भारतीय जीवन बीमा निगम
LIFE INSURANCE CORPORATION OF INDIA

LIFE INSURANCE CORPORATION OF INDIA,
Divisional Office, "Jeevan Prakash",
College Road, Dharwad-580001
Email : os.dharwad@licindia.com,Phone : 08362212604

Ref : OS/Estates/ Tender No.2

Date :25.02.2026

NOTICE INVITING TENDER FOR CATERING SERVICES AT SALES TRAINING CENTRE, NARAYANAPURA, DHARWAD - 580008 (KARNATAKA STATE).

Life Insurance Corporation of India, Divisional Office, Jeevan Prakash, Dharwad, intends to invite tenders for **Catering Services at STC, Narayanapura, Dharwad through GeM Portal** from reputed licensed Organizations/individuals having sound financial capacity and proven track record of at least 3 years in the field with an average annual turnover of Rs. 10 lakhs and above to large training institutions/colleges etc., for providing multi cuisine Vegetarian food to executives/residential trainees per day.

The tenderers complying the criteria specified in the tender shall only be considered for further evaluation.

Tender format containing Terms & Conditions for Catering Services at STC, Dharwad is available as per the details below :

1	Tender Link on our web site to download the Forms	https://licindia.in
2	Tender is floated through GeM Portal	From 25.02.2026 to 17.03.2026 15.00 hrs
3	Last Date for submission of Tender through GeM Portal	17.03.2026 15.00 hrs.
4	Tender Opening Date	18.03.2026 at 11.00 Hrs
6	Refundable EMD in the form of DD in favour of LIC of India, Dharwad **(For MSME Exemption, refer the Tender)**	Rs. 25,000/-

The Senior Divisional Manager, LIC of India, Dharwad, reserves the right to reject/issue/cancel the tender to any agency at his sole discretion without assigning any reason whatsoever.

Senior Divisional Manager.

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TENDER FOR CATERING SERVICES AT LIC, SALES TRAINING CENTRE, DHARWAD.

Invitation of Single Packet Tender through GeM Portal for Catering Services at our Sales Training Centre, Narayanapura, Dharwad-580008 as per the enclosed formats.

1. Duly filled Tender forms should be submitted in the form of Single Packet Tender system through GeM portal along with all required Annexures before the last date.

2. The Bidder should Deposit a refundable EMD of Rs. 25,000/- (Rupees Twenty Five Thousand only) in the form of DD drawn in favour of **"Life Insurance Corporation of India"** on any Nationalized Bank **payable at Dharwad**, without which the Bid will not be considered. The EMD will not carry any interest and it will be refunded to the unsuccessful bidders soon after the finalization of the tender.

   The EMD deposited by the successful bidder will be converted into Security Deposit and it will not carry any interest. However firms which have been registered as MSMEs under Micro or Small with valid Udyam Registration are exempted from paying EMD on submission of proof of such registration along with the Tender bid.

3. The Terms and Conditions governing the tender are given herewith. All Annexures and supporting documents should be signed by the representative of the Bidder along with KYC.

4. **There will be a pre-bid meeting on 05.03.2026 at 11.30 am in LIC of India, Sales Training Centre, Narayanapura, Dharwad for any clarifications**. Duly filled Tender Forms should be submitted through GeM Portal before the last date mentioned below. Tenders submitted after the last date will be rejected.

5. The schedule for processing of tender is as under :

1	Last Date for submission of Tender through GeM	17.03.2026 at 15.00 hrs.
2	Tender Opening Date	18.03.2026 at 11.00 Hrs

The Bids (both Technical & Financial together) will be opened through GeM Portal on 18.03.2026 at 11.00 Hrs and all other procedures laid down in GeM Portal will be followed in the process of selection.

Following Items / Facilities will be provided by LIC – STC Dharwad :

Furniture, fixtures, infrastructure available at STC will be provided to the Contractor in good working condition for his use in the course of his service to STC. However, he shall ensure its clean maintenance in good working condition through out his tenure by carrying out the repairs forthwith at his cost. Any defect found during inspection will attract penalty.

- ***Electricity free – Electricity should not be used for cooking and heating purpose.***
- ***Water free – For preparation and other consumptions***
- ***Sufficient Storage space and shelf provided to keep the provisions.***
- ***Sufficient space for cleaning utensils with necessary provision is provided.***
- ***One Room with attached bathroom and toilet will be provided to kitchen staff free of costduring the entire period of contract.***

Eligibility Criteria & Requirements:

1. The applicant must be a Registered/Licensed Organization / Partnership firm / Sole proprietorship.
2. The applicant must have a proven track record of minimum 3 years with reputed clients in rendering catering service.
3. The applicant must have sound financial capacity / credit worthiness acceptable to LIC of India.
4. The applicant must have annual turnover of Rs. 10 lakhs and above during the last three financial years.
5. a. The applicant must produce relevant documentary evidence along with the tender application form through GeM.
   b. Applicants who do not submit the relevant information or furnishing of incorrect information / documents will get disqualified.
6. The applicant must not have been at any time declared as insolvent or convicted forany offence.
7. The applicant shall comply with all the requirements of labor laws; obtain all licenses /approvals / permissions to carry on the business of catering services
8. The applicant must not have been prosecuted or suffered any penalty for violation of any Labor laws by any Authority.
9. The applicant should not have rescinded/abandoned any Catering contract awarded by any of his clients before the expiry of prescribed period of contract.
10. The applicant should neither be a sub-contractor to any other entity/ person nor has at any time sub-let the contract awarded to the applicant to any other person.
11. The applicant has not suffered any disqualification to render the catering services at any time in respect of matters not enumerated herein.
12. The tenderers are advised to inspect the facilities, premises etc. where the services are required to be offered and assess for requirements themselves before submission of the tender.

