



कायालय आयुक्त

Office of the Commissioner

सीमाशुल्क एवंकरीय उपाद शुल्क आयुक्तालय, जम्मू एवंकश्मीर

Customs & Central Excise Commissionerate, Jammu & Kashmir

ओ.बी.32 रेलहेडकोमप्लेक्स, जम्मू,

OB-32, Rail Head Complex, Jammu.

NOTICE INVITING TENDER

Wax/Tape sealed tenders are invited by Deputy Commissioner (Admn), Customs & Central Excise Commissionerate, Jammu for running Canteen services in Customs & Central Excise Commissionerate (Hqrs.) office at OB-32, Rail Head Complex, Jammu.

Name of work	EMD	Security
Running of Canteen Services in Customs & Central Excise Commissionerate, Office at OB-32, Rail Head Complex, Jammu	Rs. 15,000/-	Rs. 15,000/-

The Tender documents can be had from Administrative Officer (Hqrs.) on any working day w.e.f.27.07.2016 to 18.08.2016 from 1100 hrs.to 1700 hrs or may be download from the Departmental website [www.ccejkc.nic.in](http://www.ccejkc.nic.in)

Last date of submission of Tender: 18.08.2016 upto 12 PM.

Date of opening of Tender: 18.08.2016 at 16.00 hrs.

Deputy Commissioner (Admn)

## Annexure – I

### General Terms and Conditions of the Tender

1. This office desires to run the canteen on contract basis for a period of one year extendable by one year on satisfactory performance of Bidder at the sole discretion of Commissioner, Customs & Central Excise, J&K, Jammu.
2. The approved Bidder has to run the canteen at OB-32, Rail Head Complex, Jammu.
3. The Tender duly sealed (with Tape/ sealing wax) should be addressed to Deputy Commissioner (Admn) Customs & Central Excise Commissionerate, Jammu so as to reach on or before 1200 hrs. on 18.08.2016 by registered post or by hand duly super scribed on the top of envelopes "Tender for running canteen on contract basis".
4. The Tender will be opened on the same date at 1600 hrs. in the office of Deputy Commissioner (Admn), Customs & Central Excise Commissionerate, Jammu in the presence of Bidders or their representative who wish to be present at the opening of Tenders.
5. The details of deposits are as under:-
  - I) Earnest Money Deposits Rs. 15,000/-
  - II) Security deposit Rs. 15,000/-
  - III) The EMD of Rs. 15,000/- will be adjusted as security deposit in respect of successful Bidder.
6. It will be the responsibility of Bidder to keep and to serve at least the following items:-  
Samosa, Bread pakora (during all working hours), Breakfast (Paratha, Curd, Butter toast, Salad, etc.), Tea, Coffee, Biscuits, Butter slices, , Kachori, Cold drinks, Dal & Chapati or Rajma + Chawal or vegetable + Chawal . For other items required to be served in the canteen, the requisition will be placed by the Customs and Central Excise department and rates will be mutually fixed.
7. The rates of each item should be quoted both in words and figures in the rate schedule attached.
8. The Customs and Central Excise Department will provide following items to the approved Bidder

- I) Free Accommodation
  - II) Water
  - III) Free Electricity for bulbs/ tubes and fans available in the free accommodation.
  - IV) Utensils & gas stoves/ cylinder and furniture items etc. will also be supplied to approved Bidder during the contract period.
9. It will be the sole responsibility of Bidder to arrange for other items required for running canteen.
  10. It will be the sole responsibility of Bidder to maintain hygienic conditions in and around the canteen.
  11. It will be the sole responsibility of Bidder to maintain quality of tea/ coffee and other eatables served.
  12. It will be the sole responsibility of Bidder to serve tea/ coffee and other eatables item in all section of office on call any time.
  13. It will be the sole responsibility of the bidder to operate the Canteen himself and should not sublet the Canteen to any other. In case he sublets to some body the contract will be cancelled.
  14. It will be the sole responsibility of Bidder to keep canteen services available to staff members on all working days / working hours. However, Bidder will have to make the services of canteen available for any closed holiday/ off duty hours as per the administrative requirement.
  15. It will be the sole responsibility of the Bidder to recover amount due for eatable/ other items served to Customs and Central Excise Department staff members.
  16. It will be the sole responsibility of Bidder to serve tea & other eatable items on credit to authorized officials on proper requisition. The Bidder will have to maintain account of credit tea and other items.
  17. Workers will be arranged by the Contractor himself and in no case will be considered as the employee of the department.
  18. The upkeep and maintenance of Canteen will be sole responsibility of the Service provider.
  19. The service provider shall keep Union of India indemnified against any damage caused to the personal or goods or articles or third party in case of any accident or mishap or any other reason.

20. The earnest money deposited with the tender is to be paid in the form of Demand Draft in favour of the Administrative Officer, Customs & Central Excise commissionerate, Jammu. The Demand Draft in original should be attached along with tender document, which bears no interest and will be refunded to all un-successful Bidders on finalization of tender. Security deposit also bears no interest and will be refunded to successful Bidder only after expiry of agreement period.
21. The Customs & Central Excise department reserves the right to enhance the security deposit as and when felt necessary.
22. The successful Bidder will have to enter an agreement with Customs & Central Excise Department within a week on receipt of communication and deposit the security amount within the same period.
23. Forfeiture of EMD/ Security deposits:
  - I) The successful Bidder refuse to enter into an agreement or fails to deposit the security deposit within seven days of acceptance of tender, EMD will be forfeited.
  - II) If the approved Bidder abandons the contract, security deposit will be forfeited.
  - III) If the contract is terminated by Customs and Central Excise Department due to poor performance/ variation of any clause of agreement or any bad act of Bidder, security deposit will be forfeited.
24. The Commissioner Customs & Central Excise Department reserves the right to terminate the agreement at his option at any time giving 7 days notice without assigning any reason, thereof.
25. The submission of the tender by the Bidder shall be taken to signify the acceptance of the stipulated terms/ conditions. Any failure on the part of Bidder to observe the prescribed procedure or any attempt to canvas for allotment of work will be prejudice and the Bidder will be liable for exclusion of consideration.
26. The Bidder must be having experience of service to be provided and proof, thereof, should accompany the tender.
27. The Commissioner Customs & Central Excise Department reserves the right to accept or reject any tender or reserves the right to recall the tenders without assigning any reason.  
I, hereby accept all terms and conditions stated above.

Name:

Seal and Signature of Bidder.