

ADVERTISEMENT

PROVISION OF SERVICES FOR CADETS AT RIMC, DEHRADUN

1. Rashtriya Indian Military College (RIMC), Dehradun invites application for provision of services for cadets (Students) on contract basis for a period of one year :-

- (a) Provision of Catering and Cafeteria Service.
- (b) Provision of Clothing and associated Service.
- (c) Provision of STD/PCO Service.
- (d) Provision of Barber and connected Service.
- (e) Provision of Cobbler Service.
- (f) Laundry services
- (g) Sports Items Service.

2. **Allotment of Contract.** The contract for Services for Cadets will be allotted to the best bidder as per single bid selection process. Application/Terms and conditions for allotment of service contract could be obtained from Administrative Office, RIMC, Dehradun or downloaded from website www.rimc.gov.in . Last date of submission of documents and quotation is within 14 days from the date of publication of advertisement.

3. Sealed Envelope containing the application be superscribed with 'APPLICATION FOR PROVISION OF _____ SERVICES AT RIMC, DEHRADUN and dropped in Quotation Box kept at PJ Gate of the College or sent by Regd /Speed Post. The selection of suitable vendors will be as per single bid system.

Administrative Officer
RIMC, Dehradun
rimc-uk@nic.in

**APPLICATION FORM FOR PROVISION OF SERVICES FOR CADETS AT RIMC,
DEHRADUN**

1. Name of Applicant (in Full) :

Photo

2. Type of Services for which applied :

3. Father's Name (if proprietor) :

4. Present Address :

5. Permanent Address :

6. Tele No and Mail Address :

7. AADHAR and PAN No (with copy) :

8. Bank Details :

9. Documents enclosed along with Application (Self attested):

- (a) Experience Certificate.
- (b) Education Certificate.
- (c) Bank Pass Book (s), FDRs and Share Certificate (if any).
- (d) IT Returns for last 3 years.
- (e) TIN/GSTAN/PAN No & Sales Tax deposition documents in the name of his / her firm
- (f) FSSAI Certificate deals with food product.
- (g) Police Verification

10. I have read the instructions attached as Annexure and will be abide by them in application and spirit.

(Signature of Applicant)
Dated:

Annexure

(Refer Para 10 of
Application for Provision of
Services for Cadets at
RIMC, Dehradun)

INSTRUCTIONS

1. Application form for provision of services for cadets, duly completed by the desirous candidates on prescribed form will be deposited along with a Bank Draft of Rs 500/- (Rupees five hundred only), payable to Commandant, RIMC, Dehradun as earnest money. The earnest money will be refunded to those candidates, not allotted the contract and for those applicants selected for allotment; earnest money will be adjusted towards security deposit. If an applicant is selected and allotted a contract and is unable to provide service within 15 days time from date of allotment of contract or if he declines to accept the allotment after selection, 50% of his earnest money will be forfeited and the contract will be cancelled.
2. **Financial Documents.** Applicants will submit their financial status by giving copies of bank pass book (s), FDRs and share certificates (if any). The applicant should be financially sound to provide the service.
3. All applicants will ensure that under mentioned documents are attached while applying for services: -
 - (a) Experience Certificate (if any).
 - (b) Education certificate.
 - (c) Police Verification.
 - (d) IT Returns for last 3 years.
 - (e) TIN/GSTAN/PAN No & Sales Tax deposition documents in the name of his / her firm.
 - (f) FSSAI Certificate deals with food product.
4. **Age Limit.** Applicant should not be above the age of 62 years on the date of the application proof of age be provided.
5. **Payment of Rent and Allied Charges.** Suitable space inside will be provided. The rent and bills towards electricity and water consumption will be paid by the service provider.
6. Responsibilities and Liabilities by service providers. Each service providers will ensure the following: -
 - (a) Should be polite to cadets (being minors).
 - (b) Should display price list of items duly approved by Commandant, RIMC.
 - (c) Deposit rent and allied charges on time.
 - (d) Keep spaces neat and clean at all times.

