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**SAINIK SCHOOL GHORAKHAL
DISTT- NAINITAL(UTTARAKHAND)
PIN-263156**

RFP No: SSGK/QM/Bakery Shop/2026-27

Date _____

Cost of the form Rs. 500/- paid vide SSGK MR No. / DD No. _____ dated _____

Earnest Money Rs 16,000/- paid vide DD No. _____ dated _____

**INVITATION OF TENDER FOR PROVISIONING OF BAKERY SHOP ON RENTAL BASIS
FOR THE PERIOD FROM 01 OCT 2026 TO 30 SEP 2027**

1. Sainik School Ghorakhal, Nainital as buyer is inviting bids for Bakery Shop on Rental Basis. Bids in sealed cover are invited for services required listed in Part-II of this RFP. Please super scribe the above mentioned title, RFP No. and date of opening of the bids on the sealed cover to avoid the bid being declared invalid. Bid envelope should clearly state **“Provisioning of Bakery Shop on Rental Basis”**.
2. The address & contact No. sending tender/bids all seeking clarification regarding this RFP are given below:-
 - (a) Bids/queries to be addressed to: Principal, Sainik School Ghorakhal
Post Office – Ghorakhal
District- Nainital (Uttarakhand)
PIN- 263156
 - (b) Postal Address: Principal, Sainik School Ghorakhal
Post Office – Ghorakhal
District- Nainital (Uttarakhand)
PIN- 263156
 - (c) Telephone No. 05942-220051
3. This RFP is divided into five parts as follows:-
 - (a) **Part-I** – Contains general information & instruction of bidders about the RFP such as the time, place of submission and opening of tenders, validity period of tenders etc.
 - (b) **Part-II** – Contains essential details of the items/ services required, such as the schedule of requirements (SOR), Technical specifications, Delivery period, Mode of delivery and Consignee details.
 - (c) **Part-III** – Contains standard conditions of RFP, which will form part of the contract with the successful Bidder.
 - (d) **Part-IV** – Contains special conditions applicable to this RFP and which be also form part of the contract with the successful Bidder.
 - (e) **Part-V** – Contains evaluation criteria and format for price bids along with returnable Performa.

4. This RFP is being issued @ **Rs. 500/-** each form with no financial commitment. The Buyer reserves the right to change or vary any part of RFP at any stage. Buyer also reserves the right to withdraw the RFP, should it become necessary at any stage. The monthly rent for the Bakery shop must be specified in **Appendix 'B'** of the RFP
5. Bidders are requested to indicate their acceptance of the above offer based on the terms and conditions as mentioned in the succeeding paragraph and as per **Appendix-C**.

Administrative Officer
For Principal

Part-I General Information

1. **Pre-Bid Conference:** Pre Bid conference will be held on **07 Sep 2026 at 1130 hrs** at Sainik School Ghorakhal. Pre Bid Conference is compulsory to all bidders. All clarifications are to be resolved in the Pre Bid Conference. No revision of Commercial Bid would be permitted after opening of the Technical Bid. If a bidder does not attend the Pre-Bid Conference, their bid may be rejected. **The vendors will be required to bring the sample of items during the Pre-Bid meeting.**

2. **Last Date and Time for Depositing the Bids:** **17 Sep 2026 (1500 hrs).**

3. **Manner of Depositing the Bids:** Sealed Bids will be dropped in the Tender Box marked as **INVITATION OF TENDER FOR BAKERY SHOP ON RENTAL BASIS** kept at:-

Reception Room, School Main Gate No.-02,
Sainik School Ghorakhal, Nainital

The bids should reach by the due date and time. Late tenders will not be considered. No responsibility will be taken for delay or no delivery/non-receipt of Bid documents. Bids sent by post, Fax or email not to be considered. The bid shall be signed by the authorized person and his/her full name and status be indicated below the signature along with official stamp of the firm.

4. **Time and Date for opening of Bids:** **17 Sep 2026 (1530 hrs)**

(If due to any exigency, the due date of opening of the bids is declared a closed holiday. The bids will be opened on the next working day at the same time or on any other day/time, as intimated by the Buyer).

5. **Location of the Tender Box:** Reception Room, School Main Gate No 02, Sainik School Ghorakhal. Only those Bids which are found in the tender box, will be opened for consideration. Bids dropped in the wrong Tender box or received after the due date and time will not be accepted and rendered invalid.

6. **Place of opening of the Bids:** Reception Room of Sainik School Ghorakhal .Bidders may depute their representatives, duly authorized in writing, to attend the opening of Bids on the due date and time. This event will not be postponed due to non-presence of your representative.

