



केन्द्रीय विद्यालय डोगरा लाइन्स मेरठ कैंट  
KENDRIYA VIDYALAYA DOGRA LINES MEERUT CANTT

फोन नं० / PHONE NO.: 0121-2643266

0121-2657337 फैक्स नं० / FAX NO.: 0121-2643266

E-mail : [kvdmeerut@gmail.com](mailto:kvdmeerut@gmail.com)

KV/Dogra/Canteen /2023-24/

04.7.2023

**TENDER FOR CANTEEN SERVICES AT KENDRIYA VIDYALAYA DOGRA LINES,  
MEERUT CANTT**

**DATE OF OPENING OF TENDER: 31.07.2023 at 02:00 PM**

**Sub: Inviting Tender for running canteen in KV Dogra Lines, for the period from 01.08.2023 to 31.07.2024 (One Year)**

**INTRODUCTION:** A canteen exists in the premises of Kendriya Vidyalaya, Dogra Lines Meerut Cantt . This tender is intended for the catering services for the students, staff and authorized visitors/ students in Kendriya Vidyalaya, DOGRA LINES MEERUT CANTT . The terms - 'KV' shall mean the Kendriya Vidyalaya, Dogra Lines, the Principal shall mean the Principal of (Kendriya Vidyalaya, Dogra Lines. "Contractor"/"Tenderer" shall mean the person/ firm who is awarded this contract by KV to run the canteen in the KV on contract, as per prescribed terms and conditions of the contract. The day-to-day working of the canteen will be watched by a Committee of the Vidyalaya.

**SCOPE:** The Contractor is required to supply tea, coffee, lunch, dinner and snacks etc. as and when required to students, staff and visitors. The Canteen shall remain open on all working days excluding vacations and breaks. In addition to above, the canteen will also cater to the needs of participants in various training/meetings/ Meets/ Camps organized in the KV from time to time during the specified period including holidays if any. ***There shall be no restriction on number of students/ staff at any occasion as the Contractor shall be bound to serve meals, etc. to any number of students.***

प्रधान प्राचार्य / Principal  
केन्द्रीय विद्यालय / Kendriya Vidyalaya  
डोगरा लाइन्स / Dogra Lines



आजादी का  
अमृत महोत्सव

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**TERMS AND CONDITIONS**

1. The agreement shall be valid initially for a period of a one year from the date of agreement and thereafter it may be extended for a further period as may be necessary on mutual agreement.

2. **The contractor should have a valid food/catering or any necessary license or permission required (from authorized officer) for running a school canteen.**

3. The price list as attached herewith (Annexure-I) will be made as an attachment to this

Agreement and will be valid for one year. The contractor will supply only such items specifically approved by the PRINCIPAL KV Dogra Lines and as directed by the CBSE for the school canteen.

**The price list should have been provided on the firm letter head of the contractor.**

4. The contractor will be responsible for providing all food items mentioned in the list of items.

5. **The building for canteen will be provided on rent by the school. The contractor will be responsible for proper handling and safe custody. Repair and maintenance of the equipment will be carried out by the contractor and he will not claim any reimbursement of expenses on this account.**

6. **The contractor will have to pay electricity and water charges as per commercial rate of Uttar Pradesh Government.**

7. In case of any food poisoning/contamination the contractor will be held fully responsible and he will bear all the expenses caused due to food poisoning/contamination.

8. The contractor will employ adequate number of staff in order to maintain efficiency.

9. All persons engaged by the contractor shall be the contractor's own employees and they will claim no privileges from Principal KV Dogra Lines. The Contractor will be directly responsible for the administration of his employees as regards general discipline and courteous behavior.

10. The contractor will get all his workers medically examined from approved registered medical practitioner to be free from communicable diseases in addition to general fitness. No employee will be under the age of 14 years.

को० प्राचार्य / Principal / VC






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11. The contractor will be responsible for cleanliness of crockery, cooking utensils, furniture, fixtures and fitting etc. in the kitchen as well as the canteen surrounding area. The organization will not provide any cleaning material/duster/manpower etc. for the same.
12. Very high standards of hygiene and cleanliness must be observed in the running of the kitchen, the canteen surrounded area and connected services by the contractor and workers engaged by contractor including those responsible or collection of used utensils and periodic disposal of waste and refuse.
13. The contractor shall not entertain any orders, or supply from outside KV.
14. The canteen will be opened for catering during school hours on all working days except holidays, breaks and vacations.
15. KV Dogra Lines reserves the right to take samples of the edibles/raw material from the canteen for the purpose of inspection and testing with a view to maintain the quality.
16. A Canteen Management Committee will be nominated by K.V Dogra Lines to inspect and oversee functioning of canteen with a view to ensure hygiene and sufficient service in the canteen. In case there are repeated failures or lacuna noticed by the committee due to failure of contractor, the canteen committee can impose a fine up to Rs. 5000/- at one time.
17. The contractor will ensure that any hazardous or inflammable or any intoxicating material is not stored in the canteen premises.
18. The contractor will deposit with KV Dogra Lines a sum of **Rs. 5000/- (Rupees fifteen thousand only) as bid security**. The bid security will be refunded to the contractor on completion of contract. The security deposit will bear no interest.
19. The contractor will be fully responsible for all damages or losses to KV Dogra Lines property by the contractor himself or his staff and shall be liable to make good any such loss or damage
20. KV Dogra Lines will not be in any way responsible for any loss or damages occurring to any goods, stores or articles that are kept by the contractor in the canteen premises.

  
का० प्राचार्य / Principal / IC  
केन्द्रीय विद्यालय



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आजादी का  
अमृत महोत्सव

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21. For termination of this agreement one months' notice will be required from either side in writing. The contractor shall vacate the licensed premises peacefully after the expiry of the licensed period or earlier if desired by KV Dogra Lines and shall hand over the same to the authorized officer along with all furniture, fittings and other articles as may have been provided from time to time and decision of **Principal** KV Dogra Lines shall be final and binding upon the contractor. The Contractor shall be free to remove without any damage to the KV Dogra Lines property like furniture, fittings, crockery, cutlery, utensils and other articles that might have been brought by the contractor.

22. The KV reserves the right to terminate the contract at any time after giving one **month**, notice, if the KV DL Meerut Cantt is not satisfied with the working of the said contractor.

23. The Contractor should have experience of running a Canteen of School/ educational institute etc. for at least 02 years. The Contractor shall have to submit the latest experience and Performance certificates of last 02 years of latest contracts issued by the concerned departments in the prescribed proforma along with the tender.

24. The Contractor to whom the above terms and conditions are acceptable shall submit the complete tender forms to this KV through SPEED POST/ REGISTERED POST/ BY HAND in sealed cover along with an EMD Rs. of 5000/- in form of DD/Banker, Ch. /Bank Guarantee etc. so as to reach in KV Dogra Lines, on or before 30.7.2023 by 12:00 noon. The tenders will be opened on 31.07.2023 at 2:00 pm in the chamber of Principal, Kendriya Vidyalaya Dogra Lines, in the presence of representatives of the Tenderers if any.

25. Under exceptional circumstances, the KV reserve the right to change any term and condition as and when warranted'

26. The contractor will have to make arrangement for cleanliness of canteen and its surroundings to the satisfaction of the KV. The contractor shall also be responsible for the safe and hygienic disposal of the canteen waste'

27. The Principal reserves the right to reject any or all the tenders without assigning any reason.

(R.S. Verma)  
Offg Principal

कां प्रिंसिपल / Principal / IC  
केन्द्रीय विद्यालय / Kendriya Vidyalaya  
डोगरा लाइन्स / Dogra Lines  
मेरठ कैंट / Meerut Cantt





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### CHECK LIST

1. The tender document contains **total 09 pages** in all and also contains Annexure-I to IV.
2. Page no. 4 to 8 duly signed in and completed in all respect should be submitted by the contractor/ firm ad tender document.
3. All the pages of tender are **signed at the bottom of each page** by the contractor/ authorized signatory of the agency/ firm and seal of the agency/ firm/ contractor has been put under the signatures.
4. The contractor/ agency/firm is registered with the concerned state authorities/ central authorities. Copies of **Registration Certificate/ License Certificate**, duly attested, are to be submitted with the tender.
5. The contractor/ agency/ firm must have a valid **PAN** number. Copy of the PAN card has been submitted along with the tender.
6. Attested copies of latest work & performance certificates issued by educational institute/ govt. department / semi govt. department / private hotels related to contracts of last 02 years, in prescribed proforma, dully signed and issued by the concerned departments must be enclosed.
7. A demand draft of **Rs .100/-** in favour of "**Principal of Kendriya Vidyalaya, Dogra Lines**", has been submitted with the tender documents towards cost of tender if the tender documents have been downloaded from the K.V Website.
8. A demand draft of **Rs. 5000/-** in favour of "**Principal of Kendriya Vidyalaya, Dogra Lines**", has been submitted with the tender documents towards Earnest money.
9. Annexure-I to Annexure-IV are submitted in a **Sealed Cover** to the Principal, Kendriya Vidyalaya, Dogra Lines on or before closing date & time.
10. "**Tender for vidyalaya canteen**" is written on top of the sealed cover/ envelop.

Signature of proprietor of firm  
With date and seal

ANNEXURES ARE ALSO ENCLOSED EATABLE ITMES. HEREWITH FOR GIVING RATES OF EATABLE ITEMS.

Name of firm \_\_\_\_\_

ANNEXURE-I

**TENDER FORM FOR RUNNING VIDYALAYA CANTEEN**

POST/BY HAND

SPEED POST/REGD.

Dated.....

The Principal

Kendriya Vidyalaya,

Dogra Lines Meerut Cantt

**Sub- Tender vidyalaya canteen in KV Dogra Lines Meerut Cantt for running**

Sir/Madam,

I am submitting here with the tender for providing canteen services in the canteen of KV Dogra Lines Meerut Cantt. The brief details of the firm are as under:-

1. Name of proprietor: shri/smt/km.
2. Name of firm/agency:
3. Address (photocopy of proof enclosed)
4. Registration no. / license no. ( photocopy enclosed )
5. Sales tax no. ( photocopy enclosed )
6. Pan card no. (photocopy enclosed )
7. Year of establishment :
8. **Amount of Rent to be paid to school every month:** \_\_\_\_\_

9. Details of contracts executed during last 02 years: 2020-2021 & 2021-2022 ( please give details of contract executed along in the documentary proof of experience and performance of last 02 years)

SL NO.	Name of organization/firm	Nature of work	Govt./Semi Govt/ Private	Period of contract (Date from –Date to)
I				
li				

10. An EMD of Rs. 5000/- (five thousand only) enclosed herewith vide DD/bankers ch. No. \_\_\_\_\_ dated \_\_\_\_\_ in favour of Principal KV Dogra Lines.

13. ATTESTED COPIES OF REGISTRATION CERTIFICATE / LICENSE, SALES TAX, PAN CARD, EXPERIENCE AND CONDUCT CERTIFICATES OF CONTRACTS EXECUTED ARE ATTACHED ALONG WITH TENDER FORM.

I/We have gone through the tender documents carefully and understood the same and the list of items to be served in canteen. I also under take that all the terms and conditions mentioned in the tender are acceptable to me/us.

SIGNATURE OF TENDERER \_\_\_\_\_

NAME \_\_\_\_\_

NAME OF FIRM: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

\_\_\_\_\_

MOB.NO. \_\_\_\_\_

TELE NO \_\_\_\_\_

SEAL OF THE FIRM \_\_\_\_\_



Annexure-II

**NAME OF FIRM/ CONTRACTOR:** .....

**ADDRESS:** .....

I have read the terms & condition of the tender and have understood the same and agreed. Details of items to be served in the canteen have also been understood and agreed.

The latest experience and conduct certificate from the concerned office/ institute have been attached with the tender.

I/we undertake that performance & conduct of our firm/ agency has been satisfactory to the concerned institutions/ schools of latest contracts.

Date: .....

SIGNATURE OF THE TENDERER .....

SEAL.....



## RATE LIST OF ITEMS

S.No	Items	Quantity with weight etc.	Rate to be quoted by the tenderer
1	काँफी	One cup (125 ml)	Rs.....per cup
2	चाय	One cup (125 ml)	Rs..... per cup
3	समोसा	60 gms	Rs.....per pc.
4	ब्रेड पकौड़ा	100gms	Rs..... per pc.
5	आलू पराठा	60 gms	Rs..... per pc.
6	क्रीम रोल	1 piece	Rs..... per pc.
7	ब्रेड बटर	02 bread	Rs..... Per pc.
8	ब्रेड ऑमलेट	02 egg 02 bread	Rs..... Per pc.
9	पुरी with आलू सब्जी	4 puri with dry allo sabji	Rs..... per plate/pack
10	छोले भटूरे	2 bature+01 plate chole	Rs..... Per plate/pack
11	सुबह का नाश्ता, दोपहर का भोजन, शाम की चाय स्नैक्स के साथ	संलग्न मेनू के साथ	Rs..... Per thali
12	सुबह का नाश्ता, दोपहर का भोजन, शाम की चाय स्नैक्स के साथ एवं रात्रि का खाना	संलग्न मेनू के साथ	Rs..... per plate

13	जूस	Per glass	Rs..... Per glass
14	सूप	Per glass	Rs..... per glass
15	पैटीज़	01	Rs ..... Per pc
16	मौसंबी फल	न्यूनतम बाज़ार भाव पर रखना आवश्यक है	

(TO BE FURNISHED ON THE LETTER PAD OF CONCERNED DEPARTMENT)



KENDRIYA VIDYALAYA DOGRA LINES MEERUT CANTT

MENU/FOOD CHART FOR PROVIDING BREAK- FAST, LUNCH, EVENING TEA AND DINNER

S/No	Items	Items/Material & quantity
1	Break-fast	<ol style="list-style-type: none"><li>1. Milk 200 ml</li><li>2. Breads with butter &amp; Jams</li><li>3. Idli &amp; Bada with Sambhar/Chatni/Dalia/Poha (any One) Or Aloo Parantha &amp; Curd Or Puri + Sabji</li><li>4. Two Pcs of Bananas or One Pcs of Apple (100gm)/Seasonal fruit Or</li><li>5. Egg Boiled-02 Pcs Or Sprouts or dry fruit</li></ol>
2	Lunch & Dinner	<ol style="list-style-type: none"><li>1. Chapati/ (Tawa/Tandoor etc)</li><li>2. Plain Rice/Jeera Rice/Rice Pulab</li><li>3. Daal or Razma or Chhole (Any One)</li><li>4. Mixed Veg (Seasonal veg)/Kofta/Besan curry</li><li>5. Paneer Veg for Vegetarian And Egg/Fish/Chicken/Mutton curry (Once in a day for non-vegetarian) <b><u>For Lunch &amp; Dinner it is Mandatory</u></b></li><li>6. Salad &amp; Pickle</li><li>7. Papad (Branded)</li><li>8. Curd/Rayta</li><li>9. Sweet Dish/Fruit Custard/Kheer/Fruits (Any one)</li></ol>
3	Evening Tea (Snacks & Juice)	<ol style="list-style-type: none"><li>1. Juice-150-200ml (Packed)</li><li>2. Snack-Sandwich/Samosa/Aaloo Bonda/Patties=02 or more (100-150gram)</li></ol>
4	Night (Before sleep)	Milk with flavor & sugar-200-250ml. minimum or more/Ice cream-50-60ml (as per feasibilities/weather)

Signature of Tenderer

TO WHOM SO EVER IT MAY CONCERN

Certified that M/S ..... Have run the canteen in this office/  
institution w.e.f..... to ..... and that during this period of contract, the  
WORK and PERFORMANCE of the contractor and his staff was .....  
(POOR/GOOD/VERY GOOD/OUTSTANDING).

SIGNATURE OF THE AUTHORISED SIGNATORY.....

Name of officer: .....

Telephone/ mobile No. ....

SEAL OF THE FIRM.....