



## राष्ट्रीय फैशन प्रौद्योगिकी संस्थान

### NATIONAL INSTITUTE OF FASHION TECHNOLOGY

एनआईएफटी अधिनियम, 2006 द्वारा शासित एक वैधानिक संस्थान

A Statutory Institute governed by the NIFT Act, 2006

(वस्त्र मंत्रालय, भारत सरकार Ministry of Textiles, Govt. of India)

एक आईएसओ 9001: 2015 प्रमाणित संस्थान An ISO 9001: 2015 certified Institution,  
राजीव गांधी सालै, तरमणी, चेन्नै -600113 Rajiv Gandhi Salai, Taramani, Chennai – 600 113.

फोन Phone: 91-44-22542657, 22542756, 22542767 and 68

ई-मेल E-mail: [purchase.chennai@nift.ac.in](mailto:purchase.chennai@nift.ac.in). Web: <https://www.nift.ac.in/chennai>

Rs.295/-  
(in Cash /  
DD / PO)

स्नातक शो 2026 के लिए आतिथ्य सेवाओं हेतु निविदा आमंत्रण

## TENDER FOR HOSPITALITY SERVICES FOR GRADUATION SHOW 2026

### सीमित निविदा (तकनीकी और वित्तीय बोली)

### LIMITED TENDER (TECHNICAL & FINANCIAL BID)

1. मूल Original

: सीलबंद लिफाफे में सीमित निविदा प्रस्तुत की जानी है।

निदेशक, निफ्ट, राजीव गांधी सलाई, तारामणि, चेन्नई -600113 को संबोधित।

Limited Tender to be submitted in a sealed cover addressed to  
The Director, NIFT, Rajiv Gandhi Salai, Taramani, Chennai – 600  
113.

निविदा प्रपत्र जारी करने की तिथि	Tender Form issued on	: 30.04.2026 at 17.00 HRS.
सीलबंद निविदा जमा करने की अंतिम तिथि और समय		: 14.05.2026 को दोपहर 2 बजे
Last date & Time for Submission of Sealed Tender		: 14.05.2026 at 02.00 pm.
निविदा खोलने की तिथि और समय		: 14.05.2026 दोपहर 4:00 बजे
Date & Time for opening of Tender		: 14.05.2026 at 04.00 pm
निविदा दस्तावेज के साथ जमा करने की ईएमडी		: 15,000 रुपये/-
EMD to be deposited along with Tender document		: Rs.15,000/-

**निविदा दस्तावेज हमारी वेबसाइट पर उपलब्ध होगा। इसे डाउनलोड करना नि:शुल्क है।**

**Tender document will be available at our website. It is free of cost, if downloaded**

**[www.nift.ac.in/chennai/tenders](http://www.nift.ac.in/chennai/tenders)**

## **परिचय / INTRODUCTION**

National Institute of Fashion Technology (NIFT) was set up by the Ministry of Textiles, Government of India in 1986 which has been accorded statutory status under the Act of Parliament in 2006 (NIFT Act 2006) for the promotion and development of education and research in the field of Fashion, Management and Technology. NIFT provides fashion business education across the country through its network of 20 centres.

It provides four years Under Graduate (UG) program in Design and Technology, two years Post Graduate (PG) program in Design, Fashion Management & Fashion Technology and a short duration education program to address the specialized needs of professionals and students in the field of Fashion. NIFT has its head office at New Delhi with its campuses located at Bengaluru, Bhopal, Bhubaneswar, Chennai, Daman, Gandhinagar, Hyderabad, Jodhpur, Kangra, Kannur, Kolkata, Mumbai, New Delhi, Patna, Panchkula, Raebareli, Shillong. Srinagar, Nava Raipur and Varanasi.

NIFT, Chennai was established in the year 1995 and situated at NIFT, Campus, Rajiv Gandhi Salai, Taramani, Chennai – 600 113.

## **नियम एवं शर्तें/ TERMS & CONDITIONS**

NIFT, Chennai invites a Limited Tender for Hospitality services **FOR NIFT GRADUATION SHOW 2026**. For Detailed Menu required and quantity, Annexure II may be referred. The terms and conditions for tender are as follows: -

### **नियम एवं शर्तें / Terms and Conditions**

- बयाना राशि की जमा (ईएमडी) Earnest Money Deposit (EMD):**  
The bidder shall deposit **Rs.15,000/- (Rupees Fifteen Thousand only)** as Earnest Money Deposit (EMD) along with the tender form. Tenders received without EMD will be summarily rejected. The Demand Draft shall be drawn in favour of **“NIFT, payable at Chennai.”** The EMD of unsuccessful bidders will be returned within **three weeks** from the date of opening of the tender. The EMD of the successful bidder will be refunded after awarding the order.
- निविदा भरना Filling of Tender:**  
The name and address of the bidder shall be clearly mentioned in the space provided. No overwriting, corrections, or insertions shall be accepted unless duly countersigned by the bidder. The tender shall be filled in and submitted strictly in accordance with the instructions laid down herein; otherwise, it is liable to be rejected.
- निविदा प्रस्तुत करना Submission of Tender:**  
The filled-in tender document along with necessary enclosures must be submitted in a **sealed envelope** super scribed as **“Tender for Hospitality Services 2026”**, addressed to *The Director, National Institute of Fashion Technology, Rajiv Gandhi Salai, Taramani, Chennai – 600 113*, and dropped in the Tender Box at the Institute **before 14:00 hrs on 14.05.2026**

4. **बोलियों की वैधता Validity of Bids:**  
The bids shall remain valid for 30 days from the date of opening of the tender. If a bidder withdraws or modifies the terms during this period, the Earnest Money Deposit shall be forfeited.
5. **निविदाओं की स्वीकृति/अस्वीकृति Acceptance / Rejection of Tenders:**  
It shall be the sole discretion of NIFT to accept or reject any or all tenders without assigning any reason whatsoever. The decision of NIFT shall be final and binding.
6. **मेनू विवरण Menu Details:**  
**Annexure II**, containing the details of **Veg and Non-Veg menu**, is enclosed.
7. **क्षेत्राधिकार Jurisdiction:**  
Any suit or legal proceeding in respect of this tender shall be instituted in a court of competent jurisdiction located in **Chennai only**.
8. **ईएमडी की ज़बती Forfeiture of EMD:**  
If the successful tenderer fails to act according to the tender conditions or withdraws after acceptance, the EMD will be forfeited by NIFT, Chennai.
9. **फर्नीचर और भोजन परोसने की व्यवस्था Furniture and Serving Arrangements:**  
The successful tenderer shall arrange serving tables and other furniture/fixtures at their own cost. The food serving areas "**Six counters with canopies**" will be identified by NIFT authorities later.
10. **दर का अनुमान Rate Quotation:**  
The tenderer must quote the rate for all varieties of menu (Veg and Non-Veg) as mentioned in the **Annexure III**. Partial quoting will be strictly rejected.
11. **सेवा की तिथि Date of Service:**  
The successful bidder shall supply food and beverages on **22.05.2026 - 04.00 PM** at NIFT Main Campus, Chennai, **along with portable handwash stations with running water facility**.
12. **वर्दी और स्वच्छता Uniform and Hygiene:**  
The successful bidder shall ensure that all serving staff wear **uniforms, shoes, hygienic gloves, and head caps** during food service on the event day.
13. **गुणवत्ता मानक Quality Standards:**  
All products used shall comply with **ISI / Agmark / Food Grade** standards and conform to **FSSAI norms**.
14. **कच्चे माल की गुणवत्ता Quality of Raw Materials:**  
All raw materials used shall be of **top quality and reputed brands** available in the market.
15. **स्वच्छता Cleanliness:**  
The successful bidder shall ensure that all food items are safe for human consumption and served in neat, clean utensils.
16. **क्षतिपूर्ति के लिए दायित्व Liability for Damages:**  
The bidder shall be responsible for any damage or loss to NIFT property and shall make good such losses, except those arising from normal wear and tear or natural causes.
17. **अप्रत्याशित घटना Force Majeure:**  
Neither party shall be liable for failure to perform obligations due to force majeure events such as natural calamities, government restrictions, or unforeseen circumstances beyond reasonable control.

**18. निविदा खोलने का समय Opening of Tender:**

The tender forms will be opened at **04:00 pm on 14.05.2026** by the NIFT officials.

**19. हस्ताक्षर Signature:**

The tenderer must sign all pages of the tender document as a token of acceptance of the terms and conditions.

**20. दुर्घटनाएँ / नुकसान Accidents / Damages:**

In case of any accident or damage arising due to negligence or unsafe work practices, the contractor shall be wholly responsible.

**21. खाद्य पदार्थों का नमूना लेना Food Sampling:**

The bidder shall provide **sample food (as per menu) – quantity 3 to 5 portions** – for evaluation by the committee. The date and time will be intimated later by NIFT.

**22. अनुबंध प्रदान करना Award of Contract:**

The award of contract will be based on the **Lowest Value (L1)** quotation.

**23. परोसने के काउंटर Serving Counters: The counters with canopies (06 Nos) should be set up neatly, be aesthetically appealing, and arranged in a professional canteen-style layout as desired by the NIFT. NIFT will provide only space, all the requirements for complete food serving and display to be done by the successful vendor, along with portable handwash stations with running water facility.**

**24A. Hospitality Standards**

Buffet layout shall be professional and aesthetically arranged with proper display and labeling of food items.

**24B. सेवा कर्मचारी तैनाती Service Staff Deployment**

Adequately trained service staff shall be deployed for all sessions.

**24C. खाद्य तापमान एवं सुरक्षा Food Temperature & Safety**

All cooked food shall be served hot and maintained in chafing dishes. Cold items shall be served chilled as per FSSAI norms.

**24D. क्रॉकरी और सर्विस वेयर Crockery & Service Ware**

The contractor shall provide all buffet counters, chafing dishes, crockery, cutlery, service ware, dustbins and waste collection arrangements.

**24E: विक्रेता को, जहां भी संभव हो, लाइव कुकिंग स्टेशन की व्यवस्था करनी होगी ।**

**The vendor shall plan for live cooking stations wherever feasible.**

24. **मात्रा में भिन्नता Quantity Variation:**

The number of plates may vary (increase or decrease) as per actual requirement. The final quantity will be communicated in the Work Order.

25. **विक्रेता का स्थान Location of Vendor:**

Vendor must have operational kitchen in the vicinity of Chennai. **NIFT Team will visit the site and ensure the same. Letting sub-contract will not be accepted.**

26. **समर्थक दस्तावेज़ Supporting Documents:**

Copies of **previous Purchase / Work Orders** for similar services must be attached.

27. **अनुभव Experience:**

The tenderer must have successfully executed at least three (3) catering assignments for conferences / institutional / corporate events of similar scale ( $\geq 150$ ) during the last three years. Copies of work orders shall be enclosed.

28. **संशोधन / रद्द करने का अधिकार Right to Modify / Cancel:**

The Director, NIFT reserves the right to **change, modify, or cancel** the tender process for administrative reasons if required.

29. **बोलीदाता की जिम्मेदारी Bidder's Responsibility:**

The bidder shall carefully read all requirements in all aspects and submit the quotation accordingly. The bidder should ensure the submission of all the necessary supporting documents along with the Financial Bid Annexure III. Incomplete bid will summarily be rejected.

**भाग क PART A:**

The details of tenderer shall be filled in by the tendering party, duly signed, stamped and sealed.

क्रं सं. S.No.	विवरण Particulars	विवरण Details	पृष्ठ संख्या Page No
1	Name of Tenderer		
2	Address of the Firm		
3	Phone No. & Mobile No.		
4	E-mail id:		
5	Status whether firm is proprietary / partnership firm / company		
6	Name (s) of the Director / Proprietor / Partners of the firm		
7	Year of Commencement		
8	GST No (GST Registration should be attached.)		
9	PAN No (Copy of the PAN should be attached)		
10	Details of the EMD		
	Amount in Rupees		
	DD No. and Date		
	Issuing Bank		
11	Copies of earlier work orders of similar nature		
12	Copy of IT returns and Annual Turnover last 03 years (FY: 2022-23, 2023-24 & 2024-25)		
13	Any other supporting documents		

**भाग ख PART B:**

<b>तकनीकी मूल्यांकन: चयन हेतु पात्रता मानदंड TECHNICAL EVALUATION: Eligibility Criteria for Selection</b>				
<b>क्रं सं. Sl. No</b>	<b>विवरण Particulars</b>	<b>विवरण Description</b>	<b>संख्याँ Nos.</b>	<b>पृष्ठ संख्या Page No</b>
	Number of Events Conducted with from your firm (Minimum 3 Events should be conducted in National Level Institutes/ Govt. Organizations/ College Shows/ Corporate Commercial/ Non-Commercial Events/ Celebrity Events/ Product Launch Shows/ Movie Promotion etc.) in the preceding 3 years  <b>NOTE:</b> <b>1. Copies of the proof of such shows be attached</b>  <b>2. Colour Photographs of the events conducted earlier may also be attached for reference.</b>	In National Level Institutes		
		In Govt. Organizations		
		In College Shows		
		Corporate Commercial/ Non-Commercial Events		
		Celebrity Events		
		Product Launch Shows		
		Movie Promotion		
		Any other		

**महत्वपूर्ण नोट Important Note:**

- Only the bids qualified in the Technical Evaluation will be considered for the Financial Bid. Incomplete bids will be rejected and shall not be considered for further processing.
- The decision of the NIFT Committee shall be final and binding on all bidders.
- Copies of work orders and satisfactory completion certificates must be enclosed

**प्रस्तावित मेनु PROPOSED MENU:**

Type	क्रमांक S. No	PROPOSED MENU	Plates
VEG Menu	1	Cream of Mushroom Soup	200 Nos
	2	Gobi 65	
	3	Phulka	
	4	Paneer Butter Masala	
	5	Kashmiri Pulao	
	6	Raita	
	7	Idiyappam	
	8	Coconut Milk	
	9	Curd Rice	
	10	Pickle	
	11	Rice Papad	
	12	Cut Fruits	
	13	Dessert: Gulab Jamun with Cassata Ice Cream	
Non-Veg	1	Sweetcorn Chicken Soup	800 Nos
	2	Gobi 65	
	3	Phulka	
	4	Butter Chicken Masala	
	5	Mutton Biryani	
	6	Raita	
	7	Baingan Masala	
	8	Curd Rice	
	9	Pickle	
	10	Rice Papad	
	11	Cut Fruits	
	12	Dessert: Gulab Jamun with Cassata Ice Cream	

स्थान Place:

दिनांक Date:

(निविदाकर्ता का नाम और हस्ताक्षर, मुहर सहित)  
(Name & Signature of the Tenderer with Seal)

## अनुलग्नक – III / Annexure – III- वित्तीय बोली FINANCIAL BID

Type	क्रमांक S. No	PROPOSED MENU	Plates	Unit Cost	Total
VEG Menu	1	Cream of Mushroom Soup	200 Nos		
	2	Gobi 65			
	3	Phulka			
	4	Paneer Butter Masala			
	5	Kashmiri Pulao			
	6	Raita			
	7	Idiyappam			
	8	Coconut Milk			
	9	Curd Rice			
	10	Pickle			
	11	Rice Papad			
	12	Cut Fruits			
	13	Dessert: Gulab Jamun with Cassata Ice Cream			
Non-Veg	1	Sweetcorn Chicken Soup	800 Nos		
	2	Gobi 65			
	3	Phulka			
	4	Butter Chicken Masala			
	5	Mutton Biryani			
	6	Raita			
	7	Baingan Masala			
	8	Curd Rice			
	9	Pickle			
	10	Rice Papad			
	11	Cut Fruits			
	12	Dessert: Gulab Jamun with Cassata Ice Cream			
Transportation					
Other Charges, if any					
<b>कुल TOTAL</b>					
<b>जी एस टी GST @.....%</b>					
<b>कुल योग GRANT TOTAL</b>					

**IMPORTANT NOTE:**

**1. The quoted amount is inclusive of**

- Transportation,
- Supply of Food as per the menu,
- Supply of Water bottles (1000 Nos, 500 ml each),
- Supply of Plates with banana Leaf
- Service and set-up of counters etc.,

**2.** No additional amount whatsoever will be paid.

**3.** The number of plates may vary (increase or decrease) as per actual requirement. The final quantity will be communicated in the Work Order.

स्थान Place:

दिनांक Date:

(निविदाकर्ता का नाम और हस्ताक्षर, मुहर सहित)  
(Name & Signature of the Tenderer with Seal)