

NATIONAL INSTITUTE OF TECHNOLOGY SIKKIM

RAVANGLA, SOUTH SIKKIM – 737 139

NOTICE INVITING TENDER

FOR

STUDENTS' MESS CONTRACT

Tender No. :64/NITS/Mess Tender/2017-18/DIC (SA)/ Student Mess/ 2017

Issued by

NATIONAL INSTITUTE OF TECHNOLOGY SIKKIM,

RAVANGLA, SOUTH SIKKIM – 737 139

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Important Dates:

Date of Floating of Tender: May 20, 2017

Closing date of Tender: June 12, 2017

Date of Opening of Bids (Technical): June 14, 2017

Please note that for any query you please write through email to given email ID. Any kind of phone call or personal visit will not be entertained. If any kind of such activities are observed their tender will be terminated without assigning any reason.

Application Form: May be downloaded from the website of NIT Sikkim free of cost. Completed application should be accompanied by Demand Draft for Rs. 5000/-(Rupees Five thousand only), drawn in favour of “The Chief Warden, National Institute of Technology, Sikkim – 737139”, towards the cost of the Tender Documents. Application without the prescribed fee will not be considered.

Submission of Bids: Bids shall be sent as follows: Inscribe sealed envelope with “TENDER FOR JOB CONTRACT SERVICES AT STUDENTS” MESS, NIT SIKKIM, RAVANGALA” addressed to “The Chief Warden, NIT SIKKIM, Barfung Block, Ravangla, South Sikkim, PIN 737 139” and submitted before the last date. Envelope should contain two separate sealed envelope for PART A (Technical) and PART B (Commercial).

For clarifications: Contact at e-mail: fisa.nitsikkim@gmail.com

Pre-bid Meeting(s): Pre-bid meetings will be held between mess committee and warden the for all clarifications. The prospecting bidders are very much welcome to visit NIT campus and students mess before submitting bid.

1. SCOPE OF WORK:

To prepare food and serve breakfast, lunch and dinner to Students, Guests, and visitors of NIT Sikkim as per menu suggested by Mess Committee under supervision of Chief Warden and to arrange all necessary skilled/Semi-Skilled/Un-Skilled manpower (such as Cook, Kitchen staff, Cleaning staff etc.), raw materials (such as food grains, rice, Atta, pulses, spices, fresh green vegetables, fish, meat/chicken, egg, seasonal fruits, milk and milk products, sweets, beverages etc.) For running the mess smoothly and also to maintain hygiene the mess and its surroundings clean mess contractor will be responsible. No cleaning facility will be provided by the Institute. All service must be provided as per the instructions of mess committee.

2. JOB SPECIFICATIONS AND RAW MATERIALS:

(i) **Food Service to the students:** To provide breakfast, lunch and dinner in adequate quantity. Number of student may vary depending on admission and willingness of student.

(ii) **Supplies:** Sufficient Skilled / Semi-Skilled /Un-Skilled manpower (such as Cook, Kitchen staff, Cleaning staff), raw materials (such as food grains, rice, Atta, pulses, spices, fresh green vegetables, fish, meat / chicken, egg, seasonal fruits, milk and milk products, sweets, beverages etc.) for breakfast, lunch and dinner.

(iii) **Raw Materials:** The supplied materials be used for preparation of daily breakfast, lunch, dinner should be fresh, of high quality and approved branded standard as acceptable to the Mess Committee and Chief Warden of the Institute. Cooking oil must be branded (Argmark/ISI) Company. Oil must not be reused. Rice must be high quality & fine and free from dust or rubbish, stone pieces etc. (boiled / raw) (medium/fine / super fine) sample to be given. Vegetables/ spices to be used must be of High quality / fresh. Any spices used must be branded one and to be mentioned. These shall be subjected to verification by the mess committee from time to time and mess committee is free to inspect the store, food/mess. For all the mess related work and shall be responsible to maintain quality of food and service along with necessary hygiene and cleanness.

