

DR. RADHAKRISHNAN GOVERNMENT MEDICAL COLLEGE & HOSPITAL, HAMIRPUR (HP)  
No. HFW/HMR/DR.RKGMHC/BUILD/VENDING CONRRNER/2023 1247 Dated 19/01/24  
Email: principal.hamirpur@gov.in  
Website: <https://www.rgmchamirpur.org/>

### TENDER NOTICE

Tender in two bid system in sealed envelope is hereby invited by the Principal, Dr. RKGMHC Hamirpur (HP) from the interested vendors/firms on rent basis Cafeteria near Administrative Block, Dr. RKGMHC Hamirpur to provide Beverages & Eatable itmes. The tender document can be obtained from the office of the undersigned on any working day from 20.01.2024 to 12.02.2024 up to 05:00PM as per schedule in the table given below or by downloading the same from college website <http://www.rgmchamirpur.org/> after the publication of tender. Those who wish to download the tender document should enclose tender fee as prescribed in the table below through bank draft along with bidding document and EMD drawn in favour of Principal, Dr. RKGMHC Hamirpur (HP) payable at Hamirpur

Sr. No	Nos. of Booth	Cost of Tender document	EMD	Date of start of Sale of Tender document	Last date of purchase of Tender document	Last date of submission of Tender	Date & time of opening of Tender
1.	ONE CAFETERIA FOR PROVIDING OF BEVERAGES & EATABLE ITEMS	Rs.1000/-	Rs.20,000/-	20.01.2024	12.02.2024	12.02.2024 up to 05:00PM	13/02/2024 at 11:30 AM

1247-50  
Endst.No. As above/HMR/2023- 1250



Principal,

Dr. RKGMHC Hamirpur (HP)

Dated, Hamirpur 19/01/24

Copy for information and necessary action to:-

1. The Director, Medical Education & Research, HP Shimla-09.
2. The Director, Information and Public Relations, Himachal Pradesh, Shimla-02 with the request to publish the e-Tender Notice at least three leading newspapers.
3. The Information & Technology Administrator (IT) Section, IGMC-Shimla. He is requested to upload the Tender Document on the website of this Medical College at the earliest.
4. Notice Boards Medical College, Hamirpur



Principal,

Dr. RKGMHC Hamirpur (HP)

**OFFICE OF THE PRINCIPAL**  
**DR. RADHAKRISHNAN GOVERNMENT MEDICAL COLLEGE & HOSPITAL,**  
**HAMIRPUR (HP)**

UNDER DEPARTMENT OF DIRECTOR MEDICAL EDUCATION AND RESEARCH,

HIMACHAL PRADESH, SHIMLA-9

Phones: - 01972-222999

**TENDER TO RUN CAFETERIA FOR PROVIDING OF BEVERAGES &  
EATABLE ITEMS AT DR. RADHAKRISHNAN GOVERNMENT MEDICAL  
COLLEGE, HAMIRPUR (HP).**

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## Tender Document

### TERMS AND CONDITIONS

#### 1. SCOPE OF WORK:-

- 1.1. The college shall provide space 10 X 12 Sq.feet near Administrative Block, Dr.RKGMC Hamirpur for construction of pre-fabricated removable booth which will be carried by the successful bidder at his own cost within 15 days of award letter.
- 1.2. The successful bidder will provide Beverages & Eatable items **as per Annexure I & II in Cafeteria** in the premise of Dr. RKGMC Hamirpur (HP) on monthly rent basis.
- 1.3. The minimum rent of pre-fabricated booth of cafeteria will be assessed by HP PWD.
- 1.4. The Successful bidder will sell Beverages & Eatable items of best quality.
- 1.5. The Cafeteria shall be opened 24x7 hours.
- 1.6. The Successful bidder will have to deposit rent of three months advance before taking the possession of booth.

#### 2. RESPONSIBILITY & INSTURCTIONS TO THE BIDDER.

- 2.1 The bidder must submit bids in two sealed envelopes separately i.e. the Tender form duly signed on every page along with all the required documents in one envelope (**Envelope-A**) super-scribed as Technical Bid and second envelope (**Envelope-B**) super-scribed as Financial bid and both the envelopes **A & B** shall be put in single envelope super-scribed as Tender for cafeteria.
- 2.2 The Booth Vender will bear all the expenses for running the shop and Medical College shall not in any manner be responsible for any damage caused due to incidents like theft, burn, fire, electric shock or bear any compensation for damage or injury caused to its workmen during discharging their duty.
- 2.3 The Booth Vender will not be allowed to use the booth allotted by the Medical College for any other purpose or business and if found to be used for other purpose, the contract shall be terminated immediately.
- 2.4 The persons associated with selling specified items will be required to undergo periodical medical checking to rule out the possibilities of communicable disease /infectious diseases and if anybody found suffering from such diseases has to be kept out of engagement till he/she is fully recovered. Annual medical certificate of fitness is to be deposited in the office of Principal, Dr. RKGMC Hamirpur (HP).
- 2.5 All pages of the tender and related papers should be in proper page number are to be duly authenticated by tenderer or authorized signatory on behalf of tenderer.
- 2.6 The behavior of Booth Vender/seller will be courteous to the students and staff and general public so that there may not be any complaint. The Booth vender shall undertake not to permit or to indulge in gambling, drinking or any other unlawful and anti-social activity in or around booth and in case he/she is found indulging in such activities his/her contract will be cancelled immediately.



- 2.7 The College & Hospital Campus is a **"NO SMOKING ZONE"** hence sale and use of tobacco is prohibited.
- 2.8 Substandard sale of eatable items will be subject to the destructions on the recommendations of committee by the Principal Dr. RKGMC, Hamirpur, without any compensation.
- 2.9 The authorized Govt. Agencies will have the liberty of taking samples for Chemical analysis to ensure quality as per provisions of the Acts/Rules. The quality assurance of product items shall be done by periodically sampling by the Institution. The vendor will be wholly responsible for contravention of any provision of the Acts/Rules.
- 2.10 There will be cleanliness in and around the booth. The Booth vender, his servants and representatives shall obey all order given to them by the Principal, Dr. RKGMC Hamirpur (HP) or his representative in writing or orally.
- 2.11 The Booth vender, his servants and representatives shall have proper uniform.
- 2.12 The Successful booth vendor shall ensure to dispose off Bio Medical Waste as well as General Waste, if any at his own cost/level in an eco-friendly manner.
- 2.13 The Booth vender will be responsible to pay minimum wages as notified by the state Govt. to their workers deployed in the shops through RTGS/NEFT.
- 2.14 In case of breach of the contract, Principal, Dr. RKGMC Hamirpur (HP) may forfeit the performance security money without assigning any notice to the tenderer.
- 2.15 The authority reserves the right to cancel the Tender at any stage of Tender process without assigning any reason thereof.
- 2.16 The Booth vender /bidder will pay all the rent, rate & taxes payable under GST/service Act/ VAT/ income tax.
- 2.17 The contract will be awarded to the vendor/bidder who will quote highest rate in the financial bid as per Annexure-VI.
- 2.18 The successful Booth Vender will have to sign an agreement on non-judicial paper of Rs. 100/- for fulfilling the terms & conditions of shop.

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- 2.19 The selected vender shall have to install electricity and water meter in the allotted pre fabricate cafeteria at his own cost & his/her name.
- 2.20 The successful Booth vender/bidder shall have to submit the certificate of Food Safety Standard Act of India within one month after taking possession of the booth.
- 2.21 The booth vender will be responsible for compliance with all statutory requirements.

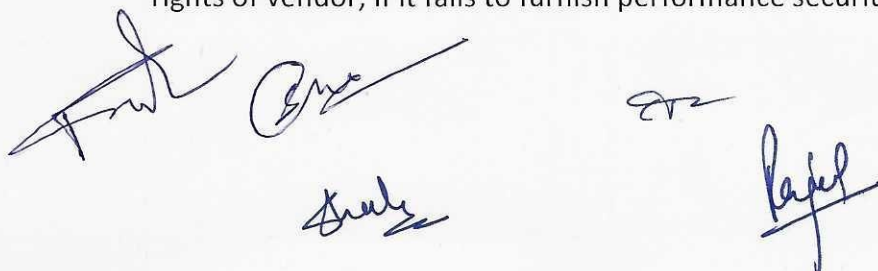
### 3. ELIGIBILITY CRITERIA

Following documents are required for Technical qualification of Bids.

- i) Self Attested copy of PAN No.
- ii) Self attested copy of Bona fide Himachali.
- iii) Permanent Residential document proof (Local /Permanent) either of Voter card/ Aadhar card/Ration card.
- iv) Declaration of the vendor/bidder that he has never been blacklisted.
- v) The Booth holder should submit declaration that there is no ongoing police case/ vigilance inquiry against him/ his Partner and he/she has never been convicted or punished by any Honorable Court of Law.
- vi) Bidder should have experience of not less than a total of three year to provide booth /cafeteria services in any government/ private institute.
- vii) The total turnover of the bidder should be minimum Rs. 1.5 Crore are more for each year for the last three financial years.
- viii) The bidder should have FSSAI License / registration certificate.

