



**NATIONAL INSTITUTE FOR EMPOWERMENT OF PERSONS WITH
MULTIPLE DISABILITIES (NIEPMD)**
(Department of Empowerment of Persons with Disabilities (Divyangjan),
Ministry of Social Justice & Empowerment,
Govt. of India)

ECR, Muttukadu, Kovalam (Post), Chennai, Tamil Nadu-603 112
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TENDER NOTICE No. NIEPMD/Admin.2 (136)/CANTEEN/2016-17

TENDER FOR PROVIDING CANTEEN AND MESS SERVICES FOR NIEPMD HOSTELS

NIEPMD, ECR, CHENNAI

Last Date for sale of Tender Document	11 th July 2016
Cost of Tender document	Rs.500/- (Rupees five hundred only). Shall be paid in cash at A/c Sec, NIEPMD on all working days. (OR) a DD in favour of Director, NIEPMD, payable at Chennai.
Last Date, Time & place for Submission of Tender Document	15 th July 2016 at 03.00 pm at NIEPMD
E M D (To be attached with Tech Bid by way of DD in favour of Director, NIEPMD, Payable at Chennai)	Rs.50,000/- (Rupees fifty thousand only)
Date & Time of Opening of Tender Documents (Technical Bids)	15 th July 2016 at 04.00 pm at NIEPMD

National Institute for Empowerment of Persons with Multiple Disabilities (NIEPMD) is a Central Autonomous Body under Department of Empowerment of Persons with Disabilities, Ministry of Social Justice & Empowerment, Government of India. The institute is providing various services for empowerment of persons with multiple disabilities and running short term and long term HRD programmes.

NIEPMD intends to invite tenders from reputed and experienced firm/caterers/companies/Agency for running Mess at NIEPMD campus at Muttukadu, Kovalam, Chennai for about 125 students/hostellers/HRD trainees and also to provide Canteen services.

Detailed terms and conditions, Bid format and scope of work can be downloaded from the institute's website www.niepmd.tn.nic.in or can be obtained from our office in Chennai on all working days from 27th June 2016 to 11th July 2016 between 10 a.m. to 3.00 p.m.

Date: 27th June 2016

DIRECTOR

Seal and signature of authorised signatory of bidder

INVITATION TO TENDER

(Non-Transferable)

Tender for "Running Mess/ Catering Services" in the Hostels of NIEPMD, Muttukadu, Kovalam (Post), Chennai – 603 112

1) Sealed Tenders in the prescribed form are invited from the firms/ company / agency having at least 05 years' experience of "Running Hostel Mess/ Catering Services", in two bid system i.e.

I. Technical Bid

II. Price Bid

2) Tender documents can be downloaded from the Institute website www.niepmid.tn.nic.in. Tenderer should attach cost of tender in the form of Demand Draft of Rs.500/- (non- refundable) payable in favour of Director, NIEPMD, Chennai along with Technical Bid of the Tender Document. In case tender document purchased from our office receipt should be enclosed. The Completed Tender document is to be dropped in the **Tender Box kept in the 3rd floor NIEPMD, Main building on or before 03.00PM on 15th July 2016 or should reach by speed post/Courier to the office of NIEPMD, Chennai on or before 15th July 2016 within 02.45 pm**. Tender will be opened at 04:00 pm on 15th July 2016. Parties or their authorized representative (in case of authorized representatives, proper authorization letter must be brought for verification) who have responded to the tenders may be present, if they so wish, at the time of opening of the bids.

3) The completed tender in all respect is required to be submitted along with the E.M.D. of Rs.50,000/- (Rupees fifty thousand only) in the form of Demand Draft drawn in favour of **Director, NIEPMD** payable at **Chennai**. The EMD in the form of DD should be kept with the Technical Bid. **Demand Drafts for cost of Tender and EMD shall be drawn separately**. Bids without proper EMD and cost of tender document shall be summarily rejected. The EMD amount without interest will be returned to the unsuccessful Tenderer(s).

4) The Tender must be submitted in the prescribed formats only for technical bid and price bid together with its enclosures as asked for.

