

BHARAT HEAVY ELECTRICALS LIMITED

Corporate Administration
BHEL House, Siri Fort, New Delhi-110049

Tender No. AA:GAX:16:CS:209

Dated: 18.03.2017

Due Date: 27.03.2017 by 13:00 Hrs.

Sub: Tender for In-house Catering Services at BHEL House.

Dear Sir (s),

Quotations are invited in sealed cover with Enquiry No., Enquiry Date and Quotation Due Date, legibly super-scribed on it, for the under mentioned Scope subject to acceptance of the enclosed Terms and Conditions. The quotation should reach in the office of the undersigned by 13:00 Hrs on or before the due date.

Description / Instructions

- a) **Catering Services for BHEL Office** (Annexure-A)
- b) Part-I : Techno-Commercial – Terms & Conditions (Annexure-B)
- c) Price & Unpriced Bids (Annexure-C1 to C6)
- d) No Deviations Certificate (Annexure-D)
- e) Details of Business (Annexure-E)
- f) Bidder's Details (Annexure-F)
- g) Declaration reg. non banning (Annexure-G)
- h) NEFT Format (Annexure-H)
- i) Technical Details (Annexure-I)
- j) Checklist (Annexure-J)

IMPORTANT INSTRUCTIONS:

1. Bidders must go through all these Annexures carefully before submitting the bid.
2. Offers should be submitted in Two Parts as described in Annexure-A.
3. The percentages must be quoted in the enclosed Price Format only.
4. Price Bids will be opened for the technically & commercially acceptable parties ONLY.

Quotations (Part-I & Part-II) to be submitted in separate sealed envelopes put together in one sealed envelope, in the tender box at Security Check, BHEL House, Siri Fort, New Delhi-110049, on or before the Due Date and Time. The Part-I offers of the parties, shall be opened on the **Due Date of Opening i.e. 27.03.2017 at 14:00 Hrs** in the presence of authorized representatives of the parties who wish to be present.

Thanking you,

Yours faithfully,
For & on behalf of BHEL



(Upendra Kumar Singh)
Sr. Manager (HR-GAX & ISMG)
Off: 011 6633 7406

Subject : Inhouse Catering Services for BHEL Office

Dear Sirs,

BHEL intends to empanel caterers / restaurants for providing the following catering services for BHEL Corporate Office and Power Sector located in BHEL House, Asian Games Village, Siri Fort, New Delhi:

- i) **Category-A:** Packed lunch / dinner Vegetarian & Non-Vegetarian (North Indian / Continental)
- ii) **Category-B:** Buffet / Sit-down Services Vegetarian & Non-Vegetarian (North Indian)
- iii) **Category-C:** South Indian Food (Veg. Packed lunch / dinner & Veg. Buffet lunch / dinner)

*For sit-down arrangements, BHEL guarantees payment for a minimum of 15 (fifteen) persons.
For buffet arrangements, BHEL guarantees payment for a minimum of 20 (twenty) persons.*

1. **Additional Information:** For your information, approx. business volume for the FY 2015-16 & 2016-17 was as follows:

- a. Category-A (Packed Veg. & Non Veg. Lunch / Dinner) - Rs. 19.74 Lakhs
- b. Category-B (Buffet & Sit down) - Rs. 21.45 Lakhs
- c. Category-C (Packed & Buffet South Indian Food) - Rs. 15.17 Lakhs

*** Note: Based upon our past experience, the quantum of business is indicative ONLY and may increase or decrease as per actual requirement of BHEL. Hence, the approximate figures shall not be considered for any other purpose.*

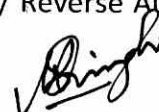
2. **Contract Period:**

Initially, for a period of two years or any extended period, as may be mutually agreed in writing. The rates quoted by the parties shall remain firm during the tenure of the contract including the extended period, if any.

3. **Splitting the Business:**

BHEL intends to form a panel by engaging more than one party (max. three parties for each of the category shall be preferred). It shall counter offer the lowest %age in each category of services to all the parties and depending on bidders' acceptance a panel would be formed. For empanelment, the rates / percentages of L1 bidder shall be offered to the bidder next in rank (after Price-Bid opening / RA), for acceptance.

4. **Validity of the Offer:** The offer shall remain valid for a period of 90 days from the date of opening of Part-I Bids or 60 days from the opening of Price Bids / Reverse Auction, whichever is later.



5. **BID SUBMISSION**

Bids shall be submitted latest by 13:00 Hrs. on or before the due date, in two parts 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. Part-I : Techno-Commercial – Terms & Conditions (Annexure-B)
- c. All requisite documents as per PQR at S.No.2, Annexure-B.
- d. Un-Priced Format with all percentages wherever quoted to be replaced with the word 'Q' (i.e. Quoted) and the percentages wherever not quoted to be replaced with 'NQ' (i.e. Not Quoted) in the Un-Priced Bid (Annexure-C1 to C3). No rates shall be quoted in the Part-I Bid.
- e. No Deviations Certificate: The bidder generally should accept all terms and conditions of the tender unconditionally. Tenders with deviations from terms and conditions are likely to be rejected. Deviations, if any, shall ONLY be indicated in this certificate. (Annexure-D)
- f. Details of Business (Annexure-E)
- g. Bidder's Details (Annexure-F)
- h. Declaration reg. non banning (Annexure-G)
- i. NEFT Format (Annexure-H)
- j. Technical details (Annexure-I)
- k. Checklist (Annexure-J).

