



Indian Council of Forestry Research and Education
(An Autonomous body of the Ministry of Environment, Forest and Climate Change, Government of India)

P.O. New Forest, Dehradun – 248 006 (Uttarakhand), INDIA

Tender No. 88/2018/ESIP/BCC/ICFRE


Dated 09/03/2023

Request for Bids for Catering and Tentage Services for Organisation of International Workshop (22 to 24th March 2023) on “Enhancing Ecosystem Services by Improving Forest Quality and Productivity, and SLEM Knowledge Dissemination” under the Ecosystem Services Improvement Project

CORRIGENDUM

With respect to the Tender No. 88/2018/ESIP/BCC/ICFRE dated 09/03/2023 “Request for Quotations for Catering and Tentage Services for Organisation of International Workshop (22 to 24 March 2023) on “Enhancing Ecosystem Services by Improving Forest Quality and Productivity, and SLEM Knowledge Dissemination” under the Ecosystem Services Improvement Project” may be read as:

Request for Bids for Catering and Tentage Services for Organisation of International Workshop (22 to 24th March 2023) on “Enhancing Ecosystem Services by Improving Forest Quality and Productivity, and SLEM Knowledge Dissemination” under the Ecosystem Services Improvement Project.


परियोजना प्रबन्धक
पारितंत्र सेवाएं सुधार परियोजना
भारतीय वानिकी अनुसंधान एवं शिक्षा परिषद्
देहरादून

Project Manager
ESIP, ICFRE

Two Bid Tender Document

Request for Bids for Catering and Tentage Services for Organisation of International Workshop (22 to 24th March 2023) on “Enhancing Ecosystem Services by Improving Forest Quality and Productivity, and SLEM Knowledge Dissemination” under the Ecosystem Services Improvement Project

2022-2023



Indian Council of Forestry Research & Education, P.O. New Forest, Dehradun-248006



Indian Council of Forestry Research and Education
(An Autonomous body of the Ministry of Environment, Forest and Climate Change, Government of India)
P.O. New Forest, Dehradun – 248 006 (Uttarakhand), INDIA

Short Notice Tender

Notice Inviting Tenders

Tender No. 88/2018/ESIP/BCC/ICFRE


Dated 09/03/2023

1. Physical Bids (Offline mode) under two bid systems (Technical/Financial) for the Catering services and Tentage Services are invited from the reputed contractor/firms. The bids complete in all respect must reach by By-post/By-hand/By-Courier etc., to the Project Director, ESIP, Indian Council of Forestry Research and Education, P.O. New Forest, Dehradun-248006, Uttarakhand, India on or before 15.03.2023 at 3:00 PM.
2. Tender documents may be downloaded from ICFRE website (www.icfre.org) as per following critical date sheet: -

Events	Important date/time	Venue
Publish Date	09.03.2023 at 5:00 P.M	ICFRE Website: www.icfre.org.in/tender/
Bid submission start date	09.03.2023 at 5:30 P.M	ESIP-PIU office, ICFRE Dehradun
Pre-bid conference	13.03.2023 at 3:00 PM	ESIP-PIU office, ICFRE Dehradun
Bid submission end date	15.03.2023 at 03.00 P.M.	ESIP-PIU office, ICFRE Dehradun
Opening date of technical bids	15.03.2023 at 03.30 P.M.	ESIP-PIU office, ICFRE Dehradun
Opening date for financial bids	It will decide after technical evaluation.	ESIP-PIU office, ICFRE Dehradun

Tender includes following documents:

1. Notice Inviting Tenders (Chapter I)
2. Terms & Conditions (Chapter -II)
3. Description of the Items, Specifications (Chapter III)
4. Schedule of Price (Chapter IV A)
5. Price Bid undertaking (Chapter IV B)
6. Tender acceptance letter (chapter v)


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देहरादून

Project Manager
ESIP, ICFRE



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Notice Inviting Tenders

Tender No. 88/2018/ESIP/BCC/ICFRE

Dated 09/03/2023


BIDDING DOCUMENT

Instructions to Bidders

Physical Bids (Offline mode) under two bid systems are invited from the reputed contractor/firms for the “**Catering and Tentage services Organisation of International Workshop (22 to 24th March 2023) at ICFRE, Dehradun: -**

Event	
1	Catering and Tentage services (food, tent, crockery, furniture, etc.) for High-Tea, Lunch and Session Tea for organisation of international workshop (March 22 nd – 24 th , 2023) on “Enhancing Ecosystem Services by Improving Forest Quality/ Productivity and SLEM Knowledge Dissemination” at ICFRE, Dehradun

The details of the above items and other Terms and Conditions, etc. are available in the Tender Document. The tender forms and specifications are available at web site www.icfre.org/in/tender/


प्रियोजना प्रबन्धक
पारितंत्र सेवाएं सुधार परियोजना
भारतीय वानिकी अनुसंधान एवं शिक्षा परिषद्
देहरादून

Project Manager
ESIP, ICFRE

Check List

Qualifying/Technical Documents

S. No	Qualifying documents/Technical documents	Yes/No	Page No
1.	Tender fee:-The technical bid must include Rs. 590/ (500+18% GST) as tender fee in form of Demand Draft in favour of ICFRE Security Money EMD Account or exemption certificate		
2.	Earnest Money Deposit (EMD) of Rs.15,000/- should be submitted as FDR in favour of the ICFRE Security Money EMD Account, Dehradun or submit exemption certificate		
3.	Signed copy of PAN card		
4.	Signed copy of GST certificate either in the name of proprietor or the firm. (Copy should be enclosed along with technical bid.)		
5.	The self-certified signed copy by the firm that it has never been black-listed/debarred/banned by any Govt. Department/ Public sector/ any other Department must be attached along with the Bid.		
6.	The self-certified copy from the bidder that no case is pending with the police against the firm, if any pending complaints, shall be intimated.		
7.	Signed copy of audited Balance sheet of last two years and partnership deed (if applicable).		
8.	Signed copy of the proof of minimum annual turnover of Rs. 50,00,000/- for last 02 years.		
9.	The bidder must have prior experience of providing catering services during conferences/symposia/ meeting to the Govt organization/PSU on at least three occasions during the last four years. Attach relevant past conferences/symposia/meeting experience to the Govt organization/PSU with size and value, duly authenticated with supporting documents.		
10.	Tender Acceptance letter (Chapter V)		

Note 1: - Above documents (Item No. 1 to 10) are mandatory requirements, if a bidder fails to submit these documents, bid shall be summarily rejected & no further correspondence in this regard will be entertained.

Note 2: - Checklist as per above Annexure-I, must be filled along with page numbers of tender document. Above checklist (annexure-1) must be kept in the front part (first page) of technical bid document.

Chapter-2: Terms and Conditions

Bids shall be submitted in physical mode (offline mode) only at ESIP-PIU Office, Room No. 126, ICFRE, Dehradun.

Not more than one tender shall be submitted by one tenderer/bidder having business relationship. Under no circumstance will father and his sons(s) or other close relations who have business relationship with one another (i.e when one or more partner(s)/director(s) are common) be allowed to tender for the same contract as separate competitors. A breach of this condition will render the tenders of both parties liable to rejection.

Tenderer/bidder who has downloaded the tender from the www.icfre.org/in/tender/ and shall not temper/modify the tender form including downloaded price bid template in any manner. In case if the same is found to be tempered/modified in any manner, tender will be completely rejected and EMD would be forfeited and tenderer/bidder is liable to be banned from doing business with ICFRE, Dehradun.

Intending tenderers/bidders are advised to visit again www.icfre.org/tender at least 2 day prior to closing date of submission of tender for any corrigendum / addendum / amendment.

Bids will be opened as per date/time as mentioned in the Tender Critical Date Sheet.

Pre-bid conference:

A pre-bid conference (if required) will be arranged with the bidders for finalization/clarifications of specifications of Catering including tent arrangements. Bidders are requested to take part in the Pre-bid conference at scheduled date and time as mentioned in critical date sheet. The modified specifications, if any, after Pre-bid conference will be available at the website. After Pre-bid conference no changes will be accepted in the desired specifications/terms and conditions. If no party attends the Pre-bid conference, then listed specifications will be considered as final.

Submission of Tender:-

The proposals must consist of two separate sealed envelopes i.e. **Technical Bid and Financial/Price Bid.**

All the pages of bid being submitted must be signed and sequentially numbered by the bidder irrespective of nature of content of the documents before submitted.

Technical Bid

The following documents are to be furnished by the Tenderer/Bidder along with **Technical Bid** as per the tender document:

- 1) Tender fee: The technical bid must include Rs.590/- (500+18% GST) as tender fee in form of Demand Draft in favour of the ICFRE Security Money EMD Account or exemption certificate.
- 2) Earnest Money Deposit (EMD) of Rs.15,000/- should be submitted as FDR in favour of the ICFRE Security Money EMD Account or Exemption certificate.
- 3) Signed copy of PAN card.
- 4) Signed copy of GST certificate either in the name of proprietor or the firm. (Copy

- should be enclosed along with technical bid).
- 5) The Self certified signed copy by the firm that it has never been black-listed/debarred/banned by any Govt. Department/Public sector/any other Department must be attached along with the Bid.
 - 6) The self-certified copy from the bidder that no case is pending with the police against the firm, if any pending complaints, shall be intimated.
 - 7) Signed copy of audited Balance sheet of last two years and partnership deed (if applicable).
 - 8) Signed copy of the proof of minimum annual turnover of Rs. 50,00,000/- for last 02 years.
 - 9) The bidder must have prior experience of providing catering services during conferences/symposia/ meeting to the Govt organization/PSU on at least three occasions during the last four years. Attach relevant past conferences/symposia/meeting experience to the Govt organization/PSU with size and value, duly authenticated with supporting documents.
- 10) Tender Acceptance letter (Chapter V)

Note:- Exemption on submission of Tender Fee/EMD will be given against valid MSME/NSIC/KVIC certificate under valid category and within the validating period of the certificate.

The earnest money shall be refunded to all the unsuccessful firms, without any interest after finalization of the contract.

Note:- Bidders claiming exemption of EMD as above are however cautioned that if they withdraw or modify their Bids during the period of validity, or if after the award of the contract if they fail to execute the contract, they will be suspended for the period of 60 months from being eligible to submit Bids for tenders with ICFRE.

Financial bid

The following documents are to be furnished by the Tenderer/Bidder along with **Financial Bid** as per the tender document:

- i) Schedule of price bid as per tender document- Chapter IVA (The financial proposal must be submitted as per tender document. Full details of business terms and conditions, e.g. packing and forwarding, delivery period, GST/Sales Tax/Trade Tax (whether provincial or Central), other Taxes/Charges, if any, the validity period of quotation, discount, free delivery, packing or any other information relevant to the items may please be indicated clearly).
- ii) Price bid undertaking (Chapter IV B)