(iv) **Quantity of food:** All the items served in Breakfast, Lunch and Dinner must be of sufficient quantity to be consumed by a boarder at the time of serving. Quantity supplied must carry weight in grams, kgs, and any deviation in weight, will bear penalty clause.

(v) **Menu:** The food has to be prepared strictly as per the menu and in clean, hygienic and safe conditions. More details about menu are provided in **Annexure – I**.

(vi) **Experience of workers:** The workers to be employed should have experience of working in large canteens, hotels, messes and should have the knowledge and aptitude of preparing food both vegetarian / non vegetarian and Indian foods of all kinds. The workers must be well versed in preparing dishes of all regions of India.

(vii) **Hygiene:** The kitchen, dining hall, hand wash area, dish wash area etc. will be washed with water and soap solution and mopped, after every meal (breakfast, lunch, snacks and dinner) and will be disinfected at least once in a week or as and when required. The garbage collected from the kitchen, dining halls, dish wash area will be disposed off every morning by the tenderer, in consultation with the local civic authority, in closed bins by separation of bio-degradable waste from non-biodegradable waste. The surroundings shall be kept clean and hygienic. High quality of hygiene, sanitation and safety will have to be maintained at kitchen and dining halls. All the surrounding area of the mess premises should be cleaned and washed daily. Food may be served on the dining table. The used plates will be taken out from the dining tables, preferably on trolleys, to the dish wash area. After every meal (breakfast, lunch, evening tea and dinner) all the plates, cups, bowl, water glass, spoons, forks, knives etc., are to be cleaned in soap solution and hot water and dried and kept ready for next meal.

(viii) **Vehicle for supplying food to Boys Hostel** – The contractor shall be fully responsible for supplying food only to Boys Hostels on time their own or hired vehicle if required at all. The contractor may raise separate bill every month on the actual day basis for supply of food. The bidder shall quote this price / per month separately in the commercial bid (Part – B). The number of hostel shall be informed by the mess committee time to time depending on situation and binding on mess contractor.

(ix) The prospecting mess contractor shall keep stocks of food for at least fifteen (15) days and ensure supply during monsoon or bad road conditions or political turbulence or any other unfortunate circumstances.

(x) The Mess contractor may be permitted to sell few extra items on less than or at par MRP. However, list of such items shall be approved by the NIT Sikkim and price will be mutually decided / revised by in the meeting between the contractor and mess committee with student representatives. The approved list and rates shall be displayed prominently in the dining hall by the Mess Contractor.

(xi) The mess contractor has to extend catering facility for official events / conferences / Fests etc. in the Institute as per instruction of mess committee.

(xii) **Banned items:** Cigarette, alcohol, *gutkha* and any other drug injurious to health are banned to be sold in the mess. Consumption of the mentioned items by workers of the Mess Contractor is also prohibited in the mess as well in the whole campus. If the Mess Contractor or any of his / her workers found consuming or providing such items to the students, the NIT Sikkim reserves the right to issue show cause notice / terminate the contract/suitable fine.

3. GENERAL TERMS AND CONDITIONS:

(i) **Minimum Turn-over of the bidder:** The bidder should have a minimum turn-over of Rupees Twenty Lakhs only (Rs.20,00,000/-) in the last F.Y. 2016-17. Audited financial statements have to be submitted in support.

(ii) **Experience:** Considering location of ravangla it is mandatory for bidder should have an experience of minimum of two (02) years in catering services for working with Hostel of Government / Public Sector Undertaking / Large Private Sector Educational Institutions. Certificate(s) of Performance may be enclosed duly indicating the period of contract and type of payment received.

(iii) Firm Registrations:

(a) Bidder should be registered and licensed contractor in relevant to mess/food. Appropriate documents / Certificates issued from appropriate authorities should be enclosed to support this.

(b) The firm must be registered anywhere in India but preferably in Sikkim. The owners must be Indian national by origin.

