OFFICE OF THE PR. DISTRICT & SESSIONS JUDGE KISHTWAR

FRESH E-TENDER NOTICES FOR CANTEEN SERVICES

On behalf of the Hon'ble High Court of Jammu & Kashmir and Ladakh, the Pr. District & Sessions Judge Kishtwar intends to avail the services of reputed parties/Firms/Services/Organizations based in the UT of Jammu and Kashmir to run the Canteen situate in the District Court Complex at Kishtwar. So E-Tender in format Annexure 'B' is invited from reputed parties/Firms/Organizations having experience of three years or more for running the Canteen.

The General terms and conditions, mentioned in the tender document marked as Annexure 'A' is attached to this notice.

Note: - Earlier tender notice for tendering of canteen services at District Court Complex Kishtwar issued by this Office vide No. 03/PDSJK/25 Dated 01.01.2025 stands withdrawn as the interested parties had not followed the procedure provided in the tender notice.

DESCRIPTION OF CONTRACT

1.	Tender publishing date and time	17/05/2025, 4:30PM
2.	Bid submission start date and time	19/05/2025, 10:00 AM
3.	Bid end date and time	29/05/2025 , till 4:30 PM
4.	Opening of Technical Bid	30/05/2025, 3:00 PM
5.	Opening of Financial Bid	30/05/2025, 4:30 PM
6.	Tender fee of Rs 500/- Non-refundable, to be deposited at the time of submission of tender with technical bid	
7.	Security deposit of Rs 20,000/- (Twenty Thousand only)	

1) The complete tender documents containing general terms and conditions, pre-qualification requirements are attached with the tender document and are also available on the official website (https://kishtwar.dcourts.gov.in) of District Court Kishtwar.
2) The interested parties/service provides are requested to submit their bids online/offline. Online tenders be submitted through email id **"pdsjkishtwar@gmail.com"**, following terms and conditions provided in Annexure 'A'. Interested parties who submit their tenders online are requested to submit the hard copy of tender to this office within 04 days from the date of submission of tender through online.
3) The Bid document may be scanned with 100 DP black and white polish which helps in reducing size of the scanned document.

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4) Not more than one tender shall be submitted by one Bidder having business relationship. Under no circumstances will father and his son(s) or their close relations who have business relationship with one another, be allowed to tender for the same contract as separate competitors. Breach of this condition will render the tender of both parties liable to rejection

5) The Bidders who has downloaded the tender document from the website (https://kishtwar.dcourts.gov.in) of District Court Kishtwar shall not tamper/modify the tender form, including downloaded prize Bid template in any manner, in case same is found to be tampered /modified in any manner, the tender of the said tenderer will be completely rejected.

6) Interested bidders are advised to visit Official website (https://kishtwar.dcourts.gov.in) regularly till closing date of submission of tender for any corrigendum/ addendum/ amendment.

7) The technical evaluation, inter alia include capacity, experience and desired quality etc.

8) Preference will be given to the bidder having experience in the relevant field.

SUBMISSION OF TENDER

a. The tender shall be submitted in two parts viz; Technical Bid and Prize Bid.

b. All the pages of Bid must be signed and sequentially numbered by the Bidder irrespective of nature of contents of the document before uploading.

No:- 240/PDSJK/25
Dated: - 17.05.2025

Pr. District & Sessions Judge
Kishtwar

Pr. District & Sessions Judge
Kishtwar

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TERMS AND CONDITIONS FOR RUNNING CANTEEN AT DISTRICT COURT COMPLEX KISHTWAR

ANNEXURE 'A'

1. The contract shall be initially for a period of one year subject to the satisfactory performance of the contractor from the date of award of the contract, but it can be extended for another period of one year on the basis of the same terms & conditions by the recommendation of the canteen committee. In case of unsatisfactory performance the contract can be terminated without notice. The decision of the Pr. District & Sessions Judge shall be final and binding on the contractor.
2. The rates of the items to be sold in the food court shall be displayed on the notice board of the canteen. The contractor has to use coupons of different denominations in different colours/ billing machine for payment.
3. In case the contractor is found charging more than the approved rates, the District Judge shall be fully empowered to terminate the contract with immediate effect without any notice, with forfeiture of the security deposit.
4. The food, meals drinks sold in the canteen shall be as per Annexure 'B' to this document.
5. Besides supplying food in the canteen and litigants shed, the contractor will have to cater for official lunch etc, during conferences and meetings at the rates approved by the committee.
6. All items of food, raw material will have to conform to the standards prescribed under the prevention of Food Adulteration Act and / or any other Act applicable and as far as possible shall have the standards and brands being the mark "Agmark", ISI as applicable.
7. The grains and provisions, fish and poultry etc will be purchased from reputed suppliers approved by canteen committee. The committee or its representatives will be at liberty to inspect the material bought by the contractor at any time and also to reject any sub standard items of the materials.
8. The contractor should store the stock of the materials in a neat, tidy and hygienic manner. The containers should be air tight.
9. The gas based cooking will be essential, the contractor will bear the cost and will arrange gas refilling on his own.
10. The contractor shall employ sufficient staff for appropriate functioning of canteen. Sufficient furniture, Utensils and equipments required for running the canteen including RO filter, water cooler, Refrigerator etc., are to be arranged by the contractor.
11. Only sales of the items mentioned in Annexure 'B' of this contract will be allowed. Selling and consumption of alcohol and alcoholic drinks is strictly prohibited.

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12. Selling and use of Cigarette and other tobacco products like bidddi, guttka, pan, khani etc shall be strictly prohibited in the canteen and court premises. Violation of this condition by contractor or his employees shall make the contract liable to be terminated without any prior notice.

13. It shall be the responsibility of the contractor to provide soap towel etc., at wash basin in the canteen at his own cost.

14. The contractor shall be held solely responsible, if any food is found adulterated or a case of food poisoning is reported.

15. In case the contractor desires to introduce any new item for sale in the canteen, he will take prior permission from the competent authority and will also get the rates fixed. The Pr. District & Sessions Judge reserves the rights to reject or accept such a proposal.

16. The contractor shall be responsible for maintain and keeping the canteen premises and facilities used by him in neat, clean and hygienic condition. The Pr. District & Sessions Judge and the canteen committee shall have the right to inspect the premises at any time and call upon the contractor to maintain the facilities in a neat and clean manner. In case of failure of contractor the Pr. District & Sessions Judge shall have a right to impose penalty on the contractor.

17. The contractor shall provide uniform and batches to his employees and they shall wear the said uniform batches (different colour than those worn by officers, employees and officials of the court) which must be worn by them at all times, while they are in canteen/court premises.

18. The contractor shall have to furnish list of the employees to be appointed by him for running the canteen. The employees shall carry identity cards duly counter signed by the authorized person and affixed with photograph of the concerned employee.

19. The contractor and his employees shall observe and abide by all fire, safety and security regulations of the court/judiciary. The caterer will ensure that his employees do not remain on the premises beyond their normal working hours without specific approval of Pr. District & Sessions Judge or any other authorized officer. Any unauthorized presence on the premises beyond normal working hours will not be acceptable and the caterer upon the receipt of complaint will have to withdraw such employees/ from working in the premises.

20. Sub letting of any kind in any form is not permitted. If found, action will be taken as deemed fit and proper.

21. The contractor shall abide by the Municipal Laws and other laws applicable pertaining to the sale of food, drink and other edibles and shall also obtain the necessary licence from the competent authority as may be required under law.

22. The Pr. District & Sessions Judge shall be at liberty to terminate the agreement and forfeit the security deposit in case the contractor commits breach of any of the term or conditions contained in the

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contract.

23. Disposal of waste material, cleanness of food court, maintenance of items to be issued to him will be done by the contractor himself.

24. Employment of child labour (Below the age of 18) is strictly prohibited. It is the responsibility of the contractor to comply with all the statutory requirement of labour law and other connected laws in force.

25. The contractor shall be responsible for the proper conduct and behaviour of the employees engaged by him. They will have to behave politely with the costumers. If it is found that any worker has misbehaved with any costumers, the contractor has to take action as suggested by canteen committee.

26. Liability/responsibly in case of any accident causing injury/death to any worker or any of the staff shall be of the contractor. The Pr. District & Sessions Judge shall not be responsible by any means in such cases.

27. The contractor shall not employee any worker whose track record is not good. He should not have involvement in any crime/ offence/ police case.

28. The service from canteen to the court rooms and offices will be managed by the contractor.

29. The contractor shall be liable to pay user charges every month to the extent to be decided by the Pr. District & Sessions Judge.

30. In case of any dispute, the matter will be decided by the arbitrator appointed by the Pr. District & Sessions Judge and the decision of the arbitrator will be final and binding on the contractor.

No.: 240/PDS JK/25
Dated:- 17.05.2025

Pr. District & Sessions Judge
Pr. District & Sessions Judge
Kishtwar
Kishtwar

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LIST OF THE FOOD ITEMS TO BE SERVED IN THE CANTEEN AT DISTRICT COURT COMPLEX KISHTWAR

ANNEXURE -B

S.No.	FOOD ITEMS	PRICE/RATE
1.	Tea/Coffee, Per Cup (190ml)	
2.	Grilled Sandwich /sandwich, per piece	
3.	Pakoda, per plate (100gm)	
4.	Samosa, per piece	
5.	Dal Makhni,Half/Full Plate	
6.	Rajmash, Half/Full Plate	
7.	Bread toast/Butter toast, two slices	
8.	Namkeen Tea, Per Cup (190ml)	
9.	Boiled Eggs,per piece	
10.	Omlet, one egg/ two eggs	
11.	Vegetables Half/Full Plate	
12.	Plane Paratha /Aloo Paratha etc, per piece	
13.	Naan per piece	
14.	Milk/Curd, per 250ml	
15.	Mineral Water, 1/2 / 1ltr	
16.	Veg Patties , per piece	
17.	Rice, Half/Full Plate	
18.	Dosa, per plate	
19.	Spring roll, Half/Full Plate	
20.	Noodles, Half/Full Plate	
21.	Momos Steamed, Half/Full Plate	
22.	Momos fried, Half/Full Plate	
23.	Vegetable soup (250ml)	
24.	Pastry, per piece	
25.	Green Tea, Per Cup (190ml)	
26.	Kehwa, Per Cup (190ml)	
27.	Kadhai Paneer, Half/Full Plate	
28.	Mutter Paneer, Half/Full Plate	
29.	Maggie/Plate	
30.	Plane Roti, per piece	
31.	Cake, per piece medium size	
32.	Girda, Per piece	

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