7. **Forwarding of Bids:** Bids should be forwarded by Bidders under their original memo/ letter pad inter alia furnishing the following details:-

- (a) Complete postal and e-mail address and Fax/ Telephone No.
- (b) GST number/ TIN number (if available)
- (c) PAN Number
- (d) Photocopy of Aadhar Card
- (e) Character Certificate (issued by Gram Pradhan)
- (f) Detail of Account number, Account Type IFSC, MICR code (Along with one cancelled cheque or photocopy of Bank Pass Book)
- (g) Experience Certificate (related to the service)
- (h) FSSAI certificate
- (j) Price Bid Performa
- (k) Pre-Bid / Site visit certificate

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(Sig. of Presiding Officer)

8. **Two Bid System:** The bids are being invited under Two Bid System and separate commercial and technical clauses (bids) will be considered. Only technical bid would be opened at the time and date mentioned above. Date of opening of the financial bid will be intimated after acceptance of the technical bid. Financial bid of only those firms will be opened, whose technical bids are found compliant/suitable after technical evaluation is done by the buyer.
9. **Clarification regarding contents of the RFP:** A prospective bidder who requires clarification regarding the contents of the bidding documents shall notify to the buyer in writing about the clarifications sought not later than 14 days prior to the date of opening of the bids. Copies of the query and clarification by the purchaser will be sent to all prospective bidders who have received the bidding documents.
10. **Modifications and Withdrawal of Bids:** A Bidder may modify or withdraw his bid after submission provided that the written notice of modifications or withdrawal is received by the Buyer prior to deadline prescribed for submission of bids. A withdrawal notice may be sent by e-mail/Fax but it should be followed by a signed confirmation and should reach the purchaser not later than the deadline for submission of bids. No bid shall be modified after the deadline for submission of bids. No bid may be withdrawn in the interval between the deadline for submission of bids and expiration of the period of bid validity specified. Withdrawal of a bid during this period will result in Bidder's forfeiture of bid security deposited by the Bidder.
11. **Clarification regarding contents of the Bids:** During evaluation and comparison of bids, the Buyer may, at its discretion, ask the bidder for clarification of his bid. The request for clarification will be given in writing and no change in prices or substance of the bid will be sought, offered or permitted. No post-bid clarification on the initiative of the bidder will be entertained. Bidders are advised to visit the shops offered before applying. No requests on any grounds for modifications of any of the specifications of rental shops offered will be accepted in future.
12. **Rejection of Bids:** Canvassing by the Bidder in any form, unsolicited letter and post- tender correction may invoke summary rejection with forfeiture of EMD. Conditional tenders will be rejected.
13. **Unwillingness to Quote:** Bidders unwilling to quote should ensure that intimation to this effect reaches before the due date and time of opening of the Bids, failing which the defaulting Bidder may be delisted for the given range of items as mentioned in this RFP.
14. **Validity of Bids:** The Bids should remain valid till 120 days from the last date of submission of bids.
15. **Earnest Money Deposit:** Bidders are required to submit Earnest Money Deposit (EMD) as per advertisement published along with the Bid. The EMD may be submitted in the form of Demand Draft in favour of PRINCIPAL, SAINIK SCHOOL GHORAKHAL, payable at Bhowali, (**CODE NO. 01352**), A refundable amount of **Rs. 16,000/-** (Rupees Sixteen Thousand only) will be charged as EMD against the tender. As per chapter 4.7.7 of DPM 2009, bid security is not required to be submitted by those firms, who are registered with the Central Purchase Organization DG S & D, MSME and organizations registered with National Small Industries Corporation (NSIC) or concerned department of Ministry of the Government of India like NCCFI and Kendriya Bhandar. EMD is to remain valid for a period of 45 days beyond the final bid validity period. EMD of the unsuccessful bidders will be returned to them without any interest whatsoever before the 30 days after the award of the contract. The bid security of the successful bidder would be returned without any interest whatsoever, after the receipt of the Performance Security (PBG) from them as called for in the contract. The EMD will be forfeited if the bidder withdraws or amends impairs or derogates from the tender in any respect within the validity period of their tender.

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(Sig. of Presiding Officer)

PART II - Essential Details of Items/Services

1. The essential details or requirement mandatory for the bid are given in relevant annexure as follows:-

Sl. No.	Name of Shop	Items and Rates
(i) Bakery Shop Near Cadet Mess		
(a)	Bakery Shop	Appendix- D

2. **General Specifications:**

(a) The rates in shops should be genuine. The rates will be verified and approved by Sainik School Ghorakhal. Rates should not be more than the general market outside the campus area. The quality of the products / items / services should be good as per acceptable norms and confirm to FSSAI norms of Govt regulation on the subject. Vendor must provide valid bills against payment received from customer with GST details, this will be checked periodically.

