



**Online Request for Quotation (e-RFQ)  
For  
Supply of food items at the 87<sup>th</sup> Annual General Meeting of  
the Bank**

**e-RFQ Ref No:JKB/CHQ/BS/Food-Items/AGM/2025-1493  
Dated : 13-08-2025**

Issued by: Jammu and Kashmir Bank Limited  
Board Secretariat,  
Corporate Headquarters, M. A. Road,  
Srinagar, Kashmir, J&K, 190001  
e-mail: [board.sectt@jkbmail.com](mailto:board.sectt@jkbmail.com)

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|--|
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**A. CHECK LIST**

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Sign & seal of the applicant/Authorized Signatory

Date:-

Place :-

**B. “Request for Quotation (RFQ) for supply of food items at the 87<sup>th</sup> Annual General Meeting of the Bank”**

Jammu and Kashmir Bank Limited invites e-quotations from reputed, registered and licensed Food Providers (the service providers/bidders) for supplying of food items to the Bank for its 87<sup>th</sup> Annual General Meeting scheduled to be held on August 26, 2025 at Sher-i-Kashmir International Conference Centre (SKICC), Srinagar, J&K - 190001. The eligibility criteria for bidders are provided at Part E page no. 5.

**BIDDING INFORMATION**

|   |  |
|---|--|
| e-RFQ Reference Number  | JKB/CHQ/BS/Food-Items/AGM/2025-1493<br>Dated : 13-08-2025  |
| Address for Communication   | In charge Board Secretariat,<br>Corporate Headquarters<br>M.A.Road Srinagar<br>e-mail <a href="mailto:board.sectt@jkbmail.com">board.sectt@jkbmail.com</a><br>website <a href="http://www.jkbank.com">www.jkbank.com</a>   |
| Purpose   | Providing food items for 87 <sup>th</sup> Annual General Meeting of the Bank scheduled to be held on August 26, 2025 at Sher-i-Kashmir International Conference Centre (SKICC), Srinagar, J&K - 190001   |
| RFP Application Fee<br>(Non - Refundable )                                  | Rs.500/- (Rupees Five Hundred Only) to be deposited through Transfer / NEFT to the below detailed A/c:<br>Account Name: <b>Tender Fee/ Cost Account</b><br>16-digit Account No : <b>9931530300000001</b><br>IFSC Code: JAKA0HRDCHQ (0 denotes zero)<br>Bank: The J&K Bank Ltd<br>Branch: Corporate Headquarters<br>MA Road Srinagar J&K - 190001   |
| EMD   | Rs. 20,000.00/- (Rupees Twenty Thousand only )to be deposited through Transfer / NEFT only to below A/c:<br>Account Name: <b>Earnest Money Deposit (EMD)</b><br>16-digit Account No : <b>9931070690000001</b><br>IFSC Code: JAKA0HRDCHQ (0 denotes zero)<br>Bank: The J&K Bank Ltd<br>Branch: Corporate Headquarters<br>MA Road Srinagar J&K - 190001<br>(Shall be waived off wherever applicable) |
| Bid Document Availability including changes/amendments, if any to be issued | Tender can be downloaded from and submitted on Bank's e Tendering Services Provider's Portal <a href="https://jkbank.abcpocure.com">https://jkbank.abcpocure.com</a> from August 13, 2025, 16:00 Hrs to August 20, 2025, 17:00 Hrs.  |

| Pre-bid Queries submission Date and Mode                        | <p>All Clarifications / Queries shall be raised online only through e-Tendering Portal<br/> <a href="https://jkbank.abcpocure.com">https://jkbank.abcpocure.com</a><br/> by or before<br/> <b>August 15, 2025, 17:00 Hrs.</b></p>   |        |      |   |                               |   |                          |   |                                  |   |                            |
|---|---|--------|------|---|-------------------------------|---|--------------------------|---|----------------------------------|---|----------------------------|
| Clarifications to pre-bid queries will be provided by the BANK. | <p>All communications regarding points / queries requiring clarifications shall be given online through prescribed e-Tendering Portal on<br/> <b>August 18, 2025</b></p>  |        |      |   |                               |   |                          |   |                                  |   |                            |
| Last Date of Submission of RFP Bid                              | <b>August 20, 2025, 17:00 Hrs.</b>  |        |      |   |                               |   |                          |   |                                  |   |                            |
| <b>Bid Validity</b>   | <b>180 days</b>   |        |      |   |                               |   |                          |   |                                  |   |                            |
| For e-Tender related Queries                                    | <p><b>Service Provider:</b><br/> M/s. E-procurement Technologies Limited<br/> ( Auction Tiger) , B-705, Wall Street- II, Opp. Orient Club, Ellis Bridge, Near Gujarat College, Ahmedabad- 380006, Gujarat<br/> <b>Help Desk:</b></p> <table> <tr> <th>Sr. No</th><th>Name</th></tr> <tr> <td>1</td><td>Sandhya Vekariya – 6352631968</td></tr> <tr> <td>2</td><td>Suraj Gupta – 6352632310</td></tr> <tr> <td>3</td><td>Ijlalaeahmad Pathan – 6352631902</td></tr> <tr> <td>4</td><td>Imran Sodagar - 9328931942</td></tr> </table> | Sr. No | Name | 1 | Sandhya Vekariya – 6352631968 | 2 | Suraj Gupta – 6352632310 | 3 | Ijlalaeahmad Pathan – 6352631902 | 4 | Imran Sodagar - 9328931942 |
| Sr. No  | Name  |        |      |   |                               |   |                          |   |                                  |   |                            |
| 1   | Sandhya Vekariya – 6352631968   |        |      |   |                               |   |                          |   |                                  |   |                            |
| 2   | Suraj Gupta – 6352632310  |        |      |   |                               |   |                          |   |                                  |   |                            |
| 3   | Ijlalaeahmad Pathan – 6352631902  |        |      |   |                               |   |                          |   |                                  |   |                            |
| 4   | Imran Sodagar - 9328931942  |        |      |   |                               |   |                          |   |                                  |   |                            |

