



GUJARAT MINERAL DEVELOPMENT CORPORATION LIMITED

(A Government of Gujarat Enterprise)

Lignite Project, Umarsar, P.O: GHADULI Pin- 370627.

Tal: Lakhapat, Dist: Kutch (GUJ) E mail: umarsar@gmdcltd.com

PHONE: + (02839) 293693 FAX: + (02839) 294428 CIN:L14100GJ1963SFC001206

GMDC/LG/UMARSAR/

/2016-17

Dated 01/03/2017

TENDER FOR CATERING SERVICES

Gujarat Lignite Mines safety week function is going to be celebrated from 19-03-2017 to 26-03-2017. Final Day Function is going to be organized by Umarsar project of M/s Gujarat Mineral development Corporation Ltd. at SKV Nagar, GMDC Colony, Panandhro which is 135 KM from Bhuj in Between Dayapar and Narayan sarovar state highway. This tender is for the same.

GENERAL INSTRUCTIONS.

- 1 Bids are invited from the reputed catering agencies.
- 2 Bidder has to submit Demand draft for tender fee, EMD, Security deposit and other document fees, physically OR by post (in favors of GMDC Ltd, payable at Umarsar) at our admin office Umarsar project.
- 3 Bidder has to submit Technical Bid along with technical detailed specifications.
- 4 The Bidders are required to submit their Bids on OR before the date-15.03.2017. This will be two bids process i.e. technical bid and price bid. The price bid of perspective bidder will only be considered, if he has qualified in the technical bid.
- 6 The technical bid and price bid will be opened on the date 16.03.2017 at 11.00 A.M. One after the another.

ADDRESS FOR COMMUNICATION.

To,
The General Manager (Project)
Gujarat Mineral Development Co. Ltd..
Administrative office.
Lignite Project Umarsar.
Ta: Lakhapat. Dist: Kutchh.
Gujarat Pin:372627.

SCOPE OF WORK:

This Contract is for catering services including material, men power and utensils, serving of food etc. on the date 25-03-17 and date 26-03-2017 during the safety week function located at S.K.V. Nagar colony. Umarsar Project. Ta:Lakhapat. Dist:Kutchh.

1. You have to prepare the Kitchen arrangement, and store your material and other items properly and safe arrangement to be done for LPG / Diesel which are highly inflammable. Good quality of dishes / plates / Crockery / spoon /Paper napkin, etc are to be arranged and cleaned properly before serving the dinner / breakfast and grand lunch.

2. You have to arrange service counters and same are to be set at two places 1. For VIPs and 2. For general public. On dated 25.03.2017 the dinner will be for general category only and no arrangement for VIP to be done. You have to take care for the arrangement of counters and to be done as per the instructions given by G.M.D.C. officials.

3. Fresh and good quality of raw materials are to be used for cooking the food and preparation of other items. Double filtered ground nut oil and Amul Ghee are to be used for preparing the food items. Fresh vegetables and good quality of spices are to be used.

4. Entry of persons for breakfast, lunch and dinner is allowed after checking and collecting the token issued by GMDC to invited persons. Finally the billing amount is to be calculated as per token collected and number of dishes served.

5 You have to make arrangement for minimum 900 dishes for grand lunch on date 26/03/17, 200 dishes for dinner on 25.03.2017 and 300 dishes for breakfast on date 26/03/2017. (A) If the number of dishes exceeds then for extra dish, your payment will be calculated on the quoted rate for each dish for dinner, lunch and breakfast. (B) In case number of dishes will be less, you will be paid for the minimum dishes mentioned as above.

We expect that the turn up may go up to 1000 dishes for grand lunch, for Dinner 300 dishes and for breakfast 400 dishes.

GENERAL CONDITIONS.

