

ARMY PUBLIC SCHOOL, SUKNA

INVITATION OF BIDS

1. Commercial bids are called for running the School Canteen (Cafeteria) of Army Public School, Sukna which is located in the school premises. Bids are called for in terms of rebate that will be paid by the tenant to the school, besides the rent and allied charges to be levied by the MES/ Govt authorities.
2. Interested vendors / dealers are requested to drop their bids in the quotation box of the school along with tender fee of Rs 50/- (Non refundable) in the form of DD in favour of Army Public School, Sukna payable at Sukna as per the conditions given in school website.
3. For details term and conditions, please visit school website www.apssukna.com.
4. Last date of submission of quotation is **05 Aug 2024**.

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ARMY PUBLIC SCHOOL, SUKNA

INVITATION OF BIDS FOR RUNNING OF SCHOOL CANTEEN (CAFETERIA) AT

ARMY PUBLIC SCHOOL SUKNA PREMISES

1. Commercial bids are called for running the School Canteen (Cafeteria) of Army Public School, Sukna which is located in the school premises. Bids are called for in terms of rebate that will be paid by the tenant to the school, besides the rent and allied charges to be levied by the MES / Govt Authorities.

2. **Tender Documents:** Interested vendors / dealers are requested to submit an application on their firm's / shop / establishment letter head mentioning the '**amount of Rebate pay by him / her to school per month**' offered for Biding along with following documents for consideration.

- (a) **Mandatory:** All packed Food items, Juices, Soft Drinks and other items which are sealed has to meet the criteria of Food Safety and Standards Authority of India (FSSAI).
- (b) **Monthly Rebate:** Rs _____ per month
- (c) **Tender Fee:** Rs 50/- (Non refundable) in the form of DD (Cheque not accepted) in favour of Army Public School, Sukna payable at Sukna as per the conditions given in school website.
- (d) **EMD:** Cheque for an amount equivalent to 03 x monthly rebate quoted by vendor (Refundable on expiry of contract) in favour of Army Public School, Sukna
- (e) No palm oil, no refined oil to be used for cooking items.
- (f) Sample of items will be tasted by committee of PRT, TGT, PGT teachers & the students.
- (g) Copy of ID Proof.
- (h) Copy of Aadhaar Card
- (j) Copy of Trade License issued by State or Central Government authority
- (k) Address Proof including Telephone Number / Email address
- (l) Day Wise menu with rate chart
- (m) **Terms & Conditions.** Copy of acceptance of Term & conditions for running school cafeteria (download from school website www.apssukna.com).

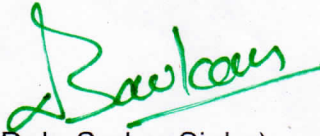
3. There should not be any overwriting or cutting in the quotation, vendors has to print Terms & Conditions and list of items on their firm's / shop / establishment letter head .

4. The contract agreement for running of school cafeteria will be for 11 (eleven) months. Said contract may be extended on termination for one more year or more by mutual consent of both parties if found satisfied.

5. The quantity of items / articles indicated in the attached sheet may be increased or decreased at the discretion of the undersigned without assigning any reason. You are required to propose your rates per Item in list enclosed in your bid.

6. Tender documents in a sealed envelope duly marked as '**Tender for School Canteen**' super scribed with firm's name / official seal along with all documents, DD and Cheques as mentioned at Para 2 (a) to (h) above is to be submitted in the drop box placed outside the Main Office of Army Public School, Sukna on or before **05 Aug 2024**.
7. Last date of submission of Quotation with Documents is **05 Aug 2024**. Date of opening of Bids is **05 Aug 2024** at **1100 Hrs.** Interested vendor(s) may visit the Cafeteria of APS Sukna on any working days between 9:00 AM to 12:00 Noon and take clarification from Vice Principal Mr. Bishal Gurung before dropping their bids. For any Queries please contact Vice Principal at Mobile No: **9641815309**.
8. Menu or list of items to be sold in Cafeteria will be as per the list sanctioned by School Committee.
9. Quality of the items is the prime importance rather the Quantity of items.
10. Any new items to be sold in the Cafeteria will have to get permission from School Committee.
11. Cafeteria will be inspected regularly and if the hygiene is not up to mark then the vendor is liable to be penalized.




(Mrs Dola Sarkar Sinha)
Principal
Army Public School, Sukna

ARMY PUBLIC SCHOOL SUKNA
TERMS AND CONDITIONS FOR RUNNING OF SCHOOL CANTEEN (CAFETERIA)

1. That the shop mentioned above shall be allotted to the tenant for smooth running for duration of eleven months (i.e wef) till the conclusion of contract deed. That the tenant shall pay rent and allied charges to GE Sukna (MES), assessed by him on production of rent bill floated by the Officer of BSO within 05 days on receipt of Rent bill with intimation to this school. If not paid within the stipulated time penalty will be imposed @ Rs 100/- per day.
2. The tenant also agreed to pay rebate of Rs _____ per month to the school wef from the date of this agreement. The details of the shop is as under.
 - (a) Shop No : Nil
 - (b) Building No : Nil
 - (c) Carpet Area : 13.2 sqm
3. **Submission:** Certificate of Registration of Food Safety and Standards Authority of India (FSSAI) or undertaking on non judicial stamp paper by vendor for selling FSSAI approved products only in school canteen
4. No palm oil, no refined oil to be used for cooking items.
5. Sample of items will be tasted by committee of PRT, TGT, PGT teachers & the students.
6. That the above rebate will be paid by Party No 2 on or before 10th of the each month. In case of non-payment of rebate by due date, interest @ 10% per month on outstanding amount will be paid by the Party No 2.
7. The tenant shall be the sole supplier of tea, snacks and variety of eatable items to teachers, staff and students of Army Public School, Sukna on competitive price as approved by Board of Officers/teachers to the best of the customer's satisfaction. List of cooked items (along with samples) will be signed by the board of teachers representative and will be displayed in the Cafeteria. The standard and quality of these items will subject to prior approval of the Chairman/Principal or his representative. The tenant may also sell packaged eatable from registered food suppliers at MRP. If vendor wants to introduce new items later, its quality and cost will be approved by Board of Teachers appointed by Principal/Chairman.
8. That the tenant will neither sell those items which are included in the CSD nor Liquor/Cigarettes/Tobacco etc in the school canteen.
9. That the tenant shall employ such persons to operate the shop who are verified in writing by the police and declared fit for employment in School premises. The employees will be free from infectious diseases remain neat and clean and cut their nails regularly while manning the shop. That all the employees of the canteen will be medically examined and certified medically fit by the RMO/Registered Medical Officer at least once in three months. They will be immunized against diseases as per the direction of RMO/Registered Medical Officer. The medical record of all employees will be maintained by the tenant and produce to Inspecting Officer or his representative on demand.
10. All employees will be issued Security Pass by the Station HQ, Sukna and that without such a pass the tenant will not employ or allow any unauthorized person to stay in the canteen premises.
11. The hour of business at School Canteen will be laid down from time to time by the Chairman or Principal or their representative.
12. In the event of breach of the contract, the allotment shall be rescinded by the landlord and the tenant shall be bound to vacate the premises within 10 days of the notice of termination of the contract and also be liable to pay in one lump-sum the outstanding rebate, rent and allied charges including the month in which the contract has terminated.

13. That the tenant agrees to vacate the shop premises if the same is required for school purpose within 60 days of the issue of notice. Likewise, Party No 2 may also terminate the agreement by giving a notice period of 30 days with the exception.
14. That the school canteen should be operational throughout the contract period. In case the canteen remains non functional without intimation for more than 01 day penalty will be imposed @ 1,000/- per day. In case canteen is non functional for more than 02 days w/o written Application and 'S' of Principal, penalty of @ 1,000/- per day upto 05 days @ 2,000/- per day wef 06 day onwards.
15. That in the event of death of tenant during the operation of contract the next of kin of Party No 2 shall be permitted to run business for the residual period of this contract and such person shall be bound by all conditions as agreed by the Tenant. In the event of any disagreement, the Chairman or the Principal, Army Public School, Sukna by virtue of the Head of the school shall be at liberty to terminate the contract and no clause for grievances shall lie with the legality of the tenant.
16. In the event of termination of this agreement the tenant will remove his canteen including his furniture & property at his own risk and cost.
17. That the tenant shall keep the shop and surrounding areas neat, tidy and hygienic at all times and allow inspection of his shop premises by Chief Patron, Patron, Chairman, Principal, Vice Principal, Supervisor Administration, Staff Offr to Chairman or their representative at a short notice. If during this inspection it is found that the neatness and hygienic conditions are poor, or quality of items being sold is sub standard, the Inspective Officer or his representative may impose a penalty of upto 7,000/- (Rupees Seven thousand only). The inspecting Officer or his representative may also order termination of contract if found undesirable without assigning any reason thereof.
18. That the tenant agrees for termination of the contract without any notice if his or her employee is found to be indulging in the activities contrary to security, social norms and national interest.
19. The tenant will ensure that no loan is given to any one, no money is to be lent to any person and no bill is required for items which have not been sold by him.
20. That the tenant shall observe all the rules in support of security and fire fighting.
21. The said contract may be extended/renewed on terminations for another 11 months or more by mutual consent of both the parties, if the services are found satisfactory.
22. That this contract is valid upto 15 May 2025. The Tenant shall not be entitled to claim automatic allotment.
23. A security deposit of an amount equivalent to 03 x monthly rebate quoted by vendor has to deposited by the tenant will remain with the school. On termination of the agreement/contract the amount of security deposit will be refunded to the tenant without interest within 15 days from the date of termination of the agreement.
24. That the tenant agrees to abide by all the orders that is issued by the School Administration from time to time for efficient and smooth functioning of the shop.