



SURVEY OF PAKISTAN

TENDER NOTICE

Sealed bids on prescribed forms are invited to run staff canteen at Survey of Pakistan premises Faizabad, Murree Road, Rawalpindi on terms & conditions as laid down in the prescribed form.

2. Interested parties are required to submit their bid on prescribed form by 11:00 hrs on 15-05-2024.
3. Bids will be opened on 15-05-2024 at 12:00 hrs in the presence of bidders. Successful bidder will have to sign contract governing the terms & conditions for a period of 02 x years.
4. The undersigned may reject any or all the bids subject to the relevant provision of PPRA Rules.


(TAHIR IQBAL BUTT)
Chief Administrative Officer
For Surveyor General of Pakistan

19 SOP 294-185. P



**TENDER FORM
(FOR CANTEEN)**

1. To be submitted on or before 15-05-2024.
2. To be opened on 15-05-2024.
3. The name of successful bidder will be announced after evaluation.
4. The contractor will be required to open the canteen in full after signing agreement and security clearance.



(TAHIR IQBAL BUTT)
Chief Administrative Officer
For Surveyor General of Pakistan

Name of Tenderer _____

Full address _____

The tenderer hereby submits his tender for opening a canteen in Survey of Pakistan Office premises Rawalpindi with the following enclosures:-

1. Certificates of financial status and previous catering experience.
2. Rates are given at Annex-A.
3. Terms and agreement at Annex-B.

SIGNATURE OF THE TENDERER

RATES TO BE SUBMITTED ALONGWITH THE TENDER ON THIS FORM

Sl. No.	ITEMS	RATE
1.	One cup tea (Mix)	Rs.
2.	2 cup tea tray (Separate)	Rs.
3.	One cup tea for official meeting	Rs.
4.	One cup Doodh Patti	Rs.
5.	Cake Piece/Pastry/Cream Roll	Rs.
6.	Biscuits (Sweet) per piece	Rs.
7.	Biscuits (Saltish) per piece	Rs.
8.	One cup tea with Biscuits (2 sweet & 2 saltish)	Rs.
9.	Coffee per cup	Rs.
10.	Slice (per Piece)	Rs.
11.	Egg fried or Omlate	Rs.
12.	Kabab (Potato filing)	Rs.
13.	Vegetable (Seasonal) per plate	Rs.
14.	Rice plain per plate	Rs.
15.	Chicken Curry per plate	Rs.
16.	Mutton Curry	Rs.
17.	Tandoori Roti (100 grams)	Rs.
18.	Sabzi/Daal	Rs.
19.	Samosa vegetable filling	Rs.
20.	Burger (Bun, Shami Kabab, Raita, Slad & Ketchup)	Rs.
21.	Cold Drinks at company's fixed retail prices	Rs.
22.	Biscuits of various varities at Company fixed retailed Prices	Rs.
23.	Plane Cake at Company fixed retailed Prices	Rs.

I agree to supply the articles mentioned above on rates as quoted against each.

SIGNATURE OF TENDERER

Place _____

FULL ADDRESS _____

Date _____

AGREEMENT OF CATERING CONTRACT

This "Agreement" is executed at Rawalpindi the _____
_____ between the Surveyor General of Pakistan (hereinafter called the
"Licensor" which expression shall include his successors and assignees) of
the one part and **Mr.** _____ (hereinafter called
the "Licensee" which expression shall where the context so permits, include
his successors) of the other part.

WHEREAS, the Licensor has further given the permission for running of
Canteen in the premises situated at Survey of Pakistan, Rawalpindi and
has agreed to appoint the Licensee for catering in the said premises. NOW,
THEREFORE, it is hereby agreed between the Licensor and Licensee that:

PART-A LICENSOR SHALL:

1. Fix working time of Canteen.
2. Not be liable for any loss or damage to the stores or articles in
the premises brought, used by the licensee.
3. Have a right to fine or destroy or prohibit sale of any eatables,
which in his or his nominee's opinion are not fit for human
consumption. The licensee shall have no claim for cost or
damages sustained by him due to such an order.
4. Terminate this agreement after serving 15 days notice, due to
any one or more of the following reasons and the licensee
shall have no claim for any loss sustained on account of the
termination of contract against the licensor:
 - a). If the Contractor sublets the premises or grants sub-
license to any person for use of premises for the
aforesaid purpose or for any other purpose or enter
into a separate contract with some one to assist him in
running the Canteen without written permission of the
Licensor.
 - b). If the Licensor is adjudicated insolvent.
 - c). If according to findings of the Canteen Committee the
standard/quality of food stuff or services is not upto the
agreed terms and conditions or in violation of
Inconformity with the Food Laws.
 - d). If according to terms and conditions Licensee fails to
make payments on account of utility charges
consecutively for two months.
 - e). If the contractor employ Non-security cleared staff.

PART-B

LICENSEE SHALL:

1. Provide at his own cost material, crockery, cutlery, tandoor, cooking range and service etc. according to the specifications given by the Licenser. The items shall not be removed, even if the contract is terminated/cancelled, before getting clearance certificate from the Licenser.
2. During currency of contract the rates/charges of foodstuff shall remain as per rates approved by the Surveyor General of Pakistan/Canteen Committee.
3. Provide at his own cost electric and other appliances such as, hot cases, toasters etc. These appliances will be the property of the contractor.
4. Employ a sufficient number of suitable staff, who shall be security cleared from respective agencies, free from any contagious disease and wear neat uniform while working in or outside the Cafeteria/Canteen.
5. Cater for Government employees and the visitors and charge prices which have been agreed upon. The rates of items not given in the approved list shall be fixed by the Canteen Committee. Approved rates shall be exhibited at a prominent place in the Cafeteria/Canteen.
6. Exhibit daily menu and offer for sale foodstuff, not in any manner inferior to the samples approved by the Licenser or his nominee and prepare fresh material from pure milk and vegetable ghee.
7. Be responsible for the upkeep of the premises of Cafeteria/Canteen. The Licensee shall comply with all the instructions issued by Licenser or his nominee, and shall keep in the Cafeteria/Canteen a complaint/Suggestions book, which will be inspected by a nominee of the Licenser.
8. Keep the Cafeteria/Canteen in perfect hygienic condition, neat and tidy, and shall not do or suffer to be done things likely to cause damage to the premises or to the adjacent building.
9. Not without written permission of the Licenser, make or suffer to be made any structural alterations in the premises.
10. Pay all taxes for cases and fees chargeable in respect of the catering concern.
11. Not use the premises of Cafeteria /Canteen for residential purpose.

12. For the due performance of his obligations under this Agreement deposit with nominee of the Licensor a cash security of Rs.20,000/- (Rupees twenty thousand only) for Cafeteria which shall be liable to forfeiture in case he is unable to discharge contractual obligation as given in Part-A(4) of the contract in full or in part to be decided by the Licensor or his nominee and his decision shall be final and binding. The Licensor shall have a right to revise the amount of security as and when it deemed necessary during the period of this contract or at the time of extension of the contract.
13. Pay each month to the Licensor (in case of Cafeteria) a sum of Rs.4,000/- (Rupees four thousand only) on account of electricity and gas charges. Utility charges for the month of Ramadan will not be charged.
14. Nominate in writing within 30 days after signing this agreement his successor who will be responsible to run the affairs of Canteen/Cafeteria In case of his death or physical disability. Such a nominee shall also be bound by the terms and conditions, given in this Agreement.

PART-C

VALIDITY OF AGREEMENT:

1. The Agreement shall remain enforced for a period of two years from the date, it is executed i.e. _____
2. Unless extended in writing by the Licensor, the Agreement shall automatically expire on..... and the Cafeteria/Canteen premises shall be vacated by the Licensee after getting clearance certificate from the Licensor.

The interpretation of any clause of the Agreement by the Licensor or his nominee shall be final.

IN WITNESS, where of the parties have set their hands the day and year first above written.

1. **Witness** _____

1. **Licensee** _____

2. **Witness** _____

2. **Licensor** _____