



पीएम श्री केन्द्रीय विद्यालय कटिहार

लंगड़ाबगान, साहेबपाड़ा, कटिहार

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विद्यालय वेबसाइट: <https://katihar.kvs.ac.in>



निविदा सूचना

पीएम श्री केन्द्रीय विद्यालय, कटिहार के विद्यालय परिसर स्थित कैन्टीन भवन में विद्यार्थियों एवं कार्यरत शिक्षकों/कर्मचारियों को स्वच्छ, गुणवत्तापूर्ण एवं सुलभ खान-पान की सुविधा उपलब्ध कराने हेतु कैन्टीन संचालन (खान-पान एवं केटरिंग सेवा) के लिए पात्र एवं इच्छुक एजेंसियों/फर्मों/व्यक्तियों से सीलबंद निविदाएँ आमंत्रित की जाती हैं। निविदादाता द्वारा कैन्टीन भवन हेतु अधिकतम मासिक किराया प्रस्तावित किया जाएगा। चयनित निविदादाता को विद्यालय द्वारा निर्धारित दरों एवं शर्तों के अनुसार कैन्टीन एवं केटरिंग सेवाएँ संचालित करनी होंगी। निविदा की पात्रता, नियम एवं शर्तें, आवेदन प्रक्रिया, आवश्यक दस्तावेज तथा अन्य विस्तृत जानकारी के लिए कृपया विद्यालय के वेबसाइट : <https://katihar.kvs.ac.in> के **What's New (अद्यतनीकरण)** सेक्शन के अन्तर्गत **Vidyalaya Updates (विद्यालय अद्यतन)** का अवलोकन करें। निविदा प्रपत्र केवल स्पीड पोस्ट (by Speed Post only) के माध्यम से ही स्वीकार किए जाएंगे। निविदा प्रपत्र जमा करने की अंतिम तिथि एवं समय दिनांक 22.09.2026, सायं 4:00 बजे तक है।

प्राचार्य

पीएम श्री केन्द्रीय विद्यालय, कटिहार

P M SHRI KENDRIYA VIDYALAYA KATIHAR
SAHEB PARA, LANGRA BAGAN, KATIHAR 854105

Bid security (EMD): Rs. 5000 (Five Thousand Only)

Sale Price of Tender document: Rs.00.00

Last date to submit by speed post 22.09.2026 by 4:00PM

Tender form, Agreement and Annexure 'A' are attached herewith.

Inviting quotations for running the vidyalaya canteen of PM SHRI Kendriya Vidyalaya Katihar.

01	Description of work	Rent Contract for running of Vidyalaya Canteen during contract period on the basis of Highest rent for the space provided by Vidyalaya with acceptance of the rate list as provided in the Annexure-A .
02	Specifications of the items	As mentioned in the Annexure-A along with rate list of Items/Supplies.
03	Owner	PM SHRI KENDRIYA VIDYALAYA KATIHAR
04	Earnest Money Deposit	₹ 5,000/- by DD/Banker Cheque favoring "KENDRIYA VIDYALAYA KATIHAR VVN ACCOUNT" payable at Katihar
05	Time of Completion	15 days from the date of placing the supply order.
06	Performance Security Deposit	₹ 20,000/- (Rs Twenty thousand only) which will be refunded after 2 months from the date of completion of contract period
07	Schedule of submission	On or before 22.09.2026 (By Speed Post only)
08	Date & time of opening Quotation	At 03:00 PM on 25.09.2026
09	Account Number and IFSC Code for the purpose of NEFT/RTGS	Bank Name- Union Bank Of India Beneficiary Account Name- KENDRIYA VIDYALAYA KATIHAR VVN ACCOUNT Account Number - 540302010007063 IFSC Code- UBIN0554031

Sir/Madam,

1. Sealed competitive quotations are invited by the undersigned on behalf of the PM SHRI Kendriya Vidyalaya Katihar (Bihar) for Canteen Items in the list attached (Annexure-A) for a period of 1 year from the award of work order which may be extended as per GFR provisions with the approval of competent authority. Where Bureau of India Standards (BIS)/FSSAI certification marked goods are available in market, goods with those or equivalent marking only shall be offered. Vidyalaya has 1600 enrolled students Approx.
2. Bid Price
 - a. The contract shall be for the supply of the items as mentioned in the **Annexure-A** to the PM SHRI KV Katihar. The bidder shall quote the rent for the canteen in the format provided for Bid. The highest bid for rent will be awarded the contract for running Vidyalaya canteen.
 - b. Bidder need to submit the signed copy of **Annexure 'A'** along with the Tender form with official seal on tender form and Annexure A. Bidder accepts the price list of items to be supplied as mentioned in the Annexure A where the maximum price to supply the items is already mentioned. The successful bidder will supply the items as per list in Annexure A at the price mentioned or below it. In no case the items will be sold to the people beyond the price mentioned in the list.
 - c. Price in **Annexure 'A'** is inclusive of all duties, taxes, and other levies payable by the bidder.
 - d. The per month rent quoted by the bidder shall be fixed for the duration of the contract (and shall be quoted in Indian Rupees only)
 - e. Each bidder shall submit only one quotation along with **Annexure-'A'** and EMD of ₹ 5000/-
 - f. Telex or Facsimile quotations are not acceptable.
 - g. The bid should be submitted along with EMD for ₹5000/-by bank draft/ Banker Cheque in the favour of KENDRIYA VIDYALAYA KATIHAR VVN ACCOUNT
 - h. The firm should enclose the certified copies of supporting documents regarding registration of GST, PAN & AADHAR, Bureau of India Standards (BIS)/FSSAI certificate etc.
3. Validity of quotations: The quotation shall remain valid for a period not less than 90 days after the deadline specified for submission of quotations.
4. Evaluation of quotations: The buyer will evaluate and compare the rate quotations for rent determined to be substantially responsive i.e.,
 - a. which are properly signed, and Confirm to the terms and conditions and specifications.
 - b. The evaluation would be done for rent only. Bidder need to accept the list as mentioned in the Annexure A and agree to supply the items at the price mentioned.

- c. The bidder who has quoted for Rent and does not submit the signed copy of Annexure A or does not submit EMD would be treated as non-responsive. Purchaser will award the contract to the responsive bidder whose rental payable to school is maximum.
5. Award of contract: -
- a. The purchaser will award the contract to the bidder whose quotation has been determined to be substantially responsive and who has offered the **maximum rental per month** as per Para 5 above. **The rent quoted cannot be less than ₹ 8000 which is minimum rent.**
 - b. The bidder whose bid is accepted will be notified of the award of the contract by the office prior to expiration of the quotation validity period.
 - c. The Notification of Award to clearly specify any change in the unit price or any other terms and conditions accepted.
 - d. Notwithstanding the above, the Purchaser reserves the right to accept or reject any quotations and to cancel the bidding process and reject all quotations at any time prior to the award of the contract.
 - e. The successful bidder has to deposit performance security of Rs.20,000/- in favour of KENDRIYA VIDYALAYA KATI HAR VVN ACCOUNT in the form of DD/Bankers cheque before starting the work.
6. Canteen contractor will not charge more than the rate fixed for the items mentioned in **Annexure 'A'**. The rate list indicating price must be signed with seal by the Authorized person of the supplier. Canteen-rental quoted shall be final for the contract period of one year. All the prices mentioned in the list are inclusive of all the taxes. Purchaser will not accept any kind of tax over and above the price mentioned in the **Annexure- 'A'**.
7. The rates in **Annexure- 'A'** by the contractor shall hold good up-to 12 months. It may be revised as per the guidelines of KVS only.
8. Income Tax will be deducted at the time of payment as per Income Tax Act and rules.
9. On acceptance of the quotation, it will become a contract and the contractor shall be bound by the terms and conditions of the quotation. If the contractor fails to supply the article/provide services within the time stipulated in the letter of acceptance by the undersigned, the undersigned shall be at liberty to purchase the article from the market or get the rest of the contract completed by any other person (s) or firm and the difference of price, if any shall be deducted from the earnest money / security deposit and in case any amount in excess of the security deposit is paid by the undersigned, the contractor shall be liable to pay this amount.
10. The Firms shall deposit bid security as mentioned separately in the form of Account Payee Demand Draft/Pay order which would be returned to the unsuccessful bidders within 30 days after the award of contract. The performance security as mentioned in Tender Notice should be furnished by the successful bidder in the form of Demand Draft/Pay order. This will remain

valid for the period of 60 days beyond the date of completion of all contractual obligations including warrantee and bid security can be adjusted by the successful bidder against the performance security.

11. The amount of Security Deposit shall be retained in the Vidyalaya for a period of 2 months from the date of completion of supplies as a safeguard against any defect earning in the articles supplied within this period.
12. Refusal to execute the supply/work orders shall be viewed as violation of the provisions of the agreement and may lead to removal of such supplier from the panel of KV in addition to forfeiting of security deposit.
13. Experience: The Contractor should have prior experience in the canteen work and catering.
14. Last date and time of receipt of quotations.
 - a. You are requested to submit the sealed quotations by speed post only in the Office of Kendriya Vidyalaya Katihar subscribed on the envelope as **“Quotations for running of School Canteen”** on or before 22.09.2026. The quotations shall be opened at 03.00 PM on 25.09.2026. The bidders or their authorized representative who intend to attend the tender opening, are to bring with them letters of authority from the corresponding tenderers.
15. Successful bidder will be bounded by provisions of Health Department Government of Bihar, CBSE canteen guidelines and KVS canteen guidelines. He will also be responsible for the quality of the supplied food & services.

Yours faithfully,

PRINCIPAL

PM SHRI KENDRIYA VIDYALAYA KATIHAR

AGREEMENT

I/We, hereby undertake that all the terms & conditions for quotation mentioned in this document from 1 to 15 or any changed conditions prior to the dead line for submission of bids shall be accepted to us and I/We shall abide by the same fully. I also Accept the List of items as specified in **Annexure- 'A'** and I am willing to supply the items/services as mentioned in **Annexure- 'A'** at the prices specified there in.

Date :

Signature of Prop / Bidder:

Name of Prop / Bidder:

Stamp:

PM SHRI KENDRIYA VIDYALAYA KATIHAR

BID FOR CANTEEN IN TERMS OF RENTAL PAYABLE PER MONTH

TENDER FORM

NAME OF FIRM: _____

NAME OF OWNER _____

ACCOUNT NO. _____

IFSC: _____

PAN NO. _____

AADHAR NO.OF OWNER _____

GST NO. OF FIRM: _____

1	2	3
Sl.	Particular	₹per month To be quoted (The quoted rent must be higher than minimum rent)
1	Rental quoted per month for taking contract for running the canteen. (Minimum Rent : 8000 ₹)	

1. Submit this form along with signed copy of Annexure “A” and self-certified copy of Pan, Aadhar, Trade License, Service Registration, GST, BIS/FSSAI etc.
2. The Tenderers are required to fill the column no. 3. The comparative will be evaluated based on Maximum Canteen Rental per month.

SIGNATURE OF BIDDER WITH SEAL

DATE: _____

NAME:

Annexure- A
PM SHRI KENDRIYA VIDYALAYA KATIHAR

LIST OF CANTEEN ITEM

S.N.	Brief description of Items	Qty	Max. Rate Chargeable (₹)
1	Hot Tea	One cup (100 ML)	10
2	Hot Coffee	One cup (100 ML)	10
3	Hot Tea (Dip)	One cup (100 ML)	10
4	Samosa	Patato with peas	10
5	Bread Pakoda	Patato with peas	10
6	Paneer Pakoda	30 gram	10
7	Kachori	Without sabzi	10
8	Kachori	With sabzi	15
9	Gulab Zamun	50 gram	15
10	Balu Shahi	50 gram	15
11	Besan Ladoo	50 gram	15
12	Burfi	35 gram	10
13	Sponge Rasoogulla	50 gram	15
14	Ordinary Lunch	4 Roti, Rice, One vegetable, Dal, Slad	60
15	Special Lunch	4 Roti, Pulao, Paneer, vegetable, seasonal Dal, Slad, Pappad, sweet	100
16	Mathri	50gm	05
17	Laddo (boondi ka)	50gm	10
18	Dal kachuri/puri + sabji	5 puri/kachuri + sabji	30
19	Aloo Paratha	01	15
20	Rice with Dal, Vegetable one plate	Half plate	35
21	Rice with Dal, Vegetable one plate	Full plate	60
22	Biscuit/Cold drink/water bottle /packaged items etc.	Not more than MRP.	M.R.P

Electric Charges (for operating Appliance – 01 Refrigerator, 01-Fan & 02-LED Bulb)	Per Month Fixed	Rs.1000/-
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NOTE:

1. SIGN THE ANNEXURE-A AND SUBMIT IT WITH TENDER FORM
2. IT WILL BE CONTRACTOR'S RESPONSIBILITY TO BRING ALL UTENSILS, MISC. CANTEEN ITEMS AND CONSUMABLES NECESSARY FOR PERFORMANCE OF CONTRACT.
3. SCHOOL WILL BE RESPONSIBLE FOR PROVIDING ONLY SPACE FOR CANTEEN.
4. ITEMS TO BE USED WILL BE FRESH AND BEST QUALITY AS PER NORMAL STANDARDS.

SIGNATURE OF BIDDER WITH SEAL

DATE: _____

NAME: _____