidders shall thoroughly go through all the clauses/specifications, terms and conditions stipulated in the Tender documents. In case, the bidders have any doubt about the meaning of any portion of the tender specifications or the tender documents issued are incomplete or require clarification on any of the technical aspect, scope of work, etc. they shall at once contact the authority inviting the tender for clarification before submission of their offer.

6.0 Before submitting their offers, the bidders are advised to visit/inspect the BHEL/ PSWR premises located at Sri Mohini Complex, 345 Kingsway, NAGPUR-440 001 and get themselves well acquainted with the working atmosphere and other prevalent conditions, facilities available. No claim shall be entertained later, on the grounds of lack of knowledge.

7.0 Bidder must furnish all the required information as per the instructions given in various sections of the tender specification. Each and every page of the tender specification must be signed and submitted **ALONG WITH THE OFFERS BY THE BIDDERS AS A TOKEN OF COMPLETE ACCEPTANCE THEREOF.**

8.0 The bidder shall quote the rate(s) in English language and international numerals. The rate(s) shall be in whole rupees. The rate(s) shall be entered in figures as well as in words. For the purpose of the tender the metric system of units shall be used.

9.0 All entries in the tender shall either be typed or be in written form. Erasures and overwriting are not permitted. Such Tenders may be liable to summarily rejected. All cancellations, insertions, overwriting, etc. shall be duly attested by the bidders.

10.0 "TENDER SPECIFICATIONS" shall mean the "Specific conditions, technical specification, site information pertaining to work" for which the bidders are required to submit their offer.

11.0 "LETTER OF INTENT" shall mean the intimation by a letter to the bidders that his/her tender has been accepted in accordance with provisions contained in that letter. The responsibility of the contractor commences from the date of issue of this letter or any other date if explicitly mentioned in the letter and all the terms and conditions of the contract are applicable from this date.

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12.0 **SUBMISSION OF TENDERS:** All tenders shall be submitted in THREE PARTS as under:

**PART-I**

12.1 All the bidders are required to submit the following documents in a sealed cover super scribing "TECHNO COMMERCIAL BID" on the top of the envelope.

- A statement giving particulars duly supported by documentary evidence of satisfactory performance of services rendered/being rendered for works of similar nature by the bidder in reputed State/Central Govt./PSUs/Private Sectors.
- An attested copy of the Power of Attorney in case the tender is signed by an individual other than the Proprietor.
- All other documents as stated in Clause No.2.2, Part-II of Section-I.

**In Case of Individual :** His full name, mailing address, Fax No., Telephone No., e-Mail ID and place and nature of business are to be submitted.

**In case of Partnership Firm:** The names of all the partners and their addresses along with a copy of the partnership deed, instruments of partnership duly certified by Public Notary are to be submitted.

**In Case of Companies:** Date and place of registration including date of commencement certificate in case of Public Limited Company (Certified copies of Memorandum of Association are to be furnished), Nature of business carried out by the company and provisions of the Memorandum relating thereof as well as names and particulars including addresses of all the Directors and their previous experience, as well as their financial condition are to be submitted.

**12.2 PART-II: EARNEST MONEY DEPOSIT**

- Every Tender must be accompanied by the prescribed amount of interest free Earnest Money Deposit to be submitted in a Sealed Cover super scribed as "EARNEST MONEY DEPOSIT". An amount of Rs. 25,000/- (Rupees Twenty Five Thousand only) is to be deposited as Earnest Money which shall be remitted either in cash (as per Income Tax Act) or by a Crossed Demand Draft/Pay Order drawn on any nationalised bank in favour of "Bharat Heavy Electricals Limited", payable at Nagpur.
- Tenders received without Earnest Money in full, in the manner prescribed above, are liable to be rejected.
- In case of successful bidders, the Earnest Money deposited shall be retained and it may be adjusted towards security deposit.

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- d) In case of unsuccessful bidder, the Earnest Money deposited will be refunded to them within a period of Fifteen days from the date of issue of LOI to the successful bidder without any interest.
- e) BHEL reserves the right to forfeit the Earnest Money Deposit in case the successful bidder:
- Fails to start the work as may be indicated in the Letter of Intent.
  - After opening of tender revokes his tender within stipulated period or alters his earlier quoted rates, terms & conditions.
  - Fails to communicate unqualified acceptance to the Letter of Intent within fifteen days from the date of issue of Letter of Intent.

12.3 **PART-III: PRICE BID:** The Bidder shall go through all the Sections and Annexures and quote Lump Sum Rate per LUNCH accordingly in a Sealed Cover in the format enclosed.

13.0 The price bids of only those Bidders will be opened whose "Techno-Commercial Bid" and the Earnest Money Deposit requirements are found to be in order and acceptable to BHEL.

14.0 **AUTHORISATION & ATTESTATION:** Tenders shall be signed by persons duly authorised/empowered to do so. Certified copies of such authority and relevant documents shall be submitted along with the tenders.

15.0 **EXECUTION OF CONTRACT:** The responsibility of successful Bidder under this contract commences from the date as specified in the Letter of Intent by BHEL.

16.0 **SECURITY DEPOSIT (S.D):** Amount of Rs.25, 000/- paid towards E.M.D. shall be converted as Security Deposit of the successful bidder. The total amount of security deposit for the said contract is Rs. 50,000/-. Remaining part of SD i.e. Rs 25000/- shall be deposited by the means of bank guarantee or in some other form, before starting the contract. Security Deposit shall not carry any interest.

17.0 **RETURN OF SECURITY DEPOSIT:** After the successful completion of the contract period the Security Deposit shall be returned.

18.0 **REJECTION OF TENDER & OTHER CONDITIONS:**

The acceptance of tender will rest with BHEL which does not bind itself to accept the lowest tender or any tender and reserves thereof rights for the following without assigning any reason whatsoever.

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- a) To reject any or all of the tenders
- b) To split up the work amongst two or more bidders.
- c) To award the work in part

19.0 Conditional tenders containing absurd or unworkable rates and amounts and tenders which are incomplete and otherwise defective and tenders which are not in accordance with the tender conditions and specifications, etc. are liable to be rejected.

