

CITY CIVIL AND SESSIONS COURT, GREATER BOMBAY
Old Secretariat Building, Fort, Mumbai- 400 032

TENDER PAPERS FOR :-

NAME OF WORK : To permit use of Canteen premises (full/part area) with kitchen accessories located on the 1st floor, Mazgaon Court building, Mazgaon, Gr. Bombay, for One Year and renewable at the end of each year at the option of the Principal District Judge, from **01st November, 2024 to 31st October, 2025.**

Estimated Cost for 1 :
year (approximate)

Estimated Cost for 1 year (approximate)

Sr. No.	Option	Area (Sq.ft.)	Commercial		Semi Commercial		Service Organization	
			Rate / Sq.Ft.	Yearly Total Rent in Rs.	Rate / Sq.Ft.	Yearly Total Rent in Rs.	Rate / Sq.Ft.	Yearly Total Rent in Rs.
1	Half Kitchen and part seating area till first column	1387	110.80	1844088.72	67.25	1119268.65	13.28	221024.35
2	Full Kitchen and part seating area till first column	2003		2663122.32		1616380.65		319190.11
3	Full Kitchen and part seating area till second column	2805.7		3730511.9		2264232.18		447122.73
4	Entire canteen	5575.6		7413304.46		4499501.13		888526.02

Note ; The above amount is excluding Earnest Money, Security deposit, GST, Labour Insurance charges, water charges, electricity charges and other taxes. In addition to the above compensation the Tenderer shall pay amount of Rs. 2,00,000/- for kitchen accessories (refundable)

Ref. No. : BCC&SC-MUM/e-tender/compensation
Mazgaon Canteen /2024/02

I N D E X

Sr. No.	Description		Page No.
			From
1)	Brief Tender Notice to Press (English and Marathi)		3-4
2)	Section – I	Detailed Tender Notice	5-17
3)	Section – II	Instructions to Bidders (ITB)	18
4)	Section – III	General Conditions of Contract (GCC)	19-21
5)	Section – IV	Special Conditions of Contract (SCC)	22-27
6)	Section – V	Additional Conditions of Contract (ACC)	28-29
7)	Section – VI	Scope of Work (SOW)	30-31
8)	Section – VII	Declaration of the Bidder (DOC)	32
9)	Section – VIII	Form of Bank Guarantee (FBG)	33-35
10)	Section – IX	Annexure of Area	36
11)	Section – X	Applicable Government Resolutions	37
12)	Section – XI	Tender Schedule	37
13)	Section – XII	Tender Form	38-39
14)	Section – XIII	Canteen Menu	40-42
15)	Section – XIV	Kitchen Accessories	43
16)	Section – XV	Additional Kitchen Accessories	44

**City Civil and Sessions Court, Greater Bombay,
Old Secretariat Building, Fort, Mumbai-400 032.**

e- TENDER NOTICE

BCC&SC-MUM/e-tender/compensation Mazgaon Canteen/2024/02;
The City Civil and Sessions Court, Greater Bombay (Tel no. 022-2284
4134 Ext.no. 322) invites e-Tenders in the prescribed format "To
permit use of Canteen premises (full/part area) with kitchen
accessories located on the 1st floor, Mazgaon Court building, Mazgaon,
Gr. Bombay, for One Year and renewable at the end of each year at the
option of the Principal District Judge, from **01st November, 2024 to
31st October, 2025** from the Registered/Unregistered and
Experienced Contractors in appropriate class as per the specifications
mentioned in the e-tender document. The detail tender notice with
terms and conditions is available on the Government of Maharashtra
website <https://mahatenders.gov.in> and on
<http://district.ecourts.gov.in>. The interested parties/ Offerer may submit
their Tender offer from the website <https://mahatenders.gov.in>
from **09th September, 2024 at 10:30 hrs to 30th September,
2024 till 17 : 00 hrs.** Particular and place of work can be seen by the
bidder on contacting the Registrar, City Civil and Sessions Court, Gr.
Bombay.

In case of difficulty concerning online bid submission, for help
contact 24x7 toll free number 1800-3070-2232.

Dated: 05th September, 2024

Sd/-
Registrar
City Civil and Sessions Court,
Gr. Bombay.

नगर दिवाणी व सत्र न्यायालय, मुंबई, जुने सचिवालय इमारत, फोर्ट, मुंबई-४००

:4:

०३२

ई-निविदा सूचना

संदर्भ क्र. —बीसीसीअॅन्डएस्सी—मुंबई/ई—निविदा/उपहारगृह/२०२४/०२: नगर दिवाणी व सत्र न्यायालय, मुंबई (दुरध्वनी क्र.०२२—२२८४ ४१३४ विस्तारित क्र. ३२२) हे (१) नगर दिवाणी व सत्र न्यायालय, माझगाव, मुंबई येथील पहिल्या मजल्यावरील उपहारगृह व त्यामध्ये उपलब्ध असलेले साहित्य वापरण्यास देण्याकरिता नोंदणीकृत/अनोंदणीकृत आणि अनुभवी ठेकेदारांकडून विहित नमुन्यात ऑनलाईन ई—निविदा, निविदेतील कागदपत्रांमध्ये विनिर्देशीत केल्याप्रमाणे मागवित आहेत. विस्तृत निविदा सूचना व त्यासंबंधीच्या अटी व शर्ती महाराष्ट्र शासनाच्या

<https://mahatenders.gov.in>

आणि

<http://district.ecourts.gov.in>

हया संकेतस्थळावर उपलब्ध आहेत. इच्छुक

ठेकेदारांना आपल्या निविदा **दिनांक : ०९ सप्टेंबर, २०२४ सकाळी १० : ३० ते**

दिनांक : ३० सप्टेंबर, २०२४ सायंकाळी ५:०० पर्यंत <https://mahatenders.gov.in>

या संकेतस्थळावरून सादर करता येतील. इच्छुक ठेकेदार कामाचे ठिकाण व कामाच्या स्वरूपाची प्रत्यक्ष पाहणी करण्यासाठी, प्रबंधक, नगर दिवाणी व सत्र न्यायालय, मुंबई यांच्याशी संपर्क साधू शकतील.

ऑनलाईन ई—निविदासंबंधी अधिक माहितीकरिता २४X७ उपलब्ध असणा—या १८००—३०७०—२२३२ या टोल फ्री क्रमाकावर संपर्क साधावा.

सही/—

प्रबंधक

दिनांक: ०५ सप्टेंबर, २०२४

नगर दिवाणी व सत्र न्यायालय, मुंबई

SECTION -I: DETAILED TENDER NOTICE WITH TERMS AND CONDITIONS (DTN).

1. Online e-tenders for the following works are invited by the Registrar, City Civil and Sessions Court, Greater Bombay (Phone no. 022-2284 4134 Ext. 322) from the Registered/Unregistered and Experienced Contractors in appropriate Class. The name of work, estimated cost, earnest money, security deposit, duration of contract etc. are as under.
 - 1.1) Name of work : "To permit use of Canteen premises (full/part area) with kitchen accessories located on the 1st floor, Mazgaon Court building, Mazgaon, Gr. Bombay, from **01st November, 2024 to 31st October, 2025.**
 - 1.2) Cost of each tender Form : Rs. 10,000/-
 - 1.3) Estimated cost (approximate) of work put to tender for 1 year : Refer Page no. 01
 - 1.4) Earnest Money : a) For Registered Contractor 1% of tender amount.
: b) For Unregistered Contractor 2% of the tender amount.
 - 1.5) a) Security Deposit : 4% of tender amount
b) Additional deposit : Rs.2,00,000/- for Kitchen and accessories.
 - 1.6) Publishing date for e-tender : 09th September, 2024 from 10:30 hrs
 - 1.7) Pre-tender conference date : 19th September, 2024 at 17:00 hrs
 - 1.8) Last day up to which online blank tender forms will be issued : 30th September, 2024 till 17:00 hrs.
 - 1.9) Last date for submission of e-tenders. : 30th September, 2024 till 17:00 hrs.
 - 1.10) Date and time of opening of the tender : Technical bid (Envelope no. 1) will be opened online on 01st October, 2024 at 17:30 hrs at Computer Cell, City Civil and Sessions Court,

Gr. Floor, Old Secretariat Building,
Fort, Mumbai-400 032.