5) The Tenderer may, with prior appointment on any working day, may visit the Mess to get familiarized with the nature and scope of the work to be performed. By submitting the tender the Tenderer(s) shall be deemed to have fully familiarized himself/herself/themselves with all requisite conditions under which he/she/they are to perform all his/her/their obligations under the contract.

6) Tenders which are not submitted in the prescribed formats and/or without requisite documents and incomplete in any manner shall not be considered. Tenderer should submit the Tender duly signed on each page. Tender with additional or counter clauses/items and any additional conditions if incorporated, will be liable for rejection and Institute will not be bound to give any explanation for such rejections.

7) Sealing and Marking of Bids:

(a) The Technical Bid (Annexure-IV(a&b) along with all the documents mentioned in the check list should be placed in one sealed envelope super scribed "Technical Bid". The Price Bid should be kept in a separate sealed envelope super scribed "Price Bid" (Annexure-V). Both the envelopes should then be placed in one single, sealed envelope super scribed "BID FOR RUNNING HOSTEL MESS/ CATERING SERVICES" and should be addressed to the Director, NIEPMD, East Coast Road, Muttukadu, Kovalam (Post), Chennai – 603 112. The Tenderers name, telephone number and complete mailing address should be indicated on the cover of the outer of each envelope.

(b) Both the inner envelopes superscripted Technical Bid and Price Bid should have the name and address of the Tenderer so that if required, they may be returned to the Tenderer without opening them.

(c) If the outer and inner envelopes are not sealed and marked as required, the Institute will assume no responsibility for the bids misplacement or premature opening.

- (d) If for any reason, it is found that the Technical Bid reveals the Price Bid related details in any manner whatsoever, or the Price Bid is placed in the envelope superscripted "Technical Bid", the Bid document will be summarily rejected in the first instance itself.
- (e) Each page of the Tender Document must be signed by the Tenderer as a token of acceptance.
- 8) At any time prior to the deadline for submission of bids, the Institute may, if necessary, modify the tender document by a written amendment. All prospective Tenderers will be notified of the amendment which will be binding. The amendments will be notified on the NIEPMD website www.niepmd.tn.nic.in.
- 09) The documents mentioned in check list (Annexure 1) must be furnished and attached along with the **Technical Bid**.
- 10) The price bid must be furnished in the format enclosed as Annexure-V.
- 11) The price bid of only those Tenderers, who qualify in Technical Bid will be opened.
- 12) Price quoted should include all taxes payable by the Contractor. No tax will be reimbursed by the NIEPMD Chennai.
- 13) Tenders shall be kept valid for at least a period of 90 (ninety) days from the date of opening.
- 14) The Authorities of NIEPMD, Chennai reserve the right to accept or reject any or all the offers or apportion of the work amongst the different Tenderers in any manner as they may choose without assigning any reason whatsoever and their decision shall be final and binding on all concerned.
- 15) In case of litigation, if any, and the cause of action shall be deemed to have been arisen in Chennai District only and the District Court of Chennai (Tamilnadu) shall have the jurisdiction for any such litigation.
- 16) The terms and conditions for running mess contract and the scope of work are attached in Annexure-I and Annexure-II respectively.
- 17) The list of technically qualified bidders will be published on the Notice Board and as well as in the official website of NIEPMD

DIRECTOR
NIEPMD, Chennai

Enclosures:

1. Annexure -I Check list of the documents
2. Annexure -II Terms & conditions
3. Annexure -III Scope of work
4. Annexure -IV Technical Bid
 - Part A: General Details
 - Part B: Professional Details
5. Annexure -V Price Bid

TERMS & CONDITIONS FOR HOSTEL MESS SERVICES:-

The tender will be evaluated on the basis of Tenderers experience, executed contracts, contracts in hand, capacity to prepare regional food, managerial abilities and other relevant factors as considered appropriate by the Mess Tender Committee.

The nominated NIEPMD canteen committee/its members will periodically may also check up the quality of food served etc. by the contractor at the place of his/her/their current contract of catering / mess / canteen services. Mess Contractor (herein after referred as Contractor) is required to note that health, safety and satisfaction of the authorized hostel inmates (students of NIEPMD, Chennai) is the prime concern of the Hostel Authorities.

On behalf of the students of NIEPMD, Chennai, the Institute Authorities is laying down the following terms and conditions which shall be binding on the contractor.

1. Tenure of Contract

- i. The Mess contract period will be initially valid for ONE year from the date of finalization of contract. If hostel inmates and hostel Authorities are satisfied with the performance of the Contractor, the contract period may be extended for additional period of one year on mutual consent basis.
- ii. The Institute will place work order separately for each year. In case of extension of contract, the renewal of work order for the next one year will issued, based on the satisfactory performance of the contractor and the recommendation of the NIEPMD mess Committee.

2. NIEPMD will provide following facilities to run the mess :

- i. List of Hostel mess inventory will be provided to contractor before taking over the mess. The contractor should carry out the physical verification of inventory and sign the inventory. The contractor will be fully responsible for maintaining the equipment/machineries at the mess and will ensure safety of utensils, items, fixtures, furniture etc., provided in the mess.
- ii. The facilities provided by the Institute will be in the charge of the Contractor and he / she will be responsible for any damage other than usual wear and tear. In case of any loss or damage, the Contractor will have to replace the lost items / carry out necessary repair, subject to approval and instructions of the Hostel Authorities. Other utensils and refilling of cylinders, which are required to run the mess will have to be arranged by the contractor.

3. The contractor will ensure the following:-

- (a) All his staff deployed at mess should wear appropriate dress, apron, cap and hand gloves during preparation of food and serving it.
- (b) Kitchen should be maintained neat and clean every time.
- (c) Vegetables and other consumable items should be kept at their appropriate places only.
- (d) Pet animals are not allowed inside the Kitchen and dining areas.
- (f) All the staffs should use separate food wear inside the kitchen and dining areas. They should not wear rubber chapels inside the kitchen and dining areas.
- (g) The contractor will be fully responsible for ensuring cleanliness of vessels, keeping the food covered properly. He is fully responsible for any such happenings of food poison etc. The contractor will ensure proper hygiene of food and the surroundings of the kitchen/mess.
- (h) Basic good behaviour should be ensured by the Mess Contractor and his staff.
- (i) No or any abusing languages/sign/posture etc., will be allowed in the mess.
- (j) The food prepared should be free of any artificial colour; chemicals and adulterants.
- (k) THERE SHOULD NOT BE ANY RESTRICTION IN THE FOOD QUANTITY.
- (L) QUALITY OF FOOD SHOULD BE MAINTAINED THROUGHT THE CONTRACT PERIOD.

CHECK LIST

The Technical Bid shall be summarily rejected, if these documents are not attached. Documents must be attached in following serial order only.

Sl.N.	Particulars	Yes / No
01.	Technical Bid (Annexure-IV(a & b))	
02.	Demand Draft for Rs.500/- (Rupees Five Hundred only) in favour of Director, NIEPMD, Chennai as cost of Tender (Non-Refundable) .	
03.	Demand Draft/Pay Order for Rs.50,000/- (Rupees Fifty Thousand Only) in favour of Director, NIEPMD, Chennai as EMD.	
04.	Copy of Registration letter of the firm/company/agency.	
05.	Copy of affidavit duly notarized or certificate issued by Competent Authority as a proof of proprietary (in case of Proprietorship firm).	
06.	Copy of Shop and Establishment License for current year (as applicable)	
07.	Copy of latest/Valid Food License –FSSAI License to carry out catering business (the license should be kept valid throughout the entire period of contract)	
08.	Copies of work order of last 3 years. (i.e. similar work)	
09.	Copy of appropriate PAN Card	
10.	Copy of Income Tax Return of the firm/company/agency (Individual in case sole proprietary firm) for last two financial years	
11.	Copy of Registration with Service Tax/ Sales Tax/ VAT Department., (if available)	
12.	Service Tax/ Sales Tax/ VAT Return for previous year, (if available)	
13.	Signed copy of the following tender documents as a token of acceptance a) Copy of Tender Notice b) Copy of Invitation to tender (all pages) c) Check list (Annexure-I) d) Copy of Terms and Conditions (all pages) Annexure -II e) Copy of Scope of Work (all pages) Annexure -III	
14.	Any other document as may be necessary in connection with the job tendered for, including certificate of experience and list of clients (with contact number and address) where presently services are provided	
15.	A declaration of 'no near relative' certificate of NIEPMD staff in enclosed is to be enclosed with the Tender	
16.	Specimen Form of Agreement for MESS/ CATERING SERVICES (Annexure)	

(M) The maintenance of quality of food, quantity of food, safety, health and hygienic conditions in and around the mess / kitchen will be the responsibility of the Contractor. The suggestions / instructions of Hostel Authorities regarding the above conditions should be followed by the Contractor. The mess committee/members of mess committee will have the right to inspect the mess/kitchen areas/canteen/ dining areas at any time to check the quality and adherence to the conditions laid down in the tender document/contract agreement.

(O) The mess contractor should use good quality, branded raw materials with AGMARK certification only should be used for cooking food for the hostel inmates.

4. The Contractor is required to maintain adequate number of attendant / mess workers. All the mess workers must be between 18 to 60 years and should possess valid medical fitness certification. **No child Labour shall be permitted.** The contractor should not employ children under any circumstance. This condition will be verified by the NIEPMD mess committee frequently.
5. The Contractor and his workers must behave politely with hostel inmates.
6. **Smoking / consuming liquor / chewing of tobacco in any form etc.** is strictly prohibited in the Institute premises. Any such employee of the mess contractor is seen smoking/consumed alcohol/chewing of tobacco in any form will render strict action against the mess contractor and the concerned staff of him.
7. The Contractor will run the mess for about 125 hostel inmates.
8. Food / any other item should not be served inside the room of hostel inmates unless in exceptional cases or ill health on directives of Hostel Authorities.
9. Non Vegetarian food should be cooked in separate utensils. Non Vegetarian food should be served on separate serving tables.
10. Overall cleanliness of surrounding, kitchen and the food, raw materials, ingredients etc. are to be of good quality. Clean, fresh, nutritious, hygienic and edible food has to be served. Any type of COOKED FOOD/COFFEE/TEA etc., shall not be stored / preserved / re-served.
11. Mess workers and cook should be healthy and medically fit. They are required to have a regular check up with the Institute. Medical Officer. If any mess worker is found medically unfit, he may not be given permission to continue his duties and mess Contractor shall replace him immediately without fail.
12. It is to be ensured that whenever the mess workers are on duty they should be in clean and proper uniform.
13. **Daily menu chart** is attached with this document. The mess committee on the recommendation of the students can change the menu in consultation with the Contractor. Menu can be changed, to suit the availability of seasonal vegetables and their market supply with the permission of Institute authority.
14. Contractor shall provide light food to the sick student/s during sickness period and no extra charge will be paid for the same.
15. The mess utensils are to be cleaned with hot water using detergent powder/soap after every meal.
16. Mess Contractor or his representative is required to remain present in the mess when the food served in the mess.
17. All the items to be served in the mess including curd shall be prepared in the mess.
18. The Contractor is required to maintain the details of all his employees / mess workers. This information along with their photographs shall be submitted to the Mess committee/NIEPMD authorities.

20. Liability/responsibility in case of any accident causing injury/death to mess worker/s or any of his staff shall solely be the liability of the Mess Contractor. The NIEPMD Hostel committee/mess committee /NIEPMD Authorities shall not be responsible by any means in such cases.

21. The Contractor shall not employ any mess worker whose track record is not good or involved in any crime/offence/police case.

22. Storage / consumption of any alcoholic drink / liquor /tobacco etc., is strictly prohibited. The Contractor shall not serve any of such substance / drink in mess / hostel. Smoking, consuming gutakha, tobacco etc. is also prohibited in Institute premises.

23. The Contractor has to follow all rules and regulations of the Government (including labour laws) towards employing the mess workers. The Contractor shall be solely responsible for any dispute / violation arising out of wages and service conditions of his workers of any rules and regulations of the Government.

24. The Contractor shall be fully responsible for appropriate behaviour of the mess workers. If any worker misbehaved with any of the hostel inmates / hostel staff, action will be taken as suggested by the Hostel Authorities.

25. The Contractor shall provide other prepared food items like biscuits, wafers, napkins and flavoured milk / ice cream etc. in consultation with the Hostel Authorities whenever such need arises.

26. The contractor must prepare the food in the mess and the same will be served to the students at Dining Halls on outside food is permitted.

27. Decision of the Hostel Authorities will be final and binding to the contractor in case of any dispute arising out with respect to the terms and conditions of this contract.

28. The Institute will not provide any kind of staying facility to any worker or other concerned persons. This will remain the soul responsibility of the contractor. Workers or contractor are not permitted to enter residential area of hostel.

29. The Authorities of NIEPMD, Chennai reserve the right to accept or reject any or all the offers or apportion of the work amongst the different Tenderers in any manner as they may choose without assigning any reason whatsoever and their decision shall be final and binding on all concerned. If the trainees happen to arrive a day before the commencement of the training session at NIEPMD, it will be the responsibility of the contractor to provide them food on payment.

30. When trainees arrange field visit/trips on any day for which they have paid for food, it will be the responsibility of the contractor to provide them breakfast, sufficiently early in the morning and also food packets for their use during daytime. During night when they arrive late, the contractor must make arrangements for serving them dinner late by employing enough work forces at his cost.

If any of the student is absent from dining in the mess for a continues period of 7 days at a stretch, he/she shall not be charged with any messing charges for the period of absence. Any leave/break of less than 7 days at a stretch will not be taken into account for providing any reduction/rebate.

It shall be ensured by the NIEPMD Canteen committee that the students are not wasting the food; taking any food from the mess/dining area to their rooms/hostel areas.

31. THE LOWEST TENDERER (L1) WILL BE DECIDED BASED ON THE PER DAY RATE (THE WHOLE DAY RATE PER TRAINEE FOR REGULAR INMATE TO PREPARE AND SERVE THE PRESCRIBED MENU) TO BE QUOTED IN RUPEES (INR).

32. IN CASE OF TIE IN THE RATE QUOTED FOR THE HOSTEL MESS, THE LOWEST TENDERER (L1) WILL BE DECIDED BASED ON THE RATES QUOTED FOR NIEPMD CANTEEN ITEMS.

NIEPMD HOSTEL MESS : DAILY MENU CHART

DAY	MORNING	BREAKFAST	LUNCH	EVENING	DINNER
Monday	Tea or Coffee	Idly with Sambar and coconut chutney or pudhina chutney/ tomato chutney (OR) Poori Alu Sabzi	Rice, Chappati (2); Sambar, rasam, buttermilk, pickle, papad, kootu curry (green), vegetable fry/ Poriyal	Tea + snacks (sprouted or steamed gains)	Veg Fried Rice with Onion raitha & Vegetable fry.
Tuesday	Tea or Coffee	Alu Parota/ Gobi parota with Curd and pickle	Rice, Poori (2); Dal, rasam, buttermilk, pickle, papad, kootu curry (green), vegetable fry/ Poriyal	Tea + snacks (Mixture / Kara boondi / Sev 50 grms)	Chappathi with chenna masala kuruma
Wednesday	Tea or Coffee	Parata with Gravy Sabzi / Mutter(Green peas) Kuruma	Veg biriyani (or) Fried rice with onion raitha + vegetable fry +pickle	Tea + snacks (sprouted or steamed gains)	Idli / Appam with alu Kuruma
Thursday	Tea or Coffee	Pongal with sambar and coconut chutney (OR) Bread; Butter & Jam	Rice, vathatha kuzhambu, rasam, buttermilk, pickle, papad, kootu curry (green), vegetable fry / Poriyal	Tea + snacks (Biscuits / Cookies = 2)	Wheat Parata with alu gobi / alu mattur gravy.
Friday	Tea or Coffee	Kichadi with coconut chutney or chilly chutney (OR) Roti with Channa Masala gravy.	Rice, Roti (2); Dal/ Buttermilk (moore) Kulambu/ Kadhi with pakora, buttermilk, pickle, papad, kootu, curry (green), vegetable fry/ Poriyal	Tea + snacks (Sweet bun =1)	Uthappam/ kal dosai with onion chutney and coconut chutney
Saturday	Tea or Coffee	Poori with potato masala gravy	Veg Fried rice & Sambar rice; curd rice + Pappad (OR) Plain rice with fish curry and Boiled egg(1); Curd rice with pickle.	Tea + snacks (sprouted or steamed gains)	Idly with pudhina chutney or onion chutney or cocounut chutney
Sunday	Tea or Coffee	Noodles with sauce	Veg. biriyani with chicken curry / Veg. biriyani with panner butter masala with onion raitha for both common	Tea + snacks (Channa masala)	Aloo parota with veg kuruma.

