

## **TENDER NOTICE**

**O/o State Council of Educational Research and Training, Haryana,  
Gurugram**

Opposite: - Panchayat Bhawan,  
Sohna Road, Gurugram  
Haryana-122001

Memo No: - Science/2025/3181

Dated: - 9-12-2025

**Subject: - Tender for Food on the occasion of State Level Science Exhibition (Rajya Stariya Bal Vaigyanik Pradarshani) 2025-26.**

State Council of Educational Research and Training, Gurugram invites Tender in sealed cover for allotment of the successful bid for Food of State Level Science Exhibition (Rajya Stariya Bal Vaigyanik) 2025-26 to be held in the month of December 2025/January 2026.

### **(1) General Conditions: -**

- (a) Interested agencies are invited to submit their tender in a sealed cover duly super scribed "**Tender for Food on the occasion of State Level Science Exhibition (Rajya Stariya Bal Vaigyanik Pradarshani) 2025-26**".
- (b) The Tender in sealed cover containing financial & Technical bid shall reach on or before **23 December, 2025 upto 5:00 PM** through speed/Regd. Post/By hand to the Director SCERT Haryana, Gurugram, Opp. Panchyat Bhawan, Sohna Road, Gurugram Haryana-122001.
- (c) The received bids shall be opened on **24<sup>th</sup> December, 2025 at 2:30 PM** in this office on in the presence of members and committee as well as the authorized representatives of the bidders. All the bidders are informed to attend the same.
- (d) The bidder shall have to be present in person or through an authorized representative on the aforementioned due time and date in this office. However, this office also reserves the right to reject any bid without assigning any reason.
- (e) Bids received after due date, not contained in a sealed envelope, incomplete quotation and received later than stipulated time are liable to be summarily rejected without assigning any reason and without any communication.
- (f) The validity of the Tender shall be for Six months from the date of its receipt in this office.
- (g) The bidder shall ensure safe and good quality food. All items such as ghee, refined oil, spices, flour and vegetables should be of good quality and ensure safety as per Food and Safety and Standard act, 2006. No adulterated and contaminated items should be brought or used. (As per P.O. Food Adulteration Act, 1954)
- (h) For storing and distributing raw/cooked food, the contractor must arrange clean utensils/containers. Plastic and paper cups, plates, and bowls should not be used.

- (i) While preparing food, special care must be taken regarding cleanliness/hygiene and safe gas connection. The contractor must arrange his own refrigerator for storing perishable items. He must also make his own arrangements for protection of food from insects and flies.
- (j) Tender fee of Rs. 1000/- should be deposited through draft in favour of Director SCERT.
- (k) For Earnest money deposit (EMD), a DD of Rs. 5000/- will be deposited in the favour of Director SCERT.
- (l) If the food quality is found unsatisfactory or below the specified standards, the appropriate amount will be deducted from the EMD without any further notice.

## **(2) Terms & Conditions of Payment:**

### **1. Mode of Payment:**

All payments to the selected bidder/contractor shall be made **through the Government Treasury** as per the prevailing financial rules and procedures of the State Government.

### **2. Payment Process:**

Payment will be released only after submission of verified bills/invoices, duly certified by the concerned authority, and after completion of all required documentation as per treasury norms.

### **3. Timeline for Payment:**

The payment timeline is subject to the clearance and processing by the Treasury Office. The department will initiate payment within the prescribed period; however, the final credit to the bidder's account will depend on treasury processing. Payment will be done after statutory deductions.

## **Minimum Eligibility Criteria**

- a) The bidder shall submit the complete documents in all respects duly signed & stamped on each and every page as a token of acceptance of all the terms and conditions of tender.
- b) The bidder should be in existence for at least 5 (Five) years.
- c) Bidder having registered office in the State of Haryana will be given preference for award of tender.
- d) The bidder should be registered ISO agency.
- e) The bidder should have PAN No. Self-attested copy of PAN Card is to be submitted.
- f) The bidder must have certificate duly issued from FSSAI (Form C) to ensure food safety and standards.
- g) Bidder should have Goods & Service Tax Registration No. Self-attested copy of Goods & Service Tax Registration is to be submitted.



- h) The bidder's average annual financial turnover should be Rs. 20, 00,000/- or above for the last 03 financial Years (2022-23, 2023-24, 2024-25). Certified by CA or Turnover certificate certified by Chartered Accountants for the last three financial years ending 21<sup>st</sup> April 2025 to be submitted.
- i) The Bidder must submit a declaration that the bidder has not been suspended / blacklisted by any organization.
- j) Bidder must submit the bidder's details in the enclosed prescribed performa on the letter head of the company duly signed by proprietor/partner/director or their authorized representative. In case of signing of tender by authorized representative, letter of authorization must be attached with bid.
- k) The bid should enclosed in the following format as mentioned in the menu:

Breakfast (Cost per Unit)	Tea/Coffee with snacks (Cost per unit)	Lunch (Cost per Unit)	Tea/Coffee with snacks (Cost per Unit)	Dinner (Cost per Unit)	Total Amount

#### Menu for 2 days

Day	Breakfast	Lunch	Dinner	Tea (2 Times)
1 <sup>st</sup> Day	Puris + Aloo Sabzi+ Poha+ Dahi	White Chana+Mix Veg+Roti+ Rice+Raita+Salad+ papad+ Kheer	Dal (Arhar Dal)+ Seasonal Veg+ Roti+ Rice+Gulab Jamun	Morning- Tea+ BreadPakora+Seasonal Fruit Evening- Tea+Biscuit
2 <sup>nd</sup> Day	Parantha (Aloo/Gobhi/ Methi)+Upma + Dahi	Kadi Pakoda+Seasonal Vegetable+Roti+ Rice +Salad+papad+ Halwa	Dal (Moong Sabut)+Aloo Capsicum+Rasgulla	Morning- Tea+ Veg Sandwich+Seasonal Fruit Evening- Tea+Biscuit

#### SELECTION CRITERIA

1. The right to reject all bids rests with Director SCERT without assigning any reason thereof.
2. The bidder Agency and their employees or agents shall observe the highest standard of ethics during the bidding process. Notwithstanding anything to the contrary contained in this document, may reject a tender without being liable in any manner whatsoever to the bidder Agency, if it determines that the bidder Agency has, directly or indirectly or through an agent, engaged in corrupt, fraudulent, coercive, undesirable or restrictive practice during the bidding process.
3. A Committee will be constituted for evaluation of bids received. A minimum eligibility criterion for bidders is a must. Financial Quotes of only those bidder Agencies would be considered who attain the minimum eligibility criteria.
4. The Committee will carry out a detailed evaluation of the bids in order to determine whether the applicant bidder Agencies are qualified and eligible or the


technical aspects are substantially responsive to the requirements set forth in the bidding documents.

5. Lowest bidder will be successful.

  
DDO  
SCERT Haryana  
Gurugram 

## Tender Notice

STATE COUNCIL OF EDUCATIONAL RESEARCH AND TRAINING HARYANA  
OPPOSITE PANCHAYAT BHAWAN GURUGRAM INVITES TENDER IN SEALED  
ENVELOPE FOR FOOD ON THE OCCASION OF RAJYA STARIYTA BAL  
VAIGYANIK PRADARSHANI 2025-26 ON or BEFORE 23<sup>rd</sup> December, 2025 upto 5:00  
PM . Details of tender is available on council website [www.scertharyana.gov.in](http://www.scertharyana.gov.in)

  
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SCERT Haryana  
Gurugram 