- (e) Should not allow anyone to sleep in the premises. A fine upto Rs 1000/- will be imposed by Commandant, RIMC against such defaulters for the first time and will **lead to cancellation of contract in case similar activity is detected.**
- (f) Obtain security pass.
- (g) Ensure no unauthorised business is carried out as in the contract.
- (h) Allottee service providers to forward one post card size photograph to Q Branch, RIMC.
- (j) All service providers will setup their own CCTV system to cover all areas inside the shop with a recording backup time of minimum 30 days.
- (k) There will be no sale of unauthorized items inside to any student or person of RIMC such as drugs, alcohols, cigarettes, khaini and gutkha. **On detection of such sales / activity, the contract with the shop will be terminated immediately.**
- (l) Medical checkup of all the employees will be done in each quarter from any certified government hospital / clinic. The same will be clearly displayed in each shop.
- (m) Attach Company/ service provider's registration certificate.
- (n) All shops will set up payment system interface to include UPI code, swipe machine and computer generated bills.

7. **Identification of Service Contractor.** All service providers will be issued with an identification certificate with a post card size photograph pasted and duly signed and stamped by Administrative Officer, RIMC.

8. **Employment of Staff.** Service providers may employ additional staff after proper police verification. Service providers will obtain security pass in respect of their staff employed on production of police verification.

9. **Violation of Terms and Conditions.** In case any service provider is found to violate the terms and conditions of contract or his services are found to be unsatisfactory or is found to be unhygienic or the behavior of shopkeeper or his servant has been impolite, the Commandant RIMC may at his discretion levy a fine upto Rs 5000/- (Rupees five thousand only) depending upon the gravity of offence committed. Subsequent offence will lead to termination of contract.

10. **Hygiene and Sanitation.** Hygiene and sanitation of the allotted space will be that of the service provider. Being a residential school, the area will be cleaned daily and top quality standards of cleanliness will be maintained. Surprise checkup will be conducted by the administration. In case found wanting a fine of Rs 2000/- will be imposed and similar reports of the same will warrant termination of the license / contract.

11. Services will not be subletted to any person this would lead to cancellation if subletted to others.

12. Allotment of service providers will be automatically cancelled on death of allottee. Under no circumstances the allotment would be transferred to the legal heir of the allottee.

13. The service providers will abide by dress regulation of employees, notice boards, hoarding price and items agreement and any other such instructions passed by RIMC from time to time.

14. The service provider will surrender the space to RIMC on completion of contract agreement, unless the contract deed of the same is extended by RIMC.

15. The service providers will be responsible for the security aspects and also quality assurance of all products.

16. **Discretionary Authority.** The Commandant, RIMC shall be the sole discretionary authority in any dispute arising out of the contract agreement and his decision and interpretation of above clauses shall be final and legally binding upon the contract.

17. **Rebate.** Rebate will be paid as per rates fixed by Board of Officers (BOO). The rates will be notified in the College Routine Order (CRO).

18. **Service provider's specific terms and conditions.** Service provider's specific terms and conditions are enclosed as under: -

- | | | | |
|-----|---|---|--------------|
| (a) | Provision of Catering and Cafeteria Services. | - | Annexure I |
| (b) | Provision of Clothing and associated Service. | - | Annexure II |
| (c) | Provision of STD/PCO Service. | - | Annexure III |
| (d) | Provision of Barber and Connected Service. | - | Annexure IV |
| (e) | Provision of Cobbler Service. | - | Annexure V |
| (f) | Laundry Services | - | Annexure VI |
| (g) | Sports items | - | Annexure VII |

Annexure-I

(Refer para 18 (a) of Instructions for Provision of Services for Cadets at RIMC, Dehradun)

TERMS AND CONDITIONS: PROVISION OF CATERING AND CAFETERIA SERVICES FOR CADETS

1. **Provision.** The service provider will provide the items as enumerated below.

Ser No	Items	Rate / Price
(a)	Sandwich and burgers veg & non veg (all variety item wise rates be listed)	
(b)	Cold Coffee & milk shakes (all variety item wise rates be listed)	
(c)	Baked and bakery items (all variety item wise rates be listed)	
(d)	Indian menu (all variety item wise rates be listed to include al carte and buffet wise rate list)	
(e)	Chinese menu (all variety item wise rates be listed to include al carte and buffet wise rate list)	
(f)	Continental menu (all variety item wise rates be listed to include al carte and buffet wise rate list)	
(g)	Indian and continental snacks veg & non veg (all variety item wise rates be listed to include al carte and buffet wise rate list)	
(h)	Juices fresh fruit only (all variety item wise rates be listed)	
(j)	Sweets items (only ice creams)	

2. **Hygiene and Sanitation.** The service provider shall be responsible for maintaining a high standard of sanitation. The service provider shall comply with all instructions issued by the Medical Officer in regard to sanitation measures.

3. The cafeteria service provider will produce all requisite certification as per BIS Standard to include FSSAI and other mandatory certificates required to run a cafeteria.

4. **Rate List.** No items other than those approved will be sold by the service provider. The service provider will display rate list at a prominent place in his shop.

5. **Junk Food.** Junk food such as frozen, aerated drinks (coke etc), packaged biscuits and packaged savory items will not be sold to the cadets. Post selection of service provider sanction on list of items to be placed and sold to the cadets will be taken by from the college authorities.

6. **Event Based Catering.** Demand for event based catering services for meals at the college will be placed separately on time to time basis.

7. The stock may be inspected at any time by the Commandant or any other competent authority deputed by him.

8. **Payment Methodology.** The payment methods and timelines will be finalized post selection of the service provider.

9. **Space for Sale.** Suitable space semi furnished may be provided. Rent will have to be paid for the same as per rates fixed by college authorities.

Note: - Items list at para 1 above will be used to quote the price by prospective vendor

Annexure-II

(Refer para 18 (b) Instructions for Provision of Services for Cadets at RIMC, Dehradun)

TERMS AND CONDITIONS: PROVISION OF CLOTHING AND ASSOCIATED SERVICE FOR CADETS

1. **Provision.** The Service provider will provide the articles as enumerated below. He will ensure adequate stock position of every item i.e. to say minimum of 150 pieces of each item at the beginning of the term: -

S/No	Items <i>Define the type color , printed for boys and girls etc</i>	Rate/ Price
1.	Badge Cap (Silver)	
2.	Barret Cap (Olive Green)	
3.	Bed Cover (Blue)	
4.	Bed Sheet (White)	
5.	Belt (Black/ Olive Green)	
6.	Blanket (Raymond)	
7.	Blue Pullover	
8.	Button Set (Yellow)	
9.	College Pattern (Stocking) (Blue/Sky Blue)	
10.	Crest (RIMC) (Blue/Silver)	
11.	Cuffing (Pair)	
12.	Gloves (Blue)	
13.	Handkerchief (White)	
14.	High Neck (Blue)	
15.	Lanyard (Red/Blue/Yellow/Green)	
16.	Olive Green Pullover	
17.	Pagri Badge (Silver)	
18.	Pillow Cover (White)	
19.	Shoulder Title (Silver)	
20.	Socks (White/Black)	
21.	Stocking (Sky Blue)	
22.	Swimming Trunk (Red/Blue/Yellow/Green)	
23.	T-Shirt (New) ((Red/Blue/Yellow/Green/White)	
24.	Tie (Blue)	
25.	Tie-Pin	
26.	Towel (Blue/Green)	
27.	Track Suit (Navy Blue)	
28.	Woollen Cap (Navy Blue)	
29.	Shirt Angola (OCM)	
30.	Black Trouser (Raymond's)	
31.	Blazer (Raymond's Saffarie) with Crest Button Set (Blue)	
32.	College Shirts (Blue/Sky Blue)	
33.	Flannel (OCM) trouser (Green)	
34.	OG Kit (Raymond's) (Green)	
35.	White Trouser (Raymond's)	
36.	White Shirt (Full) Paramahans	
37.	White Shirt (Half) Paramahans	
38.	White Short (Raymond's)	

39.	White Pullover Woollen	
40.	Shoulder Ribbon (Pair) (Green/Blue)	
41.	Gown (Red/Blue/Yellow/Green)	
42.	College Number (Red)	
43.	Blue Scarf	
44.	Night Suit (Sky Blue)	
45.	Blue Short (New)	
46.	Repairing of clothing items	

2. **Samples.** All samples will be approved by the Commandant, RIMC and a scaled pattern will be maintained in the Adm Officer's Office. No articles other than those approved samples will be made by the service providers. Approved rate list will be displayed at a prominent place in his shop.

3. Should the service provider, without sufficient reason, fail to replenish the existing approved stock and thereby cause inconvenience to the cadets or College authorities by any deficiency in respect of clothing and necessities, he will be liable to meet all the expenses incurred in procuring and making of such garments from local market, at the discretion of the Commandant RIMC.

4. The stock may be inspected at any time by the Commandant or any other competent authority deputed by him.

5. **Rate List.** No items other than those approved will be sold by the service provider. The service provider will display rate list at a prominent place in his shop.

6. **Payment Methodology.** The payment methods and timelines will be finalized post selection of the service provider.

7. **Space for Sale.** Suitable space semi furnished may be provided. Rent will have to be paid for the same as per rates fixed by college authorities.

Note: - Items list at para 1 above will be used to quote the price by prospective vendor.

Annexure-III

(Refer para 18 (c) of Instructions for Provision of Services for Cadets at RIMC, Dehradun)

TERMS AND CONDITIONS: PROVISION OF STD/PCO SERVICE FOR CADETS

1. The following will be provided/borne by the service provider: -
 - (a) Eight phones along with Complete System (Hardware & Software) and Infrastructure will be installed at their cost.
 - (b) Maintenance part of System and Infrastructure.
 - (c) STD/PCO room rent and electricity bills.
 - (d) Machine-In-Charge Person for taking care of system.
2. The following will be provided by the College for installation of the system: -
 - (a) STD/PCO room to install system and phones.
3. The timing of STD/PCO service provider will be as under: -

(i)	Monday to Saturday-	1400h to 1700h (Day)	2100h to 2200h (Night)
(ii)	Sunday	-	1000h to 1300h (Day) 2100h to 2200h (Night)
(iii)	Friday	-	Closed
4. **Payment Methodology.** The payment methods and timelines will be finalized post selection of the service provider.
5. **Space for Installation.** Suitable space semi furnished may be provided. Rent will have to be paid for the same as per rates fixed by college authorities.

Annexure-IV

(Refer para 18 (d) of Instructions for Provision of Services for Cadets at RIMC, Dehradun)

TERMS AND CONDITIONS: PROVISION OF BARBER AND CONNECTED SERVICE FOR CADETS

1. The Payment of hair cut charges in respect of non-sikh Cadets to include boys and girls will be made to the contractor per cadet per month as agreed. No change of rate will be accepted during the contract period under any circumstances.
2. During Vacations the charges will be made on the basis of the strength of the cadets staying back.
3. The timing of Barber service provider will be as under: -
 - (i) Working days - 1400h to 1800h
 - (ii) Saturday - 1400h to 1700h
 - (iii) Sunday & Holidays - 1000h to 1400h
4. Three barbers will be activated on every Wednesday & Saturday so as to minimize waiting period.
5. The service provider will use proper implements for Cadets hair cut including a fresh blade for every cadet. He will also bring the space provided up to the desired standard with mirrors, furniture etc.
6. Cleanliness and maintaining hygienic condition in the Shop, including use of properly sterilized tools will be a high priority.
7. The service provider will remain closed on Tuesday except when required to be opened for visit by dignitaries / Inspection etc.
8. The service provider will bring the space provided up to desired standard and have it approved prior to the commencement of the session.
9. **Payment Methodology.** The payment methods and timelines will be finalized post selection of the service provider.
10. **Space for Sale.** Suitable space semi furnished may be provided. Rent will have to be paid for the same as per rates fixed by college authorities.

