To,

Dear Sir,

Quotes are invited by Rashtrapati Bhavan to run the following areas for catering :-

(a) 2MTC - This is a guest house which houses official guests and guests of the officers of the Rashtrapati Bhavan.

(b) EDL –This is an executive dining lounge next to the swimming pool and will be catering to the officers and their families in the evening. This would seat around 20 persons.

The interiors at both the places would be done by Rashtrapati Bhavan and a kitchen attached to 2MTC would be given to the caterer to cook and keep their food and other raw material and stores as required on daily basis. The crockery, linen, cutlery, glassware and serving dishes would be provided by RB but maintained by the caterer for 2MTC and EDL.

(c) An eatery in the shopping complex situated in schedule B of the President’s Estate. The eatery would also include a small satellite kitchen space with basic equipment for the caterer to do last minute cooking and dressing of the meals and items to be served.

2. Rashtrapati Bhavan desires to engage an experienced, bonafide and competent agency for the above purpose. The party should be financially sound and of reasonable standing. The turnover of the Catering business should not be less than Rs.15 lakhs per annum, for each of the preceding 3 years. The tenderers should have a minimum experience of 5 years in the business and prior demonstrated exposure of supplying to Government offices/Departments, PSUs, multi-nationals etc.

3. The meals to be served at the above three venues would be a fixed meal and should comprise a soup ,1 non-veg /veg dish, one dal, one sabzi , rice, Indian breads, raita, papad and chutney, followed by a dessert. This is a basic meal menu and there could also be a weekly menu, i.e., a Chinese, Continental, South Indian ,Indian, Mughlai ,Avadhi,Kashmiri, etc.
In addition, at the Eatery which is situated in the shopping complex of the Rashtrapati Bhavan area there is a requirement for a fast food /takeaway counter. The caterer has to have a tandoori corner (a tandoor which dishes out assorted Indian breads as well as items like Tandoori chicken, Tandoori chicken Tikkas, Paneer Tikkas, Veg Seekh Kababs, etc.to name a few). One corner of the eatery would also house a fast food corner with fast selling items like golgappas, papri chaat, chole bature, chowmein, samosas, jalebis, etc. The caterer should be able to co-ordinate with other approved fast food Joints/takeaway Joints to source specific and special cuisines.

4. The caterers should have skilled, security cleared staff deployed and highest standards of hygiene and cleanliness have to be maintained.

5. Work shall be awarded to the bidders on the basis of the evaluation of their technical and financial bids.

6. TENDERER SHOULD READ THE FOLLOWING INFORMATION AND INSTRUCTIONS BEFORE SUBMITTING THE TENDER:-

(a) Tenderer, in his own interest, should inspect the proposed premises / place before submitting the tender.

(a) The tenderer shall submit financial bids as well as technical bids with enclosures in separate sealed covers which may be put together in the main sealed cover. Management will open the technical bid first. Only such tenderers whose bids are found technically qualified, shall be evaluated on their financial bids.

7. Each tenderer shall deposit Rs. 25,000/= (Rupees twenty five thousand Only) towards earnest money in the form of a Bank Draft drawn on any nationalized bank in favour of PAO, President’s Secretariat, Rashtrapati Bhavan, payable at New Delhi.

8. The tenderer will ensure to arrange staff including their uniform at their cost. Credentials of the staff as well as parties / owners / will be got verified by the tenderer from Public Authorities and a copy thereof be submitted to Rashtrapati Bhavan before start of operations. The pattern and design of the uniform will be got approved from the concerned authorities at Rashtrapati Bhavan.

9. The tenderer will ensure to arrange all operational needs as per nature of business including housekeeping and pest control services

10. The tenderer will pay electricity consumption for light, sound and other equipments used at the premises as per actuals.
11. The tenderer will bear all operational expenses to run the outlet such as machines, equipments, furniture & fixture, crockery, cutlery, glassware, silverware, kitchen utensils, linen and all allied items/gadgets etc. The cutlery, crockery and glassware for the EDL and 2MTC shall, however, be provided by Rashtrapati Bhavan and the caterer has to look after and maintain the same.

12. The tenderer should obtain and keep in force all ancillary licenses at their cost. The successful tenderer, before the commencement of business, shall obtain all licenses such as NDMC Trade License, Eating House License from DCP (Licensing) and all ancillary licenses/permissions/clearances that may be required to be obtained by the Licensee from any authority/authorities at their own cost. The tenderer will solely be responsible to ensure and keep such Licenses valid throughout the license period. All levies and taxes would be payable by the Licensee as per the statutory requirements.

Furthermore, the Licensee shall be liable to pay sales tax/income tax or any tax, cess or other impost that may be imposed by any authority on the carrying on of such business by him or which may be payable by the Licensor in respect of the business carried on by the Licensee.

13. The tenderer will take comprehensive insurance to cover all type of damages to the property and casual / walk-in guests, his staff, stocks, stores, spares, equipments etc.

14. Timings of business / trade / office operation will be amended as per orders of local authorities and the instructions of the competent authority of Rashtrapati Bhavan.

15. The standard of facilities provided should be at par with those of a good hotel. The décor and furniture of all the three premises would be done and maintained by RB. Basic kitchen amenities in the two kitchens, i.e 2-MTC and EDL shall be provided.

16. No change in the status of the tenderers will be allowed after submission of tender and during currency of the agreement without prior written approval of RB.

17. The licencee will bear the telephone bills and pay regularly in time at the rate applicable to other licensees.

18. The licencee shall bear the cost of gas and fuel as per actuals.

19. Any encroachment of area over and above the area allotted to the Licensee as per the agreement shall lead to termination of the agreement / contract.
20. **APPLICABLE LAWS & NOTICE**

In respect where provisions of Public Premises (Eviction of Unauthorized Occupants) Act, 1971 can be invoked by the Licensor in respect of the Licensed Space the provisions of the said Act shall apply.

In respect of any other dispute or difference relating to the terms of this License Deed, the matter shall be referred to arbitration under the provisions of the Arbitration and Conciliation Act, 1996.

Except as above, only Delhi Courts will have jurisdiction.

21. The Licensee shall not make any additions or alterations in the licensed space without the written consent and approval of Rashtrapati Bhavan.

22. The Licensee shall keep open the licensed space for the use and benefit of the customers at Rashtrapati Bhavan for such hours as may be fixed from time to time by the Licensor. The Licensee shall ensure attendance of staff even during off days and other holidays including National Holidays.

23. All F&B Menus will be approved by the authorities at RB and the caterer will ensure its implementation. The rates of all the meals would be quoted by the tenderer.

24. The Licensee shall be required to adopt fair business practices and to exhibit prices in respect of each item of sale and the price so exhibited should be competitive. The Licensee will not bring, prepare, cook or serve beef products in the restaurant.

25. The Licensee shall observe and comply with all the rules and regulations of the Shops and Establishments Act, Employees’ State Insurance Act, 1948, Minimum Wages Act, Payment of Wages Act, Employees Provident Fund and Miscellaneous Provisions Act, Workmen’ Compensation Act, and any other provisions of the Law, Rules and Regulations enforced from time to time by the local authorities or any other statutory authority. The Licensee shall observe, follow, comply and abide by the sanitary, health and other Municipal By-laws under the provisions of the Municipal Act.

The intending tenderers may conduct a thorough site inspection/inspection of the premises and conduct due diligence survey before submission of bid.

26. The contract may be terminated by either party by giving two month’s notice in writing.

27. **Last date of submission of tender is 14/6/2013 till 3:00 P.M.**

The Rashtrapati Bhavan reserves the right to accept/reject any or all bids in all or part without assigning any reason thereof.
ANNEXURE II

TENDER FOR ________________________  
(FINANCIAL BID)

To
The Director,
Rashtrapati Bhawan
New Delhi

Dear Sir,

I/We, the undersigned having inspected the premises as detailed in the tender document and having read the important instructions in this regard make the following financial bid :-

That I/We will pay the rentals as fixed by you plus all taxes as applicable per month.
The quotes for a fixed menu meal, vegetarian and non-vegetarian respectively are as follows for the three different venues:-

<table>
<thead>
<tr>
<th>VENUE</th>
<th>VEGETARIAN</th>
<th>NON-VEGETARIAN</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. 2MTC</td>
<td>Rs</td>
<td>Rs</td>
</tr>
<tr>
<td>2. EDL</td>
<td>Rs</td>
<td>Rs</td>
</tr>
<tr>
<td>3. Eatery</td>
<td>Rs</td>
<td>Rs</td>
</tr>
</tbody>
</table>

The fixed daily menu would be served as annexed. We would serve different cuisines on different week days (weekly menu to be attached with rates). Separate rates for tandoori items and fast food items are detailed below:-

Tandoori chicken--Rs
Chicken Tikka,—Rs.
Paneer Tikka--Rs
Veg Seekh Kababs --Rs
Golgappa--Rs
Papri chaat---Rs
Chole Bature----Rs
Vegetable Chowmein---Rs
Samosas ---Rs
Hot jalebis---Rs
Any other items

I/We, accept that the decision of the management will be final and binding in accepting or rejecting my / our offer.

Signature _____________
Name _________________
Address _______________

DATED- ________________
(Seal of the company)
President’s Eastate  
Rashtrapati Bhawan  
(Please strike off whichever is not applicable)

1. Name of the Tenderer : ______________________

2. Full address

3. Name of the Firm / Company : ______________________
   Address (permanent including Registered Office) : ______________________

4. Telephone No. (Office) : ______________________
   (Residence) : ______________________

5. Status of the tenderer : ______________________
   (whether sole proprietary / Hindu undivided family (HUF) business / Partnership / Consortium / Joint Venture / Limited Company

5. Annual turnover of 15 lakhs or more per annum for a minimum of three years in similar works(attach documents of proof) : ---------------------

6. Name & address of the Bankers : ______________________

7. Trade (copies of audited balance sheets for the last 3 years to be enclosed) : ______________________

8. Past experience in the Trade. Minimum experience of 5 years in similar field is essential : ______________________
   (a brief and supporting documents to be enclosed)
9. Particulars of income tax last assessment ____________________________
   with permanent account number _________________________
   (Photostat copy to be enclosed)

10. Particulars of earnest money deposit (EMD) _______________________

11. Declaration about no change in business status as well as character record to be given

The information given above are true to my knowledge and belief and no misrepresentation has been made therein.

SIGNATURE OF TENDERER

All copies of documents to be self attested.

The tenderers must furnish a brief resume about self, their company / organization. Previous experience of setting up and running business / restaurant of class / status in India or abroad, details of available expertise, technical know-how and places to run the particular cuisine for which tender is submitted.