

**TENDER**

**FOR**

**TENTAGE AND CATERING SERVICES (LUNCH AND TEA) AT IIT JODHPUR  
PERMANENT CAMPUS (KARWAD) ON 26 JAN 2017**

NIT No & Date	-	IITJ/Admin(Misc)/16-17/ 06 dated 19 Jan 2017
Tender Fee	-	Rs 500/-
Pre-bid Meeting	-	21 Jan 2017 at 1500 Hrs
Last Date & Time of Submission of Tender	-	23 Jan 2017 up to 1500 Hrs
Tender Opening Date & Time	-	23 Jan 2017 at 1630 Hrs



॥ त्वं ज्ञानमयो विज्ञानमयोऽसि ॥

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**FOR**  
**TENTAGE AND CATERING SERVICES (LUNCH AND TEA) AT IIT JODHPUR**  
**PERMANENT CAMPUS (KARWAD) ON 26 JAN 2017**

1. **Scope.** There is a requirement to provide Tentage , Stage, PA Equipment and Lunch (as per menu) during the programme “Celebration of Republic Day” on 26 January 2017 at IIT Jodhpur, Permanent campus (Karwad), Jodhpur for the expected strength of 500 persons.

**Drinking Water:** Time: 0900 hrs onwards;

**Tea:** To be laid-out from 1030 hrs onwards); **Menu** : Cookies, Waffers & Tea.

**Lunch:** (Time: 1230 hrs);

**Menu for Lunch:** Paneer Angoori Dana,  
Live Tawa Sabji (Varity),  
Veg Gatta Maithi,  
Dal Tadaka,  
Rice - Matar Pulao,  
Puri, Tawa Roti,  
Dahi Wada,  
Green Salad, Mirchi Vada,  
Papad and Pickle,  
Gajar Halwa,  
Keshar Rajbhog,  
Water Campers for strength of 500 and 100 x 500 ML Bisleri  
bottles for VIPs.

2. **Terms and Conditions:**

- (a) Food must be prepared in branded oil.
- (b) Food preparations and service should be under neat, clean and hygienic conditions.
- (c) Good quality Crockery, Cutlery to be provided by the firm only
- (d) Rates should be quoted ‘Per Plate wise’ then consolidated and inclusive of all taxes and other charges.
- (e) L1 shall be decided based on total cost inclusive of a/m items, all taxes and transportation.

3. **Tasks**

- (a) Stage with matting (size 12` x 24` x 2.5`) and (24` x 10`) white background screen placed 2' above the stage platform .

- (b) Public Address (PA equipment) & Music system with 10-12 mikes including colar, cordless, standing, podium & drum mike system.
- (c) Green Colored ground spread with over-head cover (60' x 75'), sitting arrangements, baricading with white cloth, 400 chairs (300 cushioned + 100 blow plast) will be arranged.
- (d) Baloons and flower decoration shall be organized at the site.
- (e) Food stall (size: 60' x 75') with neat and clean overhead cover, 4 x serving points, green ground spread, white side cloth, 10 x round tables, 40 x covered serving tables (size 2' x 5') for catering, tea and water, 5 x Noiseless pedestal fans, shall also be arranged.
- (f) Small size stage (6' x 8' x 1.5') inside the hall (Sector B) with ground spread and balloon based decoration.
- (g) 20 x chairs and red runner shall be placed at IITJ (MBM) complex with balloons & flower based decoration for flag hoisting only with recorded National Anthem & Music System.
- (h) L1 shall be decided based on total cost inclusive of a/m items, all taxes and transportation.

#### 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 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.

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

#### **TECHNICAL BID**

6. The Tenderers shall submit self-attested copy of documents as mentioned in Appendix 'A' as part of technical bid **in Envelope 'X'**.

7. Participants shall prepare three envelopes as under:-

- (a) **Envelope 'X'** Superscribed "Technical bids for Tentage and Catering arrangements on 26 Jan 2017" Addressed to Director, IIT Jodhpur.
- (b) **Envelope 'Y'** Superscribed "Financial bids for Tentage and Catering arrangements on 26 Jan 2017" Addressed to Director, IIT Jodhpur.
- (c) **Envelope 'Z'** Superscribed "Tentage and Catering arrangements on 26 Jan 2017" Addressed to Director, IIT Jodhpur. This envelope must contain envelopes X and Y.

8. Copy of Technical Bid documents to be enclosed in Envelope 'X' are attached as Appendix 'A'.

9. Financial Bid – Refer Appendix 'B'.

10. Copy of Financial Bid documents to be enclosed in Envelope 'Y' are attached as Appendix 'B'.

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 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, 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.

(Deputy Registrar)

TECHNICAL BIDS

The Tenderers shall submit self attested copy of following documents as part of technical bid **in Envelope 'X'** :-

- (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's TIN No & PAN No
- (e) Experience Certificate/s for having served the Govt. Organization, PSUs and Govt. Institutes showing length of services (should be more than 5 years). Performance certificate from previous employer may also be attached. Also, the annual turn-over be more than Rs **1,50,00,000/- (Rupees One Crore Fifty Lakh only)** each during the financial year 2013-14, 2014-15 & 2015-16.
- (f) **Bank Drafts.** Following bank drafts drawn in favour 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 5,000/- (Refundable).
- (g) Copy of Tender Documents duly stamped, signed and agreed/accepted by the Owner/Proprietor.

(Deputy Registrar)

Appendix 'B'

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

S No	Items/Contents	Rate (Rs)	Amount (Rs)	Remarks
(a)	Catering including Tea & Lunch as per Menu (Rate per person) including Taxes			
(b)	Tentage (Total amount) including Taxes	-		
<b>Grand Total</b>				

Note:-

(i) Rates quoted be inclusive of all Taxes. No other charges will be entertained. The co-ordinator shall be present during work execution too.

(ii) Vendor may participate for any one or both the requirements. Two separate L-1 (Catering & Tentage) may also be considered.

Sealed quotations should reach the undersigned by 23/01/2017 (**upto 1500 hrs**). However, the Institute reserves right to accept / reject any quotation without assigning any reason thereof.

(Deputy Registrar)