



**INTERNATIONAL INDIAN SCHOOL JEDDAH  
SAUDI ARABIA**

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**E-Tender for Running School Canteen - International Indian School - Jeddah.**

**E-Tender Ref...: IISJESTATE/CANTEEN/2026**

**Date of Publishing: 14 June 2026**

**Last Date for Submission of Bids: 21 June 2026**

**International Indian School, Jeddah**

**P. O. Box: 14861**

**Jeddah - 21434**

**Kingdom of Saudi Arabia**



**Tender Notice for School Canteen  
International Indian School Jeddah  
Boys' & Girls' Sections**

**E-Tender Ref.: IISJESTATE/CANTEEN/2026**

**Date: 14 June 2026**

Sealed tenders are invited from reputed parties/firms for running and managing the School Canteen in International Indian School Jeddah. Interested parties engaged in catering/canteen services and possessing valid Trade License, Food License and VAT Registration may submit their tenders in the prescribed format.

The completed tender documents along with all required supporting documents should be submitted on or before **21 June 2026 by 4:00 PM** through email at [tenders@iisjed.org](mailto:tenders@iisjed.org)

The contractor shall comply with all terms and conditions mentioned in the tender document, including hygiene standards, approved food items, staffing requirements, and food safety regulations prescribed by the school authorities and CBSE guidelines.

Preference may be given to experienced contractors having previous experience of running school/institutional canteens.



**Terms & Conditions of Contract  
For Running a Canteen in International Indian School, Jeddah**

1. The agreement shall be valid initially for a period of **ONE** year from the date of agreement and thereafter it may be extended for a further period as may be necessary on mutual agreement.
2. The contractor should have/arrange a valid food/catering or any necessary license or permission required for running a school canteen.
3. The price list as attached herewith (**Annexure—A**) will be made and attachment to this agreement and will be valid for **ONE** Year. The contractor will supply only such items specifically approved by the PRINCIPAL IIS Jeddah and as directed by the CBSE for the school canteen & as per the MOE, KSA rules.
4. The contractor will be responsible for providing all food items mentioned in LIST OF ITEMS.
5. The building for canteen will be provided on rent by the school. The vendor offering highest rental will be given priority. The contractor will be responsible for proper handling and safe custody. Repair and maintenance of the equipment's will be carried out by the contractor and he will not claim any reimbursement of expenses on this account.
6. In case of any food poisoning/contamination the contractor will be held fully responsible and he will bear all the expenses caused due to food poisoning/contamination.
7. The Contractor will employ adequate number of staff in order to maintain efficiency.
8. All persons engaged by the contractor shall be the contractor's own employees and they will claim no privileges from PRINCIPAL IIS Jeddah. The contractor will be directly responsible for the administration of his employees as regards general discipline and courteous behavior.
9. The contractor will get all his workers medically examined from approved Registered Medical Practitioner recognized by Indian Medical Council, to be free from communicable diseases in addition to general fitness.
10. The Contractor will be responsible for cleanliness of crockery, cooking utensils, furniture, fixtures and fittings, etc. in the kitchen as well as the canteen hall. The organization will not provide any cleaning materials/dusters, etc. for the same.
11. Very high standards of hygiene and cleanliness shall be observed in the running of the kitchen, the canteen hall and connected services by the contractor and workers engaged by contractor including those responsible for collection of used utensils and periodic disposal of waste and refuse.
12. The Canteen shall be opened for catering during School hours on all working days.
13. The contractor will not take out of the school premises any articles or stores without a Gate-Pass to be issued by the Canteen in-charge. In the event of failure, to supply the approved items without notice by the contractor, the same will be arranged by the Organization at the Contractor's risk and cost. The Contractor shall at his own cost, effect, as required as per the Act, necessary insurance in respect of the



staff and other personnel or persons be employed or engaged by the Contractor in connection with the rendering of the aforesaid services to IIS Jeddah (Boys & Girls section) and shall comply with the provisions of (Regulation and Abolition) Act, Employees Staff Insurance Act, and other rules regulations and / or statues of the appropriate Govt. that may be applicable to them now or that may be introduced.

14. The contractor will have to furnish the statement showing the names and details of all the employees engaged for IIS Jeddah Canteen. Any addition/deletion must be communicated to Principal, IIS Jeddah.
15. The police verification documents of the persons deployed should be deposited by the contractor within 15 days of deployment to the office of International Indian School, Jeddah otherwise the person will not be allowed to work in the canteen and the contractor will replace him immediately with the person whose verification is completed.
16. IISJ shall have the right to search the Contractor's employees at any time while going out of the office premises and there shall be no grievances expressed/felt on this account either by contractor or his employees. The Contractor will issue ID Cards to the contractor's workers in the format approved by IIS Jeddah.
17. IIS Jeddah nominees reserve the right to take samples of the edibles/raw material from the canteen for the purpose of inspection and testing with a view to maintain the quality. Such samples will however be drawn by authorized person/persons in the manner and as per procedure laid down in PF Act.
18. Management Committee will inspect and oversee functioning of Canteen with a view to ensure hygiene and sufficient service in the canteen. In case there are repeated failures or lacuna noticed by the committee due to failure of contractor, Chairman of the MC can impose a fine up to SAR 1000/- at one time to be recoverable from bills due to the contractor.
19. Contractor will ensure that hazardous or inflammable or any intoxicating material is not stored in the canteen premises.
20. The Contractor will deposit with IISJ a sum of SAR 2000/- (Two thousand only) as bid security. The bid security will be refunded to the contractor on completion of contract. The security deposit will bear no interest.
21. a. The contractor shall not sublet or assign the license or use the space provided for running the canteen for purposes other than running canteen and shall not allow anybody or reside in the licensed premises and shall not use the same or part of it for stocking or keeping articles other than those needed for use in the canteen nor shall be made or permit to be made any structural additions and alterations to the same without written sanction of the Management.  
b. The contractor shall be responsible for all damages or losses to IIS Jeddah, property by the contractor himself or his staff and shall be liable to make good any such loss or damage excepting those due to reasonable use or wear and tear or such as caused by an act of God.  
c. IIS Jeddah will not be in any way responsible for any loss or damages accruing to any goods, stores or articles that may be kept by the contractor in the canteen premises including kitchen and other rooms.



d. List of foods prohibited in school canteen is enclosed as **Annexure — B.**

22. For termination of this agreement two months' notice will be required from either side in writing. The contractor shall vacate the licensed premises peacefully after the expiry of the licensed period and/or earlier if desired by IIS Jeddah and shall hand over the same to the authorized officer along with all furniture, fittings and other articles as may have been provided, from time to time and the decision of Principal, IIS Jeddah shall be final and binding upon the contractor. The Contractor shall be free to remove without any damage to the IISJ property like furniture, fittings, crockery, cutlery, utensils and other articles that might have been brought by the Contractor.
23. In case of any dispute the decision of Principal, IIS Jeddah will be final and binding on the Contractor.
24. The Contractor has a bare permission only to run a canteen in the IIS Jeddah, premises during the contract period and nothing contained in this document shall be construed as demise in law of the said IISJ premises or any part thereof and shall not give any legal title or interest to the Contractor.
25. The Canteen Contractor will bring all crockery/utensils for the purpose of making serving including Gas Burners.
26. Working experience in catering or running of canteen in various offices at least of 1 year or more.
27. List of Offices or Organization where the canteen had been run or presently running.

**I/We have carefully read and understood all the terms and conditions stipulated in this tender document and hereby agree to abide by and comply with the same.**

Name of the Contractor : \_\_\_\_\_

Signature of Contractor : \_\_\_\_\_

Date: \_\_\_\_\_

Stamp of the Firm : \_\_\_\_\_



## Tender Form

1. Name of the Tenderer: \_\_\_\_\_
2. Address: \_\_\_\_\_
3. Trade / License No.: \_\_\_\_\_ (Attested Photostat of the valid license issued by the local authority should be attached. Alternatively, a copy of the firm's letterhead or bill book bearing the license details may be enclosed.)
4. VAT Registration No.: \_\_\_\_\_ (Attested certificate should be attached).
5. Year of Establishment: \_\_\_\_\_
6. Contracts executed till date:  
  
(Please give the details of the contracts executed in a separate sheet, along with the documentary proof if any thereof)  
  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
7. Present Assignments in hand:  
  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
8. Monthly Rent Offered to School (in SAR): \_\_\_\_\_
9. Contact Number & Email ID: \_\_\_\_\_

I/We have carefully read and understood all the terms and conditions stipulated in this tender document and hereby agree to abide by and comply with the same.

Name of the Contractor : \_\_\_\_\_

Signature of Contractor : \_\_\_\_\_

Date: \_\_\_\_\_

Stamp of the Firm : \_\_\_\_\_



## Annexure -A

### List of Items to be sold in the Canteen

Sl. No.	Item Description	Quantity/Specification
1	Fruit Juice	200/250 ml
2	Chicken Biryani	Per Kg
3	Hot Coffee	125 ml
4	Hot Tea	125 ml
5	Hot Milk	125 ml
6	Bread & Butter	2 slices
7	Vegetable Sandwich/rolls	2 pieces
8	Puri/Chapatti with Vegetable	4 pcs
9	Full Lunch-Rice with Dal/Rajma & vegetables	Complete Meal
10	Vegetable Pakora	50 gm
11	Vada	35 gm
12	Aloo Bonda	40 gm
13	Idly Sambar	4 Idlies
14	Sada Dosa	2 Dosas
15	Masala Dosa	1 Dosa
16	Uttappam	150 gm
17	Upma	150 gm
18	Sambar Vada	2 pcs
19	Dahi Vada	2 pcs
20	Momos (Steamed/Fried)	8 pcs
21	Working Lunch	Official Meetings
22	One Day Food Arrangement	As required
23	Saudi Local Dishes	As required

Name of the Contractor

: \_\_\_\_\_

Signature of Contractor

: \_\_\_\_\_

Date:

: \_\_\_\_\_

Stamp of the Firm

: \_\_\_\_\_



## Annexure- B

List of Prohibited Items (High, Fat, Salt & Sugary Food)

Sl. No.	Foods to be prohibited in school canteens
1	Chips, fried foods like Potato fries
2	Chips made by local manufacturers, Beverages, Ice Popsicles
3	Soft beverages including Sugar sweetened carbonated beverages and Sugar sweetened non-carbonated beverages.
4	Ready to eat noodles , pizzas, burgers, tikka, gol gappas.
5	All types of chewing gum and candies
6	Sweets composed of more than 30 per cent of sugar like Jalebi, Imarti, Boondi etc.
7	Plain chocolates including dark chocolate
8	All Confectionary items
9	Cakes and Biscuits
10	Buns and Pastries
11	Jams and Jellies

