

## Part-I

### **Instructions to Vendors – Registration in IUCTE**

Inter-University Centre for Teacher Education (IUCTE) intends to Register Cafeteria facility providers, as an approved vendor / supplier of goods hereinafter called the Procuring Entity. Registration once done, will be valid for IUCTE, BHU, Varanasi.

#### Scope of the work

IUCTE is an Autonomous Inter-University facility under the University Grants Commission, fully funded by Ministry of Education, Government of India.

i) To provide cafeteria services to Guest House Users / official meetings.

ii) To provide hospitality arrangements during the conduct of Faculty Development Program (FDP) at frequent intervals for capacity building of Teachers, other Programs or any event. The Venue of the Program will be at Sunderpur, B.L.W. Road, Varanasi. Course duration of FDP would be from one to thirty days (1 to 30) days depending upon the nature of Training program / meeting / workshop / seminar etc.,

#### Terms & Conditions

1. The Vendor will be required to provide indoor food supply i.e., Tea, Break-fast, Lunch, Snacks with Tea and Dinner (not packed food). Cooking will be made at the designated space provided by IUCTE.

2. Vendor should be in business for a minimum period of past three financial years. Start-ups registered with Department for Promotion of Industry and Internal Trade with valid certificate and MSEs are exempted from the above condition.

3. Vendor debarred or against whom punitive action is taken by any other Government Entity shall not be eligible for registration / re-registration for a period of two years or as prescribed in debarment letter. Registration request may not be entertained from such vendors, stake holders who have any interest in deregistered / banned firm.

4. The registered firms shall be exempted from depositing the Earnest Money Deposit / Bank Security against the tenders of IUCTE for providing goods as indicated in the Registration Letter for which they are registered.

5. Validity of Vendor Registration shall be for a period of one year from the date of registration and extendable for a further duration of two more years on yearly basis on the basis of performance besides mutual consent.

6. Vendor registration fee is Rs.2000/- (Rupees one thousand only) inclusive of taxes and will be non-transferrable and non-refundable) The Fee will be paid only by way of Bankers Cheque in favour of Inter-University Centre for Teacher Education, payable at SBI, Varanasi.

7. Credentials / performance of the vendors shall be verified by IUCTE authorities before issuing the letter for Registration to the vendors.

8. Code of Integrity in Public Procurement (CIPP) and Disclosure of Conflict of Interest.

Application will not be entertained unless the vendor agrees to abide by Code of Integrity in Public Procurement. A declaration must be signed and appended to the Registration form.

9. Mere submission of application for Vendor Registration or renewal does not give any right to the vendor for registration and no benefit based on such submission can be claimed.

10. IUCTE will communicate the deficiencies / shortcomings to Vendors whose application for registration is not accepted before granting the Registration. Period for review and re-verification will be mentioned in the letter.

**11. Interested Vendors are requested to send their sealed quotation for variety of items in a sealed envelope addressed to The Senior Administrative Officer, Inter-University Centre for Teacher Education, Sunder Bagia, Naria BLW Road, Varanasi-221 005 latest by 5<sup>th</sup> August, 2024 before 1700 Hrs.**

12. Any dispute with regard to interpretation of any of the clause of Tender / Agreement etc., arises, the decision of IUCTE shall be final and binding on both the parties.

#### Resolution of Disputes

IUCTE shall make every effort to resolve amicably by direct informal negotiation any disagreement or dispute arising between the Centre and the supplier under or in connection with the contract.

In case of dispute or difference relating to any matter arising out of or connected with this agreement, such disputes or difference shall be settled in accordance with the Arbitration and Conciliation Act, 1996 as amended from time to time. The disputes shall be referred to Director, IUCTE and if he is unable or unwilling to act, to the sole arbitration of some other person appointed by him willing to act as such Arbitration. The award of the arbitrator so appointed shall be final, conclusive and binding on all parties to the order.

#### Applicable Law

The contract shall be governed by the Law of Contract for the time being in force. Irrespective of the place of delivery, the place of performance or place of payment under the contract, the contract shall be deemed to have been made at the place from which the acceptance of tender has been issued. Jurisdiction of Courts: The Courts of the place from where the acceptance of tender has been issued shall alone have jurisdiction to decide any dispute rising out of or in respect of this contract. One-month notice will be given by either party for termination of the contract during the tenure of contract for breach of clause or other-wise.

13. The contractor shall comply with and effectively implement the provisions of the Food Safety and Standards Act, 2006 and all the other Rules / Regulations / Acts on the subject.

14. The personnel employed by the contractor should behave in a proper manner while working at IUCTE and the contractor shall be liable for any omissions or commission of any act which is detrimental to the interest of IUCTE on their part. Inability on the part of the contractor for execution of a contract after accepting the award of contract may be detrimental to the interest of the Centre and the difference of loss any, shall be borne by the Contractor.

15. Director, IUCTE or any other Officer assigned by him shall be the Appellate Authority for considering review of rejection of an application for registration of Vendor or any other grievance related to the vendor registration.

PART-II

**Vendor Registration Form**

1.	Name of the Vendor	
2.	Postal Address with Pin code	
3.	Mobile No.	
4.	E-mail id	
5.	PAN No.	
6.	GST No.	
7.	Bank details of the Vendor	
	Name & Address of the Bank	
	Account Number	
	Account Type	
	IFSC Code	
8.	Whether the vendor is in possession of valid FSSAI certificate? If so, attach a copy	
9.	Declaration by the vendor on abiding by code of integrity (CIPP) and disclosure on conflict of interest	

Signature of the Proprietor with seal

**Note :**

1. Vendors not submitting this form along with the quotation in a sealed envelope will be disqualified and their bids will not be considered for opening. Quotations received without Registration amount of Rs.2,000/- will not be considered. Registration amount is non-refundable.

2. Successful Bidder will be required to submit Performance Guarantee in the prescribed form for an amount of Rs.1,00,000/- valid for a period of one year from the date of award of contract.

PART-III

<b><u>Break-fast Menu</u></b>	<b>Rate</b>
Poori-Sabzi	
Aloo Paratha, Dahi /Achar	
Idli& Vada with Sambar & Chatni	
Plain Dosa with Sambar & Chatni	
Masala Dosa with Sambar &Chatni	
Uthappam (Plain or Onion) with Sambar & Chatni	
Poha, Upma	
Chole Bhature / Chole Kulcha	
Maggi	
Chowmin	
Bread Jam	
Bread Makkhan	
Bread Sandwitch	
Bread Banana	
Tea	
Coffee	
<b><u>Normal Lunch/Dinner Consisting of</u></b>	
Rice, Chapati, Dal, Two Sabzi, Raita, Salad & Achar	
Bati Chokha, Dal, Chawal	
<b><u>Special Lunch and Dinner for Meetings/Programs</u></b>	
Soup, Zeera Rice or Fried Rice, Chapati or Tandoori Roti, Dal, Sabzi-1 Sabzi-2 (with Paneer), Raita or Dahi, Salad, Papad, Achar, Sweet/Ice-Cream	
<b><u>Evening Snacks</u></b>	
Samasa/ Bread Pakoda/ Paneer Pakoda/ Mix Pakoda/ Onion Pakoda/ BhelPuri	

<b><u>Specifications for Dal</u></b>
Massor Dal
Arhar Dal
Moong Dal
LaukiChennah
Urad Dal
Dal Fry/ Dal Tadaka
Dal Makhini
Mixed Dal
Rajma
Kala Chenah Dal
Kadhi
<b><u>Specifications for Vegetables</u></b>
Kadhai Paneer/ Malai Kofta/ Mushroom Mutter/ Gravy Paneer
Bhindi/ Aloo Gobhi/ Baigan Fry/ Mixed Veg/ Arbi Fry/ Sooran Sabzi / Seasonal vegetable
LobiaSabji/ Kaddu Sabzi/ Baigan Bharta etc.
<b><u>Specifications for Soup</u></b>
Vegetable Soup/ Cream of Broccoli Soup/ Tomato and Lentil Soup/ Carrot Ginger soup/
Mixed Vegetable Clear Soup/ Butternut Squash Soup/ Cream of Mushroom Soup/
Knorr Sweet Corn Vegetable Soup
<b><u>Specifications for Sweets</u></b>
Gulab Jamun/ Moong Halwa/ Rasgulla/ Lauki Halwa/ Jalebi/ Gajar Halwa/ Ras Malai/ Raj Bhog
<b><u>Specifications for Ice-Creams</u></b>
Gelato Ice Cream/ Sherbet Ice Cream/ Kulfi/ Frozen Yogurt/ Sorbet Ice Cream