

**GOVT OF NCT OF DELHI
OFFICE OF THE MEDICAL SUPERINTENDENT
ARUNA ASAF ALI GOVT HOSPITAL
5, RAJPUR ROAD, DELHI-110054**

No. A/16020/1/2015/AAAGH/

Dated:

**LIMITED TENDER ENQUIRY
FOR ALLOTMENT OF ONE KIOSK IN AAAGH**

EMD in form of FDR/DD : 5,000/-

Start date of issue of Tender : 21.03.2016

Last date for submission of Tender : 29.03.2016 Upto 2.00P.M.

Tender opening date & Time : 29.03.2016 at 3.00P.M.

Tender opening Venue : Room No.101, Medical Superintendent, AAAGH, 5-Rajpur Road, Delhi-54

Sealed quotations are invited for Allotment of One Kiosk in AAAGH

The tender forms with detailed Terms and Conditions shall be available on Delhi Govt. website at https://delhi.gov.in/wps/wcm/connect/doi_aruna/aruna_hospital/home/tenders and <http://delhi.gov.in/wps/wcm/connect/doi/Delhi+Govt/Delhi+Home/Tenders> . The same can be downloaded from the website free of cost. Firms may contact the office of Purchase officer for additional information/any clarification. In case, any holiday is declared by the Government on the day of opening of the Tender/Bids, the same will be opened on the next working day at the same time. Corrigendum if any in R/O this tender shall only be uploaded at the above website and will not be advertised in newspapers, the bidders are therefore advised to keep themselves updated regarding any corrigendum.

The tender form, completed in all aspects duly signed by Bidder/ Authorized person with stamp of the firm on each page should be put in tender box placed in the Room No. 102, AAAGH, 5-Rajpur Road, Delhi-54 before 29.03.2016 Upto 2.00 P.M., Late bids will not be accepted. Bids will be opened on 29.03.2016 at 3.00 P.M. by tender opening committee in the Room of Medical Superintendent, AAAGH, 5-Rajpur Road, Delhi-54 in the presence of bidders or their authorized representatives who may wish to be present on that day & time.

The M.S., AAAGH, 5-Rajpur Road, Delhi-54, reserves the right to accept or reject the tender without assigning any reason thereof.

**Medical Superintendent
Aruna Asaf Ali Govt. Hospital**

SECTION I

GENERAL TERMS AND CONDITIONS

The following terms and conditions may be read carefully and complied with before submitting the tender/response to the proposal. These terms and conditions will not be modified except by a written addendum/corrigendum issued online only, by the Medical Superintendent, Aruna Asaf Ali Government Hospital, Delhi. No provision hereof shall be deemed waived until and unless such waiver is issued in writing and signed by Medical Superintendent. If any term and/or condition of this document are held invalid, the remaining document shall continue to be in full force and effect.

1. Bidder must assess business before participating in tender.
2. Bidding firm should not be black-listed/debarred by any government institution in the last 3 years. Such tenders shall be rejected.
3. The bidder will have to deposit earnest money as per the LTE along with Annexures I & II in physical form well within the tender submission date and time. FDR/DD should be in favour of Medical Superintendent, Aruna Asaf Ali Government Hospital, Delhi (valid for 90 days from the time of submission of the bid). Proposal without FDR/DD will be rejected.
4. If any information/documents furnished by Bidder are found to be incorrect/fake/forged at any time, the proposal/contract will be terminated without any notice and the Security Deposit/EMD will be forfeited.
5. In case the bidder fails to commence/execute the work as stipulated in the tender document or in the event of non-commencement or unsatisfactory performance; or if there is a breach of any terms and condition of the contract, Medical Superintendent, Aruna Asaf Ali Government Hospital, Delhi, reserves the right to withhold the payment and forfeit the security deposit as required.
6. In case of any violation of statutory provision under Labour law/Bio Medical Waste Rules or otherwise, by or on behalf of the bidder, there will not be any liability on Medical Superintendent, Aruna Asaf Ali Government Hospital, Delhi.
7. Bidder will be abiding by all the terms & conditions of tender document.
8. No bidder or his representative shall bring or attempt to bring any political or other outside influence to bear upon any superior authority or hospital functionaries to further his business interest. Upon doing so, tender of the concerned bidder will be rejected without assigning any reason.
9. If any complaint of misbehaviour or mishandling of goods and services by bidder or its representative comes into the knowledge of the hospital authorities, all such responsibility shall lie on the bidder. He will be responsible to make good for the losses so suffered by the department.
10. **The Medical Superintendent has full authority to take into account the performance of the bidder. The bidder should submit a latest performance certificate to testify proper dealing and performance in the pre-qualification bid. Tendering firm/individual must have at least one year experience of running kiosk/shop of similar nature in Government organization including autonomous bodies and PSU. The experience should be within five preceding years from the due date of the tender.**

