



**NATIONAL INSTITUTE OF FASHION TECHNOLOGY  
BHOPAL**

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**TENDER FOR PROVIDING MESS SERVICES AT NIFT , BHOPAL**

**Tender issued to M/s.** : \_\_\_\_\_  
\_\_\_\_\_

**Address** : \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Phone/Mobile & Fax No.** : \_\_\_\_\_

**Date :**

**Joint Director**

(Seal and Signature of the Contractor)

**NATIONAL INSTITUTE OF FASHION TECHNOLOGY  
BHOPAL**

**TENDER NOTICE FOR RUNNING MESS FOR STUDENTS & STAFF AT NIFT CAMPUS**

The Institute arranges Students Canteen (Mess Services) to the students on the campus. At NIFT Bhopal campus, we are having students from different states of the country. Most of them are taking all food – from breakfast to dinner on campus and few day scholars are taking food except dinner. Alternative / outside option of food is not available in nearby vicinity and hence quality of food served at the Mess and students' satisfaction is of prime importance. Students are the users and payers for the food. The institute's role is to act as facilitator to identify and provide **quality food at a reasonable rate**. With above background note, the institute invites competitive biddings as per following details.

Institute invites Sealed tenders in "Two parts" (Technical and Price Bid ) for running Mess at NIFT campus for a period from **26<sup>th</sup> July, 2017 up to 31<sup>st</sup> May, 2018** (consisting of two Semesters) at NIFT Campus, in Bhopal. The Tender Document can be viewed and downloaded from our website [www.nift.ac.in/bhopal](http://www.nift.ac.in/bhopal) . The hard copy of the same shall be available **from 26<sup>th</sup> May 2017 to 15<sup>th</sup> June, 2017 during 10.00 am. to 5.00 pm. on working days** on payment of **Rs. 1000/-** (non-refundable) by cash or demand draft in favour of "**National Institute of Fashion Technology**" payable at Bhopal from the Administration department at the National Institute of Fashion Technology , NIFT Campus , M.P. Bhoj (Open) University Campus, Kolar Road, Bhopal . The bid shall have to be submitted duly filled and signed at National Institute of Fashion Technology , NIFT Campus , M.P. Bhoj (Open) University Campus, Kolar Road, Bhopal. The Bidders who have downloaded the document from website should attach, along with the bid document, a Demand Draft of Rs. 1000/- (Non-Refundable) in favour of "**National Institute of Fashion Technology**" payable at Bhopal. All the bidders should also enclose a demand draft of Rs. 50,000/- (Rupees Fifty Thousand Only) drawn in favour of "**National Institute of Fashion Technology**" payable at Bhopal , as the Earnest Money Deposit along with Technical Bid. EMD of tendering parties, whose tenders are not accepted shall be refunded (without interest) within 30 days of opening of tenders.

The offers should be submitted in two sealed covers one **superscribed with "Technical Bid "and other with "Price Bid"**. Both covers shall be put in another sealed cover superscribing the envelope with "Tender for Mess Services ". The last date of submission of bid is **16<sup>th</sup> June, 2017 on or before 10:30 am**. The Technical bid shall be opened at **11.00 am** on the same day (i.e. 16<sup>th</sup> June, 2017) in the presence of attending tenderers or their authorized representatives.

The Bids shall be evaluated **on two stage evaluation process**. After evaluating the **technical bids** the eligible bidders shall be shortlisted for second stage **Price Bid evaluation**.

The Price bids of only qualified tenderers after technical evaluation shall be opened in presence of attending tenderers or their authorized representative. Date of opening of price bid shall be informed subsequently.

