



# रीजनल इंस्टिट्यूट ऑफ पैरामेडिकल एंड नर्सिंग साइंसेज़ REGIONAL INSTITUTE OF PARAMEDICAL AND NURSING SCIENCES

(स्वायत संस्थान, अधीनस्थ स्वास्थ्य एवं परिवार कल्याण मंत्रालय, भारत सरकार)  
(An autonomous Institute under Ministry of Health & Family Welfare, Govt. of India)

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No.D.15017/4/2014-RIPANS/246

Dated. Aizawl, the 22<sup>nd</sup> May, 2026.

## NOTICE INVITING TENDER

1. Sealed tender is invited on behalf of Director, Regional Institute of Paramedical And Nursing Sciences (RIPANS) for running the following Canteen/Cafeteria/General Shop at RIPANS, Zemabawk, Aizawl for a period of one (1) year which can be extended further for next one year with the mutual consent of both the parties up to maximum period of 3 years with the approval of competent authority. Tenders shall be submitted in accordance with the (i) General information (ii) Instruction to the Tenderers and (iii) Terms & Conditions of Contract, as detailed in the Tender Document. Tender details can be downloaded from [www.ripans.ac.in](http://www.ripans.ac.in)

- (1) Staff & Public Canteen at the Hospital & Guest House Kitchen, RIPANS.
- (2) General Shop/Cafeteria at the Hospital.
- (3) General Canteen at the Academic Block – IV.

**Note: Only 1 (one) bidder can participate in either of the 3 mentioned above.**

**Last Date for submission of Tender: 29<sup>th</sup> May, 2026, 5:00 pm.**

**Date of Technical Bid opening: 1<sup>st</sup> June, 2026.**

**Date of Financial Bid opening: 2<sup>nd</sup> June, 2026.**

**Sd/-**

Director  
RIPANS

## **GENERAL INFORMATION**

### **1. SCOPE OF WORK:**

- i. The tender is for running Canteen/Cafeteria/General Shop at RIPANS Hospital and Academic Block -IV, Zemabawk, for a period of one (1), year which can be extended further for next one year with the mutual consent of both the parties up to maximum period of 3 years with the approval of competent authority.
- ii. The Canteen/Cafeteria with existing facilities/equipment will be handed over as is where is condition to the contractor. All additional facilities required for operating Canteen/Cafeteria will be procured and installed by the contractor at his own cost. Such additional equipment added by the contractor shall be taken back by the contractor on expiry of the contract period.

### **2. MINIMUM QUALIFICATION CRITERIA:**

The bidders should have;

- (i) at least three years' experience in running Canteen/Cafeteria in reputed organizations in the State of Mizoram. Copy of work order and experience certificate towards successful running of canteen/cafeteria as per the above condition from the organization concerned should be submitted along with tender.
- (ii) valid FSSAI, GST, PAN, Adhaar Card, AMC License, Voter ID. (Copy of relevant certificates should be submitted along with tender document).

## **INSTRUCTIONS TO THE TENDERERS**

2. The Tenderer is expected to examine all instructions, forms, terms and conditions etc. in the tender document. Failure to furnish any information or documentation required by the tender documents may result in the rejection of the tender.
3. Tender Notice & Document are also available at **www.ripans.ac.in**
4. Bids along with tender documents duly filled in, signed and sealed on all pages shall be submitted through physical mode only. RIPANS Authority may at its discretion extend the date and time for receipt of tenders.
5. Joint Ventures will not be considered for this tender.
6. The acceptance of a tender will rest with the RIPANS Authority who does not bind themselves to accept the highest tender and reserves to themselves the authority to reject any or all the tenders received without assigning any reason whatsoever.
7. The reserved price as **RENT** payable per month to RIPANS will be as follows:
  - (i) Staff & Public Canteen at the Hospital including Guest House - Rs. 5,000.00
  - (ii) General Shop/Cafeteria at the Hospital - Rs.3,000.00
  - (iii) General Canteen at the Academic Block – IV - Rs. 3,000.00

**Bidders must quote above the said reserved prices for Canteen/Cafeteria/General Shop.**

8. The tenderer shall complete all the Schedules with all the information called for therein and sign with the date and seal on all the pages of the Tender Document and the Schedules. Any Tender not so complete is liable to be rejected. The Tenderer should not submit their offer with any conditions/ counter conditions anywhere in the Tender Document. The conditional Tenders, if any, shall be considered as non-responsive and shall be summarily rejected.
9. The Tender should be written legibly and free from erasures and over writings or conversions of figures. Correction where unavoidable should be duly attested by the signature (s) of the Tenderer (s) with dates.
10. Non-refundable Tender Fee of Rs.1000.00 (Rupees One Thousand) has to be deposited through RTGS/Internet Banking in favor of the Director, RIPANS. E-Receipt should be submitted along with the technical bid. Failure to upload e-receipt will be considered non-responsive bid and will be summarily rejected.
11. **The Bank details for online payment of the Tender fee are as below:**

Name of Account Holder	Director RIPANS Earnest Money.
Name of Bank	Bank of Baroda
Bank Branch	RIPANS, Zembawak
Account Number	59130100002360
IFSC	BARB0RIPANS (fifth character is zero)

12. **Electricity Charges:** The successful bidder/contractor shall be liable for payment of all electricity charges corresponding to the actual consumption, as determined from the installed meter readings, and such payments shall be made on a monthly basis.

13. **Water Charges:** The contractor shall be liable to pay a fixed monthly charge of ₹500.00 (Rupees Five Hundred only) for water consumption. The water supply designated for kitchen purposes shall be used strictly for the intended purpose, and any misuse or diversion shall be treated as a violation of contract conditions.

#### 14. **OPENING OF THE TENDERS:**

**i. Bid Opening - Technical Bid(s)**

Technical Bid(s) shall be opened as per the date and time fixed in the schedule. If Bid submitted contains any deviation from the bid document, then the Bid will be rejected, and the Bidder will be informed accordingly.

**ii. Bid Opening - Price Bid**

The price bid of the technically qualified bidders only will be opened on the date intimated by RIPANS Authority. Price Bid(s) shall be for an amount more than the premium as mentioned at Sl. No. 06 above.

15. The tender shall remain valid and open for acceptance for 90 days from the last date fixed for receiving the same.

16. RIPANS will determine whether the tender is substantially responsive to the requirements of the "Tender Documents". For this clause, a substantially responsive tender is one which inter alia conforms to all the terms & conditions of the tender documents and technically suitable. The tenderer shall carefully submit all the documents as required under the tender, failing which the offer is liable to be treated as non-responsive.

#### 17. **DETERMINATION OF RESPONSIVENESS:**

The tender which does not satisfy the prequalification criteria shall summarily be rejected and shall not be considered for further evaluation. RIPANS will scrutinize the tenders to determine whether the tender is substantially responsive to the requirements of the tender documents.

18. Canvassing in connection with the tender is strictly prohibited and the tenders submitted by the contractors who resort to canvassing will be liable for rejection.

#### 19. **ACCEPTANCE OF TENDER:**

- (i) The successful bidder will be the one who quotes highest, over and above reserved price.
- (ii) The tenders that do not fulfil any of the above conditions or are incomplete in any respect are liable to be rejected.
- (iii) It is not binding on the Tender Evaluation Committee to accept the highest premium tender. The Tender Evaluation Committee reserves the right to accept any tender or to reject any tender or all tenders without assigning any reasons thereof and the bidder shall have no right whatsoever, to challenge the same.

- (iv) The Tender Evaluation Committee constituted for the purpose reserves the right to reject the tender on receipt or on the evaluation of those tenderers whose past performance has been found not satisfactory. The decision of the Tender Evaluation Committee in this respect shall be final.

## **20. AWARD OF CONTRACT:**

Subject to other satisfactions of tender conditions, the RIPANS shall award the contract to the tenderer whose offer has been determined to be the highest rate evaluated tender and is substantially responsive to the tender. However, RIPANS Authority does not bind to accept the Hi bid or any bid and reserves the right to reject all or any bid without assigning any reason whatsoever. RIPANS Authority reserves right to annul the bidding process at any time. without assigning any reasons thereof.

## **21. LETTER OF ACCEPTANCE (LOA):**

Before the expiration of the period of tender validity or extended validity, RIPANS will notify the successful tenderer, in writing, that his tender has been accepted. The contractor shall sign an agreement within 05 days of receipt of the LOA, and after submitting the Security Deposit. until a formal contract is prepared and executed, the notification of award and form of the tender shall constitute a binding contract. The contractor must commence the work within 05 days of receipt of the LOA. The contractor shall remit the security deposit within 05 days of receipt of LOA.

## **22. LANGUAGE OF THE TENDER:**

The tender submitted by the tenderer and all correspondence and documents relating to the tender exchanged by the tenderer and the RIPANS shall be written in ENGLISH LANGUAGE only. Any printed literature, other than in the English language shall be accompanied by an English translation, in which case for purpose of interpretation of the tender, the English translation shall govern.

## **23. SECURITY DEPOSIT:**

Amount of Security Deposit to be realized for the following;

- |      |   |                |
|------|---|----------------|
| i.   | Staff & Public Canteen at the Hospital      | -Rs.10,000.00  |
| ii.  | General Shop/Cafeteria at the Hospital      | - Rs. 7,000.00 |
| iii. | General Canteen at the Academic Block - IV. | - Rs. 7,000.00 |

Successful bidder should deposit Security Deposit in the form of direct payment through NEFT/RTGS in favor of Director, payable at Bank of Baroda, RIPANS Branch as interest-free Security Deposit for the proper fulfilment of the terms and conditions of the contract, immediately after the issue of LOA and before the execution of the agreement. Account details may be seen at SI.No. 10. Only on successful completion of the contract, the security deposit will be refunded to the Contractor without any interest whatsoever after deducting any amount due to RIPANS/ and or statutory payments due from the Contractor.

