

SAINIK SCHOOL IMPHAL, MANIPUR
TENDER/CONTRACT NOTICE: 2026-27

1. The Principal, Sainik School Imphal invites sealed tenders from reputed Firms/Contractors/Company for the following contracts: -

NAME OF TENDER/CONTRACT	EARNEST MONEY	OPENING DATE & TIME	CONTRACT PERIOD
Running of School Cafeteria: 2026-27	Rs.40,350/-	06 Apr 2026 at 1130 hrs	01 May 26 to 30 Apr 27

2. Tender form duly completed in all aspects can be sent by post for outstation bidders and local bidders can drop in the tender box placed in the School Main Gate till 1300 hrs on all working days. Tender form should be properly sealed and duly marked **“TENDER FOR RUNNING OF SCHOOL CAFETERIA FOR THE YEAR 2026-27” ON TOP OF THE ENVELOPE**. The school will not be responsible for postal delays.

3. Tender forms along with Terms & Conditions and respective appendices can be obtained from QM Section on payment of **Rs.5,000/-** with effect from 16 Mar 2026 onwards from 1000 hrs and will be closed on 04 Apr 2026 at 1300 hrs. Tender forms can also be downloaded from the school website, www.ssimphal.nic.in and the same should be deposited with a DD of Rs.5,000/- as cost of Tender Form along with Earnest Money in the form of Demand Draft drawn in favor of “The Principal, Sainik School Imphal” payable at Imphal.

4. No local/outstation cheque or cash will be accepted for Earnest Money.

5. The Principal, Sainik School Imphal, reserves the right to reject or accept any or all the tenders or accept them in parts or reject the lowest tender without assigning any reasons. Awarding of part tenders will be discouraged for administrative conveniences and EMD will be refunded in due time. Also, the Principal, Sainik School Imphal reserves the right to extend the tender by 1-2 months subject to satisfactory services provided by the Vendor & after the admin approval.

TENDER FORM

SI No. _____

Cost of Tender Form: Rs.5,000/-

(With School Round Stamp)

(DD for Rs.5,000/- to be attached for downloaded forms)

SAINIK SCHOOL IMPHAL TENDER FOR RUNNING OF SCHOOL CAFETERIA IN SAINIK SCHOOL IMPHAL FOR THE YEAR 2026-27

1. Tender for Supply/Services of :
2. Name of Firm/Agency/Supplier/Contractor :
3. Full Address of the Firm/Agency/Supplier/
Contractor with Pin Code :
4. Telephone/Mobile No. :
5. Earnest Money Amount :
6. Demand Draft No. :
7. Date of DD :
8. Name of the issuing Bank :
9. Firm Registration No. :
10. GST No. :
11. Aadhar Card No. :
12. PAN No. :
13. Copy of FSSAI cert & No. :

14. **Key points to be acknowledged by the respective bidders:**

- (a) Terms and Conditions of the Contract should be read properly before filling up the Tender Form.
- (b) Incomplete Tender Form will not be entertained and no further consideration will be done on the subject.
- (c) Tender Form will be summarily rejected in case required documents as per the Terms and Conditions are not attached.
- (d) Rates are to be quoted in Rupees for each item and should be inclusive of all eligible taxes.

(e) Tenderer will give an undertaking in the form of signing the tender form that no representation in view of the rejection of their tenders by the Board of Officers will be represented in any department or Court of Law of this country. The decision of the Board of Officers will be considered as full and final and the tenderer will agree to that.

(f) The Principal reserves the right to accept or reject any or all tenders without assigning any reasons.

Signature of Supplier/Contractor or
Authorized signatory of the Firm/Agency

Signature with Stamp:

Name of the Firm:

.....

Address:

.....

