



# **MAHARASHTRA TECHNICAL EDUCATION SOCIETY, PUNE**

**Regd. Office: F.P.No.23, Off Karve Road, Erandwana, Pune - 4**

**Regional Office - C.S.No.4359, Miraj-Sangli Road, Vishrambag,  
Sangli - 416 415**

## **Communication Details**

**TELEPHONE NO. (0233) 2301359**

**Contact Person : Shri. Vinayak Pawar, (A.O.) – Mob:7414991111  
At above office : 11.00 to 03.00 (Except Sunday)**

**Website :<http://www:mtespune.org>**

**Tender Document For Canteen Management Process**

## **TENDER DOCUMENT/S**

**Last date of Submission of Tender: 02<sup>nd</sup> July 2018 from 11 am to 3 pm  
(In sealed envelope)**

Name of the Tenderer:

Address:



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## **Short Tender Notice for Canteen Contract**

Maharashtra Technical Education Society, Pune invites the sealed offers in prescribed format on two bid system i.e. Technical bid and Price bid for running and maintaining the canteen at their Maharashtra Technical Education Society, Pune Campus, F.P.No.23, Off Karve Road, Erandwana, Pune - 4.

The details are as under:

Publish Date (Advertisement inviting tenders) In Daily Kesari News paper & On the website <a href="http://www.mtespune.org">www.mtespune.org</a>	22/06/2018
Collection of tender form at MTES Regional Office. ( Sunday Closed)	22/06/2018 to 27/06/2018 11.00 to 3.00 pm.
Last date for collection of tender forms	27/06/2018 Time 3.00 pm
Last Date and Time for Submission of Tender	02/07/2018 Time 3.00 pm.
Bid Opening Date at MTES Regional Office, Sangli	Will be published on website <a href="http://www.mtespune.org">www.mtespune.org</a> on 03 <sup>rd</sup> July 2018.

**Note: Change, If any, in the above schedule will be intimated to concerned bidders on their email ID.**

1. Tender Form Cost Rs.2000/- (Non-refundable) should be paid at the time of collecting authenticated tender forms and submitting the tender bid respectively as per Terms and Conditions. Both should be submitted at the MTES Regional Office, Sangli on scheduled dates. The tenders shall be rejected summarily upon failure to follow procedure prescribed in the Tender document. The conditional/qualified tender is liable to be rejected.
2. All the tenderers will be informed about time, date and venue of opening the tenders on our website [www.mtespune.org](http://www.mtespune.org) . The authorized representative of the tenderer should be present at least 15 minutes before the schedule time of opening the tenders. No separate notice for this will be given. The bids/tenders will be opened in presence of Chairman/Secretary/Director/Authorised Person of the Society and representative of the bidders present at scheduled time.
3. The Maharashtra Technical Education Society reserves the right to accept or reject the bids of the tenderers without giving any reason.

sd/-  
Prof. S. G. Kanitkar  
SECRETARY  
M.T.E. SOCIETY, PUNE

sd/-  
Shri.Prithviraj S. Deshmukh(Ex-MLA)  
CHAIRMAN  
M..T.E. SOCIETY, PUNE



## ANNEXURE-I

To,  
Secretary,  
Maharashtra Technical Education Society, Pune.  
Regional Office C.S.No.4359, Miraj-Sangli Road,  
Vishrambag, Sangli 416415.

Sub: Tender for Canteen Contract at MTES Registered Office, F.P.No.23, Off Karve  
Road, Erandwana, Pune - 4

Ref: Tender Notice Published in MTES official website [www.mtespune.org](http://www.mtespune.org) on  
22/06/2018

With respect to the tender notice published in Dally Kesari Newspaper Dt.22/06/2018 &  
in website [www.mtespune.org](http://www.mtespune.org), I/We hereby submit my/ our tender in a required  
format.

I/We have adhered to the requirements prescribed by the MTES. I/We have carefully gone  
through the guidelines terms and conditions and prescribed format carefully and I/We  
accept the same without any alterations/ modifications.

Yours faithfully,

Signature & Seal of Tenderer.



