



NIT No.: 11/2019(Pur-Kol)



NATIONAL INSTITUTE OF FASHION TECHNOLOGY, KOLKATA

(A Statutory Body governed by the NIFT Act 2006 & set up by Ministry of Textiles, Govt. of India)

TENDER

FOR

CANTEEN SERVICE FOR CAMPUS & GIRLS' HOSTEL

NIT No.: 11/2019(Pur-Kol)

Date of tender notification	14/05/2019
Download of tender document commence from	14/05/2019
Last date of download of Tender documents	03/06/2019 at 12:00 noon.
Last date for receipt of duly filled in tenders	03/06/2019 at 2.00 pm.
Date and time of opening of tenders (Technical Bid)	03/06/2019 at 3.00 pm.

Opening Date and Time of Financial Bidding: will be notified to the short listed bidders only

PREAMBLE / INTRODUCTION

National Institute of Fashion Technology is a Statutory Body governed by the NIFT Act 2006 & set up by the Ministry of Textiles, Govt. of India

- Note:**
- 1. NIFT Donations are exempted u/s 80 (G) of Income Tax Act.**
 - 2. Being registered with DSIR, NIFT is entitled for Customs/Central Excise duty exemption.**

INTRODUCTION

National Institute of Fashion Technology (NIFT) was set up by the Ministry of Textiles Government of India in 1986 which has been accorded statutory status under the Act of Parliament in 2006 (NIFT Act 2006) for the promotion and development of education and research in field of Fashion Technology. NIFT provides Fashion business education across the country through its network of 16 centers. It provides four years Under Graduate (UG) program in Design and Technology, two years Post Graduate (PG) program to address the specialized needs of professionals and students in the field on Fashion. NIFT has its Head Office at New Delhi with its campuses located at Bengaluru, Bhopal, Bhubaneswar, Chennai, Gandhinagar, Hyderabad, Jodhpur, Kangra, Kannur, Kolkata, Mumbai, New Delhi, Patna, Rae Bareli, Shillong and Srinagar.



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Founded in 1995, National Institute of Fashion Technology (NIFT) Kolkata is providing education in the field of Design, Technology and Management. NIFT Kolkata is one of the seven oldest Centres among the NIFT fraternity and stands as a pioneer of training in the field of Fashion and Research.

NOTICE INVITING TENDER

NIFT, Kolkata invites tender under two bid systems for “Canteen Service for Campus & Girls’ Hostel” from eligible reputed Firms/Agencies having at least 03 (Three) years work experience in executing similar kind of service/jobs in Central/State Govt. Department/PSUs/MNCs Reputed Academic Institutes/Organisations.

The bid should be addressed to the Purchase Officer, National Institute of Fashion Technology, Block-LA, Plot-3B, Sector-III, Salt Lake City, Kolkata- 700106. Bidders are requested to **sign on all the pages**. The Technical Bid & the Financial Bid should be sealed by the bidder in separate covers duly superscribed with “Tender for Canteen Service-Technical Bid” and “Tender for Canteen Service-Financial Bid” respectively & both these sealed covers should be put in a bigger cover which should also be sealed & duly superscribed with “**Tender for Canteen Service for Campus & Girls’ Hostel at NIFT Kolkata (NIT No.: 11/2019(Pur-Kol))**”. The tender, duly sealed, may be sent or dropped in the Tender Box kept at the said address as per schedule. The Technical bids will be opened as per the schedule during which tenderer or its authorised representative(s) may remain present at their discretion.

1. SCOPE OF WORK FOR CANTEEN CONTRACTOR

1. The successful tenderer should be an established caterer and shall be responsible for providing Food & Beverages to the students, staff, officer, faculty and others of the Campus and Girl’s Hostel.
2. Normally, the contractor shall not serve tea/coffee. However, he may arrange tea, coffee, snacks, lunch, etc. in various official meetings, programmes, seminars and functions organized by the Institute from time to time. In addition, people visiting NIFT in connection with various activities of the Institute may also avail these services.
3. The Contractor will be required to provide service as per the following time schedule:

Campus Canteen (NIFT Campus, at Block-LA, Plot-3B, Sector-III, Salt Lake City, near 16 no. water Tank, Salt Lake, Kolkata-700106)

Day of operation: from **Monday to Friday** of the week. If required, the canteen should remain open even on Saturday, Sunday and other public holidays if so needed.

- | | |
|--------------------------|------------------------|
| (a) Breakfast | :: 8.30 am to 11:00 am |
| (b) Lunch | :: 12:00 am to 3:00 pm |
| (c) Evening Snacks & Tea | :: 4:00 pm to 8:30 pm |



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Girls' Hostel Canteen (NIFT Girls' Hostel at GE-4, near 12 no. Water Tank, Salt Lake, Kolkata-700106)

Day of operation: from **Sunday to Saturday** of the week.