(b) Samples of all eatable items would be finalised by the school, only approved samples will be sold. Prices will be finalised with school authorities. Rates of items are not to be changed without obtaining approval of School authorities.

(c) Quality of items should be fresh and ensuring highest of hygienic standards with best quality nutritional value and **Fit for human consumption**.

(d) The highest quoted bid for the shop rent will be considered.

3. **Contract Period:** Contract period would be with effect from **01 Oct 2026** for one year. It can be extended upto 03 years subject to mandatory good performance and absolute discretion of Principal, Sainik School Ghorakhal. Please note that contract can be cancelled unilaterally by the school in case of any violation of terms and conditions of contract/default by the contractor as provided elsewhere in the contract documents / RFP.

4. **Eligibility Criteria:**

(a) An Indian National holding the valid identity proof such as Voter ID Card issued by Electoral Commission of India / Aadhar Card / Ration Card / Driving License / Passport. He should not have any adverse/disciplinary case in Police Station.

(b) Self attested copies of following documents need to be attached:-

- (i) Complete postal and e-mail address and Fax/ Telephone No.
- (ii) GST number/ TIN number (if available)
- (iii) PAN Number
- (iv) Photocopy of Aadhar Card
- (v) Character Certificate (issued by Gram Pradhan)
- (vi) Detail of Account number, Account Type IFSC, MICR code (Along with one cancelled cheque or photocopy of Bank Pass Book)
- (vii) Experience Certificate (related to the service)
- (viii) FSSAI certificate
- (ix) Price Bid Performa
- (x) Pre-Bid / Site visit certificate

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(c) Police verification will be carried out on finalization of bidding process. All helper / associates for Bakery Shop will be verified by local Police. Successful bidders must apply for the same with supporting documents.

5. **Signing of Contract Agreement:** The successful bidders / contractor will be required to sign an agreement with the buyer within 30 days from the date of written intimation to the bidder to this effect.

6. **Contract Operating Authority:** The contract for Bakery Shop (on rental basis) for Sainik School Ghorakhal, Nainital once finalised, will be operated by Principal, Sainik School Ghorakhal through its designated staff.

7. **Cancellation of the Contract in Part or in Full due to Contractor's Default:** If the contractor, in the opinion of the School authorities fails or neglects to comply with any of the terms and conditions of the contract or with any other issued there under then in such a case the School authorities shall without prejudice to any other right or remedies under this contract, have the right and be entitled to cancel the contract by giving 30 days notice in writing to the contractor, without being liable to pay any compensation for such cancellation. The contractor, however, will be entitled to be paid amount after deduction, if any amount due to the School authorities towards outstanding rebate, water and electricity or rent and allied charges payable by the contractor. In the event of cancellation of the contract in the circumstances aforesaid, the contractor shall on demand by the Govt. or the authorized representative thereof, handover immediately, to the Govt, or the authorized representative all Govt stores/components in the possession or custody of the vendors without waiting for the payment or even settlement of any claim already made or intended to be made by the contractor.

8. **Shop Rent & Allied Charges:** It will be mandatory for the Bidders to pay the rent for Bakery shop before due date i.e. 10th of every month and other charges i.e. water, electricity and allied charges will be paid by the vendor as per bills received from the Sainik School Ghorakhal within 14 days of production of bills. Delay in payment of the same will attract penalty as decided by School Authority.

9. **Rent for Accommodation:** If the contractor occupied the accommodation of school for his employees/staff during the contract period, he will pay room rent a sum of Rs. 1200/- per month. Electricity charges have to be paid as per monthly consumed unit and rates as per Uttarakhand Power Corporation Limited (UPCL). He will vacate the accommodation allotted to him in case the contractor's contract is terminated or whenever he is asked to do so. The Principal or his representatives will have the sole right to take possession of the accommodation in case of failure on the part of the contractor to vacate the premises so allotted within the stipulated date mentioned by the Principal.

PART III – Standard Conditions of RFP

The Bidder is required to give confirmation of their acceptance of the standards condition of the request for proposal mentioned below which will automatically be considered as part to the contract concluded with the successful bidder (i.e. Seller in the Contract) as selected by the buyer. Failure to do so may result in rejection of the Bid submitted by the bidder.

1. **Law:** The contract shall be considered and made in accordance with the laws of the Republic of India. The contract shall be governed by and interpreted in accordance with the laws of the Republic of India.

