



TROPICAL FOREST RESEARCH INSTITUTE
(Indian Council of Forestry Research & Education)
(An Autonomous Council under the Ministry of Environment Forests & Climate change, Govt. of India)
P.O. – R.F.R.C, Mandla Road, JABALPUR (M.P) – 482021



F.No. e-tender/Catering Services/Estate/TFRI/JBP/ 1544

Dated: 04/09/2019
10

E-TENDER NOTICE NO.: Catering/Estate/2019-20/(1)

Tropical Forest Research Institute, Jabalpur invites e-tenders for " **Empanelment of parties for Rate contract to provide Catering Services (for Breakfast, Lunch, Dinner, High Tea etc) during different trainings/workshop/seminars and other official programmes**" intermittently in its Campus for one year from reputed and experienced interested candidates/firms which have expertise in executing works of similar nature. Details may be obtained online from CPPP web site <http://eprocure.gov.in/eprocure/app/> and <http://tfri.icfre.org>. Last date for submission of bids is **04/11/2019**. Bids shall be submitted online only at CPPP web site. Manual bids shall not be accepted.


Under Secretary, TFRI, Jabalpur



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Chapter-1

Tropical Forest Research Institute, Jabalpur invites online bids (Technical & Financial) from eligible bidders which are valid for a minimum period of 30 days from the date of opening (i.e. 04/11/2019) for **"Empanelment of parties for Rate contract to provide Catering Services (for Breakfast, Lunch, Dinner, High Tea etc) in different trainings/workshops/seminars and other official programmes" intermittently in its Campus for one year** from reputed and experienced interested candidates/ firms which have expertise in executing works of similar nature. Tender documents may be downloaded from TFRI web site <http://tfri.icfre.gov.in/>. (for reference only) and CPPP site <http://eprocure.gov.in/eprocure/app/> as per the schedule as given in CRITICAL DATE SHEET as under:

SNo	Activity	Date	Time
1.	Date of Publishing	10/10/2019	15.00 hrs.
2.	Date of Pre Bid meeting at Ground floor Conference Hall TFRI, Jabalpur	15/10/2019	15.00 hrs.
3.	Last date for receipt of bids	04/11/2019	15.00 hrs.
4.	Date of Opening of Technical bids	07/11/2019	15.00 hrs.
5.	Date of opening of Financial bid	It will be decided after Technical bid evaluation	

Bids shall be submitted **online only** at CPPP web site <http://eprocure.gov.in/eprocure/app/>- Manual bids shall not be accepted. Tenderers are advised to follow the instructions provided in the "instructions to the Tenderer for the e- submission of the bids online through the Central Public Procurement Portal for e-Procurement at <http://eprocure.gov.in/eprocure/app/>- Intending tenderers are advised to visit again at CPPP web site <http://eprocure.gov.in/eprocure/app/> frequently prior to closing date of submission of tender for any corrigendum/addendum/amendment. Bids will be opened as per date/time as mentioned in the tender critical date sheet. After online opening of Technical bid the results their qualification as well as price bid opening will be intimated online only.

Under Secretary, TFRI, Jabalpur

"Empanelment of parties for Rate contract to provide Catering Services (for Breakfast, Lunch, Dinner, High Tea etc) during different trainings/workshop/ seminars and other official programmes" intermittently in its Campus for one year

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Chapter-2

Conditions of Contract for “Empanelment of parties for Rate contract to provide Catering Services (for Breakfast, Lunch, Dinner, High Tea etc) during different trainings/workshop/seminars and other official programmes" intermittently in its Campus for one year

The proposals must consist two bids as follows:

2(a) “QUALIFYING DOCUMENTS & EMD” (Documents should be arranged in the following order for uploading)

Sl. No.	Document
1.	Tender form
2.	Proof of registration of firm PAN & GST
3.	Income tax return of experienced interested candidates/firms for last financial year
4.	Scanned copy of document showing, vendor have sufficient capacity to undertake the work. Please attach self attested performance report/supply orders issued by Government/Reputed institute during last 03 financial years.
5.	Name/address proof of local office or representative in case of outstation bidders.
6.	Self-attested copy of Valid Food License
7.	Details of support facilities like commercial LPG connection etc. to execute the orders.
8.	Online Receipt in respect of EMD / Exemption document/CSPO registration certificate.

EMD will be as follows (liable to be forfeited if wrong information is furnished)

Sl. No.	Name of Work	Tender Value for one year	EMD Rs.
1.	"Empanelment of parties for Rate contract to provide Catering Services (for Breakfast, Lunch, Dinner, High Tea etc) during different trainings/workshop/seminars and other official programmes" intermittently in its Campus for one year	Approx. 10 lakh	20,000/-

(2b) TECHNICAL PROPOSAL

During the preparation of technical proposal, the tenderer must give particular attention to the following:

- i) Users' list and satisfactory report from Government/Reputed institute
- ii) **All documents submitted should be self-certified**

(2c) FINANCIAL PROPOSAL

The financial proposal must be submitted in the format as per the price schedule in APPENDIX "A-1". Full details of business terms and conditions, the validity period of quotation, discount, free delivery, packing or any other information relevant to the items may please be indicated clearly. Prices must be quoted F.O.R. at T.F.R.I. Jabalpur in Indian Rupees (INR) only.

(2d) SUBMISSION OF PROPOSAL

Financial and Technical proposals containing the qualifying documents and EMD, self-attested scanned copy should be attached.

(2e) PROPOSAL EVALUATION

Two bid systems procedure will be adopted in evaluating the proposals

- (i) Checking of qualifying documents. This will be the documents, which shall be checked, and disqualification amongst these documents will lead to rejection of the proposal.
- (ii) A technical evaluation of the qualified firm on the basis of the qualifying documents will be carried out prior to opening the financial proposal,
- (iii) A financial evaluation- Firms will be ranked using a combined technical / financial score as indicated below.

(2f) Technical Proposal Evaluation

The evaluation committee appointed by the client will carry out its evaluation applying the evaluation criteria and point system as specified below. Each responsive proposal will be attributed a technical score (St.).