Annexure-V

(Refer para 18 (e) Instructions for Provision of Services for Cadets at RIMC, Dehradun)

TERMS AND CONDITIONS: PROVISION OF COBBLER SERVICE FOR CADETS

1. Each cadet will be charged the fixed rate as agreed upon per month as repair of shoes. No change in rates will be accepted during the contract period under any circumstances. The following repairs would be carried out by the Cobbler Service Provider: -

S No	Items	Rate
(a)	Repair of Brogue / Oxford Shoes	
(b)	Repair of Sports Shoes	
(c)	Repair of Sandals	
(d)	Repair of Horse riding shoes	
(e)	Change of Nivea Sole	
(f)	Change of Brogue Shoes Hard Sole	
(g)	Change of Lace (Pair)	
(h)	Shoe Polish (Horse Riding Shoes) (per Pair)	
(j)	Shoe Polish Brogue / Oxford Shoes (per Pair)	

2. The timing of Cobbler Shop will be as under: -

- (i) Working days - 1400h to 1800h
- (ii) Saturday - 1400h to 1900h
- (iii) Sunday & Holidays - 1000h to 1400h
&
- (iv) Monday - Closed

3. The service provider will bring the space provided up to the desired standard and have it approved prior to the commencement of the business.

4. **Payment Methodology.** Bills duly completed, for each cadet, will be submitted to the office in duplicate for payment. The bill will be submitted on monthly basis.

5. **Space for Sale.** Suitable space semi furnished may be provided. Rent will have to be paid for the same as per rates fixed by college authorities.

Note: - Items list at para 1 above will be used to quote the price by prospective vendor.

Annexure-VI

(Refer para 18 (f) Instructions for Provision of Services for Cadets at RIMC, Dehradun)

TERMS AND CONDITIONS FOR LAUNDRY SERVICES FOR CADETS

1. Laundry Service provider will provide sufficient number of washer men to carry out the work satisfactorily under this contract.
2. All losses will be made good by cash payment by the service provider. The cost of lost articles will be determined by the Commandant/Administrative Officer of RIMC.
3. Washing of cadets' following clothing (per cadet per month) is required for a strength of about 265 cadets, and the washing is required to be done twice weekly and ironing thrice a week. Clothing will be well starched after having been properly washed. The items of clothing to be washed / dry cleaned are as under: -

SI No	Item	Rates	SI No	Item	Rates
Items for Washing			Items for Dry cleaning		
(a)	Towel		(a)	Blazer	
(b)	Kurta & Payjama		(b)	Flannel Trousers	
(c)	Bed Cover		(c)	Olive Green Jersey	
(d)	Bed Sheet		(d)	Blue Pullover	
(e)	Pillow Cover		(e)	College Pullover	
(f)	White shorts		(f)	Track Suit	
(g)	Blue Shorts		(g)	College tie	
(h)	White full sleeves shirt		(h)	Scarf	
(j)	White Half sleeves shirt		(j)	Cap Woolen	
(k)	White Tee shirt		(k)	Woolen Gloves	
(l)	Section Colour Tee shirt				
(m)	Olive Green Trousers				
(n)	Olive Green Shirt				
(o)	College Colour Shirt				
(p)	Black Trousers				
(q)	White Vest				
(r)	Handkerchief				
(s)	Socks				
(t)	Stockings				
(u)	White Trousers				
(v)	Inner vest & inner Payjama				
(w)	Gown				
(x)	White Scarf				
(y)	Breaches (Riding)				

4. During vacations the charges will be made on the basis of the strength of the cadets staying back.
5. The College will provide suitable equipments for hanging lines and space for drying, washing and pressing of clothes. Clothing will be washed under hygienic

conditions and not spread on the ground. Fines upto Rs 1000/- (Rupees One Thousand) will be imposed for non-compliance of this order.

6. Revision of rates will be at the discretion of the Commandant RIMC.
7. Washing of clothes will include use of Front loading Surf Excel Powder, Bhatti, Neel, Starching and Ironing.
8. **Payment Methodology.** The payment methods and timelines will be finalized post selection of the service provider.
9. **Space for Washing Area.** College Laundry plant would be used to wash / dry-clean the clothes.

Note: - Items list at para 1 above will be used to quote the price by prospective vendors. The price be quoted as consolidated price per cadet per month for washing / dry cleaning of entire clothing collectively.

Annexure-VII

(Refer para 18 (g) Instructions for Provision of Services for Cadets at RIMC, Dehradun)

TERMS AND CONDITIONS: PROVISION OF SPORTS ITEMS SERVICE FOR CADETS

1. **Provision.** The Service Provider will provide the sports items as enumerated below for the personal use by cadets : -

Hockey stick and shoes, badminton racquet, squash racquet, football shoes (define brand and quality)

<u>Ser No</u>	<u>Items</u>	<u>Rates</u>	<u>Ser No</u>	<u>Items</u>	<u>Rates</u>
1.	Socks Kookaburra Long		39.	Tennis/Squash String Head (Good Quality)	
2.	Socks Kookaburra Ankle		40.	Tennis/Squash String Head (Best Quality)	
3.	Socks Adidas		41.	Tennis/Squash String Solinco	
4.	Socks Sportsun		42.	Basketball Shoe Nivia Warrior	
5.	Socks Nivia		43.	Basketball Nivia Top Grip 7	
6.	Football Shoe Nivia Dominator		44.	Running Spike Nivia Zion	
7.	Football Shoe Nivia Ultra		45.	Running Spike Nivia Spirit	
8.	Football Shoe Nivia Destroyer		46.	Swimming Goggles Nivia Aqua	
9.	Football Shoe Fenta Brasillia		47.	Swimming Cap Speedo	
10.	Football Shin Pad Nivia Vortex		48.	Swimming Cap Champ	
11.	Football Shin Pad Nivia Speedy		49.	Swimming Cap TYR	
12.	Squash Ball Head		50.	Sipper Nivia Radar	
13.	Stockings Nivia 980		51.	Shaker Nivia Dominator	
14.	Stockings Nivia 991		52.	Fitness Tube Cougar Soft	
15.	Stockings Rakshak Lycra		53.	Fitness Tube Cougar Medium	
16.	Swimming Costume Champ U Shape Wetex		54.	Fitness Tube Cougar Heavy	
17.	Swimming Costume U Shape Rovers		55.	Gym Glove Nivia Tough	
18.	Swimming Costume Speedo		56.	Gym Glove Nivia Pro Wrap	
19.	Swimming Goggles Champ		57.	Skipping Rope Vixen	
20.	Swimming Goggles Speedo		58.	Skipping Rope Nivia JR-591	
21.	Swimming Costume TYR		59.	Boxing Bondage USI	

22.	Swimming Goggles TYR		60.	Gum Shield USI	
23.	Hockey Stick Rakshak Carbolam		61.	Football Shoe Nivia Encounter/Carbonite	
24.	Hockey Stick Rakshak Composite X-Lent		62.	Gutting Charges (Tennis/Squash) Rackets	
25.	Hockey Stick MG 360		63.	Gutting Charges (Badminton) Rackets	
26.	Hockey Stick Sachin		64.	Knee Cap Padded Imported	
27.	Hockey Stick Grays Composite GX 2000		65.	Hockey Tackling Glove Rakshak Half Lycra	
28.	Turf Ball Rakshak		66.	Hockey Shin Pad Plastic Rakshak	
29.	Turf Ball Sachin		67.	Hockey Shin Pad Jali Rakshak	
30.	Turf Ball Fenta		68.	Hockey Grip Water Proof Rakshak	
31.	Knee Cap Fenta Comfort		69.	Squash/Badminton Shoe Asics Upcourt	
32.	Knee Cap Vixen		70.	Squash Eye Wear Head	
33.	Wrist Support Nivia		71.	Hockey Stick Grays Composite GX 2500	
34.	Wrist Band Head		72.	Hockey Stick Grays Composite Patrol	
35.	Hand grip exerciser Boldfit		73.	Stop watch 100 laps Nivia	
36.	Resistance Bands Boldfit		74.	Track Suits	
37.	Tummy Trimmer Boldfit				
38.	Weightlifting Belt USI				

2. **Samples.** All samples will be approved by the Commandant, RIMC. Approved rate list will be displayed at a prominent place in his shop.

3. The stock may be inspected at any time by the Commandant or any other competent authority deputed by him.

4. **Payment Methodology.** The payment methods and timelines will be finalized post selection of the service provider.

5. **Space for Sale.** No space will be provided.

Note: - Items list at para 1 above will be used to quote the price by prospective vendor.