



PM SHRI പി എം ശ്രീ കേന്ദ്രീയ വിദ്യാലയം എ എഫ് എസ് ആക്കുലം
PM SHRI KENDRIYA VIDYALAYA AFS AKKULAM
 TRIVANDRUM-695029
 (Autonomous body under the Ministry of Education, Govt. of India)



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 CBSE Affln No:- 900025 CBSE School Code:- 79044

F27-PPL/PM SHRI KVAFS/TVM/2024-2025

Dated: 27.06.2024

M/s

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SUB: INVITATION FOR QUOTATIONS FOR PROVIDING CATERING SERVICES FOR VARIOUS OCCASIONS AT PM SHRI KV AFS AKKULAM, TRIVANDRUM- reg.

Sir/Madam,

1. PM SHRI KENDRIYA VIDYALAYA AFS AKKULAM is an educational Institution under Kendriya Vidyalaya Sangathan, an autonomous body under Ministry of Education, Govt. of India and registered under Societies Registration Act, 1860. The Sangathan administers the Scheme of Kendriya Vidyalaya set up for imparting education to the children of transferable central Govt. Employees.
2. Sealed competitive quotations from the registered firms are invited by the undersigned on behalf of the Kendriya Vidyalaya Sangathan for supply of the following items **in the Proforma attached:**

Sl No	Item / Descriptions
1	Breakfast: 200 ml Milk + 04 pcs Bread with butter or 04 pcs Bread with jam or 03 to 05 pcs of idli & Vada/ dosa with Sambhar,Chatni/Dalia/Poha or AalooParatha /Poori (4 nos) with curd & pickle/ Masala or & 02 banana / 01 apple/seasonal fruits and 02 eggs (Fruits & Egg compulsory in every plate)
2	Lunch: Chapati (Tawa/Tandoori etc.), Rice (Plain Rice/Jeera Rice/Rice Pulav) any Dal or Rajma or Chana (any one), mixed vegetable (seasonal veg)/ Kofta/Beson Curry, paneer/ for vegetarians, salad, Papad, pickles and Egg/Chicken/Fish Curry (once in a day for non-vegetarians).
3	Recess/Evening: Tea/Coffee/Fruit Juice-200 ml, (Grapes/pomegranate /orange /mango) with snacks (i.e. Sandwich/samosa/breadPakora/Aaloo Bonda/Patties, banana fry etc./02 Pc
4	Dinner: Chapati (Tawa/Tandoori etc.), Rice (Plain Rice/Jeera Rice/Rice Pulav, any Dal or Rajma or Chana (any one), mixed vegetable (seasonal veg)/ Kofta/Beson Curry, paneer/ for vegetarians, salad, Papad, pickles and Egg/Chicken/Fish, mutton curry (once in a day for non-vegetarians
5	Night: Milk with flavor & sugar

- a. The estimate for all the items should be put separately and to be projected in the quoted amount and should include all type of taxes.
- b. Where Bureau of Indian standards (BIS) certification marked goods are available in market, goods with those or equivalent marking only shall be offered.
- c. The above said work is a totally time limited programme. Entire supply to be completed within specified time limit.
- d. If the participant needs more food, he/she should not be denied.

(1/3)

3. Bid Price

- a. The contract shall be for the supply of the mentioned items to the KVS. The bidder shall quote for items in the format of quotation attached. Corrections, if any, shall be made by crossing out, initialing, date and rewriting:
 - b. All duties, taxes and other levies payable by the bidder, shall be included in the total price. However, the tax and duties leviable should be quoted separately.
 - c. No GST is applicable for Educational Institutes for Catering services as per Govt. of India Ministry of Finance vide notification no. 12/17- Central Tax (Rate) dated 28.06.20217 heading 9992.
 - d. Rate should be quoted for per head (for supply of food items mentioned in the tentative menu) for one full day
 - e. The rates quoted by the bidder shall be fixed for the duration of the contract (and shall be quoted in Indian Rupees only):
 - f. Each bidder shall submit only one quotation.
 - g. Telex or Facsimile quotations are not acceptable.
 - h. Copy of valid Food supply license from the authorized Govt. Agency notified by Govt. of India /Govt. of Kerala invariably to be attached.
 - i. The bid should be submitted along with **EMD for Rs.5000/-** by Bank Draft in favour of "Principal, Kendriya Vidyalaya AFS Akkulam VVN Account", payable at Thiruvananthapuram.
 - j. The firm should enclose supporting documents regarding registration of TIN /VAT/ST/IT PAN (in the name of the firm.)/IT return of the firm for the last three years.
4. **Validity of quotations:** - The quotation shall remain valid for a period of One Year after the deadline specified for submission of quotations which may be extended further.
5. **Evaluation of quotations:** The Purchaser will evaluate and compare the quotations determined to be substantially responsive, i.e., which are:
- a. Properly signed, and
 - b. Conform to the terms and conditions and specifications.

The evaluation would be done for all the items/services put together. The items for which no rates have been quoted would be treated as zero and the total amount would be computed accordingly. The bidder who has quoted for partial quantity of any one or more item (s) would be treated as non-responsive. Purchaser will award the contract to the responsive bidder whose total cost for all the items put together is the lowest. The rates quoted shall be competitive and do not in any manner whatsoever compromise with the quality of items and services to be provided.

6. Award of contract:

- a. The purchaser will award the contract to the bidder whose quotation has been determined to be substantially responsive and who has offered the lowest price as per para 5 above.
- b. The bidder whose bid is accepted will be notified of the award of the contract by the office prior to expiration of the quotation validity period.
- c. The Notification of Award shall clearly specify any change in the unit price or any other terms and conditions accepted.

- d. Normal commercial warranty/guarantee shall be applicable to the supplied goods/services
- e. Payment shall be made within 15 days after the delivery of goods/completion of work and their acceptance and on submission of proper invoice/bill. The purchaser will deduct the TDS from the bidder for the entire bill amount as per income tax rules as applicable
- f. Notwithstanding the above, the Purchaser reserves the right to accept or reject any quotations and to cancel the bidding process and reject all quotations at any time prior to the award of the contract.
- g. TDS will be deducted at source as per Rules
- h. Other terms and conditions as per Annexure -1 attached

7. Last date and time of receipt of quotations: You are requested to submit the sealed quotations in the Tender box (in front of office)/by post with super scribed on the envelope as **“QUOTATIONS FOR PROVIDING CATERING SERVICES” latest by 04.07.2024 (2.00 pm)**

The Quotations shall be opened on 04.07.2024 at 3.00 pm.

The purchaser looks forward to receiving the quotation and appreciate the interest of the bidders in the KVS.



Yours faithfully,

[Handwritten Signature]
28/06/24

Signature
Principal
प्राचार्य / PRINCIPAL
केन्द्रीय विद्यालय / KENDRIYA VIDYALAYA
ए.एफ.एस. तिरुवनन्तपुरम / AFS AKKULAM
तिरुवनन्तपुरम / TRIVANDRUM-695 029

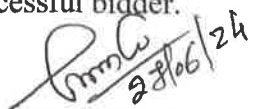
For and on behalf of the PM SHRI KENDRIYA VIDYALAYA AFS AKKULAM , Trivandrum

TERMS AND CONDITIONS

- a. The bidder to supply food as per requirement and specifications at PM SHRI KV AFS AKKULAM.
- b. The purchaser will not be responsible for arranging kitchen/serving table/shamiana if needed. The bidder or authorized person has every right to inspect the cooking place at any point of time.
- c. Buffet system will be followed
- d. Catering timings as intimated at the time of supply order/ as per requirement of the purchaser
- e. It will be the sole responsibility of the bidder to arrange for drinking water (can 20 ltrs+ dispenser) on various venues as per requirement.
- f. It will be the sole responsibility of the bidder to arrange for enough number of staff for serving the food ensuring timely distribution. No. of serving counters to be adequate enough to avoid undue delay.
- g. The bearers should maintain proper discipline and decorum when on duty in the Vidyalaya.
- h. The bidder will be solely responsible for the quality of food items supplied. He only will be responsible and accountable for any undue incidents like food poisoning of any kind.
- i. The purchaser will not be responsible for the quality / validity of packed food items.
- j. The quality of oil /masala/grocery /vegetables/Non veg items and all other materials used for preparation of food must be of premium quality.
- k. All food items must be served hot and fresh.
- l. The oil used must be double refined sun flower oil, which should not be reused.
- m. The utensils /vessels etc., for cooking and serving etc must be cleaned properly and steamed.
- n. During the time of serving it should ensure that proper covering to be done to avoid contamination
- o. It will be sole responsibility of the bidder to ensure proper removal of food waste after every meals from the campus. Disposal of the waste to be done as per Govt. norms.
- p. The food sample to be supplied to the committee appointed for the purpose, before serving.
- q. Requisite number of clean plates, and other serving bowls, spoons, tumblers, glasses, napkins and white sheet for the serving tables etc. are to be brought by the caterer.
- r. Under no circumstances the caterer will charge extra or collect money from the participants for the food served during the meet days as food charges are borne by the Vidyalaya only.
- s. In case the services rendered are found to be un-satisfactory , a penalty of 2-5% of the contract value will be imposed at the discretion of the Principal, which shall be binding and final.
- t. In case of poor quality of food not suitable for consumption by the participants, the food will be rejected and the extra cost incurred for procuring food from outside will be recovered from the bidder. Besides this the firm can also be blacklisted.
- u. The bidder should possess all mandatory certificates as stipulated by Govt in this regard.

The Vidyalaya reserves the right to terminate the contract at any time without assigning any reason thereof, if the services are found unsatisfactory, contract will be awarded to the next successful bidder.




PRINCIPAL

प्राचार्य / PRINCIPAL
केंद्रीय विद्यालय / KENDRIYA VIDYALAYA
ए.ए.एस. तिरुवनन्तपुरम / AFS AKKULAM
तिरुवनन्तपुरम / TRIVANDRUM-695 029