



Office of the Director  
**INDIRA GANDHI INSTITUTE OF MEDICAL SCIENCES,**  
**SHEIKHPURA, PATNA - 800 014 (Bihar, India)**  
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## TENDER DOCUMENT

TENDER FORM FOR RUNNING MILK BOOTH IN THE SOUTHERN  
CORNER OF THE MEDICAL COLLAGE BUILDING  
AT IGIMS PATNA

<b>TENDER DOCUMENT</b>	<b>: To be downloaded from institute website <a href="http://www.igims.org">www.igims.org</a></b>
<b>BID SUBMSSION</b>	<b>: 25/09 /2017 up to 4:00 PM through registered/ speed post/courier services</b>
<b>BID OPENING</b>	<b>: 26/0 9 /2017 at 3:00 PM in conference hall</b>
<b>TENDER DOCUMENT PRICE</b>	<b>: Rs. 2500/- (Rs. Two <b>Thousand</b> Five Hundred Only) Bank draft drawn in favour of Director, IGIMS, Patna is to be submitted with Bid</b>



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<b>Name of Work: To run the Milk Booth at IGIMS, Patna (Bihar)</b>	
	<b>Photograph</b>

<b>1.</b>	<b>Name of Firm / Proprietor</b>	
<b>2.</b>	<b>Quote the rate in view of infrastructure facilities to be provided by IGIMS (Electricity charges and water supply charges will be born by the bidder)</b>	Rs. .... Per Month  (In words..... ..... .....)

I have completely understood the contents of this tender document and the terms and conditions specified therein. I agree to sale milk and milk products.

**(Full signature of the Tenderer with seal of the Agency)**

## **Bidders are required to submit following documents along with Tender**

- a . Pan number**
- b. Average Annual Turnover for the last three years**
- c. Audited Profit and loss account for the years 2012-2013,2013-2014,2014-2015**
- d. Applicant Tenderer must be registered / licensed to operate Milk Booth**
- e. Registered under sales tax**
- f. Affidavit to the effect that the bidder has not been blacklisted/debarred by any Govt. Institution/agency**

**The rate quoted by bidder must be valid for a minimum period of one year**

### **TERMS & CONDITIONS**

#### **Period**

- 1.The lease period shall be for two years only from the date of allotment , no renewal shall be permitted.
- 2.Fresh tender shall be invited after two years.

#### **Location**

- 3.The shop shall be located in the southern side of Medical Collage building .
- 4.The location is not transferable .

#### **Alteration**

5 . Any temporary or permanent alteration Shall be with the permission of the administration

#### **Subletting**

6. The shop will be allotted to the bidder quoting the highest monthly rent bonafied employee of the allottee shall run the milk booth.
7. No subletting in any case shall be permitted.

#### **Timing**

8. The shop shall remain open for 24 hours . The service shall be continuous .
9. There shall be no break for lunch or dinner.

## **Rent**

10. The rent fixed per month shall be deposited in advance by 3<sup>rd</sup> of each month.

11. The rent shall be increased by Rs 10% for the next one year .

## **Security Deposit**

12. The security deposit shall be Rs 50,000/-(Fifty thousand only) which is to be deposited in cash or in the shape of demand draft/bankers Cheque drawn in favour of Director , IGIMS, Patna payable at Patna.

13. In case of breach of any term & condition the Institute shall be entitled to forfeit the security deposit.

## **Furniture and telephone**

14 .The allottee shall arrange his own furniture, fixtures and fittings.

15. There shall be a telephone in the shop to be made available by the allottee

16. The telephone shall not be used by the customers to make STD/ISD/PCO calls.

17 . The allottee shall obtain telephone connection at his own cost from the concerned Department and no liability shall be attached to the Institute on his account.

## **Electricity**

18. The Institute will not provide any electric connection.

## **Inspection**

19 .The Shop shall be inspected regularly by the Medical Superintendent ,IGIMS, Patna.

20. The shop may also be inspected by . :-

(a)Director or Any person authorised by him

## **Cancellation**

21. Following irregularities shall lead to cancellation of lease :-

a. If there is any incidence of subletting to any private individual.

b. If the location of the shop is changed.

- c. If any alteration is done to the structure of the building without prior permission.
- d. If the shop is found closed.
- e. If the rent is not deposited in advance by 3<sup>rd</sup> of the current month.
- f. If the telephone is used by customers for STD/ISAD/PCO.
- g. If goods other than milk products are sold.
- h. If the milk products are unavailable requisitioned by the competent authority.

**Price of milk and milk products.**

- 22. The price of the milk products item shall be the maximum retail price as printed on the Pouch/container of the milk and milk product items

**Stock and sale register**

- 23. The allottee shall maintain a stock register which shall have details of stock of Milk products.
- 24. There shall be a sale register showing daily sales.

**Termination by allottee**

- 25. The allottee shall give one month notice before termination of the lease.

**Confirmation**

Allottee shall confirm all terms and conditions mentioned in the tender paper- Registration/PAN No./Service tax registration number with up to date clearance Shall be submitted if applicable.

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