



## NOTICE INVITING QUOTATIONS FOR NIGHT CANTEEN

GSTIN: 30AABAI1653D1ZF

PAN: AABAI1653D

TAN: BLRI08261B

**Enquiry No.** IITGoa/C&EMD/2022/015

**Date:** 13<sup>th</sup> Apr'2022

### NOTICE INVITING QUOTATIONS

1	Date of Tender Publishing on website	13 <sup>th</sup> Apr'2022
2	Pre-bid meeting and site visit at IIT Goa <b><u>(Attending pre-bid meeting &amp; site visit is advisable for participating in this tender)</u></b>	19.04.2022 at 11.00AM, Estate office, IIT Goa
3	Date of publishing pre-bid queries (to be uploaded on the website)	20.04.2022 at 11.00AM
4	Last Date and Time for Submission of Tender	05.05.2022 till 04.00PM,
5	Opening of Bid	05.05.2022 at 05.00 PM, Estate Office
6	Address for submission of bid documents	<b>The Estate Office, IIT Goa At GEC Campus, Farmagudi Ponda, Goa - 403401</b>
7	Venue for opening of tender	Same as above
8	Duration of Contract	Initially <b>06 Month</b> from the date of issue of work-order (Subject to further extension)
9	Tender Fees	NIL
10	EMD( Earnest Money Deposit)	Bid Security Declaration
11	Estimated tender value	Rs. 12 Lakhs for 6 months
12	Performance Security Deposit after award of work	3% of the estimated tender value. The PBG to be deposited within 15 days from the date of issue of Work order.
13	Schedule of Opening Commercial Bids	Schedule for opening of Bid will be notified to the bidders. Presence of the bidder or his/her authorized representative at the time of opening of the bid is highly preferable.
14	Bid Validity	Bid shall remain valid for 90 days from the last date of submission of the tender as mentioned in the NIT.

IIT Goa invites sealed quotations for providing night canteen service at IIT Goa hostel premises for a period of six months.

- The L-1 firm shall be decided on the basis of the lowest total amount offered by adding the quoted rate in all column among the qualified bidders. It is mandatory to quote against all the item. Any bidder not quoting for any item i.e (quoted Zero/nil in any item) in the Menu list will be considered disqualified.
- No ambiguity should be there in the quoted price and the rate must be as per the price bid format. **Conditional offer or the proposal not furnished as required above** shall be considered as non-responsive and is liable to be rejected.
- In case, more than one bidder is identified as L1, the bidder who are having established caterer service at Goa (Shops & establishment of Goa and FSSAI registration) will be preferred.
- **Estimated cost put to tender - Rs.2,00,000/-Month**
- **EMD - Bid security declaration to be submitted by bidders as per the enclosed format.**

#### **Eligibility criteria**

- The bidder is required to submit central license of his firm for running canteen / mess obtained under FSSAI act 2006.
- Bidder should be registered with Income Tax and Goods & Service Tax departments or Registered himself in Goa on award of contract. act)

#### **Terms and conditions:**

1. Quotation must be valid for at least 60 days.
2. The service provider Should Quote the price including of all taxes & GST.
3. The successful agency / firm / company will have to deposit a Bank Guarantee of Rs. (approx. 3% of the contracted value of service) at the time of award of work. This Bank Guarantee should be from a scheduled/ nationalized bank in the form of Performance Bank Guarantee (PBG) in favour of 'Indian Institute of Technology Goa'. This PBG shall cover entire period of contract and shall remain valid for a period of 60 days beyond the period of contract.
4. Precaution should be taken for safe environment of the premises.
5. **Waste segregation and waste disposal including wet & dry waste is in the scope of bidder.**
6. The electricity and water charges, if any, will be recovered on actuals as per the Institute Policy.
7. The mess provider should quote the price as per list.
8. The period of service may be extended further according to the performance of the caterer.
9. EMD not applicable, bidders have to submit signed '**Bid Security Declaration**' accepting that if they withdraw or modify their bids during period of validity etc. they will be suspended for future requirement of IIT Goa. Tender without bid security declaration shall be liable for rejection. Bidders are requested to refer bid security declaration format.
10. For any clarification, you may kindly contact Estate office at [esate@iitgoa.ac.in](mailto:esate@iitgoa.ac.in) .
11. Quotations / proposals must reach to the estate office by 4:00 PM on or before 5<sup>th</sup> May' 2022.

Registrar

IIT Goa

## Special terms & conditions

1. The **timings of the night canteen shall be between 3:00 PM to 3:00 AM and** are strictly to be followed. The Institute reserves the right to make any changes in said timings at any point of time after award of the contract.
  2. The night canteen caterer will make all necessary arrangements for **neat, clean and organizational outlook** of all its workers befitting stature of IIT Goa in consultation with institute authorities. The workers will always maintain Post-COVID personal hygiene and a clean appearance including use of clean hand gloves, masks, headgear and necessary accessories while working.
  3. The services are strictly for IIT Goa campus inmates and authorized personnel. Institute reserves its discretion in availing its services. Night canteen Caterer **will not divert the services** of mess to any unauthorized personnel or use his discretion in this regard whatsoever.
  4. The Night canteen caterer will make all necessary arrangements for **accommodating and transporting all manpower** deployed by him so as to ensure timely operation of night. Institute will have no obligation in this regards whatsoever. Only essential manpower for preparation may be allowed to stay during night time in the hostel premises with approval of the SA office.
  5. The night canteen caterer will ensure **upkeep of all the equipment, infrastructure** (as the case may be) provided to him by the institute. All such maintenance of Institute property / equipment will be carried out by the caterer on his own cost.
  6. The night canteen caterer will be solely responsible for the general **discipline and conduct of his staff** at the Institute at all the time. It may be noted that only verified individuals through mandatory Police verification on submission of such document will be allowed to enter the Institute and will be deemed deployment worthy. In case of a violation financial penalty will be levied on the caterer as deemed fit by the Institute.
  7. The night canteen caterer must provide food arrangements for special event like conference/meetings/workshops/talks etc. as requested by the institute. The rate & menu are to be finalized by the concerned organizer and caterer.
  8. The night canteen Caterer shall not employ child labour. Violation will attract legal action as per extant regulation on the subject.
  9. **Cleaning and Housekeeping of food preparation and sit out area will be the sole responsibility of the night canteen caterer. Cleaning of utensils, cutlery, crockery, kitchen equipment, furniture and fitments is also responsibility of the caterer. Service provider should ensure that any dry & wet waste, polythene, garbage etc should not lay down inside drain inlet area to prevent choke up of the drain line.**
  10. IIT Goa is a total tobacco/alcohol free campus, therefore none of the staff deployed at the campus should be possessing or consuming tobacco products such as bidi, cigarette, chewing tobacco in any form, gutkha, masala, pan, Alcohol/ banned substances etc. Violation will attract penalty.
  11. The night canteen caterer will adhere to safe working practices and will take all safety measures necessary for safety of his workmen. He will remain responsible for the safety of his engaged persons. The caterer should provide all necessary safety instructions, personal protective safety equipment to the persons engaged by him as applicable and required.
-

12. The night canteen caterer shall be liable to bear all expenses/damages/compensation in the event of any injury or loss of life of the personnel engaged by him while on duty.
13. The night canteen caterer shall be bound by all security procedures followed at IIT Goa and abide by security instructions for all purposes. Workmen engaged by him will be liable for check and search by the security on duty while mustering in and out and also at the other random places and timings. Any breach/violation of security regulations in the work premises by any of the caterer's persons shall be caterer's responsibility.
14. The night canteen caterer shall indemnify IIT Goa against any litigation arising from violation of statutes, laws and rules during operation of the contract. The caterer shall conduct all legal proceedings as may be necessary without any cost to the Institute. If due to any reason whatsoever, IIT Goa management is made liable to pay any liabilities of the caterer under any of the said laws etc; the same shall be recovered from the dues payable by IIT Goa to the caterer.

15. **Termination of Contract**

This agreement may be terminated on any of the following Contingencies: -

- a. On the expiry of the contract period as stated above
- b. By giving one month's notice by Institute on account of:
  - (i) Committing breach Terms and Conditions of this agreement by the Contractor.
  - (ii) Assigning the contract or any part thereof to any Sub Contractor by the main Contractor without written permission of the Institute.
  - (iii) On Contractor being declared insolvent by competent Court of Law.

During the notice period for termination of the contract, in the situation contemplated above, the service provider shall keep on discharging his duties as before till the expiry of notice period

---

### List of Permissible brands

<u>Item</u>	<u>Brands</u>
Salt	Tata, Annapurna, Patanjali
Spices	M.D.H. , Badshah, Everest, Patanjali
Chicken	Godrej Real good, Suguna,
Ketchup	Maggi, Kissan, Heinz, Patanjali
Refined Oil(Sunflower)	Patanjali, Sundrop, Fortune, Dhara (Use of Hydrogenated Vanaspati oil is prohibited )
Pickle	Patanjali, Mother's, Pravin, Priya, Bedekar, Nilon's
Atta	Patanjali, Ashirvad, Pillsbury, Annapurna
Instant Noodles	Maggi, Top Ramen, Patanjali
Flavoured drinks	Rasna, Roohafza, Tang
Papad	Lijjat, Mother's, Priya
Butter	Amul, Nandini, Mother Dairy, Patanjali, Goa Dairy
Bread	Britannia, Big Bread
Cornflakes	Patanjali, Quality, Tops
Jam	Kissan, Maggi, Delmonte,
Ghee	Amul, Mother Dairy, Nandini, Patanjali
Shrikhand	Amul, Warana,
Frozen yogurt	Nandini, Sphurti, Amul
Cow Milk	Amul, Nandini(Shubham), Goa Dairy, Warana
Paneer	Amul, Nandini, Warana,
Tea	Marvel,Tata, Taj Mahal
Coffee	Nescafe, Bru, Sunbean
Ice Cream	Amul, Vadilal. Natural's, Kwaliti Wall, Arun
Soya	Nutrella, Fortune, High Meal-maker
Frozen Peas	Safal (offseason), McCain, Watties, Gordrej
Cheese	Amul, Britannia, Mother Dairy
Kolum Rice	Royal, Donur, Patanjali
Basmati Rice for special rice	Patanjali, Daawat, Devaaya,
Custard Powder	Brown & Polson, Pillsbury, Birds
Handwash	Lifebuoy (non-diluted), Dettol, Godrej

**Penalties / Fine**

<b><u>Violation</u></b>	<b><u>Penalty per complaint</u></b>
Non-availability of complaint register on the counter/ discouraging students from registering complaints	Rs.2,500/-
Cockroaches, flies, insect etc., in cooked food	Rs.10,000/-
Usage of spoiled/stale food ingredients eg: rotten Vegetables, infected grains, expired items.	Rs.5,000/-
Poor maintenance/tampering with institute property	Rs.5,000/-
Presence of unwanted items in food: Harmful items like blade, glass, metal wires, nails, Pieces of plastics etc.	Rs.10,000/-
Three or more complaints of unclean utensils in a day	Rs.5,000/-
If mess committee 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	Forfeiture of PBG and cancellation of contract
Consumption or possession of Alcohol/tobacco/banned substances	Rs.50,000/-
Non adherence to the timings mentioned in the tender or decided with the respective Mess Committee	Rs.5,000/-
Changes in list of items without permission of Institute authority	Rs.5,000/-
Using / storing brands not mentioned in the contract without prior permission	Rs.5,000/-
Noncompliance with workers dress Code	Rs.5,000/-
Use of spurious brands, goods or accessories in preparation / presentation	Rs.10,000/-

**Note:** - First violation of rule implies fine as per the above table. Second and subsequent violation of the same rule within 30 days will imply fine triple the initial amount of fine or termination of contract.

*(To be printed in letter head)*

---

**BID SECURITY DECLARATION**

**IN LIEU OF SUBMISSION OF EARNEST MONEY DEPOSIT (EMD)**

**Ref: Our Offer No.....dated.....**

---

In the event of withdrawing or modifying our offer within the validity or extended validity period, we hereby accept the suspension of our company/firm for a period of two years from the date publication of this tender for future requirement of IIT Goa.

---

**Signature with date: Name:**

**Designation:**

**Official Seal**

---

PRICE BID

<b>Menu list</b>	
ITEMS	Price
<b>Shakes/Tea &amp; Coffee</b>	
Tea/Coffee	
Tea (100ml)	
tea-Cutting (50ml)	
coffee (100ml)	
milk (200ml)	
Bournvita/hot chocolate/Horlicks (200 ml)	
Rose Milkshake/chocolate/banana/Chikoo (200 ml)	
strawberry Milkshake (200 ml)	
Cold Coffee/ Mango milk (200 ml)	
Badam lassi/ Mango lassi/Falooda (200 ml)	
<b>Juices (200 ml)</b>	
Lemon Juice	
Mosambi juice/Pineapple	
watermelon/orange juice	
Mango juice	
<b>Paratha (7" inch)</b>	
Cheese paratha	
Paneer Paratha	
Paneer cheese paratha	
Butter Paratha	
Aloo/Gobi/Onion/mix veg paratha	
<b>Maggie/Noodles (250 gm bowl)</b>	
Plain Maggi	
Plain Cheese Maggi	



veg Maggi	
veg Cheese maggi	
egg maggi	
egg cheese maggi	
omlet maggi	
omlet cheese maggi	
Veg hakka noodles	
Chicken hakka noodles	
Chicken schezwan noodles	
<b>Rice (350 gm bowl)</b>	
Veg Fries Rice	
Paneer Fried Rice	
Egg Fried Rice (2 eggs)	
Chicken Fried Rice	
Jeera rice	
Dal khichdi	
Bhindi Rice/tomato rice	
Egg Pulav/egg Bhurji Rice	
Paneer pulav/Veg Biryani	
Egg Biryani & Raita	
Paneer Biryani & Raita	
Chicken Biryani & raita	
Alu Bhendi Rice	
Masala rice/Alu Jeera Rice	
Boiled egg Bhurji rice	
Chicken Bhurji rice	
Chicken Pulav	
<b>Dry Chicken &amp; Paneer (250 gm bowl)</b>	
paneer schezwan	
paneer coriander/chilly dry	
paneer manchurian/65 dry	
Veg Manchurian/Veg 65 Dry	
Aloo chilly/Gobi Manchurian	

Chicken garlic/Schezwan	
Chicken lollipop/ 65 dry	
Chicken chilly dry/Chicken	
manchurian Dry	
Charcoal Chicken tikka	
Charcoal Chicken malai tikka	
Charcoal chicken seekh kebab	
Veg momos (fried/steamed)- 4 piece	
Chicken momos(fried/steamed)-4 piece	
<b>Bread Butter/jam</b>	
Idli (50gm)	
Uttapam (01 piece)	
Omelette (2 eggs)	
Bread omelette (2 eggs)	
Sandwich veg/Chicken/Paneer (standard size)	
Veg Roll (standard size)	
Egg Roll (1 egg)	
Egg Roll (2 eggs)	
Paneer Roll(standard size)	
Chicken Roll(standard size)	
Aaloo Patties(standard size)	
Paneer Patties(standard size)	
Cheese Patties(standard size)	
<b>Dry Bhaji (250 gm bowl)</b>	
Aloo bhindi/aloo tomato/aloo gobi/	
bhindi fry/aloo jeera	
Veg and paneer gravy	
Aloo mutter/Aloo masala	
Paneer mutter/Paneer masala/chilly/	
palak Paneer	
Paneer Bhurji	
Veg Kadhai	
egg Masala	

chicken Masala/Chicken Kadhai/chicken	
fry/chicken sukka/butter chicken	
Dal Fry	
Dal Tadka	
<b>Soup (250 ml)</b>	
veg manchow	
chicken manchow soup	
tomato	
veg clear	
<b>Dosa (standard size)</b>	
Sada dosa	
onion dosa/Schezwan dosa/plain uttapam	
Masala Dosa/mysore Sada dosa	
Sada cheese dosa/Butter schezwan onion dosa	
Paper dosa/mysore masala dosa/egg uttapam	
onion cheese dosa/schezwan cheese dosa/Rava	
schezwan dosa	
Masala cheese dosa	
Butter Sada dosa	
Butter onion dosa/Butter schezwan dosa	
Onion uttapam/schezwan dosa	
Butter masala dosa	
schezwan onion dosa	
schezwan masala dosa/Rava dosa/masala uttapam	
<b>Chaat (250 gm)</b>	
Aalo chaat	
Tikki chaat	
Papdi chaat	
<b>TOTAL =</b>	