

Punjab State Power Corporation Limited

Head Office: PSEB Head Office, The Mall Patiala-147001
Phone No 0175-2301367 Email company-secretary@pspcil.in
Corporate Identity Number U40109PB2010SGC033813 Website www.pspcl.in

AG & ED,
PSPCL, PATIALA

CE/HRD, Agenda No. 8 Dated 17 09 2015
Providing meals/catering services to the trainees at TTCs located at
Lalton Kalan, Jalandhar, Bathinda and Amritsar

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8-11

The decision taken by the Committee of the Whole Time Directors in
its 173rd meeting held on 20 10 2015 at Patiala on the subject cited above is as
under

The Committee of Whole Time Directors after considering the details given in
the agenda passed the following resolution:

"RESOLVED THAT approval be and is hereby accorded to provide catering/
meal service to the trainees at TTCs located at zonal headquarters by calling
tenders under open tender system through traditional methods instead of e-
tenders through advertisements in the daily newspapers of repute but this
shall remain within the norms fixed by the Company for such facility."

It is requested that action be taken as per above decision and
information of the same be sent to this office

DA Copies No. 4 Lower File

For Punjab State Power Corporation Limited

Secretary

To

CE/HRD
PSPCL Patiala

UO No 2810/MTD-173 28/2015/PSPCL
Date 07 11-2015

1337

Regd. Office: PSEB Head Office, The Mall, Patiala-147001
 o/o Addl. S.E., Zonal Knowledge Centre,
 Sarabha Nagar, PSPCL, Ludhiana.
 Mobile No.96461-19439
 Email ID: srxenttc@gmail.com

ਟੈਂਡਰ ਨੋਟਿਸ

1.	ਦਫਤਰ	ਮੁੱਖ ਇੰਜੀਨੀਅਰ/ਐਚ.ਆਰ.ਡੀ. ਪੰ:ਸ:ਪਾ:ਕਾ:ਲਿਮ:ਪਟਿਆਲਾ
2.	ਵਿਭਾਗ	ਵਧੀਕ ਨਿਗਰਾਨ ਇੰਜੀਨੀਅਰ/ਜੋਨਲ ਨੋਲਜ ਸੈਂਟਰ, ਪੰ:ਸ:ਪਾ:ਕਾ:ਲਿਮ:, ਲੁਧਿਆਣਾ।
3.	ਟੈਂਡਰ ਇਨਕੁਆਰੀ ਨੰ:	Q-11/ZKC/LDH/4-2022 (ਅਪ੍ਰੈਲ-2022 ਤੋਂ ਮਾਰਚ-2023 ਤੱਕ)
4.	ਵੇਰਵਾ	ਜੋਨਲ ਨੋਲਜ ਸੈਂਟਰ, ਲੁਧਿਆਣਾ ਵਿਖੇ ਟਰੇਨੀਆਂ ਨੂੰ ਖਾਣਾ ਅਤੇ ਕੈਟਰਿੰਗ ਸਰਵਿਸ ਮੁਹੱਈਆ ਕਰਾਉਣ ਸਬੰਧੀ ਜਿਵੇਂ ਜਿਵੇਂ ਕਿ ਬੈਡ ਟੀ, ਨਾਸ਼ਤਾ, ਮਿਡ ਸੈਸ਼ਨ ਚਾਹ (11.00 ਵਜੇ ਸਵੇਰੇ ਅਤੇ 3.30 ਵਜੇ ਸਾਮ ਨੂੰ) ਦੁਪਹਿਰ ਦਾ ਖਾਣਾ ਅਤੇ ਰਾਤ ਦਾ ਖਾਣਾ।
5.	ਟਰੇਨੀਆਂ ਅਤੇ ਫਕਲਟੀ ਮੈਂਬਰਾਂ ਦੀ ਗਿਣਤੀ	ਤਕਰੀਬਨ 30-40 ਨੰ: ਹਰੇਕ ਕੰਮ ਵਾਲੇ ਦਿਨ
6.	ਟੈਂਡਰ ਡਾਕੂਮੈਂਟ ਪ੍ਰਾਪਤ ਕਰਨ ਦੀ ਮਿਤੀ ਅਤੇ ਸਮਾਂ	17-03-2022 ਸਵੇਰੇ 09-00 ਵਜੇ ਤੋਂ
7.	ਡਾਕੂਮੈਂਟੇਸ਼ਨ ਪ੍ਰਾਪਤ ਕਰਨ ਦੀ ਆਖਰੀ ਮਿਤੀ ਅਤੇ ਸਮਾਂ	20-04-2022 ਸਵੇਰੇ 10-00 ਵਜੇ ਤੱਕ
8.	ਟੈਂਡਰ ਦੇਣ ਦੀ ਆਖਰੀ ਮਿਤੀ ਅਤੇ ਸਮਾਂ	20-04-2022 ਸਵੇਰੇ 11.00 ਵਜੇ ਤੱਕ
9.	ਟੈਂਡਰ ਖੋਲਣ ਦੀ ਮਿਤੀ ਅਤੇ ਸਮਾਂ	21-04-2022 ਦੁਪਹਿਰ 12.00 ਵਜੇ
10.	ਸਪੈਸੀਫਿਕੇਸ਼ਨ ਦੀ ਕੀਮਤ	Rs.1000/- + GST applicable
11.	ਖਰਚਾ ਗਰੁੱਪ ਹੈਡ	ਰੈਵੀਨਿਊ

ਇਹ ਸਮਰੱਥ ਅਧਿਕਾਰੀ ਦੀ ਪ੍ਰਵਾਨਗੀ ਨਾਲ ਜਾਰੀ ਕੀਤਾ ਜਾਂਦਾ ਹੈ।


 ਵਧੀਕ ਨਿਗਰਾਨ ਇੰਜੀਨੀਅਰ,
 ਜੋਨਲ ਨੋਲਜ ਸੈਂਟਰ,
 ਲੁਧਿਆਣਾ।

Terms & Conditions
(Part & Parcel of Schedule)
(Tender enquiry No. Q- 11/ZKC/LDH/4-2022)

April- 2022 to March- 2023

1. SUBMISSION OF TENDERS:

Notwithstanding anything contained to the contrary in the specifications or tenders or in subsequent exchange of correspondence, these conditions of contract shall be binding on the contractor and any change or variation, expressed or implied, however, made in the said conditions shall not be valid or operated unless expressly approved by the competent authority. The bidder shall be deemed to have fully informed himself and to have special knowledge of the provisions of the conditions of contract here in contained.

The following instructions must be carefully observed by all bidders. Quotation/tenders not strictly in accordance with these instructions will liable to be rejected. Failure to comply with any of these instructions or to offer explanation for non-compliance is likely to render effective comparison of the tender as a whole impossible and may lead to rejection of an otherwise apparently lowest offer.

- i) The tenders must be complete in all respects.
- ii) Tenders should be submitted to the office of Senior Executive Engineer, Zonal Knowledge Centre, PSPCL, Sarabha Nagar ,Ludhiana.
- iii) Manual Quotations/Tenders only be accepted.
- iv) Three Part Bids:** The tenders shall be submitted in three parts i.e. Part-I, Part-II and Part-III as follows:-

- a) **Part-I Earnest Money & Cost of Tender:** The bidder shall be required to submit DD for earnest money of 30,000 /- (Rs Thirty Thousand, only in favor of Principal, TTI, PSPCL, Patiala, payable at Patiala and the same should be submitted at the office of , Addl. Superintending Engineer, Zonal Knowledge Centre, PSPCL, Sarabha Nagar , Ludhiana. The DD shall be submitted in separate envelop super-scribing "EMD" respectively failing which bids of the firms will not be opened.
 - b) **Part-II Technical/Commercial:** The second part will consist of experience certificate & GST Registration no of the firm.
 - c) **Part-III Price Bid:** This part will consist of the rate quoted on price quoting performa of the tender documents , no cutting/overwriting will be allowed on price quoting Performa of this tender documents. The price bid will be filled neatly and no cutting /overwriting will be allowed .
- 2) The rate quoted must be for destination at Zonal Knowledge Centre, Sarabha Nagar, Ludhiana as per items wise on Annexure-III with full specification of articles otherwise, your quotation will liable to be rejected.
 - 3) **Earnest money:** Tenderer shall be required to submit 2% amount of tender value earnest money in the form of DD in of favour of Principal/TTI, PSPCL Patiala , Payable at Patiala. In case of tender not accepted, the earnest money shall be refunded within 30 days after the award of order/contract to the successful tender.
 - 4) **Security Deposit:** The earnest money of successful tenderer deposited at the time of tender will be treated as part of the security deposit & additional amount if required @2% of the Order value amount shall be deposited by the tenderer with in 30 days from issue of work order.

