



राष्ट्रीय होम्योपैथी मानसिक स्वास्थ्य अनुसंधान संस्थान  
**National Homoeopathy Research Institute in Mental Health**

केन्द्रीय होम्योपैथीअनुसंधानपरिषद्, नईदिल्ली  
(आयुषमंत्रालय, भारतसरकार)(CCRH, Ministry of AYUSH, Govt. of India)

सचिवोत्तमपुरम.पि .ओ,कोट्टायम,-686 532 (केरला)

Sachivothamapuram P.O., Kottayam-686 532 (Kerala)

ई.मेल/E.mail: crihktm@gmail.com वेबसाइट/Website:www.ccrhindia.nic.in, w.w.w.nhrimh.ac.in

टेलि./ Te1 : 0481 -2432238(कार्यालय /Off), 2436322(प्र.अधि/OIC), 2430519(अस्पताल/Hospital)फैक्स / Fax : 0481 -2432238

F.No.2-37/2021-22/NHRIMH/Ktm. 2439

Dated: 15.12.2021

**TENDER NOTICE FOR RUNNING OF CANTEEN**

Sealed tenders are hereby invited from reputed firms who are having minimum two years experience in running Canteens/ Hotels/ Restaurants/ Catering Services and are having licence of Food Safety & Standards Authority of India (FSSAI). for running canteen in the premises of National Homoeopathy Research Institute in Mental Health, Sachivothamapuram P.O, Kottayam, Kerala – 686532. The interested party may quote the rates in the letter pad of the firm as per format given at **Annexure – I**. The responsibility of the Institute and Vendor, and general terms and conditions of the tender are as follows:-

**(a) Responsibilities of the Institute**

- (i) The Canteen building will be rent free.
- (ii) Electrical fittings (Light, fan and exhaust fan) will be made available by the Institute.
- (iii) Maintenance of the building and fittings/fixtures will be the responsibility of the Institute.
- (iv) Electricity fixed charges only will be borne by the Institute.

**(b) Responsibilities of the Vendor**

- (i) Vendor should have necessary registration of FSSAI.
- (ii) The staff engaged should have Health Card issued by the concerned authority of the State/Central Govt. and should be made available for inspection by officials of Health Department. No such staff will be under the age of 18 years.
- (iii) The premises shall always be kept in clean and good hygienic and sanitary condition. The vendor has to carry out pest control and other treatment required for maintaining the hygienic condition at least once in every six months.
- (iv) To meet the short coming, if any found during the inspection by the State Health Dept./FSSAI.
- (v) Price list of each item should be displayed in bilingual.
- (vi) Good quality provisions, vegetables, fruits, meat, fish, milk from Milma, egg etc. should be used in the canteen.
- (vii) Furniture and utensils for functioning the canteen will be arranged by the vendor at their own cost.

- (viii) Stainless steel utensils and crockery of good quality approved by the Institute shall be used in the canteen by the vendor.
- (ix) The vendor will use only commercial L.P.G. Cylinder/ Biogas for the cooking and preparation of eatables and drinks. Under no circumstances, they will be permitted to use kerosene oil, wood or any other fuel which emits smoke and bad odour.
- (x) The vendor should take adequate precautions against fire hazards and necessary pollution control measures.
- (xi) The vendor will have to provide proper uniforms to the canteen staff.
- (xii) Payment of wages/salaries of the canteen staff as per the requirement of Laws/Act applicable in the State of Kerala.
- (xiii) The vendor will, at all times, ensure disciplined, decent and courteous behaviour by their staff while they remain in canteen premises.
- (xiv) No liquor, cigarette or any other intoxicating items will be used by the canteen staff nor will such items be sold.
- (xv) Electricity charges will have to be borne by the vendor except the fixed charges.
- (xvi) Water will have to be arranged by the vendor at their own cost.
- (xvii) Canteen waste should not be dumped in the Institute premises. Proper hygiene and sanitation should be maintained in the canteen. The vendor should have to make arrangement for waste disposal.
- (xviii) The vendor should ensure that the food waste is disposed off in a hygienic way and is not drained into the sewage tank along with waste water so as to avoid the blockage.
- (xix) No alternations or modifications in the premises provided for running the canteen will be carried out by the vendor.

**(c) General Terms and Conditions**

- (i) Working hours of canteen will be from 7.00 AM to 8.00 PM on all days including Sundays. No canteen staff will stay back in canteen premises after 10.00 P.M.
- (ii) Room service of tea/coffee/snacks/food etc. should be provided to the staff of the Institute as and when required.
- (iii) EMD amount of Rs. 10,000/- (Rupees ten thousand only) shall be deposited along with the tender by way of demand draft in favour of Officer Incharge, National Homoeopathy Research Institute in Mental Health, Kottayam payable at SBI, Chingavanam.
- (iv) The vendor has to execute an agreement in the prescribed form after the contract is awarded.
- (v) The contract shall be binding for one year, which shall be extended for a maximum period of three years on agreed upon mutually, subject to satisfactory performance of the vendor.



- (vi) The contract can be terminated by either party on three month's clear notice.
- (vii) The quality of the food/coffee/tea/snacks etc. being provided by the canteen will be assessed by a duly constituted committee of the employees of the Institute and continuity of the canteen with the vendor will be subject to the report of such committee.
- (viii) The rate shall be valid for one year and can be enhanced/ reduced subject to fluctuation in the market rate which shall be mutually agreed upon.
- (ix) Besides the items mentioned in Annexure-I, packed/ canned foods (ready to serve foods) like, cup noodles, biscuits, fruit juices, bakery items like cake, bread, sweets, packed snacks, etc. can be stocked in the canteen and sold as per MRP/ market rate. No items other than these will be sold in the canteen, without approval of the Institute.
- (x) Taking the cooked food from the canteen for use outside the Institute is not allowed.
- (xi) The complaint of the service being provided by the vendor shall be reported to the Officer Incharge, which shall be examined by the same committee as mentioned in sub-para (c) (vii) duly constituted for the purpose and remedial measures so recommended will be initiated by the Officer Incharge. For this purpose a complaint box has been installed in the canteen.
- (xii) For the settlement of the dispute between the Institute and vendor, the jurisdiction of Court shall be at Kottayam, Kerala only.
- (xiii) The Institute shall not be responsible for any dispute whichever between the vendor and the staff employed by him.

The tender notice is posted in the website of the Institute [https:// w.w.w. nhrimh.ac.in](https://w.w.w.nhrimh.ac.in) for downloading. Clarifications, if any with regard to tender submission may be sought well in advance.

The tender along with demand draft for EMD, copy of FSSAI licence and proof of experience should reach the undersigned in a sealed cover superscribing "**Tender for Running of Canteen Services**" latest by 2.00 PM on 10.01.2022 by Regd. /Speed post or drop in the tender box placed near the Office of the Officer Incharge. Late tenders will not be accepted. The received tenders will be opened on at 2.30 PM on the same day. The undersigned reserves the right to accept or reject part or whole of the tender without assigning any reason(s) whatsoever.

*BS Raja Kumar 15/1/22*  
Dr. B.S.J. Raja Kumar  
Officer Incharge

**NATIONAL HOMOEOPATHY RESEARCH INSTITUTE IN MENTAL HEALTH, KOTTAYAM**  
**APPROVED LIST OF ITEMS TO BE SERVED IN NHRIMH, CANTEEN**

Sl.No	Name of Items	Quantity	Rate (in Rs.)	
			Rate for public	Rate for Staff
<b><u>Tea/Coffee/Milk</u></b>				
1.	Tea	120 ml		
2.	Special Tea	120 ml		
3.	Black Tea	120 ml		
4.	Coffee – Ordinary (Black Coffee)	120 ml		
5.	Coffee- Bru	120 ml		
6.	Nescafe	120 ml		
7.	Milk	120 ml		
8.	Green Tea	120 ml		
<b><u>Snacks</u></b>				
9.	Uzhunnu Vada	50 gms		
10.	Banana Fry (Pazhampori)	50 gms		
11.	Parippu Vada	50 gms		
12.	Onion(Ulli)Vada	50 gms		
13.	Hotel cake	50 gms		
14.	Samosa (Veg)	50 gms		
15.	Samosa (Non veg)	50 gms		
16.	Puffs (Veg)	100 gms		
17.	Puffs ( Non Veg)	100 gms		
18.	Puffs (Egg)	50 gms		
19.	Potato Bonda	50 gms		
20.	Wheat Bonda	50 gms		
21.	Cutlet (Non Veg)	50 gms		
22.	Cutlet (Veg)	50 gms		
23.	Madaksan (Boli)	50 gms		
24.	Neyyappam	50 gms		
25.	Unniappam	50 gms		
<b><u>Breakfast(Veg) &amp; (Non Veg)</u></b>				
26.	Idli	50 gms		
27.	Appam	75 gms		
28.	Uthappam (Onion + Tomato)	100 gms		
29.	Vattayappam	75 gms		
30.	Dosa plain with chutney / sambar	75 gms		
31.	Masala Dosa	150 gms		
32.	Ghee dosa	150 gms		
33.	Poori (3 nos)with vegetable curry	200 gms		
34.	Chappathi – hand made (3 Nos) & Potato curry	150 gms		
35.	Parotta (3 Nos) & Potato curry	150 gms		
36.	Puttu	150 gms		
37.	Idiappam	100 gms		
38.	Ada with Jaggery	100 gms		
39.	Uppu mavu (Rava)	200 gms		
40.	Bread butter (4 slice)	50 gms		
41.	Bread Jam (4 slice)	50 gms		
42.	Bread omelette (Single)	100 gms		
43.	Bread omelette (Double)	150 gms		
44.	Cornflakes with milk	150 ml		



45.	Sandwich (Veg)	100 gms		
<b>Lunch/ Dinner</b>				
46.	Veg Meals (with Rice, sambar, aviyal, pickle, thoran, pulissey, butter milk, rasam, pappadam)	700 gms		
47.	Non veg Meals with fish curry ( with rice, sambar, aviyal, pickle, thoran, pulissey and fish curry)	700 gms		
48.	North Indian Meals (With well cooked raw rice-250 gms, Poori or chappathi-03 Nos, Dal curry (red gram) without coconut, Mixed vegetable curry ,rasam, Salad (Tomato & Onion), Pickle, Pappad-01 No.)	700 gms		
49.	Chicken Biryani	700 gms		
50.	Veg. Biryani	700 gms		
<b>Non-Vegetarian</b>				
51.	Fish Curry	100 gms		
52.	Fish Fry	100 gms		
53.	Egg Curry with one egg	100 gms		
54.	Chicken Curry	150 gms		
55.	Chicken Fry	150 gms		
56.	Beef Curry	150gms		
57.	Beef Fry	150 gms		
58.	Neymeen fry	75 gms		
59.	Egg boiled	1 No.		
60.	Bulls eye (1 Egg)	1 No.		
61.	Omlettee(1 Egg)	1 No.		
<b>Vegetarian</b>				
62.	Kadala Curry	100 gms		
63.	Mixed Vegetable Curry	100 gms		
64.	Gobi Manjurian	100 gms		
65.	Green Peace curry	100 gms		
66.	Paneer Kadai	100 gms		
67.	Paneer tikka masala	100 gms		
68.	Tapioca boiled with chutney	150 gms		
69.	Tapioca cooked with Masala	150 gms		
70.	Green gram boiled	150 gms		
71.	Curd	100 gms		
72.	Banana	1 No.		
73.	Banana boiledp	1 No.		
74.	Palayankodan Pazham	1 No.		
75.	Poovan Pazham	1 No.		
76.	Payasam	150 ml		
77.	Fruit Salad with ice cream(1 scoop)	150 gms		
78.	Green salad	150 gms		
<b>Drinks</b>				
79.	Fresh Lemon Juice	200 ml		
80.	Fruit Juice (Seasonal)	200 ml		
81.	Mineral water	1 Ltr		
82.	Mineral water	500 ml		

B.S. Rajakumar  
15/12/24

प्रभारी अधिकारी

/ OFFICER IN CHARGE

रा हो मा स्वा अ सं / NHRIMH

कोट्टयम- KOTTAYAM