



**MIZORAM RURAL BANK
HEAD OFFICE , AIZAWL, MIZORAM**

e-mail : fa@mrb.bank.in

Ref.No.GM/CM(FA)/GEN-44/ 33

Dated : 21/05/2026

**TENDER FOR PROVIDING CANTEEN SERVICES AT HEAD OFFICE,
MIZORAM RURAL BANK , MINECO
AIZAWL, MIZORAM**

Mizoram Rural Bank invites 'Sealed Tenders' from the reputed and experienced firm to provide canteen Services at the Head office Building. The interested firm may submit their bids in sealed cover to :

**The General Manager,
Mizoram Rural Bank,
Head Office
MINECO, Khatla, Aizawl
Mizoram 796001**

Submission Start Date	29.05.2026	at 11:00 a.m.
Last Date of Submission of Tender	12.06.2026	upto 3:00 p.m.
Date of Tender Opening	12.06.2026	at 3:30 p.m.

The Bidders should submit their bids in sealed envelope with Superscription
"TENDER FOR CANTEEN SERVICES"

PLACE OF SUBMISSION:

Mizoram Rural Bank, Head Office ,Mizoram New Capital Complex (MINECO), Khatla, Aizawl, Mizoram
796001



NOTICE INVITING TENDER

Mizoram Rural Bank hereinafter also referred to as The Bank invites 'Sealed Tenders' from established and reputed firms/ catering agencies etc. (with sufficient experience of running canteens) to run the Canteen at the Head office Building, MINECO, Khatla, Aizawl, Mizoram. Interested agencies/firms having good reputations shall download the tender forms from the Bank's website www.mrb.bank.in. The filled in tender form should be submitted latest by 3:00 PM on 12.06.2026. Tenders/Quotations received after the stipulated date and time will not be entertained. The Technical Bids and Financial Bids shall be opened at Head Office on 12.06.2026 at 3:30 PM by the Premises Committee and in the presence of such Bidders/Tenderers who may wish to be present. The Bank reserves the rights to reject any or all the Tenders/quotations without assigning any reason.

A. ELIGIBILITY CRITERIA

1. The Applicant Contractor should be in possession of necessary license from government authorities for running the business.

B. BID SECURITY/EARNEST MONEY DEPOSIT

1. Bid Security /Earnest Money shall be paid by Mizoram Rural Bank Call Deposit on any Branch of Mizoram Rural Bank.
2. Quotation/bid should be accompanied by a Mizoram Rural Bank Call Deposit Receipt amount of ` 2,000/- (Rupees Two thousand only) as earnest money, drawn in favour of "**Mizoram Rural Bank, Head Office**". Bid Security/ Earnest Money in cash or in any other form will not be accepted.
3. A Bid (Tender) not accompanied by the Bid Security shall be summarily rejected.
4. Interest shall NOT be payable on the Bid Security/Earnest Money deposit.
5. Bid Security / Earnest Money of the unsuccessful bidder will be refunded without interest within reasonable time after final decision of the tender.

C. GENERAL TERMS & CONDITION:

1. The Bank reserves the right to reject any or all the tenders without assigning any reason.
2. The firm will ensure that raw material used for cooking are of very good quality, safe for human consumption and conform to the standard laid down by the Govt. of India in this regard from time to time. In the event of any food poisoning/contamination, the firm will be held fully responsible and liable to other penal actions under the law. The firm will ensure proper sanitation/hygienic conditions in the premises and deploy persons free from infectious diseases.
3. The firm shall be responsible for compliance of the labour laws in respect of the personnel employed by them. The firm shall be the employer for his workers and the Bank will not be held responsible fully or partially for any dispute that may arise between the firm and his workers.
4. The cost of food & beverages must be competitive and reasonable. Prior approval of the Bank will be required for any increase in the price of any item.
5. Cleaning of canteen shall be done by the firm. The garbage of the canteen shall also be disposed of by the firm on a daily basis. The firm shall ensure cleanliness of the canteen all the time.

6. It shall be the sole responsibility of the firm to obtain and keep ready necessary licenses/permissions from various government bodies for running catering/Canteen services and produce the same before the concerned authority as and when asked for. An undertaking in this regard has to be given by the Firm.
7. Liability/ responsibility in case of any accident causing injury/ death to the canteen worker or any of his staff shall be of the firm. The Mizoram Rural Bank shall not be responsible by any means in such cases.
8. The Contractor is required to maintain the details of all his employees/workers.
9. The canteen will be required to be run on all the working days of the Bank and other days if required by the Bank. The canteen has to be opened from 8:00 am to 7:30 p.m. or as per requirement on all working days.
10. The Firm will have to supply breakfast/lunch/ dinner in the canteen/ Bank premises as per the requirement and schedule drawn for the purpose by the concerned authorities of the Mizoram Rural Bank.
11. The firm shall be responsible for serving tea/snacks/lunch/dinner etc. in the official meetings of the Bank as and when required at the prescribed rates as per the contract.
12. The Firm shall be responsible for the timely payment of wages to its workers as per Minimum Wages Act of the Government.
13. The Firm shall keep the Canteen and its surrounding areas clean and up to date with sanitation every day after the services are over. The cleaning includes cleaning of utensils, kitchen, canteen hall, floor, counter, benches, tables, chairs, etc. The Bank will have 24-hour access to inspect the canteen premises at any time to ensure the cleanliness and hygienic conditions of the canteen's kitchen and dining hall premises.

D. Termination Policy:

1. The Bank reserves the right to terminate the contract at a notice of 10 days if there is deterioration in any kind of services/ insolvency, poor/ deficient service, fraudulent activities, unsatisfactory/deficiency in the quality of food stuff, material, hygiene, etc. In case of any dispute in this regard, the decision of the Bank shall be final and binding. In such a scenario, the security deposit made in the form of call Deposit will be forfeited.
2. The Bank also reserves the right to terminate the contract by giving a notice of 30 days without assigning any reasons thereof.
3. Mutual Termination: The Agency/firm/contractor who wish to terminate the contract by mutual agreement shall give a notice by assigning the reason(s) thereof. On acceptance by the Bank, the contract may be mutually terminated after a period of 30 days from the day of acceptance by the Bank.

E. AMENITIES TO BE PROVIDED BY BANK

- a) The Bank will provide adequate space for canteen free of cost at Head Office Building, MINECO, Khatla.
- b) The Bank will provide and maintain furniture (tables and chairs) in the serving area, Firm has to arrange for rest of the equipment which are not provided by Bank.
- c) Electricity charges will be borne by the Bank. Gas consumption charges will be paid by firm.

D. VALIDITY OF CONTRACT

The contract for Canteen Services shall remain valid initially for a period of one year. However, in order to evaluate the performance and services of the Firm, the contract period will be extended for another one year.

Signature of Tenderer
With Seal

ANNEXURE-1**DOCUMENTS FOR PROVIDING CANTEEN SERVICES AT HEAD OFFICE ,
MIZORAM RURAL BANK, MINECO, KHATLA, AIZAWL MIZORAM**

NAME OF THE FIRM	
NAME OF PRORIETOR	
Adhaar No.	
COMPLETE POSTAL ADDRESS OF THE FIRM	
Name, Designation and Tel. No(s) of the Contact Person, -Fax No(s)or email address	
Year of commencement of business	
Registration No. of the Firm-	
Year of Experience	
DAC no.	

Signature of Tenderer
With Seal

FINACIAL BID

SL.No.	Name of Items	Units	HALF RATE	FULL RATE
I.				
1	Aloo chop			
2	French Fries			
3	Chicken nuggets			
4	Tea			
5	Coffee			
6	Lassi			
II.	RICE & CHOW			
1	Veg Rice & Chow			
2	Chicken/Pork (Chow & Rice)			
3	Mixed (Rice & Chow)			
4	Egg (Rice & Chow)			
5	Beef (Rice & Chow)			
III.	CHOWMEIN			
1	Veg Chowmein			
2	Beef Chowmein			
3	Chicken/Pork Chowmein			
4	Mixed Chowmein			
IX.				
1	Chicken Biryani			
2	Chicken/Pork Pulau			
3	Chicken Burger			
4	Meatball Rice			
5	Chicken/Pork Hot N Sour Soup			
6	Chicken/Pork Mushroom Soup			
7	Chicken Soup			
8	Egg roll			

9	Chicken/Beef/Pork Roll			
10	Steamed Momo(Chicken/pork)			
11	Steamed Momo(Veg)			
12	Fried Momo(Chicken/pork)			
13	Fried Momo(Veg)			
14	Spring roll			
15	Alu Paratha			
16	Chilli Chicken			
17	Chicken Pakora			
18	Sanpiau			
19	Alu Bawngsa			
20	Sachek			
21	Sawhchiar			
22	Chow satui leih			
23	Paratha			
24	Chhangban			
25	Wanton soup			

Additional Clause – Preparation of Additional Food Items

In addition to the menu mentioned above, the selected canteen service provider shall also be capable of preparing and serving other food items/snacks as may be desired by the Staff and Office during office hours, subject to availability of ingredients, mutual agreement on rates, and maintenance of proper hygiene and quality standards. The canteen service provider shall ensure reasonable flexibility in catering to the food preferences and requirements of the Bank employees from time to time.

(Signature of Tenderer with seal)

Name:

Address:

Phone No :

Date: