

NOTICE INVITING QUOTATIONS:

Cochin Special Economic Zone (CSEZ) is a multi-sector industrial park in Kerala providing employment to more than 12,000 personnel. Cochin Special Economic Zone Authority (CSEZA) is the developer of the CSEZ and provides common infrastructure facilities. CSEZA has provided an area of 278.70 sq. mtrs. (3000 sft.) built up space for running a canteen in Plot No.13 for the welfare of the employees in the Zone.

The Cochin Special Economic Zone Authority invites Sealed Quotations for running canteen from registered women self help groups as per the terms and conditions given below so as to reach the Chairperson, Cochin Special Economic Zone Authority, CSEZ Administrative Building, Kakkanad, Kochi - 682 037 upto 3.00 P.M. on or before 03.04.2024 which will be opened at 3.30 P.M on the same day, in presence of the bidders who are present.

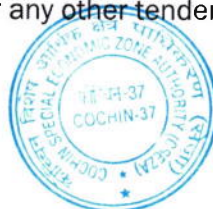
Name Of Work : Running a canteen at Plot No.13, CSEZ

Eligibility :-

1. The Agency/ Groups should have experience of at least 1 year as on 31.12.2023 in providing Canteen services. The proof showing the experience duly attested by a Gazetted officer should be attached along with the Quotation.
2. The Agency/Groups should possess license as per Food Safety and Standards (FSSAI) Acts 2006, Government of Kerala and the copy of the same shall be attached along with the Quotation.

Criteria for selection:

1. Selection of the bidders shall be based on the rate of rent payable per month to the CSEZA and also the rate of food items mentioned at Annexure I. However, the item rate offered should not be more than the limit mentioned in Annexure I.
 - a) The base rate of lease rent for the built-up area is Rs.2.00 per square feet per month plus applicable GST. The minimum increase for a bid shall be Re.1.00.
 - b) Since the canteen is for the welfare of the employees, item rate offered by the bidder should be reasonable.
2. Development Commissioner reserves the right to accept or reject any or all bids without assigning any reasons thereof. No Bidder shall have any cause of action or claim against the Authority for rejection of the Bid and CSEZA will not be bound to accept the lowest or any other tender.



Special Terms & Condition for Canteen Services :-

1. The period of running service of canteen shall be for 1 (one) year from the date of award of work.
2. The successful bidder shall remit an amount of Rs.30,000/- (Rupees Thirty Thousand only) to CSEZ Authority Fund A/c.30728631084, SBI, CEPZ Branch, Kakkanad as interest-free Security Deposit for the proper fulfillment of the terms and conditions of the contract. The security deposit shall be refunded to the Contractor without any interest whatsoever after deducting any amount due to CSEZA/ and or statutory payments due from him only on successful completion of the contract.
3. The successful bidder shall be required to execute an agreement in the prescribed format on non-judicial stamp paper.
4. The services will be reviewed at every three months and shall be terminated, if services are not satisfactory, with a notice of one month.
5. The rate quoted for each item is final and will not be considered for any upward change during the period of one year.
6. Uniform has to be worn and neatly maintained for the suppliers and the staff of canteen.
7. The staff shall be provided with disposable gloves and head cap.
8. CSEZA's authorized officials has the right to inspect the functioning of canteen at any time.
9. A menu board should be kept in canteen all the time displaying the items of each day and tariff at a prominent place.
10. Hand wash, soap, tissues etc. are to be provided and readily available in the canteen.
11. Identity proof of all employee and contractors has to be submitted to this office. Moreover, health check up certificate of the employees shall be produced before the commencement of the canteen. No workers shall be allowed to stay within the canteen building.
12. The canteen contractor shall be responsible for the safe custody and maintenance of all the items such as furniture, fixtures, etc. at his own cost. If any damage/loss is noticed at the time of handing over the peaceful vacant possession of the premises after the termination of the agreement, the contractor has to compensate/replace those items to CSEZA.
13. The canteen contractor shall indemnify CSEZA and its officers against any/all claims/suits/compensations connected with the running of canteen.



14. The canteen contractor shall ensure compliance with all Acts/Rules connected with labour matters.
15. Disciplinary standards of CSEZA shall be strictly followed by the canteen contractor.
16. The equipments for the canteen should be kept in good working condition so that the food supplied to the customers are kept warm or cold depending on the weather condition type of food/ beverages.
17. The contractor shall arrange necessary equipments and utensils for food preparation and the canteen shall be run uninterrupted.
18. All wastage/garbage arising out of the canteen operation should be disposed off as per the instructions of the local authority by the contractor without leaving them inside the Zone.
19. Rent, Water and Electricity Charges required for running the canteen shall be paid by the Canteen Contractor. Non payment of rent, electricity and water charges within the time shall be deemed to be a serious breach of the contract and may lead to termination of the contract at the discretion of CSEZA. Moreover, payment for cooking gas should also be borne by the canteen contractor.
20. The canteen contractor shall ensure that no alcohol or tobacco products are used or sold in the premises.
21. The applicant should produce a certificate stating experience in running a canteen for a minimum period of 1 (One) year as on 31.12.2023.
22. Timing: The canteen shall function on all working days from 7.00 AM to 7 PM.
23. The premises shall be vacated within one month from the date of issue of notice.
24. The contractor shall ensure the quality of food ingredients for preparation of food items.
25. The dining hall, wash area, kitchen, store etc. shall be maintained neat and tidy. Any lapse in this matter will lead to cancellation of the contract.
26. The curry powder/ masalas, Wheat/Rice flour, Rava etc. used for cooking shall be of standard branded products.
27. Packaged food products such as soft drinks, desserts, etc. should be supplied not exceeding the MRP.



28. Sufficient staff shall be deployed in the Kitchen area, Serving area, Billing section etc so that customers do not wait for long periods.
29. The canteen shall run under the direct management of the allottee and no subletting and subcontracting shall be permitted.
30. Any adverse complaints received shall be informed to the Contractor for rectification. Failure to rectify or act upon such notice shall be a valid ground for termination of the Contract.
31. All matters and disputes under this contract shall be subject to the jurisdiction of Courts at Ernakulam.

Copy to:-

1. Notice Board
2. Website



ANNEXURE-1

PRICE LIST OF FOOD ITEMS TO BE SUPPLIED IN CANTEEN

Sl.No.	Items	Quantity	Rate Limit	Rate
1	Tea	150ml	8	
2	Coffee	150ml	8	
3	Black Tea	150ml	7	
4	Dosa	40gram	8	
5	Idly	40gram	7	
6	Uppumavu	150gram	15	
7	Puttu	100gram	8	
8	Chappathi	30gram	8	
9	Noolappam	35 gram	8	
10	Porotta	50gram	10	
11	Vellayappam	40gram	8	
12	Oothappam	50gram	15	
13	Poori	40gram	8	
14	Peas masala Curry	150gram	20	
15	Vegetable Curry	150gram	15	
16	Kadalacurry	150gram	25	
17	Chicken Biryani (2 piece)	300gram	80	
18	Egg Biryani (One egg)	250 gram	65	
19	Veg. Biryani	250gram	60	
20	Meals Rice Sambar Koottucurry/Aviyal/Erissari Thorani Rasam/moru Pappadam pickle	350gram 150ml 100gram 50gram 50ml	40	
21	Snacks 1. Samosa 2. Pazham pori 3. Kozhukatta 4. Uzhunnu vada 5. Parippu vada 6. Bajji 7. Bonda		8	



**QUOTATION FOR RUNNING OF A CANTEEN IN COCHIN SPECIAL ECONOMIC ZONE,
KAKKANAD, COCHIN**

To

The Chairperson,
Cochin Special Economic Zone Authority,
CSEZ Administrative Building,
Kakkanad, Cochin - 37.

Sir,

Please refer to your advertisement inviting sealed quotation for running of a canteen in Cochin Special Economic Zone, Kakkanad. I hereby submit my offer as below:-

1	Name of the applicant	
2	Residential Address (For Communication Purpose)	
3	Permanent Address (with copy of proof of residence such Aadhar Card, Driving licence, Election Identity Card, etc.)	
4	Telephone numbers/Email address	
5	Experience in running Canteen (Give details like name of the Organization, period of operations, branches with location etc.) [Experience Certificate duly attested by a Gazetted Officer should be attached]	
6	Copy of licence as per Food Safety and Standards (FSSAI) Acts, 2006	
7	PAN Number (Copy should be attached)	
8	GSTIN (Copy should be attached)	
9	Lease rent quoted	
10	Rate of food items as per Annexure-I	

Note: Please see the attached Notice Inviting Quotations for details.

I have read and understood all the terms and conditions attached to this application and agree to abide by it.

[Signature]

Name:

Date:

