



राष्ट्रीय फैशन प्रौद्योगिकी संस्थान, मुंबई

(निफ्टअधिनियम, 2006 के तहत एक सांविधिक संस्थान)

निफ्ट कैंपस प्लॉट नं. 15 मुंबई के लिए केफेटेरिया सेवाएं उपलब्ध करवाने हेतु
निविदा दस्तावेज़

निविदा संख्या:04/NIFT/MUM/PO/2021-22

TENDER DOCUMENT FOR
SETTING UP OF A CAFETERIA AT NIFT CAMPUS PLOT NO.15,
SECTOR-4, KHARGHAR, NAVI MUMBAI

OPENING DATE FOR ONLINE SUBMISSION OF TENDER: 16.07.2021

CLOSING DATE FOR ONLINE SUBMISSION OF TENDER: 06.08.2021

नोट: इस निविदा दस्तावेज़ में 35 पृष्ठ शामिल हैं। सभी निविदाकारों से अनुरोध है कि वे निविदा दस्तावेज़ के सभी पन्नों पर हस्ताक्षर करें तथा तकनीकी एवं वित्तीय संविदाओं को विधिवत भर कर अच्छी तरह मुहरबंद करके ऑनलाइन जमा करें।

Signature of the tenderer: _____

TABLE OF CONTENTS

S. No	Particulars	Page No.
1	Notice Inviting Tender	03
2	Submission of bids	04 – 05
3	Scope of work for Contractor/Bidder	06 - 07
	A) Terms and Conditions	
4	General Terms and conditions for submission of bids	08 – 09
5	Eligibility Conditions and Guidelines for evaluation of bids	10 – 11
	A) Qualifying Criteria	
	B) Evaluation of Technical Bid	
6	Guidelines for submission of Tender	12
7	Opening of Bids	
8	Evaluation of Financial Bids	13
9	Period of Contract	
10	Forfeiture of EMD	
11	Security Deposit	15
12	Various charges (Electricity, water, Maintenance etc.)	16
13	Statutory obligations of the tenderer or contractor	17 – 19
14	Termination of contract	
15	Penalty	20
16	Force Majeure Clause (FMC)	21
17	Arbitration Clause	22
18	Jurisdiction	
19	Undertaking by the contractor	23
20	Proforma of Technical Bid at Annexure – I	24 – 26
21	EMD payment details at Annexure - II	27
22	Declaration by the contractor at Annexure - III	28
23	Undertaking by contractor at Annexure - IV	29
24	Details of the Completed project with Annexure - V	30
25	Details of the Current project with Annexure - VI	31
26	Proforma of Financial Bid for Cafeteria Services with Annexure VII	32
27	Indicative Rate list at Annexure - VIII	33 – 35

Signature of the tenderer: _____

**OPEN E-TENDER FORSETTING UP OF A CAFETERIA AT NIFT CAMPUS PLOT NO.15,
SECTOR-4, KHARGHAR, NAVI MUMBAI**

National Institute of Fashion Technology (an Autonomous body under the Ministry of Textiles, Govt. of India) Mumbai has decided to call tender for setting up of a cafeteria at NIFT campus plot no.15, sector-4, kharghar, navi mumbai. For this purpose, NIFT invites e- Tenders from reputed brands or food chain brands/franchisee like Nestle India, MacDonald's, Burger King, Café Coffee Day and other reputed brands etc. for providing **"Setting up of a Cafeteria at NIFT Campus Plot No.15, Sector-4, Kharghar, Navi Mumbai"**. The terms and conditions of the tender are as follows:-

1) NOTICE INVITING TENDER

Tenders are invited from reputed brands or food chain brands/franchisee like Nestle India, MacDonald's, Burger King, Café Coffee Day and other reputed brands etc. for providing **"Setting up of a Cafeteria at NIFT Campus Plot No.15, Sector-4, Kharghar, Navi Mumbai"**.