20.0 If a Bidder expires after his submission of the tender or after the acceptance of his tender, BHEL may at their own discretion, cancel such tender. If a partner of a firm expires after the submission of the tender or after the acceptance of tender, BHEL may cancel such tender at their discretion unless the firm retains its character.

21.0 If the Bidder deliberately gives wrong information in this Tender, BHEL reserves the right to reject such Tender at any stage or to cancel the contract, if awarded and forfeit the EMD/Security Deposit.

22.0 Should a Bidder or contractor or in the case of a firm or company one or more of its partners/shareholders/Directors have relatives employed in the capacity of an Officer in BHEL, the authority in BHEL inviting the Tender shall be informed of the fact along with name of the Officer, failing which BHEL may at its sole discretion reject the Tender or cancel the contract and may forfeit the EMD/SD.

23.0 The successful Bidders should not sub-contract the part or complete the work detailed in this tender specification undertaken by him. The Bidder is solely responsible to BHEL for the work awarded to him. Any deviation in this regard will entail termination of such contract by BHEL at the risk and responsibility of the contractor.

24.0 No deviation from the tender specification shall be acceptable to BHEL. Bidders shall confirm their unqualified acceptance of the terms and conditions by giving an undertaking that they have not taken any deviation from the terms and conditions of the Tender.

**25.0 VALIDITY OF OFFER:**

The rates in the Tender shall be kept open for acceptance for a minimum period of six months from the date of opening of tenders. If a Bidder withdraws or revokes his tender or revised the tender rates and/or conditions for any item within the aforesaid period, his Earnest Money Deposit is liable to be forfeited. In case BHEL calls for negotiations, such negotiation shall not amount to cancellation or withdrawal of the original offer which shall be binding on the bidders.

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## 26.0 SETTLEMENT OF DISPUTE AND ARBITRATION:

Except as otherwise specifically provided in the Contract all disputes concerning questions of fact arising under the contract shall be decided by BHEL subject to a written appeal by the Contractor to BHEL whose decision shall be final to the parties hereto.

Any disputes or differences including those considered as such by only of the parties arising out of or in connection with the contract shall be to the extent possible settled amicably between the parties.

If any dispute or differences of any kind whatsoever shall arise between BHEL and the contractor, arising out of the contract for the performance of the work whether during the progress of termination, abandonment or breach of the contract, it shall in the first place be referred to and settled by Head (HR), BHEL., PSWR., Nagpur., Who within a reasonable period after being requested shall give written notice of his decision to the contractor. Save as hereinafter provided, such decision in respect of every matter so referred shall forthwith be given effect to by the contractor who shall proceed with the work with all due diligence, whether he or BHEL required arbitration as hereinafter provided or not.

If after the Head (HR) has given written notice of this decision to the party, no claim to arbitration has been communicated to him by the party within 30 days from the receipt of such notice, the said decision shall become final and binding on the parties. In the event the contractor is dissatisfied with any such decision or if amicable settlement cannot be reached then all such disputed issues shall be referred to the sole arbitration of the person appointed by the Competent Authority of BHEL.

The parties to the contract understand and agrees that there will be no objection to any such appoint that the arbitrator so appointed is a Government Servant or in the employment of BHEL, that he had to deal with the matters to which the contract relates and that in the course of his duties or any of the matter in dispute or difference as a Government servant or as an employee of BHEL, he had expressed views in all or any of the matter in dispute or difference. The award of the arbitrator shall be final and binding on the parties to this contract.

In the event of arbitrator dying, neglecting or refusing or resigning or transferred or being unable to act for any reason or his award being set aside by the Court for any reason, it shall be lawful for the Competent Authority or his successor, as the case may be, either to act himself as the arbitrator or to appoints another arbitrator in place of outgoing arbitrator in the matter aforesaid.

The arbitrator may from time to time with the consent of both the parties to the contract enlarge the time for making the award.

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Work under the contract shall continue during arbitration proceeding unless BHEL shall order the suspension or termination thereof or any part thereof of the work or any portion of the work.

Subject arbitration as aforesaid, shall be conducted in accordance with the provision of Indian Arbitration Act, 1940 or any statutory modification or re-enactments thereof and the rules made thereunder and for the time being in force shall apply to the arbitration proceeding under the clause. The venue of the arbitration, if any, shall be Nagpur.

27.0 BHEL reserves the right to visit the Kitchen of the Bidder / Tenderer, any time without prior intimation for assessment with respect to hygiene aspects such as Cleanliness, Storage Facility, Smoke Exhaust System, Water Source, Drainage System, Waste Disposal System, Lighting, Ventilation, Food Preparation & Handling and Quality of Ingredients etc.

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## SECTION-II

### SCOPE, SPECIAL TERMS AND CONDITIONS OF THE CONTACT

Following are the scope, special terms and conditions of the contract.

- 1.0 The canteen will function under the overall control of HR Department BHEL PSWR HQ, Shri Mohini Complex 345, Kingsway Nagpur 440001, through contractor. However a canteen committee shall be formed on rotation basis for giving feedback to H.R Department about the quality & services rendered by the contractor.
- 1.1 Canteen committee shall consist of 03 nos of BHEL employees from various departments. The members of canteen committee shall be changed in every two months for better functioning of the canteen with prior approval of competent authority.
- 1.2 The menu for the next week shall be prepared by the contractor (from the enclosed annexure-VI) and submitted to the HR dept for approval by the canteen committee in any working day of the running week. Deviation if any shall require the approval of BHEL.
- 1.3 Lunch according to the menu given will be prepared at the Contractor's Kitchen, transported to BHEL Offices at Contractor's Cost and served to our staff as either packed lunches or in thalies by the Contractor's service personnel at BHEL PSWR HQ, 5<sup>th</sup> & 6<sup>th</sup> floor, Shri Mohini Complex 345, Kingsway Nagpur.
- 2.0 The contractor is required to prepare and serve safe & hygienic Lunch and other requirements at BHEL office Shri Mohini Complex 345, Kingsway Nagpur. Food items, cooking utensils, gas burner including cooking gas, etc. for preparation of Lunch (as per prescribed menu) & supply of other requirements shall be under the scope of the contractor. The contractor has to serve the lunch and other requirements to BHEL's staff and guests at BHEL office, 345 Kingsway Nagpur on all working days & on holidays also of BHEL, as & when required.
- 2.1 BHEL reserves the right to visit/inspect the Kitchen of the contractor, anytime without prior intimation for inspecting the quality & hygiene of the ingredient used for cooking purpose as per the menu attached.
- 3.0 The contractor shall be responsible for proper maintenance and cleaning of his cooking utensils in a hygienic method. The Steel Boxes/Plates, bowls, spoons, cup & saucers, mugs, etc. will be provided once in the beginning of the contract by BHEL (As per the attached Annexure- IX)and are to be cleaned, washed by using detergent powder in boiled water daily by the contractor at his own cost. The contractor shall be solely responsible for taking care of all the items provided

