



**INDIAN MARITIME UNIVERSITY**

**KOLKATA CAMPUS**

P-19 TARATALA ROAD, KOLKATA, 700 088

TENDER FOR PROVIDING CATERING SERVICE IN NEW HOSTEL MESS AND  
CANTEEN

AT IMU KOLKATA CAMPUS

TENDER NO.IMU-KC /CATERING/2016-17/4

**VOLUME-I**

## TENDER NOTIFICATION

	<b>INDIAN MARITIME UNIVERSITY</b>  (A Central University)  Kolkata Campus (KC),  P-19 TARATALA ROAD, KOLKATA, 700 088	
Sealed tenders are invited from catering contractors under Two cover system:		
Name of Service	EMD	Last date & time for Submission
Tender for providing Catering Service in New Hostel Mess and Canteen at IMU-KC, Taratala, Kolkata [IMU-KC/ Catering / 2016-17/4] for one year from the date of commencement of service (likely to be 01.07.2017) extendable further on satisfactory performance, by one year (i.e. up to 31.05.2019) at the same rates & other terms and conditions.	Rs 280,000	10.04.2017 1430 hrs
Tender documents i.e. Tender forms and other terms and conditions / details can be downloaded from IMU-KC website <a href="http://www.merical.ac.in">www.merical.ac.in</a> from 20.03.2017  <p style="text-align: right;">DIRECTOR , IMU-KC</p>		

Tender Abstract

Particulars	Details
Notice Inviting Tender No.	IMU-KC/ Catering / 2016-17/4
Pre-Bid Meeting	03.04.2017 1500 hrs
Tender Document can be Downloaded from IMU website	From 20.03.2017
Cost of Tender Form	Rs. 1000 in the form of DD in favour of Indian Maritime University, Kolkata Campus payable at Kolkata
Last Date of Submission of Tender	10.04.2017 1430hrs
Technical Bid Opening Date and Time	10.04.2017 1500hrs
EMD Amount	Rs. 2,80,000/-
Address for Submission of Tender	The Director, Indian Maritime University, Kolkata Campus, P-19, Taratala Road, Kolkata: 700088, West Bengal, India

**INDIAN MARITIME UNIVERSITY**

**KOLKATA CAMPUS**

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## **General Rules and Directions for the Guidance of the Bidders**

1.1. Introduction, Definitions etc.

1.1.1. The Indian Maritime University is a Central University established by an Act of parliament and headquartered at Chennai. The Kolkata Campus of the Indian Maritime University (hereinafter referred to as the Buyer or IMU-KC) invites sealed tenders for "Providing Catering Service in New Hostel Mess and Canteen at IMU KC." located at P-19 TARATALA ROAD defined in the tender documents (hereinafter referred to as the "Service" / "Catering Service").

1.2. Eligibility Criteria

The tender is invited in TWO COVER SYSTEM and is open to all contractors who fulfill the following eligibility criteria:

1.2.1. Experience – No of years in the Business:

The Bidder should be in the Business of Providing "Similar Service" for a period not less than 5 years i.e. since 2011 – 12.

[Mode of Proof: ESI / PF / Service Tax Registration Certification / Certificate of Incorporation / Registered partnership deed / IT Returns / Copies of the Work order, Agreement and Work Completion certificate for the Completed or ongoing work – Proof for both existence prior to 2011-12 and providing similar service 2011-12 or earlier to be enclosed].

1.2.2. Experience – Completion of similar works:

The Bidder should have satisfactorily completed "Similar Service" involving values as listed below during the last 5 financial years i.e. since 2011-12

a) at least 1 Service with a minimum value of Rs. 1 Crore to the strength not less than 400 persons in Universities / Institutes / Colleges / PSU/ Corporate Sector [OR]

- b) at least 2 Services with a minimum value of Rs. 75 Lakh each to the strength not less than 250 persons in Universities / Institutes / Colleges / PSU/ Corporate Sector [OR]
- c) at least 3 Services with a minimum value of Rs. 50 Lakh each to the strength not less than 200 persons each in Universities / Institutes / Colleges / PSU/ Corporate Sector.

[Mode of Proof: Copies of the Work order, Agreement and Work Completion certificate for the Completed or ongoing work].

“Similar Service” means contract for providing Catering Service with Government/ Semi-Government/ Public Sector organisations / National level educational institute like IIT, IIM, NIT and Universities/ Public Limited Companies.

1.2.3. Turnover

Should have had annual turnover of at least Rs. 2 Crore in each year during the past 3 financial years i.e. 2013-14, 2014-15 & 2015-16

[Mode of Proof: Annual accounts duly certified by a Chartered Accountant / Income tax Returns].

1.2.4. Possession of Valid PAN

The Contractor should have a valid Income Tax Registration Number / PAN.

[Mode of Proof: Copy of the PAN Card to be produced]

1.2.5. The Staff employed by the Contractor should have been covered by ESI and PF [Mode of Proof: Copies of Respective Registration Certificates along with Receipts for the payments made during the last 12 months and declaration to this effect]

1.2.6. Should not have been black listed

[Mode of Proof: Self declaration to this effect]

With regard to the various proof/supporting documents produced by the bidders for establishing that they meet the various eligibility

conditions, it shall be IMU's prerogative to decide whether the document produced is valid evidence or not and to call for additional proof, if required.

All the Mode of Proof Documents for meeting eligibility criteria enclosed with the tender are to be duly signed by the authorized signatory. If required, IMU-KC may insist for notarized copy or ask to produce originals to ascertain the veracity of the documents. IMU- KC also reserves the right to ask more proof to corroborate the eligibility declarations.

1.3. General Conditions

- 1.3.1 The details in support of the fulfillment of various pre-qualification criteria as stated above are to be furnished in the Technical Bid format of the tender document (Annexure-II) with necessary supporting documents in Cover I. The Bid submitted will be evaluated based on the details of technical qualifications submitted by the bidder to ascertain whether the bidders qualify.
- 1.3.2 The duly authorized signatory (ies) of the entity should sign in all the pages of the tender document including the annexure / schedules signifying the acceptance of all the terms and conditions, stated in the various parts of the tender. The person(s) authorized to sign the tender shall also sign in all the pages of the supporting documents submitted as proof of their eligibility etc. In other words, every page of the bid submitted should have the signature of the duly authorized signatory of the bidder.
- 1.3.3 Bidder should furnish all the details in the prescribed Proforma and as per the requirements set out in the tender documents under Cover I. Bids and Tender documents should be complete in all respects and any incomplete tenders will be rejected.

1.4. One Bid per Bidder

The Bidder who submits more than one tender will be disqualified.

1.5. Cost of Tendering

The bidders shall bear all costs, efforts or their time associated with the preparation and submission of their tenders and the IMU-KC will in no case be responsible or liable for those costs / efforts / time, regardless of the conduct or outcome of the tendering process or the cancellation, if any, of tender by IMU, due to any reason whatsoever and at any stage of the tender (IMU-KC is not responsible, if there is a cancellation even after price bid opening)

1.6. Site Visit

The bidders are advised to visit the Mess site and surroundings where the Catering Services are to be provided and acquaint themselves with the operational system, equipment and other infrastructure available and site conditions and understand the information that may be required for the preparation of the tender and for entering into contract for providing Catering Services. The costs of visiting the site shall be borne by the bidder. It shall be deemed that the contractor has undertaken a visit to the site and is aware of the operational conditions prior to the submission of the tender documents, if the bidder does not visit the site. Permission, if required, to visit the site & necessary additional information as to the operational conditions, equipment & infrastructure available etc. sought by the tenders, will be provided upon written request to the Director, during the tender period.

1.7. Rejection of Tender Documents

The bidder shall read and understand the contents of the tender documents, carefully. Failure to comply with the requirements of tender submission will render the tender liable for rejection. Tenders,

which are not responsive to the requirements of the tender conditions, will be rejected.

1.8 Clarification of Tender Documents

A bidder requiring any clarification regarding the tender documents may notify in writing to the address mentioned in the invitation of tenders or E-Mail to [dradmin.kolkata@imu.ac.in](mailto:dradmin.kolkata@imu.ac.in) with a copy to [director.kolkata@imu.ac.in](mailto:director.kolkata@imu.ac.in). IMU-KC will respond to any valid request for clarification, raised during the pre-bid meeting or received one week prior to the last date for submission of tenders. IMU-KC's decision is final and binding with regard to the interpretation of terms used in the tender.

1.9 Amendment to Tender Documents

1.9.1 At any time prior to the last date for submission of tenders, IMU KC may, for any reason, suo motu or in response to a clarification by a prospective bidder, modify the tender documents by amendments (addenda / corrigenda etc.)

1.9.2 Any such amendments will only be hoisted on the website and will not be intimated individually to any bidder / prospective bidder. Such amendments may be made up to three days prior to the last date specified for submission of the bids. All the bidders who have downloaded the Bid Document shall verify, whether any such amendments have been issued by IMU-KC, before submitting their bid and shall take cognizance of and include such amendment(s) in their submission. In any case, the amendment(s), if any, shall be binding on the Bidder. No separate notice / intimation of amendments will be sent to those who had downloaded the document from the web site prior to the amendment.

1.10 Preparations and Submission of Tenders

#### 1.10.1 Language of Tender

The tender, and all correspondence and documents, related to the tender, exchanged between the bidder and IMU KC should be in the English language only. If the bidder along with their offer furnish any printed literature written in any other language, such documents should be supplemented with their English translation also. The contents in the English translated version alone shall be taken into consideration.

