



वर्षा वन अनुसंधान संस्थान  
भारतीय वानिकी अनुसंधान एवं शिक्षा परिषद्  
(पर्यावरण, वन और जलवायु परिवर्तन मंत्रालय, भारत सरकार के अधीन एक स्वायत्त परिषद्)  
पोस्ट बॉक्स नं. 136, जोरहाट – 785001, असम  
RAIN FOREST RESEARCH INSTITUTE  
Indian Council of Forestry Research & Education  
(An Autonomous body of Ministry of Environment, Forest & Climate Change, Govt. of India)  
Post Box No. 136, Jorhat – 785001, Assam

संख्या / No. RFRI/2016/Co (F)-44/S.H/Canteen

दिनांक/Date: 09/08/2018

### Tender

Sealed quotations along with the item-wise price list are invited from the interested parties for running the Canteen/ Mess of Scientists' Hostel in the Rain Forest Research Institute, Jorhat.

Sealed envelope containing the quotations should be addressed to the Director, RFRI and should be delivered to *Rain Forest Research Institute, Post Box 136, Jorhat-785001* by *Registered post* or *dropped in the Tender Box kept at Office premises* on or before *10/09/2018 upto 3pm*. Bids received after the prescribed date & time would not be entertained. Sealed bids/ quotations so received will be opened on the same day *at 3.30 pm*. Tender document can be obtained from the office of the Director, RFRI, Jorhat on payment of Rs. 200/- in cash. The same can also be downloaded from the websites [www.icfre.org](http://www.icfre.org) & [rfri.icfre.org](http://rfri.icfre.org). Downloaded tender documents must be accompanied by a Demand Draft of Rs 200/- in favour of **Director, Rain Forest Research Institute**.

समन्वयक (सुविधाए) /  
Coordinator (Facilities)  
वर्षा वन अनुसंधान संस्थान/  
Rain Forest Research Institute  
जोरहाट/Jorhat, असम/Assam

प्रति प्रेषत/Copy to:

The Notice Board of RFRI.

**Annexure- A**

**Tender Form to run the Canteen/ Mess of Scientists' Hostel**

Name & Address of the Bidder: \_\_\_\_\_

In Capital letter)

Telephone Number: \_\_\_\_\_

I/ we declare that I/ My representative have inspected the Canteen Hall/ Dining Hall of Scientists' Hostel and the same is neat, clean & well furnished with kitchen room and necessary electricity connection with ceiling fans and tube-lights already fitted therein. I/ We wish to provide the good quality food and items thereof to the staff/ Officer of the department/ Occupants of the Scientists' Hostel. My/ our offer for the food items along with its rate/ price is given in ANNEXURE- C enclosed herewith.

I/we have gone through the Terms and Conditions (**ANNEXURE- B**) given to me/ us and agree with the same. I/ we understand that in the event of non-compliance of the terms and conditions of the tender, my/ our Bid Security /Performance Security shall be liable to be forfeited by the Director, Rain Forest Research Institute, Jorhat.

I hereby declare that any Government dues which may arise in future, in this regards will be entirely borne by me/ us. I/ we further undertake to handover the Canteen Hall/ Dining Hall of Scientists' Hostel as and when ordered by the department or due to my/ our inability to run the Canteen/ Mess in the same condition which is/was at the time of awarding the contract.

(Name & Signature of the Bidder)

- Enclosures: 1. Bid Security of Rs 5000/-  
2. Licence under Food Safety and Standards Act, 2006  
3. Offer of rates at Annexure –C  
4. Demand Draft of Rs 200/- (if the form is downloaded)

To,

The Director,  
Rain Forest Research Institute,  
Post Box No. 136,  
Jorhat – 785001, Assam

**Annexure- B**  
**Terms & Conditions**

1. The Department will provide Canteen Hall, Dining Hall, Furniture, Electricity and Water on a nominal rent of Rs. 3000/- P. M.
2. The Contract is for the period of five years starting from the date of signing the Agreement.
3. The Contract may be renewed for the further period as deemed fit by the department on providing satisfactory services by the Contractor.
4. Bid Security of Rs 5000/- (Rupees five thousand only) in form of Demand Draft in favour of Director, Rain Forest Research Institute must be submitted with the tender document.
5. A copy of licence under Food Safety Standards Act, 2006 must be enclosed with the tender document.
6. A copy of GST registration certificate must be enclosed with the tender document.
7. The Contractor will have to deposit **Performance Security** amount of Rs. 15,000/- (Rupees Fifteen Thousand only), refundable after adjusting the cost of damage/ loss, if any, done to the Canteen/ Mess utensils, furnitures & bill etc., during the contract period.
8. The Contractor shall maintain cleanliness & hygiene within & outside the canteen premises/ Dining Hall. The Contractor will have to provide hygienic food and good quality tea, coffee, meals, snacks and other items to the Scientists/Staff/Officers/ Trainees, Occupants of Scientists' Hostel and visitors to the Institute, Students and all concerned with the official work of RFRI at the rates quoted by them and approved by RFRI.
9. The Contractor will have to serve tea/ coffee/ snacks in the Conference Hall/ Chamber of Director, RFRI during meetings/ Conferences, etc.
10. The Contractor will have to arrange his/ her own utensils, fuel and other equipments required for cooking and serving in the office Canteen/ Mess. However, he shall not be allowed to use fire wood as fuel.
11. For any loss incurred, damages occurred liabilities arising out of the contract during the currency of this contract, department, shall not be responsible and it shall be the sole responsibility of the contractor to make good the loss of goods.
12. The Canteen/ Mess will be inspected randomly by the Coordinator (Facilities) to maintain the quality of food.
13. The Contract can be cancelled at any time if the services are poor.
14. In case the Contractor wishes to terminate the contract, he/ they shall intimate the same to RFRI by giving one month notice stating the reason thereof.
15. Tender filled in pencil, with overwriting, illegible or erased will not be considered.
16. Each page of the bid/ tender document should be signed by the bidders. Incomplete or un-signed tenders are liable to be rejected.
17. Tender will be opened on **10/09/2018 at 3:30 pm** in the presence of interested bidders or his/ her authorized representative if they so wish. In case **10/09/2018** is a holiday, the tenders/ bids shall be opened on following working day at the same time and venue.

18. If any disagreement or dispute arises between the bidder and the RFRI under any circumstances or in connection with the term & conditions, they shall make every effort to resolve the matter amicably by direct negotiation.
19. The rates quoted should not exceed the maximum rates listed in **Annexure- C**.
20. The contractor shall not allow or facilitate consumption of **Alcohol** in canteen/ mess premises.
21. The contractor shall strictly not sell any Alcohol/ Gutka/ Tobacco/ Cigarette/ Pan masala/ Bidi or any other intoxicant. If any deviation is noticed for each such deviation penalty of Rs. 1000/- shall be levied on the Contractor.
22. Any other mandatory registrations required by local law- "**For selling cooked food items**" and "**Running Canteen Business**" shall be got done and renewed periodically by the contractor himself and RFRI shall not be responsible for the same.
23. The Contractor shall display list of the rate items. The Contractor will also keep a suggestion or complaint book in the Canteen/ Mess.
24. In case of Contractor is found selling items at a price higher than MRP or approved rates from RFRI, he shall be liable to pay Rs.1000/- per violation.
25. All man-power will be borne by the Contractor and shall be responsible & liable for the implementation of all statutory provisions regarding personnel to be deployed by him in respect of minimum wages, Employees provident fund, Employees State Insurance etc. RFRI will not be responsible for default on account of failure of the Contractor to maintain Statutory provisions prescribed under law.

Dated: 09<sup>th</sup> August, 2018

Place: Jorhat

समन्वयक (सुविधाए) /  
Coordinator (Facilities)  
वर्षा वन अनुसंधान संस्थान/  
Rain Forest Research Institute  
जोरहाट/Jorhat, असम/Assam

**ANNEXURE-C**

**(PROFORMA)**

List of food items to be provided in RFRI Canteen/ Mess along with its price/rate

Sl. No.	Name of the food item/ Snacks	Quantity	Rate	Rate/Price (Rs.)
1.	Black Tea (100ml)	1 No.	5/-	
2.	Milk Tea(100ml)	1 No.	10/-	
3.	Black Coffee(100ml)	1 No.	15/-	
4.	Puri	5nos. with Sabji	30/-	
5.	Roti	3nos. with Sabji	30/-	
6.	Plain Paratha	2pcs.	30/-	
7.	Alu Paratha	2pcs.	40/-	
8.	Bread, Butter, Jam		30/-	
9.	Cornflakes		20/-	
10.	Motor Paneer	1 plate	120/-	
11.	Farm Egg (boiled)	1 No.	10/-	
12.	Local Egg (boiled)	1 No.	20/-	
13.	Farm Egg Curry	2 Eggs	20/-	
14.	Local Egg Curry	2 Eggs	40/-	
15.	Farm Egg omelet	2 Eggs	30/-	
16.	Local Egg omelet	2 Eggs	40/-	
17.	Fish curry (Andhra Rohu)		40/-	
18.	Fish curry (Local fish)		60/-	
19.	Farm chicken curry	1 plate	70/-	
20.	Local chicken curry	1 plate	130/-	
21.	Meal (Veg.)		80/-	

**Note:** Use/ Sale of Alcohol/ Gutka/ Tobacco/ Cigarette/ Bidi/ Pan any intoxicants shall be strictly prohibited. All packaged food items/ beverages/ drinks shall be at MRP.

\_\_\_\_\_  
(Signature of the Bidder)

Date:

Place: \_\_\_\_\_

\_\_\_\_\_  
(Full name & address of the Bidder)