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by BHEL (Annexure- IX attached). In case of any loss/damage to the items provided, the same shall be replaced by the contractor having the same specifications as was provided initially. BHEL reserves the right to accept/deny the quality & specification of the item so replaced.

- 4.0 The contractor has the option to provide hot packed lunch instead of serving it in thalies/plates in its own cost. The quality of packing will be decided by BHEL. If offered packing quality is not acceptable to BHEL, contractor has to provide the lunch in thalies/plates. After delivery, general cleanliness in the supply area is to be maintained by the contractor. The contractor is also liable to collect the used packets and dispose it as per the standards set by govt of Maharashtra/India, in identified places. BHEL is no way accountable in case of any dispute arising out of it. No extra charges except cost of per plate (as quoted in price bid) would be reimbursed by BHEL. The standard packing should be like Haldiram / Ashoka Restaurant Thali etc.(leak proof). Any damage during transit to the packed lunch shall be rejected, and contractor will have to replace the same at his own cost.

#### **5.0 SERVICES TO BE RENDERED BY THE CONTRACTOR**

- 5.1 The standard menu for the lunch is enclosed. The contractor should strictly follow the menu as approved by the canteen committee from time to time. Besides lunch, the contractor has to serve tea/coffee/lemon juice/cold drinks/namkeen/biscuit etc. and other requirements as and when required. The ingredients for preparing the requirements have to be arranged by the contractor only at his cost.
- 5.2 The contractor shall also provide to maintain an inspection register in the canteen, on which inspection report by mess committee should be listed down in presence of contractor's supervisor.
- 5.3 The contractor shall also provide special catering service as per order placed on them for various Meetings/Conference/Training programme to be held at BHEL office Nagpur and at any other place at Nagpur for which rate(s), terms and conditions as specified in VIP lunch menu (annexure VII) & annexure VIII shall be binding on the contractor.
- 5.4 Approximately 100-150 nos. lunches shall be required on all working days depending on attendance.
- 5.5 The contractor shall have to serve lunch against coupons. There are two types of coupons – One for Employees to be offered against lunch coupon and other for Guest which are to be signed by the concerned official/department. Responsibility for collection of lunch coupons shall be within the scope for the contractor. It is advisable to collect the coupons prior to serving lunch/after lunch as may be deemed fit by the contractor. Coupons collected on account of above may be billed monthly for payment within thirty (30) days.

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- 5.6 The contractor may also be required to make sub-delivery of lunch/snacks packets from various Restaurants/Hotel for which payments will be made as per clause 5.3 and 6.3 of this Section.
- 5.7 The contractor shall be solely responsible for preparation of Lunch at his place & other requirements in office and serving of hygienic lunch by sharp 13.00 hours to the employees of BHEL office located at Shri Mohini Complex 345, Kingsway Nagpur 440001 regularly without fail. Any failure in the timings shall attract penalty as per Sl.no 15 of the tender documents
- 5.8 The prepared lunch has to reach BHEL Office one hour before the start of Lunch time (i.e.) 12.00 hrs. so that the canteen committee can duly inspect the quality as well quantity of the lunch before serving.
- 5.9 The chapattis as listed in the lunch menu shall be silver foiled at contractor's kitchen only.

**The contractor shall acknowledge the receipt of quantities of Steel Boxes/Plates, bowls, spoons, cup & saucers, mugs, etc. provided by BHEL (as per the enclosed annexure-IX) before the beginning of the contract which shall be equated at the time of end of the contract. Any deviation in the acknowledged quantity & quantity equated at the end of the contract will be recovered before processing the final bills of the contractor.**

#### 6.0 REIMBURSEMENT OF COUPONS AND OTHER CHARGES

- 6.1 For providing the above services, the contractor will be paid at the rates quoted for Lunch & other requirements by the agency against submission of coupons.
- 6.2 For serving of other items such as Special Lunch, the contractor will be paid at the rates agreed upon as per the quantity, quality and variety of the items which shall be duly certified by the concerned official of BHEL and the same shall be binding on the contractor.
- 6.3 For sub-delivery of lunch packets from Restaurants/Hotels, snacks items, mixtures, biscuits etc. the contractor will be reimbursed 10% towards service charges on the actual cost plus applicable taxes against submission of the bills duly supported by documentary evidences.

#### 7.0 UNIFORM

- 7.1 The contractor should ensure that his staff is always dressed in clean and tidy uniforms, shaved and combed condition, covering their heads by chef hat/cap while on duty for the said services in BHEL from the date of commencement of the contract.

#### 8.0 INGREDIENTS/MASALAS AND OTHER RAW MATERIALS:

- 8.1 The contractor must use the ingredients/masalas & other raw materials as specified /listed in the menu only (annexure-V). Non adherence to the specifications will attract penalties as listed in the penalty clauses elaborated under Sl.No 15.

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8.2 The contractor must use fresh quality of raw material, for cooking purposes to avoid any complication.

8.3 The contractor shall use only fresh quality of seasonal vegetables.

8.4 There will be strict quality control of food. The prohibited items like baking soda, chemical color, adulterated oils should not be used. Detection of use such items may lead to termination of the contract without assigning any reason and the EMD/SD shall be forfeited.

#### 9.0 CLEANLINESS:

All (Steel Plates, utensils, plates cups bowls, etc.) shall be collected, cleaned, washed in boiled water by using detergent powder and other materials, dried and stored immediately after use. It is the responsibility of the contractor to get the utensils cleaned and sterilized before use. The contractor should ensure cleanliness and hygiene of the utensils. In case any spot/wastes are noticed in such utensils, no payment will be made against that lunch and alternative lunch has to be arranged by the contractor for which no extra payment shall be made by BHEL/employee concerned. The contractor shall also keep the BHEL canteen premises clean and maintain the same in hygienic condition at all times to the satisfaction of the competent authority.

#### 9.1 HEALTH/CLEANINESS:

No employee of the contractor shall be allowed to perform duty with illness/fever/contiguous diseases .

#### 9.2 ENVIRONMENT:

The contractor along with his working hands must be well acquainted with the cleanliness in his kitchen (outside BHEL premises)and disposition of excess food/wastes as per the Rules of Municipal Corporation of the locality.

#### 9.3 PEST CONTROL:

Periodical pest control of the contractor's kitchen premises shall be carried out by himself only, which shall be inspected by BHEL authorized representative from time to time.

#### 9.4 STORAGE OF MATERIALS:

Storage of material at canteen present in BHEL premises should be done in professional manner. Two Refrigerators are available for use by the agency.

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#### 10.0 INSPECTION:

The contractor shall allow inspection of the raw materials and food prepared by an authorized representative of BHEL/canteen committee. The inspection authority shall note observations in the Register maintained by the contractor.

#### 11.0 MODE OF PAYMENT

The payment shall be made in Indian currency only by RTGS to the bank account directly. The bills for lunch & other consumables shall be produced for payment on monthly basis along with supporting documents viz copy of wage register, attendance register, PF Challan, ESI payment challan, service tax challan, e.t.c and it may be released within 30 (Thirty) days from the date of submission of the bill .

#### 12.0 SUPERVISION OF CANTEEN:

The contractor shall engage an experienced supervisor empowered to take decisions regarding subject services. The contractor shall inform in writing the name of his supervisor engaged by him for supervision purposes and should be familiar with such activities. The supervisor also must be in prescribed uniform. The Supervisor shall be responsible for the day-to-day functioning of the canteen.

#### 13.0 DEPLOYMENT OF MANPOWER

The bidders prior to submit their offers must visit BHEL premises to decide deployment of manpower for execution of above services at BHEL office Nagpur. For providing lunch & other items to BHEL employees, the contractor shall engage sufficient cook(s) at his kitchen along with required nos of helpers the cost of which shall not be reimbursed by BHEL.

13.1 For serving lunch and other consumables at BHEL premises, 05 nos of service personnel are required.

13.1.1 The contractor shall in respect of his employees furnish to the company the following information:

Name, father's name, date of birth, educational qualification, two identifying body marks, full residential address present and permanent home address, past experience and a passport size photograph.

#### 13.1.2 Duties of Service Personnel & Supervisor:

a. The service personnel have to fill the water bottles placed in each desk well before the start of the office timings twice a day i.e. before 09.00 am & 02.00 pm (after lunch hrs). For this they have

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to report to BHEL office sharp by 08.30 hrs in the morning. Non adherence to the timings will attract penalties as listed in the penalty clauses elaborated under Sl.No 16.

b. Tea has to be served twice a day on regular basis i.e. around 09.30 am & 03.00 pm without any fail. In addition to this they are also responsible for serving tea/coffee/other consumables within 10 minutes to BHEL guests as & when required & requested by BHEL staff.

c. They have to serve the lunch to every BHEL staff by sharp 01.00 pm.

d. Supervisor has to pass the necessary instructions as per the requirement and prompt delivery should be ascertained by him. He is the only authorized person to attend the phone calls and entertain the order so placed by BHEL staff.

13.2 The manpower deployed by the contractor shall be between 18 to 45 years of age. They should be physically and mentally fit and should not have any criminal records. They should be free from any physical deformity and of sound health and should produce medical certificates to ensure their fitness to perform the above services. They must not suffer from any contagious diseases.

13.3 The contractor shall provide each of his employees with identity card with photograph duly verified and attested by the contractor. The employees of contractor must carry identity card with them regular basis for checking of security personnel.

13.4 The contractor has to arrange his own finance for carrying out the job including other financial obligation involved in arrangement of payment to his workmen, cooking utensils, cookeries, raw materials & ingredients, outside food from restaurants, snacks items etc. during the tenure of this contract. **No mobilization advance will be paid to the contractor by BHEL.**

13.5 The contractor's staff/employee shall not be treated as BHEL staff/employee for any purpose whatsoever and facility/benefits applicable to BHEL staff/employee will not be applicable to contractor's staff/employee.

13.6 BHEL reserves the right on the suitability of the staff and other personnel who will be employed by the contractor. BHEL reserves the right to insist on removal of any employee of the contractor at any time, if they found him unsuitable and they shall forthwith replace/remove him.

#### 14.0 WAGES TO MANPOWER

Payment to the manpower engaged at BHEL premises by the contractor for the said contract is to be ensured by the contractor in presence of BHEL authorized representative. The payment made to service personnel along with the supervisor shall be reimbursed as per the attached

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format **annexure IV**, and is subject to change as per the minimum wages revision of Maharashtra state time to time. **For engagement of 05 nos of service personnel and 01 supervisor at BHEL premises, BHEL will provide a flat service charge of 7% over & above the remunerated value.**

14.1 It is reiterated that there is no employer-employee relationship either with the contractor or with contractor's employees or with the contractor's organization. This is a contract and BHEL have no connection directly or indirectly or even remotely with contractor employees or with contractor's organization. This is only a business transaction.

14.2 After going through all the sections of these Tender documents, the contractor shall quote lump sum fixed price for one no. lunch in the enclosed price Bid format as per the annexure-III.