- 1) For execution of contract all transportation will be in your scope.
- 2) You have to manage cleanliness.
- 3) You have to depute experienced supervisor and other qualified staff during the event at your expenses.
- 4) You have to follow all statutory rules and regulations.
- 5) If you fail to comply with any requirement, then we will carry out the work at your risk and cost and for that any expenses occurs, that you will have to pay.
- 6) Work shall not be sub-letted to any agency.
- 7) You have to provide services as per our schedule, as well on our verbal information during the course of the event.
- 8) You have to use bio-degradable disposal cups for Tea-coffee and dishes for starter servicing. No use of plastic disposables will be allowed.
- 9) Contractor shall depute one coordinator for the efficient handling of the project and to ensure that the project proceeds in accordance with condition of contract. Contractor has to deploy the professional persons who will constantly be in touch with GMDC officials during the event.
- 10). Contractor fails to comply with requirement of any clause on OR before the date fixed for the completion of work. G.M.(P) is authorized to carry the job by any external agency at the risk and cost of contractor and contractor shall pay all the amount so incurred to carry out the job and contractor shall have no any claim in respect of any such work.
- 11). Contractor has to follow the labour laws and safety rules.
- 12) Bidder is required to quote the rate strictly as per requirement and mentioned in tender document. Any conditional tender will not be entertained and will be rejected.
- 13) The bidder is required to visit the site prior to the submission of bid for studying the actual working condition at the site.
- 14) No escalation in price / rate will be allowed on any ground.
- 15) The rates quoted are inclusive of all taxes (But excluding service tax) as applicable , variation in taxes and duties in future will be borne by you.
- 16) Service tax will be paid / adjusted /reimbursement to the party as per prevailing rate and rules as per service tax act to the extend directly related to the service rendered by the party under the said contract subject to production of documentary proof and party will mentioned the service tax

amount separately in the invoice / bill after considering the abatement, if any.

17) You shall not change the name of your firm during the currency of the contract period.

PAYMENT CONDITION.

You shall have to submit the first and final bill with required all documents for the executed 100% payment will be done only after completion of the work , the same is duly checked and verified by GMDC officials.

After the deduction of the following, the payment will be made within 07 days after the receipt of the Bill / documents at the project office.

- Income tax as per provision of income tax act.
- Cost of ant services / materials provided by the corporation.
- Other deduction, if any.

SECURITY DEPOSIT.

The Party, which is selected for L1 has to deposit S.D. in the form of D.D having amount of 5 % of contract value before getting work order. The same amount of S.D. will be refunded to party after satisfactory completion of contract. No interest will be paid on S.D. For the successful bidder the amount of EMD will be adjusted with the S.D.

JURISDICTION.

Any dispute arising out of the contract shall be subjected to jurisdiction of Dayapar court only.

CONDITIONS FOR SERVICING.

1. Cooking utensils, fuel, services, crockery etc. shall be provided by agency.
2. Service personnel shall be provided for all events by the agency up to the satisfaction of GMDC.
3. The lunch shall be provided / served at two places. One at nearby locations for VVIPs group and another at nearby location for general group.
4. On 26/03/2017 during function cold RO drinking water will be supplied and served by agency. This water will be in 500ml bottle for VIPs (Approx 200No.) and in 200ml bottle for general public. (Approx. 800No.) also, RO bottle with stand of 20 Lits. along with disposable glass outside the pandal will have to be provided. The R.O. water to be supplied in sufficient quantity to each invited person.
5. Agency will be responsible for transportation of material / goods.
6. Agency shall take care of cleanliness and hygiene.
7. Agency shall visit on OR before 19th to March to finalize location, and infrastructure etc.

FACILITIES TO BE PROVIDED BY G.M.D.C TO CATERER

1. Water for cooking the food.
2. Tent arrangement for cooking and electric power for illumination purpose.
3. Water for washing purpose.
4. Space will be provided for Kitchen arrangement and material storage.
5. Rooms will be provided for staff

CATERER HAS TO PROVIDE FOLLOWING SERVICES.

- (A) Dinner on the dated 25-03-2017 for 200 persons (i.e.200 Dishes) which may go upto 300 dishes.
- (B) Morning breakfast on the date 26-03-2017 for 300 persons (i.e. 300 Dishes) which may go upto 400 dishes.
- (C) Grand Lunch on the date 26-03-2017 for 900 persons (i.e. 900 Dishes) which may go upto 1000 dishes.

(D) Section –A .	DINNER ON THE DATE 25-03-2017 FOR 200 PERSONS (i.e.200 Dishes) which may go upto 300 dishes.
1.	Bhakhari coated with ghee.
2.	Mixed vegetables.
3.	Mohan Thal.
4.	Masala Khichadi
5.	Kadhhi
6.	Salad
7.	Butter milk.
8.	Cold R.O.Drinking water.

Section-C. GRAND LUNCH ON THE DATE 26-03-2017 FOR 900 PERSONS. (i.e. 900 DISHES) which may go upto 1000 dishes	
MOCK - TAIL	1. Coconut water OR Lichi Juice of (Patanjali or Real / Tropicana brand). 100 ml. (To be served inside the dome during the function)
STARTER	2. Panjabi mini Samosa Plus Cold coffee (To be served inside the dome during the function)
SOUP	3. Hot and sour OR Tomato Soup.
ROTI	4. Tawa Roti OR Rumali Roti and Puri.
VEGETABLES	5. Mixed veg subji. 6. Paneer Subji
DAL	7. Dal fry. OR Kadhi
RICE	8. Veg. Pulav OR Jeera-Rice.
SWEET	9. Shrikhand 10. live Mung Halawa or live Jalebi
FARSHAN	11. Dahi-Wada..
SALAD	12. Green Salad.
BUTTER MILK	13. Fresh & cold butter milk.
PAPAD.	14. Roasted papad.
MUKHWASH	15. Good Quality Mukhawas. Tooth picks.
WATER	17. Cold R.O. Drinking water with disposable glass.

NOTE –Caterer has to quote the separate rate for the Desert i.e. Ice cream (Kaju-Kismis OR Kesar-Pista OR Butter Scotch), which is to be served for 1000 persons in unlimited quantity.

Section-B. MORNING BREAFAST ON THE DATE 26-03-2017 FOR 300 PERSONS (i.e.300 Dishes) which may go upto 400 dishes

- (1) Parotha.
- (2) Alu-sabji
- (3) Tea- Coffee.
- (4) Cold R.O. Drinking water

OR.

- (1) Parotha (stuffed Alu Parotha with curd)
- (2) Plain-Curd.
- (3) Tea-Coffee.
- (4) Cold R.O. Drinking water.

QUALIFICATION CRITERIA FOR THE BIDDERS

For qualifying the price bid, the bidders have to fulfill the following requirements.

- A. Bidders should have done similar works worth of Rs.2.5 Lakh in a single event OR of more amount, in last three years. Supporting documents like photo copies of work order, experience certificate etc. for the same shall be produced by the bidders.
- B. For the successful bidder Original certificate of the documents enclosed will be required to be shown on demand.
- C. The employer may, at its discretion can extend the deadline for the submission of bid
- D. The Bidder has to submit the tender fee Rs.300 /- (Three hundred only) in the form of Demand Draft (In favour of GMDC Ltd, payable at Umarsar) of any nationalized banks for the Tender copy, which is available from H.R. department. Umarsar Project office during the 8-00 A.M. to 5-00 P.M. Office hours.
- E. The Bidder has to submit the EMD of Rs. 2500/- (Two thousand and five hundred only) in the form D.D. (In favour of GMDC Ltd, payable at Umarsar) of any nationalized banks along with submission of bid. The bidder who fails to submit the EMD along with bid shall also be rejected out rightly without any further correspondence.
- F. Bids should be submitted to the Project A.D.M. office. Umarsar on OR before **15-03-2017 up to 5-00 P.M.** Late submitted bid will not be considered. The technical bid and the price bid should have separate envelop and on each envelop mentioning the technical bid and price bid on the top of the envelop.
- G. Technical bids shall be opened on dated **16-03-2017 at 11-00A.M.** at project office Umarsar and price bids shall be opened for qualified technical bids only.

H. Bids will be opened through three stages.

1. Verification of tender fee. EMD and technical documents. (Physically).
2. Opening of Technical bids,
3. Finally price bids will be opened for qualified technical bids.

The Bidder has to furnish the details for Registration form. The Registration form is given to bidder along with Tender copy. The same form is to be dully filled up by Bidder and submit it to GMDC along with technical bid.

- I. You have to submit the certificate in our prescribed form regarding the payment paid by you to your staff through bank account.
- J. The bidder shall submit Certificate of Workmen's Compensation policy or processed document of WC policy while submitting the bid.



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DATE-19-02-17.

ANNEXURE –A.

TECHNICAL BID.

SR.NO.	PERTICULARS	TO BE ATTACHED
1.	Bidders should have done similar works worth of Rs.2.5 Lakh OR More amount in last three years for a single event. Supporting documents like work order, completion certificate etc. for the same shall be produced by the bidders. OR Bidders should have done similar works for 1000 persons OR more persons in last three years for a single event. Supporting documents like work order, completion certificate etc. for the same shall be produced by the bidders	
2.	The EMD of Rs. 2500/- (Two thousand and five hundred only) in the form D.D. of any nationalized banks along with submission of bid.	
3.	Registration form to be submitted for registration.	
4.	PAN card details and photocopy to be submitted.	
5.	Workmen compensation policy photocopy (if available.)	
6.	Certificate regarding the payment paid to their staff through Bank account.	

For the successful bidder the original documents will be required to be shown on demand.

Signature and stamp of the Bidder.

Name &Address of the Company.

Contract Number & E-mail Id.



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DATE-19-02-2017.

ANNEXURE –B

PRICE- BID.

S.R.NO.	MENU DESCRIPTION	RATE PER DISH IN RS.	NUMBER OF DISH	TOTAL AMOUNT IN RS.
1	Menu for providing the dinner on dated 25-03-2017 as mentioned in Tender-Section-A		200	
2	Morning breakfast on the dated 26-03-2017 as mentioned in Tender – Section-B.		300	
3	Menu for Grand Lunch on the dated 26-03-2017 as mentioned in Tender-Section-C.		900	

Signature and stamp of the Bidder.

Name of the Company.

Address of the Company E-mail of the Bidder.



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DT-19-02-2017.

VENDER REGISTRATION

Bidders have to furnish the details in the prescribed form for his registration.

Supplier Name (Vendor Name)
URL(Website Name)
Address Line1
Address Line2
Address Line3
Address Line4
City
State
Postal Code
Address Name(Site)
Phone Area Code
Phone Number
Fax Area Code
Fax Number
Email Address
MOBIL NO.
CONTECT PERSION-
VAT NUMBER
CST NUMBER for parties situated outside of Gujarat
PAN NUMBER-
TAN NUMBER (Optional)
VENDOR TYPE(Please select from the sheet - Vendor Type)
Material supplier OR service provider ? Service provider
Product Code (Please select from the Sheet - Product Code)
Product Code description (Please select from the Sheet - Product Code)

Signature and Stamp of Bidder.

Date

CERTIFICATE GIVEN BY CATERER

TO WHOM IT MAY CONCERN.

THIS IS CERTIFIED THAT, WE ARE PAYING THE PAYMENT TO OUR STAFF THROUGH THEIR BANK ACCOUNTS. NO CASH PAYMENT IS MADE BY US TO THE STAFF WORKING UNDER OUR CATERING GROUP.

SIGNATURE AND STAMP OF THE CATERER.