



भारतीय सूचना प्रौद्योगिकी संस्थान, इलाहाबाद Indian Institute of Information Technology, Allahabad

An Institute of National Importance by Act of Parliament
Deoghat, Jhalwa, Prayagraj-211015 (U.P.) INDIA

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Ref. No. : IIIT-A/Purchase/1000/1498/ 2022

Date: 28/02/2022

"SHORT TERM TENDER NOTICE " **for Providing Mess Catering Services at IIIT, Allahabad**

S.No.	Description	Date	Time
1.	Last date of bid submission	07.03.2022 up to 12:00 Noon	12:00 Noon
2.	Opening of Technical Bid	07.03.2022	12:30 PM
3.	Opening of Financial Bid	09.03.2022	16:00 PM

1. Sealed short term tender are invited under **Two Bid Systems** for the **proposal, for providing mess catering services at Boys/Girls Hostels of IIIT, Allahabad** at Indian Institute of Information Technology, Allahabad. The detailed specifications and terms & conditions are given in **Annexure I, II, III, IV**. Tender document may be downloaded from the Institute website <http://iita.ac.in/tenders.html>.
2. Tenderers are requested to submit the quotation by courier/speed post with complete details of specifications, terms & conditions etc. Quotation should be in two separate sealed envelopes "Technical Bid" and "Commercial Bid" and placed in a single envelope with name of the tender, ref. number and closing date superscripted on the top of the envelope addressed to "Joint Registrar (S&P), Indian Institute of Information Technology, Deoghat, Jhalwa Prayagraj-211015" upto- **07/03/2022, 12:00 Noon. Quotations duly sealed may also be dropped in the tender box placed in the office of the Joint Registrar (S&P), IIIT-Allahabad.** Basic rate, taxes and other charges if applicable etc. must be quoted separately, F.O.R. destination at IIIT-A, Jhalwa, Prayagraj. Please note that tender document will not be accepted after the expiry of stipulated date and time for the purpose.
3. Details of Bank account of Firm for returned of BID SECURITY and/or Performance Security
Bank's Account Holder Name:.....
Type of Account Name:.....
Address of Branch:.....
Account No:.....
IFSC Code:.....
4. **Bid Security:** Bid Security fee **Rs.50,000/- (Rupees Fifty Thousand Only)** should be directly transfer into the bank account (IIIT-A EMD And Security Deposit Account) of Indian Institute of Information Technology Allahabad through RTGS/NEFT and the tender document should be accompanied with the transaction receipt of RTGS/NEFT (Any bid without Bid Security will not be considered). However, the bid security may be accepted in the form of Account Payee Demand Draft, Fixed Deposit Receipt, Banker's cheque or Bank Guarantee from any of the Commercial Banks.

Micro and Small Enterprises (MSEs) as defined in MSE Procurement Policy issued by Department of Micro, Small and Medium Enterprises (MSME) or are registered with the

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Central Purchase Organisation or the concerned Ministry or Department are exempted from BID SECURITY. Such bidder needs to submit relevant document along with technical bid of tender. Bid Security receipt should be enclosed with the Technical Bid document. The Bid Security is to remain valid for a period of 45 days beyond the final bid validity period.

The detail of institute's Bank account is as below;

Account Name : IIIT A EMD And Security Deposit Account
Bank name : Punjab National Bank
Address : Pipalgaon Branch, Allahabad, Prayagraj
Account No. : 8636000100031943
IFSC Code : PUNB0863600

Amount of BID SECURITY as below:

S.No	Description	BID SECURITY Amount	Transaction receipt No. with date
1.	Providing mess catering services at Boys/Girls Hostels	Rs.50,000.00	

5. The **technical bids will be opened** in the presence of the tenderers, or authorized representatives interested to be present on **07.03.2022 at 12:30 p.m.** Financial Bid of the technically qualified firm will be opened on **09.03.2022 at 04:00 PM.** Information to the technically qualified firms will be sent through email/phone before the opening of financial bid. The financial bids of only those bidders, who have been declared technically qualified by the designated committee, shall be opened by concerned committee. **Vendors are desired to submit their authorization letter along with a photocopy of their photo identity card at the time of participation in the opening of Technical/Financial bid. Only one representative will be allowed to attend the technical/Financial bid for a particular firm. Please carry the same original proof of identity for verification purpose at the time of opening the tender/enquiry.** The date fixed for opening of bids, if subsequently declared as holiday by the Government, the revised date of schedule will be notified. However, in absence of such notification, the bids will be opened on next working date, the time remaining unaltered. For any queries regarding the tender, please send a mail to **info.purchase@iiita.ac.in.**
6. **Tenderer should take into account any corrigendum published on the Tender document before submitting their bids. All such corrigendum will be placed on IIIT-A website www.iiita.ac.in Intending tenderers are advised to visit www.iiita.ac.in for regular update, if any, till the closing date of tender for any corrigendum/ addendum/ amendment. IIITA will not be responsible for ignorance of corrigendum.**


 Joint Registrar (S&P)



Technical Bid *

(On letter head of the Firm & in a separately sealed envelope)

PROFORMA FOR APPLICATION

1. Name of the firm :-

2. Address of the firm :-

3. Mobile Number :-.....

4. Proprietor's name: -

5. Address of Proprietor: -

6. Proprietor's Mobile No. :-

7. Email Id:

(for all official communication with the bidder)

8. Details of the firm:-

(a) Date from which the firm is operating: -

(b) Turnover of the firm during: - FY 2019-20 (Rs.)-----

FY 2020-21 (Rs.)-----

(Please attach documentary evidence)

(c) PAN No. :-

(d) GSTNo. :-

*** Mandatory to fill all the above details.**

Signature of Tenderer with Seal



Eligibility Criteria:

The invitation for bids is open to all entities registered in India, who fulfill prequalification criteria as specified below:

- i) The Bidder MUST satisfy all of the criteria below on its own.
- ii) The tenderer should have minimum One (01) year of experience in works for similar nature, i.e., catering services.
- iii) The bidder shall necessarily be a valid legal entity, having following registrations:
 - (a) Valid FSSAI License
 - (b) Registration under Labour Laws
 - (c) Employee provident fund registration
 - (d) Employee state insurance corporation registration
 - (e) GSTIN Registration
 - (f) PAN/ TIN Registration

Please provide a self attested copy of each registration certificate from (a) to (f), in support of your claim of fulfilling the eligibility criteria 2(iii).

- iv) The Bidder should have minimum average annual turnover of **Rs.20 lakhs for applying for Boys Hostels & Girls Hostel of IIIT-A during** the last THREE (03) financial years 2018-19, 2019-20, 2020-2021 (Balance sheet/Profit Loss Account/ CA certificate to be enclosed, duly supported by the income tax return).
- v) The tenderers should have undertaken/completed the following works in the last THREE (03) Financial years:
One **SIMILAR WORK (Please refer Note below), per annum**, of value not less than **Rs. 10 Lakh for boy's hostel and girls hostels** in last THREE (03) financial years.
- vi) An undertaking (self-Certificate) is to be submitted by bidder that the organization has not been blacklisted by any Central/state Government Department/Organization and educational Institutes (attached the declaration certificate).
- vii) Minimum meal price may be announced before financial bid.



[Handwritten signature]

GENERAL CONDITIONS OF CONTRACT

1. **Period of Contract: Initially for 03 months (w.e.f. 12/03/2022 to 11/06/2022), which may be extended upto 02 month on performance basis if required.**
2. Tentative Strength of Hostels: **The strength is subject to change by (+/-) 25%**
Hostels- Boys & Girls Hostel
Tentative Strength-800 (approx)
In view of Covid, vendor has to provide food in proper sanitization and hygienic environment.
3. **Food Preparation will done at three palaces as follows:**
 1. **Boys hostel 04**
 2. **Boys Hostel 02**
 3. **Girls Hostel 03**
4. **Billing by vendor shall be on number of inmates served/per day basis. This will be done on actual attendance data of the respective mess. The criteria of student's absence will be prior information of leave to the warden office.**
5. Bidder should quote and render all items and services required in the tender document.
6. **Termination of Tender/Work order :**
 - (i) The Institute shall at any time be entitled to determine and terminate the contract assigning without any reason for any other reason including unsatisfactory performance or violation of Minimum Wages Act or of any of the other terms and conditions of the contract. A notice in writing from the institute to the Bidder/Tenderer shall be issued giving 15 (Fifteen) days time for such termination and vacation of the premises, without assigning any reasons thereof. Under pressing/exceptional circumstances this 15 (Fifteen) day's period may be appropriately reduced by the Institute.
 - (ii) If all or part of the contact is terminated in accordance with the provisions contained above, the institute shall pay to the Bidder/Tenderer charge up to the effective date of termination. However, the termination of the contract shall not relieve the Bidder/Tenderer of any of his obligations imposed by the contract with respect to the work performed by them prior to such termination.
 - (iii) Caterer may also terminate the contract similarly, BUT by giving at least 60 days advance notice to the Warden of respective hostel/COW.
7. The Bidder/Tenderer shall abide by all the rules and regulations of the labour laws and rules framed there under and maintain all the registers required under the above mentioned Act, Rules and regulations, including the Contract Labour (Regulation and Abolition) Act, 1970.
8. **No worker below the age of 18 (eighteen) years shall be employed at the work. Upon Violation of this requirement, legal action would be taken.**
9. **Safety Regulations:**In respect of all labour, directly or indirectly employed in the work for the performance of the Bidder/Tenderer's part of this agreement, the Bidder/Tenderer shall at his own expense arrange for all the safety provisions as per safety codes of the CPWD, Indian Standards Institution, the Electricity Act, regulations, rules and orders made there under and all such other acts, rules, regulations, orders etc., as applicable.
10. **Responsibility for Proper Upkeep of Buildings and Services:** The Bidder/Tenderer shall be the custodian of the mess premises, all installations, furniture, furnishings, equipment, utensils, gadgets, etc., supplied by the Institute as part of the establishment. It is the responsibility of the Bidder/Tenderer to ensure that the establishment is not misused or carelessly handled by his workmen. It is an inviolable term of the contract that the Bidder/Tenderer takes all necessary steps to ensure proper upkeep of the establishment. The responsibility to keep the establishment in good condition shall devolve upon the Bidder/Tenderer. For this purpose the Bidder/Tenderer shall have to maintain close liaison with the Mess Committee and the Warden/COW or it's authorize representatives to seek their support and advice in matter.
11. **Arbitration:**
 - a) Except as otherwise provided elsewhere in the contract, if any dispute, difference, question of disagreement or matter whatsoever, shall, before/ after completion or abandonment of work or during extended period, hereafter arises between the parties, as to the meaning, operation or effect of the contract or out of or relating to the contract or breach thereof, shall be referred to a sole arbitrator to be appointed by the COW of the

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Institute at the time of the dispute. The award given by the arbitrator so appointed shall be binding on the parties. It will not be open to the parties to challenge the jurisdiction of the arbitrator after the award has been made.

- b) If the arbitrator to whom the matter is originally referred dies or refuses to act or resigns/ withdraws for any reason from the position of arbitration, it shall be lawful for the COW of the Institute to appoint another to act as arbitrator in the manner aforesaid. Such person shall be entitled to proceed with reference from the stage at which it was left by his predecessor if both the parties consent to this effect failing which the arbitrator shall be entitled to proceed de- novo.
- c) It is a term of the contract that the party invoking arbitration shall specify all disputes to be referred to arbitration at the time of the invocation of arbitration under the clause.
- d) It is a term of the contract that the cost of arbitration shall be borne by the parties themselves.
- e) The sole arbitrator on any dispute matter will be Director, IIIT-A & arbitration shall be at IIIT, Allahabad.
- f) Subject as aforesaid the provisions of the Arbitration and Conciliation Act 1996 and any statutory modifications or re-enactment thereof rules made there under and for the time being in force shall apply to the arbitration proceedings under this clause.

12. **Jurisdiction:** The contract shall be governed by and constructed according to the laws in force in India. The Bidder/Tenderer shall hereby submit to the jurisdiction of the courts situated at Allahabad for the purpose of actions and proceedings arising out of the contract and the courts at Allahabad shall have the sole jurisdiction to hear and decide such actions and proceedings.

13. **General Rules:**

- (i) Smoking and drinking within the entire area of the Mess/Hostel in particular and the Institute campus in general are strictly prohibited. Violators of this rule shall be prosecuted as per law and discharged immediately.
- (ii) All the workers engaged for the work shall wear clean uniform to be approved by warden/COW while on duty.
- (iii) If at any stage the involvement of the Service provider in any uncalled for activity is found, inside or outside the premises of the Institute, which may bring disrepute to the Institute, the license is liable to be terminated by the Competent Authority by giving one months notice. In case Service provider wants to terminate the contract, he/ she shall have to give a minimum of three months notice.
- (iv) The Licensee/ his servant(s)/ his nominee will **not be permitted** to stay overnight in the mess premises.
- (v) The premises of the mess will be used for the purpose for which the allotment will be made and not for any other purpose without the written permission of the Competent Authority.
- (vi) The Licensee will not be permitted to franchise the Hostel Mess for any other commercial activity outside the scope of student hostel.
- (vii) No person with any offensive police record shall be employed to work in the Hostel/Institute Mess.
- (viii) Safety measures are to be provided by the Service provider himself/ themselves.
- (ix) The Service provider will ensure and comply with the provisions of various municipal and other Rules/ Regulations/ Laws of the Government in respect of wages and other benefits to his employees.
- (x) The Institute shall not be the party in case any dispute takes place between the Service provider and his employees.
- (xi) Tenderer can apply for providing mess & catering services for any one or more hostels. In that case separate bid has to be made through separate tender documents for each hostel. Any one tenderer/bidder will at best be allowed mess & catering services for Two Hostels only.
- (xii) Other than the selected bidder/ tenderer, COW shall be free to maintain the panel of bidders/ tenderers from the applicants responding to this call, for its use in emergencies other needs.

14. **Interpretation of Contract Documents:**

- (i) Several documents forming the contract are to be taken as mutually explanatory. Should there be any discrepancy, inconsistency, error or omission in the contract, the matter may be referred to the Warden/COW who shall give his decision and issue to the Bidder/Tenderer instructions directing in what manner the work is to be carried out. The decision of the Warden/COW shall be final and conclusive and the Bidder/Tenderer shall carry out work in accordance with this decision.
- (ii) Wherever it is mentioned in the scope of work that the Bidder/Tenderer shall



- Perform certain work or provide certain facilities, it is understood that he shall do so **at his cost** and the value of the contract shall be deemed to have included the cost of such performance and provision so mentioned.
- (iii) All material and services shall satisfy the high standards befitting the reputation of the Institute.
 - (iv) The Bidder/Tenderer, in accepting the quoted rates/prices shall for all purposes whatsoever be deemed to have independently obtained all necessary information for the purposes of the present contract and shall be deemed to have taken into account all contingencies as may arise due to such information or the lack of the same. **The scope of work is only broadly defined and the details shall be finalized by the Warden during the course of the execution of work.**
 - (v) The Bidder/Tenderer shall be deemed to have examined the contract documents, to have obtained his own information in all matters whatsoever that might affect the carrying out of the work at the scheduled rates and to have satisfied himself to the sufficiency of his tender. Any error in the description or quantity or omission there from shall not vitiate the contract or release the Bidder/Tenderer from executing the work comprised in the contract according to specifications at the scheduled rates. He is deemed to have known the scope, nature and magnitude of the works and the requirements of the material and labour and the type of work involved, etc., and as to what all works he has to complete in accordance with the contract document whatever be the defects, omissions or errors that may be found in the contract document. The Bidder/Tenderer shall be deemed to have visited the surroundings and to have satisfied himself to the nature of all existing conditions, about matters affecting the work. He is deemed to have acquainted himself as to his liabilities for payment of Government taxes, other charges, levies, etc.
 - (vi) Any neglect or failure on the part of the Bidder/Tenderer in obtaining necessary and reliable information upon the foregoing or any other matters affecting the contract shall not relieve him from any risks or liabilities or the entire responsibility from completion of the work at the scheduled rate and time in strict accordance with the contract document.
 - (vii) It is expected that in case the Bidder/Tenderer have any doubt as to the meaning of any portion of the Bidder/Tenderer document he shall set forth the particulars thereof in writing to the Warden/COW before signing the contract. The Warden/COW shall provide such clarification as may be to the Bidder/Tenderer. Such clarification as provided by the Warden/COW shall form a part of the contract document.
 - (viii) No verbal agreement or inference from conversation with any officer or employee of the Hostel/COW before, during or after the execution of the agreement, shall in any way affect or modify any of the terms/ obligations contained herein.
 - (ix) If the Bidder/Tenderer or his employees break, deface or destroy the property or the establishment belonging to the Institute during the execution of the contract, the same shall be made good by the Bidder/Tenderer at his own expense and in default thereof, the Warden may cause the same to be made good by other agencies and recover expenses from the Bidder/Tenderer (for which the certificate of the mess committee shall be final).
 - (x) All compensation or other sums of money payable by the Bidder/Tenderer to the Institute and the recoveries to be made under terms of this contract may be deducted from his Security Deposit or from any sums which may be due/may become due to the Bidder/Tenderer or any account whatsoever and in the event of his security deposit being reduced by reasons of any such deduction the Bidder/Tenderer shall within 10 (ten) days make good in the form of a bank draft any sum or sums which may have been deducted from his Security Deposit, or any part thereof.
 - (xi) No interest shall be payable by the Institute for sums deposited as Security Deposit.
 - (xii) The Security Deposit shall be refunded to the Bidder/Tenderer without any interest within 60 (Sixty) days after the contract is over to the full satisfaction of Warden/COW as stipulated in the contract or within 15 (fifteen) days from the date of issue of a "No Dues Certificate" from the Hostel authorities, whichever is later.
15. **Forfeiture of Security Deposit:** In case the Institute makes any recoveries on any account from the Security Deposit of the Bidder/Tenderer, the Bidder/Tenderer shall make good the Security Deposit amount within a period of 5 (five) days after the receipt of information in this regard, failing which the Bidder/Tenderer shall have to pay an interest of 12% (percent) per annum for the period of delay in making good the Security Deposit.
16. **Sub-Letting of Works:** No part of the contract nor any share or interest therein shall in any manner or degree be transferred, assigned or sublet by the Bidder/Tenderer directly or indirectly to any person, firm or whosoever
17. **Power of Entry:**
If the Bidder/Tenderer does not commence the work in the manner described in the contract



document or if at any time in the opinion of the warden, the Bidder/Tenderer:

- (i) Fails to carry out the works in conformity with the contract documents; or
- (ii) Violate any of the statutory provisions including but not restricted to the Minimum Wages Act, ESI Act and EPF Act; or
- (iii) Fails to carry out the works in accordance with the contract schedule; or
- (iv) Substantially suspends the work without authority from the Warden In-charge/Warden; or
- (v) Fails to carryout and execute the works to the satisfaction of the Warden In-charge/Warden; or
- (vi) Fails to facilitate procurement of sufficient/suitable raw material or things; or
- (vii) Commits or suffers, or permits any other breach of kind or observes or persists in any of the above mentioned breaches of the contract, after a notice in writing being given to the Bidder/Tenderer by the Warden/COW requiring such breach to be remedied; or
- (viii) If the Bidder/Tenderer abandons the works:

then, in any of the such cases, the COW shall have the power to enter upon the premises and take possession thereof and of the material and stock thereon and to rescind the contract, and to carry on with the work by his agents, workmen and the supervisors as the COW in its absolute discretion may think proper to employ without making payment to the Bidder/Tenderer for the said material other than such as may be certified in writing by the warden to be reasonable, then the amount of such excess as certified by the warden shall be deducted from any money which may be due for work done by the Bidder/Tenderer and be made good under the contract and not paid for. Any deficiency shall forthwith be made good and paid to the COW by the Bidder/Tenderer and the COW shall have the power to sell in such manner and for price as it may think fit all material pertaining to the Bidder/Tenderer and to recover the said deficiency out of the proceeds of the sale.

18. **Force Majeure:** In the event of either party being rendered unable by force majeure to perform any obligation required to be performed by them under this agreement, the relative obligation of the affected party by such force majeure shall be suspended for the period during which such cause lasts. The term "force majeure" as employed herein shall mean, acts of god, war, revolt, riot, fire, flood and acts and regulations of the Government of India or any of its authorized agencies.

Upon the occurrence of such cause and upon its termination the party alleging that it has been rendered unable as aforesaid thereby shall notify the other party in writing within 7 (Seven) days of the alleged beginning and ending thereof giving full particulars and satisfactory proof.

The time for performance or relative obligations suspended by the force majeure shall be extended by the period for which the cause lasts or condoned by the Institute without any penalty.

If the work is suspended by force majeure conditions lasting for more than ONE (01) month i.e. thirty days, the Warden/COW shall have the option of cancelling the contract in whole or in part thereof its own discretion. Any situation of force majeure shall not be payable by the Warden/COW under any circumstances. For the period of force majeure, no amount shall be payable to the Bidder/Tenderer.

19. **Release of Information:** The Bidder/Tenderer shall not communicate or use in advertising, publicity, sales releases or in any other medium, photographs, or other reproduction of the work under this contract.
20. Kindly mention enquiry number, subject, due date, contact address etc., on your quotation. Incomplete quotation will not be accepted.
21. Bid: The tenders are to be submitted in two part viz. "Technical Bid" and "Commercial Bid" in two separate sealed envelopes separately. The commercial bid will be opened only after acceptance of "Technically Bid".
22. Performance Security : The successful bidder has to deposit Performance Security of Rs.1,00,000/- in favour of 'IIT-Allahabad' for the period of defect liability period, which has to be electronically transfer through the RTGS/NEFT into the bank account of Institute as mentioned below:

Account Name : IIT A EMD And Security Deposit Account
Bank name : Punjab National Bank
Address : Pipalgaon Branch, Allahabad, Prayagraj
Account No. : 8636000100031943
IFSC Code : PUNB0863600



- However, the performance security may be accepted in the form of Account Payee Demand Draft, Fixed Deposit Receipt, Banker's cheque or Bank Guarantee from any of the Commercial Banks.
23. Performance Security should remain valid for a period of sixty days beyond the contract period (i.e. 05 months). **No interest shall be paid on Performance Security.** The Performance Security will be forfeited by order of the Competent Authority in the event of any breach or negligence or non-observance of any terms & conditions of the contract or for unsatisfactory performance or for non- acceptance of the supply order. Bid Security will be released after receiving of performance security.
24. **Schedule of Rates and Payments:** The price to be paid by the Institute to the Bidder/Tenderer for the whole of the work to be done and the performance of all the obligations undertaken by the Bidder/Tenderer as per the terms of the contract shall be ascertained by the application of the schedule of rates and payment shall be made accordingly to the work actually executed and approved by the warden
25. **Schedule of Rates to be Inclusive :** The prices/rates accepted by the Bidder/Tenderer shall remain firm till the completion of first year shall not be subjected to any escalation except applicable of any new tax.
26. **Accident or Injury to Workman:** The Institute shall not be liable for any damage or compensation payable in respect of or in consequence of any accident or injury to any workman or other person in the employment of the Bidder/Tenderer through claim from insurance company. The Bidder/Tenderer shall indemnify and keep the Warden/COW Institute indemnified against all such damage and compensation whatsoever in respect or in relation thereto.
27. **Damage to Property:** The Bidder/Tenderer shall be responsible for making good to the satisfaction of the Warden/COW any loss or damage to any structures and properties within the mess premises. If such loss or damage is due to fault and/ or the negligence or willful acts or omission of the Bidder/Tenderer, his employees, agents, representatives or sub- Bidder/Tenderers, he shall make good the loss as assessed by the Warden/Mess Committee/COW.
28. **Mode of Operation :**
- (i) The service provider would provide breakfast, lunch, evening tea and dinner. Each of these will have certain items mandatory for the service provider to provide as a part of the basic menu.
 - (ii) The hostel mess has a "Mess Committee" consisting of the hostel Students, Staff and Wardens. The mess committee is authorized to regulate the mess related activities on a day to day basis. The hostel Warden Committee shall act on-behalf of the institute, for operation of the mess contract and overall supervision.
 - (iii) The mess premises comprising, cooking and dining facilities, furniture, utensils, containers, few general appliances, water shall be provided by the institute free of cost. However service provider will be charged electricity bill for using electrical appliances and for any other purpose in the kitchen area as per institute rules. Electricity shall however not be the general cooking fuel.
 - (iv) The required cooking utensils, furniture and cooking appliances shall be provided by the hostel administration. The service provider is expected to use them and maintain these in good condition. Each vendor may visit the hostel to apprise himself of the available general infrastructure. Any equipment/appliance other than the ones available shall have to be arranged by the vendor at his cost.
 - (v) Hostel messes are equipped with procured kitchen automation appliances and utensils. Institute shall provide these to the Service provider free of cost. However cleaning, washing, maintenance, any material/tools used, man power required to properly maintain then shall be arranged by service provider at his own cost. Any loss/breakage shall have to be made good by the service provider at his own cost.
 - (vi) The specific vegetables and dals to be served for each meal will be divided by the Mess Committee in consultation with the service provider at the beginning of each week
 - (vii) The service provider shall ensure procurement of only good quality fresh vegetables from the market. He shall not be allowed to store the vegetables for more than one day.
 - (viii) The service provider shall ensure sufficient stock of raw material (other than vegetables and other perishable items as decided by mess committee) in the store for a minimum period of 15- days.
 - (ix) The mess committee shall have the right to check the quality of any/all the food articles and vegetables from time to time. In case of sub-standard quality of food items, lack of hygiene or any other violation of rules the mess committee shall be authorized to



impose an appropriate fine on the service provider.

(x) Rebate

- a) Minimum 4 days at a stretch will not be refunded to the students and more than 4 days approved absentees may be refunded to students and not to be paid to the contractor.
- b) The concerned student must inform the Mess Supervisor & Hostel Warden office minimum 01 (One) days in advance.
- c) In case of rebate, student will get maximum refund 75% of total rebate amount payable in one semester and remaining will be given to mess contractor.(maximum 25 days may be consider for refund in one semester.)
- d) However, in case special cases cow decision will be final for refund of mess fee/rebate.
- e) **One Supervisor will always be present during breakfast, lunch, dinner, in case of any change, the Hostel Warden/COW should be kept informed & in advance.**
- f) Service provider need to provide breakfast, lunch, dinner to Institute guests as and when required and Institute will settle the bills through the respective Warden.
- g) For each of the meals or food items, it will be mandatory for the service provider to serve the items of a fixed weight/size at price decided apriori and approved by Warden/COW.
- h) All items will be cooked in the kitchen of the hostel. No cooked item, except some snacks identified beforehand, will be brought from outside.
- i) On special occasions, the menu will be identified by the Mess Committee and the rates for the same will be approved by the Warden before the actual event. The payment for the special meal will be made as per the approved rates after deducting the rates of the corresponding regular meal.
- j) The mess shall normally function throughout the academic year and will not be allowed to close on any days including Sundays and Holidays. However, the mess will be closed during the vacations and semester breaks at the discretion of the institute.

29. **Employees:**

- (i) The service provider will have to register all his employees who will be working in the hostel premises along with a copy of their photographs, residential details for clearance by the IIIT-A Security.EPF and ESIC facilities must be provided to the employees and proof of doing so must be submitted to the hostel on a monthly basis.
- (ii) The service provider will have to ensure that the employees are in clean and proper uniform and maintain personal hygiene and maintain discipline in the campus.
- (iii) It should be noted that the staff involved would be properly dressed and shall be well trained for well equipped kitchen together with hygiene, etc., aspects, in all respects.
- (iv) No space is provided to the employees during the day/night time. If such a facility is provided, the service provider will have to pay for the facility. The rate will be decided by the COW and mutually agreed by the service provider.
- (v) The service provider shall ensure sufficient manpower, on his pay roll. These manpower shall be deployed for preparation and service of each meal including cleaning, washing and overall up-keeping of mess assets and premises. An indicative distribution of the manpower required for 300 residents is given below.

S. No.	Manpower type for 300 ± 10% Students	Nos.
1	Manager (one for each Boys Hostel & Girls Hostel III)	1
	Supervisor (one for each Hostel)/Accountant	1
2	Accountant cum clerk	
3	Store keeper	
4	Expert Cook	1
5	General Cook	2
6	Workers (counter service, seat service, cook helpers, cleaning Service etc.)	8+3
7	Sweeper	1
	TOTAL	17

- (vi) The mess worker count will be checked from time to time and in case of deficiency found in deployment of man power, appropriate penalty may be imposed by mess committee.
- (vii) The service provider shall not pay less than what is provided under the law to workers engaged by him for the work. The service provider shall be required to comply with all statutory norms including the provisions of Minimum Wages. The mess workers shall not work for more than one shift staggered over **08 hours**.
- (viii) The service provider will make sure that **no child labour is engaged**.
30. **Accounting and Payment:**
 (i) The monthly bills will be submitted by the service provider to the Warden Office at the end of this specified duration. The office would normally clear the bills within **10-15 days** of their submission. The rates for all the items for which the bills are raised, **must have been prior approved by the competent Authority**.
 (ii) The rates so fixed shall be inclusive of all taxes, duties, and levies etc. imposed by the state/central Government and Local bodies as on the dates of award of the work. However, if any new tax, duty or levy is imposed or enhanced by the government/Local Bodies subsequent to the award of work, the same shall be reimbursed on production of proof of payment.
31. The service provider Manager/Supervisor shall be accountable for on-the-spot sales of coupons and its accounting and POS machine should be installed at counter to avoid the cash transactions/ payment received through online apps as per directives of the Govt of India for additional & add on facilities.
32. **Important Notes:**
 (i) The Institute reserves the right to:
 (a) Amend the scope and value of the contract.
 (b) Amend the rate of the contract.
 (c) Award any of the Mess to the empanelled agencies.
 (ii) For any of the above actions, the COW of IIIT-A or Institute shall neither be liable for any damages, nor be under any obligation to inform the applicants of the grounds for the same.
 (iii) Effort on the part of the agencies or it's agent to exercise influence or to pressurize the Institute for this contract shall result in rejection of the application. Canvassing of any kind is prohibited.
33. Conditional quotations are liable to be rejected. In the event of acceptance, Director's decision will be final. The rates should be quoted as per our required specifications.
34. The rates should be quoted in Indian rupees. Evaluation of offers will be made on the basis of total amount of all items inclusive of all charges, taxes, duties, etc., for the indicated quantity in the attached format. Rate for all the items is to be quoted by the tenderer.
35. The right to accept or reject any tender/ quotation, partially or wholly, including lowest quotation without assigning any reason whatsoever thereof or incurring any liability thereby is reserved with the Director, IIIT, Allahabad. The Director, also reserves the right to split the tender. The decision of the Director, with regard to enforcement of these terms and conditions herein contained, as a result of breach of these conditions by successful Tenderer/s, shall be final and the Director, shall not be liable for any damage/liability put forth by the Tenderers at any stage of the transaction arising out of the enforcement of any or all herein contained terms and conditions.
36. All the documents submitted must be legible and self attested. Otherwise it is likely to be rejected.
37. The EMD shall be returned to the bidder (s) whose offer is not accepted by the Institute within 15 days after finalization and award of the contract without any interest through NEFT/RTGS into their bank account. If the return of EMD is delayed for any reason, no interest/penalty shall be payable to the bidder.
38. All pages of the tender documents should be signed and stamped by the tendering firm.
39. Director, Indian Institute of Information Technology, Allahabad reserves the right to reject or accept any tender.
40. Director, Indian Institute of Information Technology, Allahabad will be the sole arbitrator of all the dispute and his decision will be binding on both the parties.
41. Director, Indian Institute of Information Technology, Allahabad reserves the right to alter/modify any or all conditions of this tender notice.
42. May feel free to contact Purchase Section through E-mail-info.purchase@iiita.ac.in (Ph.No. : 0532-2922051) for other queries.
43. All disputes are subject to Jurisdiction of Allahabad.



For any query pertaining to this bid correspondence may be addressed to

**Joint Registrar (S&P)
Indian Institute of Information Technology,
Deoghat, Jhalwa Campus
Prayagraj -211015 (U.P.)
Phone : +91 0532-2922051.
E-mail: info.purchase@iiita.ac.in**

 **Joint Registrar (S&P)**

I/We duly certified that the information provided in the proforma is true. I/We agree to the contents of terms & condition of the quotation/tender.

Seal and Signature of the Proprietor/Authorized Representative





SCOPE OF WORK:

(i) The service provider is expected to provide the following services:

- a) Cooking and serving meals (breakfast, lunch and Dinner).
- b) Managing and control of stocks and inventories, as per agreement.
- c) Caterer shall arrange separate cooking facility for every Dining hall/Kitchen of any hostel.
- d) Coupon sales: Mess users may use these coupons to get extra items not included in the basic menu of the serving items in consultation with Warden and member of Mess Committee.
- e) Cleaning of utensils, kitchen and serving items.
- f) The use of aprons, caps and gloves by the workers should be mandatory. Moreover the workers should be provided with Identity cards.
- g) Cleaning of cooking, dinning and auxiliary areas.
- h) Security of the equipment, utensils and other items in the mess, as provided by the Institute.
- i) Maintenance of the equipment in the kitchen and dining area, as provided by the Institute.
- j) Pest control in the Kitchen area, Dining area and the Storage area should be carried out once in a month by the caterer.
- k) Maintenance of books, ledgers, other records and documents related to running the mess.
- l) Deployment and supervision of required man power for the above mentioned tasks.

As can be noted from the above, operational services shall not include preparation of menu and any policy matter related to running the mess. All such decision will be the direct responsibility of the relevant executives Council of Wardens, Assistant Wardens, or its representatives.

(ii)

- a) Initially, the agreement with the successful bidder will be for **three month**. Awarded bidder will have to complete the agreement process with 15 days from the date of award of contract.
- b) The list of residents, who will compulsorily join the mess, shall be provided by the respective Hostel Warden from time to time. The number of residents may vary depending upon academic sessions and vacations. However, a significant variation is not envisaged on a day to day basis.
- c) The mess premises comprising, cooking and dining facilities, furniture, few food/raw material containers, appliances, electricity and water shall be provided at fixed fee of **Rs.5000/30 days with 18% GST** or as applicable. However, cleaning /washing materials/tools and manpower to properly maintain this infrastructure shall be arranged by the Bidder/Tenderer at his/their own cost.
- d) The inventory of articles shall be handed over to the Bidder/Tenderer in good and working condition at the commencement of the contract. The Bidder/Tenderer shall be the custodian of this Institute property and mess inventory during the period of contract and shall make good any loss to the inventory by way of misuse, breakage, theft, etc., at his own cost. Also, to return the same in good condition to the Institute shall be the onus of the tenderer upon completion/cessation of tender period or cost of repairs/losses as assessed by the Institute in this respect thereof, upon completion/termination of contract, whichever is earlier.
- e) Similarly, the inventory in good condition shall be handed over by the Bidder/Tenderer to the COW/warden on the expiry of the contract period. The security deposit shall be refunded only after a **"NO DUES CERTIFICATE"** is granted by the COW/warden.
- f) The Bidder/Tenderer shall not be allowed to use electricity as a cooking fuel. However, he shall be permitted to use toasters, refrigerators, geysers, water coolers, mixer/ grinder, oven and other equipments for cutting/grilling vegetables, etc. Any other electrical cooking appliance may also be used by the Bidder/Tenderer after obtaining prior permission of the Warden in writing. **Service provider will be charged electricity bill for using electrical appliances and for any other purpose in the kitchen area as per institute rules. Cooking fuel shall be LPG contained in authorized commercial cylinders only, as permissible under law.**
- g) The Bidder/Tenderer shall procure only good quality fresh vegetables from the market. He shall not be allowed to store the vegetables for more than 1 (one) day in summer months and 3 (THREE) days in winter months at a stretch. However, the Bidder/Tenderer shall ensure that a sufficient stock of other raw material is stocked in the store for consumption for a minimum period of 15 (Fifteen) days. The COW/Student Mess Committee/or office of warden shall have the right to check the quality of food articles and vegetables from time to time. They may also accompany the vendor representatives to market for purchases.
- h) The food shall be cooked, stored and served under hygienic conditions. The Bidder/Tenderer shall ensure that only freshly cooked food is served, and that stale food is not recycled. Stale



food shall be removed from the mess premises as soon as possible. Un-refrigerated cooked food, not consumed within 5 (five) hours in summer months and 08 (eight) hours in winter months, shall be deemed to be stale and unfit for human consumption.

- i) **No payment shall be made to Bidder/Tenderer when the mess is closed. The mess may be closed during the vacations at the discretion of COW. The actual dates of these vacations are generally decided well in advance and are readily available in the Institute calendar. The decision of COW regarding the running of mess during the vacations shall be final and binding on the Bidder/Tenderer. During the academic session being on, the mess will not be allowed to be closed on any day, including Sundays and other holidays, for any reasons whatsoever, without express permission of COW.**
- j) The Bidder/Tenderer shall not be allowed to use the hostel or mess premises to offer any messing facility beyond the scope of the contract unless agreed to by COW/Warden in advance.
- k) For sick students, the Bidder/Tenderer shall arrange to serve "sick diet" in the rooms. The sick diet shall be defined and provided by mess committee to the Bidder/Tenderer.
- l) Issues, not specifically clarified in this contract document, shall be settled with mutual consent between the bidder and the COW/Warden, without prejudice to the basic premises of the contract. In case of any issue remaining unresolved, decision of COW shall be final and binding.
- m) Hostel administration reserves the right to incorporate any additional term as it will deem fit for the smooth operation of Mess.
- n) The CoW/Warden shall be authorized to impose an appropriate fine on the Bidder/Tenderer in case of sub-standard quality of food items, malpractice, lack of hygiene or violation of any of the conditions of the contract **PENALTIES FOR VIOLATION OR RULES, TERMS AND CONDITIONS Based on complaint received from mess committee.**

The caterer will be fined in case of violation of the following rules:

Rule Violation	Minimum Fine per complain (GST 18% on penalty amount)
Non-availability of complaint register on the counter / discouraging students from registering complaints and short deployment of manpower	Rs. 5,000/-
Insects cooked along with food	Upto Rs. 25,000/-
Soft objects like hair, rope, plastic, cloth etc. in food	Rs. 5,000/-
Any complaint of stones / pebbles of diameter more than 2 mm	Rs. 8,000/-
Hard and / or sharp objects like glass pieces, nails, hard plastic etc.	Rs. 10,000/-
Three or more complaints of unclean utensils in a day week	Rs. 5,000/-
If mess council in consultation with students in present mess agrees that certain item of a meal was not cooked properly / overcooked / extra spicy / extra oily	Rs. 5,000/-
Food Poisoning	At least Rs. 2 lakhs or more
Timings mentioned in the tender or decided with the respective council should be followed strictly	Rs. 8,000/-
If food for any meal gets over within timings of mess and waiting time is more than 15 minutes for lunch and dinner, and 10 minutes for breakfast and Tiffin	Rs. 5,000/-
Changes in menu of any meal without permission of mess	Rs. 8,000/-



committee	
If the quality of milk is not found up to be appropriate, or it is diluted. It should have 3-4% fat content or as recommended by council.	Rs. 10,000/-
Inappropriate personal hygiene of workers including their dress and / or misbehavior by workers etc.	Rs. 15,000/-
Failure to maintain a proper health checkup of the workers	Rs. 10,000/-
Using brands not mentioned in the contract without prior permission and adulteration	At least Rs 10,000/-
Any tampering with gas cylinders/ gas pipelines	At least Rs 20,000/-
Use of newspapers to keep fried items or any cooked food will be fined severely	At least Rs 1,000/-
Mis-management of mess service	At least Rs 20,000/-

Please Note-

1. Food Poisoning shall invoke a hefty fine of at least Rs.1 lakhs or more, along with cancellation of contract and possible blacklisting of the caterer. The security money deposited by the institute will not be refunded to caterer in case contract is cancelled for the above reason.

2. For any rule stated in the agreement first violation of the rule implies fine as per the rule. Second and subsequent violations of the same rule on a different day within 30 days of previous will attract 5 times the initial amount of fine on the caterer.

3. Absence of proprietor or his representative empowered to take decision from mess council meetings (which will be held once every month) on due invitation will attract a fine of Rs. 20,000/- on caterer.

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Annexure-IV

FINANCIAL BID (on Company letter head)

MENU FOR MESS CATERING AT IIIT-A

Tentative Strength of Students -800 (approx)

Sl. No.	Description	Amount (Rs.)	
		In figures	In words
Rate per Student (Inclusive of all taxes),			
(a)	Breakfast		
(b)	Lunch		
(c)	Dinner		
	Rates for one full day messing in one lump sum (Rs.) inclusive of all taxes etc. (a+b+c)		

Important Note:

- i) **In view of Covid, vendor has to provide food in proper sanitization and hygienic environment.**
- ii) **The strength of Students is subject to change by (+/-) 25%**
- iii) Each bid shall be treated as an individual entry.
- iv) It is mandatory for every bidder to quote individual prices for ALL items listed in the price bid.
- v) Vendors are desired to quote the financial rate in above prescribed format on company letter head.



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Menu Detail:

1. Breakfast

The Bidder/Tenderer would provide a packaged "breakfast plate" consisting of following items. Students will have two-options daily in the breakfast.

COMMON: (Everyday)

Milk: 200 ml or Tea/Coffee: 150 ml. (Branded Coffee and Tea)
(Branded Toned Milk (Amul/Mother dairy/Parag) to be used)

Cornflakes or Dalia
Boiled Egg (1) OR Banana (1)
Bread Slices with Butter (10 gm)/Jam (10 gm)

PLUS (One item from the list given below)

The Bidder/Tenderer would make available at least one item from the list below everyday decided by the mess committee. Additional items may also be added decided by mess committee.

- (i) Bread Pakora
- (ii) Bread slices with vegetable cutlet (two).
- (iii) Seasonal fruit (two).
- (iv) Jalebi-poha or dahi (Unlimited)
- (v) Upma-Chatani (unlimited).
- (vi) Stuffed Dosa or uttapam -Chatani-Sambhar (unlimited).
- (vii) Stuffed parantha-Sauce or Green Chatani (unlimited).
- (viii) Idli or Bada- sambar-Chatani. (Unlimited)
- (ix) Khasta Kachori with Aloo Sabzi

2) Lunch (Mandatory Items)

Dal/Kadhi: Unlimited
Sambhar/Rasam: Unlimited
Cooked Vegetable (Seasonal): Unlimited
Curd/Raita: 75g-100g
Tandoori/Tawa/ Rumali/Naan/Poori: Unlimited
Rice (plain): Unlimited
Green salad: normal
Pudina/Dhania Chutney/ Achar: normal

LUNCH ITEMS (to be included in menu weekly)
Rajma chawal,chole bhatoore,kadhi pakori.

3) Dinner (mandatory items): Regular

Dal : Unlimited, Vegetable: Unlimited
Tandoori/Tawa/Rumali/Naan/ Poori : Unlimited
Rice: Unlimited
Green salad: normal
Pudina/Dhania Chutney/ Achar: normal
Dessert: one piece (or one serving)

*Different dessert is to be provided on all days of the week.

Special Dinner: (one day (Sunday) per month):

1 Starter Salad
1 Special Veg item
1 Special Non-Veg item
1 drinks (lassi/roohafza)
1 Dessert
Roti/Naan/Tawa/Tandoori
Rice



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NOTE:

- (i) Dessert in the dinner as specified in the detailed menu will include custard (Apple/banana/pine-apple/grapes), Mewa- kheer, gulab jamun, rasgulla, halwa (carrot/suji/dal), shahi toast, Sewain, or any other item as decided by the respective hostel Mess Committee.
- (ii) For lunch and dinner a variety must be ensured. Dal of different varieties must be served on different days and for lunch and dinner. This may include the following: Moong dhuli, Moong sabut, Moong chilke wali, Masur Dhuli, (Red)Masur Sabut (Black), Chana dal, Arhar Dal, Arhar, Kaala chana, Kabuli chana, Lobia/ raungi, Rajma, Urad sabut etc. No dal must be served more than twice during a week. Similarly, the vegetables of different varieties preferably, seasonal vegetables, must be served. The same vegetable must not be served more than twice during a week. The contents of potato in any cooked vegetable must not be more than 25% except when potato vegetable is identified in the menu. If any dal or vegetable is served more than twice on any occasion, the residents will have the right not to pay for that item on that day or call for an extra vegetable dish on some other day without any extra payment after the Mess Committee has certified the extra repetition of the item.
- (iii) The detailed daily meal wise menu specifying the dals and vegetables to be served will be identified in the beginning of each month by the Mess Committee in consultation with the service provider. It will be mandatory for the service provider to serve this menu. In case of any difficulty in the same Mess Committee must be informed well in time (at least 24 hrs. before).
- (iv) The service provider will be required to provide khichri or any other suitable item for sick residents in lieu of the regular meals.
- (v) For residents observing fasts, the Service provider will provide the substitute items in lieu of the regular meal after a minimum number of ten residents ask for the substitute meal, after due advance intimation.
- (vi) The service provider will not serve any item whose rates have not been approved by the competent authority beforehand.

Quality of ingredients and other items (indicative items only):

Sl. No.	Items	Brand
1.	Wheat Flour Packed	Saktibhog/Ashirvad/Patanjali/Fortune
2.	Baisan	Saktibhog/Ashirvad/Patanjali/Fortune
3.	Dalia	Saktibhog/Ashirvad/ Patanjali/Fortune
4.	Maida	Saktibhog/Ashirvad/ Patanjali/Fortune
5.	Suji	Saktibhog/Ashirvad/Patanjali/Fortune
6	Arhar Dal	(Patka, Sadi)
7	Chana Dal	Loose
8	Desi Chana	Loose
9	Hara Matar	Green Valley or equivalent
10	Kabuli Chana (Large)	Loose-Medium
11	Lobia (Big)	Loose
12	Masoor Lal	Loose
13	Masoor Kali	Loose
14	Moong Chhilka	Loose
15	Moong Dhuli	Loose
16	Moong Sabut	Loose
17	Rajma Gradel	Loose
18	Rice Basmati (MiniDubar Quality)	Indiagate/Kohinoor/Daawat
19	Rice Golden Sela	Indiagate/Kohinoor/Daawat
20	Bhuna Chana	Loose
21	Layee	Loose
22	Safed Matar	Loose
23	Soyabeen Bari	MDH/Nutrela/Lijjat
24	Urad Chilka	Green/Black
25	Urad Dhuli	Loose
26	Urad Sabut	Bkak Sadi
27	Ice Cream	Amul/Mother Dairy/Vadilal/Creambell
28	Cheese	Amul/Mother Dairy/Britannia



29	Desi Ghee	Amul/Mother Dairy/Britannia/ Patanjali
30	Musterd Oil (Ag)	Fortune15kg/ 15Lt/ Patanjali
31	Refined Oil	Fortune/ nutrela
32	Chili Sauce	Kisan/Maggi/Tops
33	Jam	Kisan/Maggi
34	Mishrambu	(Kesariya Badam)
35	Thandai	guruji
36	Roohafza	Hamdard
37	Milk(Packed milk only)	Amul/Parag/Mother dairy
38	Soya Sauce	Tops/Kissan/Del Monte
39	Tomato Sauce	Maggi/Kissan/Del Monte
40	Vinegar Ka Paani	Tops
41	Coffee	Nescafe/Bru
42	Tea	Tata Premium/Brooke Bond/Lipton/Taaza
43	Chiraunji	Loose
44	Chhuara	Loose
45	Gari Gola	Loose
46	Gari Powder	Manglam
47	Kismish	Green
48	Kaju	Two piece
49	Makhana	Amul/Mother Dairy /Govardhan
50	Achar(Mixed)	Nilon's/Tops/Mother's
51	Achar(Mango)	Lijjat/Nilon's/Tops/Mother's
52	Custerd Powder	Wiekfield/BP
53	Cheora	Shaktibhog
54	Corn Flakes	Meakins/Kellogg's
55	Chowmeen Packed	Maggi/Yippee
56	Chowmeen	Maggi/Yippee
57	Namkeen	Haldiram/Bikaner
58	Mongphali Dana	Loose
59	Papad	Lizzat
60	Siwai	Bombino/MTR
61	Sabudana	
62	Amchoor Powder	Everest/MDH
63	Ajwain	Everest/MDH
64	Arrarot	Everest/MDH
65	Ajeenomoto	Agmark
66	Baking Powder	Catch/everest/MDH
67	Beej(Tarbuzz)	Loose
68	Beej(Kharbuzz)	Loose
69	Badi Ilaichi	Loose
70	Dalchini	Loose
71	Haldi Powder	Badshah/MDH/Everest/Patanjali
72	Dhania Powder	Badshah/MDH/Everest/ Patanjali
73	Dhania Khada	Loose
74	Gur	Loose
75	Heeng Dibiya 50gm	MDH/Everest
76	Javitri	Loose
77	Jaiphal	Loose
78	Jeera(Safed)	Everest/catch
79	Jeera(Siyah)	Loose
80	Kabawchini	Loose
81	Kashmiri Mirch	MDH
82	Kasoori Methi	MDH
83	Kali Mirch(Sabit)	Everest/Catch/MDH
84	Mirch Safed (Pisi)	MDH/Catch/Everest
85	Kala Namak (Powder)	
86	Laung	Loose
87	Makroni	



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88	Mirch (Powder)	MDH/Everest/Catch
89	Mirch(Khada)	MDH/Everest
90	Mangrail	Goldiee/Tripti
91	Misri (Crystal)	Loose
92	Methi	Everest/MDH
93	Namak Sada	Tata/Nature Fresh
94	Nagkeshar	Loose
95	Posta Dana	Goldiee/Tripti
96	Panch Phoran	Goldiee/Tripti
97	Rayee	Ashok/Goldie/Tripti
98	Rang	Ajanta
99	Saunf (Moti)	Goldiee/Tripti
100	Saunf (Mahin)	Goldiee/Tripti
101	Soda Sweet	Weikifield
102	Safed Ilaichi	Local
103	Sugar (White)	Loose
104	Tejpatta	Loose
105	Sendha Namak	Local
106	Cholla Masala	MDH/Everest/Catch
107	Chat Masala	MDH/Everest/Catch
108	Damalu Masala	MDH/Everest/Catch
109	Garam Masala	MDH/Everest/Catch /Patanjali
110	Kachauri Masala	MDH/Catch /Everest
111	Kichenking Masala	MDH/Catch /Everest
112	Meat Masala	MDH/Everest/Catch
113	Matar paneer Masala	MDH/Everest/Catch
114	Pao Bhaji Masala	MDH/Everest/Catch
115	Rajma Masala	MDH/Everest/Catch
116	Raita Masala	MDH/Catch/Everest
117	Samosa Masala	MDH/Catch/Everest
118	Sanbhar Masala	MDH/Everest/Catch
119	Shahi paneer Masala	MDH/Everest/Catch
120	Sabji Masala	MDH/Everest/Catch
121	Kewrajal	Dabur
122	Oil(Sunflower)	Sundrop/Saffola/Fortune/ Patanjali/Naturefresh
123	Bread	Kwality/Britannia
124	Ghee	Amul/Mother Dairy/Britannia/Patanjali

NOTE : For the item where brand is not mentioned or loose, in such a case the vender has to nominate 2 brands which he can provide throughout the functioning of the mess.

Tentative Timings:

The following timings will be followed:

Breakfast: 8.00 am to 10.00 am on weekdays (Monday to Friday)

8.30 am to 10.30 am on Sat, Sun and Institute

Holidays

Lunch: 1.00 pm to 3.00 pm on all days

Dinner: 8.00 pm to 10.00 pm

Note: The above schedule is subject to change by the order of mess committee in consultation with the service provider.

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LIST OF EQUIPMENTS IN HOSTELS MESS

GIRLS HOSTEL-I

Sl. No.	Name of Items	Quantity (No.)
	KITCHEN	
1	Oven	02
2	Oven mari	01
3	Refrigerator	02
4	Tawa burner	01
5	Exhaust	
6	Gas Pi Gas Pipeline	
	DINING	
7	TV with table	01
8	Fridge	01
9	Water Cooler	01

Furniture Details and other amenities

11	Steel Table	02
12	Rack-Plate	01
13	Dining Table	06
14	Basin	02

GIRLS HOSTEL-II

Sl. No.	Name of Items	Quantity (No.)
	KITCHEN	
1	Gas Stove	02
2	Fridge	01
3	Tava	01
4	Food dispenser kit	01
5	Wash basin fixed	01
	DINING HALL	
6	Dining table	06
7	LCD TV (Samsung)	01
8	Double door fridge	01
9	Water cooler	01
10	Common Roti Maker(GHI)	01

GIRLS HOSTEL-III

Sl. No.	Name of Items	Quantity (No.)
	DINING	
1	Dining tables	35
2	Water cooler	02
3	A.C.	07
	KITCHEN	
4	Mixer	01
5	Food dispensor	02
6	Wheat flour machine	01
7	Potato peeler	01
8	Freezer	02
9	Sandwich griller	01



10	Gas stoves	06
11	Weighing machine	01
12	Machine for plates washing	01
13	Machine for carrying plates	01
14	Tables (big + small)	10+4
15	Basin for washing (big + small)	01+04
16	Dustbin Racks	02
BOYS HOSTEL-I		
1	Gas Chulha Single Burner wala	2
2	Gas chulha Double Burner wala	1
3	Roti Tava	2
4	exhaust Fan	1
5	Cooler Fan	1
6	D Freezer	1
7	Bartan Dhone Ki Sink	4
8	Khana Lagane Ki dish	6
9	khana lagane ka set	1
10	khana khane ki table	25
11	Salad Table	1
12	Plate rakhne ka rack	1
13	Gas lagane ka regulator	6
14	conveyer Belt	1
15	Roti Machine	1
16	Plate rakhne ki table	1
17	Geyser	1
BOYS HOSTEL-II		
1	Plate Rack	2
2	Gas chulha (Single Burner)	1
3	Gas chulha (Double Burner)	2
4	Roti Tava	2
5	Exhaust Fan with Hood	2
6	Air Fresher Hood (Cooler Fan)	1
7	Deep Freezer	1
8	Geyser	1
9	Utensil/Vessel Cleaning Sink (3 sink)	1
10	Utensil/Vessel Cleaning Sink (1 sink)	1
11	Roti Making Machine	1
12	Conveyor Belt	1
13	Plate Table	2
14	Food Warmer Set	7
15	Insect Killer	2
16	Water Cooler	1
17	Dining Table with attached chairs	25
18	Salad Table (Side Counter)	1
19	A .C at Dining Hall	4
20	Fire Extinguisher	1



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BOYS HOSTEL-III		
Sl. No.	Name of Items	Quantity (No.)
1	DINING TABLE	25
2	SALAD TABLE	1
3	BAIN MARIE	1
4	FOOD CONTAINER WITH COVER	6
5	PLATE STORING RACK	2
6	WORKING TABLE	7
7	ATTA MACHINE	1
8	POTATO MACHINE	1
9	ROTI MAKING MACHINE	1
10	FOUR DOOR REFRIGERATOR	1
11	ROTI TAVA	2
12	GAS BURNER	6
13	BREAD TOASTER	1
14	SINK	2
15	GAS REGULATOR	5
16	WATER COOLER	1
17	AQUA GUARD	1
18	INSECT KILLER	3
19	CONVEYER BELT	1
20	DISH WASHERS	1
21	EXHAST FAN WINDOWS HOOD	1
22	FRESH AIR WINDOWS HOOD	1
23	CEILING FAN	15
24	AIR CONDITIONERS	4
25	GEYSER	1
26	AIR CURTAIN	2
27	FIRE EXTINGUISHERS	2
BOYS HOSTEL-IV		
Sl. No.	Name of Items	Quantity (No.)
	DINING HALL	
1	DINING TABLE	30
2	INSECT KILLER	2
3	WATER COOLER AND BESIN	3
4	RACK	2
5	A.C	4
6	AIR CUTTER	2
7	CONVIER BELT	1
8	FOOD COUNTER	1
9	FOOD CONTINER WITH COVER	6
10	FIRE EXITINGUISHERS	
	KITCHEN	
12	DISH WASHER	
13	ROTI MAKING MACHINE	
14	ATTA MACHINE	1
15	POTATO MACHINE	1
16	BREAD TOASTER	1
17	IDLY MAKER MACHINE	1
18	BIG REFRIGERATOR	
19	EXHAUST FAN	2
20	CEILING FAN	4
21	WORKING TABLE	8
22	REGULATER	4
23	WASHING BASIN	4
24	FIRE EXITINGUISHER	1
25	Burner	6
26	Roti Tava	2



Handwritten signature/initials