

Notice Inviting Quotation (E-Procurement mode)

INDIAN INSTITUTE OF TECHNOLOGY DELHI

HAUZ KHAS, NEW DELHI-110016

Dated: 20/06/2017

Open Tender Notice No.IITD/ISTA(SP-1072)/2017

Old Tender Reference No.IITD/ISTA(SP-715)/2016 & Old tender ID -2016_IIT_147875_1

Indian Institute of Technology Delhi is in the process of running Staff Canteen as per details given below:-

Details of the item	Running of Staff Canteen in IIT Delhi
Earnest Money Deposit to be submitted	Rs. 50,000/-

Tender Documents may be downloaded from Central Public Procurement Portal <http://eprocure.gov.in/eprocure/app> . Aspiring Bidders who have not enrolled / registered in e-procurement should enroll / register before participating through the website <http://eprocure.gov.in/eprocure/app> . The portal enrolment is free of cost. Bidders are advised to go through instructions provided at ‘Instructions for online Bid Submission ‘.

Tenderers can access tender documents on the website (For searching in the NIC site, kindly go to Tender Search option and type ‘IIT’. Thereafter, Click on “GO” button to view all IIT Delhi tenders). Select the appropriate tender and fill them with all relevant information and submit the completed tender document online on the website <http://eprocure.gov.in/eprocure/app> as per the schedule given in the next page.

No manual bids will be accepted. All quotation (both Technical and Financial should be submitted in the E-procurement portal).

Schedule

Name of Organization	Indian Institute of Technology Delhi
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)	Work
Product Category (Civil Works/Electrical Works/Fleet Management/ Computer Systems)	Others
Source of Fund (Institute/Project)	-
Is Multi Currency Allowed	No (INR)
Date of Issue/Publishing	20/06/2017 (14:00 Hrs)
Document Download/Sale Start Date	20/06/2017 (14:00 Hrs)
Document Download/Sale End Date	04/07/2017 (15:00 Hrs)
Date for Pre-Bid Conference	-
Venue of Pre-Bid Conference	-
Last Date and Time for Uploading of Bids	04/07/2017 (15:00 Hrs)
Date and Time of Opening of Technical Bids	06/07/2017 (15:00 Hrs)
Tender Fee	Rs. NIL (For Tender Fee)
EMD	Rs. 50,000/- (For EMD) (To be paid through RTGS/NEFT. IIT Delhi Bank details are as under: Name of the Bank A/C : IITD Revenue Account SBI A/C No. : 10773572622 Name of the Bank : State Bank of India, IIT Delhi, Hauz Khas, New Delhi-110016 IFSC Code : SBIN0001077 MICR Code : 110002156 Swift No. : SBININBB547 (This is mandatory that UTR Number is provided in the on-line quotation/bid. (Kindly refer to the UTR Column of the Declaration Sheet at Annexure-II)
No. of Covers (1/2/3/4)	02
Bid Validity days (180/120/90/60/30)	180 days (From last date of opening of tender)
Address for Communication	Student Affairs Section, IIT Delhi
Contact No.	26591766, 26591747
Fax No.	-
Email Address	mukeshchanda26376@yahoo.in

**Chairman Purchase Committee
(Buyer Member)**

Instructions for Online Bid Submission:

As per the directives of Department of Expenditure, this tender document has been published on the Central Public Procurement Portal ([URL:http://eprocure.gov.in/eprocure/app](http://eprocure.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:

<http://eprocure.gov.in/eprocure/app>

REGISTRATION

- 1) Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal ([URL:http://eprocure.gov.in/eprocure/app](http://eprocure.gov.in/eprocure/app)) by clicking on the link “Click here to Enroll”. Enrolment on the CPP Portal is free of charge.
- 2) As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
- 3) 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.
- 4) 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.), with their profile.
- 5) Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSCs to others which may lead to misuse.
- 6) Bidder then logs in to the site through the secured log-in by entering their user ID / password and the password of the DSC / eToken.

SEARCHING FOR TENDER DOCUMENTS

- 1) 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.
- 2) 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 Tenders’ folder. This would enable the CPP Portal to intimate the bidders through SMS / e-mail in case there is any corrigendum issued to the tender document.
- 3) 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.

PREPARATION OF BIDS

- 1) Bidder should take into account any corrigendum published on the tender document before submitting their bids.
- 2) Please 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.

- 3) Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF / XLS / RAR / DWF formats. Bid documents may be scanned with 100 dpi with black and white option.
- 4) 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, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use “My Space” area available to them to upload such documents. These documents may be directly submitted from the “My Space” 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.

SUBMISSION OF BIDS

- 1) Bidder should log into the site well in advance for bid submission so that he/she upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
- 2) The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
- 3) Bidder has to select the payment option as “on-line” to pay the tender fee / EMD as applicable and enter details of the instrument. Whenever, EMD / Tender fees is sought, bidders need to pay the tender fee and EMD separately on-line through RTGS (Refer to Schedule, Page No.2).
- 4) A standard BoQ format has been provided 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 white colored (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BoQ file is found to be modified by the bidder, the bid will be rejected.

OR

In some cases Financial Bids can be submitted in PDF format as well (in lieu of BOQ).

- 5) 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.
- 6) All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128 bit encryption technology. Data storage encryption of sensitive fields is done.
- 7) The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- 8) 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.
- 9) Kindly add scanned PDF of all relevant documents in a single PDF file of compliance sheet.

ASSISTANCE TO BIDDERS

- 1) 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.
- 2) 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 1800 233 7315.

General Instructions to the Bidders

- 1) The tenders will be received online through portal <http://eprocure.gov.in/eprocure/app> . In the Technical Bids, the bidders are required to upload all the documents in .pdf format.
- 2) 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://eprocure.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://eprocure.gov.in/eprocure/app> under the link “Information about DSC”.
- 3) Tenderer are advised to follow the instructions provided in the ‘Instructions to the Tenderer for the e-submission of the bids online through the Central Public Procurement Portal for e Procurement at <https://eprocure.gov.in/eprocure/app> .

**STUDENT AFFAIRS SECTION
Indian Institute of Technology
Hauz Khas, New Delhi-110 016**

NOTICE INVITING QUOTATIONS

Dated: 20 /06/2017

Subject : Running of Staff Canteen

Invitation for Tender Offers

Indian Institute of Technology Delhi invites online Bids (Technical bid and Commercial bid) from eligible and experienced reputed firms for running of Staff Canteen on contract basis initially for a period one year and extendable upto a maximum period of five year at Indian Institute of Technology Delhi as per terms & conditions specified in the tender document, which is available on CPP Portal <http://eprocure.gov.in/eprocure/app>

**IMPORTANT INFORMATION FOR THE APPLICANTS
TENDER FORM FOR RUNNING THE STAFF CANTEEN**

1. Trade for which license will be given is as under:

Location of Canteen	Area	Purpose
At IIT Delhi	Covered area: 4940 sq ft.	Canteen

- a) An amount of Rs.10,000/- on account of license fee will be charged per month.
- b) Opening hours of the Canteen: **9.00 AM to 9.00 PM from Monday to Saturday.**
- c) Only IIT Delhi students, faculty, staff and their families, and their accompanying guests are allowed in the Canteen.
- d) First 2000 electricity units will be free **per month.**
- e) Water will be provided free of charge.
- g) Civil and electrical maintenance of canteen will be taken care of by the vendor.
- h) Lifting of left over food /pigry-food will be arranged by the vendor.

TENDER FORM must be accompanied by the earnest money of Rs. 50,000/- (Rupees fifty thousand only) in the form of a Bank Draft/Banker's Cheque in favour of "**Registrar, IIT Delhi**" payable at New Delhi. The Tender form without earnest money will not be considered.

2. The applicant should have minimum Five years experience in running cafeteria/ canteen /restaurant in reputed schools / colleges / institution/ Industrial Unit /MNCs serving minimum 1000 customers /clients and should have a minimum **financial turnover of Rs. 25 (twenty five) lakh per annum**, for the past consequent three years. The firm applying for tender must submit audited balance sheet for past three years along with Technical Bids. The firm should not have incurred losses in more than two years during last five years.
3. A complete set of Tender forms will be returned duly filled in with signature on all pages, additional sheets, if required, shall be attached duly signed.
4. Initially the license will be awarded for **One year** renewable every year for a period maximum upto **five years**. The performance of the establishment will be continuously judged by the Competent Authority of I.I.T. Delhi. If the performance is not found satisfactory at any stage, a notice to improve the performance would be issued. If even after that the performance continues to be unsatisfactory, the license may be cancelled after giving due notice.
5. If at any stage the Contractor or his employee(s) is/are found to be involved in any uncalled for activity inside or outside the premises of the Institute, which may bring disrepute to the Institute, the license is liable to be terminated by the Competent Authority by giving one month's notice.
6. In case of non-payment of dues and in the event of breach of any of the terms and conditions contained herein, the allotment of the Canteen is liable to be cancelled by giving one month's notice as provided in the license deed.
7. The Licensee once allotted for running the canteen(s) in the campus, will not be considered to participate in allotment of another commercial establishment in the campus during the entire period of its stay in the campus.
8. The Licensee/his servant(s)/his nominee will not be permitted night stay in the allotted premises.
9. One-month license fee along with the Security Deposit equal to six months license fee will have to be deposited within five days from the date of allotment of the specified premises.
10. The premises of the Canteen will be used only for the purpose for which the allotment is made and not for any other purpose without the written permission of the Competent Authority of the Institute.
11. The Licensee will not be permitted to franchise the Canteen for any commercial activity.
12. No person with any adverse record with the police will be allowed to be associated with the Canteen(s).
13. **The License fee as per rule, electricity charges (beyond 2000 units per month)** must be deposited by the allottee in time and copy of the receipt to be deposited with the Estate & Works Section. Non- submission of dues in time may lead to imposition of penalty/fine and/or to cancellation of License.
14. The Licensee will have to execute and sign a License Deed on one hundred rupees Non-Judicial Stamp Paper as per the Institute format.
15. Late conditional tenders / application forms will be summarily **rejected**.
16. No Commercial Vehicles of the Licensee will be allowed to be parked in the premises and these will have to leave the Campus after loading / unloading.
17. Licensee will ensure all safety measures including Fire Risk due to equipments/oven/fridge etc. being used in the Canteen premises.
18. No child below 18 years of age will be employed by the licensee.

19. The modern state of the art equipment should be in use in presently running canteen, cafeteria, kitchen, etc. maintaining the cleanliness and hygienic conditions as desired by the latest methods for operating the same.
20. All required Licenses for running the canteen/cafeteria will be obtained from the Local Bodies by the Licensee at his own expenses.
21. Arrangement for lifting of left-over food (no other wastage) will be made by the vendor.
22. Items as per list specified in ‘**Category A**’ (enclosed) will be on Rate Contract basis. Additional items can be provided by the Firm and will have to be listed in ‘**Category B**’ (to be prepared by the applicant Firm) as per choice of the Firm. The rates quoted for items in ‘Categories A & B will be the guiding factor for taking decision in the matter.
23. All Firms applying for the Canteen must have valid STCC, VAT/TIN No. etc.
24. Prices are to be displayed on the Rate List at a conspicuous place in the Canteen.
25. Any tax imposed by any Govt. Agency due to this Canteen will be borne by the Licensee.
26. The health of workers shall be the responsibility of the Licensee. Labour employed shall not have any communicable disease. A certificate to this effect shall be submitted annually by the licensee.
27. All the workers shall be properly dressed during Canteen timings.
28. The Licensee cannot occupy any outside space without prior permission of the Institute.
29. Authorities of IIT Delhi reserve the right to reject any or all the Tenders / Applications without assigning any reason therefor.
30. EARNEST MONEY WILL BE FORFEITED ON NON-ACCEPTANCE OF THE SPECIFIED PREMISES ALLOTTED.

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- Note:**
- i) Only branded raw edible material shall be used by the vendor.
 - ii) Technical and commercial bids shall be placed and sealed in **three** different envelopes [(i) Earnest money (ii) Technical Bid and (iii) Financial Bid] and then be placed in a **single envelope**.
 - iii) Financial bids only of those Firms shall be opened which qualify in Technical Bids.

TECHNICAL SPECIFICATION:

MENU FOR STAFF CANTEEN

CATEGORY ‘A’

Sl. No.	ITEMS	QUANTITY / WEIGHT	Remarks, if any
1.	Tea/Dip Tea	150 ML	
2.	Coffee	150 ML	
3.	Mango Shake	250 ML	Any one on rotational basis
	Banana Shake		
	Lassi		
4.	Vegetable Sandwich	80 gm	Any one on rotational basis
	Paneer Sandwich	80 gm	
	Egg Sandwich	One egg with two slices	
5.	Omelette	One egg with two slices	
6.	Egg Bhurji	One Egg	
7.	Egg Boiled	One	
8.	Vegetable Maggi	One Pkt.	
Breakfast (Timings 9.00 am to 11.00 am)			
9.	Alu Onion Parantha	200 gm	Any two on rotational basis
	Alu Parantha	200 gm	
	Gobi Parantha	200 gm	
	Egg Parantha	200 gm	
	Paneer Parantha	200 gm	
10.	Butter Slice	2 Slices	
11.	Jam Toast	2 Slices	
12.	Bread Pakora	80-90 gm	
13.	Samosa	One (50 gm)	
Lunch Items (Timings 12.30 pm to 2.00 pm)			
14.	Palak Paneer	200 gm	Any one on rotational basis
	Mutter Paneer	200 gm	
	Shahi Paneer	200 gm	
	Kadai Paneer	200 gm	
	Mutter Mushroom	200 gm	
15.	Seasonal Vegetables	200 gm	Any one at a time
	Mix Vegetables	200 gm	
16.	Kadi Pakora	200 gm	Any two on rotational basis
	Dal Makhani	200 gm	
	Dal Fry	200 gm	
	Rajma/Chholey	200 gm	
	Choley Bhature	200 gm	
17.	Egg Curry	One egg	
Rice Items			
18.	Plain Rice (Full)	150 gm	
	Plain Rice (Half)	100 gm	
19.	Peas Pulao (full)	200 gm	
	Peas Pulao (Half)	100 gm	
TANDOORI ITEMS			
20.	Tandoor Roti	50 gm	Any two (depending on demand) on rotational basis
	Tawa Roti	50 gm	
	Plain Parantha	50 gm	
	Stuff Parantha	50 gm	

	Plain Naan	50 gm	
	Butter Naan	50 gm	
	Stuff Naan	50 gm	
21.	Plain Thali: A) Dal/Rajma/Chhole (150 gms) B) Seasonal/Mixed Veg (150 gms) C) 2 Naan (150 gms each) or 3 Chapaties (100 gms each) D) Rice Plain (150 gms) E) Raita & Salad	800 + gms	
Evening Snacks (Timings 4.00 pm to 7.30 pm)			
22.	Vegetable Cuttlet (2 small)	40 gm each	Any one on rotational basis
	Kachori (with alu subzi) (Two)	40 gm each	
23.	Samosa	One (50 gm)	
24.	Namak pare	100 gm	
25.	Mixed Pakora (Half Plate)	100 gm	
SWEET DISHES			
26.	Badam Kheer	150 gm	Any two/three on rotational basis
27.	Gulab Jamun	50 gm	
28.	Balushai	50 gm	
29.	Besan Laddoo	50 gm	
30.	Besan Burfi	50 gm	
31.	Jalebi	100 gms/per kg.	
CHOWMIN			
32.	Veg. (full)	150 gm	
	Veg. (Half)	100 gm	
33.	Egg (Full)	150 gm	
	Egg (Half)	100 gm	

Note: Cold drinks & Ice creams and branded biscuits, chips etc. will be as per MRP

CATEGORY 'B'

Sr. No.	ITEMS	QUANTITY WEIGHT
1.	Milk Tea	150 ML
2.	Milk	150 ML
3.	Milk Coffee	150 ML
4.	Black Coffee	150 ML
5.	Cold Coffee	150 ML

6.	Egg Maggi	One Pkt.
7.	Paneer Bread Pakora	110 gm
8.	Juice Items	
9.	Mausmi Juice	250 ml
10.	Pomegranate Juice	250 ml
11.	Mixed Fruit Juice	250 ml
12.	Ice Cream (Mother dairy/Harmor/Amul)	
	Lunch Items	
13.	Paneer Masala	200 gm
14.	Malai Kofta	200 gm
15.	Curry Pakora	200 gm
	Rice	
16.	Zeera Fried Rice (full)	150 gm
17.	Zeera Fried Rice (Half)	100 gm
18.	Paneer Pulao (full)	200 gm
19.	Paneer Pulao (Half)	100 gm
	TANDOORI ITEMS	
20.	Paneer Tikka (5 Piece)	150 gm
21.	Special Thali Dishes	Weight (900 + gms)
	Veg. Thali Items: (Special) Paneer Masala/Rashmi Paneer/Kadai Paneer/Shahi Paneer/Mutter Paneer/Palak Paneer (150 gms), Dalmakhni/Dal Fry/Chhole (150 gms), Seasonal Vegetable (150 gms), Raita/Dahi, Peas Pulao/Zera Rice/Plain Rice (150 gms), Roti (2 chapati & one Naan), Salad	
	Evening Snacks (Timings 4.00 pm to 7.30 pm)	
22.	Gobi Pakora	100 gm
23.	Onion Pakora	100 gm
24.	Palak Pakora	100 gm
25.	Alu Pakora	100 gm
26.	Paneer Pakora	100 gm

A complete set of tender documents* may be Download by prospective bidder free of cost from the website <http://eprocure.gov.in/eprocure/app>. Bidder has to make payment of requisite fees (i.e. Tender fees (if any) and EMD) online through RTGS/NEFT only.

Requirement of contractor for running Staff Canteen in IIT Delhi

Sealed tender are invite on behalf of Chairman, Board of Governors, IIT Delhi form the reputed firms for running Staff Canteen on contract basis at Indian Institute of Technology Delhi.

The reputed firm that fulfills the following criteria shall be eligible to apply.

- 1) The agency should be having a minimum experience of 5 years in running canteen in large Institution/MNC/Industrial unit (having at least 1000 strength).
- 2) The agency should have a minimum financial turnover of Rs. 25 Lakhs per annum from the relevant business during the last three consecutive years (i.e Rs. 75 Lakhs for last three years).

- 3) The agency should not have incurred losses in more than 2 years during last five years ending.
- 4) The agency should produce a solvency certificate from schedule bank for an amount not less than Rs. 25 Lakhs.
- 5) The agency should produce PAN No. and Service Tax No.
- 6) The agency should have sales tax registration No. & should produce latest VAT clearance certificate
- 7) There shall be 33 controlled rates items as per Category "A" to be served from 9:00 am to 7:00 pm. The rates which in both the cases (controlled & decontrolled) will be approved by the Competent Authority.
- 8) The following evaluation system may be adopted by the committee for evaluation of technical bid:-
 - a) Presentation before committee - 40 marks
 - b) Quality of operation being run currently - 40 marks
 - c) Site visit to the existing outlets - 20 marks

(Qualifying marks shall be 50% in individual criterion and 60% over all).

Terms & Conditions Details

Sl. No.	Specification
1.	Due date: The tender has to be submitted on-line before the due date. The offers received after the due date and time will not be considered. No manual bids will be considered.
2.	<p>Preparation of Bids: The offer/bid should be submitted in two bid systems (i.e.) Technical bid and financial bid. The technical bid should consist of all technical details along with commercial terms and conditions. Financial bid should indicate item wise price for the items mentioned in the technical bid in the given format i.e BOQ_XXXX.</p> <p>OR</p> <p>Financial Bids to be submitted in PDF format.</p> <p>The Technical bid and the financial bid should be submitted Online.</p>
3.	EMD (if applicable): The tenderer should submit an EMD amount through RTGS/NEFT. The Technical Bid without EMD would be considered as UNRESPONSIVE and will not be accepted. The EMD will be refunded without any interest to the unsuccessful bidders after the award of contract. Refer to Schedule (at page 1 of this document) for its actual place of submission.
4.	Refund of EMD: The EMD will be returned to unsuccessful Tenderer only after the Tenders are finalized. In case of successful Tenderer, it will be retained till the successful and complete installation of the equipment.
5.	Opening of the tender: The online bid will be opened by a committee duly constituted for this purpose. Online bids (complete in all respect) received along with EMD (if any) will be opened as mentioned at “Annexure: Schedule” in presence of bidders representative if available. Only one representative will be allowed to participate in the tender opening. Bid received without EMD (if present) will be rejected straight way. The technical bid will be opened online first and it will be examined by a technical committee (as per specification and requirement). The financial offer/bid will be opened only for the offer/bid which technically meets all requirements as per the specification, and will be opened in the presence of the vendor’s representatives subsequently for further evaluation. The bidders if interested may participate on the tender opening Date and Time. The bidder should produce authorization letter from their company to participate in the tender opening.
6.	Acceptance/ Rejection of bids: The Committee reserves the right to reject any or all offers without assigning any reason.
7.	<p>Pre-qualification criteria:</p> <p>(i) Non-compliance of tender terms, non-submission of required documents, lack of clarity of the specifications, contradiction between bidder specification and supporting documents etc. may lead to rejection of the bid.</p>
8.	<p>Notices: For the purpose of all notices, the following shall be the address of the Purchaser and Supplier.</p> <p>Purchaser: Assistant Registrar, Student Affairs Section Indian Institute of Technology Hauz Khas, New Delhi-110016.</p> <p>Supplier: (To be filled in by the supplier)</p> <p>_____</p> <p>-----</p> <p>-----</p>

9.	<p>Resolution of Disputes: The dispute resolution mechanism to be applied pursuant shall be as follows:</p> <ul style="list-style-type: none"> • In case of Dispute or difference arising between the Purchaser and a domestic supplier relating to any matter arising out of or connected with this agreement, such disputes or difference shall be settled in accordance with the Indian Arbitration & Conciliation Act, 1996, the rules there under and any statutory modifications or re-enactments thereof shall apply to the arbitration proceedings. The dispute shall be referred to the Director, Indian Institute of Technology (IIT) Delhi and if he is unable or unwilling to act, to the sole arbitration of some other person appointed by him willing to act as such Arbitrator. The award of the arbitrator so appointed shall be final, conclusive and binding on all parties to this order. • In the case of a dispute between the purchaser and a Foreign Supplier, the dispute shall be settled by arbitration in accordance with provision of sub-clause (a) above. But if this is not acceptable to the supplier then the dispute shall be settled in accordance with provisions of UNCITRAL (United Nations Commission on International Trade Law) Arbitration Rules. • The venue of the arbitration shall be the place from where the order is issued.
10.	<p>Applicable Law: The Contract shall be interpreted in accordance with the laws of the Union of India and all disputes shall be subject to place of jurisdiction (New Delhi (Delhi) INDIA).</p>
11.	<p>Notices</p> <ul style="list-style-type: none"> • Any notice given by one party to the other pursuant to this contract/order shall be sent to the other party in writing or by cable, telex, FAX or e mail and confirmed in writing to the other party's address. • A notice shall be effective when delivered or on the notice's effective date, whichever is later.
12.	<p>Taxes Suppliers shall be entirely responsible for all taxes, duties, license fees, octroi, road permits, etc., incurred until delivery of the contracted Goods to the Purchaser. However, VAT in respect of the transaction between the Purchaser and the Supplier shall be payable extra, if so stipulated in the order.</p>
13.	<p>Disputes and Jurisdiction: Any legal disputes arising out of any breach of contract pertaining to this tender shall be settled in the court of competent jurisdiction located within New Delhi.</p>
14.	<p>Compliance certificate: This certificate must be provided indicating conformity to the technical specifications. (Annexure-I)</p>

COMPLIANCE SHEET

TECHNICAL SPECIFICATION

CATEGORY 'A'

Sl. No.	ITEMS	QUANTITY / WEIGHT	Remarks, if any	Compliance (Yes/No)
1.	Tea/Dip Tea	150 ML		
2.	Coffee	150 ML		
3.	Mango Shake	250 ML	Any one on rotational basis	
	Banana Shake			
	Lassi			
4.	Vegetable Sandwich	80 gm	Any one on rotational basis	
	Paneer Sandwich	80 gm		
	Egg Sandwich	One egg with two slices		
5.	Omelette	One egg with two slices		
6.	Egg Bhurji	One Egg		
7.	Egg Boiled	One		
8.	Vegetable Maggi	One Pkt.		
Breakfast (Timings 9.00 am to 11.00 am)				
9.	Alu Onion Parantha	200 gm	Any two on rotational basis	
	Alu Parantha	200 gm		
	Gobi Parantha	200 gm		
	Egg Parantha	200 gm		
	Paneer Parantha	200 gm		
10.	Butter Slice	2 Slices		
11.	Jam Toast	2 Slices		
12.	Bread Pakora	80-90 gm		
13.	Samosa	One (50 gm)		
Lunch Items (Timings 12.30 pm to 2.00 pm)				
14.	Palak Paneer	200 gm	Any one on rotational basis	
	Mutter Paneer	200 gm		
	Shahi Paneer	200 gm		
	Kadai Paneer	200 gm		
	Mutter Mushroom	200 gm		
15.	Seasonal Vegetables	200 gm	Any one at a time	
	Mix Vegetables	200 gm		
16.	Kadi Pakora	200 gm	Any two on rotational basis	
	Dal Makhani	200 gm		
	Dal Fry	200 gm		
	Rajma/Chholey	200 gm		
	Choley Bhature	200 gm		
17.	Egg Curry	One egg		
Rice Items				
18.	Plain Rice (Full)	150 gm		
	Plain Rice (Half)	100 gm		
19.	Peas Pulao (full)	200 gm		
	Peas Pulao (Half)	100 gm		
TANDOORI ITEMS				
20.	Tandoor Roti	50 gm	Any two (depending on demand) on rotational basis	
	Tawa Roti	50 gm		
	Plain Parantha	50 gm		
	Stuff Parantha	50 gm		
	Plain Naan	50 gm		
	Butter Naan	50 gm		
	Stuff Naan	50 gm		
21.	Plain Thali:	800 + gms		

	A) Dal/Rajma/Chhole (150 gms) B) Seasonal/Mixed Veg (150 gms) C) 2 Naan (150 gms each) or 3 Chapaties (100 gms each) D) Rice Plain (150 gms) E) Raita & Salad			
Evening Snacks (Timings 4.00 pm to 7.30 pm)				
22.	Vegetable Cuttlet (2 small)	40 gm each	Any one on rotational basis	
	Kachori (with alu subzi) (Two)	40 gm each		
23.	Samosa	One (50 gm)		
24.	Namak pare	100 gm		
25.	Mixed Pakora (Half Plate)	100 gm		
SWEET DISHES				
26.	Badam Kheer	150 gm	Any two/three on rotational basis	
27.	Gulab Jamun	50 gm		
28.	Balushai	50 gm		
29.	Besan Laddoo	50 gm		
30.	Besan Burfi	50 gm		
31.	Jalebi	100 gms/per kg.		
CHOWMIN				
32.	Veg. (full)	150 gm		
	Veg. (Half)	100 gm		
33.	Egg (Full)	150 gm		
	Egg (Half)	100 gm		

Note: Cold drinks & Ice creams and branded biscuits, chips etc. will be as per MRP

CATEGORY 'B'

Sr. No.	ITEMS	QUANTITY WEIGHT	Compliance (Yes/No)
1.	Milk Tea	150 ML	
2.	Milk	150 ML	
3.	Milk Coffee	150 ML	
4.	Black Coffee	150 ML	
5.	Cold Coffee	150 ML	
6.	Egg Maggi	One Pkt.	
7.	Paneer Bread Pakora	110 gm	
8.	Juice Items		
9.	Mausmi Juice	250 ml	
10.	Pomegranate Juice	250 ml	
11.	Mixed Fruit Juice	250 ml	
12.	Ice Cream (Mother dairy/Harmor/Amul)		
	Lunch Items		
13.	Paneer Masala	200 gm	
14.	Malai Kofta	200 gm	
15.	Curry Pakora	200 gm	
	Rice		
16.	Zeera Fried Rice (full)	150 gm	

17.	Zeera Fried Rice (Half)	100 gm	
18.	Paneer Pulao (full)	200 gm	
19.	Paneer Pulao (Half)	100 gm	
	TANDOORI ITEMS		
20.	Paneer Tikka (5 Piece)	150 gm	
21.	Special Thali Dishes	Weight (900 + gms)	
	Veg. Thali Items: (Special) Paneer Masala/Rashmi Paneer/Kadai Paneer/Shahi Paneer/Mutter Paneer/Palak Paneer (150 gms), Dalmakhni/Dal Fry/Chhole (150 gms), Seasonal Vegetable (150 gms), Raita/Dahi, Peas Pulao/Zera Rice/Plain Rice (150 gms), Roti (2 chapati & one Naan), Salad		
	Evening Snacks (Timings 4.00 pm to 7.30 pm)		
22.	Gobi Pakora	100 gm	
23.	Onion Pakora	100 gm	
24.	Palak Pakora	100 gm	
25.	Alu Pakora	100 gm	
26.	Paneer Pakora	100 gm	

I have also enclosed all relevant documents in support of my claims, (as above) in the following pages.

Signature of Bidder

Name: _____

Designation: _____

Organization Name: _____

Contact No. : _____

**<< Organization Letter Head >>
DECLARATION SHEET**

We, _____ hereby certify that all the information and data furnished by our organization with regard to this tender specification are true and complete to the best of our knowledge. I have gone through the specification, conditions and stipulations in details and agree to comply with the requirements and intent of specification.

This is certified that our organization has been authorized (Copy attached) by the OEM to participate in Tender. We further certified that our organization meets all the conditions of eligibility criteria laid down in this tender document. Moreover, OEM has agreed to support on regular basis with technology / product updates and extend support for the warranty.

The prices quoted in the financial bids are subsidized due to academic discount given to IIT Delhi.

We, further specifically certify that our organization has not been Black Listed/De Listed or put to any Holiday by any Institutional Agency/ Govt. Department/ Public Sector Undertaking in the last three years.	NAME & ADDRESS OF THE Vendor/ Manufacturer / Agent
1 Phone	
2 Fax	
3 E-mail	
4 Contact Person Name	
5 Mobile Number	
6 TIN Number	
7 PAN Number	
(In case of on-line payment of Tender Fees)	
8 UTR No. (For Tender Fee)	
(In case of on-line payment of EMD)	
9 UTR No. (For EMD)	
10 Kindly provide bank details of the bidder in the following format: a) Name of the Bank	
b) Account Number	
c) Kindly attach scanned copy of one Cheque book page to enable us to return the EMD to unsuccessful bidder	

(Signature of the Tenderer)

Name:

Seal of the Company

Bid Submission

Online Bid Submission:

The Online bids (complete in all respect) must be uploaded online in **two** Envelops as explained below:-

Envelope – 1 (Following documents to be provided as single PDF file)			
Sl. No.	Documents	Content	File Types
1.	Technical Bid	Compliance Sheet as per Annexure - I	.PDF
2.		Organization Declaration Sheet as per Annexure - II	.PDF
3.		List of organizations/ clients where the same products have been supplied (in last two years) along with their contact number(s). (Annexure-III)	.PDF
4.		Technical supporting documents in support of all claims made at Annexure-I (Annexure-IV)	.PDF
Envelope – 2			
Sl. No.	TYPES	Content	
1.	Financial Bid	Price bid should be submitted in .XLS format.	.XLS