



**राष्ट्रीय फैशन प्रौद्योगिकी संस्थान, शिलांग**  
**NATIONAL INSTITUTE OF FASHION TECHNOLOGY, SHILLONG**

(A statutory body governed by the NIFT Act 2006 and set up by the Ministry of Textiles Govt. of India)

**निविदा दस्तावेज़**  
**मेस सर्विस**  
**TENDER DOCUMENT**  
**FOR**  
**MESS SERVICES**

**Tender Value:- 1,029,6000/-**

**Tender File No: NIFT/SHL/PO/2018-19/E05- CAMPUS CANTEEN SERVICE/19**

Date of publication of tender notification on official website आधिकारिक वेबसाइट पर निविदा अधिसूचना के प्रकाशन की तारीख	14/12/2020 (Monday) 14/12/2020 (सोमवार)
Downloading of tender document commence from टेंडर डॉक्यूमेंट डाउनलोड करना शुरू	14/12/2020 (Monday) 14/12/2020 (सोमवार)
Pre Bid Meeting पूर्वबोली बैठक	22/12/2020(Tuesday) 22/12/2020 (मंगलवार)
Last date for receipt of duly filled in tenders निविदाओं में विधिवत भरे जाने की प्राप्ति की अंतिम तिथि	04/01/2021 (Monday) Before 2:00Pm) 04/01/2021 (सोमवार) 2:00 बजे से पहले
Date and Time of the opening of Technical Bids तकनीकी बोलों की प्रारंभिक तिथि और समय	04/01/2021 (Monday) by 300:PM 04/01/2021 (सोमवार) 300: बजे
Date and Time of the opening Financial Bids प्रारंभिक वित्तीय बोली की तिथि और समय	will be notified to the technically qualified tenderers तकनीकी रूप से योग्य निविदाकारों को सूचित किया जाएगा



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**1. 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 field of Fashion Technology. NIFT provides fashion business education across the country through its network of 16 centers. It provides 4-year under graduate (UG) programmes in design and technology, 2-year post graduate (PG) programmes in design, fashion management & fashion technology and short duration education programmes to address the specialized needs of professional and students in the field of fashion. NIFT has its head office at New Delhi with its campuses located at Bengaluru, Bhopal, Bhubaneswar, Chennai, Gandhinagar, Hyderabad, Jodhpur, Kangra, Kannur, Kolkata, Mumbai, New Delhi, Panchkula Patna, Raibareli, Shillong and Srinagar.

**One paragraph for the introduction of concerned NIFT Campus.**

The NIFT Shillong Campus is situated in Mawpat Umsawli. Currently NIFT Shillong has 339 students and about 40 Officers /fulltime faculty and employees.

**2. NOTICE INVITING ON-LINE TENDER**

**Process of Online Submission of Bids:-**

- (a) The interested firms should apply online and submit their tender and the bids along with scanned copies of all the relevant certificates, documents, etc. in support of their technical & price bids — all duly signed — on the <https://nifttenders.eproc.in> from 14.12.2020(Monday) to 04.01.2021 (Monday) up to 2.00 P.M. Tender documents is also available for viewing on the "tenders" link of the NIFT website i.e. <https://nifttenders.eproc.in>
- (b) Applications to this tender will be accepted only through the online mode through the website <https://nifttenders.eproc.in>. No other mode of application will be considered or accepted.
- (c) For applying online, the Firm should get itself registered at <https://nifttenders.eproc.in> by paying
- Annual Registration Charges of Rs. 2000/- + 360/- (Inclusive of GST)=2360/- (Two Thousand Three Hundred and sixty Only - non-refundable).
  - Bid Processing Fee charges of Rs. 5000+900/- (GST 18%) Total 5900/- (Five thousand nine hundred only) (non-refundable) through online payments only.
- (d) The Firm should ensure that it complies with the requirements as per works before applying for tender. Also, the interested Firms should submit a hard copy of the application, submitted online with all relevant supporting documents by 04/01/2021(Monday) up to 2.00 P.M. Non-submission of hardcopy as directed will lead to rejection of the tender application.

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(e) The technical bid envelope must contain the technical bid in prescribed Performa as per along with Earnest Money Deposit (refundable but non-interest bearing) of **Rs.2,50,000** /- (Rupees Two lakh fifty thousand only) favoring National Institute Of Fashion Technology and payable at Shillong with all relevant documents in support of eligibility and experience criteria. The financial bid envelope must contain only the financial bid.

(f) The technical bid will be opened at NIFT, Shillong on 04.01.2021(Monday) at 03.00 P.M. in the presence of the bidders/ their authorized representatives who wish to be present. The Financial bid will be opened on the date which will be communicated to only those bidders who are found to be technically qualified after evaluation of technical bids.

(g) The interested firms are advised to read carefully the entire tender document before submitting their tender and the tender documents not received online in prescribed format and/or are found incomplete in any respect shall be summarily rejected.

(h) A Pre-bid Meeting would be held on the 22/12/2020 (Tuesday) in which all vendors who applied for the tender must attend.

**Note: Tender conditions may be read properly and accordingly filled tender and enclosures may be submitted**

**Amendment to tender:**

At any time prior to the last date of submission of bids, NIFT may for any reason, whether on its own initiative or in response to a clarification requested by prospective bidders, modify the tender document by issuing corrigendum/addendum. Corrigendum/addendum to this tender shall be published in the site [www.nift.ac.in/Shillong/tenders](http://www.nift.ac.in/Shillong/tenders) & <https://nifttenders.eproc.in> Prospective bidders are advised to regularly visit the website: [www.nift.ac.in/shillong/tenders](http://www.nift.ac.in/shillong/tenders) & <https://nifttenders.eproc.in> to keep track of corrigendum. For any queries of the tender you may email us at [purchase.shillong@nift.ac.in](mailto:purchase.shillong@nift.ac.in) or call 0364230814, 0364230808

For online procedure: For More enquiries / Complaints/For Helpdesk officers: - :-

**Mr.Sandeep Bhandari,**

**E-mail:- [sandeep.bhandari@c1india.com](mailto:sandeep.bhandari@c1india.com) and [niftsupport@c1india.com](mailto:niftsupport@c1india.com)**

**Phone No.:- 0124-4302033 & 36**

**3. SCOPE OF WORK FOR MESS CONTRACTOR**

1. The tenderer should be an experienced caterer and shall be responsible for providing on campus Food & Beverages to the students in the Hostel Mess of the institute.
2. The Contractor will also serve tea/coffee/cold drinks, snacks, high tea, lunch/dinner etc. in various official meetings, programmes, seminars and functions organized by the Institute from time to time. In addition, people visiting NIFT campus in connection with various academic activities of the Institute may also avail these services.