Date: _____

Place: _____

GENERAL TERMS AND CONDITIONS

1. The tender document is not transferable. The complete terms & conditions need to be read by the Tenderer prior to sending/dropping the filled tender form. The sealed tenders must reach the Principal/Administrative Officer, Sainik School Imphal, Manipur on or before 1300 hr on 04 Apr 2026. All local bidders may drop their filled tender forms in Tender Box within the stipulated time. If sending by post, tenders received late will not be considered.
2. This form, in original, should be duly filled up and complete in all aspects in legible handwriting and signed by the tenderer/authorized signatory of the firm. The sealed envelope should be duly super subscribed **“TENDER FOR RUNNING OF SCHOOL CAFETERIA FOR THE YEAR 2026-27”**.
3. **The period of contract will be from 01 May 2026 to 30 Apr 2027 and may be extended further by mutual agreement for three months.**
4. A sum of Rs.40,350/- (Rupees Forty Thousand Three Hundred Fifty only) as Earnest Money Deposit (EMD) in the form of Demand Draft drawn in favour of “Principal, Sainik School Imphal and tenders received without the same will be rejected.
5. The tenders will be opened by the tender opening committee as detailed for the same on the date and time given in the tender form in the presence of those tenderers present.
6. Earnest Money of unsuccessful Tenderers will be refunded within 30 days from the date of opening of the tender or after finalization of the tender whichever is later. No queries/requests will be entertained by the School Authority prior to this.
7. The undermentioned documents are mandatory to attach with the tender form: -
 - (a) Registered Office/Shop/Firm Certificate.
 - (b) Copy of license issued by State Govt./Union Territory/CPWD/PWD/MES.
 - (c) Copy of valid GST Registration Certificate.
 - (d) Performance Statement of last three years.
 - (e) Copy of GST Return for the last three financial years.
 - (f) Copy of IT Return for the last three financial years.
 - (g) FSSAI certificate**
 - (h) Relaxation/Levied will be given to Sl. No. (d) , (e) & (f) in case of newly registered firm.
8. All items mentioned in the item list should be quoted compulsorily. The firm, who missed to quote any items will be treated/considered as rejected even though the firm quoted the lowest in the maximum items.
9. Only the prices of genuine quality of items should be quoted (brands to be mentioned). The quoted rates should be inclusive of all eligible taxes and the same should be written in figures as well as in words. Any correction/alteration made in the tender form without authentication will not be accepted. No revision of rates will be permitted once the contract is entered into.

10. Maximum Educational Discount admissible is to be mentioned in the offer.
11. If any change/additions/alterations are found to be made by the bidder and the same is subsequently detected/noticed at any stage even after the award of the supply order, all necessary actions including stoppage of the supply order would be taken. In addition, the bidders are liable to be prosecuted under the law.
12. Any details submitted by the firm should be self-explanatory.
13. L-1 will be calculated based on the actual qty supplied in previous FY as listed in the bid form and highest rebate quotes. Accordingly, L1 will be rewarded to the total lowest price quoted on all items & quantity projected for annual consumption and highest quoted rebate value.
14. During the finalization of tender, the L1 bidder of all items and H1 bidder of rebate quoted shall be invited for the price negotiation and accordingly Agreement Deed will be signed between the Contractor and School Authority on a Non-judicial Stamp Paper of Rs.20/- at the cost of the L1 bidder. **The award of the contract will be ascertained only after the submission of acceptance letter by the L1 bidder.**
15. On receipt of acceptance notice, the tenderer will become a contractor in so far as the notification shows for the whole or part of the tender that has been accepted and will furnish a **security deposit of Rs.1,00,800/- (Rupees One Lakh Eight Hundred only) within seven days after finalization of the contract.**
16. The school will provide the School Cafeteria to the Contractor on rental to carry out the service for running of wet canteen. The rent is exclusive of Electricity and Water charges. The Electricity charge will be collected as per actual meter reading at the end of each month. The Contractor has to pay the rent and other related charges on or before 5 of every month.
17. If the tenderer whose tender has been accepted fails to deposit the specified security amount within the stipulated period of seven days after the issue of acceptance notice or before the commencement of the contract whichever is earlier (or within such extended time as sanctioned at the sole discretion of the school authorities) the contract is liable to be terminated forthwith and the earnest money will stand forfeited under the orders of the Officer sanctioning the contract.
18. Items supplied against the supply order issued by the Principal, Sainik School Imphal (Manipur) will be inspected on receipt and unbranded food/low quality food items will have to be replaced by the supplier immediately & the cost of delivery will be borne by the supplier.
19. Lowest rates do not guarantee tender acceptance; rather the quality, Reputation of vendor after-sales service and guarantee/warranty amongst others will be taken into consideration during the finalization of Tenders. Brand name (whereas applicable) should invariably be quoted for all the items. Items of poor quality will not be considered for procurement.
20. The Principal, Sainik School Imphal (Manipur) reserves the right to procure/purchase any items through Government/Defence services sources or from the local market or from outside Imphal even after entering into the contract.
21. In case of failure to meet any commitment within the stipulated duration of the contract, the security deposit shall stand forfeited.

