

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

No. CSB/RTI/S/CANTEEN/2023-24/

Date : 17/08/2023

To

*Un-enclosed*

Sir,

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

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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 and Trainees across the country, through the reputed Catering Contractors for serving snacks/ refreshments/ break fast/Lunch/dinner etc at the subsidized price with good quality and hygiene. 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**

1. 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.
2. The award shall be finalized based on lowest rates quoted for the items as below :
3. The Awardee 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 and in lieu of this, it is excepted that the contractor shall provide tea/coffee, snacks, biscuits etc. at lowest rate to the employees / trainees / Project students / visitors etc.
4. The Awardee may inspect the CSRTI premises any time during working days for such available items. However, the party shall have to arrange refilling of gas cylinder at his own 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 these accounts. 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 amount payable to the caterer. For additional requirement, the caterer shall arrange for other required items like crockery and cutlery or Bone China/ Melamine/ Stainless steel of superior quality at his cost as per requirement from time to time.

5. List of common menu items for breakfast/lunch/tea/coffee/ snacks for CSB Canteen is given in Annexure-A.
6. Apart from prescribed standard menu [usually served] mentioned in the quotation, 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.
7. Rates should be quoted in the prescribed format attached with the Quotation. Each and every page of the offer should be signed before submission as a token of acceptance of terms and conditions. Over-writing, if any, should be initialed.
8. Rate should be quoted for all the items, failing which the offer will not be considered. Rates quoted should be inclusive of all taxes / duties, etc. cost of material, labour charges.
9. **Quotation will be opened on 21/09/2023 at 3.00PM**
10. **An Earnest Money deposit of Rs. 5000/-** [ refundable / adjustable against the Security Deposit] should be paid along with the Sealed Quotation in the form of Demand Draft in favour of Director, CSRTI, Mysore. Quotation, without EMD will be summarily rejected.
11. 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.
12. The Canteen facility is being availed by about 200 employees and workers and trainees of CSRTI, CSB (whenever conducted) on a daily basis on all office working days. Unauthorized persons/ outsiders/ non-CSB persons are not permitted to avail the canteen facility.
13. 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.
14. The Canteen should be kept open during working hours i.e., from 8.00 AM to 6.00 PM on all week days (except Sunday and closed holidays).
15. The quality of the material for preparation of food and the quantity to be supplied will be decided by the Canteen Committee on monthly basis. The decision of the Director on the recommendations of the Committee in this respect shall be final in all the matters and shall be binding on the contractor. The Canteen Committee shall suggest ways and means for improving the services, which may be implemented by the Contractor from time to time.
16. The Contractor will adhere to all statutory requirements of engaging labour such as Contract Labour [Abolition & Regulation] Act 1970, PF & Misc. Prov. Act 1952, Minimum Wages Act, Child Labour Abolition Act. and any other statutory requirements as enforced from time to time. If any claims arise due to non-adherence to such rules and regulations, the contractor shall settle the same directly and CSRTI, CSB shall not be held responsible in any manner.

17. The caterer shall comply with the municipal and other regulations relating to preparation and sale of foodstuffs and refreshment and shall obtain the necessary license and permits or any other statutory requirements for running the Canteen. If penal charges arise due to non-adherence of such rules and regulations, the same shall be settled by the contractor directly and CSRTI, CSB shall not be held responsible in any means.
18. Any expenditure on treatment due to hospitalization, doctor fees, etc., due to any accident or injury to employees of the contractor will be met by the contractor. Similarly all claims due to accident, injury or any other cases will be settled by the contractor and there will be no liability on part of CSRTI, CSB.
19. The contractor is solely responsible in case of any untoward incident that may happen after consuming the food prepared and served in the canteen.
20. The caterer shall, for the purpose of the said Breakfast / Lunch / Snacks / Tea / Coffee services, employ sufficient persons, at his expenses who shall be efficient and experienced, free from disease, clean, courteous and neatly clothed in livery.
21. The services to be rendered by the bidder/contractor must not be altered.
22. The successful Awardee will have to enter into an agreement with the Institute before taking charge/possession of the Canteen and commencement of the canteen work.
23. The Contractor will use only branded, good quality and fresh raw material, vegetables and products, etc., for preparation of food items. The items served by the Caterer shall be wholesome and hygienically prepared in the clean atmosphere. The Director of the Institute and/or their authorized nominees may at any time enter the kitchen area allotted to the caterer for the purpose of this contract and take away samples of raw material, semi-prepared or fully prepared eatable items free of cost for the purpose of inspection, trial or analysis, and the decision of the authorities of the Institute with regard to the desirability or quality of the food articles offered for consumption shall be final. If any item of the menu/provision of food is found defective or not fit for use/consumption, the Institute's authorities may - (i) issue warning; and / or (ii) get the said raw material/items destroyed and ask the Caterer to purchase fresh stocks, without any payment of compensation to the Contractor for the discarded material/items.
24. If, however, this problem recurs in spite of warning having been issued, the Institute reserves the right to impose financial penalty as decided by the Institute's authorities or the contract may be cancelled without giving any notice.
25. 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.

