



THE BHARAT SCOUTS AND GUIDES
Creating - better India

भारत स्काउट्स एवं गाइड्स
बेहतर भारत के निर्माण की ओर

Society Registration No. S462 of 1950-1951

President

DR. ANIL KUMAR JAIN, M.P. (RAJYA SABHA)
डॉ. अनिल कुमार जैन, सांसद (राज्य सभा)

Chief National Commissioner

DR. K.K. KHANDELWAL, I.A.S. (RETD.)
डॉ. के.के. खण्डेलवाल, मा.प्र.से. (से.नि)

BSG/NTC/2023-24/2253

DATE: 09.09.2024

TENDER NOTICE

Sealed Tenders are invited for and on behalf of the Bharat Scouts and Guides, from the eligible caterers to provide food during courses/ events/Adventure programme at all or any Centre of the:

1. Bharat Scouts and Guides, National Training Centre, Pachmarhi, Madhya Pradesh 461881
2. Bharat Scouts and Guides, National Adventure Institute, Pachmarhi, Madhya Pradesh 461881

Tenders should reach the Dy. Director of Scouts (Leader Training) on or before **19th September 2024** by 18.00 hrs.

Scope of Service

Bharat Scouts and Guides is one of the largest youth movement in the country having its National Training Centre /Adventure Institute at Pachmarhi MP.

Training and programmes are conducted at all the Centers throughout the year as per the schedule of the event as fixed at the beginning of the financial year.

Affiliated units/districts/states are also allowed to conduct their camps/ events at this Centre.

Every Centre having different campuses and each campus has a separate kitchen. Foods are to be prepared in that specified kitchen only.

The catering service provider shall provide catering services for Courses/events conducted by the BSG as per the specifications provided by the BSG. This includes food preparation, presentation, serving, and cleanup. Number of the participants varied from 20 to 500.

Teams and Conditions.

1. Eligibility: The caterer should have

- a. Valid Food license
- b. Valid Catering license issued by the appropriate authority and have experience serving food in a similar type of organization.at least for three year (documents to be submitted)
- c. An amount of Rs. 30,000/- (Refundable if tender not accepted) to be deposited through Demand Draft (DD) as earnest money.
- d. Rs. 30,000/- will remain as caution money for the Vendor who will be ordered to serve food for the period 1st October 2024 to 30th September 2025
- e. Fit certificate of workers to be submitted before commence of caterer
- f. vender /second party is liable for ESIS and EPF Compliance for the contractual employees working for the catering services at the BSG premises.
- g. The Rate is inclusive of all statutory obligations inclusive of PF & ESIC contribution in favor of the Workers engaged by the second party for the catering services and BSG is not liable for the same .
- h. Contract period -1st October to 30th September 2025
- i. TDS will be deducted as per present rules.



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2. Timing: Punctuality is the hallmark of any course/event. Proper timing should be adhered to Strictly. Food to be ready to serve 10 minutes before the timing. The catering service provider shall ensure timely delivery and setup of food and beverage services for each event. Any delays or issues shall be promptly communicated to the LOC. (Leader of the course/event)

Bed Tea (For Adults only)	Breakfast	Tea	Lunch	Evening tea, snacks	Staff meeting (for staff only)	Dinner
6.00 am	7.30 am	10.30 am	1.00 pm	4.30 pm	6.30 pm	7.30/8.30 pm

Above is the standard timing, which may be changed by the Leader of the event.

3. Menu: BSG has a suitable menu for each event, taking into consideration dietary restrictions, cultural preferences, and budgetary constraints Following are various options, Menu are to be finalized by the leader of the event among the options and availability.

1.	Breakfast	a) Puri, alusabji, Tea/Coffee b) Alu Paratha, Dahi, Tea/ Coffee c) Idli, Sabar, Chatni, Tea/ Coffee d) CholeBhature, Tea/ Coffee e) Poha, Jelebi, Tea/ Coffee f) Bread Pakora, Banana, Tea/ Coffee g) Upma, Sambar, Chatni, Tea/ Coffee h) Halwa Chana, Tea/ Coffee i) Dalia Bonda, Tea/ Coffee j) Bread, butter, jam banana/egg k) Cornflex, Milk, honey
2	Mid-day refreshment	Tea, coffee /Cold drinks,Biscuit /sancks
3	Lunch /Dinner	a) Rice/Jera rice/Fried rice b) Roti/ Tandori Roti/Puri c) Dal d) Vegetable (as per the availability and as approved by LOC) e) Dahi/Raita/ f) Salad/Papad g) Fruit/Sweet/ice cream h) Achar
4	Evening snacks	a) Samosa, Tea/Coffee (any one) b) Biscuits(Packet) , Tea/Coffee c) Dhokla, Tea d) Matthi, Tea e) Namkeen (Packet) Tea f) Bhel, Tea g) Murmura, Tea h) Poha fry, Tea i) Pakoda Tea



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4. Veg and Non-veg: Non-veg items like Egg and chicken are to be cooked in a separate kitchen and separate utensils for nonveg only

Non-veg items will serve as mentioned hereunder

For five days' event

1	First day	Egg curry (Kopta / Manchurian alternative dish for Vegetarian)
2	Third day	Egg curry (Kopta / Manchurian alternative dish for Vegetarian)
3	Fourth day (Grand dinner)	Chicken (Paneer for Vegetarian)
		Day may be Changed under circumstances

For seven days' event

1	Second day	Egg curry (Kopta / Manchurian alternative dish for Vegetarian)
2	Fourth day	Egg curry (Kopta / Manchurian alternative dish for Vegetarian)
3	sixth day (Grand dinner)	Chicken (Paneer for Vegetarian)
		The day may be Changed under circumstances

5. Opening and closing of kitchen: Dinner to be provided to the participants who come one day before and complementary tea will be provided the next day morning after the course.

6. Kitchen space: Adequate kitchen space will be provided by the BSG. The catering service provider shall be responsible for cleaning up all food service areas after each event, including the removal of any food waste and packaging materials. The provider shall ensure that all waste is disposed of in an environmentally responsible manner.

7. Utensils: The catering service provider shall supply all necessary equipment, including serving dishes, utensils, and beverage dispensers, as required for each event. The provider shall also ensure that all equipment is properly maintained and in good working condition. However, BSG may provide utensils for payment

8. Quality of food: The catering service provider shall use only high-quality, fresh ingredients in the preparation of food items. All food shall be prepared and served following the best practices and relevant health and safety regulations. Quality of food should be maintained by the caterer. Participants will evaluate the food twice one in Mid-Course Evaluation and another in post-course evaluation.

9. Quantity of food: There will be no restriction of food regarding quantity, except the countable items. Participants' diet to be fulfilled.

10. Payment: Payment will be made within three days of the Course/Event through cheque or online transfer. No Cash payment will be made.

11. Termination: Either party may terminate the contract upon written notice if the other party breaches any material term of the agreement and fails to remedy such breach within a reasonable period following written notice.



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12. Any shortcoming during the course/event should be brought to the notice of the LOC immediately by the catering service provider to sort out the issue.

13. Vendor will abide by the rules related with EPFO, ESIS Insurance and Child Labour

For Schedule of Event 2024-25 and any query may contact with undersigned during office hours

SSG 9/11/24

S. S. Ray

Deputy Director of Scouts

(Leader Training)

Copy to:

1. Director, BSG, NHQ
2. Jt Director S/G (P&T)
3. I/c Dy. Director Guide (Leader Training)
4. i/C Adventure Programme Officer
5. Notice Board/Web site



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Ref. Tender Notice No BSG/NTC/2023-24/2253 dated: 09.09.2024

TENDER FORM PROVIDE FOOD AT NAI, PACHMARHI

Name of owner/firm :
Address :
Contact no :
Email :
Food License no :
Catering License no :
PAN card no :
Cooking/serving utensils : Own utensils to be used/ BSG utensils on payment
I/we shall supply food : @ /- per head per day

I/We hereby certified that I/We have read the entire terms and conditions of the tender documents including all Annexure/schedule etc. which form the part of the contract/agreement and I/we shall abide here by the terms, conditions and clauses contained therein.

(Signature)

Name

Address

Contact no

Seal

Encl.: Copy of License and Pan Card

1. Copy of valid food license
2. Copy of valid catering license
3. Experience certificate
4. Copy of PAN card
5. Demand Draft No. _____



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TENDER FORM PROVIDE FOOD AT NTC, PACHMARHI

Name of owner/firm :
Address :
Contact no :
Email :
Food License no :
Catering License no :
PAN card no :
Cooking/serving utensils : Own utensils to be used/ BSG utensils on payment
I/we shall supply food : @ /- per head per day

I/We hereby certified that I/We have read the entire terms and conditions of the tender documents including all Annexure/schedule etc. which form the part of the contract/agreement and I/we shall abide here by the terms, conditions and clauses contained therein.

(Signature)

Name

Address

Contact no

Seal

Encl.: Copy of License and Pan Card

1. Copy of valid food license
2. Copy of valid catering license
3. Experience certificate
4. Copy of PAN card
5. Demand Draft No. _____