

**MINUTES OF THE PRE-BID MEETING FOR “OPERATING A CAMPUS CAFE TO PROVIDE FOOD AND BEVERAGES IN THE GROUND FLOOR OF IITM CAMPUS CAFE BUILDING” HELD ON 16.12.2022 (Tuesday) AT 3.00 P.M. THROUGH GOOGLE MEET**

Tender No. IITM/SPS/Campus Cafe/013/2022-23/SPL

Tender was floated on 09.12.2022 for “OPERATING A CAMPUS CAFE TO PROVIDE FOOD AND BEVERAGES IN THE GROUND FLOOR OF IITM CAMPUS CAFE BUILDING”. The pre-bid meeting was held on 16.12.2022 (Friday) at 3.00 pm via Google Meet.

The Chairman welcomed the Committee members and the representatives from the following four firms who have participated in the pre-bid meeting, namely:

1. Mr. Suhin Shangar, M/s. Hotel Ananda
2. Mr. V. Vijayakumar, AR EN AR Caterers
3. Mr. K. Senthilkumar, M/s. Vajra Catering and Hospitality Services Pvt. Ltd.
4. Mr. N. Chockalingam, Aravind Catering

The queries raised by above representatives are detailed below.

Sl. No.	Name of the firm	Queries raised by the bidders	Tender Committee Response
1.		Whether the bidder has to be available for the tender opening?	The bidders will not be entertained to participate in the opening of bid, since the tender is e-tender.
2.	M/s. Aravind Catering, Trichy	Eligibility criteria: Aggregate turnover of Rs. 3 crores requested by you in the last 3 financial years ie. 2019-20, 2020-21, and 2021-22. Due to pandemic Govt. Offices, business establishments, institutions etc. were closed during 2019-20, and 2020-21 period. Hence it is difficult to meet your requirement. Request you to modify it to aggregate turnover of Rs 3 crores on any 3 financial years in the last 5 years, ie. from 2017-18 to 2021-22 as NIT-Trichy notification no. NITT/SC/Restaurant/2022/04 dt.29.11.2022.	Corrigendum will be issued as:  The firm must have an aggregate turnover of at least Rs. 3 Crores in the last five financial years <b>2017-18, 2018-19, 2019-20, 2020-21 and 2021-22</b> (Should enclose the audited financial statement signed by the Chartered Accountant).
3.		Corrigendum/Addendum: Submission of tender is restricted through CPP and the same will open from 21.12.2022. Request you to publish the above before 21.12.2022.	If any Corrigendum / Addendum is required, it will be floated in CPPP before the opening date of bid submission i.e. 21.12.2022.
4.		Whether the above have to be submitted along with the tender document or not?	All the relevant documents have to be submitted along with the tender document as per tender clause E in pg. No. 3 of 34.
5.		We have remitted an EMD by NEFT for Rs. 20,000/- on 19.10.2022 based on your Tender dated 30.09.2022 "Tender No. IITM/SPS/Campus Cafe/008/2022-23. Whether it is enough or we have to make another EMD for this Tender. We request you to confirm the same by return mail.	This can be retained for this tender. Please mention the NEFT Transaction No. at the time of submitting the bid document.

6.	M/s. AR EN AR CATERERS, Chennai	We request you to kindly consider the aggregate Turnover for the period of 3 years (f.y.ending 2020, 21, 22) as we have already requested at the last Pre-Bid Meeting. i.e. Due to Covid-19 More than 8 Months all the food industries were closed and affected on fewer sales. Hence, we request to reduce the parameter for aggregate turnover or go for a period of 2017 to 2019.	Corrigendum will be issued as:  The firm must have an aggregate turnover of at least Rs. 3 Crores in the last five financial years <b>2017-18, 2018-19, 2019-20, 2020-21 and 2021-22</b> (Should enclose the audited financial statement signed by the Chartered Accountant).
7.		Can alterations be made in the Kitchen	Major alterations cannot be made and if required should be carried out with prior approval of the Competent Authority as per Scope of Work, Sl.No.11 of Page 10 of 34.
8.		EMD has already been paid to the previous tender dated 30.09.2022 "Tender No. IITM/SPS/Campus Cafe/008/2022-23. Can be this retained for this tender.	This can be retained for this tender. Please mention the NEFT Transaction No. at the time of submitting the bid document.
9.	M/s. Hotel Ananda	The 20% for the disposal of waste is exclusive of GST or inclusive of GST.	Exclusive of GST as per scope of work Sl.No.4, Pg. No. 10 of 34.
10.		The Restrooms inside the campus café is for employers or in General	The restrooms are available for employers.
11.		The electricity charges, cleaning and water charges for common area cover under IITM Scope or Bidder scope.	All the charges cover under IITM scope for common area.
12.		The GST is different for each item. Should it be quoted separately?	Applicable GST for each item shall be quoted.
13.	M/s. Vajra Catering and Hospitality	Rental of Rs.1,26,752/- is per month or per year	The rental amount as per Table 1 mentioned in Pg.No.10 of 34, scope of work Sl.no.22, Pg.no.11 of 34 is per month.
14.	Services Pvt. Ltd.	The 20% for the disposal of waste is high. Can it be considered for reducing?	It cannot be reduced.

During the Pre-bid meeting, the above queries were clarified by the Committee to the prospective bidders and necessary corrigendum will be issued for Sl. No.2.

Sd/-  
Committee Chairman