



**INSTITUTE FOR EMPOWERMENT OF PERSONS
WITH MULTIPLE DISABILITIES**

(Ministry of Social Justice and Empowerment, Govt of India)
ECR, Muttukadu, Kovalam Post, Chiennai 603 112, Tamil Nadu
Fax: 044-27472389 Tel: 044-27472104, 27472113, 27472046
Website: www.niepmd.tn.nic.in E-mail: niepmd@gmail.com

Recipient of National Award for the Best Accessible Website for Persons with Disabilities

TENDER NOTICE

TENDER FOR RUNNING THE NIEPMD CANTEEN, ECR, CHENNAI

Tender No. NIEPMD Pur4 (33) /2014-15

Dated: 26/09/2014

*Sealed tenders are invited in two bid system i.e (i) Technical bid and (ii) Financial bid from firm/companies/Agency for running Mess in the Hostel of National Institute for Empowerment of Persons with multiple Disabilities with at least Five years' experience in this field and who has proven track record with an annual turnover of not less than **Rupees 05 Lakh**. The tender document can be purchased from NIEPMD at above address. The tender document can also be downloaded from our website www.niepmd.tn.nic.in and submitted along with DD for Rs.500/- drawn in favour of Director, NIEPMD, Payable at Chennai.*

Last date for sale of Tender Document - 3.00 PM. on 24 Oct 2014

Cost of Tender document Rs.500/-

Last Date, Time & place for submission of Tender Document - 3.30 PM. on 24 Oct 2014
Tender Box at NIEPMD

EMD - Rs.20, 000/-

Date & Time of Opening of Tender Documents- 04.00 PM. on 24 Oct 2014

Tele: 044-27472046/27472113 Telefax: 044-27472389 Email: niepmd@gmail.com

DIRECTOR



**NATIONAL INSTITUTE FOR EMPOWERMENT OF PERSONS
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TENDER NOTICE
TENDER FOR HEARING AIDS

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DIRECTOR

National Institute for Empowerment of Persons with Multiple Disabilities (NIEPMD) is a Central Autonomous Body under the Ministry of Social Justice & Empowerment, Government of India. The Institute intends invite to tenders for and on behalf of the DIRECTOR, NIEPMD, ECR, Muttukadu, Kovalam post, Chennai- 603 112 from reputed and experienced firm/companies/Agency of supplying Hearing Aids at NIEPMD campus at Muttukadu, Kovalam, Chennai.

Detailed terms and conditions, tender format 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 ***** between 10.00 AM and 5.00 PM.

Date: 26thSep 2014

Deputy Registrar (Admin)DIRECTOR

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.niepmd.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 03.30PM on 24/10/2014 or should reach only by speed post to the office of NIEPMD, Chennai on or before 24/10/2014 up to 01.00 PM**. Tender will be opened at 04:00 pm on 24/10/2014. 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. However, in the event of any unforeseen circumstances, tender may be opened in a later date and the same would be intimated through Institute website www.niepmd.tn.nic.in.

3) The completed tender in all respect is required to be submitted along with the E.M.D. of **Rs.20,000/- (Rupees Twenty 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 superscribed „Technical Bid“. The Price Bid should be kept in a separate sealed envelope superscribed „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 superscribed 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 superscribed “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. NITUK/Estt./Tender/2014/06** Page 4 of 14

- 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 of NIEPMD on 30.09.2014.

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

CHECK LIST

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

Prequalification criteria

Sl.N.	Particulars	Yes / No
01.	Technical Bid (Annexure-IV(a&b))	
02.	Demand DrafftforRs.500/- (Rupees Five Hundred only) in favour of Director, NIEPMD, Chennai as cost of Tender (Non-Refundable) .	
03.	Demand Drafft/Pay Order for Rs.20,000/- (Rupees Twenty 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 Food License (Certificate from Food safety & Drug Administration Department to carry out catering business (valid on the date of tender opening).	
08.	Copies of work order of last 3 years. (i.e. similar work) catering of at least 150 nos of hostellers	
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 ., (if available)	
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 from (Annexure-*****) is to be enclosed with the Tender	
16.	Specimen Form of Agreement for MESS/ CATERING SERVICES (Annexure)	

TERMS & CONDITIONS FOR HOSTEL MESS/CATERING 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.

If required, a team of officers of NIEPMD, Chennai 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. The renewal of work order for the next year will depend only on satisfactory performance of the contractor.

2. The hostel office of the Institute will provide following facilities:

- i. List of Hostel mess inventory will be provided to contractor before taken over the mess. He should carry out the physical verification of inventory and sign the inventory.
- 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 maintenance of 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 cleanliness have to be followed and the expenditure towards this is to be borne by the Contractor.

