

# TENDER

## FOR

### CATERING SERVICES (DINNER) AND TENTAGE AT IIT JODHPUR

NIT No & Date	: IITJ/ESTATE/19-20/01; Dated 24 April 2019
Pre-bid Meeting	: 27 April 2019 at 11:00 AM
Last Date & Time of Submission of Tender	: 30 April 2019 at 03:00 PM
Tender Opening Date & Time	: 30 April 2019 at 04:30 PM



॥ त्वं ज्ञानमयो विज्ञानमयोऽसि ॥

Indian Institute of Technology Jodhpur  
NH-62 (Nagaur Road) Karwar, Jodhpur – 342 037, Rajasthan  
Telefax: 0291- 280 1101, email: [sps@iitj.ac.in](mailto:sps@iitj.ac.in)

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**Signature of the Tenderer**

**1. Scope.** There is a requirement to provide Catering Services (Dinner) and Tentage, during the programme "Celebration of Graduation Day" on 04 May 2019 at Permanent Campus of IIT Jodhpur, Karwar for the expected strength of 450 persons. The details of menu items for Catering Services (Dinner) is attached as **Appendix 'A'** and the Layout Plan for Tentage is attached as **'Appendix 'B'**.

## **2. Terms and Conditions:**

- (a) Location will be provided for preparation of Food in the Institute.
- (b) Food must be prepared in branded oil.
- (c) Food preparations and service should be under neat, clean and hygienic conditions.
- (d) There should be provision of 10% additional food to avoid shortage of food.
- (e) Good quality Crockery, Cutlery to be provided by the firm only.
- (f) Rates should be quoted in tender will be as per "*Per Plate Wise*" inclusive of all taxes and other charges.
- (g) Mini Stage for Photography purpose in the ground of Director Residence.
- (h) Food Stalls should be neat and clean with serving points 2x Starter Points, 7x Main Course and 4 x Desert Points. There is a separate provision for Veg and Non-Veg food installs.
- (i) There should be a provision of Centre Dining Table in the middle of the Tent for keeping Plates and Salads.
- (j) There should be provision of four (04) separate water points of 20 Campers with adequate paper water glasses each in the Tentage. To be refilled regularly.
- (k) There should be provision of 12-15 noiseless coolers in the Tentage.
- (l) There should be a provision of Stairs from Road to Tentage.
- (m) There should be provision of Round Table with 400 Chairs and serving Counter Tables. The Tables should be decorated with white cloths and Chairs (cushioned) should be well covered, neat and clean.
- (n) There should be provision for providing sitting chairs adjacent to the Director Residence wall.
- (o) L1 shall be decided based on total cost exclusive all taxes.

## **3. Miscellaneous Aspects**

- (a) Proper cleaning arrangements at two different places will 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.
- (c) Transportation of food to be organized by caterer only.
- (d) Other terms to improve service, as may be notified on the day of event by the institute officials will be binding on Caterer.
- (e) Recorded Music (Instrumental) with high output Mike system (Speakers) will be placed at specified locations.

**4. Payment.** Payment will be made to successful bidder on the basis of number of persons. The number of persons may increase or decrease.

### TECHNICAL BID

5. The Tenderers shall submit self-attested copy of documents as mentioned at Sl. No. 7 as part of Technical Bid in Envelope 'X'.
6. Participants shall prepare three envelopes as under:-
  - (a) **Envelope 'X'** superscribed "Technical Bids for Catering Services (Dinner) and Tentage" Addressed to Director, IIT Jodhpur.
  - (b) **Envelope 'Y'** superscribed "Financial bids for Catering Services (Dinner) and Tentage" Addressed to Director, IIT Jodhpur.
  - (c) **Envelope 'Z'** superscribed "Catering Services (Dinner) and Tentage" Addressed to Director, IIT Jodhpur. This envelope must contain envelopes X and Y.
7. Copy of Technical Bid documents to be enclosed in **Envelope 'X'** as placed below.