11. EXCLUSIVE RIGHT: Medical Superintendent, Aruna Asaf Ali Government Hospital, Delhi has the full and exclusive right to accept or reject any of the proposals without assigning any reasons.

DR. S.K. BANSAL
MEDICAL SUPERINTENDENT
Aruna Asaf Ali Government Hospital, Delhi.

SECTION II

SPECIAL TERMS AND CONDITIONS

1. Only representatives of Indian Nationality, working in the field of education, health & social service having experience of taking care of food/beverages related kiosks are eligible to apply.
2. The sole purpose of establishment in running of this kiosk is to facilitate the patients, attendants and hospital staff with amenities of high standards at the lowest possible rates. Bidders looking for high profits expected of similar commercial establishments catering to the general public need not apply.
3. Bidder submitting a tender would be presumed to have considered and accepted all the terms and conditions of the tender.
4. The applicant should not have any criminal liability (Affidavit in this regard to be submitted in pre-qualification bid as detailed in Annexure II) and must not be a minor.
5. The Medical Superintendent of Aruna Asaf Ali Government Hospital reserves the right to reject any application of the applicant, without any further communication of reasons to the applicant.
6. The kiosk will be normally allotted to the highest bidder who offers the highest amount of monthly license fee amongst the bidders for the kiosk. **The minimum reserves price of licence fees per kiosk would be Rs. 3,500/- (Rs Three Thousand Five Hundred) per month.** Medical Superintendent reserves the right to reject the highest offer or all the offers without assigning any reason.
7. The successful bidder will have to sign an agreement with the competent authority of the hospital for allotment of the kiosk initially for a period of three years which can be renewed for further two years annually on satisfactory services of the licensee and on mutual consent. The Medical Superintendent of Aruna Asaf Ali Government Hospital reserves the right to extend the contract further. License fee and utility charges will be revised every year excluding the first three years after the allotment of the kiosk. After the expiry of the term of the License, the licensee shall vacate the kiosk/stall; give up the sale of products there and handover the peaceful and vacant possession of the kiosk/stall to the licensor.
8. The competent authority reserves the right not to renew the agreement after a period of three years without specifying any reason to the kiosk holder and occupants of kiosk shall vacate the same on the last day of period of engagement in the agreement without any notice from the hospital authorities, if the agreement is not renewed. The kiosk holder will clear all water and electricity dues for the period of engagement failing which the security deposit will be withheld till such dues are cleared.
9. The kiosks holder will only sell the items so authorized in the agreement and provide the facilities to the public as mentioned in the agreement.
10. The kiosk holder will not use the kiosks for the purpose other than specified in the agreement. Violation of this term & condition will lead to imposition of penalty as per agreement and may lead to cancellation of allotment of kiosk.
11. The kiosks holder will use the space/location allotted to them and they will not change their location and the space allotted to them under any circumstances. No encroachment is permissible. The licensee shall not make any additions or alteration in the premises,

- permanent or otherwise as fixtures/canopy/parapet/racks etc outside the allotted space, without the expressed permission of the Hospital authorities.
12. The monthly charges including license fee & water bill as mentioned in the agreement will have to be paid by the kiosks holder by the 10th of every month, failing which will attract penalty. Penalty @ 1% of the bill amount per delayed bill per day will be charged for late payment. Non submission of monthly charges for two continuous months and/or on default in payment within stipulated time on three instances during the period of engagement will result in cancellation of the allotment of the kiosk without any notice.
 13. A separate electricity sub- meter will be installed at the kiosk by PWD (Elect.) and the kiosk holder will have to pay the electricity charges on the basis of the actual reading in the sub-meter on the last day of the month, by 10th day of the next month at rates approved by the MS, failing which electricity may be discontinued.
 14. A separate water sub- meter will be installed at every kiosk by PWD (Civil) and kiosk holder will have to pay the water charges on the basis of the actual reading in the water sub-meter on the last day of the month, by 10th day of the next month at DJB highest slab of commercial rates.
 15. The kiosk holder will be responsible for maintaining absolute cleanliness of kiosks and also for an area of 15 meter radius around the kiosk. He will engage a separate Safai Karamchhari for maintaining the cleanliness of this area round the clock. On inspection, if this area is found dirty, a penalty will be imposed on the kiosk holder as per the agreement. The kiosk holder should maintain the hygiene/cleanliness of the premises at all times according to the Health/Hygienic bye-laws of the Civic Bodies/appropriate authority
 16. The kiosk will be under supervision of a Nodal Officer appointed by the Medical Superintendent and instructions given by Nodal Officer from time to time will be strictly followed.
 17. Use/sale of any products containing alcohol/tobacco is strictly prohibited in the kiosks. Violations of these instructions may result in cancellation of agreement.
 18. No subletting of kiosk is permissible. On detection of such subletting, the allotment will be liable to be cancelled immediately.
 19. The Medical Superintendent shall not be responsible financially or otherwise for any injury & accident to the bidder or his personnel in the course of performing the duty.
 20. The kiosk holder will abide by all Laws & Acts as applicable in Government of NCT of Delhi, for running this type of kiosks and Aruna Asaf Ali Government Hospital will not be responsible for any default on the part of the kiosk holder.
 21. The kiosk holder will submit a Performance Security of Rs.10,000/- (interest free) in the form of FDR/Bank Guarantee in favour of Medical Superintendent, valid for 90 days BEYOND the period of contract(i.e. for a total of 39 months) to Aruna Asaf Ali Government Hospital before the issue of allotment letter. The EMD deposited at the time of submission of bid will then be released. In case of renewal of contract new security deposit will be submitted by the kiosk holder.
 22. In the event of any breach/violation or contravention of any terms and conditions by the Bidder, the security deposit of the bidder shall be forfeited by the Medical Superintendent, Aruna Asaf Ali Government Hospital, Delhi.

23. Aruna Asaf Ali Government Hospital will not be responsible for any mishap inside the kiosks. It will be the sole responsibility of the kiosk holder in case, any loss or mishap occurs.
24. **The kiosks will be started within 10 days of the allotment letter failing which the allotment is liable to be cancelled. If kiosk holder fails to execute the work in the specified period, performance security shall be forfeited and tender would be allotted to next bidder (H-2).**
25. The competent authority in the hospital reserves the right to terminate the contract at any time without assigning any reason by issuing one month notice.
26. The kiosk/stall holder has to submit a copy of food licence issued by Directorate of Prevention of Food Adulteration. The licensee shall, as per the agreement, sell all food items of the highest grade, free of all defects and faults and of the best materials, quality, manufacture and workmanship throughout.
27. In case of dispute, courts at Delhi/New Delhi shall have the jurisdiction.
28. The basic structure of the kiosk is ready for use. Any temporary/semi-permanent fabrication such as shelves, cupboards etc will be done after due approval from the MS, by the kiosk holder at his/her own cost. The kiosk will be at the location mentioned below, in the hospital premises:-

S. No.	Particulars of allotment	Nos. to be allotted	Location of kiosk/stall	Space Allotted
1.	Kiosks for sale of food items as per the agreement such as tea, coffee, Cold Drinks and Snacks, juices & related products and Milk products in Aruna Asaf Ali Government Hospital	01	Inside and near Gate No 1 (Casualty side entrance of the Hospital)	Approx. 64 sq. ft. (8" X 8")