The points given to technical evaluation criteria are as under:-

S.No.	Evaluation Criteria	Marks
1.	Previous Experience in serving to any Government/Reputed Institute/colleges/any corporate body/any PSU body(Proof in the form of work order)	50
2.	Availability of kitchen equipment like commercial LPG connection, hygiene factors, maintenance of kitchen	10
3.	Supporting documents from users for the satisfactory performance	20
4.	Caterer should have executed single/multiple contract value of 5 Lakh in a single financial year in last three years (Proof in the form of payment receipt required)	10
5.	Valid Food License, Trade License, Labour Registration Certificate etc	10
	Total	100

The technical proposal should score at least 70 points out of 100 to be considered for financial evaluation.

(2g)Financial Proposal Evaluation

The evaluation committee will determine if the financial proposals are complete and without computational errors. The lowest financial proposals (F_m) will be given a financial score (S_f) of 100 points. The financial scores of other proposals will be computed as follows $S_f = 100 \times F_m/F$ (Where F is amount of financial proposal).

Proposal will finally be ranked according to their combined technical (S_t) and financial (S_f) scores using the formula $S = S_t \times T\% + S_f \times F\%$.

The weight ($T\%$) given to the Technical Proposal is 60%

The weight ($F\%$) given to the Financial Proposal is 40%

GENERAL TERMS & CONDITIONS

"Empanelment of parties for Rate contract to provide Catering Services (for Breakfast, Lunch, Dinner, High Tea etc) during different trainings/workshop/seminars and other official programmes" intermittently in its Campus for one year

- 1) Tenders are invited from reputed and experienced interested candidates/firms who/which have expertise in Catering Services and having GST Nos. for **Empanelment of parties for Rate contract to provide Catering Services (for Breakfast, Lunch, Dinner, High Tea etc) during different trainings/workshop/seminars and other official programmes to be held intermittently for one year.** Photocopy of GST registration (Original registration will have to be produced within a week for verification if the tender is approved).
- 2) These programmes will be organized **for one year from the date of contract and may be extendable for the requirement & decision of competent authority.**
- 3) The tender should accompany a Fixed Deposit Receipt (FDR) of value as specified in Clause of Chapter 2 (EMD) as Earnest Money, payable to the Director, Tropical Forest Research Institute, Jabalpur, which will be refunded, without interest, if the offer is not accepted. In case the offer is accepted but not honoured by the tenderer; the Earnest Money will be forfeited. The Earnest Money will also be forfeited, if wrong information is given in the tender to influence the tender cost. To the successful bidder, the EMD will be released only after satisfactory successful completion of contract after expiry of contract period. The tender without tender fees will not be valid and hence it will be rejected.

The tender shall not be acceptable without the receipt of earnest money deposit (EMD) in the shape of Fixed Deposit Receipt of Rs. 20,000/- issued by any Nationalized Bank duly discharged in the name of "Director, Tropical Forest Research Institute, Jabalpur" which will be refunded after expiry of contract period.
- 4) The amount of earnest money shall be refunded in full if tender is rejected.
- 5) The above security is taken for due performance of the contract as per provisions of the conditions mentioned in tender document. The same will be refunded on the expiry of the contract on successful completion of the supply with reference to specifications with proper supply and adjustment of any loss by way of purchasing the goods from other party / parties in case of dishonouring of the indent for supply and deliberate non supply.
- 6) The tenderer/bidder from outside Jabalpur should have a local representative.
- 7) Tenders once submitted by the tenderer cannot be withdrawn by the tenderer.
- 8) Please quote the rates in Indian Currency.

- 9) Specifications are attached as APPENDIX “A” for Technical Bid.
- 10) Specifications are attached as APPENDIX “A-1” for Price Bid/Financial Bid.
- 11) The competent authority reserves the right to cancel the any or all tender without assigning any reason.
- 12) Quantity of the items to be purchased will depend on the requirement and their shall be no obligation to place order for any quantity of the item.
- 13) Successful tenderer will be responsible for Quality and Quantity of supplied items and ingredients used in preparation supplied items i.e. food and beverages like Tea, soft drinks, Breakfast, Lunch and Dinner etc. Tenderer will also be responsible to serve it at designated place, cleaning & maintenance of utensils and dining area before and after each service to maintain hygienic conditions.
- 14) To ensure the same as mentioned herein above, accepting authorities or their duly appointed representatives reserves their right for surprise check and collection of sample of edible items or raw material which are being used by the successful tenderer , from preparation place or consumption place for testing in certified labs.
- 15) If complaint about edible items for particular day, received in writing from, for whom catering will be arranged during contract period competent authority to this contract may deduct payment due for that particular day(s) in full or part.
- 16) Successful tenderer will provide lunch/dinner as per the weekly schedule (menu) in training course.
- 17) Tender must be accompanied with an Income tax return of last financial year without which the tender shall not be entertained. Tender will be accepted only from those who pay regular income taxes.
- 18) The competent authority Director, Tropical Forest Research Institute, Jabalpur reserves the right of the accepting the tender in part or whole or distribution of the supply between two or more tenderer.
- 19) The submission of a tender by a tenderer implies that they have read the terms and conditions of tender/contract and is fully aware of the scope and specification of the supplies to be made. They may also satisfy themself regarding the suitability and availability of the materials. The tenderer, who is not satisfied by our terms and conditions of the contract, need not to submit the tender.
- 20) The competent authority (Director, Tropical Forest Research Institute, Jabalpur) reserves the right to increase, decrease or withdraw any item/items and duration of supply during the contract period under tender and the tenderer will be bound to comply without any claim for compensation.
- 21) The rates quoted in APPENDIX “A-1,” shall be F.O.R. delivery at Tropical Forest Research Institute, Jabalpur for Items in APPENDIX “A”. Rates ones accepted cannot be altered/modified during contract period.
- 22) No claim or request on any ground for change of price will be entertained.