INSTRUCTION TO BIDDERS

1. All the pages of bid being submitted must be signed and sequentially numbered by the bidder irrespective of nature of content of the documents.
2. Checklist as per Annexure-I, must be filled along with page numbers of tender document failing which bid is liable to be rejected and no further correspondence in this regard will be entertained.
3. Duly filled Annexure-1 must be placed in the front part of tender document.
4. **Submission of Bids:**
 - (i) Name (in full) and complete address of the firm should be mentioned on left hand bottom corner of the covering envelop.
 - (ii) The bids should be printed on official pad preferably with GST Number of the firm.
 - (iii) The quotations should bear full details and where possible may be duly supported with catalogues, pamphlets, literature, samples of the item/items as the case may be for comparing the quality and rates of the item(s).
 - (iv) Quotation/Bids received after the closing date and time shall not be considered.
 - (v) The transportation cost, insurance charge etc., if any, Percentage/ rate of GST or all other taxes and duties should be clearly mentioned.
 - (vi) The bids / rates / tenders should remain valid for a minimum period of 180 days from the date of opening.
 - (vii) There should not be any over-writing or cutting on rates quoted. However, all cutting/corrections must be duly authenticated else the offer will be rejected.
 - (viii) The rates shall not be subject to escalation of any nature.
 - (ix) The rates quoted should be applicable to educational institutions and any cost advantage received in lieu thereof should be passed on the Institution.
 - (x) While quoting/ sending rates, the firm shall give an undertaking as per Annexure-IV B.
 - (xi) The quotations should be given for the items in the same order & specification as in the enquiry letter/tender document.
 - (xii) Duly filled checklist as per Annexure-I should be submitted along with tender.
 - (xiii) No advance payments are allowed under any circumstances.
 - (xiv) The final selection of the bidder for the award of the contract will be made on the basis of the evaluation of techno-commercial proposal submitted by the bidder.
5. **Criteria for bid rejection:**
 - (i) If not received on or before due date and time.
 - (ii) If the pages of Tender Document are not sequentially numbered and signed.
 - (iii) If all the documents as per Annexure-I are not attached.
 - (iv) If it is found at a later date that any information given in the bids is incorrect/false then the bid is liable to be disqualified/rejected.
 - (v) Canvassing in any form will result in disqualification.
 - (vi) If “extra, as actual” etc. are mentioned against any of the price components in the bid, then the bid will be rejected.
 - (vii) If the firm quotes ‘NIL’ charges/ consideration, the bid shall be treated as unresponsive and will not be considered.
 - (viii) Any other criteria as mentioned in the tender document

Other Terms & Conditions

In addition to other criteria, the offer will be subject to the following terms and conditions:

1. The offer should be firm and open for acceptance till 180 days from the stipulated date of opening. Price escalation will not be allowed.
2. Full details of business terms and conditions, e.g. packing and forwarding, delivery period, GST/ other Taxes/Charges, if any, the validity period of quotation, discount, free delivery, packing or any other information relevant to the items may please be indicated clearly.
3. The list of users should also be enclosed. The offer would not be considered fit if these details are not provided.
4. Normal terms of payment will be 100% payment within 60 days after the completion of the work. Other terms of payment should be clearly spelt in the offer.
5. The tender should accompany a DEMAND DRAFT/FDR of value as indicated in tender as Earnest Money (EMD), payable to the Director, Forest Research Institute, Dehradun, which will be refunded, without interest, if the offer is not accepted. In case the offer is accepted but not honored by the bidder; the Earnest Money will be forfeited. The Earnest Money will also be forfeited, if wrong information is given in the tender to influence the tender cost.
6. The stores (if any) are required to be delivered to the consignee concerned and the consignee will do inspection and verification of the goods (if applicable).
7. The tenderer should quote on their printed letter-head paper, indicating thereon GST/Sales Tax/Trade Tax No., Registration No., Fax No., Telex No., Telephone No., E-mail, etc.
8. Any or all tenders can be rejected by the Project Director, ESIP, ICFRE without assigning any reason. It cannot be challenged in any court.
9. Disputes, if any, will be under the jurisdiction of Dehradun Court, Uttarakhand, India.
10. It may also be noted that the bids received after the stipulated date & time or found incomplete and tender bids containing false/incorrect information shall be summarily rejected. The Institute shall not entertain any communication in this regard, whatsoever.
11. The firm is required to give its Bank Account details with IFSC for the purpose of making e-payment.
12. The quantity shown against the item is approximate and may vary as per demand of the Institute.
13. The decision of the Institute in all matters relating to eligibility, acceptance, rejection of the bid will be final and binding on the applicants.
14. The quantity shown in the tender can be increased or decreased to any extent depending upon the actual requirement. Any corrigendum/addendum/errata in respect of the Tender Notice/ Enquiry letter shall be made available at our Institute website ww.icfre.gov.in/tender/. Hence prospective bidders are advised to visit the Institute website regularly.
15. Bidders shall be responsible for the correctness of the information provided in the enquiry letter/tender document. If it is found at a later date that any information given in the bid is incorrect/false then the bid is liable to be disqualified/rejected.
16. Institute will not be responsible for non-receipt of bid(s) within the stipulated date due to any postal delay or delay for any other reason in transit.
17. Before submission of bids, bidders should read the complete enquiry letter/tender document carefully and ensure that the bidders fulfill the eligibility criteria.
18. In case calculation mistakes are found in the financial bid, then calculation shall be made by the Institute on the basis of rate per unit quoted by the bidders and bids will be processed further accordingly.
19. The Institute reserves the right to rectify any discrepancy of this advertisement, if found later on. In case of any inadvertent mistake in the process which may be detected at any stage even after the issue of purchase order, the Institute reserves the right to modify/withdraw/cancel any communication made to the bid.

CHAPTER III (Description of the items and specifications)

MENU FOR HIGH TEA, LUNCH AND SESSION TEA AND TENT, CROCKERY, FURNITURE, ETC. DURING “Catering and Tentage services Organisation of International Workshop (22nd March to 24th March 2023) at ICFRE, Dehradun

MENU

Date	Item		
22/03/2023	<p>High Tea Tea & Coffee, two types of cookies, fruit cake, Hara bhara kabab & cheese & spinach roll, veg sandwich, pineapple pastry, paneer pakoda, kaju katli, mineral water</p> <p>For minimum 200 persons</p>		
23/03/2023	Morning Session Tea	Lunch	Evening Session Tea
	<p>Tea & Coffee, two type of cookies, banana cake, veg cutlet & Kaju mutter ki tikki, pineapple pastry mineral water.</p> <p>For minimum 200 persons</p>	<p>Manchow soup, green salad & aloo chana chat salad, mix cut fruit, mix veg raita & plain curd, butter chicken, Fish finger with tartar sauce, panner butter masala, veg jalfrezi, pickles, veg lasagnea, dal tadka, jeera rice, assorted breads, two continental dishes Ras malai, vanilla ice cream Mineral water</p> <p>For minimum 200 persons</p>	<p>Tea & coffee, two type of cookies, aloo bonda, veg sandwich, sponge cake, mineral water.</p> <p>For minimum 200 persons</p>
24/03/2023	<p>Tea & Coffee, two type of cookies, strawberry cake, cigar roll & bread pakora, chocolate pastry, mineral water.</p> <p>For minimum 200 persons</p>	<p>Veg lung fung soup, green salad & macroni salad, mix cut fruit, dahi Bhalla raita & plain curds, chicken curry, fish Amritsari, paneer handi, mutter mushroom, baked vegetables, dal makhana, pickles, veg pulao, assorted breads, two continental dishes Spongy rasgulla, butter scotch Mineral water.</p> <p>For minimum 200 persons</p>	<p>Tea & coffee, two type of cookies, muffins, cocktail samosa & chilly garlic pops, dry gulab jamun, mineral water</p> <p>For minimum 200 persons</p>

TENT, CROCKERY, FURNITURE, ETC. FOR PROVIDING CATERING SERVICES

Date: 22-03-2023

High Tea (ICFRE Lawn, Dehradun)

- (a) Serving tables with linen and canopy, complete bone china crockery, food warmer, insulated containers etc. for tea and coffee for minimum 200 persons.
- (b) White Shamiana: 75 feet x 90 feet (approx.) with frilling and side curtains with carpets, sofas (16 no.), central tables (8 no.) for 200 guests.
- (b) Kitchen tent with tables.

Date: 23 & 24 March 2023

Lunch (Venue: ICFRE Lawn, Dehradun)

- (a) White Shamiana: 75 feet x 90 feet (approx.) with frilling and side curtains with carpets.
- (b) Serving tables with linen, round tables with linen (20 no), banquet chairs with white cover (200 no.), complete set of bone china crockery for minimum 200 people, food warmer with fuel etc.
- (c) Kitchen tent with tables.

