

	<p>भारतीय प्रौद्योगिकी की संस्थान मद्रास चेन्नै 600 036 INDIAN INSTITUTE OF TECHNOLOGY MADRAS Chennai 600 036 भंडार एवं क्रय अनुभाग STORES & PURCHASE SECTION Email: adstores@iitm.ac.in दूरभाष / Telephone : (044) 2257 8285/8287/8288 GSTIN: 33AAAAI3615G1Z6</p>	
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SHEBA SABARI P.K.

Assistant Registrar (Stores & Purchase)

Date: 09.12.2022

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

Due Date: 29.12.2022

Before 2.00 p.m.

Dear Sir,

On behalf of the Indian Institute of Technology Madras, Tenders are invited in two bid system namely technical and financial bids for **OPERATING A CAMPUS CAFE TO PROVIDE FOOD AND BEVERAGES IN THE GROUND FLOOR OF IITM CAMPUS CAFE BUILDING**, conforming to the specifications enclosed. All tender documents including Technical and Financial bids should be submitted in **Central Public Procurement Portal (e-procurement)**

1	LAST DATE for receipt of Tender	: 29.12.2022 before 02.00 p.m.
	Pre-bid meeting	: The Pre-bid Meeting will be conducted via Google Meet on 16.12.2022 @ 03:00 p.m. Please see the below link to join the meeting https://meet.google.com/ogv-mjwi-azo Prospective bidders are requested to register their participation by sending an email to adstores@iitm.ac.in , with name/designation of the representative who will attend the meeting along with queries on or before 15.12.2022 .
	Date & Time of opening of Tender	: 30.12.2022 @ 03.00 p.m.

GUIDELINES FOR TENDER SUBMISSION IN CENTRAL PUBLIC PROCUREMENT PORTAL (E-PROCUREMENT MODE)

A	Submission of Tender	: As per the directives of Department of Expenditure, this tender document has been published on the Central Public Procurement Portal URL: https://etenders.gov.in/eprocure/app The bidders are required to submit soft copies of their bids electronically on the CPP Portal , using valid Digital Signature Certificates .The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal More information useful for submitting online bids on the CPP Portal may be obtained at: https://etenders.gov.in/eprocure/app All tender documents including Technical Bid & Financial Bid should be submitted separately in online CPP portal as per the specified format only. Right is reserved to ignore any tender which fails to comply with the above instructions. Manual bid submission (hard copy) will not be entertained.
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B	Instructions for online bid submission	<p>: REGISTRATION</p> <ul style="list-style-type: none"> Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal URL https://etenders.gov.in/eprocure/app by clicking on “Online Bidder Enrollment”. Enrolment on the CPP Portal is free of charge. As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts. Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal. Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class II or Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify /TCS / nCode / eMudhra etc.) https://eprocure.gov.in/eprocure/app with their profile. Only one valid Digital Signature Certificate (DSC) should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC to others which may lead to misuse. Bidder will then be able to log in to the site through the secured log-in by entering their user ID / password and the password of the DSC / eToken.
C	Searching for tender documents	<p>: </p> <ul style="list-style-type: none"> There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, organization name, location, date, value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as organization name, form of contract, location, date, other keywords etc. to search for a tender published on the CPP Portal. Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective “My Tender” folder. This would enable the CPP Portal to intimate the bidders through SMS / email in case there is any corrigendum issued to the tender document. The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.
D	Preparation of bids	<p>: </p> <ul style="list-style-type: none"> Bidder should take into account any corrigendum, if any, published on the tender document before submitting their bids. Bidder should go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid. <p>Bidder, in advance, should prepare the bid documents to be submitted as indicated in the tender document / schedule and generally shall be in PDF / XLS formats as the case may be. Bid documents may be scanned with 100 dpi with black and white option.</p> <ul style="list-style-type: none"> To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, GSTIN Details, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use “My Documents” area available to them to upload such documents. These documents may be directly submitted from the “My Documents” area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required

			for bid submission process.
E	Submission of bids	:	<ul style="list-style-type: none"> • Bidder should log into the site well in advance for bid submission so that he/she can upload the bid on or before the bid submission date and time. Bidder will be responsible for any delay due to other issues. • The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document. • Bidder has to transfer the EMD as applicable by online mode only. The EMD should be transferred on or before the closure date and time of the tender. If the EMD is not transferred before the closure date and time, the tender will be summarily rejected. The proof of online transfer of EMD has to be submitted in the Technical Bid. Otherwise, the tender will be summarily rejected. • A standard BOQ format has been provided in Annexure-D with the tender document to be filled by all the bidders. Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. Bidders are required to download the BOQ file, open it and complete the detail with their respective financial quotes and other details (such as name of the bidder). If the BOQ file is found to be modified by the bidder, the bid will be rejected. • The server time (which is displayed on the bidders' dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission. • The Tender Inviting Authority (TIA) will not be held responsible for any sort of delay, or the difficulties faced during the submission of bids online by the bidders due to local issues. • The uploaded tender documents become readable only after the tender opening by the authorized bid openers. • Upon the successful and timely submission of bids, the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details. <p>Kindly add scanned PDF of all relevant documents in a single PDF file of compliance sheet.</p>
F	Assistance to bidders	:	<ul style="list-style-type: none"> • Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender. • Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk. The contact number for the helpdesk is [0120-4200462, 0120-4001002, 0120-4001005]
G	General Instructions to the Bidders	:	<ul style="list-style-type: none"> • The tenders will be received online through portal https://etenders.gov.in/eprocure/app. In the Technical Bids, the bidders are required to upload all the documents in single pdf file. • Possession of a Valid Class II/III Digital Signature Certificate (DSC) in the form of smart card/e-token in the company's name is a prerequisite for registration and participating in the bid submission activities through https://etenders.gov.in/eprocure/app • Digital Signature Certificates can be obtained from the authorized certifying agencies, details of which are available in the web site https://etenders.gov.in/eprocure/app under the "Information about DSC".

TERMS AND CONDITIONS OF TENDER		
2	Earnest Money Deposit (EMD)	<p>i. EMD of INR 20,000/- (Rupees twenty thousand only) should be transferred through NEFT/RTGS to the following bank account on or before 29.12.2022 before 2:00 p.m.</p> <p style="margin-left: 40px;">Name : Registrar IIT Madras Bank : State Bank of India Account No. : 10620824305 Branch : IIT MADRAS IFSC CODE : SBIN0001055</p> <p>ii. As per O.M. No.F.1/2/2022-PPD Dated 01.04.2022, the EMD will be returned to the unsuccessful Bidder(s), within 30 days after declaration of result of first stage i.e. technical evaluation etc. The EMD shall be forfeited if any Bidder withdraws the offer before finalization of the tender.</p> <p style="margin-left: 40px;">The EMD amount should not be sent through Demand Draft.</p> <p>iii. Non-submission of EMD details on or before the due date and time will result in rejection of the e-bid.</p> <p>iv. As per Rule 170 of GFR 2017, exemption of EMD will be given subject to submission of undertaking by the firm seeking such exemption. Copies of relevant orders/ documents regarding such exemption should be submitted along with the tender document.</p> <p>The successful bidder shall submit a Performance Security deposit of Rs.4,00,000/- (Rupees Four Lakhs only) in the form of Demand Draft in favour of “The Registrar, IIT Madras” to be obtained from any commercial bank within 15 (fifteen) days from the date of issue of Order by IIT Madras, which shall be released on expiry/termination of the contract after adjustment of dues, if any without any interest.</p> <p>In case of successful bidder, the EMD will be adjusted towards the Performance Security Deposit on request.</p> <p>The amount of EMD is liable to be forfeited, if the bidder withdraws from the offer after submission of the tender or after the acceptance of the offer and fails to remit the Performance Security Deposit.</p>
3	Preparation of Tender:	<ol style="list-style-type: none"> 1) The bidders are advised to inspect and examine the site and satisfy themselves before submitting their tenders. 2) The bids should be submitted through online only in two bid system i.e. Technical Bid and Financial Bid separately. 3) The bidder has to submit the tender document duly signed on all pages by an authorized person and his / her full name and status be indicated below the signature along with official stamp of the firm. Submission of wrong / forged information / document will be liable to legal action, and rejection of tender submitted by the firm. 4) The tenders of the contracting agency/firm/company not in possession of valid statutory license/ registrations are liable for rejections. 5) If any relative of the bidder is an employee of the IIT Madras, the name, designation and relationship of such employee shall be intimated to the Registrar, IIT Madras in writing while submitting the tender. 6) No bidder will be allowed to withdraw / alter / modify after submission of tenders within the bid validity period.