#### 1.10.2 Documents comprising the Tender

The tender submitted by the Bidder shall comprise the following and should be read in conjunction with any Amendments issued in accordance with Clause 1.9

(i) Cover I (Technical Bid)

- a) DD in favour of Indian Maritime University, Kolkata Campus payable at Kolkata for Rs. 1000 towards Tender Fee. Tenders without DD for Rs. 1000/- towards tender fee will be rejected.
- b) Earnest Money Deposit
- c) Tender Document downloaded from IMU-KC Web site comprising Tender Notification, Abstract, General Rules and Directions for the Guidance of the bidder, General description of Service and other terms and conditions (Annexure I) including the amendments, corrigenda / addenda issued by IMU – KC which are duly signed by the authorized signatory in each page with stamp signifying the acceptance of all the tender conditions / terms / contents.
- d) Duly filled Technical Bid format (Annexure II) with all the documents stated in the technical bids and other supporting documents in evidence of the data filled in technical bids and any other documents stated in the tender document.
- e) Bidder Memorandum (Annexure III) duly signed by the bidder.

The Cover I shall be addressed to "The Director, Indian Maritime University – Kolkata Campus" and should be duly super scribed as "Cover-I-Technical Bid for Providing Catering Service in New Hostel Mess and Canteen at IMU-KC" and sealed properly. Name and Address of the bidder shall also be written/ printed on the cover.

(ii) Cover II (Price Bid)

The Cover II shall only contain the Price Bid formats given in Annexure - IV viz.

(1) Form of Tender,

(2) Priced Bill of quantities containing:

Format – A: Consolidated Price Bid and Price bid for providing food for Hostel cadets

Format– B: Price Bid – for providing canteen services for participants for special programmes, meetings, for employees etc. – Item wise

All the above should be duly filled in, signed and sealed:

The Cover II shall be addressed to "The Director, Indian Maritime University – Kolkata Campus" and should be duly super scribed as "Cover-II-Price Bid for Providing Catering Service in New Hostel Mess and Canteen at IMU-KC" and sealed properly. Name and Address of the bidder shall also be written/ printed on the cover.

(iii) Main Cover

Both the "Cover I" and "Cover II" shall be placed inside the main cover, which shall be addressed to "The Director, Indian Maritime University – Kolkata Campus P-19, Taratala Road, Kolkata: 700088, West Bengal, India" and the main cover should be duly super scribed as "Tender for Providing Catering Service in New Hostel Mess and Canteen at IMU- KC" and sealed properly.

1.11 Conditions stipulated by the bidder

The bidder shall note that no alternative or counter or qualifying tender conditions by the bidder will be acceptable to IMU – KC. Tenders containing any qualifying conditions or even bidder's clarifications in any form will be treated as non-responsive and will run the risk of rejection.

1.12 Filling up of Forms, Completeness & Mode of Submission of Tender:

1.12.1 The bidder shall submit the tender including all the formats, documents required to be submitted a per Clause 1.10 duly filled in along with their covering letters, data and other information & supporting documents so that the tender is complete in all respects.

1.12.2 The Bill of Quantities and Rates shall be filled in either typed or written in indelible ink and shall be signed by the person or persons duly authorized to sign on behalf of the bidder.

1.12.3 Bids may be dropped in the tender box provided in IMU-KC for the purpose of this tender or alternatively sent by post / speed post / courier clearly stating the address stated in the tender abstract. Bids sent by telex, fax, Email etc. (i.e. modes other than by way of speed post/ courier/ dropping in the box provided in IMU) shall not be accepted.

1.13 Last date for submission of tender, Extension and Late Tenders

Tenders must reach the Directors office at the address stated in the Tender abstract and before the time / date stated in the tender abstract. IMU KC may, at its sole discretion extend the deadline for submission of tenders. Any tender received after the last date for submission of tenders prescribed will be rejected.

1.14 Tender Prices

1.14.1 The contract shall be for the whole Services or for individual component or components as may be decided by the IMU KC and as described in Sub - clause 1.1.1, based on the unit rates and prices quoted by the bidder in the price bid.

1.14.2 Items against which no rate or price is entered by the bidder will not be paid for and when executed, such items, shall be deemed to have been covered by the other rates and prices in the price bid. Tender price covers contractor's all obligations mentioned in or to be reasonably inferred from the Tender document in respect of the Catering Services at IMU-KC.

1.14.3 The rate quoted shall be responsive and the same should cover all the Statutory obligations such as Minimum Wages, ESI, PF contributions, wages for leave reserve, service charges, all kinds of applicable taxes, cost of uniform, identity cards of personnel deployed by the contractor etc.

1.15. Tender Validity

1.15.1 Tenders shall remain valid for 120 days from the last date for submission of tender

1.15.2 In exceptional circumstances, prior to the expiry of the original tender validity period, the IMU KC may request the bidder to extend the period of validity for a specified additional period. The request and the response thereof shall be made in writing through E-mail or Post. A bidder agreeing to the request will not be required to nor permitted to modify his tender, but will be required to extend the validity of his tender for the period of extension. In case a bidder is not agreeing to the request of the IMU KC for extension of validity of the tender, then his tender will not be processed further and the

portions of his tender which have not been opened will be returned to them unopened as the case may be. The EMD paid by them will also be refunded to them as in the case of other unsuccessful bidders.

1.16 Earnest Money Deposit (EMD)

1.16.1 Each tender should be accompanied by an Earnest Money Deposit (EMD) for the value stated in the tender abstract which shall be in the form of Demand draft from any Nationalized Bank / Scheduled Bank drawn in favour of **“Indian Maritime University-Kolkata Campus”**, Payable at Kolkata

1.16.2 No other form of deposit towards Earnest Money shall be accepted.

1.16.3 Tenders not accompanied by the Earnest Money Deposit in the manner prescribed by the IMU-KC will be summarily rejected. However, exemption from EMD may be considered by IMU-KC only upon written request enclosed with the technical bid duly enclosing the relevant and valid exemption certificates from MSME/NSIC. No exemption from payment of EMD is available to any bidder for any other reason whatsoever.

1.17 Refund of EMD

1.17.1 The EMD will be refunded to all the unsuccessful bidder(s) within one month from completion of the tender evaluation process. No interest will be allowed on the Earnest Money.

1.17.2 The EMD of the successful bidder will be refunded only after the remittance of security deposit in any manner as aforesaid. Alternatively, the successful bidder shall when his tender is accepted, furnish security deposit as specified in the clause elsewhere after giving credit to the amount deposited by him as earnest money. The balance, if any, will be refunded to the bidder against such request. Till such

time, the earnest money shall retain its character, as such, till the successful bidder furnishes the security deposit.

1.17.3 Where a person whose tender has been received on behalf of the IMU-KC intimates that they are withdrawing their tender before the validity period or makes any modification in the terms and conditions of the tender which are not acceptable to the IMU-KC (or) fail to furnish the security deposit within the time prescribed by IMU (normally within 10 days of placing of work order), the IMU-KC shall without prejudice to IMU-KC's any other right or remedy, be at liberty to forfeit the Earnest Money deposited by such person absolutely.

1.18 Tender Opening, Bidder Participation, Stages of Evaluation (Technical and Financial)

1.18.1 Technical bids will be opened at the Deputy Registrar's Office in IMU – KC located at the address stated in tender abstract. Any bidder who is willing to observe the tender opening, may, in person or through his authorized representative, be present at the venue and witness the tender opening. Authorized representative of the bidders will be permitted only upon production of a letter of authorization duly issued by the bidder containing the specimen signature of the representative. The maximum number of person allowed per bidder is one.

1.18.2 The bidder or his authorized representative who are present shall sign a register evidencing their attendance. In the event of the specified date of tender opening being declared as a holiday for the IMU-KC, the tender shall be opened at the specified time on the subsequent working day.

1.18.3 Technical bid (Cover-I) of each bidder shall fulfill the minimum eligibility criteria prescribed in Clause 1.2. If the bidder fails to fulfill

any one of the above criteria, he would be treated as not eligible and their Cover II – Financial bid shall not be opened.

1.18.4 The information furnished by the bidder in Cover - I in the prescribed format supplied by the IMU-KC will form the basis for the technical evaluation. In exceptional cases IMU KC or his representative reserves the right to obtain the clarifications from any of the bidder without vitiating the tendering process. If, in the opinion of the IMU-KC, information and documents supplied in support of the tender do not meet the requirements of the tender specifications, the tender may be determined as non-responsive and may be rejected by the IMU-KC. After satisfying that all / or some of the bidders have attained the minimum qualifying criteria as detailed above, only the financial bids of the technically qualified bidders who met all the minimum eligibility criteria / pre-qualification criteria will be considered for further evaluation. If a bidder does not fulfill even single minimum eligibility criteria / pre-qualification criteria during the technical bid evaluation, his financial bids will not be evaluated and financial bids of such un-qualified bidders will be returned, unopened. A suitable date and time for opening of the Cover II – Price Bids will be fixed and those bidder(s) who are qualified will be intimated about the opening of Cover - II – Price Bids. The Cover- II -Price Bids will be opened in the presence of the qualified bidders or their authorized representatives, if they choose to attend and be present. The procedures and number of participants etc., for opening Cover - II will be the same as the procedures outlined in Clause 1.18.1&1.18.2.

1.19 Influencing prohibited

Any effort by a bidder to influence the buyer during the processing of tenders or award decision will result in the rejection of his / their bid offered and may also lead to black listing.

#### 1.20 Correction of Errors (in Price Bid)

Bidders are advised to exercise utmost care while preparing the financial bid and technical bid. If there is a discrepancy, IMU – KC may decide to reject the tender altogether. However, IMU-KC may also at its sole discretion, consider accepting the tender, If there are differences between the rates quoted by the bidder in words and in figures or in the amount worked out by him, adopting the following procedure:

- a. When there is a difference between the rates in figures and in words, the rates, which correspond to the amounts worked out by the bidder for individual items, shall be reckoned.
- b. If the rates which involve mathematical computation like addition / multiplication / division etc. are not correctly done, the rates quoted against individual items will be considered. Eg. Total of Tea/ Breakfast / Lunch / Dinner is not correctly done or if there are errors in per month / per cadet / per year multiplication or discounted per year value, the individual rates / discount %, quoted against each such item by the bidder, may be taken by IMU-KC for evaluation and award, at its discretion.