14.3 The rates quoted in the Price Bid shall remain fixed, firm and valid during the total contract period of this contract and also the period of extension, if any.

#### 15.0 TAXES:

The contract price is inclusive of all applicable taxes and duties except service tax, which will be reimbursed to the contractor along with his normal bill but he has to submit the proof of deposit not later than the next month's bill. The same practice will continue till the end of contract. The vendor should also submit valid Service Tax registration certificate in Form no. ST-2.

#### 16.0 PENALTY:

The supply of lunch is the primary responsibility of Contractor. In case lunch is not provided to BHEL staff due to the failure on the part of the contractor, BHEL reserves the right to impose penalty on the contractor for that particular day. The penalty will be the amount equal to the number of staff present on that day multiplied by the value of the lunch coupons, except on the occasion which is beyond the control of the contractor.

The contractor will be fined in case of violation of the following rules

1. Non-availability of complaint/inspection register on the counter/discouraging members from registering complaints would lead to a fine of Rs. 100/- on the caterer for each incidence.
2. Any complaints of insects and/or foreign object (hair, rope, cloth, plastic, etc.)/ Hard and/or sharp objects like glass pieces, nails, hard plastic etc found in any food item would invite a fine of Rs. 1000/- on the caterer for each incidence.
3. Any complaint of stones / pebbles will attract a penalty on the caterer which can range between Rs 300/- to Rs 1,000/- for each incidence, depending on the size of the stone/pebble.

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4. a) Food poisoning, shall invoke a hefty fine beyond the limit of any fine mentioned above decided by the canteen committee, along with cancellation of contract and possible blacklisting of the caterer.

b) The complaint of unclean utensils in a day would lead to a fine of Rs. 1000/- on the caterer for each incidence.

5. If mess committee agrees that certain meal was not cooked properly then a fine equivalent to **Number of lunch plates on that day X Rate X 50%** would be imposed on the caterer.

6. If food gets over within timings of lunch and waiting time is more than 10 minutes continuously for three working days for lunch, then a fine of Rs. 1,000/- would be imposed on the caterer. This penalty is also applicable for breach of clause no 12.1.2.

7. Changes in the menu of any meal without permission of mess committee would result in a fine of Rs. 1000/- to the caterer.

8. Fine on any discrepancy (personal hygiene of workers, misbehavior by workers etc.) will lead to fine of Rs. 1,000/- on caterer for every instance.

9. For any rules stated in the agreement,

\* First violation of the rule implies fine as per the rule.

\* Second and subsequent violations of the same rule within 30 days of previous fine will attract triple the initial amount of fine on the contractor.

10. Absence of proprietor or his representative empowered to take decision from canteen committee meetings on due invitation will attract a fine of Rs. 1000/- on caterer for each incidence.

11. Using of brands not mentioned in the contract without prior permission and adulteration shall invoke a hefty fine of Rs. 2,000/- for each incidence.

12. Severity of hygiene failure shall be assessed and decided by the mess council and fined appropriately. In case of gross failure/negligence a severe penalty will be imposed, which could be a hefty fine as cash and/or summary termination of the Contract.

13. The notice period for the termination by BHEL will be 30 days. If a contractor disobeys the rule made by the mess committee, repeatedly commits the same mistake then the contract shall be terminated immediately without any notice. Further caterer would be Black listed by BHEL.

#### 17.0 COMMENCEMENT OF WORK:

17.1 The contractor shall commence the work within the time indicated in the Letter of Intent from BHEL and shall proceed with the same with due expedition without any delay.

17.2 If the successful Bidder fails to start the work within the stipulated time, BHEL at its sole discretion will have the right to cancel the contract. His earnest money and/or security deposit

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with BHEL will stand forfeited without any further reference to him, without prejudice to any and all of BHEL's other rights and remedies in this regards.

## 18.0 MODE OF PAYMENT

18.1 All payment due to the contractor shall be paid through RTGS only.

18.2 Payment will be released to the contractor after submission of bills of lunches/snacks & other consumables by the contractor along with the supporting documents viz copy of wage register, PF Challan, ESI payment challan, service tax challan, e.t.c on behalf of contractors employees engaged at BHEL premises, generally within 30 (thirty) days from the date of receipt of such bills.

18.3 All payments will be made to the contractor after deduction of applicable Taxes at source and prescribed under Income Tax Act/Rules from time to time.

18.4 All payment to the contractor will be made in Indian currency only.

## 18.5 Conditions related to Statutory Compliance:-

18.5.1 The contractor should have a valid registration with all statutory authorities such as ESI, PF, Labour Welfare Department, etc. The copies of the certificates of registration should be enclosed with Part II.

18.5.2 The contractor must comply and implement all the statutory provisions of the State & Central Acts relating to the employment of labour, i.e, various Acts relating to payment of Minimum Wages, ESI, PF, Bonus, etc., and all other statutory benefits, as amended from time to time. In the event of non-compliance, the contractor will be solely responsible for any penalty/fine imposed by the statutory bodies.

18.5.3 All the payments to the staff of the contractor has to be as per the prevailing minimum wages act stipulated from time to time and must cover benefits such as ESI, PF, etc. All the rules related to the labour laws and applicable acts should be strictly followed and in case of any dispute BHEL will not be a party. The bidder has to satisfy BHEL by providing adequate recorded proof that the minimum wages, ESI, contribution to provident fund as applicable under the Statutory Act are being paid to the staff, as required under the Contract Labour Regulation Act and Minimum Wages Act as notified by the Government from time to time.

18.5.5 The contractor shall obtain adequate insurance policy in respect of his staff to be engaged for the work, towards meeting the liability of compensation arising out of death/injury/disablement at work etc.

18.5.6 The Caterer shall bear taxes, rates, charges, levies or claims whatsoever as may be imposed by the State / Central Govt's or any local body or authority from time to time.

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18.5.7 The firm/contractor shall pay the statutory payments such as PF, ESI, for the staff employed to provide the services to BHEL, through a separate challan and it should be submitted along with the monthly bill.