(c) **Permanent Account Number (PAN) Registration:** The bidding firm (or for proprietary firms, the proprietor) should have updated PAN Registration.

(iv) **Earnest Money Deposit (EMD):** Tender should be accompanied with an **EMD of Rs.1,00,000 /- (Rupees One lakh only)**, by way of Crossed Demand Draft drawn **in favour of “The Chief Warden, NIT Sikkim”**. EMD will not carry any interest and the same will be refunded to the unsuccessful bidders after finalisation of the tender. Any tender without EMD in PART-A will not be considered. Only successful bidder’s EMD will be retained as a part of security deposit and is refundable after termination of the contract without any interest after deducting dues if any, to the Institute.

(v) The tender document is non-transferable.

(vii) SUBMISSION OF TENDER:

The tender should be submitted under “Two Cover System”, the first cover is termed as “Part – A (with Tender documents, profile of the tenderer, Raw Materials & Staff to be used and EMD)” marked as “TECHNICAL BID FOR STUDENTS’ MESS FOR HOSTEL OF NIT SIKKIM, RAVANGLA” and the second cover is termed as “Part – B” marked as “COMMERCIAL BID FOR STUDENTS’ MESS FOR HOSTEL OF NIT SIKKIM, RAVANGLA”. Both covers should be placed in a bigger cover with superscription “TENDER FOR STUDENTS’ MESS FOR HOSTEL OF NIT SIKKIM, RAVANGLA” addressed to “The Chief Warden, NIT SIKKIM, Barfung Block, Ravangla, South Sikkim, PIN 737 139” and submitted before the last date.

Separate Tender envelope covers shall consist of Part A & Part B:

Part – A: Technical bid (All desired documents is mandatory to submit in the given format)

- a) Profile of the Bidder in prescribed format and all supporting document)
- b) Tender Documents (Include all relevant documents, like experience certificates, etc.)
- c) Cost of Tender document – DD of Rs.5,000/- (Non-refundable).
- d) EMD – Rupees One lakh only (Rs.1,00,000/-) (Refundable to unsuccessful bidders)
- e) Undertaking from the bidder that she/he has read and understood all the points of the tender document and will abide by the terms and conditions specified in this tender document.
- f) Copy of PAN No. allotment / document.

Also put the following documents from Govt. of India / Sikkim Govt:

- g) Service Tax Registration Certificate
- h) Registrations under Food / Relevant Acts / Labour Acts etc.

Part – B: Commercial bid (will be considered only after qualifying the technical bid)

- a) Rate of Veg meal per student monthly basis including Breakfast/Lunch/Dinner. However 30 days in a month will be considered for calculating meal charge per day.

(viii) **Quoted Price:** Quoted price should be inclusive of all sundry taxes, duties and levies. Rate of tax / duty / levy may be indicated separately. The price quoted will remain valid and fixed for entire period of contract.

(ix) **Number of Employees:** The bidder should clearly indicate the number of cooks, kitchen staff and cleaning staff she/he intends to provide on service. Bidder should have labour licences also.

(x) All tenders and covers should bear the name and address of the tenderer and all the pages of the tender document must bear the seal and signature of the bidder.

(xi) The bidder should be prepared to come to NIT Sikkim, Ravangla Campus to take part in discussions, if required at a short notice.

(xii) Under no circumstances Tenders submitted after closing date will be considered.

(xiii) On the date of opening of Tenders, only Part-A, i.e. the Technical bid will be opened first. Tenders will be short-listed based on the information provided in Part-A. If any participant bidder do not fulfil any of the technical documents desired will be technically disqualified. Part-B submitted by the short listed bidder(s) will be opened at a later date and scrutinised.

(xiv) **Non-acceptance of any counter terms:** Where counter terms and conditions have been offered by the Contractor, the same shall not be accepted by the Institute.

(xv) **Termination of contract:** The Institute reserves the right to terminate the contract on two months' notice, if the performance is not satisfactory. The contract shall be valid initially for the six (06) months only. After six (06) month the contract shall extended for six month on basis of performance of mess contractor. The mess committee reserve all right to extend the period of this contract on 3/6 month basis till to its satisfaction.

(xvi) **Non-transferability of Contract:** Sub-letting / Sub contracting the work is not permissible under any circumstances.

(xvii) **Signing of Contract:** Successful bidder shall execute contract with mess committee of NIT Sikkim on a prescribed format.

(xviii) **Licenses:** The Mess Contractor shall obtain all necessary licenses (if any) to operate the mess at the NIT Sikkim from concerned authorities / Govt. agencies and submit a duly certified copy of such documents to the NIT Sikkim and have to produce original as when required for verification.

(xix) Mess committee reserves the right to reject any or all the tenders, wholly or partly without assigning any reason thereof. In all matters pertaining to this tender, the decision of the mess committee of National Institute of Technology Sikkim shall be final and binding.

(xx) The Tender bids must be neatly written in English only.

(xxi) Incomplete tender bids will be summarily rejected.

(xxii) For sick students, the service provider shall arrange to serve “Sick Diet” in the rooms. For students admitted to the Health Centre/Local Hospital, the sick diet must be delivered there. The sick diet shall be defined and provided by the Mess Committee to the services provider.

(xxiii) The timings, menu and price would be determined by the mess Committee of NIT Sikkim.

(xxiv) The contractor shall attend all meetings of the mess committee, failing which a penalty may be imposed.

(xxv) The decision of the mess management with regard to the menu, quality and quantity of items will be final and non-negotiable binding on the mess contractor

(xxvi) Cleaning of the premises, utensils, cutlery and crockery, kitchen, surrounding, other equipment, furniture and consumables, disposal of mess garbage are the responsibility of the Contractor.

(xxviii) If the Mess Contractor does not adhere to the above terms and conditions, the mess committee has the right to cancel the contract with one-month notice and his security will be forfeited.

(xxviii) The Institute reserve the right to divide the total student two batches depending on requirement and both batches can be given to one qualified contractor or one batch each to two different qualified contractor. The bidder has to accept the institute decision.

(xxix) The lowest price quoted bidder will not be the sole criteria for deciding the successful bidder. Since mess facility availed by the student from different part of India the quality of service, experience of running student mess will also be deciding factor.

4. GENERAL DEFINITIONS:

(i) NIT Sikkim or Institution or Institute means the National Institute of Technology Sikkim.

(ii) “Chief Warden” means the Chief Warden of National Institute of Technology Sikkim or his authorized representative.

(iv) “Students’ Mess” means Students’ Mess of Students’ Hostel, National Institute of Technology Sikkim.

(v) “Bidder” also means the tender participant.

5. TERMS AND CONDITIONS AS PART OF AGREEMENT:

(i) **Disputes:** All disputes that may arise shall be referred to the Dean Student Affairs National Institute of Technology Sikkim, whose decision shall be final and binding. If it is not resolved then committee consist of Dean Student Affairs, Chief Warden, Registrar under the chairship of the Director shall resolve the issue.

(ii) **Regarding Workers:**

(a) No child labour should be engaged as per directives of the Government of India. The Mess Contractor shall also ensure that the norms prescribed by the State and Central Human Rights Commissions, Minimum Wages Act, Provisions of Industrial Dispute Act or any such legislations (both State and Central Govt.), to the extent applicable, are fully observed. Any violation or non-compliance shall be viewed very seriously resulting in penal action as well as termination of the contract depending on the seriousness of the violation. The Mess Contractor hereby undertakes to keep the NIT Sikkim and its staff harmless and indemnified against

any such claim or demand by his / her workers / Govt. / local bodies under any industrial law for the time being in force, or as may be amended from time to time. The NIT Sikkim will not have any role in the case of disputes arising between the Mess Contractor and its workers.

