INDIAN RED CROSS SOCIETY, PUNJAB STATE BRANCH,
SECTOR-16-A, CHANDIGARH

SHORT TERM TENDER NOTICE

Competitive offers are invited from registered Agencies/ Companies/ Firms/ Organizations for providing of Catering Services to the participants of Inter State, State level, local camps / functions / meetings / events etc. at Chandigarh, Punjab, nearby States and at Camps Sites in Himachal Pradesh and Uttrakhand etc. by Indian Red Cross Society, Punjab State Branch, Chandigarh on the prescribed performa containing detailed terms and conditions, available on the website www.punjabredcross.com of the Society. The offers shall include the name of Agency, status, registration number & GST number. The applicants should possess valid License under the relevant provisions of Law, issued by Competent Authority, else, application/ offer will be rejected without being considered. The tender form alongwith Menu can be downloaded from the website & the same duly completed in all respects, accompanied by requisite documents and fees by way of earnest money of Rs. 25,000/- (Rupees twenty five thousand only) through Demand Draft, payable in favour of Secretary, Indian Red Cross Society, Punjab State Branch must reach on or before 9th December, 2024 upto 4:00 P.M. The tender will be opened on 10th December, 2024 at 11:30 A.M. Tenderers are required to remain present at the time of opening of the tender.

Secretary
Indian Red Cross Society
Punjab State Branch
Sector-16-A, Madhya Marg,
Chandigarh

INDIAN RED CROSS SOCIETY, PUNJAB STATE BRANCH, SECTOR-16-A, CHANDIGARH

Tender Form for providing of Catering Services to the participants for organizing Inter State, State level, local camps / functions / meetings / events etc. at Chandigarh, Punjab, nearby States and at Camps Sites in Himachal Pradesh and Uttrakhand etc. by Indian Red Cross Society, Punjab State Branch, Chandigarh Camps/functions/ meetings / Events etc. at Chandigarh or other States by Indian Red Cross Society, Punjab State Branch, Chandigarh :

No _____ Dated:_____

Name & Address

_____

_____

Ph. No./Mobile No./Fax/E-mail ID

_____ Place of Work with Address

(Commercial) _____

_____

_____

_____

Due on 09.12.2024 upto 4:00 P.M. To be opened on 10.12.2024 at 11:30 A.M.

TERMS & CONDITIONS

1. The tender must be accompanied by earnest money of Rs. 25,000/- (Rupees Twenty Five Thousand Only) in the shape of Bank Draft drawn on any scheduled bank in favour Secretary, Indian Red Cross Society, Punjab State Branch of The amount of earnest money shall not be accepted through cheque or cash. The earnest money of the successful tenders(s) shall be converted into performance security and shall be refunded without interestafter the faithful execution/completion of the contract.

2. The tenders must be sent by Registered Post only. Conditional / telegraphic tender/tender received through fax, e-mail or without earnestmoney and submitted not on the prescribed form shall not be entertained.

3. Tender should be duly sealed in double cover and superscribed on the outer cover as "Providing of Catering Services" primarily to the participants for organizing Inter State, State level, local camps / functions / meetings / events etc. at Chandigarh, Punjab, nearby States and at Camps Sites in Himachal Pradesh and Uttrakhand etc. by Indian Red Cross Society, Punjab State Branch, Chandigarh.

4. The tenderer must be a registered firm, company or licensed undertaking and must havework experience of minimum 3 years preferably in an Institution of kind and size & repute where similar services have been provided by the them in last three years.

5. Tender should only be signed by the authorized signatory along with the seal of the firm, company, undertaking. Tenderer (Contractor) is free to quote rates for any or all units. Corrections/overwriting, if any, should be authenticated under the signature of the tenderer. However, the Punjab State Red Cross Branch is reserves the right to place the order in parts or as a whole to the one or more tenderers.

