

CHANDIGARH ADMINISTRATION
**EXPRESSION OF INTEREST (EOI) INVITED for Providing F&B/Catering
Services at Institutional Cafeteria**

Sardar Beant Singh Memorial and Chandigarh Centre for Performing and Visual Arts, Sector-42, Chandigarh, hereby invites Expression of Interest (EOI) from experienced and eligible firms/bidders for operating, maintaining, and providing Food & Beverage (F&B)/Catering services at the cafeteria located within the Centre.

Interested parties may download the detailed EOI document containing eligibility criteria, terms and conditions, and submission guidelines from the website:

[www.chdca.gov.in]

Key Dates:

Activity	Date
Start of Submission of EOI	10.12.2025
Last Date for Submission	27.12.2025 (by 5:30 PM)
Project Briefing Meeting	30.12.2025 at 3:00 PM
Date of Presentation	To be notified separately

Only firms with relevant experience and capability in institutional or public catering may apply. The competent authority reserves the right to accept or reject any or all EOIs without assigning any reason.

Project Director
Beant Singh Memorial Society
Sector-42, Chandigarh
Email: [bsmemorial42@gmail.com]
Phone: [0172-2621409]
[Contact person- Sh. Arvind Kumar, Supervisor, M- 9991888843]
(Office Hours Only)

NOTICE INVITING EXPRESSION OF INTEREST (EOI)

Subject: Invitation for Expression of Interest (EOI) for Operating, Maintaining, and Providing Food & Beverage (F&B)/Catering Services at the Cafeteria, Sardar Beant Singh Memorial and Chandigarh Centre for Performing and Visual Arts, Sector-42, Chandigarh.

1. Introduction

Sardar Beant Singh Memorial Society (BSM), Chandigarh, hereby invites sealed Expressions of Interest (EOI) from reputed and experienced Food & Beverage (F&B)/Catering service providers for the operation and maintenance of the institutional cafeteria situated at Sector-42, Chandigarh, having a built-up area of approximately 24,485 sq. ft.

2. Objective

To provide hygienic, affordable and quality food and beverages to visitors and members of the Centre through a professionally managed cafeteria.

3. Scope of Work

The selected bidder shall:

- Operate and maintain the cafeteria premises.
- Offer a diverse and hygienic menu including meals, snacks and beverages.
- Ensure compliance with Municipal, FSSAI and other applicable norms.
- Employ trained personnel for kitchen, service and sanitation operations.
- Maintain cleanliness, sanitation and waste disposal protocols.

4. Contract period Time line

The Contract will be initially awarded for three years and further extendable for two years on year to year basis on Terms & Conditions given in the tender document.

5. Location

Cafeteria Building,

**Sardar Beant Singh Memorial and Chandigarh Centre for Performing and Visual Arts,
Sector-42, Chandigarh – 160036.**

Interested parties/candidates may visit the site at their own cost before submission of EOI and for the same he/she can contact Sh.Arvind Kumar, Supervisor.

6. Eligibility Criteria

Applicants/Interested parties must meet the following minimum requirements:

- Legally registered entity in India (Company, Limited Liability Partnership (LLP), Partnership, Proprietorship).
- Possess a minimum of three (3) years of experience in institutional/public catering.
- Hold valid FSSAI license, GST registration, and PAN.
- An average annual turnover of **1 Crore over** the last three financial years (supported by audited financial statements by CA).
- Have no record of blacklisting by any government authority/Boards/Coportations/Agency etc.

7. Financial Guidelines

- The selected bidder shall bear all operational costs including electricity, water and other utilities.
- Monthly rent shall be payable as determined by the Competent Authority, along with applicable GST.
- All applicable taxes as amended from time to time, excluding property tax, shall be borne by the bidder.
- A performance/bank guarantee shall be submitted at the time of execution of agreement, as prescribed by Chandigarh Administration.
- Stamp duty, if applicable, shall be borne by the bidder.

8. Legal Provisions

- The bidder shall comply with all statutory regulations including fire safety, labour laws and municipal guidelines.
- No structural alterations to the building shall be permitted.
- Upon expiry of the agreement, the premises shall be handed back in original condition, free of liabilities.
- In case of disputes, the matter shall be referred to the Competent Authority, whose decision shall be final and binding.
- Secretary, Department of Culture, UT Chandigarh reserves the right to accept or reject any or all proposals without assigning any reason.

9. Submission Guidelines

Interested parties shall submit the following documents in a sealed envelope:

- Cover letter expressing interest.
- Company profile and credentials.
- Proof of eligibility (licenses, financials, experience).
- Details of similar past assignments with performance certificates.
- Proposed operational plan including menu, hygiene protocols, and pricing.
- Any other relevant supporting documents.

10. Selection process

- EOIs will be evaluated based on relevant experience, operational plan, financial capability and presentation.
- Shortlisted firms may be invited for a presentation and/or site visit.

11. Envelope Marking:

“EOI for Operation & Maintenance of Cafeteria – Sector 42, Chandigarh”
Addressed to:
Project Director,
Beant Singh Memorial Society,
Sector-42, Chandigarh – 160036.

12. Contact information

Project Director
Beant Singh Memorial Society
Sector-42, Chandigarh
Email:[bsmemorial42@gmail.com]
Phone: [0172-2621409]
Contact Person- Sh. Arvind Kumar, Supervisor, M-9991888843. (Office hours only)

Issued by:
Project Director
Beant Singh Memorial
Chandigarh