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(Sig. of Presiding Officer)

2. **Effective Date of the Contract:** The contract shall come into effect on the date of signatures of both the parties on the contract (Effective Date) and shall remain valid until the completion of the obligations of the parties under the contract. The deliveries and supplies and performance of the services shall commence from the effective date of the contract.

3. **Arbitration:** All disputes or differences arising out of or in connection with the contract shall be settled by bilateral discussions. Any dispute, disagreement or question arising out of or relating to the contract or relating to construction or performance, which cannot be settled amicably, shall be referred to the sole arbitration of the Principal, Sainik School Ghorakhal or person appointed by him on his behalf in terms of arbitration and conciliation act 1996 as amended from time to time and the decision of such arbitration shall be final and binding on both the parties.

4. **Penalty for use of Undue Influence:** The seller undertakes that he has not given offered or promised to give, directly or indirectly, any gift, consideration, reward, commission, fees, brokerage or inducement to any person in service of the Buyer or otherwise in procuring the contracts or forbearing to do or for having done or for borne to do any act in relation to the obtaining or execution of the present contract or any other contract with the Government of India for showing or forbearing to show favour or disfavour to any person in relation to the present contract or any other contract with the Government of India. Any breach of the aforesaid undertaking by the seller or any one employed by him or acting on his behalf (whether with or without the knowledge of the seller) or the commission of any offers by the seller or any employed by him or acting on his behalf, as defined in Chapter IX of the Bhartiya Nyaya Sanhita (BNS) 2023 or the Prevention of Corruption Act 1986 or any other Act enacted for the prevention of corruption shall entitle the Buyer to cancel the contract and all or any other contracts with the seller and recover from the seller the amount of any loss arising from such cancellation. A decision of the Buyer or his nominee to the affect that a breach of the undertaking had been committed shall be final and binding on the seller. Giving or offering of any officer/employee of the Buyer or to any other person in a position to influence any officer/employee of the Buyer for showing any favour in relation to this or any other contract shall render the seller to such liability/penalty as the Buyer may deem proper, including but not limited to termination of the contract, imposition of penal damages, forfeiture of the bank guarantee and refund of the amounts paid by the Buyer.

5. **Non-disclosure of Contract Documents:** Except with the written consent of the Buyer/Seller, other party shall not disclose the contract or any provision, specification, plan, design, pattern, sample or information thereof to any third party.

6. **Termination of Contract:** The Buyer shall have the right to terminate this contract in part of or in full in any of the following cases:-

- (i) The service is delayed for causes not attributable to Force Majeure for more than 02 days after the scheduled date of service.
- (ii) The Seller is declared bankrupt or becomes insolvent.
- (iii) The service is delayed due to causes of Force Majeure by more than two months provided Force Majeure clause is included in contract.
- (iv) The Buyer has noticed that the Seller has utilised the services of any Indian/Foreign agent in getting this contract and paid any commission to such individual/company etc.
- (v) As per decision of the Arbitration Tribunal.

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(Sig. of Presiding Officer)

7. **Notices:** Any notice required or permitted by the contract shall be written in English/Hindi language and may be delivered personally or may be sent by registered pre-paid mail, addressed to the last known address of the party to whom it is sent.

8. **Amendments:** No provision of present contract shall be changed or modified in any way (including this provision) either in whole or in part except by an instrument in writing made after the date of this contract and signed on behalf of both the parties and which expressly states to amend the present contract.

9. **Transfer and sub-letting:** The seller has no right to give, bargain, sell, assign or sublet or otherwise dispose off the contract or any part thereof, as well as to give or to let a third party take benefit or advantage of the present contract or any other part thereof.

PART IV – Special Conditions of RFP

The bidder is required to give confirmation of their acceptance of special conditions of the RFP mentioned below which will automatically be considered as part of the contract concluded with the successful bidder (i.e. Seller in the contract) as selected by the buyer. Failure to do so may result in rejection of bid submitted by the bidder.

1. **Security Deposit:** The bidder will be required to furnish a security deposit of **one month rent as security within 30 days of signing of the contract**. The Security Deposit will be released only after adjusting outstanding dues, if any payable by the contractor. The security deposit is to be made in favour of Principal Sainik School Ghorakhal. The contractor is liable to deposit security deposit toward the payment of license fee / rebate, electricity, water charges and allied charges as laid down by the Buyer which would be equal to a minimum three months rebate.

2. **Payment Terms:** It will be mandatory for the Bidders to pay all the charges on Cash/Cheque / Bank Draft at school office on or before due date i.e. 10th of every month. If payment of shop is delayed beyond due date, fine as decided by the Principal, Sainik School Ghorakhal will be imposed on vendor till final payment of outstanding dues. The fine will be imposed @ 100/- per day and subject to maximum of 50% of monthly rebate for the wet canteen. The maximum limit is applicable only one month delay in deposit of rebate beyond the 10th of next month, the penalty will be chargeable again.

3. **Penalty / Risk & Expense Clause:** In case, the contractor fails to provide items or carry out required services on time or fails to pay rebate/rent, the recovery will be made through security deposit with penalty as decided by School Authority.

4. No alteration and repair / modification in the shop is to be done by the renders. In case of any damages in any form caused by the vendor or by his employer, the same will be recovered from the vendor with penalty as decided by School Authority.

5. **Force Majeure Clause:** Should any force Majeure circumstance arise each of the contracting party shall be excused for the non-fulfilment or for the delayed fulfilment of any of any of its contractual obligations, if the affected party with 10 days of its occurrence informs the other party in writing Force Majeure shall means fire, floods, natural disasters of other acts, that are unanticipated or unforeseeable, and not brought about at the instance of the party claiming to be affected by such event or which, if anticipated or foreseeable could not be avoided or provided for and which has caused the non performance or delay in performance such as war, turmoil, strikes, sabotage, explosions, quarantine restriction beyond the control either party. A party claiming Force Majeure shall exercise reasonable diligence to seek to overcome the Force Majeure event and to mitigate the effect thereof on the performance of its obligations under this contract.

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(Sig. of Presiding Officer)

6. **Inspection Authority:** Periodical inspections will be carried out by Principal / Administrative Officer, Sainik School Ghorakhal, Nainital or any other Officer / staff designated by him or Medical Officer or his representative. The mode of inspection will be departmental inspection.

7. **Claims:** The following claims clause will form part of the contract period on successful Bidder:-

(a) The quality claims will be raised solely by the buyer and without any certification/counter signature by the seller's representative.

(b) All disputes or differences arising between the contractor and labours employed by the contractor will be the sole responsibility of contractor.

(c) Principal / Adm Officer, Sainik School Ghorakhal may dismiss or remove to any person from the site of work employed by the contractor upon the work due to security / operational reasons or who may be incompetent or misconduct himself.

(d) The contractor will be responsible for any eventuality such as specified at paras 2 & 7 of Part II of RFP, para 6 & 7 of Part III and paras 3 & 4 of Part IV of RFP during the contract period. Discipline / adherence to security safety norms is the responsibility of contractor.

(e) The contractor and the personnel employed by him in discharge of the service shall observe all rules regarding security precaution as applicable to and enforced by Principal, Sainik School Ghorakhal. The decision of Principal, Sainik School Ghorakhal in this regard would be final and binding.

(f) Principal, Sainik School Ghorakhal reserves the right to reject any offer without assigning any reason.

(g) The contractors undertakes no fire is put within the school area to the rubbish etc by his employees and on default the action will be decided by the Principal, Sainik School Ghorakhal.

(h) Any damages to the vendor occurred due to force majeure or any negligence. Sainik School Ghorakhal will not be held responsible for the same. Any claims resulting out of fire accidents in the shop / premise will be solely handled by the contractor. Sainik School Ghorakhal or any staff of the inside School will have no liability on any damage / claims of life or material.

8. **Selling of Items:** The contractor will be permitted to sell only specified items for the Bakery shop contracted for. No other items / services will be sold by the contractor without the express permission of the Principal, Sainik School Ghorakhal.

9. **Quality:** Items of Bakery shop must be of fresh and ensuring highest of hygienic standards with best quality nutritional value and **Fit for human consumption.**

10. **Quality Assurance:** Items must be of fresh with optimum moisture ensuring highest of hygienic standards. The stores should confirm to the standards laid down by Govt Agencies like FSSAI, AGMARK etc and fit for human consumption.

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(Sig. of Presiding Officer)