13. The validity of the tender shall be for 3 months.
14. The rates to be quoted shall be that of all providing catering services exclusive of all taxes, charges, levies etc., if any. Taxes like GST shall be reimbursed as per rules prevailing from time to time.
15. Income Tax will be deducted as per the prevailing rates governed by CBDT.
16. The PRICE BID to be submitted through GeM with details mentioned as in proforma in "Annexure B".
17. Amount quoted in the Price Bid will be taken as final and no changes shall be entertained.
18. Any tender not complying with eligibility criteria and requirements either wholly or partially shall be liable for rejection.
19. **The successful tenderer will be required to deposit an amount of Rs. 2,25,000 (Rupees Two Lakh and Twenty Five Thousand only) by way of a crossed A/c payee demand draft favouring Life Insurance Corporation of India, drawn upon any nationalized bank payable at Dharwad, towards security deposit. This deposit will be refunded only on successful completion of the agreement period. No interest will be payable on this security deposit. The EMD of the successful tenderer will be adjusted to such Security Deposit, allowing the tenderer to deposit the balance amount.**
20. If the successful tenderer fails, in course of the agreement period, to comply with the terms and conditions of the agreement, the security deposit may be forfeited in full or in part as decided by the Principal, STC.
21. The Competent Authority reserves the right to change the relevant dates; to accept or reject all or any of the applications; to accept any higher bid; or cancel all tenders without assigning any reasons whatsoever.
22. Any dispute arising out of or relating to this tender shall be deemed to have arisen in Dharwad and shall be subject to adjudication of a competent court in Dharwad.
23. The applicant must furnish an appropriate declaration in respect of the terms and conditions and Pre Contract Integrity Pact mentioned herein along with the application form.

TERMS AND CONDITIONS:

1. The contract for Catering Services shall be valid for a period of 3 years starting from 16.04.2026 to 15.04.2029. There will be an increase of 5% on the agreed rate after completion of every year.
   On further review and evaluation, if the performance is found to be satisfactory, the contract can be renewed successively for another 2 years subject to three months advance notice by both the parties prior to the termination of the contract. The rate for extended period will be increased by 7.5% in the 4th and 10% in the 5th year over the rate paid in the immediate preceding year of Contract. The contract can be terminated by the Competent Authority at any time during the course of the contractual period by giving one month notice to the contractor.
   If due to any reason whatsoever, the contractor expresses his inability to continue to execute the contract after the first year on the agreed rate However, in case of bad or non-performance, the agreement may be specified herein above, the said contractor shall be black listed and will not be allowed to participate in any future tenders floated by, LIC of India, Dharwad for a period of 5 years. In addition to this 50% of the security deposit of such contractor shall be forfeited.

2. During the period of agreement the contractor shall be fully responsible for the entire catering arrangements to the trainees at the Sales Training Centre. The contractor shall be permitted to use the dining hall, the kitchen and the adjoining store rooms in the hostel block to provide catering arrangements/ services to the participants and others as permitted by the Principal.

3. a .Menu, Quantity & Quality of Service:

The contractor has to ensure –

a. The approved daily Menu Chart should be displayed prominently on a board near the dining hall.

b. No change or alteration in menu, quantity and quality is permissible without prior approval of the Principal.

c. To purchase all the food stuff, vegetables, groceries and articles used for the catering purposes and shall always have on hand, sufficient stock, in such a way that the catering services will not get interrupted.

d. All provisions should be fresh and of reputed brands with ISI or Agmark certification and should be stored in hygienic containers with lids. Oil should be branded like Saffola, Vijaya, Aadhar, Sundrop etc. and Atta should be branded like Aashirvad, Annapurna, Pillsbury etc. Best quality of Sona Masoori branded and reputed Rice bags should be used for preparation of cooked rice.

e. Vegetables, fruits, bread, milk, etc. should be fresh and of good quality and should be stored hygienically.

f. Use of Vegetable oils, artificial colours are strictly prohibited.

g. Reuse of burnt oil is strictly prohibited. Oil, once used will not be reused. Adulteration or use of sub-standard items will be penalized and the items will be confiscated.

h. Good quality of papads to be used.

i. All uncooked items must be handled with utmost hygiene using hand gloves and proper dresses. Stewards must wear gloves to cut salads and to serve items. The grinders must be cleaned spotlessly in hot water before and after use. All salads and fruits should be washed first and then cut.

j. Mineral water shall be served for drinking purpose in clean glasses.

k. Supply of hot water for drinking to the participants on demand.

l. For participants who fall ill during training period, bread/milk or any other item, as per the choice of the participants, shall be supplied to their rooms.

m. Food items will be inspected, tested and tasted by the Principal or by his authorized officials.

n. Approved food items AND quantity are as given in the **Schedule-II.**

3.b. Premises provided by STC:

a. For kitchen, refilling of LPG shall be done by the contractor at his own cost only.
b. The Contractor may be allowed some specified space in the Hostel with/without any furniture/s for use as changing room / rest room /night stay room for his workers.
c. If any person other than the workers are found using STC facilities, it will be viewed seriously and penalized. Smoking, consumption of alcoholic drinks, indulgence in any obnoxious activities by the workersis strictly prohibited.
d. No outside catering services shall be undertaken from STC campus.

3.c.Utensils & Equipments to be provided by Caterer:

A. The contractor shall provide at his own cost, all items mentioned in Schedule-1 equipments including a Refrigerator of 400 ltrs and always maintain it in good working condition.
B. The contractor shall provide flasks, crockery, cutlery, cooking utensils, glassware, juicer / mixer, table clothes, saucer papers, tissue papers, cloth napkins and other articles in adequate quantity / number which are necessary for running the canteen. Cracked or broken ones should be replaced forthwith.
C. Utensils, cups, saucers, flasks (especially the rims), crockery, etc. should bescrubbed and cleaned thoroughly with Vim and hot water.

4. A thorough master cleaning ought to take place every weekend for all equipments, fixtures, utensils by removing the grime, grease, stains, oil etc. wiped well by clean cloth and dried. Flasks, Cups, Saucers, Utensils of good brand pre-approved byPrincipal, are to be used.

5. The contractor shall provide and maintain necessary modern equipments forkeeping the food warm at the service counters. For ex. Bunsen burners, spirit lamps below specified containers will be kept lit all through the dining period.

6. Dough maker, Roti maker for 100 people will have to be used regularly in perfect working order.

7. Maintenance of gas burners, stoves, gas lines, rubber pipe in perfect condition, etc. with their regular servicing shall be the responsibility of the contractor. The electricityand water consumption charges will be borne by STC provided the contractor exercises utmost economy.
8. Mineral water for cooking and drinking should be provided by the Contractor and charges are to be born by him only. In times of scarcity of water, the contractor shall at his own cost ensure availability of water from modern, safe alternative sources so that the operations/programs run without adverse effects.
9. STC guarantee **minimum five** number of participants during any period. There may be breaks between terms of each session. A situation could arise where no session is conducted during a particular period. Notwithstanding this, the contractor's catering service shall be available throughout the year without any break.
10. The contractor shall keep the canteen open and arrange for catering services oneday prior to the commencement of a session and one day after the closing of a session, for the participants present in the hostel. The bill for such actual attendance will be paid by STC.
11. These attendance sheets will be filled up and maintained at reception by the Maintenance Contractor. The Caterer, for submission of his bills, will have tocollect a copy of each such attendance sheets from STC Administration.

12.a.Workers, Duties & Uniform :

1. The contractor shall provide adequate number of competent and well-trained staff for rendering flawless services. Appointment of minors is strictly prohibited. The contractor shall provide the list of employees engaged by him to the Principal with their full details such as name, address, age proof, residential proof, photo ID proof etc.

   The minimum number of workers for kitchen, store and dining hall shall consists of following and they should be available round the clock.

   a) Head cook : 1
   b) Assistant cook : 1
   c) Pot washers : 2
   d) Stewards : 2
   e) Supervisor cum Store keeper : 1

2. All workers should wear prescribed uniform & photo identity cards.
3. In case of absence for a day or more, substitute workers will have to be deployedunder intimation to Principal. Change of persons as and when effected have to be intimated to the Principal along with details as specified in 12.1 above
4. Canteen staff and stewards ought to wear apron, gloves, headgear etc. during working hours. All workers shall wear their uniforms neat and cleanwith badges throughout, while they remain in STC campus.
5. The Head Cook and Asst. cook should be proficient in cooking different cuisine (South Indian/NorthIndian/ Multi-cuisine/ etc.)
6. Allocation of duties/ shifts etc. shall be the responsibility of the Contractor/ his Manager. The Manager shall be available at the canteen at all times. The deployment of workers shall be in such a way that it does not hamper the cooking /serving the food during the prescribed timings.
7. All workers shall maintain perfect cleanliness and hygiene. They should be devoidof any ailment.
8. All workers will have to follow the code of conduct i.e., maintaining courtesy,decency and decorum at all times. The Contractor shall be fully responsible for behaviour of his workers.

Complaints from participants / guests regarding discourteous behaviour will be viewed very seriously and shall attract heavy penalty, as decided by Principal.

9. If any worker is injured or rendered partially/ permanently disabled / indisposed due to any reason such as accidents, fire, ill health etc. during the period of their service, it would be the sole responsibility of the contractor to take care of them and to pay necessary compensation in respect of such persons as per the relevant labor laws including all medical expenses, legal expenses etc. STC does not hold any responsibility in this regard whatsoever.
10. The Contractor shall provide at his own cost all equipments (including Gas Stove, mixer grinder, Dosa pan, Chapathi pan, Refrigerator, hot case, cool chest , oven etc. of recognised make and suitable size) and shall maintain the same in good working condition at his own cost and put it in regular use for purpose solely connected with his catering arrangements. The corporation shall not be held responsible in any way for the loss and/or damage caused whatsoever to any of the aforesaid articles. He shall also arrange at his own cost regular supply of Gas cylinders. Maintenance of Gas burners, and regular servicing of Gas burners shall be the responsibility of the Contractor.

12.b. KITCHEN AND DINING MAINTENANCE:

1. The kitchen, dining hall including VIP dining hall , wash areas, wash basins, water coolers and surrounding areas in the dining hall, should be maintained neat and clean round the clock by using good quality disinfectants.
2. The contractor should arrange for cleaning tables immediately after the dining and dispose off kitchen garbage/ leftover food without causing any environmental hazards. He should liaise with the local Municipal/ Civic Authorities for disposal of garbage of all types daily. The receipts or declarations by contractor to be furnished along with bill. Failure to dispose garbage as stated above shall attract penalty.
3. The internal walls, floors, windows, ceilings, woodwork, furniture should be kept free of dust and cob-webs. The premises must be kept free from snakes, rats, insects, pests, birds, cats, dogs etc. No water must be deposited or allowed to accumulate on floors anywhere. Any violation shall attract penalty as decided by Principal.
4. Fly Catchers must be kept operating in perfect working order. Insecticides, rodenticides, pest control should be applied periodically. Flies, Cockroaches etc. should not be seen in Kitchen or Dining Hall.

