

Standard Bidding Documents

Catering Services for the Fiscal Year 2019-2020 at UWICER, LamiGoempa, Bumthang

Terms and Condition

The UWICER Cafeteria consists of a wet canteen and a grocery shop.

The licenses of both the enterprise will be in the name of Lessee.

1. Space for running a grocery cum general shop will be provided
2. Space for cooking and storage will also be provided. The cooking space and store has to be shared with the Lessor whenever required
3. Shelves and sales counter table will be provided
4. Fully furnished dining area will be provided, which has to be shared whenever required
5. Refrigerators will also be provided
6. Officers' lounge/professional lounge with Television and Karaoke and Pool room will be provided/ the committee/institute shall have the decision over the use of it. The lessor has every right to reserve the facilities for the staffs and trainees of the Institute
7. All these facilities and equipments should be taken care by the Lessee

A. General Terms and Conditions

1. The rent is fixed at Nu. 10,000/- per month and should be paid to Finance section in every subsequent month
2. The bid should be accompanied by bid security/EMD of **Nu. 50,000.00/-** (Fifty thousand only) in favour of Director, UWICER, Bumthang
3. If the bidder is awarded the contract, the performance Security shall be amount equal to bid security and should submit within 15 days of award of contract.
4. The successful bidder will be awarded a contract of One Year. After completion of the tenure, If Management finds the service satisfactory, the committee after review shall extend the contract period
5. However, the contract will be terminated before the expiry of the contract period if the services are unsatisfactory or fail to abide by the terms and conditions. The person who is awarded the contract should manage the canteen and transfer of the contract will not be accepted.
6. Electricity charges will have to be borne separately by the successful bidder.

7. The winning bidder should pay the necessary Business Income Tax (BIT) and other payments required by the competent authority in this regard.
8. The sale of alcohol is strictly prohibited. If apprehended, then the management reserves the right to revoke the Cafeteria Management and the UWICER management will re-tender the bids.
9. The rates for all food items shall be valid for ONE YEAR.
10. All the grocery items shall not exceed 10% from its MRP
11. The successful bidder will be held responsible to any damage caused to the infrastructure and furnitures once handed over to his/her and should restore the lost or damaged item.
12. The successful bidder should follow the closing timing for cafeteria as directed by the management.
13. The successful bidder should also make proper use of the facilities provided and maintain cleanliness in and around the Cafeteria premises at all times and should abide to the instruction of management.
14. Proper waste management (disposing of garbage's) practices should be implemented around the cafeteria premises.
15. For any kind of trainings/ seminars/workshops etc organized at UWICER, the catering services will be provided by the Cafeteria.
16. No outsiders shall be entertained at the canteen premises unless he/she is working for the Institute or accompanied by the staff of UWICER or without any approval or information from/to management
17. The Cafeteria management which has been revoked due to misconduct and who has been found not abiding by the above listed terms and conditions shall not be entitled to bid for subsequent years.
18. The Cafeteria cleanliness time to time will be monitor by Administrative Officer of UWICER.
19. The Committee shall randomly review to monitor quality, quantity of the meals served and sanitation measures without prior notice.
20. Besides regular catering during office hours, the Cafeteria should always available whenever necessary during weekends and Government holidays.
21. He/She should inform the employer in writing one day ahead if unable to attend the cafeteria due to severe humanitarian reasons.
22. The basic component of menus such as rice, vegetable curry one meat item, Dals and Ezay must be available during all working hours.
23. The Security Deposits as prescribed in the General Terms and Condition will be forfeited at any cost if foods quality performance and services rendered is inadequate.

24. If the bidder submits the incomplete bid, the bid shall be considered as invalid.

25. The bidder shall be eligible to claim service charges if the catering services should go beyond Bumthang

25. The last date of submission of bid is on or before **June 10, 2019, Time : 11:30am.**

26. Other terms and condition shall be applicable as per the SBD provided at the time of advertisement

Canteen Menu list for the Fiscal Year 2019-2020				
SN	Items	Unit	Rate (Nu.)	Remarks
1	Red/white Rice	Per Plate		
2	Khuley	Per Pcs		
3	Putta	Per Plate		
4	Jangbali	Per Plate		
5	Naan	Per pcs		
6	Local Cheese fry	Per cup		
7	Sikkam Paa	Per Plate		
8	Sikkam Datse	Per Cup		
9	Beef Paa	Per Plate		
10	Shakam Datse	Per Cup		
11	Chicken Roast	Per Plate		
12	Chicken Curry	Per Cup		
13	Chicken Chilli	Per Plate		
14	Beef Chilli	Per Plate		
15	Fried Wet Fish	Per Plate		
16	Wet Fish Curry	Per Cup		
17	Fried Liver	Per Plate		
18	Fried Lungs	Per Plate		
19	Fried Gaep	Per Plate		
21	Egg Omlet	Per Plate		
22	Boiled egg curry	Per Cup		
24	Fried Paneer Muttar	Per Cup		
25	Mushroom Datse	Per Cup		
26	Ema Datse	Per Cup		
27	Asparagus Datse	Per Cup		
28	Sag Datse	Per Cup		
29	Kewa Datse	Per Cup		
30	Beans Datse	Per Cup		
31	Fern Datse	Per cup		
32	Mixed Veg	Per Cup		

33	Dal/Pacha/sag Jaju	Per Cup		
34	Salad/papad/Desert	Per Cup		
35	Maggi/Koka	Per plate		
36	Non-veg Chowmein	Per plate		
38	Veg Chowmein	Per plate		
39	Non-veg Momo	Per plate		
40	Cheese/Veg momo	Per plate		
41	Puri	Per plate		
42	Sukha roti	Per plate		
46	Alu dam	Per Plate		
48	Beef Bathup	Per Plate		
50	Paneer Rice Thukpa	Per Plate		

TEA AND SNACKS

1	Suja	Per Mug		
2	Dresi	Per cup		
3	Shamdrel	Per cup		
4	Milk tea	Per Mug		
5	Milk Coffee	Per Mug		
6	Cake	Per pcs		
7	Sandwich	per pcs		
8	Fried Groundnut	Per plate		
9	Fried Cashewnut	Per plate		
10	Nimki	Per plate		
11	Samausa	Per plate		
12	Aloo chop	Per plate		
13	Pay zey	Per plate		
14	High Tea(momo, cake and Dresi)	Per pax		

COLD DRINKS

1	Mango Juice	1 ltr		
2	Apple juice	1 ltr		
3	Guava Juice	1 ltr		
4	Frooti	300 ml		
5	Mirinda	1 ltr/300 ml		
6	Mixed fruit Juice	1 ltr		
7	Coke/fanta	1 ltr/300ml		
8	Mineral water	1 ltr/ltr		
9	Lipton			