- 5) **The bidder must have successful satisfactory experience of at least one year in the Catering Service. Documentary evidence of the experience shall be attached with the Tender. Experience of Catering Service in Govt./PSU Department shall be preferred.**
- 6) GST registration no of the firm shall also be supplied along with experience certificate, without GST registration no of the firm tender are liable to be rejected.
- 7) The meal/catering service to be provide as per schedule. The brand of material/items to be used in cooking and catering will be of best quality i.e.- Refined (Ginny/ fortune/ Gagan/ Sunflower), Milk with full fat (Verka/Amul/Reliance), Paneer (Verka/Reliance/Amul), Curd (Verka/Vita/ Nestle), Butter (Verka/Amul) Ice cream (Verka/ Vadilal/Kwality/ Amul/ Cremica/ Basant/Creambell), Jam (Kissan/ Tops/Cremica), Juice (Tropicana /Real), Biscuits (Manaco/ Britannia/ Cremica/ Parle/ Priya gold), Corn flakes (Mohun's/Cremica/ Kelloggs), Tea-Leaf (Brook-bond/Tata), Basmati Rice (india Gate/Dawat/Charminar/Shaktin Bhog/ Markfed /Hafed/Lal Qila), Atta (Shakti Bhog/ Rajdhani/ Aashirwad)
- 8) Payment will be made in every month as per actual availing the catering service by the trainees.
- 9) The PSPCL shall have full right to terminate the contract without assigning any reason by issuing 24 hrs. prior notice.
- 10) The rates are inclusive of all taxes, service charges service tax including GST etc.
- 11) Your offer should be valid up to a period of 60 days from the date of opening of the tenders.
- 12) PSPCL shall inspect the material before or during the prepration of food.
- 13) Any clause not commented upon in the quotation shall be treated as accepted without any reservation.
- 14) The PSPCL reserves the right to cancel, amend or alter the quantity of this NIT at any time before the issue of order.
- 15) All legal proceedings in connection with this Purchase Order/Contract shall be subject to the territorial jurisdiction of the local courts at Ludhiana only.
- 16) The work is to be carried out as per PSPCL Works Regulation (as amended up to date), which forms the part and parcel of this specification. A copy of this Works Regulation can be seen in this office during working hours.
- 17) Evaluation criteria for the Bidders as per Annexure-v should be supplied by the competent bidders.
- 18) Addl. Superintending Engineer /ZKC, PSPCL, Sarabha Nagar, Ludhiana shall be the consignee for the work.
- 19) Negotiations, if required, shall be held only with the lowest tenderer and the contract shall be awarded for the lowest bidder in overall rates/ lowest bidder separately for any item such as lunch with two times tea.

Specification of meals & Schedule of requirement and Major Terms & Conditions
Tender Enquiry No.Q-11/ZKC/LDH/ 4-2022 (April- 2022 To March-2023)

1	Description	<p>Providing meals and catering service for trainees at ZKC, Sarabha Nagar,PSPCL, Ludhiana i.e. Bed tea, Breakfast, Mid Session morning & evening Tea with Snacks at 11am and 3.30 pm, Lunch and Dinner (Rate of each item to be quoted separately).</p> <p>1) <u>Bed Tea:</u> 6.30 a.m. with biscuit</p> <p>2) <u>Breakfast (8.00 am to 9.00 am)</u> 1) Stuffed Parantha with curd/Butter, Achar & tea, 2) Bread Jam/ Bread Toast/ Bread Omelet /Boiled Egg., (Anyone) 3) Fruit Juice/Milk with Corn Flacks/Fruit (Anyone).</p> <p>3) <u>Mid Session Morning Tea (11.00 am) and Evening Tea 3.30 pm</u> To be served with snacks</p> <p>Lunch/Dinner (Lunch 1.00pm to 2.00pm and Dinner 8.00 pm to 9.00 pm)</p> <p>4) <u>Lunch:</u> 1) Dal/Rajmah/White Channa/Black Channa/Karri (Any one). 2) Seasonal vegetable 3) Rice (Basmati) 4) Raita/Curd, 5) Chapatti (Tawa/Tandoori) 6) Green Salad 7) Sweet Dish – Ice-cream/Rasgulla/Halwa/Gulab Jamun/ Fruit Custard/Kheer/ Rasmalai/ Jalebi etc. 8) Matter Paneer/Shahi Paneer/Karahi Paneer (anyone) - thrice a week(3 Days Monday, Wednesday, Friday) with as above items at sr.no.1 to 7 except item at sr.no.2</p> <p>5) <u>Dinner:</u> 1) Veg-Soup(Tomato/Mix vegetable etc.) 2) Dal/Rajmah/White Channa/Black Channa/ Karri (Any one). 3) Seasonal vegetable 4) Rice (Basmati) 5) Raita/Curd, 6) Chapatti (Tawa/Tandoori) 7) Green Salad 8) Sweet Dish – Ice-cream/Rasgulla/Halwa/Gulab Jamun/ Fruit Custard/ Kheer/ Rasmalai/ Jalebi etc. 9) Matter Paneer/Shahi Paneer/Karahi Paneer (anyone)- thrice a week ,with as above items at Sr.no.1 to 8 except item at Sr.no.3</p>
2	No. of trainees	30-40 Nos.(Approx.) per working day
3	Schedule of programme	Training Programmes are expected to be started in April 2021 (exact date of start of programme & No. of programme will be informed in the Work Order)
4	Saturday & Sunday during the schedule	As per actual (only for those participants who will be stayed at ZKC Hostel Sarabha Nagar,Ludhiana)

Note: The brands of material/ items to be used in cooking and catering will be of best Quality as per the relevant standards of Health Department etc.

The meal/catering service to be provide as per schedule. The brand of material/items to be used in cooking and catering will be of best quality i.e.- Refined (Ginny/ fortune/ Gagan/ Sunflower),Milk with full fat (Verka/Amul/Reliance), Paneer (Verka/Reliance/Amul), Curd (Verka/Vita/ Nestle/Cremica/Basant), Butter (Verka/Amul) Ice cream (Verka/ Vadilal/Kwality/ Amul/ Creambell/Cremica/Basant), Jam (Kissan/ Tops/Cremica), Juice(Troppicana /Real), Biscuits (Manaco/ Britannia/ Cremica/ Parle/ Priya gold), Corn flakes(Mohun's/Cremica/Kelloggs),Tea-Leaf (Brook-bond/Tata) Basmati Rice (india Gate/Dawat/Charminar/Shakti Bhog/Markfed/Hafed/Lal Qila), Atta (Shakti Bhog/Rajdhani/ Aashirwad)

MAJOR TERMS AND CONDITIONS OF THE WORK ORDER ARE AS UNDER:

- 1.1 Contractor will provide and prepare meal i.e Break fast,Lunch.Dinner at the ZKC, sarabha nagar Ludhiana and as per details of the work and terms & conditions.
- 1.2 The contractor will provide the Catering on all inclusive rates including GST. All the items will be served at "ZKC, Sarabha Nagar, PSPCL, Ludhiana. "
- 1.3 **The rates are inclusive of all taxes, including GST etc.**
- 1.4 The timing of serving are subject to change with one day advance notice.
- 1.5 The items of food & beverages to be provided/served by the contractor will be as per our Enquiry documents.
- 1.6 The brands of material/ items to be used in cooking and catering will be of best quality as per the relevant standards of Health Dep't. etc., if any accident/miss-happening occurred due to non- hygienic meals, the responsibility will be of the contractor.
- 1.7 The contractor shall be paid for the persons actually availing the catering facilities on a particular day/meal. The contractor shall not be paid catering charges in respect of participants who are absent from any meal on a particular day provided notice is given at the beginning of the same day (i.e. breakfast time in the register to be maintained with the Manager (Hostel)/ Catering supervisor.
- 1.8 The items of catering services will be as per details of our said Enquiry document. The PSPCL reserves the right to alter/ modify the menu by giving 1 (one) day intimation to the contractor.
- 1.9 The PSPCL shall have full right and shall be at liberty to refuse or deny the servicing of any items in the food or beverages.
- 1.10 The PSPCL shall have full right to terminate the contract without assigning any reason by Issuing 24 hrs. Prior notice.
- 1.11 In case the contractor or any of his employee fails to fulfill his obligation for any day or any number of days to the satisfaction of the PSPCL, for any reason whatsoever, he shall pay to the PSPCL by the way of liquidated damages @ Rs. 50/- per participant per day.
- 1.12 The contractor shall engage the services of sufficient number of able, trained, efficient, neat, healthy, honest, well behaved and skilled persons for cooking and serving of meal/food.The attendants/ waiters/cooks should be properly trained and should wear smart and neat uniform, with their name badges.
- 1.13. The contractor must engage appropriate number of trained cook/cooks for providing authentic North Indian dishes. The contractor shall provide proper uniform to his staff at his own cost. The contractor will be responsible for good conduct and performance on their part and the contractor shall be deemed for all legal and contractual purposes as/ to be their employer of the said persons and such persons will not have any claim for any employment in the PSPCL now or any future date.
- 1.14 The contractor shall be responsible for meticulous compliance of provisions of the Contract Labour (Regulation & Abolition) Act, 1970 and submission of various returns under the relevant rules framed under the above Act.

- 1.15 The contractor shall arrange all the raw materials including control items including cooking Gas/fuel and cooking tinsels etc at his own cost and PSPCL shall provide only the kitchen for preparing the food.
- 1.16 The contractor shall start the services tentively during the month of April 2022.
- 1.17 The contractor shall bear all the taxes including GST, rates, charges, levies or claims whatsoever as may be imposed by Central/State Govt./Local Body or Authority.
- 1.18 The contract for catering service shall be started tentively from April 2022 unless the provision at 1.10 above is invoked. If during the prevalence of the contract, any Govt. Notification prohibits employment of Contract Labour for catering services, the contract shall come to an end forthwith and no compensation shall be paid to the contractor.
- 1.19 The contractor shall be liable to comply with all the rules and regulation in respect of all the labour laws and statutory requirements, including fire safety regulations and other regulations, which are in vogue or will become applicable in future.
- 1.20 The contractor shall accept and bear frill and exclusive liability for the payment of any or all taxes etc., now in force or hereafter imposed, increased and/or revised from time to time by Central or State Govt. or by any other authority with respect to or covered by wages, salaries or other compensation paid or payable to persons employed by the contractor.
- 1.21 The contractor shall fully comply with the applicable rates, rules and regulations relating to P.F. Act including the payment of P.F. Contribution, payment of Bonus Act, Minimum Wages Act, Workmen's Compensation Act, Employees State Insurance Act, Contract Labour (Regulation & Abolition) Act and Central Rules, 1971, Essential Commodities Act, Migrant Labour Act, Child Labour (Prohibition & Regulation) Act & amendments thereof and/or such other Acts or Laws or Regulations passed by Central, State, Municipal and Local Govt. Agency or Authority including T.D.S. as per Income Tax Act applicable from time to time.
- 1.22 The contractor shall be responsible for all the claims/compensation of any kind, if any of his employees/Labour. The contractor or his employees/Labour of the contractor shall not make any claim whatsoever against PSPCL. The contractor's workmen will not have any right whatsoever to get absorbed in the PSPCL.
- 1.23 The contractor shall provide weekly-off and holidays to his workmen as per Labour laws but it will be his responsibility to ensure uninterrupted service to the PSPCL for all days.

