

TENDER

TENDER DOCUMENTS FOR CATERING SERVICES (ARRANGEMENTS OF LUNCH AND HIGH TEA) AT IIT JODHPUR, SCHEDULED ON 21 JULY 2015

NIT No & Date	-	IITJ/Admin(Misc)/15-16/19, 22 June 2015
Tender Fee	-	Rs.500/-
Pre-bid Meeting	-	29 June 2015 at 1500 Hrs
Last Date & Time of Submission of Tender	-	09 July 2015 up to 15:00 Hrs
Tender Opening Date & Time	-	09 July 2015 at 16:30 Hrs

Indian Institute of Technology Jodhpur
Old Residency Road, Ratanada, Jodhpur-342011, Rajasthan

TEL: +91 291 2449141

Email: logistics@iitj.ac.in

Website: www.iitj.ac.in



TENDER DOCUMENTS FOR CATERING SERVICES
(ARRANGEMENTS OF LUNCH AND HIGH TEA) AT IIT JODHPUR,
SCHEDULED ON 21 JULY 2015

1. IIT Jodhpur invites the tender for outdoor catering for the arrangement of Lunch and Tea. Registration for the new batch shall take place on 21 July 2015 at IIT (MBM) Jodhpur Complex. The process shall be conducted between 0900-1900 hrs. on 21 July 2015. Approximate strength is 760 persons including all categories and their parents/guardians. There are certain catering requirements to be organized and the details are as under:-

(a) **Morning High Tea at 1030 hrs. on 21 July 2015 (Strength–approx760 person)**

Menu–Samosa, Khaman Dhokla, Biscuit (cookies), Matthi, Tea and Camper based RO treated drinking water with disposable crockery.

(b) **Lunch arrangements between1300-1400 hrs. on 21 July 2015 (Strength–760 person)**

(c) **Menu**–Zeera Rice, Veg govind gatta, Veg paneer masala, Malai kofta, Tawaroti, Veg Bhidi, Yellow dal fried, Bundi raita, Gulab zamun, Amul ice cream (Vanilla) Papad, Salad & Drinkingwater (250 ml Bisleri).

(d) **Evening Tea Arrangements between 1600-1630hrs. on 21 July 2015 (Strength–760 person).**

(e) **Menu**– Tea, Cookies and Camper based RO treated drinking water.

2. **Crockery & Cutlery**–Acrylic unbreakable crockery/cutlery shall be used and tea, water shall be served in disposables.

3. **Serving Points**–minimum 8x serving points (buffet) will be established for avoidance of queuing and smooth service atITIJ Complex.

4. **Miscellaneous Aspects**

(a) Proper cleaning arrangements at two different places have to be made.

(b) The food supplier shall keep indemnify IITJ against any service defect/losses due to maintenance of food hygiene and Quality of food/snacks.

(c) Transportation of food to be organised by caterer only.

(d) Other terms to improve service, as may be notified on the day of registration by the institute officials will be binding on caterer.

Seal &Signature of the Tenderer



TECHNICAL BID

5. The Tenderers will be in possession of following documents for submission as part of technical bid:-
- (a) Food License issued by Chief Medical and Health Officer (CMHO) Jodhpur.
 - (b) Trade License issued by Nagar Nigam Jodhpur.
 - (c) Shop License issued by Taxation Department, Govt. of Rajasthan
 - (d) Owner TIN No & PAN No
 - (e) Experience Certificate/s for having served the Govt. Organization, PSUs and Govt. Institutes showing length of services. Performance certificate from previous employer may also be attached.
 - (f) The tenderer will deposit a **non-refundable tender fee of Rs 500/-** (Rupees Five Hundred only) by way of demand drafts. The demand draft shall be drawn in favour of **“Director, IIT Jodhpur”** **payable at Jodhpur**. **Tender fee must be enclosed with the envelope containing the technical bid.**
6. Participants shall prepare three envelopes as under:-
- (a) **1st Envelope** Superscribed “Technical bids for catering arrangements on 21 July 2015” Addressed to Director, IIT Jodhpur.
 - (b) **2nd Envelope** Superscribed “Financial bids for catering arrangements on 21 July 2015” Addressed to Director, IIT Jodhpur.
 - (c) **3rd Envelope** Superscribed “Catering arrangements on 21 July 2015” Addressed to Director, IIT Jodhpur. This envelope must contain 1st and 2nd envelopes.

Seal & Signature of the Tenderer



7. **Financial Bid**– As per under mentioned tabulation:-

S No	Items/Contents	Rate/Amount (Rs)	Remarks
(a)	Morning Tea per head		
(b)	Lunch per head		
(c)	Evening Tea per head		
Total Per head			

Note:-Rates quoted be inclusive of all taxes. No other changes will be entertained. The coordinator shall be present during work execution too.

8. **Arbitration**

(a) In the event of any question, dispute/difference arising under the agreement or in connection herewith (except as to matters the decision of which is specially provided under this agreement) the same shall be referred to the sole arbitration to Director IIT Jodhpur or his nominee.

(b) The award of the arbitrator shall be final and binding on the parties. In the event of such arbitrator to whom the matter is originally referred is being transferred or vacating his office or resigning or refusing to work or neglecting his work or being unable to act for any reason whatsoever, the Director IIT Jodhpur shall appoint another person to act as arbitrator in place of the out-going arbitrator in accordance with the terms of this agreement and the person so appointed shall be entitled to proceed with the reference from the stage at which it was left by his predecessor.

(c) The Arbitrator may give interim award(s) and/or directions, as may be required.

(d) Subject to the aforesaid provisions, the Arbitration & Conciliation Act, 1996 and the rules made hereunder and any modification thereof from time to time being in force shall be deemed to apply to the arbitration proceedings under this clause.

Seal &Signature of the Tenderer