



Indian Institute of Information Technology Vadodara

Block No. 9, c/o Government Engineering College Campus,
Sector 28, Gandhinagar - 382028, Gujarat.

Phone No.: 079 - 23977 504 | URL: www.iiitvadodara.ac.in

No.: IIITV/PUR/TENDER/STUDENT MESS/DIU CAMPUS/24-25/01

8th May 2024

TENDER ENQUIRY FOR PROVIDING STUDENT MESS SERVICES TO THE INSTITUTE'S DIU CAMPUS (IIIT VADODARA - INTERNATIONAL CAMPUS DIU (IIITV-ICD), EDUCATION HUB, KEVDI - DIU (U.T.) - 362520) .

Dear Bidder,

The institute invites sealed tender for providing student mess services to IIIT Vadodara - International Campus Diu (IIITV-ICD), Education Hub, Kevdi - Diu (U.T.) - 362520 on rate contract for a period of one year which is extendable by two more years on annual basis with same terms and conditions.

A. Schedule of Dates

1	Pre-Bid Meeting	17 May 2024 at 1500 hours at the institute's Sector 28 campus, Gandhinagar, Gujarat.
2	Last Date & Time for seeking clarification	22 May 2024 before 1700 hours by an email to <purchase_section@iiitvadodara.ac.in> OR an ink signed copy at the institute.
3	Closing Date & Time of Bid Submission	4 June 2024 upto 1500 hours.
4	Technical Bid Opening Date & Time	4 June 2024 at 1530 hours.
5	Presentation Date & Time	Eligible bidders would be informed through email.
6	Financial Bid Opening Date & Time	Eligible bidders would be informed through email.
7	EOI Validity	180 days from the due date of submission of bid document.
8	Correspondence Address	PIC, Purchase Section IIIT Vadodara, Gandhinagar Campus, Sector 28, Gandhinagar, Gujarat. Phone No.: 079 – 23977 504 Email: purchase_section@iiitvadodara.ac.in



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B. Bidding Process

- 1 The tender enquiry documents should be downloaded from the institute's website (www.iiitvadodara.ac.in) and Central Public Procurement (CPP) Portal. Any corrigendum to this tender enquiry will be published on the institute's website only.
- 2 The tender enquiry documents should be prepared and submitted to the PIC, Purchase Section, Indian Institute of Information Technology Vadodara (Gandhinagar Campus), Block No. 09. c/o Government Engineering Campus Campus, Sector 28, Gandhinagar, Gujarat in two bid formats as technical bid and financial bid. The technical bid should consist of all technical details and financial bid should indicate only price. No other mode of bid submission shall be considered by the institute.
- 3 The sealed envelopes of technical and financial bid are to be put in a single envelope duly sealed and superscribed as TENDER ENQUIRY FOR PROVIDING STUDENT MESS SERVICES TO THE INSTITUTE'S DIU CAMPUS (IIIT VADODARA - INTERNATIONAL CAMPUS DIU (IIITV-ICD)).
- 4 The completed bid should reach the above address by due date and time as indicated in the schedule of dates. The bid received after the scheduled date and time will be rejected. The Institute will not be responsible for any transit delay. Fax and email quotations will not be accepted.
- 5 The bid shall not include any conditions to it and any such conditional bid shall be rejected summarily.
- 6 The technical bid should contain the following.
 - (i) AoA / MoA of the Company / Registration Certificate of the firm.
 - (ii) License of dealing with food services (FSSAI Standard).
 - (iii) Labour license.
 - (iv) Experience certificate of Catering Company clearly showing number of years.
 - (v) Running contracts details.
 - (vi) Must have served one CFTI (centrally funded technical institute) in last three years for more than two years.
 - (vii) Copy of experience certificates of execution / completion of similar services satisfactorily and their duration supported by documents issued on the letter head of the competent authority / employer institute from at least two different Government Department / PSU / Autonomous Bodies of Central or State Govt. including higher educational institutions / central research organizations for the last three years before the publishing date of this tender enquiry.
 - (viii) The bidder should submit a running contract certificates from Government Department / PSU / Autonomous Bodies of Central or State Govt. including higher educational institutions/ central research organizations as on due date of bid submission. The certificate must have been issued on the letterhead of the organization indicating the duration of the contract, service provided, and



performance. **Please note that copies of work orders and agreements shall not be considered for this purpose.**

(ix) Financial turnover certificate duly certified by CA for the last three financial years (2020 -21. 2021 – 22, and 2022 – 23).

(x) Copies of certificates of GST, PAN Card, EPFO, ESIC etc.

(xi) Declaration stating that the company / firm / agency is not currently (as on due date of bid submission) blacklisted / debarred / prohibited / non - performing reported by Central / State Govt. / PSUs / Autonomous Bodies of Central or State Govt. including higher educational institutions / central research organizations. At any stage before award or after award of order, it is found that the firm has been blacklisted / debarred / non-performing reported by Central / State Govt. / PSUs / Autonomous Bodies of Central or State Govt. including higher educational institutions / central research organizations, the candidature or contract will be terminated without assigning reasons thereof. The bidder has to proactively disclose any debarment / blacklisting even if it is sub-judice. Suppression of such fact shall lead to rejection of bid or cancellation of order, if awarded.

(xii) Copy of certificate / undertaking that bidder has visited the institute's Diu Campus (IIITV-ICD, Education Hub, Kevdi, Diu (U.T.) 362520) in person / physically and get well acquainted with the location and nearby surrounding for providing / running mess services at that location.

7 The financial bid should contain the following.

(i) Price for one student per day will be submitted by the mess vendor. The price should be mentioned with detailed / logical explanation as required in this tender enquiry documents. The daily rate quoted by the mess vendor shall include the following costs (both capital and operational).

- (aa) Wages for all relevant human resources
- (ab) Fuel /Gas
- (ac) All general provisions, vegetables, fruits and milk of good quality
- (ad) Logistics, transportation, loading and unloading, and storage.
- (ae) Utilities (water, electricity, etc.)
- (af) Waste disposal
- (ag) Applicable GST and other taxes.

8 **EMD amount: The bidder shall have to pay Earnest Money Deposit (EMD) of Rs 2,80,000/- (Rupees Two Lakh and Eighty Thousand Only) through demand draft in favor of Indian Institute of Information Technology Vadodara' payable at Gandhinagar, Gujarat.**

9 The bid will not be considered without the EMD amount.



10 The EMD of the successful bidder will be returned without any interest after submission of security deposit. However, the EMD of unsuccessful bidders will be returned without any interest within thirty days from the date of award of contract.

11 **Security deposit amount:** The successful bidder has to submit the security deposit of Rs. 14,00,000/- (Rupees Fourteen Lakh Only) in the form of bank guarantee in favor of Indian Institute of Information Technology Vadodara' at Gandhinagar, Gujarat within thirty days from the date of Letter of Intent (LOI) / Agreement else the EMD amount will be forfeited. The proforma of bank guarantee is given at the end of tender documents.

12 Security deposit amount will be returned after completion of the contract / agreement.

C. Important Information to bidders

1 Tie-Breaker: In case of tie, the merit shall be determined in the following orders. If it is decided by point "i", the evaluation will be completed and so on.

(i) Average Annual Turnover (FY 2020 -21, 2021 -22, 2022 -23 and 2023 - 24)

(ii) Number of years in operation in Academic / R&D / PSU /Govt. Organization providing mess services.

(iii) Mess vendor should have satisfactorily completed or executed Institutional mess services of minimum 500 persons/day of at least of three contracts of similar nature in government aided higher educational institutions like IITs, IIITs, IIMs, IISERs, AIIMS, NITs during the last three consecutive financial years.

(iv) Mess services currently running by bidder as on date of filling this tender document in higher educational institutions like IITs, IIITs, IIMs, IISERs, AIIMS, NITs etc. of 500 persons/day.

(v) The bidder who has registered office in Gandhinagar / Ahmedabad.

2 The bidder shall not be permitted to withdraw offer or modify the terms and conditions thereof. In case the bidder fails to observe and comply with the stipulations made herein or backs out after quoting the rates, the EMD amount will be forfeited.

3 The technical bid will be opened as mentioned in the schedule of dates in presence of the bidder's representative who wishes to attend. In the event of any change in the date of opening, the same will be intimated to all.

4 The running site of the bidder may be inspected by the committee constituted by the institute.

5 The financial bid will be opened only after the technical evaluation of the bid and the financial bid of only those bidders will be opened who found responsive in the technical bid evaluation.



6 The institute has few following items / equipment which may be given to the bidder for use as per the institute's discretion. The bidder will execute a proper receipt in favor of the institute in respect of all such equipment given by the institute.

Sl. No.	Description of Items	Size / Capacity	Qty. in Nos.
(i)	Weighing Scale	200 kg	1
(ii)	Sorting Table	1400 x 750 x 850 mm	2
(iii)	Material Handling Trolley	900 x600 x 1000 mm	4
(iv)	Storage Rack (Four Shelf)	1150 x450 x 1650 mm	6
(v)	Storage Rack (Four Shelf)	1150 x 450 x 1650 mm	9
(vi)	Onion /Potato Bins	600 x 600 x 1000 mm	2
(vii)	Vegetable Rack Trolley	9 crates	2
(viii)	Support Table with 1 u/s & Over Head Shelf	1250 x 750 x 850 mm	3
(ix)	Support Table with Sink	450 x 450 x 300 mm	3
(x)	Support Table with 1 u/s	450 x 750 x 850 mm	3
(xi)	Support Table with Sink(350 x 450 x 300mm)	450 x 750 x850 mm	1
(xii)	Marble Top Table	1250 x 750 x 850mm	2
(xiii)	Work Table with 1 u/s	1475 x 600 x 850 mm	1
(xiv)	Vegetable Processor (1 HP)	200 - 300kg	1
(xv)	Soiled Dish Collecting Trolley	-	6
(xvi)	Masala Trolley	900 x 525 x 1000mm	2
(xvii)	Utensil Storage Rack	1650 x 600 x 850mm	4



- 7 All correspondence has to be in the English language including affidavit, undertaking etc.
- 8 Any form of canvassing / influencing will attract rejection of bids submitted by the bidder and the institute reserves the right to take such penal action (e.g. blacklisting the bidder for the present and future etc.) as it deems fit.
- 9 No separate information shall be given to the individual bidder.
- 10 The Institute reserves the right to accept or reject any bid and to annul the bidding process and reject all bids at any time prior to award of contract, without thereby incurring any liability to the affected bidder or bidders or any obligation to inform the affected bidder.
- 11 In the event of any dispute or difference between the institute and the bidder arising out of non compliance of tender enquiry terms & conditions or any other cause whatsoever relating to the tender enquiry shall be referred to Director of the institute, whose decision shall be final and binding on both the parties.
- 12 All disputes shall be subject to the Civil Court Jurisdiction of Gandhinagar, Gujarat Only.

D. Requirements of the institute

- 1 Scope of work: The mess vendor must provide the following services.
- (i) Cooking and serving meals at prescribed time and place.
 - (ii) Procurement of raw materials and kitchen equipment.
 - (iii) Cooking utensils as per need.
 - (iv) Serving utensils for each category (stainless steel plates, snacks plates, cutlery, glasses for milk and water) equal to the number of residents at any given point of time. Water jugs as per need.
 - (v) Cleaning of utensils, kitchen, serving items, hand washing and auxiliary areas using appropriate cleaning items.
 - (vi) Taking care of security of the equipment, utensils and other items in the mess.
 - (vii) Maintenance and repair of the equipment in the kitchen area
 - (viii) Maintenance of books, ledgers, other records related to running the mess.
 - (ix) Deployment and supervision of required manpower for the above mentioned tasks.
 - (x) Solid waste management of kitchen mess.
- 2 The present student strength at IIITV-ICD (Diu Campus) is approximately 350 students and they will be the regular mess users.



3 Sample Menu / Representative Menu.

Item	Representative example
Breakfast	
One Indian Breakfast Item	Aloo Paratha / Poha / Uttapam / Methi Paratha / Medu Vada /Masala Dosa / Idli
Sides	Pickle + Curd / Chutney + Sambar / Tomato, Onion and Lemon Pieces with Sev
Breads with Butter and Preserves	White Bread / Brown Bread /Fruit Bread / Bun
	Butter + Mixed Fruit Jam / Butter + Orange Marmalade
Eggs	Boiled Egg / Omelette / Scrambled Egg / Egg Bhurji / Bulls-eye
Fruit (4 days in a week)	Banana/ Papaya Slices / Mixed Fruit Pieces
Cereal	Cornflakes
Hot Beverage	Hot Milk + Tea + Coffee Powder + Chocolate Powder
Lunch	
Salad	3 Bean Salad / Onion + Tomato Salad / Black Eyed Bean Salad / Cucumber Salad / Chickpeas Salad
Roti	Roti
Dal	Dal Fry / Dal Makhani / Dal Dhaba / Dal Tadka / Rajma / Dal Miloni / Kadhi Pakoda/ Gatta Kadhi / Moong Dal / Methi Dal
Rice	Jeera Rice/ Plain Rice / Pulao / Biryani
2 Indian Vegetables	Aloo Baigan/ Kofta Curry / Bhindi Jaipuri, Turiya, Baigan Bharta, Veg Kofta, Sev Tamatar, Gilki, Pumpkin, Aloo Onion, Pindi Chole/ Jeera Aloo/ Aloo Beans/ Tawa Mixed Vegetable / Egg Curry / Paneer Preparation
Curd	Plain Curd / Mishti Dahi / Vegetable Raita / Boondi Raita/ Chaas / Lassi Crunchies Fryums / Papad



Pickle & Sides	Mixed Vegetable Pickle / Mango Pickle / Lemon Pickle + Fried Mirchi + Lemon Slices
Evening Snacks	
Snack Item	Samosa / Noodles / Bhel Puri / Mix Pakoda / Veg Sandwich / Vada Pav/ Pani Puri
Sides	Ketchup / Tamarind Chutney / Pudhina Chutney / Kala Chana/ Onion + Sev
Hot Beverage	Tea
Cold Beverage	Lemon Juice
Dinner	
Salad	3 Bean Salad / Onion + Tomato salad / Black Eyed Bean Salad / Cucumber Salad / Chickpeas Salad
Roti	Roti
Dal	Dal Fry / Dal Makhani / Dal Dhaba / Dal Tadka / Rajma/ Dal Miloni / Moong Dal / Methi Dal / Arhar Dal / Chana Dal
Rice	Jeera Rice/ Plain Rice / Pulao / Biryani
Curd (3 days a week)	Plain Curd / Mishti Dahi / Vegetable Raita / Boondi Raita / Chaas / Lassi
2 Indian Vegetable	Aloo Baigan / Kofta Curry / Bhindi Jaipuri, Turiya, Baigan Bharta, Veg Kofta, Sev Tamatar, Gilki, Pumpkin, Aloo Onion, Pindi Chole / Jeera Aloo / Aloo Beans / Tawa Mixed Vegetable / Egg Curry / Paneer Preparation
Pickle & Sides	Mixed Vegetable Pickle / Mango Pickle / Lemon Pickle + Fried Mirchi + Lemon Slices
Dessert	Fixed Dessert Portion Size approximately 120 - 150 ml on 4 days of the week. Gulab Jamun / Vanilla Ice cream / Strawberry Ice cream /Semiya Payasam / Gajar Halwa

4 The bidder may submit a representative weekly menu along the lines of the template provided above. The final weekly menu will be decided from time to time in consultation with the mess committee. All items (when served) will be unlimited except dessert, the quantity for which has been indicated in the table above.