PART-II: PRICE BID

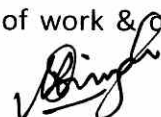
Part-II shall contain **Percentages only** as per Price Bid Format (Annexure-C4;C5;C6) and should not contain any technical details and / or Commercial Terms & Conditions. Any technical details and / or Commercial Terms & Conditions, if found in this part shall be ignored as the same are supposed to be contained in Part-I only as indicated above.

This part shall be submitted in a Sealed Cover with bidder's Seal super-scribed with correct Enquiry No., due date of opening and '**Part-II: PRICE BID**'. **Percentages shall be quoted both in words and figures** for the applicable category of services as mentioned in Annexure-A.

IMPORTANT NOTE: No additional documents shall be submitted with Part-I and Part-II 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.

6. The Price Bid of Techno-Commercially acceptable / qualified bidders shall ONLY be opened. The date of opening of Part-II Bid i.e. Price Bid shall be intimated separately. Techno-commercially acceptable bidders may be requested to demonstrate their services (which they have quoted against) if desired by BHEL.
7. **Security Deposit (SD):** Successful caterers / service providers shall be asked to deposit a SD amount, which shall be 5% of the approx. estimated total contract value awarded.

At least 50% of the SD shall be deposited before commencement of work & can be deposited in one of the following forms:



Modes of deposit:

- i) Cash (as permissible under the extant Income Tax Act)
- ii) Local cheques 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 the 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)

(Note: BHEL will not be liable or responsible in any manner for the collection of interest or renewal of the documents or in any other matter connected therewith)

The balance SD can be recovered from the running bills at the rate of 10% (of SD) on monthly basis.

- 8. BHEL reserves the right to finalize the contract by conducting **Reverse Auction** which can be either category wise bidding or integrated category bidding. The Reverse Auction shall be conducted for Techno-Commercially qualified / acceptable bidders post evaluation of Part-I bids submitted before / on due date / time of submission.
- 9. BHEL reserves the right to accept / reject any or all bids without assigning any reason.



PART-I : TECHNO-COMMERCIAL - TERMS & CONDITIONS OF CONTRACT

1. BHEL has categorized catering requirement in the following two categories:
- i) **Category-A:** Packed lunch / dinner Vegetarian & Non-Vegetarian (North Indian / Continental)
 - ii) **Category-B:** Buffet / Sit-down Services Vegetarian & Non-Vegetarian (North Indian)
 - iii) **Category-C:** South Indian Food (Veg. Packed lunch / dinner & Veg. Buffet lunch / dinner)

Business volume for the above three categories of catering was approx. Rs. 56.36 Lakhs for last two years(April'15- Mar'17, upon extrapolation), as per break-up given below:

Category of Service	(Rs. in lakhs)
a. Category-A (Packed Veg. & Non Veg. Lunch / Dinner)	- 19.74
b. Category-B (Buffet & Sit down)	- 21.45
c. Category-C (Packed & Buffet South Indian Food)	- 15.17

*** Note: Based upon our past experience, the quantum of business is indicative ONLY and may increase or decrease as per actual requirement of BHEL. Hence, the approximate figures shall not be considered for any other purpose.*

2. **PRE QUALIFYING REQUIREMENTS (PQR) FOR BIDDERS:**

- 1) The bidder should have PAN, FSSAI License, VAT & Service Tax Registration No.
- 2) The bidder's average annual financial turnover during the last three financial years ending 31st March'16 should be at least Rs. 9.20 Lakhs.
- 3) The kitchen of the bidder shall be within 10 Km. radius, with centre as BHEL House, Siri Fort, New Delhi-110049.

3. **DOCUMENTS REQUIRED IN SUPPORT OF PRE-QUALIFYING REQUIREMENT:**

- a) Copy of PAN Card, FSSAI License, VAT & Service Tax Registration Certificate Form duly signed and stamped by the bidder.
- b) Self attested copy of audited of Balance Sheet and profits & loss Account statements of last three financial years i.e. FY 2013-14, 2014-15 & 2015-16 (AY 2014-15, 2015-16 & 2016-17). In case of unavailability of audited Balance Sheet & Profit & Loss statement, CA certificate for the same shall be furnished.
- c) Copy of acknowledgements of IT return of last three financial years i.e. FY 2013-14, 2014-15 & 2015-16 (AY 2014-15, 2015-16 & 2016-17).
- d) Documentary proof of establishment / source kitchen in Delhi within 10 Kms. of BHEL House, Siri Fort, New Delhi -110049. BHEL shall physically inspect the kitchen of the prospective bidder for its hygiene, quality of food, services, no. of staff etc. for assessing the capability of the bidder in meeting our requirements. The bidder must have a regular running kitchen with requisite manpower & equipment. In the event of any deficiency, BHEL reserves the right to reject the offer of such bidder.

BHEL reserves the right to verify the correctness of the documents submitted against fulfilling the PQR criteria.

4. "BHEL Base rates" for Category-A & Category-B and for Category-C services are enclosed. The bidder shall quote % Above or % Below or 0% in the box provided in the Price Bids (Part-II Bid, Annexure-C4;C5;C6), up to 2 decimal places. Bidders have the option to either quote for all / or any of the category of services enumerated at 1.0 above. Their offers shall be considered accordingly. All applicable taxes, duties (including VAT, Service Tax, etc.), shall be included in the quoted percentages i.e. all inclusive. Liability for payment of all Govt. applied taxes shall be the liability of the service provider & not BHEL. BHEL at any point, may ask for documentary evidence / proof of tax deposited to the Govt. authorities against payments pertaining to BHEL contract.

Any statutory deductions, including TDS, shall be made. TDS Certificate to this effect shall be given by BHEL.

5. ***Extra transport charges shall be payable to the empanelled caterer if and only if the location of delivery of packed food is more than 10 Kms. from the kitchen of the caterer. No transport charges shall be payable for any delivery to BHEL House irrespective of the distance from the kitchen.*** The transportation charges for delivery of packed food beyond 10 Kms from the kitchen (except BHEL House) shall be payable as follows:

For 1 - 10 packs	: Rs. 100/= (Minimum)
For 11 - 20 packs	: Rs. 200/=
For 21 - 40 packs	: Rs. 300/=
For 41 - 60 packs	: Rs. 400/=
For 61 or more packs	: Rs. 500/= (Maximum)

6. **Bid Validity:** The offer shall remain valid for a period of 90 days from the date of opening of Part-I Bids or 60 days from the opening of Price Bids / Reverse Auction, whichever is later.
7. BHEL intends to form a panel by engaging more than one party (max. of three parties) for each of the category, i.e., Category-A, Category-B and for Category-C.

It is also intended to distribute 40% of business volume to L1 party in each category. The balance 60% business volume will be shared equally with the respective remaining parties in each category.

However, sharing of business volume of the empaneled parties will depend on factors like suitability, availability, quality, performance, etc. of the empanelled caterer and convenience of the users. Therefore, the business volume to be apportioned to each party is indicative only.

8. **SCOPE OF WORK**

- 8.1 Basic scope of work shall be as per S.No.1, Annexure-B.



- 8.2 For buffet / sit-down lunch in the premises of BHEL, the caterer would bring his cooked food, crockery, cutlery and serve in a manner commensurate with the office decorum. After serving the lunch / dinner the caterer shall take out his crockery and cutlery or the packing material out of the office premises without causing any inconvenience to users. *For sit-down & buffet arrangements, BHEL guarantees payment for a minimum of 15 (fifteen) & 20 (Twenty) persons respectively.*
- 8.3 The caterer shall make the arrangements for delivering the packed lunch / dinner or serve the buffet / sit down lunch / dinner either at "BHEL House" or any other place within or outside BHEL House (occasionally) as specified by BHEL. *Delivery shall be free of charge. Extra transport charges, if any, shall be payable ONLY as per S.No.5 of Annexure-B.*
- 8.4 The caterer shall bring the invoice / cash bill or voucher and get the same certified from the official who placed the order. The certified bills shall be submitted to Administration Department for processing and releasing the payment on fortnightly basis. The payments will be released within 30 days from the date of submission of bills. No interest shall be payable in case of delay in payment.
- 8.5 The caterer shall ensure that good quality of food is served using high quality ingredients, fresh vegetables / fruits. In case it is observed that the quality of any of the items served is not of the desired standard, penalty shall be levied as per Clause No. 8.6, Annexure B.

8.6 Penalty Clause:

A. The caterer must ensure that food & services are delivered:

- i. within two hours of placement of order (for packed food)
- ii. hot, of good quality & taste. Stale & rotten food is strongly prohibited.
- iii. properly packaged (for packed food) OR properly managed (for Buffet & Sit Down)
- iv. in time, as decided by BHEL (for Buffet & Sit Down)
- v. other deliverables, as indicated in the tender terms & conditions.

failing which BHEL may impose a penalty of 5% of the billed amount for each of the problems listed above in a specific lot. In case it is found that the caterer has delivered the food with issues on more than two occasions in a month, BHEL may suspend placing order for a period of 15 days for improving upon the issues / deficiencies OR increase the penalty amount by 5% for every subsequent issue, max. up to 20% of the billed amount OR may de-list that caterer.

B. Also, BHEL reserves the right to reject the food in case of failure to abide by BHEL set requirements & standards (S.No. A(i) to (v) above), including delivery beyond 1 hour from stipulated delivery time, cold food, improper packaging, stale or rotten food, etc. For rejected food, BHEL shall not make any payments & may or may not deduct a penalty as indicated above at A. This penalty shall be proportional to the defaulter order value and shall be deducted from the subsequent bill(s).

- 8.7 The staff brought for service must be professionally trained, in uniform and shall use white hand gloves. The number of waiters brought for service shall adequately manage and ensure quick, efficient and prompt service.



9.8 Other Conditions:

- i. The caterer shall be solely responsible for compliance of all statutory enactments like Minimum Wages Act, Workmen's Compensation Act etc. in respect of personnel engaged by him from time to time and the contractor shall be responsible for any liability arising due to (i) injury including fatal to any person employed by caterer (ii) loss or damage to caterer's material / property during transportation to and fro up to BHEL or during servicing (iii) any third party liability.
- ii. BHEL shall physically inspect the kitchen of the prospective bidder for its hygiene, quality of food, services, number of staff etc. for assessing the capability of the bidder in meeting our requirements. In the event of any deficiency, BHEL reserves the right to reject the offer of such bidder.
- iii. The caterer should quote their firm rates valid during the contract period including the extended period, if any.
- iv. The contract shall be initially valid for a period of two years and no revision in rates shall be allowed during the contract period or any extended period, as may be mutually agreed.
- v. BHEL shall have right to terminate the contract by giving 15 days notice.
- vi. 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.

9 EVALUATION CRITERIA :

- 9.1 Part-I bids shall be evaluated to check for techno-commercial qualification, as per tender terms & conditions.
- 9.2 BHEL committee shall inspect the kitchens / outlets / restaurants of the techno-commercially qualified bidders only. Only bidders qualifying the inspection shall be allowed further for Price / Part-II Bid Opening.
- 9.3 BHEL's "Base rates" separately for Category-A, Category-B and Category-C is enclosed (Annexure-C4;C5;C6). The bidders are required to fill % Above or % Below or 0% in the box provided, up to 2 decimal places. Bidders may please note that the % quoted will be applicable for all items for a particular group (for which the bidder has quoted) and all other items mentioned in the "BHEL Base rates".

BHEL shall work out the revised rates after consideration of combined effect of your quote in the price bid and accordingly come up with the L1 rates (Cost to Company).

- 9.4 Based on the outcome of Price Bid Opening, the bidders would be ranked from L1 position in ascending order. Since BHEL intends to empanel more than 1 party in each category, counter-offer of L1 bidder (Cost to company) shall be given to the next higher bidder in the rank, i.e., L2 & so on. The empanelment of second party shall be subject to matching the L-1 rates (Cost to Company).

- 9.5 In case no other bidder matches the L1 rates (Cost to Company) for empanelment, BHEL reserves the right to award the contract for the entire scope of work to L1 bidder.
- 9.6 The ranking of the bidders will be made separately for Category-A, Category-B and Category-C services on the basis of %age quoted.
- 9.7 The final rates that would be applicable for Category-A, Category-B and Category-C items will be rounded off to the nearest of Re. 1/=.

10.0 **ARBITRATION**

- 10.1 In the event of any dispute or difference arising out of the execution of the Order/Contract or the respective rights and liabilities of the parties or in relation to interpretation of any provision between BHEL & Service Provider in any manner touching upon the Order/Contract, such dispute or difference shall (except as to any matters, the decision of which is specifically provided for therein) be referred to the arbitration of the person appointed by the competent authority of BHEL (Purchaser).

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 venue of arbitration shall be at New Delhi.

- 10.2 In case of order/contract on Public Sector Enterprises (PSE) or a Govt. Deptt., the following clause shall be applicable:-

In the event of any dispute or difference relating to the interpretation and application of the provisions of the Order/Contract, such dispute or difference shall be referred to by either party to the arbitration of one of the arbitrators in the department of public enterprises. The award of the arbitrator shall be binding upon the parties to the dispute, Provided, however, any party aggrieved by such award may make a further reference for setting aside or revision of the award to the Law secretary, Dept. of Legal Affairs, Ministry of Law & Justice, Government of India. Upon such reference the dispute shall be decided by the Law Secretary or the Special Secretary or Additional Secretary when so authorized by the Law Secretary, whose decision shall bind the parties hereto finally and conclusively. The parties in the dispute will bear equally the cost of arbitration as intimated by the arbitrator.

11.0 **LAWS GOVERNING THE CONTRACT**

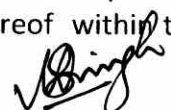
The Order/Contract shall be executed and governed by the laws of India and the courts of India alone shall have jurisdiction in respect of any matter arising under or in connection with the Order/Contract.

12.0 **JURISDICTION OF COURT**

Courts at Delhi/New Delhi shall have exclusive jurisdiction to decide the dispute, if any, arising out of or in respect of the contract(s) to which these conditions are applicable.

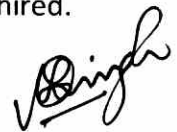
13.0 **DEFAULT/BREACH OF CONTRACT, INSOLVENCY AND RISK PURCHASE**

- 13.1 If the Service Provider / Contractor fails to provide the required services as per the Contract / fails to deliver the goods or materials or any instalment thereof within the



period(s) fixed for such delivery or delivers goods or materials not of the contracted quality and failing to adhere to the contract specifications or at any time repudiates or otherwise abandons the contract before expiry of such period or refuses or is unable to supply / provide goods / services or materials covered by the Order/Contract either in whole or in part or otherwise fails to perform the Order/Contract or commits any breach of the Order/Contract not herein specifically provided for or in the event of the death or insanity or if the Seller/Contractor being an individual or if a firm on a partnership thereof, shall at any time, be adjudged insolvent or shall have a receiving order for administration of his estate made against him or shall take any proceeding for composition under any Insolvency Act for the time being in force or make any assignment of the Order/Contract or enter into any arrangement or composition with his creditors or suspend payment or if the firm dissolved under the Partnership Act or if the Seller/Contractor (Service Provider) being a company is wound up voluntarily or by order of a Court or a Receiver, Liquidator or Manager on behalf of the debenture holders and creditors is appointed or circumstances shall have arisen which entitles the Court of debenture holder and creditors to appoint a receiver, liquidator or manager, the purchaser without prejudice to his right to recover any expenses, losses or damages to which the purchaser may be put to incur or sustain by reason of the Seller/Contractor's default or breach of Order/Contract shall be entitled to cancel the Order/Contract either in whole or portion thereof without compensation to the Seller/Contractor (Service Provider) and if the purchaser so desires, he may procure upon such terms and in such manner as he deems appropriate, stores / services not so delivered or others of a similar description where stores / services exactly complying with particulars are not, in the opinion of the purchaser, which shall be final, readily procurable, at the risk and cost of the Seller/Contractor (Service Provider) and the Seller/Contractor (Service Provider) shall be liable to the purchaser for any excess costs provided that the Seller/Contractor (Service Provider) shall continue the performance of the Order/Contract to the extent not cancelled under the provisions of this clause. The Seller/Contractor (Service Provider) shall on no account be entitled to any gain on such repurchases.

- 13.2 Cost of the purchases made by the Purchaser at the risk and cost of the seller / contractor (Service Provider) shall be worked out after levying 30% overheads as departmental charges on the cost of materials / services so purchased / hired.



UNPRICED BID (Category-A)

BHEL BASE RATES FOR CATEGORY-A - PACKED LUNCH / DINNER

S.NO.	DESCRIPTION OF MENU	RATE (Rs. per packet)
A-1.	<u>PACKED LUNCH/DINNER (VEG. NORTH INDIAN):</u> 1 Paneer Preparation (at least 4 pieces), 1 Mixed or Seasonal Vegetable, 1 Dal, 1 Veg Pulao, 2 Laccha Pratha or 4 Tawa Rotis, Papad, Salad, Achar, 1 Sweet Dish (Gulab Jamun / Rasagula / Sandesh).	177.00
A-2.	<u>PACKED LUNCH/DINNER (NON-VEG. NORTH INDIAN):</u> 1 chicken preparation (at least 2 pieces), 1 Dal, 1 Veg Pulao, 2 Laccha Pratha or 4 Tawa Rotis, Papad, Salad, Achar, 1 Sweet Dish (Gulab Jamun / Rasagula / Sandesh).	213.00
A-3.	<u>PACKED LUNCH/DINNER (VEG. CONTINENTAL):</u> 2 Pieces Cheese veg. Sandwich, 2 Pieces Veg. Cutlet, boiled veg., wafers, green salad, 1 sweet dish (Gulab Jamun / Rasagula / Sandesh), sauce or chutney	177.00
A-4.	<u>PACKED LUNCH/DINNER (NON-VEG. CONTINENTAL):</u> 2 Pieces chicken preparation (tandoori/fried), 2 Pieces chicken sandwich, boiled vegetables, green salad, wafers, 1 sweet dish (Gulab Jamun / Rasagula / Sandesh), sauce or chutney	177.00

Delivery shall be free of charge. Extra transportation charges, if any, shall be payable as per S.No.5, Annexure-B. Above rates are all inclusive.

UNPRICED BID – Bidders shall write “Q” (Quoted) where they have quoted in the respective column of Price Bid and strike off the other two. In case the bidder is unable to quote for this Category, the same shall be indicated in the Unpriced Bid i.e. “NQ” (Not Quoted) should be written in the columns

Descriptions	Quoted (Q) / Not Quoted (NQ)
1) If quoted % is above then Prefix "+" the value	
2) If quoted % is below then Prefix "-" the value	
3) If no change, just write 0	

Note:

In the event of error / mismatch in the % quoted in figures and words, the % quoted in words shall prevail and shall be taken as correct for all purposes. However, higher of the two will be taken for evaluation purpose and the lower for placement of order.

**Signature
Stamp**



UNPRICED BID (Category-B)

BHEL BASE RATES FOR CATEGORY-B - BUFFET / SIT-DOWN

S.NO	DESCRIPTION OF MENU	Service	Rate (Rs. PER PERSON)
B-1	<u>BUFFET (NORTH INDIAN VEG):</u> Soup, 1 Paneer preparation, 1 mixed and 1 seasonal vegetable, dal, veg pulao/plain rice, Lachha pratha, tawa roti, plain curd, boondi raita / dahi bhalla, papad, 2 types of salads, achar(assorted), 2 desserts (sweet (Gulab Jamun / Rasagula / Rasmalai / Kulfi falluda / any premium sweet) & fresh fruit / ice cream)	Buffet	428.00
B-2	<u>SIT-DOWN (NORTH INDIAN VEG):</u> Soup, 1 Paneer preparation, 1 mixed and 1 seasonal vegetable, dal, veg pulao/plain rice, Lachha pratha, tawa roti, plain curd, boondi raita / dahi bhalla, papad, 2 types of salads, achar(assorted), 2 desserts (sweet (Gulab Jamun / Rasagula / Rasmalai / Kulfi falluda / any premium sweet) & fresh fruit / ice cream)	Sit-down	510.00
B-3	<u>BUFFET (NORTH INDIAN NON-VEG):</u> Soup, 1 Non-veg preparation (chicken/fish/mutton), 1 paneer preparation, 2 mixed or seasonal vegetable, dal, veg pulao/plain rice, Lachha pratha, tawa roti, curd item, papad, 2 salad, achar, 2 desserts (sweet (Gulab Jamun / Rasagula / Rasmalai / Kulfi falluda / any premium sweet) & fresh fruit / ice cream)	Buffet	535.00
B-4	<u>SIT-DOWN (NORTH INDIAN NON-VEG):</u> Soup, 2 Non-veg preparation (chicken/fish/mutton), 1 paneer preparation, 2 mixed or seasonal vegetable, dal, veg pulao/plain rice, Lachha pratha, tawa roti, curd item, papad, 2 salad, achar, 2 desserts (sweet (Gulab Jamun / Rasagula / Rasmalai / Kulfi falluda / any premium sweet) & fresh fruit / ice cream)	Sit-down	617.00

Above rates are all inclusive.

For sit-down arrangements, BHEL guarantees payment for a minimum of 15 (fifteen) persons.

For buffet arrangements, BHEL guarantees payment for a minimum of 20 (twenty) persons.

UNPRICED BID – Bidders shall write “Q” (Quoted) where they have quoted in the respective column of Price Bid and strike off the other two. In case the bidder is unable to quote for this Category, the same shall be indicated in the Unpriced Bid i.e. “NQ” (Not Quoted) should be written in the columns.

Descriptions	Quoted (Q) / Not Quoted (NQ)
1) If quoted % is above then Prefix "+" the value	
2) If quoted % is below then Prefix "-" the value	
3) If no change, just write 0	

Note:

In the event of error / mismatch in the % quoted in figures and words, the % quoted in words shall prevail and shall be taken as correct for all purposes. However, higher of the two will be taken for evaluation purpose and the lower for placement of order.



Signature
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UNPRICED BID (Category-C)

BHEL BASE RATES FOR CATEGORY-C - SOUTH INDIAN FOOD (VEG. PACKED LUNCH/ DINNER & VEG. BUFFET LUNCH / DINNER)

S.NO.	DESCRIPTION OF MENU	Service	RATE (Rs. PER PERSON/PACKET)
C-1	<p><u>*SOUTH INDIAN PACKED LUNCH / DINNER</u> : Rice, 1 Idli (full size), 1 Vada(full size), 1 Dahi Vada(full size), 1 Masala Dosa(full size), 1 dessert (Kesari bhaat / payasam)</p> <p style="text-align: center;">Or</p> <p>Rice, 2 Idli, 1 Dahi Vada, 1 Mixed Uthapam, 1 dessert (Kesari bhaat / payasam)</p>	Packed Lunch / Dinner	180.00
C-2	<p><u>SOUTH INDIAN BUFFET LUNCH:</u> 1 Soup / Rassam, Idli(full size), Dahi Vada(full size), Vada(full size), Masala/Plain Dosa(full size), Uthapam(full size), Upma, Rice, 2 dessert (Kesari bhaat, payasam, etc.), 1 salad, Achaar, papad, Sambar & chutney as required.</p>	Buffet	356.00

Delivery shall be free of charge. Extra transportation charges, if any, shall be payable as per S.No.5, Annexure-B. Above rates are all inclusive.

For sit-down arrangements, BHEL guarantees payment for a minimum of 15 (fifteen) persons.

For buffet arrangements, BHEL guarantees payment for a minimum of 20 (twenty) persons.

UNPRICED BID – Bidders shall write “Q” (Quoted) where they have quoted in the respective column of Price Bid and strike off the other two. In case the bidder is unable to quote for this Category, the same shall be indicated in the Unpriced Bid i.e. “NQ” (Not Quoted) should be written in the columns.

Descriptions	Quoted (Q) / Not Quoted (NQ)
1) If quoted % is above then Prefix "+" the value	
2) If quoted % is below then Prefix "-" the value	
3) If no change, just write 0	

Note:

In the event of error / mismatch in the % quoted in figures and words, the % quoted in words shall prevail and shall be taken as correct for all purposes. However, higher of the two will be taken for evaluation purpose and the lower for placement of order.



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PRICE BID (Category-A)

BHEL BASE RATES FOR CATEGORY-A - PACKED LUNCH / DINNER

S.NO.	DESCRIPTION OF MENU	RATE (Rs. per packet)
A-1.	<u>PACKED LUNCH/DINNER (VEG. NORTH INDIAN):</u> 1 Paneer Preparation (at least 4 pieces), 1 Mixed or Seasonal Vegetable, 1 Dal, 1 Veg Pulao, 2 Laccha Pratha or 4 Tawa Rotis, Papad, Salad, Achar, 1 Sweet Dish (Gulab Jamun / Rasagula / Sandesh).	177.00
A-2.	<u>PACKED LUNCH/DINNER (NON-VEG. NORTH INDIAN):</u> 1 chicken preparation (at least 2 pieces), 1 Dal, 1 Veg Pulao, 2 Laccha Pratha or 4 Tawa Rotis, Papad, Salad, Achar, 1 Sweet Dish (Gulab Jamun / Rasagula / Sandesh).	213.00
A-3.	<u>PACKED LUNCH/DINNER (VEG. CONTINENTAL):</u> 2 Pieces Cheese veg. Sandwich, 2 Pieces Veg. Cutlet, boiled veg., wafers, green salad, 1 sweet dish (Gulab Jamun / Rasagula / Sandesh), sauce or chutney	177.00
A-4.	<u>PACKED LUNCH/DINNER (NON-VEG. CONTINENTAL):</u> 2 Pieces chicken preparation (tandoori/fried), 2 Pieces chicken sandwich, boiled vegetables, green salad, wafers, 1 sweet dish (Gulab Jamun / Rasagula / Sandesh), sauce or chutney	177.00

Delivery shall be free of charge. Extra transportation charges, if any, shall be payable as per S.No.5, Annexure-B. Above rates are all inclusive.

PRICE BID – BIDDERS TO QUOTE IN THE APPROPRIATE COLUMN IN THE FOLLOWING BOX AND STRIKE-OFF THE OTHER TWO. IN CASE THE BIDDER IS UNABLE TO QUOTE FOR ANY OF THE ITEMS, THE SAME SHOULD BE INDICATED IN THE UNPRICE BID.

Descriptions	Quote percentage (%) applicable over all items of Category-A
1) If quoted % is above then Prefix "+" the value	
2) If quoted % is below then Prefix "-" the value	
3) If no change, just write 0	

Note:

In the event of error / mismatch in the % quoted in figures and words, the % quoted in words shall prevail and shall be taken as correct for all purposes. However, higher of the two will be taken for evaluation purpose and the lower for placement of order.

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PRICE BID (Category-B)

BHEL BASE RATES FOR CATEGORY-B - BUFFET / SIT-DOWN

S.NO	DESCRIPTION OF MENU	Service	Rate (Rs. PER PERSON)
B-1	<u>BUFFET (NORTH INDIAN VEG):</u> Soup, 1 Paneer preparation, 1 mixed and 1 seasonal vegetable, dal, veg pulao/plain rice, Lachha pratha, tawa roti, plain curd, boondi raita / dahi bhalla, papad, 2 types of salads, achar(assorted), 2 desserts (sweet (Gulab Jamun / Rasagula / Rasmalai / Kulfi falluda / any premium sweet) & fresh fruit / ice cream)	Buffet	428.00
B-2	<u>SIT-DOWN (NORTH INDIAN VEG):</u> Soup, 1 Paneer preparation, 1 mixed and 1 seasonal vegetable, dal, veg pulao/plain rice, Lachha pratha, tawa roti, plain curd, boondi raita / dahi bhalla, papad, 2 types of salads, achar(assorted), 2 desserts (sweet (Gulab Jamun / Rasagula / Rasmalai / Kulfi falluda / any premium sweet) & fresh fruit / ice cream)	Sit-down	510.00
B-2	<u>BUFFET (NORTH INDIAN NON-VEG):</u> Soup, 1 Non-veg preparation (chicken/fish/mutton), 1 paneer preparation, 2 mixed or seasonal vegetable, dal, veg pulao/plain rice, Lachha pratha, tawa roti, curd item, papad, 2 salad, achar, 2 desserts (sweet (Gulab Jamun / Rasagula / Rasmalai / Kulfi falluda / any premium sweet) & fresh fruit / ice cream)	Buffet	535.00
B-3	<u>SIT-DOWN (NORTH INDIAN NON-VEG):</u> Soup, 2 Non-veg preparation (chicken/fish/mutton), 1 paneer preparation, 2 mixed or seasonal vegetable, dal, veg pulao/plain rice, Lachha pratha, tawa roti, curd item, papad, 2 salad, achar, 2 desserts (sweet (Gulab Jamun / Rasagula / Rasmalai / Kulfi falluda / any premium sweet) & fresh fruit / ice cream)	Sit-down	617.00

Above rates are all inclusive.

*For sit-down arrangements, BHEL guarantees payment for a minimum of 15 (fifteen) persons.
For buffet arrangements, BHEL guarantees payment for a minimum of 20 (twenty) persons.*

PRICE BID – BIDDERS TO QUOTE IN THE APPROPRIATE COLUMN IN THE FOLLOWING BOX AND STRIKE-OFF THE OTHER TWO. IN CASE THE BIDDER IS UNABLE TO QUOTE FOR ANY OF THE ITEMS, THE SAME SHOULD BE INDICATED IN THE UNPRICE BID.

Descriptions	Quote percentage (%) applicable over all items of Category-B
1) If quoted % is above then Prefix "+" the value	
2) If quoted % is below then Prefix "-" the value	
3) If no change, just write 0	

Note:

In the event of error / mismatch in the % quoted in figures and words, the % quoted in words shall prevail and shall be taken as correct for all purposes. However, higher of the two will be taken for evaluation purpose and the lower for placement of order.