Time and date of opening of financial bids (Envelope no. 2) will be informed to the qualified bidder after verification of technical bids.

- 1.11) Validity Period : The offer of the contractor shall remain valid for 90 days from the date of opening of Envelope No.2.
- 1.12) Period of Contract : One Year, from **01st November, 2024 to 31st October, 2025.**
- 1.13) Tender form, instruction to bidder, conditions of contract, scope of work and the contract drawings can be downloaded from <https://mahatenders.gov.in> and tender can be submitted only after making online payment of Rs. 10,000/- (Rupees Ten Thousand only) towards Tender form fee and further information regarding the work can be obtained from the above office.
- 1.14) The Earnest Money Deposit (EMD) should be submitted online. The bidder claiming exemption of EMD shall submit the exemption certificate online. Bids will be opened as per the Tender Schedule, in the presence of such intending bidders or his/their authorized representative who may be present at that time.
- 1.15) The detail tender notice and tender form shall also form a part and parcel of the contract agreement and breach of those terms and conditions shall also constitute breach of terms and conditions of the contract agreement.
- 1.16) The online tender forms will be available only to the unregistered and registered contractor with having experience in the same field at the time of applying for e-tender.
- 1.17) The bidder, if firm or company shall in their forwarding letter mention the name of the partners of the firm or the company (as the case may be) and the name of the partner who holds the power of attorney, if any, authorizing him to conduct transaction on behalf of the firm or company.
- 1.18) Rights are reserved to revise or amend the contract documents fully or part thereof prior to the date notified

or amended for the receipt of tender. Such deviations/ amendments if any shall be communicated in the form of corrigendum or by a letter as may be considered suitable.

- 1.19) Rights are reserved to reject any or all tenders without assigning any reasons thereof.
- 1.20) The discretion as regard to acceptance of bid shall be with the Court Authorities.

2. EARNEST MONEY :

- 2.1) Earnest Money as mentioned above at Sr. No.1.4 along with the tender should be paid online.
- 2.2) Valid earnest money exemption certificate (if applicable) will be accepted in lieu of earnest money deposit. The tenderer who is exempted from payment of earnest money deposit should submit, online, the certificate from Government of Maharashtra/ competent authorities or applicable Government resolutions regarding exemption from the payment of earnest money.
- 2.3) Tender of those who do not deposit earnest money in the above acceptable form shall be summarily rejected.
- 2.4) The amount of earnest money will be refunded to the unsuccessful tenderer on deciding about the acceptance or otherwise of the tender or otherwise on expiry of the validity period whichever is earlier. In case of the successful tenderer, it will be refunded on his paying the initial Security Deposit to be paid after awarding of the work. If successful tenderer does not pay the security deposit in the prescribed time limit and complete the agreement bond, his earnest money deposit will be forfeited to the Government.
- 2.5) The amount of earnest money will be forfeited, if the participant tenderer retreat from the tender process at any stage.

3. SECURITY DEPOSIT AND DEPOSIT FOR KITCHEN ACCESSORIES :

The successful bidder shall have to pay 100% Security Deposit in form of Fixed Deposit Receipt (FDR) of any Nationalized Bank OR in form of National Saving Certificate (NSC) for one year, pledged in favor of Registrar, City Civil Court, Mumbai OR Bank Guarantee (BG) from a Nationalized Bank in the enclosed form

and complete the contract documents failing which his earnest money deposit will be forfeited to Government.

- 3.1) All compensation or other sums payable by the contractor under the terms of this contract or on any account may be deducted from this Security Deposit or from any sums which may be due to him or may become due to him by Government on any account and in the event of the Security being reduced by reason of any such above noted deductions the contractor shall within ten days of receipt of notice of demand from the Registrar, City Civil and Sessions Court, Gr. Bombay make good the deficit.
- 3.2) There shall be no liability of the Department to pay any interest on the Security Deposited by or recovered from the contractor.
- 3.3) The Security Deposit shall be refunded after completion of contract period.
- 3.4) In addition to the security deposit specified above, the successful bidder shall pay deposit of Rs. 2,00,000/- (Rupees Two Lacs only), towards the kitchen / canteen accessories/furniture provided by the Registrar, City Civil Court, Mumbai. The said deposit shall be refundable. The successful bidder shall pay the deposit of Rs. 2,00,000/- in form of Fixed Deposit Receipt (FDR) of any Nationalized Bank OR in form of National Saving Certificate (NSC) for one year, pledged in favor of Registrar, City Civil Court, Mumbai OR Bank Guarantee (BG) from a Nationalized Bank in the enclosed form. In case of damage to kitchen/ canteen accessories/furniture the bidder shall be liable to compensate the same and if fail, the same shall make good from deposit.

4. IMPORTANT POINTS/ TO BE NOTED BY THE TENDERER.

Relevant provisions of the Government Resolutions

- I) **Government Resolution**(Law and Judiciary Department, Mantralaya, Mumbai) nos. पदनि २५१२/प्र.क्र.१५७/कार्या.१२, dated **27.01.2015** and corrigendum to the said resolution dated **03.02.2015** will applicable and binding on the Tenderer/ Contractor (*particularly the provisions at para no.15 to 24, 26, 27 and 29 to 31 of G. R. Dated 27.01.2015*),
- II) **Government Resolution** No. पदनि २५१२/प्र.क्र.१५७/कार्या. १२, दिनांक : २६.०२.२०१३, Government Circular No. पदनि

२०१६/प्र. क्र.२९/१६/वित्तीय सुधारणा-१, dated **02.08.2016**, Government Notification (Industries, Energy and Labour Department) no. MWA 1015/569/CR-201/Lab-7, dated **27.01.2017**, **along with** special allowances declared by the Labour Commissioner, Mumbai from time to time,

III) Government Resolution No. कंत्राटी २०१६/प्र.क्र. १९४/कार्यासन १२, dated **23.02.2017**, Government Resolution No.कंत्राटी २०१६/प्र.क्र.१९४/कार्यासन १२, dated **09.08.2017** (in respect of Goods and Services Tax), Government Resolution (Finance department) dated 27.04.2022 and circular dated 13.07.2022, will applicable the G.Rs issued by the Government time to time in this regard are also applicable to the Tenderer/Contractor. The aforesaid G.R.s are available on official website of Government of Maharashtra (<https://maharashtra.gov.in>).

VI) Government Resolutions वित्त विभाग शासन निर्णय क्रमांक : पदनि २०२२/प्र.क्र.१५/आ.पु.क, दिनांक : २७.०४.२०१७

IV) Government Resolution : उद्योग, उर्जा व कामगार विभाग शासन निर्णय क्रमांक : काआआ-२०१३/प्र.क्र.२३३/कामगार-८, दिनांक : १८.०६.२०१४

V) Government Resolution : विधी व न्याय विभाग शासन निर्णय क्रमांक : पदनि २५१२/प्र.क्र.१५७/का.१२, दिनांक : २७.०१.२०१५

VI) Government Resolution : विधी व न्याय विभाग शासन निर्णय क्रमांक : पदनि कंत्राटी-२०१६/प्र.क्र.१९७/का.१२, दिनांक : २३.०२.२०१७

High court letters

I) Hon'ble High Court Letter No.B(W)6042/1993, Dated 02nd March, 1993

II) Hon'ble High Court Letter No.B(W)6042/1993, Dated 04th April, 2001

III) Hon'ble High Court Letter No.B(W)6042/1993, Dated 14th August, 2001

4.1) The relevant Government Resolutions and High Court directions are part and parcel of the Contract Agreement.