**Eligibility and Criteria for Selection :**

A firm or agency satisfying the following conditions would be awarded the contract

- 1) The bidder must be in a business of catering and running Students Canteen / Mess in reputed educational institutes / organization for not less than three years with annual turnover of **50 lakhs or more per annum** in last three years.
- 2) The technical bid should be accompanied with **Rs. 50,000/-** by bank Demand Draft in favour of NIFT payable at Bhopal as an Earnest Money Deposit (EMD).
- 3) A separate Demand Draft of Rs. 1000/- (Non-refundable) in favour of NIFT payable at Bhopal against Tender Form Fee shall be attached with Technical bid in case the tender document is downloaded from the website.
- 4) The technical bid should be accompanied with the following: (1) Experience Certificate (2) Firm Registration Number / Service tax registration number / Food license / VAT /CST Registration Number from concerned authority. Self-attested copies of all relevant documents should be enclosed.
- 5) The following weightage will be given for evaluation of Price & Evaluation received from technically qualified bidders:

Experience	25 (Twenty five ) Marks.
Certificate/Confirmation from satisfied students	25 (Twenty five ) Marks.
Monthly Price Quote	25 (Twenty five ) Marks.
Monthly Maintenance Charges offered	25 (Twenty five ) Marks.

The bidder scoring the higher marks out of a total of 100 marks as mentioned above would be awarded the contract.

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The details of awarding marks are as under:

Sr. No.	Qualified Criteria	Marks Criteria
1.	Experience of running Mess or Canteen in NIFT, IIM, IIT, NIT, Any Other National Institute.	1 marks for every year of experience in irrespective of number of institutes with a maximum possible score of 25 marks. Experience should be in running Canteen or Mess.
2.	Certification as to "Very Good Food and Services of Mess / Canteen run by M/s. ...." by satisfied students along with signature of the concerned student, copy of College / Institute Identity card of the respective student, mention of student contact number.	One marks will be awarded for every 10 certification obtained from 10 students certifying "Very Good Food and Services of Mess / Canteen run by M/s. ...." with a maximum possible score of 25 marks.
3 (A)	Monthly Price quoted for serving all meal per day to each student as per details in Annexure – A.	Quote of Rs. 3000/- or above per month will be awarded 1 mark. Additional 1 marks will be scored for decrease of every Rs. 25 from the base price of Rs. 3000/- thereafter with a maximum possible score of 25 marks.
3 (B)	Monthly Price quoted for serving all meal except Dinner for Day Scholar, per day to each student as per details in Annexure – A.	Quote of Rs. 2400/- or above per month will be awarded 1 mark. Additional 1 marks will be scored for decrease of every Rs. 25 from the base price of Rs. 2400/- thereafter with a maximum possible score of 25 marks.
4.	Monthly Maintenance Charges (Excluding Service Tax) to be paid to NIFT - Bhopal, apart from actual Electricity Charges (Minimum Rs. 10,000/= p.m.).	1 mark for every Rs. 1000/- (above Rs. 10,000/=) with the maximum of 25 marks.

The above credentials will be checked / examined by the Institute during evaluation.

**\*Service Tax (currently 15% w.e.f. 1<sup>st</sup> June, 2016) is chargeable on maintenance charges & electricity charges**

- 6) The bidder must be ready to run the Mess within 15 days from the date of issue of work order.

#### INSTRUCTIONS

**Tenderers should strictly take into account the following conditions before filling up the tender.**

- 1) The contract will be initially for a period of up to 31<sup>st</sup> May, 2018 and can be extended further on mutually agreed terms & conditions depending upon satisfactory services of contractor.
- 2) The bidder can visit the campus to see the infrastructure before bidding. The contractor will be provided with only space and minimum infrastructure like lights, fans, water cooler, water supply, electricity supply (on payment basis), Mess furniture etc. kitchen utensils, serving plates etc will be provided/arranged by the contractor.
- 3) **The Mess Contractor shall provide the unlimited diet in Lunch & Dinner to the hosteller, days scholars, NIFT employees and visitors for Lunch & Dinner as per the quoted price.**
- 4) **The Menu of Thali for Lunch and Dinner is attached at Annexure 'A' and the menu will be decided by the Mess Committee in consultation with the Mess Contractor. The Menu shall be subject to changes to which the contractor duly agrees. Apart from the food items mentioned in menu the contractor has to provide additional /special dishes which may be offered as extra during Lunch and Dinner. Besides, the Mess Contractor shall provide the packing facility as and when required on no additional cost.**
- 5) The institute will disburse payment for only 5 month in each semester as there will be one month vacation for students in each semester. The contractor will be responsible to collect payment directly from any Students availing food during vacation.
- 6) **The Mess shall remain open throughout the year, even during the vacations in order to facilitate food for the faculties, staff and others. A separate coffee shop has to be run by the Mess contractor.**
- 7) **The monthly maintenance charges are to be paid for entire 10 months i.e. August to May (consisting of two semester-excluding summer break).**

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- 8) Actual consumption of the electricity will be paid on monthly meter reading basis by the contractor. No separate water charges will be charged by the institute. The Contractor shall endeavor to use the water supplied by the Institute with utmost sustainability.
- 9) **As a part of the "Price & Evaluation Bid", the bidder shall quote the following: )1) Number of Years of experience in NIFT/IIT/IIM/NIT/National Institute attaching supporting documents (2) Number of Certification obtained from satisfied students attaching supporting documents (3) Monthly Price per student for as per Menu daily (4) Monthly Maintenance Charges per month to be paid to NIFT Bhopal.**
- 10) The bidder shall give the rates for the maintenance charge per month to be paid to NIFT Bhopal, in the price bid format.
- 11) The contractor will have to provide foods as per prescribed schedule at the NIFT Mess. Expenses due to transportation arrangement of foods to hostels/recommended places by NIFT authority will be borne by the contractor.
- 12) The Contractor should possess all necessary licenses and permissions, as are required from time to time in accordance with laws in force.
- 13) The contractor shall have to make his own arrangements for the accommodation of its Mess staff. The Mess staff shall leave the campus latest by 11.00 pm and shall be granted permission to enter the campus not earlier than 05:30 am.
- 14) The contractor shall not be allowed to prepare food in the institute's premises for other than NIFT clients.
- 15) Housekeeping and routine maintenance expenses of the Mess and dining area will be borne by the contractor.
- 16) The disposal of solid waste and garbage shall be sole responsibility of the contractor as per norms laid down by the concerned government authorities and shall ensure due cleanliness. The Contractor shall not dump or throw solid waste and garbage in or near the Institute premises.
- 17) The catering services should include innovative variety and balanced nutrition both for vegetarians and non-vegetarians. Requirement of Catering services include: (a) Breakfast, Lunch and afternoon snacks with tea/coffee for all students including hostellers and day-scholars, (b) Dinner for hostellers, (c) Breakfast / Lunch/Afternoon snack/Dinner etc. to those faculty/staff who require such services.
- 18) The Catering contractor shall also provide various kinds of beverages, snacks and eatables in the Mess at such price/quotes as approved by the Mess Committee from time to time.
- 19) The NIFT authorities would constitute a Mess Committee consisting of students, one faculty member and one staff member. The Catering Contractor will have to follow instructions of the Committee related to Menu, meal frequency and service timings to suit students community requirements.
- 20) NIFT shall not provide any consumable or non-consumable items including raw materials at the Mess for the purpose of catering nor shall NIFT provide any utensils, equipment, crockery, cutlery, etc. On termination of the contract, the Contractor shall return to NIFT items of furniture/fixtures / equipments if any issued to him.
- 17) The quality and quantity of food will be inspected item wise by Mess committee / NIFT authorized officials very frequently and the contractor shall not deny access to such inspections.
- 18) The Contractor shall maintain the equipments if any provided by the NIFT in good working condition and would be responsible for damages caused. He will carry out the repairs without any delay to avoid interruption in services and cost of repairs shall be borne fully by the contractor. On termination of Agreement, contractor will hand over all such equipments/articles in good working condition back to NIFT.
- 19) NIFT reserves the right to call upon the contractor to remove any person employed / working in the NIFT Mess if found unsuitable for services on account of hygiene or health or conduct or any other administrative reason.
- 20) In case of interpretation, modification and any alteration with respect to terms & conditions the Mess committee, Mess contractor and Director will jointly look into such aspect and the decision of the Director will be final and binding to both the parties.
- 21) The Contractor shall use the water-supply economically. However consumption of electricity at the Mess shall be paid by the Contractor on actual basis as per meter readings.

(Seal and Signature of the Contractor)

- 22) NIFT shall provide a list of normal holidays and students vacations in each semester to the contractor for assessing and providing catering services to the hostellers residing during holidays and vacations.
- 23) NIFT reserves the right to impose penalty of minimum 500/- per day for each lapses for violating the terms and conditions of Tender Document.
- 24) NIFT hereby only gives the right to run the mess in the capacity of licensor, there is no agent, partnership or employer relationship between the contractor and its employees with the Institute.
- 25) On submission of Tender, it shall be presumed that the Contractor agree with each and every condition of the Tender/Agreement and in no manner, any waiver shall be presumed, unless, otherwise conveyed by the Institute in writing. The liability of the Tenderer/Contractor is not limited to the extent of terms and conditions stipulated under this Agreement but shall extend to all other instructions issued by the Institute from time to time, which shall be considered as terms and conditions of this Agreement and its violation shall bear same consequences, as shall result in violation of terms and conditions enumerated herein.

**A. GENERAL TERMS AND CONDITIONS:**

1. Any conditional offers made by the tenderer or any alternations/corrections made in the tender form shall not be considered. Similarly incomplete and unsigned tender documents are liable to be rejected.
2. NIFT reserves the right to accept or reject any tender without assigning any reason thereof.
3. The tender submitted by the bidders should remain valid for a period of 60 days from the date of opening of tenders.
4. Each tender must be accompanied by an Earnest money deposit of Rs. 50,000/- (Rupees Fifty thousand only) by way of Demand Draft in favor of NIFT Bhopal , without which the tender shall be summarily rejected.
5. The tender must be attached with Xerox copies of (a) Registration of the Agency under the Shops & Establishment Act, (b) License from the concerned authority for catering services , (c) VAT/Service tax registration, (d) List of clients of organizations of repute, without which the tender shall be summarily rejected.
6. Individual signing the tender or other documents connected with the tender must specify whether he signed as:
  - (i) A sole proprietor of the concern or constituted attorney of such sole proprietor.
  - (ii) A partner of the firm if it is a partnership firm, in which case he must have authority to execute contracts on behalf of the firm and refer to arbitration disputes concerning the business of the partnership either by virtue of the partnership agreement or by a power of attorney duly executed by the partners of the firms.
  - (iii) Director or Principal Officer duly authorized by the Board of Directors of the company.
7. In case of (ii) a copy of the partnership agreement or general power of attorney, in either case attested by a Notary Public should be furnished or an affidavit on stamp paper duly sworn or affirmed by all the partners admitting execution of the partnership agreement or the general power of attorney should be furnished. The attested copy of the certificate of registration of firm should be attached along with the tender papers. In case of partnership firm, where no authority to refer dispute concerning the business of the partnership has been conferred on any partner, the tender and all other related documents must be signed by all the partners of the firm. In case of (iii) the person signing the tender should be authorized by a resolution passed by the Board of Directors and a copy of the resolution attested by the Principal Officer should be attached.
8. The contractor shall specify the number of employees who will be stationed in NIFT Campus and provide complete details about them. The contractor shall also provide police verification report of all their employees working with NIFT Campus.
9. The Mess shall serve from 8.00 A.M. to 10.00 P.M. on all days of the week.
10. The contractor shall occupy the accommodation earmarked for Mess and kitchen and shall not occupy the adjacent verandas and open space. The Contractor and its employee will be allowed only to move in earmarked places in the Institute and any movement at other places without permission shall mean trespassing.

(Seal and Signature of the Contractor)