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

*b. garish*  
DIRECTOR 15/02/23

## QUOTATIONER'S PROFILE & DECLARATION

1. Name of Contractor/Agency/Firm :
2. Full address of the Contractor/Agency/Firm :
3. Contact details of the Contractor/Agency/Firm :
  - Telephone Number :
  - Mobile No. :
  - Fax No. :
  - Email :
  - Website if any :
4. PAN Number :

### DECLARATION

I ..... Proprietor/Director/Authorized signatory of agency/firm mentioned above, is competent to sign this declaration and execute this quotation document.

I/we have read the General Terms and Conditions of the contract given above, I agree to abide by them.

The information/document furnished with the above application are true and authentic to the best of my knowledge and belief. I/we am/are well aware of the fact that furnishing of any false information/document would lead to rejection of my quotation at any stage besides liabilities towards prosecution under appropriate law.

Signature of the Contractor or authorized person : \_\_\_\_\_

Name of the Contractor / authorized person:  
\_\_\_\_\_

Seal of the firm :

Date: \_\_\_\_\_

Place : \_\_\_\_\_

**ANNEXURE -A**

S. No	Name of Item	Quantity	Rate (Rs./Item)	
<b>I. TEA/COFEE/COLD DRINKS/MINERAL WATER</b>				
1.	One cup Tea *	125 ml		
2.	One cup Tea (Special)	125 ml		
3.	One cup tea (Taj Mahal dip tea bags)	125 ml		
4.	One cup Coffee *	125 ml		
5.	One cup Coffee (Nescafe/Sunrise)	125 ml		
6.	Mineral water of ISI mark	500 ml/1000ml	Market rate	
7.	Cold drinks ISI mark and reputed brand		Market rate	
<b>II. SNACKS/BISCUITS</b>				
8.	One Samosa	70 grams		
9.	One Bonda+ Chutney/ sambar	70 grams		
10.	One Dal /Masala Vada *	70 grams		
11.	One piece Sambar Vada *	70 grams		
12.	Two piece Sambar Vada	140 gm		
13.	One Maddur vada+ chutney	100 grams		
14.	Two rice Idly with chutney/ sambar *	200 grams		
15.	One rava Idly with chutney/ sambar	150 grams		
16.	One plain dosawith chutney/ sambar *	200 grams		
17.	One Masala dosa with chutney/ sambar	250 grams		
18.	One rava dosa with chutney/ sambar *	200 grams		
19.	One set dosa with vegetable curry +chutney	300 grams		
20.	One Onion dosa with chutney & Sambar	250 grams		
21.	OneThair vada,	150 grams		
22.	One plate vegetable pulav + pachadi *	300 grams		
23.	One plate puliyogare with chutney,	300 grams		
24.	One plate Bisi Bele Bath * with khara boondhi	300 grams		
25.	One plate pongal with chutney / Sambar	300 grams		
26.	One plate curd rice * with pickle	300 grams		
27.	Two piece bread slice with butter			
28.	Two bread slices vegetarian sandwich			
29.	One plate Appam (2Nos) with masala curry	300 grams		
30.	One plate Putu Kadala	300 grams		
31.	Biscuits- all good quality		Market Rate	
32.	One piece Gulab Jamun	60 grams		
33.	One piece Rusgulla	60 grams		
34.	Ice -Cream ( Any brand and weight)		Market Rate	