4.2) Section-VI of the tender shows the scope of work to be executed.

4.3) The accepted eligible tender shall be forwarded to the Hon'ble High Court, Bombay. After obtaining the necessary approval from concerned authorities, the tendered work will be awarded to the concerned tenderer/contractor.

4.4) After awarding the tendered work, the Tenderer/Bidder shall

execute an agreement with this office and shall bear the cost of Registration and Stamp duty as per Government Rules, if required. The contract shall be liable to be terminated at the end of the successful bidder, if he fail to register the agreement by paying appropriate stamp duty as per the directions of superior authorities.

- 4.5) The e-tendering process will be re-processed, in case, minimum 3 numbers of tenders are not received.

5. TENDERING PROCEDURE.

- 5.1) Tender Forms. (see prescribed format as per Section-XII)
- a) Tender Forms in prescribed format (Section-XII) can be downloaded from the e-Tendering portal of Government of Maharashtra i.e. <https://mahatenders.gov.in>. However, tender can be submitted only after making online payment towards Tender Fees as per the Tender Schedule.
- b) The tender submitted by the tenderer shall be based on the clarification, additional facility offered (if any) by the City Civil and Sessions Court, Gr. Bombay and this tender shall be unconditional. Conditional tenders will be summarily REJECTED.
- c) All tenderers are cautioned that tenders with conditions and/or containing any deviation from the contractual terms & conditions, specifications or other requirements will be treated as non responsive. The contractor should clearly mention in forwarding letter that his/her offer (in Envelope No.1 & 2) does not contain any condition, deviations from terms and conditions stipulated in the tender.
- d) Tenderers should have valid Class II / III Digital Signature Certificate (DSC) obtained from any Certifying Authorities. In case of requirement of DSC, interested Bidders should go to <https://mahatenders.gov.in>. In case in difficulty

concerning online bid submission, for help contact on telephone number given.

5.2 Guidelines to Bidders on the operations of Electronic Tendering System: <https://mahatenders.gov.in>

5.3 Download of Tender Documents : To participate in the online tender process, the bidder must pay the cost of Tender Form fee online.

5.4 Shortlisting of Contractor for Financial Bidding Process :

The Tendering Committee/Authority will first open the Technical Bid documents of all Contractors and after scrutinizing these documents will shortlist the Contractors who are eligible for Financial Bidding Process. The shortlisted Contractors will be intimated by email.

5.5 Opening of the Financial Bids :

The Contractors may remain present in the Office of the Tender Opening Authority at the time of opening of Financial Bids. However, the results of the Financial Bids of all Contractors shall be available on the e-Tendering Portal immediately after the completion of opening process.

5.6 The Contractors are strictly advised to follow the Dates and Times allocated for e-tendering process. All the online activities are time tracked and the Electronic Tendering System enforces time-locks that ensure that no activity or transaction can take place outside the Start and End Dates and Time of the stage as defined in the Tender Schedule. At the sole discretion of the Tender Authority, the time schedule of the Tender stages may be extended.

5.7 Acceptance of tender shall solely rest with the Tender Committee and final approval of the Hon'ble Principal

Judge of this Court who reserves the right to accept or reject any or all tenders without assigning any reason therefor. The tenderer whose tender is accepted will have to enter into agreement within a week of being notified to do so. In case of failure, the offer of the tenderer shall be considered as withdrawn by him and amount deposited towards the EMD will be forfeited to the Government without any reference to the successful bidder/tenderer.

5.8

Pre-tender Conference: A pre-tender conference to be held on **19th September, 2024 at 17 : 00 hrs.** in the Computer Cell, Gr. Floor, Old Secretariat Building, Fort, Mumbai-400 032 to obtain clarification regarding work and tender conditions.

6. ELIGIBILITY CRITERIA:

Only those Bidders who possess the following eligibility criteria shall apply. Bidders shall submit documentary proof of eligibility in desired format as detailed in the Tender Schedule. Tenders not meeting the eligibility criteria shall be rejected.

6.1) Bidder shall have experience and satisfactory completed Canteen service job in Central Government/ State Government/ Central Autonomous Body etc. The bidder should submit work experience certificate for the same.

Bidder shall submit supporting documents/certificates in form of completion certificates and work orders for the work.

6.2) The bidder shall have an experience of providing Canteen service for not less than 200 persons at a time, for a minimum period of three years .

6.3) Bidder shall submit the Food Safety and Standards Authority of India (FSSAI) Certificate of Company/ organization.

6.4) Bidder shall submit Solvency Certificate equivalent to 20% of the tender amount from Nationalized bank or Schedule Bank.

6.5) Bidder shall submit the Registration Certificate of Company/ organization.

6.6) Bidder shall submit certified copy of Professional Tax certificate.

6.7) Bidder shall submit certified copy of Registration Certificate under Employees Provident Fund.

6.8) Bidder shall submit Certified copy of Registration Certificate under Employees State Insurance Act.

6.9) Bidder shall submit certified copy of License obtained from Labour Commissioner to Employ Contract Labour under Contract Labour Act.

6.10) Bidder shall submit certified copy of Income Tax PAN Card No. of the bidder with last three years Income Tax returns.

6.11) Bidder shall submit certified copy of Goods and Services Tax (GST) Registration Certificate which

should be in the Name of the Bidder.

- 6.12) The bidder shall submit enclose Govt. valid Registration certificate or Shop Act certificate.
- 6.13) The bidder shall submit the declaration as per Section-VII on company's letter head with office seal, email Id, and contact number.

7. THE TWO ENVELOPE BID SYSTEM WILL BE ADOPTED AS BELOW:

The Bidder must submit Bid, online, in Two envelopes i.e. Technical Bid Envelope (B-1) and Financial Bid Envelope (B-2) as under-

- 7.1) Envelope No. 1- Called “Technical Bid Envelope (B-1)” shall contain duly uploaded/scanned copies of:-
 - a. Earnest Money shall be deposited online.
 - b. The Partnership Deed / Memorandum and Articles of associations.
 - c. The Power of attorney if any.
 - d. Declaration on the Bidder’s Letter head that the Financial bid covers all the items of the Bid Document.
 - e. The documents as per Section-I (6) mentioned in eligibility criteria.

All Technical bid documents should be submitted in the above sequence with Index Page and Page numbers.

Technical bids will be opened online on **01th October, 2024 at 17 : 30 hrs** at Computer Cell, City Civil and Sessions Court, Gr. Floor, Old Secretariat Building, Fort, Mumbai-400 032 in presence of the participant Bidders or their authorized representatives (with authorization letter). Bidder should bring the original documents (i.e. Originals of scanned documents) at the time of technical bid opening and required to submit for verification if asked by the office.

If the documents contained in Envelope B-1 do not meet the requirement of the City Civil and Sessions Court, Gr. Bombay, a note will be recorded accordingly by the Bid Opening Authority and the Envelope B-2 of the said Bidder will not be considered for further action and the same will be recorded. The financial bid envelope of such bidders who qualify the eligibility criteria as required at Section-I (6) shall be opened.

In the event of the date specified for receipt and opening of technical bid being declared as a public holiday for Government of Maharashtra, the due date for submission of bids and opening of bids will be the next working day at the same scheduled time.

The eligible bidders from evaluation of envelope B-1 will be informed about the date and time of the opening of the financial bid envelope.

Note:- Please do not quote “Financial bid offer” in the technical bid envelope. If it is found that the price quoted is submitted/indicated anywhere in technical bid envelope, such bid will be rejected.

7.2) Envelope No. 2- Called “Financial Bid Envelope (B-2)” shall contain:-

1. The second envelope clearly marked as ‘Envelope B-2’ shall contain only the main tender as per Section-XII, duly filled in by the contractor.
2. Duly filled prescribed bid form with proper seal and signature of authorized person.
3. The intending bidder shall quote offer online.

8 The Financial bid of the shortlisted tenderer, qualified in technical bid shall be opened by the Committee constituted for this purpose, in presence of shortlisted tenderers or their authorized representatives. If the content of envelope no. 2 are found to be as per requirement specified above, the financial bid shall be treated as valid and processed for further evaluation. The successful tenderer, on approval of the Government, will be informed by the Registrar, City Civil and Sessions Court, Mumbai, accordingly by the letter of intent and will be directed to pay Security Deposit and complete the agreement formalities. The work order will be placed by the Registrar, City Civil and Sessions Court, Mumbai.

The Earnest Money will be refunded to successful Bidder online to the effect that the required Security Deposit has been paid by the tenderer and contract documents are duly signed and registered, if required.

9. THE TENDER IS LIABLE FOR OUTRIGHT REJECTION IF ON OPENING IT IS FOUND THAT :

- 9.1) The bidder has not followed the procedure laid down for the submission of tender strictly.
- 9.2) The bidder proposed any alteration in the work specified in the tender or in the time allowed to carry out the work or any other condition which cannot be evaluated.
- 9.3) Any one or more of the documents required as per preceding paras is or are missing.
- 9.4) Any correction, additions or alterations are made by the tenderer on any page of tender documents.
- 9.5) Any of the pages of the tender are removed or replaced by the tenderer.
- 9.6) Any eraser are made by him in the tender.
- 9.7) The bidder has not signed all corrections and additions and in case of firm or company each partner thereof does not sign.
- 9.8) The bidder has not uploaded the scanned copies of requisite certificates/license as per the eligibility criteria and particularly specified in G.R. Dated 27th January, 2015.

Tenders which do not fulfill all or any of the above conditions or incomplete in any respect are liable for summarily rejection.

SECTION - II : INSTRUCTIONS TO BIDDERS (ITB)

1. The tender shall be online in two parts, i.e. (1) Technical Bid (B-1) and (2) Financial Bid (B-2).
2. On due date of opening only Envelope No. B-1 will be opened online for scrutiny to ascertain the suitability of Tenderers for the work. However, Financial bid (Envelope No. B-2) of only those tenderers will be opened online who qualify in Technical Bid (Envelope No. B-1). The Earnest Money Deposits will be refunded to the unsuccessful bidders online after approval of the Government to the bid of successful bidder.
3. In the technical bid no price shall be mentioned. If the same is done the offer is liable to be rejected.
4. The two envelopes shall contain information as under.
 - a. Envelope No. B-1 : The first envelop should contain details of general matter pertaining to tender viz. Earnest Money, Details as required to qualify for eligibility criteria listed under heading “Eligibility Criteria” [Section-I (6)] and any other information criteria which is asked in tender. This envelopes shall be defined as Technical Bid.
 - b. Envelope No. B-2: This envelope shall be defined as “Financial Bid” and shall contain the tender form in prescribed form duly filled and signed.
5. The tenders shall be submitted online as per the procedure prescribed herein above.
6. Earnest Money shall be deposited online.
7. City Civil and Sessions Court, Mumbai shall not be responsible for any delay / difficulties / inaccessibility of the down loading facility for any reason whatsoever. No claim shall be entertained in this regard.
9. The period of contract will be for One year, subject to the work performance of the bidder.
10. The contractor who will not pay the wages/payments to the worker/labour as per the Minimum Wages Act, his name will be put in BLACK LIST.

SECTION – III: GENERAL CONDITIONS OF CONTRACT (GCC):

1. General Conditions :

- 1.1) The entire tender process will be online. If a firm or company is submitting the tender, it should mention in its forwarding letter the names of all partners and names of persons who hold power of attorney and should submit a certified copy of power of attorney and partnership deed etc., along with the tender and shall sign by each partner.
- 1.2) All pages and pasted slips should be signed by the bidder. Correction in amount (Financial bid) entered in agreement if any should be attested by the bidder.
- 1.3) The bidder shall be deemed to have studied all terms and conditions of the tender, the relevant G.Rs, Circulars etc. and made himself/themselves acquainted with the site, site condition for the execution of the work along with number of workers, materials & equipments required etc., before submitting the tender. A declaration to this effect should be signed by the tenderer on the form attached to the tender.
- 1.4) Once the tender is submitted the matter will be decided accordingly to the tender condition and tenderer will be responsible to bind him/herself to the terms and conditions of tender.
- 1.5) Any change that will be made in the Tender Papers by the Competent Authority after issue of same will be intimated to the Tenderer in the form of Corrigendum/addendum for incorporating the same in the tender before submitting the same.
- 1.6) This detailed tender notice along with Corrigendum/Addendum etc. if any, shall form part of Tender Documents.
- 1.7) Acceptance of tender will rest with the competent Authority who reserves the right to reject any or all tenders without assigning any reason thereof.
- 1.8) The bidder shall be responsible to arrange at his own cost all necessary materials, tools & equipments required for execution of work.

- 1.9) The bidder shall execute his work in such a manner that no damage is made to the existing structure or any Government property.
- 1.10) The work is required to be executed in Court Complex which is very important and sensitive area where both speed and quality of execution are to be maintained by the bidder. The bidder shall also ensure quality work in planned and time bound manner.
- 1.11) Department shall not be responsible for any loss of his material used by the bidder at site.
- 1.12) All the applicable taxes will be recovered from the gross amount of bill. The bidder has authorize Registrar City Civil Court Mumbai to recover applicable taxes from the gross bill.
- 1.13) In case of any lost/theft of the property/record of the Court by the worker/labours, the Bidder will be held responsible for the same.
- 1.14) The information and site data mentioned in the tender documents are being furnished for general information and guidance only. The Registrar, City Civil and Sessions Court, Gr. Bombay in no case shall be held responsible for the accuracy thereof or any interpretation or conclusion drawn therefrom. The contractor shall verify such data to his/her entire satisfaction before quoting the rates.
- 1.15) The tenderer/contractor shall follow the rules and regulations of Local Municipal Corporation in respect of garbage segregation (Wet and Dry Waste) and also dispose off garbage (Wet and Dry Waste), rubbish and other waste at their own cost and under no circumstances these shall be stacked/dumped even temporarily within the building or surrounding premises of this Court.

- 1.16) The tenderer/contractor with prior permission of the Registrar, City Civil and Sessions Court, Gr. Bombay shall arrange the necessary water supply, fitting, flexible pipe etc. For taking water from water taps provided in the building for canteen service at his own cost, without damage to the original structure.
- 1.17) The Contractor/Tenderer shall comply all Government Rules, regulations and the directions given from time to time by the local or public authority in connection with this work and shall pay fees/charges which are leviable on him or as directed by the Registrar, City Civil and Sessions Court, Gr. Bombay and nothing extra shall be paid on this account.
- 1.18) Existing drains, pipe, sewer lines, water lines and other services encountered in the course of the execution of the work shall be protected against the damages by the contractor at his own expenses. The Contractor shall not store materials or otherwise occupy any part of the site in a manner likely to hinder the operation of such services.
- 1.19) In any case the contract shall not be transferable, assigned or sublet to any other person/company.
- 1.20) The relations between the "Registrar, City Civil and Sessions Court, Gr. Bombay" and the "Workers/Labours" of the Contractor/ Tenderer shall not be of "Owner" and "Worker". Also awarding the work of Canteen service shall not be construed or interpreted as creation of any Agency or Partnership between the City Civil and Sessions Court, Greater Bombay and the Contractor or relationship being or deemed, as created between the City Civil and Sessions Court, Gr. Bombay and the Contractor. The relationship between them shall be expressly and completely as per the terms and conditions laid down in this tender notice and is not open to any further or other construction or interpretation.
- 1.21) Bidder will have no right or interest in the said canteen premises or the equipment provided to him of any nature what so ever except permission to use.

SECTION - IV : SPECIAL CONDITIONS OF CONTRACT (SCC):

1. Special Conditions:-

- 1.1) The bidder shall carefully study the tendered area, number of Workers/Labours & the material required for execution of said tendered area, equipments, quantities and conditions of the tender documents to fully appreciated the Scope of Work (Section-VI) before quoting his/her rates. The bidder shall deploy sufficient worker/labour for execution of tender work and to see that it should not be affected for want of sufficient worker/labour.
- 1.2) The bidder should provide satisfactory evidence acceptable to the Registrar, City Civil and Sessions Court, Gr. Bombay to show that (In Technical Bid Part I)
 - (a) He/she is a reputed firm/ contractor who regularly under takes the works of Canteen service to the subject tender and has adequate knowledge and experience with sufficient manpower.
 - (b) He/she has an established proper supervisory control organization to ensure that there is adequate control at all stages of execution of the contract. He/she should give proper Quality assurance chart for the work.

The contractor shall attend any complaint received or pointed out by the Registrar, City Civil and Sessions Court, Gr. Bombay and shall keep a Complaint Book in this office in which the complaints will be recorded. The said book shall be open for inspection by the Registrar or its officials.

2. For the above the Contractor must also submit along with his/her tenders in Technical Bid Part (I) :-

- (a) List of Canteen service for not less than 200 persons at a time, completed in last 3 financial/calendar years and in hand by giving description of work, organization for whom executed, approximate value of the contract at the time of award, date of award & date of schedule completion of work along with relevant documents.

- (b) List of Personnel available on hand & proposed to be engaged for the subject work.
3. The Canteen service work is to be carried out at Court complex, Mumbai which is a sensitive and high security zone. The successful tenderer has to follow the security requirement's in his/her day-to-day work.
 4. The bidder/contractor shall have to deploy required number of workers/labours daily considering the scope of work of tendered area. The bidder shall have to provide canteen service as mentioned in Scope of work.
 5. The tenderer whose tender is accepted shall submit daily Canteen menu plan, so as to help the concerned officers to monitor and check that the Canteen service work.
 6. The bidder shall work in close coordination with concerned officials and modify working schedule if required as per users convenience. No claim whatsoever on this account shall be entrained.
 7. The bidder/contractor shall reserve 20% of space during lunch hours for staff and Advocates. The Bidder shall provide canteen services to the Judicial Officers during lunch and tea hours.
 8. The bidder/contractor shall comply the fire safety norms, fumes and waste disposal.
 9. Excluding the kitchen accessories mentioned in SECTION XIV. No additional Canteen service material and equipments etc. will be supplied/ provided by the Registrar, City Civil and Sessions Court, Gr. Bombay. The contractor will have to make his own arrangements at his own expense for all equipments and food materials etc.
 10. The Bidder shall pay the wages to the Workers/Labours as per the provisions of Minimum Wages Act.
 11. Bidder shall pay all the applicable taxes to the relevant authorities.
 12. Canteen service materials and equipment required shall have to be brought & kept by the bidder in advance for each month at his/her own cost and shall be used strictly.
 13. The Bidder shall ensure that all the canteen area, the crockery, cutlery, utensils etc., are of standard quality and hygienically clean. The quality of food must meet standards set by the Court authorities which reserves

right to inspect food items. The standard of canteen service shall always be to the satisfaction of the Registrar and concerned officials, whose decision in this regard shall be final and binding on the contractor. In case of default the Registrar may get the improvement done at the cost of contractor without any notice.

14. All the Workers/Labours shall be supplied with sufficient sets of uniforms and Identity card by the contractor so that they wear it at all time and keep clean.
15. The bidder shall take at his/her own cost, provide necessary insurance cover for entire canteen premises, equipments in view of G.R dated 13.07.2022 and also policy under Workmen Compensation Act etc in respect of staff and other personnel to be employed or engaged by him in connection with the aforesaid services to be rendered to the Registrar, City Civil and Sessions Court, Gr. Bombay and shall comply with all relevant labour laws [particularly Child (prohibition & regulation) Labour Act, 1986] as applicable to the area as existing or as may be mentioned during the contract period and shall indemnify the Registrar, City Civil and Sessions Court, Gr. Bombay, against all acts of omissions, fault, breaches and or any claim or demand, loss injury and expenses to which the department may be party or involved as a result of the Contractor's failure to comply and of the obligation under the relevant act /law which the bidder is to follow.
16. All the Canteen service materials/consumables brought to site shall be protected suitably duly wrapped/packed & stored so as to avoid any damage during loading transportation/unloading & handling due to weather conditions etc. at any stage.
17. The cost of maintenance of equipments will be borne by the contractor.
18. Whenever the visit of Hon'ble Lordships, the Hon'ble Principal Judge and the other Committee Judges and also trainings, workshops, orientation courses, seminars, meetings takes places, the contractor has to ensure that sufficient Worker/Labours and Supervisory staff is present within the Court Campus till the visit is over for which nothing extra is payable.
19. The Contractor shall ensure that the workers/labours hired/ deployed for execution of contract work shall be honest, courteous and free from contagious diseases and vaccinated as per Government requirement and they

shall adhere to COVID-19 protocol issued by the Government, High Court and Local authorities from time to time.

20. Termination:

The Registrar, City Civil and Sessions Court, Gr. Bombay reserves the rights to terminate the contract by giving a month notice in case of breach of any material obligation under the contract. The contract may also be terminated in any case of any unsatisfactory performance, unhygienic conditions, complaint from members of BAR, any kind of nuisance during the contract period and unsatisfactory services.

In the event the contract is terminated by the Registrar, City Civil and Sessions Court, Gr. Bombay under any circumstances before its due date for any reason, in that case, the contractor shall compensate to this office with regard to loss, if any, caused during the contract period.

Upon Termination or Expiry of contract, the Bidder shall immediately vacate the premises and remove their property without damaging the canteen premises,

22. Arbitration:

All disputes and differences arising out of in any way touching or concerning the Canteen service work shall be referred to the sole arbitration of any person nominated by the Registrar, City Civil and Sessions Court, Gr. Bombay at the time of such dispute. There will be no objection on the part of successful tenderer to any such appointment.

Hon'ble High Court guidelines in respect of running of canteens in Court premises

1 The Contract shall be awarded to a Contractor after taking into consideration his antecedents, experience and trustworthiness.

2 The Contractor shall maintain quality of eatables as well as Tea and Coffee prepared in the Canteen and the rates shall be fixed in consultation with the Court authorities.

3. The tender shall be subject to the payment of Requisite security for performing conditions of the Contract by the Contractor and such other requirements.

4. The High Court or the District Judge, as the case may be would be at liberty to terminate the Contract after such notice as the authority may consider appropriate, should the premises be required for administrative purpose.

