



# DELHI POLICE PUBLIC SCHOOL

B-4, SAFDARJUNG ENCLAVE, NEW DELHI-110029

TELEPHONE NO.: 8130996770, 7683071791

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Ref. No.: DPPS/ 39

Date: 15/03/2023

To

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**Sub: Inviting bids to run canteen at Delhi Police Public School, B-4, Safdarjung Enclave, New Delhi for the Academic Year 2023-24.**

Sir/Madam,

Your sealed bid is invited on license fee basis to run canteen for the students & staff of Delhi Police Public School, B-4, Safdarjung Enclave, New Delhi- 110029, as per terms & conditions enclosed. The approximate strength of student & staff are 2000.

You are requested to submit your highest bid in two bid systems (i) Technical Bid & (ii) Financial Bid in sealed covers separately duly super scribed "Technical / Financial Bid to run canteen".

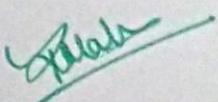
The last date & time of receipt of bid is (29.03.2023) upto 11:00 A.M. The technical bid will be opened at Delhi Police Public School, B-4, Safdarjung Enclave, New Delhi at 12:00 P.M., followed by financial bid at 01:00 P.M., on the same day in the presence of the purchase committee & representatives of the firms. The sealed bids must be dropped in the sealed box placed at school office at Delhi Police Public School, B-4, Safdarjung Enclave, New Delhi-110029.

Terms and conditions for bids are attached herewith. For more information or clarifications, if any, please visit to school website i.e., www.delhipolicepublicschool.com.

**Terms & Conditions:**

1. The food should be of good quality, hygienic and as per specification. If the food is not found up to stand /desirable quality, action shall be taken as deems fit.
2. The license fee in full has to be paid in advance to Police Foundation for Education, Delhi before permission to sell is granted.
3. The quality of food items will be monitored and checked by a duly constituted committee. The outcome / findings of the committee shall be binding on vendor and at no cost quality of food is to be compromised.
4. The day and time of operating the canteen shall be as per directions of school Principal and has to be followed.
5. Rate quoted should include taxes, if applicable. Proof of registration with FSSAI is to be furnished along with the quotation.

6. Tender Committee reserves the right to reject any or all bids, without assigning any reason.
7. Names of 2 institutions where the firm has satisfactorily run the canteen for reference along with bid proof of running canteen to satisfaction is also be enclosed from their institutions.
8. An agreement of non-judicial stamp paper has to be signed between Police Foundation for Education, Delhi and the successful bidder before awarding of license right agreeing to various terms and conditions as laid down.
9. Earnest money in the form of DD favoring Police Foundation for Education Delhi for an amount of Rs.5,000/- has to be submitted along with the bid. No exemption is allowed in this regard.
10. Non-compliance of any terms and conditions shall be viewed seriously and school shall take action as deem fit, which include cancellation of contract and forfeiture of EMD.
11. Schedule of food items will be followed strictly.
12. After the expiry of the agreement, if the agreement is not renewed. The bidder shall vacate the premises on its own, failing which action shall be taken by the school as deems fit along with average monthly cost.
13. After award of contract, the vendor shall submit the day wise menu. He will also display the same on the canteen wall/entrance.
14. In case the bidder vacate the premises, all items or article if school shall be left by him in the same position as he had received at the time of occupying.
15. Price of the food items shall not be increased at any circumstances during the current tender period. Only in exceptional circumstance, competent authority may allow for the same.
16. In case of any damage or repairing, bidder shall himself bear the cost.
17. Any mishappening incident, fire etc. takes place, the cost shall be borne by the bidder himself.
18. Any kind of suspicious activity within school premises is noticed, the same shall be informed to school authority by the bidder or his employees.
19. If the bidder vacate the premises before the expiry of the agreement period, he shall not be refunded any amount/license fee at any circumstance.
20. All the decision of the Principal shall be complied with by the bidder.
21. The policies of the bidder regarding rates, food quality etc. should be in favour of students.
22. Any complained of the students shall be readdressed by the bidder itself. In case, school receives any complains, decision of the school shall be final and binding.
23. The vendor will have to bear the bill of electricity itself, and should be deposited on monthly basis, failing which Rs.5,000/- month shall be charges to vendor.
24. Anything wrong illegal Act or damage caused by the bidder or his representative shall be borne only by the bidder itself.
25. Bidder shall submit his/her representative, police verification before taking over the possession of the same.



26. Bidder should have a valid FSSAI license and must be attached with the bid, failing which bid shall not be considered.

27. If the quality of food is not found good as per specification, the agreement shall stand cancelled and license will be forfeited.

28. It shall be the sole responsibility of the bidder to comply all the terms & conditions of agencies concerning food service (i.e. municipality) and order for the Apex Court.

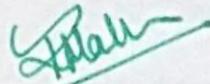
29. All disputes are subject to "Delhi Jurisdiction"

**Check List of documents.**

The following documents should be submitted with the envelope and documents should be properly paginated with the tender/bid:-

1. Registration of the Firm with the registrar/registering authority concerned.
2. GST/Tax registration.
3. PAN Card.
4. Experience Certificate/proof of previous work in 2 Schools, from the previous or current School.
5. EMD/Demand Draft of Rs.5,000/- only in favor of Delhi Police Public School, Safdarjung Enclave, New Delhi.
6. Undertaking of Non-Blacklisting by any company/organization/institution.
7. Bid/License fee quoted/(with all taxes/GST, if applicable). Technical and Financial bids should be separate.
8. Signed copy of terms and conditions, as a token of acceptance of terms and conditions.
9. Signed Price list of food menu including quantity (In ML or GM)
10. Any other relevant document, if any.

**Note: No cooking is allowed within the school premises. Only those items that are allowed by the agencies concerned to school students, shall be sold.**

  
**Ruby Malhotra**  
**(Head of School)**

## Menu

Sr. No.	Name of the food item	Prices	Quantity
01.	Tea	Rs.05/- Half Rs.10 Full	90 ml / 150 ml
02.	Coffee	Rs.05/- Half Rs.10 Full	90 ml / 150 ml
03.	Samosa	Rs.10	Standard Size
04.	Bread Pakoda	Rs.10	Standard Size
05.	Chana Kulcha	Rs.15/- 2pcs	Standard Size
06.	Sandwich	Rs.15	Standard Size
07.	Veg.Thali	Rs.40	Standard Size
08.	Maggi/Yippy	Rs.20/- Per Packet	150 GM
09.	Plain Rice	Rs.20	200 GM
10.	Fried Rice	Rs.25	200 GM
11.	Rajma Rice	Rs.25	200 GM
12.	Chhole Rice	Rs.25	200 GM
13.	Daal Rice	Rs.25.	200 GM
14.	Kadi Pakoda Rice	Rs.25	200 GM
15.	Aloo Rice	Rs.25	200 GM
16.	Mix Veg/Veg	Rs.20	200 GM
17.	Petty	Rs.10	Standard Size
18.	Paneer Petty	Rs.15	Standard Size
19.	Plain Pratha	Rs.10	15 Cm Diameter
20.	Paneer Prantha	Rs.15	15 Cm Diameter
21.	Aloo Pratha	Rs.15	15 Cm Diameter
22.	Masala Dosa	Rs.40	20 Cm Diameter
23.	Idli	Rs.20/- 2 Pc	8 Cm Diameter
24.	Raita	Rs.10	150 ML
25.	Chowmein	Rs.20/- Half Rs.40/- Full	Half/Full
26.	Sweet Corm	Rs.15	150 GM

*Handwritten signature*

27.	Lassi (Sweet/Salty) Mother Dairy/Amul	MRP	As per Quantity.
28.	Curd (Plain/Sweet/Flavored) Mother Dairy/Amul	MRP	
29.	Juice	MRP	
30.	Biscuits	MRP	
31.	Water Bottle	MRP	
32.	Chips/Wafers/Namkeen	MRP	

**Note: Items listed above may be decrease or increase with the approval of competent authority. However, no items will be sold without the approval and out of menu.**

Only those items which are allowed and permitted by the authority concerned/Apex Court shall be sold to the students. Other items are meant for staff only. Besides that as per the order of the Apex Court/Authority Concerned, No Cooking is allowed within the premises of the school and the vendor must be holding valid license from FSSAI and municipality and comply all the statutory requirement and directions of the Apex Court.

*Shah*