4	<p>Signing of Tender:</p> <p>The Tender is liable to be rejected if complete information is not given therein or if the particulars and date (if any) asked for in the schedule to the Tender are not fully filled in or not duly signed/authenticated. Specific attention is drawn to the delivery dates and terms and conditions enclosed herewith. Each page of the bids required to be signed and bears the official seal of the Bidders.</p> <p>If the application is made by a firm in partnership, it shall be signed (with seal) by all the partners of the firm above their full typewritten names and current addresses or alternatively by a partner holding power of attorney for the firm in which case a certified copy of the power of attorney shall accompany the application. A certified copy of the partnership deed along with current addresses of all the partners of the firm shall also accompany the application.</p> <p>If a limited company or a corporation makes the application, it shall be signed by a duly authorized person holding power of attorney for signing the application, in which case a certified copy of the power of attorney shall accompany the application. Such limited company or corporation may be required to furnish satisfactory evidence of its existence. The applicant shall also furnish a copy of the Memorandum of Articles of association duly attested by a Notary Public.</p>
5	<p>Period for which the offer will remain open:</p> <p>The Tender shall remain open for acceptance/validity till: 120 days from the date of opening of the tender. However, the day up to which the offer is to remain open being declared closed holiday for the Indian Institute of Technology Madras, the offer shall remain open for acceptance till the next working day.</p>
6	<p>Terms and Conditions:</p> <p>Failure to comply with any of the instructions stated in this document or offering unsatisfactory explanations for non-compliance will lead to rejection of offers.</p>
7	<p>Right of Acceptance:</p> <p>IIT Madras reserves the right to reject the whole or any part of the Tender without assigning any reason or to accept them in part or full.</p>
8	<p>Communication of Acceptance: Letter of Intimation and acceptance will be communicated by post /email to the successful bidder to the address indicated in the bid.</p>
9	<p>Duration of the contract: Initially, the contract will be awarded for Two years. The period may be further extended upto a maximum of two more years on annual basis, based on the feedback and performance. Performance appraisal of the service provider will be carried out by the IITM by obtaining Feedback from the end users on half yearly basis / yearly basis.</p>
10	<p>All information including selection and rejection of technical or financial bids of the prospective bidders will be communicated through CPP portal. In terms of Rule 173(iv) of General Financial Rule 2017, the bidder shall be at liberty to question the bidding conditions, bidding process and/or rejection of bids.</p>
11	<p>Conditions of contract:</p> <p>Bidder should quote on the basis of the conditions referred to in the invitation to tender and tender papers.</p>
12	<p>Bidder shall submit along with this Tender:</p> <p>Name and full address of the Banker and their swift code and PAN No. and GSTIN number.</p>
13	<p>Jurisdiction:</p> <p>All questions, disputes, or differences arising under, out of or in connection with the contract, if concluded, shall be subject to the exclusive jurisdiction at the place from which the acceptance of tender is issued.</p>
14	<p>Dispute Settlement:</p> <ul style="list-style-type: none"> • It is mutually agreed that all differences and disputes arising out of or in connection with these agreements shall be settled by mutual discussions and negotiations if such disputes and differences cannot be settled and resolved by discussions and negotiations then the same shall be referred to the sole Arbitrator appointed by the Director, IIT Madras whose decision shall be final and binding on both the parties. • It is also agreed that in case of any disagreements/disputes in connection with the contract, the same shall be settled under the Court of Law within its jurisdiction at Chennai. The resultant contract will be interpreted under Indian Laws.

15	<p>Breach of Terms and Conditions:</p> <p>IITM may, without prejudice to any other remedy for breach of contract by written notice of default sent to the bidder, terminate the contract in whole or part:</p> <ol style="list-style-type: none"> If the bidder fails to provide any or all of the services within the period(s) specified in the contract. If the bidder fails to perform any other obligation(s) under the contract. If the bidder has engaged in corrupt or fraudulent or unethical practices in competing for or in executing the contract.
16	<p>Right of IIT Madras:</p> <ul style="list-style-type: none"> The Registrar, IIT Madras reserves the right to withdraw/relax/alter/modify any or all the terms and conditions mentioned in this tender document so as to overcome the problem encountered by the contracting parties. The Registrar, IIT Madras reserves the right to accept or reject any or all the tenders without assigning any reason whatsoever and his / her decision shall be final and binding on the Bidder. The Registrar, IIT Madras reserves the right to terminate the contract at any time without assigning any reasons by giving a one-month notice to the contracting agency/firm/company.
17	<p>PENALTY: Penalty will be imposed for violation / non-compliance in respect (not restricted to) of any one or more of the following - Hygiene, Quality, Service, Behavior of the personnel, Ambience, Cleanliness littering & garbage disposal, Display, Availability of items (as per tender), selling expired product, Not registering complaint, late remittance of payments / dues, violation of Institute rules. The penalty will be as follows:</p> <ul style="list-style-type: none"> Warning for the first three occasions 20% of license fee for the fourth time 40% of license fee for the fifth time 60% of license fee for the sixth time Thereafter, cancellation of contract, if any of the complaints listed above is repeated after sixth time.
18	<p>Indemnity clause: The successful bidder has to take responsibility of issues arising due to un-hygienic, personal hygiene issues and (or) storage of items and any such issues that may cause harm to the customers due to inefficient/improper operation.</p>
19	<p>Gate Passes: The shop shall arrange to obtain security passes from the Security Section of IIT Madras for all their employees and issue the same to them. No employee must stay in the premises of IIT Madras after working hours. The shop must obtain the necessary written permission from the competent authority to enable overnight stay of their employees in the campus at times of exigencies. The facility cannot also be used for the accommodation of staff when they are not on duty.</p>
20	<p>Force Majeure: If at any time, during the continuance of the agreement/contract, the performance in whole or in part, by the Individual/firm, of any obligation specified in the agreement/contract, is prevented, restricted, delayed or interfered, by reason of war or hostility, act of the public enemy, civil commotion, sabotage, act of State or direction from statutory authority, explosion, epidemic/pandemic, quarantine restriction, fire, floods, natural calamities or any act of GOD, (hereinafter referred to as event), the firm may be excused from performance of its obligation provided that notice of happenings of any such event is given by the firm to the IITM within seven calendar days from the date of occurrence thereof. Provided further that the obligations under the Agreement shall be resumed by the firm, as soon as practicable, after such event comes to an end or ceases to exist. The decision of IITM as to whether the obligations may be so resumed (and the time frame within which the obligations may be resumed) or not, shall be final and conclusive.</p>
21	<p>The bidder shall certify that the tender document submitted by him / her are of the same replica of the tender document as published by IIT Madras and no corrections, additions and alterations made to the same. If any deviation found in the same at any stage and date, the bid / contract will be rejected / terminated and actions will be initiated as per the terms and conditions of the contract.</p>
22	<p>Number of Bids and their Submission:</p> <p>The bidders should submit the bids in two bid system as detailed below.</p> <p>Bid I Technical Bid The technical bid should consist of proof of EMD transfer, filled-in proforma of technical bid as per details given in Annexure-C to C3.</p> <p>The bidder should go through the details given in Scope of work (Annexure – A) and Technical Bid (Annexure – B) of the tender document, understand the requirement of IITM before bidding and submit the technical</p>

bid covering the details along with all relevant document proof. **Any tender documents without these details shall be considered invalid and rejected.**

Bid II Financial Bid

The financial bid should be submitted in excel format (BoQ) as per the proforma (**Annexure D**) and uploaded in the CPP e-procurement portal. **The Quote in Percentage (%) should be Inclusive of GST.**

23 **Evaluation of Bids:**

(i) Technical Bid Evaluation:

Technical bid evaluation will be done in two stages.

In the 1st stage, each point given in technical bid (**Annexure B**) will be evaluated. Bidders who have satisfied all the conditions stipulated in the **Annexure B** alone will be qualified for 2nd stage of technical evaluation.

In the 2nd stage, the technical bid offered by the bidders will be evaluated by the Committee as per the parameters in **Table I and II** at Sl.no.23 of terms and conditions of this tender and marks will be given as per the parameters mentioned in the **Table I & II. Onsite visit is part of technical bid evaluation.**

The parameter to be considered for Technical Evaluation and the maximum marks for each parameter of the technical bid are as under

Sl. No	TABLE – I		Maximum Marks	
1	Background of the Organization:		15	
	Sl. No.	Parameter		Maximum Marks
	a	Aggregate financial turnover for 3 years (2019-20, 2020-21 and 2021-22) i) Minimum Rs.3 Crores : 3 marks ii) More than Rs.3 Crores and Upto Rs.5 Crores : 4 marks iii) Above Rs. 5 Crores : 5 marks	5	
	b	Total Years of experience in operating a Canteen i) Minimum 5 years of experience : 4 marks ii) More than 5 to 7 years of experience : 6 marks iii) More than 7 to 10 years of experience : 8 marks iv) Above 10 years of experience : 10 marks	10	
Documentary proof for the above parameters should be submitted in the technical bid				
2	Onsite Visit		15	
	Sl. No.	Parameter		Maximum Marks
	a	Variety of items		3
	b	Quality of items		3
	c	Range of items		3
	d	Quality of Service		3
e	Hygiene aspects	3		
TOTAL Technical Score (TS)			30	

After evaluation of Technical bid including their onsite visit, the financial bids of only those firms which have **secured a minimum of 21 marks (70%)** in the stage II of Technical bid evaluation will only be declared as technically qualified for opening of financial bid.

Onsite Visit to Bidders’ Functioning Locations: Details of currently operating canteens of the bidders must be enclosed with the Technical bid as per **Annexure C2** of Annexure-C. The Tender Evaluation Committee will carry out surprise visits to location(s) currently operated by the bidders as a part of Technical Evaluation.

(ii) Financial Bid Evaluation:

The financial bid of technically qualified bidders will be evaluated and the number of L1 and L2 item quoted by each bidder will be calculated. The bidders who have quoted the highest number of L1 and L2 items (together) will be declared as the successful bidder and contract will be awarded to the successful

	bidder.
24	<p>Execution of Contract and Security Deposit</p> <ul style="list-style-type: none"> • A formal Contract / Agreement shall be entered into with successful service provider. • The Security deposit will be liable to be forfeited or appropriated in the event of unsatisfactory performance of the contract and loss or damage, if any, sustained by the Institute on account of failure or negligence on the part of employees of contractor.
25	The bidders will not be entertained to participate in opening of Bids. Since the tender is e-tender, the opening of the bids may be checked using the respective logins of the bidders.
26	The pre-bid meetings will be conducted through online. Bidders can submit their queries and doubts to the email id: adstores@iitm.ac.in till the date of the online pre-bid meeting. Clarification to the queries and doubts raised by the bidders will be issued as a corrigendum/addendum in the e-tenders portal and Institute Website (tenders.iitm.ac.in). For the bidders, submitting bids on downloaded tender document, it is 'bidders' responsibility to check for any amendment/corrigendum on the website of IIT Madras or check for the same CPP Portal before submitting their duly completed bids.

Sd/-
(SHEBA SABARI P.K.)
Assistant Registrar
Stores and Purchase

SCHEDULE OF TENDER

OPERATING A CAMPUS CAFE TO PROVIDE FOOD AND BEVERAGES IN THE GROUND FLOOR OF IITM CAMPUS CAFE BUILDING

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

Name of Organization	Indian Institute of Technology Madras
Tender Type (Open/Limited/EOI/Auction/Single)	OPEN
Tender Category (Services/Goods/Works)	Services
Type/Form of Contract (Work/Supply/Auction/ Service/ Buy/ Empanelment/ Sell)	Service
Name of the Service	OPERATING A CAMPUS CAFE TO PROVIDE FOOD AND BEVERAGES IN THE GROUND FLOOR OF IITM CAMPUS CAFE BUILDING
Source of Fund (Institute/Project)	IIT Madras
Is Multi Currency Allowed	No
Date of Issue/Publishing	09.12.2022
Document Download Start Date	09.12.2022
Document Download End Date	29.12.2022 @ 02.00 pm
Prebid Meeting via Google Meet	16.12.2022 @ 03.00 pm
Bid Submission Start Date	21.12.2022
Last Date and Time for Uploading of Bids	29.12.2022 before 02.00 pm
Date and Time of Tender Opening	30.12.2022 at 03.00 pm
No. of Covers (1/2/3/4)	2
Bid Validity days (180/120/90/60/30)	120 Days
Address for Communication	The Assistant Registrar Stores & Purchase Section IIT Madras Chennai – 600 036
Contact No.	For Queries : 044- 2257 8287/8288
Email Address	adstores@iitm.ac.in

OPERATING A CAMPUS CAFE TO PROVIDE FOOD AND BEVERAGES IN THE GROUND FLOOR OF IITM CAMPUS CAFE BUILDING

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

SCOPE OF WORK

1. IIT Madras (IITM) requires a bidder to operate Campus Cafe to provide Food and Beverages to the campus residents and student community.
2. IITM will provide space of **3961 sq.ft.** in the ground floor, Campus cafe, IITM premises. Power supply and water supply will be provided in the licensed area on payment basis.
3. The bidders may inspect the site between 10 am to 5 pm on working days and shall contact Estate Section in Administration Block, IIT Madras for inspection (044 2257 8112).
4. The Bidder will be charged a license fee of Rs.32/- per sq.ft. (under revision) and 5% will be increased on yearly basis plus GST. The Bidder will be charged 20% exclusive on monthly License Fee for the disposal of waste.
5. IITM will provide water for Cooking, Washing and Cleaning at prevailing rate (Rs. 61/- per 1000 litres of water) on the basis of metered consumption. The water and electricity charges shall be varied based on the revisions made from CMWSSB & TANGEDCO. Treated drinking water by RO water, bubble top etc.to the Customers shall be provided by the bidder free of cost.
6. IITM will provide electricity exclusively for the licensed area at the prevailing rates as chargeable to Commercial establishments by TANGEDCO.
7. The bidder should operate the Campus Cafe from 07.00 Hrs. to 20.00 Hrs. (without any break) on all days of the week. The operating hours during holidays / special days may be fixed in consultation with IIT Madras.
8. The bidder should quote for all items. The bidder should ensure that the items listed in the “List of Food and Beverages” as per **Annexure-B** are available for sale during the working hours in the Campus Cafe.
9. The bidder should make necessary arrangements for all equipment, furniture and other facilities required for preparation, display and sale of food at their own cost.
10. After the completion of the contract, damages if any in the licensed area, the cost will be adjusted in the Performance Security Deposit. The break up for operating area with sq.ft. is as follows:

TABLE 1

Sl. No.	Location	Area in Sq.M	Area in Sq.Ft.	Rate per Sq.Ft.	Amount (Rs.)
1.	Kitchen Area	310	3337	Rs.32	106784.00
2.	Campus Cafe Office	18	194		6208.00
3.	Bidder Rest Room (Gents)	27	290		9280.00
4.	Bidder Rest Room (Ladies)	13	140		4480.00
Total		368	3961	Rs.32	126752.00

11. Alteration / installation work of any nature shall be carried out in the shop only with the prior approval of the IIT Madras.
12. Waste segregation is the responsibility of the Bidder. All biodegradable food waste has to be bagged separately in leak-proof bags. Non-biodegradable waste has to be segregated at source (by not mixing with biodegradable wastes) and handed over to authorized personnel engaged by IITM. No wastage should be thrown out of the windows of the dining/kitchen areas nor should be fed to the animals. Non-compliance of waste disposal rules will invite penalty. Bidder, under no circumstances, shall dispose plastic and food waste into the drainage. Damages caused to the drainage system by breaking the jallies, etc. which will result in charging for appropriate repairs and it will be recovered completely from the Bidder. The cleanliness of the surroundings has to be given utmost priority and prudent waste management measures as sought by IITM, must be abided by the Bidder.
13. Self-service system with customers picking up the food items from the counter of the Bidder will be followed. IITM will provide the seating furniture and dining tables in the dining area. The Bidder should

provide the food items & beverages in the right size /quantity (as per Technical specification attached) / quality at the specific timings and at the agreed rates.

14. The Bidder shall use only first quality vegetables, fruits, provisions, dairy products, protein/meat, etc. The Bidder shall use only FSSAI branded raw materials and best quality resources for preparing food. Bidders should not use any artificial colour, preservatives and other chemical additives in any of the dishes or even store them in the premises.
15. Following shall be the responsibilities of the Bidder regarding hygiene and sanitation:
 - a. Hygiene and sanitation standards should strictly comply with FSSAI regulations and other prevalent norms. Compliance to the hygiene standards will be checked periodically. Non-compliance to hygiene standards will lead to levying suitable penalty or termination of the contract.
 - b. Cleaning and washing of utensils used for preparing food, used plates and other utensils, dining tables and seating furniture, cleaning the licensed area and dining area as well.
 - c. Cleaning and maintenance of kitchen equipment
 - d. Pest control measures in the kitchen and dining area.
16. Bidder's performance will be monitored on a regular basis through a Committee and all recommendations/decisions of the Committee will be notified to the Bidder which should be strictly complied with. Non-compliance with menu and serving unhygienic food can result in instant monetary fine/termination of contract.
17. The rates quoted by the Bidder will be applicable for one year from the start of operations and will be revised thereafter only if there is an undue increase in the cost of any input.
18. Food cooked by the Bidder should not be taken out to be served in other places inside/outside the campus.
19. The Bidder shall not assign, sublet or part with the possession of the licensed premises and properties of the Institute therein or any part thereof under any circumstances.
20. On expiry/termination of the license, the Bidder must vacate the licensed premises. All fixtures, furniture, etc. which are properties of IITM should be handed over to IITM in good and tenable conditions. Cost of repair charges for mishandling and wilful damage (except normal wear and tear) will be deducted from the Performance Security Deposit. Any equipment of the Bidder left behind beyond a reasonable time will be disposed of by the Institute and all charges arising out of such disposal will be deducted from the Performance Security Deposit.
21. The Bidder shall not construct or make any structural alterations inside the licensed premises without prior approval of IITM.
22. The Bidder shall pay to the IITM the monthly license fee and other allied charges, as per Sl.No.10 on or before 5th of every month failing which a penalty of Rs.100/- per day for all the days up to the date of actual payment beyond 5th will be levied by IITM.
23. Sufficient man power to run the shops should be provided and should not engage persons below the age of 18 years as labourers and shall adhere to all applicable Labour laws. The Bidder shall maintain a register with name, age and address of all his employees working in IITM campus. The Bidder must report any changes in the list of employees immediately. Bidder shall arrange to obtain security pass for all his employees from the Security Section of IITM, giving due undertaking for their character and antecedents.
24. The employees of the Bidder should wear uniform and display their ID cards during working hours. They should wear necessary hand gloves, head gears while cooking/serving. All the employees should undergo a medical examination once in every six months at the Institute hospital to validate their physical and hygiene fitness. Any tests/vaccines administered, as deemed fit by the Institute hospital, including a nominal fee for medical examination, should be borne by the Bidder. The Bidder should ensure that all of his employees are free of communicable diseases and medical certificate of all the employees to this effect should be submitted before the start of the business. For periodical medical examination by IITM, a nominal amount of Rs.300/- per employee will be charged by IITM. This excludes the cost of detailed pathological investigations and vaccines, if administered.
25. The Bidder shall be responsible for the proper conduct and behaviour of the employees engaged by him.

26. Smoking, consumption/distribution of alcohol, use of pan and gutka or any other banned or restricted substances by the Bidder or his employees of the Bidder is strictly prohibited.
27. The Bidder is solely responsible for the payment of minimum wages, ESI and EPF for their employees as per the Government of Tamil Nadu and GOI norms as applicable and should meet any other statutory benefits/obligations. The record of duty hours, pay structure and other documents as per statutory requirements should be maintained for the inspection by the Government authorities.
28. The Bidder should submit proof of having disbursed wages to the persons employed by him within 7 days on expiry of the wage period on demand.
29. The Bidder should ensure regular submission of all monthly, half-yearly and yearly returns to the ESIC/EPF and other statutory organizations and a copy of the same may be submitted to IITM.
30. Periodic cleaning of fixtures (including lights, fans and other equipment), removal of cobweb, etc. in the licensed area and dining area will be the responsibility of the Bidder.
31. The Bidder should hold a valid Central License under the Food Safety and Standards Act 2006 and ensure compliance of provisions of Food Safety and Standards Act and Regulations at all times. The Bidder should make his own arrangements for obtaining necessary license / clearance / approval from Corporation of Chennai, Government of Tamil Nadu and for any other local authority, wherever necessary and IITM will in no way be responsible for any lapse by the Bidder in this regard.
32. Application for Termination of License and vacating the premises should be sent by the Bidder one month in advance from the date from which he/she desires to terminate the license and vacate the premises allotted to him/her. The Bidder shall deliver to the Institute, on the said date, vacant possession of the premises allotted to him/her, along with all its fittings, if any, in the same condition as it was when he/she took possession of the same.

Sd/-
(SHEBA SABARI P.K.)
Assistant Registrar
Stores and Purchase

TECHNICAL BID**I - ELIGIBILITY CRITERIA**

1. The bidder shall not be from a country sharing land border with India and if the bidder is from a country sharing land border with India the bidder should have been registered with the competent authority as per orders of DIPP OM No. F. No. 6/18/2019-PPD dated 23rd July 2020, and MoCI Order No. P-45021/112/2020-PP (BE II) (E-43780) dated 24th August 2020. A declaration shall be submitted with the bid as per format given in **Annexure – E**.
2. Only 'Class-I local suppliers' and 'Class-II local suppliers', as defined under DIPP, MoCI Order No. P-45021/2/2017-PP (BE II) dated 16th September 2020 and other subsequent orders issued therein, shall be eligible to bid in this tender. Declaration for Class-I / Class-II local suppliers should be submitted in the prescribed proforma format as per **Annexure – F**.
3. Neither the tender participating firm nor any of its partner has been blacklisted / debarred /involved / convicted in any criminal case / economic offence nor any criminal case / economic offence is pending against firm or any partner of the Firm before any Court of Law / Police. A self-declaration format given in **Annexure – G**.
4. The firm must have an aggregate turnover of at least Rs. 3 Crores in the last three financial years 2019-20, 2020-21 and 2021-22 (Should enclose the audited financial statement signed by the Chartered Accountant)
5. The bidder should be in business for at least last 5 years in operating 3 Canteens in Educational Institutions / Industries / Govt. Organizations. (List to be enclosed with name of the Institutions / Industries/Govt. Organizations, duration, type of service provided) with proof of contract execution.
6. The bidder should have one running Canteen functioning at present. (Proof should be submitted).
7. The bidder should submit valid Food Safety and Standards Authority of India (FSSAI) certificate.
8. The bidder should submit proof for
 - (a) filing of income tax returns for the financial years 2019-20, 2020-21 and 2021-22
 - (b) GST Registration copy.
9. The bidder should have registration with EPF, ESI and PAN (Necessary document proof should be attached).
10. The bidder should submit solvency certificate for a minimum amount of **Rs.10 Lakhs**.