11. **Additional Points:**

- (a) The contractor should have a valid food / catering or any necessary license or permission required for running a Bakery Shop. A FSSAI Certificate with the minimum validity of one year before the date of submission of tender is essential.
- (b) The contractor will be responsible for providing all bakery items mentioned in Annexure–D. **The contractor must first supply the Bakery items to meet the school cadets requirements, followed by the school staff. Only after fulfilling the cadets & staff requirements, the contractor may sell the bakery items to the outsiders. Outsiders are prohibited from entering the school premises to purchase the bakery items. The contractor may sell the bakery items to outsiders out of the school premises.**
- (c) The building for Bakery shop will be provided on rent by the school. The contractor will be responsible for proper handling and safe custody of the room. Repair and maintenance of the equipment will be carried out by the contractor and he will not claim any reimbursement of expenses on this account.
- (e) In case of any food poisoning / contamination, the contractor will be held fully responsible and he will bear all the expenses caused due to food poisoning/ contamination.
- (f) The Contractor will employ adequate number of staff in order to maintain efficiency.
- (g) All persons engaged by the contractor shall be the contractor's own employees and they will claim no privileges from PRINCIPAL, SAINIK SCHOOL GHORAKHAL. The contractor will be directly responsible for the administration of his employees as regards general discipline and courteous behaviour.
- (h) The contractor will get all his workers medically examined from approved Registered Medical Practitioner / School Medical Officer recognised by Indian Medical Council, to be free from communicable diseases in addition to general fitness.
- (j) The contractor will be responsible for cleanliness of crockery, cooking utensils, furniture, fixtures and fittings, hand gloves, mouth mask, head cover etc in the Bakery shop. The school will not provide any cleaning materials / dusters, etc. for the same.
- (k) Very high standards of hygiene and cleanliness shall be observed in the running of the bakery area and connected services by the contractor and workers engaged by contractor including those responsible for collection of used and periodic disposal of waste and refuse.
- (l) The Bakery shop shall be opened for catering during school hours on all working days and will be closed during school vacations.
- (m) The contractor will not take out any articles or stores of Sainik School Ghorakhal premises without a Gate-Pass to be issued by the Principal / Administrative Officer. In the event of failure, to supply the approved items without notice by the contractor, the same will be arranged by the organisation at the contractor's risk and cost.
- (n) The police verification documents of the persons employed should be deposited by the contractor within 15 days of deployment to the office of Sainik School Ghorakhal, otherwise the person will not be allowed to work in the School and the contractor will replace him immediately with the person whose verification is completed.

(p) Sainik School Ghorakhal representative reserve the right to take samples of the edibles / raw material from the Bakery shop for the purpose of inspection and testing with a view to maintain the quality. Such samples will however be drawn by authorised person / persons in the manner and as per procedure laid down in Govt. norms.

(q) A Board of Staff Members will be nominated by Sainik School Ghorakhal to inspect and oversee functioning of Bakery shop with a view to ensure hygiene and sufficient service. In case there are repeated failures or lacuna noticed by the board due to failure of contractor, the Presiding officer of the Board with the approval of the Principal can impose a fine upto Rs. 5000/- at one time to be recoverable from bills due to the contractor.

(r) Contractor will ensure that hazardous or inflammable or any intoxicating material is not stored in the Bakery shop.

(s) The contractor shall vacate the Bakery shop peacefully after the expiry of the contract period and/or earlier if desired by Sainik School Ghorakhal and shall hand over the same to the authorised officer along with all furniture, fittings and other articles as may have been provide, from time to time and the decision of Principal, Sainik School Ghorakhal shall be final and binding upon the contractor. The contractor shall be free to remove without any damage to the Sainik School Ghorakhal property like furniture, fittings, crockery, cutlery, utensils and other articles that might have been brought by the contractor.

(t) **The Bakery shop contractor will arrange essential Bakery equipments, crockery / utensils, Gas connection, Oven, Microwave, Fridge, Mixer grinder, Dustbins, safety equipments or any other gadgets/equipment in the Bakery shop for the purpose of making the bakery products.**

Part V – Evaluation Criteria & Price Bid Issues

1. **Evaluation Criteria** – The broad guidelines for evaluation of Bids will be as follows:

(a) No bid below the benchmarking will be accepted. Benchmarking will be done based on Reasonable rates. However bidders are free to quote any price. Ordinarily, highest bidder (shop rent) will be considered but it is not necessary that the highest bidder will be accepted. Principal, Sainik School Ghorakhal will not bind himself for accepting the highest bid or any tender due to special requirements of Sainik School Ghorakhal services, rates of items / products / services offered by the bidder and the interest/welfare of cadets and families.

(b) Bids failing under single vendor situation may be rejected or considered as decided by administration authority. Only those bids will be evaluated which are found to be fulfilling all the eligibility and qualifying requirements of the RFP.

(c) The highest bid will be decided upon the highest price of monthly rent quoted by the bidder as per the commercial bid format given at Appendix 'B' to this RFP. If any bidder quoted the annual rebate bid price, the same will be divided by 12 to arrive at monthly rebate price quoted by the vendor. All columns of appendices and annexure of RFP, list of items to be sold and the rates at which they are to be sold shall be filled by the bidder and no column should be left blank. Incomplete/partially filled RFP will be summarily rejected.