13. Taxes & Other Statutory Obligations:

a. The contractor shall obtain at his own expenses all licenses, permissions etc.as may be required by law and shall pay all taxes imposed by any Governmental / Municipal Authority / Agency from time to time. He shall produce proof of such payment to the Principal, if called upon to do so.

b..TDS and such other taxes as per the prevailing rules shall be deducted from his bills while making the payments.

c..The Contractor shall ensure that, he fully complies and observes all provisions of Contract Labour Act (Regulation and Abolition Act 1970), Minimum Wages Act, 1950, Payment of .Wages Act 1935, ESI Act, Employees Provident Fund and Misc. Provisions Act and such other statutory enactments, amended from time to time. STC shall not be responsible for violation of any of the laws / rules / regulations to be followed by the contractor in this regard.

d. The contractor shall disburse the wages to workers in the presence of authorized official by the Principal. The date of salary disbursement should be on or before the dates specified in the relevant Acts/Laws, and produce proof of payment of PF / ESI contributions to the relevant authorities in the first week of following month. If the same not submitted, the food bill will notbe released.

e. The contractor will be liable for all consequences in case of any food poisoning. Severe and stringent action will be taken by the Principal, including imposition ofpenalty. The contractor shall bear all medical expenses, compensation and legal expenses including all fines / punishment imposed by the Government authorities.

f. In terms of provisions of Section 33(3) of the Insurance Act, 1938, as amended by the Insurance Laws (Amendments) Ordinance.2014, Insurance Regulatory and Development Authority of India (IRDAI) is authorized to verify all such books of account, register, other documents and the data base in the custody of contractor in respect of service outsourced by the LIC of India. It shall be the duty of the contractor to provide such documents/ statements/information as may be required by IRDAI within such time as may be specified by the IRDAI.

14. The contractor shall not assign or transfer the rights andresponsibilities assigned to him, to any other person or entity and shall not sub contract his services partially or wholly in any manner what so ever to others.

15. The Principal shall issue instructions to the contractor on any matter covered by this contract and also for matters not specificallycovered herein, yet found necessary for proper functioning of STC. The decision of the Principal shall be final and bindingon the contractor.

16. The contractor shall maintain a complaint/suggestion register supplied by the principal to be submitted for checking by the administrative office any day, which can beinspected by them at any time.

17. The contractor shall rectify/comply with all complaints / suggestions made by the Principal committee members/ participants/ faculty members/ staff.

18. The contractor shall meet the Principal/Canteen Committee at least once in afortnight or whenever called for to review the position and shall rectify the lapses and abide by the advices given by the Principal/Canteen Committee.

19. Timings prescribed by the Principal for each service shall be strictly adhered to by the contractor. STC, at its discretion, may change the timings or prescribe different timings for different groups of participants

20. The contractor shall submit neat and accurate bills, with details along with all requirements in the manner and format prescribed by STC. Bills, not in order are liable to be returned for orderly re-submission. The bills will besettled once in a month.

21. Any omission on the part of the STC, at any time, to exercise any of its rightsunder the terms & conditions of the agreement shall in no way impair or affect the validity of the terms & conditions and rights of the STC to enforce its rights atany time subsequently.

22. The contractor shall not have any tenancy rights by virtue of entering into an agreement with STC. The premises and its facilities will be utilized by the contractor only for the purposes as described in the agreement during the currency of the Contract. On expiry / termination of the contract, he shall hand over the peacefulvacant possession of the premises in the same condition as provided in the beginning.

23. For matters not specifically covered herein, yet found necessary for proper functioning of STC, instructions shall be issued by the Principal to the Contractor, on any matter covered by this agreement. The decision of the Principal shall be final and binding on the contractor.

24. Recovery of Penalties from the proceeds of the contractor:

PENALTIES FOR NON PERFORMANCE AS PER THE CONTRACT

Sr. No.	Nature of Lapse	Penalty
1	Use of Substandard Ingredients in Preparation of Food	Rs. 500/- per each occasion.
2	Insufficient quantity provided	Cost of Breakfast/lunch/dinner as per Annexure-B of those persons for whom food was insufficient will not be paid .
3	Complaints (Participants / Staff / Faculty / Guests) as per Complaints/ Suggestions Register	Cost of that food item as per Annexure-B willbe deducted.
4	Below Average Rating as per the Feedback : Up to 10% of total Participants of each session – Above 10% of total Participants of each session-	NIL Percentage of deduction on Total food bill ofthat session will be equal to percentage of feedback in excess of 10% @ Rs. 100/- per person per day.
5	Not wearing Uniforms, head ear, gloves by the staff during office timings	Standard cost of these items will be deductedfrom the Bill.
6	Omission of Items of Menu	Cost of that item will not be payable.
7	Change of Menu (per item) without prior approval from Principal, STC	Two times the cost of Items, for which alternate arrangements were made will be deducted from the Bill.
8	Failure to provide catering services	Two times the cost of Items, for which alternate arrangements were made will be deducted from the Bill.
9	Lack of Cleanliness	Rs. 1000/- per each occasion/failure.
10	Usage of Premises by persons other than allowed workers	Rs. 1000/- per each occasion/failure.
11	Failure to dispose of garbage	Rs. 1000/- per each occasion/failure.
12	Delay in providing Breakfast, Tea/Coffee during training session which affects sessions.	Rs. 1000/- per each occasion/failure.
13	Non courteous behavior of the staff	Rs. 500/- per each occasion/failure.

- **D E C L A R A T I O N**

I hereby agree to all the Terms & Conditions mentioned above without any condition Whatsoever.

I also further agree that all the deficiencies will attract penalty and the recovery will be affected without any notice to me.

