



वरीय परियोजना अभियंता का कार्यालय

(बिहार सरकार का एक प्रतिष्ठान)

CIN-U45201BR1975SGC001208

कार्य प्रमंडल पटना-1

बिहार राज्य पुल निर्माण निगम लि०, पटना

7, सरदार पटेल मार्ग-पटना-15

मोबाईल Mobile : +91-9153962618 वेबसाईट <http://brpnnl.bihar.gov.in> ई-मेल e-mail : spe-patna-1@brpnn.co.in

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Short Notice for Expression of Interest

Bihar Rajya Pul Nirman Nigam Ltd (BRPNNL), a Government of Bihar undertaking, invites Proposal for **Providing Canteen Services of Bihar Rajya Pul Nirman Nigam Ltd, 7, Sardar Patel Marg, Patna 800015 for a period of Five Years** from eligible Firms/Contractors/Agencies having enough experience in Running Office Canteen/ Mess/ Cafeteria/ Restaurant/ Food Court.

1	Date and Time for Sale of Bid documents.	:	From 18.09.2026 (10.00am) to 24.09.2026 (3:00pm) in Works Division Patna 1, B.R.P.N.N.L., Patna.
2	Date/Time for Hard Copy submission of Bid	:	25.09.2026 (3:00pm) in Works Division Patna-1, B.R.P.N.N.L., Patna.
3	Date & time for opening of Technical Bid	:	26.09.2026 (4:00pm)
4	Date & time for opening of Financial Bid	:	To be Informed later on website: www.brpnnl.bihar.gov.in
5	Bid Validity Period	:	180 Days
6	Cost of BOQ	:	Rs. 10,000.00
7	Earnest Money	:	Rs.5,00,000.00

1. Earnest Money of Rs.5,00,000.00 (Rupees Five Lakh only) and a non refundable BOQ Cost of Rs.10,000.00 (Rupees Ten Thousand) as a demand draft of a nationalized/schedule bank in favour of **Senior Project Engineer, Works Division patna -1, Bihar Rajya Pul Nirman Nigam Ltd., payable at Patna submitted with proposal.** Earnest money and the Cost of Bid Documents shall be submitted in original in the office of the Senior Project Engineer, Works Division Patna-1, Bihar Rajya Pul Nirman Nigam Ltd./ Dy. Chief Engineer, Work circle-01, Bihar Rajya Pul Nirman Nigam Ltd. Patna, 7-Sardar Patel Marg, Patna **upto 25/09/2026 (3:00pm).** Otherwise bid will not be considered as responsive.
2. Financial bid will be opened after bidder are Technically qualified in technical bid .
3. EMD of unsuccessful bidders will be returned without interest and EMD of successful bidder will be adjusted in the security deposit.
4. The undersigned reserves the right to reject/accept any or all proposal without assigning any reason thereof.

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5. Terms and Conditions, Menu List and other information along with qualification criteria are available on our website: www.brpnml.bihar.gov.in
6. Submission of Bid Technical and Financial documents in separate envelope to be submitted in the office of Senior Project Engineer, Works Division Patna-1, Bihar Rajya Pul Nirman Nigam Ltd. Patna is mandatory.

Name of Contact Person :-

1. Sri. Alok Kumar, S.P.E. - Mob. No.- 9153962618

Senior Project Engineer
Works Division Patna-1


01/09/26

Office of The Senior Project Engineer

**Works Division Patna-1,
7, Sardar Patel Marg, Patna-15**

**TENDER DOCUMENT FOR CANTEEN SERVICES AT HEAD QUARTER
OFFICE CAMPUS, BIHAR RAJYA PUL NIRMAN NIGAM LTD PATNA.**

(For Office Use Only)

Name and Address of Tenderer :

.....

Name and Sign of Issuing Assistant :

.....