5 The mess vendor shall ensure the mess arrangement during the running semester of undergraduate program (i.e. January to April, and August to November). Further, make the necessary mess arrangement during summer/winter vacations/ other times at each hostel at the same price which will be quoted. However, if the number of students decreases by more than 25%, a separate mess menu may be provided in consultation with the institute warden office / mess committee.

6 A student is eligible to avail " 70% Mess Off / Rebate" for a minimum of 5 days at a stretch only if the concerned student takes the approval from the hostel office in online mode which has to be submitted to the mess manager of the respective mess at least 03 (three) days in advance. A student can avail maximum of 15 "Mess Off" days in a semester. This period may be extended in exceptional circumstances (like any pandemic) on consent of warden(s), academic leave (supporting documents like office order / approval required) and medical leave (on submission of valid supporting medical documents). Mess vendor has to take the list of students on leave every day at 5:00 pm from the hostel office of the institute.

7 Breakfast, Lunch, Snacks and Dinner must be served as per the menu, sample menus as have been furnished in this document.

8 The mess vendor will be required to provide Khichdi or any other suitable item for sick residents in lieu of the regular meals.

9 In case of a pandemic situation, the catering agency may be asked to provide tiffin/packaged food service to students into their respective rooms. The tiffins or packaging will be provided either by the mess vendor at additional costing or by the students with additional charge of manpower involved.

10 DINING TIMINGS

Breakfast	07:00 - 09:00 am	Monday to Friday
	08:00 - 10:30 am	Holidays, Saturday and Sunday
Lunch	12:30 - 14:00	All days
Tea/Snacks	17.15 - 18:15	All days
Dinner (Summer)	20:00 - 22:00	All days
Dinner (winter)	19:30 - 21:30	All days

The above schedule is subject to change by the order of the competent Authority.

11 Type of service: Self service with minimum of one counter for every 200 students or part thereof. For physically challenged persons there must be a provision for serving on the table.



12 The institute shall provide the following.

- (i) Water for cooking, washing and cleaning at prevailing rates on the basis of metered consumption.
- (ii) Drinking water supply.
- (iii) Electricity for the exclusive purpose of running the dining facilities at prevailing rates on the basis of metered consumption or as per decision of the institute.

13 Procurement of the following items is the responsibility of the bidder / mess vendor from the approved list of items.

- (i) Branded provisions, Ice cream, butter, Jam and milk
- (ii) Fresh quality vegetables and fruits
- (iii) The mess vendor shall make its own arrangements for the commercial gas cylinders as well as cooking and serving utensils.
- (iv) The mess vendor has to make their own arrangements for procuring utensils, gadgets, equipment etc. to run the system efficiently. All the equipment brought by the mess vendor into the institute premises must be registered with the warden / hostel office.
- (v) Mess vendor shall not use any colors/chemicals while preparing food.

14 Major civil and electrical work will be attended to by the institute. Minor maintenance jobs such as replacement of tube lights, bulbs, maintenance of kitchen equipment are the responsibility of the mess vendor.

15 The mess vendor shall use only branded raw materials and best quality resources within the expiry period for preparing food. The list of preferred brands is given below. The institute reserves the right to check the raw materials used for cooking and the cooking processes for compliance with the approved list.

Items	Brands
Salt	Tata, Annapurna, Nature Fresh, or Other Brand (proposed by bidder) approved by committee
Spices	MDH, Everest, Satyam, or Other Brand (proposed by contractor) approved by committee
Ketchup	Maggi, Kissan, Heinz
Oil	Sundrop, Godrej, or Other Brand (proposed by bidder) approved by committee



Pickle	Mother's or Pravin or Priya, or Other Brand / Sources (proposed by bidder) approved by committee
Wheat (100% wheat) Atta	Ashirvad, Pillsbury, Annapurna, or Other Brand / Source (proposed by bidder) approved by committee Papad Lijjat or Other Brand (proposed by bidder) approved by committee .
Butter	Amul, Britannia, Govardhan
Bread	Modern, Kwality, Britannia, Amul , Kabhi Bhi
Jam	Kissan or Maggi
Ghee	Amul, Govardhan, or Other Brand (proposed by bidder) approved by committee.
Shrikhand	Amul
Milk	Amul Shakti / Amul Gold, or Other Brand (proposed by bidder) approved by committee
Paneer	Amul, Madhur, Jain Dairy
Tea	Brooke Bond, Lipton, Wagh-Bakri, or Other Brand (proposed by bidder) approved by committee
Coffee	Nescafe, Sunrise
Rice	Sources and variety proposed by bidder and approved by committee. Preferably
Dal	Sources proposed by bidder, approved by committee
Ice-Cream	Amul, Mother Dairy, Vadilal or Havmor Chocolate Powder Brand (proposed by bidder) approved by committee
Cornflakes	Kellog's/Nestle/ Bagrry's

Only Vim / Dettol / Pril liquid detergents are allowed for washing utensils etc. Lizol / Pax Clean / Dabur is preferred for floor cleaning.

In case of non-availability of the mentioned brands, any other brand for any of the above items will be mutually decided by the mess committee, mess vendor, and approved by the competent authority. Materials found in the store room other than the approved branded item will be sealed and will lead to penalty as decided by the mess committee, and approved by the institute. The




vegetables to be used should be of fresh and good quality. Any rotten vegetables must be discarded immediately. Potatoes should be used in any item, if and only if it is mentioned in the menu, otherwise use of potato in any of the menu items without prior permission from the mess committee will lead to penalty. In any case no item should contain more than 20% potato by weight, except for only potato-based items. Peeling potatoes is mandatory before using it. The curry type (gravy/semi-gravy/dry) will be decided by the mess committee. The vegetable items should not have a disproportionate / unnecessary amount of water.

16 Following shall be the responsibilities of the mess vendor regarding hygiene and cleanliness.

- (i) Personal & Food hygiene: it includes personal cleanliness of mess workers, general health, fitness, dress code in the kitchen.
 - (aa) The food must be prepared in clean, hygienic and safe conditions. The food served in the mess should follow acts and rules as prescribed by the Food Safety and Standards Authority of India.
 - (ab) The serving persons must wear gloves, caps, and aprons while serving the food. Handling of food with bare hands is strictly prohibited.
- (ii) Kitchen hygiene : it includes work area hygiene and equipment hygiene.
 - (aa) The kitchen, dining hall, hand wash area, dish washing area etc. will be washed with water and soap solution and mopped, after every meal (breakfast, lunch, snacks and dinner). The areas will be disinfected after every meal and periodic fumigation should be done as and when required.
 - (ab) High quality hygiene, sanitation and safety will be maintained at kitchen and dining halls. All the surrounding area of the mess premises should be cleaned and washed daily. The drain carrying the wash water must be cleaned by the mess vendor at least once in a week.
 - (ac) All the cooking burners / stoves, tawa, potato peeler, vegetable cutter, dough maker, grinders need to be cleaned at least once in a week. Fans, Water Coolers and purifiers should be cleaned and maintained as per the instructions by the authority. Record of all such cleaning should be properly maintained.
 - (ad) The mess vendor will be responsible for cleaning of the dustbins for maintaining proper hygiene.
- (iii) Food Service area hygiene
 - (aa) After every meal (breakfast, lunch, evening tea and dinner) all the plates, cups, katoris, glasses, spoons, forks, knives etc., are to be cleaned in soap solution and hot water and dried and kept ready for the next meal. All the vessels used for cooking also should be washed in soap solution and hot water. All the vessels should be clean and available for cooking the next meal. The cleaning material used should be of quality approved.



- (ab) Dining hall should be washed with water and soap solution and mopped after every meal.
- (ac) The kitchen and the serving area should be maintained as per the institute's requirements.
- (iv) Waste disposal and dish wash area hygiene
 - (aa) The garbage collected from the kitchen, dining halls, and dish wash area will be disposed of daily. The surroundings shall be kept clean and hygienic.
 - (ab) The mess vendor will also provide branded liquid soap for the hand wash area, else the hostel office will supply the same and the cost will be deducted from the mess bill.
 - (ac) In case, the cleaning of kitchen and dining is not found suitable, the hostel office can clean that area and cost for the same will be deducted from the mess bill. mess vendor is completely responsible for buying and maintaining dustbins.
 - (ad) Disposal of waste generated every day from the kitchen and dining area should be carried out as per solid waste management rules.
- (v) Pest Management
 - (aa) Animals and insects potential risks to health, should be excluded from the Mess / Kitchen area. There should be an effective control of pests.
 - (ab) Keep the area clean. Do not leave any open food stuff.
 - (ac) Maintain clean drainage, and treat gutters periodically.
 - (ad) Pest control treatments with chemicals should only be undertaken under direct supervision of trained personnel.
 - (ae) Insecticides should only be used if other measures can not be used effectively. Before pesticides are applied, all food, equipment and utensils should be safeguarded from contamination
 - (af) After application, contaminated equipment and utensils should be thoroughly cleaned to remove residues prior to being used again.
 - (ag) Mosquito / fly killers
- (vi) Checklist for utensils and other equipment
 - (aa) Sufficient stainless steel utensils and other wares required for cooking available in proper condition.
 - (ab) Food contact surface does not contaminate food with off smell or odour.
 - (ac) Food contact surfaces are smooth for cleaning and without any pits, corrosion and are not absorbing moisture.
 - (ad) Separate storage space identified for clean and unclean utensils and protected from contamination.



(ae) Equipment is identified for the usage to prevent cross contamination, i.e., containers used for raw material, processed food and waste etc.

(af) Refrigerators are maintained clean and stuffed not in excess with proper segregation to prevent cross contamination.

17 The food cooked in the dining facility shall not be served in other places inside / outside the campus without the prior approval of the competent authority. The mess vendor shall not serve food cooked outside the dining facility. Raw material stored in the Mess should be for the exclusive use for the student dining facilities in the hostel premises only.

18 Under special circumstances, the mess vendor shall cater for an additional number of students/staff members, as requested by the Institute at short notice.

19 The mess vendor shall not assign, sublet or part with the possession of the licensed premises and properties of the Institute therein or any part thereof under any circumstances.

20 On expiry/termination of the license, the mess vendor shall vacate the licensed premises. All fixtures, furniture etc. which are Institute properties should be handed over to the Institute in good and tenable conditions as it has been handed over to the mess vendor at the time of occupation of the dining facility, else appropriate fine will be charged on the mess vendor. Cost of repair charges for mishandling and willful damage will be deducted from the security deposit.

21 The mess vendor shall not construct or make any structural alterations or install additional fittings inside the premises of the work place without prior written approval from the competent authority.

22 The selected mess vendor shall start the dining facility from the date informed by the hostel office.

23 Staff strength shall be as indicated by the company/firm. Based on the requirements, the Institute reserves the right to order for increasing the staff strength in case of unsatisfactory service/performance. However, the minimum staff to be deployed is in the following. There shall be two shifts. Each shift should have at least one skilled cook per 200 students, one semi-skilled cook per 50 students and one helper per 25 students. If anybody is on leave then the mess vendor will arrange a substitute but in no case the number of staff should fall below the minimum number of staff per shift per students' strength as indicated above.

24 They shall not act in any way detrimental to the interest of the Institute.

25 They are not employees of the Institute and shall not have any claim whatsoever on the Institute.

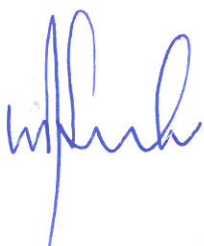
26 The mess vendor shall provide ID Cards to the staff. It will be verified and certified by the Institute Security personnel.

27 They must follow the security instructions as directed by the Security personnel of the Institute.

28 They shall not participate in any strike or protest in any form.

A handwritten signature in blue ink is written over a circular official stamp. The stamp contains the text 'भा. प्रौ. सं. वडोदरा' (Bha. Praou. San. Vado-dra) at the top and 'ADON' at the bottom, with a central emblem.

- 29 The mess vendor must take safety measures for the workers working under him. It is the total responsibility of the mess vendor if anything untoward happens to them during their working hours within the premises.
- 30 The workers should have experience in working in large canteens, hotels, hostel messes for a period of at least two years and should have the knowledge and aptitude of preparing food both vegetarian and non- vegetarian under proper hygienic condition.
- 31 The workers must wear necessarily Clean Uniforms, hand gloves and caps/hair net in the kitchen and service areas. They should display their name badges.
- 32 No accommodation, except a changing / resting room, will be provided to the workers of the mess vendor.
- 33 No person with any criminal record will be allowed to work in the hostel mess.
- 34 The mess vendor should submit all necessary statutory documents at the time of submitting bills to the hostel office in compliance with the minimum wages, EPF, ESI & GST etc.
- 35 The mess vendor shall disburse the wages to its staff deployed in the hostel every month through ECS.
- 36 The mess vendor should ensure that the payment is made to the staff as per Minimum Wages act.
- 37 No mess worker should stay / sleep in the mess during night time after 10:30 /11:00 PM except when authorized by the Warden.
- 38 The mess vendor shall be responsible for the proper conduct and behavior of the workers engaged for them.
- 39 The mess vendor should submit in advance names, ESI/EPF numbers and other details of workers engaged.
- 40 Replacement/ removal / addition of workers must not be done without permission of the institute.
- 41 Employment of child labour, defined as per relevant labour laws, is strictly prohibited.
- 42 The mess vendor will provide the details of their staff including ID proof and maintain a register with name, age and address of all the employees working at a given time at the site office and inform the same to the Institute. The mess vendor shall report any changes in the list of staff to the Institute.
- 43 The mess vendor should ensure that all his staff are free of communicable & contagious diseases. Medical Certificates to this effect should be submitted. Only those staff should be employed by the mess vendor whose character and antecedents are verified.
- 44 All expenses related to the functioning of the employees engaged by the mess vendor shall be in the scope of the mess vendor.



45 The mess vendor is solely responsible for the payment of minimum wages, ESI and EPF for their employees as per the Government of India and Government of Gujarat norms as applicable and should meet any other statutory and non-statutory benefits/obligations. The record of duty hours and pay structure should be maintained as per rules, for inspection by the government authorities.

46 The mess vendor needs to produce the proof of previous month payment of wages, EPF, ESI and other statutory dues to his workers along with the current mess bill (the only exemption is for the first month).

47 Periodic cleaning of fixtures (including lights, fans and other kitchen equipment) shall be carried out by the mess vendor maintaining the record which will be checked by the Institute.

48 A mess vendor must make his own arrangements for housekeeping of the dining and kitchen area. The kitchen, washing area and store rooms shall be maintained neat and clean at all times.

49 Waste disposal is the responsibility of the mess vendor. Mess vendors under no circumstances shall dispose of plastic and food waste into the drainage.

50 The Hostel Warden office will decide the charges of the guest meal in consultation with the mess vendor and it must not exceed an additional 20% of the actual meal cost.

51 Institute is a "NO SMOKING ZONE". The mess vendor should ensure that the personnel engaged DO NOT SMOKE while working. The mess vendor shall ensure that personnel do not indulge in drinking alcohol or any other intoxicants and are not under the influence of alcohol or other intoxicants in the Institute. The mess vendor shall ensure that such personnel shall not indulge in any sort of "Gambling" inside the Institute campus. Smoking, consumption/distribution of alcohol, use of gutka by the employees, defacing of premises is strictly prohibited in the hostel. In case any mess worker is found under the influence of alcohol, action will be taken as per the rules of the state govt.



E. Eligibility Criteria

The bidders having the following minimum qualification are eligible for bidding and the bids submitted by the bidders will be evaluated as per below.

- 1 The bidder must have legally valid identity i.e. a proprietary / partnership firm / limited company / society legally constituted or registered under the relevant acts (enclose a self- attested copy of the registration certificate / relevant document). The bidder must have been older than three years as on 31.03.2024 (to be considered from the date of registration, supported by relevant documents).
- 2 Must have a valid license for mess / catering services to the organizations / institutions under Contract Labour (Regulation & Abolition) Act, 1970. The license must be valid as on date of bid submission (enclose a self-attested copy of the document).
- 3 The bidder must have at least three years of experience in providing mess / catering service (as specified under Scope of Work) to Govt. (Central/State) Department / PSUs / Autonomous Bodies of Central or State Govt. including higher educational institutions/ central research organizations, (to be considered from the date of registration, supported by relevant documents).
- 4 Must have served one CFTI (centrally funded technical institute) in last three years for more than two years.
- 5 Must be registered with employees Provident Fund Organization (EPFO), Employees State Insurance Corporation (ESIC), and such other Tax Authorities as Income Tax, Goods & Services Tax (GST) (enclose a copy of registration such as EPFO, ESIC, GST, PAN etc).
- 6 The bidder needs to submit a latest solvency certificate of Rs. 25.00 lakh (Rupees Twenty Five Lakh only) issued by a nationalized (preferable) / scheduled bank in India. The certificate should not be older than six months as on the last date of the bid submission.
- 7 Must have an average Annual Turnover of at least ₹ 100.00 Lakhs or above and should not have made a loss in each of the preceding three financial years in the books of accounts from the work of similar nature (i.e. mess/catering services). Specific certificates regarding the turnover from supply of mess services are required to be furnished from the Chartered Accountant Firm which has undertaken an Audit of the bidder during these three financial years.
- 8 Certificate of satisfactory performance from at least two different Govt. (Central / State) Department/PSUs/Autonomous Bodies of Central or State Govt. including higher educational institutions/ central research organization for the last three years including one of running contracts as on date of bid submission from Govt. (Central/State) Department/PSUs/Autonomous Bodies of Central or State Govt. including higher educational institutions/ central research organizations. The certificate must have been issued on the letterhead of the organization indicating the duration of the contract, details of manpower, service provided, and performance. Please note that copies of work orders and agreements shall not be considered for this purpose.



- 9 The bidder has to submit the documents / self-explanatory note pertaining to the following.
- (i) Brief history of the firm.
 - (ii) Kind of services provided by bidder in other government organization.
 - iii. Compliances report on payment of statutory dues by the bidder.
 - iv. Proposed plan for mess services in IIITV-ICD.
- 10 Please note the following.
- (i) The work executed in the own name of the bidder only will be considered for meeting the eligibility criteria.
 - (ii) Certificate of Relevant Experience - The bidder must produce / enclose a certificate of experience issued from central govt./state govt./PSUs/Autonomous Body/ other reputed firms. The certificate should mention the following details:
 - (iii) The certificate of experience should be exclusively for supplying mess/catering services as required above.
 - (iv) Certificate containing the value of contract work and not clearly specifying the value of the work of mess/catering services during the period of the contract, WILL NOT BE ACCEPTED.
 - (v) Copy of work order/ agreement and/ or self-certified certificates will not be accepted as a certificate of experience. If any document other than a certificate of experience is produced, such document will not be accepted. Bids not accompanied by a certificate of experience by the client WILL AUTOMATICALLY STAND DISQUALIFIED.
 - (vi) Copy of undertaking for the firm or sole proprietor or company as the case may be have never been black-listed and the name of the firm or company has not been changed.
 - (vii) Copy of undertaking for no police case / vigilance inquiry pending against the partners of the firm or sole proprietor or company as the case may be, and that he has never been punished by any court.
 - (viii) Bidder must submit documentary proof in support of meeting each of the above minimum qualification criteria. A simple undertaking by the bidder for any of the stated criteria will not suffice the purpose. All documentary proof must be listed on the letterhead of the company and enclosed in a cover, to be submitted with technical bid.



F. Evaluation Procedure

The technical bid will be scrutinized on the basis of eligibility criteria. Thereafter, the shortlisted bidders would be evaluated on a composite score as follows.

- 1 On the basis of submitted technical bid documents – 100 marks.
- 2 On the basis of technical interaction – 20 marks.

The bidder is required to score at least 70 marks out of 100 marks of technical bid documents in order to be eligible for technical interaction.

Parameters for scoring of marks on the basis of technical bid documents:

(i) Average annual turnover of preceding three years		
Less than 1 crore	NIL	Total Marks (X)
Greater than 1 and upto 3 crores	10 marks	25
Greater than 3 and upto 7 crores	15 marks	
Greater than 7 to 15 crores	20 marks	
Greater than 15 to 25 crores	25 marks	
(ii) Number of Years of experience (continuous)		
Upto 3 years	5 marks	25
Upto 5 years	10 marks	
Upto 10 years	20 marks	
Upto 15 years	25 marks	
(iii) Numbers of diners per day at a single kitchen (in preceding three years)		
Upto 100 diners	5 marks	25
Upto 200 diners	10 marks	
Upto 300 diners	15 marks	
Upto 400 diners	20 marks	
Upto 500 diners	25 marks	



(iv) Running contracts in IITs, IIMs, IIITs, IISERs, NITs, IIITs & Other CFTIs		
01	0 marks	10
02	5 marks	
03	10 marks	
(v) Satisfactorily completed works at academic institutes like IITs, IIMs, IIITs etc with minimum 400 persons/day in the last 3 years = 15 marks		
01	5 marks	15
02	10 marks	
03	15 marks	
Total Marks		100

Threshold marks will be 70. The firm scoring less than 70 shall not be considered for Presentation / award of contract.

Parameters of evaluation during technical interaction:

Top ten (or less if the number is less than 10) technically qualified scorers in the technical evaluation will be called for the presentation. The technical interaction broadly covers the parameters of background of the organization, relevant experience and a proposed working plan with IIITV - ICD.

Location / Venue of the technical interaction:

IIIT VADODARA - INTERNATIONAL CAMPUS DIU (IIITV-ICD), EDUCATION HUB, KEVDI - DIU (U.T) -362520.

The institute reserves the right to conduct online presentations if the situation warrants. However, online presentation cannot be claimed as a right by the bidders.

The tenders of the bidders who did not turn up for the presentation will be summarily rejected. The presentation will be evaluated and presentation marks will be obtained on a maximum score of 20 (Y).



The technical interaction agenda will contain the following parameters:

Sl. No.	Parameters
(a)	Company Overview: Experience and track record in the food service industry. Number of years in business. Relevant certifications (e.g., food safety, hygiene, quality standards). (Necessary supporting documents to be submitted during the technical interaction)
(b)	Food Safety and Hygiene: Adherence to food safety regulations. Staff training on food safety practices. Inspection and audit records. Waste Management and Pest Control. (Necessary supporting documents to be submitted during the technical interaction)
(c)	Client References and Testimonials: Past or current clients with similar requirements. (The experience with other Institute of National Importance like IITs, IIITs IIMs, IISER, NIPER, IISC, etc. would be preferable.) References or testimonials that highlight satisfactory performance. Two letters of recommendation are required to be submitted. (Necessary supporting documents to be submitted during the technical interaction)
(d)	Capacity and Resources: Kitchen facilities and equipment. Staffing levels and qualifications. Ability to scale up or down based on demand. (Necessary supporting documents to be submitted during the technical interaction)
(e)	Mess Plan for IIITV-ICD campus



The total technical score / marks including technical presentation of the qualified bidders (who are called for and attended presentation) shall be computed using the following formula.

$$\text{Total Technical Score (TS)} = (X + Y) * 100/120$$

The technical scores of all other bidders who are invited for the presentation and attend it, will be considered technically qualified and financial bids of only those bidders will be opened.

G. Award of Contract

The cost evaluation will be done under Combined Quality cum Cost Based Systems (QCBS) and the bidder who secured highest marks will be awarded the contract.

60% of weightage shall be given to the technical bid and 40% to financial bid.

The lowest bid shall be given a Financial Score (FS) of 40 points.

The Financial Score (FS) of other bidders will be determined using the formula:

$$FS = 40 \times FP / F,$$

in which FP is the lowest financial bid, and F is the financial bid of the particular bidder.

Scores obtained on financial bid will be added to scores obtained on technical bid (technical bid documents + technical interaction) to get a Consolidated Score (CS) according to the following formula.

$$\text{Consolidated Score (CS)} = \text{Technical Score (TS)} + \text{Financial Score (FS)}.$$

Bidders with the highest Consolidated Score (CS) will be awarded the contract. If there is a tie in the overall score, then the rules of tie breaker shall be followed.

H. GENERAL TERMS & CONDITIONS

1 If at any stage the involvement of the mess vendor in any uncalled for activity is found, inside or outside the premises of the Institute, which may bring disrepute to the Institute, the license is liable to be terminated by the Competent Authority by giving one month's notice. In case a mess vendor wants to terminate the contract, he / she has to give a minimum three months' notice.

2 The premises of the mess will be used for the purpose for which the allotment will be made and not for any other purpose without the written permission of the Competent Authority.

3 Safety measures are to be provided by the catering company/agency.

4 The Institute shall not be the party in case any dispute takes place between the Services provider and his employees. The mess vendor shall be fully responsible for their employees.

5 The company will submit the number of workers (with justifications) that will be deployed in the mess along with the price (with justifications) for the menu (asked by the institute) along with a bid.



6 Only residents of the hostel, staff and authorized guests will be allowed to dine in the mess. All such authorization needs to be approved from the warden office.

7 All items will be cooked in the kitchen of the hostel.

8 The mess vendor should register its firm at appropriate places under the jurisdiction of Daman & Diu (U.T.) under the Contract Labor Regulation Act and obtain a Labor License and complete all required statutory/ legal formalities at his own cost. Similarly, the mess vendor must possess a valid food license (by FSSAI).

9 The mess vendor shall ensure full compliance with tax laws of India with regard to this contract and shall be solely responsible for the same. The mess vendor shall submit copies of acknowledgements evidencing filing of returns every year and shall keep the employer / institute fully indemnified against liability of tax, interest, penalty etc. of the mess vendor in respect thereof, which may arise.

10 Minimum penalties for violation of rules, terms and conditions (it will be imposed by students mess committee verified by warden's council).

The mess vendor will be fined in case of violation of the following rules. As and when the mess committee proposes a fine it will inform the representative of the mess vendor or mess manager and a fine will be imposed with consent of the warden.

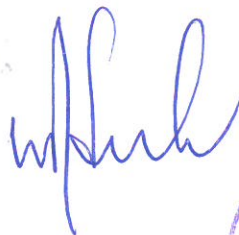
Penalty criteria	Per instance
Non-availability of complaint register on the counter / discouraging students from registering complaints	Rs. 3,000/-
Changes in menu without permission of mess committee	Rs. 3,000/-
Insects found in food	Rs. 3,000/-
Soft objects like hair, rope, plastic, cloth etc. in food	Rs. 3,000/-
Any complaint of stones/pebbles	Rs. 3,000/-
Hard and/or sharp objects like glass pieces, nails, hard plastic etc.	Rs. 5,000/-
Three or more complaints of unclean utensils in a day week	Rs. 5,000/-
If mess council in consultation with students in present mess agrees that certain item of a meal was not cooked properly / extra spicy	Rs. 3,000/-
Food poisoning	Rs. 2,00,000/-
If mess timings mentioned in the EOI - Terms & Conditions or decided with the respective council have not been followed	Rs 3,000/-
If food for any meal gets over during the mess, timings and waiting time is more than 15 minutes for lunch and dinner, and 10 minutes for breakfast and snacks.	Rs. 3,000/-



Penalty criteria	Per instance
If the quality of milk is not found appropriate, or it is diluted. It should have 3-4% fat content.	Rs. 3,000/-
Inappropriate personal hygiene of workers including their dress and/or misbehavior by workers etc.	Rs. 5,000/-
Failure to maintain a proper health checkup of the workers	Rs. 5,000 /-
Using brands not mentioned in the contract without prior permission and Adulteration	Rs. 10,000/-
Use of Expired raw materials/food items.	Rs. 10,000/-
Stale food found in mess	Rs. 5,000/-
Any tampering with gas cylinders / gas pipelines	Rs. 5,000/-
Use of newspapers to keep fried items or any cooked food	Rs. 1,000/
Fine on any discrepancy (hygiene in kitchen area, dining area, store rooms, etc.)	Rs. 3,000/-
If any item in which prior permission for use of potato has not been taken and potato is found to be used	Rs. 3,000/-
If quantity of potato in any item exceeds 20% by its weight	Rs. 3,000/-
Mixing of veg with non-veg	Rs. 3,000/-
Number of workers is less than the promised	Minimum wages per day
Failure of providing the breakfast/lunch/dinner (Backup provision's cost will have to be borne by the mess vendors)	Rs. 25,000 + termination notice
Complaints by vendor or workers for non-payment	Rs. 3,000 per every day of delay in clearing the bill
Changing cook, manager or staff without intimation to hostel office	Rs. 5,000
Use of used/burned oil	Rs. 5,000



- 12 Food Poisoning shall invoke a hefty fine of at least Rs. 2 Lakhs or more, along with cancellation of contract and possible blacklisting of the mess vendor. The Performance security deposited to the institute will not be refunded to the mess vendor if the contract is cancelled for the above reason.
- 13 For any rule stated in the agreement, the first violation of the rule will attract a fine as per the above- mentioned table. Second and subsequent violations of the same rule on a different day within 30 days of previous violation will attract 5 times the initial amount of fine on the mess vendor.
- 14 Absence of proprietor or his representative in the mess council meetings (which will be held once every month) on due invitation will attract a fine of Rs. 10,000/- on mess vendor.
- 15 As and when the mess council proposes a fine, it will inform the representative of the mess vendor or mess manager, and fine will be imposed with consent of the wardens.
- 16 Severity of hygiene failure shall be assessed and decided by the mess council and fined appropriately. In case of gross failure/negligence, a severe penalty will be imposed, which could be a hefty fine and/or termination of the Contract.
- 17 The bidder shall not be permitted to withdraw the offer or modify the terms and conditions thereof. In case the bidder fails to observe and comply with the stipulations made herein or backs out after quoting the rates, the EMD amount will be forfeited.
- 18 Any form of canvassing / influencing will attract rejection of bids submitted by the bidder and the institute reserves the right to take such penal actions (e.g. blacklisting the bidder for the present and future tender enquiry etc.) as it deems fit.
- 19 The institute reserves the right to accept or reject any bid and to annul the bidding process and reject all bids at any time prior to award of contract, without thereby incurring any liability to the affected bidder or bidders or any obligation to inform the affected bidder.
- 20 In the event of any dispute or difference between the institute and the bidder arising out of non compliance of tender enquiry terms and conditions or any other cause whatsoever relating to the tender enquiry shall be referred to the Director of the institute, whose decision shall be final and binding on both the parties.
- 21 All disputes shall be subject to the Civil Court Jurisdiction of Gandhinagar, Gujarat Only.
- 22 The bidder shall not part with possession of the premises provided for student mess services or any part thereof or allow anyone else to use the same for any business or purpose whatsoever. The bidder shall not throw garbage or any dirt out of the premises or on the streets or in the vicinity of the premises provided for student mess services.
- 23 The bidder shall not make any addition, variation or alteration in the premises provided for student mess services or any part thereof.
- 24 The bidder shall not store or keep any hazardous and / or inflammable or combustible goods or substance or articles in or around the premises provided for student mess services.



- 25 The bidder shall not do or omit to do any act, which may invalidate or in any way affect the issuance on the premises provided for student mess services or which may render the institute's liability to pay extra or excess insurance premium.
- 26 The bidder shall make good any damage of any kind whatsoever caused to the premises provided for student mess services or any part thereof or to any other part of the said building on account of any act or omission either of the bidder or any of his employees or any of the bidders visitors or customers irrespective of whether the damage caused is wilful or accidental.
- 27 The bidder shall remove himself from the premises provided for student mess services with all belongings and leave it entirely vacant on revocation or termination of the license, but subject to what is stated herein above.
- 28 The bidder shall observe all Municipal and Government Regulations in force from time to time in relation to the use of the premises provided for student mess services and be responsible for any violation of any such rules. The bidder shall be responsible to follow all statutes, laws, by-laws, norms and rules (set by local, state and central governments and the institute from time to time) for storage and handling of food products and cooking material (including hazardous and / or inflammable or combustible goods or substances or articles). The bidder is obligated to keep themselves informed of any changes in the above laws, norms, rules and statutes, and the institute will not bear any responsibility for this.
- 29 The bidder shall not become a cause of nuisance or annoyance in any way either to the institute or to other occupants of the premises provided for student mess services and it is agreed that the decision of the institute whether the bidder has caused nuisance or annoyance shall be final and conclusive and the bidder shall not question or challenge the said decision of the institute.
- 30 The bidder shall maintain the premises, furniture, utensils, crockery and cutlery in clean and hygienic condition to the satisfaction of the committee appointed by the institute and / or officer authorized. The decision of the committee in this respect shall be final. Housekeeping / Sanitary equipment and consumables will be the responsibility of the bidder.
- 31 The bidder shall not make use of the premises for any illegal, immoral or unlawful purposes.
- 32 The bidder shall use weighing balance, weights and / or measures which have been verified by comparison with the standard weights or measures and stamped in accordance with the provisions of the Weights and Measures Act, 1932 as amended from time to time.
- 33 The bidder shall obtain requisite licenses if any required for the purpose of carrying the business and to abide by all the terms of the license so issued to the bidder.
- 34 The bidder will take appropriate safety measures against the outbreak of fire and will be held responsible in case of such an incident occurring.
- 35 The bidder will not sell any alcoholic beverages / cigarettes nor permit any person to bring it from outside for the purpose of drinking / smoking along with other food articles, which may be sold.
- 36 The weekly menu, prices of extra food items and any other requirements / provisions will be decided in consultation and agreement with the mess committee.



37 The institute shall keep the said premises in a proper manner and shall from time to time carry out the necessary repairs and minor maintenance work of civil and electrical nature.

38 If the bidder expires / or adjudicates insolvent or suffers from a state of unsound mind, in that event the license created for the institute shall stand terminated automatically.

39 The bidder shall, at his own cost, maintain adequate stocks of food-grain grocery and other eatables for the satisfactory and efficient running of the Mess. The quality of the food stuffs and eatables shall be as per the standard required by the institute.

40 The items / equipment / furniture & fittings (including electricals items fittings) / utensils etc. set out in the provided premises for mess shall be carefully maintained in routine by the bidder and any damage arising thereto due to improper, negligent use shall be reimbursed by the bidder to the institute.

41 The bidder shall not remove any item supplied to him outside the said premises of the institute either for the purpose of repairs or otherwise without the permission in writing from the institute.

42 In the event that the institute is required under law to remit or otherwise the institute remits the contributions on behalf of the bidder to the concerned authorities under the ESI Acts and Rules, on a month to month basis or otherwise, then upon such remittance, the institute shall have the right to recover the amounts so remitted from the bidder.

43 The agreement signed does not create any demise tenancy or any other rights in the said premises in favor of the bidder, but gives a mere license to use the said premises subject to what is stated hereinabove.

44 In the event of the bidder being involved in any litigation or dispute arising out of any act or omission on the part of the bidder. It is agreed that the bidder shall indemnify and protect the institute against all losses, claims, damages and costs incurred by the institute.

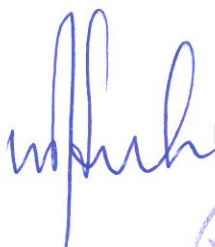
45 The institute shall not be party to any dispute between the bidder and his employees / agents / users. If the institute is still involved and incurs expenditure in any such legal proceedings, the institute will recover the same from the deposit of the bidder.

46 The institute will not be responsible for the materials of the bidder kept in the premises and it will be the responsibility of the bidder to keep watch on his premises and institute will not be responsible in any way for loss or damage.

47 The institute would constitute an appropriate committee to oversee the functioning of the mess.

48 The bidder shall pay for the electricity, water, cooking gas charges including the deposits, if any. In case of emergency or due to any reasons if the water is not available for cooking then the bidder is required to arrange the water for the same and the expenses incurred for this arrangement is to be borne by the bidder.

49 The quality of raw material, prepared food will be maintained by the bidder and it will be monitored by the institute.



50 The bidder may also be consigned to provide other catering services inside the institute campus at various meetings, occasions and / or functions by the institute. Such services must be provided with utmost standards of hygiene and quality, and at mutually agreed rates. The rates for such catering services shall be reasonable, and must not be higher than the prevailing rates of comparable menus of various caterers / service providers in the market.

51 The bidder is required to give no relative / relation certificate with any of the employees of the institute on their letterhead duly signed and sealed.

52 The bidder is also required to give certificate / undertaking that he has visited the institute's Diu Campus (IIITV-ICD, Education Hub, Kevdi, Diu (U.T.) 362520) in person / physically and get well acquainted with the location and nearby surrounding for providing / running mess services at that location.

53 All items/ingredients required by the bidder for preparation of food and other approved items are to be purchased by the bidder. All items/raw materials purchased will have to conform to the quality standards, prescribed under the prevention of Food Adulteration Act, and/or any other Act applicable and as far as possible shall have the standards/branded bearing the mark "AGMARK" or "ISI", or "FSSAI" as applicable. All materials required by the bidder for preparation of food, raw materials purchased will have to conform to the known standards/brands and specifications as laid down by the institute from time to time.

54 The institute reserves the right of onsite visit / inspection of the running sites of the bidders at any stage of the evaluation process of this tender enquiry.

55 Payment Terms: The institute will make payment on a monthly basis after the end of month to the bidder based on the actual student strength of the completed month. The bidder is required to submit the invoice for the previous completed month within 10 days of the following month. The institute will deduct applicable TDS / Taxes from the payments to be made to the bidder in accordance with the relevant prevailing TDS / Taxes rules / provisions from time to time.

56 Payment of License Fees to the institute: The successful bidder is required to pay license fees to the institute as per the prevailing rates from time to time. The current license fees amount is Rs. 4,610/- per month (Rupees Four Thousand Six Hundred and Ten Only).

57 The bidder is required to cater / run mess services during the vacation / semester break period. The tentative strength of the students residing in this period will be intimated to the bidder appropriately.

58 Delay in Mobilization, Liquidated Damages (LD), and Termination: Successful bidder shall be required to mobilize specified services in line with the rate contract for commencement of services at IIITV – ICD (Diu Campus) within a maximum of 15 (fifteen) days from the date of the rate contract. If the successful bidder fails to mobilize as above, the institute shall have, without prejudice to any other clause of the contract / agreement, the right to terminate the contract.

If the bidder is unable to commence the operations within the period specified above, it may request the institute for extension of the time with unconditionally agreeing for payment of Liquidated Damages (LD). Upon receipt of such a request, the institute may at its discretion, extend the period

The block contains a handwritten signature in blue ink on the left and a circular official stamp on the right. The stamp features the text 'IIIT VADODARA' around the perimeter and a central emblem with a book and a lamp. Above the emblem, there is text in Gujarati: 'જા. સુ. પ્રો. સં. વડોદરા'.

of mobilization and shall recover from the bidder, as an ascertained and agreed Liquidated Damages, a sum equivalent to Rs. 10,000/-, for each week of delay or part thereof, subject to a maximum of Rs. 50,000/- per month. The parties agree that the sum specified above is not a penalty but a genuine pre-estimate of the loss/damage which will be suffered by the institute on account of delay/breach on the part of the bidder and the said amount will be payable without proof of actual loss or damage caused by such delay/breach.

59 Force Majeure: In the event of either party being rendered unable by Force Majeure to perform any obligation required to be performed by them under the contract, the relative obligation of the party affected by such force majeure shall be suspended for the period during which such cause lasts. The term "Force Majeure" as employed herein shall mean acts of God, War, Civil Riots, Fire, Flood, any act or regulation of the government directly affecting the performance of the contract.

Upon the occurrence of such cause and upon its termination, the party alleging that it has been rendered unable as aforesaid thereby, shall notify the other party in writing, the beginning of the cause amounting to force majeure as also the ending of the said clause by giving notice to the other party within 48 hours of the ending of the cause respectively.

If deliveries are suspended by force majeure conditions lasting for more than 2 (two) months, the institute shall have the option of canceling this contract in whole or part at his discretion without any liability at his part. Time for performance of the relative obligation suspended by force majeure shall then stand extended by the period for which such cause lasts.

A handwritten signature in blue ink is positioned to the left of a circular purple stamp. The stamp features a central emblem with a stylized 'M' and 'S' and is surrounded by the text 'भा. सु. प्रौ. सं.' at the top and 'वडोदरा' at the bottom, with 'INSTITUTE OF MANAGEMENT STUDIES' and 'VADODARA' in English around the perimeter.

FINANCIAL BID

Total price per student per day (after adding all prices indicated above):

Particulars	No. of meals to be provided per student per day	No. of Students (Approx.)	Basic Rate Per Student Per Day	GST in Rs. on Basic Rate Per Student Per Day	Total Rate in Rs. Per Student Per Day
			(a)	(b)	(c) = (a) + (b)
Providing Student Mess Services at IIITV-ICD, Education Hub, Kevdi, Diu (U.T.) 362520.	Four unlimited meals to be provided as per the following Breakfast Lunch Evening Snacks Dinner	350			
Total Rate in words:					



The block contains a handwritten signature in blue ink and a circular official stamp of IIIT Vadodara. The stamp features the university's logo and name in both Hindi and English, surrounded by a decorative border.

PROFORMA OF BANK GUARANTEE

TO BE TYPED ON NON-JUDICIAL STAMP PAPER OF THE APPROPRIATE VALUE AND TO BE ESTABLISHED THROUGH ANY OF THE BANKS (PUBLIC / PRIVATE) WHETHER SITUATED AT GANDHINAGAR OR OUTSTATION WITH A CLAUSE TO ENFORCE THE SAME ON THEIR LOCAL BRANCH AT GANDHINAGAR. BANK GUARANTEE ISSUED BY CO-OPERATIVE BANKS ARE NOT ACCEPTED.

The Registrar

Indian Institute of Information Technology Vadodara

Block 09, c/o Government Engineering College Campus,

Sector - 28, Gandhinagar – 382028, Gujarat.

LETTER OF GUARANTEE

Whereas Indian Institute of Information Technology Vadodara, has invited Notice inviting tender vide Tender No. _____ dated _____ for _____

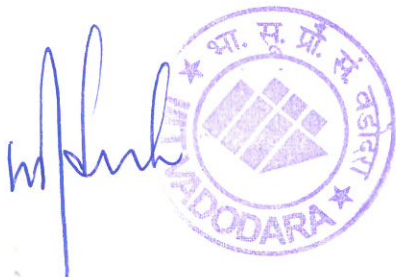
And Whereas the said tender document requires the service provider / firm whose tender is accepted in response thereto shall establish an irrevocable performance guarantee / security deposit in favor of '**Indian Institute of Information Technology Vadodara**' in the form of bank guarantee for Rs. _____ Amount in Words _____.

Now this bank hereby guarantees that in the event of the said service provider / firm failing to abide by any of the conditions referred to in the said tender document. This bank shall pay to Indian Institute of Information Technology Vadodara on demand and without protest or demur Rs. _____ Amount In Words _____.

This bank further agrees that the decision of Indian Institute of Information Technology Vadodara as to whether the said service provider / firm has committed a breach of any of the conditions referred in the said tender documents shall be final and binding.

We, _____

(name of the bank & branch) hereby further agree that the guarantee herein contained shall not be affected by any change in the constitution of the bank, the agency / firm or for any other reason whatsoever.

A handwritten signature in blue ink is written over a circular purple stamp. The stamp contains the text 'ભા. સુ. પ્રો. સં. વડોદરા' at the top, a central logo with a diamond shape, and 'INDIAN INSTITUTE OF INFORMATION TECHNOLOGY VADODARA' at the bottom.

Notwithstanding anything contained herein:

1. Our liability under this bank guarantee shall not exceed Rs. _____
Amount In Words _____

2. This bank guarantee shall be valid up to _____ (Date).
(valid for 18 months from the date of rate contract / agreement)

3. We are liable to pay the guaranteed amount or any part thereof under this bank guarantee only and only if Indian Institute of Information Technology Vadodara serve upon us a written claim or demand on or before _____ (Date).

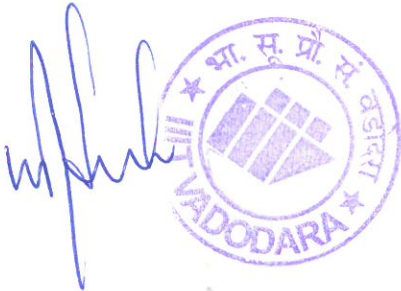
This bank further agrees that the claims if any, against this bank guarantee shall be enforceable at our branch office at _____ situated at _____ (Address of local branch).

Yours truly,

Signature and seal of the guarantor:

Name of the bank with complete postal address:

Date & Place:

A handwritten signature in blue ink is written over a circular purple stamp. The stamp contains the text 'भा. सू. प्रौ. सं. व' (Bha. Su. Prau. San. V) at the top, 'VADODARA' at the bottom, and a central emblem featuring a stylized building or structure.

Bank Details of Organisation

Name of the Firm / Organization	
Permanent Account No (PAN)	
Particulars of Bank Account	
Name of the Bank	
Name of the Branch	
Branch Code	
NEFT/RTGS (IFSC Code)	
Type of Account	
Account No.	