## **24. EXECUTION OF DOCUMENT:**

- (i) The tenderer shall be deemed to have full knowledge of all documents, the canteen/cafeteria premises, furniture, utensils and other infrastructure available in the canteen/cafeteria and the submission of a tender by a tenderer implies that he/she has read all the conditions and has made himself aware of the facilities available in the canteen/cafeteria and scope, specifications & other factors mentioned in the tender.
- (ii) The successful tenderer will be required to execute an agreement specified Annexure-II at his expense on non-judicial stamp paper approximate stamp value of Rs.200/-in the prescribed form for the due and proper fulfilment of the contract within 05 working days, on receipt of LOA and after submitting Security Deposit.
- (iii) In case the successful tenderer fails to deposit the security deposit and execute the necessary agreements within 05 working days from the date of receipt of letter of acceptance, RIPANS Authority would be entitled to terminate the contract and cancel the Order. In addition, RIPANS Authority will initiate action to suspend the Tenderer to participate in the Tenders invited by RIPANS Authority for a period of two years.
- (iv) The successful bidder shall deposit the rent amount quoted for Canteen/Cafeteria in the Price Bid, plus applicable GST, for one month in advance by way of NEFT/RTGS in favor of Director, RIPANS. The Premium is non-refundable.
- (v) **Maintenance Canteen premises and facilities:**

The furniture and fixtures like dining tables, chairs, exhaust fan, ceiling fans, tube lights, available in the canteen area will be provided on as is where is condition and without rental charges. However, the contractor will be responsible for their safe custody and upkeep of the items. The maintenance of the equipment/fixtures shall be carried out by the Contractor at his cost under intimation to the Canteen Managing Committee. RIPANS Authority will retain the ownership of the Canteen buildings, furniture, kitchen equipment and other fixtures etc. All the above-said equipment must be maintained well and in proper working condition at every time.

**PRICE BID FORMAT (MENU of items to be enclosed)**

Name of Bidder: \_\_\_\_\_

Address: \_\_\_\_\_

Contact details: \_\_\_\_\_

Monthly Rent Offered;

(i) Staff & Public Canteen at the Hospital - Rs. \_\_\_\_\_

(ii) General Shop/Cafeteria at the Hospital - Rs. \_\_\_\_\_

(iii) General Canteen at the Academic Block - IV - Rs. \_\_\_\_\_

GST (as applicable): \_\_\_\_\_

Total Amount Payable: \_\_\_\_\_

Signature of Bidder with Seal

Name: \_\_\_\_\_

Date: \_\_\_\_\_

## AGREEMENT FORMAT

This Agreement is made on this \_\_\_\_\_ day of \_\_\_\_\_ between RIPANS (First Party) AND \_\_\_\_\_ (Second Party).

1. The Second Party shall run the Canteen/Cafeteria/General Shop as per terms of the tender.
2. Duration: 1 year, extendable up to 3 years.
3. Monthly rent: Rs. \_\_\_\_\_ + GST.
4. Security Deposit:

(i) Rs. \_\_\_\_\_ (Staff & Public Canteen at the Hospital)

(ii) Rs. \_\_\_\_\_ (General Shop/Cafeteria at the Hospital)

(iii) Rs. \_\_\_\_\_ (General Canteen at the Academic Block - IV)

5. The contractor shall maintain hygiene and quality.

6. No subletting allowed

7. Either party may terminate with notice as per terms.

8. Termination:

(i) RIPANS reserves the right to terminate the contract at any time for breach of terms by giving 15 days' notice.

(ii) The contractor may terminate the agreement by giving 30 days' prior written notice.

(iii) Immediate termination may be affected in case of serious violations such as hygiene issues, illegal activities, or subletting.

9. Penalties:

(i) A penalty may be imposed for non-maintenance of hygiene, poor quality food, or overcharging.

(ii) Repeated violations may lead to deduction from the security deposit.

(iii) In severe cases, the contract may be terminated and the contractor blacklisted.

10. Dispute Resolution:

(i) Any dispute arising out of this agreement shall be resolved amicably between both parties.

(ii) In case of failure, the matter shall be referred to arbitration under the Arbitration and Conciliation Act.

(iii) The jurisdiction shall be Aizawl, Mizoram.

11. Force Majeure:

Neither party shall be held responsible for failure to perform obligations due to unforeseen circumstances such as natural disasters, war, or government restrictions.

12. Compliance with Laws:

The contractor shall comply with all applicable laws, rules, and regulations including food safety and labor laws.

**CHECKLIST**

Please tick (✓) the documents submitted:

- Technical Bid (**to be submitted in separate envelope**)
- Experience Certificate (3 years)
- FSSAI License
- GST Registration
- PAN Card
- Aadhaar Card
- AMC License
- Voter ID
- Signed Tender Document
- Annual Turnover Statement of last three FY duly signed by CA.
- Price Bid with Menu of items (**to be submitted in separate envelope**)
- Deed of Agreement
- E-Receipt of Tender Fee.

Name & Signature of Bidder: \_\_\_\_\_

Place: \_\_\_\_\_

Date: \_\_\_\_\_