Signature of the Contractor

SCHEDULE - II

Sr. No.	Menu	Name of the Item	Timings
1.	Bed Coffee/Tea	One Optional Item Tea/Coffee/Milk of 150 ml (With/Without Sugar)	6.30 am to 7 am
2.	Breakfast (Unlimited)	Daily with following items. The items are to be altered every day. Menu is subject to change to suit choice of the trainees. Breakfast menu is as under: IDLY+VADA with Sambar & chutney DOSA(Plain/Set/Masala/Uthappa) with Sambar & chutney PONGAL, POORI, BISIBELE BATH, SHIRA+UPMA, RICE BATH (Tomato/Brinjal/Methi/Vegetable/Lemon Etc.,) One Optional Item with Tea/Coffee/Milk of 150ml(With/Without Sugar)	8 am to 9.30 am
3.	Forenoon Coffee/Tea	Tea/Coffee/Milk (150 ml) (With/Without Sugar) with biscuits at a place near the classrooms. – branded only	11.30 am to 12.00 Noon
4.	Lunch (Unlimited except Fruit & Sweet)	Vegetarian Lunch – Jawar Roti/Pulka/Chapathi, White Rice, Special Rice (Lemon rice/Jeera rice/Pudina rice/Veg pulav), Pappu, Two curries, Sambar/ Rasam, Chutney, Pickle, Papad, Curd, Fruit.	1.15 pm to 2 pm
5.	Afternoon Coffee/Tea	Tea/Coffee/Milk (150 ml) (With/Without Sugar) with biscuits at a place near the classrooms. – branded only	3.30 pm to 4 pm
6.	Snacks	Tea/Coffee/Milk (150ml) (With/Without Sugar) with any of the following snacks viz Dal Vada, Vegetable cutlet, Sandwich, Bonda, Pakoda, Bajji, Mirchi Bajji with coconut chutney / sauce	5.15 pm to 6 pm
7.	Dinner (Unlimited)	Jawar Roti/Pulka/ Chapathi with suitable gravy kurma,White Rice, Pappu, Vegetable Curry, Rasam/ Sambar, Pickle, Papad, Curd, Sweet.	8.30 pm to 10.0 pm

1. The list above is only indicative and not exhaustive. It would be to the credit of the Caterer to add any number of items under their respective heads to make the list more versatile.

2. On the last day of the session, dinner will be served to the participants who stay beyond 8 pm and bill will be settled accordingly.

3. Please note that food bill will be settled as per the attendance only, however in case of attendance is less than five, minimum number of five is guaranteed.

4. a) Adequate quantities to be served on buffet basis without any limit.
   b) Fried Sonf, Candy Sugar, Toothpicks to be served at the end of breakfast, lunch and dinner.
   c) Each serving should contain minimum of :
   Milk – 150 ml. Sweet – 100 Gms. Snacks – 75 Gms. And all other food items/ beverages will be on an "Unlimited" and buffet basis as per the requirement of the participants/ guests. No proportioning is allowed. Variety of biscuits served with Tea/Coffee should be changed every fortnight with the prior approval of the Principal.
   d) Chutney for breakfast will be with coconut/coriander/ginger/ tomato/ groundnut. The pots for side curries shall be of at least 150 ml size.
   e) The schedule of serving of food items/beverages will be decided by the principal from time to time for which timings have to be strictly adhered to by the Contractor. Rate quotes should be inclusive of all charges and exclusive of Taxes.

TECHNICAL BID for Catering Services at STC, Dharwad – ANNEXURE A

Sr. No.	Eligible Criteria for Technical Tender Eligibility	Information provided by theVendor
1	Name of the Firm / Organisation (In block letters)	
2	Date of Establishment / Incorporation	
3	Registration No. For Registration	
4	Address for Correspondence :	
5	Contact Number Mobile/Landline	
6	Status of the Firm : Partnership/Proprietary/Pvt LtdCo/Public Ltd	
7	Name of the Proprietor / Partners/Directors with designations who would be calling on us and attending to our jobs.	
8	Name of the Bankers with address and TelephoneNo.s IFSC Code	
9	IT PAN No.	
10	Labour Licence Number and validity under variousprovisions 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 3 years. (ITRs to be attached) Financial Year.	(Full Amount to be mentioned)
	2024-25	
	2023-24	
	2022-23	
15	Average Turnover in the last year 3 years	Rs.
16	Details of Empanelment with any offices of LIC of India or any PSU/Banks etc., Enclose the list givingdetails of name, since how long , contact number who may be contacted by us for confirmation.	
17	Registration no. Under MSME, Attach Certificates.	
18	FSSAI Licence No. and validity upto	

- **TECHNICAL BID for Catering Services at STC Dharwad – ANNEXURE A contd.**

I / We_____agree to abide by all the "ELIGIBILITY CRITERIA AND OTHER TERMS AND CONDITIONS" prescribed in your formats and assure to render the services to the fullest satisfaction of the Corporation.

Dated at_____this_____day of ----------, 2025

Signature of the Contractor

NOTE:

a .The Corporation reserves the right to accept or cancel any of the Agencies tender at their absolutediscretion without assigning any reason.

b. Applications received with incomplete information or alterations will not be considered.

