

**CENTRAL SERICULTURAL RESEARCH & TRAINING
INSTITUTE**

**CENTRAL SILK BOARD-GOVT. OF INDIA
SRIRAMPURA, MANANDAVADI ROAD, MYSORE -570 008**

No. CSB/RTI/S/CANTEEN/2026-27/ 66

Date : 20.06.2026

To

Sir,

Sub: Inviting quotations for running CSRTI Canteen in Institute Campus,
Srirampura, Mysore- reg.

With reference to the subject cited above, I am to inform that this Institute intends to run well established CSRTI Canteen for the benefit of Officer/Staff and Workers of CSRTI, Central Silk Board (CSB), Mysore through the reputed Catering Contractors for serving snacks/ refreshments/ break fast/Lunch/dinner etc at the subsidized price. You are therefore, requested to submit your lowest rate quotation for serving the food items/refreshment, in the prescribed format enclosed herewith at Annexure-A subject to terms & conditions indicated below:

TERMS AND CONDITIONS FOR CANTEEN SERVICES

01. The terms of the contract shall be for a period of one year from the date of award, extendable for a further period of one year on the same terms and conditions at the discretion of the Director, CSRTI, Mysore.
02. The award of the quotation shall be finalized based on lowest rates quoted for the items.
03. The Contractor shall be provided with space, electricity, water, available utensils and one commercial gas connection with two empty commercial gas cylinders for the canteen and an intercom free of charge.
04. **The contractor/ bidder may inspect the CSRTI premises any time during working hours for such available items.** However, the contractor shall have to arrange refilling of gas cylinder at his cost. The rates should be quoted considering the fact that the contractor would be getting these items free of cost in addition to free electricity, water, space and two empty gas cylinders and they need not have to invest money on this account. The Caterer shall ensure proper maintenance of these articles and on completion/ termination of agreement, the caterer should return the articles given by the organization in good condition failing which the cost thereof will be deducted from the security deposit, deposited by caterer. For additional requirement, the caterer shall arrange for other required items like crockery and cutlery or Stainless steel of superior quality at his cost as per the requirement from time to time.

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05. List of common menu items for breakfast/lunch/tea/coffee/ snacks for CSB Canteen is given in Annexure-A.
06. Apart from prescribed standard menu [usually served] mentioned in the agreement, the organization will have the right to prescribe different menu for lunch, high tea, etc. with variable cost depending upon the need and occasion, which will be mutually agreed to between the Director of CSRTI and the contractor.
07. Rate should be quoted for all the items, failing which the offer will not be considered. Rates quoted should be inclusive of all taxes & charges.
08. Quotations should reach on 06.07.2026 1 pm, it will be opened on same day at 3.00 pm.
09. On award of the contract, the successful contractor shall be required to deposit Rs. 50,000/- [Rupees Fifty thousand only] as Security Deposit by Demand Draft drawn on any Nationalized/ Scheduled Bank in favour of Director, CSRTI, Mysore , against loss / damage to the CSRTI property. The contractor shall also execute an Agreement on Rs.200/- [non-judicial] stamp paper. The Security Deposit shall be refunded to the party after completion of successful execution of the Contract.
10. The Canteen facility is being availed by about 100 (Aprx,) employees and workers and trainees of CSRTI, CSB on a daily basis on all office working days.
11. **The Contractor will use only branded, good quality and fresh raw material, vegetables and products, etc. for preparation of food items and maintain hygiene.**
12. It will be the responsibility of the contractor to take all measures to keep the canteen premises in hygienic condition. The same will be inspected by the Canteen Committee periodically.
13. The Canteen should be kept open during working hours i.e., from 8.00 AM to 6.00 PM on all week days. If any trainees, farmers staying in hostel and if demanding for night food you will discuss with the Training Division Head and provide food in-time and lock the canteen accordingly before 8.00 pm.
14. Night stay is not allowed inside the canteen building.
15. The Contractor will adhere to all statutory Rules for running Canteen.

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16. The contractor is solely responsible in case of any untoward incident that may happen after consuming the food prepared and served in the canteen.

17. The successful bidder will have to enter into an agreement with the Institute before taking charge/possession of the Canteen and commencement of the canteen work.

18. Storing/supply/sale and consumption of drugs, alcoholic drinks, cigarettes or any other items of intoxication are strictly prohibited in the Institute's campus, including Canteen. Any breach of such restrictions by the Canteen Contractor will attract deterrent action against the Contractor as per statutory norms.

19. The Institute reserves the right to reject any or all the quotations without assigning any reason.

20. Successful contractor should provide Aadhar, PAN, GST registration and required documents.

Manjula S
DIRECTOR
सहायक निदेशक (प्र व ली)
ASSISTANT DIRECTOR (A & A)
के.रे.अ.प्र.सं., मैसूर / CBRTI, Mysuru