18.5.8 BHEL shall make payment on a monthly basis. While the bill of the first month shall be paid after submission of bills for the month only, the payment from second month onwards shall be made subject to production of documentary evidence of having made all statutory payments such as PF, ESI, service tax, etc., for the previous month.

18.5.9 The firm/contractor shall be solely and fully responsible for lapses, violation and noncompliance (if any) & all the statutory dues and BHEL shall in no way be a party to it.

#### 19.0 RIGHTS OF BHEL:

19.1 BHEL reserves the following rights in respect of this contract without entitling the contractor for any compensation:

- a. To terminate the contract any time by giving one month's notice without assigning any reasons thereof.
- b. To recover any amount due from the contractor under this or any other contract with BHEL etc. or in any other from, the sum of money BHEL is forced to pay anybody due to contractor's failure to fulfill any of his obligations.

19.2 In the event of any dispute of any nature, the decision of BHEL shall be final and binding on the contractor.

#### 20. RESPONSIBILITIES OF THE CONTRACTOR IN RESPECT OF LOCAL LAWS EMPLOYMENT OF WORKERS ETC.

20.1 The contractor shall comply with all the laws, statutory rules & regulations, minimum wages act etc. as applicable in respect of their manpower as may be prevalent or enacted by the State/Central Governments.

20.2 The contractor shall pay all taxes, fees, license charges, duties, royalty commissions or other charges which may be levied on account of operation and in executing the contract to the concerned authorities at his own cost. BHEL will not entertain any such claims.

20.3 The contractor shall ensure that no damage is caused by their manpower to any person property of other parties working at the place of work. If any such damage is caused, it is the responsibility of the contractor to make good the losses or to compensate for the same.

20.4 In case the contractor is required to undertake any work outside the scope of this contract, the rates payable shall be those mutually agreed upon.

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20.5 The contractor shall be directly responsible for payment of wages to their manpower engaged under this contract.

20.6 For the Flag Hoisting ceremony i.e. on 15th August (Independence Day) and 26th January (Republic Day) and on holidays, if required, temporary arrangement of snacks should be the responsibilities of contractor. The payment for such service will be made on mutually agreed basis.

#### 21.0 STRIKES & LOCKOUTS:

21.1 The contractor will be fully responsible for all the disputes and other issues connected with their manpower. In the event of any dispute causing non-supply of lunch to BHEL's staff, BHEL shall have the right to get the work executed through any other agencies and the cost so incurred by BHEL, shall be deducted from the contractor's running bills.

#### 22. LAW GOVERNING THE CONTRACT AND COURT JURISDICTION:

22.1 The contract shall be governed by the law for the time being in force. The Civil Court, having ordinary original civil jurisdiction in Nagpur shall alone have exclusive jurisdiction in regard to claims in respect of this contract.

#### 23. DURATION OF CONTRACT:

23.1 The contract shall initially be awarded for 03 months. After satisfactory completion of 03 months the same contract may be awarded to the bidder for a period of 02 (two) years including 03 months Trial operation. After completion of Two years, the contract may be extended for a further period of maximum one year on mutual agreement basis on the same rate, terms and condition, subject to satisfactory performance of the contract.

#### 24. TERMINATION OF CONTRACT:

24.1 The contract may be terminated by BHEL after giving one month's notice to the contractor.

24.2 The contractor will be required to give to BHEL advance notice of three months in writing for termination/withdrawing the service rendered to BHEL under the scope of this contract.

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**GENERAL:**

1. Canteen premises inside BHEL office, Water supply and Electricity will be provided by BHEL free of charge for providing light, fan etc. No electric heater to be used for cooking which is strictly forbidden.
2. The contractor shall not sublet either in whole or in part or use the said canteen premises other than for the purpose under the scope of the contract nor shall they make any structural additions and/or alterations to the same without obtaining the permission of competent authority of BHEL.
3. The said canteen premises shall not be used for residential purpose.
4. The contractor shall at all-time take precautions for the safety of his employees in performance of the contract and BHEL will not take any responsibility or liability in case of accident/death of contractor's employees. The compensation needs to be given as per labour laws.

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**ANEXURE-I**

**FORMAT FOR NO DEVIATION CERTIFICATE**  
**(To be submitted in the bidder's Letter Head)**

Bharat Heavy Electricals Limited,  
Power Sector-Western Region  
Shri Mohini Complex,  
345 Kingsway,  
NAGPUR-440 001.

Dear Sirs,

Sub: NO DEVIATION CERTIFICATE FOR PREPARATION AND SERVING OF LUNCH AND OTHER  
REQUIREMENTS AT BHEL., PSWR OFFICE, NAGPUR.

Ref: Tender No. PW:NGP:HRX:CATERING: 2015

dated

With reference to the above, this is to confirm that as per tender conditions, we have visited the site before submission of our offer and noted the job content & site conditions, etc. We also confirm that we have not changed/modified the tender documents as appeared in the website/newspapers and in case of observance at any stage, it shall be treated as null and void.

We hereby confirm that we have not taken any deviation from tender clauses together with other references as enumerated, and confirm our acceptance to reverse auctioning process and we hereby convey our unqualified acceptance to all terms and conditions as stipulated in the tender documents.

In the event of observance of any deviation in any part of our offer at a later date where implicit or explicit, the deviations shall stand null & void.

We confirm to have submitted the offer strictly in accordance with tender instructions.

Thanking you,

Yours faithfully,

(SIGNATURE, SEAL & DATE OF AUTHORISED PERSON)

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**ANNEXURE-II**

**FORMAT FOR SEEKING CLARIFICATION**

JOB: PREPERATION AND SERVING OF LUNCH AND OTHER REQUIREMENTS AT BHEL., PSWR OFFICE,  
NAGPUR.