5. The Contractor shall obtain separate Water and

- Electricity connections and will be responsible for payment of electricity and water consumption charges. If he fails or is unable to take such connections, he would be liable to pay such charges as may be fixed by the court authorities. The contractor shall in addition pay the electric charges and water charges as per the bills, (if there are separate meters) and on an ad-hoc basis as may be fixed by the concerned Executive Engineer (if there are no separate meters).
6. The Bidder of the Canteen shall be prohibited from displaying posters, placards or sign-boards advertising food items and drinks other than those prepared in the premises.
 7. There should not be any commercial advertisement by any Company of its food product upon the premises of the Canteen, which are part of the Court Building.
 8. The licensee must supply good quality of eatables, tea, coffee and soft drinks at rates to be determined in consultation with the Court authorities/ concerned Ex. Engineer .
 9. The licensee must commence service at 9.30 A. M. and before that time and close the canteen at 6.30 P. M. sharp during working days only. After 6.30 P. M. no one should use the premises for the residence or for any other purpose.
 10. The Court authorities are at liberty to terminate the contract, if it is found that the contractor is misusing the premises or misbehaving / misconducting himself or if any complaint is received against him. In all these matters the decision of the Court authorities shall be final and binding.
 11. The canteen shall be kept open for all communities without any discrimination of caste, creed and sex.
 12. The licensee shall not assign the rights to anybody or give the canteen to anybody else for conducting. He also shall not part with possession of the canteen or any part thereof any other person or institution.
 13. The licensee shall not make any additions or alteration nor construct anything in the premises or in the vicinity, except with the written permission of the District Judge. All such additions/alterations/ constructions, if permitted shall be at the costs of the licensee. In the event of the licensee being so permitted, he shall remove the addition/alteration/ construction immediately on being called upon to do by the Court authorities. On the

expiry of the period of contract, the contractor shall remove all additions/alterations and constructions and put the premises back in original condition and shape. The decision of the District Judge shall be final and binding.

14. The District and Sessions Judge, or any person authorized by him, shall have the right to inspect, at any time and without any prior intimation the premises of the canteen and the articles of food and drinks kept for sale in the canteen and to ascertain whether the premises are kept clean and tidy and whether the article of good and drinks are of proper quality.
15. The Contract shall be for a period of one year only. The District Judge may in his discretion renew the same. The District Judge shall, in his sole discretion have the power to revoke the same before expiry of period of one year.
16. The contractor shall not use radio, television or any music system, at a volume which may cause disturbance to the working of the Court or the atmosphere of the premises. If Judge, the licensee shall immediately do so.
17. The monthly compensation for the successive month shall be paid in advance by the 10th of every current month.
18. The Bidder shall use the kitchen accessories with utmost care and maintain it in good condition. Reasonable wear and tear will be considered. The same shall be handover to the Registrar City Civil Court, Mumbai at the time of vacating premises. In case of damage the amount will be recovered from the deposit.

SECTION- V : ADDITIONAL CONDITIONS OF CONTRACT (ACC):

1. Additional conditions:-
 - 1.1) All the food material should be of approved/branded quality of reputed manufacturing company suitable for Canteen service shall be used.
 - 1.2) The contractor are required to produce valid registration / license for Employee State Insurance and Employee Provident Fund before start of work.
 - 1.3) Contractor has to produce documentary evidence regarding payments of ESI, EPF & Bonus as per prevailing rates of the Government, whenever asked for.
 - 1.4) The tenderer shall acquaint him/herself with the proposed site of work, before quoting his/her rates.
 - 1.5) The contractor shall take all necessary precautions to prevent any nuisance or inconvenience to the functioning of the Courts, Officers, Staff, Advocates, litigants etc and to the public in general.
 - 1.6) Utmost care shall be taken to keep the noise level to the barest minimum so that no disturbance as far as possible is caused to the occupant user.
 - 1.7) No inflammable materials like Kerosene, coal, wood etc, except LPG gas cylinders/ Electric stove shall be allowed to be stored at site.
 - 1.8) In the event of any restriction being imposed by the security agency or any other authority having jurisdiction in the area on the working or movement of workers/Labours or material, the contractor shall strictly follow such restrictions and nothing extra shall be payable to the contractor on this account.
 - 1.9) General Security restriction are given as under :
 - a) The movement of vehicles, if necessary, shall be regulated in accordance with rules and regulations as approved by competent authority.

- b) The contractor shall inform in advance the vehicles registration numbers and ownerships of the vehicles. Names and address of the drivers for necessary action by the security agency.
 - c) Huts/stay of workers/labours will not be allowed in the Court premises.
 - d) The workers/labours name and addresses who are working in the Court premises shall be furnished for security verification.
 - e) After certification of antecedent identity cards will be issued to them by the contractor under the seal of the Registrar of this Court. The cost of identity cards would be borne by the Bidder. The identity card issued shall not use for any other purpose.
 - f) As and when there will be security requirements certain additional restriction can be imposed as per the requirement of the situation.
 - g) The Bidder shall be responsible for behavior and conduct of his workers/labours. No worker/labour with doubtful integrity or of having bad record shall be engaged by the contractors. The contractor shall replace any errant worker/ labour at the instant of the Registrar, City Civil and Sessions Court, Gr. Bombay, if such occasion arises.
- 1.10) No payment shall be made for any damage caused to the materials and equipments by rain, snowfall, flood or any other natural calamity, whatsoever during the execution of the work. The contractor shall be fully responsible for any damage to the Govt. Property by the act of workers/labours and work for which the payment has been advanced to him/her under the contract and he shall make good the same at his risk and cost.

SECTION - VI : SCOPE OF WORK (SOW):

1. Scope of work for providing Canteen services in City Civil and Sessions Court, Mazgaon Building, Mumbai.

1.1 Scope of Work and Technical information : The successful bidder shall adhere to the following requirements in day to the day functioning of the canteen.

2 Menu Planning and Development:

2.1 Designing a balanced and appealing menu.

2.2 Ensuring variety and catering to dietary preferences and restrictions.

3 Food Procurement:

3.1 Sourcing ingredients and supplies.

3.2 Ensuring quality and freshness of food items.

4 Food Preparation and Cooking:

4.1 Following recipes and cooking procedures.

4.2 Maintaining cleanliness and hygiene in the kitchen.

4.3 Ensuring food safety standards are met.

5 Service and Customer Interaction:

5.1 Serving customers in a friendly and efficient manner.

5.2 Handling transactions and payments.

5.3 Addressing customer concerns and feedback.

6 Inventory Management:

6.1 Monitoring stock levels of ingredients and supplies.

6.2 Conducting regular inventory checks.

6.3 Ordering replenishments as necessary to maintain adequate supplies.

7 Canteen service and Maintenance:

7.1 Canteen service kitchen equipment and utensils.

7.2 Maintaining cleanliness in dining areas.

7.3 Ensuring compliance with health and safety regulations.

7.4 Disposal of waste material efficiently and not to dump the waste in court premises.

8 Staff Management:

8.1 Hiring and training kitchen and serving staff.

8.2 Scheduling shifts and managing staff rotations.

8.3 Ensuring staff adhere to policies and procedures.

9 Health and Safety Compliance:

- 9.1 Adhering to local health codes and regulations.
- 9.2 Conducting regular inspections and audits.
- 9.3 Implementing corrective actions as needed.

10 Environmental Sustainability:

- 10.1 Implementing practices to reduce waste.
- 10.2 Using Eco-friendly packaging and materials.
- 10.3 Promoting sustainable food choices.

11 Event Planning (if applicable):

- 11.1 Catering for special events or functions like workshops, training programs, meetings etc.
- 11.2 Coordinating with officials of this court.
- 11.3 Ensuring smooth execution of catering services.