(a) Breakfast	:: 7:00 am to 9:00 am (on holidays 8.00 am to 11.30 am)
(b) Lunch	:: 12.00 noon to 3:00 pm
	(On Saturday, Sunday and other public holidays)
(c) Evening Snacks & Tea	:: 5.30 pm to 7.30 pm
(d) Dinner	:: 8:00 pm to 10:30pm

NIFT authority may place order for breakfast/lunch/snacks/food, etc. for special occasions and for its various events as may be required from time to time and accordingly, the contractor need to arrange and supply the same and payment will be made as per rate to be decided based on satisfactory service.

2. GENERAL TERMS AND CONDITIONS

1. Please read the terms & conditions carefully before submission/filling up the document. Incomplete tender documents will be summarily rejected.
2. The Contract shall be initially engaged for one year and the service may be extended/renewed for further period subject to satisfactory service.
3. The agency/tenderer should have **at least three years** of relevant experience in executing/rendering such service.
4. The contract for Canteen Service for Campus & Girls' Hostel shall be a commercial contract and between NIFT & the successful tenderer. There shall be no employer-employee relationship between NIFT and the Tenderer or the staff/personnel deputed by the said contractor.
5. Submission of tender documents beyond the scheduled last date & time due to whatever reasons including postal delay and without the required fees, Annexure(s) and documents will not be considered.
6. All tenderers are required to submit **Earnest Money Deposit (EMD) of Rs.75,000/-** (refundable) in the form of Demand Draft (to be drawn beyond the date of notification of this NIT) in favour of "NIFT Kolkata" payable at Kolkata. No interest shall be paid on the said EMD and will be returned after finalization of the tender; however, the EMD of the successful bidder will remain with NIFT and will be forfeited under the following circumstances:
 - a. If information declared/document submitted found false/fake/forged.
 - b. If the selected/successful bidder does not accept the W.O. or, unable to provide service.
 - c. If the bidder withdraws his bid/quote

Those who are exempted from submitting EMD should submit valid document issued by the concerned authority (viz. NSIC etc.). The certificate should contain the name of the specific business or product as the case may be.

7. The average minimum annual turnover of the tenderer for past 02 (Two) years [FY 2016-17, 2017-18, 2018-19, (any two)] should not be less than **Rs.25 lakh** which should be substantiated by Audit Report/ITR.

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8. NIFT reserves the right to obtain feedback from the previous/present clients of the Tenderer and also depute its team(s) to inspect the site(s) of the present contract(s) for on-the-spot first-hand information regarding the quality of food and service provided by the Tenderer. Decision of NIFT with regard to award of the contract will depend upon the feedback received by it from the previous/and present clients and also from its team(s) deputed for the purpose. The decision of the Institute in this regard will be final and binding on all the bidders.
9. The name and address of the bidder shall be clearly written in the space provided for the purpose and no over-writing, correction; insertion shall be permitted in any part of the tender unless duly countersigned by the bidder. The tender should be filled in and submitted strictly in accordance with the instructions contained therein; otherwise the Tender is liable to be rejected.
10. The Financial bids submitted by all bidders should be valid at least for a minimum period of three months from the date of opening of Technical Bid.
11. Canvassing in any form will make the tender liable to rejection upfront.
12. NIFT reserves the right to call upon the tenderer to remove any person employed/working in the NIFT canteen, if found unsuitable for service on account of hygiene or health or conduct or any other administrative reasons, NIFT reserves the rights to disallow the person not having the identity card.
13. If wastage of any resource is found, appropriate penalty will be imposed by NIFT Authorities.
14. The Tenderer's crew shall not be allowed to use any other service area situated outside the canteen complex.
15. Washing clothes, vehicles etc. are not allowed inside the NIFT Campus.
16. The responsibility for dispose of garbage is solely on successful tenderer.
17. Any NIFT officer can do a surprise check during the office time to check the quality of food and hygiene.
18. The contractor will do regular pest & flies control at his own cost.
19. The bidder will be required to submit anti-profiteering format under GST laws after finalization of tender.
20. All payments made to contractor will be subject to applicable Tax Deduction at Source.
21. The contractor shall be responsible for engaging adequate number of trained/semi-trained manpower required for providing Canteen service in NIFT. Deployment of child labour is strictly prohibited under the law.
22. The staff members of the contractor should possess good health and should be free from any diseases, especially contagious and frequently recurring diseases.
23. The contractor will, prior to the commencement of the operation of contract, make available to NIFT the particulars of all the staff members who will be deployed at the Institute/ Hostel premises for running the Canteen. Such particulars, inter alia, should include name, Father's Name, age/date of birth, permanent address, etc. with photo identity (voter card, Aadhaar Card, etc.)

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24. The Staff members of the Canteen, deputed by the contractor, should be in uniform which shall be provided by the Contractor at his own cost. They must wear proper uniform and valid ID cards to be issued by the contractor.
25. The contractor shall ensure compliance of all laws relating to cleanliness, sanitary, hygiene and health conditions and other laws in force from time to time with regard to the environment around cooking place, dining place and surroundings.
26. The contractor shall be responsible for conduct and behavior of his staff and any loss or damage to Institute's moveable or immovable property due to the conduct of the contractor's staff shall be made good by the contractor. If it is found that the conduct or efficiency of any person deployed by the contractor is unsatisfactory, the contractor shall replace the concerned person immediately under intimation to NIFT.
27. The contractor shall keep the Canteen and its surrounding areas clean and ensure hygiene. The cleaning includes cleaning of kitchen, Dining space, Canteen hall, floor, counter, benches, tables, chairs, etc. NIFT management will have 24 hours access to inspect the Canteen premises at any time for ensuring the cleanliness and hygienic conditions of the entire Canteen premises.
28. The contractor will use only branded raw materials for preparation of various food items. The Institute reserves the right to appoint officers/officials to inspect the quality of raw material, food and other items prepared and sold in the Canteen. Any adverse pointed out by such officers/officials during their visit shall be properly attended by the contractor.
29. Care must be taken to ensure that, while carrying out the work, no fittings, fixtures, furnishings, equipments provided by the Institute are damaged. Any damages done to the same or any other property, will have to be repaired/replaced by the Contractor, failing which the same will be got done by NIFT at the contractor's risk and cost. In this regard, the decision of NIFT shall be final and binding on the contractor.
30. Storing/supply/sale and consumption of drugs, alcoholic drinks, cigarettes or any other items of intoxication are strictly prohibited in the Institute Hostel premises, including Canteen area. Any breach of such restrictions by the Canteen Contractor will attract deterrent action against the contractor.
31. NIFT shall in no way be responsible for any default with regard to any statutory obligation related to the manpower deputed by the agency/firm.
32. The contractor will bring his own tools, Gas Cylinder [commercial], Stoves, cookers, hot boxes, steam boxes, trolleys, equipment, utensils, plates, jugs, etc., in sufficient quantity as are needed to render the Canteen Service at his own cost.
33. The contractor shall install electronic fly-kill/insect repellent equipment, emergency lighting/ gas and fuel supply at his own cost.
34. NIFT will not provide any mode of transport in respect of manpower or any items/materials required for the Canteen Service.
35. The furniture and fittings etc. as stated above shall remain the property of the NIFT and the Contractor shall be responsible for any loss, theft, misplacement or damage whatsoever for which NIFT shall be at liberty to claim compensation.

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36. The contractor should take all the safety measures (including fire) while running the canteen. He will keep First Aid box in the canteen mainly for the persons deployed to work in canteen.
37. The contractor shall display the daily menu and the rate chart clearly mentioning the rates of all the food articles, soft drinks, tea, coffee and juices, etc. to be sold in the canteen at a prominent place.
38. Contractor must ensure daily removal of canteen garbage from the canteen premises to allotted area. However, the garbage, before disposing off, may be checked by security personnel.
39. Employee(s) of Canteen contractor will not stay in during the timing between 11:00 p.m. to 5:00 a.m. (next day) unless otherwise permitted.
40. The Contractor shall not engage any Sub-Agent or Sub-Contractor whatsoever for running the Canteen Service for Campus and Girls' Hostel.
41. Agency (the contractor) shall abide by the Rules and Regulations of the NIFT, as may be enforced from time to time. The Contractor will have to work in close co-operation with others at the site.
42. It is strongly recommended that the tenderer should inspect the site any time during working hours on any working day with prior appointment(033-2335-7546) before submission of bid; no extra amount shall be payable for lack of knowledge of the site conditions and constraints, if any faced subsequently.
43. An agreement on Non-judicial Stamp paper containing all the terms and conditions of the service is to be made by the successful tenderer with NIFT within one month from the date of receiving of work order and the same should be notarised by the contractor at his own cost.
44. Any query/clarification with respect to the tender (T&Cs, etc.) may get cleared prior to submission of bid; concerned NIFT official(s) may be contacted (033-23357546) in this regard in between 10.00 am to 5.00 pm on any working day). However, NIFT will not entertain or clarify any such query during post bid.
45. All disputes are subject to Kolkata Jurisdiction only.

3. EVALUATION OF FINANCIAL BIDS

1. Even after qualifying in the technical bid, the financial bid may be rejected if found not in order.
2. The contractor should ensure that the items listed in **Annexure-IV** shall be available at the Canteen and shall be sold at the rates mentioned therein. The said rates are normal standard rates which the contractor shall charge. However, the said rates are subject to change which may be mutually agreed with justification by the contractor and NIFT. In case any revision in rates the decision of NIFT shall be final and binding on the contractor. Rates should not be charged more than the prevailing Market Rate/MRP.
3. The Institute will provide the following to the Contractor:
 - a. Space for Lunch/Dinner hall, kitchen, service station and store space.
 - b. Tables & Chairs.
 - c. Fans & Lights
 - d. Water supply
 - e. Electricity (chargeable on actual).

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4. The contract will be awarded on the basis of highest maintenance charges **(H-1)**. However, the minimum maintenance charges to be paid by the contractor to NIFT should be not be less than Rs.12,000/-+ 18% GST as applicable per month, in addition to the payment of electricity charges as per actual consumption.
5. In case of H-I is more than one, the selection criteria [viz. the past performance, turnover, etc.] would be at the discretion of NIFT. The decision of NIFT, in this regard and for selection of successful bidder in such a situation, will be final in all respect and will be binding on all the tenderers.

7. SECURITY DEPOSIT

1. The contractor shall be required to deposit an amount of **Rs.1,00,000/-** as Security Deposit immediately on acceptance of Work Order in the form of demand draft of any nationalized bank/schedule bank only in favour of NIFT, Kolkata. No interest shall be paid on such security deposit, which shall remain with the Institute during the continuance of the contract and it shall be released only after two months of expiry or termination of the contract, subject to clearance of all dues by the contractor.
2. If the Contract is terminated by the Contractor without giving stipulated period of notice or fails to observe the terms & conditions of the tender, the Security Deposit will be forfeited without prejudice to the NIFT Management's right to proceed against the contractor for any additional damages that the Institute suffers as a result of the breach of the aforesaid terms and conditions.

8. MAINTENANCE AND ELECTRICITY CHARGES

1. The Contractor will be required to pay to the Institute and Hostel electricity charges on actual basis, for which sub-meters shall be provided for kitchen and service area. Out of the total bills received by the Institute for electricity consumption, the amount in respect of the units consumed by the Contractor shall be paid by him/her to the Institute.
2. The minimum maintenance charges to be paid by the contractor to NIFT should be not be less than Rs.12,000/-+ 18% GST as applicable per month, in addition to the payment of electricity charges as per actual consumption.
3. It may be noted that the students remain away from the Institute during breaks in part of June, July, December and part of January the contractor shall pay only 50% of maintenance charges per month for full month and in case of part of the month, the charges will be calculated on pro-rata basis.
4. The commercial gas connections and it's refilling will be borne by the contractor at his own cost.

9. STATUTORY OBLIGATIONS OF THE TENDERER (CONTRACTOR)

1. The employees or the Contractor should possess good health and should be free from any diseases, especially contagious and frequently recurring diseases.

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2. The Contractor will, prior to the commencement of the operation of contract, make available to NIFT the particulars of all the employees who will be deployed at the Institute and Hostel premises for running the Canteen. Such particulars, inter alia, should include age/date of birth, permanent address, police verification report and profile of the health status of the employee.
3. The Contractor shall be responsible for timely payment of wages to his/her workers as per Minimum Wages Act of Govt. of India and fulfill all other statutory obligations, such as, Provident Fund, ESI, GST, Workman's Compensation Act/Fatal Accident Act, Personal Injuries etc., whichever is applicable. NIFT will not be responsible for any default w.r.t. statutory default, if any.
4. The Contractor shall ensure proper discipline among his/her workers and further ensure that they do not indulge in any unlawful activity.
5. Employment of child labour is strictly prohibited under law. Therefore, the Contractor will not employ any child.
6. In the event of violation of any contractual or statutory obligations by the Contractor, he/she shall be responsible and liable for the same. Further, in the event of any action, claim, damages, suit initiated against the Institute by any individual, agency or government authority due to acts of the Contractor, the Contractor shall be liable to make good/compensate such claims or damages to the Institute. As a result of the acts of the Contractor, if the Institute is required to pay any damages to any individual, agency or government authority, the Contractor would be required to reimburse such amount to the Institute or the Institute reserves the right to recover such amount from the payment(s) due to the Contractor while setting his/her bills or from the amount of Security Deposit of the Contractor lying with the Institute.
7. The Contractor shall ensure compliance of all laws relating to cleanliness, sanitary, hygienic and health conditions and other laws in force from time to time with regard to the environment in and around the canteen premises, i.e. cooking place, dining hall and surroundings etc.
8. The Canteen staff shall be in uniform with identity card bearing photographs while on duty. The Contractor shall provide sufficient sets of Uniforms and pair of shoes to his employees and shall ensure that they wear them while on duty.
9. The Contractor shall be personally responsible for conduct and behavior of this staff and any loss or damage to Institute's moveable or immovable property due to the conduct of the Contractor's staff shall be made good by the Contractor and the said staff shall be replaced immediately under intimation to NIFT. The decision of NIFT in this regard shall be final and binding on the Contractor.
10. The Contractor shall not appoint any sub-contractor to carry out his obligations under the contract.
11. The Contractor shall keep the Canteen and its surrounding areas clean and ensure sanitation every day after the service are over. The cleaning includes cleaning of kitchen, Canteen hall, floor, counter, benches, tables, chairs etc. NIFT management will have 24 hour access to inspect the Canteen premises at any time for ensuring the cleanliness and hygiene of the Canteen premises.