### **Opening of offers:**

Technical bids received by the Bank will be opened as per terms and conditions contained in the tender. Terms and Conditions and various formats for submitting the Tender Offer are described in the tender document. Bids must be received by the Bank before the last date. Any bid received after the deadline for submission of bids prescribed, will be rejected and returned. The Bank reserves the right to call for fresh quotes at any time during the Bid Validity period, if considered necessary.

Earnest Money Deposit (EMD) must accompany the original Technical Offer as specified in this tender document. Offers received without EMD will be rejected. EMD for the unsuccessful bidders shall be returned back. The tender document fee is not refundable. Further EMD Shall be waived wherever applicable as per relevant Govt Circulars etc. However those cases where EMD has been waived off shall have to submit a bid security declaration accordingly.

The bidder shall furnish Earnest Money Deposit (EMD) of Rs. 20,000.00 (Rupees Twenty Thousand only). Any Bid not accompanied by EMD for the specified amount will be rejected as Non-Responsive. The EMD of unsuccessful Bidders shall be returned within 4 weeks from the date of Bid Finalization. The EMD of successful bidders will be discharged upon the bidder signing/executing the contract and furnishing the security Deposit as Mentioned in Part M of this Document on Page No.8. No interest shall be payable on EMD. However EMD shall be waived off wherever applicable as per relevant Govt Circulars issued from time to time.

The EMD may be fortified:

- a) If a bidder withdraws his bid during the period of Bid Validity specified in this RFQ; or
- b) If a Bidder makes any Statement or encloses any form which turns out to be false/ incorrect at any time prior to signing of contract; or
- c) If the successful bidder fails to sign the contract or furnish security Deposit, within the specified time period.
- d) If EMD is forfeited for any reasons mentioned above, the concerned bidder may be debarred from participating in the RFQs floated by the Bank in future, as per sole discretion of the Bank.

### **C. DEFINITIONS**

1. The “Bank” means Jammu and Kashmir Bank Limited.
2. The “Service Provider/bidder” means an individual, proprietary concern or firm or LLP or company intending to provide food items for the 87<sup>th</sup> Annual General Meeting of the Bank.
3. The “Services” shall mean the Supplying of the Food Items required by the Bank for its 87<sup>th</sup> AGM & any incidental/ancillary service related to same.

### **D. BROAD SCOPE OF WORK**

1. The Service Provider shall perform the work specified by the Bank and render in connection therewith all the professional services covering the services.
2. J&K Bank requires the Service Provider to provide food items at the venue of the 87<sup>th</sup> Annual General Meeting of the Bank and that shall be consumed during the 87<sup>th</sup> Annual General Meeting of the Bank.
3. The “Service Provider/Bidder” shall have to ensure the delivery of fresh, neat and hygienic food and has to ensure highest standards of hygiene.
4. Besides above the “Service Provider/Bidder” shall have to arrange for refrigerated trucks that shall be used to transport and store the food items at the venue of the 87<sup>th</sup> Annual

General Meeting of the Bank till the time the food packets are distributed. Also, four deep freeze refrigerators shall be provided for storage of food at the venue.