**Signature
Stamp**

PRICE BID (Category-C)**BHEL BASE RATES FOR CATEGORY-C - SOUTH INDIAN FOOD (VEG. PACKED LUNCH/ DINNER & VEG. BUFFET LUNCH / DINNER)**

S.NO.	DESCRIPTION OF MENU	Service	RATE (Rs. PER PERSON/PACKET)
C-1	<u>*SOUTH INDIAN PACKED LUNCH / DINNER</u> : Rice, 1 Idli (full size), 1 Vada(full size), 1 Dahi Vada(full size), 1 Masala Dosa(full size), 1 dessert (Kesari bhaat / payasam) Or Rice, 2 Idli, 1 Dahi Vada, 1 Mixed Uthapam, 1 dessert (Kesari bhaat / payasam)	Packed Lunch / Dinner	180.00
C-2	<u>SOUTH INDIAN BUFFET LUNCH:</u> 1 Soup / Rassam, Idli(full size), Dahi Vada(full size), Vada(full size), Masala/Plain Dosa(full size), Utapam(full size), Upma, Rice, 2 dessert (Kesari bhaat, payasam, etc.), 1 salad, Achaar, papad, Sambar & chutney as required.	Buffet	356.00

Delivery shall be free of charge. Extra transportation charges, if any, shall be payable as per S.No.5, Annexure-B. Above rates are all inclusive.

For sit-down arrangements, BHEL guarantees payment for a minimum of 15 (fifteen) persons.

For buffet arrangements, BHEL guarantees payment for a minimum of 20 (twenty) persons.

PRICE BID – BIDDERS TO QUOTE IN THE APPROPRIATE COLUMN IN THE FOLLOWING BOX AND STRIKE-OFF THE OTHER TWO. IN CASE THE BIDDER IS UNABLE TO QUOTE FOR ANY OF THE ITEMS, THE SAME SHOULD BE INDICATED IN THE UNPRICE BID.

Descriptions	Quote percentage (%) applicable over all items of Category-C
1) If quoted % is above then Prefix "+" the value	
2) If quoted % is below then Prefix "-" the value	
3) If no change, just write 0	

Note:

In the event of error / mismatch in the % quoted in figures and words, the % quoted in words shall prevail and shall be taken as correct for all purposes. However, higher of the two will be taken for evaluation purpose and the lower for placement of order.



Signature
Stamp

No Deviation Certificate
(To be submitted with Part-I Bid)

Notwithstanding anything mentioned in our bid, we hereby accept all terms and conditions of the above tender.

Or

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

- 1.
- 2.
- 3.

Signature
With name, Designation & seal of the firm

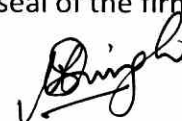


DETAILS OF BUSINESS

1.0	Name of the Restaurant / Caterer:	
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 House (Kms.) :	
4.2	Telephone Nos.: <div style="text-align: right;">(Office) (Res) (Kitchen) (Mobile) (Fax)</div>	
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 & 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 & seal of the contractor)



DECLARATION

I/ We hereby declare that I / we have not been banned or de-listed by any PSU / Government Department / Financial Institute / Court and no case is pending with the police / court against our firm/ partner or the company.

Signature

(Name & Address of the Bidder with official seal)

Place:

Date:

A handwritten signature in black ink, appearing to read 'Singh', is written over a faint, illegible stamp or seal.

NEFT Format

Beneficiary Name	
Beneficiary Bank Name	
Beneficiary Bank address	
IFSC CODE of the bank	
Beneficiary Account Number	
Email ID	
PAN	

Enclosed: A photocopy/cancelled copy of one leaf from my cheque book for the codes required above.

I hereby confirm that the above mentioned particulars are in order. To facilitate NEFT credits, I will inform BHEL in case of any changes in the Bank Particulars at a future date.

Thanking you,

Yours sincerely.

Signature:

Name:

Designation:

Company Seal:

Date:



TECHNICAL DETAILS

TURNOVER (F.Y.)	2013-14	2012-13	2011-12
Rs. (Lakhs)			

Work Experience fulfilling PQR Criteria (As per work orders and work completion certificate submitted in Part-I Bid)

EXPERIENCE	No. of Work	Value	Customer's Name
1.			
2.			
3.			

(Signature & seal of the contractor)



CHECK-LIST (Part-I Bid)

SUMMARY OF COMPLIANCE TO REQUIREMENT OF TENDER

(Important for successful evaluation of your bids.)

SN	Description of requirement	Yes/ No/NA	Page Nos.
1	Copies of the Balance sheet and Profit & Loss account statement of last three financial years ending on 31 st March, 2016		
2	Acknowledgement of I-T return of last three financial years		
3	Copy of the PAN card.		
4	Copy of FSSAI License		
5	Copy of Service Tax & VAT Registration Certificate.		
6	Catering Services for BHEL (Annexure-A).		
7	Part-I: Techno-Commercial – Terms & Conditions (Annexure-B).		
8	Unpriced Bids (Annexure-C1;C2;C3).		
9	No Deviations Certificate (Annexure-D).		
10	Details of Business (Annexure-E).		
11	Bidder's Details (Annexure-F).		
12	Declaration reg. non banning (Annexure-G).		
13	NEFT Format (Annexure-H).		
14	Technical Details (Annexure-I).		
15	Checklist (Annexure-J).		

Important Note: Documents submitted must be properly indexed / numbered and separate within the Part-I Bid.

(Signature & seal of the contractor)

