



MORARJI DESAI NATIONAL INSTITUTE OF YOGA

(An autonomous organization under Ministry of AYUSH, Govt. of India)

68, Ashok Road, Near Gole Dak Khana, New Delhi – 110 001

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File No.MDNIY/S&P/2017-18/569

Dated: 22nd Feb., 2018

Subject: Quotations for Catering services for VIPs for the INTERNATIONAL YOGA FEST-2018 to be organized at Talkatora Indoor Stadium, New Delhi during 21st to 23rd March, 2018.

Sir,

Morarji Desai National Institute of Yoga (MDNIY) an autonomous Organization under Ministry of AYUSH, Govt. of India, is organizing an event known as INTERNATIONAL YOGA FEST-2018 from 21-23 March, 2018 at Talkatora Indoor Stadium, New Delhi. Accordingly, the Institute invites sealed quotations for (as per Annexure-I, II and III) for good quality catering services for the VIPs to be provided at the premises of the Talkatora Indoor Stadium, New Delhi.

Schedule of Invitation of bid:

Date of Issuance of NIT	22.02.2018
Estimated Tender Value	Rs.6.00 lakh
Last date and time of submission of bid document	13.03.2018 up to 12.00 Noon
Bid document to be submitted to	Director, Morarji Desai National Institute of Yoga, 68, Ashok Road, New Delhi-110001
The EMD to be submitted	Rs.10,000/- (Rupees ten thousand only) will be submitted in favour of “Morarji Desai National Institute of Yoga” through Bank Draft/ Pay Order only
Tender Fee to be submitted separately	Rs.500/- (Rupees five hundred only) will be submitted in favour of “Morarji Desai National Institute of Yoga” through Bank Draft/ Pay Order only
Date and time of opening of Technical bid document	13.03.2018 at 02.00 PM
Date and time of opening of Financial Bid	Shall be opened on 14.03.2018 at 02.00 PM only of those bidders who qualify in the Technical bid as per Check-list enclosed at Annexure.

2. You are requested to submit your Technical Bid (Annexure-I), Financial Bid (Annexure-II) and Terms & Conditions (Annexure-III) for the above work, if interested to provide catering services, as detailed below. The bid must be accompanied with a Demand Draft/FDR/Bank Guarantee for Rs.10,000/- drawn in favour of “Morarji Desai National Institute of Yoga” payable at New Delhi as Earnest Money Deposit (EMD) which will be refunded to unsuccessful bidders. The EMD and Tender Fee should be placed in a separate cover.

3. Details of date-wise tentative requirement and the items to served during the event for break-fast/lunch/dinner are enclosed at **Annexure-IV**. Further details are as under:-

Date	Breakfast	Morning tea	Lunch	Evening tea	Dinner
21.03.2018	100 persons	350 persons	350 persons	350 persons	200 persons
22.03.2018	200 persons	350 persons	350 persons	350 persons	200 persons
23.03.2018	200 persons	350 persons	350 persons	350 persons	100 persons

4. Number of persons may increase or decrease by 50-100 on any of the days, as such adequate provision for extra catering is required to be made as per the actual number of participants, as and when necessary. In that case, payment as per the actual number of participants availing the catering facilities will be made.

5. Catering charges should be inclusive of providing the facility of all items as indicated in **Annexure-IV** and inclusive of mineral drinking water of packed Water Bottles/Packed Water Glasses.

6. Terms and conditions for the above said catering job are enclosed herewith at Annexure-III. This is required to be signed as a token of acceptance of the terms and conditions with Company's Seal.

7. **Digging of ground within the premises of Talkatora Indoor Stadium is not permitted for any purpose. This may kindly be noted while submitting the quotation.**

8. **The space for preparation of food etc. shall be provided by MDNIY in Talkatora Stadium. But the Trass Pandal for this space for preparation of food and sufficient adequate service waiters will be provided by the Caterer at his own cost.**

9. The space for serving food for Breakfast, Lunch and Dinner to VIPs alongwith its interior ambience/decoration, serving tables with good cloths etc. commensurate with the occasion and status of VIPs shall be provided by the MDNIY.

10. Bids received after the stipulated date and time shall not be accepted and considered.

11. Conditional Bids will be summarily rejected.

12. The Director, MDNIY (Competent Authority) reserves the right to cancel/withdraw the tender without assigning any reason at any time.

13. **Last date and time of submission of quotation alongwith EMD is 13th March, 2018, 12.00 Noon. Bids will be opened on the same day at 02.00 PM. The Proprietor/Caterer may like to be present at the time of opening of the quotations or may like to depute his authorized representative.**

14. Payment will be made subject to issued checks and as per Govt. Rules/Procedure governing the contractual obligations.
15. The Institute reserves the right to accept or reject any quotation without assigning any reason thereof.
16. All the disputes shall be subject to Delhi jurisdiction only.

Yours faithfully,

(Bimalesh Kumar)
Administrative Officer
for Director

MORARJI DESAI NATIONAL INSTITUTE OF YOGA
68, ASHOK ROAD, NEW DELHI – 110 001

(TECHNICAL BID)

Arrangement of Catering for VIPs for INTERNATIONAL YOGA FEST-2018 to be organized at Talkatora Indoor Stadium, New Delhi during 21st to 23rd March, 2018.

1. Last date for submission of quotation is 13th March, 2018 upto 12.00 Noon.
2. The Technical bid will be opened on 13th March, 2018 at 02.00 PM. (Nominated/authorized representative of the bidder is invited to be present). The financial bid will be opened only of those firms who are found technically qualified on the same day and time.
3. The tender to be submitted as per detail given below:

1	Name of the Firm	
2	Registered Office in Delhi/NCR	
3	Regional Office	
4	Telephone / Mobile Nos.	
5	E-mail address	
6	Fax Nos.	
7	Contact person with Mobile Nos.	
8	Self attested copy of Registration of Company with Registrar of Companies / Individual Proprietorship	Copies enclosed at page No.....to.....
9	Self attested copy of Certificate of FASSAI	Copy of enclosed at page No.....
10	Self attested copy of Audited Statement of Accounts/Form-16 for the 03 years 2014-15, 2015-16 and 2016-17	
11	Self attested copy of Income Tax Permanent Account No.	Copies enclosed at page No.....to.....
12	Self attested copy of GST No.	Copies enclosed at page No.....to.....
13	Enclosed Terms and Conditions duly signed with Firm's Seal, if accepted.	Enclosed at page No.....to.....

Authorized Signatory
with Company Seal

Contd....

12	Detail of Demand Draft. (The Demand Draft should be in favour of Morarji Desai National Institute of Yoga, New Delhi payable at New Delhi and should be attached with the Technical Bid only)	D.D.No. _____ Dt. _____ Amount Rs. _____ Name of the Bank _____
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Note:

- a) All the copies should be self attested with company seal.
- b) All the enclosures should have the page numbering.
- c) The page numbers of relevant copies of Sl.No.8 to 12 shall be mentioned in the required columns.
- d) The Earnest Money of Rs.10,000/- (Rupees Ten thousand only) is payable through demand draft drawn in the name of Morarji Desai National Institute of Yoga, New Delhi.
- e) Tender should be submitted separately in two envelopes **duly sealed/ taped** i.e. one Technical Bid containing required documents with EMD mentioning **Technical Bid** on the envelope and second containing Financial Bid mentioning **Financial Bid** on the envelope. Both the envelopes containing Technical and Financial Bids separately should be placed in one big envelope **duly sealed/ taped** mentioning the **Tender for CateringArrangement**.
- f) Technical Bid must contain all the aspects of Eligibility Criteria.
- g) Site can be visited on any working day from 23rd March, 2018 from 10.00 hrs to 12.00 hrs. in consultation with any officer of the Institute. Further, any other clarification, please contact Director, MDNIY.
- h) Incomplete form may cause for rejection of the tender.