5. The service provider shall be obliged to make use of high quality and branded raw material for the purpose. Same will be open to check at any stage of preparation without any prior notice.
6. There shall be no sub-letting of the Scope of Work by the Service Provider.
7. The menu is divided into two categories, Non-Vegetarian and Vegetarian. The number of boxes to be filled are 1000, with 850 boxes being non-vegetarian and 150 boxes being vegetarian in nature.
8. Contents for each box stand enumerated below:

The Fresh Non-vegetarian food items to be provided per box are:

- a. Chicken Pop Corn (200 grams)
- b. 4 Piece Strips (150 grams)
- c. Walnut Tart (100 Grams)
- d. Butter Dry fruit Basrak (Piece weighing 240 grams)
- e. 2 pieces of Rasgulla. (50 grams each, packed separately)

*\*The above weights are dry weights*

The Fresh vegetarian food items to be provided per box are:

- a. Paneer Rakora {5 pieces} (500 grams)
- b. 2 Piece Veg Spring Roll (200 grams)
- c. Walnut Tart (100 Grams)
- d. Butter Dry fruit Basrak (Piece weighing 240 grams)
- e. 2 pieces of Rasgulla. (50 grams each, packed separately)

*\*The above weights are dry weights*

9. Apart from above, the following items shall also be required:
  - a. 1200 units of juice of capacity 240 ml (Del Monte/Rani)
  - b. 1100 water bottles of capacity 500 ml (Kinley/Bringi)

## **E. ELIGIBILITY CRITERIA FOR BIDDERS**

In order to become eligible, the “Service Providers/Bidders” should have the following qualifications:-

- a. Registration of ownership
- b. GST Registration
- c. Income Tax Registration
- d. FSSAI registration
- e. Registration/License from authorities viz health Department etc.
- f. Experience certificate supported by relevant documents
- g. Mere qualifying the eligibility criteria doesn't not give any right to any bidder to get selected for the purpose.

## **F. INSTRUCTIONS/TERMS AND CONDITIONS**

- a. The “Service Provider/Bidder” shall submit the documents in an online mode only.
- b. The “Service Provider/Bidder” should not have been disqualified/debarred/terminated on account of poor or unsatisfactory performance.

The “Service Provider/Bidder” should also not have been blacklisted from any Government, Semi-Government organizations, PSU's/ Banks or any other

organization including J&K Bank during the last 05 years from the date of publication Application of this notice. An affidavit for the purpose is required to be submitted by the bidder.

- c. The application of disqualified/debarred/blacklisted/terminated “Service Provider/Bidder” shall be summarily rejected.
- d. The “Service Provider/Bidder” should have necessary infrastructure like ovens, cooking equipment, machinery, tools and other necessary materials required for the purpose.
- e. The “Service Provider/Bidder” need to furnish PAN and GSTN Registration details along with supporting documents. Besides, the “Service Provider/Bidder” is required to submit a working valid e-mail id, cell phone number and address details.
- f. All the pages of application / annexures shall be duly signed with the stamp of “Service Provider/Bidder” or else their offers/bids shall be summarily rejected.
- g. The “Service Provider/Bidder” is categorically advised to submit the documents strictly in the attached formats only. The information required should be strictly filled/typed in each and every column and row of the formats. The applications received with party filled words not containing desired information in each and every column/point/row of various annexures shall be treated as incomplete and such applications are liable to be summarily rejected without any reference to the “Service Provider/Bidder”, at the applicants risk and responsibility.
- h. All the details must be incorporated in the application form downloaded from the Bank’s Website. Incomplete information/not fully filled application form shall be rejected.
- i. The hard copies of the tender documents against the tender document fees (As detailed below) can be downloaded from the Banks official website at [www.jkbank.com](http://www.jkbank.com).
- j. “Service Provider/Bidder” has to submit the bid security declaration contained/attached in the document as Annexure-4.
- k. Bank can ask for any document during technical evaluation.
- l. Financial bid should not be uploaded with technical bid.

## **G. TERMS OF PAYMENT**

The bills raised by the “Service Provider/Bidder” shall clearly mention the billing components plus taxes etc. The bill should be accompanied with the signatures of the officer in-charge and booking order duly issued by authorized signatory. The “Service Provider/Bidder” shall submit the bills immediately after the event is completed. The payment shall be done within a month from the date of receiving the bills.

Notwithstanding anything contained herein above or agreed otherwise between the Bank and the service provider, in case of any dispute the between the parties, the payments shall be made after same is resolved.



## **H. DOCUMENTS TO BE INCLUDED IN THE TECHNICAL BID**

Technical Bid shall comprise of the following documents:-

- a. EMD of Rs.20,0000.00 Twenty Thousand (shall be waived off wherever applicable).
- b. Photo Copy of the ownership certificate.
- c. Photo Copy of GST Registration certificate in the name of registered owner.
- d. Photo Copy of PAN or Income Tax Certificate in the name of registered owner.
- e. Photocopy of FSSAI Certificate.
- f. Registration certificate.
- g. Any Other Document viz experience etc.

## **I. TENDER METHODOLOGY, BID EVALUATION & AWARD OF CONTRACT**

The tender methodology proposed to be adopted by J&K Bank will be “Two Bid SYSTEM” i.e., Technical Bid and Financial Bid.

