



**ATAL BIHARI VAJPAYEE-1 Hall of Residence
IIT Kharagpur**

Tender No: IIT/ABV-1/Tender/24-25/01

Date: 23-11-2024

NOTICE INVITING TENDER

Sealed quotations in two bid envelopes are invited by the Warden, ABV-1 Hall of Residence, IIT Kharagpur for supply of beverages and snacks in the Night Canteen within the Hall premises. Interested parties with adequate credentials for related service may submit their sealed bids under Two-Bids system (Technical Bid and Price Bid) to be sealed and placed in one large Cover super scribed with tender reference number **Tender Notice No. IIT/ABV-1/Tender/24-25/01 Dated: 23-11-2024** to the Office of the Warden, ATAL BIHARI VAJPAYEE-1 Hall of Residence, IIT, Kharagpur on and before **14-12-2024- up to 5.00 p.m.**

The technical bid will be evaluated first and price bids will be opened in respect of those bidders/Contractors, who are found technically qualified after evaluation of Technical bids. Date for opening price bids will be intimated later.

Kindly refer to the Hall Management (HMC) website www.hmc.iitkgp.ac.in [link: Announcement—>Tenders) for complete tender details. If there is any corrigendum/addendum, it shall only be published on the HMC Website.

Hall Manager
23.11.2024.
Atal Bihari Vajpayee Hall of Residence
IIT Kharagpur

Asst. Warden (Mess)
Assistant Warden
Atal Bihari Vajpayee Hall of Residence
IIT Kharagpur

Warden
23.11.24.
Warden
Atal Bihari Vajpayee Hall of Residence
IIT Kharagpur

To

1. HMC Website
2. Hall Notice Board

TENDER DOCUMENT

(Tender Notice no. **IIT/ABV-1/Tender/24-25/01** dated:
23-11-2024)

For

**Providing Night Canteen Services to the Borders of
ATAL BIHARI VAJPAYEE-1 Hall of Residence, IIT
Kharagpur**



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TIME EVENTS OF VARIOUS TENDER RELATED ACTIVITIES

Tender No. & Date	IIT/ABV-1/Tender/24-25/01 dated:23.11.2024
Brief Description of Tender	Providing Night Canteen Services to the Borders of ABV-1 Hall of Residence, IIT Kharagpur
Tender fee (Non-refundable)	Nil
EMD	Nil
Last date & time for submission of sealed tenders/quotations	14-12-2024 up to 5.00 P.M
Technical Bid opening date & time	14-12-2024 at 6.30 P.M
Two Bid System	Two bids – (i)Technical and (ii) Price bid, in two separate envelope- placed & sealed in one envelope
Submission of bids (by speed post) (Addressed to)	Warden ABV-1 Hall of Residence IIT Kharagpur-721302, West Bengal
Bid opening place	Office of the Warden, ABV-1 Hall of Residence IIT Kharagpur Kharagpur – 721302, West Bengal

Note: -

1. If the day falls on any Holiday, the date of any of the events mentioned above shall be on the next working day.
2. It is the responsibility of the Bidder to ensure that their bids whether sent by post or by courier or dropped by person should reach within the stipulated date & time.
3. The quotation received after the last date and prescribed time would summarily be rejected. Quotations having incomplete information are also liable to be rejected.
4. Warden, ABV-1Hall of Residence, IIT Kharagpur reserves the right to reject any or all the quotations in full or part without assigning any reason thereof and without giving any compensation. The decision of the Warden in this regard shall be final and binding to all.
5. The addendum/ corrigendum if any shall only be published on HMC Website.

MINIMUM ELIGIBILITY CRITERIA:
Annexure-I

A. Technical Bid (in Sealed Envelope)

1. Updated FSSAI license
2. Local Municipal Corporation Trade License of related services.
3. GST Registration
4. Experience in providing services in similar fields including at least one contract in similar services for a duration of not less than six months.

**B. Price Bid in Prescribed Format only (in Sealed Envelope)
(Rates of all items should be quoted)**

(Both the sealed envelopes are covered into another envelope.)

GENERAL TERMS AND CONDITIONS:

- Please read terms and conditions carefully before filling up the document. Incomplete tender documents will be rejected.
- Before submitting the tender should ensure that all self-attested documents are attached along with the technical bid. All pages of the tender document must be signed by the authorized signatory and sealed with the stamp of the bidding firm as a token of having accepted all the terms and conditions of this tender.
- The name and address of the bidder shall be clearly written in the space provided and no overwriting, 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 in strict compliance with the instructions laid down therein, otherwise the tender is liable to be rejected.
- Warden reserves the right to reject any or all the tender bids without assigning any reason. For any query pertaining to this bid document, communication be addressed to Warden, ABV-1 Hall of Residence, IIT Kharagpur.
- The food items should contain ingredients of good quality. Beverages should be of excellent quality and hygienic. The contractor should not keep any packed items for sale which have already surpassed the date of expiry. The packed food items should be sold only as quoted in commercial bid or MRP whichever is less.
- **The Technical bids will be opened on 14-12-2024 at 6.30 PM in the Office of Warden, ABV-1 Hall of Residence, IIT Kharagpur.** The technical bid will be evaluated first and price bids will be opened in respect of those bidders, who are found technically qualified after evaluation of Technical bids. Date for opening price bid will be intimated later.
- **VALIDITY OF CONTRACT:** The contract, if awarded, shall be initially valid for a period of ONE YEAR (01 year) from the date of award with same rate as quoted in the tender enquiry. The contract can be extended for a further period of three more years on same terms and conditions subject to satisfactory services provided by the vendor. Rate of the items will be revised with approval of the Warden. In case of breach of contract or in the event of not fulfilling the minimum requirements/statutory requirements, the Hall Authority shall have the right at any time to terminate the contract forthwith in addition to forfeiting the Performance Security amount deposited by the Contractor and initiating administrative actions for blacklisting, etc. solely at the discretion of the competent authority.

- **TERMINATION OF THE CONTRACT:** The Contract can be terminated by the Warden of the Hall, after giving one-month notice to the other party extendable by mutual agreement till alternate arrangements are made. However, Warden 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. Warden's decision in such a situation shall be final and shall be accepted by the Contractor without any objection or resistance.
- On termination of the contract, the Contractor will hand over all the equipment/furniture/articles etc., supplied by the Hall, back in good working condition. If the successful bidder withdraws or the services provided by the successful bidder are not found satisfactory, Warden reserves the right to terminate the contract without giving any notice and initiate appropriate necessary action in the matter for making alternate arrangements.
- **PENALTY FOR FAILED OR DELAYED SERVICES:** The staff deployed by the company shall perform their duties at the premises with due diligence and take all precautions to avoid any loss or damage to the Government property. If any negligent action or inaction on the part of workers of the company causing damage to contracted item(s) is reported, then the full amount equivalent to that of damaged article will be recovered from the company in addition to any other action as deemed appropriate by the Competent Authority.
- In case they fail to provide canteen/pantry services or unavailability of items as specified and more than 10 complaints of unavailability of items is received a fine will be imposed based on the decision of the Hall Authority.
- **PERFORMANCE SECURITY DEPOSIT (PSD):** The successful bidder has to deposit **Performance Security Deposit** of Rs. 25,000/- (Rupees Twenty-Five Thousand only) in the form of Bank Guarantee/Demand Draft, at the time of the acceptance of the contract. Performance Security should remain valid for a period of Sixty (60) days beyond the date of completion of all contractual obligations of the service provider. In case the contract is further extended beyond the initial period, the PSD will have to be accordingly renewed by the successful bidder. No interest shall be paid on PSD.
- The Performance Security will be forfeited by order of the Competent Authority in the event of any breach or negligence or non-observance of any terms & conditions of the contractor for unsatisfactory performance or for non-acceptance of the work order. If the Contractor fails to provide the Performance Security Deposit (PSD) at the time of the acceptance, such failure shall constitute a breach of the contract.
- **Financial bid would be evaluated on the basis of price quoted by the bidder in respect of all items (Total value) mentioned in the pro-forma for financial bid. Rates of all items should be mentioned by the firm.**

Checklist of Documents

Tender No: IIT/ABV-1/Tender/24-25/01

Date: 23-11-2024

Name of the Vendor:

Sl. No.	Documents	Yes/No
A.	Technical Bid (Separate Envelope)	
1	Updated FSSAI license	
2	Local Municipal Corporation/ others Trade License of related services (Food or Catering Services)	
3	GST Registration	
4	Experience in providing services in similar fields including at least one contract in similar services for a duration of not less than six months.	
5	Tender pages (duly signed and stamped) as token acceptances of all terms and conditions	
B.	Price Bid in the prescribed format only with duly signed and stamped in Separate Envelope (Rate of all items should be quoted)	

Seal and Signature of the bidder

Financial Bid Format

(Bidders are required to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. Financial bids should be submitted in a separate envelope, otherwise the bid will be rejected.)

1. Name of the Agency:
2. Address of the Agency:
3. Name of the Person:
4. Phone No(Mob).....
5. E-mail ID:

Seal and Signature of the bidder

List of items:

Sl No	Items	Qty	Price (Rs.)	GST Amount with %	Total
1	Maggi	120 gms.			
2	Veg Fried Maggi	120 gms.			
3	Onion Fried Maggi	120 gms.			
4	Egg Fried Maggi (with one egg)	150 gms.			
5	Chicken Fried Maggi	150 gms.			
6	Egg Chow Mein	250 gms.			
7	Veg Chow Mein	250 gms.			
8	Boiled egg	per piece			
9	Bread Bhujjia	150 gms.			
10	Bread Omlette	2 slice bread with 1 egg			
11	Egg Roll	per piece with one egg			
12	Egg Poach	1 egg			
13	Veg. Roll	per piece			
14	Chicken Roll	per piece			
15	Roti (Tawa)	per piece			
16	Plain Paratha (Tawa)	per piece			
17	Onion Paratha (Tawa)	per piece			
18	Alu Paratha (Tawa)	per piece			
19	Cheese Paratha (Tawa)	per piece			
20	Aloo Chat	50 gms.			
21	Aloo Mattar (green pea)	150 gms.			
22	Ghugni (Mattar)	150 gms.			

23	Idli	2 pieces			
24	Masala Dosa	1 ft. long			
25	Veg. Biryani	300 gms.			
26	Veg Fried Rice	300 gms.			
27	Pasta	150 gms.			
28	Chicken Roll	per piece			
29	Paneer Roll	per piece			
30	Lassi	200 ml.			
31	Cold Drink	200 ml.			
32	Tea	100 ml.			
33	Coffee	100 ml.			
34	Bournvita / Horlicks	200 ml.			
35	Egg Biryani	300 gms.			
36	Egg Fried Rice	300 gms.			
37	Egg Curry	100 gms. + 1 egg			
38	Chicken Pakora	10 pcs.(200 gms)			
39	Onion Pakora	20 pcs.			
40	Paneer Pakora	8 pcs. (150 gms)			
41	Veg Pakora	20 pcs.			
42	Paneer Tikka (Tandoori)	10 pcs.(240 gms)			
43	Chicken Tikka (Tandoori)	10 pcs.(400 gms)			
44	Chicken Reshmi Kabab	10 pcs.(400gms.)			
45	Chicken Hyderabad	(5 pcs.)-200 gms.			
46	Chicken Patiyala	(6 pcs.)-200 gms.			
47	Chicken Tikka Masala	(6 pcs.)-200 gms.			
48	Chicken Bharta	200 gms.			
49	Chilli Chicken	(4 pcs.)-160 gms.			
50	Kadhai Chicken	(4 pcs.)-160 gms.			

51	Chicken Kosa	(4 pcs.)-160 gms.			
52	Chicken Masala	(4 pcs.)-160 gms			
53	Chicken Handi	(5 pcs.)-200 gms.			
54	Chicken Biryani	250 gms.			
55	Chicken Fried Rice	250 gms.			
56	Paneer Butter Masala	(5 pcs.)-110 gms.			
57	Baby corn Masala	100 gms.			
58	Mushroom Masala	100 gms.			
59	Handi Paneer	(6 pcs.)-125 gms.			
60	Kadhai Paneer	(6 pcs.)-125 gms.			
61	Paneer Jhalfrezie	(6 pcs.)-125 gms.			
62	Paneer Bharta	150 gms.			
63	Alu Paratha (Tandoori)	piece			
64	Masala Kulcha (Tandoori)	piece			
65	Tandoori Roti	piece			
66	Tandoori Butter Naan	piece			
67	Tandoori Plain Naan	piece			
Total					
Total rates (In Words):					

Note: Weight mentioned for items under **SI. No. 42 to SI No. 62** are raw weight of Chicken/Paneer/Mushroom/Baby Corn excluding any gravy.

- **Evaluation of Price Bid will be done based on the total quoted price of all items.**
- **Rate of all items should be quoted by the vendors for evaluation.**
- **If all item rates are not quoted, then the tenders are summarily rejected.**

Date:

**Seal and Signature of
the bidder**