

**Institute of Hotel Management, Catering & Nutrition,
Library Avenue, Pusa, New Delhi-110012**

**TENDER DOCUMENT FOR
PROVIDING GENERAL ITEMS
AT IHM PUSA PREMISES.**

Cost of Tender Document:

Supplied Vide IHM Receipt No.:

Dated: _____

Tender Document is available on the Institute's Website i.e.

www.ihmpusa.net

Last Date, Time & Venue for Submission of filled in Tender Documents:

12th November 2018 by 3:00 PM

Venue: Security Office, IHM Pusa, New Delhi

Date, Time & Venue for opening the Tender Documents

14th November 2018 at 3:00 PM

Venue: Conference Room, IHM Pusa, New Delhi

TECHNICAL BID

Institute of Hotel Management, Catering & Nutrition

Library Avenue, Pusa, New Delhi-110012

(To be enclosed in a separate sealed envelope)

For providing General Items at the Institute Premises.

1	Name of Tendering Company / Form / Agency (Attach certificates of resignation).	
2	Name of Proprietor / Director / Partner or Member of Company / Firm / Agency.	
3	Full address of Registered Office with Telephone No. FAX and E-Mail.	
4	Full address of Operating / Branch office with Telephone No. FAX and E-Mail.	
5	Banker of Company / Firm / Agency with full address (attach certified copy of statement of A/C for the last two years).	
6	PAN / GIR No. (Attach Copy).	
7	Service Tax Registration No. (Attach Copy).	
8	Name of the Client and documents showing completing at least one service of value not less than Rs. 20,00,00/- per annum related to providing General Items.	
9	Affidavit stating that the agency is / has not been black listed by Centre / State Government / PSU (Attached in original).	

Signature of Proprietor / Director / Partner or
Member of Company / Firm / Agency.

Seal: _____

From

To,

The Principal,
Institute of Hotel Management,
Catering & Nutrition,
Pusa, New Delhi-110012.

Subject:- Submission of Tender Document for providing General Items in the Institute of Hotel Management, Catering & Nutrition, Pusa, New Delhi-110012 for the period of 2018-2021.

Dear Sir,

With reference to your advertisement inviting Tender. I hereby offer to provide General Items in your Institute and shall work truly and faithfully as set forth in the attached Bid and terms and conditions mentioned in the tender document and shall be responsible for all complaints as regards the quality of services and in case of any dispute of the Institute authority shall be final and binding on me / us.

A crossed D.D. No. _____ dated _____ for the prescribed amount of Rs. 1,20,000/- drawn in favour of Principal, Institute of Hotel Management, Catering & Nutrition, Pusa, New Delhi-110012 payable at New Delhi enclosed, as Earnest Money as desired. I / We fully understand that in the event of my / our tender being accepted this earnest money shall be retained by you as security deposit payable by me / us for the faithful and satisfactory execution of the contract.

I / We shall have no claim to get refund of earnest money prescribed against the tender in the event of my / our non-compliance of contract provided such contract is implemented within the period of validity.

My / our Registration No. is as follows:-

Registration No. _____

I further understand that my / our earnest money will stand forfeited in case of unsatisfactory services violation of any term or if I withdraw my tender at any stage during the currency of the period of validity.

My / our tender shall remain valid for a period of 90 days from the last date prescribed for submission of the Tender.

My / our tender along with terms and conditions with relevant columns and annexure duly filled in under my / our attestation and with each page of the tender paper including the enclosed technical bid / financial bid and terms and conditions signed by me / us attached is submitted for your favourable consideration.

I / we has / have read the enclosed terms and conditions carefully and has / have signed the same in token of their absolute and un-qualified acceptance. My / our tender constitutes a firm offer under the Indian Contract Act, 1972 and open to an acceptance in whole of my offer, if accepted on the attached terms and conditions, will constitute a legally binding of contract and shall operate in the contract as defined in the Indian Contract Act, 1872.

I / we will provide the items as required by you from time to time at the Institute. The charges for supply will be included in with the rates of items. No. separate charges will be claimed by me / we for supply of items.

Thanking you,

Yours faithfully,

Signature of Proprietor / Director / Partner or
Member of Company / Firm / Agency.

Seal: _____

**FINANCIAL BID
(Sealed Envelop)**

Institute of Hotel Management, Catering & Nutrition
Pusa, New Delhi-110012

List of General Items:

S. No.	Item	Per KG/Per Ltr.	Quantity required in the Year	Rate
1	ABC sweet soya sauce	01 ltr		
2	Achari Masala	01 Pkt	6 pkt	
3	Ajinomoto	01 KG	10.5 kg	
4	All colour	01 Box	3 box	
5	All species powder	01 Pkt	2 pkt	
6	Amul cheese	400 GMS 01 Tin	161 tin	
7	Amul cheese slice	01 pkt	12 pkt	
8	Apple juice real active	01 ltr		
9	Apple vinegar	750 ml bottle	7 bottle	
10	Atta multi grain	01 KG	5 kg	
11	BBQ sauce	01 bottle (500 ml)	5 bottle	
12	Bedami poori atta	01 KG	10 kg	
13	Baking powder	01 Tin (400 gms)	10 tin	
14	Balsmik vinegar	01 bottle (750 ml)	2 bottle	
15	Basmati rice tukda	01 Kg		
16	Breakfast sugar	01 Kg	10 kg	
17	Brownie eggless premix	01 Kg	5 kg	
18	Capers	01 bottle (500 ml)	2 bottle	
19	Casterd sugar	01 Kg	880 kg	
20	Chilli souce	01 bottle (500 ml)	4 bottle	
21	Coal	01 kg	45 kg	
22	Coco butter	01 KG	550 kg	
23	Coco powder	01 kg	77 kg	
24	Coconut cream	01 tin (500 ML)	46 tin	
25	Coconut milk	01 tin (500 ML)	30 tin	
26	Coconut oil	01 bottle	2 bottle	
27	Coconut powder	01 kg	25 kg	
28	Coffee bean	01 pkt (500 Gms)	1 pkt	
29	Coffee cup	01 no	4000 no.	
30	Cold drink bottle 2 ltr	01 bottle		
31	Cold drink bottle 500ml	01 bottle		
32	Colour brown	01 bottle (400 ml)	2 bottle	
33	Colour green	01 bottle (400 ml)	3 bottle	
34	Colour orange	01 bottle (400 ml)	2 bottle	
35	Colour pink	01 bottle (400 ml)	1 bottle	
36	Colour red	01 No (400 ml)	3 no.	
37	Colour yellow	01 bottle (400 ml)	2 bottle	

38	Condensed milk	01 Tin (400 gms)	20 tin	
39	Dal badi	01 kg	5 kg	
40	Daliya	01 kg	58 kg	
41	Dark cherry filling	01 kg	1 kg	
42	Dark chocolate	01 kg	344 kg	
43	Dark cherry fruit filling	01 kg	2 tin	
44	Dates	01 kg	1250 kg	
45	Desi ghee	01 kg	62 kg	
46	Dijon musturd	01 pkt	3 pkt	
47	Done (200 ML)	01 No	60 pkt	
48	Fancy strand	01 kg	4 kg	
49	Fettuchini pasta	01 Kg	33 kg	
50	Fruit cocktail	01 tin (700 ML)	175 tin	
51	G.P. paper	01 No	3205 no.	
52	Gelatin powder	01 kg	4 pkt	
53	Gulab jal	01 bottle (250 ML)	11 bottle	
54	Gur	01 kg	169 kg	
55	Icing sugar	01 kg	13 kg	
56	Idli rice	01 kg	22 kg	
57	Imli	01 kg	56 kg	
58	Isomolt sugar	01 kg		
59	Jelly	01 pkt		
60	Jwar flour	01 kg	30 kg	
61	Karonda	01 Kg		
62	Kewra essence	01 no	5 no.	
63	Kutu ka atta	01 kg	7 kg	
64	Lemon essence	01 bottle (750 ml)	1 bottle	
65	Lemon filling	01 kg	2.5 kg	
66	Macaroni 200 gms	01 pkt		
67	Macroni 500 gms	01 pkt	90 pkt.	
68	Makhane	01 kg	550 kg	
69	Makki ka atta	01 kg	66 kg	
70	Mango filling	01 kg	4 kg	
71	Margrin mello	01 kg	780 kg	
72	Margerling golden	01 kg	240 kg	
73	Markin	01 Mtr	20 mtr.	
74	Matra (white / green)	01 kg	20 kg	
75	Mayonise	01 kg	497 pkt.	
76	Milk powder	01 kg	40 kg	
77	Mint essence	01 bottle (750 ml)	2 bottle	
78	Mixed fruit jam	01 tin (750 Gms)	93 tin	
79	Murmure	01 kg	2 kg	
80	Nes caffe	01 kg	3 kg	
81	Net caps	01 No	4000 no.	
82	Nutrela	01 pkt (200 Gms)	16 pkt.	

