



HIGH COURT OF MADRAS
E- NOTICE INVITING TENDERS
FOR RUNNING STAFF CANTEEN INSIDE THE MADRAS HIGH
COURT CAMPUS

The Madras High Court invites tenders in sealed covers from interested caterers in Chennai City, for running The Madras High Court and Madurai Bench Officers & Staff Association Canteen located inside the High Court premises.

The said canteen is primarily meant for the officers and staff of the Madras High Court, and other Courts/Tribunals functioning inside the campus, besides the legal practitioners and litigant public.

The size of the building is 1184.47 sq.ft., consisting of a cash counter, dining hall, store room and kitchen.

The period of contract shall be 11 months from the date of award of the contract and may be further extended by the High Court, from time to time, if the services of the caterer are found to be satisfactory.

The tender document should be in the prescribed format as shown in the Annexure and should be accompanied by the following documents:-

- 1) Certificate issued by the Food Safety and Standards Authority of India.
- 2) Price List of food items, including beverages.
- 3) Certificate showing previous experience in the field, preferably issued by Government/Public Sector Undertaking(s).
- 4) Certificate showing turnover of the caterer during the last three years.

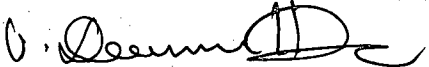
Terms and Conditions:-

1. The Tenders should be addressed to the **Registrar (Administration), High Court of Madras, Chennai-600104**, and shall reach before 5.00 p.m. on **07/02/2022**. Belated tenders will be summarily rejected and any delay caused by the Postal Department / Courier agencies will not be considered.
2. The Tenders will be open on **14/02/2022** in the presence of tenderers and the shortlisted caterer will be required to pay Security Deposit of Rs.2,00,000/-, before confirmation of the Tender.
3. Incomplete or conditional offers will not be entertained.
4. The Madras High Court reserves the right to accept or reject all or any of the Tenders without assigning any reason.
5. The rent for the premises to be fixed by the Public Works Department and electricity and water charges for actual consumption shall be payable by the caterer.
6. The food items should be of good quality and supplied at the rates and quantity approved by the High Court.
7. If the services of the caterer are not satisfactory, the contract shall be cancelled anytime by the High Court.
8. There shall be no increase in the rates on account of any variation in the market prices, during the contract period.
9. The cooks engaged by the caterer should have expertise in cooking North Indian and South Indian Vegetarian dishes.
10. The caterer shall use good quality raw materials and vegetables for the cooking.
11. The authorities of the High Court shall be at liberty to conduct surprise inspections of the canteen and the food preparation at any time

12. The food shall be cooked, stored and served under hygienic conditions.
13. The caterer shall ensure that only freshly cooked food is served and stale food is not recycled.
14. The caterer should ensure that oil remains of deep frying is properly destroyed at the end of each day and that the same is not re-used for cooking.
15. The rates quoted by the caterer shall be final and shall be applicable till the end of the contract period.
16. In any event, if the caterer fails to supply the items in time on the ground that prices have escalated, the contract will be immediately cancelled and the same will be awarded to the next qualified bidder.
17. The food shall be neither too spicy nor too oily. The food preparation shall be wholesome.
18. The food shall be cooked and served in clean utensils and the utensils shall be maintained sparkling clean at all times.
19. The caterer shall pay special attention to maintain the canteen in a neat and tidy condition at all times. For this purpose, the canteen shall be cleaned thoroughly after each meal regularly.
20. The caterer shall ensure sufficient manpower for the preparation and service of the food items and overall upkeep of the premises.
21. The caterer should ensure that his workers properly wear clean uniform, apron, head gear and Identity Card and also have proper shave and clipped nails.
22. The Price List of Food Items shall be displayed in a conspicuous place in the canteen premises.
23. The canteen shall remain open from **08.00 A.M to 07.00 PM** on all working days. However, on special occasions the canteen may be required, by the High Court, to be kept open.
24. This notice Inviting Tender shall form part of the contract document.

Place: Chennai

DATE: 07.01.2022


REGISTRAR (ADMINISTRATION)
HIGH COURT, MADRAS.

ANNEXURE

1	Name	
2	Name of father/husband	
3	Name of the Catering Service	
4	Details of Registration	
5	Permanent residential Address	
6	Previous experience in the field	

CHENNAI,

DATE :

SIGNATURE

PRICE LIST

Sl. No.	Description of the Food Item	Quantity/ Weight (gms)	Price
Morning – Breakfast			
1	Idly (2 Nos.) with sambar and chutney	200	
2	Pongal with sambar and chutney	250	
3	Wheat Poori (3 Nos.) with potato	250	
4	Wheat chapathi (2 Nos.) with kuruma	150	
5	Kichadi with sambar and chutney	250	
6	Masala Dosai (1 No.) with sambar and chutney	150	
7	Ghee Roast (1 No.) with sambar and chutney	100	
8	Rava Dosai (1 No.) with sambar and Chutney	125	
9	Onion Oothappam (1 No.) with sambar and chutney	150	
Afternoon – Lunch			
Sl. No.	Description of the Food Item	Quantity/ Weight (gms)	Price
10	Limited meals (Rice, Poriyal, Kootu, Appalam, Sambar, Kaara Kuzhambu, Rasam, Buttermilk, sweet, pickle)	350 (only rice) Total – 600	
11	Lemon Rice with appalam	250	
12	Tomato Rice with appalam	250	
13	Sambar Rice with appalam	250	
14	Curd Rice with appalam	250	
15	Tamarind Rice with appalam	250	
16	Veg Brinji Rice with Kuruma	300	
17	Mini meals (Sambar Rice, any 2 variety Rice), Veg Brinji rice, kuruma, Sweet, Pickle, Appalam	600	
Beverages			
Sl. No.	Description of the Food Item	Quantity/ Weight (ml)	Price
18	Milk	150	
19	Tea	150	
20	Coffee	150	
21	Green tea	150	
22	Lemon Tea	150	
Evening Snacks			
Sl. No.	Description of the Food Item	Quantity/ Weight (gms)	Price
23	Bonda (1 No.)	75	
24	Bhajji (1 No.)	75	
25	Sambar Vada (1 No.)	125	
26	Curd Vada (1 No.)	125	
27	Onion Pakoda	50	