In case of Mess services, NIFT will release the amount to the contractor on production of bill and prescribed certificate of quality of food and services duly signed by the Mess committee.

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3. The semesters and Mess timings will be as under:

a. 1/3/5/7 semesters: Mid-July to end-December.

4. b. 2/4/6/8- semesters : January to end-May.

a. Timings:

Breakfast: 08.00 am to

9.00 am Lunch: 12:00 pm

to 1.30 pm Snacks: 4.00

pm to 4.30 pm Dinner:

08.00 pm to 9.30 pm

b. Summer break: **June to mid July.**

5. Facilities Provided by NIFT

NIFT Shillong has exclusive space earmarked for Mess services along with kitchen and dining facilities. The premises can be inspected during any working day between 10.00 AM. to 5.00 PM under prior intimation to the Purchase Department. Charges of Electricity on actual usage basis will be borne by the contractor. However, water shall be provided by the Institute as part of maintenance charges paid by the vendor.

Raw materials, food articles, cooking fuel / gas cylinder, cleaning/washing materials/tools / crockery and man power shall have to be arranged by the contractor at his/their own cost. NIFT shall not provide accommodation for manpower engaged by the contractor.

4. **GENERAL TERMS AND CONDITIONS**

1. Please read the Terms & Conditions carefully before filling up the document. Incomplete Tender Documents will be rejected.
2. Before submitting the tender, details of documents to be attached may be verified from the Check List given in Technical Bid of the Tender Document.

3. All pages of the Tender Document must be signed by the authorized signatory and sealed with the stamp of the bidding firm as token of having accepted all the Terms and Conditions of this Tender.
4. NIFT reserves the right to obtain feedback from the previous/present clients of the Tenderer and also depute its team(s) to inspect the site(s) at present contract(s) for on- the-spot first-hand information regarding the quality of food and services provided by the Tenderer. Decision of NIFT with regard to award of the contract will depend upon the feedback received by it from the previous/ and present clients and also from its team(s) deputed for the purpose. The decision of the Institute in this regard will be final and binding on all bidders.
5. **Tenders received without the prescribed Earnest Money Deposit (EMD) of Rs. Rs.2,50,000/- (Rupees Two lakh fifty thousand only) in Demand Draft to NIFT payable at Shillong shall be rejected.**
6. **Bidders who have MSME and NSIC Exemption Certificate are not required to deposit the amount towards Earnest Money Deposit and for such claims certificate have to be submitted.**
7. No paper shall be detached from the Tender Document.
8. The name and address of the bidder shall be clearly written in the space provided for the purpose and no over-writing, correction; insertion shall be permitted in any part of the tender unless duly countersigned by the bidder. The tender should be filled in and submitted strictly in accordance with the instructions contained herein; otherwise the Tender is liable to be rejected.
9. The Financial bids submitted by all bidders should be valid for at least for a minimum period of three months from the date of opening of Technical Bids.
10. All the vendors applying for the tender must attend the pre-bid meeting at the mentioned date. Failing which the tender document submitted will be summarily rejected.
11. Person signing the bid or other documents connected with tender must clearly write his/her name and also specify the capacity in which signing.
12. Before submitting the filled-in Tender Document to the Institute, the bidders may seek clarification(s), if any, from Purchase Officer via email [purchase.shillong@nift.ac.in](mailto:purchase.shillong@nift.ac.in) OR in person by visiting the Institute during working hours by taking prior appointment.
13. Contractor should have turnover of Rs. 40 Lakhs each year over the last three years or 120 Lakhs in aggregate for the last 3 years (Please attach duly attested by audited balance sheet

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FY, 2017– 18, 2018-19, 2019-2020 along with technical bid). Copy of ITR last three years (FY 2017– 18 onwards) is also required. In case of exempted vendors the exemption Certificate is to be attached

14. The successful bidder will have to enter into a signed agreement with the Institute.
15. Canvassing in any form will make the tender liable to rejection upfront.
16. The catering services should capture innovative variety and balanced nutrition both for vegetarians and non-vegetarians. Requirement of Catering services include: (a) Breakfast, Lunch and afternoon snacks with tea/coffee for all students including hostellers and day-scholars, b) Packed dinner for the day –scholars c) Dinner for hostellers, (d) Afternoon snacks with tea/coffee for students of part time programmes attending evening or weekend classes, (e) Breakfast / Lunch etc. to officer/faculty/staff who require such services. The contractor shall ensure that only hot and fresh food is served to the students/employees. Complaint, if any, in this regard shall be dealt with severely.
17. The Catering tenderer shall also provide various kinds of beverages, snacks and eateries in the Mess at such price/quotes as approved in writing by the Mess Committee from time to time. All packed items are to be sold for not more than the MRP. The caterer should have sufficient utensils, crockery and other infrastructure to provide the service and also for Buffet Lunch/High Tea, as and when required.
18. The tenderer shall install emergency lighting / gas cylinders etc.
19. NIFT reserves the right to call upon the tenderer to remove any person employed / working in the NIFT canteen, if found unsuitable for services on account of hygiene or health or conduct or any other administrative reasons. NIFT reserves the right to disallow the person not having the requisite identity card.
20. In case of interpretation, modification and any alteration with respect to terms & conditions the canteen committee, canteen tenderer and Campus Director will jointly look into such aspect and the decision of the Campus Director will be final and binding to caterer.
21. If wastage of any resource is found, appropriate penalty will be imposed by NIFT Authorities.
22. The Tenderer's crew shall not be allowed to use any other service area situated outside the canteen complex.
23. Washing clothes, vehicles etc. are not allowed within the NIFT campus.
24. NIFT shall provide a list of normal holidays and students vacations in each semester to the tenderer for assessing and providing catering services to the hostellers residing during holidays and vacations.



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25. The tenderer will maintain daily served menu list certified by Mess committee member authorized for the purpose in proper register & display the same on board
26. The responsibility for hygienic disposal of garbage is solely on tenderer.
27. Any person of the Committee constituted by NIFT can do a surprise check during the office time to check the quality of food and hygiene.
28. The contractor will do regular pest & insect control at his own cost.
29. Buffet services shall be provided in the Hostels Mess with unlimited food supply for the students.
30. The bidder will be required to submit anti-profiteering format under GST laws after finalization of tender.
31. All payments made to contractor will be subject to applicable Tax Deduction at Source.
32. Contractor have to maintain the students feedback register to be signed by the mess committee members in which the bill would be release to the vendors base from the approval of the mess committee members.
33. Contractor should have the digital payment system i.e, Pay tm, swapping machine, etc for the use of the students & NIFT employees.
34. Undertaking for not ever having been blacklisted by the Govt. /Non Govt. Agency as per format provided in the tender document must also be submitted.
35. The Contractor should have valid PAN number either in the name of proprietor or firm. (Copy to be enclosed) should be enclosed along with technical bid).
36. The Contractor will be required to pay to the Institute electricity charges on actual basis, for which sub-meters shall be installed for Mess in the NIFT Shillong permanent campus and for girls hostel in Lawjynriew Nongthymmai. Out of the total bills received by the Institute for electricity consumption, the amount in respect of the units consumed by the Contractor shall be paid by him to the Institute as per average rate of unit consumed by the campus.
37. Mess committee of NIFT, Shillong, has the right in changing of the menu. And will hold the meeting regularly with the contractor in the rate of the items within the menu.

**38. MAINTENANCE AND ELECTRICITY CHARGES**

SINo	Particulars	Rent	GST	Total
1	Mess in boys Hostel Permanent campus	7000	1260	8260
2	Mess in Girls Hostel Permanent campus	7000	1260	8260
3	Mess In Girls Hostel Nongthymmai,	7000	1260	8260

**NOTE:-The vendors should not quote below the total given in the chart above for the rent charges of the Mess Services in all the 3 Mess mentioned above and in addition to the rent charges , the payment of electricity charges as per actual consumption according to the sub meter reading will be charge . Contractor shall have to pay the quoted maintenance charges through Demand Draft in favour of “NIFT Shillong” on or before 07<sup>th</sup> day of the every month (in advance rent) failing which a penalty of Rs. 100/- per day will be imposed for non-payment of Bills.**





39. **Trading license:- Non-Tribal bidders/agency, etc, are to make sure that they are in possession of the Trading license issued by the Khasi Hills Autonomous District Council(KHADC) in which a copy of the same should be enclosed along with the technical bid. In case of bidders who do not possess the trading license at the time of submission of the tender document their bids will be summarily rejected.**
40. Food license:- Bidder/Agency is required to enclosed Food License issued by the State Food Safety and Standard Authority along with technical bid, those who do not poses valid food license at the time of submission of the tender document their bids will be summarily rejected.
41. A copy of the partnership deed or general Power of Attorney, in either case attested by a Notary Public should be furnished or an affidavit on stamp paper duly sworn or affirmed by all the partners admitting execution of the partnership agreement or the general power of Attorney should be furnished. The attested copy of the certificate or registration of firm should be attached along with the tender. In case of partnership firm, where no authority to refer dispute concerning the business of the partnership has been conferred on any partner, the tender and all other related documents must be signed by all the partners of the firm.
42. The successful Tenderer has to furnish **Security Deposit** which will be **5% of the tender value** and it is refundable in favour of the "National Institute of Fashion Technology, Shillong ". No interest shall be payable on this deposit. The same will be returned after the successful completion of contract and after adjusting dues if any, of the contractor. Security deposit for the kitchen Accessories equipments to be install in all mess facilities shall be decided by NIFT Authorities after awarding of the contract.
43. The contractor shall not be allowed to keep his/her employees inside NIFT Mess between 10:30 P.M. to 5:00 A.M. on any day. Essential staff will be provided separate accommodation based on availability of space in the Mess Area.
44. The Mess shall remain open from 6:30 A.M. to 10:00 P.M. from Monday to Sunday (including Local/National Holiday) on all working days. However, depending on the exigencies, the contractor may be required to keep the Mess open or close as per requirement of NIFT Shillong.
45. Dispute if any, arising out of the contract shall be settled by mutual discussion or arbitration by sole arbitrator to be appointed by Director, NIFT at Shillong as per the provisions of the Indian Arbitration and Conciliation Act, 1996 and the rules framed there under. Any Arbitrator appointed shall not have the jurisdiction to pass any interim awards, or to grant interest higher than 8% charged simply on the award amounts or amounts payable to either party. No dispute arising of the execution, implementation or termination of the present contract, as also any other dispute with respect to the present contract be entertained by any court and shall be subject matter of Arbitration under the Indian Arbitration and Conciliation Act, 1996 and rules framed there under.
46. Refilling of gas cylinders including the maintenance of burners shall be the responsibility of the Contractor. On termination of the contract, the Contractor shall return to NIFT's items along with the
47. canteen Furniture / Fixtures / Equipment etc. provided by NIFT to Contractor in Annexure III.

48. responsible and liable for the same. Further, in the event of any action, claim, damages, suit initiated against the Institute by any individual, agency or government authority due to acts of the Contractor, the Contractor shall be liable to make good/compensate such claims or damages to the Institute. As a result of the acts of the Contractor, if the Institute is required to pay any damages to any individual, agency or government authority, the Contractor would be required to reimburse such amount to the Institute or the Institute reserves the right to recover such amount from the payment(s) due to the Contractor while settling his/her bills or from the amount of Security Deposit of the Contractor lying with the Institute.
49. The Mess workers shall be issued Identity Cards bearing photographs. The contractor shall provide sufficient sets of Uniforms (including Hats/caps and gloves) and pair of shoes to his employees and shall ensure that they wear them all times and maintain them properly.
- 50. The Tenderer should visit the campus and the Mess premise to see the infrastructure before bidding. The Tenderer will be provided the space and infrastructure like tables, chairs, light fittings, fans, water coolers and water supply.**
- The Contractor will maintain daily served menu list in proper register which shall be certified weekly by Mess committee member authorized for the purpose by the NIFT Authority.
  - In case of student's sickness, hospitalization, etc., the Tenderer shall supply the food in Tiffin at student's hostel as per the recommendations of the authorities without any extra charges.
  - NIFT shall not provide any consumable or non-consumable items including raw materials at the Mess for the purpose of Mess. The Contractor shall maintain the equipment's provided by the NIFT in good working condition (as per list of inventory enclosed) and would be responsible for damages caused. He will carry out the repairs without any delay to avoid interruption in services and cost of repairs shall be born fully by the contractor. All repairing to be carried out after taking prior permission from NIFT. On termination of agreement, Tenderer will hand over all such equipment / articles in good working condition back to NIFT.
  - Tenderer shall not sell any cigarette, bidi, pan masala, gutta, alcohol etc. in the Mess and in the NIFT premises, if anyone is found indulging in these activities; the person shall be asked to leave the campus immediately and the Tenderer shall be liable to lose the contract for breach of this condition.
51. The Tenderer shall ensure that either he himself or authorized personnel remains present during breakfast/lunch/dinner services to the students or one of his responsible supervisors remains present.
52. The Tenderer shall bring its own tools, cookers, hot boxes, steam boxes, trolleys, equipment, utensils, plates, jugs, etc., in sufficient quantity as needed to maintain the Mess services, in addition to what is provided by NIFT.
53. The Tenderer shall undertake that any act of omission or commission including theft, by his staff shall be his sole responsibility and further that he would compensate the Institute immediately, any loss or damage or theft occurring on account of his staff individually or collectively.
54. The Tenderer shall be required to enter in to an agreement for the due performance of the contract

55. with NIFT. It should be stamped with adhesive stamps as required and should be signed before a First Class Magistrate or a Justice of Peace or a Notary Public without fail.
56. During summer/Winter breaks, caterer will depute at least 5 staff (02 cooks and 03 waiters) to cater the officers and staff members of NIFT.
57. **Vendors who have been terminated by NIFT, Shillong in any form of the contract in the past 2 years need not to participate in this bid.**
58. The tender submitted will remain valid for a period of 90 days from the date of opening of the tender.
59. Whenever there is any occupancy in the NIFT's guest house, one waiter from the caterer will attend the guests for serving of the breakfast, lunch, dinner if needed on payment.
60. The Tenderer shall not keep the Mess closed without prior permission from the NIFT authority. Any such incident shall be treated as breach of contract and suitable action including penalty of Rs 10,000/- per closure shall be taken for the same by NIFT, Shillong.
61. The contractor shall provide adequate numbers of worker/staff to facilitate serving of Tea/Drinks/Refreshments in Administrative & Academic blocks.
62. The contractor shall provide adequate numbers of workers/staff to cater to various meetings/ functions etc in the campus ( as and when required)
63. Vendors shall not sell items other than items listed in Annexure- B-I as there are Tea/Coffee and Koisk center in the campus since to provide other facilities such as tea/coffee and snack, etc to the students and official of the NIFT Shillong.
64. The raw material used for cooking may be checked by mess Committee at any time and if substandard/unauthorized material is found and after issued three adverse notices, it will be treated as breach of contract and the Director Shillong can review the contract. Contractor shall have to abide by the decision of Director, NIFT Shillong. The example list of the raw materials is enclosed in Annexure – I.
65. National Institute of Fashion Technology reserves the right to accept in part or in full or reject any or more quotation(s) without assigning any reasons or cancel the tendering process and reject all quotations at any time prior to award of contract, without incurring any liability, whatsoever to the affected bidder or bidder(s) and is not bound to accept the lowest evaluated bid since due weightage shall be given to several factors besides the commercial bid and decision of NIFT to that effect shall be final & binding.
66. *NIFT reserves the right to accept or reject any or all the tenders in part or whole or may cancel the tender at its sole discretion without assigning any reason whatsoever and decision of NIFT in this regard shall be final and binding. No further correspondence in this regard will be entertained.*

**ELIGIBILITY CONDITIONS/GUIDELINES FOR EVALUATION OF TECHNICAL BIDS**

Followings are the qualifying criteria:-

1. The bidder must be in a business of catering and running Mess in reputed / educational institutes / government organization having at least 3 years(2017-18,2018-19 and 2019-20) of experience in catering services.
2. The Bidder Should currently have at least one year experience for running of the Mess contract catering to more than 400 Students/ persons at a time of lunch/dinner in reputed organization/corporate house/educational institution/ Government Organization.
3. The bidder should have all the necessary registrations of the Government under the

Shops and Establishment Act, Contract Labour Act, PF, ESI, GST, etc. whichever is applicable. Food & adulteration certificate would also be required.

4. The Technical Bid should be accompanied with **Rs. 2, 50,000/-** (Rupees two lacs fifty thousand only) by bank Demand Draft / Pay Order in favour of NIFT-Shillong as an Earnest Money Deposit. Bidders who have MSME or NSIC Exemption Certificate are not required to deposit the amount towards Earnest Money Deposit.

#### **6. GUIDELINES FOR SUBMISSION OF TENDER**

1. The bids are to be submitted in twoparts-
  - (i) Sealed Technical Bid, along with a Earnest Money Deposit (EMD) in one sealed envelope super-scribed "**TECHNICAL BID FOR PROVIDING MESS SERVICES AT NIFT CAMPUS**". Tender Document received without EMD will be summarily rejected;
2. The above mentioned one sealed envelopes should bear the name and complete postal address of the bidder. Sealed envelopes containing Technical Bid should be placed in an envelope super-scribed "Tender for Mess Service". This envelope, bearing the name & complete postal address of the bidder, should be addressed to The Purchase Officer, National Institute of Fashion Technology, Shillong Permanent Campus Umsawli, Mawpat, Shillong:-793012 in the Tender Box, on or before **04/01/2021 at 2:00 pm** Tenders received after due date & time shall not be accepted.

#### **OPENING OF BIDS**

1. The Technical Bids will be opened on **04/01/2021 at 3:00 pm** at National Institute Of Fashion Technology, Shillong Permanent Campus at Umsawli, Mawpat, Shillong-12 in the presence of such bidders who may wish to be present, either in person or through their authorized representatives.
2. The Financial Bids of only technically acceptable tenders will be opened for further consideration. The decision of the Institute in this regard will be final and no requests etc. will be entertained from the bidders. The date and time of opening of financial bid(s) will be intimated only to successful bidders of technical bids.
3. EMD of the unsuccessful bidders will be returned, without interest, after finalization of contract.

#### **Price Bid**

1. **The Price bid would be decided on the H1 base on the Rent Charges in Annexure-V. If there are more than 1 H1, NIFT, Shillong would decide based on the experience of the vendor.**
2. **The H1 bidders would be decided on the overall rates quoted combining all 3 Hostels,(per Month),No individual quote would be taken in the price bid.**

### **EVALUATION OF FINANCIAL BIDS**

4. From among the bidders short listed after the evaluation of the Technical Bid, the Highest - 1 Bid will be decided at the time of finalization of tender on the basis of rates given in the Financial Bid for Mess services. The tenderer quoting highest rate per month will be considered as H- 1.
5. The successful tenderer shall be required to enter into an agreement with NIFT within 30 days from the awarding the work order.

### **STATUTORY TERMS AND CONDITIONS:**

#### **A. PERIOD OF CONTRACT**

- (a) The contract for Mess Services shall remain valid initially for a period of one year extendable to 3 years as per terms and condition.
- (b) The contract may be extended for another 2 years after the first year if the performance of the vendors is found to be satisfactorily and on the recommendation of the Mess & Hostel Committee.
- (c) **FORFEITURE OF EMD**  
**EMD of the successful bidder shall be liable to be forfeited if the contractor does not fulfill any of the following conditions:-**
  - (a) An agreement is not signed in the prescribed form within Thirty days of the receipt of the Letter of Award of the Contract;
  - (b) The Contractor does not commence Mess services within 20 days of the stipulated date for commencement of Mess services, as specified in the written contract/Agreement.
  - (c) The Contract for award of Mess Services through this Tender shall come into force
  - (d) with effect from date of issuing work order hence; the Financial Bids submitted by the bidders should be valid to become operative from the date of issuing of work order. In view of this, no change in the financial bid will be allowed. If the successful bidder withdraws or alters the terms of the tender during this period, the Earnest Money Deposit shall be forfeited.
  - (e) If the contractor Misquote in the rates for the all items mentioned in financial bid,
  - (f) EMD shall be forfeited if work order is accepted or Not.

b. **SECURITY DEPOSIT**

- (a) The contractor shall be required to deposit 5% of the amount as Security Deposit of the total tender value. EMD may be adjusted with this security deposit, on request from the vendor. No interest shall be paid on such security deposit, which shall remain with Institute during the continuance of the contract and it shall be released only after three months of expiry or termination of the contract, subject to clearance of all dues by the contractor and on written request from the vendor.
- (b) If the Contract is terminated by the Contractor without giving stipulated period of notice or fails to observe the terms & conditions of the tender, the Security Deposit will be forfeited without prejudice to the NIFT Management's right to proceed against the contractor for any additional damages that the Institute suffers as a result of the breach of the aforesaid terms and conditions.

**B. STATUTORY OBLIGATIONS OF THE TENDERER (CONTRACTOR)**

- (a) The Contractor shall be responsible for engaging adequate number of trained/semi- trained manpower required for providing good Mess services in NIFT Shillong campus.
- (b) The Contractor will, prior to the commencement of the operation of contract, make available to NIFT the particulars of all the employees who will be deployed at the institute's premises for running the mess. Such particulars, inter alia, should include age/date of birth, permanent address, police verification report and profile of the health status of the employees.
- (c) The Contractor shall be responsible for timely payment of wages to his/her workers as per Minimum Wages Act of Govt. of India and fulfill all other statutory obligations, such as, Provident Fund, ESI, GST, Workman's Compensation Act / Fatal Accident Act, Personal Injuries etc., whichever is applicable. The proof of payments made to individuals & statutory liability must be submitted to NIFT for releasing payment directly to employee's bank account every month.
- (d) The Contractor shall ensure proper discipline among his/her workers and further
- (e) ensure that they do not indulge in any unlawful or illegal activities.
- (f) Employment of child labour is strictly prohibited under the law. Therefore, the Contractor will not employ any child labour under any circumstances.
- (g) In the event of violation of any contractual or statutory obligations by the Contractor, he/she shall be responsible and liable for the same. Further, in the event of any action, claim, damages, suit initiated against the Institute by any individual, agency or government authority due to acts of the Contractor, the Contractor shall be liable to make good/compensate such claims or damages to the Institute. As a result of the acts of the Contractor, if the Institute is required to



- (h) pay any damages to any individual, agency or government authority, the Contractor would be required to reimburse such amount to the Institute or the
- (i) Institute reserves the right to recover such amount from the payment(s) due to the Contractor while settling his/her bills or from the amount of Security Deposit of the Contractor lying with the Institute.
- (j) The contractor should follow and strictly adhere to the guidelines and protocol prescribes by the Government for running of the Mess Services for the Covid -19.**
- (k) The Mess Area and kitchen should be sensitized every day before opening and hand sanitizer should be installed in the entrance doors by the contractor.**
- (l) Social Distancing, Wearing of Mask and Gloves for the Mess employees are compulsory and if found to violate the rules a penalty of Rs500/- per finding will be impose.**
- (m) The Contractor shall ensure compliance of all laws relating to cleanliness, sanitary, hygienic and health conditions and other laws in force from time to time with regard to the environment around cooking place, dining hall and surrounding etc.
- (n) The Contractor shall be personally responsible for conduct and behavior of his staff and any loss or damage to Institute's moveable or immoveable property due to the conduct of the Contractor's staff shall be made good by the contractor. If it is found that the conduct or efficiency of any person employed by the Contractor is unsatisfactory, the Contractor shall have to remove the concerned person and engage a new person within 48 hours of intimation by NIFT. The decision of the Institute's designated officer in this regard shall be final and binding on the Contractor.
- (o) The Contractor shall not appoint any sub-contractor to carry out his obligations under the contract.
- (m) The Institute reserves the right to appoint officers/officials to inspect the quality of raw material, food and other items prepared and sold in the Mess. Any defect(s) pointed out by such officers/officials during their visits shall be properly attended to by the Contractor.
- (n) The Contractor shall get the prices of all items approved by the Mess committee and no changes, what-so-ever shall be made without prior written approval of this committee. The tenderer shall be required to display the price list of all the food



- (o) articles, soft drinks, tea, coffee and juice sold in the Mess. The prices of the item sold in the NIFT Mess should not be more than MRP and local market rate and shall be approved by the committee of NIFT officials on regular basis. The approved list shall be displayed at proper location within the Mess area by the tenderer.

**Quality & Hygiene to be provided by the Contractor**

1. The contractor shall procure all food and other items to be sold in the Mess of good quality to the satisfaction of the Mess Committee constituted by the Institute.
2. Using of Plastic material /Utensil is strictly prohibited in the campus and hostel premises.
3. Only stainless Comparable steel plates, serving plate, utensils, etc are to be used in the mess, and cafeteria in both Campus and Hostel premises.
4. As part of Swachh India initiative separates dustbins for dry and wet garbage should be kept for proper segregation of waste in the Campus and Hostel premises by the contractor.
5. The utensils shall have to be maintained sparkling clean at all time.
6. All utensils shall be sterilized each morning before serving any item.
7. The contractor shall pay special attention to maintain the Mess neat and tidy at all times. For this purpose, the Mess shall be cleaned thoroughly after each meal regularly by the employees of the contractor.
8. The contractor shall ensure that only hot and fresh food is served to the students/employees. Complaint, if any, in this regard shall be viewed seriously.
9. The contractor shall also ensure proper room services for any guests staying in the Guest House as and when required.
11. The Approved rate list should also be displayed at NIFT Mess mandatorily.
12. The contractor will ensure that neat and clean clothes and aprons are used by his/her employees handling food at all times. Every employee so appointed by the contractor shall wear the prescribed uniform. The said uniform shall be provided by the contractor at his own cost. The Mess workers will bear the Identity Card issued by NIFT, Shillong Centre during the working hours.
13. The contractor will ensure high standard of cleanliness, hygiene and sanitation in the kitchen and Mess. The contractor will make the arrangements for keeping all eatables in covered showcase,
14. free from flies and insects. Adequate number of dustbins will be provided by the contractor to ensure proper disposal of garbage. There should not be any Littering of unused food or any other articles within the mess. The contractor will also ensure that no used utensils viz Cups, plates are lying in the NIFT campus and these should be removed immediately and frequently.
15. Contractor shall ensure daily removal of canteen garbage from the canteen premises. However, before the garbage is taken out for disposal, the Security Supervisor would need to check it physically in order to ensure that the material being disposed does not contain any useful items.
16. The contractor will ensure that the cooked and uncooked food is stored properly and no stale food is served. In case of any food poisoning, the contractor will be held solely responsible and will be penalized besides legal action
17. The raw materials used for cooking can be checked by the Canteen/Mess Committee at any time and if substandard/unauthorized materials are found, the contractor will be penalized at the discretion of NIFT and contractor will have to abide by it. The penalty will include at least Rs.2, 000/- per occasion in case if it is found using sub-standard material.
18. Minor repairing inside the hostel mess will be done the contractor such as water tap, water leakages, any minor electrical repairing, etc.

**C. TERMINATION OF THE CONTRACT**

- (a) The Contract can be terminated by either party, i.e., NIFT or the Contractor, after giving three-month notice to the other party extendable by mutual agreement till alternate arrangements are made. However, NIFT reserves the right to terminate the contract at anytime without giving any notice in case the Contractor commits breach of any of the terms of the contract.
- (b) NIFT's decision in such a situation shall be final and shall be accepted by the Contractor without any objection or resistance.
- (c) On termination of the contract, the Contractor will hand over all the equipments/furniture/articles etc., supplied by NIFT, in good working condition, back to NIFT.
- (d) Once terminated under the breach of contract, the contractor, have to vacate the premises immediately within written notice period served by NIFT Shillong.

**D. Penalty**

- (i) The Institute reserves the right to impose a penalty (to be decided by the NIFT authorities) on the Contractor for any serious lapse in maintaining the quality and the services willfully or otherwise by the Contractor or his staff or for any adulteration. If the Institute is not satisfied with the quality of eatables served, services provided or behavior of the contractor or his/her employees, the Contractor will be served with 24-hour notice to improve or rectify the defect(s), failing which the NIFT will be at liberty to take appropriate necessary steps as deemed fit by serving 3 warning notices after which the contract will be terminated.
- (ii) The raw material used for cooking may be checked by Mess Committee at any time and if substandard/unauthorized material is found and after issued two adverse notices, Penalty would be imposed and after three adverse notices it will be treated as breach of contract and the Director can review the contract. Contractor shall have to abide by the decision of Director.
- (iii) Non-Disposing of the Garbage would lead to a penalty of Rs 2000/- per finding of the committee.
- (iv) If the contractor closes the Mess in the Hostel without the approval and permission of the NIFT, Competent Authority a penalty of 10,000/- per closure will be incurred.



**UNDERTAKING BY THE MESS CONTRACTOR**

I/We have carefully gone through the various terms and conditions listed above for providing of Mess at NIFT Shillong Campus. I/We agree to all these conditions and offer to provide Mess services at NIFT Shillong campus. I/We are making this offer after carefully reading the conditions and understanding the same without any kind of pressure or influence from any source whatsoever. I/We have acquainted ourselves with the tasks required to be carried out, before making this offer. I/We hereby sign this undertaking in token of our acceptance of various conditions listed above.

Place \_\_\_\_\_

\_\_\_\_\_

Dated \_\_\_\_\_

Name & Signature of

Contractor Address: \_\_\_\_\_

Phone No (O): \_\_\_\_\_ (R): \_\_\_\_\_

(M): \_\_\_\_\_

**PERMISSIBLE BRANDS OF CONSUMABLES**

ITEM	BRAND
Salt	Iodised salt such as Tata, Annapurna, Nature Fresh
Spices	MDH, MTR or equivalent quality brands or Agmark brand
Ketchup	Maggi, Kissan, Heinz
Oil	Refined oil such as Sundrop, Nature Fresh, Godrej
Pickle	Mother's or Priya or Tops
Atta	Aashirvad, Pillbury, Nature Fresh
Butter	Amul, Britannia, Mother Dairy, Sanchi
Bread	Harvest/Britannia make/ Top & Town/ Modern/ Avon
Jam	Kissan, Nafed
Milk	Toned milk of Mother Dairy/Amul/other good brand locally available.
Paneer	Amul/Mother Dairy/ Sanchi
Tea	Brooke Bond, Lipton, Tata
Coffee	Filter Coffee
Biscuits	Britannia, Parle, Good Day, etc.
Ice Cream, Lassi, Curd	Mother Dairy, Amul, Cream Bell - all varieties, Top & Town, Vadilal
Mixtures/Chips	Haldiram/Bikaner or any top brand
Mineral Water	ISI marked Kinley/Bisleri/Ganga
Besan, Dal	ISI Mark/Reputed brand
Rice	Arham/Basmati
Cold Drinks	Pepsi, Coke/Marinda/fanta/Thumps Up/Sprite/etc.
Juices	Real, Tropicana
Lemon Water	ISI Mark/Reputed brand
Sweet	Bikaner, Haldiram, chhappan Bhog, etc.

The Contractor may use any other brands of same quality, only after obtaining prior written approval from the Institute.

**Performa of Technical Bid****CONTRACT FOR PROVIDING MESS SERVICES AT NIFT, SHILLONG CAMPUS.**

1. Name of the Contractor: \_ \_ \_ \_ \_
2. Address of the Contractor : \_ \_ \_ \_ \_
- Phone No.: \_\_\_\_\_ (Mo.) \_\_\_\_\_ (Fax.) \_ \_ \_ \_ \_
3. Whether proprietary or partnership: \_ \_ \_ \_ \_  
Firm or a Company

	<b>Required Documents</b>	<b>Should be attached</b>
4	Shop and Establishment Certificate	Yes/No
5	Trading Liscence from KHADC	Yes/No
6	Certificate from FSSAI	Yes/No
7	MSME/NSIC, DD for Earnest Money deposit Rs. 2,50,000/- (Two lakhs Fifty Thousand only)	Yes/No
8	A list of owner / partners of the firm and their contact telephone numbers along with a certificate to the effect that the firm is neither blacklisted by any government department nor any criminal case registered against the firm or its owner/partners anywhere in India.	Yes/No
9	Attested copy of GST Registration	Yes/No
10	Attested copy of PF registration with Regional PF commissioner	Yes/No
11	Attested copy of ESI Registration	Yes/No
12	Duly signed undertaking enclosed with the tender document	Yes/No
13	Copy of terms and conditions and every page of the tender duly signed with seal of the firm, in token of acceptance of term s and conditions and tender as quote	Yes/No
14	Attested copy of PAN card	Yes/No

15. Is there any relative of the owner of Catering agency or its partners working at NIFT? If so, please indicate below the name of such relative and the relationship. :

\_\_\_\_\_

16. Annual Turnover Detail of at least three latest Financial Year 2017-18, 2018-19,2019-20, (Attach Certified CA balance sheet/ copy of Income Tax Return /Organization payment details for any exemption claims on ITR exemption certificate)

\_\_\_\_\_

17. Attach a statement showing details of the canteen/Mess contracts during last 3 years with Names of the Organizations, contact person's name, contact details and contract amount for each contract.(Experience certificate to be enclose)

\_\_\_\_\_

19. Provide all above details in a separate statement for all the existing / present canteen contracts.

\_\_\_\_\_

Dated:\_\_\_\_\_

Full Name, Signature of Authorized Person

Place: \_ \_ \_ \_ \_

**LIST OF PAST CLIENTS DURING LAST 3 YEARS (OTHER THAN PRESENT CLIENTS)**

(Tenders not accompanied by this information shall be summarily rejected)

S. No.	Clients name, address & contact no.	Name of contact person & phone no.	No. of persons availed catering services at a time	Period of contract	Contract value per month	Reason for termination if any





**A) For Girls & Boy's Hostel Mess**

**Payment:** The contractor will be paid approx. @Rs. 3600 per month (which shall include the GST amount) per student. At present there are around 250 hostellers & day Scholars (Students) in the Hostel. However, the numbers of hostellers are subject to change and payment will be raised on actual on monthly basis. Minimum number of students will not be guaranteed.

In general, the Hostel Mess will remain open every day (including holidays) of the week for supply of Tea, Snacks, Breakfast, Lunch, Dinner etc. to the Hostel students of NIFT.

Day	Breakfast	Lunch	Snacks	Dinner
Sunday	Tea/coffee, milk, cornflakes, Bread butter, jam, omelets, Seasonal Fruit	Chicken/Veg Thali Roti, rice, dal makhani, palak paneer, aloo onion, papad, bundi raita, salad, Fried rice,	Pakoda tea/coffee	Jeera Rice, Roti, egg curry, mungdal, paneer, capsicum, papad, Fish curry
Monday	Tea/Coffee, milk, cornflakes, Bread butter, jam, kachori (aloo pyaz), boiled egg, Seasonal Fruit	Veg Thali Roti, rice, arhar dal, dry gobi aloo, veg raita, veg biryani, salad, papad, mutton curry	Patties, tea/coffee	Rice, Roti, dal tadka, dal-methi (green), /butter chicken
Tuesday	Tea/coffee, milk, cornflakes, bread butter, jam, idli, sambhar/poha, sprouted mung, boiled egg, Seasonal Fruit	Chicken/Veg Thali Roti, rice, shev ki sabzi, raj ma, pakoda ki sabzi, papad, bundi raita, salad, Chicken Curry	Pasta/bhel puri, tea/coffee	Veg biryani, Roti, dum aloo, kadhi, papad, Mutton curry
Wednesday	Tea/coffee, milk, cornflakes, Bread butter, jam, veg sandwich, and daliya, boiled egg, Seasonal Fruit	Veg Thali, Roti, rice, aloo bhujia, gajar matar, mungdal, dahi, fried-rice, salad, Fish Curry.	Pav bhaji, tea/coffee	Rice, plain paratha, baigun bhurta, chana dal, Jeera Rice/Chilly chicken
Thursday	Tea/coffee, milk, cornflakes, Bread butter, jam, cutlet/upma, sprouted mung, boiled egg, Seasonal Fruit	Chicken/Veg Thali Roti, rice soyabin, dafray, dahi, papad, salad, chicken, shahi paneer, sweet	Samosa tea/coffee	Rice, roti chole bhature, kheer, papad, chicken curry
Friday	Tea/coffee, milk, cornflakes, Bread butter, jam, scrambled egg, mung, Seasonal Fruit	Chicken/Veg Thali Roti, rice, masoor dal, baigan aloo, kadi pakoda, papad, bundi raita, salad chicken curry	Poha, tea/coffee	Rice, Roti, Panchratan dal, beam ki sabji (dry), gatte ki sabzi, chilly chicken
Saturday	Tea/coffee, milk, cornflakes, Bread butter, jam, scrambled egg, moong, Seasonal Fruit	Veg Thali Parathe/ gobhi/ pyaz), dahi/Veg biryani, papad, salad, Fish corry	Poha, tea/coffee +	Rice, Roti, panchratan dal, beam ki sabji (dry), gate ki sabzi, mutton Curry

General/indicative mess menu, list of items to be served as per the time mentioned above, unlimited food to be served.

**Appendix:-A**

*The menu may be change by every 2<sup>nd</sup> week as per the decision of the Hostel and Mess Committee*

**Annexure:- B-1**

**Appendix: B-1**(approved price list for the students, staff, faculty members, Guest faculty and Guest and as per the list items may be added with price approve by the Mess committee)

Sl. No.	Menu/Item	Amount including 5% GST (Rs.)
<b><u>Breakfast/Snacks</u></b>		
1	Butter Toast (2 pcs)	10.00
2	Bread Omelet (Bread 2 pcs, one egg)	15.00
3	Atta Ruti & Sabji (3 Rotis)	15.00
4	Aloo Paratha (2 pcs.)	20.00
5	Omelette (Single)	10.00
6	Fried Egg/Egg bhujia (Single)	10.00
7	Boiled Egg (Single)	7.00
8	Veg Sandwich (Per pc.) (2 pcs with big size bread]	20.00
9	Singara (Per pc.)	6.00
10	Plain Dosa (one no.)	32.00
11	Masala Dosa (one no.)	38.00
12	Idly Sambhar (2 pcs.)	15.00
13	Veg. Chowmein (Full plate)	30.00
14	Veg. Chowmein ( Half plate)	15.00
15	Egg. Chowmein (Full plate)	35.00
16	Egg. Chowmein ( Half plate)	18.00
17	Chicken Chowmein (Full plate)	45.00
18	Chicken Chowmein (Half plate)	22.00
19	Egg Roll (one no.)	22.00
20	Chicken Roll (one no.)	38.00
21	Vegetable Chop (Per pc.)	08.00
22	Egg Sandwich (Per pc.)	35.00
23	Cheese Sandwich (Per pc.)	35.00
24	Utthapam (one no.)	32.00
25	Sprouts (one container 100 gms.)	20.00

26	Puri Sabji (Per plate) with 4 puries	22.00
27	Dahi Vada (per plate with one vada, big size)	25.00
28	Maggi	20.00
29	Sambhar Vada (2 pcs) +Nimboo Pani	20.00
30	Papdi Chaat+ Nimboo Pani	30.00
31	Pasta+Nimboo Pani	40.00
32	Maggie +Nimboo Pani	30.00
<b><u>Meals/Lunch/Dinner</u></b>		
33	Veg. Meal (Rice, Dal, Bhaji, Sabji, Chutney & Papad) (Unlimited)	40.00
34	Egg Meal (Rice, Dal, Egg Curry, Bhaji, Sabji, Chutney & Papad) (Unlimited except egg)	50.00
35	Fish Meal (Rice, Dal, Fish Curry, Bhaji, Sabji, Chutney & Papad) (Unlimited except fish)	55.00
36	Chicken Meal (Rice, Dal, Chicken Curry, Bhaji, Sabji, Chutney & Papad) (Unlimited except chicken)	60.00
37	Mutton Meal (Rice, Dal, Mutton Curry, Bhaji, Sabji, Chutney Papad) (Unlimited except mutton)	95.00
38	Egg Curry (Per plate of 2 pcs.)	20.00
39	Veg Tarka	25.00
40	Veg. Fried rice (Full plate)	45.00
41	Veg. Fried rice (Half plate)	25.00
42	Egg Fried rice (Full plate)	50.00
43	Egg Fried rice (Half plate)	25.00
44	Plain rice (Full plate)	10.00
45	Plain rice (Half plate)	5.00
46	Pao Bhaji (2 pcs Pao)	35.00
47	Phulka Roti (Per pc.)	4.00
48	Tea (Per cup of 60 ml.)	5.00
49	Coffee (Per cup of 60 ml.)	8.00
50	Paratha Plain (Per pc.)	10.00
51	Special Veg. Meal (Veg. Fried Rice, Dal Makhani, Shahi Paneer, Sabji, Salad, chatni one Sweet curd)	120.00

52	Special Non-Veg. Meal (Fried Rice, Dal Makhani, Chicken Curry, Sabji, Salad, chatni one Sweet & curd)	150.00
53	Yellow Pulao (per plate)	45.00
54	Chicken Curry (Per plate of 4 pcs.)	60.00
55	Veg. Manchurian (Per plate of 4 pcs.)	50.00
56	Veg. Manchurian (Per plate of 2 pcs.)	25.00
57	Chilly Chicken (Per plate of 4 pcs.)	60.00
58	Chilly Chicken (Per plate of 2 pcs.)	30.00
59	Chicken Manchurian (Per plate of 4 pcs.)	60.00
60	Chicken Manchurian (Per plate of 2 pcs.)	30.00
61	Khichdi (per plate) with Sabji, Potato, Cauliflower, Cabbages, etc.)	45.00
62	Chana Masala (Full plate)	25.00
63	Matar Paneer (Full plate)	35.00
64	Rajma	30.00
65	Egg Tarka (one pc. Of Egg)	35.00
66	Chicken Fried rice (Full plate)	55.00
67	Chicken Fried rice (Half plate)	30.00
68	Sweet Curd (100 gms.)	MRP
69	Lassi (Per glass) (Handmade)	20.00
70	Lassi (Branded)	MRP
71	Cold Coffee (Per cup of 100 ml.)	20.00
72	Chola + Bhature (2)	40.00
73	Kheer	30.00
74	Kaali Daal	25.00
75	Kaala Chana	25.00
76	Soyabean Chilly	25.00
77	Veg Kofta (2 pcs)	30.00
78	Custard	30.00
79	Ice-Cream	MRP
80	Bottled water 1 and Half ltr, 1Ltr, 2ltr	MRP
81	Tetra pack Items	MRP
82	Pre-pack snack items	MRP
83	Chocolates/Sweets	MRP

Fruits (viz. Banana, Guava, Apple, etc.) may be provided as per prevailing market price in consultations with concerned NIFT Committee/official(s).

**Financial Bid**

Name of Service: Mess service for Campus and Girls' Hostel

**Maintenance Charges:-**

Sl. No.	Facility name	Maintenance Charges (Rs)	GST (18%)	Total Amount
1	Mess at Girls hostel, Nongthymmai			
2	Mess at Permanent campus, Mawpat-Boys hostel			
3	Mess at Permanent campus, Mawpat- Girls hostel			

(Minimum Maintenance charges for 1 Mess shall not be less than Rs.7, 000.00 + 1,260/- = Rs. 8,260/- per month)

1. "I/we (.....) on behalf of M/s..... undertake to carry out the above service and willing to pay the Maintenance Charges of Rs..... + Rs.....(18% GST)= Rs..... /- (In words Rupees .....per month for the **Girls Hostel in Nongthymmai**.

**And**

2. "I/we (.....) on behalf of M/s..... undertake to carry out the above service and willing to pay the Maintenance Charges of Rs..... + Rs.....(18% GST)= Rs..... /- (In words Rupees ..... ) **For the Girls Hostel in Permanent campus at Umsawli**. Electricity Charges will be additional and on actual (monthly basis) .GST is subject to change and will be considered as may be fixed by the Govt. from time to time.

3. "I/we (.....) on behalf of M/s..... undertake to carry out the above service and willing to pay the Maintenance Charges of Rs..... + Rs.....(18% GST)= Rs..... /- (In words Rupees ..... ) **For the Boys Hostel in Permanent campus at Umsawli**. Electricity Charges will be additional and on actual (monthly basis) .GST is subject to change and will be considered as may be fixed by the Govt. from time to time.

Place:\_\_\_\_\_ Date:\_\_\_\_\_

Signature of Contractor

Name:.....

Address:.....

Phone No (O):\_\_\_\_\_ (R)\_\_\_\_\_  
(M)\_\_\_\_\_

Email.....