

NIT No: IITGOA/ C&EMD/ 2020/023

Date: 16th November 2020

Corrigendum to the tender for providing Catering services at IIT Goa Hostel mess vide NIT No. IIT GOA/ C&EMD/2020/023 dtd.06.11.2020

Minutes of Pre-bid meeting

Pre-bid meeting for said tender was held on 13-11-2020 at 15:00hrs in online mode. The queries raised by the bidders and replies are as tabulated below.

Sl.No.	Tender Clause	Query	Reply
1	Attendance will be taken as an average of strength of users at lunch and dinner	Attendance of hostel or mess please?	Hostel's average strength
2		What is the mode of attendance - is it bio metric - is it already installed or is it in our scope?	There is no biometric installed, attendance should be maintained by the caterer at his own
3	It will be mandatory for the caterer to have 1 helper per 15 residents and 1 cook per 60 residents	Do we need to operate on two shifts? (In general mess operates with only one break shift)	There is no specification to work in two shifts, this management lies with caterer according to mess timings
4		Total staff to be 33 (500 / 15 = 33) per shift or for both the shifts together	
5	The caterer will ensure upkeep of all the equipment, infrastructure (as the case may be) provided to him by the institute	All kitchen equipments and vessel are available please?	Basic kitchen equipment are likely to be installed by Mid-December. However, winning caterer has to satisfy himself before commencing of the work. Any additional requirement like vessels etc is to be met by the caterer
6	The caterer has to comply with institutes Mess rebate policy as and when implemented.	Request to elaborate rebate system.	Mess rebate policy is yet under consideration, will be intimated later.
7	Attested copy of PAN/GIR Card, GST, EPF & ESI	Is self attestation is acceptable please?	Self attested copies are acceptable
8	Bidder should have provided annual catering services to at least three (3) Government clients/ PSU/ Public Sector Companies/ Banks/ Central & State Educational Institutes	What is the Period of experience required and documents to be submitted for how many years please?	Five years as on 31.10.2020

	of repute with hostel inmate capacity being at least 250 per client.		
9	The Price Bid is to be quoted after considering Minimum Wages for Area 'B', as prescribed by Central Ministry of Labour & Employment, Govt. of India	How far this clause will be insisted upon?	100%
10		Does the MRC (Minimum Reasonable Cost) includes this ?	Yes
11	The register shall be authenticated by the authorized representative(s) of institute on daily basis before closing of the shift.	Do we need to work on two shifts?	There is no specification to work in two shifts, this management lies with caterer according to mess timings
12	Corn/Wheat flakes/Oats not listed in representational menu - but listed in Page 21 -specific details of menu - breakfast	Corn/Wheat flakes/Oats - Is it there in breakfast?	Yes
13	Sprouts listed in breakfast representational menu but not there in Page 21 -specific details of menu - breakfast	Please clarify	Sprouts and fruits are part of breakfast
14	Fruits listed in breakfast representational menu but not there in Page 21 -specific details of menu - breakfast	Please clarify	
15	Fruits quantity required	Fruits quantity required	100 gms or 1-2 for each person
16	Milk listed in Page 21 - specific details of menu - breakfast but not in page 20 breakfast representational menu	Please clarify	Milk is also part of breakfast
17	Juice listed in snacks representational menu but not there in Page 21 -specific details of menu - snacks	Please clarify	combination of page no.20 & 21
18	Saturday Palak Paneer	quantity specification required	Unlimited

19	Sunday Biryani	Chicken	quantity specification required	Unlimited
20	Sunday Kadai Paneer		quantity specification required	Unlimited
21	Sunday - listed as - (on alternate weeks) - looks like some typing error		Please clarify	On Sunday Rice can be provided instead of Chapatis on alternate weeks
22	Milk listed in Representational dinner menu, but not in page 22 - Specific details of menu.		Please clarify and what is the quantity?	unlimited
23	Egg - listed as once per week, but not listed in Representative menu Page No.20&21 - Lunch & Dinner		Please clarify	02 Eggs each once in a week either in Lunch or Dinner
24	Curd - listed as once per meal. Page 20 - Lunch menu includes one curd variety, but dinner does not have curd item		Please clarify	Curd at the time of lunch only
25	Salad - listed as once per meal, but not listed in Representative menu Page No.20&21 - Lunch & Dinner		Please clarify	Salad is to be served at both time lunch & dinner
26	Pappad - listed as once per meal. Page 20 - Lunch menu includes one pappad variety, but dinner does not have pappad item		Please clarify	Papad at the time of lunch only
27	Non veg - Chicken Biryani & Egg Biryani - 100 gms		Grammage seems to be very low. Please provide rice qty & chicken/egg qty.	Rice quantity is unlimited , however chicken/egg between 100 to 150 gms or two pieces
28	Is Consortium or Joint Venture of persons / firms permitted? In most of the issued tenders in recent past are allowed for a Joint Venture or Consortium, especially in Corona juncture.			Point 6(1) page No. 9 – However joint venture is not allowed
29	As mentioned in cover note of the tender; the duration of the contract is initially for 01 year. Whereas we strongly suggest extending the contract period for minimum 02 years or more, specifically considering the Corona Pandemic impact. After contract competition of 02 years, the mess contract can be extended further on mutually agreed terms and conditions.			Strictly as Page 4 Point No. 4
30	As mentioned in the scope of work (Page No. 05, Point-A), can we have the Minimum Reasonable Price (MRC) fixed by the institute			Read Page 5 Point No. 1(a)