Evaluation of Technical Bids shall be done with respect to Terms and Conditions defined in the tender. Based on the technical evaluation and Financial Evaluation, Service Provider will be short listed for providing the quoted service.

Accepting of application by the Bank would not guarantee the award of the contract. The Bank reserves the right to accept or reject any or all applications without assigning any reason whatsoever. The decision of the Bank in this regard shall be final and binding.

Bank shall award the contract to the successful Service Provider through competitive quotation and selection shall be substantially responsive and will be determined as the LOWEST (L1) PRICE WITH QUALITY ASSURANCE.

## **J. VALIDITY OF SELECTED SERVICE PROVIDERS**

The service provider shall provide the food items only for the 87<sup>th</sup> Annual General Meeting of the Bank at the venue mentioned in this RFQ.

## **K. NOTICE FOR TERMINATION OF CONTRACT**

The contract can be terminated by the Bank at any time without assigning any reason thereof. However, in case the services or quality of food supplied by the service provider is not found satisfactory and hygiene is not maintained by the service provider, the Bank shall have right to terminate the contract without any notice to the service provider, besides levying of penalty as may be solely decided by the Bank. The decision of the Bank in this regard shall be final and binding.

## **L. APPLICATION FORM, ETC.**

The application in the prescribed format along with all supporting documents like copies of PAN card and latest Income-Tax return filed, list of work completed in hand with their value during last 5 years, work completion certificates, list of personnel available, details of registration / empanelment with different institutions, etc. have to be uploaded within the stipulated time. Service Providers who shall be found eligible after scrutiny of applications, documents etc, shall be shortlisted and financials for the proposed work shall be invited from them. No other advertisement shall be released.

Interested Service Providers who satisfy the criteria should apply with complete details in the following format.

1. Format for technical bid/application (Annexure 1)
2. Format for similar jobs executed (Annexure 2)
3. Forwarding letter (Annexure 3)
4. Bid Security Declaration (Annexure 4)
5. Agreement (Annexure 5)
6. Format for financial bid (Annexure 6)

#### **M. SECURITY DEPOSIT/EMD**

Successful service provider/Providers shall deposit 5% of the order value towards Security Deposit [SD] for satisfactory performance, which notwithstanding the above, would be forfeited by the Bank in case the services of the service provider are terminated by the Bank on the grounds of unsatisfactory / irregular services, breach of any of the terms of the accepted tender document or quality of food. EMD, amounting to Rs. 20,000.00 will be refunded within 30 days after satisfactory completion of contract period.

*Note: Security Deposit /EMD shall be waived off wherever applicable as per relevant Govt. Circulars issued from time to time.*

#### **N. PRE-BID CLARIFICATIONS AND RATES**

The intending Service Providers will have to send their queries via online mode which will be clarified in the Pre-bid meeting in online mode only. No request for change in date of pre-bid meeting will be entertained. No fresh queries will be entertained after online pre-bid meeting.

Each item wise rate shall be quoted by the service providers. Services shall be availed on L1 basis with assurance of quality in service and food. No advance will be paid. Applicable taxes will be deducted at source at the time of settlement of bills unless the Service Provider produces the certificate to the contrary from the Income Tax authorities. Certificate for tax deducted will be issued by the Bank.

Prices quoted by the Service Providers should include all taxes duties, levies and transportation costs, etc.

The Bank may at its sole discretion, but without under any obligations to do so, amend, update, clarify, modify or supplement the tender documents by issuing an addendum/corrigendum/clarification on the Bank's Website ([www.jkbank.com](http://www.jkbank.com)) and [jkbank.abcpocure.com](http://jkbank.abcpocure.com) which shall be binding on all concerned. The bidders are advised to check the websites regularly till last date of submission of bid document as specified in the schedule of events and ensure that clarifications/amendments/corrigendum issue by the bank, if any, have been taken into consideration before submitting the bid.

#### **O. BIDDING AND PROCESS OF SELECTION:**

There will be two Bid System and the bidders who qualify technical evaluation have to undergo reverse auction to determine lowest (L1 price). Bidder will be selected on the basis of L1 Price with Quality assurance.

#### **P. AGREEMENT**

The successful Service Providers have to enter into an agreement with the Bank for providing the food items at the 87<sup>th</sup> Annual General Meeting of the Bank. Format of agreement will be provided by the Bank to the successful Service Provider.

#### **Q. USE OF TENDER DOCUMENTS AND INFORMATION**

The Service Provider shall not, without the Bank's prior written consent, disclose the document, or any provision thereof, or any specification, plan, drawing, pattern, sample or information furnished by or on behalf of the Bank in connection therewith, to any person other than a person employed by the Service Provider in the performance of the assignment. Disclosure to any such employed person shall be made in confidence and shall extend only as far as may be necessary for purposes of such performance.

The Service Provider will treat as confidential all the data and information about the Bank, obtained in the execution of his responsibilities, in strict confidence and will not reveal such information to any other party without the prior written approval of the Bank.

#### **R. SUBCONTRACTS:**

The Service Provider shall not assign or sub-contract to others, in whole or in part its obligations to perform under the contract without intimation to the Bank.

#### **S. APPLICABLE LAWS:**

The contract shall be interpreted in accordance with the laws of India.

#### **T. COMPLIANCE WITH ALL APPLICABLE LAWS**

The Service Provider shall undertake to observe, adhere to, abide by, comply with and notify the Bank about all laws in force or as are or as made applicable in future, pertaining to or applicable to them, their business, their employees or their obligations towards them and all purposes of this tender document and shall indemnify, keep indemnified, hold harmless, defend and protect the Bank and its employees/ officers/ staff/personnel/ representatives/agents from any failure or omission or mishap on its part to do so and against all claims or demands of liability and all consequences that may occur or arise for any default or failure on its part to conform or comply with the above and all other statutory obligations arising there from.

#### **U. FORCE MAJEURE**

If the performance as specified herein is prevented, restricted, delayed or interfered by reason of Acts of God including fire, explosion, cyclone, floods, war, revolution, acts of public enemies, blockage or embargo, any law, order, proclamation, ordinance, demand or requirements of any Government or authority or representative of any such Government including restrict trade practices or regulations, Strikes, shutdowns or labour disputes which are not instigated for the purpose of avoiding obligations herein, or any other circumstances beyond the control of the party affected, then notwithstanding anything here before contained, the party affected shall be excused from its performance to the extent such performance relates to prevention, restriction, delay or interference and provided that the party so affected uses its best efforts to remove such cause of non-performance, delay or interference and when removed the party shall continue performance with utmost dispatch.

If a Force Majeure situation arises, the Service Provider shall promptly notify the Bank in writing of likelihood or actual existence /occurrence of such condition, the cause thereof and the change that is necessitated due to the conditions. Until and unless otherwise directed by the

Bank in writing, the Service Provider shall continue to perform its obligations under the contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.

## **V. RESOLUTION OF DISPUTES:**

In case of any dispute regarding any of the terms of this document, the decision of the Deputy General Manager, Business Support Division, of the Bank shall be final and binding on all the parties. All Legal disputes, if any, will be subject to the jurisdiction of courts at Srinagar/Jammu.

## **W. Validity of Bids**

Bid shall remain valid for 180 days from date of submission mentioned at Bid Details. A bid valid for shorter period is liable to be rejected. The bidder may require to give consent for the extension of the period of validity of the bid beyond initial 180 days, if so desired by the Bank in writing. Refusal to grant such consent would result in rejection of bid without forfeiture of the EMD. However, any extension of validity of bids will not entitle the bidder to revise /modify the bid document.

## **Other Terms:**

### **X. Bank reserves the right to:**

- i. Reject any or all proposals received in response to the Bid without giving any reason whatsoever.
- ii. Reject the proposals received in response to the Bid containing any deviation.
- iii. Waive or Change any formalities, irregularities, or inconsistencies in proposal format delivery.
- iv. Extend the time for submission of proposal.
- v. Modify the Bid document, by an amendment that would be notified on the Bank's website; and
- vi. To independently ascertain information from the Banks and other institutions/ companies to which the bidder has already extended services for similar assignment.

### **Y. All costs and expenses incurred by interested bidders in any way associated with the development, preparation, and submission of responses, including but not limited to the attendance at meetings, discussions, demonstrations, etc. and providing any additional information required by J&K BANK, will be borne entirely and exclusively by the Bidder.**

### **Z. Bidder will, by responding to J&K BANK's Bid, be deemed to have accepted the terms of the Bid in totality.**

**ANNEXURE 1**  
**TECHNICAL BID FORMAT**

| S. No | Particulars   | Details to be filled in by the Service Provider |
|-------|---|---|
| 1.    | Name of the Service Provider  |   |
| 2.    | Regd. Office/Business address of the Service Provider   |   |
| 3.    | Contact Details   |   |
| 4.    | Mobile  |   |
| 5.    | LL  |   |
| 6.    | e-Mail  |   |
| 7.    | Date of Incorporation/Constitution  |   |
| 8.    | PAN/TAN Nos. of the Service Provider  |   |
| 9.    | GST Registration No.  |   |
| 10.   | Whether registered with Registrar of Firms/ Companies? Date of Registration (Attach copy of registration)   |   |
| 11.   | Whether registered with Sales Tax Department? Date of Registration.   |   |
| 12.   | Whether registered with Health Department / or any other authority? Date of Registration.   |   |
| 13.   | FSSAI Registration no.  |   |
| 14.   | Whether registered with Labour Department? Date of Registration.  |   |
| 15.   | Whether registered with Central/State Excise/Income Tax Department for Service Tax? Date of Registration.   |   |
| 16.   | Name of the Director/Partners/Proprietor  |   |
| 17.   | Staff Strength(Proof with attested copies of Pay Roll)  |   |
| 18.   | (a)Turnover in the last three financial years. (year wise). Please attach a copy of CA certified audited Balance Sheet and P & L Statement. (b)Profit for the above financial years |   |
| 19.   | Bank Details Name of the Bank<br>Branch Type of Account<br>Account Number IFSC Code *   |   |
| 20.   | Years of experience in providing the services.  |   |

|     |  |      |                  |              |                       |
|-----|--|------|------------------|--------------|-----------------------|
| 21. | Name of the Organizations / Corporations / Departments where the experience has been gained  |      |                  |              |                       |
| 23. | Name, Designation & Contact details of the key person at the above indicated location/s from the Contracting Establishment.  | S.No | Name of location | No. of Years | No. of persons served |
|     |  |      |                  |              |                       |
|     |  |      |                  |              |                       |
|     |  |      |                  |              |                       |
| 24. | Whether the firm is profit making since the last three financial years ending-----   |      |                  |              |                       |
| 25. | Whether your firm has all the requisite infrastructure for providing timely, healthy, hygienic, tasty, neat and clean food and crockery utensils for the service.<br>(Provide Details) |      |                  |              |                       |
| 26. | Whether your form has been blacklisted   |      |                  |              |                       |
| 27. | Application fee details<br>DD<br>EMD   |      |                  |              |                       |

I hereby confirm that all the information, particular, copies of certificates and testimonials in connection with this RFQ are correct and genuine. I am therefore liable to face appropriate actions as deemed fit by the bank in the event of the information, particulars, copies of certificates and testimonials are not found correct and genuine

Signature with Seal  
Place  
Name  
Date

*Note: Enclose certified photocopies of all the relevant documents in support of the information furnished above.*

**ANNEXURE 2**

**Particulars in respect of similar jobs/assignments done if any**

| S.No | Name of the Event provided with address | Name and address of the client with contract numbers | Value of contract | Date of award of contract and Duration of the contract | Photos of the Events to be attached |
|------|---|--|-------------------|--|-------------------------------------|
|      |   |  |                   |  |                                     |

Please attach evidence like copy of award letter and completion certificate given by client / architect.  
Please also attach colored photographs of completed work.

Signature with Seal of the Service Provider

**ANNEXURE 3**  
**Forwarding Letter**

(To be submitted on the letter head of the “Service Provider”)

To:

Jammu and Kashmir Bank Limited

Dear Sir,

Your Tender No. \_\_\_\_\_, Dated \_\_\_\_\_

This is with reference to your above mentioned RFQ document for supply of food items at the 87<sup>th</sup> Annual General Meeting of the Bank scheduled to be held on August 26, 2025 at Sher-i-Kashmir International Conference Centre (SKICC), Srinagar, J&K - 190001. We have read and understood the terms and conditions of the tender document and we hereby submit our proposal along with the necessary documents.

Further, we agree to abide by all the terms and conditions as mentioned in Annexure ---- of the tender document.

Date: ...../...../.....

**Authorized Signatory:**

**Name:**

**Designation:**

**Phone:**

**Email:**



**ANNEXURE-4**  
**Bid Security Declaration**

**(On Service Providers letter head)**

To

Deputy General Manager,  
Business Support Division,  
Jammu and Kashmir Bank Limited,  
Corporate Headquarters,  
M.A Road Srinagar.

Ref No. \_\_\_\_\_

I/We , ..... irrevocably declare as under:

I/We understand that, as per Clause .....of Tender/bid conditions, bids must be supported by a Bid Security Declaration in lieu of Earnest Money Deposit.

I/We hereby accept that I/We may be disqualified from bidding for any contract with you for a period of Three years from the date of disqualification as may be notified by you (without prejudice to J&K Bank rights to claim damages or any other legal recourse ) if,

- a. I am /We are in a breach of any of the obligations under the bid conditions
- b. I/We have withdrawn or unilaterally modified/amended/revised, my/our Bid during the bid validity period specified in the form of Bid or extended period, if any.
- c. On acceptance of our bid by FACT, I/we failed to deposit the prescribed Security Deposit or fails to execute the agreement or fails to commence the execution of the work in accordance with the terms and conditions and within the specified time.

Signature:

Name & designation of the authorized person signing the Bid-Securing Declaration Form:

Duly authorized to sign the bid for and on behalf of: \_\_\_\_\_  
(complete name of Bidder)

Dated on \_\_\_\_\_ day of \_\_\_\_\_ month, \_\_\_\_\_ year.