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Addl. Superintending Engineer
Zonal Knowledge Centre,
PSPCL, Sarabha Nagar,
,Ludhiana

Statement of Technical /Commercial Deviations (If any)

Sr, No.	Technical/Commercial Deviations Claus No.	Brief Description of Deviations
1.		

Punjab State Power Corporation Limited

Tender Notice Q-11/ZKC/LDH/4-2022

April- 2022 To March- 2023

1	Department Name	Addl. Superintending Engineer, Zonal Knowledge Centre , PSPCL, Sarabha Nagar, Ludhiana.
2	Tender Enquiry No.	Q-11/ZKC/LDH/4-2022
3	Tender Issuing Authority	Addl. Superintending Engineer, Zonal Knowledge Centre , PSPCL, Sarabha Nagar, Ludhiana.
4	Place	Sarabha Nagar, Ludhiana.
5	Short Description	Providing meals and catering service for trainees at Zonal Knowledge Centre sarabha Nagar Ludhiana i.e. Mid Session morning & evening Tea at 11 AM & at 3.30 PM, and Lunch.
6	No. of Trainees & Faculty Member	Approx.30- 40 per working day
7	Tender Publication	Tender documents can be purchased at the office of Addl. Superintending Engineer, Zonal Knowledge Centre , PSPCL, Sarabha Nagar, Ludhiana on any working day and time as per below given schedule.
8	Eligibility Criteria	As specified in the NIT
9	Start date and Time of sale of Tender Documents	17-03-2022 from 09-00 AM
10	Last date and time of selling of Tender Documents	20-04-2022 up to 10-00 AM
11	Last date and time of submission of Tender Documents	20-04-2022 up to 11.00 AM
12	Date and time of opening of tender	21-04-2022 at 12.00 Noon
13	Cost of Specification	Rs.1000/- + GST applicable.
14	Payment mode	Demand draft
15	Payment in favour of	Principal/ TTI, PSPCL, Patiala
16	Contact person	Er,Gurmeet Singh, Addl. Superintending Engineer, Zonal Knowledge Centre , PSPCL, Sarabha Nagar, Ludhiana Mob.No.096461-19439
17	Contact e-mail Id	srxenttc@gmail.com
18	Tender value	Rs.15.00 Lac (Approximately)

Conditions:-

- 1) A set of tender documents/specification, general instructions and terms & conditions against above tender enquiry can be purchased from the office of Addl. Superintending Engineer, Zonal Knowledge Centre, PSPCL, Sarabha Nagar, Ludhiana.
- 2) All tenders must be accompanied by Earnest Money at the rates prescribed in the tender documents, except in the case of tenders, which are specifically exempted there under.
- 3) The bidder must have successfully satisfactory experience of at least one year in the catering Service, documentary evidence of the experience shall be attached with the tender. Experience of catering services in govt./PSU department shall be preferred.
- 4) Firms who are defaulters by 25% or more quantity for more than 9 months or any quantity for more than 15 months in making supplies against earlier POs placed on them and the blacklisted/business dealings suspended firms will not be issued tender specifications.
- 5) Negotiations, if required, shall be held only with the lowest tenderer and the contract shall be awarded for the lowest bidder in overall rates/ lowest bidder separately for any item such as breakfast,lunch with two times tea &dinner.
- 6) The offers should be kept valid for 60 (sixty only) days from the date of opening of tenders.
- 7) Telegraphic or conditional quotations will not be accepted.
- 8) PSPCL reserves the right to increase/decrease/nullify the NIT quantity without assigning any reason.
- 9) The firms indicating NIL or concessional rate of GST in their tenders will have to absorb GST up to the full rate applicable at the time of tendering.

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Addl. Superintending Engineer,
Zonal Knowledge Centre,
PSPCL, Sarabha Nagar ,
Ludhiana.