

**WESTINGHOUSE SAXBY FARMER LIMITED (WSFL)**  
**(A GOVERNMENT COMPANY UNDER PUBLIC WORKS**  
**DEPARTMENT, GOVT. OF WEST BENGAL)**

**Tender Notice**

(For providing Canteen Services at Titagarh Factory)

Our Ref. No. :- CANTEEN/WSFL/22-23 /F:172:49

Date:25.03.2023


Westinghouse Saxby Farmer Limited (WSFL) intends to enter into contract for providing Canteen Services into the factory premises at 1, Ali Hyder Road, P.O. Talpukur, Dist – North 24 Parganas, West Bengal, Pin – 700119.

The interested agencies are requested to submit the bid/tender in a sealed cover superscribed “Tender for providing Canteen services” within the period from 25.03.2023 to 03.04.2023 (up to 2p.m.)

Date of opening of Tender – 03.04.2023 at 3p.m. at Westinghouse Saxby Farmer Limited, 1, Ali Hyder Road, P.O. Talpukur, Dist – North 24 Parganas, West Bengal, Pin – 700119.

The bidders / agencies shall drop their bid / tender document in the tender box(s) kept at the address given below :

Purchase Department  
Westinghouse Saxby Farmer Limited,  
1, Ali Hyder Road, P.O. Talpukur,  
Dist – North 24 Parganas, West Bengal,  
Pin – 700119.

  
Purchase Officer

Westinghouse Saxby Farmer Limited

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**Eligibility Criteria :-**

1. The bidder must possess Trade License, Food License, Income Tax Registration Certificate, GST Registration, PAN No and any other document as may be needed in connection with the tender. These documents should be enclosed with the tender form.
2. The bidder should possess license as per Food Safety and Standards Act, 2006.

**General instructions for the bidders before filling of bids:-**

1. All the pages of the tender document must be signed by the authorized signatory sealed with the stamp of the bidding firm as token of having accepted all the terms and conditions of this tender.
2. All the documents as mentioned must be submitted otherwise application will be treated as incomplete.
3. EMD for the purpose of this tender document has been fixed as Rs.500/- (Rupees Five Hundred only) and the amount shall be paid through Demand Draft drawn on any nationalized bank favouring Westinghouse Saxby Farmer Limited, payable at Kolkata. The same shall be submitted by bidder along with the tender document. The tender not accompanied with the full value of prescribed EMD and in the format prescribed will be summarily rejected. Late tenders will not be accepted. EMD does not bear any interest and will be returned to unsuccessful bidder. In case of successful bidder EMD will be adjusted with security deposit.

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4. On the day time fixed for opening of tenders, all bidders or their authorized representative on proper authority letter of the firm shall be permitted to witness the process and to register observation(s); if any; from their end.
5. The successful bidder will have to deposit Rs.10000/- for providing service, which will be refunded on fulfillment of the terms and conditions of contract.

**Brief Scope of Work :-**

1. Factory intends to run this Canteen and has approximately 300 persons on its rolls in house, which include workers, staff, officers and visitors.
2. The list of items to be reserved in the Canteen is given below.
3. The maximum retail sale rate for the items will be fixed for the financial year (2023-2024). The rates can be revised every financial year after following the due procedure.
4. Westinghouse Saxby Farmer Limited (WSFL) will provide the kitchen, Dinning Hall and Store Room at respective works. Free supply of water and electricity shall be ensured by WSFL. Utensils, oven, fuel will also be provided by the company (WSFL).
5. WSFL shall provide the facilities as mentioned earlier, however, their maintenance and upkeep will be ensured by the contractor / service provider to the satisfaction of the competent authority of the WSFL responsible to keep check on such issues.

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**Terms and Conditions :-**

1. The allotment of canteen on the factory campus will be done on contract basis.
2. It is the sole liability of the contractor to maintain and keep all the equipments and infrastructural facilities provided to him in good working condition and hand over the same back to WSFL in good working condition on completion / revocation of contract.
3. The contract would be for a duration of one year (this period will start from the date of signing of the contract). The contractor / service provider shall ensure to start operation of the canteen services within 10 days from the date of issuance of allotment letter / service order.
4. The contractor shall vacate the premises on the expiry of the period of contract unless the contract is extended / renewed for another term / period as decided by the competent authority of WSFL. The duration of the contract would be extendable subject to the satisfaction of WSFL administration.
5. The contractor / service provider shall not use the canteen premises for any other activity except for the purpose for which it has been provided for.
6. Either party to the contract may terminate the contract on one month's notice.
7. The contractor / service provider shall display a rate list for items of sale in the canteen, duly approved by WSFL.