## ANNEXURE 5

### Agreement

“THIS Agreement (“Agreement”) made on this \_\_\_\_\_ (“Effective Date”) between:

**Jammu and Kashmir Bank Limited**, a Banking Company under the Companies Act, 2013 having its registered office at M.A. Road, Srinagar (hereinafter referred to as the Bank, which expression shall unless repugnant to the subject or context thereof, include its successors and assigns) of the **ONE PART**, through its authorized signatory \_\_\_\_\_.

**AND**

\_\_\_\_\_, a Private Individual /Private Ltd. Co/ Public Ltd. Co/Partnership Firm, having its registered office at \_\_\_\_\_ (hereinafter referred to as “service Provider”, which expression shall unless repugnant to the subject or context thereof, include its successors and assigns) of the **OTHER PART**, through its authorized signatory \_\_\_\_\_”.

Whereas the party is the supplier of food items for the 87<sup>th</sup> Annual General Meeting of the Bank.

*The “Bank” and the “Service Provider” shall herein after be collectively referred to as “Parties” and individually as “party”.*

### **RECITAL CLAUSE:**

#### **WHERE AS:**

- i) Bank Intends to provide the contract of supply of food items at the 87<sup>th</sup> Annual General Meeting of the Bank.
- ii) For the said Purpose Bank Floated a RFQ vide No \_\_\_\_\_ dated \_\_\_\_\_.
- iii) The service Provider along with other bidders submitted its bid for the purpose, and after the process of bidding, the Service Provider was declared as “Successful Bidder” on the terms and Conditions detailed herein below.

#### **1/Name of the work**

Providing food items at the 87<sup>th</sup> Annual General Meeting of the Bank, scheduled on Tuesday, August 26, 2025 at Sher-i-Kashmir International Conference Centre (SKICC), Srinagar, J&K - 190001.

## **2/ Scope of work**

1. The Service Provider shall perform the work specified by the Bank and render in connection therewith all the professional services covering the services.
2. J&K Bank requires the Service Provider to provide food items at the venue of the 87<sup>th</sup> Annual General Meeting of the Bank and that shall be consumed during the 87<sup>th</sup> Annual General Meeting of the Bank.
3. The “Service Provider/Bidder” shall have to ensure the delivery of neat and hygienic food and has to ensure highest standards of hygiene.
4. Besides above the “Service Provider/Bidder” shall have to arrange for refrigerated trucks alongwith four deep freeze refrigerators that shall be used to store the food items at the venue of the 87<sup>th</sup> Annual General Meeting of the Bank till the time the food packets are distributed.
5. Good quality and branded products, raw materials etc. will be open to check-up at any stage of preparation without any prior notice and no sub-letting/sub-contracting of work shall be allowed.
6. The menu is divided into two categories, Non-Vegetarian and Vegetarian. The number of boxes to be filled are 1000, with 850 boxes being non-vegetarian and 150 boxes being vegetarian in nature.
7. Contents for each box stand enumerated below:

The Fresh Non-vegetarian food items to be provided per box are:

- a. Chicken Pop Corn (200 grams)
- b. 4 Piece Strips (150 grams)
- c. Walnut Tart (100 Grams)
- d. Butter Dry fruit Basrak (Piece weighing 240 grams)
- e. 2 pieces of Rasgulla (50 grams each, packed separately)

*\*The above weights are dry weights*

The Fresh vegetarian food items to be provided per box are:

- a. Paneer Rakora {5 pieces} (500 grams)
- b. 2 Piece Veg Spring Roll (200 grams)
- c. Walnut Tart (100 Grams)
- d. Butter Dry fruit Basrak (Piece weighing 240 grams)
- e. 2 pieces of Rasgulla (50 grams each, packed separately)

*\*The above weights are dry weights*

8. Apart from above, the following items shall also be required:
  - a. 1200 units of juice of capacity 240 ml (Del Monte/Rani)
  - b. 1100 water bottles of capacity 500 ml (Kinley/Bringi)

## **3/ Completion time**

The service provider shall execute the job as specified by the Bank within the shortest possible time (In some case it may be less than 24 hours).

## **4/ Safety**

The service provider shall at all times conduct its operation in such a manner so as to avoid any risk of bodily harm to persons or damage to property. In addition the service provider shall comply with all applicable safety standards, codes and regulations.

## **5/Penalty**

In case of non-execution of order, back-out, default, delay in trial operation or non-compliance with any of the terms and conditions of supply order, the bank shall without prejudice to any other remedy available to it, terminate the order immediately and impose a penalty upto 100% of the value of the particular order and if required blacklisting from future business.

#### **6/ Sufficiency of tender rates quoted by the Service Provider.**

The service provider shall be deemed to have satisfied itself as to the correctness and genuineness of the quoted price. The rates shall cover all its obligations under the order and all matters and things necessary for the proper execution of his work order obligations.

No price variations shall be allowed for any rise or fall in cost of labor, food, materials or any other factors influencing the order price. Order price quoted shall be inclusive of commissioning of equipment and all taxes, duties, levies, inspection charges, and freight upto site, insurance and local taxes.