29. Any damage to hospital property/fixtures caused due to mishandling/negligence of the Kiosk staff will have to be rectified/replaced by the licensee immediately.
30. The licensee has no right on the land of licensed premises.
31. The licensee will have to present himself before the Medical Superintendent or the Nodal Officer as and when required.
32. **In case of non-compliance of terms & conditions by the licensee, such as littering around the kiosk, extension/encroachment beyond the space allotted, serving stale food or any other breach in the terms and conditions of the tender/agreement; at first instance penalty of Rs. 500/- will be imposed and subsequently thereafter Rs.1000/- per non-compliance.**
33. Medical Superintendent, Aruna Asaf Ali Government Hospital or the Nodal Officer or any authorized person/ committee will have the power to inspect the eatables products at any time and if not found worth consuming, same shall be discarded and the sample would be sent to P.F.A. laboratory for testing. The packaged/branded snacks and packaged/bottled drinks will not be sold beyond MRP. Packaged/branded snacks and packaged/bottled drinks should be FSSAI marked. The rates of non-packaged snacks/drinks will not be more than the rates mentioned in the list enclosed (Annexure

- V). The vendor shall not be permitted to sell non-packaged snacks/drinks other than those mentioned in the list (Annexure V).
34. A committee constituted by hospital authority will periodically monitor quality of the food, hygienic condition in kiosk and the licensee will have to maintain the standards up to the satisfaction of committee and prescribed norms.
 35. The conduct/behaviour and cleanliness of all kiosk attendants will be the responsibility of the licensee. The licensee should obtain the necessary police verification of all his/her employees. He/she shall not employ any child labourer. He shall follow all the rules as laid down by the Government. The licensee will get his/her employees medically examined at his/her own cost. A copy of the medical certificate should be submitted to the Nodal Officer within one week of engagement of the employee.
 36. All attendants in the kiosk should be wearing uniforms as decided by the hospital provided by the licensee. A list of all the attendants should be submitted to the concerned Nodal Officer upon employment by the kiosk holder. Any change of the attendant/s due to any reason, should also be intimated to the concerned nodal officer in advance and the medical certificate of the new employee should be submitted accordingly within one week of employment.
 37. Complaint books are to be maintained and submitted to the Nodal Officer for scrutiny every month. If complaint books are not submitted by the 10th of every month for scrutiny, a fine of Rs.1000/- will be imposed and further action as deemed fit will be taken.
 38. Disposable glasses and plates will be used for serving & packaging various items. However, **NO PLASTIC MATERIAL** is to be used for such purpose.
 39. In case of three regular complaints of unsatisfactory services brought to the notice of the Medical Superintendent, the hospital authorities reserve the right to cancel the allotment at one month notice.
 40. After determining the successful bidder, hospital will issue an offer letter to the successful bidder. The successful bidder shall submit letter of acceptance along with Performance Guarantee of an amount of Rs. 10,000/- valid from the date of acceptance to a period of 90 days beyond the period of contract (i.e. for a total of 39 months) within a period of seven days from the date of issue of offer letter and sign the agreement within ten days of issue of letter of award.
 41. Aruna Asaf Ali Government Hospital shall not be liable for any liability arising under the labour laws or any other law of the land incurred by the Bidder including taxes.
 42. The licensee will make their own arrangements for transportation and food/snacks while at work at their own cost and the hospital will not entertain any financial expenditure or provide any canteen facility.
 43. The licensee shall be solely responsible for compliance with all labour laws which shall include all liabilities of the Provident Fund Act, Contract labour (Regulation and Abolition Act-1979) ESI Act, Workmen's Compensation Act, Minimum Wages Act and other Labour Welfare Act in respect of its personnel.
 44. The licensee shall be responsible to obtain any or all permission and/or clearance from any/ all authorities, government or otherwise and hospital shall not be liable or responsible for any of the act or omissions on the part of the licensee.