83	Nutrela granule	01 pkt (200 Gms)	80 pkt.	
84	Nutrela kg	01 kg	90 kg	
85	Oats brain flour	01 kg		
86	Oats meal	01 kg		
87	Olive oil	01 Bottle (1 ltr)	8 bottle	
88	Olive oil extra version	01 ltr	10 ltr.	
89	Olive stuff	01 bottle (500 ml)	1 bottle	
90	Paper napkin	01 pkt	705 pkt	
91	Paper plate	01 no	1911 no.	
92	Paper plate eco friendly	01 no	5000 no.	
93	Paper roll	01 no	25 no.	
94	Passion fruit filling	01 kg	2 kg	
95	Pasta	01 pkt		
96	Pasta farfelle	01 pkt (500 Gms)	50 pkt	
97	Pasta penne	01 no (500 Gms)	138 no.	
98	Peanuts	01 kg	58 kg	
99	Pickle	01 kg	46 kg	
100	Pineapple essence	01 bottle (750 ml)	4 bottle	
101	Pineapple filling	01 kg	2.5 kg	
102	Pineapple gel	01 kg		
103	Pineapple slice	01 tin (750 ML)	235 tin	
104	Pista	01 kg	2 kg	
105	Plastic cup	01 no	7000 no.	
106	Plastic fork	01 no	500 no.	
107	Plastic glass	01 no	4000 no.	
108	Plastic scrubber	01 no		
109	Plastic spoon	01 no	4000 no.	
110	Plates	01 No	252 no.	
111	Premix eggless vanilla	01 kg	50 kg	
112	Ragi flour	01 kg	4 kg	
113	Red cherry	01 tin (750 ML)	151 tin	
114	Red cherry filling	01 tin (750 ML)	1 tin	
115	Red cherry fruit filling	01 kg	1 kg	
116	Rice flour	01 kg	7 kg	
117	Rice golden sela	01 kg		
118	Rich cream	01 pkt (2 kg)	626 pkt	
119	Room freshner	01 bottle (750 ml)	6 bottle	
120	Salt (WTP)	01 kg	1500 kg	
121	Straw	01 pkt	40 pkt.	
122	Strawberry crush	01 bottle (750 ml)	3 bottle	
123	Strawberry essence	01 bottle (750 ml)	4 bottle	
124	Strawberry filling	01 kg	2.5 kg	
125	Strawberry fruit filling	01 kg	5 tin	
126	Suji	01 pkt (500 Gms)	160 pkt.	
127	Sweet chilli sauce	01 bottle (750 ml)		
128	Sweet corn tin	01 Tin (400 gms)	20 tin	

129	Sweet soya sauce	01 bottle (750 ml)	2 bottle	
130	Tharmacol glass	01 no	8000 no.	
131	Tharmacol plate	01 no	8000 no.	
132	Tharmacol bowl	01 no	3000 no.	
133	Tomato puree	01 tin	813 tin	
134	Tooth pick	01 pkt	12 pkt.	
135	Vanila essence	01 bottle	42 bottle	
136	Vermicilli	01 pkt	235 pkt.	
137	Vinegar	01 bottle	156 bottle	
138	White fondant	01 kg	1 kg	
139	White matar	01 kg	45 kg	
140	White wine vinegar	01 bottle (750 ml)	2 bottle	
141	Yeast	01 kg	78 kg	
142	Yellow colour	01 bottle (500 ml)	1 bottle	
143	Yellow musturd	01 kg	1 kg	
144	Yellow pea dal	01 kg	20 kg	
145	Soya sauce	01 bottle (750 ml)	14 bottle	
146	Walnut giri	1 kg	1.5 kg	
147	Anchovies	1 pkt (100 Gms)	2 pkt	
148	Appalam	1 pkt (200 Gms)	11 pkt.	
149	Bajra flour	1 kg	4 kg	
150	Bajra	1 kg	2 kg	
151	Baked bean paste	1 tin (400 Gms)		
152	Black olive	1 bottle (400 ML)	3 bottle	
153	Blue berry filling	1 kg	2.5 kg	
154	Choco stand	1 kg	1 kg	
155	Chocolate eggless premix	1 kg	30 kg	
156	White chocolate	1 kg	3.5 kg	
157	Cous-cous	1 pkt (500 Gms)	5 pkt.	
158	Cream cheese	1 Pkt (400 Gms)	4 pkt	
159	Sheet gelatine	1 kg	6 kg	
160	Gluton	1 kg	3 kg	
161	Fussle pasta	1 pkt (500 Gms)	33 pkt.	
162	Mazrella cheese	1 kg	82 kg	
163	Mustard powder	1 tin (500 Gms)	7 tin	

Seal: _____

Signature of Proprietor / Director / Partner or
Member of Company / Firm / Agency.

GENERAL TERMS AND CONDITIONS:

The bid is liable to be rejected if the EMD and Tender fee is not found in order or receipt not accompanying with the Bid.

The EMD of unsuccessful bidders shall be returned after the issuance of award to the successful bidder. No interest shall be paid by the IHM, Pusa on the EMD.

The EMD of successful bidders shall be retained as security deposit and released after successful completion of contract. No interest will be paid on EMD amount.

IHM Pusa reserves the right to accept / reject / select more than one Agency and to annul the bidding process of any or all bids at any time prior to award of contract without thereby incurring any liability to the affected bidders.

The tender will be appraised by committee formed by IHM Pusa. The lowest tender will be decided based on the total rate of the all items taken together and not item wise.

Payment will be made after receipt of material against each Purchase Order in good condition and full quantity to the entire satisfaction of Institute. Normally payment will be made within thirty working days after the supply is made.

The IHM Pusa reserves the right to accept or reject any or all the tenders without assigning any reason thereof whatsoever.

The IHM Pusa reserves the right to increase/decrease the quantity at the time of placing the order.

Submission of bid means that bidder has read all the terms and conditions of this NIQ carefully and will comply them all unconditionally. Conditional bids will not be accepted.

IHM Pusa reserves the right to terminate the contract at any time after award of contract without assigning any reason to the contractor/firm.

Signature_____

Name _____

(Proprietor / Director / Partner or
Member of Company / Firm / Agency)

Seal: _____

Place:- _____

Date:- _____