

**Indian Institute of Technology Mandi Invites Expressions of Interest**

Expressions of Interest are hereby invited from interested vendors for mess catering services at IIT Mandi as per following details:

Meeting with the vendor: 10:00 AM on 29-07-2023 (Saturday)

It is mandatory to start the mess on 05th Aug, 2023 at IIT Mandi and only interested parties need to apply.

Dean (Students) Secretariat  
Indian Institute Technology, Mandi,  
V.P.O - Kamand, District – Mandi,  
Himachal Pradesh – 175075, India  
Telephone No. : 01905-267016

All interested caterers should be present at 10:00 AM on 29-07-2023 (Saturday) at CV Raman Guest house, North Campus, IIT Mandi.

IIT Mandi invites bids for a Vegetarian mess facility on a fixed cost basis for its Student Hostels at North (for Vegetarian food i.e. Breakfast, Lunch, Evening Snacks, and Dinner).

All interested vendors should be present at 10:00 AM on 29-07-2023 (Saturday), at CV Raman Guest house, North Campus, IIT Mandi, along with the necessary documents and the interview will be conducted on the same day. The bidding agency /company/ cooperative must have good experience of running a hostel mess of minimum 100 students or proven capability of providing similar services in the past for at least two years. It should be noted that the staff involved should be neatly dressed and well trained in the aspects of hygiene and sanitation.

As part of the interview, an interested caterer should submit the following items:

**Price/ Other information:**

- (a) It should contain details of total daily mess rate as per the menu specified below. Also, the break-up of the total daily mess rate for Vegetarian breakfast, lunch, evening snacks, and dinner in the format mentioned in Annexure 'C'.
- (b) It should also contain details of the persons and their numbers to be deployed in the mess

for providing services.

(c) Further, a document indicating ESIC and EPF payment to the employees need to be furnished for preceding one year.

**Note : (i) To discourage deliberate underquoting to bag the contract, the bids of those bidders quoting less than Rs. 125/- per day will be treated as unresponsive.**

**Technical information:**

It shall contain information regarding business turnover, experience, and other details of the firm to judge the suitability of the caterer for a mess facility.

***Price information of only those parties will be considered who are found suitable and qualifying the eligibility criteria.***

The contract will be awarded initially till 31<sup>st</sup> December, 2023 to the successful caterer.

The successful caterer shall be bound to execute an agreement on non-judicial stamp paper of Rs.100/-. Institute reserves the right to reject some or all the applications without assigning any reasons whatsoever.

**General Instructions:**

**Eligibility Criteria:**

- The applicant should be in catering business for a minimum period of two years as on July 2023, with the following requirements:
- ***Two similar completed works*** (preferably one of them should be in ***Academic Institute***) each having not less than 100 persons on its dining strength since the last 12 months.
- For a new firm, the owner of the firm should have an experience of five years as manager. The manager should have catering experience in academic Institutions while serving previously for not less than 350 students.  
**Note:** Similar nature of work means the running of large messes of Institutions/Hospitals / ***Central Government / Central Autonomous Bodies / Central Public Sector Undertaking/ Large Industrial Establishment/Organizations/companies.***
- The applicant's average annual financial turn-over (gross) in catering services during the last 2 (two) years, duly audited by a Chartered Accountant, should not be less than 10 Lakhs. If there is a year for which no turnover is shown, the applicant's five-year record will

be considered, and all of the above conditions must be satisfied in that case. (Not applicable for new firms.)

- Should not have incurred any loss in more than two years during the last five years ending.
- The applicant should have on his payroll sufficient number of trained employees for the proper execution of the contract.

**Tentative Menu Detail:** For tentative Menu Details, Mandatory Items and Branded Items refer **Annexure 'A'**.

**Tentative Timing:** For timing, **Annexure 'B'** refers. Timing should be strictly followed.

**Scope of Work:** The caterer is expected to provide the following services:

(a) Cooking and serving meals (Vegetarian breakfast, lunch, evening snacks and dinner). Facilitates procurement of raw material for and on behalf of the Institute for running mess (es).

(b) Add-on sales (approved by mess committee): Residents may use these add-on (s) to get 'extra' items not included in the basic menu.

