

बिहार सरकार

GOVERNMENT OF BIHAR

Office of the Resident Commissioner, Bihar Bhawan, New Delhi

Tender Document for providing comprehensive catering services at the Khelo India Youth Games 2025 venues in Delhi.

Issue Date: 22.04.2025

Last Date for Submission of Bids: 29.04.2025

1. Introduction

The Resident Commissioner, Bihar Bhawan, New Delhi, invites sealed tenders from eligible bidders for providing comprehensive catering services at the Khelo India Youth Games 2025 venues in Delhi.

The venues and scope of services are as follows:


- Indira Gandhi Stadium Complex (Cycling, Gymnastics): Breakfast, Lunch, Refreshments for athletes at venue and VVIP/VIP lounge, Evening Snacks and Dinner at the venue.
- Dr. Karni Singh Shooting Range (Shooting): Breakfast, Lunch, Refreshments for athletes at venue and VVIP/VIP lounge, Evening Snacks and Dinner at the venue.

2. Scope of Work

The selected bidder shall be responsible for providing high-quality catering services as per the following:

2.1 Karni Singh Shooting Range

- Breakfast: Nutritious and varied menu for athletes as annexed (Annexure-II). Nutritious and varied menu for Support Staff, Volunteers, Media personnel and Workforce.
- Lunch: Balanced meal, including vegetarian and non-vegetarian options for athletes as annexed (Annexure-II). Nutritious and varied menu for Support Staff, Technical Official, VVIP/VIPs, CM, Volunteers, SSVs Media personnel and Workforce.
- Evening Snacks (Hi-tea): Healthy snacks, tea/coffee as annexed (Annexure- II) for athletes, SS, TOs, CM, VVIP/VIP, Media Personnel.
- Dinner: Wholesome meal, including vegetarian and non-vegetarian options for athletes as annexed (Annexure-II). Nutritious and varied menu for Support Staff, Technical Official, VVIP/VIPs, CM, Volunteers, SSVs Media personnel and Workforce.
- Refreshments at venue and VVIP/VIP lounge: Running Tea/Coffee with attendants. Counters with attendant-staffed vending machines.


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- Bottled Water (250ml) for Athletes, SS, and TOs at Field of play (FOP) and water stations for Spectators, athletes, SS and others at identified locations as per requirement.

Dr. Karni Singh Shooting Range			
Breakfast	Lunch	Snacks	Dinner
Venue	Venue	Venue	Venue
Athletes +SS+Volunteers+SS Vs+Media+Workforce	Athletes+SS+CM+TO+Media+VVIP/ VIPs+Volunteers+SSVs+Workforce	Athletes+SS+CM+TO+Media+ VVIP/VIPs+Volunteers+SSVs	Athletes+SS+Volunte ers+SSVs+Workforce


Acronyms: SS: Support Staff; SSVs: Sport Specific Volunteers; CM: Competition Manager; TO: Technical Officials

2.2 Indira Gandhi Stadium Complex

- Breakfast: Nutritious and varied menu for volunteers, media personnel and workforce.
- Lunch: Balanced meal, including vegetarian and non-vegetarian options for athletes as annexed (Annexure-II). Nutritious and varied menu for Support Staff, Technical Official, VVIP/VIPs, CM, Volunteers, SSVs Media personnel and Workforce.
- Evening Snacks (Hi-tea): Healthy snacks, tea/coffee as annexed (Annexure- II) for athletes, SS, TOs, CM, VVIP/VIP, Media Personnel.
- Dinner: Nutritious and varied menu for volunteers, media personnel and workforce.
- Refreshments at venue and VVIP/VIP lounge: Running Tea/Coffee with attendants. Counters with attendant-staffed vending machines.
- Bottled Water (250ml) for Athletes, SS, and TOs at Field of play (FOP) and water stations for Spectators, athletes, SS and others at identified locations as per requirement.

Indira Gandhi Stadium Complex			
Breakfast	Lunch	Snacks	Dinner
Venue	Venue	Venue	Venue
Volunteers+SSVs+ Media+Workforce	Athletes+SS+CM+TO+Media+VVIP/V IPs+Volunteers+SSVs+Workforce	Athletes+SS+CM+TO+Media+V VIP/VIPs+Volunteers+SSVs	Volunteers+SSVs+ Media+Workforce

Acronyms: SS: Support Staff; SSVs: Sport Specific Volunteers; CM: Competition Manager; TO: Technical Officials


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2.3 General Requirements

- The service period will commence one day before the start of the event and continue until one day after the conclusion of the event.
- All meals shall be served buffet-style at designated venue service areas and the caterer will ensure the setup of Temporary kitchen and Buffet setup in an air-conditioned German Hangers.
- The caterer shall ensure compliance with all applicable food safety and hygiene standards.

3. Food Quality and Hygiene

- The bidder must possess a valid FSSAI license and adhere to all provisions of the Food Safety & Standards Act.
- Separate cooking and serving arrangements for vegetarian and non-vegetarian food are mandatory.
- The bidder shall maintain the highest standards of cleanliness and hygiene in the kitchen, serving areas, and all related facilities. This includes regular pest control and daily sanitization of all equipment and service areas.

4. Manpower and Supervision

- The bidder shall deploy an adequate number of well-trained and experienced staff to ensure efficient and timely service delivery.
- A minimum of one on-site catering supervisor per venue is required.
- All staff shall wear clean, branded uniforms, along with necessary protective gear such as gloves and headgear.
- The bidder shall provide a 24x7 help desk at each venue to address any issues related to meal service and coordination. The help desk shall be staffed in rotating 8-hour shifts.


5. Waste Management

- The bidder shall be responsible for the proper segregation of waste (wet and dry) at the source.
- The segregated waste shall be disposed in liaisoning with the designated authorized disposal agency as per the applicable rules and regulations.

6. Reporting Requirements

- The bidder shall submit a daily forecast of meal requirements by 10:00 AM for the following day's services.
- The bidder shall provide daily reports on any incidents and the actual consumption of food and beverages.

7. Eligibility Criteria


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Bidders must meet the following minimum eligibility criteria:

- **Experience:** The bidder must have a minimum of 10 years of experience in providing large-scale catering services, including experience in catering for Government events or similar large public gatherings.
- **Turnover:** The bidder must have an average annual turnover of 15 Crores in the last three audited financial years.
- **Past Projects:** The bidder must have successfully completed at least one catering contract of 1 Crore or more in the past five years.
- **Certifications:** The bidder must possess a valid FSSAI license, GST registration, and company incorporation certificate.
- **Key Personnel:** The bidder must have a Catering Head with a minimum qualification of a Bachelor's degree and at least 5 years of senior-level experience in catering operations.

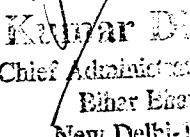
8. Bid Submission Process

- Bidders are required to submit their bids in sealed envelopes to the address mentioned below:
Chief Administrative Officer, Bihar Bhawan, 5- Kautilya Marga, Chanakyapuri, New Delhi
- The bid shall comprise of two parts:
 - **Technical Bid:** This bid shall include the company profile, all documents pertaining to the eligibility criteria, a detailed staff deployment plan, and copies of relevant past work orders.
 - **Financial Bid:** This bid shall include the rate schedule as per Annexure I.

9. Bid Evaluation

Proposals will be evaluated on a Quality and Cost Based Selection (QCBS) basis, with the following weighting:

Parameter	Weightage
Technical Capability & prior experience of doing the same nature of work	40%
Deployment Plan & Staffing Strategy	30%
Financial Proposal (L1 receives maximum score)	30%


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10. Financial Bid Schedule (Annexure I)

A. Rate of consumable items to be served at the venue/hostels

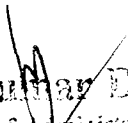
S.No	Item	Unit	Rate (INR)
1	Breakfast	Per person/day	
2	Lunch	Per person/day	
3	Evening Snacks	Per person/day	
4	Dinner	Per person/day	
5	Refreshment at VVIP/VIP lounge	Per person	
6	Refreshment at Venue	Per person	

B. Rate of non-consumable items

Sl. No.	Item	Rate	Remarks
1	Temporary Kitchen Setup (Karni Singh Shooting Range)		
2	Temporary Kitchen Setup (Indira Gandhi Indoor Stadium)		
3	Buffet Setup-Air Conditioned German Hanger Tent (Karni Singh Shooting Range)		
4	Buffet Setup- Air Conditioner German Hanger tent (India Gandhi Indoor Stadium)		

11. Terms and Conditions

- **Earnest Money Deposit (EMD):** Bidders are required to submit an EMD of ₹2 Lakh in the form of a Demand Draft/Bank Guarantee, payable to Chief Administrative Officer, Bihar Bhawan. The EMD shall be refundable for unsuccessful bidders.


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- **Performance Security:** The successful bidder shall be required to provide a Performance Bank Guarantee equivalent to 5% of the contract value. The Performance Bank Guarantee shall remain valid for a period of 60 days beyond the completion of the event.
- **Payment Terms:** 100% of the payment shall be made within 30 days of the submission of the invoice, subject to verification of the services provided.
- **Penalties:** The following penalties shall be applicable for non-compliance with the terms and conditions of the contract:
 - Late delivery of services: 4,000 per instance.
 - Non-compliance with food quality and hygiene standards: Deduction of up to 10% from the bill.
 - Downtime of the help desk: 5,000 per hour.
 - Non-compliance with any of the clause of this tender document: 2,000 per instance

12. Queries and Amendments


- Bidders may submit their pre-bid queries in writing to the address mentioned above by 25.04.2025.
- Any amendments to the tender document shall be published in the same newspapers as the original tender notice.

13. Important Dates

S.No	Event	Date
1	Last Date and Time for Submission of Bids	29.04.2025 @3:00 PM
2	Date and Time of Opening of Technical Bids	29.04.2025 @4:00PM
4	Date of Opening of Financial Bids	30.04.2025
5	Date of Award of Contract	01.05.2025

14. Other Terms and Conditions

- The rates quoted by the bidder shall be inclusive of all applicable taxes, duties, and levies.
- The bidder shall be solely responsible for obtaining all necessary licenses and permits required for providing catering services.


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- The bidder shall ensure that all food items are prepared and served in a hygienic manner, adhering to the highest standards of food safety.
- The bidder shall be responsible for the proper and environmentally sound disposal of all waste generated during the provision of catering services.
- The Resident Commissioner, Bihar Bhawan, reserves the right to accept or reject any or all bids without assigning any reason whatsoever.
- The successful bidder shall be required to execute a formal contract agreement with the Chief Administrative Officer, Bihar Bhawan, prior to the commencement of services.
- The tender shall be governed by the prevailing laws of Bihar and Bihar Financial Rules.


Annexure-II

Tentative Weekly Menu

KIYG Cycling Menu (04-09 May, 2025)

LUNCH

Day 1	Day 2	Day 3	Day 4	Day 5	Day 6	Day 7
Salad	Salad	Salad	Salad	Salad	Salad	Salad
Curd, Chaas	Curd, Chaas	Curd, Chaas	Curd, Chaas	Curd, Chaas	Curd, Chaas	Curd, Chaas
Assorted Indian Breads with atleast 1 millet based bread	Assorted Indian Breads with atleast 1 millet based bread	Assorted Indian Breads with atleast 1 millet based bread	Assorted Indian Breads with atleast 1 millet based bread	Assorted Indian Breads with atleast 1 millet based bread	Assorted Indian Breads with atleast 1 millet based bread	Assorted Indian Breads, Litti Chuka and dal bhati
Papad	Papad	Papad	Papad	Papad	Papad	Papad
Rice	Rice	Rice	Rice	Rice	Rice,	Rice
Dal Makhani	Pindi Chole	Dal Fry	Moong Dal	Dal Panchratna	Kadhi Badi	Rajma
Peas Pulav	Vegetable Pulav	Corn&Onion Pulav	Tomato Rice	Vegetable Pulav	Veg Dam Pulav	MethiPulav


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Paneer Lababdar	Paneer Kofta Gravy	Paneer Khurchan	Malai Paneer	Paneer Butter masala	Paneer Tikka Masala	Paneer Do Payaza
Chicken Masala	Chicken Green Masala	Butter Chicken	Machi Jol	Kadhai Chicken	Lemon Chicken	Fish Curry
Boiled Chicken	Boiled Chicken	Boiled Chicken	Boiled Chicken	Boiled Chicken	Boiled Chicken	Boiled Chicken
Moong dal Halwa	Balushahi	Shahi Tukda	Sabudana Kheer	Malpuha	Besan Halwa	Lauki Halwa

KIYG Cycling Menu (04-09 May, 2025)


HI-TEA

Day 1	Day 2	Day 3	Day 4	Day 5	Day 6	Day 7
Tea	Tea	Tea	Tea	Tea	Tea	Tea
Coffee	Coffee	Coffee	Coffee	Coffee	Coffee	Coffee
Samosa	Dhokla	Moong dal Bhajiya	Dahi vada	Veg Cutlet	Fried Idli	Wheat Momo
Veg /Egg Sandwich	Veg /Egg Sandwich	Veg /Egg Sandwich	Veg /Egg Sandwich	Veg /Egg Sandwich	Veg /Egg Sandwich	Veg /Egg Sandwich
Muffins	Tea Cake	Millet Cookies	Muffins	Tea Cake	Millet Cookies	Tea Cake
Juice	Juice	Juice	Juice	Juice	Juice	Juice

KIYG Gymnastics Menu (08-15 May, 2025)

LUNCH

Day 1	Day 2	Day 3	Day 4	Day 5	Day 6	Day 7
Salad	Salad	Salad	Salad	Salad	Salad	Salad
Curd, Chaas	Curd, Chaas	Curd, Chaas	Curd, Chaas	Curd, Chaas	Curd, Chaas	Curd, Chaas



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Assorted Indian Breads with atleast 1 millet based bread	Assorted Indian Breads with atleast 1 millet based bread	Assorted Indian Breads, Litti Chuka and dal bhati	Assorted Indian Breads with atleast 1 millet based bread	Assorted Indian Breads with atleast 1 millet based bread	Assorted Indian Breads with atleast 1 millet based bread	Assorted Indian Breads with atleast 1 millet based bread
Papad	Papad	Papad	Papad	Papad	Papad	Papad
Rice,	Rice	Rice	Rice	Rice	Rice	Rice
Kadhi Badi	Pindi Chole	Rajma	Dal Makhani	Dal Panchratna	Dal Fry	Moong Dal
Veg Dam Pulav	Vegetable Pulav	MethiPulav	Peas Pulav	Vegetable Pulav	Corn&Onion Pulav	Tomato Rice
Paneer Tikka Masala	Paneer Kofta Gravy	Paneer Do Payaza	Paneer Lababdar	Paneer Butter masala	Paneer Khurchan	Malai Paneer
Lemon Chicken	Chicken Green Masala	Fish Curry	Chicken Masala	Kadhai Chicken	Butter Chicken	Machi Jol
Boiled Chicken	Boiled Chicken	Boiled Chicken	Boiled Chicken	Boiled Chicken	Boiled Chicken	Boiled Chicken
Besan Halwa	Balushahi	Lauki Halwa	Moong dal Halwa	Malpuha	Shahi Tukda	Sabudana Kheer

KIYG Gymnastics Menu (08-15 May, 2025)

HI-TEA

Day 1	Day 2	Day 3	Day 4	Day 5	Day 6	Day 7
Tea	Tea	Tea	Tea	Tea	Tea	Tea
Coffee	Coffee	Coffee	Coffee	Coffee	Coffee	Coffee
Veg Cutlet	Dhokla	Fried Idli	Samosa	Moong dal Bhajiya	Dahi vada	Wheat Momo
Veg /Egg Sandwich	Veg /Egg Sandwich	Veg /Egg Sandwich	Veg /Egg Sandwich	Veg /Egg Sandwich	Veg /Egg Sandwich	Veg /Egg Sandwich
Tea Cake	Tea Cake	Millet Cookies	Muffins	Millet Cookies	Muffins	Tea Cake
Juice	Juice	Juice	Juice	Juice	Juice	Juice


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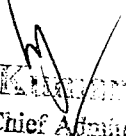
KIYG Shooting Menu (03-11, May 2025)

BREAKFAST

Day 1	Day 2	Day 3	Day 4	Day 5	Day 6	Day 7
Veg. vermicilli	Vegetable Upma	Vegetable Poha with Peanuts	Sattu Paratha	Veg. masala oats	Idli With Coconut Chutney	Dal pitha, green chutney
Chana Ghugni	Chana Ghugni	Paneer Bhurji	Paneer Bhurji	Saute Paneer with veggies	Saute Paneer	Tossed Panner
Boiled Eggs & Egg Sandwich	Boiled Eggs & Egg Sandwich	Boiled Eggs & Egg Sandwich	Boiled Eggs & Egg Sandwich	Boiled Eggs & Egg Sandwich	Boiled Eggs & Egg Sandwich	Boiled Eggs & Egg Sandwich
Curd	Curd	Curd	Curd	Curd	Curd	Curd
Tea	Tea	Tea	Tea	Tea	Tea	Tea
Coffee	Coffee	Coffee	Coffee	Coffee	Coffee	Coffee
Milk	Milk	Milk	Milk	Milk	Milk	Milk
Bread/ Multi-Grain Bread	Bread/ Multi-Grain Bread	Bread/ Multi-Grain Bread	Bread/ Multi-Grain Bread	Bread/ Multi-Grain Bread	Bread/ Multi-Grain Bread,	Bread/ Multi-Grain Bread
Butter	Butter	Butter	Butter	Butter	Butter	Butter
Jam	Jam	Jam	Jam	Jam	Jam	Jam
Bournvita a	Bournvita,	Bournvita	Bournvita	Bournvita	Bournvita	Bournvita
Whole Fruit	Whole Fruit	Whole Fruit	Whole Fruit	Whole Fruit	Whole Fruit	Whole Fruit
Fruit Juice	Fruit Juice	Fruit Juice	Fruit Juice	Fruit Juice	Fruit Juice	Fruit Juice

