

**NATIONAL INSTITUTE OF TECHNOLOGY WARANGAL
(NITW)**



NOTICE INVITING TENDER

For
**FOR PROVIDING CATERING SERVICES INSTITUTE FOOD COURTS (IFC-A, IFC-B,
IFC-C & IFC-D) & PRIYADARSHINI MESS (LADIES HOSTEL)
(INCLUDING KITCHEN AND DINING HALL MAINTENANCE)**

Ref. No. NITWH/CSKM/2024-25/PSS-21, Dated: 16/05/2024

Bid Submission deadline: 05.06.2024, 01:00 P.M.

Tender Schedule

Particulars		Date & Time
Commencement of Downloading of Tender Document		16.05.2024 at 11:00 A.M.
Start date and Time for Submission of Tenders		16.05.2024 at 11:15 A.M.
Last date and time for submission of tenders		05.06.2024 at 01:00 P.M.
Date and time of opening of technical bids		06.06.2024 at 02.00 P.M.
Tender fee		INR 2000.00 + GST@18%
A/C NO.	52109375198	
NAME OF THE BANK	SBI	
IFS CODE	SBIN0020149	
ACCOUNT NAME	DIRECTOR NITW	

**ASSISTANT REGISTRAR (PURCHASE & STORES)
National Institute of Technology Warangal
Warangal -506004 (INDIA)
www.nitw.ac.in, ar_ps@nitw.ac.in
GST No.36AACAN7241H2ZK**

NATIONAL INSTITUTE OF TECHNOLOGY WARANGAL 506004

Ref No. NITWH/CSKM/2024-25

Dated: 16.05.2024

NOTICE INVITING TENDER

Sealed tenders are invited under two bid systems i.e. Technical and Financial bids under quality cum cost-based selection (QCBS) from reputed catering agencies for providing Catering Services (including kitchen & Dining Hall maintenance) for Institute Food Courts (IFC-A, IFC-B, IFC-C & IFC-D) and Priyadarshini Mess (Ladies Hostel) at National Institute of Technology Warangal. This Contract is for an initial period of two academic years on yearly renewal basis, and may be extendable up to one more year (refer schedule – B). Accordingly, the bids will have to be quoted for two years.

2. Queries related to the tender, should be addressed to **chiefwarden@nitw.ac.in**

**Chief Warden
NIT Hostels
NIT Warangal**

TERMS AND CONDITIONS OF THE TENDER

Tenders from well-established and reputed catering agencies are invited for “providing Catering Services (including kitchen and dining Hall maintenance) for Institute Food Courts (IFC-A, IFC-B, IFC-C & IFC-D) and Priyadarshini Mess (Ladies Hostel)”

Award of contract will be based on QCBS involving

- 1) Technical Bid
- 2) Financial Bid.

This Contract is for a period of two academic years on yearly renewal basis and may be extendable up to one more year.

- The bid security (Earnest Money Deposit) of Rs. 4,00,000.00 (INR Four Lakhs only) should be submitted. A bid security declaration as per the prescribed format provided in annexure 1 to this bid document should be filled up, signed, scanned, and enclosed along with the technical bid document should be submitted by the bidders claiming exemption from payment of bid security, failing which the bid will be treated as technically disqualified.
- NIT Warangal Bank account details:

A/C NO.	52109375198
NAME OF THE BANK	STATE BANK OF INDIA
IFS CODE	SBIN0020149
SWIFT CODE	SBININBBH14
ACCOUNT NAME	DIRECTOR NIT WARANGAL

- The bids should be submitted as follows:
- **Pre-qualification criteria:** One pdf file containing copies of payment towards tender document fee, EMD, signed tender document, affidavit as per the format enclosed, and other documents, which as required in Pre-qualification criteria.
- **Technical Bid:** Second pdf file shall contain the Signed documents of Tender Schedule A, Schedule B, Schedule C and Annexure A.
- **Financial Bid:** Third pdf file shall contain the Financial Bid indicating daily rate and rates for extra items in the format given in Annexure – B with detailed justification for the daily rate quoted. Tenders which are not as per the procedure mentioned above will be summarily rejected.

1. Pre-Qualification Criteria:

The bidder should meet the following minimum eligibility criteria: -

- 1.1 The caterer must have been registered prior to the financial year 2019-20 in the catering and hospitality business, and has to submit the documents mentioned in clause no. 1.5.
- 1.2 The bidder should have at least 05 (Five) years of experience of having successfully provided the

educational institutional catering services to Govt. /Semi Govt. / PSUs/ Central Autonomous educational institutions like NITs, IIMs, IITs, IIITs, IISERs, AIIMS, Central Universities for not less than 500 persons/users on a normal working day in a single unit for a continuous period of minimum two years during the last Five years. The time period of Five years shall be reckoned as of 31.03.2024. The bidders having experience only in the cafeteria business (snacks & beverage services) will not be considered. The caterer must produce satisfactory work completion certificate from the clients for the above works as documentary proof. The satisfactory work completion certificate should invariably mention the details of service provided, the date of commencement, the date of completion of the service, Mess Capacity (No. of Users on a normal working day in a single unit and the annual cost clearly. Any misleading and vague information in this regard, if furnished, leading to difficulty in calculating the experience/ annual cost may result in the rejection of the tender. Bidder has to provide feedback reports from the previously served clients in an authorized format.

1.3 The bidder must have an average annual turnover of Rs.2.00 crore (Rupees two Crore only) in catering services (only in institutional catering services) in the last five financial years ending with 31.03.2024. Certificate issued by a Practitioner Chartered Accountant with UDIN should be enclosed.

1.4 The bidder should submit the Copies of last five year's Income Tax Returns prior to 31.03.2024.

1.5 The bidder should possess statutory requirements such as a labour license under the Contract Labour Act 1970, EPF, ESIC, and GST registration, Shop and Establishment Registration Certificate, and PAN Card for their existing businesses. (Copies must be submitted along with the bid)

1.6 Joint Ventures are not permitted to bid.

1.7 The bids of the firms already having one / more running contract(s) with the Institute (NITW) will not be considered. As the Institute has adopted the policy of "One Licensee One Contract". Due to this concept, if the bidder already having a running contract of any kind (security / housekeeping / manpower) with the Institute, his/her bid will not be considered for award of contract and will be rejected at technical evaluation stage only.

1.8 The bidder should possess a Food License issued by the FSSAI (Food Safety and Standards Authority of India) i.e. state/central. A copy of the same is to be submitted along with the bid.

1.9 Self-attested copies of Annual Returns with respect to the payment made towards ESIC & EPF along with the proof of remittance for the month of APRIL 2024 i.e. last month shall be enclosed.

1.10 The bidder must have executed a mess contract in any of the Govt/Autonomous Institutes/ Central Universities/CFTI/PSU with a minimum 40 number of workers deployed in the single largest contract in an Institutional Mess in the last five years.

1.11 The bidder must be a profit-making entity. The audited Balance Sheet along with Profit & Loss Statement of past five financial years should be enclosed.

1.12 In case the agency is providing more than one type of service excluding the institutional catering services, the CA certificate certifying the turnover from institutional catering service activities alone should be provided.

Note: The bidder should not have incurred any loss (profit after tax should be positive) in more than two years during available last five consecutive balance sheets, duly audited and certified by the Chartered Accountant.

1.13 Should have a Solvency Certificate in the format provided in Annexure-E from a Nationalized / Scheduled Bank, of an amount equal to not less than one crore thirty lakhs rupees. The Solvency Certificate should not have been issued earlier than three months of last date of submission of the tender.

1.14 The bidder should not be debarred/blacklisted/terminated their contract prematurely in the

last five years. A self-declaration in this regard should be submitted along with the bid.

1.15 Disclaimer: The near relatives of employees of NIT Warangal are prohibited from participation in this tender. The bidder must submit a declaration to this effect on a judicial stamp as provided in Annexure-C.

The near relatives for this purpose are defined as:

- (a) Members of a Hindu undivided Family.
- (b) Their spouses.
- (c) The one related to the other in the manner as father, son(s), Son's wife (daughter-in-law), daughter(s) and daughter's husband (sons-in-law) brother (s) and brother's wife, sister(s) and sister's husband, brother(s)-in-law.

Note: Bids not meeting the above pre-qualification criteria will not be evaluated.

2. Performance Security Deposit and Award of Contract:

2.1 The successful bidder will be required to submit a Performance Security Deposit for a value equivalent to 5% of the total value of the contract in the form of a Demand Draft or Pay Order or FDR or Bank Guarantee from a scheduled bank drawn in favor of "The Director, National Institute of Technology Warangal" payable at Warangal.

2.2 Performance Security should remain valid for a period of sixty (60) days beyond the date of completion of all contractual obligations of the contractor. All incidental charges whatsoever such as premium, commission etc., with respect to the Bank Guarantee shall be borne by the successful bidder. Non-deposit of DD/Pay Order/FDR/PBG within the stipulated time shall render the contract invalid at the discretion of the Competent Authority and the EMD will be forfeited. In case, the contract is further extended beyond the initial period, the FDR/ Bank Guarantee will have to be extended/renewed accordingly by the successful bidder.

2.3 The successful tenderer shall execute an agreement on non-judicial stamp paper of value Rs.100/- (stamp duty to be paid by the tenderer) within 15 days from the date of the intimation from the Tender Inviting Authority informing that his tender has been selected for award of contract. If the successful tenderer fails to execute the agreement and or deposit the requisite security deposit within the specified time or withdraws his tender after the intimation of acceptance of his tender has been sent to him or owing to any other reasons, he is unable to undertake the contract, his contract will be cancelled, EMD will be forfeited and will be automatically suspended from being eligible for bidding in any contract with NITW for a period of time of 2 years starting from the last date of receipt of this bid.

Authority to sign: - All the documents must be duly signed by the bidder. If any individual or a proprietor of a firm is a signatory, he/she should sign above the full type/written name and current address. In case of a partnership firm, all the partners of the firm or a partner holding power of Attorney for the firm (a certified copy of the power of Attorney should accompany the Documents) should sign in this case. In both cases, a certified copy of the partnership Deed and current address of all the partners of the firm should be furnished. In case of a limited Company or a Corporation, the Documents shall be signed by a duly authorized person holding power of Attorney for signing the Documents, accompanied by copies of the power of Attorney and the Memorandum of Articles of

Association duly attested by a Notary Public.

Compliance/Confirmation: - Compliance or Confirmation report with reference to general terms & conditions and requirement for running the dining facility (Schedule-A), Scope of work and details of menus (Schedule-B) and the Basic Technical details (Schedule-C), should also be included in the Technical bid.

Daily Rate: No bid below Rs.95/- per student per day for the Veg menu and Rs.125/- for Non Veg Menu (see schedule-B for the details of menu) including all charges, taxes and service charges etc., as levied by Central and State Governments will be accepted.

Financial bid should quote the **“Daily Rate per student”** for the menu given in schedule-B and must include all charges including taxes and service charges etc., as levied by Central and State Governments. However, the percentage of taxes and service charges must be clearly indicated. The tenderer must submit a detailed note of justification in respect of the quoted daily rate, by giving details of dining hall and kitchen expenses, wages and taxes, failing which the financial bid shall be treated as INCOMPLETE and shall not be considered. The authorities reserve the right to ask for a detailed cost analysis of their quoted price, failing which the bid will be rejected summarily and liable for confiscation of EMD.

Validity of the bid: The validity of the offer shall be for 180 (one hundred and eighty) Days.

Opening of the tender: Technical bids will be opened at first instance, and the technical bids of the firms fulfilling the pre-qualification criteria only will be evaluated and evaluated by a competent committee. Financial bids of only these technically acceptable offers should be opened for further evaluation and ranking before awarding the contract.