### 4. EARNEST MONEY DEPOSIT (EMD)

- 4.1 Earnest money for Rs.20,000/- (Rs.Twenty thousand only) in the shape of FDR in the name of Principal, Dr.RKGMC, Hamirpur-HP should be enclosed with the tender and should be valid till 180 days from the last date of submission of the bid.
- 4.2 The EMD of unsuccessful booth vendor will be returned to them without any interest, after conclusion of the resultant contract. The EMD of the successful vendor will be returned without any interest, after receipt of performance security as per the terms of contract.
- 4.3 The EMD of a bidder may be forfeited without prejudice to other rights of the vendor, if the bidder withdraws or amends its tender or impairs or derogates from the Tender in any respect within the period of validity of its Tender or if it comes to notice that the information/ documents furnished in its Tender is incorrect, false, misleading or forged. In addition to the aforesaid grounds, the successful bidder, EMD will also be forfeited without prejudice to other rights of vendor, if it fails to furnish performance security within the specified period.



**5. PERIOD OF CONTRACT AND RENEWAL OF CONTRACT:**

- 5.1 The contract, if awarded will be initially for three years from the date of award of contract which can be extended for another two years subject to continuous satisfactory performance with a 10% hike in rent, keeping all existing terms & conditions or till the finalization of new tender whichever is earlier.

**TERMINATION OF CONTRACT**

- 6.1 On the recommendation of the committee, the Principal, Dr. RKGMC Hamirpur (HP) reserves the right to terminate the contract for repeated non-conformance of the terms & conditions of the tender.

**6. Performance Security**

- 7.1 The Successful booth vendor shall furnish a performance security of Rs.50,000/- (Rs Fifty thousand only) in the shape of fixed deposit issued by a Nationalized Bank in Favour of Principal, Dr. RKGMC Hamirpur (HP). This shall be submitted within 15 days (minimum) of receiving of notice for Award of Contract, failing which the EMD may be forfeited and the contract may be cancelled.
- 7.2 If the booth vendor/ contractor violate any of the terms & conditions of contract, the Performance Security shall be liable for forfeiture, wholly or partly, as decided by the Authority and the contract may also be cancelled.
- 7.3 The Authority will release the Performance Security without any interest to the firm/contractor on successful completion of contractual obligations.

**7. PENALTIES**

- 8.1 The vender selected for selling the Beverages & eatables items, will be required to maintain highest level of cleanliness and standard of hygiene in the booth. A penalty of Rs.500/- per occasion shall be levied for every non-conformance.
- 8.2 The cafeteria holder should keep daily needs items neat & clean. If at any point the booth/ its premises are found to be unclean, the booth holder shall be held responsible and penalty of Rs.100/- per occasion shall be imposed.
- 8.3 The cafeteria holder will not be allowed to use the booth allotted by the College for any other purpose or business, if found used for other purpose shall be liable for penalty of Rs. 500/- per occasion & even lead to termination of contract.





5.

8.4 There shall be no compromise on the quality of daily needs items provided by the dealers and if any such incidence or product adulteration is found, Rs.100/- per occasion penalty including black listing the firm, and action shall be taken under provisions of Prevention of Food Adulteration Act and non-compliance of the provisions of the Act may lead even to termination of the contract.

8.5 The rent of the booth will have to paid by the 5<sup>th</sup> of every month in advance, in case of holiday, on the next working day, failing which penalty @ Rs.500/- per day shall be imposed for delayed period.

8.6 The successful bidder will display, prominently the list showing rates of each items at cash counter on (4'x3') board. In the event of violation of this condition, penalty @ Rs.500/- at a time shall be imposed and the appliances will be confiscated.

## 8. ARBITRATION

9.1 Any difference(s) or disputes(s) which may arise will be settled by the Principal, Dr. RKGMC Hamirpur (HP) and in case of need, the case will be referred to the Director Medical Education & Research, HP Shimla for final adjudication.