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12. The Institute reserves the right to appoint officers/officials to inspect the quality of raw material, food and other items prepared and sold in the Canteen. Any anomaly pointed out by such officers/officials during visits shall be attended to by the Contractor.
13. The contract shall be solely liable for any mishap/casualty including fire explosion etc. happens/occurs during the contract period in the canteen premises and the Contractor shall be entitled to pay compensation to the victim/s if any in the said mishap and there will be no liability of NIFT in this regard either towards the Contractor or towards the victims.

10. **TERMINATION OF THE CONTRACT**

1. The Contract can be terminated by either party, i.e., NIFT or the Contractor, after giving one-month notice to the other party extendable by mutual agreement till alternate arrangements are made. However, NIFT reserves the right to terminate the contract without giving any notice in case the Contractor commits breach of any of the terms of the contract. NIFT's decision in such a situation shall be final and shall be accepted by the Contractor without any objection or resistance.
2. On termination of the Contract, the Contractor will hand over all the equipments/furniture/articles etc., if any, supplied by NIFT, in good working condition to NIFT.

11. **PENALTY**

1. 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 arbitral tribunal comprising of three arbitrators, one to be appointed by each party and the two appointed arbitrators shall jointly appoint the third arbitrator for the purpose of constituting the arbitration tribunal. The arbitrators shall have powers to award only such remedy as is contemplated by this Agreement, including as appropriate, injunctive relief. The place of arbitration shall be Centre Name. The language of arbitration shall be English.
2. If the Institute is not satisfied with the quality of eatables served, service provided or behavior of the contractor or his/her employees, the Contractor will be served with 24-hour notice to improve or rectify the defect(s), failing which the NIFT will be at liberty to take appropriate necessary steps as deemed fit.
3. 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 Centre Location and only the said courts shall have jurisdiction in this behalf at Centre Location and only the said courts shall have jurisdiction to entertain any try such action(s) and /or proceedings to the exclusion of all the other courts.

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4. The raw material used for cooking may be checked by NIFT Officer at any time and if substandard/unauthorized material is found and after issued three adverse notices, it will be treated as breach of contract and the Director can review the contract. Contractor shall have to abide by the decision of Director.
5. The Institute reserves the right to impose penalty [to be decided by the NIFT authority] on the contractor for any lapse in maintaining the quality and the service willfully or otherwise by the contractor or his staff or for any adulteration.

12. OBLIGATIONS OF THE CONTRACTOR

1. The Contractor will use only branded raw material for preparation of items. The permissible brands of various items are given in Annexure-II.
2. The Contractor will bring his own tools, cooks, hot boxes, steam boxes, trolleys, equipment, utensils, plates, jugs etc., in sufficient quantity as needed to maintain the Canteen service for Campus & Hostel.
3. Care must be taken to ensure that, while carrying out the work, no fittings, fixtures, furnishings, equipments provided by the Institute are damaged. Any damages done to the same or any other property will have to be repaired/replaced by the Contractor, failing which the same will be got done by NIFT at the contractor's risk and cost. In this regard, the decision of the designated officer of NIFT shall be final and binding on the Contractor.
4. All work shall be carried out with due regard to the convenience of NIFT. The orders of the concerned authority shall be strictly observed.

NIFT reserves the right to accept or reject any or all the tenders in part or whole or may cancel the tender at its sole discretion without assigning any reason whatsoever and decision of NIFT in this regard shall be final and binding. No further correspondence in this regard will be entertained.



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Annexure- I

TENDERER TO FILL UP THIS PAGE

1.
 - a. Name of the tenderer/organization
 - b. Name of the proprietor/partners.....
 - c. Date of Establishment:
 - d. Please specify as to whether Tenderer is sole proprietor/ Partnership firm/ Private or Limited Company.....
2. a. Address (Office):
- b. Telephone/Phone No.
- c. Email ID

3. LIST OF PRESENT CLIENTS

(Tenders not accompanied by this information & documents in support of the same may be summarily rejected)

S. no.	Clients name, address & contact no.	Client phone & address of present canteen	Period of contract	No. of person availing catering facility	Contract value per month

LIST PAST CLIENTS DURING LAST TWO YEARS (OTHER THAN PRESENT CLIENTS)

S. No.	Clients name, address & contract no.	Name of contract person & phone no.	No. of persons availed catering service at a time	Period of contract	Contract value per month	Reason for termination if any



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4. Furnish copies of the following documents: [Please ✓]

- i. Trade License
- ii. Registration under the Shops and Establishment Act.
- iii. Food & adulteration certificate would also be required
- iv. PAN Registration
- v. GST Registration
- vi. ITR (AY 16-17, 17-18 & 18-19, any two)

5. DD [enclosed] details:

DD no. _____, dtd. _____, amt. _____, bank _____ [EMD]

Permissible Brands of Consumables

NIFT shall not provide any consumable or non-consumable items including raw materials at the Canteen for the purpose of said service.

ITEM	BRAND
Salt	Iodised salt of good quality
Spices	MDH, MTR or equivalent quality brands or Agmark brand good quality branded items.
Ketchup	Good quality of standard brand
Oil	Refined oil of good quality
Pickle	Good quality of standard brand
Atta	Good quality of standard brand
Butter	Good quality of standard brand
Bread	Good quality of standard brand
Jam	Good quality of standard brand
Milk	Toned milk of standard brand
Paneer	Good quality of standard brand
Tea	Good quality of standard brand
Coffee	Filter Coffee
Biscuits	Good quality of standard brand
Ice Cream, Lassi, Curd	Good quality of standard brand
Mixtures/Chips	Good quality of standard brand
Mineral Water	ISI marked
Besan, Dal	Good quality of standard brand
Rice	Basmati, Gobindabhog
Cold Drinks	Standard brand
Juices	Sealed container of standard brand
Lemon Water	Sealed container of standard brand
Sweet	Good quality



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UNDERTAKING BY THE CANTEEN CONTRACTOR

I/We have carefully gone through the various terms and conditions listed above for providing of Canteen Service for Campus & Girls' Hostel at NIFT Kolkata. I/We agree to all these conditions and offer to provide Canteen service for Campus & Girls' Hostel at NIFT Kolkata. I/We are making this offer after carefully reading the conditions and understanding the same without any kind of pressure or influence from any source whatsoever. I/We have acquainted ourselves with the tasks required to be carried out, before making this offer. I/We hereby sign this undertaking in token of our acceptance of various conditions listed above.

Place: _____

Date: _____

Name & Signature of Contractor

Address: _____

Phone No (O): _____

(R) _____

(M) _____



TECHNICAL BID
For
Canteen Service for Campus & Girls' Hostel

Sl. No.	Particulars	Mention 'Yes' or 'No'
01	Whether Demand Draft of Rs.75,000/- (Refundable) in favour of NIFT, KOLKATA is submitted as EMD (to be submitted with the Technical Bid). (if exempted, enclose supporting document)	
02	Whether capable and agreed to submit Rs.1,00,000/- (Refundable) as Security Deposit, if work order is awarded.	
03	Whether document in support of having minimum 03 (Three) years experience in executing of similar service of service alongwith a list of organizations (Govt., PSU, reputed MNCs/Educational Institutes/organisations) where the Tenderer is currently providing/ has earlier provided this kind of service, submitted.	
04	Whether Trade License/GST Registration for this kind of jobs submitted	
05	Whether copy of registration under the Shops and Establishment Act submitted	
06	Whether copy of PAN submitted	
07	Whether copy of Food & Adulteration certificate submitted	
08	Whether average minimum Annual turnover is Rs.25 Lakhs during the last two years [i.e. <u>Financial Year</u> : 2015-2016, 2016-17 & 2017-18] (any two) [Please attach relevant documents, viz. Trading, PL & Balance Sheet (audit report from authorized chartered Accountant), etc. as a proof]	
09	Whether Copy of Income Tax Return for last 2 years submitted (<u>Assessment Year</u> : 2016-2017, 2017-18) & 2018-19, (any two)	
10	Whether agreed to abide by all the terms & conditions of this tender	
11	Whether all DDs, Annexure-I, II, III, IV & undertaking duly filled has been submitted with "Technical Bid" and Annexure-V with the "Financial Bid".	



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ANNEXURE-IV

A) For Girls' Hostel Canteen

Payment: The contractor will be paid approx. **@Rs.2,950.00 per month** [Rs.2,810.00 +Rs. 140.00 (05% GST)] (subject to change) per student. At present there are around 200 hostellers (Students) in the Hostel. However, the numbers of hostellers are subject to change and payment will be raised on actual on monthly arrear basis. Also, the said mode of payment is subject to change depending on NIFT policy.

In general, the Hostel canteen will remain open every day (including holidays) of the week for supply of Tea, Snacks, Breakfast, Lunch, Dinner etc. to the Hostel students of NIFT.

General/indicative mess menu, list of items to be served as per the time mentioned above, unlimited food to be served.

Appendix:-A

Day	Breakfast	Lunch(Saturday, Sunday & Public Holidays)	Snacks	Dinner
Sunday	Tea/coffee, milk, cornflakes, Bread butter, jam, omlette, Seasonal Fruit	Parathe (muli+gobhi/pyaz), dahi Veg Biryani, papad salad	Pakoda tea/coffee	Zeera Rica, Roti,egg curry, mung dal, panner, capsicum, papad
Monday	Tea/Coffee, milk, cornflakes, Bread butter, jam, kachori (aloo pyaz), boiled egg, Seasonal Fruit	Roti, rice, dal, makhani, palak paneer, aloo onion, papad, bundi raita, salad	Patties, tea/coffee	Rice, Roti, dal tadka, dal-methi(green), black chana (gravy)
Tuesday	Tea/coffee, milk, cornflakes, bread butter, jam, idli, sambhar/poha, sprouted mung, boiled egg, Seasonal Fruit	Roti, rice, arhar dal, dry gobi aloo, veg raitaveg biryani	Pasta/bhel puri, tea/coffee	Rice, Roti, dum aloo, kadhi, papad
Wednesday	Tea/coffee, milk, cornflakes, Bread butter, jam, veg sandwich, and daliya, boiled egg, Seasonal Fruit	Roti, rice, shev ki sabzi, rajma, pakoda ki sabzi, papad, bundi raita, salad	Pav bhaji, tea/coffee	Rice, plain parathe, baigun bhurta, chana dal, zerra rice
Thursday	Tea/coffee, milk, cornflakes, Bread butter, jam, cutlet/upma, sprouted mung, boiled egg, Seasonal Fruit	Roti, rice, aloo bhujiya, gajar matar, mungdal, dahi, fried rice, salad	Samosa tea/coffee	Zeera Rice, chole bhature, kheer, papad
Friday	Tea/coffee, milk, cornflakes, Bread butter, jam, scrambled egg, mung, Seasonal Fruit	Roti, rice, masoor dal, baigan aloo, kadi pakoda, papad, bundi raita, salad	Poha, tea/coffee	Rice, Roti, Panchratan dal, beam ki sabji (dry), gattee ki sabzi
Saturday	Tea/coffee, milk, cornflakes, Bread butter, jam, scrambled egg, moong, Seasonal Fruit	Roti, rice, masoor dal, baigan aloo, kadi pakoda, papad, bundi raita, salad	Poha, tea/coffee	Rice, Roti, panchratan dal, beam ki sabji (dry), gate ki sabzi

Above is the sample menu, which may be changed by the Hostel Committee/Mess Committee of students.



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B) For Campus Canteen (on payment basis)

Appendix: B

Sl. No.	Menu/Item	Amount including 5% GST (Rs.)
<u>Breakfast/Snacks</u>		
1	Butter Toast (2 pcs)	10.00
2	Bread Omelet (Bread 2 pcs, one egg)	15.00
3	Atta Ruti & Sabji (3 Rotis)	15.00
4	Aloo Paratha (2 pcs.)	20.00
5	Omelette (Single)	10.00
6	Fried Egg/Egg bhujia (Single)	10.00
7	Boiled Egg (Single)	7.00
8	Veg Sandwich (Per pc.) (2 pcs with big size bread]	20.00
9	Singara (Per pc.)	6.00
10	Plain Dosa (one no.)	32.00
11	Masala Dosa (one no.)	38.00
12	Idly Sambhar (2 pcs.)	15.00
13	Veg. Chowmein (Full plate)	30.00
14	Veg. Chowmein (Half plate)	15.00
15	Egg. Chowmein (Full plate)	35.00
16	Egg. Chowmein (Half plate)	18.00
17	Chicken Chowmein (Full plate)	45.00
18	Chicken Chowmein (Half plate)	22.00
19	Egg Roll (one no.)	22.00
20	Chicken Roll (one no.)	38.00
21	Vegetable Chop (Per pc.)	08.00
22	Egg Sandwich (Per pc.)	35.00
23	Cheese Sandwich (Per pc.)	35.00
24	Utthapam (one no.)	32.00
25	Sprouts (one container 100 gms.)	20.00



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26	Puri Sabji (Per plate) with 4 puries	22.00
27	Dahi Vada (per plate with one vada, big size)	25.00
28	Maggi	20.00
29	Sambhar Vada (2 pcs) +Nimboo Pani	20.00
30	Papdi Chaat+ Nimboo Pani	30.00
31	Pasta+Nimboo Pani	40.00
32	Maggie +Nimboo Pani	30.00
Meals/Lunch/Dinner		
33	Veg. Meal (Rice, Dal, Bhaji, Sabji, Chutney & Papad) (Unlimited)	40.00
34	Egg Meal (Rice, Dal, Egg Curry, Bhaji, Sabji, Chutney & Papad) (Unlimited except egg)	50.00
35	Fish Meal (Rice, Dal, Fish Curry, Bhaji, Sabji, Chutney & Papad) (Unlimited except fish)	55.00
36	Chicken Meal (Rice, Dal, Chicken Curry, Bhaji, Sabji, Chutney & Papad) (Unlimited except chicken)	60.00
37	Mutton Meal (Rice, Dal, Mutton Curry, Bhaji, Sabji, Chutney Papad) (Unlimited except mutton)	95.00
38	Egg Curry (Per plate of 2 pcs.)	20.00
39	Veg Tarka	25.00
40	Veg. Fried rice (Full plate)	45.00
41	Veg. Fried rice (Half plate)	25.00
42	Egg Fried rice (Full plate)	50.00
43	Egg Fried rice (Half plate)	25.00
44	Plain rice (Full plate)	10.00
45	Plain rice (Half plate)	5.00
46	Pao Bhaji (2 pcs Pao)	35.00
47	Phulka Roti (Per pc.)	4.00
48	Tea (Per cup of 60 ml.)	5.00
49	Coffee (Per cup of 60 ml.)	8.00
50	Paratha Plain (Per pc.)	10.00
51	Special Veg. Meal (Veg. Fried Rice, Dal Makhani, Shahi Paneer, Sabji, Salad, chatni one Sweet curd)	120.00



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52	Special Non-Veg. Meal (Fried Rice, Dal Makhani, Chicken Curry, Sabji, Salad, chatni one Sweet & curd)	150.00
53	Yellow Pulao (per plate)	45.00
54	Chicken Curry (Per plate of 4 pcs.)	60.00
55	Veg. Manchurian (Per plate of 4 pcs.)	50.00
56	Veg. Manchurian (Per plate of 2 pcs.)	25.00
57	Chilly Chicken (Per plate of 4 pcs.)	60.00
58	Chilly Chicken (Per plate of 2 pcs.)	30.00
59	Chicken Manchurian (Per plate of 4 pcs.)	60.00
60	Chicken Manchurian (Per plate of 2 pcs.)	30.00
61	Khichdi (per plate) with Sabji, Potato, Cauliflower, Cabbages, etc.)	45.00
62	Chana Masala (Full plate)	25.00
63	Matar Paneer (Full plate)	35.00
64	Rajma	30.00
65	Egg Tarka (one pc. Of Egg)	35.00
66	Chicken Fried rice (Full plate)	55.00
67	Chicken Fried rice (Half plate)	30.00
68	Sweet Curd (100 gms.)	MRP
69	Lassi (Per glass) (Handmade)	20.00
70	Lassi (Branded)	MRP
71	Cold Coffee (Per cup of 100 ml.)	20.00
72	Chola + Bhature (2)	40.00
73	Kheer	30.00
74	Kaali Daal	25.00
75	Kaala Chana	25.00
76	Soyabean Chilly	25.00
77	Veg Kofta (2 pcs)	30.00
78	Custard	30.00
79	Ice-Cream	MRP

Fruits (viz. Banana, Guava, Apple, etc.) may be provided as per prevailing market price in consultations with concerned NIFT Committee/official(s).



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ANNEXURE-V

Financial Bid

Name of Service: Canteen service for Campus and Girls' Hostel

Maintenance Charges:

(Minimum Maintenance charges for Girls Hostel & Campus for both: Rs.12,000.00+ Rs.2,160.00 (18% GST)=Rs.14,160.00 per month)

“I/we (.....) on behalf of M/s..... undertake to carry out the above service and willing to pay the Maintenance Charges of Rs..... + Rs.....(18% GST)= Rs..... per month.

NOTE:

The maintenance charges should **NOT be less than** Rs.12,000.00+Rs.2,160.00 (18% GST)=Rs.14,160.00 per month.

Electricity Charges will be additional and on actual (monthly basis)

GST is subject to change and will be considered as may be fixed by the Govt. from time to time.

Place:_____

Date:_____

Signature of Contractor

Name:.....

Address:.....

Phone No (O):_____

(R)_____

(M)_____

Email.....