Bid Evaluation Scheme:

Evaluation of the bids is based on a Quality and Cost Based Selection (QCBS) method to be derived from the submitted tender documents. Various factors like taste of food, food variety, quality, quantity, reliability of service, and hygiene aspects, apart from the quoted cost, shall be considered during the finalization process. Inspection committee may carry out surprise visit to the establishments /mess/dining facilities run currently by the bidders and their reports will form valuable input for the short-listing process.

The Final selection of the successful bidder will be based on the evaluation of the Technical Bid with 60% weightage and financial bid with a weightage of 40%.

Once the financial bids are opened and evaluated, the overall scores of bids can be arrived at by considering both Technical Score and Financial Score. As notified, five bidders with highest overall scores shall be selected, as there are five institute food courts with a condition that one mess will only be awarded to each bidder. Bidders will be given the opportunity to choose a veg menu or a non-veg menu. Since the price quoted by the five bidders could be different, the final price for all veg menu entities shall be fixed as the lowest of the prices of the bidders selected i.e. the contract will be

awarded to veg menu bidders subject to matching the price of the lowest of the prices of the selected bidders.

A contractor will NOT be awarded the service contract for more than one mess at a time.

1. Evaluation of the Technical Bids:

The technical bid should consist of all the details as specified in the Annexure - A along with commercial terms and conditions. All the bidders have to fill it depending upon their capabilities and conditions. The bidder should submit proofs for their claim by way of testimonials, records, photographs, etc. The Technical bids shall be given a Technical Score (TS) as per the ranking system by awarding a score for each attribute. **There should be no cost indication in the technical bid.**

The maximum score for technical evaluation is 80. Shortlisting will be done based on the score obtained in the technical evaluation i.e. Bidders obtaining more than or equal to 60 will be qualified for consideration of financial bid and below 60 will be disqualified (if the sufficient number of bidders are not getting minimum required score, qualifying score may be reduced as per the discretion of the competent authority).

Opening of Financial Bid and Evaluation: Financial bids of shortlisted bidders will only be opened. The financial bids shall be evaluated for completeness and accuracy. The Daily Rate as stated in Annexure-B shall be used for the purpose of evaluation of financial bids. The lowest bid shall be given a financial score (FS) of 100 points.

The financial score (FS) of other bidders will be determined using the below formula:

$FS = 100 \times FP/F$ <p>(FP is the lowest financial bid, and F is the financial bid of the particular vendor).</p>
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<p><i>Total Consolidated Score (CS) will be the sum of the 60% of the technical score (TS) and 40% of the financial score (FS) i.e. $CS = 0.6 \times TS + 0.4 \times FS$.</i></p>

Bidders will be considered in the descending order of the consolidated score (CS) (i.e., the bidder with the highest score will be considered first followed by others in the order). If there is a tie in the overall score, the bidder with the lowest of the total price of the extra items will be selected.

The Institute shall reserve the right of downward negotiation of the prices quoted by the tenderers. Based on the consolidated score, the short-listed bidders will be considered for award of contract. However, the short-listed bidders willing to render the services at the rates agreed by the lowest bidder, will be allotted the food court/mess. The allotment of the food court/mess to the short-listed bidders, will be in the order of the consolidated score.

Acceptance and Rejection: The Institute reserves the right to shortlist/reject any or all tenders and accept the whole or any part of the Tender without assigning any reason. Catering establishments, who served in NITW Hostel/Canteens and whose services were found to be deficient/terminated earlier are not eligible to participate in this tendering process.

Canvassing: Any attempt to canvass for the selection of a caterer, directly or indirectly, will lead to disqualification of such a caterer from the selection process.

Modifications: NIT Warangal reserves the right to modify/add any clause to the agreement during

the contract period.

Cancelation of tender: NIT Warangal reserves the right to cancel the tender at any time without assigning any reason.

Disputes and Jurisdiction: Any legal disputes arising out of any breach of contract pertaining to this tender shall be settled in the court of competent jurisdiction located within the city of Warangal in Telangana State.

**Chief Warden
NIT Hostels, NIT Warangal**

Acknowledgement: It is hereby acknowledged that we have gone through all the Schedules as well as the conditions mentioned above and we agree to abide by them.

**SIGNATURE OF BIDDER
ALONG WITH THE OFFICIAL SEAL**

Date:

Place:

SCHEDULE - A

TERMS AND CONDITIONS

1. Institute Food courts (IFC-A, IFC-B, IFC-C & IFC-D) and Priyadarshini Mess will run for 9 (nine) months with a lien period of 3 (three) months (in two stages) in an academic year.
2. All the students of the institute will be asked to utilize the dining services provided by the institute only.
3. It is voluntary on the part of the contractor to open a Savings Bank Account in the State Bank of India, NIT Branch, Warangal in the names of all the persons employed by him, and also monthly salary must be paid by way of credit into their individual accounts. These details have to be submitted along with mess bill claims.
4. It will be the sole responsibility of the concerned mess service provider to maintain all the documents viz., list of students in their mess, issuing dining card/coupon / dining token / daily attendance register, etc. The contractors shall note that, NIT Warangal will not bear any expenses or provide manpower for all these arrangements.
5. It will be the responsibility of each mess service provider to produce the list of students availed the mess services during the preceding month to reach the Chief Warden, NITW Hostels within 07th of the following month for record purposes along with EPF, ESI, and Worker list.
6. Allotment of mess services to the successful bidder's viz., either for IFC -A (OR) IFC- B (OR) IFC- C (OR) IFC-D (OR) PRIYADARSINI MESS will be done as per their choice of mess as indicated in the financial bid. The successful bidder is bound to provide the catering services adhering to the terms and conditions and the agreed rates in that mess only throughout the contract period. If more than one successful bidder had opted for the same mess, priority will be given to the bidder who has proved to have more experience as per Para 1.2 on Pre-qualification criteria. If in case none of the bidders has opted for any particular mess, the same will be allotted to the bidder who has quoted the least value of per day (daily rate) amongst the bidders. Any decision of the Competent Authority of the Institute in this regard is final and binding and no appeal/representation/request from the bidders will be entertained or replied to.
7. The menu for the normal days is enclosed. **There shall be at least 8 SPECIAL MEALS sessions (FOUR vegetarian and FOUR non-vegetarian) for veg menu mess during the year for different festivals and ceremonies of the Institute with no extra cost. It may also include items like fruit juice or ice creams, two special curries in place of regular curries etc. in addition to usual items.** The menu for these special meals will be decided with mutual discussion of Mess warden, Mess Committee, and the contractor.
8. Breakfast, Lunch and Dinner need to be served as per the menu agreed upon with the Hostel Management. The details of the menu are given in Schedule –B.
9. TENTATIVE MESS TIMINGS

Breakfast	: 07.00 A.M. – 09.00 A.M.
Lunch	: 12.00 P.M. – 02.30 P.M.
Tea/Coffee/Milk	: 05:00 P.M. – 06:00 P.M.
Dinner	: 07.00 P.M. – 09.00 P.M.
10. The basic menu is unlimited. Special items, vegetable fried items, chips, fruits etc. are limited.
11. Any special/non-vegetarian items are considered as “EXTRAS” and will not form part of the

basic menu.

12. All applicable statutory deductions would be made on the payment to the vendor by NIT Warangal.
13. The vendor shall submit GST invoice within 5th day of the succeeding month duly mentioning the GSTIN of NIT Warangal (**36AACAN7241H2ZK**) and the input tax credit shall be verified in the GST portal by NIT Warangal.
14. The Electricity consumed for the kitchen, storeroom, restroom, wash area, and running water in the kitchen will be charged as per TSNPDCL charges per month.
15. For drinking and cooking purposes, ISI-certified Mineral water is to be used by the contractor. This should be remitted online to the official bank account of Chief Warden NITW Hostel if provided by the Hostel office.
16. The Bidder shall pay the following charges on or before 5th of every month in advance:

S. No	Type	Charges per month in INR	Remarks
01.	License Fee	Rs.20,000/-	10% Enhanced on every year
02.	Utensils Charges	Rs.20,000/-	
03.	Furniture Charges	Rs.15,000/-	

17. This amount along with applicable GST should be paid before the 5th day of every month to the official bank account of the Chief Warden NITW Hostel. The same shall be levied during the lien period also.
18. If the Contractor fails to deposit these amounts by the due date, penal interest @ 20 % per month (including part month) or Rs. 250/- (Rupees two fifty rupees only) per day, whichever is higher will be charged on the amount due.
19. Non-payment of License fee, the electricity charges and Water charges within time shall be deemed to be a serious breach of the contract and may lead to termination of the contract at the discretion of the Institute and which shall not be challenge by the licensee under any circumstances, whatsoever.
20. The licensee shall use the premises ONLY for which it has been allotted by the Institute under the contract. The use of the premises for other purposes will lead to the suspension / termination of contract with immediate effect.
21. The licensee shall not use the premises for residential purposes or for any other purposes (including vending of any item other than those for which permission has been given) without prior written permission of the Institute Authorities. The licensee shall always use the premises in a prudent and careful manner as if it were his own.
22. Dispute: - In case of any dispute between the Institute and the Service Provider, the matter will be referred to an arbitration committee to be approved by the Director and the decision of the Committeewill be binding on the contractor.
23. **Statutory Requirement/obligation:** All statutory rules, like Minimum Wages (Central) Act, ESI Act, PFAct, etc., as applicable for engagement of labor on daily wage basis are to be followed strictly as per Government norms. The service provider shall not employ any person below the age of 18 years. Employment of Child Labour is a serious offence as per laws and will lead to termination of the contract forthwith and legal action will be initiated, as per laws.
24. The contractor will have to obtain and submit food license from the FSSAI (Food Safety and Standards Authority of India). The valid FSSAI Certificate, Labour License and Food License will be displayed by the mess service provider on a prominent place at the dining area.
25. In case of failure to comply with the above statutory Rules, Acts, the authorities shall have

- the right to impose the penalty or cancel the contract.
26. The contractor shall not assign, sublet or part with the possession of the premises and properties of the Institute therein or any part thereof under any circumstances.
 27. The contractor shall not appoint any sub-contractor to carry out any obligation under this Contract.
 28. The contractor shall vacate the leased premises with all features, furniture etc., which are institute properties in good and tenable conditions at the termination of the contract.
 29. The contractor shall not make or permit any construction or structural alteration of additional fittings inside the premises of the workplace without prior written approval of the authorities.
 30. The performance security will be returned to the contractor not later than 60 days following the date of completion of all contractual obligations, including any warranty obligations, without levy of any interest.
 31. The security deposit will be returned within 60 days after the end of the contract period without interest if there are no pending issues against the contractor.
 32. Three-month notice is required from the contractor for the termination of the contract service if such a condition arises during the contract period.
 33. If the contractor and/or his team and also functioning of the mess is not up to the mark or, the quality of the food is below standard or unhealthy or unhygienic, then Chief Warden/Director is empowered to terminate the contract with a short notice of one week. The Hostel Wardens Committee's opinion is final so far as the food quality/mess management is concerned.
 34. In case of unsatisfactory performance / any dispute whatsoever / labor dispute emergency condition or any other reason as deemed fit by the Chief Warden, the contract can be cancelled at the sole discretion of the Director and the Performance Security will be forfeited.
 35. Hygiene and overall cleanliness in and around mess premises and kitchen has to be maintained. The activity of deep cleaning of the mess will be carried out not less than four times in a year by an agency selected by the contractor and the cost for the same will be borne by the caterer. Raw materials, ingredients etc. used for food preparation are to be of good quality. Clean, fresh, nutritious, hygienic and edible food has to be served. Excess/leftover food shall not be used for subsequent session of meals. Violation of the above requirements will attract penalty up to 10% of monthly bill/Monthly Revenue as decided by Mess Committee (same may be enhanced for repeated offence).
 36. Waste disposal three times a day is the responsibility of the caterer. Necessary logistics should be arranged by the caterer to remove the waste (both food and non- food) generated by the mess to designated waste disposing areas of Greater Warangal Municipal Corporation on a daily basis. The contractor is liable to be penalized up to 15% of daily bill/ Monthly Revenue as decided by Mess Committee (the same may be enhanced for repeated offense) for clogging of drains in the mess kitchen/washing area due to draining out of waste food etc.
 37. Issues related to Hygiene in the mess
 - a. Hygiene and sanitation standards should strictly comply with FSSAI regulations and/or prevalent norms.
 - b. Cleaning and Housekeeping of kitchen and dining area will be the sole responsibility of the caterer.
 - c. Cleaning of utensils, cutlery, crockery, kitchen equipment, furniture, and mess water
-

coolers is also responsibility of the caterer. The highest possible standards are expected in this regard. Consumption of water for cleaning purposes should be minimum required.