- 23) All losses incurred during transit i.e. breakage and shortage, etc. will have to be bear by the tenderer at his own Cost within and Director, Tropical Forest Research Institute, Jabalpur or their representative will not be responsible for any losses.
- 24) The competent authority to this tender do not bind themselves to accept the tender of the lowest rates.
- 25) The tenderer shall not submit whole or any portion of the contract to any party or parties, else the competent authority is free to cancel the contract and forfeit the deposits (EMD / Performance Security) and any payment(s) due.
- 26) Work order will be issued to lowest empanelled bidder at first to provide requisite catering services. The bidder while accepting the work order, for each event has to deposit performance security equivalent to 10% of work order, if the value of work order exceeds to Rs 20,000/(Rs. Forty thousand only) deposited as EMD. (Successful awardee while submitting performance security may reduce that portion of amount which is equivalent to EMD deposited).
- 27) After receiving Work order in writing or through email for arrangement of catering services during any official programme at TFRI, Jabalpur the tenderer shall arrange to supply the Meals and crockery as per work order during stipulated period.
- 28) If the lowest bidder refuse to undertake the service or fails to execute services after receiving work order, work order will be issued to next higher empanelled bidder. EMD, Performance security and any payment due of non-supplier firm will be forfeited. In this case orders of the Director, TFRI Jabalpur will be final.
- 29) Payments will be released after deductions of all/any statutory dues.
- 30) Parties to the tender will be responsible for observance of provisions of GFRs-2017
- 31) The GST has to be shown separately in the bills raised for work.
- 32) Single rate should be offered for the entire tender period i.e. up to one year in attached proforma as APPENDIX "A-1." Rates quoted for less than this period are liable to be rejected.
- 33) **In case of conflict in interpreting the conditions of the documents forming part of this enquiry, the decision of the Director, Tropical Forest Research Institute, Jabalpur shall be final and binding and accepted by the service provider.**
- 34) The agreement bond should be executed on a non-judicial stamp paper worth Rs. 100/- not later than Two week by the successful tenderer. In the event of failure on the part of any successful tenderer to execute the agreement bond on non-judicial stamp paper within the prescribed time limit, "Director, Tropical Forest Research Institute, Jabalpur" will be competent to forfeit the EMD of such successful tenderer.
- 35) If any dispute or difference of any kind, whatsoever, shall arise between the parties arising out of this Contract for the performance of the Works whether during the progress of the Works or after its completion or whether before or after the termination, abandonment or breach of the Contract, it shall, in the first place, be referred to the Director, TFRI, Jabalpur.

- 36) The Second Party being dissatisfied with the decision of the Director TFRI, Jabalpur, within thirty (30) days, the matters in dispute be referred to arbitration as hereinafter provided.
- 37) The arbitration shall be conducted by three arbitrators, one each to be nominated by the First Party and the Second Party and the third to be appointed as an umpire by both the arbitrators in accordance with the Indian Arbitration Act. If either of the parties fails to appoint its arbitrator within sixty (60) days after receipt of a notice from the other party invoking the Arbitration clause, the arbitrator appointed by the party invoking the arbitration clause shall become the sole arbitrator to conduct the arbitration.
- 38) The arbitration shall be conducted in accordance with the provisions of the Indian Arbitration Act, 1940 or any statutory modification thereof. The venue of arbitration shall be Jabalpur (M.P.).
- 39) On approval of Director, TFRI Jabalpur subject to fulfilment of other conditions during long term training programmes (More than two weeks/involving 10 working days) on production of bills, part payment of contract of services will be released to awardee weekly after withholding 25% of relevant bills which will be adjusted/released after successful completion of work order at the time of final settlement of bills.
- 40) Successful bidders during training programmes will make necessary arrangements for supply of food, while participants to the programmes on field tour. Payment will be adjusted as per agreement between the parties to the contract in writing or payment will be deducted @ rate shown in work order for non supplying of food during field tour.
- 41) Work order awardee will use good quality crockery to serve foods. If it is found that work order awardee, is using plastic disposables and disposing improperly, they will be fined and fine may be recovered from payment due to him.
- 42) Contract period may be extended for six month or less on same terms and conditions subject to satisfactory performance and agreed by both parties.

**Under Secretary
Tropical Forest Research Institute,
Jabalpur**

Agreement

The Supplier _____ agrees to accept the terms and conditions of this bidding document in letter and spirit.

Name/Seal of the Tenderer

Format for Bank Guarantee

To

Tropical Forest Research Institute
P.O. R.F.R.C., Mandla Road,
Jabalpur.

Your Order No. _____ for the supply and delivery of
_____ has been accepted by
M/s _____.

In accordance with the terms of payment of the said order, we have agreed to pay the balance of contract price of the supplier, furnishing you with an acceptable Performance Bank Guarantee for 10% of the total contract value, viz Rs. _____ for the due performance by the Supplier of all its contractual obligations and to be valid for a period of 24 months for the date of bank guarantee for this purpose you have agreed to accept our guarantee.

In consideration thereof, we hereby guarantee payment of and undertake to pay Rs. _____ and remit to you on demand and without demur the sum of Rs. _____ being 10% of the total value of the contract on receipt of your intimation that the Supplier has committed a breach of any of its contractual obligations.

This guarantee shall be valid for a period of 24 months from the date of Catering Services in satisfactory condition or 24 months from the date of dispatch of the last lot of consignment whichever is earlier, and in any event shall expire on _____, you shall have the right to file/make your claim on us under the guarantee for a period of sixty days from the said date of expiry.

This guarantee shall not be revoked without your express consent and shall not be affected by your granting time or any other indulgence to the supplies or by any change in the constitution of the Bank or the supplies or for any other reason whatsoever.

Notwithstanding anything, contained herein above our liability under this guarantee is restricted to Rs. _____ and this guarantee will remain in force up to and inclusive of _____ unless an action to enforce a claim under the guarantee is filed against us within sixty days from the date of expiry i.e. on or before _____, all rights under the guarantee shall be forfeited and we shall be relieved and discharged from all liabilities there under.

Signatory Bank with Seal

ITEMS REQUIRED DURING DIFFERENT TRAININGS/WORKSHOP/SEMINARS AND OTHER OFFICIAL PROGRAMMES FOR ONE YEAR

S. No.	Name of Meal	Item code	Menu
1.	Breakfast for up to 20 persons	Item 1	(Poha-Jalebi) / (Bread+Jam+Butter+Egg(Boiled/Omlet)) / (Puri/Paratha+Sabji) / (Upma/Idli-Vada and Sambhar+ Chatni) + Corn- flakes with milk and Tea or coffee daily
2.	Breakfast for 21 to 50 persons	Item 2	(Poha-Jalebi) / (Bread+Jam+Butter+Egg(Boiled/Omlet)) / (Puri/Paratha+Sabji) / (Upma/Idli-Vada and Sambhar+ Chatni) + Corn- flakes with milk and Tea or coffee daily
3.	Breakfast for 51 to 100 persons	Item 3	(Poha-Jalebi) / (Bread+Jam+Butter+Egg(Boiled/Omlet)) / (Puri/Paratha+Sabji) / (Upma/Idli-Vada and Sambhar+ Chatni) + Corn- flakes with milk and Tea or coffee daily
4.	Breakfast for 101 to 150 persons	Item 4	(Poha-Jalebi) / (Bread+Jam+Butter+Egg(Boiled/Omlet)) / (Puri/Paratha+Sabji) / (Upma/Idli-Vada and Sambhar+ Chatni) + Corn- flakes with milk and Tea or coffee daily
5.	Breakfast for 151 to 200 persons	Item 5	(Poha-Jalebi) / (Bread+Jam+Butter+Egg(Boiled/Omlet)) / (Puri/Paratha+Sabji) / (Upma/Idli-Vada and Sambhar+ Chatni) + Corn- flakes with milk and Tea or coffee daily
6.	Breakfast for more than 200 persons	Item 6	(Poha-Jalebi) / (Bread+Jam+Butter+Egg(Boiled/Omlet)) / (Puri/Paratha+Sabji) / (Upma/Idli-Vada and Sambhar+ Chatni) + Corn- flakes with milk and Tea or coffee daily
7.	Lunch for up to 20 persons	Item 7	Dal + Dry Seasonal Vegetable + Seasonal Vegetable/Paneer With Gravy + Rice/Vegetable Pulao + Pooori (plain/mixed) and Roti (Tawa/ Tandoori)+Salad + Papad + Chatni/ Achar+Boondi Ryata/Fruit Rayta/Plain curd+ Sweet (GulabJamun/ Barfi/ Bengali Sweet/Besan Sweet)/Ice cream
8.	Lunch for 21 to 50 persons	Item 8	Dal + Dry Seasonal Vegetable + Seasonal Vegetable/Paneer With Gravy + Rice/Vegetable Pulao + Pooori (plain/mixed) and Roti (Tawa/ Tandoori)+Salad + Papad + Chatni/ Achar+Boondi Ryata/Fruit Rayta/Plain curd+ Sweet (GulabJamun/ Barfi/ Bengali Sweet/Besan Sweet)/Ice cream
9.	Lunch for 51 to 100 persons	Item 9	Dal + Dry Seasonal Vegetable + Seasonal Vegetable/Paneer With Gravy + Rice/Vegetable Pulao + Pooori (plain/mixed) and Roti (Tawa/ Tandoori)+Salad + Papad + Chatni/ Achar+Boondi Ryata/Fruit Rayta/Plain curd+ Sweet (GulabJamun/ Barfi/ Bengali Sweet/Besan Sweet)/Ice cream
10.	Lunch for 101 to 150 persons	Item 10	Dal + Dry Seasonal Vegetable + Seasonal Vegetable/Paneer With Gravy + Rice/Vegetable Pulao + Pooori (plain/mixed) and Roti (Tawa/ Tandoori)+Salad + Papad + Chatni/ Achar+Boondi Ryata/Fruit Rayta/Plain curd+ Sweet (GulabJamun/ Barfi/ Bengali Sweet/Besan Sweet)/Ice cream
11.	Lunch for 151 to 200 persons	Item 11	Dal + Dry Seasonal Vegetable + Seasonal Vegetable/Paneer With Gravy + Rice/Vegetable Pulao + Pooori (plain/mixed) and Roti (Tawa/ Tandoori)+Salad + Papad + Chatni/ Achar+Boondi Ryata/Fruit Rayta/Plain curd+ Sweet (GulabJamun/ Barfi/ Bengali Sweet/Besan Sweet)/Ice cream
12.	Lunch for more than 200 persons	Item 12	Dal + Dry Seasonal Vegetable + Seasonal Vegetable/Paneer With Gravy + Rice/Vegetable Pulao + Pooori (plain/mixed) and Roti (Tawa/ Tandoori)+Salad + Papad + Chatni/ Achar+Boondi Ryata/Fruit Rayta/Plain curd+ Sweet (GulabJamun/ Barfi/ Bengali Sweet/Besan Sweet)/Ice cream
13.	Special Lunch for up to 20 persons	Item 13	Dal + Dry Seasonal Vegetable + Paneer with Gravy + Rice/Vegetable Pulao + Pooori (plain/mixed) and Roti (Tawa/ Tandoori) +Salad + Papad + Chatni/ Achar+Boondi Ryata/Fruit Rayta/Plain curd+ Sweet (GulabJamun/ Barfi/ Bengali Sweet/Besan Sweet)/Ice cream One Chicken Preparation/One Mutton Preparation/One Fish Preparation Either Kheer/Paisam/Samiyapaisam will also be prepared for Vegetarian participants
14.	Special Lunch for 21 to 50 persons	Item 14	Dal + Dry Seasonal Vegetable + Paneer with Gravy + Rice/Vegetable Pulao + Pooori (plain/mixed) and Roti (Tawa/ Tandoori) +Salad + Papad + Chatni/ Achar+Boondi Ryata/Fruit Rayta/Plain curd+ Sweet (GulabJamun/ Barfi/ Bengali Sweet/Besan Sweet)/Ice cream One Chicken Preparation/One Mutton Preparation/One Fish Preparation Either Kheer/Paisam/Samiyapaisam will also be prepared for Vegetarian participants

