

**TENDER FORM**

(Ser No \_\_\_\_\_)

**ALLOTMENT OF WET CANTEEN: ARMY PUBLIC SCHOOL, BHOPAL FOR THE  
PERIOD FROM 15 JUN 2026 TO 14 MAY 2027**

1. Tender No : \_\_\_\_\_
2. Name of Shop applied for : \_\_\_\_\_
3. Name of Bidder : \_\_\_\_\_
4. Address : \_\_\_\_\_  
\_\_\_\_\_
5. Telephone /Mobile Nos 1. : \_\_\_\_\_  
2. : \_\_\_\_\_
6. Rebate offered per months, ₹ : \_\_\_\_\_
7. Are you Ex-Servicemen/war widows /windows of defense personnel killed while on duty/disabled solders/spouse/ widows of Ex- servicemen : Yes/No
8. Whether owner will be available for max time in the shop? : Yes/No
9. Do you have shop presently at Dronachal/ SI Lines/ Bairagarh : Yes/No
10. Whether you have shop in Sublette? : Yes/No
11. Whether you have shop elsewhere? : Yes/No

12. List out services/ amenities you will offer to the customers (you may attach separate page, if required to give details of products/ services/ amenities with photographs):-

- (a) \_\_\_\_\_
- (b) \_\_\_\_\_
- (c) \_\_\_\_\_

13. Earnest money details:-

- (a) Draft No \_\_\_\_\_ dated \_\_\_\_\_.
- (b) Name of Bankers : \_\_\_\_\_.
- (c) Amount : \_\_\_\_\_
- (d) Drawn in favour of \_\_\_\_\_



**Certificate by Bidder**

Certified that, I have read and understood the instructions of tender and conditions for opening of the canteen in APS, Bhopal for the period from 15 Jun 2026 to 14 May 2027.

I understand that if awarded the contract, earnest money will be forfeited in case I do not meet the terms and conditions of the contract.

Signature of Bidder : \_\_\_\_\_

Signature & Address of two witnesses

Witness No 1 : \_\_\_\_\_

\_\_\_\_\_

Witness No 2 : \_\_\_\_\_

\_\_\_\_\_

File No: APSB/BM-16 (Canteen)/2026

Date of issue: 18 May 2026

  
Signature of issuing Authority  
**Principal**  
Army Public School, Bhopal

**Note:** Terms and Conditions for the contract are enclosed.



**TERMS AND CONDITIONS FOR OPENING OF WET CANTEEN IN APS, BHOPAL**

1. The contract will be for opening of wet canteen in APS, Bhopal for the period from 15 Jun 2026 to 14 May 2027.
2. Shops will be established exclusively for the shopping requirements of the residents of the Military Station and items to be sold/ services to be provided as above will be adhered to. Rebate will be as shown above.
3. Tenders will be accepted for the wet canteen. Tender forms with twice names will be rejected.
4. Each tender form will be submitted along with Earnest Money Deposit of ₹1000/- (Rupees One thousand only) in the form of a Demand Draft from a Nationalized Bank, payable at Bhopal in favour of **Principal, Army Public School, Bhopal**.
5. Earnest money deposit of successful bidder will be retained till the time of signing of the contract and depositing of security deposit. Earnest money deposit of unsuccessful bidders will not be returned on finalization of tender procedures.
6. Tender forms not accompanied by earnest money deposit in the form of demand draft will be rejected.
7. Tenders forms duly completed along with this terms and conditions, in sealed envelopes should be deposited in the tender box kept at **Principal, Army Public School, Bhopal** before 1330hrs on **31 May 2026**. No tender will be entertained thereafter.
8. Tender form and each page of the terms & conditions must be signed by bidder. If thumb impression is being used, it must be attested by an authorized Notary/ Gazetted Officer.
9. Opening of tender will be carried out by a Board of Officers detailed by **HQ 21 Corps (Sigs) Bhopal** after **31 May 2026**. Thereafter the board of Officers will interview/interact with vendors for clarifications if any, visit the existing wet canteen of the vendors and recommend the vendors for allotment of canteen on the basis of rebate and facilities/services offered, past experience/feedback, comparative rates offered Ex-servicemen and existing vendors with good feedback will be given preference for allotment of wet canteen.



Signature of Bidder \_\_\_\_\_

10. Successful bidders will be intimated by registered post and by telephone/ mobile on finalization of the board proceeding.
11. Successful bidders will be required to deposit a Security Deposit amounting to Six times the amount of monthly rebate offered in the form of Demand Draft from a Nationalized Bank payable at Bhopal before commencement of the contract.
12. Successful bidders will be required to sign a contract of agreement with the Principal, Army Public School, Bhopal prior to commencement of the contract/ business.
13. The wet canteen will be established in the building/ space already constructed for the same. The same will be indicated to the contractor by the Principal, APS, Bhopal.
14. No additional construction/ alteration will be undertaken in the building/ shop by the contractor for the purpose of the contract/ business. Shelves/ Cupboards/ furniture as required for the business purpose may be placed/ fixed with the space allocation with the prior written permission of the Principal, APS, Bhopal without causing any damage to the building. In case of any alteration/ addns, it will be property of the management.
15. The safety and security of the wet canteen and its contents including fire safety will be the sole responsibility of the contractor.
16. The contractor will obtain prior permission of the Principal, APS, Bhopal for employing any employees for running of the wet canteen. Such employees will be employed only after obtaining proper verification/vaccination from local police authorities and after obtaining security pass from, Station Headquarters Bhopal.
17. The contractor will be required to pay the rent and allied charges including electricity and water charges as applicable to the wet canteen within ten days of receipt of rent bills from MES authorities.
18. The contractor will pay the monthly rebate by cheque/ cash to the Principal, APS, Bhopal by the 5<sup>th</sup> day of each month.
19. The security deposit will be returned to the contractor at the end of the contract period on submission of clearance certificate duly signed by the respective GEs and the Principal, APS, Bhopal.
20. The wet canteen will cater for and provide all stores/ accessories/ services as given in the tables above.



Signature of Bidder \_\_\_\_\_

21. The rates for wet canteen will be submit by the vendors and after verification of rate will fixed by the Principal, APS, Bhopal and the same will be strictly adhered to by the contractor. Rate lists duly signed by the Principal, APS, Bhopal be displayed in the shop.
22. The wet canteen will open/ close/ function as per the timing laid down by Principal, APS, Bhopal.
24. The contractors will ensure proper hygiene.
23. The contractors will ensure the quality of stores/accessories/service being provided to the students/staff. No sub-standard/outdated/poor quality stores will be supplied from shop and cleanliness of the shop, its surroundings and the contents of the shop proving food articles/consumable items will ensure that no stale/ over dated items are supplied to the consumers at any time. Food articles will be kept under cover/fridge/deep freezers at all times.
25. The contractor will ensure that the employees working in the shop is medically fit and free of any infectious diseases. Regular medical checkup of these employees will be ensured by the contractor.
26. No intoxicating items including foreign and country made liquor, cigarettes, beedis, tobacco (tambaku) or any form of drugs, medicines or any such items will be sold from the premises of the shop nor will be consumed by any of the employees of the shop.
27. The contractor and his employees will strictly adhere to the orders and instructions issued by the Principal, APS, Bhopal and other authorities of Bhopal Military Station.
28. The shop allotted will not be sublet to any party and will not be used for purposes other than selling of products/ items, services as per agreement. Owner has to be present for at least 80% of the time of the shop. In case subletting or poor services or non-adherence to instructions is observed by the management, the contract will be terminated.
29. The business will be carried out from within the space provided for the purpose and no stock will be displayed in verandahs or in common space in front of the shop.
30. Use of polythene bags are strictly forbidden within Military Station.
31. Principal, APS, Bhopal, reserves the right to terminate the contract agreement at any time without assigning any reasons whatever thereof.
32. These terms & conditions of Tender shall form part of the contract.



Signature of Bidder \_\_\_\_\_

APSB/BM-16/Canteen/2026

May 2026

**ALLOTMENT OF WET CANTEEN IN APS, BHOPAL**

1. Tender Form for allotment of Wet Canteen at APS, Bhopal is fwd herewith. Persons interested for opening of wet canteen may fwd tender forms duly completed in all respects for opening of tender by Board of Officers of APS, Bhopal.

2. The subject tender form to be submitted latest by **31 May 2026**.

  
(Mrs Priyanka Trivedi)  
Principal

**Copy to :-**

HQ 21 Corps (sigs) - for info pl.