- d. All possible measures must be taken to ensure hygiene in the kitchen and mess. These include the provision of ample Liquid soap for hand wash at the basin, hand gloves for mess workers, head caps for mess workers and other measures as advised by the council.
 - e. Cleaning of toilets in the Mess premises should be taken care of by the Caterer. Pest control should be carried out through licensed agencies at least eight times in a month. A certificate needs to be submitted to the hostel office after every pest control. The frequency of the pest-control operations may have to be increased if there is a need.
 - f. Mess workers should be provided the necessary training so as to maintain the highest possible standard of hygiene, as is expected.
 - g. The mess council would reserve the right to check on cleanliness and upkeep of the premises and quality of provisions, and quality of the food.
38. Contractor shall be solely responsible in case of incident(s) of food poisoning etc. and shall bear the complete expenditure arising out of this for medical treatment of the boarders of the mess. In addition, penalty may be imposed on the contractor as decided by the Committee of Wardens / Chief Warden for such incident(s). Further, legal action may also be taken as per the provisions of law.
39. The workers deployed by the contractor for running the Mess shall be duly trained in fire safety, etc. All staff members must be trained once every four months, the first one to be conducted within 30 days of starting the mess operations at NIT Warangal, by a safety consultant and a certificate of the same effect should be submitted to the Hostel Management
40. The Contractor shall use only branded raw materials of best quality for preparing the food. Brands of certain mess items are given below. A quality control Supervisor will check all materials brought to the mess as well as cooking practices. In the event of the quality of the food served being poor or not adhering to contractual conditions, the Hostel management will be free to impose monetary fine as deemed fit on the contractor. Such fines imposed will be adjusted against the payments due to the contractor/Collected/Adjusted from monthly bills/Security Deposit. The Institute shall pay only the approved daily rate per student for the entire contract period.

Mess Item	Brand
Salt	Tata, Annapurna, Nature fresh
Ketchup	Maggi, Kissan
Oil (refined sunflower)	Sundrop, Goldrop, Priya, Vijaya, Freedom, Fortune (use of Hydrogenated (vanaspati) oil is strictly Prohibited)
Atta	Ashirvad, Pillsbury, Annapurna
Flavoured fruit drinks	Rasna, Roohafza
Butter	Amul /Vijaya
Cornflakes	Kellogg`sKissan

Jam	Kissan / Trix
Tea	Brook bond, Lipton, Tata, 3 Roses, Gemini
Coffee	Nescafe/Bru/Sunrise
Rice	Vijaya or Sona-masuri (preferably from Mulkanoor Cooperative Society)
Bread	Ruchi/Modern/Spenser's
Milk	Vijaya/Mulkanoor/Karimnagar Dairy
Pickles	Priya/Ruchi/Spencers
Noodles	Maggi, Nestle, Nissan

*The contractor may use any other approved brands only if permitted by the Mess Committee, in writing. In such case the contractor will submit two or three brands for each grocery item and the warden and Mess Committee will select the brands for cooking. The stock should be maintained for 15 days thereafter reorder level for 15days.

41. All-inclusive daily rate (inclusive of fuel, cost of procurement of rice, wheat and all other provisions, vegetables, fruits, mineral water, unloading and loading, transportation, storage, labor, all statutory taxes, duties and levies etc. and fluctuations in the rates of the commodities) per student should be quoted in the tender. The Hostel Management will not pay any other charges for the catering services provided except the daily rate. No change in the agreed daily rate during the entire period of contract will be considered.
42. 14.2 Kg capacity empty Gas cylinders for non-domestic use are provided by the institute. It is the sole responsibility of the contractor to get the refills from the Gas Company to run the mess.
43. When circumstances warrant, contractor should cater for large number of students/staff members at very short notice. Similarly, fluctuations in strength during vacation periods shall have to be accommodated.
44. The contractor and his workers must behave politely with boarders of the Mess. The contractor and his team, under any circumstances should not involve in any altercations with the boarders of the mess. In case of such situations/ under emergency, the Contractor should intimate immediately to the concerned Warden/Deputy Chief Warden/Chief Warden.
45. Mess workers and cooks 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 has to replace him immediately without fail.
46. The Hostel / Institute administration reserves the right to depute persons to act as supervisors to check the overall maintenance of the premises and proper use of the materials.
47. Mess Contractor or his representative / manager is required to remain present in the mess when the food is being served in the mess.
48. Smoking / drinking liquor etc. is strictly prohibited in the Institute premises.

49. Storage / consumption of alcohol or intoxicating drinks by the workers /contractor within the premises of the Institute is strictly prohibited. The staff deployed at the mess shall not be under influence of any intoxicating drink or drug during the course of his / her duty and shall also take due care that the performance of his / her duties at any time is not affected in any way by the influence of such drink or drug; otherwise, it will attract a penalty of Rs. 10,000.00 (INR Ten thousand only) to the contractor and the contractor has to replace that staff member with another staff member having satisfactory conduct.
50. It is the responsibility of the Contractor to comply with all the guidelines stipulated by the labour department from time to time at his own risk.
51. The employees of the contractor should wear uniform with the name batch (name tag), cap, and hand gloves (while serving food).
52. All expenses related to the functioning of the employees engaged by the Contractor shall be in the scope of the Contractor.
53. The Contractor is solely responsible for the payment of minimum wages for their employees as per of the Central Minimum Wages Act norms and deductions towards P.F. and E.S.I. The record of duty hours and pay structure should be maintained as per rules for inspection by authorized government personnel and N.I.T and for meeting other statutory and non-statutory benefits/obligations. A copy of all statutory levies paid by the contractor should be submitted to the Chief Warden every month. The contract will also ensure that the monthly salary must be paid by way of credit into their individual accounts. These detail of bank remittance of wages to the employees of the contractor have to be submitted along with mess bill claims.
54. As per provisions contained in statutory Labour /Industrial Laws, the contractor should submit the proof of payment of wages (wage sheet, wage slip), PF and ESIC latest challans along with monthly bills.
55. Contractor shall provide light food to the sick student/s during his/their sickness period and no extra charge will be paid for the same.
56. All the workers engaged in the food courts (IFC-A, IFC-B, IFC-C & IFC-D)/ Priyadarshini Mess (Ladies Hostel) are to be solely employed by the contractor only. Contractor has to engage sufficient number of employees for cooking, serving and cleaning/housekeeping.
57. Hostel management will monitor and evaluate the performance of the caterer. Grading of the caterer is done by the students based on quality, quantity, hygiene etc. Continuous bad performance will result in termination of contract. Non-compliance with menu and serving of unhygienic food will result in instant monetary fine.
58. The expenditure for maintenance of the electric gadgets and gas at the mess have to borne by the caterer.
59. Contractor must make his own arrangements for house-keeping of the dining and kitchen area allotted and disposal of the kitchen and dining waste material. House-keeping of common areas shared by the caterers must be done by them on rotation basis.
60. Any contractor whose tenure was prematurely terminated/stopped/barred/blacklisted by any institute/organization in the past 5 years is not eligible to apply.

61. An inspection team of the institute will carry out regular / surprise inspection of the messes for the quality assessment. Three adverse reports by the committee will entail termination of the contract.
62. All the awardees of the contract shall obtain the FSSAI certification for operating the food court/mess in NIT Warangal, within six weeks from the date of the award of contract, failing which the contractor shall be liable to the following penalties:
 - a. Rs. 1000/- per day for the first one week, Rs. 5000/- per day for second week and Rs.10,000/-per day for the third week.
 - b. Failure to submit the FSSAI certification within the period mentioned above (Six weeks without penalty and nine weeks with penalty) will entail termination of contract without further notice.
63. Monthly payment will be made by the Chief Warden, NITW to the contractor. The Chief Warden will ensure payment to the caterer of 80% of each month's bills within one week after the submission of actual mess bill including copies of all statements, taxes paid for the said period. The balance 20% of each month's bills shall be settled on finalization of penalties, if any along with the next month bill.
64. The students are permitted to opt for the change of mess once in a semester. The change of mess is permitted subject to the condition that the strength of a mess does not fall below 600 and does not exceed 1000.

PENALTY

1. The performance will be evaluated monthly by taking the feedback from the students on the quality and quantity of the food served, cleanliness, hygiene, waste disposal, catering service, punctuality and caterer Response for 30 points. Based on the points obtained in the performance evaluation, the following deductions (maximum of 20%) shall be made from the monthly bill payable to the caterer. If the points are between 26 and 30 no deductions from the monthly mess bill. If the points are 25 or less, the percentage of deduction from the monthly mess bill is $20 - (0.72 \times \text{Points})$. The final decision on the feedback evaluation points will be made by the Mess committee. Based on the points obtained in the performance evaluation, the service provider has to improve the services and shall also be liable to pay fine along with the monthly license fee. The final decision on the feedback evaluation points and the quantum of fine will be mutually discussed involving mess committee and then finalized. However, the decision of the Chief Warden will be final in all matters.
2. Failure to supply food in terms of quality, quantity and as per the menu indicated in Schedule-B will attract penalty. For not adhering to contractual conditions, the Chief Warden shall be free to impose monetary fine as deemed fit on the contractor. Fines imposed shall be paid against demand issued by the hostel office/ adjusted against payment due to the contractor.
3. Vegetables used should be fresh and of good quality. If vegetables kept for use is found to be rotten or of poor quality, then a fine of **Rs. 5,000/-** for each occasion will be imposed.
4. Use / storage of Items like Aji-no-moto, Baking soda, coloring items etc is strictly prohibited. If they are found in the kitchen premises / prepared food a penalty of **Rs. 10,000/-** for each occasion will be imposed.
5. Kitchen should be kept clean. If it is not kept clean, a fine of **Rs. 5000/-** for each occasion will be imposed.
6. For damages caused by the contractor to the kitchen equipment, vessels and other items supplied by the licenser, **twice** the cost of the equipment will be recovered.
7. Any complaint of presence of insects in the prepared / served food will attract a fine of **Rs. 20,000/-** (INR Twenty thousand only) on the contractor. The contractor should prepare an alternate item immediately when such an incident is reported, pending further enquiry.
8. Any complaint of soft objects like rope, soft plastic, cloth etc. in prepared / served food will attract a fine of **Rs. 2,000/-** (INR Two thousand only) per complaint.
9. Any complaint of stones / pebbles of diameter more than 2 mm will attract a penalty on the contractor which can range between **Rs 5000/-** to **Rs 10,000/-** (INR five thousand to ten thousand only) depending on the size of the stone/ pebble per each complaint.
10. five (5) or more complaints of unclean utensils in a day would lead to a fine of **Rs. 2,000/-** (INR Two thousand only) on the contractor.
11. If mess committee agrees that certain item of a meal was not cooked properly then a fine of **Rs.10,000/-** (INR Two thousand only) would be imposed on the contractor.
12. Changes in approved menu (as per Table-2/ Table-3 of schedule – B) of any meal without permission of warden/mess committee will attract a fine of **Rs. 10,000/-** (INR Ten thousand only) on the contractor.
13. Fine on any discrepancy (personal hygiene of workers, misbehavior by workers etc.) will lead to fine of **Rs.5, 000/-** (INR Five thousand only) on contractor for each instance.

14. It is the responsibility of the contractor to see that the drainage lines are properly cleaned to see that the premises is hygienic. If it is found that due to negligence any drain is choked or foul stinking smell is detected, a heavy penalty of **Rs. 30,000/-** (INR Thirty thousand only) will be levied at each instance of such occurrences.
15. Usage of brands not mentioned in the contract without prior approval of the mess committee and adulteration will attract a hefty fine beyond the amount of any fine mentioned above and is decided by the Mess Committee with consent with the wardens. Severity of hygiene failure shall be assessed and decided by the Mess Committee and fined appropriately. In case of gross failure/negligence a severe penalty will be imposed, which could be a hefty fine as cash and/or summary termination of the Contract.
16. Police verification of all the employees under the contractor shall be made mandatory & the same has to be taken care of by the contractor.
17. The Dean (Students Welfare)/authority nominated by the Director, NITW in his capacity, Warden and Chief warden shall be the Competent Authority with regard to imposition of Penalty. The contractor may appeal to the Chief Warden for reduction/waiver of penalty. The decision of the Chief Warden shall be final.
18. The vendor shall take necessary safety precautions and NITW/Hostel Office, NITW shall not be responsible for any damage to life or property of the vendor and/or their employees in the event of any accident, natural calamities, etc. during working hours and otherwise during the validity of the contract period.

Schedule – B: Scope of Work & Details of Menu

Scope of Work:

1. Approximate Number of students to be provided the messing services as on the date of publication of the tender is 6000 nos. (Both boys & girls). The number of students may vary. The total number of available students to whom the messing services are required to be provided shall intimated to the mess contractor during the issuance of the LOI/Work Order.

S.No.	Infrastructure Facility	Available facilities
1	*Priyadarshini Mess (Ladies Hostel)	Equipped with Kitchen and Dining Hall with seating capacity of 300 at a time.
2	Institute Food Court - A (IFC-A)	Equipped with kitchen and dining hall with seating capacity of 300 at a time
3	Institute Food Court - B (IFC-B)	Equipped with kitchen and dining hall with seating capacity of 300 at a time
4	Institute Food Court – C (IFC- C)	Equipped with kitchen and dining hall with seating capacity of 240 at a time
5	Institute Food Court – D (IFC- D)	Equipped with kitchen and dining hall with seating capacity of 120 at a time

*The mess supervisor/manager, all the workers and Service persons in the Dining Hall of Priyadarshini Mess must be ladies.

* During Summer vacation 15 % of base rate is fixed for running Vacation Mess by the Caterer Who gets IFC-A or IFC-B.

2. This Contract is for initially for two years from the date of award of contract. The contract may be extended for one more year (in toto three years) subjected to the satisfactory performance of the contractor, on a mutually agreed rate, but not exceeding 10% of the rates fixed for initial two years. The 'satisfaction' shall be a matter to be decided /recorded by a committee appointed by the Director, comprising of various stake holders including hostel management, student representatives, Deans and such Officers of the institute who may in the sole opinion of the Director be relevant. The contractor shall have no say in the matter of determination of "satisfaction".

3. A contractor may be awarded a maximum of two messes. However, the decision of the Director will be the final.

4. The work of providing Catering Services (including Kitchen & Dining Hall maintenance) for Institute Food Courts (IFC-A, IFC-B, IFC-C & IFC-D) and Priyadarshini Mess (Ladies Hostel) shall have to be undertaken without causing any damage to the Institute properties. In case any damage is caused to the properties of the Institute by the workers deployed by the Contractor, the double the amount of such loss shall be made good by the Contractor.

4. Decision of the Director/Chief Warden will be final and binding on the contractor in case of any dispute arising out with respect to the terms and conditions of this contract.

5. The Institute reserves the right to reject any bid at any stage of tender evaluation without assigning any reason. Mere participation in the tender process by any tenderer will not confer any right, what so ever, on him/it.

The committee reserves the right regarding the allotment of messes to the successful bidders.

6. Once the contract is awarded, the contractor will automatically be within the purview of the Food and Adulteration Act and the items supplied in the institute food court (IFC-A, IFC-B, IFC-C & IFC-D), Priyadarshini Mess (Ladies Hostel) should strictly adhere to the stipulated regulations of the Food and Adulteration Act. Any deviation from this will be viewed seriously and is liable to attract legal penalties and punishments.

7. The oil that remains from the deep frying at the end of the day shall be discarded and shall not be recycled for the purpose of cooking again.

8. The tenderer must submit a financial bid for the menu given in Table - 2

9. The daily rate quoted must include fuel cost, procurement of rice & provisions and vegetables of good quality, mineral water and other items. Further, the cost of these raw materials shall be inclusive of loading and unloading, transportation, storage at dining hall premises for which no additional cost is payable or reimbursable by the Hostel management.

10. The contractor should go through the Schedule A and give a compliance report for the terms & conditions and the requirements. The Hostel management will ensure monthly payment to the contractor.

11. Hostel Management reserves the right to assign any one of the dining facility to the contractor based on availability/requirement. The contractor shall visit these facilities and ascertain the available infrastructure. Any additional requirements, as deemed necessary by the contractor shall be taken care of by the contractor.

12. The hostel office will provide necessary facilities and other items viz. working tables, racks, shelf, vegetable cutting machine, wet grinder, chapatti puffer, cooking burners, mixer grinder, cold storage etc. based on availability only. These facilities 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, subjected to approval and instructions of the Chief Warden / Warden. Other utensils, Gas refills and their safety, which are required to run the mess, will have to be arranged by the contractor. The regular maintenance of the facilities provided is to be borne by the contractor.

13. The inventory (utensils, plate, spoons, appliances, etc.) handed over to the vendor at the beginning of the contract and during the validity of the contract shall be returned to NIT Warangal Hostel office on completion of the contract failing which it would be recovered from the Security Deposit.

14. The maintenance of safety, health and hygienic conditions in and around the mess /kitchen will be the responsibility of the bidder. Warden's suggestions / instructions regarding cleanliness have to be followed and the expenditure towards this is to be borne by the contractor.

15. The successful bidder has to maintain the premises including kitchen and surrounding areas of the institute food court (IFC-A, IFC-B, IFC-C & IFC-D), Priyadarshini Mess (Ladies Hostel) clean and hygienic.

16. The Menu rate shall be fixed for the entire contract period of 2 years and the non-menu / other items shall be supplied at the rate mutually agreed with the Chief Warden. The rates shall be inclusive of all applicable taxes, service charges, etc.

Table-2: MENU for IFC -A, IFC-B, IFC-C, IFC-D and Priyadarsini Mess (Ladies Hostel)
NORTH INDIAN-MENU

Days	Breakfast	Lunch	Dinner
Daily (compulsory)	Bread, Butter/Jam, Tea, Coffee, Milk	Roti (plain & butter), sambar, boiled rice, salad, plain dal, any pickle	Roti(plain & butter), Rasam, salad, boiled rice, plain dal, any pickle
Monday	Dal, Onion, aloo-parathas, tomato sauce, green chutney, tomato chutney	Aloo karela fry, mung dal, curd-rice / curd / green grapes / aam panna Extra: Veg Item, Non Veg Item	Razma or (turai posto / bhindi posto), masoor dal, Mung Halwa Extra: Veg Item, Non Veg Item
Tuesday	Uttapam, sambar, Nariyal chutney	Sukto (mix veg dal) / Masoor dal, aloo jeera fry, curd / water melon / chhanch Extra: Veg Item, Non Veg Item	Chole bhature / [poori(aata & maida), chana dal (with coconut flakes)], aloo tomato curry, tamarind rice, kheer / sewai Extra: Veg Item, Non Veg Item
Wednesday	Idli, vada (2 pc.), sambar, nariyal chutney, garlic chutney	Bhindi fry, arhar dal, curd / green grapes / lassi Extra: Veg Item, Non Veg Item	Brinjal bharta roasted, masoor dal fry, Rasmalai Extra: Veg Item, Non-Veg Item
Thursday	Dhokla / chilla	Chilli aloo / lauki chana daal, kadhi pakodi, curd / water melon /any juice Extra: Veg Item, Non Veg Item	(paneer butter masala, plain maida naan) / (kadai paneer, stuffed naan), tandoori roti, aata naan, french fries, matar pulao, mix green salad, mixed fruit raita / pineapple raita
Friday	Poori (aata + maida), aloo matar	Soyabean aloo / arbi dahi gravy, mung dal, curd / green grapes / lassi Extra: Veg Item, Non Veg Item	Aloo barbati, arhar dal, gulab jamun Extra: Veg Item, Non Veg Item
Saturday	Masala dosa, sambar, nariyal chutney, tomato chutney	Aloo paratha, onion paratha, aloo parwal gravy/dahi parwal, kanchha aam ka chutney (sweet & sour), curd / papaya / aam panna	Pulav, kanchha kela malai kofta, Peda/Barfi Extra: Veg Item, Non Veg Item

		Extra: Veg Item, Non Veg Item	
Sunday	Poha rice, dahi, jalebi	Methi malai paneer / chilli paneer, masoor dal, Papad (roasted/fried), curd/water melon Extra: Veg Item, Non Veg Item	Kashmiri aloo dum, plain paratha, onion ring, green chutney, kulfi/ice cream Extra: Veg Item, Non Veg Item

Extra Veg Items	Non-Veg Items
Paneer Tikka/Paneer Variety fried items	Egg (Boiled/Omelets/Curry/Dum Biryani)
Chilli honey Potato/Potato Variety	Chicken (Masala/Butter/Do Piyaza/ Aloo chicken/Kali Mirchi/Dum Biryani)
Chilli Mushroom/Mushroom variety	Fish (Masala/fry)
Veg Kabab/Veg Dum Biryani	Mutton (Rogan josh/Dum biryani)

** Menu items may be changed as per student demand as and when arise

NON-VEG MENU

Days	Breakfast	Lunch	Dinner
Daily Compulsory	Bread, Butter/Jam, Tea, Coffee, Milk		
Monday	Chapathi, Aloo Kurma Pongal with Fried Gram Dal Chutney	Mutton curry (100gm), Sambar, Rasam, Veg Curry any, White Rice, Phulka roti, Curd	Bendi Fry Curry, Sambar, Rasam, Curd, Phulka roti, White Rice, Egg omelet,
Tuesday	Upma Pesarattu, Fried Gram Dal Chutney Uttappam, Fried Gram Dal Chutney	Egg Curry/Egg Bhurji/Fish Curry, Moong Dal Curry, Rasam, Curd, White Rice, Phulka roti. Sweet any: Gulabjamun/Badusha/Semiya/Jhangiri	Lettuce pulse, Aloo Chips, Rasam, Veg Curry any, Curd, Phulka Roti, White Rice, 2 Spoons ghee
Wednesday	Poori, Aloo Curry	Chicken Curry (100 gm), Sambar, Curd Chutney, Phulka roti, Bhagara Rice, White Rice.	Carrot green peas curry, Rasam, Sambar, Curd, Phulka roti, White Rice, Egg omelet
Thursday	Masala Dosa,	Mutton kheema, Chapathi, Bone Soup sambar, Rasam, Curd, White Rice	Veg curry any, Tomato dal, Rasam, Curd, Phulka roti, White Rice, Papad

	Fried Gram Dal Chutney, Aloo Dry Curry		Sweet any: Gulabjamun/Badusha/Semiya/Jhangiri
Friday	Bread with Omlet, butter, Jam	Chicken Curry (100 gm), Sambar, Curd Chutney, Phulka rot, Bhagara Rice, White Rice,	Veg curry any, Sambar, Rasam, Curd, Phulka roti, White Rice, omelet
	Vada, Sambar and Fried Gram Dal Chutney	Sweet any: Jilebi/Mysore Pack/Ravva Laddu/Bondi Laddu	
Saturday	Aloo Paratha, Tamarind Chutney, and Tomato Chutney	Poori, Choley Curry, Sambar, Coconut Chutney, Rasam, Curd, White Rice, Pulihora	Samosa(3 Nos.) with coconut chutney/Veg Cutlet with tamarind chutney/maggie with tomato sauce/Tomato rice with aloo curry and curd chutney Coffee, any fruit (2 Nos.), Boiled Egg (1 Nos.), Sweet any
Sunday	Ravva Dosa with Fried Gram Dal Chutney, Aloo Curry	Chicken Curry (100 gm), Sambar, Curd Chutney, Phulka roti, Bhagara Rice, White Rice, Fruit salad	Any other pulse, Veg curry any, Rasam, Curd, White Rice, Phulka roti, Papad Sweet any: Jilebi/Mysore Pack/Ravva Laddu/Bondi Laddu

** Menu items may be changed as per student demand as and when arise

SOUTH INDIAN-MENU

Days	Breakfast	Lunch	Dinner
Daily Compulsory	Bread, Butter/Jam, Tea, Coffee, Milk		
Monday	Chapathi, Aloo Kurma,	Dum Aloo/Aloo kofta curry/Kaddu kofta curry, Sambar, Rasam,Curd, Phulka roti,any Vegetable Chutney,White rice Extra: Veg Item, Non Veg Item	Bendi Fry Curry, Sambar, Rasam,Curd, Phulka roti, White Rice, Extra: Veg Item, Non Veg Item
	Pongal with Fried Gram Dal Chutney		
Tuesday	Upma Pesarattu, Fried Gram Dal Chutney	White rice,Chapathi,Soya chunks curry,Moong dal,rasam,curd, coconut chutney Extra: Veg Item, Non Veg Item	Lettuce pulse, Aloo Chips, Rasam, Veg Curry any, Curd,Phulka Roti, jeera Rice,White rice, 2 Spoons ghee,Pickle any Extra: Veg Item, Non Veg Item
	Uttappam, Fried Gram Dal Chutney		
Wednesday	Poori, Aloo Curry	Mixed veg Curry, Fried Rice, White Rice, Curd Chutney, Sambar, any sweet, Phulka roti, Kokum Syrup Extra: Veg Item, Non Veg Item	Carrot green peas curry, Rasam, Sambar, Curd, Phulka roti, White Rice Extra: Veg Item, Non Veg Item
Thursday	Masala Dosa, Fried Gram Dal Chutney, Aloo Dry Curry,	White rice,Chapathi,any leaf curry and dal , Vegetable chutney,Curd,Green peas curry Extra: Veg Item, Non Veg Item	Veg curry any, Tomato dal, Rasam, Curd, Phulka roti, Lemon Rice, White rice, Papad Extra: Veg Item, Non Veg Item
Friday	Bread with Omlet, butter, Jam	Mixed veg Curry, Fried Rice/coconut fried rice, White Rice, Curd Chutney, Sambar, any sweet, Phulka roti Extra: Veg Item, Non Veg Item	Veg curry any, Sambar, Rasam,Curd, Phulka roti, White Rice Extra: Veg Item, Non Veg Item
	Vada, Sambar and Fried Gram Dal Chutney		
Saturday	Aloo Paratha, Tamarind Chutney, and Tomato Chutney	Poori, Choley Curry, Sambar, Coconut Chutney, Rasam, Curd, White Rice, Pulihora, Kokum Syrup Extra: Veg Item, Non Veg Item	Samosa(3 Nos.) with coconut chutney/Veg Cutlet with tamarind chutney/maggie with tomato sauce/Tomato rice with aloo curry and curd chutney Coffee, any fruit (2 Nos.), Boiled Egg (1 Nos.), Sweet any Extra: Veg Item, Non-Veg Item

Sunday	Ravva Dosa with Fried Gram Dal Chutney, Aloo Curry	Palak Paneer curry, Curd chutney, Fried rice, White rice, Chapathi, Fruit salad, Sweet, Samabar Extra: Veg Item, Non Veg Item	any Pulses, Veg curry any, Rasam, Curd, jeera Rice, white rice, Phulka roti, Papad Extra: Veg Item, Non Veg Item
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** Menu items may be changed as per student demand as and when arise

Extra Veg Items	Non-Veg Items
Dalia Variety/Masala Vada/Kosambari/Bisi Bele Bath	Egg (Boiled/Omelets/Curry/Dum Biryani)
Gobi 65 /Potato Variety	Chicken (Masala/Chilli chicken/chicken 65/ Dum Biryani)
Chilli Mushroom/Mushroom variety	Fish (Masala/fry)
Veg Dum Biryani	Mutton (Masala/kheema/fry/Dum biryani)

Mix of North and South Menu

Days	Breakfast Daily Compulsory; Bread, Butter/Jam, Tea, Coffee, Milk	Lunch	Dinner
Monday	Puri, Aloo Curry/Chole Curry	White Rice, Chapati, Veg. Curry, Dry Sabji, Dal, Mango Pickle, Rasam, Curd, Chutney, Fryums	White Rice, Variety Rice, Pulka, Veg. Curry, Dal, Sambar, Pakoda, Chutney, Banana(1), Salad, Curd
Tuesday	Tomato Upma & Poha (or) Pav Bhaji (Maximum of 4)	Veg. Biryani, White Rice, Pulka, Veg. Curry, Dry Sabji, Dal, Rasam, Raita, Sweet, Mirch Pickle, Salad	White Rice, Variety Rice, Chapati, Shahi Paneer, Dal, Sambar, Lemon Pickle, Papad, Salad, Curd
Wednesday	Maggi Noodles with vegetables, Tomato Sauce	White Rice, Variety Rice, Chapati, Veg. Curry, Dry Sabji, Sambar, Boondi Raita, Sweet, Mango pickle, Curd, Onion	White Rice, Pulka, Veg. Curry, Dal, Sambar, Alu/Mirchi Bhajji(1), Chutney, Seasonal Fruit (preferably other than banana), Curd
Thursday	Masala Dosa, Chutney	White Rice, Variety Rice, Pulka, Veg. Curry, Dry Sabji, Dal Tadka, Rasam, Curd, Mango Pickle, Salad	White Rice, Chapati, Mutter Panner, Dry Sabji, Sambar, Gongura Chutney/Pickle, Onion, Banana (1), Curd
Friday	Idli, Vada & Sambar	White Rice, Veg. Biryani, Puri/Bhatoora, Chole Curry, Mixed Veg. Curry, Sambar, Raita, Fryums, Salad, Sweet, Chutney/Pickle	White Rice, Pulka, Veg. Curry, Dry Sabji, Sambar, Chutney/Pickle, Curd, Papad, Fruit Custard
Saturday	Onion Dosa/ Uttappam, Chutney	White Rice, Variety Rice, Pulka, Veg. Curry, Dry Sabji, Dal, Raasam, Butter Milk, Mango Pickle, Fryums, Salad	White Rice, Chapati, Veg. Curry, Dry Sabji, Dal, Curd, Sambar, Chutney, Sweet, Banana(1), Curd
Sunday	Alu Paratha, Tomato Chutney & Curd (1 cup)	White Rice, Veg Pulav, Chapati, Paneer Butter Masala, Veg. Curry, Rasam, Raita, Fryums, Fruit Salad, Pickle, Onion	White Rice, Pulka, Veg. Curry, Dal, Sambar, Pickle, Curd, Papad, Chutney, Sweet, Banana(1), Curd

**Menu items may be changed as per student demand as and when arise

EXTRA ITEMS

Sl.No	Item	Quantity
1.	Chicken Masala	Per Plate (100 gms)
2.	Chicken 65(Dry)	Per Plate (100 gms)
3.	Fish Fry	Per Plate (100 gms)
4.	Boiled Egg	1 No
5.	Single Egg Omlet	1 No
6.	Single Egg Masala	1 No
7.	Egg Burgi	Per Plate (100 gms)
8.	Corn Flakes	Cup of 50 gm
9.	Night Milk	Cup of 150 ml
10.	Fruit Juice	Cup of 150 ml
11.	Evening Tea/Coffee/Milk	100 ml
12.	Mutton Masala	Per Plate (100 gms)

ALL DAYS:

1. Tea, Coffee, Milk will be served in the Morning & Evening-(150 ml).
2. Bread (Max of 6 slices) with Butter (Max of 10gm) and Jam as Alternate Breakfast.
3. Dry Sabjis (2 cups of 150 Grams), Vegetable Curries (2 cups of 150 Grams), Curd (2 cups of 150 Grams), and sweet (One cup/one piece of 50 grams) are limited.

The following items shall be served at EXTRA COST:

1. Milk (Cup of 150 ml) to be served in the Night.
2. Corn Flakes (Cup of 100gms) to be served in the Breakfast
3. Boiled Egg/Omelette to be served in the Lunch and Dinner.
4. Non-Veg (Chicken) to be served in the Lunch.
5. Fresh Fruit Juice (Cup of 150 ml) to be served in Lunch/Dinner.

The Mess Committee, in consultation with the contractor, will replace/ choose from the list of Variety Rice, Dals, Dry sabjis, Vegetable curries and sweets every month.

Variety Rice: Pudina Rice, Lemon Rice, Jeera Rice, Pulihora, Tamoto Rice.

Dals: Tomato dal (toor), Dal makhani, Palak dal (toor), Moong dal, Dal with leaf, Toor Dal with Vegetables, Cucumber dal (toor), Ridge Gourd dal, Dal tadka, Methi dal, Lasooni dal palak, Masoordal, Chana dal

Dry Sabjis: Veg. Manchuria, Aloo gobi fry (Semi Gravy), Dry soya bean, Raw banana, Beetroot chana, Cabbage 18anchuria, Cabbage capsicum, Aloomatar, Aloo capsicum, Aloojeera, Dondakaya, Brinjal (long), Carrot beans, Bendi fry, Broad beans fry, Aloo fry, Cauliflower fry, Carrot fry, Dondakaya fry, Banana fry, Bitter Gourd fry, Brinjal fry

Veg. Curries: Aloo Capsicum Tomato Curry, Gobi masala, Aloo-Tomato curry, Dum Alu, Mixed Veg., Dum Aloo Masala, Cauliflower, Bendi Masala, Brinjal Masala, Black Chana Masala, Rajma Masala, Mutter Cabbage, Alu Mutter Curry, Meal Maker, Snake Gourd, Drumstick, Kadai Veg,

Bottle Gourd (Lauki), Gongura, Capsicum, Veg-Kolhapuri, Potato-Brinjal, Soyabean Thin Curry, MalaiKofta Masala

Sweets: Carrot Halwa, Gulab Jamun, Rice Kheer, Semiya Kheer, Suji Halwa, Kalakand, Jalebi, Shahi Tukda, Milk Barfi, Jangri ,Coconut Barfi, Kaja, Laddu, Sheera, Boondirabdi, Rasmalai

SCHEDULE-C:
TECHNICAL DETAILS

1. EMD: Bid security declaration form (as per Annexure-D), duly filled up on the letter head, signed and should have been uploaded in the technical bid.
2. PARTICULARS OF THE AGENCY:

a) Name of the Agency	
b) Legal Status of the Agency	
c) Year of establishment	
d) Nature of Business	
e) Address of the Agency	
f) Mobile & Phone Number	
g) Fax number	
h) Email	
i) Name and details of the owner(s)/Partners (Attach Bio-data of all Partners along with adhaar number)	
J) Designation of Contact Person/ Representative of firm along with his/her Mobile no and email, adhaar number.	

3. Experience of the agency for past 5 years (List of Higher education Institutions/organizations) in providing Catering services. Particulars may be provided in the table given below.

Financial Year	Name of the Institute	Number of Students Catered	Contact Person & Mobile no	Type of Service provided	No of persons deployed
2023-24					
2022-23					
2021-22					
2020-21					
2019-20					

4. Statutory Registrations

SI No	Items	Details	Copies enclosed (YES/NO)
1	Registration Number With Office of the Regional Labour Commissioner (Central/State)		
2	PF registration Number		
3	ESI registration number		
4	Service Tax Number		
5	IT PAN/TIN number		
6	GST Number		
7	Labour License number		
8	Professional Tax number		
9	FSSAI license		

6. Annual Turnover for the years.

2023-24	2022-23	2021-22	2020-21	2019-20
Rs.	Rs.	Rs.	Rs.	Rs.

7. Bidders Solvency Certificate (Solvency certificate for an amount not less than one crore thirty lakhs rupees should be enclosed).
8. Self-attested copies of Annual Returns with respect to the payment made towards ESIC & EPF along with the proof of remittance for the month of last 3 months shall be enclosed as proof.
9. Provide the details of IT returns filed for the past 5 years shall be enclosed as proof.
10. Whether Quality Certification obtained for any of the Food Courts/Dining facilities/Catering services provided, If Yes, enclose the proof.
11. Proposed plan to provide Catering Services at Institute Food Courts.

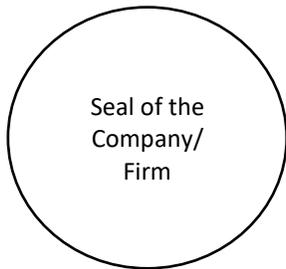
SI No	Staff Category	Number of staff to be employed	IFC-A, IFC-B, IFC-C, IFC-D Priyadarsini Mess
1	Highly Skilled* (Manager, Head Cook etc.)		
2	Skilled (Store Keeper, Cooks, Supervisor etc)		
3	Semi-Skilled (Asst Cooks, Kitchen staff like Chapthi/ Pulka/Dosa maker, etc)		

4	Unskilled (Kitchen /Dining Hall/ Utensil cleaners, Service persons(Suppliers), Ingredient cleaner/cutter, Housekeeping/sweeper etc)		
---	---	--	--

*Should be with degree / diploma / certificate holder in hotel management /catering technology from approved Institute.

12. Litigations, if any, connected with Catering Work: Yes/No (if Yes, Enclose the details otherwise a self-declaration may be submitted)
13. Any other information, bidder wishes to provide in support of their credentials, details, if any.

Sign of bidder



Name:

Address:

Telephone No.:

Email ID:

Station:

Date:

Annexure - A

CRITERIA FOR RANKING OF TECHNICAL BIDS

(Maximum Score is 100)

The Bidder should put tick mark (✓) for appropriate one depending upon their capabilities and conditions. The bidder should submit proofs for their claim by way of certificates, testimonials and records etc. No score will be awarded for the items without any proof or supporting documents.

Bidder shall ensure submission of complete information / documents at the first instance itself. NITW reserves the right to complete the evaluation based on the details furnished by the tenderers without seeking any subsequent additional information. Tenders not in compliance with tender conditions or with incomplete information / documents are liable for rejection.

PART – I (Technical Details – Maximum Score is 80)

1. The present status of the Registration of the bidder (enclose a copy of the certificate as Appendix – I)

Nature of Registration	Score
If Registered under Companies Act	8
If Partnership firm	6
If Proprietary concern	4
for others	2

2. Total number of Higher Education Institutions/organizations where the bidder is presently providing similar services during the last Five years for more than 500 boarders persons/day) (enclose copies of work order up to 2024 and ongoing work separately for those where there are more than 500 boarders in Appendix -II).

Total number of Higher Education Institutions, where the bidder is presently providing similar services with more than 500 boarders persons/day	Score
for more than 5 Institutions/organizations	8
for 3 to 4 Institutions/organizations	5
for 2 Institutions/ organizations	3

3. Average turnover of the bidder during the last three years ending on 31-03-2024 (with respect to all Industrial/Institutional). Authenticated copy of audited Statement of Accounts for the last three years should be enclosed as Appendix III-A, III-B and III-C.

Average turnover of the bidder during the last three years ending on 31-03-2024	Score
for 16 Crore and above	8
for 10 Crore to 15 Crore	6
for 7.5 Crore to 10 Crore	4
for 5 Crore to 7.5 Crore	2

4. Annual value of the single largest contract for running industrial / Institutional Canteen / Mess in the last five years. Work order along with the certificate from the institute/industry specifying the annual value of the contract should be enclosed as Appendix IV.

Annual value of the present running single largest contract	Score
for 5 Crore and above	8
for 4 Crore to 5 Crore	6
for 3 Crore to 4 Crore	4
for 2 Crore to 3 Crore	2
for below 2 Crore	1

5. Total No. of employees in company's roll (to be substantiated with latest EPF and ESI returns & challans as Appendix - V)

No. of Workers	Score
for 100 workers & above	8
for 75 to 100 Workers	6
for 40 to 75 Workers	4
for less than 40 Workers	2

6. No. of workers deployed in the single largest contract in an Industrial/ Institutional Canteen / Mess. Acknowledgement from the bank for the last three months of contract for crediting the salaries of the workers should be enclosed as Appendix–VI.

No. of Workers in the single largest contract	Score
for 75 Workers & above	8
for 40 to 75 Workers	6
for less than 40 Workers	4

7. No. of Highly Skilled workers (with hotel management / catering technology Certificate /Diploma/ Degree) available in the rolls of the tenderer's organization for the last two years. Attested copies of the certificates of the skilled workers should be enclosed as Appendix – VII.

No. of Skilled Workers	Score
for 8 Skilled workers & above	8
for 6 to 7 Skilled workers	6
for 4 to 5 Skilled workers	4
for 2 to 3 Skilled workers	2

8. If the Bidders should have been registered with Income Tax PAN/TAN, ESI, EPF, Labour License, GST, Professional Tax and Service Tax authorities during the last five years ending on 31-03-2024. (Score is one for each and maximum Score is 8).

(Attested Copies of PAN/TAN, ESI and EPF registration, service tax, Professional Tax, Labour License Appendix-VIII-A and income tax payments should be enclosed as Appendix-VIII-B)

9. Number of years of registration with FOOD SAFETY LICENCE under FSSAI act 2006, of Food Safety and Standard Authority of India (Central/State). Enclose copies of certificates from FSSAI as appendix IX.

No. of years of registration with FSSAI	Score
for 4 years & above	8
for 3 years	6
for 2 years	4
for less than 2 years	2

i. Score is 8

10. Bank Solvency Certificate of the bidder issued by a Nationalized Bank / Scheduled Bank. (Solvency certificate should be enclosed as Annexure – E)

Value of Solvency	Score
for above 300 lakhs	8
for 200 lakhs to 300 lakhs	6
for 130 lakhs to 200 lakhs	4

a. **NOTE:** Appendix I to X should be attach along with this. Mark the Appendix number at top right corner.

Sign of bidder



Name:

Address:

Telephone No.:

Email ID:

Station:

Date:

PART – II (QUALITY ASSESSMENT – Normalized to the Score 20)

1. All the bidders have to submit Quality Assessment Certificates from the Clients, in the following proforma, separately for each of the contracts. The number of Quality Assessment certificates must be same as the number specified in Sl. 2 of Part – I (technical details) of Annexure – A. Otherwise, the score for item 2 of Part -I will be taken as number of Quality Assurance certificates enclosed.
2. Quality Assessment certificates should be substantiated with corresponding Experience Certificates issued by the respective clients certifying the period of contract, value of contract and value of work executed and completed satisfactorily. Maximum possible score for the Quality Assessment is 50, i.e. 5 marks each for the 10 factors. Arithmetic average of the total marks scored in all the contracts will be worked out and marks will be assigned in proportion to maximum marks.
(For example, if the average marks for a bidder is 40, score for Quality Assessment will be $(40 \times 20) / 50 = 16$ marks).
3. For the firms operating/operated at NIT Warangal, latest (not exceeding three academic years) quality assessment certificates issued by NIT Warangal will only be considered. They have to submit the certificate from the Hostel office that their payment was made on time and also no show cause notice was served.

**FORMAT FOR QUALITY ASSESSMENT CERTIFICATE
FOR CATERING SERVICES
(TO BE TYPED ON THE LETTER HEAD OF INSTITUTE/ORGANIZATION)**

Please provide your honest assessment of the quality of the catering services provided by the
aforementioned agency based on the following criteria:

- i. Name of the firm: _____
- ii. Period of service availed from the contractor: From _____ to

- iii. Average number of diners during the period of the contract: _____
- iv. Value of the contract Rs.(in lakhs) _____

Please give numeric values 0 to 5 (5- Excellent, 4-Very good, 3-Good, 2-Average, 1-Poor, 0-Very
Poor) for each of the items given below:

S. No	Description	Score
1.	The contractor's response has been prompt and as required by the administration	
2.	All the managers were professionally trained having valid degrees/diploma/certificates in hotel management/catering technology from an approved Institute	
3.	All the managers have been punctual and performed their duties with complete responsibility	
4.	There have been no removals or replacement of managers on the grounds of indiscipline, substance abuse, negligence, criminal record, driving mishap, etc.	
5.	Quality of food	
6.	Quantity of food	
7.	Any record of accidents, show cause notice, and other penalty-related if any During the contract period (Score "0" if any)	
8.	Health and hygiene proper cleanliness and any service disruption	
9.	Any collective feedback from client/students about noncompliance of service	
10.	Whether the staff is proficient in their respective work	

Signature and Seal of the Assessor

Contact Number:
Email ID :

Annexure - B
FORMAT FOR FINANCIAL BID (TO BE TYPED ON THE LETTERHEAD OF FIRM)

FINANCIAL BID
(Please do not quote here)

To
The Director,
Atten: Chief Warden, NIT Hostels
Warangal – 506004

Sir,

Sub: Financial offer for catering services for IFC -A, IFC- B, IFC-C, IFC-D and Priyadarsini Mess (LH Mess).

Ref: Your tender notification No NITWH/CSKM/2023-24, Date: / /2024.

With the above cited reference and subject, we submit herewith our financial bid.

<p>DAILY RATE PER STUDENT (for the menu given in the Table-2 of Schedule B of this tender document and adhering to all the terms & conditions.</p> <p>(Rate should be quoted in INR and in a round value (without any paisa / decimal value)</p>	<p>Rs. _____ .00 per day</p>	<p>Choice of Mess *: North/South/Mix of North-South/Non veg menu</p>
--	------------------------------	--

(* any one : either IFC -A (OR) IFC- B (OR) IFC-C (OR) IFC-D (OR) PRIYADARSINI MESS)
IMPORTANT NOTE:

1. Per day rate (daily rate) should not be less than Rs. 95.00 for veg menu and Rs.125/- for Non veg menu. Further, a detailed note of justification in respect of the quoted daily rate, by giving details of materials and maintenance cost (for both dining hall and kitchen), wages of the workers, taxes, etc., must be enclosed, and otherwise financial bid shall not be considered.
2. Allotment of mess services to the successful bidder's viz., either for IFC -A (OR) IFC- B (OR) IFC-C (OR) IFC-D (OR) PRIYADARSINI MESS will be done as per their choice of mess as indicated in the financial bid. The successful bidder is bound to provide the catering services adhering to the terms and conditions and the agreed rate in that mess only throughout the contract period. If more than one successful bidder had opted for the same mess, priority will be given to the bidder who has proved to have more experience as per Para 1.2 on Pre-qualification criteria. If in case none of the bidder has opted for any particular mess, the same will be allotted to the bidder who has quoted the least value of per day (daily rate) amongst the bidders

EXTRA ITEMS

Sl.No	Item	Quantity	Rate
1.	Chicken Masala	Per Plate (100 gms)	
2.	Chicken 65(Dry)	Per Plate (100 gms)	
3.	Fish Fry	Per Plate (100 gms)	
4.	Boiled Egg	1 No	
5.	Single Egg Omlet	1 No	
6.	Single Egg Masala	1 No	
7.	Egg Burgi	Per Plate (100 gms)	
8.	Corn Flakes	Cup of 50 gm	
9.	Night Milk	Cup of 150 ml	
10.	Fruit Juice	Cup of 150 ml	
11.	Evening Tea/Coffee/Milk	100 ml	

NOTE:

1. Rates quoted should be inclusive of all taxes/levies (service tax/VAT/GST and any other statutory Central/State Govt. taxes) & Fluctuations in the rate of items and should be valid for TWO year from the date of tender.
2. Bidders must quote for the menu given Table – 2 of Schedule-B.
3. Director/Chief Warden reserves the right to negotiate the cost of extra items before awarding the contract.
4. Financial bid should be kept in separate sealed cover.

ANNEXURE-C

AFFIDAVIT

(Self-Declaration Form to be submitted on Non-Judicial Stamp Paper of Rs.100/-)
For Providing Catering services to Institute Food Courts of the National Institute of
Technology Warangal

I/we..... Partner(s)/Legal
Attorney/Proprietor(s)/Accredited Representative(s) of M/s.....
solemnly declare that:

1. I/we am/are submitting tender for providing Canteen Services to Institute Food Courts at National institute of Technology Warangal against Tender Notice Number NITWH/CSKM/2024, Dated: 14/05/2024.

Solemnly affirm and declare that:-

- i. I/We am/are solvent.
- ii. All information furnished by me/us in respect of fulfillment of eligibility criteria and information given in this tender is complete, correct and true. All documents/credentials submitted along with this tender are genuine, authentic, true and valid.
- iii. I/We have carefully read the terms and conditions of contract as contained in Tender Notification No. Ref. No. NITWH/CSKM/2024-25/PSS-21, Dated: 16/05/2024 and agree to abide by these terms. If, I/We fail to fulfill any of the terms and conditions of the contract, then Director/ Chief Warden has the right to cancel the contract without any further correspondence and NIT, Warangal, has no financial liability. I/We promise to pay the compensation or fine in case of such default.
- iv. My/our bid shall be valid for a period of 180 days from the date fixed for the bid submission deadline in accordance with the Bidding Documents and shall remain binding upon us and maybe accepted at any time before the expiry of the period.
- v. If my/our bid is accepted, we commit to submit a Performance Security Deposit in accordance with the Bidding Documents.
- vi. The Price-Bid submitted by me/us is "WITHOUT ANY CONDITION".
- vii. If any information or document submitted is found to be false/incorrect, department may cancel my/our Tender and can take any action as deemed fit including termination of the contract, forfeiture of all dues including Earnest Money Deposit (EMD) and blacklisting of my/our firm and all partners of the firm etc.
- viii. I/we also declare that the Government of India or any other Government body has not issued any show-cause notice or declared us ineligible or blacklisted us on charges of engaging in corrupt, fraudulent, collusive or coercive practices or any failure/lapses of serious nature.

- ix. The workers provided by me/us would not have any employer-employee relation with the National Institute of Technology Warangal and thereby not claim any regularization of their services or enhancement in their wages from National Institute of Technology Warangal.
- x. We will deploy only well-trained and police verified workers on the site.
- xi. We have sufficient well-trained manpower for the subject work.
- xii. We will use high quality material only with quality up to the satisfaction of the National Institute of Technology Warangal.
- xiii. I/we also accept all the terms and conditions of this bidding document and undertake to abide by them, including the condition that National Institute of Technology Warangal is not bound to accept highest ranked bid / lowest bid or any other bid that National Institute of Technology Warangal may receive.
- xiv. I/We hereby accept to cater to the menu (as indicated in tender document) and minor modifications in the menu, as requested by the students and approved by the Hostel Management Committee during the period of the contract, without any additional cost.

Sign of Tenderer



Name:
Address:
Telephone No.:
Email ID:
Station:

Date:

ANNEXURE- D

PROFORMA FOR BID-SECURING DECLARATION

(To be printed on Organization Letter Head)

To
The Director
National Institute of Technology Warangal
Warangal-506004, Telangana

Tender Ref. No. _____ Dated _____

I/We. The undersigned, declare that:

I/We understand that, according to your conditions, bids must be supported by a Bid Securing Declaration.

I/We accept that I/We will be disqualified from bidding for any contract with you for a period of five years from the date of notification if I am /We are in a breach of any obligation under the bid conditions, because I/We

- a. Have withdrawn/modified/amended, impairs or derogates from the tender, my/our Bid during the period of bid validity/ extended validity period specified in the form of Bid; or
- b. Having been notified of the acceptance of our Bid by the purchaser during the period of bid validity (i) fails or refuse to execute the contract, if required, or (ii) fail or refuse to furnish the Performance Security, in accordance with the Instructions to Bidders.

I/We understand this Bid Securing Declaration shall cease to be valid if I am/we are not the successful Bidder, upon the earlier of (i) the receipt of your notification of the name of the successful Bidder; or (ii) thirty days after the expiration of the validity of my/our Bid.

Signed: _____ (insert signature of person whose name and capacity are shown)
in the capacity of _____ (insert legal capacity of person signing the Bid Securing Declaration)

Name: (insert complete name of person signing the Bid Securing Declaration)
Duly authorized to sign the bid for an on behalf of (insert complete name of Bidder)
Dated on _____ day of _____ (insert date of signing)
Corporate Seal (where appropriate)

(Note: This letter should be on the letterhead of the quoting firm and should be signed by a Competent Authority. Non-submission of this will lead to DISQUALIFICATION of bids).

ANNEXURE – E
FORM OF BANKERS' / SOLVENCY CERTIFICATE FROM A SCHEDULED
COMMERCIAL BANK

No.:

Date:

To

The Director

National Institute of Technology Warangal

Warangal-506004

SOLVENCY CERTIFICATE

This is to certify that, to the best of our knowledge and information, M/s / Sri....., a customer of our bank, has been maintaining Savings Bank / Current Account bearing number.....with our Branch, since (Month and Year).

We understand from the customer that the certificate is for the purpose of Tender with your organisation. We further certify that M/s / Shri / Smt.is solvent to the extent of INR (Rupees.....only).

This certificate issued by the Bank on the specific request of the customer and should be regarded as without any guarantee or liability, financial or otherwise, on the part of the Bank or its officials.

(Signature)

For the Bank

Note:

1. Bankers 'certificate should be original on the letter head of the Issuing Bank duly sealed in cover and addressed to enlistment authority.

ANNEXURE – F

DECLARATION OF NEAR RELATIVE TO BE SUBMITTED BY THE TENDERER

We M/s _____
R/o _____ hereby certify that none of our relative(s)* defined in the tender documents is /are employed in the NIT Warangal per details given in tender documents. In case at any stage, it is found that the information given by us is false/incorrect. NIT Warangal shall have the absolute right to take any action as deemed fit without any prior intimation to me.

Date: _____

Signature of the Contractor
Name & Designation
Seal

*The near relatives for this purpose are defined as:

- (a) Members of a Hindu undivided Family.
- (b) Their spouses.
- (c) The one related to the other in the manner as father, son(s), Son's wife (daughter-in-law), daughter(s) and daughter's husband (sons-in-law) brother (s) and brother's wife, sister(s) and sister's husband, brother(s)-in-law.

निष्पादन सुरक्षा फॉर्म / PERFORMANCE SECURITY FORM
MODEL BANK GUARANTEE FORMAT FOR PERFORMANCE SECURITY

To
The Director
National Institute of Technology
Hanumakonda - 506004, Dist. Warangal, Telangana

WHEREAS (Name and address of the supplier) (Hereinafter called “the supplier”) has undertaken, in pursuance of contract no. datedto supplies (description of goods and services) (herein after called “the contract”).

AND WHEREAS it has been stipulated by you in the said contract that the supplier shall furnish you with a bank guarantee by a scheduled commercial bank recognized by you for the sum specified therein as security for compliance with its obligations in accordance with the contract;

AND WHEREAS we have agreed to give the supplier such a bank guarantee;

NOW THEREFORE we hereby affirm that we are guarantors and responsible to you, on behalf of the supplier, up to a total of (amount of the guarantee in words and figures), and we undertake to pay you, upon your first written demand declaring the supplier to be in default under the contract and without cavil or argument, any sum or sums within the limits of (amount of guarantee) as aforesaid, without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

We hereby waive the necessity of your demanding the said debt from the supplier before presenting us with the demand.

We further agree that no change or addition to or other modification of the terms of the contract to be performed there under or of any of the contract documents which may be made between you and the supplier shall in any way release us from any liability under this guarantee and we hereby waive notice of any such change, addition or modification. This guarantee shall be valid until the Day of, 20.....

(Signature of the authorized officer of the Bank)

.....

Name and designation of the officer

.....

Seal, name & address of the Bank and address of the Branch

Note: Whenever, the bidder chooses to submit the Performance Security in the form of Bank Guarantee, then he should advise the banker issuing the Bank Guarantee to immediately send by Registered Post (A.D.) an unstamped duplicate copy of the Guarantee directly to the Purchaser with a covering letter to compare with the original BG for the correctness, genuineness, etc.

FOR SUPPLIER

Signature
Name.....
Designation
Date

FOR PURCHASER

Signature
Name.....
Designation
Date

(to be printed on Supplier's letterhead)

INTEGRITY PACT**General**

“BUYER” of the First Part and M/s..... represented by Shri/Smt/Ms , Director /Chief Executive Officer/ General Manager hereinafter called the “BIDDER/Seller” of the Second Part.

WHEREAS the BUYER proposes to procure..... (Name of the Stores/Equipment/Item/Service) and the BIDDER/Seller is willing to offer/has offered the services and WHEREAS the BIDDER is a private company/public company/Government undertaking/ partnership/registered export agency, constituted in accordance with the relevant law in the matter and the BUYER is an Autonomous Body/Department of the Government of India performing its functions on behalf of the President of India.

NOW, THEREFORE, to avoid all forms of corruption by following a system that is fair, transparent and free from any influence/prejudiced dealings prior to, during and subsequent to the currency of the contract to be entered into with a view to :-Enabling the BUYER to obtain the desired said stores / equipment / Service at a competitive price in conformity with the defined specifications by avoiding the high cost and the distortionary impact of corruption on public procurement, and Enabling BIDDERS to abstain from bribing or indulging in any corrupt practice in order to secure the contract by providing assurance to them that their competitors will also abstain from bribing and other corrupt practices and the BUYER will commit to prevent corruption, in any form, by its officials by following transparent procedures. The parties hereto hereby agree to enter into this Integrity Pact and agree as follows:

Commitments of the BUYER

1.1 The BUYER undertakes that no official of the BUYER, connected directly or indirectly with the contract, will demand, take a promise for or accept, directly or through intermediaries, any bribe, consideration, gift, reward, favor or any material or immaterial benefit or any other advantage from the BIDDER, either for themselves or for any person, organization or third party related to the contract in exchange for an advantage in the bidding process, bid evaluation, contracting or implementation process related to the Contract.

1.2 The BUYER will, during the pre-contract stage, treat all BIDDERS alike, and will provide to all BIDDERS the same information and will not provide any such information to any particular BIDDER which could afford an advantage to that particular BIDDER in comparison to other BIDDERS.

1.3 All the officials of the Buyer will report to the appropriate Government office any attempted or completed breaches of the above commitments as well as any substantial suspicion of such a breach.

2. In case any such preceding misconduct on the part of such official (s) is reported by the BIDDER to the BUYER, with full and verifiable facts and the same is prima facie found to be correct by the BUYER, necessary disciplinary proceedings, or any other action as deemed fit, including criminal proceedings may be initiated by the BUYER and such a person shall be debarred from further dealings related to the contract process. In such a case while an enquiry is being conducted by the BUYER the proceedings under the contract would not be stalled.

Commitments of BIDDERS:

3. The BIDDER commits itself to take all measures necessary to prevent corrupt practices, unfair means and illegal activities during any stage of its bid or during any pre-contract or post-contract stage in order to secure the contract or in furtherance to secure it and in particular commit itself to the following:

3.1 The BIDDER will not offer, directly or through intermediaries, any bribe, consideration, gift, reward, favour, any material or immaterial benefit or other advantage, commission, fees, brokerage or inducement to any official of the BUYER, connected directly or indirectly with the bidding process, or to any person, organization or third party related to the contract in exchange for any advantage in the bidding, evaluation, contracting and implementation of the Contract.

3.2 The BIDDER further undertakes that it has not given, offered or promised to give, directly or indirectly any bribe, gift, consideration, reward, favour, any material or immaterial benefit or other advantage, commission ,fees, brokerage or inducement to any official of the BUYER or otherwise in procuring the Contract or forbearing to do or having done any act in relation to the obtaining or execution of the Contract or any other Contract with the Government for showing or forbearing to show favour or disfavour to any person in relation to the Contract or any other Contract with the Government.

3.3 BIDDERS shall disclose the name and address of agents and representatives and Indian BIDDERS shall disclose their foreign principals or associates.

3.4 BIDDERS shall disclose the payments to be made by them to agents / brokers or any other intermediary, in connection with this bid/contract.

3.5 The BIDDER further confirms and declares to the BUYER that the BIDDER is the original manufacturer/ integrator/ authorized government sponsored export entity of the defense stores and has not engaged any individual or firm or company whether Indian or foreign to intercede, facilitate or in any way to recommend to the BUYER, or any of its functionaries, whether officially or unofficially to the award of the contract to the BIDDER, nor has any amount been paid, promised or intended to be paid to any such individual, firm or company in respect of any such intercession, facilitation or recommendation.

3.6 The BIDDER, either while presenting the bid or during pre-contract negotiations or before signing the contract, shall disclose any payments he has made, is committed to or intends to make to officials of the BUYER or their family members, agents, brokers or any other intermediaries in connection with the contract and the details of services agreed upon for such payments.

3.7 The BIDDER will not collude with other parties interested in the contract to impair the transparency, fairness and progress of the bidding process, bid evaluation, contracting and implementation of the contract.

3.8 The BIDDER will not accept any advantage in exchange for any corrupt practice, unfair means and illegal activities.

3.9 The BIDDER shall not use improperly, for purposes of competition or personal gain, or pass on to others, any information provided by the BUYER as part of the business relationship, regarding plans, technical proposals and business details, including information contained in any electronic data carrier. The BIDDER also undertakes to exercise due and adequate care lest any such information is divulged.

3.10 The BIDDER commits to refrain from giving any complaint directly or through any other manner without supporting it with full and verifiable facts.

3.11 The BIDDER shall not instigate or cause to instigate any third person to commit any of the actions mentioned above.

3.12 If the BIDDER or any employee of the BIDDER or any person acting on behalf of the BIDDER, either directly or indirectly, is a relative of any of the officers of the BUYER, or alternatively, if any relative of an officer of the BUYER has financial interest/stake in the BIDDER's firm, the same shall be disclosed by the BIDDER at the time of filing of tender. The term relative for this purpose would be as defined in Section 6 of the Companies Act 1956.

3.13 The BIDDER shall not lend to or borrow any money from or enter into any monetary dealings or transactions, directly or indirectly, with any employee of the BUYER.

4. Previous Transgression

4.1 The BIDDER declares that no previous transgression occurred in the last three years immediately before signing of this Integrity Pact, with any other company in any country in respect of any corrupt practices envisaged hereunder or with any Public Sector Enterprise in India or any Government Department in India, that could justify BIDDER's exclusion from the tender process.

4.2 The BIDDER agrees that if it makes an incorrect statement on this subject, BIDDER can be disqualified from the tender process or the contract, if already awarded, can be terminated for such reason.

5. Performance Guarantee:

5.1 Performance Guarantee Bond is mandatory.

5.2 Successful tenderer/ bidder should submit performance guarantee as prescribed above to be sent to Assistant Registrar, Purchase & Stores Section, NIT Warangal on or before 15 days from the due date of issue of order acknowledgment. The Performance Guarantee to be furnished in the form of bank guarantee as per proforma or annexure of the tender documents, for an amount covering 5% of the purchase order value.

5.3 The Performance Guarantee should be established in favour of “The Director, NIT Warangal”.

5.4 PBG should be established through any of the National Banks (whether situated at Warangal or outstation) with a clause to enforce the same on their local branch of Warangal or any scheduled bank (other than national bank) situated at Warangal. Bonds issued by co-operative banks will not be accepted.

5.5 Performance Guarantee Bond shall be for the due and faithfully performance of the contract and shall remain binding, notwithstanding such variations, alterations for extensions of time as may be made, given, conceded or agreed to between the successful tenderer and the purchaser under the terms & conditions of acceptance to the tender.

5.6 The successful tenderer is entirely responsible for due performance of the contract in letter and spirit and all other documents referred to in the acceptance of tenders.

5.7 The PBG shall be kept valid during the period of contract and shall continue to be enforceable for a period of two years (as mentioned in the tender document) or upto warranty period, whichever is later from the date of order acknowledged. In case PBG needs extensions upto warranty period then supplier shall initiate extensions to PBG one month prior to expiry of PBG.

5.8 For successful suppliers, if PBG is not submitted within 15 days from the date of Order Acknowledgement, then the Purchase Order will be cancelled with forfeiting of EMD.

5.9 No interest shall be payable by the buyer to the Bidder on PBG.

6. Sanctions for Violations

6.1 Any breach of the aforesaid provisions by the BIDDER or any one employed by it or acting on its behalf (whether with or without the knowledge of the BIDDER) shall entitle the BUYER to take all or any one of the following actions, wherever required: -

(i) To immediately call off the pre-contract negotiations without assigning any reason or giving any compensation to the BIDDER. However, the proceedings with the other BIDDER(s) would continue.

(ii) The Earnest Money Deposit (in pre-contract stage) and/or Security Deposit/Performance Bond (after the contract is signed) shall stand forfeited either fully or partially, as decided by the BUYER and the BUYER shall not be required to assign any reason therefore.

(iii) To immediately cancel the contract, if already signed without giving any compensation to the BIDDER.

(iv) To recover all sums already paid by the BUYER, and in case of an Indian BIDDER with interest thereon at 2% higher than the prevailing Prime Lending Rate of State Bank of India, while in case of a BIDDER from a country other than India with interest thereon at 2% higher than the LIBOR. If any outstanding payment is due to the BIDDER from the BUYER in connection with any other contract for any other stores, such outstanding payment could also be utilized to recover the aforesaid sum and interest.

(v) To encash the advance bank guarantee and performance bond/warranty bond, if furnished by the BIDDER, in order to recover the payments, already made by the BUYER, along with interest.

(vi) To cancel all or any other Contracts with the BIDDER. The BIDDER shall be liable to pay compensation for any loss or damage to the BUYER resulting from such cancellation/rescission and the BUYER shall be entitled to deduct the amount so payable from the money(s) due to the BIDDER.

(vii) To debar the BIDDER from participating in future bidding processes of the Government of India for a minimum period of two years, which may be further extended at the discretion of the BUYER.

(viii) To recover all sums paid in violation of this pact by the BIDDER(s) to any middleman or agent or broker with a view to securing the contract.

(ix) In cases where irrevocable Letters of Credit have been received in respect of any contract signed by the BUYER with the BIDDER, the same shall not be opened.

(x) Forfeiture of Performance Bond in case of a decision by the BUYER to forfeit the same without assigning any reason for imposing sanction for violation of this Pact.

6.2 The BUYER will be entitled to take all or any of the actions mentioned at para 7.1(i) to (x) of this Pact also on the Commission by the BIDDER or any one employed by it or acting on its behalf (whether with or without the knowledge of the BIDDER), of an offence as defined in Chapter IX of the Indian Penal code, 1860 or Prevention of Corruption Act 1988 or any other statute enacted for prevention of corruption.

6.3 The decision of the BUYER to the effect that a breach of the provisions of this Pact has been committed by the BIDDER shall be final and conclusive on the BIDDER. However, the BIDDER can approach the independent Monitor(s) appointed for the purposes of this Pact.

7. Fall Clause

8.1 The BIDDER undertakes that it has not supplied/is not supplying similar product/systems or subsystems at a price lower than that offered in the present bid in respect of any other Ministry/Department of the Government of India or PSU and if it is found at any stage that similar product/system or sub-system was supplied by the BIDDER to any other Ministry/Department of the Government of India or PSU at a lower price, then that very price, with due allowance for elapsed time, will be applicable to the present case and the difference in the cost would be refunded by the BIDDER to the BUYER, if the contract has already been concluded.

8. Independent monitors

8.1 The BUYER is in the process of appointing Independent Monitors (hereinafter referred to as Monitors) for this Pact in consultation with the Central Vigilance Commission.

8.2 The task of the Monitor shall be to review independently and objectively, whether and to what extent the parties comply with the obligations under this Pact.

8.3 The Monitor shall not be subject to instructions by the representatives of the parties and performs their functions neutrally and independently.

8.4 Both the parties accept that the Monitor have the right to access all the documents relating to the project/procurement, including minutes of the meetings.

8.5 As soon as the Monitor notices, or believes to notice, a violation of this Pact, he will so inform the Authority designated by the BUYER.

8.6 The BIDDER(s) accepts that the Monitor has the right to access without restriction to all Project documentation of the BUYER including that provided by the BIDDER. The BIDDER will also grant the Monitor, upon his request and demonstration of a valid interest, unrestricted and unconditional access to his project documentation. The same is applicable to Subcontractors. The Monitor shall be under contractual obligation to treat the information and documents of the BIDDER/Subcontractor(s) with confidentiality.

8.7 The BUYER will provide to the Monitor sufficient information about all meetings among the parties related to the Project provided such meetings could have an impact on the contractual relations between the parties. The parties will offer to the Monitor the option to participate in such meetings.

8.8 The Monitor will submit a written report to the designated Authority of BUYER/ Secretary in the Department/within 8 to 10 weeks from the date of reference or intimation to him by the BUYER / BIDDER and, should the occasion arise, submit proposals for correcting problematic situations.

9. Facilitation of Investigation

9.1 In case of any allegation of violation of any provisions of this Pact or payment of commission, the BUYER or its agencies shall be entitled to examine all the documents including the Books of Accounts of the BIDDER and the BIDDER shall provide necessary information & documents in English and shall extend all possible help for the purpose of such examination.

10. Law and Place of Jurisdiction

10.1 This Pact is subject to Indian Law. The place of performance and Jurisdiction is the Seat of the BUYER.

11. Other Legal Actions

11.1 The actions stipulated in this Integrity Pact are without prejudice to any other legal action that may follow in accordance with the provisions of the extant law in force relating to any civil or criminal proceedings.

12. Validity

12.1 The validity of this Integrity Pact shall be from date of its signing and extend up to 5 years or the complete execution of the contract to the satisfaction of both the BUYER and the BIDDER/ Seller, including warranty period, whichever is later. In case BIDDER is unsuccessful, this Integrity Pact shall expire after six months from the date of the signing of the contract.

12.2 Should one or several provisions of this Pact turn out to be invalid, the remainder of this Pact remains valid.

In this case, the parties will strive to come to an agreement to their original intentions.

The Parties hereby sign this Integrity Pact:

BUYER

BIDDER

Assistant Registrar (P&S), NIT Warangal

Signature with seal

Date & Place:

Date & Place:

Witness

Witness

1. _____ (Indenter)

1. _____

2. _____

2. _____

CHECK LIST

Ensure that you have enclosed the following before submitting the Tender

- 1) One PDF file containing copies of payment towards tender document fee, bid security declaration, signed tender document, affidavit as per the format enclosed and other documents, which as required in Pre-qualification criteria.
- 2) Second PDF file containing the Technical Bid Documents separately (as per Schedule A, Schedule B, Schedule C and Annexure A,B,C,D,E,F,G,H).
- 3) Third PDF file containing the Financial Bid along with detailed justification separately.
- 4) Please study the important conditions of the Tender, Terms and Conditions (Schedule A) and Scope of Work and Details of Menu (Schedule B) and submit the Tender in accordance with those terms and conditions.