6. The validity of tender shall be for 11 days from the date of receipt and the finally approved and determined rates will remain in force initially for one year from the date of award of contract with a provision to extend by further period of one year on year to year basis (total contract period will be for three years) on year to year basis on the same rates or as may be negotiated mutually and approved by the Punjab State Red Cross Branch subject to the satisfactory performance and compliance of terms and conditions of contract. No request for the increase of rates will be entertained during the currency of contract. If the contract is extended after one year at the rates as determined as per the terms and conditions of the allotment, in such case, theContractor/Bidder shall be bound to continue to provide the services and under no circumstances, he will be allowed to exit/quit during the course of extended contract period. In case of failure to comply with the conditions, the earnest money shall stand forfeited automatically along with the blacklisting of the firm.

7. The GST, is applicable, should be indicated clearly in the tender form as "GST Extra" along with the percentage of GST as applicable failing which it will be treated that the rates quoted by the tenderer are inclusive of GST. After this no representation/request regarding payment of GST shall be entertained. GST will be paid to the tenderer provided the GST registration No, Code and Accounting Code is mentioned on the bill/invoice and all relevant formalities including furnishing of forms, if any, are fulfilled by the tenderer. Similarly, the Punjab State Red Cross Branch will also not entertain any request for the increase of rates on account of natural calamity, other levies or any other reasons, whatsoever, during the period of contract.

8. The contractor will deploy one Supervisor for better co-ordination and best quality services.

9. The management reserves the right to get the services done from other parties at the cost of the Contractor, if the services provided by the Contractor are not found as per the prescribed standard wholly or partly.

10. The Contractor will engage his labour to execute the work, satisfactory as allotted. Such persons engaged by the Contractor shall be his own for all intents and purpose.

11. The Punjab State Red Cross Branch shall not be in any manner concerned with the internal affairs of the tenderers i.e. dispute and dissolution etc. or affairs concerning any other (third) party that the Contractor may be having.

12. (a) In case of non providing of services/inferior quality services, the Punjab State Red Cross Branch reserves the right to levy penalty on the tenderer on following accounts:-

i) Breakdown of Services for- Rs. 500/- per day.
ii) Guest complaints/inferior/poor quality of Services- Rs. 200/- per day.

13. The amount of penalty imposed will be recovered from the bills of thecontractors. Further, for providing of inferior quality of services continuously, Punjab State Red Cross Branch reserves the right to cancel the contract. In this eventuality, the security deposit will be forfeitedand the tenderer liable to be blacklisted upto five years.

14. In case a penalty is imposed for more than 5 times on the tenderer on account of any one of the deficiencies in services as indicated above, the contract can be liable to be considered for cancellation, forfeiture of security and blacklisting of the tenderer's firm upto the period of five years.

15. Failure to discharge the contractual obligation by the tenderer will lead to blacklisting of the firm for future tendering in the Punjab State Red Cross Branch upto five years and the security deposited shall be forfeited in whole.

16. Payments will be made within 15 days after the completion of the event.

17. The contract, if awarded, for a specific period, can be terminated at any time without assigning any reason, whatsoever, even before the expiry of the contract period.

18. The aforementioned terms & conditions shall be binding and operative between the tenderer (contractor) and the Indian Red Cross Society, Punjab State Branch, Chandigarh.

19. The Secretary, reserves the rights to accept or reject any or all the tenders without assigning any reason whatsoever.

20. Any dispute is subject to the jurisdiction of Chandigarh only. In the event of dispute, the same shall be referred for arbitration to the Registrar (General), Punjab and Haryana High Court, or any person appointed by him/her. The award of the Arbitrator shall be final and bindingon both the parties.

I/We undertake to provide catering services primarily to the participants for organizing Inter State, State level, local camps / functions / meetings / events etc. at Chandigarh, Punjab, nearby States and at Camps Sites in Himachal Pradesh and Uttrakhand etc. by Indian Red Cross Society, Punjab State Branch, Chandigarh strictly as per the specifications and schedule of frequency mentioned in the tender. I/We will execute the contract truly and faithfully as set forth in the terms and conditions of contract letter. I/We shall be responsible for all the complaints as regards the quality of services, etc.

SIGNATURE OF TENDERER
WITH SEAL & DATE

Encl.: Menu

TECHNICAL BID FOR PROVIDING OF CATERING SERVICES PRIMARILY TOTHE PARTICIPANTS FOR ORGANIZING TO THE TO THE PARTICIPANTS FOR ORGANIZING INTER STATE, STATE LEVEL, LOCAL CAMPS / FUNCTIONS / MEETINGS / EVENTS ETC. AT CHANDIGARH, PUNJAB, NEARBY STATES AND AT CAMPS SITES IN HIMACHAL PRADESH AND UTTRAKHAND ETC. BY INDIAN RED CROSS SOCIETY, PUNJAB STATE BRANCH, CHANDIGARH.

(PART-'A')

1. **Name of Agency** _____

2.(a) **Status of Agency** _____
(Partnership Firm/Pvt.Ltd. Co.)

(b) **Registration No.** _____
(Please attach copy of RegistrationCertificate)

(c) **Established in (Year)** _____

3. **Permanent Address** _____

_____

4. **Telephone/Mobile No.** _____

5. **Fax No., E-mail ID** _____

6. **Key Person** _____

7. **PF REGN. NO. (Please attach copy)** _____

8. **ESI REGN. NO. (Please attach copy)** _____

9. **GST Tax REGN. NO.(Please attach copy)** _____

10. **PAN of Agency** _____
(Please attach proof)

11. **TAN of Agency** _____

12. **Turn over of Last Year** _____

13. **Performance Reports from Clients** _____ **(to be attached preferably from any Star Catering Hotels)**

14. **Detail of EARNEST MONEY** **Demand Draft No.**_____

Date _____

Amount Rs. 25,000/-

SIGNATURE OF TENDERER
WITH SEAL & DATE

Menu For Camps

Sr No.	**Breakfast**	**Tea 11:00 AM**	**Lunch**	**Tea 4:00 Pm**	**Dinner**
1.	Stuffed Pratha , Achar, Tea, Bhaji	Tea	Kadi Pakora , Aloo Gobhi Fries, Rice, Chapati	Tea, Mix Pakora with sauce	Dal Chana, Veg shashlik, Rice, Chapati , Achar, Custard Putting
2.	Aloo Bhaji , Puri, Achar, tea	Tea/Sweet Corn Soup	Dal Makhani, Matar Paneer, veg Plao, Salad,Kheer, Naan, Roti, Misi, Prantha	Tea Buiscuit	Dal Arhar, Aloo Palak, Rice, Salad, Chapati
3.	Dalia, Bread Butter, Jam, Tea	Tea/ Hot In Sour Soup	Saag, Sambar, Rice, Chapati, Maki Roti,Tandoori Roti, Salad	Tea Buiscuit	Veg Noodles, Veg Fried Rice,Veg Manchurian,Chapati, Salad, Champ Garlic
4.	Bread Pakora Stuffed, Tea, Sauce, Sandwiches	Tea/ Sweet Corn Soup	Rajma Masala, Aloo Gobhi Fried, Veg Pulao, Tandoori Roti , Salad	Tea, Veg Cutlet	Daal Moongi Masari, Rice, Vegetable Zalfrezi, Chapati, Salad, Suji Halwa
5.	Poha, Veg Sandwich , Tea	Tea/ Tomato Shorba	Veg Biryani Navratan, Veg Gravy, Gajar Mattar, Amritsari Naan, Salad	Tea, Mathi	Daal Pachrangi , Veg Garlic With Gravy, Rice, Chapati,Salad, Jalebi
6	Idli, Vada Sambher, Tea	Tea/ Veg Manchow Soup	Paneer Tikka Butter Masala, Champ Ginger, Dal Makhni Veg Plao, Naan, Roti, Missi, Moong Dal Halwa		

Menu For Meetings

Sr No.	**Breakfast**	**Lunch**	**Evening Snacks Tea 4:00 Pm**
1.	Channa Bhatura/Channa Puri, Veg Sandwiches, Bread Pakora Stuffed/Mix Pakora, Tea, Sauce	Matter Paneer, Dal Makhni, Mix Veg, Jeera Rice, Roti, Naan, Missi Roti, Salad, Ice Cream/ Gulab Janum, Mineral Water	Tea/Coffee, Potato Finger, Veg Cutlet, Paneer Pakora, Veg Sandwiches Green Sauce, Mineral Water, Gulan Jamun