## PART I TECHNICAL BID

### ANNEXURE – II

Following details are to be submitted by the Tenderer.

Sr. No.		
1	Name and address of the Proprietor / Partner/ Company / Organization	
2	PAN No.	
3	Details of the experience in the field of running and maintaining the canteen	
4	Tenderer will obtain all the relevant and necessary licenses/ permissions required to run the canteen at MTES from the Concerned depts., authorities/ municipal offices.	
5	Details of registration as per the shop and establishment Act	
6	Details of registration with Public Health Department, Pune Municipal Corporation to run and maintain the canteen, hotels etc.	
7	Details of hotels/restaurants, if owned or maintained on contract basis by the firm / proprietor/company	

Date:

Place:

Seal & Signature of the Tenderer  
Authorized Signatory

**Note:** In respect of company and other organization necessary board resolution should be enclosed authorizing the concern person to submit the tender.



## PART I TECHNICAL BID

### ANNEXURE – III

#### FACILITIES PROVIDED BY THE MTES FOR THE CANTEEN:

1	Electricity	Provided. MSEB Bill should be paid by the Contractor.
2	Water	Provided. Water Bill should be paid by the Contractor.
3	Furniture & fixtures	Provided, if any additional item required same can be decided after mutual discussion

# DRAFT



## PART I **TECHNICAL BID**

### ANNEXURE – IV

#### ELIGIBILITY CRITERIA

1. The contractor should have the minimum experience of 15 years in running of the hotel/ restaurant / canteen etc., out of which 2 years experience in running the canteen / mess, are only eligible for the submission of tender. The tenders of the contractors with inadequate experience as mentioned are liable for rejection.
2. The contractor should not run any other canteen in Pune Municipal Corporation or concern competent authority area during the contract period.
3. The contractor should submit Technical Bid & Price Bid in separate sealed Envelope.
4. The successful bidder will have to keep prescribed interest free deposit within a period of 7 days from the acceptance.
5. However if the successful bidder fails to deposit the amount of interest free deposit within period of 7 days the MTES shall have right to cancel the contract, forfeit the EMD and award the contract to any other tenderer or cancel the process altogether .

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## PART I **TECHNICAL BID**

### ANNEXURE - V

#### TERMS & CONDITIONS

1. Area of canteen should be kept neat & clean.
2. Contract will be initially for a period of 11 months & may be renewed at the discretion / option of the MTES on the same terms ( or revised terms), but for maximum 2 renewals of 11 months each. If not renewed it shall automatically stands terminated at the end of contract period of 11 months.
3. The Contractor will ensure that cooking, serving and cleaning staff engaged by him will be provided with uniform at his cost. Uniform of the employee of the contractor will be subject to prior approval from the Secretary, MTES Pune.
4. The canteen staff shall be medically fit & a certificate to that effect from recognized medical practitioner shall be submitted every quarterly.
5. Contractor shall have to sign formal contract with the MTES containing all terms & conditions.
6. MTES will provide facilities to the contractor as per Annexure III. The contractor has to bring additional equipments or utensils for cooking as per requirement at his own cost. However that shall not hamper the area atmosphere, movement space etc. in the canteen.
7. The MTES will provide items of electrical equipment and furniture incorporated in Annexure III. The contractor will take charge of the said furniture and equipment on satisfying himself that the said items included in Annexure III are in best working conditions, and in the best state of repair. The Contractor will also pass a receipt in writing acknowledging possession of the said items of equipment and furniture. Receipt in writing of taking possession of these items will mean that he has satisfied himself on the best state of repair and working condition of all these items. (Would be listed later on with the successful contractor).
8. It will be the sole responsibility of contractor to maintain the said items in the best working condition and in the best state of .repair and that he shall handover





the said items back in working conditions to the owners upon termination of the contract.

9. If the said items are lost, misplaced *and / or* if the said items of furniture and equipment are not in the best state of working condition and repair, the MTES shall have the right to get the same replaced *and / or* repaired at the discretion of the MTES, entirely at the cost and risk of the contractor. The statement of loss, damages, suffered and */ or* costs etc. incurred by the MTES for this shall be final & conclusive.
10. The contractors shall be responsible to comply with the provisions of Contract Labour Act along with other applicable laws.
11. Utensils, vessels, porcelains, cutlery and all other items used for cooking, storing and serving will be subject to inspection by the MTES or by any authorized representative and */ or* representatives of the MTES and the employees of the MTES. All these items of utensils etc. will be washed in boiling water before any use thereof so as to maintain the highest standards of hygiene in kitchen, pantry and canteen hall.
12. If the contractor fails to abide by and/or to run and maintain in the conditions of hygiene and cleanliness as stated in the above mentioned condition and/or fails to follow other stipulations and conditions of this contract, the MTES shall be entitled to terminate the said contract by giving a 15 days' notice in writing stating clearly reasons for such termination.
13. Responsible person shall always be present at all reasonable times, designated as Manager, who will for all purposes represent the contractor and the instructions issued to such representative Manager will be deemed to have been issued to the contractor and written communications handed over to the said manager shall be deemed to have been given to the contractor.
14. All disputes and differences of any kind whatever arising out of and in connection with this contract or the running of the canteen whether before or after the determination abandonment or breach of the contract shall be referred to committee appointed by the MTES who shall give the decision in writing. Such



decision of the Committee shall be final and binding on the parties to the contract and without appeal.

15. The contract can only be terminated with one month's notice by MTES only without assigning any reason.
16. Contractor shall arrange for cutlery, crockery, labour, utensils and other ancillary items that may be additionally required to give proper service for running the canteen as per the contract requirements.
17. The contractor has to pay appropriate deposit (minimum Rs.3, 000, 00/- Rs. Three Lakh only) to MTES during the period of the contract for due performance of the contract. The MTES will have a right to forfeit the said security deposit in case of breach of contract by the contractor of any of the terms and conditions agreed to herein above & to recover any loss damages caused to the MTES & to proceed separately for the balance amount due. The contractor will ensure that police verification of all his staff members has been done and details along with the copy of police verification are handed over to Security Department of the MTES for preparation of temporary pass .
18. The Tenderer should submit a declaration to the effect that no litigation / legal proceedings / enquiry against the bidder for violation of any rules / regulation of any government authorities / competent authorities if pending or was initiated while running any canteen or hotel business.
19. Before submitting the bid /tender the concern person can undertake inspection of equipments /canteen premises by contacting our Pune office administrative officer Mr. V. L. Bodas (Mob. No. 8087301011) at our pune office.



## **PART -II PRICE BID**

(In response to advertisement in Daily Kesari dt.22<sup>nd</sup> June 2018 & in [www.mtespune.org](http://www.mtespune.org) website published by MTES, Pune)

To,  
**Prof. S. G. Kanitkar,**  
**Secretary,**  
**Maharashtra Technical Education Society,**  
**Regional Office - C.S.No.4359, Miraj-Sangli Road,**  
**Vishrambag, Sangli - 416 415**  
**Reg.: Bid for your above Tender**

We, \_\_\_\_\_ hereby submit

(Name of the bidder/organization)

our bid for Canteen Management Process of your MTES Pune for a period of 11 months by paying the following sums as license fees and interest free security deposit on the terms & conditions specified in respect of this tender. We also agree and undertake to execute necessary license or other agreement to that effect by completing required legal and other formalities applicable to parties to the said agreement.

A. License Fees (per month) Rs. \_\_\_\_\_ /-(In Amount)  
(This should not be less than Rs. 25 Thousands.)

Rs. \_\_\_\_\_ (In words)

B. Interest Free Security Deposit Rs. \_\_\_\_\_ /-(In Amount)  
(This should not be less than Rs. 03 Lacs.)

Rs. \_\_\_\_\_ (In words)

(Refundable after one month on expiry of Agreement)

The said bid is submitted on carrying out necessary inspection/verification by us, of the infrastructure available at MTES, Pune along with equipments etc. available on the date of submission of this bid.

Thanking you.

Date –

Signature & Stamp of Tenderer