22. In case the contractor fails to supply the items within the specified period, the requirement will be met by resorting to local purchase at the cost of the contractor. However, the expended amount should be paid by the contractor himself/herself or adjusted from the Security Deposit.

23. The contract is terminable by a notice of three months on the side of the contractor and one month on the side of the school authority.

24. Payment: -

(a) Monthly bills in duplicate should be submitted to the school Accounts Section on the last day of every month.

(b) Payment will be made only after receipt of the products/materials/equipment at the school and after checking by a Board of Members detailed from time to time. The Contractor should submit the details of the Bank Account with a cancellation cheque leaf of his/her firm.

(c) All quoted rates should be **Exclusive** of any admissible taxes.

(d) No advance payment will be made on any account.

(e) Payment will be made only by means of an Accounts Payee Cheque/NEFT/RTGS.

(f) TDS will be deducted at source only.

25. The Principal, Sainik School Imphal reserves the right to itself not to issue the document and / or to accept or reject any or all the offers at any stage of the process and or modify the process without assigning any reasons whatsoever, and his decision in this matter is deemed as final and binding. The firm will not be entitled to any compensation for the rejection of his application. However, the demand draft of earnest money will be returned to the bidder in case the tender is not accepted.

26. Principal's decision will be final and binding on all matters pertaining to annual tendering and correspondence should be addressed to the following address: -

**The Principal
Sainik School Imphal
PO: Pangei Yangdong
Imphal East District
Manipur – 795114**

Note: 1. Interested bidders to download the relevant pages of the specific tender and attach them with the tender document.

2. Tender forms along with the list of items can be obtained from the school office on payment of Rs.5,000/- with effect from 16 Mar 2026 onwards from 1000 hrs and will be closed on 04 Apr 2026 at 1300 hrs or can be downloaded from school website www.ssimphal.nic.in. Downloaded tender/sealed tender forms to be submitted along with earnest money in the form of a Demand Draft only drawn in favour of the Principal, Sainik School Imphal, Manipur.

UNDERTAKING

I have read and understood all Terms and Conditions of the Tender for Running of School Cafeteria at Sainik School Imphal. I, do hereby, undertake that I shall abide by the decision of the Principal, Sainik School Imphal in all matters including the award of Contract.

Date:

Signature of the Contractor
(Seal/Stamp of the firm)

To
The Principal
Sainik School Imphal
Pangei Yangdong
Manipur – 795114

Subject: Non-blacklisting Certificate

Dear Sir,

This is to certify that M/s _____
has not been blacklisted and no criminal case is pending in any government organization, non-
government or public sector organization in India before submission of this bid document.

Yours faithfully,

(Signature)

(Name & Designation)

(Seal/Stamp of the Firm)

Date:

Place:

STATEMENT OF REBATE
FOR RUNNING OF SCHOOL CAFETERIA CONTRACT: 2026-27

Sl No.	Nomenclature	Last Rebate (Rs)	Quoted Rebate
1.	Rebate per month for running the School Cafeteria excluding the electricity and water charges which will be fixed by the School separately.	80,000/-	