15.	Special Lunch for 51 to 100 persons	Item 15	Dal + Dry Seasonal Vegetable + Paneer with Gravy + Rice/Vegetable Pulao + Poori (plain/mixed) and Roti (Tawa/ Tandoori) +Salad + Papad + Chatni/ Achar+Boondi Ryata/Fruit Rayta/Plain curd+ Sweet (GulabJamun/ Barfi/ Bengali Sweet/Besan Sweet)/Ice cream One Chicken Preparation/One Mutton Preparation/One Fish Preparation Either Kheer/Paisam/Samiyapaisam will also be prepared for Vegetarian participants
16.	Special Lunch for 101 to 150 persons	Item 16	Dal + Dry Seasonal Vegetable + Paneer with Gravy + Rice/Vegetable Pulao + Poori (plain/mixed) and Roti (Tawa/ Tandoori) +Salad + Papad + Chatni/ Achar+Boondi Ryata/Fruit Rayta/Plain curd+ Sweet (GulabJamun/ Barfi/ Bengali Sweet/Besan Sweet)/Ice cream One Chicken Preparation/One Mutton Preparation/One Fish Preparation Either Kheer/Paisam/Samiyapaisam will also be prepared for Vegetarian participants
17.	Special Lunch for 151 to 200 persons	Item 17	Dal + Dry Seasonal Vegetable + Paneer with Gravy + Rice/Vegetable Pulao + Poori (plain/mixed) and Roti (Tawa/ Tandoori) +Salad + Papad + Chatni/ Achar+Boondi Ryata/Fruit Rayta/Plain curd+ Sweet (GulabJamun/ Barfi/ Bengali Sweet/Besan Sweet)/Ice cream One Chicken Preparation/One Mutton Preparation/One Fish Preparation Either Kheer/Paisam/Samiyapaisam will also be prepared for Vegetarian participants
18.	Special Lunch for more than 200 persons	Item 18	Dal + Dry Seasonal Vegetable + Paneer with Gravy + Rice/Vegetable Pulao + Poori (plain/mixed) and Roti (Tawa/ Tandoori) +Salad + Papad + Chatni/ Achar+Boondi Ryata/Fruit Rayta/Plain curd+ Sweet (GulabJamun/ Barfi/ Bengali Sweet/Besan Sweet)/Ice cream One Chicken Preparation/One Mutton Preparation/One Fish Preparation Either Kheer/Paisam/Samiyapaisam will also be prepared for Vegetarian participants
19.	Special Lunch when officials of higher level participating in the programme for up to 20 persons	Item 19	Soup-Tomato/Hot&Sour/Sweet corn/Monchow One vegetable Mushroom/Dry Paneer Snacks Veg. Chilly Paneer/PaneerTikka, Hare BhareKabab, Pkoda/Mungoda/Roasted nuts Snacks Non Veg. Chilly Chicken/Fish Finger Dal + Dry Seasonal Vegetable + Paneer with Gravy + Rice/Vegetable Pulao + Poori (plain/mixed) and Roti (Tawa/ Tandoori) +Salad + Papad + Chatni/ Achar+Boondi Ryata/Fruit Rayta/Plain curd+ Sweet (GulabJamun/ Barfi/ Bengali Sweet/Besan Sweet)/Ice cream One Chicken Preparation/One Mutton Preparation/One Fish Preparation (Once in a week for Non vegetarians) Either Kheer/Paisam/Samiyapaisam will also be prepared for Vegetarian participants
20.	Special Lunch when officials of higher level participating in the programme for 21 to 50 persons	Item 20	Soup-Tomato/Hot&Sour/Sweet corn/Monchow One vegetable Mushroom/Dry Paneer Snacks Veg. Chilly Paneer/PaneerTikka, Hare BhareKabab, Pkoda/Mungoda/Roasted nuts Snacks Non Veg. Chilly Chicken/Fish Finger Dal + Dry Seasonal Vegetable + Paneer with Gravy + Rice/Vegetable Pulao + Poori (plain/mixed) and Roti (Tawa/ Tandoori) +Salad + Papad + Chatni/ Achar+Boondi Ryata/Fruit Rayta/Plain curd+ Sweet (GulabJamun/ Barfi/ Bengali Sweet/Besan Sweet)/Ice cream One Chicken Preparation/One Mutton Preparation/One Fish Preparation (Once in a week for Non vegetarians) Either Kheer/Paisam/Samiyapaisam will also be prepared for Vegetarian participants
21.	Special Lunch when officials of higher level participating in the programme for 51 to 100 persons	Item 21	Soup-Tomato/Hot&Sour/Sweet corn/Monchow One vegetable Mushroom/Dry Paneer Snacks Veg. Chilly Paneer/PaneerTikka, Hare BhareKabab, Pkoda/Mungoda/Roasted nuts Snacks Non Veg. Chilly Chicken/Fish Finger Dal + Dry Seasonal Vegetable + Paneer with Gravy + Rice/Vegetable Pulao + Poori (plain/mixed) and Roti (Tawa/ Tandoori) +Salad + Papad + Chatni/ Achar+Boondi Ryata/Fruit Rayta/Plain curd+ Sweet (GulabJamun/ Barfi/ Bengali Sweet/Besan Sweet)/Ice cream One Chicken Preparation/One Mutton Preparation/One Fish Preparation (Once in a week for Non vegetarians) Either Kheer/Paisam/Samiyapaisam will also be prepared for Vegetarian participants
22.	Special Lunch when officials of higher level participating in the programme for 101 to 150 persons	Item 22	Soup-Tomato/Hot&Sour/Sweet corn/Monchow One vegetable Mushroom/Dry Paneer Snacks Veg. Chilly Paneer/PaneerTikka, Hare BhareKabab, Pkoda/Mungoda/Roasted nuts Snacks Non Veg. Chilly Chicken/Fish Finger Dal + Dry Seasonal Vegetable + Paneer with Gravy + Rice/Vegetable Pulao + Poori (plain/mixed) and Roti (Tawa/ Tandoori) +Salad + Papad + Chatni/ Achar+Boondi Ryata/Fruit Rayta/Plain curd+ Sweet (GulabJamun/ Barfi/ Bengali Sweet/Besan Sweet)/Ice cream One Chicken Preparation/One Mutton Preparation/One Fish Preparation (Once in a week

			for Non vegetarians) Either Kheer/Paisam/Samiyapaisam will also be prepared for Vegetarian participants
23.	Special Lunch when officials of higher level participating in the programme for 151 to 200 persons	Item 23	Soup-Tomato/Hot&Sour/Sweet corn/Monchow One vegetable Mushroom/Dry Paneer Snacks Veg. Chilly Paneer/PaneerTikka, Hare BhareKabab, Pkoda/Mungoda/Roasted nuts Snacks Non Veg. Chilly Chicken/Fish Finger Dal + Dry Seasonal Vegetable + Paneer with Gravy + Rice/Vegetable Pulao + Poori (plain/mixed) and Roti (Tawa/ Tandoori) +Salad + Papad + Chatni/ Achar+Boondi Ryata/Fruit Rayta/Plain curd+ Sweet (GulabJamun/ Barfi/ Bengali Sweet/Besan Sweet)/Ice cream One Chicken Preparation/One Mutton Preparation/One Fish Preparation (Once in a week for Non vegetarians) Either Kheer/Paisam/Samiyapaisam will also be prepared for Vegetarian participants
24.	Dinner for up to 20 persons	Item 24	Dal + Dry Seasonal Vegetable + Seasonal Vegetable/Paneer With Gravy + Rice/Vegetable Pulao + Poori (plain/mixed) and Roti (Tawa/ Tandoori) +Salad + Papad + Chatni/ Achar+Boondi Ryata/Fruit Rayta/Plain curd+ Sweet (GulabJamun/ Barfi/ Bengali Sweet/Besan Sweet)/Ice cream
25.	Dinner for 21 to 50 persons	Item 25	Dal + Dry Seasonal Vegetable + Seasonal Vegetable/Paneer With Gravy + Rice/Vegetable Pulao + Poori (plain/mixed) and Roti (Tawa/ Tandoori) +Salad + Papad + Chatni/ Achar+Boondi Ryata/Fruit Rayta/Plain curd+ Sweet (GulabJamun/ Barfi/ Bengali Sweet/Besan Sweet)/Ice cream
26.	Dinner for 51 to 100 persons	Item 26	Dal + Dry Seasonal Vegetable + Seasonal Vegetable/Paneer With Gravy + Rice/Vegetable Pulao + Poori (plain/mixed) and Roti (Tawa/ Tandoori) +Salad + Papad + Chatni/ Achar+Boondi Ryata/Fruit Rayta/Plain curd+ Sweet (GulabJamun/ Barfi/ Bengali Sweet/Besan Sweet)/Ice cream
27.	Dinner for 101 to 150 persons	Item 27	Dal + Dry Seasonal Vegetable + Seasonal Vegetable/Paneer With Gravy + Rice/Vegetable Pulao + Poori (plain/mixed) and Roti (Tawa/ Tandoori) +Salad + Papad + Chatni/ Achar+Boondi Ryata/Fruit Rayta/Plain curd+ Sweet (GulabJamun/ Barfi/ Bengali Sweet/Besan Sweet)/Ice cream
28.	Dinner for 151 to 200 persons	Item 28	Dal + Dry Seasonal Vegetable + Seasonal Vegetable/Paneer With Gravy + Rice/Vegetable Pulao + Poori (plain/mixed) and Roti (Tawa/ Tandoori) +Salad + Papad + Chatni/ Achar+Boondi Ryata/Fruit Rayta/Plain curd+ Sweet (GulabJamun/ Barfi/ Bengali Sweet/Besan Sweet)/Ice cream
29.	Dinner for more than 200 persons	Item 29	Dal + Dry Seasonal Vegetable + Seasonal Vegetable/Paneer With Gravy + Rice/Vegetable Pulao + Poori (plain/mixed) and Roti (Tawa/ Tandoori) +Salad + Papad + Chatni/ Achar+Boondi Ryata/Fruit Rayta/Plain curd+ Sweet (GulabJamun/ Barfi/ Bengali Sweet/Besan Sweet)/Ice cream
30.	Special dinner for up to 20 persons	Item 30	Dal + Dry Seasonal Vegetable + Paneer With Gravy + Rice/Vegetable Pulao + Poori (plain/mixed) and Roti (Tawa/ Tandoori) +Salad + Papad + Chatni/ Achar+Boondi Ryata/Fruit Rayta/Plain curd+ Sweet (GulabJamun/ Barfi/ Bengali Sweet/Besan Sweet)/Ice cream One Chicken Preparation/One Mutton Preparation/One Fish Preparation (Once in a week for Non vegetarians) Either Kheer/Paisam/Samiyapaisam will also be prepared for Vegetarian participants
31.	Special dinner for 21 to 50 persons	Item 31	Dal + Dry Seasonal Vegetable + Paneer With Gravy + Rice/Vegetable Pulao + Poori (plain/mixed) and Roti (Tawa/ Tandoori) +Salad + Papad + Chatni/ Achar+Boondi Ryata/Fruit Rayta/Plain curd+ Sweet (GulabJamun/ Barfi/ Bengali Sweet/Besan Sweet)/Ice cream One Chicken Preparation/One Mutton Preparation/One Fish Preparation (Once in a week for Non vegetarians) Either Kheer/Paisam/Samiyapaisam will also be prepared for Vegetarian participants
32.	Special dinner for 51 to 100 persons	Item 32	Dal + Dry Seasonal Vegetable + Paneer With Gravy + Rice/Vegetable Pulao + Poori (plain/mixed) and Roti (Tawa/ Tandoori) +Salad + Papad + Chatni/ Achar+Boondi Ryata/Fruit Rayta/Plain curd+ Sweet (GulabJamun/ Barfi/ Bengali Sweet/Besan Sweet)/Ice cream One Chicken Preparation/One Mutton Preparation/One Fish Preparation (Once in a week for Non vegetarians) Either Kheer/Paisam/Samiyapaisam will also be prepared for Vegetarian participants