Date of Issue :

Signature of The Office Issuing Tender Paper :

Seal :



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(बिहार सरकार का एक प्रतिष्ठान)

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Name of Contact Person :-

1. Sri. Alok Kumar, S.P.E. - Mob. No.- 9153962618

Sd/-
Senior Project Engineer
Works Division Patna-1

GUIDELINES FOR SUBMISSION OF TENDER

1. Please read the Terms & Conditions carefully before filling up the document. Incomplete Tender Documents will be rejected.
2. Before submitting the tender, details of documents to be attached may be verified from the Check List given at Technical Bid of the Tender Document.
3. All pages of the Tender Document must be signed by the authorized signatory and sealed with the stamp of the bidding firm.
4. Tenders received without the prescribed Earnest Money Deposit (EMD) of Rs.5,00,000/- (Rupees Five Lakh only) shall be rejected.
5. The bids are to be submitted in two parts.
6. Sealed Hard copy of Technical Bid as per Technical Sheet along with a Demand Draft for **EMD Of Rs.5,00,000/- (Rupees Five Lakh only)** and Tender document Cost of **Rs. 10,000/-(Ten Thousand Only)** in favour of **Senior Project Engineer, Works Division Patna-1, Bihar Rajya Pul Nirman Nigam Ltd.** payable at Patna in one sealed envelope super-scribed "TECHNICAL BID FOR PROVIDING CANTEEN SERVICES AT BRPNNL". Tender Document received without EMD and tender document cost will be summarily rejected.
7. Person signing the bid or other documents connected with tender must clearly write his/her name and also specify the capacity in which signing.
8. The BRPNNL reserves the right to reject any or all the tenders without assigning any reason.
9. The BRPNNL reserves the right to change any condition of the tender before opening of the Technical Bids.
10. Conditional tender will not be accepted and will be rejected outright.
11. The bidder should be Running Office Canteen/ Mess/ Cafeteria/ Restaurant/ Food Court having minimum running area of 2000 sqft. in any Central govt./ State Govt./ Autonomous Bodies/ PSU/ Private sectors etc. or At least the eligible Firms/Contractors/Agencies should have minimum three running outlet across the bihar.
12. Corrigendum/Addendum if any will be uploaded on the web site www.brpnnl.bihar.gov.in
13. The **attested copies** of the following documents are required to be submitted along with the tender:
 - a) FORM 1
 - b) FSSAI certificate
 - c) Last 3 yr annual turnover certificate signed by C.A with UDI No.
 - d) GST No. with copy of registration.
 - e) EPF Number with copy of EPF registration.
 - f) ESIC Registration No. with copy of ESIC Registration.
 - g) Copy of PAN card
 - h) Character Certificate

A. GENERAL TERMS & CONDITIONS

1. Person signing the bid or other documents connected with tender must clearly write his/her name and also specify the capacity in which signing.
2. The BRPNNL reserves the right to reject any or all the tenders without assigning any reason.
3. The Firm should have valid **FSSAI Licence** for running Canteen/Mess service.
4. The **average turnover** of the contractor in cafeteria sector (Office canteen/ Mess/ Cafeteria/ Restaurant/Food Court) should not be less than Rs. **50 Lakh** in last three financial year. (2022-2023, 2023-2024 & 2024-2025). Certified by the Chartered Accountant along with UDI No. by C.A.
5. The firm shall be responsible for compliance of the **labour laws** in respect of the personnel employed by them. The firm shall be the employer for his workers and the BRPNNL will not be held responsible fully or partially for any dispute that may arise between the firm and his workers.
6. The eatables will be served in neat and clean utensils and the cafeteria staff must be in proper uniform.
7. Cost of food & beverages must be competitive and reasonable. Prior approval of the BRPNNL will be required for any increase in the price of any item.
8. The firm may also supply those eatable items which are not under the contract in case of any demand. The cost of such items may be fixed on MRP rates.
9. The approved price of the eatables should be prominently displayed at the counter/Notice Board in Canteen.
10. Cleaning of canteen shall be done by the firm. The garbage of the canteen shall also be disposed off by the firm on daily basis at its cost. The firm shall ensure cleanliness of the canteen all the time.
11. The firm shall be responsible for all damages or losses of Nigam's property and will be liable to make good any such loss or damage excepting those due to reasonable use or wear and tear or such as caused by natural calamity.
12. It shall be the sole responsibility of the firm to obtain and keep ready necessary license/permissions from various government bodies for running catering services and produce the same before the concerned authority as and when asked for. An undertaking in this regard has to be given by the Firm (Mandatory).
13. Liability/responsibility in case of any accident causing injury/ death of canteen Worker or any of his staff shall be of the firm. The BRPNNL shall not be responsible by any means in such cases.
14. The firm is required to maintain the details of all his employees/workers.
15. The firm would be required to use ISI/ Agmark /Food grade products and as per FSSAI norms.

16. The firm shall not use the canteen premises for any other activity except for the purpose for which it has been provided for.
17. The firm shall ensure that all the canteen employees, during their working hours, wear neat and tidy uniform and use hygienic gloves supplied by the Firm. No canteen employee shall be allowed to perform his duty without proper uniform.
18. The firm shall not stock any inflammable or otherwise dangerous material, goods, narcotics or drugs in any part of the allotted space which are fire and health hazard to the property.
19. The Firm will have to supply breakfast/lunch/ dinner in the canteen/ BRPNNL premises as per requirement and schedule drawn for the purpose by the concerned authorities of the BRPNNL.
20. The firm will deploy adequate manpower for work during late hours and on Saturdays/Sundays, including other holidays, according to the requirement of BRPNNL.
21. The firm shall be responsible for engaging adequate number of trained manpower required for providing good canteen services in BRPNNL.
22. The firm shall be responsible for serving tea/ snacks/lunch etc. in the official meetings of the BRPNNL as and when required at the prescribed rates as per the contract.
23. The employees of the Firm should possess good health and should be free from any diseases, especially contagious and frequently recurring diseases.
24. The firm shall provide sufficient sets of Uniforms and pair of shoes to its employees and shall ensure that they wear them all times and maintain them properly.
25. The firm shall ensure proper discipline among its workers and further ensure that they do not indulge in any unlawful activity.
26. Employment of child labour is strictly prohibited under the law. Therefore, the Firm will not employ any child.
27. The Firm shall ensure compliance of all laws relating to cleanliness, sanitary, hygienic and health conditions and other laws in force from time to time with regard to the environment around cooking place, dining hall and surrounding etc.
28. The firm shall not appoint any sub-firm to carry out its obligations under the contract. Subcontracting in any form will lead to immediate termination of contract.
29. The firm shall keep the Canteen and its surrounding areas clean and up to date sanitation every day after the services are over. The cleaning includes cleaning of utensils, kitchen, canteen hall, floor, counter, benches, tables, chairs, etc.

30. The BRPNNL reserves the right to appoint officers/officials to inspect the quality of raw material, food and other items prepared and sold in the canteen. Any defect(s) pointed out by such officers/officials during their visits shall be properly attended to by the Firm.
31. The firm all install its electronic fly- kill/ insect repellent equipment, emergency lighting/ gas and fuel supply at its own cost.
32. Storing/ supply/sale and consumption of drugs, alcoholic drinks, cigarettes or any other items of intoxication are strictly prohibited in the BRPNNL campus, including Canteen.
33. Photocopy of PAN/TAN, GST, License of FSSAI & Registration in EPF/ESI Office must be submitted.
34. Electricity bill must be paid by the agency.
35. The firm will have to give up to maximum discount to the officer and employees of the BRPNN Ltd .

B. SECURITY DEPOSIT

1. The firm will be required to submit with BRPNNL, Bank Guarantee or Demand Draft or Fixed Deposit Receipt (in original) made infavour of Senior Project Engineer, Works Division Patna-1, BRPNNL payable at Patna for a sum of **Rs.5,00,000/- (Rupees Five Lakh only)** as Deposit on account of Security. Demand Draft (in original), will be retained by the Senior Project Engineer, Works Division Patna-1, BRPNNL for the entire period of the contract and on termination of the contract, the Senior Project Engineer, Works Division Patna-1, BRPNNL will refund to the firm the sum of Rs. **Five lakh Only** without interest.
2. If the firm withdraws or the services provided by the firm are not found satisfactory (say in a month or so) during the probation any period of three months from the date of taking over charge of the canteen services, BRPNNL reserves the right to terminate the contract without giving any notice and initiate appropriate necessary action in the matter for making alternate arrangements.

C. CANTEEN RENT

1. Rent will be paid by almost 10th of every Month in advance.

D. VALIDITY OF CONTRACT

1. The contract for Canteen Services shall remain valid initially for a period of **Three years**. However, in order to evaluate the performance and services of the Firm, the contract will have **probationary period of three months**. The contract for the remaining 33 months will be confirmed only if the services and quality of items served by the firm are found satisfactory during the probationary period.
2. On termination of the contract, the Firm will hand over all the equipment/ furniture/ articles etc., supplied by BRPNNL, in good working condition, back to BRPNNL.

3. BRPNNL the right for termination of the contract at any time by giving one month written notice, if the services are found unsatisfactory.
4. If the BRPNNL is not satisfied with the quality of eatables served, services provided or behavior of the firm or his/her employees, the Firm will be served with 24-hour notice to improve or rectify the defect(s), failing which the BRPNNL will be at liberty to take appropriate necessary steps as deemed fit.

E. PENALTY

1. Incase services are found to be unsatisfactory or there is breach of any of the clause of terms and conditions, the contract is liable to be terminated at one month's notice resulting in the forfeiture of Security Deposit.
2. If the Firm could not pay the canteen rent in time then **18%** interest (Annually) as penalty will be charged by BRPNNL (not refundable).

F. JURISDICTION

Dispute, if any, out of the Contract, shall be settled by mutual discussion, alternatively by legal recourse under jurisdiction of Patna high courts only.

FORM 1

1. Details of Contracts executing currently for office canteen only.

Sl. No.	Name of contracts	Period	Central Govt/ State Govt/ Autonomous Bodies/PSU

I/We Certify that all the information mentioned in this form are correct.

Signature of the Tenderer
With stamp

FORM 2

1. Details of Outlet executing currently :-

Sl. No.	Name of Outlet	Address	Period

I/We Certify that all the information mentioned in this form are correct.

Signature of the Tenderer
With stamp

Technical Bid for Canteen Services at BRPNNL , Patna

Sl no	Eligible Criteria for Technical Tender Eligibility	Information provided By the Vendor
1.	Name of the contractor/Firm/ Organisation (IN BLOCK LETTERS)	
2.	Date of Establishment/Incorporation	
3.	Registration No. For Registration/License No	
4.	Address for correspondence:	
5.	Name & Contact No.	
6.	Status of the Firm: Partnership/Proprietary/Pvt. Ltd .Co./Public Ltd.	
7.	Name of the Propeirtor / Partners / Directors with his mobile no. , present address, designation who would be calling on us and attending to our jobs.	
8.	Name of the Bankers with address and Telephone Nos. IFSC code	
9.	IT PAN NO.& last three years IT returns	
10.	Labour Licence No. And validity under various provisions of Labour Laws	
11.	GST Registration NO.(COPY TO BE ATTACHED)	
12.	EPF Registration No.(COPY TO BE ATTACHED)	
13.	ESI Registration No.(COPY TO BE ATTACHED)	
14.	Turnover for last 3years (ITRs TO BE ATTACHED)	
	2023-2024	
	2024-2025	
	2025-2026	
15.	Turnover in the last year 2025-26 (average Rs. 20 Lacs)	
16.	Details of Empanelment with any offices /PSU/Banks etc.Enclose the list giving details of Name, since how long, contact No. Who May be contacted by us for confirmation.	
17.	Details of past and present experience in the field (enclose certificate)	
18.	Detail so FSSAI registration with its current validity (enclose certificate)	

I/We-----agree to abide by all he "ELIGIBILITY CRITERIA AND OTHER TERMS AND CONDITIONS " prescribed in your Formats and assure to render the services to the fullest satisfaction of the Corporation.

PLACE:

Signature of the Tenderer with name & seal

Documents to be closed along with Technical Bid

<u>S/No</u>	<u>Documents attached</u>	<u>Yes/No</u>
01.	Certificate of Registration with Labour Department	
02.	Certificate of Registration with office of the Regional Provident Fund Commissioner (EPF)	
03.	Certificate of Registration with Employees State Insurance Corporation (ESI)	
04.	Certificate of Registration for Goods and Services Tax (GST)	
05.	Audited financial statements (Profit and Loss & Balance sheet) for last Three financial year (Turnover Copy)	
06.	Income tax assessment order/returns for the last three financial years	
07.	Certificate of Income Tax PAN no.	
08.	Certificate of Registration with MSMED /NSIC etc. if any	
09.	Enclosed Pre contract Integrity Pact duly signed	
10.	Experience certificate ,if any	
11.	Documentary evidence of Bank A/C	

(Signature of Tenderer)

INFORMATION REGARDING CANTEEN RENT

1. Canteen Rent quoted should be in this format (this is only for reference – actual financial bid is to be submitted in MS excel format):
2. Marks In 20 (percentage)

CNTEEN RENT	<u>(figures)</u>	<u>(words)</u>
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1. The selected agency will be paid canteen rent on monthly basis (excluding GST).
2. The cnteen rent quoted shall be the same throughout the duration of the contract.

Signature of the Tenderer
With stamp