



**I.K. GUJRAL PUNJAB TECHNICAL UNIVERSITY,
JALANDHAR-KAPURTHALA HIGHWAY,
KAPURTHALA**

E-TENDER DOCUMENT - 2017

FOR

Providing Mess services



I.K. GUJRAL PUNJAB TECHNICAL UNIVERSITY JALANDHAR-KAPURTHALA HIGHWAY, KAPURTHALA

E-TENDER NOTICE

E-Tender No. – IKGPTU/2017-18/-----

Online tenders are invited as detailed below:-

Name of Item	Cost of Tender Document	Tender Processing Fee
Mess service	Rs. 2,500/ -	Bidders are not required to pay tender processing fee.

<u>Deposit Amounts</u>	Hostel Mess (Supply at two or three venues)
* Earnest Money	Rs.60,000/-
Performance Security	Rs. 1,50,000/-

** EMD of the Successful for bidder will be converted in to performance security. Successful bidder will deposit balance amount within ten (10) days from the date of issuance of work order.*

Important Dates:-

Last Date and Time of submission of online Tender	Date and Time of opening of Technical Bid	Date and Time of opening of Financial Bid	Venue
05.08.2017 up to 05:00 PM	07.08.2017 at 11:00 AM	To be intimated later to the bidders who will qualify technical bid.	IKGPTU Jalandhar-Kapurthala Highway Kapurthala.

The tender document can be downloaded from website etender.punjabgovt.gov.in. Tenders shall be opened at above mentioned places in the presence of parties or their representative who may like to be present. For participating in the above e-tendering process, the suppliers/bidders shall have to get themselves registered with etender.punjabgovt.gov.in and get user ID and password Class three Digital signatures is mandatory to participate in the e-tender process. For any clarification/difficulty regarding e-tendering process flow, please contact us on 8146699878 (District Coordinator, Jalandhar) or E-procurement Helpdesk Nos. 8054628821, 0172-3934667, 9257209340.



1. The tender form fee Rs. 2500/- and E.M.D. as mentioned in above table. The Tender fees and EMD should be deposited / Pay by online/E-payment mode only. No other modes will be accepted. **BIDDER ARE NOT REQUIRED TO PAY TENDER PROCESSING FEE, AS SAME IS BEING PAID BY IKGPTU TO PUNJAB INFOTECH.**
2. Corrigendum/Addendum /Corrections/notice, if any will be published on the website.
3. All fees like tender fee (Nonrefundable) and Earnest money shall be paid through ONLINE mode (IPG, Net Banking, NEFT/RTGS) only.
4. Bids must be submitted online through **e-portal etender.punjabgovt.gov.in** before the time specified in the above table (as per system clock). Department/Service provider does not take any responsibility for the delay caused due to non-availability of internet connection or network traffic for online bids.
5. Bidders shall up load scanned copy of all the papers i.e. proof of Earnest Money, Tender Form Fee, Enlistment Certificate, EPF, ESIC, PAN Card, GST No. (if applied), Registration No. of FSSAI, Registration No. and other certificates as required in the eligibility criteria.
6. Uploaded documents of valid successful bidders may be verified with the original before award of the contract. The valid successful bidder has to provide the originals to the concerned authority on receipt of such letter, which will be sent through registered post/e-mail.
7. Bid(s) once submitted online, can be resubmitted before last date and time of submission.
8. There is no limit to data that can be uploaded on Punjab Infotech website, however, for ease of uploading and downloading, vendors will be advised to compile data into files and upload. Capacity of each upload file should not be more than 4 MB, preferable to keep it even less.
9. Prospective Vendors are advised to start uploading process well on time and not leave it to the last minute as same shall take time because of the data involved.
10. If the date of opening of tenders happens to be a public holiday, then the tenders will be opened on next working day at the same time and place.
11. The bidders should keep checking the website for any addenda/corrigenda to the notice/bidding documents till the date of on-line submission of bids, and the bidder should incorporate the same in his bid documents.



I.K. GUJRAL Punjab Technical University

General Guidelines

Tenders are invited from interested contractors for running a mess at I.K. Gujral Punjab Technical University Hostels.

1. There are currently two hostels (Boys & Girls) with the capacity of 60-80 (Girls Hostel) and 160-180 approximately (Boys Hostel at two different venues).
2. The Contractor will provide the catering services as per Menu (see annexure-i) as decided by the university. The menu list is subject to change as per the university's discretion within the overall rates.
3. Interested Vendors/ Contractors/ Firms/ Proprietorships/ Cooperative Societies/ Companies with the same kind of objectives can submit quotation forms duly completed, in a sealed envelope.
4. The terms and conditions of tender along with the annexures ii each and every page must be signed & stamped and scanned and uploaded on the website. The Commercial Bid only submitted by online and not to be send hard copy. Commercial bids of only those tenderers will be opened who will qualify technically.
5. Technical bid Performa (annexure ii) to be filled on line.
6. Technical bid will be opened on the due date and time as notified, in the presence of the vendors present with authorization letter from the respective company/firm.
7. The bidders who qualify the technical bid, will only be informed regarding opening of financial bids. The financial bids will be opened on the due date and time as intimated, in the presence of the vendors present with authorization letter from the respective company/firms.
8. The EMD/Performance security is liable to be forfeited in case the supplier fails to execute the order in time.
9. IKGPTU shall not be responsible if it is not possible to up load / submit the tender online due to any fault or malfunctioning of the internet / e tender site.
10. The tender should be submitted with the tender document available on etender website (etender.punjabgovt.gov.in) and can be seen on University website i.e. (www.ptu.ac.in).
11. Authorized signatory should sign on all the pages. Bids without signatures of authorized signatory on all the pages will be out rightly rejected.
12. IKGPTU Jalandhar reserves the right to change the order quantity or specification without assigning any reason(s), whatsoever.
13. The contractor with minimum experience of two (2) years in running Mess/canteen/Food Court/ Dhaba/ Restaurant may apply. Documentary evidence in this regard should be enclosed, otherwise tender will be rejected summarily. The



experience is to be counted from the year 2011 and onwards. In case of tie, preference will be given to the firm, having experience of working in educational Institution.

14. The annual turnover from canteen services/related fields should be more than Rs. 5 lakhs of 02 years during the last 05 financial years ending 31st March 2017. Documentary evidence duly certified by CA or Govt. agency in this regard should be enclosed in technical bid.
15. EMD for the of the successful bidder will be converted in to security amount, which will kept for the entire period of contract or will be refunded at the end of the contract for the clearance of all dues.
16. The Tenderers shall have to furnish the declaration that:
 - i. They have not been black listed by any departments due to any reasons.
 - ii. They are ready to get the catering capabilities inspected by the officer/ committee of the University to judge the level of competency for undertaking the work.
 - iii. They undertake not to object their disqualification on the basis of above declaration if found wrong and misrepresented.
16. The Tenderer shall ensure that the age of the workers deployed will be more than 18 years and shall comply all the statutory requirements.



I.K. GUJRAL Punjab Technical University

Terms & Conditions

1. **Obligation of IKGPTU:** Following facilities/infrastructure shall be provided by IKGPTU to Caterer free of cost.
 - (a) Mess Dining Hall & Kitchen.
 - (b) Serving utensils will be provided by the University.
 - (c) Proper supply of water in the mess kitchen will be provided by the University.
 - (d) Similarly proper arrangement will be made by the IKGPTU for cleanliness of the surroundings of the mess. However the cleanliness of the Mess Dining Hall & Kitchen shall be the responsibility of the contractor.
 - (e) Standard illumination equipment will be provided by the IKGPTU in mess area however if any extra illumination or any extra electrical equipment is needed by the contractor, in that case the contractor will arrange the same by incurring expenditure on its own, for its proper use and maintenance.
 - (f) Furniture (tables and chairs) in the mess dining hall will be provided by the by IKGPTU.
 - (g) All the necessary civil, electrical and plumbing works required for the mess dining hall, kitchens and other food services shall be done by the IKGPTU but contractor shall be responsible for its upkeep and maintenance.
2. That the successful bidder shall be required to furnish a bank guarantee/demand draft as mentioned on page 2, in favour of Registrar, IKGPTU payable at Jalandhar as Performance Security. No interest will be paid on security deposit. The security deposit will be refunded to the contractor, after successful completion of the Contract after the clearance of all dues. The security deposit is liable to be forfeited wholly or partially if:-
 - (a) The standard, quality and quantity of food deteriorates during the tenure of contract.
 - (b) Any damage is caused to the building, equipment and vessels belonging to the University.
 - (c) The tenderer declines to render services at the item wise rates agreed upon due to escalation in prices of raw materials or for any other reasons.
 - (d) Tenderer fails to fulfill any terms & conditions of the tender.



3. The Contract would be for duration of one year (this period will start from the date of signing the agreement) extendable up to two year (one time one yearly basis on the same terms & conditions), on the basis of satisfactory performance, of the contractor. The Contractor shall vacate the premises on the expiry of the period of contract or vacate the premises even before the expiry of contract (if the contract is terminated by the University before the expiry date of contract) unless the contract is extended/ renewed for another term period as decided by the competent authority of the University.
4. The contract may be terminated on one month's notice by the University.
5. The timing and the working days of Mess services will be regulated by the University.
6. The contractor shall pay the electricity bill, for which a separate sub- meter has been installed. The rate of electricity shall be the same, which IKGPTU will pay to PSPCL.
7. The Contractor should quote the rates along with the quantity for supply of items mentioned in the enclosure, duly signed and dated. The rates will be valid for one year and contractor will not ask to increase the rates throughout the year.
8. The eatables served by the Contractor should be wholesome and clean. In case of any rotten or substandard eatables penalty will be imposed by the competent authority on the recommendations of the Mess Committee.
9. The Cooks should know the preparation of North Indian food, south Indian food and continental food also.
10. The Contractor should provide sufficient number of cooks, waiters and other servants for delivering proficient services and would be liable for their misbehaviour, misconduct or any other act of disobedience. Possession and use of Alcohols, tobacco products etc. will be punishable and will lead to the termination of tender.
11. The Contractor must also ensure that the staff & waiters wear neat and clean uniform while on duty.
12. The standard menu table for Mess (Annexure I) should be strictly followed by the contractor. Any change from the menu table without prior permission will lead to the penalty. Mess menu may be revised as per the availability of raw material/ fresh/seasonal vegetable with prior permission to the Chief warden.



Students (Hostellers, until or unless they are not vacating the hostel) will pay on Monthly basis as per the rates quoted at Annexure I and with the below given formula:-

Sr. No.	Min. / Max. Charges and Mess off system	Additional Clause	Eg.
1.	The student will pay for twenty days as minimum monthly charges (w.r.t. additional clause)	Diet charges for 1 day (Breakfast + Lunch & Dinner)* no of days	i.e. In case of approved medical or duty leave through proper channel one will pay less from minimum monthly charges.
2.	The Mess off will be for full day and minimum for two days	Mess off is for the whole day (Breakfast + Lunch & Dinner)	And from first day to last day off
3.	The information for the Mess off shall be made one day before, in register kept in the warden office.		

13. The payments of the mess charges by the students will be made against bills submitted once in a month (up to 15th of every month), exceeding of the period may lead to a penalty of Rs. 10 /-per day for a maximum period of 15 days; thereafter the mess account may be closed.
14. The Contractor will be solely responsible for of raising of the bills.
15. The contractor is bound to follow the EPF and ESIC or any other labor law/ department provision/rules/instructions. He will submit the payment challans of EPF, ESIC on other concerned department to the Finance Department monthly along with the copy of the attendance register of the employees.
16. Although, the following facilities shall be provided by the University, however, their maintenance and upkeep will be ensured by the contractor to the satisfaction of the competent authority of the University or body responsible to keep check on such issues:
 - (a) Furniture for the seating arrangement
 - (b) Proper lights and fans and electricity supply
 - (c) Serving utensils
 - (d) Fly Catchers

The following arrangements will be made by the Contractor:

- (a) Disposables (Biodegradable/recyclable only)
- (b) Crockery etc.
- (c) Cooking gas
- (d) Adequate manpower
- (e) Utensils for cooking
- (f) Refrigerator and Deep Freezer



(g) Any other facilities needed to ensure smooth functioning of the mess.

(Note: - In case of any additional requirements to run the Mess smoothly, these will be arranged by the contractor at his own expenses).

17. The Contractor shall be responsible for the reasonable care, maintenance, and safety of the premises, accommodation, furniture and other items provided by the University.
18. The Contractor shall be bound to keep the premises neat, clean and tidy at all times in accordance with the bye-laws of the Municipal Council/ committee Health department or any other government department's norms related to run mess. The Contractor will arrange sweeper for Kitchen and dining area.
19. Canteen premises and storage units may be inspected by the committee constituted by the competent authority of the University at any time for checking hygiene, cleanliness and quality of eatables etc.
20. The University may call for the advice of the Local SMO on matters of hygiene in the mess.
21. The Contractor shall not make any additions or alterations in the premises without the prior permission of the competent authority.
22. The security deposited by the Contractor according to the terms of Contract shall be refunded within 30 days after the expiry of the contract, upon production of NOC, and no interest shall be paid on the same.
23. The Tenderers shall have to furnish the declaration that:
 - i. They have not been black listed by any Govt./Semi Govt./Private Institutes or any other departments due to any reasons.
 - ii. They are ready to get the catering capabilities inspected by the officer/ committee of the University to judge the level of competency for undertaking the work.
 - iii. The utensils/equipments required for the work is owned by the bidder.
 - iv. They undertake not to object their disqualification on the basis of above declaration if found wrong and misrepresented.
24. The contractor should furnish the following particulars for consideration of tender quotation:-
 - i. Firm/Cooperative Society/Proprietorship etc. registration number if any (Xerox)
 - ii. Details of firm's bank account number, RTGS/NEFT No. (Xerox).
 - iii. PAN Card/ TIN etc (Xerox).
 - iv. Documentary evidence regarding two years experience of running



Mess/Canteen/Food Court/ Dhaba/Restaurant.

- v. Food Safety Certificate (FSSAI).
 - vi. GST No. (if applied)
- or other document applicable to running mess contract.
- 25. The Contractor shall be responsible for fulfilling the requirement of all the statutory liability pertaining to various Labour Laws. The right for the termination is only be kept with IKGPTU.
 - 26. The University will not be responsible for any type of compensation, if any mess staff are injured while on duty. Personal Insurance of each mess staff has to be borne by the Contractor.
 - 27. In case of failure or breach of any term and condition of the contract, the University shall have:
 - (a) The authority to rescind the contract and
 - (b) The right to forfeit the security.
 - (c) Any other penalty may be imposed by the University authorities in case of any indiscipline or breach of contract by the contractor.(Decision of the competent authority shall be final).
 - 28. The Contractor has to maintain attendance register of his staff deployed in the Mess.
 - 29. The Tenderer shall ensure that the age of the workers deployed will be more than 18 years and shall comply all the statutory requirements.
 - 30. The Contractor will not sub let the contract any part of this to any other party or individual without the prior permission of the competent authority.
 - 31. The contractor and his staff will make their own residential arrangement outside the premises of the University (Only limited accommodation if **available in** the campus may be provided free of cost).
 - 32. The I K Gujral Punjab Technical University reserves the right to reject any or all the bids without assigning any reason.
 - 33. Government rules and regulations issued from time to time will be binding to the bidders.
 - 34. Disposal of the Garbage will be the responsibility of the contractor.
 - 35. It is brought to the notice of interested vendors/contractors that during the vacations in summer and winter there will be a very low number of students in the hostel for food.
 - 36. The contractor will be liable to pay all statutory/non-statutory dues and penalties imposed by any authority of the State/Central Govt. for the work done by the contractor contact period.
 - 37. Other eatables may be served with the permission of the competent authority



as per the canteen rates.

38. **Hygienic Cooking:**

- (a) Cooks will cover head.
- (b) All cooking vessels and utensils shall be cleaned by boiling water or sterilized by steam. (Optional)
- (c) Before cooking, raw material like pulses, rice etc. it shall be visually examined for any contamination.
- (d) Cooked foodstuffs shall be always covered with lids.
- (e) There shall be no contact of clothes of the cooks with the cooked food during cooking and service.
- (f) The vessels containing cooked material shall not be kept on the floor.
- (g) While cooking, exhaust system should be switched on.
- (h) Only fresh refined edible oil shall be used and all care shall be taken for standard oil usage and quality of cooking oil as per ISI standards.
- (i) There shall not be any spillage of cooked material/waste over the shelves, floor, tables etc.
- (j) Proper strength of cleaning powder for efficient cleaning to remove oil and sticky material shall be ensured and thoroughly flushed with fresh running water for remnant alkaline removal on the dishes; plates etc. shall also be ensured.
- (k) Washed utensils may be sterilized by steam pressure if so required.
- (l) Clean and fresh duster/cloths shall be issued to cooks on daily basis.

39. **Waste Management:**

- (a) Care shall be taken to use minimum amount of water required for cleaning and sterilizing to avoid the water wastage.
- (b) The garbage and waste disposal from the kitchens and the dining area shall be the responsibility of the contractor. All the transportation charges regarding waste and garbage disposal shall be borne by the contractor.
- (c) The solid waste shall be collected in drums/collecting bins to be kept at identified places.
Green Bins : For collection of organic/Bio-degradable wastes waste.
Red Bins : For collection and other re-cycle able waste.
- (d) The solid waste collected shall be transported by contractor to waste dumping yard. While transporting the waste from identified place to waste yard, care shall be taken to ensure that waste does not spill over during transit and the containers are properly emptied and cleaned.



- (e) Bio-degradable and kitchen waste collected from Green Bins shall be disposed of by composting, if so decided by the IKGPTU otherwise it shall be got removed from the campus by the contractor at his cost. Packing paper, card boards, boxes stationery scrap, curtains, waste papers, cloth etc. shall be collected in a separate garbage bin. Polythene waste bags shall be collected compacted and properly disposed of. Oily dusters/cloths shall be kept in a separate container and shall be disposed of at identified place on regular basis by the contractor.
- (f) Drainage system below the water coolers shall not be obstructed by spillage of vegetables, waste edibles, grease polythene bags, dusters.

40. **Safety requirements:**

- (a) The contractor should ensure that there is no short-circuiting resulting in incidents of fire. There shall be no loose electrical connections and temporary fittings. Emergency fire extinguishers provided by IKGPTU shall be kept at appropriate places of work, which shall be periodically got checked for proper use from IKGPTU.
- (b) The regulating valves of LPG supplied to the kitchen shall be inspected regularly to ensure that on / off system is in order to avoid accident.
- (c) First Aid box containing bandages, Spirit, Ointments, Antiseptic creams, lotions and immediate relief tablets shall be made available by the contractor at prominent location and known to all staff.

41. **Noise Control:**

- (a) Maximum efforts shall be done to reduce noise arising out of stacking of vessels, utensils, transporting and cleaning operations.
- (b) All individual shall also be advised to make minimum noise.

42. **Conservation of Energy:**

- (a) Fans, tube lights and other electrical appliances shall be switched off when not required.
- (b) Use optimum quantity of water at dish washing machine while flushing/cleaning the utensils and vessels.
- (c) Save LPG Gas consumption by keeping the vessels flat bottom and properly covered while cooking.
- (d) Ensure optimum use of the steam, check and rectify leakage regularly.

43. If anybody suffer any health hazard-ness after consuming the eatables available at the canteen, then the contractor shall be solely liable for the consequences arising out of the same and the IKGPTU shall not be responsible for the same.

44. **Arbitration:**

- (a) All disputes between the IKGPTU and the contractor arising out of this



agreement entered into or in relation thereto or regarding the interpretation of any clause, terms and conditions thereof shall be referred to the VC, IKGPTU acting as such at the time of reference or any other person as may be nominated by the VC who will be the sole arbitrator and his decision will be final and binding. In case the nominated Arbitrator is unable to commence or continue Arbitral proceedings for any reason whatsoever, the VC shall nominate/appoint another officer of IKGPTU who shall then decide the reference. The provision of Arbitration and Conciliation Act 1996 shall apply.

- (b) All the disputes relating to this contractor are the subject matter of territorial jurisdiction of Kapurthala/Jalandhar.
45. The Contractor will vacate the premises even before the expiry of contract (if the contract is terminated by the University before the expiry of contract) on the order of the competent authority of the IKGPTU.
46. The rates for various items finalized will be valid for a period of 12 months if need to be revised separate committee will work on it other getting the required approvals of competent authority. No escalation whatsoever, is permissible during the validity of the contract, However, due to some major conditions or unfavorable circumstances the IKGPTU may review the rates as special cases at its discretion. The contractor, however, shall not cause to stop the supply of food items on this account awaiting revision.
47. Payment will be made as per University norms within 15 working days of the bills submitted to Accounts Section.

Acceptance

I/We accept the general guidelines, terms & conditions and shall comply with these strictly.

Name of Vendor _____ Signature

Address _____ Seal of firm :

_____ Date :



**APPLICATION PROFORMA FOR PROVIDING MESS
SERVICES (I K Gujral Punjab Technical University)**

1. Name of the Contractor:.....
2. Address:.....
3. Web site if any:.....
4. Telephone No. / Mobile:.....
5. Email ID:.....
6. PAN No:.....
7. GST No:.....
8. Food Safety Certificate issued by FSSAI:.....
9. ESIC No:.....
10. EPF No:.....
11. Declaration: All the terms and conditions as mentioned in the documents are acceptable to me/us.

Date:.....

SIGNATURE OF CONTRACTOR

Place:



Annexure-i

Menu for Mess

Sr. No.	Breakfast	Lunch	Dinner
Monday	1.Aloo Prantha 2.Curd/Butter 3.Pickle 4.Tea (150ml)	1.Rice+Roti 2.Rajma 3.Seasonal Vegetable 4.Curd 5.Salad	1.Rice+Roti 2.Urd (dhuli) 3.Seasonal Vegetable 4.Salad 5.Custurd/Ice-Cream
Tuesday	1.Veg. Sandwich 2.Seasol Fruit 3.Tea /Milk (150ml)	1.Rice+Roti 2. Moong (Dhuli) 3.Seasonal Vegetable 4.Veg. Raita 5.Salad	1.Fried Rice+Roti 2.Mix dal/Raungi 3.Seasonal Vegetable 4.Salad
Wednesday	1.Puyaaaz Prantha 2.Curd/Butter 3.Pickle 4.Tea (150ml)	1.Rice+Roti 2.Black Chana 3.Seasonal Vegetable 4.Curd 5.Salad	1.Rice+Roti 2.Curry of matar Maushroom/Paneer 3.Mix Vegetable 4.Salad 5.Gulabjamun/Rasgulla
Thursday	1.Poori (04pc) 2.Channa 3.Pickle 4.Tea/Milk (150ml)	1.Rice+Roti 2.Curry with Pakoda 3.Seasonal Vegetable 4.Salad	1.Rice+Roti 2.Dal Chana 3.Seasonal Vegetable 4.Salad
Friday	1.Paneer Prantha 2.Curd/Butter 3.Pickle 4.Tea (150ml)	1.Rice+Roti 2.Dal Makhni 3.Seasonal Vegetable 4.Curd 5.Salad	1.Rice+Roti 2.Arhar dal 3.Seasonal Vegetable with Paneer 4.Salad 5.Kheer
Saturday	1.Daal Prantha 2.Curd/Butter 3.Pickle 4.Tea (150ml)	1.Veg. Pulao/Fried rice 2.Roti 3.Soyabean gravy 4.Seasonal Vegetable(Fried) 5.Curd 6.Salad	1.Rice+Roti 2.Mixed Dal 3.Seasonal Vegetable 4.Salad 5.Lljad Papad
Sunday	1. Bread (04pc) with butter/Jam 2.Banana (02pc) 4.Milk (150ml)	1.Rice+Puri/Bhatura (on alternate week basis) 2.White Channa 3.Jeera Aloo (Dry) 4.Raita 5.Salad	1.Rice+Roti 2.Moong Sabut 3.Seasonal Vegetable 4.Salad 5.Sewai

Note:

1. Curd,butter, sweet dish and paneer items-one serving to each person.
2. Vegetable should be seasonal and should not be repeated within the same week.



3. For breakfast 4 bread pc (with butter/jam) can be taken instead of Parantha/Poori.

4. Brands of consumables:

- | | | |
|-------|----------------------|---|
| i) | Salt: | Tata Annapurna, Nature fresh |
| ii) | Cooking Oil: | Sundrop, Godraj, Saffola, Ricella, Soyabean Oil |
| iii) | Spices : | MDH, Ashoka, Catch, Ramdev |
| iv) | Atta: | Ashirvad, Pillasbury, Annapurnna, Agmark Chakki Atta |
| v) | Ketchup: | Maggi, Kissan, Heinz, Tops |
| vi) | Pickle: | Mother's or Parvin or Priya or Bedekar or Nilon's or Tops |
| vii) | Milk & Curd: | Verka, Super, Metro. Amul and Nestle. |
| Viii) | Butter &
Paneer : | Amul, Verka, Britannia, Nutralite |
| ix) | Bread: | Kwality, Bonn, Kitty, Britannia |



Annexure-ii

Technical Bid Performa

Sr. No.	General Information	
1.	Name of the Firm	
2.	Address	
3.	Web site if any	
4.	Email-id	
5.	Contract Number (Mobile/Landline)	
6.	FSSAI Registration No. (Attested copy should be attached)	
7.	PAN No of Firm (Attested copy should be attached)	
8.	Copies of Income Tax Returns of last five years ending in 31 st March 2017.	
9.	GST Registration No. or proof of application submitted. (Attested copy should be attached)	
10.	Annual Turnover of the Firm of last two years during the last 05 Financial Years. (Attested copy should be attached)	
11.	No. of years work experience.	
12.	An undertaking stating that no case/complaint is pending against the bidder and the bidder has not been blacklisted by any Government/Semi Government/ Government Undertaking or by any Autonomous Organisation etc.. (This undertaking must be attached)	



Name of Firm:.....

Signature:.....

Email Id.....

Address:.....

Seal of firm:



Annexure-iii

Financial Bid Performa

1. Per diet rates to be quoted by the firm (Daily Basis as per day):-

Sr. No.	Particulars	Rates (Rs.)
1.	Breakfast	
2.	Lunch	
3.	Dinner	
4.	Per Day (including Breakfast, Lunch and Dinner)	

2. Monthly rates to be quoted by the firm:-

Sr. No.	Particulars	Rates (Rs.)
1.	Monthly basis (for all diets inclusive i.e. Breakfast, Lunch and Dinner)	

Name of Tenderer Firm:.....

Signature:.....

Address:.....

Seal of firm:

.....

.....

Email Id.....Date