Documentary evidence wherever applicable should be enclosed. (Copies of the credentials &Certificates issuedby any other institution may be enclosed)
Documents to be enclosed along with Technical Bid in Annexure "A":

Sr. No.	Documents Attached	YES / NO
1	Demand draft for Rs.25,000/- towards EMD DD No, Date and Bank.	
2	Certificate of Registration with Labour Department	
3	Certificate of Registration with office of the Regional Provident Fund Commissioner	
4	Certificate of Registration with employees State Insurance Corporation	
5	Certificate of registration for Goods and Services Tax	
6	Audited financial statements (Profit and Loss &Balance Sheet) for the last three financial years.	
7	Income tax assessment order /returns for the last threefinancial years.	
8	Certificate of Income Tax PAN Number.	
9	Certificate of Registration with MSMED/NSIC etc., if any	
10	Enclosed Pre Contract Integrity Pact duly signed.	
11	FSSAI Licence copy	

ANNEXURE-B

PRICE BID

- **ITEM WISE RATE PER PERSON PER DAY SHOULD BE QUOTED (ITEMS ARE MENTIONED IN SCHEDULE – II)**

Sr. No.	Menu	Rate – Person/Per Day.(In Rupees) Exclusive of Taxes
1.	Bed Tea/Coffee	
2.	Break Fast (Unlimited)	
3.	Forenoon Tea/Coffee/Milk (150 ml) with biscuits at a place near the classrooms. – branded only	
4.	Vegetarian Lunch (Unlimited)	
5.	Afternoon Tea/Coffee/Milk (150 ml) with biscuits at a place near the classrooms. – branded only	
6.	Tea/Coffee/Milk (150ml) with snacks	
7.	Dinner (Unlimited)	
	Total Cost per person per day – Package Rate	

The price bid should be given item–wise as per the proforma else it will be disqualified.

a) Adequate quantities to be served on buffet basis without any limit.
b) Fried Sonf, Candy Sugar, Toothpicks to be served at the end of breakfast, lunch and dinner.
c) Each serving should contain minimum of :
Milk – 150 ml. Sweet – 100 Gms. Snacks – 75 Gms. And all other food items/ beverages will be on an "Unlimited" and buffet basis as per the requirement of the participants/ guests. No proportioning is allowed. Variety of biscuits served with Tea/Coffee should be changed every fortnight with the prior approval of the Principal.

- **PRE CONTRACT INTEGRITY PACT**

General:

This pre-bid pre-contract Agreement (hereinafter called the Integrity Pact) is made on……. day of the month of ……..2026, between, on one hand, the Life Insurance Corporation of India (hereinafter referred to as "LIC") a statutory Corporation established under section 3 of Life Insurance Corporation Act 1956 (XXXI of 1956) and having its corporate office at "Yogakshema" Jeevan Bima Marg Mumbai 400021. (hereinafter called the "BUYER" which expression shall mean and include, unless the context otherwise requires, his successors in office assigns) of the First part. And M/s …… represented by Shri…….. .(hereinafter called the "BIDDER /SELLER" which expression shall mean and include , unless the context otherwise requires, his successors and permitted assigns) of the Second part.

WHEREAS the BUYER proposes to procure (Name of the Stores/ Equipment/Item) and the BIDDER/Seller is willing to offer/has offered the storesand

WHEREAS the BIDDER is a private company/public company/Government undertaking/partnership/registered export agency, constituted in accordance with the relevant law in the matter and the BUYER is performing its function under theLIC Act 1956.

NOW, THEREFORE,

To avoid all forms of corruption by following a system that is fair, transparent and free from any influence/prejudiced dealings prior to, during and subsequent to the currency of the contract to be entered into with a view to:-

Enabling the BUYER to obtain the desired said stores/equipment/item at a competition price in conformity with the defined specifications by avoiding the high cost and the distortionary impact of corruption on public procurement, and

Enabling BIDDERs to abstain from bribing or indulging in any corrupt practice in order to secure the contract by providing assurance to them that their competitors will also abstain from bribing and other corrupt practices and the BUYER will commit to prevent corruption, in any form, by its officials by following transparent procedures.

The parties hereto hereby agree to enter into this Integrity Pact and agreeas follows:-

- **Commitments of the BUYER**

The BUYER undertakes that no official of the BUYER, connected directly or indirectly with the contract, will demand, take a promise for or accept, directly or through intermediaries, any bribe, consideration, gift, reward, favour or any material or immaterial benefit or any other advantage from the BIDDER, either themselves or for any person, organisation or third party related to the contract in exchange for an advantage in the bidding process, bid evaluation, contracting on implementation process related to the contract.

The BUYER will, during the pre-contract stage, treat all BIDDERs alike and will provide to all BIDDERs the same information and will not provide any such information to any particular BIDDER which could afford an advantage to that particular BIDDER in comparison to other BIDDERs.

All the officials of the BUYER will report to the appropriate "CVO" any attempted or completed breaches of the above commitments as well as any substantial suspicion of such a breach.

2. In case any such preceding misconduct on the part of such official(s) is reported by the BIDDER to the BUYER with full and verifiable facts and the same is primafacie found to be correct by the BUYER, necessary disciplinary proceedings, or any other action as deemed fit, including criminal proceedings may be initiated by the BUYER and such a person shall be debarred from further dealings related to the contract process. In such a case while an enquiry is being conducted by the BUYER the proceedings under the contract would not be stalled.

- **Commitments of BIDDERs**

3. The BIDDER commits itself to take all measures necessary to prevent corrupt practices, unfair means and illegal activities during any stage of its bid or duringany pre-contract or post-contract stage in order to secure the contract or in furtherance to secure it and in particular commit itself to the following:-

The BIDDER will not offer, directly or through intermediaries, any bribe, gift, consideration, reward, favour, any material or immaterial benefit or other advantage, commission, fees, brokerage or inducement to any official of the BUYER, connected directly or indirectly with the bidding process, or to any person, organization or third party related to the contract in exchange for any advantage in the bidding, evaluation, contracting and implementation of the contract.

The BIDDER further undertakes that it has not given, offered or promised to give, directly or indirectly any bribe, gift, consideration, reward, favour, any material or immaterial benefit or other advantage, commission, fees, brokerage or inducement to any official of the BUYER or otherwise in procuring the Contract or forbearing to do or having done any act in relation to the obtaining or execution of the contract of any other contract with the government for showing or forbearing to show favour or disfavor to any person in relation to the contract of any other contract with the Government.

Foreign BIDDERs shall disclose the name and address of their Indian agents and representatives in India, and Indian BIDDERs shall disclose their foreign BUYERs or associates.

BIDDERs shall disclose the payments to be made by them to their agents/brokers or any other intermediary, in connection with this bid/contract.

The BIDDER further confirms and declares to the BUYER that the BIDDER is the original manufacturer/ integrator/authorized agent of the stores/equipment/items and has not engaged any individual or firm or company whether Indian or foreign to intercede, facilitate or in any way to recommend to the BUYER or any of its functionaries, whether officially orunofficially to the award of the contract to the BIDDER, nor has any amount been paid, promised or intended to be paid to any such individual, firm or company in respect of any such intercession, facilitation or recommendation.

The BIDDER, either while presenting the bid or during pre-contract negotiations or before signing the contract, shall disclose any payments he has made, is committed to or intends to make to officials of the BUYER or their family members, agents, brokers or any other intermediaries in connectionwith the contract and the details of services agreed upon for such payments.

The BIDDER will not collude with other parties interested in the contract to impair the transparency, fairness and progress of the bidding process, bid evaluation, contracting and implementation of the contract.

The BIDDER will not accept any advantage in exchange for any corrupt practice, unfair means and illegal activities.

The BIDDER/Contractor will not commit any offence under the relevant India penal code (IPC) /Provision of corruption (PC) act .Further improperly , for purposes of competition or personal gain, pass on to others, any information provided by the BUYER as part of the business relationship, regarding plans, technical proposals and business details, including information contained in any electronic data carrier. The BIDDER also undertakes to exercise due and adequate care lest any such information is divulged.

The BIDDER commits to refrain from giving any complaint directly or through any other manner without supporting it with full and verifiable facts.

The BIDDER shall not instigate or cause to instigate any third person to commit any of the actions mentioned above.

If the BIDDER or any employee of the BIDDER or any person acting on behalf of the BIDDER, either directly or indirectly, is a relative of any of the officers of the BUYER, or alternatively, if any relative of an officer of the BUYER has financial interest/stake in the BIDDER's firm, the same shall be disclosed by the BIDDER at the time of filing of tender.

The term 'relative' for this purpose would be as defined in section 6 of the Companies Act 1956.

The BIDDER shall not lend to or borrow any money from or enter into any monetary dealings or transactions, directly or indirectly, with any employee or the BUYER.

4. <u>Previous Transgression</u>

The BIDDER declares that no previous transgression occurred in the last three years immediately before signing of this Integrity Pact, with any other company in any country in respect of any corrupt practices envisaged hereunder or with any Public Sector Enterprise in India or any Government Department in India that could justify; BIDDER's exclusion from the tender process.

The BIDDER agrees that if it makes incorrect statement on this subject, BIDDER can be disqualified from the tender process or the contract, if already awarded, can be terminated for such reason.

5. Earnest Money (Security Deposit):

While submitting commercial bid, the BIDDER shall deposit an amount Rs……. (to be specified in RFP/Tender) as Earnest Money as applicable/Security Deposit, with the BUYER through any of the following instruments:

(i) Bank Draft of Pay Order in favour of LIC.

(ii) A confirmed guarantee by an Indian Nationalized Bank, promising payment of the guaranteed sum to the BUYER on demand within three working days without any demur whatsoever and without seeking any reasons whatsoever. The demandfor payment by the BUYER shall be treated as conclusive proof of payment.

(iii) Any other mode or through any other instrument (to be specified in the RFP/Tender).

The Earnest Money /Security Deposit shall be valid up to the complete conclusion of the contractual obligations to the complete satisfaction of both the BIDDER and the BUYER, including warranty period, which ever is later.

In case of the successful BIDDER a clause would also be incorporated in the Article pertaining to Performance Bond in the Purchase Contract that the provisions of sanctions for Violation shall be applicable for forfeiture of Performance Bond in case of a decision by the BUYER to forfeit the same without assigning any reason for imposing sanction for violation of this Pact.

No interest shall be payable by the BUYER to the BIDDER on Earnest Money/Security Deposit for the period of its currency.

6. Sanctions for Violations:

Any breach of the aforesaid provisions by the BIDDER or any one employed by it or acting on its behalf (whether with or without the knowledge of the BIDDER)shall entitle the BUYER to take all or any one of the following actions, wherever required:-

(i) To immediately call off the pre contract negotiations without assigning anyreason or giving any; compensation to the BIDDER. However, the proceedings with the other BIDDER(s) would continue.

(ii) The Earnest Money Deposit (in pre-contract stage) and/or Security Deposit/ Performance Bond (after the contract is signed) shall stand forfeited either fully or partially, as decided by the BUYER and the BUYER shall not be required to assign any reason therefore.

(iii) To immediately cancel the contract, if already signed, without giving any compensation to the BIDDER.

(iv) To recover all sums already paid by the BUYER, and in the case of an Indian BIDDER with interest thereon at 2% above the prevailing Prime Lending Rate of State Bank of India, while in case of a BIDDER from a country other than India with interest thereon at 2% above the LIBOR (London Inter Bank Offer Rate). If any outstanding payment is due to the BIDDER from the BUYER in connection with any other contract for any other stores, such outstanding payment could also be utilizedto recover the aforesaid sum and interest.

(v) To encash the advance bank guarantee and performance bond/warranty bond,if furnished by the BIDDER, in order to recover the payments, already made by the BUYER, along with interest.

(vi) To cancel all or any other contracts with the BIDDER. The BIDDER shall be liable to pay compensation for any loss or damage to the BUYER resulting from such cancellation/recission and the BUYER shall be entitled to deduct the amount so payable from the money(s) due to the BIDDER.

(vii) To debar the BIDDER from participating in the future bidding processes of LICfor a minimum period of five years which any be further extended at the discretion of the BUYER.

(viii) To recover all sums paid in violation of this Pact by BIDDER(s) to any middleman or agent or broker with a view to securing the contract.

(ix) In cases where irrevocable Letters of Credit have been received in respect ofany contract signed by the BUYER with the BIDDER, the same shall not be opened.

(x) Forfeiture of Performance Bond in case of a decision by the BUYER to forfeit the same without assigning any reason for imposing sanction for violation of this pact.

The BUYER will be entitled to take all or any of the actions mentioned at para 6.1(i) to (x) of this pact also on the Commission by the BIDDER or any oneemployed by it or acting on its behalf (whether with or without the knowledge ofthe BIDDER), of an offence as defined in chapter IX of the Indian Penal code, 1860or Prevention of Corruption Act, 1988 or any other statute enacted for prevention of corruption.

The decision of the BUYER to the effect that a breach of the provisions of this pact has been committed by the BIDDER shall be final and convulsive on the BIDDER. However, the BIDDER can approach the Independent Monitor(s) appointed for the purposes this Pact.

7. <u>Fall Clause:</u>

The BIDDER undertakes that it has not supplied/is not supplying similar product/systems/items or subsystems at a price lower than that offered in the present bid in respect of any other Ministry/Department of the Government of India or PSU and if it is found at any stage that similar product/systems or sub systems/items was supplied by the BIDDER to any other Ministry/Department ofthe Government of India or PSU at a lower price, then that very price, with due allowance for elapsed time, will be applicable to the present case and the differencein the cost would be refunded by the BIDDER to the BUYER, if the contract has already been concluded.

8. <u>Independent Monitors:</u>

The BUYER has appointed (hereinafter referred to as Monitors) for this Pact inconsultation with the Central Vigilance Commission.

Name address of the Monitor(s):

1. Shri Kata Chandrahas: IRS(Retd); G-1, Reliance homes, 8-2-547/R, Road No.7, Banjara Hills, Hyderabad500034; Email: kchandrahas@yahoo.com, Mob-8008449678

2. Sri G.V. Krishna Rau; Ex-Add. Chief Secy. & Development Commissioner to Govt. Of Karnataka, Villa-116, The Retreat, Tharabanahalli, Chikkajala Post, Bangalore-562157 Email: gvkrishnarau@gmail.com, Mob9880240080

The task of the Monitors shall be to review independently and objectively, whether and to what extend the parties comply with the obligations under this Pact.

The Monitors shall not be subject to instructions by the representatives of the parties and perform their functions neutrally and independently. It will be obligatory for him to treat the information & documents of the Bidder /Contractor as confidential.

Both the parties accept that the Monitors have the right to access all the documents relating to the project/procurement, including minutes of meetings.

As soon as the Monitor notices, or has reason to believe, a violation of thispact, he will so inform the Authority designated** by the BUYER.

The BIDDER(s) accepts that the Monitor has the right to access without restriction to all Project documentation of the BUYER including that provided by the BIDDER. The BIDDER will also grant the Monitor, upon his request and demonstration of a valid interest, unrestricted and unconditional access to his project documentation. The same is applicable to Subcontractors. The Monitor shall be under contractual obligation to treat the information and documents of the BIDDER/Subcontractor(s) with confidentiality.

The BUYER will provide to the Monitor sufficient information about all meetings among the parties related to the Project provided such meetings could have an impact on the contractual relations between the parties. The parties will offer to the Monitor the option to participates in such meetings. **8.8** The Monitor will submit a written report to the designated authority** of BUYER /Secretary in the Department/ within 8 to 10 weeks from the date of reference or intimation to him by the BUYER /BIDDER and, should the occasion arise, submit proposals for correcting problematic situations.

9. Facilitation of Investigation:

In case of any allegation of violation of any provisions of this pact or payment of commission, the BUYER or its agencies shall be entitled to examine all the documents including the Books of Accounts of the BIDDER. The BIDDER shall provide necessary information and documents in English and shall extend allpossible help of the purpose of such examination/inspection.

10. Law and Place of Jurisdiction:

This Pact is subject to Indian Law. The place of performance and jurisdiction is theseat of the BUYER.

11. Other Legal Actions:

The actions stipulated in this Integrity Pact are without prejudice to any other legal action that may follow in accordance with the provisions of the extent law in force relating to any civil or criminal proceedings.

12 Validity:

The validity of this Integrity Pact shall be from date of its signing and extend upto 5 years or the complete execution of the contract to the satisfaction of both the BUYER and the BIDDER/Seller, including warranty period, whichever is later. In case BIDDER is unsuccessful, this Integrity Pact shall expire after six months from the date of the signing of the contract. **12.2** Should one or several provisions of this Pact turn out to be invalid; the remainder of this pact shall remain valid. In this case, the parties will strive to come to an agreement to their original intentions.

13. The parties hereby sign this Integrity Pact at…….on……

BUYER BIDDER

Name of the Officer: CEO Designation

Deptt./MINISTRY/PSU

Witness

1…… 1……..

2…….. 2……..

(* Provisions of these clauses would need to be amended/deleted in line with the policy of the BUYER in regard toinvolvement of Indian agents of foreign suppliers.)

(** Please specify the "Name of Authority" in place of "Authority Designated" wherever mentioned in theAgreement)