4. The Contractor is required to maintain adequate number of attendant / mess worker. All the mess workers must be Male & Aged between 18 to 60 years. **No child Labour shall be permitted.** The contractor should not employ children under any circumstance.

5. The Contractor and his workers must behave politely with hostel inmates.

6. The Contractor will run the mess for about 150 hostel inmates.

7. 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.

8. Cooking medium should be branded refined oil / ghee. Substandard material & other oil / ghee must not be used.

9. Non Vegetarian food should be cooked in a separate kitchen with 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 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. Sample menu is attached with this document (Annexure-III). Hostel Warden and Students' Hostel Management Committee 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 preferably 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 Deputy Registrar (Admin).

19. 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 Hostel Section / Institute Authorities shall not be responsible by any means in such cases.

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

20. Storage / consumption of any alcoholic drink / liquor 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 hostel premises.

21. 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.

22. The Contractor shall be fully responsible for appropriate behavior 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.

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

24. 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.

25. During seminars / workshops/meetings/training programmes as per requirement the food items are to be supplied at the same rate to the participants at the locations within the campus of NIEPMD.

26. 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.

27. 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.

28. 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.

29. 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.

ii. The contractor has to collect the Mess charges as per the rates prescribed in Financial Bid Annexure-V (a) Part A which generally does not change but likely to change if there is price negotiation

30. 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. This agreement will be executed on non-judicial stamp paper of appropriate value 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.

31. 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 colleges or any organization where such Canteen/Mess facility is available to cater to the needs of at least 150-200 persons per month on an average (Attach Proof)

ii. Proof in support of at least 05 year experience in the field of catering.

32. 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

iii. Guests are permitted only with prior approval of the Hostel Authorities. Guest charges shall be decided by the Hostel Authorities for ordinary / special meals which shall be slightly on higher side than the approved daily rates of the contractor.

iv. Contractor has to collect the guest charges directly from the students / guests.

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.

vi. Minimum of 07 days break, reduction in mess bill to be given.

33. 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.

34. Security Deposit

The successful bidder shall have to deposit an amount of Rs.20,000/- (Rupees TwentyThousand 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.

35. Important Note-No Deviation Clause: Any deviation in terms and conditions or the form of price bid i.e. inclusion/exclusion of Taxes, levies, surcharges and additional heads for charges shall be discussed in Pre-Bid Conference. The Institute authorities shall modify the tender documents, if required in the light of the discussion.

However, any Bid 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.

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. 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**

SCOPE OF WORK

The contractor shall provide food to the students as per the menu and timing given below number of students can also increase or decrease.

1. DAILY MESSMENU

FOOD CHART					
DAYS	MORNING	BREAKFAST	LUNCH	Snacks	DINNER
MONDAY	Tea/Coffee	Pongal, Sambar, Coconut Chutney,	Rice, Sambar, Rasam, Fried Poriyal, Koottu curry, Appalam, Buttermilk, pickle	White channa, Tea/Coffee	Dosai-04 Sambar& Chutney
TUESDAY	Tea/Coffee	Idly(05) Coconut chutney ,Sambar	Rice, Karakulambu, Rasam, Fried Poriyal, Koottu curry, Appalam, Buttermilk, pickle	Biscuits-04 Tea/Coffee	Chapatti-04, veg- kurma,
WEDNESDAY	Tea/Coffee	Plain Dosa(02) Sambar, Chutney	Rice, Sambar, Rasam, Fried Poriyal, Koottu curry, Appalam, Buttermilk, pickle	Greens grams, Tea/Coffee	Variety Rice, pickle
THURSDAY	Tea/Coffee	Poori(05) Potato Masala,	Rice, Karakulambu, Rasam, Fried Poriyal, Koottu curry, Appalam, Buttermilk, pickle	Ground nuts, Tea/Coffee	Uthappam-04, Veg- kuruma
FRIDAY	Tea/Coffee	Idly(05) Tomota Chutney, Sambar	Rice, Sambar, Rasam, Fried Poriyal, Koottu curry, Appalam, Buttermilk, pickle	Boiled black channa Tea/Coffee	Kichadi& Chutney
SATURDAY	Tea/Coffee	Uppuma, Coconut Chutney, Sambar	Veg pulav, onion Raita, kurama	Bajji(02)/ vadaï(01) chutney, Tea/Coffee	Parotta-04 Veg- Kuruma
SUNDAY	Tea/Coffee	Bread(05), Butter Jam	Veg Biriyani, Onion Raita& Non- Veg Gravy/Veg gravy	Mini bonda(02), Chutney, Tea/Coffee	Allu Poratta-04, Sauce, Banana

Mess Timings:-

Sl.No	Item	Girls		Boys	
		From	To	From	To
01	Breakfast	8.00 AM	8.30AM	08.30hrs	09.00hrs
02	Lunch	1.00PM	1.45PM	1.45PM	1.45PM
03	Dinner	8.00PM	8.30PM	8.30PM	9.00PM

Only PONNI BOILED rice of good quality, well cleaned, de-stoned should be used. Standard brand Toor /UradDaal (viz.Udayam) should be used. Standard brand Pulses and grams are only to be used for cooking. Only standard brand(Agmark) Atta should be procured and used for preparing pooris and chapattis. Only branded sunflower (Agmark) refined oil must be procured in sealed tin and used.

Rice, Chapathi, Sambar, Rasam, Butter milk, Pickles unlimited and idly/Poori/Dosa/Onion Dosa/MasalDosa/Fried Curry/ Kootu/Kesari etc. are to be served limited but sufficiently.

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.

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.

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.20,000/- 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	
	PAN Card No.	
	Service Tax Registration No if applicable.	

* 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)

Date:

Name: _____

Place:

Stamp:

Price Bid**(To be sealed in separate envelope)****Ref: Tender No. NITUK/Estt./2014/06****“Hostel Mess/Catering Services”****PART-A**

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)

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:

Price Bid

(To be sealed in separate envelope)

Ref: NIEPMD Pur 4 (33)/2014-15

“Hostel Mess/Catering Services”

PART-B**STANDARD SCHEDULED RATES OF THE ITEMS FIXED ON THE BASIS OF WHICH
FINANCIAL BIDS WILL BE QUOTED**

Sl.No	ITEM (As per Scheduled-I & II)	Item wise Rates	Whole Day Rate Per Trainee for regular inmates
1	Morning Tea/Coffee/Milk (with or without sugar)	Rs.	Rs.
2	Break Fast	Rs.	
3	Tea at morning 11.30AM	Rs.	
4	Lunch	Rs.	
5	Tea at evening 15.30PM	Rs.	
6	Evening Snacks (Including tea)	Rs.	
7	Dinner	Rs.	

(Signature of the Tenderer)

Name: _____

Stamp:

Date:

Place:

ANNEXURE-IV

DECLARATION OF "NEAR RELATIVE" OF NIEPMD EMPLOYEES

I S/o..... residing athereby certify that none of my relative(s) as defined in the Tender document is / are employed in NIEPMD unit as per details given in Tender document. In case at any stage, it is found that the information given by me is false / incorrect NIEPMD shall have the absolute right to take any action as deemed fit without any prior intimation to me".

Certified that I have gone through the terms and conditions of the Tender vide Tender No. _____ Dated _____ for Mess contract/ catering services at Hostels at NIEPMD and abide by all the terms and conditions and abide by the rate quoted by me.

Place:

Signature of the Tenderer

Date:

Name of the Tenderer

Address of the Tenderer.

ANNEXURE V
FORM OF AGREEMENT

(To be executed on a Non-Judicial Stamp paper of Rs.20/-(rupees twenty only)
TENDER NO.

Preamble

This deed of agreement is made on this day Month..... of 2014 between the DIRECTOR, NIEPMD, Chennai. (Herein after called the BENEFICIARY) on the one part and M/s. Having their office at (Herein after called the OBLIGATOR) on the other part.

Whereas the beneficiary had invited Tender for Mess/Catering Services for of NIEPMD Chennai vide Tender No..... Opened onatHrs. and the obligator offered to execute the same to the beneficiary as per Specification. The beneficiary has accepted the offer of the obligator on the terms and conditions here after mentioned under above Tender.

1. In this Agreement, words and expression shall have the same meanings as are respectively assigned to them in the conditions of contract hereafter referred to:
2. The following documents shall be deemed to form and be read and constructed as part of this agreement, viz.,
 - a) Notice Inviting Tender (NIT) : Tender No.Mess _____
 - b) Tender Information : Tender Document with all Annexure
 - c) Tender offer of the Contractor : As per Schedule
 - d) Terms and Conditions of tender :As stipulated in Tender Document
 - e) Letter of Acceptance : Letter dated.....of the Contractor
 - f) Security Deposit Amount : Rs.**20,000/-**..... Rupees Twenty thousand only)

Now therefore it is hereby agreed by and between the parties as follows.

The agreement will remain by and between for the period of one year with effect from
In WITNESS whereof, the parties set their respective hands and seals on this day of 2014 at
(Place)

Signature:
Name:
Designation:
With stamp: