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KARNATAKA JUDICIAL ACADEMY

Crescent House

Crescent Road

Bengaluru-560 001

No. KJA/ /2015

TENDER NOTIFICATION

SUBJECT:- Awarding of the contract for running “Canteen” in the premises of the Karnataka Judicial Academy, Crescent house, Crescent road, Bengaluru-01-reg.

- A) Address of the Tender
Inviting/receiving Authority : The Administrative Officer,
Karnataka Judicial Academy,
Crescent House, Crescent Road,
Bengaluru-560001.
- B) Tender accepting authority : The Director,
Karnataka Judicial Academy,
Crescent House, Crescent Road,
Bengaluru-560001.
- C) Last date for submitting the Tender: 19.12.2015 upto 4.00 p.m.
- D) Cost of the Tender Document : Rs.1,000/-+145/- VAT = Rs. 1,145/-

- 1) Tenders are invited for awarding contract for running “**CANTEEN**” in the premises of the Karnataka Judicial Academy, Crescent house, Crescent road, Bengaluru-01 for a period of **TWO YEARS** from the date of agreement.
- 2) The ‘Canteen’ is situated at basement floor of Hostel Cum Library building of the Karnataka Judicial Academy.
- 3) The Canteen is fully equipped with kitchen equipments and furniture as detailed in **Annexure-I**
- 4) The canteen area totally measures **93.80** Square meters (**1009.24 sq. ft.**) consisting of a Dining hall, Kitchen and utility area. The same will be provided on rent free basis. However the contract will be awarded to the tenderer who quotes lowest subsidized rates for the food items to be supplied for the whole day per plate as detailed in **Annexure-II**.
- 5) The monthly electricity and water charges shall borne by the contractor as per the sub-meters installed in the building and the same have to be remitted to the Karnataka Judicial Academy, every month, without fail.
- 6) The successful bidder shall furnish Bank Guarantee of **Rs.10 Lakhs (Rupees Ten lakhs only)** in favour of ‘Director, Karnataka Judicial Academy, Crescent house, Crescent road, Bengaluru-01’, being the security for the building, kitchen

equipments and furniture and he should regularly renew it till the completion of contract period.

- 7) The interested tenderer shall submit the tender along with **EMD of Rs. 1,00,000/- (Rupees One Lakh only)** through DD in favour of **‘Director, Karnataka Judicial Academy, Bengaluru’**. The unsuccessful tenderer is entitled to get back the EMD amount without interest after closure of tender process.
- 8) The EMD amount submitted by the successful tenderer will be converted as First Security Deposit (FSD) and no interest shall accrue on this deposit, which will be returned after the successful completion of contract and after adjusting dues if any, of the contractor to Karnataka Judicial Academy.
- 9) The successful bidder may be permitted to run the ‘canteen’ for a period of **TWO YEARS** from the date of agreement. If the performance of the contractor is satisfactory during the period of **TWO YEARS**, the contract may be extended for a further period of one more year on the terms and conditions mutually agreed. The Karnataka Judicial Academy reserves the right of termination of the contract at any time with 30 days of notice, if the performance is not satisfactory.
- 10) The tenderer shall indicate his / its status i.e., company / firm/ proprietary concern.

- (a) The person signing the tender shall clearly specify his full name.
- (b) The person / s signing the tender or other documents in connection with the contract may specify whether he signs as :

A sole proprietor in case of sole proprietor concern, a managing partner of the firm in case of a firm and he must have the authority to make offers and settle claims and disputes concerning the business of the partnership either by virtue of the partnership deed or a power of attorney and a constituted attorney in the case of a company. A copy of the same shall be furnished along with the tender document.

- 11) The tenderer shall clearly specify his name and postal address and shall furnish only one address in all the documents, for communication.
- 12) The contractor shall produce the copy of license obtained from the BBMP/ City Corporation and from Labour Department and the copies of documents with regard to remittance of ESI and PF in respect of the staff, during the previous year and all other documents indicating all statutory compliance.
- 13) The tenders should be submitted in the prescribed proforma only. The tenders submitted in the form other than the format prescribed by the Karnataka Judicial Academy will be rejected.

- 14) The copies of the documents showing the minimum experience of 5 (Five) years in the field of catering / running canteen, hotels, copies of receipts for having paid the income tax, VAT, service tax and other taxes and charges shall be submitted along with the tender.
- 15) The disputes if any raised shall be referred to the Arbitration to be conducted in accordance with Indian Arbitration and Conciliation Act, 1996 and any enactment thereof, in India. The substantive Law governing arbitration shall be final and binding on the parties. The seat of Arbitration shall be at Bangalore, India.
- 16) The entire “Canteen” building shall be kept clean by the contractor. The spraying of insecticides shall be done every day to control mosquitoes, flies, bees, cockroaches, rats etc under the supervision of a supervisor appointed by the Contractor.
- 17) The contractor shall take all precautions for the safety and security of the workers employed by him and they shall be subjected to medical examination at least once in three months and the contractor shall strictly follow the rules under the Minimum Wages Act 2015-16. The staff of the canteen are not permitted to lodge in the canteen.
- 18) The contractor is liable for any health hazard, which may be caused to those who consume the eatables supplied by the canteen.

The food items prepared / unused at one session shall not be used subsequently.

- 19) The contractor shall use good quality provisions, oil, vegetables and approved colours and he shall use only 'Nandini milk' and it shall be inspected by competent official appointed by the contractor and it shall be mentioned in a register.
- 20) The name and address of person / persons or firm or body corporate who undertakes the complete responsibility in settling the disputes, paying the compensation in the event of mismanagement, accidents, etc. shall be clearly mentioned in the tender.
- 21) The Karnataka Judicial Academy does not bind itself to accept the tender who quotes lowest rates for the food items mentioned in Annexure-II or any other tender and reserves to itself the right of accepting the whole or any part of the tender. The entire tender process may be cancelled without assigning any reasons.
- 22) While conducting conferences, workshops, Seminars, etc in the Academy, it shall be the discretion of the Board of Governors in placing the order for catering service. Whenever the Board Meeting and other functions are arranged the Contractors shall supply the food in accordance with the orders placed by the Director or his authorised Officers.

- 23) The contractor shall use the “Canteen” only for canteen purpose and shall not utilize the building and its surroundings for any other business purpose.
- 24) The contractor shall not let out the entire canteen or any portion of the building on Sub-Contract.
- 25) The Contractor shall provide food to the trainee judicial officers as detailed in Annexure II.
- 26) On usual working days the contractor is required to prepare and serve food for minimum 75 members and maximum 200 members. On general holidays expected minimum numbers would be between 15 and 40 members. As and when training is scheduled, the Director of Karnataka Judicial Academy will place orders as to number of Trainee Judicial officers and the contractor should prepare food accordingly after getting prior order.
- 27) The Director of Karnataka Judicial Academy or his authorized officer are empowered to inspect the premises and test the quality and quantity of the food supplied in the canteen and to look into any grievances of the Trainee Judicial Officers / Officers of Karnataka Judicial Academy.
- 28) A formal agreement has to be executed between the Karnataka Judicial Academy and successful tenderer before commencement of the canteen at the expense of the contractor.

- 29) If any conditions are violated by the contractor, the Karnataka Judicial Academy reserves the right to terminate the contract forthwith and to take possession of the “Canteen” Building.
- 30) Incomplete, irrelevant, partly filled tenders and tenders without requisite documents and tenders received without EMD will be summarily rejected.
- 31) **Two cover system:-** The tenderers are required to submit simultaneously two separate sealed covers, one containing EMD and the details of their capability to undertake the tender (including Bank Guarantee, requisite licenses, experience certificate, income tax, VAT, service tax details, etc.,) which will be opened first and after scrutiny and due verification, only if the tenderer is found to be qualified to execute the tender, the second cover containing the price quotation in respect of food items mentioned in Annexure – II, will be opened.
- 32) The main cover shall be superscripted as **“TENDER FOR “CANTEEN” IN THE PREMISES OF KARNATAKA JUDICIAL ACADEMY, BENGALURU”** which shall contain additional two separate covers and the first cover shall be superscripted as **'Technical Bid'** and second cover as **'Financial Bid'**.
- 33) The contractor shall make arrangement to prepare and serve food through adequate experienced staff and he shall provide uniform to

all the employees and hand gloves and caps to the food serving staff. The contractor shall maintain a list of all his employees working in the canteen with police verification and shall provide ID cards to them and copy of such list shall be given to the Academy.

- 34) The contractor shall not use plastic bags, cups, plates to store or serve the food items and shall use good quality glasses made up of paper / glass / ceramic material, for supplying coffee / tea / badam milk. He shall use good quality plates, cups, spoons and required utensils for serving the food.
- 35) The UV treated or RO treated water shall be provided for drinking.
- 36) The contractor shall take utmost care in preservation of kitchen equipments, furniture and fixture provided at "CANTEEN". If any damage is done to the building or the equipment's, etc the contractor is liable to get them repaired / replaced the same with the prior permission of Karnataka Judicial Academy and if the contractor is negligent or has not compensated the same, the Karnataka Judicial Academy will take necessary action to make good the loss and to recover the actual expenditure out of the EMD/Bank Guarantee provided by the contractor.
- 37) The contractor shall make his own security arrangements for the safety of furniture and equipments provided in the canteen. In case

of any theft, loss or misplace of it, the contractor will be held liable.

- 38) The contractor shall obtain all annual licenses from all the required competent authorities before opening of the canteen and shall display the same in a prominent place.
- 39) The contractor shall pay all types of periodical taxes to the concerned authorities well in advance and copy of the receipts shall be furnished to the accounts branch of Karnataka Judicial Academy.
- 40) The tender document shall be obtained from Section Officer of the Karnataka Judicial Academy, Bengaluru on payment of **Rs.1,145/-** being the cost of tender document by way of DD drawn in favour of '**Director, Karnataka Judicial Academy**' or remitting cash in the Accounts Branch of this Office and that amount is not refundable.
- 41) The tender documents will be sold upto **1.30 p.m. on 18.12.2015.**
- 42) The sealed tenders should reach the office of the Director, Karnataka Judicial Academy, Crescent house, Crescent road, Bengaluru-01 by **19.12.2015 before 4.00 p.m.** and the tenders, which are received by the Karnataka Judicial academy Office after the date and time specified is liable for rejection.

- 43) One week prior to the last date of submitting tender, pre meeting will be arranged in the chamber of Director, Karnataka Judicial Academy between 3 p.m. to 5.00 p.m. and the interested tenderers may visit the Academy and verify the availability of equipments, furnitures and area in the canteen premises.
- 44) The sealed tenders will be opened on **21.12.2015 at 3.00p.m.** in the Chambers of '**Director, Karnataka Judicial Academy, Bengaluru**'. The interested tenderers or their authorized agents may be present at the time of opening of the sealed tenders.

BY ORDER

**ADMINISTRATIVE OFFICER, KJA
TENDER INVITING /
RECEIVING AUTHORITY**

Annexure: I

1. The equipment available in the Kitchen in the Karnataka Judicial Academy

SI No	Items
1	Storage Rack with 5 shelves of size 1125x525x1800mm
2	Atta/Maida Bin of size 450x450x750mm
3	Potato /Onion Bin of size 450x450x750mm
4	SS Pallets of size 1200x600x250mm
5	4 Door refrigerator of size 1200x600x2100mm
6	SS Tandoor Coal Operated of size 750x750x850mm
7	Work table with splash & 1 under shelf of size 450x750x850+150mm
8	Dosa & Chapati Plate Gas Model of size 900x750x850+150mm
9	Two Container Batter Trolley of size 300x900x850mm
10	Supply of Two Burner Cooking Range of size 1200x750x850mm
11	Masala Trolley of size 600x500x850mm, Top made out of 18swg 304SS
12	Work Table with Sink & 1 Under Shelf of size 1200x600x850+150mm
13	Wall shelf of size 1200x300x300mm ,Made out of 18Swg
14	Work table with splash & 1 under shelf of size 950x700x850mm
15	Granite Top Table With 1 under shelf of size 900x700x850mm,
16	Rice, Vegetable & Idly Gas Steamer of size 670x680x1255mm
17	Work table with splash & 1 under shelf of size 1350x700x850+150mm
18	Work Table with Sink & Chute of size 1800x600x850+150mm
19	Work table with splash & 2 under shelf & chopping board of size 2100x600x850+150mm
20	Universal Cutting Machine of Capacity-1/3HP- 80-100Kg/hr
21	Wet Grinder Conventional Type of Capacity-3.50Kgs
22	Work table with splash & 2 under shelf & chopping board of size 2100x600x850+150mm
23	Heavy Duty Mixe of Capacity-6Lts
24	Dough Kneading Machine of Capacity-25Kgs

25	Pot Rack of size 1200x600x1500mm
26	Dirty Dish Landing Table with Chute of size 1200x600x850+150mm
27	Three Sink Unit of size 1650x600x850+150mm
28	Sink With Sterilizer of size 600x600x850+150mm
29	Storage Rack with 5 Shelves of size 1000x525x1800mm
30	Work table with sink, splash & 1 under shelf of size 1250x600x850+150mm
31	Wall shelf of size 1250x300x300mm
32	Work table with small burner with 1 under shelf of size 1200x600x850+150mm
33	Three Vessel Hot Case of size 300x900x750mm
34	Top Refrigerator of size 1500x600x850mm
35	Sandwich Griller Of Size 13"x15"x13"
36	Pick Up Table of size 1650x650+300x850+450mm
37	Spoon Sterilizer.
38	Bain Marie of size 2170x650+300x850+450mm.
39	Berjaya BSP-1B+12PF-G Baking Oven Gas of size 1310x960x1459mm
40	Atta/maida bin of size 600x600x600mm,
41	Granite top table of size 1000x900x850+150mm
42	Work table of size 1100x600x850+150mm
43	Wall shelf of size 1100x300x300mm
44	Platform trolley of size 1200x600x850mm
45	SS Wall Mounted Exhaust Hood of size 6100x1200x550mm
46	Centrifugal blower
47	GI Ducting
48	GI Volume control dampers
49	LPG Gas Line 3+3=6.

2. Furnitures available in Dining hall:

1.	Wooden Dining Table 8 Nos.
2.	Dining Cushion Chair 32 Nos.
3.	Blue Star Water Cooler 1 No.
4.	Ceiling fan 4 No.
5.	Hand Dryer 1 No.
6.	Soap Dispenser

Annexure:II

Sl. No.	Food Items	Food serving Time
I	Coffee/Tea/Lemon Tea/Black Tea	6.00 A.M
II	Breakfast (with coffee/tea)- Combination of one item in ‘A’ and one item in ‘B’ with cut fruits or dry items as mentioned in ‘C’ and ‘D’	7.30 A.M to 8.30 A.M
A.1.	Idli,vada/rava idli/button idli/tatte idli,etc., with chatni, sagu & sambar.	
2.	Set Dosa/Neer dosa/onion dosa/ragi dosa/rava dosa/masal dosa, etc., with playa chatni	
3.	khara Pongal , Poori, Khara Avalakki, Upittu, etc., with chutney/sagu/raitha.	
B.	Kesaribath, Sweet Avalakki, buns, Sweet Pongal, Halva, etc.,	
C.	Dry Items such as Bread, butter, jam/Corn flakes/Oats with milk, etc.,	
D.	Cut fruits (combination of seasonal fruits)	
III	Coffee/Tea + Biscuit	11.15 A.M to 11.30 A.M
IV	Lunch - Combination of any one item in Sl. No.1 & 2, Plus items mentioned in Sl. no.3 and on every Friday one sweet item.	1.30 P.M to 3.00 P.M
1.	Chapati/Jower roti/akki roti/ragi roti /ragi mudde/Poori with suitable palya or gravy	
2.	Bisibelebath/puliyogre/veg palav/fried rice/ghee rice.	
3.	Curd rice+fruits+buttermilk to drink. Vegetable salad, pickle, papad &	

	kosambari.	
V	Coffee/Tea with Snacks (any one item mentioned below)	4.30 P.M to 5.00 P.M
1.	Aloo bonda/mirchi/bread bonda/goli baje/balikayi bajji/cutlet/mosaru vade/chirmuri/heerekayi bajji/kadale usuli and etc.,	
VI	Dinner - Any one item in Sl. No.1, Plus items mentioned in Sl no.2	8.00 P.M to 9.30 P.M
1.	Ragi Mudde/Chapathi/parota/jola rotti/ Pooori with suitable palya or gravy	
2.	Plain rice + sambar, rasam, playa+ Curd +fruits+Vegetable salad, pickle, papad & kosambari.	

NOTE:- Rate for whole day means rates for food items shown in Sl.No. I to VI, per plate/person.