#### 1.21. IMU KC's right to accept any tender and to reject any or all tenders.

The IMU KC reserves the right to accept or reject any tender / all tenders, and to annul / cancel the tendering process, at any time / stage prior to the award of contract, without thereby incurring any liability to the affected bidder or bidders or without any obligation to inform the affected bidder or bidders of the grounds for the IMU-KC's action.

#### 1.22 Contract Agreement

The bidder shall, if his tender is accepted, enter into and execute an agreement in the form prescribed when called upon to do so with such

modifications as agreed upon prior to the date of acceptance of the tender and until the formal agreement is prepared and executed, this tender together with the written acceptance shall form a binding contract between the buyer and the contractor. All costs, charges and expenses including stamp duty in connection with the contract as well as preparation and completion of agreement shall be borne by the bidder.

1.23 Evaluation of Bids:

After evaluating the price bids received under Cover II, the bidder who quoted the lowest - Gross Annual Value (Sl. No. 12 of the Combined Price Bid - i.e. Total Annual Value for Cadet Mess + Total Annual Value for Canteen) will be awarded the work.

It may be noted that for the purposes of evaluation, the Annual value for cadet mess to be worked out assuming 300 cadets for 11 months (after removing 1 month vacation). For canteen i.e. to cater for Special Events, Special dinner for cadets - 6 times in a year, MEO etc. courses, for Supply to the Employees / Cadets on Self payment basis, the annual value to be worked out based on the quantity estimated by IMU- KC factoring the net rates after discounts quoted by the bidders in the canteen Price bid. The Annual Value so computed for canteen to be added to the value arrived at for cadet mess in the combined price bid to arrive at the GROSS ANNUAL VALUE as referred in previous para.

Mere quoting low rates alone will not confer any right to such bidders seeking acceptance. The decision of the Director in this regard will be final and no further correspondence will be entertained.

In case the financial bid of more than one agency is same as L-1 (i.e. in case of tie) , then IMU will be assigning marks to various eligibility

parameters like turnover, number of years of relevant experience etc. of such L-1 bidders and work will be awarded to the bidder who scores highest marks, among the L-1 bidders.

**Service Tax will not be paid by the University as the University is exempted from payment of Service Tax and hence not to be included in the price quoted.**

- 1.24. **Other Terms and Conditions are enumerated in Appendix.**
- 1.25 Upon award of contract the successful bidder, such bidder is also termed as 'Contractor' or 'Catering Contractor' in this tender.
- 1.26 Rates should be quoted for the menu as per the Annexure – III A and III B enclosed.
- 1.27 Summary of Current Contract commitments / Works in Progress is to be Provided in Annexure – IV.

## **Appendix**

### **A. Terms and Conditions for providing Catering Service in New Hostel Mess and Canteen at IMU-KC at Kolkata**

- 2.1. IMU reserves the right to inspect any one or more of the establishments in West Bengal where the bidder is presently executing catering contracts if any, to satisfy itself about the performance of the contract before finalizing the order.
- 2.2.1. The quality of food / snacks/ eatables supplied shall be of good quality, hygienic in nature and the service should be to the fullest satisfaction of the University and the participants.
- 2.2.2. The quantity of food items / soft drinks, coffee, tea should conform to weighments / limits wherever indicated.
- 2.3. As the students / officials from all over India and abroad will be studying / working in the University, it should be possible for the bidder to prepare the food so as to suit the different tastes of participants / students etc.
- 2.4. Arrangements of chairs / tables, etc. in the dining hall and the surroundings shall be maintained in clean hygienic and pleasant manner. These are to continue throughout the said contract period. The kitchen and the dining hall shall be kept clean and hygienic at all times.
- 2.5. The bearers engaged by the Contractor should be in neat Uniforms during service and wear neat gloves & poly head caps, while serving food.
- 2.6. The Indian Maritime University will offer the following facilities for

running the canteen. (the list below is tentative and may vary, since some of these items are under procurement, hence, bidders are requested to visit the mess site, before preparation of bid).

LPG Gas installation for connecting cylinder, cooking range, electrical milk boiler, electrical water heater, bain-marie, hot case, dosai plate and other cooking utensils, Deep freezer, serving dish cutleries, fridge, store room, dining tables and chairs, serving buffet tables, washing room, etc.

- 2.7. Though a daily menu is indicated, subject to demand it may be modified by the Indian Maritime University from time to time.
- 2.8. The same vegetable should not be used for preparation of vegetable curry / sabji more than three occasions in a week.
- 2.9. Vegetable pulav/vegetable Biryani or similar menu item should be prepared of Grade 1 Basmati rice.
- 2.10. White rice should be of good Baskathi, Lakshmi Bhog or equivalent or better variety.
- 2.11. Bread: Modern bread/ Spencer bread/Hot bread to be used. The bread toast should be warm.
- 2.12. For preparing Vegetable pulav/ Vegetable Biryani or similar menu item good vegetables are to be used. Atleast four English vegetables like green peas, carrot, cauliflower, beans should be used along with other vegetables.
- 2.13. Sweets should be of quality of reputed suppliers like K.C.Dass & Co/Hindustan Sweets/Balaram Mallick or equivalent in Kolkata.

- 2.14. Ice cream (100 ml cup- Medium) should be of leading brands like mother dairy, Arun, Walls, Kwality etc. or their equivalent or higher Standard.
- 2.15. Chappathi, Poori should be made of wheat flour of good quality only. Maida flour should never be used under any circumstances.
- 2.16. Sambar/ Rasam should be made of Thoor dhal.
- 2.17. Wherever vegetable curry / Sabji is mentioned, fresh vegetables are to be used and the same vegetables should not be repeated more than 3 times in a week.
- 2.18. Seasonal fruits supplied should be of good quality without black mark. The size of the fruits should not be small.
- 2.19. Curd should be fresh and tin curd should not be used.
- 2.20. Butter should be of Mother dairy /Amul variety or their equivalent or higher Standard.
- 2.21. For Cadet Mess Quantity of items served should be unlimited. The Quantity indicated in the schedule is the minimum Quantity, except for Non Vegetarian items, Sweets and Ice cream in which case, quantity as per Menu or reasonable quantity as communicated by IMU-KC to be served.
- 2.22. Only Refined oil (Sunflower / gingley / ground nut / coconut) with ISI certification/ Agmark is to be used.
- 2.23. Fresh batter/dough to be used for preparation of Parotta, Chapati,

Idly, Dosa, Oothappam etc.

- 2.24. Leftover food including Curry, Sabji, Sambar, Rasam etc. should not be carried to the next session of service.
- 2.25. Separate vessels should be used for vegetarian and non- vegetarian cooking.
- 2.26. The Contractor shall also be required to supply whenever called upon on special occasions to prepare lunch/ snacks / coffee/ tea as special items for functions, meetings etc. at the approved rate. The Contractor shall also be required to provide bed coffee, breakfast, lunch and dinner to occupants of guest house and snacks and coffee / tea in the evening to course participants on specific requests at the approved rate.
- 2.27. The Contractor shall claim bills with regard to the actual number of lunch / snacks / coffee / tea / dinner supplied on any particular day. The vegetarian/ non-vegetarian Lunch / Dinner should be claimed separately, if there is a price difference between the two. if vegetarians are provided extra vegetarian item like additional fruits, ice creams, sweets, salads, extra curd, paneer, butter, cheese, yogurt etc. (as finalized by the mess committee in discussion with the contractor) to offset the price difference, then there is no need of providing separate claims, since uniform rates would be applied in such scenario.
- 2.28. Food poisoning under any circumstances cannot be tolerated by IMU-KC and the Contract is liable to be terminated. The security deposit paid by the contractor shall be forfeited in full, if the contract is terminated under the circumstances specified above.

- 2.29. Except ice cream and items which cannot be served hot all other item(s) should be warm and served hot.
- 2.30. The Contractor should not use kitchen or other rooms for preparing food or snacks for any other client or customer. He shall not use facilities in Indian Maritime University for any other client/customer.
- 2.31. Senior Personnel of the Contractor should visit the kitchen at least once in a week to monitor the functioning of the canteen and discuss with the authorized officials regarding complaints / requirements, etc.
- 2.32. Sufficient number of persons should be deployed to provide service and at least two persons should be available in each place of service.
- 2.33. The employees of the contractor should undergo full medical checkup in the hospital identified by MO of IMU once in six months at the Contractor's cost. The employees of the contractor who are deployed should undergo medical checkup within one week of deployment at IMU – KC, in the hospital identified by MO of IMU – KC.
- 2.34. Skilled cooks should be available with the caterer with adequate provision for replacement in case of leave etc. of such cooks. An experienced canteen manager and cooks with five years experience of preparing vegetarian/non vegetarian items shall be present at the supply timings.
- 2.35. Electricity charges will be collected at actuals for the kitchen and store room areas based on sub-meter readings. Water shall be provided free of cost.

- 2.36. Gas charges have to be borne by the Contractor.
- 2.37. The Contractor should provide paper napkins for the course participants during breakfast, lunch, dinner and two coffee sessions without any additional cost.
- 2.38. All Provisions should be of good and standard quality with ISI approval. They should be purchased from reputed Wholesale Dealer(s) or Co- operative Super Market /Departmental store.
- 2.39. The Staff, Supervisor of the catering contractor shall not be entitled to any accommodation in the campus.
- 2.40. The successful bidder will have to execute a bond on Rs.100/- non-judicial stamp paper.
- 2.41. The contractor should produce certificate of all their employees issued by their respective Native place police station informing that the employees employed by the canteen contractor are free from criminal/crime/vigilance cases on demand by IMU – KC.
- 2.42. Under extreme and exceptional circumstances of non-payment of essential wages, statutory contributions, the IMU-KC reserves the right to deduct the agreed wage component payable by the contractor for default of payment to ensure payment to workers.
- 2.43. The contractor shall meet all the requirements / benefits under law towards his employees.
- 2.44. IMU-KC shall not be responsible for claim / damage incidental to/arising out of any work towards the execution of contract other

than the agreed rates and the contractor is fully responsible for all the activities including dealing with any statutory authority since the price quoted by the bidder/ consideration of the contract shall cover all such liabilities, statutory or otherwise.

2.45. Cadet Mess Requirements:

The tentative estimate of the number of cadets from the hostel to be served for 11 months in a year is 300\*\* per day. The Menu for cadet mess is enclosed as Annexure – III A. Cadets may have to be served for 11 months in a year approx., since 1 month will be vacation during which the serving of the items to cadets may not be required.

[\*\* IMU does not assure any number for cadet mess, this is a tentative estimation at the present scenario, if there is reduction in the number, due to any reason whatsoever, the rates to be maintained and there should not be any claim for increase in the rates. ]

2.46. Requirements for Canteen:

The Menu for canteen is enclosed as Annexure III B. Similarly the estimated quantity mentioned in Canteen price bid format is only a rough estimate (in the absence of past data) for the limited purpose of evaluation of the tender. The bidders are requested to make a thorough study / survey of the estimated quantity by themselves. No reduction in rates will be permitted if there is a reduction in the quantity. Employee strength of IMU-KC is about 100. Out of about 1000 cadets, how many cadets will utilize canteen facility on self payment basis and for which items, may need a study by the bidder. The canteen may also be used by IMU-KC for providing food for special events and for 6 special dinners to the cadets and for providing food for short term courses. Canteen should function from 8 AM to 8 PM.

2.47. Penalty:

In case of deficiency in service, IMU-KC reserves the right to determine & levy suitable penalty. In the event of failure to cater / render services at the fixed hours or to supply food and other eatables to the satisfaction of the Director or his nominee(s), or the participants, action will be taken by the Director to get the catering service done by other agencies and the difference in cost, if any, incurred over and above the agreed rates may be recovered from the Contractor. Besides incurring the liability, the contract is also liable to be terminated for the remaining period. The Director's decision with regard to the termination of the contract shall be final and binding.

2.48. Failure to supply food in terms of quality, quantity and as per the Menu indicated in Schedule will also attract penalty. For not adhering to contractual conditions, the IMU-KC shall be free to impose monetary penalty as deemed fit on the caterer. Penalty imposed shall be adjusted against payment dues to the caterer.

**LIST OF OTHER PENALTIES:**

2.49. Vegetables used should be fresh and of good quality. If vegetables kept for use is found to be rotten or of poor quality or same vegetables repeated more than 3 times a week, then a penalty of Rs.2,000/- for each occasion will be imposed.

2.50. If poor quality of cereals, rice, wheat, pulses, flour is used for preparation of meals, Chappathi, Roti, idly, dosa, etc. a penalty of Rs.5,000/- for each occasion will be imposed.

2.51. Oil once used should not be reused. If reuse of oil is found, penalty

of Rs.2,000/- for each occasion would be levied and the contract is liable to be terminated.

- 2.52. Items like Aji-no-moto, baking soda, coloring items etc. are banned and they should not be used. If they are found in the kitchen premises penalty of Rs.4,000/- for each occasion will be imposed.
- 2.53. Kitchen should be kept clean. If it is not kept clean, a penalty of Rs. 2,000/- for each occasion will be imposed.
- 2.54. The wash areas should be kept clean and the kitchen waste should not be allowed into the drain and if there is any block due to kitchen waste, penalty of Rs.5000/- will be imposed on each occasion.
- 2.55. The Kitchen waste should be properly segregated as bio- degradable and non-degradable waste in closed Dust bins and to be disposed on their own.
- 2.56. If there is any deviation in the approved Menu as per Schedule, a penalty of Rs.2,000/- for each occasion will be imposed.
- 2.57. For damages caused by the caterer to the kitchen equipments, vessels and other items supplied by the University, the cost of the damage to the equipment, as determined by IMU-KC, will be recovered.
- 2.58. Plastic cups / polythene covers should be avoided and paper cups only to be used for coffee / tea for the students / participants. A penalty of Rs.2000/- for each occasion will be imposed if plastic cups are used.
- 2.59. As nominated by the Director, the Deputy Registrar shall be the

Competent Authority with regard to imposition of Penalty. The caterer may appeal to the Director for reduction / waiver of penalty. The decision of the Director shall be final.

2.60. The Contractor shall perform the work under this Contract in accordance with the Terms and Conditions as set-forth in the Tender-documents

2.60.1. The Contractor shall, at its expense, make the requisite arrangements for the proper and adequate watch and ward personnel in order to ensure the safety of all installations and equipments placed under the care of Contractor for the purposes of manning, operation and maintenance. The Contractor shall not remove any materials, fittings, equipments, etc., from IMU-KC's premises without securing the prior written permission from IMU-KC. Should any of these materials or equipment be lost or in any way damaged due to the negligence or carelessness on the Contractor's part or any of its employees, the cost of the materials so lost or cost of such damage together with any penalty for such negligence or carelessness of the Contractor, as determined by IMU-KC, shall be recovered from the dues of the contractor and IMU-KC's decision in this regard is final and binding on the Contractor.

2.60.2. Variation of Contract: Any variation to this Contract shall be valid only if it is reduced to writing and duly executed by the authorized representatives of the Parties herein

## **B. BIDDER'S REPRESENTATIONS AND WARRANTIES**

The selected bidder hereby represents warrants and confirms to the IMU-KC that:

- 2.61. He has the necessary skills, knowledge, experience, expertise, required capital net worth, adequate and competent Facility staff, systems, equipment and procedures and capability to duly perform its obligations in accordance with the terms of the Agreement and to the satisfaction of the University, provided, however, that the IMU-KC's judgment as regards the quality and skills of the Bidder and his Facility Staff shall be final and binding on the Bidder.
- 2.62. The execution of the Agreement and providing services hereunder by the Bidder to the IMU-KC does not and will not violate, breach any covenants, stipulations or conditions of any Agreement, Deed entered into by the Bidder with any third parties.
- 2.63. Statutory, Labour laws and Taxation compliance:  
The firm should have valid food license issued by Food Safety and Standards Authority of India (FSSAI) for their existing business. If they do not have, the contractor shall obtain the necessary licenses like FSSAI prior to commencement of Service. Bidder shall also abide by all other laws of the land including, Labour Laws (ESI, PF, Bonus, Income Tax or any other extra taxes levied by the Government), Tax Deduction liabilities, Welfare measures of his employees and all other obligations applicable to this contract regardless of whether such obligations enumerated and defined herein or not, any such onus shall be the exclusive responsibility of the Bidder, and it shall not involve the IMU-KC in any way whatsoever. The contractor shall submit a list of all staff engaged by him for service at IMU-KC along with addition/ deletion every month. He should ensure payment of wages and other applicable benefits and statutory contributions to his employees and the concerned authorities as per rules in force.
- 2.64. There shall not be any Master-Servant or Employer- Employee

relationship or any legal or Contractual relationship between the University and Catering staff deployed by the contractor for any purpose whatsoever including in relation to any claim, disputes, rights & duties etc. between the contractor and his personnel. The Catering persons provided shall be the employees of the Contractor and all the statutory compliances, liabilities and obligations including the requirements to deposit contributions, file periodic returns and details of persons deployed under various labour legislations such as Provident Fund Act, Employees State Insurance Act, Minimum Wages Act (Contract Labour (Regulation & Abolition Act 1970), etc. and all other labour and other legislations as applicable from time to time, during the currency of the contract, with regard to the personnel engaged by the contractor for service to IMU - KC, are the responsibility of the contractor and shall be solely complied with and met by the contractor. IMU-KC shall not bear any penalty / damage / claim / compensation of any nature arising out of non-compliance of various labour and other legislations as determined by the concerned Government Authorities and the contractor shall indemnify IMU - KC for loss, if any, suffered by / penalty imposed on IMU - KC in this regard.

- 2.65. The contractor shall alone be responsible & entitled to act in pursuance of this Contract and the contractor shall not directly or indirectly transfer, assign or makeover any rights and obligations of the contract or any part thereof to any other persons.
- 2.66. The selected Bidder shall arrange to have a Branch Office in Kolkata, if not already existing.

### **C. BIDDER'S COVENANTS**

- 2.67. The right to increase/decrease the menu items or number of

students / participants / staff to be served rests with the IMU-KC. Unit rates shall be applied in case of such increase / decrease. No increase in rates will be entertained in case of reduction than estimated no. of students, employees etc.

2.68. In case of any loss / damage caused, not due to natural calamities, or an act of God, to the property of the University where the complicity or laxity of the Catering staff of the Bidder is suspected, a joint enquiry will be held to fix the responsibility and determine the quantum of compensation to be paid by the contractor. In this regard, the decision of the Director, IMU-KC will be final and binding on both parties.

2.69. Commencement & Duration of the Contract:

The period of agreement will be initially for one year from the effective date as per the order awarding the contract by the IMU – KC. IMU-KC is likely to instruct the successful bidder to commence the Work from 1<sup>st</sup> July 2017. Subject to the providing of Catering Services to the satisfaction of IMU-KC and at the sole discretion of IMU-KC, the contract is extendable further by one year at the same rates and other terms and conditions.

2.70. The selected Bidder shall be responsible and liable for and shall indemnify IMU-KC and keep the IMU-KC indemnified, safe and harmless at all times, against:-

Any and all claims, liabilities, damages, losses, costs, charges, expenses, proceedings and actions of any nature, whatsoever made or instituted against or caused to or suffered by IMU-KC directly or indirectly by reason of:-

a. any wrongful, incorrect, dishonest, criminal, fraudulent or

negligent work, default, failure, bad faith, disregard of its duties and obligations here under, service, act or omission of or by the Contractor and / or any of his Staff, and/or

b. any theft, robbery, fraud or other wrongful act or omission by any of his Staff.