II - DETAILS OF SPECIFICATIONS - LIST OF FOOD AND BEVERAGES

The bidder should quote for all items.

SI No	Name of Items	Weight
	TIFFIN ITEMS (VEGETARIAN)	
1.	IDLI (2 Nos.)	125 gms.
2.	MEDU VADA	40 gms.
3.	MASAL VADA	50 gms.
4.	PONGAL	150 gms.
5.	KITCHADI (Rava / Semia)	150 gms.
6.	UPPUMA (Rava)	150 gms.
7.	PLAIN DOSA	110 gms.
8.	MASALA DOSA	150 gms.
9.	GEE DOSA	110 gms.
10.	GHEE MASALA DOSA	110 gms

11.	ONION DOSA	125 gms.
12.	KEERAI VADA / SPL. VADA	50 gms.
13.	PLAIN OOTHAPPAM	110 crris.
14.	ONION OOTHAPPAM	125 gms.
15.	POORI with MASALA	3 Nos.
16.	POORI with KHURUMA	3 Nos.
17.	POORI with CHANNA	3 Nos.
18.	CHANNA BATURA (Chola Batura)	Each
19.	SPL. MASALA DOSA	150 gms.
20.	VADA_CURD	110 gms.
21.	SPL. SADA DOSA	110 gms.
22.	SAMBAR VADA	100 gms.
23.	RASAM VADA	100 gms.
24.	BAJJI (2 Nos.)	35 gms. Each
25.	BONDA (Ordinary)	50 gms.
26.	BONDA (Vegetable)	75 gms.
27.	CHAPPATHI (2 Nos.) with CHANNA	1 Set
28.	CHAPPATHI (2 Nos.) with KHURUMA	1 Set
29.	SAMOSA (Vegetable) 1 No.	1 Std.Weight
30.	CUTLET (Vegetable)	1 Std.Weight
31.	COCONUT RICE	150 gms.
32.	LEMON RICE	150 gms.
33.	VEGETABLE RICE	150 gms.
34.	SAMBAR RICE	150 gms.
35.	CURD RICE	150 gms.
36.	TAMARIND RICE	150 gms.
37.	MEALS – LIMITED*	1 Each
38.	MEALS – UNLIMITED	1 Each
39.	MEALS – SPECIAL**	1 Each
40.	VEGETABLE BIRIYANI	225 gms.
41.	VEGETABLE FRIED RICE	225 gms.
42.	VEGETABLE PULAV	225 gms.
43.	STUFFED ROTI ITEMS	150 gms.
44.	PANEER TIKKA	1 Plate
	HOT DRINKS	
45.	COFFEE (Special)	100 ml.

46.	COFFEE (Ordinary)	100 ml.
47.	TEA (Special)	100 ml.
48.	TEA (Ordinary)	100 ml.
49.	HORLICKS	150 ml.
50.	BOOST / BOURNVITA	150 ml.
51.	RAGI MALT	150 ml.
52.	SEMIYA PAYASAM	150 ml.
53.	SUKKU COFFEE	100 ml.
54.	MILK	100 ml.
55.	BLACK TEA	100 ml.
	SOFT DRINKS	
56.	SODA	200 ml.
57.	BUTTER MILK	150 ml.
	SWEETS	
58.	LADDU	50 gms.
59.	MYSORE PAUK	50 gms.
60.	JANGRY	50 gms.
61.	MILK SWEET	50 gms.
	SAVOURIES	
62.	KARABOONDI	75 gms.
63.	OMAPPUDI	75 gms.
64.	MIXTURE (Ordinary)	75 gms.
65.	ONION PAKODA	75 gms.
66.	BUTTER MURUKU	75 gms.
67.	DILKUSH MIXTURE	75 gms.
68.	KARA SEV	75 gms.
	NON-VEGETARIAN ITEMS	
69.	CHICKEN BRIYANI + EGG	250 gms.
70.	CHICKEN CURRY (125 + 120 gms.)	245 gms.
71.	CHICKEN FRIED RICE	250 gms.
72.	EGG FRIED RICE	250 gms.
73.	MUTTON FRY	250 gms.
74.	MUTTON BRIYANI	250 gms.
75.	MUTTON KHURUMA	250 gms.
76.	EGG BRIYANI	250 gms.
77.	OMELET (2 Eggs)	1 Each

78.	CHICKEN TIKKA MASALA	1 Plate
79.	BUTTER CHICKEN	250 gms.
80.	CHILLY CHICKEN	250 gms.
81.	EGG SCRAMBLE (2 Eggs)	1 Each
82.	EGG DOSA	150 ml.
83.	BREAD OMELET	220 gms.
	FRESH JUICES	
84.	MOSAMBI	200 ml
85.	GRAPE	200 ml
86.	WATER MELON	200 ml
87.	LEMON	200 ml
88.	POMEGRANATE	200 ml
89.	FIG	200 ml
90.	PAPAYA	200 ml
91.	APPLE	200 ml
92.	RED BANANA	200 ml
93.	MUSK MELON	200 ml
	MILK SHAKES	
94.	RED BANANA	200 ml
95.	VANNILA	200 ml
96.	STRAWBERRY	200 ml
97.	CHOCOLATE	200 ml
98.	MANGO	200 ml
99.	APPLE	200 ml
100.	MIX FRUIT	200 ml
101.	BLACK CURRANT	200 ml
102.	BLUE BERRY	200 ml
103.	ORANGE	200 ml
104.	ROSE	200 ml
105.	TUTTY FRUITY	200 ml
	ICE CREAMS	
106.	VANNILA	250 ml
107.	STRAWBERRY	250 ml
108.	MANGO	250 ml
109.	BLACK CURRENT	250 ml

110.	CHOCOLATE	250 ml
111.	KULFI	250 ml
112.	TUTTY FRUITY	250 ml
113.	MIX FRUIT	250 ml
114.	APPLE	250 ml
115.	RED BANANA	250 ml
	CAKES	
116.	WALNUT CAKE	100 gms.
117.	BANANA CAKE	100 gms.
118.	FRUIT CAKE	100 gms.
119.	PLAIN CAKE	100 gms.
120.	PUDDING CAKE	100 gms.
121.	CARROT CAKE	100 gms.
122.	HONEY CAKE	100 gms.
	PASTRIES	
123.	JAM BUN	200 gms.
124.	FRUIT PUFF	100 gms.
125.	COCONUT CREAM BUN	100 gms.
126.	CORNFLAKES BISCUITES	100 gms.
127.	COCONUT BISCUITES	100 gms.
128.	BUTTER BISCUITES	100 gms.
	CHAT ITEMS	
129.	PANI PURI	70 gms.
130.	BHEL PURI	70 gms.
131.	SEV PURI	70 gms.
132.	MASALA PURI	70 gms.
133.	CHENNA MASALA	70 gms.
134.	DHAHI PURI	70 gms.
135.	KACHORI	70 gms.

* Meals includes Rice, Sambar, Rasam, Curd, Poriyal, Kootu, Appalam, Butter Milk, Pickle

** Special Meals includes Sweet, Chappathi-1no., Rice, Sambar, Rasam, Curd, Poriyal, Kootu, Appalam, Butter Milk, Pickle.

Sd/-
(SHEBA SABARI P.K.)
Assistant Registrar
Stores and Purchase

PROFORMA FOR TECHNICAL BID**OPERATING A CAMPUS CAFE TO PROVIDE FOOD AND BEVERAGES IN THE GROUND FLOOR OF IITM CAMPUS CAFE BUILDING**

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

1	Name of the Firm:			
	Complete Address:			
	Phone No.		E-mail ID:	
2	Contact Person / Representative Name and Designation:			
	Phone		Mobile Phone:	
3	License No:		Registration No.:	
	PAN:		TAN:	
	ESI:		EPF:	
	(Enclose copies of the above)			
4	No. of Employees:	Regular	Temporary	
5	Litigations, if any, connected with Catering Work		Yes/ No (if yes, details to be furnished)	
6	Bank Details - Bank Name, A/c No., IFSC and Complete Address			
7	Any other information in support of the credentials		Details , if any, to be furnished	

Sl. No.	I - ELIGIBILITY CRITERIA	Compliance (Yes/No)	Page Ref.No.
1.	The bidder shall not be from a country sharing land border with India and if the bidder is from a country sharing land border with India the bidder should have been registered with the competent authority as per orders of DIPP OM No. F. No. 6/18/2019-PPD dated 23rd July 2020, and MoCI Order No. P-45021/112/2020-PP (BE II) (E-43780) dated 24th August 2020. A declaration shall be submitted with the bid as per format given in Annexure – E .		
2.	Only 'Class-I local suppliers' and 'Class-II local suppliers', as defined under DIPP, MoCI Order No. P-45021/2/2017-PP (BE II) dated 16 th September 2020 and other subsequent orders issued therein, shall be eligible to bid in this tender. Declaration for Class-I / Class-II local suppliers should be submitted in the prescribed proforma format as per Annexure – F .		
3.	Neither the tender participating firm nor any of its partner has been blacklisted / debarred /involved / convicted in any criminal case / economic offence nor any criminal case / economic offence is pending against firm or any partner of the Firm before any Court of Law / Police. A self-declaration format given in Annexure – G .		
4.	The firm must have an aggregate turnover of at least Rs. 3 Crores in the last three financial years 2019-20, 2020-21 and 2021-22 (Should enclose the audited financial statement signed by the Chartered Accountant)		
5.	The bidder should be in business for atleast last 5 years in operating 3 Campus Cafes in Educational Institutions / Industries / Govt. Organizations. (List to be enclosed with name of the Institutions / Industries/Govt. Organizations, duration, type of service provided) with proof of contract execution.		
6.	The bidder should have one running Campus Cafe functioning at present. (Proof should be submitted).		
7.	The bidder should submit valid Food Safety and Standards Authority of India (FSSAI) certificate.		
8.	The bidder should submit proof for (a) filing of income tax returns for the financial years 2019-20, 2020-21 and 2021-22. (b) GST Registration copy.		
9.	The bidder should have registration with EPF, ESI and PAN (Necessary document proof should be attached)		
10.	The bidder should submit solvency certificate for a minimum amount of Rs.10 Lakhs .		

The proof attached should be indexed and page numbers of the attached proof should be clearly mentioned in the Technical Bid format.

II - DETAILS OF SPECIFICATIONS - LIST OF FOOD AND BEVERAGES – TECHNICAL COMPLIANCE
The bidder should quote for all items.

SI No	Name of Items	Weight	Compliance (Yes/No)
	TIFFIN ITEMS (VEGETARIAN)		
1.	IDLI (2 Nos.)	125 gms.	
2.	MEDU VADA	40 gms.	
3.	MASAL VADA	50 gms.	
4.	PONGAL	150 gms.	
5.	KITCHADI (Rava / Semia)	150 gms.	
6.	UPPUMA (Rava)	150 gms.	
7.	PLAIN DOSA	110 gms.	
8.	MASALA DOSA	150 gms.	
9.	GEE DOSA	110 gms.	
10.	GHEE MASALA DOSA	110 gms	
11.	ONION DOSA	125 gms.	
12.	KEERAI VADA / SPL. VADA	50 gms.	
13.	PLAIN OOTHAPPAM	110 crris.	
14.	ONION OOTHAPPAM	125 gms.	
15.	POORI with MASALA	3 Nos.	
16.	POORI with KHURUMA	3 Nos.	
17.	POORI with CHANNA	3 Nos.	
18.	CHANNA BATURA (Chola Batura)	Each	
19.	SPL. MASALA DOSA	150 gms.	
20.	VADA_CURD	110 gms.	
21.	SPL. SADA DOSA	110 gms.	
22.	SAMBAR VADA	100 gms.	
23.	RASAM VADA	100 gms.	
24.	BAJJI (2 Nos.)	35 gms. Each	
25.	BONDA (Ordinary)	50 gms.	
26.	BONDA (Vegetable)	75 gms.	
27.	CHAPPATHI (2 Nos.) with CHANNA	1 Set	
28.	CHAPPATHI (2 Nos.) with KHURUMA	1 Set	
29.	SAMOSAS (Vegetable) 1 No.	1 Std.Weight	
30.	CUTLET (Vegetable)	1 Std.Weight	
31.	COCONUT RICE	150 gms.	
32.	LEMON RICE	150 gms.	

33.	VEGETABLE RICE	150 gms.	
34.	SAMBAR RICE	150 gms.	
35.	CURD RICE	150 gms.	
36.	TAMARIND RICE	150 gms.	
37.	MEALS – LIMITED*	1 Each	
38.	MEALS – UNLIMITED	1 Each	
39.	MEALS – SPECIAL**	1 Each	
40.	VEGETABLE BIRIYANI	225 gms.	
41.	VEGETABLE FRIED RICE	225 gms.	
42.	VEGETABLE PULAV	225 gms.	
43.	STUFFED ROTI ITEMS	150 gms.	
44.	PANEER TIKKA	1 Plate	
	HOT DRINKS		
45.	COFFEE (Special)	100 ml.	
46.	COFFEE (Ordinary)	100 ml.	
47.	TEA (Special)	100 ml.	
48.	TEA(Ordinary)	100 ml.	
49.	HORLICKS	150 ml.	
50.	BOOST / BOURNVITA	150 ml.	
51.	RAGI MALT	150 ml.	
52.	SEMIYA PAYASAM	150 ml.	
53.	SUKKU COFFEE	100 ml.	
54.	MILK	100 ml.	
55.	BLACK TEA	100 ml.	
	SOFT DRINKS		
56.	SODA	200 ml.	
57.	BUTTER MILK	150 ml.	
	SWEETS		
58.	LADDU	50 gms.	
59.	MYSORE PAUK	50 gms.	
60.	JANGRY	50 gms.	
61.	MILK SWEET	50 gms.	
	SAVOURIES		
62.	KARABOONDI	75 gms.	
63.	OMAPPUDI	75 gms.	
64.	MIXTURE (Ordinary)	75 gms.	

65.	ONION PAKODA	75 gms.	
66.	BUTTER MURUKU	75 gms.	
67.	DILKUSH MIXTURE	75 gms.	
68.	KARA SEV	75 gms	
	NON-VEGETARIAN ITEMS		
69.	CHICKEN BRIYANI + EGG	250 gms.	
70.	CHICKEN CURRY (125 + 120 gms.)	245 gms.	
71.	CHICKEN FRIED RICE	250 gms.	
72.	EGG FRIED RICE	250 gms.	
73.	MUTTON FRY	250 gms.	
74.	MUTTON BRIYANI	250 gms.	
75.	MUTTON KHURUMA	250 gms.	
76.	EGG BRIYANI	250 gms.	
77.	OMELET (2 Eggs)	1 Each	
78.	CHICKEN TIKKA MASALA	1 Plate	
79.	BUTTER CHICKEN	250 gms.	
80.	CHILLY CHICKEN	250 gms.	
81.	EGG SCRAMBLE (2 Eggs)	1 Each	
82.	EGG DOSA	150 ml.	
83.	BREAD OMELET	220 gms.	
	FRESH JUICES		
84.	MOSAMBI	200 ml	
85.	GRAPE	200 ml	
86.	WATER MELON	200 ml	
87.	LEMON	200 ml	
88.	POMEGRANATE	200 ml	
89.	FIG	200 ml	
90.	PAPAYA	200 ml	
91.	APPLE	200 ml	
92.	RED BANANA	200 ml	
93.	MUSK MELON	200 ml	
	MILK SHAKES		
94.	RED BANANA	200 ml	
95.	VANNILA	200 ml	
96.	STRAWBERRY	200 ml	
97.	CHOCOLATE	200 ml	

98.	MANGO	200 ml	
99.	APPLE	200 ml	
100.	MIX FRUIT	200 ml	
101.	BLACK CURRANT	200 ml	
102.	BLUE BERRY	200 ml	
103.	ORANGE	200 ml	
104.	ROSE	200 ml	
105.	TUTTY FRUITY	200 ml	
	ICE CREAMS		
106.	VANNILA	250 ml	
107.	STRAWBERRY	250 ml	
108.	MANGO	250 ml	
109.	BLACK CURRENT	250 ml	
110.	CHOCOLATE	250 ml	
111.	KULFI	250 ml	
112.	TUTTY FRUITY	250 ml	
113.	MIX FRUIT	250 ml	
114.	APPLE	250 ml	
115.	RED BANANA	250 ml	
	CAKES		
116.	WALNUT CAKE	100 gms.	
117.	BANANA CAKE	100 gms.	
118.	FRUIT CAKE	100 gms.	
119.	PLAIN CAKE	100 gms.	
120.	PUDDING CAKE	100 gms.	
121.	CARROT CAKE	100 gms.	
122.	HONEY CAKE	100 gms.	
	PASTRIES		
123.	JAM BUN	200 gms.	
124.	FRUIT PUFF	100 gms.	
125.	COCONUT CREAM BUN	100 gms.	
126.	CORNFLAKES BISCUITES	100 gms.	
127.	COCONUT BISCUITES	100 gms.	
128.	BUTTER BISCUITES	100 gms.	
	CHAT ITEMS		
129.	PANI PURI	70 gms.	

130.	BHEL PURI	70 gms.	
131.	SEV PURI	70 gms.	
132.	MASALA PURI	70 gms.	
133.	CHENNA MASALA	70 gms.	
134.	DHAHI PURI	70 gms.	
135.	KACHORI	70 gms.	

- * Meals includes Rice, Sambar, Rasam, Curd, Poriyal, Kootu, Appalam, Butter Milk, Pickle
** Special Meals includes Sweet, Chappathi-1no., Rice, Sambar, Rasam, Curd, Poriyal, Kootu, Appalam, Butter Milk, Pickle.

Place:

Date:

Signature of the Bidder
Name & Address of the
Bidder with Office Stamp

DETAILS OF EXPERIENCE IN EDUCATIONAL INSTITUTIONS / INDUSTRIES / GOVT. ORGANIZATIONS
(Copies of relevant documents may be enclosed)

Sl.No.	Year	Details of Canteen Operated with Address and Contact No.	Sq. ft. of the Canteen	Consolidated Billing Amount per annum
1.	2017-18			
2.	2018-19			
3.	2019-20			
4.	2020-21			
5.	2021-22			

Certified that the above furnished information is true and correct. IIT Madras is permitted to verify the above details from any of the clients listed above.

Place:

Date:

Signature of the Bidder
 Name & Address of the
 Bidder with Office Stamp

DETAILS OF CAMPUS CAFE FUNCTIONING AT PRESENT*(Copies of relevant documents may be enclosed)*

Sl.No.	Year	Details of Canteen with Address and Contact No.	Sq. ft. of the Canteen	Consolidated Billing Amount per annum
1.	2022-23			

Certified that the above furnished information is true and correct. IIT Madras is permitted to verify the above details from any of the clients listed above.

Place:

Date:

Signature of the Bidder

Name & Address of the Bidder with Office Stamp

DECLARATION OF THE TENDER

It is hereby acknowledged that I/We have gone through all the points listed under “**Scope of work and Terms and Conditions**” of tender document, the same is abided and agreed to be executed. In case, if any of the information furnished by me/us is found false, I/We are fully aware that the tender /contract will be rejected / cancelled by IIT Madras and EMD shall be forfeited.

Signature of the Bidder Name &
Address of the Bidder with Office Stamp

PROFORMA FOR FINANCIAL BID (BOQ)**OPERATING A CAMPUS CAFE TO PROVIDE FOOD AND BEVERAGES IN THE GROUND FLOOR OF IITM CAMPUS CAFE BUILDING**

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

The bidder should quote for all items.

SI No	Name of Items	Weight	Rate (INR)	GST (in %)	Total Amount (INR) (Incl. of GST)
	TIFFIN ITEMS (VEGETARIAN)				
1.	IDLI (2 Nos.)	125 gms.			
2.	MEDU VADA	40 gms.			
3.	MASAL VADA	50 gms.			
4.	PONGAL	150 gms.			
5.	KITCHADI (Rava / Semia)	150 gms.			
6.	UPPUMA (Rava)	150 gms.			
7.	PLAIN DOSA	110 gms.			
8.	MASALA DOSA	150 gms.			
9.	GEE DOSA	110 gms.			
10.	GHEE MASALA DOSA	110 gms			
11.	ONION DOSA	125 gms.			
12.	KEERAI VADA / SPL. VADA	50 gms.			
13.	PLAIN OOTHAPPAM	110 crris.			
14.	ONION OOTHAPPAM	125 gms.			
15.	POORI with MASALA	3 Nos.			
16.	POORI with KHURUMA	3 Nos.			
17.	POORI with CHANNA	3 Nos.			
18.	CHANNA BATURA (Chola Batura)	Each			
19.	SPL. MASALA DOSA	150 gms.			
20.	VADA_CURD	110 gms.			
21.	SPL. SADA DOSA	110 gms.			
22.	SAMBAR VADA	100 gms.			
23.	RASAM VADA	100 gms.			
24.	BAJJI (2 Nos.)	35 gms.Each			
25.	BONDA (Ordinary)	50 gms.			
26.	BONDA (Vegetable)	75 gms.			
27.	CHAPPATHI (2 Nos.) with CHANNA	1 Set			
28.	CHAPPATHI (2 Nos.) with KHURUMA	1 Set			
29.	SAMOSA (Vegetable) 1 No.	1 Std.Weight			

30.	CUTLET (Vegetable)	1 Std.Weight			
31.	COCONUT RICE	150 gms.			
32.	LEMON RICE	150 gms.			
33.	VEGETABLE RICE	150 gms.			
34.	SAMBAR RICE	150 gms.			
35.	CURD RICE	150 gms.			
36.	TAMARIND RICE	150 gms.			
37.	MEALS – LIMITED*	1 Each			
38.	MEALS – UNLIMITED	1 Each			
39.	MEALS – SPECIAL**	1 Each			
40.	VEGETABLE BIRIYANI	225 gms.			
41.	VEGETABLE FRIED RICE	225 gms.			
42.	VEGETABLE PULAV	225 gms.			
43.	STUFFED ROTI ITEMS	150 gms.			
44.	PANEER TIKKA	1 Plate			
	HOT DRINKS				
45.	COFFEE (Special)	100 ml.			
46.	COFFEE (Ordinary)	100 ml.			
47.	TEA (Special)	100 ml.			
48.	TEA (Ordinary)	100 ml.			
49.	HORLICKS	150 ml.			
50.	BOOST / BOURNVITA	150 ml.			
51.	RAGI MALT	150 ml.			
52.	SEMIYA PAYASAM	150 ml.			
53.	SUKKU COFFEE	100 ml.			
54.	MILK	100 ml.			
55.	BLACK TEA	100 ml.			
	SOFT DRINKS				
56.	SODA	200 ml.			
57.	BUTTER MILK	150 ml.			
	SWEETS				
58.	LADDU	50 gms.			
59.	MYSORE PAUK	50 gms.			
60.	JANGRY	50 gms.			
61.	MILK SWEET	50 gms.			

	SAVOURIES				
62.	KARABOONDI	75 gms.			
63.	OMAPPUDI	75 gms.			
64.	MIXTURE (Ordinary)	75 gms.			
65.	ONION PAKODA	75 gms.			
66.	BUTTER MURUKU	75 gms.			
67.	DILKUSH MIXTURE	75 gms.			
68.	KARA SEV	75 gms			
	NON-VEGETARIAN ITEMS				
69.	CHICKEN BRIYANI + EGG	250 gms.			
70.	CHICKEN CURRY (125 + 120 gms.)	245 gms.			
71.	CHICKEN FRIED RICE	250 gms.			
72.	EGG FRIED RICE	250 gms.			
73.	MUTTON FRY	250 gms.			
74.	MUTTON BRIYANI	250 gms.			
75.	MUTTON KHURUMA	250 gms.			
76.	EGG BRIYANI	250 gms.			
77.	OMELET (2 Eggs)	1 Each			
78.	CHICKEN TIKKA MASALA	1 Plate			
79.	BUTTER CHICKEN	250 gms.			
80.	CHILLY CHICKEN	250 gms.			
81.	EGG SCRAMBLE (2 Eggs)	1 Each			
82.	EGG DOSA	150 ml.			
83.	BREAD OMELET	220 gms.			
	FRESH JUICES				
84.	MOSAMBI	200 ml			
85.	GRAPE	200 ml			
86.	WATER MELON	200 ml			
87.	LEMON	200 ml			
88.	POMEGRANATE	200 ml			
89.	FIG	200 ml			
90.	PAPAYA	200 ml			
91.	APPLE	200 ml			
92.	RED BANANA	200 ml			
93.	MUSK MELON	200 ml			

	MILK SHAKES				
94.	RED BANANA	200 ml			
95.	VANNILA	200 ml			
96.	STRAWBERRY	200 ml			
97.	CHOCOLATE	200 ml			
98.	MANGO	200 ml			
99.	APPLE	200 ml			
100.	MIX FRUIT	200 ml			
101.	BLACK CURRANT	200 ml			
102.	BLUE BERRY	200 ml			
103.	ORANGE	200 ml			
104.	ROSE	200 ml			
105.	TUTTY FRUITY	200 ml			
	ICE CREAMS				
106.	VANNILA	250 ml			
107.	STRAWBERRY	250 ml			
108.	MANGO	250 ml			
109.	BLACK CURRENT	250 ml			
110.	CHOCOLATE	250 ml			
111.	KULFI	250 ml			
112.	TUTTY FRUITY	250 ml			
113.	MIX FRUIT	250 ml			
114.	APPLE	250 ml			
115.	RED BANANA	250 ml			
	CAKES				
116.	WALNUT CAKE	100 gms.			
117.	BANANA CAKE	100 gms.			
118.	FRUIT CAKE	100 gms.			
119.	PLAIN CAKE	100 gms.			
120.	PUDDING CAKE	100 gms.			
121.	CARROT CAKE	100 gms.			
122.	HONEY CAKE	100 gms.			
	PASTRIES				
123.	JAM BUN	200 gms.			
124.	FRUIT PUFF	100 gms.			
125.	COCONUT CREAM BUN	100 gms.			

126.	CORNFLAKES BISCUITES	100 gms.			
127.	COCONUT BISCUITES	100 gms.			
128.	BUTTER BISCUITES	100 gms.			
	CHAT ITEMS				
129.	PANI PURI	70 gms.			
130.	BHEL PURI	70 gms.			
131.	SEV PURI	70 gms.			
132.	MASALA PURI	70 gms.			
133.	CHENNA MASALA	70 gms.			
134.	DHAHI PURI	70 gms.			
135.	KACHORI	70 gms.			

Place:

Date:

Signature of the Bidder
Name & Address of the
Bidder with Office Stamp

(To be given on the letter head of the bidder)

No. _____

Dated: _____

CERTIFICATE

I have read the clause regarding restrictions on procurement from a bidder of a country which shares a land border with India and hereby certify that I am not from such a country.

OR (whichever is applicable)

I have read the clause regarding restrictions on procurement from a bidder of a country which shares a land border with India and hereby certify that I from _____ (Name of Country) and has been registered with the Competent Authority. I also certify that I fulfill all the requirements in this regard and is eligible to be considered.

(Copy/ evidence of valid registration by the Competent Authority is to be attached)

Place:

Date:

Signature of the Bidder
Name & Address of the
Bidder with Office Stamp

FORMAT FOR SELF-CERTIFICATION UNDER PUBLIC PROCUREMENT POLICY
(PREFERENCE TO MAKE IN INDIA) 2017

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

Name of the Service: **OPERATING A CAMPUS CAFE TO PROVIDE FOOD AND BEVERAGES IN THE GROUND FLOOR OF IITM CAMPUS CAFE BUILDING**

Date: _____

I/We _____ S/o, D/o, W/o, _____ resident
of _____ hereby solemnly
affirm and declare as under:

That I will agree to abide by the terms and conditions of the Public Procurement (Preference to Make in India) Policy vide GoI Order no. P-45021/2/2017-PP (B.E.-II) dated 15.06.2017 (subsequently revised vide orders dated 28.05.2018, 29.05.2019 and 04.06.2020) MOCI order No. 45021/2/2017-PP (BE II) Dt.16th September 2020 & P- 45021/102/2019-BE-II-Part(1) (E-50310) Dt.4th March 2021 and any subsequent modifications/Amendments, if any and

That the local content for all inputs which constitute the said item/service/work has been verified by me and I am responsible for the correctness of the claims made therein.

Tick (✓) and Fill the Appropriate Category	
<input type="checkbox"/>	I/We _____ [name of the supplier] hereby confirm in respect of quoted items that Local Content is equal to or more than 50% and come under “Class-I Local Supplier” category.
<input type="checkbox"/>	I/We _____ [name of the supplier] hereby confirm in respect of quoted items that Local Content is equal to or more than 20% but less than 50% and come under “Class-II Local Supplier” category.

The details of the location (s) at which the local value addition is made and the proportionate value of local content in percentage

Percentage of Local content : _____ %**
Location at which value addition done : _____

For and on behalf of (Name of firm/entity)

Authorized signatory (To be duly authorized by the Board of Directors)

<Insert Name, Designation and Contact No.>

[Note: In case of procurement for a value in excess of Rs. 10 Crores, the bidders shall provide this certificate from statutory auditor or cost auditor of the company (in the case of companies) or from a practicing cost accountant or practicing chartered accountant (in respect of suppliers other than companies) giving the percentage of local content.]

This letter should be on the letterhead of the quoting firm and should be signed by a competent authority.

** Services such as transportation, insurance, installation, commissioning, and training and after sales service support like AMC/CMC cannot be claimed as local value addition

<Insert Name, Designation and Contact No.>

(To be given on the letter head of the bidder)

Self-Declaration that the Service Provider has not been Blacklisted

I S/o
R/o police station District Director
/ partner/ sole proprietor (Strike out whichever is not applicable) of
..... (Firm or Company) do hereby declare and solemnly affirm:

- I. That the Firm has not been Blacklisted or declared insolvent by any of the Union or State Government / Organization.
- II. That none of the individual / firm / Company Blacklisted or any partners or shareholder thereof has any connection directly or indirectly with or has any subsistence interest in the deponent business / firm company.
- III. That neither the Firm nor any of its partner has been involved / convicted in any criminal case / economic offence nor any criminal case / economic offence is pending against firm or any partner of the Firm before any Court of Law / Police.

Place:
Date:

Signature of the Bidder
Name & Address of the
Bidder with Office Stamp