LUNCH

Day 1	Day 2	Day 3	Day 4	Day 5	Day 6	Day 7
Salad	Salad	Salad	Salad	Salad	Salad	Salad
Curd, Chaas	Curd, Chaas	Curd, Chaas	Curd, Chaas	Curd, Chaas	Curd, Chaas	Curd, Chaas


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Assorted Indian Breads with atleast 1 millet based bread	Assorted Indian Breads with atleast 1 millet based bread	Assorted Indian Breads with atleast 1 millet based bread	Assorted Indian Breads with atleast 1 millet based bread	Assorted Indian Breads with atleast 1 millet based bread	Assorted Indian Breads with atleast 1 millet based bread	Assorted Indian Breads, Litti Chuka and dal bhati
Papad	Papad	Papad	Papad	Papad	Papad	Papad
Rice	Rice	Rice,	Rice	Rice	Rice	Rice
Pindi Chole	Dal Makhani	Kadhi Badi	Moong Dal	Dal Panchratna	Dal Fry	Rajma
Vegetable Pulav	Peas Pulav	Veg Dam Pulav	Tomato Rice	Vegetable Pulav	Corn&OnionPulav	MethiPulav
Paneer Kofta Gravy	Paneer Lababdar	Paneer Tikka Masala	Malai Paneer	Paneer Butter masala	Paneer Khurchan	Paneer Do Payaza
Chicken Green Masala	Chicken Masala	Lemon Chicken	Machi Jol	Kadhai Chicken	Butter Chicken	Fish Curry
Boiled Chicken	Boiled Chicken	Boiled Chicken	Boiled Chicken	Boiled Chicken	Boiled Chicken	Boiled Chicken
Balushahi	Moong dal Halwa	Besan Halwa	Sabudana Kheer	Malpuha	Shahi Tukda	Lauki Halwa

KIYG Shooting Menu (03-11, May 2025)

HI-TEA


Day 1	Day 2	Day 3	Day 4	Day 5	Day 6	Day 7
Tea	Tea	Tea	Tea	Tea	Tea	Tea
Coffee	Coffee	Coffee	Coffee	Coffee	Coffee	Coffee
Dahi vada	Moong dal Bhajiya	Wheat Momo	Samosa	Fried Idli	Dhokla	Veg Cutlet
Veg /Egg Sandwich	Veg /Egg Sandwich	Veg /Egg Sandwich	Veg /Egg Sandwich	Veg /Egg Sandwich	Veg /Egg Sandwich	Veg /Egg Sandwich
Muffins	Millet Cookies	Tea Cake	Muffins	Millet Cookies	Tea Cake	Tea Cake
Juice	Juice	Juice	Juice	Juice	Juice	Juice

DINNER

Day 1	Day 2	Day 3	Day 4	Day 5	Day 6	Day 7
Salad	Salad	Salad	Salad	Salad	Salad	Salad

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Curd	Curd	Curd	Curd	Curd	Curd	Curd
Basmati Rice	Basmati Rice	Basmati Rice	Basmati Rice	Basmati Rice	Basmati Rice	Basmati Rice
Papad	Papad	Papad	Papad	Papad	Papad	Papad
Pickle	Pickle	Pickle	Pickle	Pickle	Pickle	Pickle
Assorted Indian Breads	Assorted Indian Breads	Assorted Indian Breads	Assorted Indian Breads	Assorted Indian Breads	Assorted Indian Breads	Assorted Indian Breads
Kashmiri Pulao	Veg Dam Pulav	Palak Pulav	Corn&Onion Pulav	Peas Pulav	Lemon Pulav	Vegetable Pulav
Paneer methi Malai	Palak Paneer	Kadai Paneer	Paneer Jalfrezi	Matar Paneer	Paneer Do Payaza	Paneer Pasanda
Chicken Do Pyaza	Afghani Chicken	Palak Chicken	Coriander Chicken	Chicken Saagwala	Chicken Chettinad	Chicken Korma
Moong Dal	Dal Makhni	Chana dal	Moth dal	Chana-urad dal	Masoor Dhal	Dal Tadka
Boiled Chicken	Boiled Chicken	Boiled Chicken	Boiled Chicken	Boiled Chicken	Boiled Chicken	Boiled Chicken
Millet Kheer	Ice Cream	Ice Cream	Jalebi With Rabri	Gulab Jamun	Rice Kheer	Fruit Custard


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