SECTION-VII : DECLARATION OF THE CONTRACTOR (DOC)

NAME : To permit use of Canteen premises (full/part area)

OF
WORK

with kitchen accessories located on the 1st floor, Mazgaon Court building, Mazgaon, Gr. Bombay, for One Year and renewable at the end of each year at the option of the Principal District Judge, from **01st November, 2024 to 31st October, 2025.**

I/We hereby declare that I/We have inspected the site and get myself/ourselves acquainted with the area of work and also have made myself/ourselves thoroughly conversant with the local conditions regarding Scope of Work of Canteen service, food materials, Equipments, accessories provided to me and Labour on which I/We have based my/our rates for this tender. The specification and lead, lift of this work have been carefully studied and understood by me/us before submitting this tender. I/We undertake to provide best Canteen service approved by the Registrar, City Civil and Sessions Court, Gr. Bombay or his/her duly authorized assistant during execution of the work and abide by his/her decisions.

I/We hereby further declare that my/our tender is unconditional in every manner of whatsoever nature.

Signature & Seal of
Contractor

Registrar
City Civil and Sessions Court,
Greater Bombay

SECTION - VIII : FORM OF BANK GUARANTEE (FBG):

**GUARANTEE BOND FOR SECURITY DEPOSIT
(on stamp paper worth Rupees 100/-)**

In consideration of the Principal Judge, City Civil Court and Sessions Judge, Gr. Bombay (here in after referred to as “the Head of the Department”) having agreed to exempt (here in after referred to as “the Contractor”) from depositing with the Government in cash the sum of Rs. (Rupees only) being the amount of Security Deposit payable by the Contractor to the Government under the terms and conditions of the Agreement dated the day of and made between the Head of the Department of the one part, and the Contractor of the other part (hereinafter referred to as “the said Agreement”) for as security for due observance and performance by the Contractor of the terms and conditions of the said Agreement, on the Contractor furnishing to the Government a Guarantee in the prescribed form of a Schedule Bank of India being in fact those presents in the like sum of Rs. (Rupees only). We Bank/Limited registered in India under Act and having one of our Local Head Office at do hereby :

1. Guarantee to the Head of the Department:
 - (a) Due performance and observance by the Contractor of terms, covenants and conditions on the part of the Contractor contained in the said Agreement which includes kitchen accessories and
 - (b) Due and punctual payment by the Contractor to the Government of all sums of money, losses, damages, costs, charges, penalties and expenses payable to the Government by the Contractor under or in respect of the said Agreement.
2. Undertake to pay to the Government on demand and without demur and not withstanding any dispute or disputes raised by

the Contractor(s) in any suit or proceeding filed in any court of Tribunal relating there to the said sum of Rs. (Rupees only) or such lesser sum as may demand by the Government from us our liability hereunder being absolute and unequivocal and agree that.

3. (a) The guarantee herein contained shall remain in full force and effect during the subsistence of the said Agreement and that the same will be continue to be enforceable till all the dues of the Government under or by virtue of the said Agreement have been duly paid and its claims satisfied or discharged and till the Government certifies that the terms and conditions of the said Agreement have been fully properly carried out by the Contractor.
- (b) We shall not be discharged or released from the liability under this Guarantee by reasons of
 - i) Any change in the constitution of the Bank or the Contractor. or
 - ii) Any agreement entered into between the Government and the Contractor with or without our consent.
 - iii) Any forbearance or indulgence shown to the Contractor
 - iv) Any variation in the terms, covenants or conditions contained in the said Agreement.
 - v) Any other conditions or circumstances under which, in law, a surety would be discharged.
- (c) Our liability here under shall be joint and several with that of the Contractor as if we were the Principal debtors in respect of the said sum of Rs..... (Rupeesonly) and
- (d) We shall not revoke this guarantee during its currency except with the previous consent in writing of the Government.

IN WITNESS WHERE OF the Common Seal of has been hereunto affixed this day of20..... The Common

Seal of was pursuant to the resolution of the Board of Directors of the Company dated the day ofherein affixed in the presence of who, in token thereof, have hereto set their respective hands in the presence of :

1) -----

2) -----

SPECIMEN FORM OF TERM DEPOSIT RECEIPT TO BE ATTACHED ALONG WITH THE TENDER AS EARNEST MONEY.

DEPOSIT No.: State/Reserve Bank of India

TERM DEPOSIT RECEIPT

Rs.

Received fromthe sum of Rupees which is placed to his/her credit with the State/Reserve Bank of India as Term Deposit Receipt for a period of two years in the name of the Registrar, City Civil and Sessions Court, Gr. Bombay.

No.: For State/Reserve Bank of India

Dated Signature

NOT TRANSFERABLE

Signature Contractor

Registrar
City Civil and Sessions Court,
Greater Bombay

SECTION-IX : ANNEXURE OF AREA AND MATERIAL REQUIREMENT:

ANNEXURE – I

AREA BREAKUP:-

Sr. no.	Description	Mazgaon court canteen	
		Total Area (in Sq. Mtr.)	Total Area (in Sq. Ft.)
1	Half Kitchen and part seating area till first column	128.85	1387
2	Full Kitchen and part seating area till first column	186.08	2003
3	Full Kitchen and part seating area till second column	260.67	2805.7
4	Entire canteen	517.99	5575.6

SECTION-X : APPLICABLE GOVERNMENT
RESOLUTIONS:

[see attachments]

Referred the Section-I (4.1) (4.2)

SECTION-XI : TENDER SCHEDULE:

1.	Tender publishing date	09/09/2024	10:30 hrs
2.	Document download start date	09/09/2024	10:30 hrs
3.	Document download end date	30/09/2024	17:00 hrs
4.	Pre-bid meeting/conference date	19/09/2024	17:00 hrs
5.	Bid submission start date	09/09/2024	10:30 hrs
6.	Bid submission closing date	30/09/2024	17:00 hrs
7.	Technical bid (Envelope no. B-1) opening date	01/10/2024	17:30 hrs

SECTION-XII: TENDER FORM (SPECIMEN)[See Section-I (5)]:

मुंबई नगर दिवाणी व सत्र न्यायालय
जुने सचिवालय आवार, फोर्ट, मुंबई- ४०० ०३२.

email: ctcourt-mum@nic.in

फोन नं. ०२२-२२८४ ४१३४

कामाचे नाव	रू	नगर दिवाणी व सत्र न्यायालय, माझगाव, मुंबई येथील पहिल्या मजल्यावरील उपहारगृह त्यामध्ये उपलब्ध असलेले एक वर्षाकरिता (दिनांक : ०१ नोव्हेंबर, २०२४ ते दिनांक : ३१ ऑक्टोबर, २०२५) वापरण्यास देण्याबाबत.
निविदा क्रमांक	:	BCC&SC-MUM/e-tender/compensation Mazgaon Canteen/2024/02
कंत्राटदाराच्या संस्थेचे/कंपनीचे नाव	:	
कंत्राटदाराच्या संस्थेचा/कंपनीचा संपूर्ण पत्ता	:	
कंत्राटदाराच्या संस्थेचा/कंपनीचा संपर्क दूरध्वनी	:	
कंत्राटदाराच्या संस्थेचा/कंपनीचा नोंदणी क्रमांक	:	
कंत्राटदाराच्या संस्थेचा/कंपनीचा सेवा कर क्रमांक	:	

प्रपत्र :- १

अ. क्र	कामाचे स्वरुप :	मागणी केलेल्या क्षेत्रफळ कामासाठी कंत्राटी सेवा पुरविण्यासाठी कंत्राटदाराने मागणी केलेली एकूण रक्कम (वार्षिक खर्च)	साधन सामुग्री खर्च (असल्यास) (रुपये) (वार्षिक खर्च)	वस्तू व सेवा कर (वार्षिक खर्च)	एकूण रक्कम (रुपये) (स्तंभ ४+५+६)	एकूण रक्कम (रुपये) अक्षरी
१.	२.	४.	५.	६.	७.	८.
१	अर्धी स्वयंपाक खोली आणि पहिल्या रकान्यापर्यंत बसण्याची जागा क्षेत्रफळ : १३८७ चौ.फूट					
२	संपूर्ण स्वयंपाक खोली आणि पहिल्या रकान्यापर्यंत बसण्याची जागा क्षेत्रफळ : २००३ चौ. फूट					
३	संपूर्ण स्वयंपाक खोली आणि दुसऱ्या रकान्यापर्यंत बसण्याची जागा क्षेत्रफळ : २८०५.७ चौ. फूट					
४	संपूर्ण उपहारगृह क्षेत्रफळ : ५५७५.६ चौ.फूट					
एकूण						

- अ) स्तंभ क्र. ४ ते ८ मधील माहिती कंत्राटदारांनी भरावयाची आहे. (कंत्राटदाराचे नाव, सही, शिक्का, दिनांक)

प्रपत्र :- २

कंत्राटदाराकडून मागणी करण्यात आलेला अतिकालीक भत्ता

अ.क्र.	पद	अतिकालीक भत्याची रक्कम (प्रतितास)
१	२	३
१	उपहारगृह कामगार	
एकूण		

- अ) स्तंभ क्र. ३ मधील माहिती कंत्राटदारांनी भरावयाची आहे.
- ब) प्रपत्र-२ मध्ये कंत्राटदाराने स्तंभ २ मध्ये उल्लेख करण्यात आलेल्या पदांसाठी प्रतितास किती रक्कमेची मागणी करण्यात येत आहे ते नमूद करावे. उदा. उपहारगृहाच्या एका पदासाठी प्रतितास किती अतिकालीक भत्याची मागणी (ओवर टाईम) कंत्राटदार करणार आहे ते त्याने स्तंभ-३ मध्ये नमूद करणे अपेक्षित आहे.
- क) कंत्राटदारांनी नमूद केलेली वेतनाची रक्कम व अतिकालीक भत्याची रक्कम किमान कायद्यातील तरतूदीपेक्षा कमी नसावी.

.....

SECTION-XIII : CANTEEN MENU (Draft) :

VEG LUNCH
PARTICULAR
Veg Lunch (Dal, Rich, 2 Bhaji, 2 Chapaties, 1 Sweet)
Dal Fry
Jeera Aloo
Chana Masala
Veg Khorma
Aloo Mutter
Bhendi Masala
Veg Biryani
Veg Pulao
Dal Rice (full)
Dal Rice (Half)
Jeera Rice

NON-VEG LUNCH
PARTICULAR
Omelete (Single)
Omelete (Double)
Bhurjee (Double)
Egg Masala (Single)
Chicken Masala
Chicken Kheema
Chicken Curry
Egg Biryani
Chicken Biryani

CHINESE FOOD
PARTICULAR
Veg Fried Rice
Veg Sezwan Fried Rice
Veg Hakka Noodles
Veg Sezwan Hakka Noodles
Egg Fried Rice
Chicken Fried Rice
Chicken Sezwan Fried Rice

BEVERAGES
PARTICULAR
Tea
Coffee
Milk Cup
Batata Vada
Khaman Dhokla
Sabudana Vada
Veg Cutlet
Veg Puff
Upma / Chutney
Kanda Pohe
Samosa (2 Pcs.)
Misal Pao
Batata Bhaji
Kanda Bhaji
Puri Bhaji
Veg Sandwich
Veg Grilled Sandwich

SOUTH SPECIAL

PARTICULAR
Idly Sambar
Meduvada Sambar
Sada Dosa
Masala Dosa
Sada Uttapa
Onion Uttapan
Tomato Uttapa

SECTION-XIV : KITCHEN ACCESSORIES :

Kitchen Accessories

Description	No. of unit	Price per unit	Total in Rs.
PW)POT WASH AREA			
1.S.S POT STACKING RACK 1200x600x1500	1	15000	15000
MAIN KITCHEN AREA			
1.UTILITY RACK - 3 SHELF 900x450x1800	3	22000	66000
2.HELPING TABLE WITH 2 U/S 1800x650x850+ 100	1	25000	25000
3.HELPING TABLE WITH 2 U/S 1500x650x850+ 100	3	24000	72000
4.WALL SHELF 1500x300	4	15000	60000
5.SPREADER TABLE WITH 2 U/S 600X600X850+ 100	2	18000	36000
6.THREE INDIAN BURNER RANGE 1800x600x850+100	1	25000	25000
7.SINGLE SINK UNIT 600X600X850+ 100	1	30000	30000
8.SINGLE STOCK POT RANGE LOW HEIGHT 600x600x600	2	30000	60000
9.S.S TANDOOR GAS OPERATED 750x750x850+100	1	42000	42000
10.TANDOOR TABLE 600x750x850+ 100	1	24000	24000
11.SINGLE SINK UNIT 600X600X850+ 100	1	30000	30000
12.WORK TABLE WITH 2 U/S 600x750x850+ 100	2	21000	42000
13.DOSA MACHINE TABLE TOP DIA 400 MM	2	32200	64400
14.PIZZA OVEN SINGLE 400x400x15	1	45000	45000
15.IDLY STEAMDER -36 IDLIES CAP 36 IDLIES	1	40000	40000
16.TWIN FRYER 600x750x850+100	1	35000	35000
18.WORK COUNTER WITH 2 OVER HEAD SHELVES	1	54000	54000
FOOD SERVICE AREA			
1.WORK COUNTER WITH TRAY SLIDE ATTACHMENT (WITH	1	24000	24000
2.HOT BAIN MARIE COUNTER WITH TRAY SLIDE	1	1,20,000.00	1,20,000.00
3.COLD BAIN MARIE COUNTER WITH TRAY SLIDE	1	1,05,000.00	1,05,000.00
PREPARATION AREA			
3.WORK TABLE WITH 2 U/S 1500x600x850+ 100	3	32000	96000
Total			966400

Note ; Tenderer shall pay amount of Rs. 2,00,000/- deposit for kitchen accessories (refundable)

SECTION-XV : ADDITIONAL KITCHEN ACCESSORIES :

Description	No. of unit	Price per unit	Total in Rs.
REFREFRIGERATION AREA			
1.4 DOOR VERTICAL CHILLER 1400x800x2000	1	1,80,000.00	1,80,000.00
2.4 DOOR VERTICAL FREEZER 1200x800x2000	1	2,20,000.00	2,20,000.00
3.CHEST FREEZER 1350x700x850	1	1,80,000.00	1,80,000.00
MAIN KITCHEN AREA			
17.S.S EXHAUST HOOD WITHOUT HANGING,DUCTING & SUCTION	4	45000	1,80,000.00
19.UNDER COUNTER CHILLER WITH 2 OVER HEAD SHELVES	2	1,20,000.00	2,40,000.00
PREPARATION AREA			
1.4 DOOR VERTICAL CHILLER 1400x800x2000	1	1,20,000.00	1,20,000.00
2.4 DOOR VERTICAL FREEZER 1200x800x2000	1	1,25,000.00	1,25,000.00
4.MICROVEN	1	45000	45000
5.VISI COOLER 700x700x1800	1	30000	30000
Total			1500000

Note ; The deposit for additional kitchen accessories shall be finalized as per requirement of Bidder.

(V. P. Desai)
Judge & e-Tender
Committee Member

(A. S. kazi)
Judge & e-Tender
Committee Member

(V. S. Gaike)
Judge & e-Tender
Committee Member

(M. M. Deshpande)
Judge & e-Tender
Committee Member

(Mahesh K. Jadhav)
Judge & e-Tender
Committee Member

(B. Y. Phad)
Judge & e-Tender
Committee Member