Principal,  
Dr. RKGMC Hamirpur (HP)

## Annexure-I

## ITEMS REQUIRED

## Beverages

1. Hot Tea 150ml by espresso machine
2. Hot Tea 250ml by espresso machine
3. Milk (flavored)250ml Tetra pack
4. Hot Coffee 150ml by espresso machine
5. Hot Coffee 250ml by espresso machine
6. Coffee-Café latte 150ml by espresso machine
7. Coffee-Café latte 250ml by espresso machine
8. Coffee-Café Mocha 150ml by espresso machine
9. Coffee-Café Mocha 250ml by espresso machine
10. Coffee-Capuccino 150ml by espresso machine
11. Coffee-Capuccino 250ml by espresso machine
12. Coffee-Americanano 150ml by espresso machine
13. Coffee-Americanano 250ml by espresso machine
14. Ice Tea-150ml by espresso machine
15. Ice Tea-250ml by espresso machine
16. Lemon Tea-150ml by espresso machine
17. Lemon Tea-150ml by espresso machine
18. Green Tea-150ml by espresso machine
19. Green Tea-150ml by espresso machine
20. Banana Shake-250ml
21. Mango Shake-250ml
22. Strawberry Shake-250ml
23. Protein Shake-250ml
24. Chocolate Shake-250ml
25. Oreo Shake-250ml
26. Mix Fruit Juice-250ml
27. Orange Juice-350ml
28. Pine apple Juice-250ml
29. Pomegranate Juice-250ml
30. Packaged Drinking Water1000ml

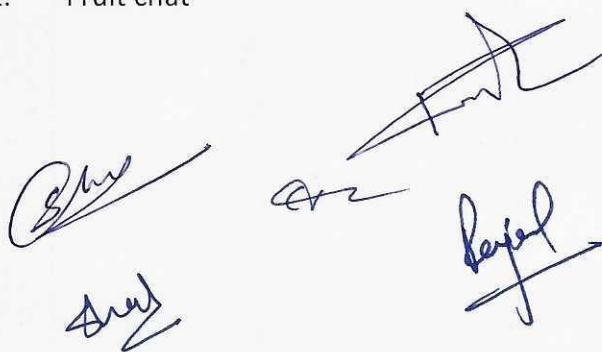




## Annexure-II

## Eatables

1. Regular Maggi-Ready to Serve (Cuppamania)-70gm
2. Masala Maggi-Ready to Serve (Cuppamania)-70gm
3. Noodles-Ready to Serve-71gm
4. Pasta-Red Sauce
5. Pasta-White Sauce
6. Burgers-Veg
7. Burgers-Cheese
8. Burgers-Chicken
9. French fries
10. Cheese Fries
11. Honey chilly potato
12. Sandwich-veg
13. Sandwich-Cheese corn
14. Sandwich-Cheese
15. Clear Veg Soup-ready to serve(10gm/150ml)
16. Veg Soup-ready to serve(10gm/150ml)
17. Manchow Soup-ready to serve (10gm/150ml)
18. Tomato Soup-ready to serve (10gm/150ml)
19. Pizza Slice-Ready to Serve
20. Kulcha Slice-Ready to serve
21. Garlic Bread-Ready to serve
22. Boiled egg-2pc.
23. Sprouts serving-100gm
24. Pastry
25. Brownie
26. Wallnut Cake
27. Donut
28. Cookies
29. Muffins
30. Crossiant
31. Patties
32. Fruit chat



Handwritten signatures and initials in blue ink, including a large signature on the left, a smaller one in the middle, and a signature on the right.

## Annexure-III

## DECLARATION

1. I, ..... Son / Daughter of Shri  
 ..... Proprietor / Partner / Director /Authorized  
 Signatory of ..... am competent to sign this declaration  
 and execute this Expression of Interest.

2. I have carefully read and understood all the terms and conditions of the Expression of Interest and  
 hereby convey my acceptance of the same.

3. The information/documents furnished along with the above applicable are true and authentic to the  
 best of my knowledge and belief. I/ we, am / are well aware of the fact that furnishing of any false  
 information / fabricated document would lead to rejection of my Expression of Interest at any stage liabilities  
 towards prosecution under appropriate law.

Signature

Date :

Full Name:

Place :

Company's Seal/Firm/Vendor/Individuals

N.B: The above declaration, duly signed and sealed by the authorized signatory of the  
 company/firm/vendor/individual should be enclosed with Technical bid of tender.






## ANNEXURE-IV

## I. CHECKLIST OF DOCUMENTS TO BE SUBMITTED WITH THE TENDER

Conform the enclosure of all the below documents without which bidder may not be eligible to participate in the Tender.