(Sig. of bidder)

(Sig. of Presiding Officer)

(d) Bidders are advised to quote the prices, keeping the bye-laws in vogue concerning with the present tender. Unreasonably inflated or deflated bids may be avoided. Cutting / alteration made in the tender shall be rendered it invalid. Principal, Sainik School Ghorakhal reserves the absolute right to reject the tender without assigning reason whatsoever in may be.

(e) **Determination of Highest Bidder / Award of Contract**: The contract for Bakery shop to be awarded to the Higher Bidder will be decided by the Board of Officers after scrutiny of document.

2. **Price Bid Performa**: Price Bid Performa for rebate quoted by the bidder per month is attached as **Appendix 'B'**. The same must be used by the bidder for submitting the price bid for Bakery shop.

(Sig. of bidder)

(Sig. of Presiding Officer)

Appendix-A**RFP No: SSGK/QM/Bakery Shop/2026-27****DOCUMENT**

1. The following documents are to be attached with the Technical bid:
 - (a) Complete postal and e-mail address and Fax/ Telephone No.
 - (b) GST number/ TIN number (if available)
 - (c) PAN Number
 - (d) Photocopy of Aadhar Card
 - (e) Character Certificate (issued by Gram Pradhan)
 - (f) Detail of Account number, Account Type IFSC, MICR code (Along with one cancelled cheque or photocopy of Bank Pass Book)
 - (g) Experience Certificate (related to the service)
 - (h) FSSAI certificate
 - (j) Price Bid Performa
 - (k) Price Bid / Site visit certificate

Note:

1. All documents are to be self attested and all pages of RFP/contract documents are to be signed by Authorized Signatory.
2. Attach acceptance of terms and conditions provided with RFP duly signed.
3. Contract is for providing services at Sainik School Ghorakhal as per the services mentioned in Schedule of Requirement (SOR) mentioned at Part-II of RFP.
4. Contractors will be required to enclose necessary documents to prove their eligibility as given above and include affidavit for no recovery of outstanding/Undertaking or NOC, wherever required.
5. List of items such as furniture, containers, display cabinet, electric and electronic equipments proposed to installed is to be mandatory attached with RFP (in case it is required). Prior permission is to be obtained from Principal for such items.

DECLARATION

I hereby certify that the information furnished above is true and correct to the best of my/our knowledge. I understand that in case any deviation is found in the above statement at any stage. I/We will be blacklisted and will not have any dealing with the Department in future.

Date:

(Authorized Signatory of bidder)

Place:

(Sig. of bidder)

(Sig. of Presiding Officer)

PRICE BID FORMAT

1. **Price Bid:** The Price Bid Format is attached with the RFP as schedule. All Bidders are required to fill up correctly for **Bakery Shop**.

Sl. No.	Name of Shop	Rebate/Rent Per Month Quoted by the Bidder (Rs.)
(i) Bakery Shop Near Cadet Mess		
(a)	Bakery Shop	

2. Any other relevant details.....
3. List of items is to be attached by the bidder including proposed rates of Bakery items.
4. Amount of monthly Rebate/Rent quoted by the Bidder for the Bakery Shop.

Rebate in numerical figure Rs. _____

Rebate in Words Rs. _____

(Sig. of bidder)

(Sig. of Presiding Officer)

LIST OF BAKERY ITEMS**Part-VI****FINANCIAL BID**

- Note:-** (a) Rates and reputed Brand / weight (where applicable) to be quoted by the contractor.
- (b) Rate for each items should be quoted please.

Sl. No	Item	Quantity	Weight	A/c unit	Rate (Rs)
(a)	Bread plain	100	300 gms	Pkt	
(b)	Bread plain	7000	400 gms	Pkt	
(c)	Bread plain	100	600 gms	Pkt	
Pls mention weight & size (If any)					
(d)	Sweet bread	50	500 gms	Pkt	
(e)	Wheat bread	10	500 gms	Pkt	
(f)	Sandwich bread	50	800 gms	Pkt	
(g)	Brown bread	20	500 gms	Pkt	
(h)	Jeera Biscuit	5000	22 gms	Nos	
(j)	Ajwain Biscuit	5000	22 gms	Nos	
(k)	Coconut Biscuit	5000	22 gms	Nos	
(l)	Dry fruits Biscuit	5000	20 gms	Nos	
(m)	Suji Biscuit	5000	20 gms	Nos	
(n)	Cream Biscuit	20000	22 gms	Nos	
(o)	Aata Biscuit	5000	22 gms	Nos	
(p)	Ragi Biscuit	5000	22 gms	Nos	
(q)	Corn Biscuit	5000	22 gms	Nos	
(r)	Donut	5000	20 gms	Nos	
(s)	Muffins	20000	25 gms	Nos	
(t)	Pastry	12000	100 gms	Nos	
(u)	Sweet Buns	20000	30 gms	Nos	
(v)	Plain Buns	2000	50 gms	Nos	
(w)	Cream Roll	40000	45 gms	Nos	
(x)	Fruit cake (slice)	2000	28 gms	Nos	
(y)	Cake eggless	50 Pound	Per Pound	Per Pound	
(z)	Nan Khatai	5000	20 gms	Nos	

(Sig. of Bidder)

(Sig. of Presiding Officer)

Sl. No	Item	Quantity	Weight	A/c unit	Rate (Rs)
(aa)	Suji Puff	5000	25 gms	Nos	
(ab)	Potato patties (Baby size)	40000	25 gms	Per Pcs	
(ac)	Plain Patties	1000	15 gms	Per Pcs	
(ad)	Fruit Bun (sweet)	10000	30 gms	Per Pcs	
(ae)	Mathi	20000	20 gms	Per Pcs	
(af)	Kulcha	4000	45 gms	Per Pcs	
(ag)	Pav	5000	50 gms	Per Pcs	
(ah)	Lapeta	2000	25 gms	Per Pcs	
(ai)	Brownies	1000	40 gms	Per Pcs	
(aj)	Veg Burger	2000	150 gms	Per Pcs	
(ak)	Veg Pizza	2000	12" size	Per Pcs	
(al)	Veg Hot Dog	2000	150 gms	Per Pcs	
(am)	Paneer Patties	2000	50 gms	Per Pcs	
(an)	Pastry (Black Forest)	500	-	Per Pcs	
(ao)	Brownies	500	-	Per Pcs	
(ap)	Ginger Garlic Roll	400	-	Per Pcs	

2. Taxes, if any.....

3. Any other relevant details.....

4. The above quantity quoted in requirement is based on estimate of yester year and may vary this year. The school does not guarantee that requirement meeting the same quantity.

(Sig. of bidder)

(Sig. of Presiding Officer)

Appendix-C**RFP No: SSGK/QM/BAKERY SHOP/2026-27****CERTIFICATE OF ACCEPTANCE OF
TERMS AND CONDITIONS OF TENDER**

1. It is certified that all the terms and conditions as laid down in the RFP including its appendices and annexure are accepted by the company/bidder and the bidder undertakes to abide by all of them during entire tendering process and thereafter, if selected for **Provisioning of Bakery Shop**. It is further certified that any cost incurred on additional services required for completing the contract documents/process for providing related services would be borne by us.
2. I hereby unconditionally accept the conditions as laid down in RFP. Also, I unconditionally accept clerical and mathematical errors, if observed or liable to be rectified whenever noticed.
3. In case any provisions of Bid are found violated, school shall be at liberty to reject the Bid and invoke provisions of the Bid security declaration/forfeit own EMD and I shall not have any claim/right against school in satisfaction of this condition.

Date:

(Authorized Signatory of Bidder)

Place:

(Sig. of Bidder)

(Sig. of Presiding Officer)

PRE-BID / SITE VISIT CERTIFICATE (Mandatory)

(Rejection of Bid, in case of failure to furnish)

This is to certify that:

1. I, _____ of M/s _____
 Firm in the company of Mr _____ (School Representative) visited
 the site in connection with the Bid No. _____ for the
 _____ (Name of the Project / Tender) Having
 examined the bid documents, certify that I have:-

- (a) Acquainted with the nature, geographical and exact location of the works.
- (b) The general conditions of execution.
- (c) The Integrations Possibility with the existing system.
- (d) Physical conditions specific to the site.
- (e) The climatic conditions.
- (f) Local conditions.
- (g) Means of communication and transport.
- (h) The possibility of supplying water, electricity and fuel.
- (j) The availability of labour sufficient in number and quantity.
- (k) All constraints and obligations resulting from social taxation & customs legislation.
- (l) And all conditions and circumstances which might influence the execution or price of the works.

2. I further certify that I am satisfied with the description of the works and that I understand perfectly the works to be undertaken as specified and implied in the execution of the contract.

Name of the site inspector & Date : _____

School Representative : _____

Date: _____ Stamp (School)

Note

1. This form shall complete the certificate at the time of visit to the site where the works are to be carried out.
2. The bidder has visited the site by himself in the time stipulated. This site visit certificate will be signed by the bidder only and the school representative preferably Administrative Officer.