SECTION III

SCHEDULE OF REQUIREMENTS

1. VALIDITY OF TENDERS / TERMS OF CONTRACT:

1.1 Unless earlier terminated as set forth herein, the allotment will be effective for the term initially for a period of three years which will be renewed for further two years annually on satisfactory services of the licensee and on mutual consent. The Medical Superintendent of Aruna Asaf Ali Government Hospital reserves the right to extend the contract any further. License fee and utility charges will be revised every year, excluding the first three years.

2. EARNEST MONEY DEPOSIT (EMD) / BID SECURITY

2.1 A Fixed Deposit Receipt/DD of an amount of Rs. 5,000/- must accompany each tender, from a Nationalized Bank/Commercial Bank, in the name of Medical Superintendent, Aruna Asaf Ali Government Hospital, Delhi as per LTE, Earnest Money deposit should be valid for a minimum period of 90 days. No Cheque / Postal order / Money Order / Cash payment/ will be accepted.

2.2 However firms who are exempted from depositing the Earnest Money will have to submit the document issued by the competent authority of the government for such exemption.

2.3 The EMD is refundable to the unsuccessful bidders after the award of tender, within 30 days after the award of the tender. The EMD will be forfeited if the successful bidders fail to abide by the terms and conditions in toto.

2.4 Security Deposit is liable to be forfeited if the bidder fails to comply with the terms and conditions of the tender and agreement during the contract period.

2.5 Under no circumstances, interest on Security deposit would be payable by Aruna Asaf Ali Government Hospital.

2.6 Security Deposit should remain valid for a period of 90 days beyond the date of completion of all the contractual obligations of the licensee/bidder including warranty obligations (i.e. for a total of 39 months) .

3. PERFORMANCE SECURITY DEPOSIT

3.1 In order to ensure due performance of the contract, a performance security shall be taken from the successful bidder (**within seven days of letter of offer**). Performance security shall be obtained from the successful bidder & same shall be of an amount of Rs. 10,000/- Performance security shall be furnished in the form of Fixed Deposit Receipt or Bank Guarantee from a commercial bank in an acceptable form and it should remain valid for a period of 90 days beyond the date of completion of all contractual obligation (i.e. for a total of 39 months) by the kiosk holder including warranty obligation.

3.2 EMDs shall be returned to the bidders after submission of the Performance Security. Bid Security deposit/Security Performance is liable to be forfeited if the bidder withdraws or impairs or derogates the bid in any respect

4. PERFORMANCE CERTIFICATE

4.1 They should submit a latest performance certificate to testify the proper dealing and performance. Tendering firm/individual must have at least one year experience of running of kiosk/shop of similar nature in Government organization including autonomous bodies and PSU. The experience should be within five preceding years from the due date of the tender.

5. LAWS GOVERNING THE CONTRACT: -

5.1 This contract shall be governed by the laws of India.

5.2 The courts of Delhi/New Delhi only shall have jurisdictions to decide any dispute arising out of or in respect of the contract

6. DISPUTES AND ARBITRATION:-

6.1 All disputes or differences arising during the execution of the contract shall be resolved by the mutual discussion failing which the matter will be referred to the Pr. Secretary (Health & Family Welfare, Law, Justice & Legislative Affairs), Government of NCT of Delhi or his nominee for arbitration whose decision shall be binding on the contracting parties.

SECTION IV

PROCEDURE OF SUBMITTING TENDER DOCUMENT

Tenderers should strictly follow the instructions given below:

1. The tender is required to be prepared in one sealed envelope super-scribed with **LTE for Allotment of One Kiosk in AAAGH**, Date of Opening, Name and Address of the Tenderer, containing two sealed envelopes i.e. One for Technical Bid & second for Price Bid.
2. **TECHNICAL BID:** The envelop should be super-scribed as “Technical Bid” for **LTE for Allotment of One Kiosk in AAAGH** and should contain –

“A” TECHNICAL BID (ESSENTIAL DOCUMENTS)

Before submitting, bidders shall check & arrange in order the list of essential documents mentioned hereunder, failing which the tender shall not be considered.

DOCUMENTS TO BE SUBMITTED IN ORIGINAL

Documents to be submitted in original in the Tender box provided in the Office of the Medical Superintendent, room no. 101, Administrative Block, Aruna Asaf Ali Government Hospital on or before last date of Submission of the Tender are as mentioned hereunder: -

1. EMD of Rs. 5,000/- in form of F.D.R. (Fixed deposit receipt)/Bank Guarantee/DD issued by Nationalized/Commercial Bank for a period of 90 days from the date of submission of the tender.
2. An undertaking on “Non-Judicial” Stamp paper of Rs. 100/- duly attested and stamped by Notary Public on prescribed Performa (Annexure-I)
3. An Under taking on Non-Judicial Stamp Paper of Rs. 100/- for Criminal Liability of bidder and his personnel duly attested and stamped by Notary Public on prescribed Performa (Annexure-II).
4. Self attested copy of PAN card of authorised signatory/firm.
5. Self-attested copy of Registration certificate with Trade & Taxes Department
6. Self-attested copy of Service Tax Registration, if applicable
7. Self-attested copy of Residence Proof of bidder/office address of firm i.e. Ration Card/Passport/ latest paid Electricity Bill/Income Tax Certificate/Aadhaar card.
8. Latest VAT return submitted to the department of Trade & Taxes (Should not be more than one year old i.e.; not prior to FY 2014-15).
9. Latest performance certificate on the official letter head of the Government Organisation including autonomous bodies and PSU where services have been rendered by the bidder, to testify the proper dealing and performance. Tendering firm/individual must have at least one year experience of running of kiosk/shop of similar nature in Government organization including autonomous bodies and PSU. The experience should be within five preceding years from the due date of the tender.
10. In case of authorised signatory, a letter of authorisation from the proprietor in favour of authorised signatory must accompany the bid.
11. A copy of food licence issued by Directorate of Prevention of Food Adulteration

“B” PRICE/COMMERCIAL BID

The commercial bid (Financial bid/Price bid) shall be as per the Section V, annexure IV.

General guidelines for bidders regarding price bid: -

1. The Bid will be for the entire project as well as for the individual components.
2. No decrease in License Fee quoted during the validity of the contract will be allowed.
3. The bidder should quote the rates in Indian currency only.
4. Only single price, without decimal digits, will be accepted.
5. Price Bids should be strictly as per Section V, Annexure IV. Price bids showing rates like “Tax included/ inclusive of tax/ Tax paid” etc are not acceptable and such offer will not be considered.

Notification of Award

1. Tender evaluation committee will open the sealed envelopes super scribed as “Technical Bid” and will evaluate the documents submitted by the bidders and if all the documents listed in section IV found in order, will declare successful bidder in technical bid evaluation. The sealed envelopes super scribed as “Price Bid” will be opened only of successful bidders who qualifies the technical bid evaluation.
2. Aruna Asaf Ali Government Hospital will notify the successful bidder in writing or by fax or email, that its proposal has been accepted.
3. The notification of award will constitute the formation of the contract/agreement.
4. Upon the successful bidders furnishing of Performance Bank Guarantee, Aruna Asaf Ali Government Hospital will notify each unsuccessful bidder and return their EMD within 30 days beyond the award of the contract to the successful bidder.
5. The EMD of successful bidder shall be returned only after furnishing of Performance Bank Guarantee and signing of contract/agreement.

UNDERTAKING [To be executed on Rs 100/- Non Judicial Stamp Paper(Notarized)]

Name of the Bidder..... Tender Due date.....

To,
The Medical Superintendent,
Aruna Asaf Ali Government Hospital.
5 Rajpur Road, Civil Lines
Delhi – 110054.

1. The undersigned certify that I have gone through the terms and conditions mentioned in the tender document and undertake to comply with them. I have no objection for any of the contents of the tender document and I undertake not to submit any complaint/representation against the tender document after submission date and time of the tender.
2. The rates quoted by me/us are valid and binding upon me/ us for the entire period of the contract.
3. I/we hereby bind myself/ourselves to Lt. Governor of Delhi for providing Kiosk services at Aruna Asaf Ali Government Hospital premises, Delhi for the period of contract.
4. I/We declare that no legal/financial irregularities are pending against the proprietor/partner of the tendering firm or manufacturer.
5. The security money deposited by me/us shall remain in the custody of the Medical Superintendent, Aruna Asaf Ali Government Hospital for 90 days beyond the expiry of the contract or till disposal of any disputes that may arise during the period of service. For security deposit that may be withheld by the Medical Superintendent, Aruna Asaf Ali Government Hospital beyond the stipulated period, for whatsoever reasons, I/we shall not claim any interest.
6. I/We also agree to sign the License Deed within 7 working days from the date of issue of letter of acceptance/award, failing which the earnest money deposited by me shall be liable to forfeiture.
7. I/we will be wholly responsible for running Hot/Cold Drinks/Bottled water/snacks etc. in the kiosk at Aruna Asaf Ali Government Hospital premises and will ensure supply/quality of products r the terms mentioned in tender document. I/we shall be fully responsible for any problem arising due to sub-standard products.
8. Damage to hospital property, if any due to lapse on my part or on the part of my staff may be recovered from me. I/we shall be fully responsible for the acts, conducts and behavior of the staff deployed by me/us.

9. If any lapse occur on my/our part or on the part of my/our staff while discharging the services the hospital authorities may cancel my/our contract & award the work to another agency & difference may be recovered from me/us and the security money deposit with the hospital may also forfeited.
10. The decision of Medical Superintendent, Aruna Asaf Ali Government Hospital will be binding upon me/us.
11. I/We undertake that I will not submit any irrelevant documents with the tender and in doing so I will not have any objection if my tender is rejected on that ground
12. That no civil/criminal/Income Tax/Black listing case is pending against my firm.
13. I am signing the document of this tender in the capacity of Proprietor/Partner/Director /authorized signatory of the company (Tick the appropriate one).

Affirmation

I pledge and solemnly affirm that the information submitted by me along with the tender documents is true to the best of my knowledge and belief. I further pledge and solemnly affirm that nothing has been concealed by me and if anything comes to the notice of Hospital Authorities during the validity of tender period, the Medical Superintendent, Aruna Asaf Ali Government Hospital, will have full authority as he deems fit, which may amount to rejection of tender and forfeiture of EMD without assigning any reason.

Place.....

Date.....

Signature of the Bidder

Name in Block Letters.....

Seal of the Agency

NO CRIMINAL LIABILITY UNDERTAKING UNDER TAKING
[To be executed on Rs 100/- Non Judicial Stamp Paper (Notarized)]

IS/o Sh.....
Resident of Address).....

do solemnly pledge and affirm :-

1. That I am the proprietor/partner/authorised signatory of

M/S

2. That no case of any nature i.e. CBI, Criminal/Income Tax/ Sales Tax/ Blacklisting is pending against the firm/me.

Signature of the Bidder
Rubber Stamp of Bidder

**CHECKLIST FOR ESSENTIAL DOCUMENTS TO BE SUBMITTED FOR
TECHNICAL BID**

I have gone through the Terms & Conditions laid down in the tender document and I accept the same. I am herewith submitting essential documents in Technical bid as per details given below (Before submitting, Bidders shall check & arrange in order the list of essential documents mentioned hereunder, failing which the tender shall not be considered):--

Documents to be submitted in original in the Tender box provided in the Medical Superintendent's office, room number 101, Administrative Block, Aruna Asaf Ali Government Hospital on or before last date of submission.

1	Bid Security/ EMD in Original for Rs. 5,000/- in the form of F.D.R. (Fixed deposit receipt)/ Bank Guarantee/DD issued by Nationalized/Commercial Bank for a period of 03 months from the date of submission of the tender. (ref. point 2.1 of Schedule of Requirements, Section III).
2	An undertaking on "Non-Judicial" Stamp paper of Rs. 100/- duly attested and stamped by Notary Public on prescribed Performa (Annexure-I)
3	An Under taking on Non-Judicial Stamp Paper of Rs. 100/- for Criminal Liability of bidder and his personnel duly attested and stamped by Notary Public on prescribed Performa (Annexure-II)
4	Self attested copy of PAN card of authorised signatory/firm.
5	Self-attested copy of Registration certificate with Trade & Taxes Department
6	Self-attested copy of Service Tax Registration, if applicable
7	Self-attested copy of Residence Proof of bidder/office address of firm i.e. Ration Card/Passport/ latest paid Electricity Bill/Income Tax Certificate/Aadhaar card
8	Self-attested copy of latest VAT return submitted to the department of Trade & Taxes (Should not be more than one year old i.e.; not prior to FY 2014-15).
9	Self-attested copy of latest performance certificate to testify the proper dealing and performance. Tendering firm/individual must have at least one year experience of running of kiosk/shop of similar nature in Government organization including autonomous bodies and PSU. The experience should be within five preceding years from the due date of the tender.
10	In case of authorised signatory, a letter of authorisation in original from the proprietor in favour of authorised signatory must accompany the bid.
11	Self attested copy of food licence issued by Directorate of Prevention of Food Adulteration

Yours faithfully,

Name & Signature of the bidder with date
Rubber Stamp of Bidder

SECTION V

Annexure-IV

**GOVT OF NCT OF DELHI
OFFICE OF THE MEDICAL SUPERINTENDENT
ARUNA ASAF ALI GOVT HOSPITAL
5, RAJPUR ROAD, DELHI-110054**

PRICE BID

**FOR RUNNING HOT/COLD DRINKS/EATABLE SNACKS/BOTTLED WATER ETC.
AT THE KIOSK IN THE PREMISES OF ARUNA ASAF ALI GOVERNMENT
HOSPITAL, 5 RAJPUR ROAD, CIVIL LINES, DELHI-110054.**

On the letter head of the firms mentioning therein Proper address, TIN Number & Contact
Details

S. No.	Description	License Fee Per Month	
		In figures	In words
1.	License fee for running kiosk at Aruna Asaf Ali Government Hospital		

Signature of the bidders.....

Name in Block Letters.....

Seal of the Agency

In case of discrepancy in the amount quoted in figures and in words, the amount quoted in
words shall be considered final.

*(Note: Electricity & Water charges are extra & will be paid by the licensee directly to the
licensee).*

**GOVT OF NCT OF DELHI
OFFICE OF THE MEDICAL SUPERINTENDENT
ARUNA ASAF ALI GOVT HOSPITAL
5, RAJPUR ROAD, DELHI-110054**

LIST OF NON-PACKAGED SNACKS/DRINKS

S. No	Item	Quantity	Price (in Rs)
1	Samosa (100 gm)	01	10.00
2	Patty (Vegetarian)	01	10.00
3	Bread Pakora	01	10.00
4	Burger (Vegetarian)	01	20.00
5	Tea - 150ml	01	08.00
6	Coffee- 150 ml	01	10.00
7	Tomato Soup – 150 ml	01	10.00

PRICE OF BOTTLED WATER/COLD DRINKS/PACKAGED AND BOTTLED JUICES/PACKAGED AND BOTTLED MILK/PACKAGED SNACKS/BRANDED FOOD ITEMS SHOULD NOT EXCEED MRP.

ALL PACKAGED WATER/SNACKS/DRINKS SHOULD BE FSSAI MARKED.

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TENDER FORM

1	<i>Name of the Tenderer</i>	
2	<i>Registered Address of the company:</i> (Address, tel, fax, e-mail, website)	
3	PAN NUMBER of the tenderer	
4	VAT Registration No	
5	Office Address E-mail	
6	<i>Contact Person:</i> Designation Mobile Phone No Telephone No Fax No e-mail	

Date:

Signature of Authorized signatory

Name:

Office Seal