(c) The other important services, which the caterer shall have to provide from the first day of service contract are outlined below:

(i) Cleaning of utensils, kitchen and serving items before and after each meal. Cleaning of cooking, dining, washing and auxiliary areas including furniture and other equipment in the mess premises after each meal. Security of the equipment, utensils and other items in the mess. Regular cleaning of all things in the mess like Fans, Chimneys, etc.

(ii) Maintenance of the equipment in the kitchen and dining area (including dustbin, sink and water cooler, etc.). Maintenance of books, ledgers, other records and documents related to running the mess and as asked for by the Mess Committee.

(iii) Deployment and supervision of required manpower for the above- mentioned tasks.

**It may be noted that operational services shall not include preparation of menu and any policy matter related to running the mess. All such decisions will be the direct responsibility of the notified executives of the Mess Committee.**

**Accounting and Payment criteria:**

(i) The bills for a given month will be submitted by the caterer to the office at the beginning of the following month. The office normally clears the bills within 7-10 days of submission. The rates for all the items for which the bills are raised must carry prior approval by the competent authority.

**(ii)** The rates so fixed should include all taxes, duties and levies, etc. imposed by the State/Central government and local bodies as on the last date of submission of bids. However, if any new tax, duty or levy is imposed or enhanced by the government/local bodies, etc, subsequent to the last date of submission of bids, the same shall be reimbursed on production of proof of payment.

**(iii)** The caterer shall be accountable for on-the-spot sales of adds on and its accounting. The rates shall be in force for the entire period of contract and shall not be revised under any circumstances. However, if there is wage revision beyond 10% over the minimum wages applicable on the last day of submission of bids as per the Minimum Wage Act, the revision in rates on the basis of an increase over 10% of minimum wage will be considered. Therefore, the enhancement in wage up to 10% will not be considered for revision of mess rates.

**(iv)** In case, extension is granted on the expiry of one year contract, the revision in rates may be specifically requested by the caterer. However, final decision regarding revision of rates will be taken as per recommendations of the Mess Committee.

#### **Important points to note by the bidders:**

**(i)** The Mess Committee reserves the right to (a) amend the scope and value of the contract; (b) amend the rate of the contract; (c) award the contract of the mess to any empanelled agencies. For any of these actions, the Institute shall neither be liable for any damages nor be under any obligation to inform the applicants of the grounds for the same.

**(ii)** Based on the Hygiene Audit Report submitted by the 3<sup>rd</sup> party, the caterer will be penalized, if he fails to maintain the basic hygiene standards. Likewise, a 3<sup>rd</sup> party would also conduct an FSSAI audit periodically and give grading (s). If the caterer fails to get a satisfactory grading on any 3 occasions, it would be tantamount to non-compliance of FSSAI guidelines by the Caterer and his/her catering contract would be liable for termination. All above-mentioned audits will be done by the Institute through a 3<sup>rd</sup> party and payment for the same will be recovered from the mess bill (s) of the caterer (s).

**(iii)** Efforts on the part of the agency (ies) or it's agent to exercise influence or to pressurize the Institute for this contract shall result in rejection of the bid. Canvassing of any kind is prohibited and will be considered a serious offense.

### **GENERAL TERMS AND CONDITIONS**

#### **A. GENERAL**

1. If at any stage the involvement of the caterer in any uncalled-for activity is found, inside or outside the premises of the Institute, which may bring disrepute to the Institute, the license is liable to be terminated by the competent authority without giving any prior notice to the caterer. In case the caterer wants to terminate the contract, he/she shall have to give a minimum of two months'

notice to the Institute.

2. The caterer / his servant(s)/ his nominee will **not be permitted** to stay overnight in the hostel premises. The premises of the mess will be used for the purpose for which the allotment will be made and not for any other purpose without the written permission of the competent authority.
3. The caterer will not be permitted to franchise the Hostel Mess for any other commercial activity outside the scope of the student hostel.
4. No person with any offensive police record shall be employed to work in the Hostel/Institute Mess.
5. Safety measures are to be provided by the Caterer himself/ themselves.
6. Any change like timing of operation, rate of items and any additional item to be included will require the permission of the competent authority.
7. The caterer will ensure and comply with the provisions of various municipal and other Rules/ Regulations/ Laws of the Government in respect of wages and other benefits to his employees.
8. The Institute shall not be liable in case any dispute takes place between the caterer and his employees.
9. The Institute may ask the caterer to serve regular meals within its premises as and when required beyond mess service.
10. The caterer should pay Rs. 1000/- per month to IIT Mandi towards rent, electricity and water charges.
11. **Clarifications:** In case the bidders require any clarification regarding this document, they are requested to contact our office **Ph. No. 01905-267016** on or **before 10:00 AM** on 29-07-2023 (Saturday) in Office timings (9:00 AM to 5:30 PM only).
12. Legal disputes, if any, shall be subject to the jurisdiction of Mandi Courts only.

## **B. SPECIFIC TERMS AND CONDITIONS - MODE OF OPERATION:**

1. The caterer would provide **Vegetarian** breakfast, lunch, evening tea with snacks and dinner. Each of these will have certain items mandatory for the caterer to provide as a part of the basic menu. Besides these, certain other items (add-ons) will be available on extra messing. The mandatory items are listed in the detailed menu (**Annexure "A"**).
2. The caterer will be required to provide khichdi or any other suitable item for sick residents in

lieu of the regular meals.

3. Other than the registered mess users, the vendor should provide meals to casual dining members on payment basis, if so desired.
4. Rebate for maximum 20 days in a semester on account of the whole meal or part thereof i.e. breakfast, lunch, evening snacks, and dinner will be available to the students only if the concerned student informs the caterer through the Hostel Caretaker minimum 01 day in advance.
5. For add-on items, the number of residents interested in the add-ons will be identified per semester. Only if the number of residents interested in the items is more than 20, the same will be made available by the caterer.
6. In breakfast, certain items identified in the list of add-ons may be provided in lieu of the regular menu of bread etc. Such items will be identified a priori after due consultation between the Mess Committee and the caterer.
7. One supervisor will always be present during breakfast, lunch, evening snacks, and dinner. It is desirable that the same supervisor continues at least for one semester, in case of any change, the competent authority should be informed. Caterer needs to provide breakfast, lunch, evening snacks, and dinner to Institute guests as and when required and the Institute will settle the bills.
8. For each of the meals or extra items, it will be mandatory for the caterer to serve the items of a fixed weight/size at price decided prior and approved by competent authority.
9. All items will be cooked in the kitchen of the hostel. No cooked item, except some snacks identified beforehand, will be brought from outside.
10. On special occasions, the menu will be identified by the Mess Committee and the rates for the same will be approved by the competent authority before the actual event. The payment for the special meal will be made as per the approved rates after deducting the rates of the corresponding regular meal.
11. The caterer should adhere to the mess times strictly **(Annexure"B")**.

### **C. EMPLOYEES:**

1. The caterer will have to register all his employees who will be working in the mess along with a copy of their photographs, residential details for clearance by the IIT Security.
2. The caterer will have to ensure that the staff members/employees are well dressed in clean and proper uniform. They should be well trained with the aspects of hygiene and sanitation. They should maintain personal hygiene and maintain discipline in the campus/mess.

3. Police verification certificates of all the staff members to be engaged by the caterer **should be available** and copies thereof should be provided for record of the institute. No person below 18 years of age should be employed by the caterer.
4. All the staff members should **be medically** checked up by the caterer and medical certificates should be provided for record of the institute.
5. List of staff members and their roles must be provided by the caterer.
6. No space is provided to the employees during the daytime. If such a facility is provided, the caterer will pay for the facility. The rate will be decided by the competent authority and mutually agreed by the caterer.
7. In case the caterer fails to maintain proper hygiene and quality in food, then a suitable penalty may be imposed as deemed necessary by the competent authority.
8. If any item is not served as per the menu, a suitable penalty will be imposed by the competent authority.
9. If food is over during the dining period, the caterer must serve any additional item decided mutually by the Mess Committee and Mess Manager.

#### **10. Important items:**

- (a) A fruit should be added that will be given in breakfast every day.
- (b) Curd should be given every day at lunch.
- (c) Cornflakes should be added **as a mandatory** item in breakfast.
- (d) Use of ajinomoto is prohibited and using it will be considered as adulteration.
- (e) The mess manager should regularly report about the mess stock coming in the week to the Mess Secretary.
- (f) Monthly Training of **staff** for maintaining proper hygiene should be ensured.
- (g) Use of Caustic/baking soda is strictly prohibited.
- (h) Addition to the breakfast : **BournVita**/coffee powder/tea bag/chocolate powder; Papad, rice papad and fryums are to be added to the menu.

There must be provision of boiled rice and basmati rice.

## **Mandatory Items:**

**Breakfast:** Milk 200 ml , Butter, Pickle, Jam, White Bread, Brown Bread, Rusk, Coffee Bags, Tea Bags, Sprouts, Bourn-vita, Corn Flakes.

**Lunch:** Rice (Except Specified), Seasonal Salad including Lemon, Dahi, Butter chapati.

**Dinner:** Rice (Except Specified), Seasonal Salad including Lemon, Butter chapati.

**Snacks:** Tea/Coffee, Tomato Ketchup, chutney.

Special dinner will be provided by the contractor on the last day of every month or as decided by the mess committee. Four additional special dinners on festivals like Holi, Diwali, Eid, Christmas or etc. Menu and date to be decided by the mess committee.

### **Note:**

- **Mess Committee reserves the rights to amend the Mess Menu at any time during the contract period.**
- **Mess Committee reserves the right to ask the caterer to provide a substitute of any item in the menu in the future if the item is found to be burnt, inedible or below standards.**

**Branded items** (as given below) should always be used. A suitable monetary penalty will be levied if the specified brand is not used.

1. Butter - Amul /Mother dairy pasteurized, not Amul delicious.
2. Jam - Kissan
3. Ketchup - Kissan, Maggi
4. Masala - MDH, BMC, or Catch.
5. Rice - Basmati 1060 of a branded company approved by the mess committee.
6. Atta - as approved by the mess committee.
7. Besan - as approved by the mess committee.
8. Oil - Fortune/Neutralla: Refined Sunflower/Soybean Oil.
9. Tea bag – Taj Mahal or a brand approved by the mess committee.
10. Coffee - Nescafe, Bru, Tata, or approved by mess committee
11. Pickles - MTR or a brand approved by the mess committee.
12. Desi Ghee- Amul Bread/Paav/Bun- Bonn
13. Salt- Tata, Captain Cook, or Annapurna
14. Milk - Lactometer reading for cow's milk should range from 24-30 and for buffalo's milk the lactometer reading should be between 26-32. The mess committee reserves right to check milk quality randomly and impose fines if the lactometer reading isn't in the specified range



15. Rusk - Britannia
16. Ice-cream - Amul, Mother Dairy, Vadilal and Kwality Walls

Brand of any other item required or any of the above items, in case of non-availability of above brands, will be mutually decided by the Mess Committee and the caterer and approved by the competent authority.

There is limit on the maximum quantity of below mentioned items otherwise unlimited:

**Breakfast:**

Milk: 200 ml (along with coffee powder or tea bag & sugar) banana: 2 nos

**Lunch:**

Paneer in dish: 75 g

Dahi: 1 bowl

**Snacks:**

Coffee/Milk/Shake: 200 ml

Samosa/Vada (varieties)/Cutlet: 2 pieces (of approx. 20 g each)

Poha, noodle Pasta, Fried Idli (likewise) : 1 bowl

Jalebi : 75 g

**Dinner:**

Paneer in dish: 80g

For any items not mentioned above, quantities will be fixed by mutual consensus between the hostel mess committee and the caterer.

**Notes on the Menu:**

1. For residents observing fasts, the caterer will provide the substitute items in lieu of the regular meal(s) after a minimum number of 5 residents ask for the substitute meal (s).
2. The caterer will not serve any item whose rates have not been approved by the competent authority beforehand.
3. All equipment brought by the caterer into the mess premises must be registered with the caretaker and intimated to the mess committee/authorized person.
4. The caterer will be responsible for cleaning of the kitchen, dining area, washing area and other auxiliary areas of the mess, including the wash basins and the dustbins for maintaining proper hygiene and sanitation.
5. Caterer should ensure pesticide control minimum 2 times per semester.

6. Dining area should be cleaned before, during and after the meal.
7. The caterer will also provide soap cake/liquid soap for the wash basins in the catering area.
8. Institution has the right to call an external review committee once a year to monitor the mess food quality and hygiene whose charges will be borne fully by the mess caterer/s.
9. Caterer should share the details of holidays of the staff workers. Caterer should ensure that the staff is not burdened throughout the semester.
10. No child should be allowed to work inside the mess premises. There will be strong implications if any child is found working inside the mess.

### **Other Important notes**

1. That the food served by the caterer shall be wholesome and clean and competent authority /or nominee of the competent authority may at any time enter upon the premises allotted to the Caterer for the purpose of this agreement/contract and take away samples free for purposes of inspection, trial or analysis and the competent authority or any nominee's decision about the desirability or quality of the articles offered for consumption in the dining hall shall be final.
2. That a committee, nominated by the competent authority, will monitor the quality of the food and other items supplied by the caterer including services.
3. IIT Mandi may call for the advice of its Medical Officer on matters of hygiene in the Hostel Mess and such advice of the Medical Officer shall not be contested by the caterer. That the caterer would provide a sufficient number of cooks, waiters and other servants in the kitchen, dining hall and mess and shall take all reasonable precautions to see that these waiters and servants while on duty attire themselves in the uniform approved by the competent authority and are professional, civil, sober and honest in their dealings with the hostel residents and staff and any other users of their services and That the caterer shall only employ in his service such persons whose antecedents have been verified by the police and who have also been medically examined at the caterer's own cost and to the satisfaction of the competent authority. The caterer shall be required to give an undertaking to the competent authority to this effect.
4. The caterer shall not make any additions/alterations in the premises provided by IIT Mandi, for use as kitchen and allied purposes to the caterer during the currency of this agreement and/or otherwise.
5. The caterer undertakes to keep the premises, kitchen, dining room and other area connected

therewith neat, clean and tidy at all times and in accordance with the health/hygienic bye-laws.

6. That all the workers providing the services under this Agreement shall be employees of the caterer, and IIT Mandi shall not have an employer-employee relationship with the employees of the caterer. The caterer undertakes to keep IIT Mandi harmless and indemnified against any demand/claim of wages, provident fund, Employees State Insurance and any other such dues of its employees. The relationship between the caterer and IIT Mandi is purely contractual and IIT Mandi is not responsible and/liable for the employees and for staff of the caterer.

7. Notwithstanding anything contained in the clauses above if any employee and/ staff member of the caterer in the opinion of IIT Mandi, is not rendering proper service or is otherwise guilty of any misdemeanor or is found otherwise undesirable, the caterer shall forthwith remove that person from IIT Mandi Campus, with immediate effect and replace him suitably.

8. That the caterer shall have no right or interest in the premises allotted for kitchen, dining hall and other allied purposes and he shall have no right or interest to remain in possession thereof at the end of this Agreement or on the termination thereof at any time.

9. That service hours in the Hostel Mess shall be as given above provided that the timings may be modified by the competent authority if and when considered necessary.

10. All the residents in the Hostel shall take their breakfast and meals in the mess and the caterer shall not be authorized to serve the meals in the rooms of the Hostel except with the written permission of the competent authority.

11. The caterer shall obtain instructions from competent authority along with the type of menu that may be served in the official lunches/dinners/tea parties to the participants of training courses.

12. The caterer shall display the approved menu prominently in the dining hall.

13. The caterer shall be provided by IIT Mandi with necessary area/premises i.e. one dining hall, one kitchen and requisite furniture and/or gadgets and he shall be responsible for the proper maintenance of both, the premises as well as the furniture and other gadgets provided by IIT Mandi. The responsibility for proper maintenance and safety/security of all fitting and fixtures will be of the caterer. The caterer shall make available all other implements for running the mess, things like crockery set, cutlery, tables, linen, flower vases, livery etc. for the hostel mess staff etc. and these shall be according to the standard prescribed by the authority of the institute. The caterer shall be required to use LPG gas only for cooking purposes. He is also required to provide tandoor for roti/parantha. All the expenses for LPG gas will be borne by the caterer. The LPG Gas must be procured by the caterer. The Caterer shall pay a sum of Rs. 5,00,000/- as Security Deposit, which shall be refunded, without any interest thereon, at the end of the contract after adjusting the amount of any damage caused to IIT Mandi by any omission or discrepancy on the part of the Caterer or his employee.

14. IIT Mandi will have the right to review the working of this agreement from time to time and if at any time it is found that the caterer has failed to fulfil any of the conditions of this agreement or that his working is unsatisfactory, IIT Mandi, may curtail the agreed period of this agreement and terminate this agreement with a notice period of one month, and make good any losses suffered by IIT Mandi out of the security deposit made by the Caterer.

15. That the caterer shall maintain a suggestion book for recording of suggestions for improvement by the residents and the staff. Such suggestions, after having the approval of Mess Committee, should be forthwith acted upon by the caterer. The suggestion and complaint book should be kept open for the inspection of the residents and the competent authority or his nominee.

16. The Caterer shall keep and maintain a register at the entrance of the dining hall wherein all hostellers will sign before taking meals.

17. There could be some separate courses or workshops (organized by the IIT Mandi) in which external participants will participate. If required, the institute may ask to provide them messing facilities. In such a case the caterer shall submit the bill to IIT Mandi for the food served to the participants of the course soon after the course is over on the basis of menu/rates approved. The payment to the caterer shall be made through cheque after making necessary deductions i.e. TDS etc.

## Annexure-A

### Tentative Menu Details:

MESS MENU NORTH CAMPUS							
	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Breakfast	Idli	Poori	Aloo Parantha	Upma/ Uttapam	Mix Parantha	Poha	Masala Dosa
	Sambar	Channa/Safed Matar		Sambar	Curd	Namkeen	Sambar
	Peanut Chutney	Halwa	Green Chutney/Imli Chutney	Coconut Chutney/Green Chutney	Pickle		Coconut Chutney
	2 Fruits	2 Fruits	2 Fruits			2 Fruits	
	Cornflakes	Cornflakes	Sweet Daliya	Sweet Daliya	Cornflakes	Sweet Daliya	Cornflakes
	Milk (200 ml)	Milk(200 ml)	Milk(200 ml)	Milk(200 ml)	Milk (200 ml)	Milk (200 ml)	Milk (200 ml)
	Bread (4 slices)	Bread (4 slices)	Bread (4 slices)	Bread (4 slices)	Bread (4 slices)	Bread (4 slices)	Bread (4 slices)
	Butter	Butter	Butter	Butter	Butter	Butter	Butter
	Jam	Jam	Jam	Jam	Jam	Jam	Jam
	Bournvita	Bournvita	Bournvita	Bournvita	Bournvita	Bournvita	Bournvita
Coffee Powder	Coffee Powder	Coffee Powder	Coffee Powder	Coffee Powder	Coffee Powder	Coffee Powder	
Sprouts	Sprouts	Sprouts	Sprouts	Sprouts	Sprouts	Sprouts	
Lunch	Paneer Bhurji	Kadhi Pakora	Gobhi Masala	Pindi Chana	Rajma	Bhature	Chana Loki
	Chana Dal	Aloo Gobhi	Arhar Dal	Began Bhartha	Achari Petha	Chole	Moong dal
		Masala Papad	Curd	Poori	Pulao	Green Chutney	Cucumber Raita
	Roti	Roti	Roti	Chaanch	Roti	Fried Chilli	Roti
	Rice	Rice	Rice	Rice	Rice	Rice	Rice
	Pickle	Pickle	Pickle	Pickle		Sweet Lassi	Pickle
	Green Salad	Green Salad	Green Salad	Green Salad	Green Salad	Green Salad	Green Salad
Lemon	Lemon	Lemon	Lemon	Pickle +Lemon	Lemon + Pickle	Lemon	
Snacks	Veg Pakora	Macroni/Pasta	Veg Sandwich	Pav Bhaji	Vada Pav	Samosa	Bhelpuri+chana+aloo
	Tea	Tea	Coffee	Tea	Tea	Tea	Coffee
Dinner	Dal Fry	Jeera Aloo+ Soup	Kadahi Paneer	Mix Veg	Paneer/Mushroom	Aloo Beans	Paneer Biryani
	Rajasthani Sev Tamatar	Black Masoor Dal	Urad Channa Dal	Dal Makhani	Yellow moong	Black Chana masala	Aloo Soyabean
	Ajar Halwa/Moong Dal Halwa	Ladoo	Rasgulla	Kheer	Gulab jamun	Jalebi	Raita
	Roti	Roti	Roti	Roti	Roti	Roti	Besan Barfi
	Rice	Rice	Rice	Rice	Rice	Rice	Roti
	Pickle	Pickle	Pickle	Pickle	Pickle	Pickle	Rice
	Green Salad	Green Salad	Green Salad	Green Salad	Green Salad	Green Salad	Green Salad
Lemon	Lemon	Lemon	Lemon	Lemon	Lemon	Lemon + Pickle	
Green Salad:- Beef-root, Carrot, Tomato, Cabbage, Cucumber (At Least 2)							

**Tentative Timings:**

The following timings will be followed:

Breakfast: 7.00 am to 9.30 am on weekdays (Mon to Fri). 7.30 am to 10.00 am (Sat, Sun and Institute Holidays).

Lunch: 12.00 pm to 2.00 pm Evening Tea: 5.00 PM to 6.00 PM Dinner: 7.30 pm to 09.30 pm

**Note: The above schedule is subject to change by order of Mess Committee**

**Note: For breach of any point mentioned in this Contract, the Mess Committee has the right to impose a suitable fine on the caterer.**

**Annexure-C**

Sr. No.	Description	Rates in Rupees
1.	Total daily mess rate	<div>In figures</div> <div><div></div><div></div></div> <div>In</div> <div>words</div> <div></div>
2.	Rate for Breakfast	<div>In figures</div> <div><div></div><div></div></div> <div>In</div> <div>words</div> <div></div>
3.	Rate for Lunch	<div>In figures</div> <div><div></div><div></div></div> <div>In</div> <div>words</div> <div></div>
4.	Rate for Snacks	<div>In figures</div> <div><div></div></div>

		<hr/> <p style="text-align: center;">In</p> <p>words</p> <hr/>
5.	Rate for Dinner	<p>In figures</p> <hr/> <hr/> <p style="text-align: center;">In</p> <p>words</p> <hr/>

**Notes:**

1. For menu Annexure 'A' refers.
2. The rates should be inclusive of GST and other taxes, if any.
3. Statutory taxes as per applicable rates will be deducted while releasing the payment against monthly invoices.

Certified that I/We have read the instructions given in this document. I/We undertake to supply the required items as per menu and also adhere to the given timings. I/we have understood the contents of the terms and conditions and undertake to abide by the same as laid down in these documents.

(Signature of Bidder with Seal)



## **Annexure – I**

### **BIDDER's GENERAL INFORMATION**

Bidder should indicate following information with the self-attested photocopies of supporting documents:

1. Name of Firm/Agency/Contractor :
2. Number of Years in operation :
3. Address under which registered :
4. Operational address, if different from above :
5. Telephone No. (Landline) :
6. Tele Fax No., if any :
7. Mobile No. :
8. Official Email address :
9. Name & address of branch, if any :
10. Type of organization :  
(whether private limited/partnership/sole proprietorship; proof to be attached)
11. Name of Proprietor/partners/Designated partners/Directors of the Organization/Firm):
12. ISO Certification, if any (If yes, please furnish details)

(Signature of Bidder with Seal)

## **Annexure II**

## **NO DEVIATION CONFIRMATION**

To

,

IIT Mandi at Kamand (HP)-175075.

Sir,

I/We understand that any deviation/exception in any form may result in rejection of BID. I/We, therefore, certify that I/We have not taken any exception/deviation anywhere in the BID and I/We agree that if any deviation/exception is mentioned or noticed, my/our BID may be rejected.

(SEAL AND SIGNATURE OF BIDDER)

**BID SECURITY DECLARATION**

(To be provided on a non-judicial stamp paper of Rs. 10 duly notarized)

(i) I/we accept that if I/we withdraw or modify my/our bid during the period of validity, I/we or any of my/our successor(s) may be debarred from participation in catering service process at IIT Mandi for a period of three years commencing from the date of debarment.

(ii) I/we certify that I/we have not been convicted of any offence under the Prevention of Corruption Act, 1988 or the Indian Penal Code or any other law for the time being in force, for causing any loss of life or property for causing a thread to public health as part of execution of catering service contract. IIT Mandi may debar me us or any of my/our successor(s) from participating in any procurement process undertaken by it for a period of two years, if determines that I/we have breached the code of integrity.

(iii) I/we certify that I/we have not been blacklisted by the Government, Semi Government Department or any other organization during the last two years.

(Notary Signature and Seal)