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Annexure-II

**MORARJI DESAI NATIONAL INSTITUTE OF YOGA
NEW DELHI
TENDER FORM**

(Financial Bid): Arrangement for Catering for VIPs

Name of the Firm	
Registered Office (at Delhi)	
Telephone / Mobile Nos.	

Sl. No.	Items	Rates for minimum persons as detailed in Annexure-IV	Rates for extra persons (if increased)
1.	Break-fast		
2.	Morning Tea		
2.	Lunch		
3.	Evening Tea		
4.	Dinner		

Rates will be inclusive of all cartage and labour charges.

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MORARJI DESAI NATIONAL INSTITUTE OF YOGA, NEW DELHI
Terms and conditions for arrangement of Catering for VIPs during
INTERNATIONAL YOGA FEST-2018 (from 21.03.2018 to 23.03.2018)

1. Eligibility Criteria:

- a) The Firm should be well versed in catering of minimum five years. The copies of orders/testimonials showing experience at least 5 years in handling jobs in Government offices/canteens/reputed organizations etc. should be enclosed. The caterers may also enclosed documents in support of their competency for catering work justifying the award of catering contract to them.
- b) The Firm should have Permanent Account Number.
- c) The Firm should have GST Number.
- d) The caterer should possess the requisite License, if applicable, for undertaking catering work issued by the local Municipality/Competent Authority. A copy of the License may be enclosed.
- e) The Firm should submit the EMD for Rs.10,000/- in favour of Morarji Desai National Institute of Yoga in the form of Demand Draft/FDR/Bank Guarantee only.

2. The rates should be including of following items/services:

- a) Utensils and sufficient Bone-China Crockery for Cooking and Services etc.
- b) Raw materials for cooking
- c) Sufficient manpower for cooking and servicing with steward, Waiters and Cleaners etc.
- d) Other required items for catering

3. Scope of work and responsibility:

- a) The caterer will provide the sufficient manpower for catering and servicing work at their own expense.
- b) The caterer should arrange catering as per minimum persons mentioned in the quotation letter. However, the number of persons if, required to be decreased/increased, will be intimated in advance and the payment for the same per plate will be made as per actual requirements.
- c) The raw materials, cooking oil and fruits etc. should be of good quality.
- d) All the preparations should be clean and hygienic with special care of cleanliness.
- e) The caterer shall provide sufficient Safai Karamcharies to maintain cleanliness of catering area (inner and outer) and Caterer shall be responsible for neat and clean catering area and remove all the disposable items in the NDMC dustbins placed at outside the premises.
- f) All the damaged goods/items due to any reasons, if any, from the showrooms/godown to Venue and back during the event will be responsibility of the Caterer.
- g) The Caterer shall follow the instructions and coordinate in consultation with the Authorized officers of MDNIY from time to time.

4. Staff:

- a) The Caterer should provide the sufficient manpower for catering during the contract period.
- b) The caterer shall comply with the entire legal requirement and for obtaining license of contract in catering etc. under the relevant laws and no persons below the age of 18 years shall be deployed.
- c) The manpower provided by the Caterer should be fully trained and experienced and should have proper knowledge with regard to the catering.

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- d) **The catering staff shall be in proper neat and clean uniform alongwith Gloves and Caps so as to make them distinct from general public.**
- e) The caterer will ensure that the manpower deployed by them observe a high standard of conduct and behavior and do not indulge in any anti-social activities during the course of such deployment and also that in no case there will be breach of contract.
- f) The MDNIY shall not be responsible for any physical damage or harm to any manpower deployed by the caterer during the course of execution of the contract.
- g) The caterer and their manpower shall work under the overall supervision and directions of the Director of the MDNIY or any other officers authorized by him.
- 5. General Conditions:**
 - a) No advance payment in any condition will be made.
 - b) The caterer shall not engage any sub-contractor or transfer the contract to any other person/caterer.
 - c) The performance security i.e. 10% of the total estimated value of the contract will be deposited by the Caterer before execution of the work and the same will be kept during the contract period. If, the caterer fails to provide satisfactory services of catering or does not supply the required/sufficient items or abandons/leaves the catering services in the mid of the event or is asked to leave by the competent authority on account of any reason, whatsoever, in these circumstances, in addition to forfeiting of the amount of Performance Security and the penalties that may be imposed, as may be decided by the competent authority of MDNIY, the difference in the amount paid by MDNIY to the new contractor for providing catering services for the remaining period till the completion of the event shall be recovered from the defaulting outgoing caterer and the caterer agrees to this clause/condition. The decision of the competent authority of MDNIY will be final.
 - d) The Director, MDNIY may also terminate the contract at any time, if the services/items rendered/supplied by the Caterer are found not satisfactory.
 - e) All the legal matters arising out of the agreement shall be subject to Delhi jurisdiction.