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8. The eatables served by the contractor should be wholesome and clean. Only fresh vegetables on daily basis are to be procured. Quality stores provisions are to be maintained for preparing eatables. In case of any rotten or substandard eatables are found, penalty can be imposed by the competent authority.
9. Failure to supply food in terms of quality, quantity and as per the menu indicated will attract penalty.
10. WSFL will have the right to select appropriate service provider after going through the rate and document submitted by the bidder.
11. An agreement shall be signed with the successful bidder.
12. Each agency / bidder shall submit only one tender. The bidder who submits more than one tender for the same work will be disqualified.
13. The contractor shall not subcontract the assigned work to any other agencies.
14. In case of any accident cause to the service personnel of service provider during the working period, it is the sole responsibility of the agency to meet expenditure in this regard.
15. WSFL reserves the right to accept or reject any tender without assigning any reason therefore.
16. The contractor shall also undertake that any act of omission or commission including theft by his staff shall be his role responsibility and further that he would compensate immediately, any loss or damage or theft occurring on account of his staff individually or collectively.

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17. Canvassing in connection with the tender are strictly prohibited. The submission of tender will be deemed as unconditional.
18. The persons to be engaged by the service provider shall not be convicted by any court of law and shall not be having any police case against him.
19. While all efforts have been made to avoid errors in the drafting of tender documents, the bidder is advised to check the same carefully. No claim about any error detected in the tender document shall be entertained.
20. Any violation of instruction / agreement or suppression of facts will attract cancellation of agreement without any reference.
21. In case of any dispute or differences arriving under the terms of this agreement the same shall be settled by P&A (WSFL) wing. The decision given by MD (WSFL) shall be final of binding.

**Types of Meal**

**Contents**

**1.Veg Meal**

- i) Boiled rice out of 100gm. Raw rice(fine).
- ii) Standard Musur/Moong Dal – 150 ml.
- iii) Limited vegetable curry 100gm.(raw)
- iv) Chutney
- v) Vegie (limited) 75gm. (raw)

**2.Egg Meal**

- i), ii), iii),iv) same as Veg meal at sl. No.1
- v) One piece Egg

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**3. Fish Meal**

i), ii), iii), iv) same as Veg meal at sl. No.1

v) Fish curry out of 75gm. Raw fish(Rui)

**4. Chicken Meal**

i), ii), iii), iv) same as Veg meal at sl. No. 1

v) Chicken curry out of 100gm. Raw chicken

Diners will book meals as per their choice within 9:45 a.m. of a working day by making payment of meal charges directly to the canteen office.

**Tentative no. of meals per day :-**

Titagarh Works = 60 Nos.(on an average) initially.

**Time of serving meals :-**

Meals are to be served between 12:30 p.m. to 1:15 p.m. on all working days.

**Tea Time :-**

9:00 a.m. to 9:30 a.m. and 3:30 p.m. to 4:00 p.m.

**Tiffin / Snacks :-** Puri/Roti, Sabji

8:30 a.m. to 9:00 a.m.

**Rates of Tea and Snacks :-**

Rates would be fixed on negotiation

Company will provide the kitchen, Dinning Hall and Store Room at respective works. Free supply of water and electricity shall be ensured by the company. Utensils, coke-oven and Cookeries will also be provided by the company.

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The tenderer / bidder should fill the charges/rate to be paid by Diners.

(1)	(2)
Description	Charges to be paid by Diners (Rs.)
Veg Meal	
Egg Meal	
Fish Meal	
Chicken	

An amount of Rs.300.00 will be given to the service provider per working day by WSFL. The payment will be given to the service provider after submission of bill duly certified by concerned / appropriate authority of WSFL.

Company reserves the right to accept or reject any or all the bids without assigning any reason whatsoever.

Filled in Tender Form is to be submitted latest by 2:00 p.m. on 03.04.2023.

Date :

\_\_\_\_\_  
Signature of Bidder

Name of the Bidder with Office Seal :

Time :

Address :

Contact No. :