33.	Special dinner for 101 to 150 persons	Item 33	Dal + Dry Seasonal Vegetable + Paneer With Gravy + Rice/Vegetable Pulao + Poori (plain/mixed) and Roti (Tawa/ Tandoori) +Salad + Papad + Chatni/ Achar+Boondi Ryata/Fruit Rayta/Plain curd+ Sweet (GulabJamun/ Barfi/ Bengali Sweet/Besan Sweet)/Ice cream One Chicken Preparation/One Mutton Preparation/One Fish Preparation (Once in a week for Non vegetarians) Either Kheer/Paisam/Samiyapaisam will also be prepared for Vegetarian participants
34.	Special dinner for 151 to 200 persons	Item 34	Dal + Dry Seasonal Vegetable + Paneer With Gravy + Rice/Vegetable Pulao + Poori (plain/mixed) and Roti (Tawa/ Tandoori) +Salad + Papad + Chatni/ Achar+Boondi Ryata/Fruit Rayta/Plain curd+ Sweet (GulabJamun/ Barfi/ Bengali Sweet/Besan Sweet)/Ice cream One Chicken Preparation/One Mutton Preparation/One Fish Preparation (Once in a week for Non vegetarians) Either Kheer/Paisam/Samiyapaisam will also be prepared for Vegetarian participants
35.	Special dinner for more than 200 persons	Item 35	Dal + Dry Seasonal Vegetable + Paneer With Gravy + Rice/Vegetable Pulao + Poori (plain/mixed) and Roti (Tawa/ Tandoori) +Salad + Papad + Chatni/ Achar+Boondi Ryata/Fruit Rayta/Plain curd+ Sweet (GulabJamun/ Barfi/ Bengali Sweet/Besan Sweet)/Ice cream One Chicken Preparation/One Mutton Preparation/One Fish Preparation (Once in a week for Non vegetarians) Either Kheer/Paisam/Samiyapaisam will also be prepared for Vegetarian participants
36.	Special dinner when officials of higher level participating in the programme for up to 20 persons	Item 36	Soup-Tomato/Hot&Sour/Sweet corn/Monchow One vegetable Mushroom/Dry Paneer Snacks Veg. Chilly Paneer/PaneerTikka, Hare BhareKabab, Pkoda/Mungoda/Roasted nuts Snacks Non Veg. Chilly Chicken/Fish Finger Dal + Dry Seasonal Vegetable + Paneer With Gravy + Rice/Vegetable Pulao + Poori (plain/mixed) and Roti (Tawa/ Tandoori) +Salad + Papad + Chatni/ Achar+Boondi Ryata/Fruit Rayta/Plain curd+ Sweet (GulabJamun/ Barfi/ Bengali Sweet/Besan Sweet)/Ice cream One Chicken Preparation/One Mutton Preparation/One Fish Preparation (Once in a week for Non vegetarians) Either Kheer/Paisam/Samiyapaisam will also be prepared for Vegetarian participants
37.	Special dinner when officials of higher level participating in the programme for 21 to 50 persons	Item 37	Soup-Tomato/Hot&Sour/Sweet corn/Monchow One vegetable Mushroom/Dry Paneer Snacks Veg. Chilly Paneer/PaneerTikka, Hare BhareKabab, Pkoda/Mungoda/Roasted nuts Snacks Non Veg. Chilly Chicken/Fish Finger Dal + Dry Seasonal Vegetable + Paneer With Gravy + Rice/Vegetable Pulao + Poori (plain/mixed) and Roti (Tawa/ Tandoori) +Salad + Papad + Chatni/ Achar+Boondi Ryata/Fruit Rayta/Plain curd+ Sweet (GulabJamun/ Barfi/ Bengali Sweet/Besan Sweet)/Ice cream One Chicken Preparation/One Mutton Preparation/One Fish Preparation (Once in a week for Non vegetarians) Either Kheer/Paisam/Samiyapaisam will also be prepared for Vegetarian participants
38.	Special dinner when officials of higher level participating in the programme for 51 to 100 persons	Item 38	Soup-Tomato/Hot&Sour/Sweet corn/Monchow One vegetable Mushroom/Dry Paneer Snacks Veg. Chilly Paneer/PaneerTikka, Hare BhareKabab, Pkoda/Mungoda/Roasted nuts Snacks Non Veg. Chilly Chicken/Fish Finger Dal + Dry Seasonal Vegetable + Paneer With Gravy + Rice/Vegetable Pulao + Poori (plain/mixed) and Roti (Tawa/ Tandoori) +Salad + Papad + Chatni/ Achar+Boondi Ryata/Fruit Rayta/Plain curd+ Sweet (GulabJamun/ Barfi/ Bengali Sweet/Besan Sweet)/Ice cream One Chicken Preparation/One Mutton Preparation/One Fish Preparation (Once in a week for Non vegetarians) Either Kheer/Paisam/Samiyapaisam will also be prepared for Vegetarian participants
39.	Special dinner when officials of higher level participating in the programme for 101 to 150 persons	Item 39	Soup-Tomato/Hot&Sour/Sweet corn/Monchow One vegetable Mushroom/Dry Paneer Snacks Veg. Chilly Paneer/PaneerTikka, Hare BhareKabab, Pkoda/Mungoda/Roasted nuts Snacks Non Veg. Chilly Chicken/Fish Finger Dal + Dry Seasonal Vegetable + Paneer With Gravy + Rice/Vegetable Pulao + Poori (plain/mixed) and Roti (Tawa/ Tandoori) +Salad + Papad + Chatni/ Achar+Boondi Ryata/Fruit Rayta/Plain curd+ Sweet (GulabJamun/ Barfi/ Bengali Sweet/Besan Sweet)/Ice cream One Chicken Preparation/One Mutton Preparation/One Fish Preparation (Once in a week for Non vegetarians) Either Kheer/Paisam/Samiyapaisam will also be prepared for Vegetarian participants

40.	Special dinner when officials of higher level participating in the programme for 151 to 200 persons	Item 40	Soup-Tomato/Hot&Sour/Sweet corn/Monchow One vegetable Mushroom/Dry Paneer Snacks Veg. Chilly Paneer/PaneerTikka, Hare BhareKabab, Pkoda/Mungoda/Roasted nuts Snacks Non Veg. Chilly Chicken/Fish Finger Dal + Dry Seasonal Vegetable + Paneer With Gravy + Rice/Vegetable Pulao + Poori (plain/mixed) and Roti (Tawa/ Tandoori) +Salad + Papad + Chatni/ Achar+Boondi Ryata/Fruit Rayta/Plain curd+ Sweet (GulabJamun/ Barfi/ Bengali Sweet/Besan Sweet)/Ice cream One Chicken Preparation/One Mutton Preparation/One Fish Preparation (Once in a week for Non vegetarians) Either Kheer/Paisam/Samiyapaisam will also be prepared for Vegetarian participants
41.	High tea regular	Item 41	Potato Chips +Samosa/Alubanda/Kachaudi+Milk cake+ One Bengali Sweet+ Tea & Coffee
42.	High tea special	Item 42	Potato Chips +Samosa/Alubanda/Kachaudi, Milkcake+ Roasted Kaju/ Roasted Badam+ One Sugar free sweets/KajuKatli or equivalent+ One Bengali/Khoya/Mava Sweet+ Tea & Coffee
43.	Session Tea	Item 43	Tea/Coffee (100 ml)with two types of biscuit/snacks Water & milk should be in the ratio of 1:1. Tea/Coffee should be prepared from reputed brand.
44.	Bed tea and Evening tea with biscuits	Item 44	Tea/Coffee (100 ml)Water & milk should be in the ratio of 1:1. Tea/Coffee should be prepared from reputed brand.
<p>*Note:-1. Pickle, Sugar and Salt are complementary. 2. Extra item like hot/cold milk/lassi, cold drink can also be provided to trainees on payment basis. Cost of items will be approved by Director TFRI Jabalpur or their authorised representative. Payment will be received by supplier from customer directly. 3. Parties are hereby informed that as per condition 27 of Terms and conditions of tender document work order will be issued to that bidder whose rates are lowest for package required during any programme instead of lowest for single item 4. Meals will be served through buffet. 5. Bill payment will be made on actual basis (i.e. actual no. of customers served)</p>			

**FORMAT FOR OFFERING RATES FOR DIFFERENT ITEMS REQUIRED DURING DIFFERENT TRAININGS/WORKSHOP/SEMINARS
AND OTHER OFFICIAL PROGRAMMES**

S. No.	Name of Meal	Item code	Unit rate including all taxes
1.	Breakfast for up to 20 persons	Item 1	
2.	Breakfast for 21 to 50 persons	Item 2	
3.	Breakfast for 51 to 100 persons	Item 3	
4.	Breakfast for 101 to 150 persons	Item 4	
5.	Breakfast for 151 to 200 persons	Item 5	
6.	Breakfast for more than 200 persons	Item 6	
7.	Lunch for up to 20 persons	Item 7	
8.	Lunch for 21 to 50 persons	Item 8	
9.	Lunch for 51 to 100 persons	Item 9	
10.	Lunch for 101 to 150 persons	Item 10	
11.	Lunch for 151 to 200 persons	Item 11	
12.	Lunch for more than 200 persons	Item 12	
13.	Special Lunch for up to 20 persons	Item 13	
14.	Special Lunch for 21 to 50 persons	Item 14	
15.	Special Lunch for 51 to 100 persons	Item 15	
16.	Special Lunch for 101 to 150 persons	Item 16	
17.	Special Lunch for 151 to 200 persons	Item 17	
18.	Special Lunch for more than 200 persons	Item 18	
19.	Special Lunch when officials of higher level participating in the programme for up to 20 persons	Item 19	
20.	Special Lunch when officials of higher level participating in the programme for 21 to 50 persons	Item 20	
21.	Special Lunch when officials of higher level participating in the programme for 51 to 100 persons	Item 21	
22.	Special Lunch when officials of higher level participating in the programme for 101 to 150 persons	Item 22	
23.	Special Lunch when officials of higher level participating in the programme for 151 to 200 persons	Item 23	
24.	Dinner for up to 20 persons	Item 24	
25.	Dinner for 21 to 50 persons	Item 25	
26.	Dinner for 51 to 100 persons	Item 26	
27.	Dinner for 101 to 150 persons	Item 27	
28.	Dinner for 151 to 200 persons	Item 28	
29.	Dinner for more than 200 persons	Item 29	
30.	Special dinner for up to 20 persons	Item 30	
31.	Special dinner for 21 to 50 persons	Item 31	
32.	Special dinner for 51 to 100 persons	Item 32	
33.	Special dinner for 101 to 150 persons	Item 33	
34.	Special dinner for 151 to 200 persons	Item 34	
35.	Special dinner for more than 200 persons	Item 35	
36.	Special dinner when officials of higher level participating in the programme for up to 20 persons	Item 36	
37.	Special dinner when officials of higher level participating in the programme for 21 to 50 persons	Item 37	
38.	Special dinner when officials of higher level participating in the programme for 51 to 100 persons	Item 38	
39.	Special dinner when officials of higher level participating in the programme for 101 to 150 persons	Item 39	
40.	Special dinner when officials of higher level participating in the programme for 151 to 200 persons	Item 40	
41.	High tea regular	Item 41	
42.	High tea special	Item 42	
43.	Session Tea	Item 43	
44.	Bed tea and Evening tea with biscuits	Item 44	

***Note:-**1. Pickle, Sugar and Salt are complementary
2. Extra item like hot/cold milk/lassi, cold drink can also be provided to trainees on payment basis. Cost will be approved by Director TFRI Jabalpur or their authorised representative. Payment will be received by supplier from customer directly.
3. Parties are hereby informed that as per condition 27 of Terms and conditions of tender document work order will be issued to that bidder whose rates are lowest for package required during any programme instead of lowest for single item
4. Meals will be served through buffet.
5. Bill payment will be made on actual basis (i.e. actual no. of customers served)

TENDER FORM

1. Name of Tendering Company/ Firm / Agency/Individual : _____

2. Full Address of Office of the Company/ Firm / Agency/Individual:

a. Telephone/Mobile No:

b. FAX No (if any):

c. E-Mail Address :

3. PAN/GIR No. of the Company /Firm /Agency /Individual: _____
_____ (Attach self attested copy)

4. Goods Service Tax (GST) Registration No. : _____ (Attach self attested copy)

5. Photocopy of income tax return for last financial year: _____ (Attach self attested copy)

6. Scanned copy of document showing, vendor have sufficient capacity to undertake the work. (Attach self attested satisfactory report/supply orders issued by Government/Reputed institute during last 03 financial years)

7. Whether outstation bidder has local office or representative: _____ (Yes/No) (Attach self attested copy)

8. Valid Food License No. _____ (Attach self attested copy)

9. Details of support facilities like commercial LPG connection etc. to execute the orders. _____
_____ (Attach self attested copy)

10. Details of Earnest Money of Rs.-----/- FDR No. Date
_____ Drawn on Bank _____ in favor of
“**Director, Tropical Forest Research Institute, Jabalpur.** (Or Attach self attested Exemption
document/CSPO registration certificate).

11. Whether each page of tender and its annexure have been signed and stamped: _____.(Yes/No)

12. Bidder's Bank, its address and Bank account no:

I/We hereby declare that the information furnished above is true and correct.

Place :

Signature of Bidder/Authorized Signatory with seal of the firm

Date :

Name of the Bidder: _____