Seal and signature of authorised signatory of bidder

30. NIEPMD CANTEEN SERVICES:-

- (a) The mess contractor will also run the NIEPMD canteen services for providing food, beverages and all catering services to the employees of NIEPMD, Visitors, Guests, Short term training programme participants, catering services on occasion of special events, meetings, programmes etc., on demand.
- (b) The tenderer should quote the rates of the items demanded to be prepared and served, if demanded.

31. Financial Bid

- i. The Tenderer should go through the Tender document thoroughly. The Financial bid forms should be attached without any ambiguity in the enclosed Annexure V (a & b) only. The Tenderer shall quote the standard rates for each item to be supplied in Annexure V (b). On the bases of the rates, the Tenderer shall quote only the whole day rates of the food items for the inmates of the Hostel. The FINANCIAL Bid shall be signed without fail.

32. Legal Aspects

- i. After award of the contract, the Contractor will enter into an agreement with the Institute for execution of this contract as per the prevalent rules and regulation of the Govt, as prescribed in the Indian Contract Act, 1962 and the provisions thereof.. This agreement will be executed on non-judicial stamp paper of value Rs.100/- and the cost of stamp paper will be borne by the Contractor.
- ii. The Contractor shall indemnify and keep indemnified the Institute against all losses and claim for injuries or damages to any person or property whatsoever which may arise out of or in consequent of the execution of the contract against all claims, demands, proceedings, damages cost, charges and expenses whatsoever in this respect and also on account of acts of omission or/ and commission of the personnel deployed by the Contractor.
- iii. Any property/ fitting or fixture, if damaged by the supervisor or the labours engaged by contractor, the cost as fixed by the Administration of the Institute shall be recovered from the Contractors bill/Security deposit.
- iv. In case of violation of any of the above condition, the Contract is liable to be terminated with immediate effect and shall be barred from future assignments.
- v. Contractor shall be solely responsible in case of incidence/s of food poisoning etc. and shall bear the complete expenditure arising out of this for medical treatment of the hostel inmates. In addition, penalty may be imposed on the contractor as decided by the Hostel Authorities for such incidence/s.

33. Minimum Desired Experience

- i. The firm should have experience in providing Mess / Catering Services for at least **Three large** corporate organization / PSU / Government body / Colleges / Engineering /Medical/Teacher Training colleges/ National Institutes or any organization where such Canteen/Mess facility is available to cater to the needs of at least 500 persons per month on an average (Attach Proof)
- ii. Proof in support of at least 05 year experience in the field of catering and successful running of hostel mess.

34. Terms of Payment

- i. The charges paid by the trainees to the Contractor towards the cost of food items, on per trainee monthly basis, are hereinafter called as Mess Charges. Every month from 1st day to the last day is termed as one Mess Period. The Week starts on Monday and ends on Sunday
- ii. Guests are permitted only with prior approval of the Hostel Authorities. Food charges as agreed by the Contractor will be collected by him directly from the Guests.

- iv. Contractor has to collect the dining charges as agreed in the contract directly from the students.
- v. End semester dates and mid semester break will be informed to the contractor and charges will be paid on per day basis instead of monthly basis.

35 Termination of Contract

- i. One month notice is required on either side for the termination of the contract if such a condition arises during the contract period.
- ii. If students are not satisfied with the service and if they communicate to the Authorities, then the services shall be terminated with one month notice and contract shall be awarded to the next lower bidder at the rate approved by the NIEPMD authorities. The decision of the DIRECTOR, NIEPMD will be final in this regard.
- iii. If the services of the contractor are not up to the mark or, the quality of the food is below standard or unhealthy or unhygienic, then Hostel Authorities are empowered to terminate the contract with a short notice of one week. The opinion of Hostel Authorities is final so far as the food quality / mess management is concerned.