Signature: _____ Full Name: _____

Address: _____

Telephone: _____ Dated: _____ Place: _____

SAINIK SCHOOL IMPHAL
LIST NO. 1 OF SCHOOL CAFETERIA ITEMS FOR
THE YEAR 2026-2027

Sl No.	Items	A/U	Qty Consumed	Expended Amount	LPP	Quoted Rates
1.	Allu Chop	100g/pc	28925	2,89,250.00	10.00	
2.	Bread Pakoda	Pc	22560	2,25,600.00	10.00	
3.	Gajja	100g	44986	5,39,832.00	12.00	
4.	Kachori	100g/pc	12656	1,26,560.00	10.00	
5.	Samosa (Plain)	100g/pc	28538	2,85,380.00	10.00	
6.	Samosa (Cocktail)	100g/pc	NIL	NIL	10.00	
7.	Tea Special (Masala)	150ml	NIL	NIL	2.00	
8.	Tea (Black)	150ml	NIL	NIL	2.00	
9.	Veg Momo (06 pcs)	Plate	NIL	NIL	20.00	
10.	Chicken Momo (06 pcs)	Plate	NIL	NIL	20.00	
11.	Veg Macroni (150g)	Plate	NIL	NIL	20.00	
12.	Veg Chowmein (150g)	Plate	NIL	NIL	20.00	
13.	Pastry	Pc	NIL	NIL	20.00	
14.	Patties	Pc	NIL	NIL	20.00	
15.	Ice Cream (Brick)	Kg	NIL	NIL	10.00	
16.	Ice Cream (Cone)	Pc	700	7,000.00	10.00	
17.	Ice Cream (Stick)	Pc	NIL	NIL	10.00	
18.	Chicken Lollipop	Pc	NIL	NIL	4.00	
19.	Chicken Tikka (Half – 5pcs, Full – 10pcs)	Plate	NIL	NIL	40.00, 100.00	
20.	Paneer Tikka (Half-5pcs, Full-10pcs)	Plate	NIL	NIL	45.00, 90.00	
21.	Chicken Fry (wing, drumstick, ½ breast, full leg)	Pc	NIL	NIL	100.00, 100.00, 100.00, 100.00	
22.	Veg Pakoda (150g)	Plate	NIL	NIL	35.00	
23.	Bread Sandwich (Half-1 bread, Full-2 bread)	Plate	NIL	NIL	50.00, 100.00	
24.	Veg Burger	No.	NIL	NIL	60.00	
25.	Muffin	Pc	NIL	NIL	60.00	
26.	Cookies (100g)	Pc	NIL	NIL	20.00	
27.	Bread (480gm)	Pkt	NIL	NIL	New item	
28.	Bun (Plain/Fruit) 480gm	Pkt	NIL	NIL	New item	
29.	Ladoo (Coconut)	500gm	NIL	NIL	New item	
30.	Ladoo (Motichoor)	500gm	NIL	NIL	New item	
31.	Ladoo (Besan)	500gm	NIL	NIL	New item	
32.	Barfi (Coconut)	500gm	NIL	NIL	New item	
33.	Barfi (Milk)	500gm	NIL	NIL	New item	
34.	Donut	Pc	NIL	NIL	New item	
35.	Nimki	500gm	NIL	NIL	New item	
36.	Singju	Plate	NIL	NIL	New item	
37.	Mimi/Wai Wai Noodles	Pkt	NIL	NIL	New item	
38.	Pakoda	Plate	NIL	NIL	New item	
39.	Cream Bun	Pkt	NIL	NIL	New item	
40.	Dhokla	500gm	NIL	NIL	New item	
41.	Cham Cham	500gm	NIL	NIL	New item	
Total Expenditure				14,73,622.00		

Signature: _____ Full Name: _____

Address: _____

Telephone: _____ Dated: _____ Place: _____

SAINIK SCHOOL IMPHAL
LIST NO. 2 SCHOOL CAFETERIA ITEMS
FOR THE YEAR: 2026-2027

Sl No.	Item	A/U	Last procured Qty	Last Expenditure	LPP	Quoted Discount Rates
1.	Britania Cake	pkt	1280	12,800.00	10.00	
2.	Biscuit (Any types)	pkt				
3.	C.C Tea	pkt				
4.	Chocopie	pkt	2070	20,700.00	10.00	
5.	Glucose Powder	pkt	330	1,71,600.00	520.00	
6.	Green Tea Bags (Any type)	pkt				
7.	Haldiram Mixture (Any types)	gm				
8.	Juices (Branded)	btl				
9.	Kangla Bhujiya (All types)	pkt				
10.	Kurkure Mixture (All types)	pkt				
11.	Mineral Water 500 ml (Branded)	btl				
12.	Mineral Water 1000 ml (Branded)	btl				
13.	Potato chips Branded (All types)	pkt	5565	55,650.00	10.00	
14.	Soft Drinks (Branded)	btl				
15.	Squash (Likla) Any flavor	btl	1097	2,19,400.00	200.00	
16.	Squash (Kissan) Any flavor	btl				
17.	Sugar Cube	pkt				
18.	Sugar Free Gold	pkt				
19.	Toffees (100 Pc) All type	pkt				
20.	Mixture (any)	pkt				
21.	Frooti 200/250/300/500 ml & 1 ltr	btl	7079	63,711.00	9.00	
22.	Paper Cup (Juice)	50 Nos				
23.	Amul Cream	Pkt				
24.	Cup Noodles	No				
Total Expenditure				5,43,711.00		

Signature: _____ Full Name: _____

Address: _____

Telephone: _____ Dated: _____ Place: _____