TENDER DOCUMENT NO. PW:NGP:HRX:CATERING:

Sl.No.	Ref.Clause of Tender Document	Existing provision	Bidder's Query	BHEL's Clarification

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### ANNEXURE-III

#### PRICE FORMATE/PRICE BID

1. Our Single Rate for both **Regular Lunch** on all working days of the week and **Special Lunch** on the last working day of the week is mentioned below: -

Sl.No		AMOUNT (In Figures)	AMOUNT (In Words)
(A)	BASIC PRICE		
(B)	SERVICE TAX @ _____ (Applicable)		
(C)	VAT @ _____ (Applicable)		
	TOTAL PRICE PER PLATE		

Place:  
Date:

Signature of the Bidder :

Name of Authorized Signatory :

Address with Company Seal:

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## ANNEXURE-IV

### 1) A. STATUTORY PAYMENT FOR SUPERVISOR (SEMI-SKILLED WORKER).

S.N.	DESCRIPTION	RATE PER HEAD PER MONTH	TOTAL FOR 1 NO. (SSW)	ANNUAL	REMARKS
1	MINIMUM WAGES FOR SW	8040.60	8040.60		
2	PROVIDENT FUND 12%		964.87		
3	EDLI & ADM CHARGES 1.35%		108.55		
4	BONUS@8.33%		669.78		
5	LEAVE SALARY 2.5 DAYS PER MONTH		670.00		
6	ESI@4.75%		381.93		
	<b>Total</b>		<b>10835.73</b>	<b>130028.76</b>	

### 1) B STATUTORY PAYMENT FOR SERVICE PERSONNEL (USW)

S.N.	DESCRIPTION	RATE PER HEAD PER MONTH	TOTAL FOR 5 NO. (USW)	ANNUAL	REMARKS
1	MINIMUM WAGES FOR USW	7640.60			
2	PROVIDENT FUND 12%	916.87			
3	EDLI & ADM CHARGES 1.61%	103.15			
4	BONUS@8.33%	636.46			
5	LEAVE SALARY 2.5 DAYS PER MONTH	636.71			
6	ESI@4.75%	362.92			
	<b>Total</b>	<b>10296.71</b>	<b>51483.55</b>	<b>617802.6</b>	

- The component and amount at SL. No. 1 (a) & 1 (b) (Sl no. 1 +6) not to be quoted.
- Bidders shall be given only 7% Service Charge over & above the SL. No. 1 (a) & 1 (b).

#### NOTES:

- 1) Evaluation shall be based on the QUOTED PER PLATE COST FOR FOOD ONLY as per the attached annexure-III (price bid).
- 2) The bidder shall note that Service Charge shall do not include the minimum wages, its statutory obligations, which shall be reimbursed to the contractor by BHEL against proof of payments made. The responsibilities in terms of financial obligations set out in the Tender Specifications for rendering service in operation of the contract shall remain firm during the period of the contract.

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## ANNEXURE-V

### Brands of consumables permissible in BHEL Canteen

Item		Brand
Salt	-	Tata, Annapurna
Spices	-	M.D.H. Masala, Badshah, Everest,
Oil	-	(Sunflower) Sundrop, Godrej, Saffola, Fortune, Dhara (use of Hydrogenated (vanaspati) oil is prohibited )
Pickle	-	Mother's or Pravin or Priya or Bedekar or nilon's
Atta	-	Ashirvad, Pillsbury, Annapurna
Rice	-	Basmati (Double Diamond/Lal Qilla/Dawat/Kohinoor etc.)
Papad	-	Lijjat
Butter/Cheese	-	Amul, Britannia, Mother Dairy, Everyday
Frozen Yogurt	-	Mother Dairy/ Amul
Paneer	-	Amul/Mother dairy
Tea	-	Taj mahal/Red Label
Coffee	-	Nescafe, Bru, Tata Cafe
Ice Cream	-	Amul, Mother Dairy, Kwality, Natural's
Soya	-	Nutrela
Frozen Peas	-	Safal (off season), Mother Dairy

\*The caterer may use any other FPO (*Fruit Products Order*) approved brands only if permitted by the Mess Council in writing.

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## ANNEXURE-VI

### **Lunch (Vegetarian) Should Contain the Following Items:-**

Dal Fry	(To be changed every day)
Rice/ Biryani/ Pulav / Fried Rice	(To be changed every day)
Chapatti	(03 Nos. Silver Foiled)
Vegetable	(Dry/Curry, Alternatively)
Curd (100 gms pack at least 03 days in a week) / Boondi Raita/ Veg Raita	
Papad	01 no.
Green salad (2 slices each of any 4 out of Onion, Tomato, Carrot, Radish, Cucumber & 01 half Lemon Piece)	
Pickle (Sachet) / Chutney	
Sweets/Fruit/Ice-cream	01 no. (Alternate)

- \* Ice-cream will be served on the last day of the week only (as decided by the canteen committee).
- \*Special Lunch menu will be served in weekend days i.e. 2nd & last Friday and all other Saturdays of the month as approved by the canteen committee every week.
- \* Instead of 03 chapattis, 02 Nos paratha (silver foiled) shall be served in special lunch.

### **SCHEDULE OF QUANTITIES:**

#### **Sr. No Item Description Quantity**

*Roti ( soft)	30-35 gms
*Paratha	30-35 gms
*Poori	30-35 gms

#### **1. RICE**

Rice	150 gms.
Veg. Pulav	150 gms.
Veg. Fried Rice	150 gms.
Veg Biryani	150 gms
Kashmiri Pulav	150 gms
Green peas pulav	150 gms
Steamed Rice	150 gms
Jira Rice	150 gms.

#### **2. Dal**

Tuar dal	130 gms.
Masur dal	130 gms.

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Hakka Masur	130 gms.
Mung dal	130 gms.
Dal Makhani	130 gms.
Dal Tadka	130 gms.
Mix Dal	130 gms.

### 3. Vegetable

Std. Veg. (Seasonal)	150 gms.
Bhindi & alu fry	
Alu fry	
Gobi 65	
Aloo Parwal Fry	
Aloo Gobi Fry	
Aloo Jeera	
Karela Fry	
Bharwan Bhindi	
Bhindi Do-Pyajja	
Masala Gobhi	
Dry Mix Veg	
Aloo Methi	
Stuffed tomato	

### Veg. with Gravy (any of the following)

Dum Aloo	150 gms.
Veg. Kofta	150 gms.
Malai Kofta	150 gms
Paneer Muttar	150 gms
Paneer Bhurji	150 gms
Mix Vegetable	150 gms
Veg. Kolhapuri	150 gms
Dum Aloo Kashmiri	150 gms
Veg Makhani	150 gms
Paneer Pasanda	150 gms
Navrattan Kurma	150 gms
Green peas masala	150 gms
Chana masala	150 gms
Gobi masala	150 gms

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**Special Veg. (any of the following)**

Veg. Kadhai	150 gms
Veg Handi	150 gms
Paneer Kofta	150 gms
Shahi paneer	150 gms
Palak kurma	150 gms
Palak paneer	150 gms
Paneer butter masala	150 gms
Paneer makhhanwala	150 gms
Paneer Tikka Masala	150 gms
Paneer Kadhai	150 gms
Stuffed Capsicum	150 gms

**4. PAPAD**

Papad (Fried)	Lijjat make	Std. Size
Papad (Roasted)	Lijjat make	Std. Size
Papad (Masala)	Lijjat make	Std. Size

**5. Pickle / Chutney, Nilons/ Lijjat make**

**6. Pickle** Nilons/ Other FPO approved Brand

**7. Green chutney** 2 spoon

**8. Green salad** (2 slices each of any 4 out of Onion, Tomato, Carrot, Radish, Cucumber)

**9. Boondi Raita** 75 gms.

**10. Veg. Raita** 75 gms.

**11. Curd** ( Amul/Mother Dairy) Available Small Size

**12. SWEET DISHES**

Custard with Jelly	100 gms.
Amul Shrikhand	100 gms.
Fruit Salad	100 gms.
Gulab Jamun	1 no. Std Size (Big)
Rasgulla	1 no. Std Size (Big)

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Gajar Halwa 100 gms.

Ice Cream Amul, Mother Dairy, Kwality, Natural's

### 13. BISCUITS & PASTRIES

### 14. Namkeen/Mixtures

#### Glucose

(Britania/Parle etc)

Haldiram

Marie

Parle

Monaco

Leher

Crackjack / 50-50

Bourbon Cream

Good Day

Oreo

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## ANNEXURE-VII

### VIP Lunch Should Contain the Following Items:-

- |                                                      |                             |
|------------------------------------------------------|-----------------------------|
| 1. Dal Fry                                           | 130 gms. (With Butter Cube) |
| 2. Veg Fried Rice                                    | 150 gms.                    |
| 3. Paratha                                           | (02 Nos. Silver Foiled)     |
| 4. Vegetable                                         |                             |
| a. Shahi paneer/ Paneer butter masala/ Muttor Paneer | 150 gms                     |
| b. Seasonal veg/ mix veg (Dry)                       | 150 gms                     |
| 5. Dahi Wada                                         | 01 no                       |
| 6. Papad                                             | 01 no.                      |
| 7. Fruit salad                                       | 130 gms                     |
| 8. Lemon                                             | ½ piece                     |
| 8. Pickle (Sachet)                                   | 01 no.                      |
| 9. Sweets/ Ice-cream                                 | 01 no.                      |

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पावर सेक्टर - पश्चिमी क्षेत्र  
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harat Heavy Electricals Limited  
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## ANNEXURE-VIII

### RATE LIST

Sl.No	Item Description (For 01 no)	Reimbursement Rate		Quantity
		In INR	In Words	In Ml.
1.	Normal Tea	Rs. 7/-	Seven rupees only/-	150
2.	Lemon Tea	Rs. 7/-	Seven rupees only/-	150
3.	Coffee	Rs. 7/-	Seven rupees only/-	150
4.	Lemon Water	Rs. 7/-	Seven rupees only/-	300
5.	Normal Veg Lunch	As quoted in Price bid (annexure III)		As specified in Annx-V
6.	Butter Milk (Amul or equivalent tetra pack)	MRP + 10% Service charge.	--	200
7.	VIP Lunch	Rs. 100/-	Hundred rupees only/-	As specified in Annx-VII
8.	Snacks/Mixtures/Biscuits/Other consumables/Lunch Packets from outside restaurants etc.	MRP + 10% Service charge.	--	

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## ANNEXURE –IX

### Items to be provided by BHEL at Canteen

Sl.No	Item Description	Quantity	Remarks
1.	Refrigerator	02	
2.	Commercial L.P.G Cylinder	06	Gas to be refilled by the contractor at his own cost
3.	Casserole	04	
4.	VIP Cups With Saucers	14	Sets
5.	Steel Plates For Meal	98	With covering Thali
6.	Steel Flasks	4 Ltrs-01 No. 2 Ltrs-01 No. 1.5 Ltrs-01 No. 1 Ltrs-01 No.	

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**FORMATE FOR UNQUALIFIED ACCEPTANCE LETTER**

**ANNEXURE –X**

**UNQUALIFIED ACCEANCE TO LOI/WORK ORDER/PURCHASE ORDER  
(To be furnished in the letterhead of the subcontractor)**

Ref:

Date:

BHARATE HEAVEY ELECTRICALS LIMITED  
POWER SECTOR WESTERN REGION  
SHRI MOHINI COMPLEX,  
345, KINGS WAY NAGPUR 440001

Sub:- Unqualified acceptance to Letter of Intent/Work Order/Purchase Order

For \_\_\_\_\_ (name of the job)

Ref:- Your LOI/WO/PO ref no. \_\_\_\_\_ Dated \_\_\_\_\_

Document NO. \_\_\_\_\_ (Rev OO)

Dear Sirs,

We acknowledge with thanks receipt of your LOI/WO/PO ref no. \_\_\_\_\_ dated  
\_\_\_\_\_ document no. \_\_\_\_\_ (Rev OO) for the subject job and we hereby convey our  
unqualified acceptance to all the terms and conditions as laid down therein.

Thanking you,

Yours faithfully

(Name of the subcontractor)

With official seal

Place:

Date:

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