36. Security Deposit

The successful bidder shall have to deposit an amount of Rs.1.00 lakh (Rupees One lakh only) to the Institute as a security deposit within 15 days from the award of contract. The Institute reserves the right to adjust the above amount towards any claim arising out of this contract. The amount towards security deposit shall be refunded on request of the contractor on completion of contract only after ascertaining that no claim arising out of any dispute is pending.

37. Important Note-No Deviation Clause: The price bid submitted by the contractor is final and inclusive of all taxes, levies, surcharges, other costs to him etc. and any deviation to it/ conditions mentioned and agreed by the contractor in the bids will not be accepted. Any such Technical/Price stipulating additional conditions or deleting the conditions mentioned in the tender shall be summarily rejected.

* Note: Each envelope containing Technical Bid & Financial bids & both must bear the address of the Contractor.

38. IMPORTANT: - IN CASE OF TIE IN THE RATE QUOTED FOR THE HOSTEL MESS, THE LOWEST TENDERER (L1) WILL BE DECIDED BASED ON THE RATES QUOTED FOR NIEPMD CANTEEN ITEMS.

I hereby agree to provide and serve the items as per the rates quoted by me / negotiated as per the terms and conditions mentioned in the tender document. I have also understood that I have to maintain quality of foods.

Name of the Contractor:

Address of Contractor:

Signature of Tenderer with Seal:

**DIRECTOR
NIEPMD, Chennai**

Mess Timings:-

Sl.No	Item	From	To
01	Morning coffee/tea/milk with or without sugar (under request) & Sprouted or steamed grains.	06.00hrs (AM)	06.30hrs (AM)
02	Breakfast	07.30hrs (AM)	08.30hrs (AM)
03	Lunch	01.00hrs (Noon)	01.30hrs (noon)
04	Snacks	05.00 hrs (PM)	06.00 hrs (PM)
05	Dinner	07.30hrs (PM)	08.30hrs (PM)

Technical Bid

All the details must to be filled by the contractor and copy of the supporting relevant documents as mentioned in annexure-V have to be enclosed.

Part – II: General Details		
1.	Name of the Tenderer	
2.	Address of the Tenderer	
3.	* Demand Draft No. & Date for Rs.500/- as cost of Tender, non-refundable	
4.	* Demand Draft No. & Date for Rs.50,000/- as EMD.	
5.	Contact/ Mobile Number of Tenderer	
6.	Type of Organization/ Enterprise (Sole Proprietary Firm /Partnership Firm/ Company/ Agency)	
7.	Details of Shop and Establishment License for current year (as applicable).	
8.	Details of Food License (Copy of latest/Valid Food License –FSSAI License to carry out catering business (the license should be kept valid throughout the entire period of contract)	
9.	PAN Card No.	
10.	Service Tax Registration No.	

* Please write your name at the back of Demand Draft.

Date:

Place:

(Signature of the Tenderer)

Name: _____

Stamp & Seal

Technical Bid

All the details must to be filled by the contractor and copy of the supporting relevant documents has to be enclosed in the serial order as mentioned hereunder.

Part – I: Professional Details					
	Type of Experience	Year	Mess	Canteen	Guest House
1.	Mention the number of persons served every year, under appropriate columns in past 3 year.				
2.	Total annual turnover in last three years.				
3.	Staff Available (numbers)	Manager		Cook	Helper
4.	Give details of termination of any of the previous contracts (if any)				
5.	Give references where you are currently providing such services (with contact number)				

Undertaking

I hereby agree to provide and serve the items mentioned in ANNEXURE- III as per the rates quoted by me / negotiated as per the terms and conditions mentioned in ANNEXURE- II.

(Signature of the Tenderer)

Name:

Date:

Place:

Stamp/seal:

Price Bid

(To be sealed in separate envelope)

"Hostel Mess/Catering Services"

Having examined the Tender documents terms and conditions stipulated therein specification of work etc., we the undersigned offer to execute the contract of running the Mess/Canteen at NIEPMD, Chennai, in conformity with the said specifications and conditions of the contract at the item wise rate quoted as under Annexure-III

The Whole day rate per trainee for regular inmate is Rs.	(Rupees)
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If our bid is accepted, we shall submit the securities as per conditions mentioned in the contract.

(Signature of the Tenderer)

Date:

Name:

Place:

Stamp/seal:

Price Bid
"NIEPMD CANTEEN"

PAID SERVICE: RATES QUOTED FOR NIEPMD CANTEEN :-

S/No.	Name of the item	Rate quoted (in Rs.)
1.	BREAK FAST – Items as served in the hostel mess	
2.	LUNCH Vegetarian Meals (standard) Rice Pulao/Jera Rice & Plain rice; Paratha (2) (or) Chapati (2) (or) Poori (2) Dal / Sambar Rasam; Vattal Kulambu (or) More Kulambu Mixed Vegetable Kutu ; Paneer masala (or) Veg Porial (or) Vegetable fry Curd; Pickle ; Pappad (1 pic)	
	Non-Vegetarian Meals (standard) Rice Pulao/Jeera rice & Plain Rice Paratha 2 (or) Chapati 2 (or) Poori (2) Rasam; Two Eggs Omlate (1); Butter Chicken curry (or) Madras Fish Curry; Fried fish pieces (or) Fried Chicken pieces (100 grms); Curd; pickle; pappad 1.	
3.	Tea	
4.	Coffee	
5.	Milk	
6.	DINNER – Items as served in the hostel mess	
7.	URAD DAL VADA/ MASALA VADA / ALOO BONDA / BREAD PAKODA / SAMOSA / BAJJI (per piece)	
8.	Egg boiled (1 piece)	
9.	Egg Omlate (1 egg)	
10.	Noodles / Cup noodles (100 grms)	
11.	Bread Omlate	
12.	Bread Sandwich	
13.	Bread, butter, jam (Folded /packed in between 2 slices of bread)	

(Signature of the Tenderer)

Name:

Date:

Place:

Stamp/seal:

SPECIAL MENU, FOOD ON OCCASION OF PROGRAMMES, SPECIAL OCCASIONS

SOUPS	Rs.	Breakfast/Tiffin items	Rs.	Chinese	Rs.	Punjabi	Rs.	Tea	Rs.	Cold	Rs.
Vegetarian soup		Idli (02 pics)		Veg Manchurian In Schezwan Sauce		Aloo Puri		Mint Tea		Beverage / deserts	
Soup with noodles		Bread, Butter & Jam						Ginger		Butter Milk	
Hot & Sour Soup		Cutlet & Tea				Chola Batura		Tea		Fresh Lime Soda	
Lemon Coriander		Idli (2)& Vada		Mushroom Gravy				Green Tea			
Soup		Upma & Vada		Mushroom dry fry		Roti, Sabzi		Masala tea		Ice Lime Soda	
Sweet Corn Soup		Pongal & Urad vada		Gobi Gravy		Aloo Parata with Dahi		Black tea with lemon		Gulab Jamun (1 pic)	
Tomato Soup		Bread, Butter & Omlate.		Gobi dry fry		Yogurt				Cut Fruit platter (100 gms)	
Broccoli Soup		Uttappam Plain		Baby Corn		Boondi					
Spinach Veg		Pori (2) & Aloo Masala		Manchurian Dry		Raita		Tea With Tea Bag 150ml		Fruit salad (200 gms)	
Clear Soup		Wheat Parata & Veg Kuruma		Manchurian Gravy		Plain					
Mushroom Soup		Dosa		Baby Corn		Jeera Raita		Coffee With Instant Powder 150ml		Juice	
Non Vegetarian Soup		Rava Dosa		Pepper & Salt						Mango	
Nattukozhi Soup		Plain Dosa		Gobi Chilli (Dry/Gravy)		Mixed Raita				Orange	
Aattukkaal Soup		Ghee Dosa								Pinapple	
Mutton Soup		Paper Roast Dosa		Gobi Manchurian						Watermelon	
Chicken		Masala Dosa		(Dry/Gravy)						Fresh Lime	
Manchow Soup		Onion Dosa		Mushroom		Lazzi		Hot Badam		Shakes	
		Onion Rava Dosa								Strawberry	