	for this tender? Also, you are requested to provide existing or last MRC.	
31	As mentioned in the scope of work (Page No. 05, Point-C) we understand that one Mess is being operated at the GEC campus at present and the approximate strength of Mess members during regular semester (January to April and mid-July to November) is approximately 500 persons. But are all 500 inmates residing in a single hostel or in multiple hostels? We mean there would be only one kitchen/ cooking and food serving point for all 500 inmates or multiple kitchens and food serving points?	All residents are within single hostel and one kitchen and a mess is to be operated
32	As mentioned in scope of work (Page No.-05, Point-D), a minimum assured attendance amounting to 75% of the total number of inmates of the Mess will be supported by the Institute. Can we consider it that the institute has to release amount for minimum guaranteed 375 (75% of mess strength) inmates @ fixed minimum reasonable price in every month during regular semester (January to April and mid-July to November) ? And any payment beyond 375 inmates shall be claimed by the caterer by furnishing actual record of attendance. Are we correct?	Yes
33	Also, it has mentioned in scope of work (Page No.05, Point-D) that it will be mandatory for the caterer to have 1 helper per 15 residents and 1 cook per 60 residents. This (helper & cook) ratio is too high. According to us the ratio (helper and cook) should be 1 helper per 25 residents and 1 cook per 85 residents or less. Mess workers will work in two separate shifts and in each shift, there will be 10 helper + 3 cooks. Again, working hours in each shift is of 08 hours X 02 shifts = Total 16 hours is sufficient to complete mess works in a day. Secondly, the more deployment of manpower for mess work will automatically increase the overall cost for the mess contractor/ caterer. Simultaneously, smooth operation of mess works will be a concerned, but we are confident to manage hostel mess works with aforesaid workmen strength. We have to understand that all 500 inmates will not come at a time for breakfast or lunch or dinner but to come phase by phase within stipulated time given.	As per NIT, Page 5 Point No. 1(E)
34	Please allow caterer to provide a refundable interest free Bank Guarantee or Demand Draft of ₹ (10% of the contracted value of service) at the time of award of work.	Page 12 Point 3(J)
35	We humbly request the competent authority to release payment of the caterer in every fortnight instead of monthly basis as	As per NIT only Page 14 Point 9(A)

	mentioned in payment to caterer(s) in Page No. 14, Point No. 09.	
36	As per the Price Bid mention in Annexure-“C”, what is the applicable GST%?	GST as applicable on quoted rate
37	Believe the bidder is nothing to do as per the details mentioned in Annexure-“E” and bidder should not quote for it. Please reconfirm.	It is up to bidders to quote the prices however this is not the part of Financial bid. Please Read the note in Annexure ‘E’
38	As per the Penalties / Fine mentioned Annexure ‘F’ is acceptable but the competent authority must have cautious and should have a provision that the caterer should not be a soft target or scapegoat by any means.	Whatever mentioned in NIT is final
39	No of Students due to covid-19 situation.	Hostel & Mess is closed; however, services will resume very soon at approved capacity
40	Minimum of Staff required in Mess.	Page 5 Point No. 1(E)
41	Housekeeping Material for cleaning shall be reimbursed	Within the scope of caterer, no reimbursement
42	Which Minimum Wages are applicable	Area 'B' Central

All sealed quotations must reach to the C&EMD Office, IIT Goa, at Goa College of Engineering Campus, Farmagudi, Ponda, Goa by 17:00 Hrs on or before 27th November 2020 as per the NIT.

All other terms and conditions remains unchanged.

Sd/-
Estate Officer