### TECHNICAL BIDS

The Tenderers shall submit self-attested copy of following documents as part of Technical Bid:

- (a) Food License issued by CMHO Jodhpur.
  - (b) Trade License issued by Nagar Nigam Jodhpur.
  - (c) Owner's GST Number and PAN Number
  - (d) Experience of executing similar work in Central Government Higher Educational Institutions such as IITs, NITs, IIITs, IIMs, Central University, Leading Research Organizations like DRDO, ISRO, CSIR etc., and reputed Leading Private Institutions (with minimum 1000 students strength) should be attached in the tender documents.
  - (e) Copy of Work Orders and Experience Certificate from the above Institutions/Organizations shall be enclosed in the Tender
  - (f) Bank Drafts. Following bank drafts drawn in favor of Director, IIT Jodhpur shall be enclosed in Envelope X as part of Technical Bids :-
    - (i) Tender Fee **Rs 500/-** (Non refundable)
    - (ii) Earnest Money Deposit (EMD) of **Rs 10,000/-** (Refundable). The amount will be refunded within 1 month.
  - (g) Copy of Tender Documents duly stamped, signed and agreed/accepted by the Owner/Proprietor.
8. The Technical evaluation will be done based on the above parameters. The financial evaluation will be done of the Technically Qualified Vendors.
  9. **Financial Bid** - Refer Appendix 'C'.
  10. Copy of Financial Bid documents to be enclosed in **Envelope 'Y'** are attached as **Appendix 'C'**.
  11. **Penalty.** In case of any shortage in quality, quantity of food and lacking in service, Director, IIT J is empowered to impose penalty as deemed fit.

## **12. 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 for Arbitration to 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, 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. 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.

### Food and Tentage Rate for Graduation Day Dinner 04 May 2019

Vegetarian	Non-Vegetarian
<b>Mock tail</b>	
One Mock tail	One Mock tail
Cold Drink	Cold Drink
<b>Starter</b>	
Paneer Tikka, Palak Corn	Murg Malai Tikka
Hara Bhara Kabab	Fish Finger
Hari Chatni	Hari Chatni
Fry Item	
<b>Main Course</b>	
Paneer Vegetable	Lal Mas
Palak Corn	Butter Chicken
Dal Fry	Fish Roasted
<b>Desert</b>	
Marwari Kulfi	Marwari Kulfi
Gulab Jamun	Gulab Jamun
<b>Salad</b>	
Green Salad	Green Salad
<b>Rice</b>	
Plain Boiled Rice	Plain Boiled Rice
<b>Roti</b>	
Naan, Missi Roti, Tandoori Roti	Naan, Missi Roti, Tandoori Roti
<b>Pineapple Raita</b>	<b>Pineapple Raita</b>
<b>Papad</b>	<b>Papad</b>
<b>Mixed Pickle</b>	<b>Mixed Pickle</b>
<b>Water Camper and Paper Napkins</b>	<b>Water Camper and Paper Napkins</b>

*There should not be any shortage of the Food.*

Layout Plan for Graduation Day Celebration 04 May 2019



Appendix 'C'

FINANCIAL BID

S. No	Items	Qty	Rate (Rs)	GST	Total Amount (A)
(1)	(2)	(3)	(4)	(5)	(6) ((4+5)x3)
1	Food Rate	450			

S. No	Items	Qty	Rate (Rs)	GST	Total Amount (B)
(1)	(2)	(3)	(4)	(5)	(6) ((4+5)x3)
2	Tentage	400			
<b>TOTAL (A+B)</b>					

- a. Rates quoted inclusive of all Taxes. No other charges will be entertained. The co-ordinator shall be present during work execution too.
- b. Sealed quotations should reach the undersigned by 30/04/2019 (**upto 1500 hrs**). However, the Institute reserves right to accept / reject any quotation without assigning any reason thereof.
- c. Financial Evaluation would be based on the total price of Tentage and Food.

(Estate Officer)