2.71. The Bidder shall take day to day instructions from the Deputy Registrar (Admin) or any other officer authorised by director.

2.72. The Contractor shall be responsible for meeting all liabilities and fulfilling all obligations, financial or otherwise, arising out of any accident, damage or injury caused to any of his employees or property or any person or property in course of the Service and death while on service of any of his employees deployed and shall not hold the IMU-KC responsible in respect of any claim made by any person or their heir for any reason whatsoever. The contractor shall be solely responsible for reporting to IMU - KC and concerned authorities immediately of any serious or fatal accident. No amount will be reimbursed to the contractor by IMU-KC, in this regard. The Contractor shall indemnify IMU-KC and keep IMU-KC indemnified against losses / expenses, if any, incurred by IMU-KC consequent upon such injury/damage/loss of Contractor's employees and/or materials.

2.73. The contractor shall be responsible for the good conduct and behaviour of his employees. In the event of any misdemeanour like sleeping during duty, being under the influence of liquor/drugs or indecent or insolent behaviour by any catering staff or the catering staff found misbehaving with the staff member / student of the IMU-KC or found abetting with another person in any sorts of misdeeds, the contractor shall terminate the services of such of his employees suo moto or if a recommendation of the Director or the Deputy

Registrar (Admin) of IMU-KC (with the approval of the Director) is made to this effect. In all the above terminations, the contractor shall have to arrange the suitable replacement in all such cases within 24 hours of intimation by IMU-KC, failing which penalty as deemed fit and reasonable by IMU-KC will be imposed. The contractor shall issue necessary instructions to its employees to act upon the instructions given by the Deputy Registrar (Admin) or Oic Mess of IMU-KC. The Child labour is strictly prohibited and person below the age group of 18 years should not be deployed for the contract works, non conformity of which will lead to Penalty and termination.

2.74. The scope of work, description and the terms and conditions maintained herein above are only indicative and not exhaustive and the Bidder shall meet any other requirements of IMU-KC from time to time, relating to the Catering Services.

2.75. All correspondence regarding payment of bills etc. or any other matter shall be done only with the Director, IMU – KC through Deputy Registrar /Assistant Registrar.

2.76. Security Deposit

2.76.1. Within 10 days of the successful bidder's receipt of notification of award from IMU-KC, the Bidder shall furnish a Security Deposit at the rate of 5% of the contract value in the form of an A/C Payee Demand Draft drawn in the name of Indian Maritime University, payable at Kolkata or by way of DD drawn in the name of Indian Maritime University payable at Kolkata towards due compliance of contract obligations to the satisfaction of the IMU-KC and to make good any loss or damage caused to the IMU-KC owing to acts in pursuance/violation of terms herein. The EMD already paid can be adjusted towards the Security Deposit, and in which case, the

balance of security deposit is to be paid within the time limit stipulated above. If the bidder fails to submit the Total Security deposit to IMU-KC within the stipulated time, IMU-KC shall without prejudice to any other right or remedy, be at liberty to forfeit the Earnest Money deposited by such person absolutely and / or may, at its sole discretion, treat the bidder as having lost his eligibility for the award of the contract.

2.76.2. The Security Deposit will be discharged by the IMU-KC and returned to the Catering contractor not later than 90 days following the date of completion of the Catering contractor's performance obligations.

2.76.3. The proceeds of the Security Deposit shall be payable to the IMU-KC as compensation for any loss (es) incurred by IMU-KC resulting from the failure of the Catering contractor to meet out its obligations under the Contract, as determined by IMU-KC. Any failure by the Contractor to carry out any of the works mentioned in the scope of work to IMU-KC's satisfaction shall, at IMU-KC's discretion, result in the forfeiture of Performance Security provided by the Contractor and termination of the Contract. This shall be in addition to any other action/ penalty taken by IMU-KC for delays/ default/ failure on the part of the Catering contractor.

2.76.4. If there is any delay in payment of Security deposit beyond the specified or extended time an interest at the rate of 18% per annum for the period of delay may be charged by IMU-KC, in the event of IMU KC deciding to award the contract even after such delay.

2.76.5. No interest is payable on the Security Deposit.

#### **D. PAYMENT TERMS**

2.77. The Contractor shall be paid at the following rates:

Statutory Compliance with Minimum Wages, PF, ESI etc.

The Contractor shall comply with the provisions contained in the Minimum Wages Act (Central) while effecting payments to its employees. The Contractor shall be solely liable and responsible for complying with all applicable labour laws including but not limited to Minimum Wages Act, Provident Fund and E.S.I. The proof of payment of salary, payment of PF, ESI etc. has to be provided to IMU-KC for verification every month. The bills shall be processed, only after the payment of salary, contribution to PF, ESI etc, is made with in the stipulated date and upon submission of proof for such wages payment, for the month for which claim was made along with providing remittance proof of ESI, PF etc.

2.78. Submission of bills:

The contractor should submit the bill for the providing food to the cadets to the University on or before the 10<sup>th</sup> day of the succeeding month along with supporting documents as determined by IMU-KC including the following pertaining to the previous month.

2.78.1. Mess:

The bill for the previous month will be paid only for the number of cadets actually served every day, based on the certification by the concerned hostel warden / OiC. If the cadets are present in the New hostel as per the hostel attendance (and not sanctioned leave to be away from hostel), the cadets will be counted/presumed as having served and hence can be considered for billing. Whenever, leave has been sanctioned, the concerned hostel warden shall communicate the list of cadets whom leave was sanctioned, at least one day in advance, to the caterer. Bill can be claimed by the contractor, for the total strength of the New Hostel less the list provided by the hostel warden as having sanctioned leave, for each day of the month. It may be noted that IMU-KC will make payment onlyfor the supply of

food to the cadets, as per the menu communicated by IMU-KC from time to time.

2.78.2. Canteen:

**if and only to the extent any written order is issued by IMU KC for:**

- (a) supply of food for participants of class and
- (b) supply during the meeting for the supply of snacks etc. to the staff.

It is to be noted that for the Supply of the food / Tea / snacks to the employees, cadets (other than routine mess menu) etc. directly without any written order from the Deputy Registrar (Admin), IMU-KC, the payments needs to be collected from the respective employees, etc. by the catering contractor and IMU does not guarantee nor responsible for such collection.

2.79. Disbursement of Bills:

The University will, after verification of the claim for its correctness, make payment within 10 working days after the date of receipt of the claim, complete and correct in all respects, from the contractor. No interest is payable by IMU-KC in case of any unavoidable delay in settling the bills. However IMU-KC would endeavour to settle the bills within said date. TDS at the rates applicable shall be deducted U/S.194 (c) of Income Tax Act 1961 on the whole amount.

2.80. Setting off of contractor's bills:

IMU-KC shall be entitled to set off against and deduct and recover from the service charge and any other sums payable by IMU-KC to the contractor at any time, tax, levy or any other amount whatsoever which may be required to be deducted by the order of any Court/Authority under any law now in force or which may come into force during the currency of this Agreement as also any and all

amounts which may be or become payable by the Contractor to IMU-KC under this Agreement.

## 2.81. Review and Termination

### 2.81.1. Review:

The contract is subject to quarterly appraisal and reviews by the authorities of IMU-KC. A record of every lapse small or big will be maintained by the IMU-KC & if required, a monthly meeting with the representative of the Contractor and the Officer in Charge of IMU-KC will be held and minutes of the same recorded for compliance, thereof.

### 2.81.2. Termination by IMU-KC by giving 3 months notice:

IMU-KC may terminate the contract, for any compelling reason other than sub-clause 2.81.3 below, by giving the contractor three months prior written notice of the same and this Agreement will stand terminated on the expiry of the three months period provided that the contractor has fulfilled and complied with all his obligations to the IMU-KC in connection with and under this Agreement up to the date of such termination. Security deposit will be refunded to the contractor in this case within the stipulated time.

### 2.81.3. Termination by IMU-KC by notice shorter than 3 months:

This may be resorted to by IMU-KC only in case of gross violation / breach of any of the terms of the contract by the contractor or if there is a persistent dissatisfactory service, as recorded in the review meeting minutes, as per IMU-KC, which are not rectified by the contractor or when no remedial action taken by the contractor. This will be resorted to only after giving opportunity to the contractor for giving his reply.

### 2.81.4. Withdrawal by contractor: (with due notice)

In case of termination / pre-mature withdrawal of contract by the contractor, by giving 3 months notice, before completion of one year, Security deposit will be forfeited.

2.81.5. Pre-mature withdrawal by contractor without due notice:

Termination / pre-mature withdrawal by contractor without advance notice of 3 months may lead to black listing in addition to forfeiture of Security deposit.

2.81.6. IMU-KCs rights on termination / withdrawal:

IMU-KC is not responsible for any loss that may be caused to the contractor consequent upon any kind of termination / withdrawal stated above. In all the cases, IMU-KC shall be entitled to retain hereunder or which become due after termination thereof, any amount which, according to IMU-KC is due and owing to it by the contractor arising directly under this Contract.

2.81.7. Post termination / post expiry responsibility of the contractor

(a) Upon termination of this Agreement or at the time of expiry of the contract, the contractor shall immediately deliver to IMU-KC all the Documents/ tools/ equipment and any/ all data pertaining to IMU-KC, held by it or in the possession/ custody/ control of his staff, to IMU-KC. The contractor shall also forthwith remove all his staff together with his machines/ his equipment / his tools whatsoever from the premises of IMU-KC as directed by the IMU-KC. IMU-KC reserves the right to demand from the contractor to finish any particular service / services which may at the date of termination / expiry stands incomplete in full or part.

(b) Any breach of the obligation or delay in its implementation of post termination / post expiry responsibilities of contractor shall without prejudice to IMU-KC's other rights at law will, result in levy of compensation at the rate of Rs.10,000/ per day with interest thereon upto the rate of 18% per annum. This amount may without prejudice to all other rights of recovery vested as per law with IMU-KC also be recovered from the amount outstanding to the contractor.

**E. NON EXCLUSIVE**

2.82. It is agreed and clarified that this Agreement is on a non-exclusive

basis and the parties are at liberty to enter into similar agreements with others. Provided, however, the contractor shall ensure that his entering into agreements with other parties, shall not in any way conflict with or affect IMU-KC's interests, rights, remedies under this Agreement or in law.

#### **F. Resolution of Disputes**

- 2.83. Should any of the default events occur and/or continue, IMU-KC may, by a written-notice to the Contractor, suspend either in whole or in part, payments that are to accrue to the Contractor under the Contract. A default shall be deemed to have occurred on the Contractor's part in the execution of the Contract in the event of the Contractor's failure to perform or if the Contractor commits a breach of the terms contained in the tender / agreement and when any other situation that has arisen which, in the reasonable opinion of IMU-KC, interferes or threatens to interfere-with the successful execution of the services or with the purpose for which this Contract has been executed.
- 2.84. In the event of disputes, differences, claims and questions arising between the parties hereto arising out of this Agreement or anyway relating hereto or any term, condition or provision herein mentioned or the construction or interpretation thereof or otherwise in relation hereto, the parties shall first endeavour to resolve such differences, disputes, claims or questions by mutual discussion and failing such settlement, the same shall be referred for arbitration by a sole Arbitrator appointed by IMU-KC. Such arbitration shall be held in accordance with the provisions of the Arbitration and Conciliation Act 1996 or re-enactment thereof for the time being in force and shall be held in Kolkata. In case the Arbitration award is not acceptable to either of the parties, they may approach the courts having jurisdiction at Kolkata.

## **G. AGREEMENT**

2.85. Agreement has to be executed by the successful contractor as per these Terms and Conditions of the tender.

**Director**

**Covering Letter to Technical Bid**

*[On the Letter head of the Bidder and to be put in a separate sealed cover along with DDs for Cost of Tender form and EMD]*

*Date:*

**FROM**

**Name & Address of the Bidder**

TO

THE DIRECTOR  
Indian Maritime University,  
Kolkata Campus,  
P-19, Taratala Road  
Kolkata 700 088

Sir,

**Sub: Tender For "Providing Catering Service in New Hostel Mess and Canteen at IMU Kolkata Campus" –as per IMU-KC's Tender Number: IMU-KC /CATERING/2016-17/4**

Being duly authorized to represent and act on behalf of ..... [Name of the Bidder entity] hereinafter called "The bidder" and having reviewed and fully understood all the qualifying information provided, the undersigned hereby applies to be qualified under Cover – I of the **Tender for "Providing Catering Service in New Hostel Mess and Canteen at IMU-KC"**

Attached to this letter are copies of original documents defining;

The bidder's legal status

The Principal place of business and

The place of incorporation or the place of Registration

This tender (Under Cover-I and Cover II) is made in the full understanding that contents of Cover-I will be subject to verification of all information

submitted therein along with the tender and authorize IMU-KC or its authorized representative to verify the statements, documents and information submitted and to clarify the financial and technical aspects of this application.

We understand that IMU-KC reserves the right to,

1. Amend the scope of tender and value of contract under this work.
2. Accept or Reject any tender including the lowest, cancel the tender process and reject all tender.
3. We agree that the IMU-KC will not be liable for any such action and will be under no obligation to inform the bidder of the grounds for such action.

We certify that all the particulars furnished in our Bid and all its annexure, enclosures, supporting documents etc. are true and correct. We understand that if any of the particulars is found to be false or misleading, IMU-KC has the right to summarily reject our bid at any stage and that our company is liable to be blacklisted / debarred by IMU-KC for at least 3 years.

In the event of our being awarded the work, we undertake to remit the Security Deposit and execute the Contract with IMU-KC within the time limit stipulated by IMU-KC from the date of issue of the Purchase Order failing which the Purchase Order may be cancelled and the EMD forfeited.

Duly filled technical Bid in the Format as per Annexure II of the Tender is enclosed

Date:  
Place:

Office seal

Name & Signature of  
the authorized Signatory

**Annexure-II**

(To be printed on the letter head of the bidder and to be enclosed with technical bid covering letter as per Annexure-I and to be placed in Technical Bid-Cover 1)

1) Experience in the business of providing Similar Service Since 2011-2012 or earlier:

Sl	Eligibility Criteria details	Bidders Confirmation
1	Whether in the business of Providing Similar Service Since 2011-2012 or earlier & meet this eligibility criteria (Yes / No)	
a)	Since which Year?:	

2) Experience on Contract for similar works (executed during the last 5 years):

Sl. No.	Name and address of the Institution & Name of contact person & Telephone No.	Period of contract	No. of students / staff catered			Date of :		Mode of Proof enclosed	Page No.
			Students	Staff	Total	commencement of contract	completion of contract		

Note: Each item / contract listed under the above columns shall be supported by documentary evidence / Performance certificate issued by the competent authority in original or with a Xerox copy duly notarized, subject to production of the originals when demanded.

3) A. Similar service with minimum value specified in any one of the three set of values (a or b or c) carried out during the last five financial years (2011-12 to 2015-16):

Sl	Eligibility Criteria details	Bidders Confirmation
A.	Whether carried out similar service with minimum value specified in any one of the three set of minimum service values (a or b or c) during 2011-2012 to 2015-16 & thereby meet this eligibility criteria (Yes / No)	
a)	at least 1 Service with a minimum value of 1 Crore for the strength not less than 400 persons in Universities / Institutes / Colleges / PSU/ Corporate Sector(Yes / No)	
b)	at least 2 Services with a minimum value of Rs. 75 Lakh each to the strength not less than 250 persons in Universities / Institutes / Colleges / PSU/ Corporate Sector (Yes / No)	
c)	at least 3 Services with a minimum value of Rs. 50 Lakh each to the strength not less than 200 persons each in Universities / Institutes / Colleges / PSU/ Corporate Sector (Yes / No)	

3) B. Details of similar service with minimum value specified in any one of the three set of values (a or b or c) carried out during the last five financial years (2011-12 to 2015-16) [in proof of sl. No. 3 - A above):

B	<b><u>Mode of Proofs enclosed:</u></b> (With Name, Value of Page
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	Address & Contact No. of the Client for whom Catering Services was provided)	the Work (Rs)	No.
(i)			
(ii)			
(iii)			
(iv)			
(..)**			

\*\* - may add more rows as required

Note: "Similar service" means the bidder should have the experience of having entered a contract for Providing Catering Service with Government/Semi-Government/Public Sector/ National level educational institutes like IIT, IIM, NIT, and Universities/Banks/Public Limited Companies".

#### 4) Minimum Annual turnover

(in Rs.)

Sl	Eligibility Criteria details	Bidders Confirmation	
(i)	Whether the bidder has a minimum Annual turnover of Rs.2 Crore during each of the last three Financial years (2013-14, 2014-15 and 2015-16) [YES / NO]		
	Year / Proof enclosed	Turnover	Page No.
(ii)	2013-14 /		
(iii)	2014-15 /		
(iv)	2015-16 /		

5) Other Eligibility Criteria & other details:

SI	Other Eligibility Criteria & other details	Bidders Confirmation / Details	Details of Proof enclosed	Page No.
(i)	Whether the Bidder has a valid PAN [YES / NO]		Copy of PAN / Income Tax Returns enclosed	
(ii)	Whether the Bidder has covered their Staff employed under ESI and PF [YES / NO]			
(iii)	Whether the bidder has valid food license issued by Food Safety and Standards Authority of India (FSSAI) for his existing business, [YES/NO]		Copy of such licence	
(iv)	Whether the Bidder has been debarred or blacklisted by any Government department/agency in the past 5 (five) years (2011-12 to 2015-16) on account of fraudulent or corrupt practices or inefficient/ineffective performance [YES/NO]		Declaration to this effect	
(v)	Whether the Bidder has attached EMD for an amount of Rs 2,80,000 from Nationalized or scheduled bank [YES/NO]		Original DD No. _____ enclosed with technical bid	

(vi)	Whether the bidder inspected the site. If so, date and time of inspection of site: [YES/NO]		NA	NA
(vii)	Form of Organization [Sole proprietorship / Partnership / PVT Ltd Company etc]:			
(viii)	Provident Fund Number			
(ix)	ESI Number			
(x)	Other Modes of Proof enclosed			

6) Name, Designation, Address and Telephone No. of Authorized person(s) of Firm / Agency:

I am also enclosing bidder memorandum and undertaking duly signed by me /us.

**Declaration**

I / We certify that all the particulars furnished above are true and correct and based on documentary evidence, and that I /we understand that if any of the above particulars is found to be false or misleading, our bid is liable to be summarily rejected at any stage and my /our firm is liable to be blacklisted / debarred by IMU-KC for at least 3 years, in addition to any other right or remedy available to IMU-KC including forfeiture of EMD, Security Deposit etc.

Date:  
Place:

Office seal

Name & Signature of  
the authorized Signatory

**Annexure – III - A****Menu Proposed for Catering Service in New Hostel Mess at IMU – KC for Cadets****INDIAN MARITIME UNIVERSITY, KOLKATA CAMPUS**P – 19, Taratala Road, Kolkata – 700 088**WEEKLY MENU FOR ONE MONTH**

DAY	AT 6 A.M.	BREAKFAST AT 7.30 A.M.	LUNCH AT 12.30 P.M.	EVE. TEA	DINNER AT 7.00 P.M.
<b>Mon day</b>	Tea	Bread, Butter, Jam, Sauce, Egg (2 Pcs) Fruit & Tea	Rice, Chapati, Dal, Seasonal Vegetables, Salad, Dahi Karhi	Snacks & Tea  4.30 P.M.	Rice, Chapati, Dal, Murg Makhani / Fish Curry (Alt. wk.) & Sweet / Halwa on fish day
		<u>For Veg.</u> – Bread, Butter, Jam, Sauce, Veg. Cutlet (2pcs), Dalia, Fruit & Tea			<u>For Veg</u> – Rice, Chapati, Arhar Dal, Paneer Makhani / Palak Paneer & Sweet / Halwa
<b>Tues day</b>	Tea	Bread, Butter, Jam, Sauce, Bread Pakora, / Veg. Cutlet, fruit Juice (Maza), Dalia, Tea	Rice, Chapati, Rajma, Seasonal Vegetables, Tomato Chutney, Salad	Snacks & Tea  4.30 P.M.	Rice, Chapati, Dal, Chana Masala & Sweet / Dessert
<b>Wed- nes day</b>	Tea	Bread, Butter, Jam, Sauce, Egg (2 Pcs) & Tea	Rice, Chapati, Dal, Seasonal Vegetables, Salad, Amul Dahi	Snacks & Tea  4.30 P.M.	Rice, Chapati, Dal, Chicken Masala, & Sweet / Semai
		<u>For Veg.</u> – Bread, Butter, Jam, Sauce, Alu Chop (2 pcs), Dalia, Fruit & Tea			<u>For Veg.</u> – Rice, Chapati, Dal, Baby Corn/ Chilly Paneer, & Sweet / Semai
<b>Thurs day</b>	Tea	Bread, Butter, Jam, Sauce, Egg (2 Pcs), Fruit & Tea	Rice, Chapati, Dal/Samber, Egg Curry, Salad.	Snacks & Coffee  4.30	Rice, Chapati, Dal, Seasonal Vegetable & Sweets
		<u>For Veg.</u> – Bread, Butter, Jam, Sauce, Veg. Cutlet,	<u>For Veg.</u> - Rice, Chapati, Dal/Samber, Seasonal veg. /		

		Dalia, fruit & Tea	Soyaben, Salad, Dhania Chutney	P.M.	
<b>Fri day</b>	Tea	Bread, Butter, Jam, Sauce, Egg (2 Pcs), Fruit & Tea	Rice, Chapati, Dal, Seasonal Vegetables/Alu Dum / Alu Kabli Chana, Amul Dahi, Salad	Snacks & Tea 4.30 P.M.	Fried Rice, Chicken Masala, Dal & Sweet / Dessert.
		<u>For Veg.</u> – Bread, Butter, Jam, Sauce, Alu Chop, Dalia, Fruit & Tea			<u>For Veg.</u> – Fride Rice, Dal, Paneer Butter Masala & Sweet / Dessert.
<b>Satur day</b>	Tea	Paw Bhaji / Bread, Butter, Jam, Sauce, Veg. Cutlet (Alt. Weekly), & Fruit	Khichri, Alu chokha, Papad, Ghee, Salad	Snacks & Tea 4.30 P.M.	Rice, Chapati, Dal, Chicken Curry, & Sweet / Dessert
					<u>For Veg.</u> – Rice, Chapati, Dal, Seasonal Vegetable & Sweet / Dessert
<b>Sun day</b>	Tea	Puri & Kabli Chana / Alu Sabji/ Gol Motor, Coffee, Pickle & Fruit	Rice, Dal, Seasonal Vegetables, & Salad	Snacks & Tea 4.30 P.M.	Rice, Dal, Egg Curry, & Sweet / Dessert
					<u>For Veg.</u> – Rice, Dal, Paneer Matar, & Sweet / Dessert

1) Menu can be revised if found necessary. Tenderer should cater to any minor modifications in the menu items as requested by the cadets and approved by IMU-KC, without any additional cost

2) Cadets will be provided six Special Dinners in the year i.e. on i) University Day (14<sup>th</sup> November) ii) Independence Day iii) Republic Day iv) New Entry Welcome Dinner v) Farewell Dinner & vi) one Dinner in the month of April or as convenient. Billing may have to be done based on rates as per in Price bids for Mess and / or Canteen during such occasions whichever is lower.

**Canteen Menu****Annexure-III-B**

(For Special Events, Special dinner for cadets - 6 times in a year, MEO, MDP etc. courses, payment will be made by IMU-KC, if supply made based on written order by IMU KC &

for Supply to the Employees / Cadets on Self payment basis i.e. Payment will be made by employees / cadets respectively)

<b>S</b>	Item	Qty/Measure
<b>A</b>	Tea/Coffee (No Vending Machine)	150 ml
<b>B</b>	<b><u>Break-Fast Menu-</u></b> (At least one item out of (a) to (g) below, as communicated by IMU-KC. More items to be prepared if ordered at least one day in advance by IMU-KC, for special events / courses etc)	
a	Pongal/ Idly / Upma (with Sambar and Chutney)	Per Plate (200g)
b	Dosa (1 pcs) with Sambar and Chutney	Per Plate (200g)
c	Vada with Sambar and Chutney	Per Plate (200g)
d	Poori (4 pcs) with Sabji	Per Plate (200g)
e	Bread (Four slices ) with either Butter or Jam	per plate
f	2 egg Omlette with two Slices of Breads	per plate
g	Veg / Seasonal fruit salad	per plate
<b>C</b>	<b><u>Lunch Menu - Unlimited - Veg (a+b+c)</u></b>	
a	Chapati (2) or Paratha (1) or Poori (2) (with Sabji & Dhall)	
b	(i) Rice Meal (including Veg Curry, Sambar, Rasam, Dahi) <b>(or)</b>	
	(ii) Any one of Lemon Rice / Curd Rice / Tomotto Rice / Sambar Rice	
c	Masala Papad, Pickle , Veg / Seasonal fruit Salad shall be provided without any additional charge	
	<b><u>Add ons for Non-Veg Lunch (optional on additional payment)</u></b>	
d	Chicken (100gm)	
e	Fish per plate (150 gms)	
f	Egg Curry (2 pcs)	
<b>D</b>	<b><u>Snacks - Atleast one item among (a) to (g), a day as communicated by IMU-KC or as ordered by IMU-KC at least one day in advance</u></b>	
a	Veg. Samosa with Chutney	120g/piece
b	Veg. Cutlet with Chutney	120g/piece
c	Baiji with Chutney	120g/piece
d	Vada (with Pav / Sambar / Dahi/Chutney)	120g/piece

e	Pakoda with Chutney	120g/piece
f	Dhokla with Chutney	100g/piece
g	Veg Sandwich - 2 slices of break with sliced Fresh Vegetables and Butter / Spread	per plate
<b>E OTHERS</b>		
a	Sweet	50g
b	Ice Cream Cup - Cassata Slice / Vanilla etc	50g
c	Plum Cake or Black Forest	50g
d	Mixture / Karashev / Bhujiya	50g
e	Soup (for Special occasions/ during Special dinners to cadets)	150 ml
f	Paneer/Peas butter masala/ Gobi Manchurian gravy / Palak Paneer or similar Tandoori side dish	100g
<b>F MRP Items **</b>		
a	Britannia Good Day Butter Cookie	100g
b	Mineral Water Bottle – Bisleri	500ml
c	Cold Drinks - Tropicana	200 ml

\*\* Items mentioned under MRP items are only representative and IMU may ask the caterer to offer different make, pack, weight in the same category and such items are to be supplied with the respective discount mentioned against each category.

Example Discount mentioned against Britannia Gooday will have to be applied for Sunfeast Marae of any size and other similar brands of various sizes. Similarly Discount mentioned against Bisleri 500 ml to be applied when Aquafina 500 ml or 1L is ordered by IMU.

**INDIAN MARITIME UNIVERSITY - KOLKATA CAMPUS**

**BIDDER MEMORANDUM & UNDERTAKING**

[to be signed enclosed with technical bid by the bidder.]

- 1) General Description  
“Tender for Providing Catering Service in New Hostel Mess and Canteen at Indian Maritime University Kolkata Campus at Kolkata”. Tender No. IMU-KC /CATERING/2016-17/4

- 2) Period of Contract:  
One year from the date of commencement of work.

[The contract is extendable at the same rates, terms and conditions by one more year subject to providing of Catering Services to the satisfaction of IMU-KC, at the option of IMU-KC]

- 3) Delay in commencement of Service and forfeiture of Earnest Money Deposit & Undertakings by the Bidder

Should this tender be accepted in whole or in Part, I / we hereby agree to:

- a) Terms and abide by & fulfill all conditions annexed hereto and all the terms and provisions contained in the all parts of the tender documents so far as applicable and/or in default thereof the EMD paid by me will be forfeited in favour of IMU-KC.
  - b) Execute all the Services referred to there in the tender document upon the terms and conditions contained or referred to therein and carryout such deviations as may be ordered by IMU-KC.
- 4) This is to certify that I/We before signing this bid have read and fully understood all the terms and conditions and instructions contained therein and also undertake to abide by all the terms and conditions of

the tender.

- 5) I/We abide by the provisions of Minimum Wages Act, Contract Labour Act and other statutory provisions like Provident Fund Act, ESI Bonus, Gratuity, Leave, Relieving Charges, Uniform and Allowance thereof and any other Charges applicable from time to time. I/We will pay the wages to the Personnel deployed as per Minimum Wages Act as amended by the Government from time to time and shall be fully & solely responsible for any violation.

SIGNATURE.....

FOR AND ON BEHALF OF .....

DATE.....

**Annexure - V**

**INDIAN MARITIME UNIVERSITY – KOLKATA CAMPUS**

**TENDER FOR PROVIDING CATERING SERVICE IN NEW HOSTEL  
MESS AND CANTEEN AT IMU-KC**

**Summary of Current Contract commitments / Works in Progress**

Name of Catering Contract and client	Value of work(Rs.)	Completion Date

Note :

Bidder shall provide information on their current commitment on all catering contracts that have been awarded or for which a letter of intent or acceptance has been received or for catering contracts approaching completion but for which, full completion certificate has yet to be issued.

Date:

Office seal

Place:

Name & Signature of  
the authorized Signatory

**Annexure - VI**

**INDIAN MARITIME UNIVERSITY – KOLAKATA CAMPUS  
TENDER FOR PROVIDING CATERING SERVICE IN NEW HOSTEL  
MESS AND CANTEEN AT IMU-KC KOLKATA**

**Personnel / Supervisors / Cooks / Labours proposed for the work**

(Here specify the experienced summary of the Key Personnel proposed to be employed for the work)

**INDIAN MARITIME UNIVERSITY – KOLKATA CAMPUS**

**TENDER NO. IMU – KC /CATERING/2016-17/4**

**TENDER FOR PROVIDING CATERING SERVICE IN NEW HOSTEL  
MESS AND CANTEEN**

**AT IMU KOLKATA CAMPUS**

**VOLUME II**

**PRICE BID**

## **FORM OF TENDER**

Note: This Memorandum forms part of the Tender and this would be duly filled in, signed & sealed and enclosed along with the Tender.

To  
The Director,  
Indian Maritime University (Kolkata Campus),  
Taratala, Kolkata – 700 088

Sir,

Being duly authorised to represent and act on behalf of \_\_\_\_\_ hereinafter called "the bidder" and having visited the site and examined the Conditions of Contract, Specifications, Schedules and Bill of Quantities for the Tender for "Providing Catering Service in New Hostel Mess and Canteen at Indian Maritime University-Kolkata Campus" at Kolkata.

1. We offer to execute the work in conformity with the said Conditions of Contract, Specifications, Schedules and Bill of Quantities at the rates specified in the Consolidated Price Bid (including Annexure – A to Consolidated Price Bid) enclosed.
2. We undertake, if our Tender is accepted, to achieve completion of the service for the periods specified in this Schedule.
3. We agree to abide by all the terms and conditions of the Tender in all its parts including its annexure & forms, for a period of One year from the date of commencement of work as per the tender document or such further period as may be mutually agreed. It shall remain binding upon us and may be accepted at any time before the expiration of that period should we fail to abide by our Tenders during the above said period of One year or such extended period as mutually agreed upon, I/We forfeit and forgo the Security Deposit to IMU – KC.

4. Unless and until a formal Agreement is prepared and executed, this Tender, together with our written acceptance thereof, shall constitute a binding Contract between us.
5. I / We understand that the Indian Maritime University (Kolkata Campus) reserves the right to,
  - a) Amend the scope of tender and value of contract under this work;
  - b) Reject or accept any tender including the lowest, cancel the tender process and reject all tender(s).

I/We agree that the Indian Maritime University (Kolkata Campus) will not be liable for any such action and will be under no obligation to inform the bidder of the grounds for such action.

6. If our Tender is accepted we understand that we are held fully responsible for the due performance of the Contract.
7. We agree to execute all the works referred to in the Tender Documents upon the Terms and Conditions contained or referred to therein and to carry out such deviations as may be communicated by IMU – KC.

SIGNATURE.....

FOR AND ON BEHALF OF .....

DATE .....

INDIAN MARITIME UNIVERSITY – KOLKATA CAMPUS

Priced Bill of Quantities for Providing Catering Service in New Hostel Mess and Canteen at Indian Maritime University – Kolkata Campus at Kolkata

**PRICE BID**

Providing Catering Service in New Hostel Mess and Canteen at Indian Maritime University KC at Kolkata as per the scope of work mentioned in Appendix of the tender document complying with all the conditions stipulated in various parts of the tender documents including its annexure and schedules. The rate is inclusive of all contractors statutory obligations including obligations under labour legislations and exclusive of service tax. \*\*

\*\* (Service Tax is exempted and not applicable for IMU-KC, hence Service Tax should not be included for the calculation vide Govt of India GSR .467(E) Dated 20<sup>th</sup> June 2012.)

Date:  
Place:

Office seal

Name & Signature of  
the authorized Signatory

**Price Bid**

[On the Letter head of the Bidder and to be put in sealed cover]

**(A) Price bid for Catering Service at Cadet Mess (at NEW Hostel)**

The composite rate per cadet and the total rate for the menu indicated in Annexure - III-A, including all charges shall be as follows:-

Sl	Particulars	Amount (Rs)
1	Morning Coffee/Tea/Milk	
2	Breakfast	
3	Lunch (Non-Vegetarian) or Lunch (Vegetarian + Additional Fruit / Dahi Etc)	
4	Evening Tea/Snacks	
5	Dinner (Non Vegetarian) or Dinner (Vegetarian + Addl Fruit/Milk Etc.)	
6	Total Per Cadet Per Day (Sum Total Of Sl. No. 1 To Sl. No. 5)	
7	Total Per Cadet Per Month (Sl.No. 6 X 30)	
8	Total Per Cadet Per Annum (Sl. No. 7 X 11 Months) (1 Month Vacation)	
9	Estimated No. Of Cadets (May Vary - IMU Does Not Assure Any Number)	300
10	Total Value For Providing Food To The Cadets Per Year (Sl. No. 8 X Sl. No. 9)	

**(B) Price Bid for Canteen**

(For Special Events, Special dinner for cadets - 6 times in a year, MEO etc. courses, payment will be made by IMU-KC, if supply made based on written order by IMU KC & for Supply to the Employees / Cadets on Self payment basis i.e. Payment will be made by employees / cadets respectively)

Sl no	Items	Qty/Measure	Rate per Item (Rs) Including all taxes / charges	Estimated Qty** in a year	Value per year (Rs)
A	B	C	D	E	F=D x E
	<b>TEA/COFFEE (No Vending Machine)</b>				
1	Tea	150ml		75000	
2	Filter Coffee	150ml		19000	
3	BREAKFAST	(As per Sl. B of Annexure-III-B)		3000	
4	Lunch/Dinner - Veg	(As per Sl. C of Annexure-III-B)		6000	
5	Lunch/Dinner - Additional amount for Non- Veg - Per item	(As per Sl. C of Annexure-III-B)		3000	
6	SNACKS	(As per Sl. D of Annexure-III-B)		60000	
7	<b><u>OTHERS</u></b>				

a	Sweet	50g		20000	
b	Ice Cream Cup - Cassata Slice / Vanilla etc	50g		11000	
c	Plum Cake or Black Forest	50g		27000	
d	Mixture / Karashev / Bhujiya	50g		27000	
e	Soup (for Special occasions/ during Special dinners to cadets)	150 ml		2000	
f	Paneer/Peas butter masala/ Gobi Manchurian gravy / Palak Paneer or similar Tandoori side dish	100 g			
		MRP(Rs)	Disc. % on MRP##		F=C x E x (100%-% in D)
8	Britannia Good Day Butter Cookie – 100g			80000	
9	Mineral Water Bottle – Bisleri 500ml			5000	
10	Cold Drinks – Tropicana 200 ml			35000	
11	<b>Estimated Total Cost for Canteen Operations (Total of Sl. 1 to Sl. 10)</b>				
<p>** IMU – KC does not guarantee the quantity stated in the price bid above which is worked out based on the rough estimate of number of employees / participants who may require food / tea / coffee / snacks in future. Hence, we have quoted the rates based on our own estimate of likely demand based on the field visit and enquiries and information gathered and hence will not claim any enhancement rate, if there is a reduction in the buyers/ estimated quantity.</p>					
<p>## The make model weight of Biscuits, Mineral Water, Cold Drinks (Sl 8 to 10) is only representative of the category it belongs to. The Discount % given against Sl 8 to 10 has to be applied for all items of the respective category. Example Discount mentioned against Britannia Goodday will have to be applied for Sunfeast Marae of any size and other similar brands of various sizes. Similarly Discount mentioned against Bisleri 500 ml to be applied when Aquafina 500 ml or 1L is ordered by IMU.</p>					
<p>No additional cost to be charged for delivering / serving within campus in offices / special events / MEO, MDP Classes/ Special programmes etc.</p>					
<p>Price for additional items of menu, if any, sought by IMU-KC, will be decided based on the price of similar items on the existing menu list, If similar items not available, then items may be added at mutually agreed rates.</p>					
<p>For Participants of Classes (MDP / MEO Class I etc. and for meeting) any combination of the above will be neatly packed and provided applying the respective rates without any additional cost.</p>					
<p>For High tea for special occasion (BREAK FAST/Lunch / Dinner) – either will be neatly packed and served or will be manned and served without any additional cost.</p>					
<p>The above rates are quoted by fully understanding the nature of work at IMU-KC and as per the terms and conditions inclusive of all taxes, duties and charges including the</p>					

period of extension, if any.

**(C) Consolidated Price Bid {Cadet Mess at New Hostel(A) + Canteen(B)}**

A	Total Value For Providing Food To The Cadets per year (As per Sl. 10 of Table A)	
B	Estimated Total Cost for Canteen Operations (As per Sl. 11 of Table B)	
C	Consolidated Price Bid (Total of Sl.A + Sl.B)	

If IMU-KC decreases / increases the cadets to be provided with food, total rates, then the quoted rates would be paid for the actual number of cadets provided with food during the previous month and no increase in rates would be entertained by IMU-KC, in case of reduction of the number of cadets.

Tenderer should cater to any minor modifications in the menu items as requested by the cadets and approved by IMU-KC, without any additional cost.

The above rates are quoted by fully understanding the nature of work at IMU-KC and as per the terms and conditions inclusive of all taxes, duties and charges including the period of extension, if any.

Date:  
Place:

Office seal

Name & Signature of  
the authorized Signatory