1. The Earnest Money in the form of Demand Draft/Pay Order should be after the date of publishing of tender date, payable in favour of "NIFT Mumbai.
2. NIFT shall have the authority to cancel the tender process if NIFT does not find a suitable tender. NIFT shall have the right to call for fresh tender in such circumstances, wherein tenderers who have bid in the previous tender, shall have the right to participate in the fresh process. The tenderers shall have no right to challenge the authority and decision of NIFT to cancel the tender process for the reasons deemed fit by NIFT.
3. The site can be inspected any time during working hours on any working days. No extra money shall be payable by NIFT for non awareness of the site conditions and constraints.

Signature of the tenderer: _____

2) SUBMISSION OF BIDS

- (a) The interested agencies/contractors should apply online and submit their tender and the bids along with scanned copies of all the relevant certificates, documents, etc. in support of their technical & price bids – all duly signed – on the CPPP <https://eprocure.gov.in> from 16.07.2021 to 06.08.2021 up to 3.00 P.M. Tender documents is also available for viewing on the “tenders” link of the NIFT website i.e. <http://www.nift.ac.in>.
- (b) Applications to this tender will be accepted only through the online mode through the website <https://eproc.gov.in>. No other mode of application will be considered & application will not be accepted.
- (c) The Firm should ensure that it complies with the requirements as per works before applying for tender.
- (d) The technical bid must contain the technical bid documents in prescribed Performa as per Annexure - I along with the Earnest Money Deposit (refundable but non-interest bearing) of Rs. 10,000/- (Rupees Ten Thousand Only) favoring National Institute Of Fashion Technology and payable at Mumbai with all relevant documents in support of eligibility and experience criteria. The financial bid must contain only the financial quote. The financial bid shall include all the charges including all taxes etc to complete the work in all respect. NIFT will not accept any claim other than mentioned in financial bid.
- (e) The technical bid will be opened in e-tender portal on 09.08.2021 at 03.30 P.M. The Financial bid will be opened on the date which will be communicated to only those bidders who are found to be technically qualified after evaluation of technical bids.
- (f) The interested firms are advised to read carefully the entire tender document before submitting their tender and the tender documents not received online in

Signature of the tenderer: _____

prescribed format and/or are found incomplete in any respect shall be summarily rejected.

- (g) Any further clarifications can be sought from the NIFT office on Telephone No. 022-27747040, NATIONAL INSTITUTE OF FASHION TECHNOLOGY, NIFT Campus, Plot No.15, Sector-4, Kharghar, Navi Mumbai- 410210.

Earnest Money Deposit : Rs 10,000/-

Commencing date of Tender: 16.07.2021

Last date of Submission: 06.08.2021 up to 3.00 PM

Date of opening of Tender (Technical Bid): 09.08.2021 at 3.30 PM

Signature of the tenderer: _____

3) SCOPE OF WORK FOR CONTRACTOR/BIDDER

Online Tenders are invited from reputed brands or food chain brands/franchisee like Nestle India, MacDonald's, Burger King, Café Coffee Day and other reputed brands etc for providing Cafeteria to NIFT Campus Plot No.15 of the institute. The institute has total strength of 1000 students and Staff.

A) Terms and Conditions:

- 1) NIFT will offer/provide space measuring 12 sq.ft. x 12 sq.ft. for setting up the Food Court/Corner within the premises.
- 2) The Contractor/Bidder shall bear the entire expenditure for setting up and branding its stall including the electricity supply connection and water supply connection from the nearest approved point with all materials and labour and proper drainage connection for the drainage connection for the drain water etc. Complete.
- 3) NIFT shall charge a monthly maintenance charges of **Rs. 8,000/- (minimum)** payable by the Franchisee for the period of arrangement mentioned below as per clause.
- 4) In addition, electricity charges on actual monthly basis (as per sub meter reading) would be paid by the Franchisee at the prevailing rates.
- 5) The contractor/bidder also have to pay security deposit of Rs.20,000/- (without interest) for setting up a stall.
- 6) The arrangement is for a period of 1 year from the date of installation. The same may be extended for further period of two (02) years of one year at a time upto a maximum period of three years subject to satisfactory performance.
- 7) The list of beverages and products to be offered for sales of the bidder should be attached (apart from list at Annexure VIII) for the approval of the NIFT Committee and Director, NIFT- Mumbai.

Signature of the tenderer: _____

- 8) The list of beverages and products as mentioned might be amended by mutual agreement to include other beverages and product from time to time and price may be revised by mutual consent.
- 9) During the period of arrangement we will not allow any beverages or products to be sold inside our institution, which are similar to the beverages and products being sold at the stall except inside the college mess.
- 10) If at any point of time, NIFT, Mumbai wishes to terminate the agreement, it will do so with one month's notice.
- 11) Any complaints relating to quality of food, the contractor's staff behaviour, conduct etc. will be informed to the contractor/bidder and if these issues are not addressed immediately, it will result in immediate termination to safeguard the interest of NIFT stakeholders.
- 12) It will be the full responsibility of the contractor/bidder to maintain the Cafeteria and the surrounding area neat, clean and hygienic.

Signature of the tenderer: _____

4) GENERAL TERMS AND CONDITIONS FOR SUBMISSION OF BIDS

1. Please read the Terms & Conditions carefully before filling up the document. Incomplete Tender Documents will be rejected.
2. Before submitting the tender, details of documents to be attached may be verified from the Check List given in Technical Bid of the Tender Document at **Annexure - I.**
3. The Tenderer must write the name & complete postal address of the bidding firm on the back side of the Demand Draft(s).
4. All pages of the Tender Document must be signed by the authorized signatory and sealed with the stamp of the bidding firm as token of having accepted all the Terms and Conditions of this Tender.
5. 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) at present contract(s) for on-the-spot first-hand information regarding the quality of food and services 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 bidders.
6. Tender shall be submitted in NIFT's official tender form only. If submitted in any other manner, the same shall be summarily rejected.
7. Tender shall be accompanied with Earnest Money deposit of Rs. 10,000/- payable by crossed Bank draft drawn in favor of NIFT, Mumbai. No interest shall be paid on the EMD amount. Tenders received without the prescribed Earnest Money Deposit (EMD) of **Rs.10,000/-**(Rupees Ten Thousand only) shall be rejected.

Signature of the tenderer: _____

8. No paper shall be detached from the Tender Document.
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 herein; otherwise the Tender is liable to be rejected.
10. The Financial bids submitted by all bidders should be valid for at least for a minimum period of four (04) months from the date of opening of Technical Bids.
11. Person signing the bid or other documents connected with tender must clearly write his/her name and also specify the capacity in which he/she is signing.
12. The Institute reserves the right to reject any or all the tenders without assigning any reason.
13. Before submitting the filled-in Tender Document to the Institute, the bidders may seek clarification(s), if any, from Administrative Department on Tel. No.022-27747040 **OR** in person by visiting the Institute during working hours by taking prior appointment.
14. The Institute reserves the right to change any condition of the tender before opening of the Technical Bids.
15. The successful bidder will have to enter into an agreement with the Institute.
16. Canvassing in any form will make the tender liable to rejection.

Signature of the tenderer: _____

5) ELIGIBILITY CONDITIONS/GUIDELINES FOR EVALUATION OF TECHNICAL BIDS

A) FOLLOWINGS ARE THE QUALIFYING CRITERIA:

1. The bidder must be in a business of the franchise in reputed organization / educational institutes having at least three years of experience in catering.
2. The contractor should have turnover not less than **Rs.10.00 Lakh** during past 3 years (2018-19, 2019-20 and 2020-21) and should submit certified copies of balance sheet duly verified by Chartered Accountant as proof of turnover.
3. Should currently have at least two (02) Institutes where similar service is offered to more than 500 students/persons at a time in reputed organization/corporate house/educational institution.
4. The bidder should have all the necessary registrations of the Government under the Shops and Establishment Act, Contract Labour Act, PF, ESI, GST etc. whichever is applicable. Food & adulteration certificate would also require.
5. The bidder should give full details of all the establishments/canteens/institutes where the bidder has Cafeteria contract for the visit of canteen committee members.
6. The Technical Bid should be accompanied with Rs.10,000/-(Rupees Ten Thousand only) by bank Demand Draft / Pay Order in favour of NIFT-Mumbai as an Earnest Money Deposit.

Signature of the tenderer: _____

B) EVALUATION OF TECHNICAL BID -

For the purpose of pre-qualification, applicant will be evaluated in the following manner:

1. The initial criteria, in respect of years of operation in the business, experience of similar class of work completed and financial turnover will first be scrutinized and the applicant's eligibility for empanelment for the work will be determined.
2. The above will be followed by the visit of the Team of NIFT to the sites of the contractor to inspect the site(s) at present contract(s) for on-the-spot first-hand information regarding the quality of food and services provided etc.
3. On the basis of 1 and 2 above the financial bids will be opened.

Signature of the tenderer: _____

6) GUIDELINES FOR SUBMISSION OF TENDER

The bids are to be submitted in two parts-

(i) Technical Bid, along with a Demand Draft for Rs.10,000/- (Rupees TenThousand only), drawn in favour of NIFTMUMBAI payable at Mumbai, towards Earnest Money Deposit (EMD). Tender Document received without EMD will be summarily rejected;

(ii) Financial Bid, as the process of bid submission is through CPPP website. Therefore, as per new process a separate excel sheet is prepared known as BOQ for the purpose of submission of Financial Bid for the tender. Financial Bid must be submitted online in the prescribed BOQ format. Bid will be rejected in case submitted in any other format or with the Technical/tender document. Indicative rate list at Annexure VIII must be compulsorily submitted with prices of all the items mentioned in the list.

7) OPENING OF BIDS

1. The Technical Bids will be opened on 09.08.2021 at 3.30pm National Institute of Fashion Technology, Plot No.15, Sector-4, Kharghar, Navi Mumbai.
2. The Financial Bids of only technically acceptable tenders will be opened for further consideration. The decision of the Institute in this regard will be final and no requests etc. will be entertained from the bidders. The date and time of opening of financial bid(s) will be intimated only to such bidders who are found eligible as per evaluation criteria prescribed by the Institute.
3. EMD of the unsuccessful bidders will be returned, without interest, after finalization of contract.

Signature of the tenderer: _____

8) EVALUATION OF FINANCIAL BIDS

Criteria for cafeteria selection would be base rent/license fee/maintenance charge.

The base rent is Rs.8000/- and contractors should quote their best offer not less than Rs.8001/- for selection. The highest offer shall be accepted and awarded the contract for running Cafeteria at NIFT Mumbai Campus at Plot No. 15, Sector – 4, Kharghar. The above base rent is excluding GST and GST will be levied as per Government rules.

Contractor is required to provide license fee/maintenance charge in the financial bid (BOQ) excluding GST and GST will be levied as per Government rules.

The contractor is also required to provide indicative rates for items listed in Annexure –VIII and the final rates of all such items of successful bidder shall be put forth before the competent committee for mutually deciding the rates.

9) PERIOD OF CONTRACT

1. The contract for providing the cafeteria services shall remain valid initially for a period of one year.
2. The one year contract period is subject to renewal by the Institute on satisfactory performance on earlier agreed terms and conditions for a further two terms of one year each. Maximum period of engagement will be of three (03) years.
3. This tender is floated keeping the Covid – 19 pandemic in view and the period of contract will be decided and communicated to the agency/contractor in due course of time. This tender is floated for the engagement and fixation of rates for the cafeteria services, however, the contract start date will fully depend on the Government's terms and conditions regarding Covid – 19. The date of contract shall be reckoned as date of re-opening of Institute post Covid – 19 lockdown.

Signature of the tenderer: _____

10) FORFEITURE OF EMD

1. EMD of the successful bidder shall be liable to be forfeited if the contractor does not fulfill any of the following conditions:

- i. An agreement is not signed in the prescribed form within ten (10) days of the receipt of the Letter of Award of the Contract;
- ii. If the Contractor does not commence cafeteria services within 15 days of the stipulated date for commencement for setting up and starting the food court/corner services, or does not comply the condition of work order.

2. The Contract for award of Cafeteria Services through this Tender shall come into force with effect from the date of issue of work order and obtaining letter of acceptance from the contractor and as per sub point 3 of point no. 9. Hence, the Financial Bids submitted by the bidders should be valid to become operative from the date of award of contract. In view of this, no change in the financial bid will be allowed. If the successful bidder withdraws or alters the terms of the tender during this period, the Earnest Money Deposit shall be forfeited.

Signature of the tenderer: _____

11) SECURITY DEPOSIT

1. The contractor shall be required to deposit an amount of **Rs. 20,000/- (Rupees Twenty Thousand only)** as security deposit immediately on acceptance of Work Order in the form of demand draft of nationalized bank/schedule bank only in favor of NIFT, Mumbai payable at Mumbai.
2. The EMD in respect of successful bidder will however be converted in to security deposit. 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 after three months of the expiry or termination of the contract, subject to clearance of all dues by the contractor.
3. If the Contract is terminated by the Contractor without giving stipulated period of notice or fails to observe the terms & conditions of the Tender, Letter of Award for the Contract and the agreement signed by the Contractor with the Institute, 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.

Signature of the tenderer: _____

12) VARIOUS CHARGES (ELECTRICITY, WATER CHARGES and MAINTENANCE)

1. The Contractor will be required to pay to the Institute electricity charges on actual basis, for which sub- meters shall be provided. 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. Successful Contractor shall have to pay base rent/license fee/maintenance charge as quoted by the bidder/contractor in the financial bid document and finalized after the tendering process to the institute through Demand Draft/Cash/ Cheque in favour of NIFT Mumbai in the first week of every month. Actual consumption of the electricity will be paid on monthly meter reading basis separately by the Contractor.
3. No separate water charges will be charged by the institute.
4. Refilling of the commercial gas connections will be borne by the contractor.

Signature of the tenderer: _____

13) STATUTORY OBLIGATIONS OF THE TENDERER (CONTRACTOR)

1. The Contractor shall be responsible for engaging adequate number of trained/ semi-trained manpower required for providing good services in NIFT campus.
2. The employees of the Contractor should possess good health and should be free from any diseases, especially contagious and frequently recurring diseases. Agency must ensure that all their employees must be vaccinated for Covid – 19 before engaging their services at NIFT Mumbai.
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, Service Tax , Workman's Compensation Act / Fatal Accident Act, Personal Injuries, etc. , whichever is applicable.
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 the 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 settling his/her bills or from the amount of Security Deposit of the Contractor lying with the Institute.

Signature of the tenderer: _____

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 around the designated place/corner and its surrounding etc. and COVID – 19 rules and regulations circulated by Govt. of India.

8. The Contractor shall be personally responsible for conduct and behavior of his staff and any loss or damage to Institute's moveable or immoveable 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 employed by the Contractor is unsatisfactory, the Contractor shall have to remove the concerned person and engage a new person within 48 hours of intimation by NIFT. The decision of the Institute's designated officer in this regard shall be final and binding on the Contractor.

9. The Contractor shall not appoint any sub-contractor to carry out his obligations under the contract and if at any point of time it is found that the contractor has appointed the sub-contractor then it will result in immediate termination of the contract.

10. 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 cafeteria. Any defect(s) pointed out by such officers/officials during their visits shall be properly attended to by the Contractor.

11. The Contractor shall get the prices of all items approved by the Institute and no changes, what-so-ever shall be made without prior written approval of the Institute.

12. All work shall be carried out with due regard to the convenience of NIFT. The orders of the concerned authority shall be strictly observed.

13. The Contractor will deploy adequate manpower for work during late hours and on Saturdays/Sundays, including other holidays, according to the requirement of NIFT.

Signature of the tenderer: _____

14. Storing/supply/sale and consumption of drugs, alcoholic drinks, cigarettes or any other items of intoxication are strictly prohibited

15. No minimum guarantee will be furnished to the Contractor towards consumption of food items. He/she is advised to maintain the highest quality at the minimum possible prices so as to attract the maximum number of students/hostellers/NIFT personnel to avail mess services.

14) 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.

2. NIFT's decision in such a situation shall be final and shall be accepted by the Contractor without any objection or resistance.

3. On termination of the contract, the Contractor will hand over all the equipments/furniture/articles etc., supplied by NIFT, in good working condition, back to NIFT.

Signature of the tenderer: _____

15) PENALTY

Sr. No.	Events/Nature of Service lapse	Monthly Penalty
1	In case of maintaining low levels of hygiene and providing low quality food (Committee inspection)	Penalty will be imposed as per the NIFT Committee's recommendation.
2	Complaints from students regarding food and verified by the committee members	Penalty will be imposed as per the NIFT Committee's recommendation.
3	Non – payment or delay in payment of Electricity charges	A penalty of 2% shall be levied on the unpaid bill amount.
4	Non – payment of monthly Maintenance charges	On the first instance itself (of non-payment of maintenance charge), contractor will have to deposit the maintenance charge for the next 06 months in advance.
5	For unauthorized closure of Cafeteria on any working day	Penalty will be imposed as per the NIFT Committee's recommendation.
6	Any event from S. No. 1 to 5, recurring twice	Warning letter to be issued
7	If event at S. No. 5 recurring on 03 occasions	Termination notice will be issued without any deliberation and Security deposit forfeited.

***Note: - GST or any other taxes will be levied on the penalty amount as per Government rules.**

Signature of the tenderer: _____

16) Force Majeure Clause (FMC) –

1. Definition of FMC –

"Event of Force Majeure" means an event beyond the control of the Authority and the Agency, which prevents a Party from complying with any of its obligations under this Contract, including but not limited to:

1.1 act of God (such as, but not limited to, fires, explosions, earthquakes, drought, tidal waves and floods);

1.2 war, hostilities (whether war be declared or not), invasion, act of foreign enemies, mobilisation, requisition, or embargo;

1.3 rebellion, revolution, insurrection, or military or usurped power, or civil war;

1.4 contamination by radio-activity from any nuclear fuel, or from any nuclear waste from the combustion of nuclear fuel, radio-active toxic explosive, or other hazardous properties of any explosive nuclear assembly or nuclear component of such assembly;

1.5 riot, commotion, strikes, go slows, lock outs or disorder, unless solely restricted to employees of the Supplier or of his Subcontractors; or

1.6 acts or threats of terrorism.

2. Terms and Conditions for FMC –

In this case, the prevalent guidelines issued from Government of India from time to time will be followed.

Signature of the tenderer: _____

17) Arbitration Clause– Any dispute arising out of the aforesaid contract shall be resolved through arbitration clause. Any party having any grievance may approach Director, NIFT Mumbai and in such case the decision of Director, NIFT Mumbai shall be final and shall be accepted by the contractor without any objection or resistance.

18) Jurisdiction – After exhausting the stage of Arbitration, both the agencies are free to approach the appropriate court of law for unsettled disputes. The jurisdiction in such cases shall be court of Mumbai High Court only.

Signature of the tenderer: _____

19) UNDERTAKING BY THE CONTRACTOR

We have carefully gone through the various terms and conditions listed above for providing of cafeteria services at NIFT Mumbai Campus, Plot No.15, Sector-4, Kharghar, Navi Mumbai. We agree to all these conditions and offer to provide Cafeteria services at NIFT Mumbai. 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. We have acquainted ourselves with the tasks required to be carried out, before making this offer. We hereby sign this undertaking in token of our acceptance of various conditions listed above.

Place: _____

Name and Signature of Tenderer: _____

Date: _____

Address: _____

Seal of Tenderer -

Phone no. (O): _____

(R): _____

(M): _____

Signature of the tenderer: _____

20) Technical Bid

Annexure - I

PROVIDING CAFETERIA SERVICES AT NIFT Campus Plot No.15, Sector-4, Kharghar, Navi Mumbai

1. Name of the Caterer : _____

2. Details of the Franchisee: _____

3. Address of the Caterer : _____

4. Phone No.: _____ (Mo.) _____ (Fax.) _____

5. Whether proprietary or partnership: _____

or Firm or a Company

Required Documents	Attached / Not Attached
GST Registration Certificate	
DD for Earnest Money Deposit Rs.10,000/- (Annexure – II)	
Annual Gross Turnover during the last 3 years should be minimum 10.00 Lakhs in each financial year. The Organization should provide required documentary proof in support thereof such as IT Return, Audited Balance Sheet. (2018-19, 2019-20 and 2020-21)	
A list of owner / partners of the firm and their contact telephone numbers along with a certificate to the effect that the firm is neither blacklisted by any government department nor any criminal case registered against the	

Signature of the tenderer: _____

firm or its owner/partners anywhere in India.(Annexure – III)	
Attested copy of License under Contract Labour Act	
Attested copy of PF registration with regional PF commissioner	
Attested copy of ESI Registration	
Submit duly signed undertaking enclosed with the tender document Copy of terms and conditions and every page of the tender duly signed with seal of the firm, in token of acceptance of terms and conditions and tender as quote	
Attested copy of PAN card	
List of past clients during last three years with number of persons catered	
List of present clients with the number of persons catered	

6. Is there any relative of the owner of Catering agency or its partners working at NIFT, If so, please indicate below the name of such relative and the relationship:
7. Annual Turnover Detail (Attach balance sheet/copy of Income Tax Return / Organization payment details)
8. Attach a statement showing details of the canteen contracts during last three years with names of the organizations, contact person's name and contact details contract amount for each contract.(Annexure – V)

Signature of the tenderer: _____

8. Attach a statement showing details of the existing/present canteen/cafeteria contracts with names of the organizations, contact person's name and contact details, contract amount for each contract. **(Annexure – VI)**

Dated: _____

Full Name, Signature & Seal of the
Authorized person

Place: _____

Signature of the tenderer: _____

21) Technical Bid**ANNEXURE –II****EARNEST MONEY DEPOSIT PAYMENT PARTICULARS****I. Number of Demand Drafts enclosed and II. Demand Draft particulars**

S. No.	D.D. No.	Date	Name of the Bank and Place	Amount in Rs.
1.				
2.				

I/We, hereby declare that the particulars furnished by me/us in this offer are true to the best of my/our knowledge and I/We understand and accept that, if at any stage the information furnished by me/us are found to be incorrect or false, I/We am/are liable for disqualification from this tender and also liable for any penal action that may arise due to the above, besides being black listed.

Seal and Signature of tenderer :

Name :

Designation :

Name of the Agency :

Address of the tenderer :

Date :

Place :

Signature of the tenderer: _____

22) Technical Bid

ANNEXURE –III

DECLARATION

I/We having registered office at _____

_____ declare that I/we have never been

blacklisted by any State Government/Central Government or any State/Central PSU.

Seal and Signature of tenderer :

Name :

Designation :

Name of the Agency :

Address of the tenderer :

Date :

Place :

Signature of the tenderer: _____

23) Technical Bid

ANNEXURE –IV

UNDERTAKING

I/We have gone through the terms and conditions and will abide by them as laid down above.

I/We 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 be false or the information is found to have been suppressed by me.

Seal and Signature of tenderer :

Name :

Designation :

Name of the Agency :

Address of the tenderer :

Date :

Place :

Signature of the tenderer: _____

24) Technical Bid

Annexure - V

Details of Project Completed as on 31st March, 2021

S.NO.	Name and Address of the college/University	Contact Person details Name, Designation Telephone etc.	Period		No. of year/months	Total no. Of students And/or staff	Remarks
			From	To			

Name & Address of the Agency

Seal & Signature

Date :

Place:

Signature of the tenderer: _____

25) Technical Bid

Annexure - VI

Details of Ongoing/Current Project

S.no.	Name and Address of the College/University	Contact Person details Name, Designation Telephone etc.	Details of contract awarded (attach a copy of work order)	Total no of students and/or staff	No. of completed months/years of the ongoing work order	Remarks

Name & Address of the Agency

Seal & Signature

Date :

Place:

Signature of the tenderer: _____

26)Financial Bid –

Annexure –VII

(proforma is given, no need to fill in the details in Annexure VII,
For Financial quote fill BOQ)

License Fee

1. I/ We state that we have gone through the entire tender document and accept all the terms and conditions mentioned in the tender document. I/ We would quote Rs..... per month (excluding GST) as license fee for running the Cafeteria at NIFT campus, Kharghar, Navi Mumbai in accordance and acceptance with the terms and conditions of the Tender Document .

(In words.....)

Name & Address of the Agency:

Seal & Signature:

Date:

Place:

Signature of the tenderer: _____

27)Financial Bid (Indicative Rates)

Annexure –VIII

Sr. No.	Particulars	Qty.	Price
	Hot Beverages		
1	Nescafe Sunrise Coffee		
2	Nescafe Classic Coffee		
3	Irish Coffee (200ml Serve)		
4	Chocolate Cookie Cooffee (200ml Serve)		
5	Nestea Cardamom Tea		
6	Nescafe Cappuccino		
7	Café Mocha		
8	Nescafe Latte		
9	Nescafe Vanillaccino		
10	Tomato Soup		
11	Nesquick Hot Chocolate		
12	Espresso		
13	Green Tea		
14	Nestea Lemon		
	Cold Beverages		
1	Iced Tea (Lemon)		
2	Flavoured Ice Tea		
3	Frappee - Cold Coffee		
4	Flavoured Frappee		
5	Nesquick - Cold Chocolate		
6	Orange		
7	Lemonade		

Signature of the tenderer: _____

8	Packaged Drinking Water 1000 ml		
	Maggi		
1	Maggi Noodles - Masala-Regular		
2	Maggi Noodles - Masala - Large		
3	Maggi Noodles - Veg Atta		
4	Maggi Noodles - Other Variants		
5	Maggi Pazzta - Masala		
6	Maggi Pazzta - Cheese		
7	Maggi Pazzta - Tomato		
8	Maggi Pazzta - Mushroom		
9	Extra Masala		
10	Extra Cheese		
	Sandwiches		
1	Bun Butter & Jam		
2	Veg Sandwich		
3	Veg Cheese Sandwich		
4	Veg Grill Sandwich		
5	Veg Cheese Grill Sandwich		
6	Cheese Sandwich		
7	Cheese Grill Sandwich		
8	Chocolate Sandwich		
	Bakery Snacks		
1	Veg Burger		
2	Veg Bread Roll		
3	Paneer Bread Roll		
4	French Fries		

Signature of the tenderer: _____

5	Potato Pops		
6	Smileys		
7	Veg.Chapati Roll		
8	Chinese Noodles Roll		
9	Veg.Pizza (Small)		
10	Cheese Croissant		
11	Schezwan Croissant		
12	Chocolate Donut		
13	Date and Walnut Slice cake		
14	Ribbon Slice Cake		
15	Chocolate Slice Cake		
16	Veg Puff		
17	Paneer Puff		

Note:

1. The contractor is required to provide indicative rates for items listed in Annexure –VIII and the final rates of all such items of successful bidder shall be put forth before the competent committee for deciding the rates.
2. Offers received without indicative rates shall be summarily rejected. Hence all contractors are requested to provide indicative rate for all above items.

Signature of the tenderer: _____