Sr. No.	Description	Detail	Page
1.	Name of contractor/bidder/Firm/Vendor/Individual	<u>Yes/No</u>	
2.	(A) Local address	<u>Yes/No</u>	
	(B) Permanent address along with proof (Please mention telephone No./ Email, fax no. and attach copy of Ration Card/Adhar Card/ Voter ID) .	<u>Yes/No</u>	
3.	Photo copy of Self Attested copy of PAN Card.	<u>Yes/No.</u>	
4.	Self attested copy of Bonafide Hamachi	<u>Yes/No.</u>	
5.	Cost of Tender Document Rs.1000/- (Rupees One thousand only)	<u>Yes/No.</u>	
6.	EMD in the form of FDR/Bank Draft Rs.20,000/- (Rs. Twenty thousand only) duly pledged in the name of Principal Dr. RKGMC Hamirpur, HP. Date of issue Issuing bank Bank Draft No.	<u>Yes/No.</u>	
7.	An undertaking that the Tenderer/bidder has never been blacklisted.	<u>Yes/No.</u>	
8.	An undertaking that there is no ongoing police case / vigilance enquiry/criminal case against the Tenderer/bidder or his Partners / proprietor and he/she has never been convicted or punished by any Hon'ble Court of law.	<u>Yes/No.</u>	
9.	Experience certificate not less than a total of three year to provide booth /cafeteria services in any government/ private institute.	<u>Yes/No.</u>	
10.	The total turnover of the bidder should be minimum Rs. 1.5 Crore are more for each year for the last three financial years.	<u>Yes/No.</u>	
11.	FSSAI License / registration certificate	<u>Yes/No.</u>	

*(Signature)*  
*(Signature)*  
*(Signature)*  
*(Signature)*



## Annexure-V

UNDER TAKING

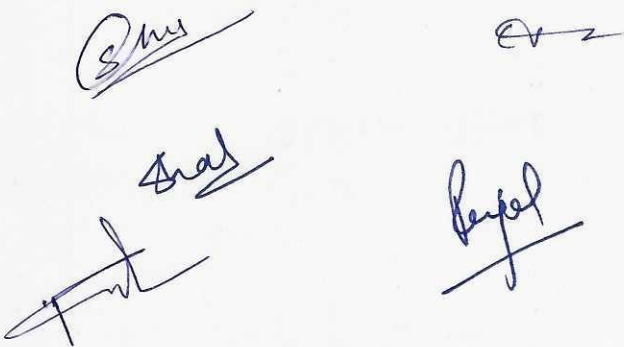
1. I/ We hereby agree to abide by all terms & conditions laid down in Tender.
2. This is to certify that I /We before signing this bid have read fully understood all the terms & conditions and instructions contained therein and undertake myself/ ourselves to abide by the said terms and conditions of the tender along with adherence to the provisions of the prevention of food Adulteration act (PFA), Food Safety and Standard Act along with the rules laid there-in.
3. I/ We shall deploy physically & mentally fit personnel.
4. I/ We undertake that I/ We have gone through all the Expression of Interest document line by & agree to abide by all terms & conditions laid under Expression of Interest.
5. The rates quoted by me are valid and binding upon me for the entire period of contract and it is certified that rates quoted are the lowest quoted for any other institution/hospital in India.
6. I /We give the rights to the Principal, Dr.RK GMC & H Hamirpur to forfeit the Security money in case of violation of any term and condition of the Expression of Interest by me.
7. There is no vigilance / CBI case or court case pending against the firm.
8. I shall be vacating any space that may be provided to me by the College/hospital authority to carry out the job or otherwise, before I put the last bill of the contract period for payment.

Date

Signature of the tenderer

Place

Full Name with designation with seal



## Annexure VI

**FINANCIAL BID FOR SELLING OF BEVERAGES & EATABLE ITEMS IN PRE-FABRICATED BOOTH NEAR ADMINISTRATIVE BLOK, DR.RKGMCHAMIRPUR (HP)**

Sr.No.	Description	Rent offered per month	
		In figure	In words
1	Rent of Shop	(Rs.....)	(Rs.....)

Note:-

1. Vendors have to write Rent of Shop both in figures and in words, if the amount quoted by the vendor in figure is found overwritten, illegible or wrong, then amount quoted in words shall be taken into consideration.
2. The minimum rent of shop has been assessed by HPPWD and kept in the sealed cover. The rate of rent quoted by the bidder/contractor if found less than the reserve price, the offer shall be rejected straightway.

Dated

Signature

Name of the firm/Company/Vendor with seal