

## **SHORT NOTICE INVITING TENDERS**

*Sealed tenders are invited by the **Director of Agriculture, H.P. Shimla-5** for running the Canteen in Directorate of Agriculture, Complex Shimla-5 from the interested persons having experience of running canteen preferably in govt. offices, latest by 10<sup>th</sup> June, 2019 at 12.00 A.M. for the period of one year w.e.f 12.6.2019 to 11.6.2020 which shall be opened on the same day i.e. 10.6.2019 at 3.00 P.M. in the presence of Tenderers'. The tender shall be accompanied with tender fee of Rs. 500/- (in the shape of bank draft) and earnest money security of Rs. 10,000/- only in the shape of FDR (returnable) payable at Shimla branch of any nationalized bank. The tenders received without tender document fee and earnest money will not be accepted. Tender Form, other terms & conditions and list of items to be served in the Canteen can be downloaded online from the Departmental website [www.hpagriculture.com](http://www.hpagriculture.com) from 3.6.2019 onwards. Right to reject any or whole of tenders without assigning any reasons is reserved with Director of Agriculture H.P. Shimla-5.*

**HIM SUCHNA AVM JAN SAMPARK**

**DIRECTORATE OF AGRICULTURE  
HIMACHAL PRADESH**

**No.Agr.H.III.C.Canteen Committee/2006-214**

**Dated, Shimla-5 24.5.2019**

From

Director of Agriculture  
Himachal Pradesh.

To

The Director  
Information and Public Relation,  
Himachal Pradesh, Shimla-2.

**Subject :- Publication of Short Tender Notice.**

Sir,

Please find enclosed herewith four copies of Short Tender Notice for publishing in the leading News Paper i.e. "Amar Ujala" and "The Tribune" immediately which is already uploaded in your website, please.

**Encls: As above.**

Yours faithfully,

Director of Agriculture,  
Himachal Pradesh.

Serial No.\_\_\_\_\_

**DIRECTORATE OF AGRICULTURE  
HIMACHAL PRADESH**

Tender form for running the Canteen in the Directorate of Agriculture, Shimla-5.

<b>Sr. No.</b>	<b>Particulars</b>	
1.	Name of the applicant/tender with complete address & Telephone/Mobile No.	
2.	<u>Experience, if any. (For running the Canteen in Govt./ Semi Govt./ Central Govt. offices/ other Institutions. (Encls. Certificate)</u>	
3.	Earnest money (Rs.10,000/-) deposited through Bank draft/FDR	
4.	Rates offered may be quoted on the prescribed performa given at <b>Annexure-‘A’</b>	
5.	Name and address of the authorized representative/signatory.	

I/We hereby declare that the above entries made by me/ us on the day\_\_\_\_\_ are true to the best of my / our knowledge and also abiding to the terms and conditions finalized by the Director of Agriculture, H.P. Shimla-5.

Dated:

Signature of Applicant/Authorized  
Signatory of the firm/company  
With address and Telephone  
No\_\_\_\_\_

**LIST OF HOT & COLD BEVEFRAGES AND EATABLES**

<b>Sr. No.</b>	<b>Items</b>	<b>Prevailing in the market Rate (Rs.)</b>	<b>Rate offered (Rs.)</b>
1	Tea 150 ml.		
2	Coffee 150 ml.		
3	Milk 150 ml.		
4	Bread Pakora one piece/ 2 half piece.		
5	Pakora 100 gms.		
6	Samosa (Alu, vegetable)		
7	Mutter/cutter 100 Gms		
8	Burfi (Basan) 100 Gms.		
9	Butter Toast with two slice		
10	Omlet (one/two egg)with 2 slice		
11	Omlet (One /two egg)		
12	Plain Bread Slice (Two Pieces)		
13	Bund		
14	Chhole plate (Half/full)		
15	Channa Bhutura (2 piece with Channa)		
16	Channa Puri (2 piece with Channa)		
17	Parantha plain/stuffed with pickle		
18	Rice full plate with dal and vegetable		
19	Rice half plate with dal and vegetable		
20	Chapatti per piece		
21	Curd (100 gms.) per plate		
22	(i) Full lunch/Dinner (Diet)Rice, Dal, Veg. and salted		
23	(ii) Special lunch with Chapatti, Basmati rice, Dal Fried, Paneer, Rajmah, Mix. Veg., Salad, Sweet Dish		
24	Mix vegetable/ Dal per plate		
25	Biscuits/Bakery items on MRP		
26	Any other item in which having specialisty.		

(Signature of the Applicant)  
 (Prop.) with complete Address  
 and Telephone No.

## **TERMS AND CONDITIONS**

1. The license for running shall be granted ordinarily for a period of one year from awarding the contract and signing an agreement which can be extended after satisfactory report of the committee.
2. Water for Canteen will be provided by this department on payment of Rs. 100/- per month by the licensee.
3. The licensee shall have to apply for electricity meter separately to the HPSEB in his own name or shall have to pay the electricity charges @ Rs.150/- per month (or actual charges).
4. The licensee fee for the canteen premises shall be recoverable from the licensee @ Rs. 500/- per month and fee shall be deposited with the Cashier Directorate of Agriculture along with water/ electricity charges per month (Total 500+100+150=750) shall be deposited by 7<sup>th</sup> of each month.
5. The licensee shall be required to deposit a security of Rs. 20,000/- (Twenty Thousand) only before occupying the Canteen premises pursuant to the grant of license in the shape of FDR/ pledged in favour of the Director of Agriculture, H.P. Shimla
6. The Canteen shall be kept open every day by the licensee from 8:30 A.M to 5:30 P.M. except Sundays and gazette holidays which shall be discretionary for the licensee to do so unless otherwise directed by the undersigned.
7. No member of the Canteen staff shall allow staying for the night in the Directorate of Agriculture complex without the prior approval of the undersigned.
8. The price list of items so approved by the Director of Agriculture/ Committee of Canteen shall be displayed at a conspicuous place by the licensee. No other items may be included in the list being published/ approved by the undersigned.
9. It shall obligatory on the part of licensee to prepare/ serve hot and cold beverages and foodstuffs of good quality. The beverages and foodstuffs of good quality. The beverages and foodstuffs may be checked by the Director of Agriculture/ Committee of Canteen either themselves or with the help of the food inspector, Municipal Corp. once in a month. The undersigned will have the right to cancel the contract at any time if the items are not found in good quality.
10. The Canteen premises shall be furnished at the time of starting the Canteen and the licensee will maintain it, failing which the amount will be deducted from the security of the licensee from time to time and at the time of lapse of the contract.
11. The licensee shall have to keep his crockery and cutlery and quality standard for the customers.

12. The license shall provide room's service to the Officers of the Directorate of Agriculture on order with proper crockery and cutlery. The licensee will have to keep sufficient number of workers to ensure better service.
13. The furniture of the Canteen will be furnished by the department and the licensee will maintain it, failing which amount will be deducted from his security.
14. The licensee shall ensure that no smoking and drinking of wine is permitted and will not allow to sale any intoxicants items in the premises of the Canteen.
15. The licensee shall maintain absolute cleanliness in an around the Canteen premises all the time and shall keep the utensils, crockery's furniture etc. in hygienic and presentable condition.
16. The license may be terminated any time before the expiry of the period by the Director of Agriculture on serving 24 hrs. Notice or by the licensee by giving one month notice to the Director of Agriculture.
17. If the licensee is terminated by the licensee at any time before the expiry of full period of license except by the mode as provided therein above, the amount of the security shall be liable to be forfeited to the Department of Agriculture.
18. On the termination of license by affix the time or otherwise the licensee shall vacate the Canteen premises forthwith and not later than 24 hrs. Without any let or hindrance.
19. The successful licensee will be required to execute an agreement with Director of Agriculture before taking over the possession of the Canteen premises to abide by the terms and conditions stated therein.
20. The committee will check the beverages and food stuffs within a period of two months and if found unsatisfactory, the licensee shall have to vacate the Canteen premises forthwith and not later than 24 hour without any let or hindrance.
21. The interested contractors are required to submit their rates/ offers in respect of items mentioned in **Annexure-'A'**.
22. All disputes shall be within the jurisdiction of the Courts at Shimla.
23. The undersigned reserve the right to cancel the tender without assigning any reason.

Director of Agriculture  
Himachal Pradesh.