#### **7/ Performance Guarantee**

The Service provider warrants to the Bank that all material, food items & other supplies to be provided under this order will be new, fresh and free from material and defects and all supplies and components thereof will fulfill the performance guarantee data, and characteristics as laid down in relevant specifications and standards. In case of any breach of any terms and conditions regarding the supply of material, food items & other supplies etc, the Bank shall have the right to invoke the performance guarantee besides imposing of penalty subject to maximum of contract value.

#### **8/Testing**

The service provider can be asked to show any test report of the food supplied at any stage show that that the material or any part thereof does not meet guaranteed data as per the specifications, the department shall be at the liberty to reject the whole order or part thereof as the case may be and impose penalty as may be solely defined by the Bank subject to the Maximum of Security Deposit.

#### **9/ Payments**

Payments shall be released in favor of the service provider strictly as per the payment clause mentioned in the work order issued. The work order shall mean a job required to be completed by the service provider at the 87<sup>th</sup> Annual General Meeting of the Bank.

#### **10/Validity**

The contract of the service provider shall remain valid for providing the food items at the 87<sup>th</sup> Annual General Meeting of the Bank only.

#### **11/ Event Location**

Sher-i-Kashmir International Conference Centre (SKICC), Srinagar, J&K - 190001

#### **12/Other Conditions**

Rates quoted shall remain valid for one month.

#### **13/Dispute Resolution -**

In case of any dispute regarding any of the terms of this agreement and the matters related thereto, the decision of the Deputy General Manager-Business Support Division, Jammu and Kashmir Bank Limited shall be final and binding on all the parties. All legal Disputes, If any, will be subject to the Jurisdiction of Courts at Srinagar/Jammu.

**14/ Governing Law:** This Agreement shall be governed and interpreted by and construed in accordance with the laws of India read with the local laws of the UT of J&K.

**15/ Force Majeure:** Notwithstanding anything contained in this Agreement, the Parties shall not be liable for any failure to perform any of its obligations under this Agreement if the performance is prevented, hindered or delayed by a Force Majeure event (defined below) and

in such case its obligations shall be suspended for so long as the Force Majeure Event continues. Each Party shall promptly inform the other of the existence of a Force Majeure Event and shall consult together to find a mutually acceptable solution. "Force Majeure Event" means any event due to any cause beyond the reasonable control of the Party, including, without limitation, unavailability of any communication system, sabotage, fire, flood, explosion, act of God, civil commotion, strikes or industrial action of any kind, riots, insurrection, war, acts of government, etc"

**Clause/16:** Unless otherwise provided herein, all notices or other communications under or in connection with this Agreement shall be given in writing and may be sent by personal delivery or post or courier or facsimile to the address, facsimile number given below. Any such notice or other communication will be deemed to be effective if sent by personal delivery, when delivered, if sent by post, three days after being deposited in the post and if sent by courier, two days after being deposited with the courier, and if sent by facsimile, when sent (on receipt of a confirmation to the correct facsimile number).

**Clause/17:** Neither this Agreement nor any provision hereof is intended to confer upon any person other than the Parties to this Agreement any rights or remedies hereunder.

**Clause/18-** This Agreement is on a principal-to-principal basis between the Parties hereto. Nothing contained in this Agreement shall be construed or deemed to create any association, partnership, or joint venture or employer-employee relationship or principal-agent relationship in any manner whatsoever between the Parties.

**Clause/19-** Service Provider shall engage the services of sufficient number of able, trained, efficient, neat, healthy, well-behaved and skilled persons for cooking and delivery of food items at its cost.

**Clause/20-** The service provider shall ensure high quality of services. In case, the food items are not found to be of good quality and in order, the Bank reserves the right to claim damages. The decision of the Bank in the regard would be final.

**Clause/21-** Indemnity: Service provider shall indemnify the Bank and keep it indemnified against any damage,claim, litigation, loss including but not limited to reputational loss, if any caused to the Bank during the course of the services being provided by the service provider to the Bank.

For M/S

For Jammu and Kashmir Bank Limited

**ANNEXURE 6**  
**Financial Bid**

| S.No | Food Item  | Rate per piece in Rs.<br>(Exclusive of taxes) |
|------|--|---|
| 1.   | Chicken Pop Corn (200 grams)                       |   |
| 2.   | 4 Piece Strips (150 grams)                         |   |
| 3.   | Walnut Tart (100 Grams)                            |   |
| 4.   | Butter Dry fruit Basrak (Piece weighing 240 grams) |   |
| 5.   | Paneer Rakora {5 pieces} (500 grams)               |   |
| 6.   | 2 Piece Veg Spring Roll (200 grams)                |   |
| 7.   | Juice 240 ml (Del Monte/Rani)                      |   |
| 8.   | Water Bottle 500 ml (Kinley/Bringi)                |   |