Session Tea (Venue: ICFRE Lawn, Dehradun)

Morning & Evening Sessions

- (a) Serving tables with linen, complete bone china crockery, insulated containers for tea and coffee for minimum 200 persons.
- (b) Kitchen tent with tables.

Note:- The tent, crockery, furniture, etc. and the number of the participants listed above are indicative and the caterer has to identify and provide all required items for providing proper catering facility for the delegates/participants. The additional arrangements have to be made as per the actual number of participants at the time of events.

Note:- PER PLATE RATES quoted by the participating caterers separately for HIGH TEA, LUNCH and SESSION TEA should be inclusive of all arrangements INCLUDING FOOD, TENT, CROCKERY, FURNITURE, ETC.

Other Description/Terms and Conditions: -

- The agency shall ensure that staff deployed in catering services is free from any infection or communicable disease. The staff should trim their nails and wear caps & gloves at the work place. Smoking, eating or chewing of tobacco/zarda/gutka etc. spitting is strictly prohibited while working.
- The waiters or staff shall be well dressed uniformed, presentable, well-mannered and trained.
- Serving of portable drinking water from the source to the venue shall be responsibility of the agency.
- All the vegetables, fruits or materials etc. used shall be fresh and shall not be rotten or overripe. The bidder should be responsible for their hygiene and safety.
- It shall be the agency's liability to take protective measures to protect the property and persons and prevent accident during workshop period.
- The bidder should depute a senior person as a representative during contract period who shall visit the working venue and review the service performance of its personnel. The agency's representative will also meet the Chairperson, accommodation and catering management committee of the workshop for mutual feedback regarding the work performed by his personnel and removal of deficiency, if any observed in their working.
- The number of delegates, etc. may increase or decrease. Hence, the payments would be made on the basis of exact number of persons having tea, lunch and dinner. The number of persons who

will be having lunch, dinner and tea would be informed a day in advance.

- The rates should include charges for providing services of well-dressed waiters for serving.
- Quality is the essence of this work, hence, the food, etc. has to be cooked and served in a most hygienic manner, in case, at any stage, if it is noted that proper hygiene has not been maintained then the institute reserves the right to cancel the order even during the event and forfeit the security money deposit.
- Only quality items like best quality basmati rice, refined oil of standard make, best quality desi ghee is to be used. The inputs for the food, etc. will be checked by the representatives of the institute.
- Quality is the essence of this work; hence, the furniture, crockery, etc. have to be of very high quality. In case, at any stage, if it is noted that proper hygiene and cleanliness have not been maintained then the institute reserves the right to cancel the order even during the period of the event and forfeit the security money deposit.
- The selected firm will have to provide adequate number of persons for washing, picking, etc.

CHAPTER - IVA

Schedule of price bid.

The bidder should quote the Financial Proposal/Commercial bid in below given format only. In case if the same is found to be tempered/modified in any manner, tender will be completely rejected and EMD would be forfeited and tenderer is liable to be banned from doing business with ICFRE, Dehradun.

Bidder may refer chapter III for detailed specifications.

S. No.	Description	Minimum person	Guaranteed	Rate per plate (Including tentage crockery and all taxes)
1.	High Tea	200 Persons (200 x 1 day)		
2.	Lunch	200 Persons (200 x 2 days)		
3.	Session Tea	200Persons (200 x 2 sessions x 2 days)		
Complete scope of services for tentage and catering services <ul style="list-style-type: none">• Per plate rates quoted by the participating caterers separately for high tea, lunch and session tea should be inclusive of all arrangements including food, tent, crockery, furniture, etc.• The tent, crockery, furniture, etc. and the number of the participants listed above are indicative and <u>the caterer has to identify and provide all required items for providing proper catering facility</u> for the delegates/participants. The additional arrangements have to be made as per the actual number of participants at the time of events.				

Note: The numbers of persons stated above may increase, however the payment will be made on actual basis.

1. The rates will be inclusive of all taxes, fees, levies, etc. and any revision in the statutory taxes, fees, etc will be the responsibility of the Bidder.
2. In case of any discrepancy/difference in the amounts indicated in figures and words the amount in words will prevail and will be considered.
3. The quoted rates shall remain firm throughout the tenure of the contract and no revision is permissible for any reason.
4. Payment will be made on actual numbers of person.

Authorized Signatory
(Signature of the Authorized Person)

Chapter- IV B
Price Bid Undertaking

From: (Full name and address of the Bidder)

.....
.....
.....

To,

The Project Director
ESIP, ICFRE
Dehradun

Dear Madam,

I am submitting the price Bid for Tender No.for Catering and Tentage services (food, tent, crockery, furniture, etc.) for the “Catering and Tentage services Organisation of International Workshop on “Enhancing Ecosystem Services by Improving Forest Quality and Productivity, and SLEM Knowledge Dissemination” under the Ecosystem Services Improvement Project (22nd March to 24th March 2023) at ICFRE, Dehradun as envisaged in the Bid document.

I have thoroughly examined and understood all the terms and conditions as contained in the Bid document, and agree to abide by them.

I offer to work/ supply the quoted item at the rates as indicated in the price Bid, (Chapter-IV A) inclusive of all applicable taxes.

Yours Faithfully,
Signature of authorized Representative

Date:

Proposal Evaluation

A two-stage procedure will be adopted in evaluating the proposals.

- (i) Checking of technical proposal. First of all, the qualifying documents will be checked. If absence of any of qualifying documents, the bid will be rejected. A technical evaluation of the firms on the basis of the required documents for technical bid will be carried out prior to opening the financial proposal.
- (ii) **A financial evaluation- Bids which score minimum marks as given below in technical evaluation, shall be Technically qualified. Technically qualified Bidder quoting lowest rate shall be awarded the tender.**

Technical Proposal

The evaluation committee will carry out its evaluation applying the evaluation criteria and point system as specified below. Each responsive proposal will be attributed a technical score. The points given to technical evaluation criteria are

i)	Firms relevant experience (including similar jobs in hand)	60
ii)	Technical specifications of the catering requirement	40
Total		100

The technical proposal should score at least 80 points out of 100 to be considered for financial evaluation.

Financial Proposal

Technically qualified Bidder quoting lowest rate shall be awarded the tender.

Chapter-V
TENDER ACCEPTANCE LETTER

TENDER ACCEPTANCE LETTER
(To be given on Company Letter Head)

Date:

To,

The Project Director
ICFRE, Dehradun
Dehradun-248003

Sub: Acceptance of Terms & Conditions of Tender.

Tender Reference No:

Name of Tender / Work:

Dear Madam,

1. I / We have downloaded / obtained the tender document(s) for the above mentioned 'Tender/Work' from the web site(s) name www.icfre.org as per your advertisement, given in the above-mentioned website(s).
2. I / We hereby certify that I / we have read the entire terms and conditions of the tender documents from Page No. _____ to _____ (including all documents like annexure(s), schedule(s), etc.), which form part of the contract agreement and I / we shall abide hereby by the terms / conditions / clauses contained therein.
3. The corrigendum(s) issued from time to time by your department/16organization too have also been taken into consideration, while submitting this acceptance letter
4. I / We hereby unconditionally accept the tender conditions of above-mentioned tender document(s) / corrigendum(s) in its totality / entirety.
5. I / We do hereby declare that our Firm has not been blacklisted/ debarred / banned by any Govt. Department/Public sector undertaking.
6. I / We certify that all information furnished by our Firm is true & correct and in the event that the information is found to be incorrect/untrue or found violated, then your department/ organization shall without giving any notice or reason therefore or summarily reject the bid or terminate the contract, without prejudice to any other rights or remedy including the forfeiture of the full said earnest money deposit absolutely.

Yours Faithfully,
(Signature of the Bidder, with Official Seal)