		Quantity	Rate (Rs./Item)	
III.	<b>LUNCH/DINNER MEALS</b>			
35.	<b>South Indian meal *</b> unlimited rice, 2 chappathi/2 poori Sambhar, vegetable, rasam, papad & masala vada, pickle and curds	One plate		
36.	<b>North Indian meal *</b> 2 chappathi/ 3 poori, 100 grams rice, seasonal vegetable curry, Dal, papad, Pickle & curds	One Plate		
37.	<b>Special Lunch</b> Soup, Poori/ Roti,Dal, Paneer Dish, Pulav/fried rice, Salad, Rice- unlimited, Sambar, Rasam, Pickle, papad, Curds, Ice-cream	One Plate		
38.	High Tea for office purpose:  Tea/Coffee, wafer, cutlets(2) / pastry/snack	One Plate		
39.	Evening Tea:  Tea/Coffee with one Samosa/Bonda/ cutlets, Tea/Coffee with biscuits – 2 types	One Plate		
40.	<b>Breakfast/Lunch/Dinner for farmers trainees (Please quote Lump sum cost for breakfast, lunch and Dinner) with tea and biscuits (2 items a day (morning and evening).</b>  <b>Breakfast</b> 4 Idli with chutney/sambar or 2 Idli + 1 Vada with chutney, Poori + vegetable subji/chutney One Masala Dosa with chutney and sambar Set Dosa with chutney/sambar <b>Lunch and Dinner</b> <b>Unlimited Rice</b> -150 grams seasonal vegetable subji, Sambhar, Rasam, Curd. Pickle and Papad	Per Trainee/ day		

## **PERMISSIBLE BRANDS OF CONSUMABLES ITEM TO BE USED BY THE CONTRACTOR**

Besan, Rava	Good local brands
Pulses/Dals	Good local brands
Atta : brand	Aashirvad, Pillbury, Nature Fresh, similar
Oil Refined	Sundrop, Nature Fresh, Godrej, similar brand
Salt	Iodised salt such as Tata, Annapurna, Nature Fresh, similar brand
Spices	MDH, MTR or equivalent quality brands
Ketchup	Maggi, Kissan, Heinz, similar brand
Butter :	Amul, Britannia, Mother Dairy, similar brand
Tea :	Brook Bond, Lipton, Tata, similar brand
Coffee :	Nescafe, Rich Bru
Bread :	Amul, Modern, Britannia make, similar brand
Jam :	Kissan& similar brand
Milk	Toned milk of Mysore Dairy (Nandini Brand)
Paneer :	Amul/Nandini
Biscuits :	Britannia, Parle, Good Day
Ice Cream,	Amul,- all varieties
Mineral Water	ISI marked Kinley/Bisleri/Ganga, etc.

Note : The Contractor may use any other brand only after obtaining prior written approval from the Institute.

**CENTRAL SERICULTURAL RESEARCH & TRAINING INSTITUTE**  
**CENTRAL SILK BOARD-GOVT. OF INDIA**  
**SRIRAMPURA, MANANDAVADI ROAD**  
**MYSORE -570 008**

No. CSB/RTI/S/CANTEEN/2023-24/

Dated : 17/08/2023

To

**QUOTATION NOTICE**

**CONTRACT FOR PROVIDING CANTEEN SERVICES AT CSRTI, MYSORE**

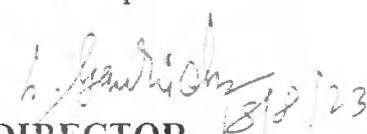
Sealed item rate quotations are invited in single bid from eligible and established contractors/agencies having experience in the field of catering/operating canteens and providing canteen services at reputed Central or State Government organizations or a reputed Public Sector Undertaking (PSU)/Public Company/University/ Institute/ reputed Engineering or Medical College, etc.

The quotation document can be obtained either from the Store Section, on the above address from 10 00 hrs and 16 00 hrs on all working days in person on written request @ Rs. 100/- or can be downloaded from <http://www.csrtimys.res.in> The quotation document will not be issued by post. The quotation details are given below:

Quotation Reference	No. CSB/RTI/S/CANTEEN/2023-24, Dtd. 17.08.2023.
Cost of Quotation	Rs. 100/- (Non-Refundable) if obtained from Stores.
Validity of the Quotation	120 days from the date of opening
Last date & time for receipt of applications for issue of quotation documents from Stores Section	Up to 2.00 pm on 21.09.2023
Last date & time to submit sealed quotation	Up to 02 PM on 21.09.2023 at , CSRTI, Mysore
EMD deposit should be paid along the quotation in the form of Demand Draft.	Rs. 5000/- in favour of Director, CSRTI, Mysore. Quotation without EMD will be summarily rejected.

The Committee will open the bids at 03.00 pm on 21.09.2023 in presence of the bidders who wish to be present.

The Director, CSR&TI, Mysore reserves the right to reject any or all the quotations without assigning any reason.

  
DIRECTOR

COPY to: Deputy Director (Comp), Computer Servo, CSRTI, Mysore with a request to post the enquiry ltr to the website of CSRTI, Mysore as CPP portal.