Authorized Signatory
With Company Seal

MORARJI DESAI NATIONAL INSTITUTE OF YOGA

68, Ashoka Road, New Delhi-110001

International Yoga Festival, 2018 (21st March to 23rd March, 2018)**Menu to be served for 3 days for VIP's**

Date	Breakfast	Morning Tea	Lunch	Evening Tea	Dinner
21.03.2018	1. Vegetable Sandwich 2. Idli 3. Vada 4. Sambar 5. Tea, Coffee 6. Fruit	Tea/Coffee & Cookies (sweet & Jeera cookies)	1. Tomato Soup 2. Rajmah 3. Sambar 4. Mixed Veg. 5. Paneer Korma 6. Boondi Raita 7. Rice 8. Chapatti/Phulka 9. Salad 10. Papad 11. Pickle 12. Gulab Jamun 13. Vanilla Ice-cream	Tea/Coffee & Cookies (sweet & Jeera cookies)	1. Veg. Soup 2. Moong Dal 3. Navratan Korma 4. Vegitable Kofta 5. Alu-Shimla Mirch 6. Cucumber Raita 7. Rice 8. Chapatti/Phulka 9. Salad 10. Pickle 11. Spanch Rashgulla 12. Strawberry Ice-cream 13. Papad
22.03.2018	1. Stuff Parantha & Curd 2. Upama 3. Tea, Coffee 4. Fruit	Tea/Coffee & Cookies (sweet & Jeera cookies)	1. Veg. Sweet Corn Soup 2. Peas-Paneer Curry 3. Channa Dal 4. Cauliflower potato veg. 5. Nargisi Kofta 6. Dahi Bhalla 7. Rice 8. Chapatti/Phulka 9. Salad 10. Papad 11. Pickle 12. Coconut Halwa 13. Butter Scotch Ice-cream	Tea/Coffee & Cookies (sweet & Jeera cookies)	1. Mixed Veg. Soup 2. Moong Dal 3. Sambar 4. Jeera Aloo 5. Shahi Paneer 6. Ghiya Raita 7. Rice 8. Chapatti/Phulka 9. Salad 10. Papad 11. Pickle 12. Jalebi-Rabri 13. Chocolate Ice-cream
23.03.2018	1. Poori Aloo 2. Mixed Veg. Poha 3. Pickle 4. Tea, Coffee 5. Fruit	Tea/Coffee & Cookies (sweet & Jeera cookies)	1. Veg. Soup 2. White Channa Curry 3. Arhar Dal 4. Palak Paneer 5. Peas- Mushroom Vegetable 6. Dahi Bhalla 7. Rice 8. Chapatti/Phulka 9. Salad 10. Papad 11. Pickle 12. Moong Dal Halwa 13. Mango Ice-cream	Tea/Coffee & Cookies (sweet & Jeera cookies)	1. Cream of Tomato Soup 2. Veg. Manchurian in gravy 3. Black Masoor Dal 4. Malai-Kofta 5. Gobhi Mussalam 6. Curd 7. Fried Rice 8. Chapatti/Phulka 9. Salad 10. Papad 11. Pickle 12. Rice-Kheer 13. Kulfi Faluda