11. The contractor shall ensure that their employees do not loiter around in the campus. In case of any loss to NIFT caused by the employees of the vendor, the vendor will be penalized at the discretion of NIFT.
12. **The contractor shall ensure that the cooks have proper shave and clipped nails while cooking food and should wear apron and head gear. The contractor may engage atleast 20 staff members for smooth functioning of the Mess which may include 1 manager / supervisor, 2 chefs, 4 chef's helper, 2 for washing utensils, 4 for maintenance of Mess area, 5 for food counters and 2 for serving in Administrative Block.**
13. The Mess contractor shall ensure high standard of cleanliness, hygiene and sanitation in the kitchen and Mess. Adequate numbers of dustbins shall be provided by the contractor to ensure proper disposal of garbage. There should not be any littering of unused food or any other articles within the Mess. The Housekeeping inside the Mess and service areas shall be sole responsibility of the contractor.
14. The contractor shall ensure that the cooked and uncooked food is stored properly and no stale food is served. In case of any food poisoning, the contractor shall be held solely responsible and will be penalized besides legal action.
15. The raw material used for cooking can be checked by NIFT officials at any time and if substandard/unauthorized material is found, the contractor shall be penalized at the discretion of NIFT and contractor shall have to abide by it. The contractor shall duly abide by the FSSAI norms and shall use the raw material, foods etc. within the period of expiry as per norms laid down by Government.
16. The contractor shall be required to display the price list of all the food articles, soft drinks, tea, coffee and juice sold in the Mess. The prices of the items sold in NIFT Mess shall not be more than the local market rate and shall be got approved and reviewed by committee of NIFT officials on regular basis. The approved rate list shall be displayed at proper location within the Mess areas by the contractor.
17. National Institute of Fashion Technology reserves the right to accept or reject any or all the offers either dully or partly without assigning any reason thereof.
18. The workmen employed by the contractor shall be directly supervised and controlled by the contractor, and shall have no relation whatsoever with National Institute of Fashion Technology. NIFT shall have no power to control or supervise such workmen or to take any action against them except as permissible under law. Such workmen shall also not have any claim against NIFT for service or regularization of services by virtue of being employed at NIFT against any temporary or permanent posts at NIFT. For all purposes, the Contractor shall be their Principal Employer.
19. It shall be compulsory for the Catering Contractor to take the following hygiene and cleaning measures : (a) Cleaning the kitchen area twice a day, including the store-room, (b) soaking the vessels in hot water at the end of the day, (c) Crockery to be washed with hot water using detergents, (d) thorough cleaning of refrigerators, bottle-coolers and water coolers, once a week, (e) Periodic spraying of insecticides, (f) Cleaning the dining tables with detergent and water at the end of the day, (g) Thorough cleaning of wash basins with detergent at the end of the day.
20. The catering staff engaged by the Contractor shall: (a) Show professional courteous behavior at all times, (b) Staff must wear neat and clean work clothes, aprons, gloves etc. (c) Catering staff will not smoke bidis, cigarettes or take alcoholic drinks on the campus and nor they are allowed to chew pan, gutka, tobacco items etc.
21. Contractor shall not sell any cigarette, bidi, pan, alcohol etc. in the Mess and in the NIFT premises. If any person is found indulging in these activities the person shall be asked to leave the campus immediately and the contractor shall be liable to loose the contract for breach of this condition.
22. As regards quality of materials and preparation, the contractor shall ensure that: (a) Food ingredients, additives and materials must be of best quality available in the market, (b) Vegetables, bread, fruits, chicken and other such perishable items should be purchased fresh from the market on daily basis, (c) the Contractor shall take meticulous care to provide clean and quality food in all preparations, (d) the menu decided by the Mess Committee should be invariably followed. The committee members shall have free access to inspect the kitchen, service counters and dining hall at any time on any working day, and (e) waste and garbage disposal must be done twice a day on regular basis.

(Seal and Signature of the Contractor)

23. The Contractor shall ensure that the staff engaged by him observes safety precautions and security regulations at the campus and in the hostels.
24. The Contractor shall not utilize the premises and facilities of the Institute to cater any other client, other than NIFT students, faculty, staff and visiting faculties.
25. The Contractor shall make adequate arrangements to serve tea/coffee/cold drinks, etc. to faculty & staff twice a day (in the morning and afternoon) at their work-place without any additional charge. The Contractor shall also make arrangements to serve tea/coffee/cold drinks etc. in the official meetings and conferences.
26. The Contractor shall ensure that either he himself remains present during breakfast/lunch/dinner services to the students or one of his responsible supervisors remains present.
27. The Contractor shall not keep the Mess closed without prior permission from the NIFT authority. Any such incident shall be treated as breach of contract and suitable action including penalty shall be taken for the same by NIFT as it may deem fit.
28. If Contractor fails to serve food for Hostel students on any day without prior permission of the Mess committee, NIFT will make such arrangements and the cost incurred on such arrangement shall be recovered with penalty to be decided by NIFT.
29. The contractor shall bring his own tools, cookers, hot boxes, steam boxes, trolleys, equipment, utensils, plates, jugs, etc., in sufficient quantity as needed to maintain the Mess services, in addition to what is provided by NIFT.
30. The Contractor should deploy energetic and trained workmen. If any workmen is not suited to the duty, the Contractor must replace such workmen immediately without any protest or demur.

#### **B. LEGAL TERMS AND CONDITIONS**

1. The Contractor and his staff must abide by various rules and regulations of NIFT as prevalent from time to time.
2. The Contractor shall comply with all existing labour legislations and Acts, such as Contract Labour Regulation Act, Workmens' Compensation Act, Minimum Wages Act, Payment of Wages Act, Provident Fund Act, ESI Act, etc. For any lapse or breach on the part of the Contractor in respect of non-compliance of any Labour legislation in force during the validity of the contract, the Contractor would be fully responsible and would indemnify the Institute, in case the Institute is held liable for the lapse if any, in this regard.
3. The Contractor shall submit to NIFT a list of all workers engaged to carry out the contract work, indicating name, age, home address, qualifications, etc, and would also intimate as and when any change takes place. The Contractor shall not at any time engage any minor to carry out the work under the contract.
4. The Contractor shall undertake that any act of omission or commission including theft, by his staff shall be his sole responsibility and further that he would compensate the Institute immediately, any loss or damage or theft occurring on account of his staff individually or collectively.
5. NIFT would have the right to terminate the contract without notice before the expiry of the term, in case the work performance is not up to the standard, or in case there is any violation of NIFT rules & regulations, or if there is any lapse in compliance of any labour legislation, or if there is any incident of indiscipline on the part of the Contractor or his staff. The decision of NIFT's management in this regard would be final and binding on the Contractor. In such an event NIFT shall have the right to engage any other contractor to carry out the task.
6. The Contractor shall make all due statutory payments to its workmen on time.
7. The Contractor and his staff shall comply with all instructions and directions of the NIFT authorities given from time to time. In the event of any emergent situation, the staff of the Contractor shall comply with instructions given by the NIFT authorities, without waiting for confirmation by the Contractor.
8. The arrangement shall be valid initially for a period up to 31<sup>st</sup> May, 2018 from the date of award of the contract. The contract could be renewed further for two terms of one year each on mutually agreed terms & conditions, depending upon satisfactory services of the Contractor.

(Seal and Signature of the Contractor)

9. All the workers engaged by the Contractor for carrying out tasks under this contract, shall be deemed to be the employees of the Contractor only. The contractor shall be solely responsible for their conduct , wages, fringe benefits, conduct, duty roster, leave-records, relievers, etc. The contractor shall also provide its Workers photo-identity cards which shall be checked by the NIFT as and when necessary.
10. Non compliance of any terms and conditions enumerated in the contract shall be treated as breach of contract.

### **C. FINANCIAL TERMS & CONDITIONS**

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1. Semester fees from the students (both hostellers and day scholars) for providing catering services at approved rates shall be collected by the Institute along with their tuition fees. Payments of Mess fees to the catering contractor shall be made in five equal installments per semester on the basis of actual fees received.
2. Charges for the lunch, snacks etc. provided on occasions as per the orders of NIFT shall be paid on submission of bills.
3. The payment towards hospitality bills of NIFT office shall be released on a monthly basis after scrutiny of authorization of supply and the prices claimed by contractor. Any supply of food items without proper authorization by the designated authority of NIFT shall not be paid for.
4. In addition to catering services to students for Lunch & Dinner included in the Mess fees, if any student buys beverages/bakery items/fruits etc. available at the Mess Counter, the Contractor shall charge the prescribed rates directly from the students in cash. The Institute shall not be responsible for any such dues from students. Also, if any student entertain their friends/guests/family members at the Mess/Canteen, such charges should be collected by the Contractor, directly from students.
5. Similarly, as and when faculty/staff/visiting faculty avail Mess/Canteen services, such charges should be collected by the contractor directly, and the Institute shall not be responsible for the same.
6. NIFT shall not be responsible for the release of benefits, such as Provident Fund, ESI, Pensionary benefits or allowances. Any changes in the Minimum Wages Act, or in any other labour legislation or other statutory obligations during the validity period of the contract shall be the sole responsibility of the Contractor.
7. Income tax, as per prevalent laws, shall be deducted at source while making payment of Contractor's bills.
8. The contractor shall be required to **deposit an amount of Rs. 1,25,000/-** (Rupees One Lakh Twenty Five Thousand only) as security deposit immediately after issuance of Work Order in the form of demand draft of nationalized bank/schedule bank only in favour of NIFT payable at Bhopal. No interest shall be paid on such security deposit, which shall remain with Institute during the continuance of the contract and it shall be released only three months after the expiry or termination of the contract, subject to clearance of all dues by the contractor.

#### **ARBITRATION:**

All disputes arising between the parties shall be referred to and settled through Arbitration conducted in accordance with the provisions of the Arbitration & Conciliation Act, 1996 and the rules framed there under. Such Disputes shall be adjudicated by an arbitrator to be appointed by the Director of the Institute. The place of arbitration shall be Bhopal. The language of arbitration shall be English.

#### **JURISDICTION:**

Notwithstanding any other court or courts having jurisdiction to decide the question(s) forming the subject matter of the reference if the same had been the subject matter of suit, any and all actions and proceedings arising out of or relating to the contract (including any arbitration in terms thereof) shall lie only in the court of competent civil jurisdiction in this behalf at Bhopal and only the said courts shall have jurisdiction to entertain and try such action(s) and/or proceedings to the exclusion of all the other courts.

#### **WAIVER:**

No failure or delay by NIFT in enforcing any right to remedy of NIFT in terms of contract or any obligation or liability of the contractor in terms thereof shall be deemed to be a waiver of such right, remedy obligation or liability, as the case may be, by NIFT and notwithstanding such failure or delay, NIFT shall be entitled at any time to enforce such right, remedy, obligation or liability, as the case may be.

(Seal and Signature of the Contractor)



## Menu for Breakfast, Lunch, Evening Snacks and Dinner

Unlimited food is to be supplied during all above slots. General/ indicative menu, list of items to be served during above timing are as follow

### **A) Morning Breakfast – 7.45 am to 8.45 a.m.:**

- a) Tea b) Cornflakes or Dalia.
- c) Coffee d) Butter toast
- e) Milk, Chocolate powder
- f) Boiled Gram or Sprouted Mung
- g) Bread butter, All type of Sandwiches
- h) Omlette, Bhurji, Egg items by order
- i) Any one of the Hot snacks (listed below)

***Out of the following hot snacks, you have to provide only one freshly prepared snack in the breakfast***

Samosa /Kachori /Upma  
Cutlets/ Batata Pauva/ Bread Pakoda  
Vada-Sambhar / Ragda Pettish/ Dahi vada  
Bhajiya (seasonal vegetables) Dal Vada / Batata Vada /Idli sambhar.

### **B) Tea break during 11:00 to 11. 30 a.m.:**

Tea-Coffee and biscuits

### **C) Tea break during 03:00 to 04:00 p.m.:**

Tea-Coffee and biscuits

### **D) Evening snack during 4.30 to 6:00 p.m.:**

Popcorn, Vegetable puff, and Hot snack (out of above list which is not served in the morning) excluding Milk, Chocolate powder, Cornflake or Dalia.

### **E) Lunch/Dinner:**

- 1) Vegetable soup in the lunch
- 2) Two dishes of vegetables / Paneer / Grams /Egg Curry
- 3) Plain Rice / Jira Rice / Fried rice / Pulav
- 4) Punjabi or Rajasthani Kadhi / Punjabi or Gujarati Dal / Dalmakhani / Panchratna Dal (Mixture of five types of Dals)
- 5) Dahi / Butter milk / Bundi raita / Vegetables raita
- 6) Chapati / Butter Roti / Nan / Tanduri Roti / Paratha / Stuffed Paratha
- 7) Salad
- 8) Pickles / Papad
- 9) Non-vegetable (Chicken items such as chicken masala, butter chicken, tandoori chicken, fish, Chicken Briyani, etc.) to be served **twice in a week** in lunch (Wednesday / Sunday).
- 10) Sweet dish to be served **twice in a week** during lunch (from Tuesday to Thursday), Seasonal fruits to be served **once in a week** in day time.
- 11) One menu can be served only twice a month

***All above food items (from morning breakfast to dinner) are to be served unlimited.***

***For Hostellers : All above food items will be served.***

***For Day Scholars : Morning Breakfast, Lunch and Evening Snacks will be served (Excluded Dinner).***

(Seal and Signature of the Contractor)

**PART – I TECHNICAL BID**

**Name and Address of Tenderer**

a. Name of the Firm : \_\_\_\_\_

b. Whether Proprietary or Partnership : \_\_\_\_\_

c. Name of Owner / Partners : \_\_\_\_\_

d. Address of the Firm : \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

e.

<b>Required Documents</b>	<b>Attached / Not Attached</b>
Shop and Establishment Certificate / VAT Registration Certificate / TIN Number / Service tax registration	
Tender fees of Rs. 1000/- (In case the tender document is downloaded from the website) or a copy of receipt purchased from NIFT	
DD for Earnest Money Deposit Rs. 50,000/-	
Attested copy of PF registration with regional PF commissioner	
Attested copy of PAN card	
Attested copy of license from Food Safety and Standards Authority of India (FSSAI)	
Experience certificate of 2 years in NIFT, IIM, IIT, NIT, Any Other National Institute	

f. Total professional work experience : \_\_\_\_\_  
(Proof must be enclosed)

**g. Details of EMD (Rs. 50, 000/-)**

1) Draft No. : \_\_\_\_\_

2) Issuing Bank : \_\_\_\_\_

3) Amount Rs. : \_\_\_\_\_

**h. Details of Tender fees (Rs. 1000/-) (In case the tender document is downloaded from the website)**

1) Draft No. : \_\_\_\_\_

2) Issuing Bank : \_\_\_\_\_

3) Amount Rs. : \_\_\_\_\_

**Date :**

**(Signature & Seal of the Contractor)**

(Seal and Signature of the Contractor)

**Details of Experience and Turnover.**

**Total Turnover per year for the last three financial years:**

**1.**

Sl No.	Name of the Organization	Address and phone nos. of the organisation	Period		Contract value per year in Rs.
			From	To	

**2. For the financial year 2014-2015 Rs \_\_\_\_\_**

**3. For the financial year 2015-2016 Rs \_\_\_\_\_**

**4. For the financial year 2016-2017 Rs \_\_\_\_\_**

**Supporting documents reflecting the turnover per year must be attached.**

**Enclosure:**

1. Copy of the Work order /Agreement of all the organization mentioned above.
2. Experience certificates from all the organization mentioned above.

**UNDERTAKING**

I hereby undertake that the information provided above and elsewhere in the tender is true and the tender is liable to rejection if the same is found to false or the information is found to be supposed by me

**Date :**

**(Signature & Seal of the Contractor)**

(Seal and Signature of the Contractor)

**NATIONAL INSTITUTE OF FASHION TECHNOLOGY**

**Part II – PRICE & EVALUATION BID**

Mention the Quotes as under:

Sr. No.	Criteria	Quotes (in Rupees)
1.	Experience of running Mess or Canteen in NIFT, IIM, IIT, NIT, Any Other National Institute.	(Mention number of years of experience attaching supporting documents)
2.	Certification as to “Very Good Food and Services of Mess / Canteen run by M/s. ....” by satisfied students along with signature of the concerned student, copy of College / Institute Identity card of the respective student, mention of student contact number.....	(Mention Total number of student certifications attaching student ID as supporting document)
3(A)	Monthly Price quoted for serving all meal per day to each student as per details in Annexure – A.	(Mention Quote in Rupees)
3(B)	Monthly Price quoted for serving all meal except Dinner for Day Scholar, per day to each student as per details in Annexure – A.	(Mention Quote in Rupees)
4.	Monthly Maintenance Charges (Excluding Service Tax) to be paid to NIFT - Bhopal, apart from actual Electricity Charges (Minimum Rs. 10,000/= p.m.).	(Mention Quote in Rupees)

*\*Service Tax (currently 15% w.e.f. 1<sup>st</sup> June, 2016) is chargeable on maintenance charges & electricity charges.*

**CERTIFICATE**

I hereby certify that I have studied all the terms and conditions of the tender document, understood the same and hereby accept the same and signing this document as an authorized signatory in the capacity of \_\_\_\_\_.

Date : \_\_\_\_\_ Signature : \_\_\_\_\_

Place : \_\_\_\_\_ Name : \_\_\_\_\_

Designation

Seal of the Company / Agency:

(Seal and Signature of the Contractor)