(b) It shall be unambiguously understood that the workers of the Mess Contractor are not employees of the NIT Sikkim and shall not have any claim whatsoever on the NIT Sikkim and shall not act detrimental to the interest of the NIT Sikkim. The NIT Sikkim shall not be liable for any payment to staff of the Mess Contractor on any account such as salary, ESI, PF, ESI, MWA etc. The workers shall have to follow the security regulations as directed by time to time. Workers shall not form any union or carry out trade union activities in the Campus. If it is observed then necessary action will be taken against the contractor.

(c) The contractor shall issue ID Cards to the staff verified and certified by the NIT Sikkim authority. The Mess Contractor shall provide a list of such staff along with their local and permanent addresses to the NIT Sikkim. The Mess Contractor shall ensure that staff engaged by him / her attire themselves, while on duty, in clean proper uniforms and maintain all the times the decency norms so as to behave with students in a civil, sober, polite and honest manner. The contractor should preferably get his / her workers' character verified. Any worker found misbehaving with the students / staff of the NIT Sikkim should immediately be replaced by the Mess Contractor. Any worker of the Mess Contractor if found involved in theft or any other unlawful activities shall be prosecuted according to the law of the land. No worker of the Mess Contractor in inebriated condition shall be allowed in the campus.

(d) All employees engaged by the contractor shall be comprehensively insured for accidents and injuries by the contractor at his cost.

(e) The Contractor shall be solely responsible either for any injury, damage, accident to the workmen employed by the agency or for any loss or damage to the equipment / property in the areas of work as a result of negligence / carelessness of its workers and will have to compensate.

(f) The mess contractor shall ensure that all employees engaged by him are free from communicable /infectious disease.

(ii) **Tenure of the contract:** The Contract will be initially for a period of six month but will be extended up to six months. The expected date of start is from August, 2017 and end in December, 2017 depending on the academic calendar of the Institute. The winning bidder must be ready to provide services immediately after award of contract.

The winning bidder have to provide acceptance of offer and deposit security deposit within seven days of award and undertake to start giving service from the date as intimated by NIT Sikkim. Failing this, the Institute may give the contract to the second bidder as well EMD will be forfeited. If the Contractor fails to carry out the Jobs as per the terms and conditions agreed upon, he is liable for forfeiture of EMD and Security Deposit in additions to penalty and termination of the contract.

(iii) **Payment Terms:**

(a) The payment will be made monthly on satisfactory completion of job contract services. The bill should be submitted on or before 5th of succeeding month and payment will be made within 20 days from the certification of the bill by Mess Committee Accounts Officer of the Institute who will supervise the above work and Chief Warden. The contractor has to indicate Bank Account No. for arranging ECS payment. Under any circumstances advance payment will never be made. In case meals are found deficient in quantity and quality, the contractor will not be paid for the same.

(b) **Rebates:** The Mess Contractor will have to give full 100% rebate on daily mess charge per students per day during all types of officially declared vacation and term breaks irrespective of number of days and the rebate is applicable to the students who are not dining at the time of vacation. The rebate shall be applicable for the following reasons: Due to sick leave / Due to suspension from the college / Field trips for academic work / Summer / Winter traineeships / When the students are permitted to go out on assigned duties / Leave with prior permission / During the period (if any) of closure of the NIT due to natural calamities, like earthquake etc. The Mess Contractor will allow the students to avail a maximum of 04 days rebate in a month with prior information to the mess committee without service charge. However if student leave the campus for personal reason more than 4 days then they will pay the maximum 25 % of the daily meal charges as service charges if any.

(c) NO payments will be made during summer / Puja / winter vacations / semester breaks of the Hostel. No Payment will be made during the suspended period.

(d) **Approximate Number of working / class days:** On an average the classes are held for approximately for 210 - 240 days in a year. Number of working / class days may vary $\pm 15\%$ depending on academic calendar and other unavoidable circumstances. Payments will be made only on the basis of the actual days the students avail mess facility. No other payments be during semester breaks.

(iv) **Indemnity:** The Institute shall be indemnified for all losses due to commissions and omissions of any person deployed by the contractor. There shall not be any loss or damage caused to the Institute on account of any negligence, carelessness, acts of omission s/ commissions of contractors, his employees or staff and the same shall be made good by the contractor. It shall be made very clear that the employees/staff engaged by the contractor shall not be treated or considered as employees of the National Institute of Technology Sikkim under any circumstances. The contractor shall defend, indemnify and hold the Institute harmless from any liability or damage, law suits, penalties imposed by any State or Central Government Department or statutory body or by a third party for reasons of violation of any of their statutory provisions or requirements. The Institute shall not be liable for any damage or compensation payable to any workmen or to any person as a consequence of his work and the Institute shall be completely indemnified accordingly.

(v) **Security Deposit:** The contractor has to deposit a Security Deposit of Rs. 2,00,000/- (Rupees Two lakh Only) by drawing a demand draft from any Nationalized Bank in favour of "The Chief Warden, National Institute of Technology Sikkim", within Seven (07) working days of award of contract. If the contractor fails to carry out the entrusted Job Contract Services and related miscellaneous works within the stipulated time and as per the Scope of work and Job Specification. National Institute of Technology Sikkim reserves the right to impose penalty as specified in the Penalty Clause and has the right of get the work done through someone else. On completion of Job Contract Service entrusted to the contractor satisfactorily. If the work is not satisfactory he is liable for forfeiture of Security Deposit amount deposited. The security deposit furnished by the contractor will not carry any interest and will be refunded after deducting the damages (if any) and other liabilities.

(vi) **Working Hours:** The normal working hours of the mess will be from 7.00 a.m. to 10.00 p.m. However, the Institute calls for special services beyond these hours on special occasions, without any additional payments.

(vii) **Terms of the contract:** It is emphasized that the contract is purely a Maintenance Contract intended for carrying out all the works entrusted in the schedule appended to this and at no stage this should be interpreted as a LABOUR CONTRACT.

6. Facilities to be provided by NIT Sikkim:

The prospecting bidders are welcome to visit NIT Sikkim campus for hands on idea about the following items:

(i) Space: The NIT Sikkim shall provide to the Mess Contractor a suitable space (for Kitchen as well as dining area) in the campus with basic infrastructure like electricity and water connection, all these free of charges, for running the mess.

However, the Mess Contractor shall not use the premises of the NIT Sikkim for selling goods to the local residents. The Mess Contractor shall also not use the premises nor the staff engaged at the NIT Sikkim for preparing food for outside catering service. The Mess Contractor shall not organize any get-together, parties, function etc. involving external guests or even students nor let out the premises to any one for holding such activities without the written permission of the NIT Sikkim.

(ii) Electricity & Water: Water will be provided free of charge for the entire period of this contract by the NIT Sikkim for serving food and allied activities only. Electricity will not be provided for any cooking purpose. The Mess Contractor shall not use the electricity and water for any other purpose.

(iii) Tables, Chairs etc.: The NIT Sikkim shall provide dining tables, chairs, miscellaneous utensils for cooking and serving food. The Mess Contractor shall keep an inventory of such articles which can be inspected and verified from time to time. The tea spoons, table spoons, forks, knives, stainless steel, tumbler glass, bowl should be counted once in a month and the contractor will be responsible for the loss of any items and make the loss if it is found shortage.

(iv) Equipment's: NIT Sikkim may provide an inventory of equipment's for use by the mess contractor subjected to availability. However, the Mess Committee may impose user charges for the said equipment's and it will be the responsibility of the mess contractor to keep those equipment's in proper condition and bear the maintenance cost.

Any damage made to the equipment's shall be either repaired by the contractor or the cost may be recovered from him / her. The items provided by the NIT Sikkim are subject to verification from time to time by the mess committee. The losses / breakages will be made up either by calculating the cost on fair wear and tear basis or replacing the same by the contractor. The Mess Contractor shall be liable in case of theft of any equipment(s).

The prospecting bidders may visit the NIT students mess before submitting bids for inspection of available equipment's.

(v) Accommodation for workers: Only one rooms with shared toilet may be given either in the campus or out campus on Kewzing Road, Ravangla for accommodating mess workers subjected to availability of the accommodation. The competent authority of NIT Sikkim shall have the final say on such allotment.

7. PENALTY CLAUSE:

(i) Work not done satisfactorily would be recorded and rejected for payment. Reasons for rejection would also be recorded.

(ii) Penalty shall be Rs 2000-10,000 per day per fault as recommendation will be received by Mess committee.

(iii) The cost of execution of the work at the risk and cost as well as the penalty shall be recovered in the next bill that falls due and if the amount of recovery exceeds the bill amount, recoveries shall be made from the Security Deposit, which has to be made good within 15 days of the short fall.

(iv) If any food adulteration or any laxity happens on the part of the contractor / mess running operations or its workers, the the NIT Sikkim shall have rights to take either or all of the following penal actions: a) force the contractor to bear expenses for treating the suffering students; b) take actions against the contractor according to the law of the land; c) terminate the contract and forfeit security deposit with immediate effect.

NB: In case of repeated complaint regarding quality, quantity and non-supply of the demanded items, contract will be terminated without any kind of compensation.

8. Other conditions:

(i) The prospecting bidders must submit prices inclusive of all sundry taxes and levies. She may show the included amount of taxes clearly. The total price quoted will remain fixed for entire one year of contract. There will not be any upward revision on any ground.

(ii) The winning bidder must sign a contract with NIT Sikkim in prescribed format.

(iii) The bidders shall provide an undertaking that they have read all the points in this Tender document and fully understands its implications and agree to abide by the terms and conditions mentioned in this document.

Sd/-

For Mess Committee
The Chief Warden
NIT Sikkim

ANNEXURE – I

SAMPLE type of MENU

Day	Breakfast*		Lunch *	Dinner*
Sunday	Idly/dhosa/voda	Bread/Jam/ Butter/Tea or Coffee (It will be every day)	Rice & Rooti, Sobji and fry, Sambar, dal lemon rice, Polao Curd/ Salad	Rice & Rooti, Sobji and fry, dal Fried rice, Zira rice
Monday	Milk/cornflakes, 2pc egg or 2pc banana			
Tuesday	Parotha (plain/Alu/Sattu)			
Wednesday	Puri (plain/Dal), sobji			
Thursday	Upma/plain rooti			
Friday	Soupe (veg)/ Bread, fruit			
Saturday	Chola Bhatura			

* The menu will cover South Indian, North Indian and Sikkim food. Rooti quality is very essential for the daily food. Sobji and Fry will be different combination of different seasonal vegetable for seven days.

** This is sample menu. Actual menu will be decided by mess committee and combination will be changed with time to time as per recommendation of mess committee. Please mention separately for any inclusion of non veg items.

Last month of semester menu was as follows:

Day	Breakfast	Lunch	Dinner
Monday	Milk and Cornflakes	Jeera Aaloo, Arhar Dal, Gobhi fried, salad	Egg curry(2 egg), (manchurian+sweet), Dal, Rice, chips
Tuesday	Sandwich, tea	Kathal dry, Aloo beans fry, Arhar dal, salad	Kheer poori, Aaloo, Dum, bhujia, Dhania Chatni
Wednesday	Wadaa/dosa, sambhar chatni (coconut), tea	Malai Kofta, Aaloo gobhi fry, Masoor Dal, salad	Mushroom, Raazma, Tomato chatni, Pyaz pakoda
Thursday	Paneer pyaz paratha, coffee	Aloo bhindi fry, Arhar Dal, Churpi, cabbage aaloo, salad	Lauki Kofta, Dal Makhaani, Aaloo Gobhi fry, chips
Friday	Daal poori, Tea, kabuli chana	Karela bhujia, Mix-veg, Arhar Dal, salad	Jeera Rice, brinjal aaloo bharta, Dal tadka, Mix-veg, Gulabjamun
Saturday	Sattu paratha, tea	Lauki Raita, Aalu parwal fry, Moong Daal, Bhujia	Udad Daal(black), Veg butter masala, brinjal bharta, tomato chatni
Sunday	Chola bhatura, APPY /frooty	Sambhar, dal veg (best-quality), soyabeen (dry), chatni, salad	Matar Paneer, Chana Dal, chips, bhaaji, Gulabjamun

Annexure - III

Put in "Part – A" of the bid

Tender for Job Contract at Students Mess at NIT Sikkim

Format for Profile of the bidder

Sl No.	Particulars	Please Fill-in	Reference No/ remarks if any
01.	Name of the Firm		
02.	Address		
03.	Name of the contact person: Designation: Address Mobile no.: E-mail ID:		
04.	Month and Year of Establishment of Firm*		
05.	Whether the firm is Proprietary / Partnership Firm / Private Ltd. / Public Ltd. / Others.		
06.	Name(s) and addresses of Proprietor / Partners / Directors		
07.	Number of years of experience in this field*		
08.	Annual Turnover during last three years* (Enclosed audited financial statement or certificate(s) from Chartered Accountant 2016 – 17: 2015 – 16: 2014 – 15:		
09.	Registration Number of the Firm*		
10.	PAN number of the firm or Proprietor*		
11.	Bank details for RTGS / NEFT payment*		

***All fields are mandatory to fill with the copy of duly signed.**

Signed by

(Name)

Authorised Signatory of M/s (Bidder)

Official Stamp

Date:

Place:

Annexure - IV

Put in "Part – A" of the bid

Tender for Job Contract at Students Mess at NIT Sikkim

Number of Workers to be engaged by the bidder

Sl No.	Staff assigned as	Please the number fill-in both words and roman numbers
01.	Manager	
02.	Cooks	
03.	Kitchen Staff / Helper	
04.	Cleaning Staff	

Signed by

(Name)

Authorised Signatory of M/s (Bidder)

Official Stamp

Date:

Place:

Annexure - V

Put in "Part – A" of the bid

Tender for Job Contract at Students Mess at NIT Sikkim

Format for Undertaking - 1

To

The Chief Warden

NIT Sikkim

Sub.: Tender No. 64/NITS/Mess Tender/2017-18/DIC (SA)/ Student Mess/ 2017 dated May 20, 2017

Dear Sir,

This is to undertake that I / We, owner(s) of M/s, of (name of city) have read all the points of the above mentioned Tender document and I / We fully understood the points and its implications. We undertake that if I / We am / were given the contract, I / We will abide by all the terms and conditions of the Tender in letter and spirit.

Signed by

(Name)

Authorised Signatory of M/s (Bidder)

Official Stamp

Date:

Place:

Put in “Part – B” of the bid

Tender for Job Contract at Students Mess at NIT Sikkim

Commercial bid

1. Rate for food per student per month per student: Rs..... /- per day inclusive of all Taxes. (Please write both in English words and numerical) However 30 days in a month will be considered for calculating meal charge per day). Please mention separately for non veg item inclusion with the sample menu

2. Vehicle rate (if any): Rs...../ - per month inclusive of all Taxes. (Actual days of food supplied will be charged) (Please write both in English words and numerical)

N.B.: 1. Payment to be made only for actual day's food is supplied. No payments for vacations / semester breaks.

2. Actual days of food supplied will be charged.

Signed by

(Name)

Authorised Signatory of M/s (Bidder)

Official Stamp

Date:

Place: