

NATIONAL INSTITUTE OF TECHNOLOGY KARNATAKA, SURATHKAL

HOSTELS

POST SRINIVASNAGAR, MANGALURU – 575 025 (D K)

Phone: (0824) 2474800.
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Website: <http://www.nitk.ac.in>



TENDER DOCUMENT

For

Running Mess at

Sl. No.	Name of the Mess	Tender for
1	Pushpagiri / PG Hostel mess (Mixed Indian Mess –Veg) (Boys Hostel)	
2	Vindhya / Third Hostel mess (Non Veg) (Boys Hostel)	

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Name of Tender	: Running Mess at _____ Block at, NITK Surathkal Hostels
Date of issue of blank tender document	: 11-03-2019 to 05-04-2019 (up to 04:00PM)
Date of receipt of filled bid document	: On or before 08-04-2019 up to 3:30 PM
Cost of Tender Document	: Nil
Date of opening the technical bid	: 08-04-2019 at 04:30 PM (if possible)
Bid security (EMD amount)	: Rs.3,00,000/-
Estimated turnover per year per Mess	: Rs. 1 Crore (Approx.)
Place of availability of tender document	: Tender document can be downloaded from the Institute website http://www.nitk.ac.in
Place of receiving tender	: Tender box, Hostel office of NITK (7th Boys Hostel Block, Sahyadri), Surathkal.
Address for Submission of Tender	: Professor in-charge, Hostel Affairs, NITKS Hostels, Post: Srinivasnagar, Surathkal, Pin 575025

Note: NITKS Hostels shall not be responsible for any postal delay about non-receipt /non delivery of the bids or due to wrong addressee.

Professor in-charge,
Hostel Affairs, NITKSH

Seal and Signature of Bidder

Professor in-charge NITKS Hostels

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TENDER DOCUMENT

TECHNICAL BID (Two cover system)

Name of work/ service : Running Mess at _____ Hostel Block
NITK Surathkal Hostels

Name of the bidder :

Seal and Signature of Bidder

Professor in-charge NITKS Hostels

TENDER DOCUMENT

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Seal and Signature of Bidder

Professor in-charge NITKS Hostels

NATIONAL INSTITUTE OF TECHNOLOGY KARNATAKA SURATHKAL
HOSTELS
POST SRINIVASNAGAR, MANGALORE – 575 025 (D K)

Notice inviting tender and General Conditions of Contract

Seal and Signature of Bidder

Professor in-charge NITKS Hostels

NATIONAL INSTITUTE OF TECHNOLOGY KARNATAKA, SURATHKAL HOSTELS

NOTICE FOR INVITING TENDER FOR RUNNING MESS AT FOLLOWING HOSTEL BLOCK AT NITK SURATHKAL HOSTELS

1. Pushpagiri / PG Hostel mess (Mixed Indian Mess –Veg)
2. Vindhya / Third Hostel mess (Non Veg)

National Institute of Technology Karnataka, Surathkal (in short – NITKS) is an autonomous Institute of the Government of India under the Ministry of Human Recourse Development imparting technical education. National Institute of Technology Karnataka, Surathkal is one of the “**Institutes of National Importance**” declared under the NIT Act – 2007 (Act No.29 of 2007). NITK Hostel trust is looking after NITK Hostel activities.

It is proposed to call for a short term tender for **RUNNING MESS AT FOLLOWING HOSTEL BLOCK AT NITK SURATHKAL HOSTELS**

S.No.	Name of the Mess	Tender for
1	Pushpagiri / PG Hostel mess (Mixed Indian Mess –Veg)	
2	Vindhya / Third Hostel mess (Non Veg)	

Sealed tenders in “**Two-cover System (i.e. Technical bid and Price bid)**” are invited in the prescribed format up to **15:30 hours (3:30 PM) on 23-03-2019**. The tenders (Technical bid) shall be opened on the same day if possible in the presence of bidders or their authorized agents who may choose to be present. The price bid of only such bidders whose technical bid is accepted shall be opened on a later pre-informed date. The Professor-in-Charge, Hostel Affairs, NITKS Hostels reserves the right to accept/reject any or all bids in part or all without assigning any reason thereon.

Date for the download of blank tender (bid) document: 11-03-2019 to 05-04-2019 up to 4:00PM

Date of receiving filled tender : On 08-04-2019 from 9:00 AM up to 3:30 PM

Place of issue & receiving tender document : **In Tender Box kept at Hostel office, (7th boys’ hostel block, Sahyadri), NITK.**

Bid Security/EMD : **Rs.3,00,000/-**

Filled tender document should be dropped in the “Tender box” before **3:30 PM on 08-04-2019**. Tender document will not be received in any other method/ mode other than dropping in the Tender box. Any tender received after the due date and time will not be considered.

BID SECURITY/ EMD: The EMD Rs.3,00,000 (Rupees Three lakhs only) should be in the form of Demand Draft of any scheduled bank drawn in favor of the **The Professor in-charge, Hostel Affairs, NITKS Hostels**, payable at Surathkal. EMD in any other form is not acceptable. The tenders received without the EMD will be rejected. The EMD should be placed in a separate cover super-scribing as “EMD” and stapled to the “Envelope No. 1 – Technical bid”.

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Professor in-charge NITKS Hostels

The EMD of the bidders is liable for forfeiture as per the terms of the tender document in case of any default. EMD shall bear no interest.

Determination of Successful Bidder and Minimum Security Deposit:

Security Deposit: The successful bidder shall deposit an interest free Security Deposit of Minimum **15.0 Lakh (Fifteen Lakh only). Bidder who offers highest interest free security deposit [over and above the minimum **15.0 lakh** (Fifteen lakh only)] will be the successful bidder, subject to its acceptance by the NITK Hostel Authorities. The successful bidder should deposit this interest free deposit before entering in to the agreement by means of demand draft of any scheduled bank drawn in favour of The Professor in-charge, Hostel Affairs, NITKS Hostels, payable at Surathkal.**

Procedure for submission of tenders:

Intending bidder shall submit his offer in two separate sealed envelopes (for each mess use separate documents), as follows

Envelope No.1 – Technical bid: The bidder should give all the details that are insisted in the Tender Document, details of their technical soundness in carrying out similar work (in Government Departments/ Government Undertakings/ public sectors/ reputed private sectors/ reputed Educational Institutes along with the certified copy of “Work/ Service Qualification Certificate” issued by the employer. The profile, staff structure should be furnished along with the copy of all related documents. The technical bid document (Terms and Conditions portion) should be signed and kept in this cover. This envelope should be super-scribed as “**Envelope No. 1 - Technical Bid**”. Full name and address of the bidder should also be mentioned on the envelope and should be addressed to “**The Professor in-charge, Hostel Affairs, NITKS Hostels**”. The EMD should also be stapled to this envelope. Self-attested copies of all related documents should also be kept in this envelope.

All information called for in the bid document should be furnished in the relevant formats in the Tender document. If for any reason, information is furnished in a separate sheet, this fact should be mentioned against relevant column. The bidders are cautioned that not giving complete information that called for or not giving it in clear terms or making any changes in the prescribed forms or deliberately suppressing the information shall result in summarily rejection of his/their offer.

Note: As per the prevailing rule of “One Contractor per mess”, the existing contractors of NITK Surathkal Hostel Mess and night canteen are not eligible to participate in this tender process.

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Professor in-charge NITKS Hostels

Minimum technical bid eligibility criteria requirement & document to be submitted (certified copies):

1. The bidder must possess GST registration. Self-attested copy of GST registration should be submitted.
2. The bidder must possess PAN registration with Income Tax department. Self-attested Copy of PAN registration should be submitted.
3. The agency must have the experience of having successfully completed similar services in any Government Department/ Undertaking/ public sector/ reputed private sector/ Educational Institute) for a period of not less than **three** years .

Basic Eligibility:

- a) The bidder should be in catering/mess operation business (excluding beverage and snacks services) for a minimum period of **3 years** as on **31.03.2018**. Enclose complete contact details of the Government Department/ Undertaking/ public sector/ reputed private sector/ Educational Institute) where the bidder has served for the last three years.
- b) Experience of having successfully run the catering services during the last **three years** ending **31.03.2018** as per following:

Two Similar completed or on hand works each having not less than **300 persons** on its dining strength.

Or

One Similar completed or on hand works each having not less than **600 persons** on its dining strength.

Similar nature of work means (A) running of the Hostel Mess/messes in Educational Institutions such as Indian Institute of Technology, Indian Institute of Management, National Institute of Technology, IISERs, IITs, All India Medical Sciences/ Central Universities/State Universities/Deemed Universities/or Academic/Research Institution Functioning under/affiliated Ministry of Human Resources Development/AICTE/CSIR/DRDO, (B) Running of Large Industrial /Institutional Canteen successfully in the State or Central Public Sector Undertakings or Companies in Private Sector, Organisations/Institutions/Statutory and Autonomous Bodies etc.

Copy of Service qualification certificate from the employer for the said service should be submitted.

4. Average Financial Turn-Over (Gross) The bidder's average annual financial turnover (gross) in catering services during the last three financial years, i.e., 2015-16, 2016-17 and 2017-18 duly audited by CA should not be less than **Rs. 1Crore**. Year in which no turnover is shown would also be considered for working out the average. Copy of audited balance sheet should be submitted.

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Professor in-charge NITKS Hostels

5. The bidder must possess registration for carrying out catering business issued from the competent authority such as under shops and commercial establishment act and rules. Self-attested copy of registration should be submitted.
6. The bidder must possess ESI registration. Self-attested copy of registration should be submitted.
7. The bidder must possess EPF registration. Self-attested copy of registration should be submitted.
8. Financial soundness: A solvency certificate for the amount not less than **Rs.1 Crore** from a Scheduled bank should be furnished by the agency as per the format provided in the tender document. Solvency certificate should be in original- No copies acceptable.
9. The bidder should not have abandoned or suspended any awarded service of any organization earlier. Affidavit to this effect should be submitted by the bidder as per the format provided in the bid document.
10. The bidder should not have been blacklisted /debarred for competing by any organization. Affidavit to this effect should be submitted by the bidder as per the format provided in the bid document.

Envelope No. 2 – Price bid:

Envelope No. 2 should be super-scribed as "PRICE BID" mentioning the name of the service/work, name and address of the bidder and should contain only price bid without specifying any conditions. The financial quote should satisfy all the requirements

Envelope No.1 and 2 shall be put together in another envelope duly sealed and super-scribed as document **for "Running Mess at _____ Hostel Block, NITK Surathkal Hostels"**, indicating the name and address of the bidder and should be addressed to **The Professor in-charge, Hostel Affairs, NITKS Hostels, Surathkal**. The tender should be dropped in the tender box.

The Price bid of those bidders who qualify in the Technical bid shall only be opened on a pre-informed date in the presence of available technically qualified bidders.

The NITKSH shall evaluate the Technical bid strictly on the basis of eligibility criteria stipulated in the Tender document/ notice inviting tender. The decision of the NITKSH in this regard is final and binding on the bidder. No correspondences from the bidder in respect of decision of the NITKSH on evaluation of the technical bid shall be entertained.

The bidders are advised to submit copy of only such documents that are insisted in the bid document. They are advised not to submit the copy of irrelevant documents to make their bid voluminous.

If an agency qualifies in the technical bid and if his financial quote is found to be violating / not meeting the norms, then such price bid will not be accepted. Such bids shall be rejected without forfeiting the EMD.

The bidder should inspect the hostel premises before quoting his tender and get all related information from the Hostel Office. If the dates mentioned above falls on any incidental holiday, then the next working day will be the date fixed in place of the date falling on incidental holiday. Any further details required may be obtained from the office during

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Professor in-charge NITKS Hostels

the office hours. The NITKSH reserves the right of accepting any tender other than the lowest or rejecting all the tenders.

The agencies enlisted under NSIC are requested to note that the present notice-inviting tender is not for the “Supply of Goods”, but for engaging a contractor. If agencies enlisted under NSIC are interested in participating in the tender, they may participate subject to fulfillment of the conditions of this notice inviting tender. However, they are exempted from paying EMD.

**Professor in Charge
Hostel Affairs
NITK, Surathkal Hostels**

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Professor in-charge NITKS Hostels

INTEGRITY AGREEMENT

This Integrity Agreement is made at Surathkal on this day of20

BETWEEN

National Institute of Technology Karnataka Surathkal Hostel Trust Board represented through the Professor in-charge, Hostel Affairs, NITK Hostels, Surathkal (Hereinafter referred as the '**Principal/Owner**', which expression shall unless repugnant to the meaning or context hereof include its successors and permitted assigns)

AND

.....
(Name and Address of the Individual/firm/Company)

Through (Hereinafter to as the "Bidder/Contractor" and which
(Details of duly authorized signatory)

Expression shall unless repugnant to the meaning or context hereof include its succession and permitted assigns)

Preamble

WHEREAS THE Principal / Owner has floated the Tender (NIT No.) (Hereinafter referred to as "Tender/Bid") and intends to award, under laid down organizational procedure, contract for
.....
(Name of work)
Hereinafter referred to as the "Contract".

AND WHEREAS the Principal/Owner values full compliance with all relevant laws of the land, rules, regulations, economic use of resources and of fairness/transparency in its relation with its Bidder(s) and Contractor(s).

AND WHEREAS to meet the purpose aforesaid both the parties have agreed to enter into this Integrity Agreement (hereinafter referred to as "Integrity Pact" or "Pact"), the terms and conditions of which shall also be read as integral part and parcel of the Tender/Bid documents and Contract between the parties.

NOW, THEREFORE, in consideration of mutual covenants contained in this Pact, the parties hereby agree as follows and this witnesses as under:

Article 1: Commitment of the Principal/Owner

- i. The Principal /Owner commits itself to take all measures necessary to prevent corruption and to observe the following principles:
 - a. No employee of the Principal /Owner, personally or through any of his/her family members, will in connection with the Tender, or the execution of the Contract, demand, take a promise for or accept, for self or third person, any material or immaterial benefit which the person is not legally entitled to.

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- b. The Principal /Owner will, during the Tender process, treat all Bidder(s) with equity and reason. The Principal /Owner will, in particular, before and during the Tender process, provide to all Bidder(s) the same information and will not provide to any Bidder(s) confidential / additional information through which the Bidder(s) could obtain an advantage in relation to the Tender process or the Contract execution.
 - c. The Principal /Owner shall endeavour to exclude from the Tender process any person, whose conduct in the past has been of biased nature.
- ii. If the Principal /Owner obtains information on the conduct of any of its employee which is a criminal offence under the Indian Penal code (IPC)/Prevention of Corruption Act, 1988 (PC Act) or is in violation of the principles herein mentioned or if there be a substantive suspicion in this regard, the Principal /Owner will inform the Chief Vigilance Officer and in addition can also initiate disciplinary actions as per its internal laid down policies and procedures.

Article 2: Commitment of the Bidder(s)/ Contractor(s)

- i. It is required that each Bidder/Contractor (including their respective officers, employees and agents) adhere to the highest ethical standers, and report to the Government / Department all suspected acts of fraud or corruption or Coercion or Collusion of which it has knowledge or becomes aware, during the tendering process and through the negotiation or award of a contact.
- ii. The Bidders(s)/Contractor(s) commit himself to take measures necessary to prevent corruption. He commits himself to observe the following principles during his participation in the Tender process and during the Contact execution:
 - a. The Bidders(s)/Contractor(s) will not, directly or through any other person or firm, offer, promise or give to any of the Principal/Owner's employees involved in the Tender process or execution of the Contract or to any third person any material or other benefit which he/she is not legally entitled to, in order to obtain in exchange any advantage of any kind whatsoever during the Tender process or during the execution of the Contractor.
 - b. The Bidders(s)/Contractor(s) will not enter with other Bidders(s) in to any undisclosed agreement or understanding, whether formal or informal. This applies in particular to prices, specifications, certifications, subsidiary contracts, submission or non-submission of bids or any other actions to restrict competitiveness or to cartelize in the bidding process.
 - c. The Bidders(s)/Contractor(s) will not commit any offence under the relevant IPC/PC Act. Further the Bidders(s)/Contractor(s) will not use improperly, (for the purpose of competition or personal gain), or pass on to others, any information or documents provided by the Principal/Owner as part of the business relationship, regarding plans, technical proposals and business details, including information contained or transmitted electronically.
 - d. The Bidders(s)/Contractor(s) of foreign origin shall disclose the names and address of agents/representatives in India, if any. Similarly, Bidder(s)/Contractor(s) of Indian Nationality shall disclose names and address of foreign agents/representatives, if any. Either the Indian agent on behalf of the foreign principals or the foreign principal directly could bid in a tender but not both.

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Further, in cases where an agent participates in a tender on behalf of one manufacture, he shall not be allowed to quote on behalf of another manufacture along with the first manufacture in a subsequent/parallel tender for the same item.

- e. The Bidders(s)/Contractor(s) will, when presenting his bid, disclose (with each tender as per Proforma enclosed) any and all payments he has made, is committed to or intends to make to agents, brokers or any other intermediaries in connection with the award of the Contract.
- iii. The Bidders(s)/Contractor(s) will not, instigate third persons to commit offences outlined above or be an accessory to such offences.
- iv. The Bidders(s)/Contractor(s) will not, directly or through any other person or firm indulge in fraudulent practice means a wilful misrepresentation or omission of facts or submission of fake/forged documents in order to induce public official to act in reliance thereof, with the purpose of obtaining unjust advantage by or causing damage to justified interest of others and/or to influence the procurement process to the detriment of the Government interests.
- v. The Bidders(s)/Contractor(s) will not, directly or through any other person or firm use Coercive practices (means the act of obtaining something, compelling an action or influencing a decision through intimidation, there or the use of force directly or indirectly, where potential or actual injury may befall upon a person, his/her reputation or property to influence their participation in the tendering process).

Article 3: Consequences of Breach

Without prejudice to any rights that may be available to the Principal/Owner under law or the Contract or its established policies and laid down procedures, the Principal/Owner shall have the following rights in case of breach of this Integrity Pact by the Bidders(s)/Contractor(s) and the Bidders/Contractor accepts and undertakes to respect and uphold the Principal/Owner's absolute right:

1. If the Bidders(s)/Contractor(s), either before awarded or during execution of Contract has committed a transgression through a violation of Article 2 above or in any other form, such as to put his reliability or credibility in question, the Principal/Owner after giving 14 days' notice to the contractor shall have powers to disqualify the Bidders(s)/Contractor(s) from the Tender process or terminate/determinate the Contract, if already executed or exclude the Bidders/Contractor from future contract award processes. The imposition and duration of the exclusion will be determined by the severity of transgression and determined by the Principal/Owner. Such exclusion may be forever or for a limited period as decided by the Principal/Owner.
2. Forfeiture of EMD/Performance Guarantee/Security Deposit: If the Principal/Owner has disqualify the Bidders(s) from the tender process prior to the award of the Contract or terminate/determinate the Contract or has accrued the right to terminate/determinate the Contract according to Article 3(1), the Principal/Owner apart from exercising any legal rights that may have accrued to the Principal/Owner, may in its considered opinion forfeit the entire amount of Earnest Money Deposit, Performance Guarantee and Security Deposit of the Bidders/Contractor.

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3. Criminal Liability: If the Principal/Owner obtains knowledge of conduct of a Bidder or Contractor, or of an employee or a representative or an associate of a Bidder or Contractor which constitutes corruption within the meaning of Indian Penal code (IPC)/Prevention of Corruption Act, or if the Principal/Owner has substantive suspicion in this regard, the Principal/Owner will inform the same to law enforcing agencies for further investigation.

Article 4: Previous Transgression

- 1) The Bidder declares that no previous transgressions occurred in the last 5 years with any other Company in any country confirming to the anticorruption approach or with Central Government or State Government or any other Central/State Public Enterprises in India that could justify his exclusion from the Tender process.
- 2) If the Bidder makes incorrect statement on this subject, he can be disqualified from the Tender process or action can be taken for banning of business dealings/ holiday listing of the Bidder/Contractor as deemed fit by the Principal/Owner.
- 3) If the Bidder/Contractor can prove that he has resorted / recouped the damage caused by him and has installed a suitable corruption prevention system, the Principal/Owner may, at its own discretion, revoke the exclusion prematurely.

Article 5: Duration of the Pact

These Pact beings when both the parties have legally signed it. It expires for the Contractor/Vendor 12 months after the completion of work under the contractor or till the continuation of defect liability period, whichever is more and for all other bidders, till the Contract has been awarded.

If any claim is made/lodged during the time, the same shall be binding and continue to be valid despite the lapse of this pacts as specified above, under it is discharged/determined by the Competent Authority of NITK, Surathkal.

Article 6: Other Provisions

- 1) This Pact is subject to Indian Law, place of performance and jurisdiction is the Headquarters of the Division of the Principal/Owner, who has floated the Tender.
- 2) Changes and supplements need to be made in writing. Side agreements have not been made.
- 3) If the Contractor is a partnership or a consortium, this Pact must be signed by all the partners or by one or more partner holding power of attorney signed by all parties and consortium members. In case of a Company, the Pact must be signed by a representative duly authorized by board resolution.

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- 4) Should one or several provisions of this Pact turn out to be invalid; the remainder of this Pact remains valid. In this case, the parties will strive to come to an agreement to their original intentions.
- 5) It is agreed term and condition that any dispute or difference arising between the parties with regard to the terms of this Integrity Agreement / Pact, any action taken by the Owner/Principal in accordance with this Integrity Agreement / Pact or interpretation thereof shall not be subject to arbitration.

Article 8: LEGAL AND PRIOR RIGHTS

All rights and remedies of the parties hereto shall be in addition to all the other legal rights and remedies belonging to such parties under the Contract/ or law and the same shall be deemed to be cumulative and not alternative to such legal rights and remedies aforesaid. For the sake of brevity, both the Parties agree that this **Integrity** Pact will have precedence over the Tender/Contract documents with regard any of the provisions covered under this Integrity Pact.

IN WITNESS WHEREOF, the parties have signed and executed this Integrity Pact at the place and date first above mentioned in the presence of following witnesses:

.....
 (For and on behalf of Principal/Owner)

.....
 (For and on behalf of bidder/ contractor)

WITNESSES:

1.
 (Signature, name and address)

2.
 (Signature, name and address)

Place: Surathkal.

Date:

Letter of Transmittal cum undertaking

From:

Name of the bidder :
Address :

To:

The Professor in-charge,
Hostel Affairs,
NITK Hostels, Surathkal,
Srinivasnagar Post,
Mangalore – 575 025.

Sir,

Sub: Tender for running mess at _____ Hostel Block, NITK Surathkal Hostel premises

Having examined and understood the details given in the Notice inviting tender and the tender document for the above service, I / we hereby submit our tender with the following declaration:

1. I/ we hereby declare that all the statements made by me/ us in the tender document are true and correct to the best of my/our knowledge and belief.
2. I/ we declare that before signing this bid, I/ we have read and fully understood all the terms and conditions, instructions contained therein and undertake myself/ ourselves to abide by the said terms and conditions.
3. I/ we also agree that the NITKSH can approach individuals, departments, employees or firms to verify our competence and general reputation.
4. I/ we agree that the Bid security (EMD) furnished along with my/our tender is liable for forfeiture in case of any default.
5. I/ we agree that the bid tendered by me/ us is valid for 90 days from the date of submission of the bid for its acceptance. I/ we further agree that I/ we will not make any change in our financial bid after its submission or withdraw the same.

Signature of Authorized signatory.

Date:

Seal and Signature of Bidder

Professor in-charge NITKS Hostels

Checklist

The bidder shall verify his tender properly before its submission and satisfy that all the information is submitted. **Copy of documents should be numbered (page numbering) at the bottom. Numbering should be started as Page No. 95 and continued; and should be properly attached to the Technical bid.**

Sl. No.	Requirement	Documents to be submitted	Yes/No
Check list for documents required under Eligibility criteria			
1	The agency must possess valid GST registration	GST registration	
2	The agency must possess valid PAN registration with Income Tax department	PAN card	
3	<p>The agency must have the experience of having successfully completed similar services in any Government Department/ Undertaking/ public sector/ reputed private sector/ Educational Institute) for a period of not less than three years.</p> <p>Basic Eligibility:</p> <p>a) The bidder should be in catering/mess operation business (excluding beverage and snacks services) for a minimum period of 3 years as on 31.03.2018. Enclose complete contact details of the Government Department/ Undertaking/ public sector/ reputed private sector/ Educational Institute) where the bidder has served for the last three years.</p> <p>b) Experience of having successfully run the catering services during the last three years ending 31.03.2018 as per following:</p> <p>Two Similar completed or on hand works each having not less than 300 persons on its dining strength.</p> <p style="text-align: center;">Or</p> <p>One Similar completed or on hand works each having not less than 600 persons on its dining strength.</p> <p>Similar nature of work means (A) running of the Hostel Mess/messes in Educational Institutions such as Indian Institute of Technology, Indian Institute of</p>	<p style="text-align: center;">Copy of Service qualification certificate from the employer for the said service should be submitted</p> <p style="text-align: center;">Work experience certificate issued by the Client supported by Labour Licence of that particular work.</p>	

Seal and Signature of Bidder

Professor in-charge NITKS Hostels

	<p>Management, National Institute of Technology, IISERs, IIITs, All India Medical Sciences/ Central Universities/State Universities/Deemed Universities/or Academic/Research Institution Functioning under/affiliated Ministry of Human Resources Development/AICTE/CSIR/DRDO, (B) Running of Large Industrial /Institutional Canteen successfully in the State or Central Public Sector Undertakings or Companies in Private Sector, Organisations/Institutions/Statutory and Autonomous Bodies etc.</p>		
4	<p>Average Financial Turn-Over (Gross) The bidder's average annual financial turnover (gross) in catering services during the last three financial years, i.e., 2015-16,2016-17 and 2017-18 duly audited by CA should not be less than Rs.. 1 Crore. Year in which no turnover is shown would also be considered for working out the average. Copy of audited balance sheet should be submitted as per the format provided in the tender document</p>	As per format given	
5	<p>The bidder must possess registration for carrying out catering business issued from the competent authority such as under shops and commercial establishment act and rules. Self-attested copy of registration should be should be submitted.</p>	Self-Attested Copy	
6	<p>The agency must be registered under Employees State Insurance (ESI) Act</p>	ESI registration	
7	<p>The agency must be registered under Employees Provident Fund (EPF) Act</p>	EPF registration	
8	<p>Financial soundness: A solvency certificate for the amount not less than Rs. 1 Crore from a Scheduled bank should be furnished by the agency as per the format provided in the tender document. [If the bidder is competing for more than one tender copy of original solvency in other tender is acceptable].</p>	As per Format Given	
9	<p>The agency should not have abandoned or suspended any awarded work of any organization during the past five financial years. Relevant proof in the form of affidavit in this respect should be submitted by the agency as per the format provided in the tender document.</p>	Affidavit (as per the format)	

Seal and Signature of Bidder

Professor in-charge NITKS Hostels

10	The agency should not have been blacklisted / debarred for competing by any organization during past five financial years. Relevant proof in the form of affidavit in this respect should be submitted by the agency as per the format provided in the tender document.	Affidavit (as per the format)	
Other general documents			
1	Payment of Rs.3,00,000 towards EMD	DD or NSIC Registration Certificate	
2	If the bidder is a partnership company, copy of partnership deed.	Copy submitted	
3	If the bidder is a Private/ Public Limited Company, copy of MOA & Registration document of the company.	Copy Submitted	
4	Details of similar works carried out during previous five years	Typed as per the format given in tender document	
5	Details of similar works in hand	Typed as per the format given in tender document	

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Format for submission of Bank account details:

The bidders are requested to furnish their bank details so as make payment / return the EMD of unsuccessful bidders through RTGS, in the following format:

May be typed as per the format given,

Format for submission of details of the bank account of the bidder:

Name of the account holder (bidder)	
Complete address	
Contact number	
Email address	

Bank Account details:

Bank name	
Branch name	
MICR number	
Account type	
Account Number	
Please re-type Account number again	
IFSC code of the Bank	

I hereby declare that the particulars given above are correct and complete. If the transaction is delayed or not effected at all for reasons of incomplete or incorrect information, I would not hold the Institute responsible for this.

I have read the option invitation letter and agree to discharge responsibility expected of me as a participant under the scheme.

Seal and signature of the bidder.

Certification from the banker:

Certified that the particulars furnished above are correct as per our records.

Seal and signature of the authorized officer of the bank.

Seal and Signature of Bidder

Professor in-charge NITKS Hostels

General Terms and Conditions for Tenderers

1. The successful bidder shall have to deposit an interest free Security Deposit for an amount quoted by him in the form of RTGS/ Demand Draft of any scheduled bank drawn in favor of the **Professor In charge Hostel Affairs, NITK, Surathkal Hostels**, which will be returned after the period of the contract and shall serve as performance guarantee.
2. The authorized caterers and mess owners must attach a user or existing client list.
3. If the bidder gives false information and the fact comes out after awarding the contract, the contract will be rescinded immediately. The contractor shall be liable to make good of any loss of damages resulting from such rescission. The NITKSH will declare a firm/ bidder ineligible either indefinitely or for a specified period of time at the sole discretion of the NITKSH for the award of contract/ participating in the tenders if at any time the NITKSH determines that he has furnished false information/ engaged in corrupt or fraudulent practices.
4. A mess committee duly constituted by NITKSH may inspect one of the sites where the firm is running mess/has run the mess in last two years to ascertain the quality of work executed by the Firm. Mess committee will be empowered to reject the eligibility bid of the firm if credentials of the firm are not found satisfactory.
5. Bids and all accompanying documents shall be in English only. In case, any accompanying documents are in other languages, it shall be accompanied by an English translation. The English translation shall prevail in matters of interpretation.
6. **Amendment of Tender document:** At any time prior to the last date for receipt of bids, NITKS Hostels office may for any reason, whether at its own initiative or in response to a clarification requested by prospective bidder, may modify the Tender document by an amendment.
7. NITKS Hostels may at its own discretion extend the last date for the receipt of bids
8. The tender document must be dropped in the Tender BOX kept at hostel office before scheduled time.
9. The H1 bidder/offer do not get any right to demand acceptance of his offer. NITKS Hostels reserves the right to accept/ reject/ cancel any bid. Even after acceptance of bid/ issue of order or release of order to the successful bidder, NITKS Hostels can reject/cancel the deal without assigning any reason thereof. NITKS Hostels shall not be responsible for any damages/loss whatsoever to the successful bidder on account of such withdrawal.
10. In event of office remaining closed on the date of opening of the tender for any unforeseen reason, the tender shall be received and opened on the next working date.

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11. Tenderers should sign on all the pages of the tender document.
12. Conditional and /or combined offer(s) in tender shall be liable for rejection. Acceptance or rejection or deviation of tender terms and conditions shall be finally decided by the Council of Wardens, NITKS Hostels.
13. In the event of any dispute with regard to GST or any other statutory levies, the matter has to be taken up directly with the concerned authorities by the tenderer.
14. Should the bidder happen to be relative of any employee of the department or any member of tender committee, he shall inform the Authority of the said fact while submitting his tender failing which his contract may be rescinded, if and when the fact consequently comes to light and he shall be liable to make good any loss or damages resulting from such rescission.
15. Intending tenderers may seek for any clarification before tendering, submission of offer implies the tenderer has obtained all clarifications required.
16. In all cases the rates should be quoted both in words and figures. Any alteration and / or overwriting should be duly authenticated by the tenderer's signature.
17. The Professor in-charge, NITKS Hostels shall have the right to withdraw/cancel amend the tender document to clarify, amend or delete any of the condition clause stated in the tender, for which tenderer shall not be entitled to claim any cost, expenses in connection with submission of offer. In case the tender is withdrawn/cancelled the EMD will be refunded without interest.
18. **Inspection:** The firm / agency / contractor who wishes to apply are required to visit and examine the respective messes in Hostel Blocks and satisfy themselves before submitting their offer and to appraise themselves. When the tender is received, it will be deemed that the bidders have seen the facility and appraised themselves about the entire facility. The interested tenderers may inspect the Hostel Block NITKS Hostels premises on working days from 18-03-2019 to 22-03-2019 between 10.00 AM to 4.00 PM, except Saturday /Sunday or holidays with prior permission from Block Warden/Hostel Superintendent, NITKS Hostels. The prospective tenderers may contact the NITKS Hostel Office. Only one person from each firm will be permitted for inspection of the items. The person inspecting the items should record their firm's name, his name, and his position in the Inspection Register. The person should produce proof of documentary evidence like authorization letter in their letter head/visiting card/ identification card, driving license, passport, PAN card etc. before inspection. The Tenderers will be permitted to inspect the hostel premises only once and they will not be entertained again.

19. During evaluation of the bids, the Professor in-charge, NITKS Hostels may, at his discretion, ask the bidder for clarification of his bid.
20. No bidder shall contact the office of Professor in-charge, NITKS Hostels on any matter relating to his bid from the time of the bid opening to the time the issue of work order. All bidders are strongly advised to furnish all material information in the bid itself.
21. **ACCEPTANCE OF OFFER:** The successful tenderer will be intimated about the acceptance of their offer through Registered Post/ Speed post
22. The EMD of the unsuccessful bidder shall be returned within 90 days of receipt of tenders. The EMD of successful bidder shall be returned after execution of agreement or adjusted with security deposit.
23. NITKS Hostels reserves the right to cancel the tender at any time without assigning any reason before issue of the order. Tenderers are not entitled to claim any damage or compensation in case of such cancellation.
24. The tender is issued subject to the jurisdiction of the local court at Mangalore only. All disputes arising out of the tender notice and resultant sale order shall have the jurisdiction of the competent Court at Mangalore.
25. **The work will be awarded to the H-1 (Highest Deposit offered bidder) firm/agency based on evaluation.**
26. Precautions against any fire hazards or other damages to hostel properties shall be taken care by the firm. The contractor shall indemnify NITKS Hostels from any encumbrances / loss on this account.
27. The firm/contractor/agency shall fulfill the requirement of various law enforcing agencies/local authorities etc. for their approvals as and when required.
28. The firm / agency / contractor will be responsible for the safety of their deputed staff during the performance of their duty at NITKS Hostels Mess. The contractor shall be fully responsible for any liability/compensation in case of any accident or otherwise or any incident of the staff deputed by the firm and NITKS Hostels shall not be required to give any compensation and NITKS Hostels administration shall remain totally indemnified by the contractor.
29. The tender shall remain valid for acceptance for period of 90 days from the date of opening.
30. In the event of any damage caused to the installation due to negligence, carelessness or inefficiency of the staff, the contractor shall be reasonable to make good the same. Decision of the NITKS Hostels shall be final and binding on the contractor for carrying out suitable recovery.

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- 31. The rates shall be inclusive of all statutory obligations. Even if there are any variations in these during the contract period, the rate shall remain unchanged and no additional payment can be claimed. GST is extra as applicable.**
32. The tenderer(s) must not indulge in any corrupt or unlawful practice while executing the contract. If any such case is reported and established, the Professor in-charge, NITKS Hostels will have full rights to forfeit the Security Deposit and cancel the contract.
33. The bidder shall quote his bid in Indian rupees.
34. Conditional bids/ offers shall be summarily rejected.
35. A bidder signing the bid document must specify whether he signs as
- A sole proprietor of the firm or constituted attorney of such proprietor;
 - A partner/ managing partner of a partnership firm. In this case, he must have a clear legal authority to sign for the firm.
 - Constituted attorney, if for a Company.
36. The NITKSH will declare a firm/ bidder ineligible either indefinitely or for a specified period of time at the sole discretion of the NITKSH for the award of contract/ participating in the tenders if at any time the NITKSH determines that he has furnished false information/ engaged in corrupt or fraudulent practices.
- 37. One contract per agency: If one bidder happens to be successful bidder for more than one mess, then contract of only one mess of his choice will be awarded to the bidder. The contract of other mess will be awarded to the other second successful agency participating in that tender.**
38. The contractor will not be entitled for any compensation for any loss suffered by him on account of delays in commencing or executing the work/ service, whatever the cause for such delays may be.
39. E.M.D/Bid security of the unsuccessful bidder will be refunded without any interest within 90 days from the date of submission of the tenders. The E.M.D. shall be forfeited if a bidder withdraws his bid during the period of validity specified.
40. The EMD of the successful bidder shall be returned after execution of the contract agreement or adjusted with the Security deposit.

41. Forfeiture of EMD/Bid security and SD: The EMD/Bid security and SD shall be forfeited in case of any breach of terms and conditions of the contract.
42. RELEASE OF SD: The SD of the successful bidder shall be returned without any interest on completion of the contract period after adjusting any dues from him.
43. NITKSH will notify the successful tenderer in writing by registered letter that his tender has been accepted. On receipt of this letter, the successful tenderer will have to enter into an agreement. The cost of the non-judicial stamp paper document shall be borne by the contractor.
44. If the bidder fails to execute the agreement within the specified time, the bid security shall be forfeited to the NITKSH in full and the tender will be rejected. If as a result of such measures due to the default of the bidder, any loss to the NITKSH results, the same will be recovered from the tenderer by suitable course of action including legal proceedings.
45. A mess committee duly constituted by NITKSH may inspect one of the site where the firm is running mess/has run the mess in last two years to ascertain quality of work executed by the firm. Mess committee will be empowered to reject the eligibility bid of the firm if credentials of the firm are not found satisfactory.
46. NITKSH reserves the right to obtain feedback from the previous/present clients of the Tenderer/Contractor and also depute its team(s) to inspect the site(s) at present contract(s) for on the-spot firsthand information regarding the quality of food and services provided by the Tenderer.
47. **The successful bidder shall provide the mess service at the rate provided as below only.**

The mess food rate as fixed by the hostel authorities is as follows:

Sl. No.	Name of the Mess	Per day/Diner (Rs.)
1	Pushpagiri / PG Hostel mess (Mixed Indian Mess –Veg)	115.00
2	Vindhya / Third Hostel Mess (Non Veg)	115.00

The above rate is inclusive of all taxes, but excluding GST. The above rate will be valid throughout the contract period.

48. In case of equal rates quoted by more than one bidder, priority/mess contract will be Given/awarded to the bidder who offers highest security deposit. In this regard, decision of Professor in Charge and tender committee/mess committee will be final.
49. Contractor must run the mess during lean period (Vacation) also.

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50. One bid per bidder: Each bidder shall submit only one tender either by himself or by representing a firm.
51. The Contractor shall install his electronic fly – kill / insect repellent equipment, emergency Lighting / gas and fuel supply at his own cost.
- 52. The contractor shall be fully responsible for appropriate behavior of the mess workers inside the NITK campus. The contractor has to ascertain that his staff/workers obey all security norms and general norms of NITK. If it is found that any worker has misbehaved with any of the hostel mates / hostel staff, the contractor has to take action against that worker as suggested by the Warden under intimation to the Professor in Charge Hostel Affairs.**
53. Water Coolers and purifiers should be cleaned and maintained as per the instructions by the Authority. The maintenance of the water coolers/aqua guards provided in the dining area by the NITKSH shall be the responsibility of the contractor. In case, the aqua guard/coolers are not in working condition for more than 48 hours, it should be repaired by the contractors immediately. In case of failure to do so, the institute shall be at liberty to impose penalty as decided by the authority of NITKSH.
54. All work shall be carried out with due regard at the convenience of NITKSH. The orders of the Concerned authority shall be strictly observed.
- 55. Storing/supply/sale and consumption of drugs, alcoholic drinks, cigarettes or any other Items of intoxication are strictly prohibited in the Institute's campus, including Canteen/mess. Any breach of such restrictions by the Contractor will attract deterrent action against him/her as per statutory norms.**
56. The Contractor shall not use the premises for any other activity except for the purpose for which it has been provided for.
57. **Clarification of Tender Document:** In case the bidder has any doubt about the meaning of Anything contained in the tender document, he shall seek clarification from the NITKSH before 5.30 PM on **21-03-2019** in writing. All such clarifications, together with all details on which the clarification had been sought will be forwarded to all the bidders through a fax. Such clarifications shall form part of the tender document.

58. No price hike will be provided to caterer for any reason during the entire duration of the tender contract.
59. The contractor shall prepare bill on the basis of monthly billing of actual number of hostel residents for each month including extra messing, rebate etc for the entire month on or before of 5th day of the next month and will submit to the Hostel office for necessary payment. The payment to the contractor will be released in two installments i.e. first 50% payment will be released before 8th of a month after deducting rebate, penalty charges and other charges and second 50% after 15th of the month only after the submission of photocopies of EPF, ESIC, GST etc. challans receipts obtained from the concerned along with their salary bill (with the name of employee) to Hostel office.
60. That the Contractor will give an affidavit and/or undertaking in favor of respective Hostel Executive Committee every following month to the effect that he has paid wages to his workers and also complied with the provisions of the Employees Provident Fund and Miscellaneous Provisions Act and Employees State Insurance Act. A Performa to this effect is enclosed herewith as **Annexure- A** to this agreement.

Contractors/Service Providers Scope of Work and Requirements

1. To prepare food and serve breakfast, lunch, evening snacks and dinner to Students, Guests, and visitors of NITKS, as per menu suggested by Mess Management Committee (MMC) and also to maintain the mess and its surroundings clean.
2. Liquefied Petroleum Gas only can be used as a cooking medium.
3. Since students residing in NITKSH are from different parts of the country/World, the contractor must have expert team of cooks, so that he can prepare and provide variety of food types from all parts of the country.
4. Provision of food stuff and other items for running mess is entirely the responsibility of the contractor. All beverages and eatables shall be supplied or prepared from good and pure raw material, maintaining healthy and hygienic standards. In case any item is found sub-standard or inferior quality or unhygienic, Professor in-charge, Hostel Affairs, NITKS Hostels/MMC shall have the right to prohibit the catering/supply thereof at the mess and make alternate arrangements at risk and cost of the Contractor.
5. Vegetables used should be fresh and of good quality. Rice of good quality, well cleaned, de-stoned should be used. Standard brand toor/Urad daal/pulses/grams/species are only to be used for cooking. The caterer should procure required provisions from standard shops. Rice should be cooked properly. Chapati should be baked properly and it should be soft. For preparation of curry (i.e. Sabji) each day, the vegetables must be changed. Potatoes mixed with vegetables should not exceed 20%. Fruit served should be of good quality.
6. Cooking oil should be cold pressed sunflower/ ground nut oil and oil once used should not be reused for any cooking purpose again. All raw material condiments used must comply with ISI quality FCI/Agmark standards. Procurement of first quality branded groceries, vegetables etc., will be the responsibility of the caterer. The members of the mess squad will check all materials bought to the mess as well as cooking practices in frequent intervals.
7. The number of students to a caterer may be approximately 300 (This may vary based on student's choice)

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8. The contractor shall maintain a suggestion book for recording the suggestions for improvement. Such suggestions having the approval of Hostel administration should be forthwith acted upon. The suggestion book should be kept open for inspection by the wardens.
9. **Selling of alcohol or tobacco products, energy drinks is strictly prohibited in the mess.**
10. The NITKS Hostels reserves the right to carry out the background check of all workers of the successful bidder serving in respective hostel blocks. The successful bidder's contract will be terminated if any worker is found to be habitual alcoholic/drug addict/having criminal background etc.
11. Self-service procedure will be followed in the mess. The bearer will provide drinking water on table and clear all tables and clean them. After the use, plates & glasses should be cleaned in boiling water and kept safe.
12. **The Contractor shall prepare and display the menu and rate list of extra items prominently in the mess.** The Professor in-charge, Hostel Affairs, NITKS Hostels and the Mess Management Committee (MMC) constituting of personnel from Council of Wardens, Student members of the Hostel block will be responsible for monitoring work of contractor and will have right to inspect store rooms, kitchen etc. The contractor shall adhere to the decision of MMC and he will attend any MMC meeting on call. MMC may meet once in 2 weeks. **Professor in-charge, Hostel Affairs, NITKS Hostels/MMC/Mess Quality Control Warden will have right to inspect any time and find out quality and quantity of items supplied by the contractor. The contractor shall also provide a digital weighing balance (to be kept in store) for this purpose.** Any other officer as designated by Professor in-charge, Hostel Affairs, NITKS Hostels like Warden (Mess Quality Control) would also have the authority to undertake surprise checks on quality, quantity of food and health and hygiene in mess.

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The members of Mess Management committee are as follows

1. Professor in Charge Hostel Affairs
2. Finance Warden
3. Block Warden
4. Mess Secretaries of different blocks
5. Block Wardens Nominees
6. Mess Quality Control Warden.

13. **Housekeeping:** The contractor shall be fully responsible to keep the premises of the mess like dining hall, kitchen, toilets in mess premises and surroundings clean and neat. The contractor also should engage their employees for removal of wet & dry wastes at least twice a day. The Contractor shall keep the premises of the mess, mess hall, kitchen, all the furniture, utensils, fixtures, roof/wall, ceiling fans, exhaust fans, windows and ventilators including net and its glass, and any other fittings in clean, healthy and hygienic and sanitary conditions to the satisfaction of the MMC. The mess hall tables, kitchen slabs, wash basins and other areas of the Mess should be cleaned daily at end of the day using perfumed disinfectant. Mopping of all these locations should be done every day. Entire mess area shall be washed on alternate days in a week. (Tuesday, Thursday and Saturday). Surrounding areas have to be swept once in a week, especially on Saturdays. All inside/outside drainages connected with mess in the mess compound premises shall be cleaned using disinfectant/phenol by the contractor. Cold storage and refrigerators are to be defrosted and cleaned once a week by the contractor. Rat proofing regularly and other pest control is to be done at least once in six months.
14. The employees on duty in the mess shall always wear clean and neat uniform (minimum 02 sets to be provided by the contractor), with name tally and designation for easy identification. Torn uniform, chappals, unkempt looks will be considered as breach of contract. They should be familiar with usage of fire extinguisher and other safety equipment. The age of employees should not be below 18 and above 55. The contractor is responsible for behavior and conducts of his personnel and should ensure that no one is roaming outside mess premises in working hours. Pass for going out of NITKS premises is to be taken from Hostel Office for any one leaving NITKS Hostel premises in working hours.

15. **Contractor's general responsibilities and liabilities:** Employees at the mess shall be engaged and remunerated for by the Contractor. Accommodation for the employees of mess will have to be arranged by the Contractor. NITKSH shall have no liability to the employees or members of Contractor whatsoever. However, the Contractor for posting his personnel for employment at the mess shall obtain the prior permission of the Professor in-charge, Hostel Affairs, NITKS Hostels. The persons so employed should be subjected to medical examination at the time of posting, and thereafter every six months;
16. All employees engaged by the contractor shall be on his/their payroll and paid by him/them. Payment of wages statutory including workers compensation, ESI, PF etc. as applicable and non-statutory benefits etc. to the employees shall be borne by the contractor and made within the stipulated time.
17. No employees of the Contractor or other person in-charge of mess shall be permitted to remain in the NITKSH premises during the period between 12 mid nights and 5 am. The mess contractor or authorized representative should be always available in mess at all other times.
18. All materials taken out shall be regulated through all passes issued by an authorized Officer of NITKSH.
19. The contract will be terminated unilaterally by NITKSH in case the contractor defaults in setting up mess within a reasonable time after date of handing over the mess, fails to comply with any terms and conditions of the contract or if the contractor's performance is considered unsatisfactory. Security Deposit will be forfeited if the contract is terminated due to the above-mentioned reasons. In addition, NITKSH also reserves the right to terminate the contract at any time during the period of the contract without any obligation, and without assigning any reasons thereof to the contractor. The contractor is required to give a minimum notice period of 60 days to NITKSH to make suitable alternate arrangements in case of requirement to terminate contract from his side. Failure to do so will also result in forfeiture of security deposit.
20. The Contractor shall execute a contract with NITKSH within 7 days of the receipt of Work Order at his own expense.
21. The contractor shall be fully responsible for the successful completion of the contract as per conditions stipulated in the contract. Any contravention of the conditions may lead to termination of the contract and forfeiture of the

security deposit. The contractor shall be responsible for all consequences arising out of such termination and NITKSH will be free to seek other remedies in addition to forfeiture of security deposit. NITKSH reserves the right to rearrange the work at the risk and cost of the contractor.

22. The contractor shall be responsible for any loss or damage to property and articles of NITKSH by the employees of the contractor.
23. The contractor shall ensure medical checkup of his personnel every six months to ensure proper hygiene and health of staff.
24. **The decision of the Professor in-charge, Hostel Affairs, NITKSH/Mess Management Committee, NITKSH, will be the final and binding on the contractor regarding the performance of the contract.**

25. All the equipment maintenance and repair work during contract period will be the responsibility of the contractor. On completion of the contract, it is the responsibility of the contractor to return the entire equipment's in working condition.

STANDARD CONDITIONS OF CONTRACT

Duration of work and delay. In case the contractor defaults on running of the mess during the contract period the security deposit will be forfeited by the NITKSH. Decision of the Professor in-charge, Hostel Affairs/ Council of Wardens, NITKSH/Mess Management Committee, in this regard shall be final and binding on the contractor.

Execution of the contract. The Contract will be coordinated and directed by Professor in-charge, Hostel Affairs, NITKSH/Mess Management Committee/ Council of Wardens.

1. Engagement of required staff, providing uniforms etc. shall be by the caterer with approval of NITKS Hostels Administration. Caterer should provide a minimum of two pairs of uniform to the workers. The workers should always use hand gloves and caps while working.
2. The approximate strength of mess members is expected to be 300 students (This may vary based on student's choice) during regular semester (January to May and July to December).
3. Indicative Mess Menu has been prepared by MMC/Block Warden and specified in the tender document.
- 4. Available cooking equipment's, utensils, and cutlery will be handed over to the contractor at the beginning of the contract in working condition. Balance cooking equipment's, utensils, serving vessels, plates, spoons, glasses etc. are to be arranged by the contractor. Cleanliness and maintenance will be contractor's responsibility. In case of any damage/deficiency/discrepancies, the entire costs for the same would be recovered from the contractor.**
5. The caterer shall also be responsible for the upkeep of equipment's provided by the NITKS Hostels. In case of any damage to the furniture and equipment's by any person, he will immediately inform in writing the concerned authorities of the NITKS Hostels for recovery of such losses/damages from the defaulters, failing which the caterer shall himself be liable to pay the cost as decided by the NITKS Hostels.

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6. All the equipment's, furniture/fixtures, including gas and electrical installation of the Canteen kitchen/dining hall shall be given to Contractor in good working condition. These should be used carefully & cautiously by his employees.

7. Maintenance of Exhaust fans and Fixing of mosquito nets for kitchen section should be done by the contractor.

8. Refilling of cooking gas cylinders provided and procurement of good quality provisions and other consumables is the responsibility of the caterer.

9. Security of licensed premises, equipment, fittings and fixtures, furniture etc. is the responsibility of the catering contractor.

10. The caterer shall attend a monthly meeting of the mess committee, failing which a penalty will be imposed.

11. No accommodation, except a changing/resting room, will be provided to the workmen of the caterer.

12. The Caterer is required to be present in General Body meeting of each hostel to address the queries of students.

13. Major civil and electrical works will only be attended to by NITK. Minor maintenance jobs such as replacement of light bulbs, tube lights etc. are the responsibility of the catering contractor.

Condition of work: The Contractor shall note that the work lies within the restricted area and his representatives and workers shall be required to abide by the following: -

(a) **Entry/Exit:** The contractor or his representatives and workers will be allowed to enter through and leave from only such gates as the security staff may at their discretion permit to use.

(b) **Security/Identity card / pass:** The contractor / his representatives or his supervisory staff are required individually to be in possession of security pass issued by the Hostel Office. The security staff of NITK Surathkal can examine the pass at the time of entry or exit from the restricted area and also at any time inside the restricted area. The contractor shall follow at site all security rules as may be framed by the NITKS Hostels from time to time regarding issue of identity cards, control of entry of personnel and all similar matters. The contractor and his personnel shall abide by all security measures, rules and regulations imposed by the NITKSH or the NITKS from time to time.

(c) **Security checks:** The contractor or his representatives or workers are liable to be searched at the gate used for entry and exit by the security staff. They are not to visit any other area within NITKS other than the designated work area.

(d) **Identity of workmen:** The contractor shall employ workers after thorough investigation and verification of their antecedents from local police at Surathkal. Police verification of all workers/staff is to be submitted for issue of entry passes. The Contractor will also be responsible for the conduct and action of his workers and representatives. A list of workers with copy of Aadhaar Card should be submitted to the hostel office.

(e) **Safety norms:** The contractor will ensure that prevalent safety norms in NITKSH areas are strictly followed. The contractor will be liable to pay compensation in the event of any injury to his workers.

(f) **Passes:** The contractor will submit copies of the appointment letter and police verification for each employee whenever a pass is required to be issued.

(g) **Working hours:** The Contractor will be permitted to follow working hours as deemed essential to meet the requirements of running of the mess by NITKSH.

(h) **General conduct of personnel employed:** All personnel employed by the contractor are to adhere to the prevailing rules for personnel employed on contract and conform to regulations of NITKSH.

Staff strength in each category of Mess Workers viz., Cooks, Servers, and helpers deployed by the caterer should be optimum and finalized in consultation with Hostel Administration. Experienced Manager with fluency in English, Hindi and Kannada should be appointed.

Channel of correspondence: Subsequent to award of contract all correspondence pertaining to execution of work will be addressed to “**The Professor in-charge, Hostel Affairs, NITK Surathkal Hostels**”.

Damage to existing works: the Contractor at his own expense shall make any damage to the existing structures / Government property during running of mess good immediately on the spot. In the event of his failure to do so, matter shall be referred to the **Professor in-charge, Hostel Affairs, NITK Surathkal Hostels** whose decision shall be final and binding.

Nonconformance by employees of contractor: In case where any employee is found to be not conforming to expected service/contract requirement or is found to be in violation of laws of NITKSH regulations or has been found to be acting in contravention of orders from NITKSH authorities, the contractor is to replace the person within 24 hours on receipt of a written communication to the firm to this effect by the Professor in-charge, Hostel Affairs, NITK Surathkal or any other officer nominated to run the contract on behalf of the Professor in-charge, Hostel Affairs, NITK Surathkal.

Assistance of serving office personnel: The Contractor shall not employ any serving office personnel of NITKSH/ NITK or take their assistance either directly or indirectly without permission of The Professor in-charge, Hostel Affairs, NITK Surathkal.

Injury/accident: The payment of compensation to the employees of the Contractor for physical injury/disability if any, during the execution of the work shall be the liability of the Contractor.

Waste materials and debris: Waste material generated during work will be required to be cleared and discarded outside the institute premises by the Contractor on daily basis at his own cost. No wastes are to be ever dumped into the sea or in other non-designated areas. The contractor will be liable for severe penalties, if any personnel of the contractor are found violating these requirements and also no food is to be fed to dogs and cattle's.

Arbitration: All disputes pertaining to this work shall be referred to the sole arbitration of **Professor in-charge, Hostel Affairs, NITK Surathkal**, whose decision in this matter shall be conclusive and binding.

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The Contractor is advised to go through the tender documents carefully and thoroughly. He will be deemed to have accepted the terms and conditions stipulated in the tender documents if he submits his quotations for contract.

Responsibility of Contractor:

- a. Running of the mess as per contractual clauses and scheduled requirements.
- b. Adhering to the relevant legislation and NITKSH safety policy, procedures and standards of good practice.
- c. Enforcing of procedures and practices, which are safe, and without risk to people, property and environment.
- d. Reporting all accidents, incidents, injuries and near miss with serious potential. All unsafe acts and practices should be corrected immediately;
- e. Providing adequate safety and environment protection policies and regulations. Providing any necessary safety and protective equipment and ensuring that it is used
- f. Providing personnel who are medically fit to carry out the work, properly qualified, trained and adequately experienced and supervised.

Him/them shall settle all disputes or differences between the contractor and his /their employees.

NITKSH will have absolutely no liability whatsoever concerning the employees of the contractor. The contractor shall indemnify NITKSH against all losses, damages, or liabilities arising out of his /their relations with him/them employees or in the course of employing persons. The contractor should maintain proper records/registers as required by the concerned statutes and submit them to NITKSH as and when required.

Rules pertaining to the daily functioning of the mess

The Messes in the Hostel Blocks, at NITK campus consists of a kitchen and a dining hall. The Important terms and Conditions are listed below for convenience.

1. Services of the Mess should be available on all days from Monday to Sunday and also during vacation period. The services of the Mess are to be operated primarily for the residents of NITKSH and demands of all items are to be met in full.
2. The contractor is to make his own arrangements for fresh/dry provisions of good quality and is to ensure that sufficient stock of items is maintained at all times to avoid interruption in the services of the mess. The contractor should not use any adulterated item for cooking. All vegetarian items and non veg items such as Egg, fish, chicken should be fresh, of good quality and must be stored in cold storage. The refrigerator and cold storage is to be maintained in working condition by the contractor. Worms, stones in eatables would mean unsatisfactory performance of the contract.
3. Emergency lights need to be arranged by the contractor in Kitchen and Dining Hall if there is a power failure.
4. The contractor is to make own arrangements to store sufficient quantity of potable water for cooking and drinking so as to meet the requirements of at least three days to cater for contingencies of shortage/breakdown of civil water supply.
5. Supply of items on credit basis to any personnel would be purely on the risk of the Contractor and NITKSH will not be responsible in any manner for realization of dues from any worker/personnel using the services of the mess. Any problem in this regard may be however reported to Mess Management Committee for feasible help. No altercation or manhandling of the personnel is to be resorted to by contractor or his personnel in this regard.
6. Entry to the Kitchen is to be strictly restricted except for the Mess staff, Mess management committee and the official visiting for authorized inspection from time to time.

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7. The Contractor is prohibited from using kerosene stove, electric heater and fire wood inside the mess.
8. The Contractor has to employ the mess staff of Indian Citizen only after due verification of their character & antecedents. Personnel having been involved in any civil/criminal cases are not to be engaged for employment in the mess. Any of the contractor personnel working in the mess is found to have been/being involved in civil/criminal cases would entail termination of the contract as well as forfeiture of security deposit. The contractor will bear the responsibility and cost for police verification of all mess staff from the local police authorities.
9. **Samples of all food items prepared are to be kept for a period of 24 hours.**
10. **No food cooked in the mess may be taken out of the premises without prior permission.**
11. Vegetarian and Non-Vegetarian food shall be cooked and served separately.
12. **Mess timings:** Actual timing will depend upon the decision of the respective hostel

MMC and caterer would be obliged to adhere to the MMC,s instructions regarding it.

	Weekdays (Mon-Fri)	Weekends (Sat-Sun)
Breakfast	07:00 AM to 09:30 AM	08:00 AM to 10:00 AM
Lunch	11:30 AM to 01:30 PM	12:00 noon to 02:00 PM
Tea	04:30 PM to 06:00 PM	04:30 PM to 06:00 PM
Dinner	07:30 PM to 09:30 PM	07:30 PM to 10:00 PM

13. Unlimited salad should be provided during lunch and dinner. It will comprise of lemon and green chillies (both raw and fried) and any three of the following in every meal: Tomatoes, cucumbers, onions, beetroots, carrots, radish and cabbage.
14. **Basic menu is unlimited and special items like sweet, ice cream, fruits are limited.**
15. Mouth freshener (Fennel seeds and sugar or any other types) and unlimited Pickle to be provided with every meal.
16. Paneer should be served twice a week if so decided in the menu.

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17. Chaas (Butter Milk, unlimited), Lassi (200 ml), Raita (unlimited), must be served during lunch on two days of the week. On other days, curd must be served.
18. Coconut chutney should be served with all dishes like idli, dosa, uttappam etc.
19. Two pieces of Sweets or Ice cream or equivalent have to be served with dinner on all seven days. Sweets must include variety from all parts of the country.
20. Whenever butter is provided, Students will be served ~20 gms of butter. However, on demand, more butter will be provided.
21. Ketchup has to be provided along with dishes like Maggie, Samosa, and Paratha etc.
22. Food should also be served to sick students as notified by the Mess manager in the respective student's hostel room and to the health center when required, for in-patient sick students.

23. Menu as decided by the mess management committee should be strictly followed. Menu can be revised in consultation with Mess Management Committee, Block Warden and Mess Quality Control Warden and it should be approved by the Professor in-charge, Hostel Affairs, NITKSH.

24. Extra items e.g. extra bowls of curd and special vegetarian dishes etc. over and above the decided mess menu can be sold at prices decided in by the MMC/Block Warden/ Mess Quality Control warden, in consultation with the caterer.
25. Sufficient counters should be operational to avoid inconvenience. The MMC/Block Warden will decide the need.
26. Catering services for institute events held within the premises of the hostel may be undertaken only after obtaining a written permission from the **MMC/Block Warden and Professor in-charge, Hostel Affairs, NITKSH**, at least three days prior to the event.
27. Coupons for guest meals and extra will be sold (given) to the customer either based on a student writing for it in the register maintained or against cash payment for the same to the caterers. The MMC/Block Warden /Council of Wardens shall decide the price of the same in consultation with the Caterer.

28. **Mess concession will be given to students for a minimum period of six days with prior notification to caterer at least a day before.**
29. **In case the mess is closed on any occasion or for pest control then special dinner / lunch shall be provided, at no extra cost. For every two-pest control, there would be one special Dinner/lunch.**
30. **In case special Dinner/Lunch cannot be provided as per the clause number 29, full refund for the missed meals has to be given to the students.**
31. The number of mess workers will have to be 1 helper per 25 mess members, 1 cook per 100 mess members and 2 supervisors in each shift. One of the supervisors should be entrusted the duty of quality control and hygiene. The mess workers must be employed on eight hour shifts.
32. The caterer on monthly basis should carry out health check-up of workers and a record of the examination should be maintained by the caterer and can be checked by the MMC/Block Warden at any point of time.
33. **The use of mono-sodium glutamate (ajinomoto) is strictly prohibited. While the naturally occurring glutamates in food aren't dangerous, processed free glutamic acids like mono- sodium glutamate are not only do they cause brain damage and lead to nervous disorders, but they also cause radical hormone fluctuations (<http://www.foodrenegade.com/msg- dangerous-science/>).**
34. Special food on days of fasting should be served, as decided by the MMC/Block Warden., at no extra cost.
35. **Monthly grand dinner should be provided by the caterer at no extra cost (Date and Menu will be decided by the MMC/Block Warden)**
36. (a) Caterer should provide special items (minimum 2 items) along with the regular menu on occasions like festivals for eight to ten days in a year, as decided by the MMC, at no extra cost. Tea parties and regional food festivals should be organized occasionally at no extra cost, as decided by the MMC.
- OR
36. (b) Caterer would provide special Dinner/Lunch on special occasions, at no extra cost-
- i. Independence Day
 - ii. Republic Day
 - iii. Diwali
 - iv. Holi
 - v. Lohri
 - vi. Christmas
 - vii. Onam
 - viii. Eid
 - ix. Makara Sankranti
 - x. Hostel day

- 36 (a) and 36 (b) will be decided by the MMC/Block Warden/ Mess Quality Control Warden.
37. In case a special event is organized in the hostel for which food is arranged from another caterer/restaurant, the students will get a discount corresponding to food charges for that meal. This is expected to happen no more than twice a semester.
38. Food should be served and maintained warm at all times.
39. Extra charges for gala dinner (if any) should be decided in negotiation with MMC/Block Warden.
40. Caterer should maintain a suggestion register and every suggestion should be responded by taking corrective measures in consultation with MMC/Block Warden and matter should be reported to **Professor in-charge, Hostel Affairs, NITKSH.**
41. Pest control should be carried out through licensed agencies at least once a month.
- 42. No use of dalda or vanaspathi is allowed unless council explicitly written consent for the same with the approval from the warden**
43. Different quality of rice should be used for Biryani and normal rice. Kolam rice should be there during normal meal and for special dinner / lunch, biriyani branded basmati rice should be used.
44. Curd to be served with Parathas at all times.
45. Curry Maggi/ Poha / Maggi and Tea /Coffee should be served in disposable plates during End-Semester and Mid- Semester Examination (40-45 Days in a Year)
46. Waste should be segregated prior to disposal, as directed by MMC/Block Warden.
47. Jain Food and Boiled Food should be served as per requirement, which is to be decided by the MMC/Block Warden.
48. Rasna, Khus Sherbat, Lemon water, Roohafza, Jalzeera, Aam panna must be served in unlimited quantity during lunch for 5 days of the week from March to July (18 weeks) (or as decided by the MMC)
49. Seasonal drinks must be served in the mess as per requirement given by the MMC/Block Warden.
50. Fruits (Standard size) must be served along with the Lunch/dinner on all 6 days, except when a fruit shake or fruit juice is served (as decided by the MMC/Block Warden.)

51. For every guest meal through coupon the hostel will get Hostel will get 20% share for every guest meal.

52. Rebate should be provided to the students as per NITKSH rules and Regulations

53. Issues related to Hygiene in the Mess and the Kitchen

- a. Cleaning and Housekeeping of Kitchen and dining area, will be the sole responsibility of the caterer.
- b. Cleaning of utensils, cutlery, crockery, kitchen equipment, furniture is also responsibility of the caterer. The highest possible standards are expected in this regard.
- c. **All possible measures must be taken to ensure hygiene in the kitchen and mess. These include the provision of ample Liquid soap for hand wash at basin, clean towels to clean hand, hand gloves for mess workers who handle items like salad, pani puri etc., head caps for mess workers and other measures as advised by the MMC/Block Warden**
- d. Highest possible level of hygiene must be maintained in the mess workers' toilet, with provisions for soap, towels etc.
- e. Mess workers should be provided the necessary training so as to maintain the highest possible standard of hygiene, as is expected. Every new recruit should be briefed about this issue and regular follow up briefings must be provided to them.
- f. Someone in the level of Supervisor has to ensure that there is no deviation from the highest level of hygiene at any time.
- g. NITKS Hostel would reserve the right to check on cleanliness and upkeep of premises and quality of provisions, and quality of the food.
- h. In case of a lapse in maintaining the highest level of hygiene, the severity of the failure shall be assessed and a significant monetary penalty, to be decided by the student councils and the block warden, council of wardens will be imposed. In case of gross failure/negligence, the penalty will be severe and is likely to be accompanied with a summary termination of the Contract.

A complaint register shall be kept in mess for registering the complaints of the mess members. The Contractor will be liable to implement the decisions given by the Professor in-charge, Hostel Affairs, NITKSH /Mess Management Committee/Block Warden/Mess Quality Control Warden/ Maintenance Warden/Mess Squad on any complaint from the members, failing which it will be construed as a breach of the contractual obligation.

The Dishes or items with their frequency is given below (Guideline):

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Dish/ Item	Minimum Frequency
Paneer	Twice a week
Adequate Rasna, Khus Sharbat, Lemon water, Roohafza, Jalzeera, Aam Panna	5 days of the week for 18 weeks in a year
Soups	Twice a week
Adequate Chaas, Lassi	Twice a week
Banana is to be served in breakfast OR other fruit	7 days in a week OR Twice a week
Seasonal Fruits must be served in tiffin / dinner	7 days a week
Cornflakes/Oats/Chocos/Muesli	7 days a week
Plain curd will be served; plain curd should be made from non-toned full cream milk.	Four times a week
Fruit custard	Once a week
Sweets (including ice-cream)	7 days a week
One glass of milk (200ml)	7 days a week in Breakfast/Tiffin/Dinner
60gm of Shrikhand / yoghurt	Once a week
Slice of cheese	Once a week

The council will decide the composition of the dishes/items, and the council will decide their position in the menu.

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The following special conditions of contract also need to be adhered to:

- a. Contractor will be responsible for maintenance of all electrical fittings such as all fans, exhaust fans, tube lights, tube light covers, switch buttons, fan regulators, all type of sockets, plugs, main switch board etc. Breakage of any window panes/frames or ventilators are to be replaced with new one.
- b. Contractor will be responsible for distempering of all walls from inside and painting of the door and windows on completion of the contract period and rectification of all buildings, fittings, electrical and other defects.
- c. **The parking of the contractors' vehicles would be at a place designated by NITKSH should be at entrance/ gate.**
- d. Contractor will be responsible for obtaining all required licenses/permission for running the mess from Mangalore/Surathkal local authority.
- e. Contractor has to sign and return two copies of this contract on your acceptance of the

Contractual terms and conditions.

Through this contract, the contractor will give a license to provide mess services for a period of three years or as decided by the Hostel/Institute administration.

Licence fee

The contractor shall pay a of license fee as given in **table 1**, during the year of contract to the institute before the 10th day of the succeeding month. Failure to the payment of license fee an interest at the rate of 18% per month will be charged.

That in case of default in making payment of license fee cited above for three consecutive months, the license shall stand terminated automatically.

Every month receipt of license fee paid to the Institute should be submitted to hostel office.

Water Consumption Charges:

The water consumption charges as given in table 1 will be paid by the contractor/license holder as per the bill issued by the Institute authorities every month with in 10th day of succeeding month. Failure to the payment of water bill within 10th day of succeeding month an interest at the rate of 18% per annum will be charged.

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That in case of default in making payment of water charges cited above for three consecutive months, the license shall stand terminated automatically.

Every month receipt of Water charges paid to the Institute should be submitted to hostel office

Table 1: Licence Fee and Water Charges of Respective messes

S.No.	Name of the Mess	Licence Fee/month (Rs.)	Water Charges/per month (Rs.)**
1	Pushpagiri / PG Hostel mess	6500.00	4000.00
2	Vindhya / Third Hostel Mess	6500.00	4000.00

**** or as per the actual meter charges**

Electricity Consumption Charges

The electricity consumption charges shall be paid by the contractor as per the sub meter reading or as fixed by the Institute/NITKSH in the case of meter failure, within 10 days of receipt of the bill from the Resident Engineers office of the Institute. Failure to the payment of electricity bill within 10 days and interest at the rate of 18% per annum will be charged.

That in case of default in making payment of electricity charges cited above for three consecutive months, the license shall stand terminated automatically.

Every month receipt of Electricity charges paid to the Institute should be submitted to hostel office.

CLAUSES OF CONTRACT

1. CONTRACTOR IS THE EMPLOYER OF ALL WORKERS ENGAGED BY HIM:

All statutory payments in connection with the employment of the Workmen under this contract shall be borne by the Contractor. The contractor is the employer of all the workers engaged under this contract and they shall not be treated as employees of the NITKSH.

The contractor should take all required registrations and pay premiums correctly to labour welfare funds; ESI; EPF etc constituted by the Union Government and Government of Karnataka from time to time.

2. PERIOD OF VALIDITY OF TENDER

The tender shall remain valid for acceptance for a period of 90 days from the date of submission of the tenders. If any tenderer withdraws his tender before the said period or makes any modifications in terms and conditions of the tender, then the NITKSH has the liberty to forfeit the Earnest Money Deposit.

3. SUB-LETTING:

No part of the contract shall be sublet without the written permission of the "NITKSH" nor shall transfers be made by "Power of Attorney" authorizing others to carry out the work.

4. ASSIGNMENT:

The Contractor shall not assign the contract or any part thereof or any benefit or interest therein or there under without the written permission of the NITKSH.

5. SUB-CONTRACTING:

Sub-contracting in any form is not allowed.

6. DURATION OF CONTRACT:

Subject to the fulfillment of the terms and conditions of contract/ tender documents, the contract period shall be for **TWO YEARS** from the date as specified in the Letter of Intent/ work order. However, in order to evaluate the performance and services of the Contractor, the contract will have probationary period of three months. The contract for the remaining 21 months will be confirmed only if the services and quality of items served by the contractor are found satisfactory during the probationary period. If the performance is not satisfactory in the opinion of the NITKSH (which is final and binding on the contractor), then the NITKSH shall terminate the contract giving two months' notice. The contract is also **extendable** for further **one-year** subject to the fulfillment of contract conditions and at mutual consent.

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7. INSURANCE:

The successful bidder shall take working insurances towards safety of his workmen.

8. INDEMNITY BOND:

The Contractor shall indemnify the NITKSH against all claims for loss or damages or compensation due to the negligence of the Contractor in performing his responsibilities and duties and that may be made by his employees or users or third parties.

The Contractor shall indemnify against all losses and claims for injuries, death or damages to any person or property whatsoever which may arise out of or in consequence of the contractor's work and against all claims, demands, proceedings, damages, costs, charges, expenses, whatsoever in respect thereof in relation thereto.

9. GENERAL OBLIGATIONS AND CONDITIONS

The contractor shall be deemed to have satisfied himself before tendering as to the correctness of his offer for the service and the terms and conditions of the contract.

10. REMOVAL OF WORKMEN:

The "NITKSH" shall be at liberty to object to and require and Contractor to remove forthwith from the Work any person employed by the Contractor in or about the operation or maintenance of the Work who in the opinion of the "NITKSH" misconduct himself or is incompetent or negligent in the proper performance of his duties or whose employment is otherwise considered by the "NITKSH" to be undesirable and such person shall be replaced by the Contractor without delay by a competent substitute approved by the "NITKSH".

11. COMMUNICATIONS TO BE IN WRITING:

All references, communications, correspondences made by the "NITKSH"/ the NITKSH's representative or the Contractor in connection with the Work shall be in writing and no reference, communication, or complaint which is not in writing, shall be recognized.

12. USE OF PREMISES:

The Contractor shall not occupy any land, building belonging to or in the possession of the "NITKSH" without prior approval of the NITKSH.

13. LABOUR; LABOUR RULES:

In respect of all labour (directly or indirectly) employed by the Contractor, the Contractor shall comply with the provisions of the Contract labour (Regulation and Abolition) Act 1970, Contract Labour (Regulation and Abolition) Rules 1971, Child Labour (Prohibition and Regulation) Act, Minimum

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Wages Act — 1948, Payments of Wages Act 1936, Payment of Bonus Act 1965, Payment of Gratuity Act 1972 and any amendments thereof and all legislation and rules of the State and/or Central Government or other local authorities, framed from time to time, governing the protection of health, sanitary arrangements, wages, welfare and safety for labour employed on Work and for bonus, EPF retirement benefits, retrenchment/lay off, compensation etc. The rules and the other statutory obligations with regard to minimum wages, welfare and safety measures, maintenance of register etc. will be deemed to be part of the Contract. Violation of any of these shall be deemed as violation of the clause/ clauses of this contract.

14. REPORTING ACCIDENT OF STAFF / STUDENTS IN MESS:

The Contractor shall be responsible for the safety of all employees and/or Workers employed or engaged by him and shall forthwith report all cases of accidents to any of them, however caused and whenever occurring, to the "NITKSH" and shall make every arrangement to render all possible assistance and aid to the victims of the accident.

15. ACCIDENT OR INJURY TO THE EMPLOYEES OF THE CONTRACTOR:

The "NITKSH" shall not be liable for, in respect of any damages or compensation payable in consequence of any accident or injury or death either due to the negligence of the contractor or otherwise in performing his responsibilities.

16. PRESERVATION OF PEACE:

The Contractor shall take requisite precautions to prevent any riotous or unlawful behavior by or amongst his workmen and/or others, for the preservation of peace and protection of the inhabitants and security of property. No conflict between Student and Mess worker.

17. TERMINATION OF CONTRACT:

The Contract can be terminated by giving **Two months'** prior notice on either side. But prior notice is not required for termination of contract if the contractor violates any of the terms and conditions of the agreement.

The contractor shall give an acknowledgment for the materials handed over to him from the NITKSH. All such materials shall be returned in good working condition on completion of the contract period.

18. STATUTORY REQUIREMENTS:

In case in which by virtue of the provisions of the Contract Labour (Regulation and Abolition) Act, 1970; Contract Labour (Regulation and Abolition) Central Rules, 1971; Minimum Wages Act – 1948; Payments of Wages Act 1936; Child Labour (Prohibition and Regulation) Act, Payment of Bonus Act 1965; Payment of Gratuity Act 1972; Employees' Provident Funds and Miscellaneous Provisions Act – 1952 and Amendment Act 1988; Employees State Insurance Act – 1948 and Amendment Act –

1989 & 2010; related Rules framed under these Acts; other Statutory obligations on the part of the contractor, NITKSH is obliged or made to pay or happens to pay any amount or wages to workers/ staff employed by the contractor in execution of the work, or to incur any expenditure in providing welfare and health amenities required to be provided under the above said Act, or under the Rules framed by Government from time to time for the protection of health and sanitary arrangements for workers employed by the contractor, then the NITKSH will recover from the contractor the amount of wages so paid or the amount of expenditure so incurred.

Without prejudice to the right of the NITKSH under sub-section (2) of Section 20, and sub-section (4) of Section 21 of the Contract Labour (Regulation and Abolition) Act, 1970, NITKSH shall be at liberty to recover such amount or any part thereof by deducting it from the security deposit or from any sum due by the NITKSH to the contractor whether under this contract or otherwise. The NITKSH shall not be bound to contest any claim made against it under sub-section (1) of Section 20, sub-section (4) of Section 21, of the said Act, except on the written request of the contractor and upon his giving to the NITKSH full security for all costs for which NITKSH might become liable in contesting such claim.

The contractor shall abide by and comply with all relevant laws and statutory requirements covered under Labour (R&A) Act, Minimum wages Act, EPF, ESI etc. It shall be the responsibility of the contractor to provide the details of manpower engaged by him to the NITKSH as well as to the Labour department.

19. LABOUR LICENCE:

The contractor shall obtain a valid license from the Assistant labour Commissioner I under the Contract Labour (Regulation & Abolition) Act 1970, and the Contract Labour (Regulation and Abolition) Central Rules 1971, before the commencement of the service work, and continue to have a valid license until the completion of the contract.

The contractor shall also abide by the provisions of the Child Labour (Prohibition and Regulation) Act, 1986.

Any failure to fulfill this requirement shall attract the penal provisions of this contract including termination of contract.

20. Penalties for violation or rules, terms and conditions

In case of any default of terms of contract, then the contractor shall be liable to pay the penalties as per the following details,

- a. Discouraging students from registering complaints would lead to a fine of Rs.2500/-
- b. Insects cooked along with food would invite a fine of at least Rs.25,000/-

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- c. Any complaint of soft objects like hair, rope, plastic, cloth etc. in food will attract a fine of Rs.8,000/-per complaint.
- d. Any complaint of stones/pebbles of diameter more than 2 mm will attract a penalty on the caterer which can range between Rs.8,000/-depending on the size of the stone/ pebble.
- e. Hard and/or sharp objects like glass pieces, nails, hard plastic etc. will attract a penalty of at least Rs.10,000/-per incident.
- f. Three or more complaints of unclean utensils in a day would lead to a fine of Rs.5,000/-on the caterer.
- g. If MMC agrees that certain item of a food was not cooked properly then a fine of Rs.5,000/- would be imposed on the caterer.
- h. Food poisoning, shall invoke a hefty fine at least Rs.2,00,000/- (Two Lakhs or more), along with cancellation of contract and possible blacklisting of the caterer.**
- i. Changes in menu (including fruit/juice/sweet/ice cream) of any food item without permission of MMC would result in a fine of Rs.8,000/-on the caterer.
- j. If food for any meal over within timings of mess and waiting time is more than 15 minutes, then a fine of Rs.5,000/- would be imposed on the caterer.

Mess timings:

	Weekdays (Mon-Fri)	Weekends (Sat-Sun)
Breakfast	07:00 AM to 09:30 AM	08:00 AM to 10:00 AM
Lunch	11:30 AM to 01:30 PM	12:00 noon to 02:00 PM
Tea	04:30 PM to 06:00 PM	04:30 PM to 06:00 PM
Dinner	07:30 PM to 09:30 PM	07:30 PM to 10:00 PM

- k. If the quality of milk is not found up to be appropriate, or it is diluted, a fine of Rs.10,000/-
- l. Inappropriate personal hygiene of workers including their dress and / or misbehavior by workers etc. will lead to fine of Rs.15,000/-on caterer for every instance.
- m. Failure to maintain a proper health checkup of the workers will attract a fine of Rs.4,000 /-per instance.
- n. For any rule stated in the agreement first violation of the rule implies fine as per the rule. Second and subsequent violations of the same rule on a different day within 30 days of previous fine will attract triple the initial amount of fine on the caterer.

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- o. Absence of proprietor or his representative empowered to take decision from MMC meetings (which will be held once every month) on due invitation will attract a fine of Rs.20,000/-on caterer.
- p. As and when MMC proposes a fine it will inform the representative of the caterer or Mess manager and fine will be imposed with consent of the wardens.
- q. Using brands not mentioned in the contract without prior permission and adulteration shall invoke a fine of Rs.50,000/-
- r. If the food quality is not up to the mark and/ or insufficient quality on inspection, 10-50% amount of that day will be deducted. On three such occurrences the contract will be liable to be terminated. If a written complaint is received (a minimum of 10 students) on shortage of food for three days in a month, an amount equivalent to 100 students daily rate shall be deducted from the payment.
- s. Continuous bad performance (for any two months in a semester) will result in termination of contract.
- t. Refer Annexure – B for feedback form to be used by the students/Diners for reviewing the performance of the contractor.
- u. **In case of a lapse in maintaining the highest level of hygiene, the severity of the failure shall be assessed and a significant monetary penalty, to be decided by the mess squad, will be imposed. In case of gross failure/negligence, the penalty will be severe and is likely to be accompanied with an immediate termination of the Contract.**
- v. **Hostel Mess Squad Including Professor in Charge, Block Warden, Mess Quality Control Warden, Student Council President, Vice President, Post Graduation Students Representative (PG rep Boys and Girls), PhD representative, Hostel General Secretary (Boys), Hostel General Secretary (Girls) Mess Councilors of Hostel Blocks shall be the competent authority with regard to imposition of penalty. The caterer may appeal for the reduction/ wavier of penalty. The decision of Professor in charge shall be final and binding.**
- w. Hostel Mess Squad Constituted by Hostel Administration authorized to visit mess, stores and kitchen and inspect the quality of materials any time. Mess squad is also authorized to impose the penalty as above. The mess squad penalty voucher is given below :

The penalties shall be recovered by the NITKSH out of the amounts, payable to the Contractor or from the security deposits if not paid by the contractor. The penalties so collected are not refundable.

NITK HOSTEL ADMINISTRATION
MESS SQUAD PENALTY VOUCHER

We have visitedMess Run bycaterer on

.....Time:

This is part of Frequent Mess Squad visit/upon invitation of Student/Complaint received from student.

We have made the following observations which invites penalty according to the mess contract.

Item

Poor quality Vegetables from mess	Deviation in the approved Menu without prior permission from mess committee	Unclean utensils	Presence of blade glass, metal wires, nails, cockroaches, cigarettes, cloth pieces, ropes, stones
Poor quality of rice used for preparation of meals, idly and dosa	Mess manager is not present	Food is inedible /Improperly cooked	Misbehavior of mess worker deployed by the caterer
Reused oil	Insects found in any of the prepared food	personal hygiene	Leftover food and other disposable items are not disposed outside the NITKSH premises within the same day
Use of banned Taste enhancers	Food is exhausted with in mess timings	Mess hall kept unhygienic	Noncompliance of the safety norms
Baking soda is used for cooking rice	Waiting time is more than 15 minutes	Use of unbranded/ bad/ duplicate quality of any mess commodities	Suggestion book/ complaint register unavailable
Kitchen is unhygienic		Total amount Penalty	

Comments and Remarks of Mess visit

Initial of mess manager

We recommend imposing penalty on the caterer

Squad members name and Signature

Submitted to Hostel Office

Block Warden/Mess Quality Control Warden

Seal and Signature of Bidder

Professor in-charge NITKS Hostels

21. SETTLEMENT OF DISPUTES/ARBITRATION:

As far as possible, disputes shall be settled mutually. In the event of any unsettled dispute or difference relating to the interpretation and application of the provisions of the agreement, such dispute or difference shall be addressed as per the 'Arbitration and Conciliation Act, 1996' The parties to the dispute will share equally the cost of arbitration intimated by the arbitrator. The place of arbitration shall be at NITKS Hostel Office or as decided by the arbitrator.

22. FORCE MAJEURE

Any delay in or failure of the performance of either part hereto shall not constitute default hereunder or give rise to any claims for damage, if any, to the extent such delays or failure of performance is caused by occurrences such as Acts of God or an enemy, expropriation or confiscation of facilities by Government authorities, acts of war, rebellion, sabotage or fires, floods, explosions, riots, or strikes. The Contractor shall keep records of the circumstances referred to above and bring these to the notice of the NITKSH in writing immediately on such occurrences.

23. JURISDICTION OF COURT:

The Courts at Mangalore shall have the exclusive jurisdiction to try any disputes, if any, arising out of this contract between the parties.

Seal and Signature of Bidder

Professor in-charge NITKS Hostels

Special conditions regarding contractor's obligations under Employees' Provident Fund (EPF) and Employees' State Insurance (ESI) Acts.

The contractor must comply with all his obligations under EPF and ESI Acts and Rules. The contractor shall indemnify the Institute of any recovery against non-compliance with the EPF and ESI Acts and Rules.

Indemnity by the contractor:

"I/ We hereby indemnify the National Institute of Technology Karnataka Surathkal Hostel Trust Board (represented by its Professor in-charge, Hostel Affairs, NITKS Hostels) that in case of any notice served by the EPF and/ or ESI authorities to the Institute towards recovery of EPF and/ or ESI due from me/ us in connection with this contract, I/ we agree that the NITKSH is free to recover such many as decided by the NITKSH from my bills or any money due to me from the NITKSH".

In case, notice is received by the NITKSH for non-compliance and/ or non-payment of EPF and / or ESI contribution from the contractor, the same shall be deducted from any money due to the contractor.

Seal and signature of the contractor.

Seal and Signature of Bidder

Professor in-charge NITKS Hostels

DEFINITIONS AND INTERPRETATIONS

a. **DEFINITIONS:** The following terms shall have the meaning hereby assigned to them except where the context otherwise requires:

b. **NITKSH**

Shall mean National Institute of Technology Karnataka Surathkal Hostel Trust Board, Surathkal, Post Srinivasnagar, Mangalore – 575 025, represented by its Professor in-charge, Hostel Affairs or other authorized representatives.

c. **CONTRACTOR/ AGENCY/ SERVICE PROVIDER**

Shall mean the successful tenderer to whom the contract has been awarded which expression shall unless the context otherwise requires, include his legal heirs, executors, administrators and assigns.

d. **CONTRACT; CONTRACT AGREEMENT**

Shall mean and include the following:

Notice inviting tender; tender document containing general instructions to the bidder and conditions of contract; scope of work; clauses of contract etc., documents furnished by the bidder; Letter of Intent; Work order; all related Acts and Rules specified in the tender document; and/or any other correspondences of negotiations and the price bid, all related correspondence letters.

e. **WORK/ JOB/ SERVICE**

Of the Contractor shall mean and include preparing the food items, serving at messes and other responsibilities as specified in the scope of service.

f. **CONTRACT PRICE**

Shall mean the sum/ sums referred to in the contract agreement under Price bid or in the work order/ letter of Intent.

g. **MONTH**

Shall mean calendar month.

h. **MMC**

Mess Management Committee

Seal and Signature of Bidder

Professor in-charge NITKS Hostels

Details of Annual financial turnover on similar work

(To be submitted in a separate sheet typed neatly – preferably in alphabetic order)

ANNUAL TURN OVER	
YEAR	ANNUAL TURNOVER AS PER AUDITED BALANCE SHEET (in Rs..)
2015-2016	
2016-2017	
2017-2018*	
Average Annual Turnover	
Note: The above data is to be supported by Audited Balance Sheets	
* If not audited till the date of submission of tender, a certificate from the Chartered Accountant may be submitted, along with un-audited accounts.	

Seal and Signature of Bidder

Professor in-charge NITKS Hostels

Format for details of establishment for which agency/firm provided similar services to be submitted year-wise in a separate sheet typed neatly.

**DETAILS OF COMPLETED WORKS OF SIMILAR NATURE
(During last 3 year ending MARCH-31, 2018)**

Sl. No.	Name of the contract	Name & address of the client	Brief Description of the contract	Date of Start	Date of completion as per contract	Date of actual completion	Value (RS.)	Number of Diners
1								
2								
3								
4								
5								

Seal and Signature of Bidder

Professor in-charge NITKS Hostels

DETAILS OF WORKS OF SIMILAR NATURE IN HAND

Format for details of similar service contracts in hand- To be submitted year-wise in as separate sheet typed neatly, (copy of work order also to be submitted)

Sl. No.	Name of the contract	Name and address of the client	Brief Description of the contract	Date of Start	Value (Rs.)	Number of Diners
1						
2						
3						
4						
5						

Seal and Signature of Bidder

Professor in-charge NITKS Hostels

FORMAT OF INDEMNITY BOND

(TO BE NOTORISED ON A STAMP PAPER OF APPROPRIATE VALUE)

Name of the service:

KNOW all men by these presents that M/s ----- (name and address of the agency) do hereby execute Indemnity bond in favor of NITKSH, Surathkal, Mangalore – 575 025 on this ----- day of -----

THIS DEED WITNESSETH as follows:

We (Name and address of the contractor) do hereby indemnify and save harmless NITK, Surathkal, Mangalore – 575 025 from:

1. Any third party claims, civil or criminal complaints/ liabilities/ site mishaps and other accidents or disputes; and/ or damages occurring or arising out of any mishap due to my/ our negligence in performing the contract for ----- (Name of work);
2. Any damages, loss or expenses due to or resulting from any negligence or breach of duty on the part of me/ us or my employees;
3. Any claims by an employee of mine/ ours if any, under the Workman Compensation Act or Employees Liability Act or Minimum Wages Act or any other Act/ Law/ Rules and regulations in force from time to time under any Law in respect of injuries to persons or property arising out of in the course of execution of contract and/ or arising out of in the course of employment of any workman/ employee;
4. Any act or omission of mine/ ours which involve any loss or damages or liability or civil or criminal action.

IN WITNESSETH WHEREOF the above named has set his signature on this day-----

Signed and delivered by the aforesaid in the presence of witness:

- 1.
- 2.

Seal and Signature of Bidder

Professor in-charge NITKS Hostels

FORMAT OF SOLVENCY CERTIFICATE FROM A NATIONALISED OR A SCHEDULED BANK

(On the Letter head of the Bank — Should be submitted in Original)

This is to certify that to the best of our knowledge and information, M/s _____, having their registered office at _____, a customer of our bank, is a reputed company with a good financial standing and can be treated as solvent to the extent of Rs.. _____ (Rupees _____). This certificate is issued without any guarantee or risk and responsibility on the Bank or any of its officers.

Signature with date
Name, address & Seal of the Bank/ Branch

Seal and Signature of Bidder

Professor in-charge NITKS Hostels

FORMAT OF AFFIDAVIT
[For Sl. No. 9 and 10 of Eligibility Criteria]

On a stamp paper of Rs.200 duly sworn before the Public Notary

Affidavit of Mr./Ms. _____, S/o/ of Mr. _____ aged about _____ years, resident of _____, working as _____ (designation) for _____ (name and address of the bidding agency).

I, the above named deponent, solemnly affirm and state as under:

1. That I am working as ----- /proprietor of the ----- (name of the firm) and authorized to sign this affidavit.
2. That the firm M/s---- (complete address of the firm) has not abandoned or suspended any contracts/services of any organization/ department so far.
3. That the firm M/s---- (complete address of the firm) has not been blacklisted/ debarred for competing in tenders /services of any organization/ department so far.
4. I solemnly verify that the facts stated above are true and nothing material has been concealed.

Seal and Signature of deponent

Identified by:

Solemnly affirmed and signed before me by the Deponent after the contents of this affidavit were read over to him, and stated by him to be true and correct on this ----- day of ----- 2019, at -----

Seal and Signature of Bidder

Professor in-charge NITKS Hostels

CERTIFICATE FROM THE FIRM

I _____ S/o Shri. _____ aged _____, hereby certify that none of my relative (s) is/are employed in Hostels unit. In case at any stage, it is found that the information given by me is false/incorrect, Professor in-charge, NITKS Hostels shall have the absolute right to take any action as deemed fit without any prior intimation to me.

Definition of near relative: -

- (a) Members of a Hindu Undivided family,
- (b) They are husband and wife,
- (c) The one is related to the other in the matter as father, mother, son(s) and son's wife (daughter-in-law), Daughter(s) & Daughter's Husband (son-in-law), brother(s) & brother's wife, sister(s) & sister husband (brother-in-law).

Signature of Tenderer

Name:-

Address:-

Seal and Signature of Bidder

Professor in-charge NITKS Hostels

FORMAT OF LETTER OF INTENT

No.

Date:

To:

(Name address of the agency)

Sir,

Sub.: Running the mess at _____ Hostel Block NITKS Hostels- Letter of Intent – Reg.

Ref.: 1. Notice inviting tender ----- dated -----.

2. Your tender dated -----

3. Approval dated ----- of the Council of Wardens, NITK, Surathkal.

This is to inform you that, subject to the terms and conditions of Notice inviting tender dated ----- and the tender document, your tender under reference (2) above for the above service is accepted as follows:

Details of accepted price bid

You are requested to submit a further security deposit by means of RTGS/ Demand Draft of any scheduled bank drawn in favor of the "The Professor in-charge Hostel Affairs, NITKS Hostels, payable at Surathkal within three days from the date of issue of this letter.

You are also requested to attend this office within three days from the date of issue of this letter along with a non-judicial stamp paper/ document paper of Rs.200/- for executing an agreement.

Yours sincerely,

Professor in-charge,
Hostel Affairs
NITK Hostels, Surathkal.

Copy to: Concerned Block Wardens / Mess Quality Control Warden

Seal and Signature of Bidder

Professor in-charge NITKS Hostels

FORMAT OF AGREEMENT

AGREEMENT FOR RUNNING MESS AT _____ HOSTEL BLOCK, NITKS HOSTEL PREMISES

THIS AGREEMENT is made on this day/ Month/Year----- by and between National Institute of Technology Karnataka Surathkal Hostels, P.O.Srinivasnagar, Mangaluru-575025. Represented by the Chief warden, hereinafter called the "NITKSH" of the ONE PART (The expression "NITKSH" shall include his successors, assigns or transferees)

And

(Name and address of the agency) represented by -----, hereinafter called the contractor/ agency which expression shall, unless excluded by or repugnant to the context, be deemed to include his successors, heirs, executors, administrators, representatives of the OTHER PART.

Whereas the NITKSH has called limited tenders for the **AGREEMENT FOR FOR RUNNING MESS AT _____ HOSTEL BLOCK, NITKS HOSTEL PREMISES**, at --- vide Notice Inviting Tender No. ----- dated --- . Among several agencies who have offered their tender, the NITKSH found the tender offered by ----- (Name of the agency) is acceptable and hence decided to grant the contract to them vide Letter of Intent No.----- -- dated-----.

Whereas ----- (Name of the agency) has accepted the award of contract.

NOW THIS AGREEMENT WITNESSETH as follows:

1. In this agreement, words and expression shall have the same meanings as are respectively assigned to them in the tender document.
2. The following documents shall be deemed to form and be read and construed as part of this agreement, namely
 - (i) Notice inviting Tender No. ----- dated ----.
 - (ii) Tender document containing --- pages.
 - (iii) Letter of Intent No. -----
 - (iv) Work order
 - (v) All future correspondences between the parties
3. In consideration of the payments to be made by the NITKSH, the contractor hereby covenants with the NITKSH and execute the services of running the Mess at ___ Hostel Block with effect from the date of this agreement.
4. That the Contractor hereby agrees to adhere to all related statutory requirements/ related Acts & Rules and statutory provisions in employing personnel required under this contract.
5. The NITKSH hereby covenants to pay the contractor in consideration of the services rendered by the contractor, the amount specified in the tender document/ price bid as accepted in the letter of intent.

IN WITNESS WHEREOF the parties hereto have signed the agreement the date and year first above mentioned.

Contractor

NITKSH

Witness:

Seal and Signature of Bidder

Professor in-charge NITKS Hostels

FORMAT OF WORK ORDER

No.-----/HD

Date:

To:

(Name and address of the agency)

Sir,

Sub.: Running the Mess at _____ Hostel Block – Work order – Reg.

Ref.: 1. This office letter of Intent No. ----- dated -----.

2. Agreement dated -----

The agreement dated ----- for the above service is accepted. A copy of the agreement is enclosed. You are requested to contact the -----, NITKS Hostels, Surathkal for further instructions. Subject to satisfactory performance and subject to terms and conditions of the agreement dated -----, the contract is for two years.

The payment charge payable under this contract is as follows:

Details of accepted price bid attached
--

You shall pay all the statutory benefits to the employees engaged under this contract and submit the remittance details to the NITKSH from time to time.

You shall furnish the NITKSH every succeeding month, the details of salary of previous month given to your employees with copy of salary slip, details of cheque given towards salary, EPF, ESI, bonus etc. or the copy of the receipt obtained from the staff, as per the Labour Act, for the NITKSH record purpose. In no case, the payment shall be less than the minimum wage prescribed from time to time.

You are requested to obtain Labour Licence from the Labour Commissioner I as per Contract Labour (Regulation and abolition) Act 1970 and the Central Rules framed there-under, and submit a copy of the same to this office for record purpose. Form No. III required in this connection is enclosed herewith.

You are further requested to submit an Indemnity bond as per the terms of the agreement (format enclosed)

Yours sincerely,

Encl: As above

Professor in-charge
Hostel Affairs
NITK Hostels, Surathkal

Copy with copy of agreement to:

Seal and Signature of Bidder

Professor in-charge NITKS Hostels

General Structure of the Menu

The following is the general structure of the menu. The detailed menu (subject to small modifications during the tenure of the contract) is given in the table that follows:

1. Breakfast: Will consist of the following:

- Adequate Indian dish
- Adequate Toasted Brown Bread and normal bread with butter, jam and ketchup
- Sprouts/Boiled Pulses/Corn
- Milk (one Glass of 200 ml) with Bourn vita /Complan OR Juice (200 ml)
- Cornflakes/Oats/Chocos/Muesli
- 2 Boiled Eggs (warm) or Double Omelette or Egg Bhurji or Paneer Bhurji (Limited quantity) or Good Quality Fruit or 2 good quality Banana. One of any two should be allowed
- Adequate Tea and Coffee

2. Lunch: Will consist of the following:-

- Unlimited plain Rice on all 7 days along with any other special rice items as Mentioned in the menu (eg. Dum biryani, tomato rice, jeera rice, curd rice etc.)
- Unlimited Chapatti (with and without Ghee)
- Adequate Dal, Sambar and Rasam
- One unlimited vegetable curry and one unlimited dry vegetable
- Adequate Salad
- Pickle
- Fried Papad (adequate) – 5 days a week, roasted papad- 2 days a week
- Fryums, Chutney as mentioned in the menu.
- Curd/ Raita /Lassi/Chaas/Rasna/Nimbu Pani/Jaljeera/Kokum as mentioned in menu

3. Tiffin: Snacks: Will consist of the following:-

- One snack item
- Adequate toasted brown/ white bread with butter, jam and ketchup. Peanut butter should be served twice a week, if the mess council so desires.
- Adequate Tea, Coffee, Milk to be served on all 7 days of the week

4. Dinner: Will consist of the Following:-

- Adequate plain Rice on all 7 days along with any other special rice items as mentioned in the menu (eg. Dum biryani, tomato rice, jeera rice etc.)
- Adequate Chapatti (with and without Ghee)
- Adequate Dal, Sambar and Rasam
- One unlimited vegetable curry and one unlimited dry vegetable
- Adequate Salad
- Pickle

Seal and Signature of Bidder

Professor in-charge NITKS Hostels

- Fried Papad (adequate) – 5 days a week, roasted papad- 2 days a week
- Sweet Dish (2 pieces of premium sweet or equivalent quantity as decided by the mess Council), (either in lunch or in dinner)
- Curd/ Raita/Lassi/Chaas as mentioned in the menu.
- One good quality fruit.

Contractor shall provide following items during breakfast/Lunch/Dinner

- a) Salt, pepper, sugar, pickle, ghee, green chili, saunf (Fennel Seed), mishri, Mukhwas, multi seed Mukhwas separately as per the decisions of MMC
- b) Paper napkins
- c) Good quality tooth picks (wooden)

Representative menu:

The representative menu is given in Annexure I to VII. Please note that this menu is just for the reference, actual menu may deviate from this one and it will be decide by the mess management committee/Block warden/Mess Quality Control Warden. But it will follow the general structure as stated above.

Kitchen equipment, cooking gas bank and dining hall furniture, cooking utensils, crockery, cutlery etc. will be provided by NITKSH. The upkeep of all items provided by the NITKSH will be the sole responsibility of the caterer. If the contractor requires any other equipment to prepare the meal & or to provide better services as mentioned above then the contractor may bring such required equipment at his own cost & inform to the Hostel Office in writing.

Seal and Signature of Bidder

Professor in-charge NITKS Hostels

PERMISSIBLE BRANDS OF CONSUMABLES ITEM TO BE USED BY THE CONTRACTOR

S.No.	Mess Item	Brand
1	Salt	Tata, Annapurna, Nature fresh, Patanjali
2	Oil (Sunflower)	Saffola, Fortune, Dhara , Patanjali (use of Hydrogenated (vanaspatti) oil is prohibited)
3	Pickle	Mother's or Pravin or Priya or Bedekar or Nilon's, MTR
4	Atta	Pillsbury, Annapurna, Shaktibhog, Patanjali
5	Instant Noodles	Maggi, Top Ramen, Knorr, Patanjali
6	Flavored fruit drinks	Rasna, Roohafza, Mapro
7	Papad	Lijjat, Amritsari, Patanjali
8	Butter	Amul, Britannia, Mother dairy, Nandini
9	Bread	Modern, Kwalitiy, Spencers, Narans
10	Cornflakes	Kellogg's, Nestle, Patanjali
11	Jam	Kissan, Maggi, Mapro, Druk, Safal, Top
12	Ghee	Amul, Mother Dairy, Britannia, Everyday, Patanjali
13	Shrikhand	Amul
14	Cow Milk	Nandini, Amul, Mother Dairy (Without Water)
15	Paneer	Amul, Mother Dairy, Nandini
16	Tea	Brook bond, Lipton, Tata, Taaza, Red Label
17	Coffee	Nescafe, Bru
18	Ice Cream	Ideal, Vadilal, Amul, Mother Dairy, Kwalitiy
19	Frozen Peas	Kabeer Safal (offseason), Al kabeer Safal (offseason), Mother Dairy
20	Cheese	Amul, Mother dairy, Britania, Nandini
21	Soya	Nutrella, Prince, Natural Harvest,
22	Frozen yogurt	Nandini, Amul, Mother Dairy
23	Mineral Water	Kinley, Aquafina, Bisleri
24	Sauce (Chilli , Garlic , Soya, Manchurian, Tomato)	Chings , Heinz, Maggi, Kissan, crimica, Heinz Caterers
25	Spices	MDH, Everest, Badshah, Mothers Kitchen, Patanjali
26	Custard Powder	Weikfield, Brown and Polsen
27	Flavored Fruit Drinks	Tang, Rasna, Roohafza, Kisaan
28	Besan (Agmark)	Shaktibhog, Rajadhani

Seal and Signature of Bidder

Professor in-charge NITKS Hostels

29	Desi Ghee	Amul, Mother's Dairy, Britannia, Every Day, Verka, Vita
30	Mustered Oil	Hafed, Mashal, Patanjali
31	Kolam Rice	Royal, Donur
32	Basmati Rice for special rice	Everyday, Daawat Devaaya,
33	Hand Wash	Life buoy, Pamolive , Dettol (non diluted),
34	Chicken	Venky's Chicken, Godrej Real good, Alkabeer, Zorabian

Note : However in case of unavoidable circumstances the Contractor may use any other brand only after obtaining prior written approval from the Mess Management Committee, Block Warden and Mess Quality Control Warden and Professor in-charge NITK Hostels.

Seal and Signature of Bidder

Professor in-charge NITKS Hostels

Annexure –I: Indicative Pure Vegetarian Menu

Days	Breakfast	Lunch	Evening Snacks	Dinner
Monday	Pongal, Medhu Vada(2), Sambar,Coconut Chutney, Bread Butter, Jam, SPROUTS, Tea/Coffee, Milk	Chapatti, Chenna Dhal/Moong dal, Rice, Sambar, Rasam, Curd, Ladies Finger / Potato / Bitter Guard Fry, Veg Salad Appalam, Lemon Juice, Pickles, Salt and Sugar	Bhel Puri / Chenna Chat, BBJ Tea, Coffee, Milk	Poori, Channa Masala Onion Salad, Ghee Rice / Veg Pulav, Curd Rice,Veg Salad Pickle, Ice Cream, Butter Milk
Tuesday	Ghee/Podi/Rava Dosa, Onion, Chutney, Sambar Bread Butter, Jam,SPROUTS,, Tea/Coffee, Milk	Fulkha, Moong Dhal, Rice, Vathakolambu,Rasam, Curd, Carrot Beans,Poriyal/Cabbage oriyal,Appalam,Lemon,Juice,Pickles,Salt and Sugar, Veg Salad	Kachori, Tamarind Chutney BBJ Tea, Coffee, Milk	Chappathi, malai kofta/ Veg Kuruma, Jeera / Kusaka, Gobi Manchurian, Curd Rice, , Banana, Butter Milk Veg Salad, Pickle
Wednesday	Idly, Vadacurry, Tomato/Coconut Chutney, Bread Butter, Jam, SPROUTS, Tea/Coffee, Milk	Chapatti, Dhal Panjabi, Rice, Sambar, Rasam, Curd, Beet root Channa Poriyal/ Yam Fry,Veg Salad Appalam, Lemon Juice, Pickles, Salt and Sugar	Potato Bonda (2 nos) / Sweet Bonda (2 nos),BBJ Tea, Coffee, Milk	Chapatti, Peas Masala Meal Maker Rice, Raitha, Curd Rice, Butter Milk, Veg Salad, Pickle Gulab Jamoon
Thursday	OnionOothappam, Mysore/Mint, Chutney, Sambar,Bread, Butter, Jam,SPROUTS,Tea/Coffee, Milk	Fulkha, Dhal Palak, Rice, Morkuzhambu, Rasam, Curd, Alu Brinjal dry / Vazhakai Masiyal, Appalam, Lemon Juice, Pickles, Salt and Sugar	Big Samosa (2),BBJ Tomato Sauce, Tea, Coffee, Milk	Chapatti, Kadai Veg /Panneer Butter Masala, (Sambar Satham, Chips)/ (Tamrind Rice, Thoviyal), Curd Rice, Pickle, Fruit Salad
Friday	Semiya / Rava Kitchidi/ Uppuma / Poha, Sambar, Coconut Chutney Tamarind Chutney,Bread, Butter, Jam,SPROUTS,Tea/Coffee, Milk	Chapatti, Mysore Dhal, Plain Rice, Sambar, Rasam, Curd, Alu Cpasicum dry/ Bottle Guard Masala Appalam, Payasam, Appalam, Pickles, Salt and Sugar, Veg Salad	Cutlet(2), Tomato Sauce /BBJ Kesari, Tea, Coffee, Milk	Dosai, Sambar, Chutney, Peas / Channa Pulav, Gobi dry, Veg Salad, Pickle Hot Badam Milk/ Flavored Milk
Saturday	Masala Dosai, Coconut/Groundnut Chutney, Sambar, Bread, Butter, Jam,SPROUTS,Tea/Coffee, Milk	Fulkha, Rajma / Soya Masala, Mixed Veg Aviyal / Keerai Kootu, Rice Vathakolambu, Rasam, Curd, Appalam, Lemon Juice, Pickles, Salt and Sugar	Vazhaka/Onion/ Bread Bujji (2), Chutney, Tea, Coffee, Milk	Pav Bajji (4 Nos), Bread, Jeera Rice / Tomato Rice, Butter Milk, Gulab Jamoon
Sunday	Puttu (Ragi/ Rice alternate), Sambar, chutney, White Chana (Kabuli Chana) Boiled / Aloo Paratha, Curd,	Chappathi, Paneer Butter Masala / Kadai Panner, Veg Biryani, Onion Cucumber Raita, Chips, Curd Rice, Grape / Water Melon, Veg Salad Juice, Pickles, Salt and Sugar	Keerai Vadai (2) / Paruppu Vadai(2), Tea, Coffee, Milk	Chappthi, Dhal, RicRasam. Veg PoriyalRasam, Butter Milk,Veg Salad, Pickle Banana,

Seal and Signature of Bidder

Professor in-charge NITKS Hostels

Annexure –II: Indicative South Indian Menu (Vegetarian)

Days	Breakfast	Lunch	Evening Snacks	Dinner
Monday	Pongal, Medhu Vada(2), Sambar,Coconut Chutney, Bread Butter, Jam, SPROUTS,Tea /Coffee, Milk	Chapatti, Veg Khurma, Plain Rice, Porial Potato Fry Sambar, Appalam, Rasam, Veg Salad Juice, Pickles,	Sundal, Bread Butter, Jam, Tea/Coffee, Milk	Idly, Tomato Chutney, Sambar, Plain rice, Rasam Porial, Butter Milk, Banana Veg Salad Juice, Pickles,
Tuesday	Ghee/Podi/Rava Dosa, Onion, Chutney, Sambar Bread Butter, Jam,SPROUTS, Tea/Coffee, Milk	Mint Chapatti, Alu Gobi Masala, Porial Vathakolambu, Veg Salad Juice, Pickles, Cabbage Dry,Plain Rice, Rasam,	Big Samosa (2), Tomato Sauce, Bread Butter, Jam Tea/Coffee, Milk	Fulka, Coconut Rice, Paneer Butter Masala, Curd Rice, Ice Cream, Banana Veg Salad Juice, Pickles,
Wednesday	Idly, Vadacurry, Tomato/Coconut Chutney, Bread Butter, Jam, SPROUTS, Tea/Coffee, Milk	Fulka, ChanaMasala, Plain Rice,Porial Dry Ladies Finger Fry, Veg Salad Juice, Pickles, Sambar	Medhu Vada(2) Coconut chutney, Bread, Butter, Jam Tea/Coffee, Milk	Bisibelebath/Tomato/ Mint Rice, Chapatti, Alu Fry, Meal Maker Masala, Curd Rice, Gulab Jamun Veg Salad Juice, Pickles,
Thursday	OnionOothappam, Mysore/Mint, Chutney, Sambar,Bread, Butter, Jam,SPROUTS,Tea/Coffee, Milk	Rice, Chapatti, Rajma Masala, Porial , Gobi Fry/Carrot Peas Cury, Morkolambu, Milaikai Vathal , Veg Salad Juice, Pickles,	Keera vadai/ Onion Pakoda, Tea/Coffee, Milk	Veg Biryani- Raitha – Gobi 65 Seasonal Fruit, Barotha, Veg Kurma, Butter Milk Veg Salad Juice, Pickles,
Friday	Masala Dosai,Coconut/ Groundnut, Chutney, Sambar,Toasted Bread , Butter, Jam,SPROUTS, Tea/Coffee, Milk	Fulka, Peace Masala, Plain Rice, beet root Curry, Porial Sambar(Mulangi), Payasam, Parappu Thovaiyal, Veg Salad Juice, Pickles,	Vazhaka/Onion Bhajji(2), Coconut chutney, Tea/Coffee, Milk	Dosa, Tomato/Mint/Cocounut Chutney, Sambar, Curd Rice, pickle, Sweet Keseri, Banana Veg Salad Juice, Pickles,
Saturday	Rice Upma/ Kitchidi,Veg Khurma,Coconut Chutney,SPROUTS, Toasted Bread , Butter, Jam, Tea/Coffee, Milk	Rice, Chapatti, Palak Sag, Mixed Veg Aviyal, Potato Fry, Porial, Vathakolambu, Veg Salad Juice, Pickles,	Bonda(2)(Variety), Tomato Sauce,Bread, Butter, Jam Tea/offee, Milk	Idly, Coconut/Tomato Chutney Veg/Mint/Peace Pulav, Raitha-fryams , Veg Salad Juice, Pickles,
Sunday	Poori, Potato, Masala, Toasted Bread, Butter, Jam,SPROUTS Tea/Coffee,Milk	Chapathi, Veg Biryani, dhal, Gobi 65, Potato Chips,Onion Cucumber Raita, Curd Rice,Lemon Juice, Pickles, Sugar,Salt	ParappuVadai(2),Bread, Butter, Jam Tea/Coffee, Milk	VEG FRIED RICE MIXED DAL Gobi Manchoorian, FULKA, SALAD GULABJAMUN/ FRUITS

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Annexure –III : Indicative North Indian Menu (Vegetarian)

Days	Breakfast	Lunch	Evening Snacks	Dinner
Monday	Chola —Battura , Bread Butter, Jam, Tea/Coffee, Milk	Rice- Aloo Jeera Fry - MOONG DAL /DAL FRY Chapathi, Veg Salad , Pickle	Stuffed Bread Roll Sauce, BREAD PAKORA, Bread, Butter, Jam TEA/ COFFEE, MILK	VEG PULAO/Kashmiri Pulao – Muttar Paneer TOMATO DAL, FULKA, Veg Salad , SEASONAL FRUIT
Tuesday	Aloo/gobi/Onion Paratta –Curd - Dhania Chutney, Bread Butter, Jam, Tea/Coffee, Milk	Rice — ALO BINDI MIX DAL FRY/DAL MAKHANI Chappati - Veg Salad , Pickle	Bread Aloo pakoda(2)/ SAMOSA (2 big) Bread, Butter, Jam TEA/COFFEE, MILK	VEG BIRYANI ONION RAITHA ALU DUM FULKA, Veg Salad ICE CREAM
Wednesday	IDLY, MEDU VADA 2 Coconut CHUTNY, SAMBAR,Bread, Butter, Jam, Tea/Coffee, Milk	Rice PEAS ALU SEMI /LOKI DRY CHENNA DAL Fulkha - Veg Salad Pickle	NOODLES, Bread, Butter, Jam TEA/COFFEE, MILK	RICE DAL FRY Chapathi – Bitter Gourd Masala, Veg Salad KHEER + BANANA
Thursday	Poori, potato masala ,Bread Butter, Jam, Tea/Coffee, Milk	Rice - PALAK/Aloo BAINGAN Masala PUNJABI DAL Chappati, Appalam Veg Salad	KACHORI, Sauce, Bread Butter, Jam TEA/COFFEE, MILK	JEERA RICE PANEER BUTTER MASALA , ARAHAR DAL, FULKA, Veg Salad BANANA
Friday	Onion/podi/kal dosa- sambar chutney,Bread Butter, Jam, Tea/Coffee, Milk	Rice SOYABEAN Masala / Soya Mutter ALU MASALA CHENNA / ARKAR DAL Fulkha - Veg Salad	Bhel puri, Bread Butter, Jam Tea/Coffee, Milk	RICE DAL FRY CHOLA POORI KHEER + BANANA, Veg Salad
Saturday	Poha- Green Chutney Curd/ Khichdi —chutney, Bread Butter, Jam, Tea/Coffee, Milk	Rice ALU GOBI BESAN PAKORA KADHI, Chappati, Watermelon/ Grape juice Veg Salad	PAV BHAJI / DHAHI CHAAT (2 Nos), Bread, Butter, Jam, TEA/COFFEE, MILK	Peace/Mint Pulav - PLAIN DAL MALAI KOFTA FULKA, Veg Salad rosemilk(cold)/ fruit juice
Sunday	MASALA DOSA, SAMBAR CHUTNEY, Bread Butter, Jam, Tea/Coffee, Milk	veg biryani mix veg gravy/ Rajma Fulkha bundi raita - Veg Salad	Pani Puri, Bread, Butter, Jam TEA/COFFEE, MILK	VEG FRIED RICE, MIXED DAL Gobi Manchoorian, FULKA, Veg Salad,GULAB JAMUN/ FRUITS

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Annexure –IV: Indicative Mixed Indian Menu

Days	Breakfast	Lunch	Evening Snacks	Dinner
Monday	Pav Bhaji, Toasted bread, Butter, Jam, Tea,Coffee, Milk	Chapatti, Chana Dal, Dry , Ladies Finger Masala, Plain Rice, Salad, Papad, Curd, Lemon Juice, Pickles, Sugar, Salt	Big Samosa(2), Sauce,Bread, Butter, Jam Tea/Coffee, Milk	Fulka, Paneer Butter masala Jeera Rice,, Punjabi Dal, Salad, Papad, Pickles, Ice Cream(1)
Tuesday	Bombay and Veg sandwich(size : sandwich bread), Upma, Bread, Butter, Jam, Tea,Coffee, Milk	Fulka, Aloo Peas, Moong Dal, Plain Rice, Salad, Papad, Curd, Lemon Juice, Pickles, Sugar, Salt	Noodles Sauce, Bread, Butter, Jam Tea/Coffee, Milk	Chapatti, Loki Chana Dal Masala, Arhar Dal, Flavoured Milk Cold, Pulao, Rajasthani Papad, Salad, Pickles
Wednesday	Gobi Paratha, Dhaniya Chana Chutney, Bread, Butter, Jam, Tea,Coffee, Milk	Chapatti, Gobi masala, Besan pakoda, Curry, Plain Rice, Salad, Raita, Papad, Curd, Lemon, Juice, Pickles, Sugar, Salt	Kachori(2)/ Sauce, Bread, Butter, Jam Tea/Coffee, Milk	Fulka, Gobi Manchurian Dry/Chilly Gobi, Punjabi Dal, Banana(1),Kashmiri,Rice, Mixed Fruits, Salad, Papad, Pickles
Thursday	Masala Dosa/ Rawa Dosa, Sambar, Coconut Chutney, Toasted Bread, Butter, Jam, Tea/Coffee, Milk	Fulka, Rajma Gravy, Dal Makhani, Plain Rice, Salad, Papad, Curd, Lemon Juice, Pickles, Sugar, Salt	Bread Aloo pakoda(2), Sauce,Bread, Butter, Jam Tea/Coffee, Milk	Chapatti, Peas Panner Butter Masala Moong Dal, Plain Rice, Salad, Papad, Seasonal Fruit, Pickles
Friday	Poori, Aloo sabji, Jalebi(2pcs) Chutney,Bread, Butter, Jam, Tea/Coffee, Milk	Chapatti, Soyabean, Masala,Aloo Peas Masala, Punjabi Dal, Plain Rice, Salad, Papad, Curd, Lemon Juice, Pickles, Sugar, Salt	Big dal vada(2),Bread, Butter, Jam Tea/Coffee, Milk	Fulka, Alu Bharji/Alu Bitter gourd, Flavoured Milk, Dal Makhani, Plain Rice, Salad, Papad, Pickles
Saturday	Idly, Medhu Vada, Chutney Sambar, Bread, Butter, Jam, Tea/Coffee, Milk	Fulka, Aloo beans, Bitter gourd Bhajiyaa, Arhar Dal, Pulao, Salad, Papad, Curd, Lemon, Juice, Pickles, Sugar, Salt	Veg sandwich (2), Bread, Butter, Jam Tea/Coffee, Milk	Chapatti, Veg Manchurian Balls, Mix Dal, Plain Rice, Gulab Jamun(2), Salad, Papad, Pickles
Sunday	Alu Parotha, Curd, Dhaniya Chana Chutney, Pickles, Bread, Butter, Jam, Tea/Coffee, Milk,	Chapathi, Mix Veg masala, Plain Rice, Salad, Papad, Boondi Raita, Chips, Lemon Juice, Pickles, Sugar, Salt	Dahi Chaat,Bread, Butter, Jam Tea/Coffee, Milk	Poori, Chana Masala, Fried Rice, Kheer, Banana, Salad, Papad, Pickles

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ANNEXURE V: Details of Menu on Daily Basis

Day	Breakfast	Lunch	Tiffin	Dinner
Monday	Gobi Paratha, Schezwan, Chutney, Pickle, Banana, Bbj, Tea, Coffee, Milk(Hot/Cold)	Aloo Chatpata, Rajma, Dal, Tomato Rice, Methi Puri, Chhas, Papad, Salad	Burger, Bbj, Tea, Coffee, Milk(Hot/Cold)	Chapati, salad, Rice, Sambar, Dal, Fruit, Rasgulla
Tuesday	Poha + Sev, Banana, Bbj, Tea, Coffee, Milk(Hot/Cold)	Paneer Tikka Masala, Rasam, Dal, Chapati, Masala Rice, Papad	Masala Dosa, Cold Coffee, Sambhar, Chutney, Bbj, Tea, Coffee, Milk(Hot/Cold)	Veg. Biriyani, Raitha, Arbidry, Chapati, Rice, Dal Makhani, salad, Fuit, Shreekhand
Wednesday	Mix Veg Paratha,, Curd, Pickle, Banana, Bbj, Tea, Coffee, Milk(Hot/Cold)	Chana Masala Dry, Kadi Pakoda, Dal Khichdi, Sada Puri, Boondi Raita, Papad	Samosa, Ice Tea, Bbj, Tea, Coffee, Milk(Hot/Cold)	Tomato Curry, Salad,, Dal, Chapathi, Rice, Gulab Jamun
Thursday	Medu Vada, Banana, Bbj, Tea, Coffee, Milk(Hot/Cold)	Veg Kolhapuri, Aloo Gobhi Matar Dry, Paratha, Jeera Rice, Dal, Papad	Veg Cheese Burger , Bbj, Tea, Coffee, Milk(Hot/Cold)	Dal, Rice, Veg Curry Chapati, salad, pickle, Sewai Kheer
Friday	Onion Tomato Utpam, Sambhar, Chutney, , Banana, Bbj, Tea, Coffee, Milk(Hot/Cold)	Corn Matar Kadhai, Sprouted Dry, Dal , Chapati, Rice , Papad	Noodles, Bbj, Tea, Coffee, Milk(Hot/Cold)	Chiken kadai, Moong Dal, Jeera Rice, Chapati, salad, Pickle
Saturday	Puri Bhaji, Banana, Bbj, Tea, Coffee, Milk(Hot/Cold)	Kala Chana, Dum Aloo Gravy, Chapati, Rice, Papad, salad	Pav Bhaji, Bbj, Tea, Coffee, Milk(Hot/Cold)	Aloo gobi, Chapati, Dal, Rice, Salad, pickle, Hot Jalebi
Sunday	Idli, Sambhar, Chutney, Banana, Bbj, Tea, Coffee, Milk(Hot/Cold)	Chhole Bhature, Tur Dal, Imli Chutney, Rice, Salad, papa	Bhel Puri, Nimbupani, Bbj, Tea, Coffee, Milk(Hot/Cold)	veg Biriyani, Raitha, white rice, dal, pickle, fruit salad

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Annexure –VI : Indicative South Indian Menu —Non-Vegetarian

Days	Breakfast	Lunch	Evening Snacks	Dinner
Monday	Pongal, Medhu Vada(2), Sambar,Coconut Chutney, Bread Butter, Jam, SPROUTS,Tea/Coffee, Milk	Chapatti, Veg Khurma, Plain Rice, Porial Potato, Fry Sambar, Appalam, Rasam,	Sundal, Bread Butter, Jam, Tea/Coffee, Milk	Idly, Tomato Chutney, Sambar, Plain rice, Rasam Porial, Butter Milk, Banana Veg Salad, Pickle
Tuesday	Ghee/Podi/Rava Dosa, Onion, Chutney, Sambar Bread Butter, Jam,SPROUTS,, Tea/Coffee, Milk	Mint Chapatti, Alu Gobi Masala, Porial, Vathakolambu, Cabbage Dry,Plain Rice, Rasam,	Big Samosa (2), Tomato Sauce, Bread Butter, Jam, Tea / Coffee, Milk	Fulka, Coconut Rice, Paneer Butter Masala, Veg Salad, Pickle Curd Rice, Ice Cream, Banana, Chettinad Chicken
Wednesday	Idly, Vadacurry, Tomato/Coconut Chutney, Bread Butter, Jam, SPROUTS, Tea/Coffee, Milk	Fulka, Chana Masala, Plain Rice, Porial Dry Ladies Finger Fry, Sambar,Salad, Raita, Papad, Curd, Lemon Juice, Pickles, Sugar,Salt	Medhu Vada(2) Coconut Chutney, Bread Butter, Jam, Tea/Coffee, Milk	Bisibelebath/Tomato/ Mint Rice, Chapatti, Alu Fry, Meal Maker Masala, Veg Salad, Pickle Curd Rice, Gulab Jamun
Thursday	OnionOothappam, Mysore/Mint, Chutney, Sambar,Bread, Butter, Jam,SPROUTS,Tea/Coffee, Milk	Rice, Chapatti, Rajma Masala, Porial , Gobi Fry/Carrot Peas Cury, Morkolambu, Milaikai Vathal,Salad, Raita, Papad, Curd, Lemon Juice, Pickles, Sugar,Salt	Keera vadai/ Onion Pakoda,Bread Butter, Jam, Tea/Coffee, Milk	Veg Biryani- Raitha – Gobi 65 Seasonal Fruit, Barotha, Veg Kurma, Butter Milk , Chicken Biriyani
Friday	Masala Dosai,Coconut/ Groundnut, Chutney, Sambar,Toasted Bread , Butter, Jam,SPROUTS, Tea/Coffee, Milk	Fulka, Peace Masala, Plain Rice, beet root Curry, Porial Sambar (Mulangi), Payasam, Parappu Thovaiyal,	Vazhaka/Onion Bhajji(2), Coconut chutney, Tea/ Coffee, Milk	Dosa, Tomato/Mint/Cocounut Chutney, Sambar, Curd Rice, pickle, Sweet Keseri, Banana < meen Kolambu
Saturday	Rice Upma/ Kitchidi,Veg Khurma,Coconut Chutney,SPROUTS, Toasted Bread , Butter, Jam, Tea/Coffee, Milk	Rice, Chapatti, Palak Sag, Mixed Veg Aviyal, Potato Fry, Porial, Vathakolambu, Salad, Raita, Papad, Curd, Lemon Juice, Pickles, Sugar, Salt	Bonda(2) (Variety), Tomato Sauce, Tea/Coffee, Milk	Idly, Coconut/Tomato Chutney Veg/Mint/Peace Pulav, Raitha-fryams Veg Salad, Pickle
Sunday	Poori, Potato, Masala, Toasted Bread, Butter, Jam,SPROUTS Tea/Coffee,Milk	Chapathi, Veg Biryani, dhal, Gobi 65, Potato Chips,Onion Cucumber Raita, Curd Rice, Lemon Juice,Salad, Raita, Papad, Curd, Lemon Juice, Pickles, Sugar,Salt	Paruppu Vadai(2),Bread Butter, Jam, Tea/Coffee, Milk	VEG FRIED RICE MIXED DAL Gobi Manchoorian FULKA, SALAD GULABJAMUN/ FRUITS Veg Salad, Pickle

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Annexure –VII : Indicative North Indian Menu-Non-Vegetarian Menu

Days	Breakfast	Lunch	Evening Snacks	Dinner
Monday	Chola —Battura , Sprouts, Bread Butter, Jam, Tea/Coffee, Milk	Rice- Aloo Jeera Fry — MOONG DAL /DAL FRY, Chapathi, Veg Salad, Pickle	Stuffed Bread Roll Sauce, BREAD PAKORA, Bread Butter, Jam, TEA/ COFFEE, MILK	VEG PULAO/Kashmiri Pulao – Muttar Paneer TOMATO DAL, FULKA, Veg Salad, Pickle , SEASONAL FRUIT, Chicken Masala
Tuesday	Aloo/gobi/Onion Paratta –Curd - Dhania Chutney, Sprouts,Bread Butter, Jam, Tea/Coffee, Milk	Rice-ALO BINDI MIX DAL FRY/DAL MAKHANI Chappati — Veg Salad, Pickle	Bread Aloo pakoda(2)/ SAMOSA (1 big), Bread Butter, Jam, TEA/ COFFEE, MILK	VEG BIRYANI ONION RAITHA ALU DUM, FULKA, Veg Salad, Pickle , ICE CREAM
Wednesday	IDLY, MEDU VADA 2, CHUTNY, SAMBAR, SproutsBread Butter, Jam, Tea/Coffee, Milk	Rice PEAS ALU SEMI / LOKI DRY CHENNA DAL Fulkha - Veg Salad, Pickle	NOODLES TEA/COFFEE,Bread, Butter, Jam, MILK	RICE DAL FRY Chapathi – Bitter Gourd Masala,Veg Salad, Pickle, KHEER + BANANA
Thursday	Poori, potato masala ,Bread Butter, Jam, Tea/Coffee, Milk	Rice - PALAK/Aloo BAINGAN Masala PUNJABI DAL Chappati, appalam Veg Salad	KACHORI, Sauce TEA/COFFEE, MILK	JEERA RICE PANEER BUTTER MASALA , ARAHAR DAL, Chicken Masala, FULKA, Veg Salad, Pickle BANANA
Friday	Onion/podi/kal dosa- sambar chutney,Sprouts Bread Butter, Jam, Tea/Coffee, Milk	Rice SOYABEAN Masala, / Soya Mutter ALU,MASALA CHENNA / ARKAR DAL Fulkha - Veg Salad	Bhel puri, Bread Butter, Jam, Tea/Coffee, Milk	RICE DAL FRY CHOLA POORI KHEER + BANANA,Veg Salad, Pickle
Saturday	Poha- Green Chutney Curd/ Khichdi —chutney, SproutsBread Butter, Jam, Tea/Coffee, Milk	Rice ALU GOBI BESAN PAKORA KADHI, Chappati, Watermealon/ Grape juice Veg Salad, Pickle	PAV BHAJI / DHAHI CHAAT (2 Nos), Bread Butter, Jam, TEA/COFFEE, MILK	Peace/Mint Pulav - PLAIN DAL MALAI KOFTHA FULKA, Veg Salad, Pickle Rosemilk(cold)/ fruit juice
Sunday	MASALA DOSASAMBAR CHUTNEY, Sprouts Bread Butter, Jam, Tea/Coffee, Milk	Veg biryani mix veg gravy/ Rajma Fulkha bundi raita - Veg Salad, Pickle	Pani Puri,Bread Butter, Jam, TEA/COFFEE, MILK	VEG FRIED RICE MIXED DAL Gobi Manchoorian FULKA, Veg Salad, Pickle GULABJAMUN/ FRUITS

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Please note that above menu is just for the reference (Annexure I-VII), actual menu may deviate from this one and it will be decided by the mess management committee/Block warden/ Mess Quality Control Warden.

But it will follow the general structure as stated

Mess Management committee can include any of the below mentioned items

Some more examples of Dry Sabji		
Padwal Chana	Cabbage Green Peace	Bhindi fry
Aloo Shimla, Mutter	Tendli Chana Dry	Mix Sprouted dry
Tawa Veg	Lauki dry	Mix veg dry
Aloo Gobhi	Karela	Alu mutter Tomato dry
Soyabean Chilly	Alu Jeera	Alu Bhaingan Masala

Dal: Masoor, Tur, Dal-Makhni, Chana Dal, or any other type of dal as decided by the mess management committee/Block warden/ Mess Quality Control Warden.

Mix Veg – Avil, Bhaji Alugobi, Potato dry, Tomato, Beetroot, Alasande Cabbage, Palak panner, Muttur paneer, Green peas, Kabulichanna, Green gram, Rajma, ladies finger, Potherbs, Gerkin, Yam (suvarna), Seemebadane, Beens, long beens, Snake guard or any other item as decided by the mess management committee/Block warden.

Veg gravy item: Veg Kofta, Veg Masala, Veg Makhanwala, Paneer Malai Kofta, Corn Palak, Veg Sambhar, Veg Chawli gravi, Paneer Mutter or any other items suggested by mess management committee/Block Warden/Mess Quality Control Warden .

Enough quantity of vegetable (60-75 gm per student)/Paneer (40 to 60 gm per student) should be provided.

Sweets-

SW I :-Rasamalai, Rasagulla, Gulab jamoon, Peda, Burphy, Nandini Mysore pak, Malai — sandwich, champakali, Jahangir (50 grams each)

SW II:-Jalebi, Malpuri (50 gms), Kheer (Varmacelli)j, Greengram dhal, Bengal gram dhal, Broken wheat, Rice kheer(150 ml)

Fruits- Mosambi, Banana, Orange, Apple, Cavendish, Dates (Standard size fruits should be given) Fruit salad and Fruit Custard should include min 5 types of fruits and 150 gm minimum should be provided.

Ice-cream – Slab ice-cream 100ml (each slice), all varieties should be provided with no extra cost.

Whenever MMC/Students demands for change in ice cream flavor, caterer/contractor should provide the same with no extra cost. MMC/Block warden/Mess Quality Control Warden will decide about ice cream flavor and brand.

If the ice cream is provided in cup minimum weight of the ice cream should be 100 gm

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If the ice cream is provided in the form of slice minimum weight of the ice cream should be 100 gm

Curd or Yogurt : Fresh thick and creamy curd should be provided. The curd should not be excess sour or bitter in taste (100ml should be provided).

Breakfast items: Paratha (Plain, Aloo, Onion, Methi, Gobi), Aloo Poha, Upma-Sheera+Sev, Idli-Vada Sambhar and Chantni, Dosa (Masala, Plain) Uttappam, Appam-veg curry, Puttu Kadala, Jeera Puri-Mutter Subji, Puri-Aloo Bhaji, or any other item as decided by the mess management committee/Block warden /Mess Quality Control Warden.

Evening snacks – Bhelpuri, Pani Puri, Goli baje, Onion pakoda, Dosa items, Dhaiwada, Masala avalakki, Sandwich, Upma, Sheera, Cake, Samosa, Vada chatney. Tappa dosa, Instant noodles, Bread Pakoda, Vada Pav, Veg roll or any other item as decided by the mess management committee/Block warden/ Mess Quality Control Warden.

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Approximate minimum weight of the items provided in the mess

Sl. No.	Particulars	Approximate minimum weight of (one) item	Minimnu Quantity
1	Paratha (plain)	70 gm	2-3
2	Butter	20 gm	
3	Groundnut Chatni	Unlimited	
4	Tea/Coffee/Milk	150 ml	
5	Chapathi	50 gm (9 inch or more diameter) Unlimited	
6	Dhal	Unlimited	
7	Rice and sambar	Unlimited	
8	Curd	90 ml to 100 ml	
9	Dosa (plain)	140-150 gm	2-3
10	Puri	35 gm to 40 gm (6 inch or more diameter)	4-5
11	Idli	130 gm to 150 gm	4-5
12	Medu Vada	45 gm to 50 gm	2-3
13	Paratha (Alu, Methi,Gobi)	150 gm to 200 gm	2-3
14	Uppittu	150 gm to 200 gm	
15	Shira	75 gm to 100 gm	
16	Masala Dosa	150 gm to 200 gm (12 inch diameter)	2
17	Onion Pakoda	140 gm to 150 gm	
18	Potato Bonda	100 gm to 110 gm	2
19	Beaten Rice	150 gm to 200 gm	
20	Vegetable samosa	100 gm	2
21	Kachori	100 gm	2
22	Appam	150 gm	2-3
23	Potato poha (with onion and coriander leaf)	150 gm	
24	Uttappam (Onion/tomato)	200 gm	2
25	Puttu Kadala	200 gm	

Note: Above mentioned quintiles are the minimum quantities need to be supplied by the caterer However, on demand, more quantity should be provided.

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Non-Veg items

Chicken Curry/Kadai	150 gm (Chicken boiled)+250 ml gravy
Chicken Masala	150 gm (Chicken boiled)+ 250 ml masala
Egg Curry	2 egg+ 250 gm gravy
Dry Chilly Chicken	150 gm (boiled)
Chicken Biryani with raita	250 gm rice+1 egg+150gm chicken+75 ml raita
Egg Biryani with raita	250 gm rice+2 egg+ 50 gm raita
Chicken Kebab	150 gm (1 big piece or 3 small size pieces)
Fish	150 gm

Note: On demand, extra biriyani rice/gravy should be provided

Special Biryani Rice should be used for the preparation

About 200-250 gm Chicken should be provided during monthly grand dinner. However final quantity/type of chicken item for monthly grand will be decided by the MMC/Block Warden

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Details of MENU ITEMS	
Sick Diet	Kichdi+Plain Curd or Bread+Butter+Milk or Dalia+Milk_Bread or any other suitable item for sick residents, in lieu of the regular meals which has to be served in the mess/room of the sick student
Paneer item	Shahi Paneer, Kadai paneer, matter paneer, Cheese Chilly, Paneer Bhurji, chilly paneer, paneer tikka masala etc (minimum 100 gms of paneer should be given)
One sweet dish in Dinner	Fruit custard, Gulab Jamun (two), Fruit Cream, Rasagulla (two), Rasmalai (One), Halwa (moong/Suji/Carrot)with dry fruits, Milk kheer (rice/sevayan)with dry fruits, ice cream
Stuffed parathas in the breakfast	Gobhi Paratha, Radish Paratha, Paneer Paratha, Aloo and Onion Paratha, Aloo Paratha, Dal Paratha, Methi Palak Paratha
One Snack in the evening tea	Samosa (2 pcs), Aloo Stuffed Bread pakoda (2pcs), Cutlet (2 pcs), (Aloo tikki (1 pc), Sand wich (1pc), Veg patties (1pc), Hot dog (1 pc), bread rolls (2pc), Mix veg Pakora (100 gm), Cream Biscuits (4 pcs) or anyother types
Fruit	Orange, Apple, Water Melon or any other types (Minimum 75 gm)
On Extra Payment/coupons/Writing in book)	1. Extra Omlette (Single, Double) (full fry, half fry) egg burji, boiled egg to be available in lunch/Dinner)
	2. Extra milk, Paratha (breakfast)
	3. Extra Butter (to be available in lunch, dinner)
	4. Extra Nonveg items (Any One item, limited serving :
	a. Extra Egg Briyani (Two eggs) ,
	b. Extra Chicken Biriyani (150 gm Chicken+250 gm rice)
	c. Extra Chicken curry (150 gm of Chicken)
	d. Extra Butter Chicken (150 gms of Chicken)
	e. Extra Chicken Masala (150 gms of Chicken)
	f. Extra Fried Chicken (150 gm of Chicken)
	g. Extra Chicken Tikka Masala (150 gm of chicken)
	h. Extra South 84hapat Chicken (150 gms of Chicken)

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	Rates of the extra items as well as the meal coupons (Guest coupons) Would be jointly decided by the contractor, Hostel Mess Committee (8 Students+Warden)
<u>Contractor shall provide following items during breakfast/Lunch/Dinner</u>	
	a) Salt, pepper, sugar, pickle, green chili, ghee saunf (Fennel Seed), mishri, Mukhwas, multi seed Mukhwas separately
	b) Paper napkins
	c) Good quality tooth picks (wooden)

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Note

i) The items in the above menu can be shifted to another day by Hostel Mess Committee

ii) Meal is to be served on counter/ buffet however water 86hapatti will be served on table

ii) For dinner variety of dal must be served. Dal of different varieties must be served on different days. This will include the following dal: Moong Dhuli, Moong Sabut, Moong Chilke Wali, Masur Dhuli, Masur Sabut, Chana Dal, Arhar, Kala Chana, White Chana , Lobia/raungi, rajma, Urad Sabut etc. No dal must be served more than twice during a week. Similarly, the vegetable of different variety , preferably Seasonal vegetable must be served. The same vegetable must not be served more than twice during a week. The content of potato in any cooked vegetable must not be more than 25% except when potato vegetable is identified in the menu.

iv) Items of the menu shall be unlimited in quantity if not specified above and except for the following

1. Butter : 20 gms

2. Corn Flakes : 50 gms

3. Milk : 250 gms

4. Sweet dish : 150 gms

5. Curd/Raita : 100 gms

6. Hot Soup : 100 ml

v) The detailed daily meal wise menu specifying dals and vegetable to be served will be identified in the beginning of each month by the hostel mess committee, in consultation with contractor. IT is mandatory to serve this menu. In case of any difficulty in the same, committee must be informed well in advance

vi) For residents observing fasts, the contractor will provide the substitute items in lieu of the regular meal asked by the resident

vii) The contract will not serve any item whose rates have not been approved by the Mess Committee beforehand.

viii) In case the adulteration is found in the food or quantity/quality of food served is not up to the mark, the mess committee will recommend the penalty to be imposed on the contractor and decision of Council of Wardens will be binding on the contract

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Typical Breakfast



Typical Lunch plate



Typical Dinner Plate



Typical Evening Snacks Plate



Typical Grand monthly Dinner Plate

ANNEXURE-A

AFFIDAVIT

I, _____ s/o _____ contractor of _____, do hereby declare and undertake as under:-

- b. That in the capacity of Contractor by M/s _____ I shall comply with the provisions of Contract Labour (Regulation and Abolition) Act, 1970 and the Rules thereto. I have paid the wages for the month of _____, to all my employees and no dues are payable to any employee.
- c. That I have covered all the eligible employees under Employees Provident Fund and Miscellaneous Provisions Act and the Employees' State Insurance Act and deposited the contributions under our code numbers _____ for the following month and as such no amount whatsoever is payable. The challans showing about the deposits made by us are enclosed herewith.
- d. I further declare and undertake that in case any liability pertaining to my employees is to be discharged by the principal employer for my lapse, I undertake to reimburse the same or the principal employer is authorized to deduct the same from my dues as payable.

Dated:

Contractor
Seal & Signature

Seal and Signature of Bidder

Professor in-charge NITKS Hostels

ANNEXURE — B

**Model Feed Back Form to be collected from Student Diners for
Performance Evaluation of Caterers**

Sl. No.	Questionnaire	Ranking (Evaluation on 5 point scale)	Scale	
1	Quality of the food Served		Very Good	5
2	Quantity of Food Served		Good	4
3	Cleanliness and Hygiene		Average	3
4	Catering Service		Bad	2
5	Punctuality		Very Bad	1

Based on average score obtained in the review, the following deductions shall be done in
the 25% of the monthly bill amount to be settled to caterers

S.No.	Average Score	Deductions from the 25% of the monthly bill amount
1	20—25	Nil
2	15—19	20%
3	10—14	40%
4	Below 10	60%

I/We agree to the above terms and conditions

Signature of the bidder with Name and Seal

Seal and Signature of Bidder

Professor in-charge NITKS Hostels

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**NATIONAL INSTITUTE OF TECHNOLOGY KARNATAKA SURATHKAL
HOSTELS**

POST SRINIVASNAGAR, MANGALORE – 575 025 (D K)

TENDER DOCUMENT

PRICE BID

Name of work/ service : **RUNNING MESS AT _____ HOSTEL BLOCK,
NITKS HOSTEL PREMISES**

Name of the bidder :

Seal and Signature of Bidder

Professor in-charge NITKS Hostels

Proforma of Commercial Bid

Price bid for: _____ Hostel Mess

To,

Professor In-charge, Hostel Affairs
NITKS Hostels, POST: Srinivasnagar ,
Surathkal, Pin 575025

Sub: Mess Catering Contract for Hostel _____ Hostel mess, NITK Surathkal

Name of the party: _____

Mess food rate as fixed by NITKSH is **Rs.115** per day/ per diner including all taxes but excluding GST as applicable.

Bid for Security Deposit

I /We hereby offer to deposit a sum of Rs. _____ (Rupees _____) as interest free security deposit

We have read and agree to,

- Provide service as per the Catering Charges per day per head (Including all taxes but excluding GST applicable): **Rs.115/-** (Rupees One hundred and Fifteen Only)
- Terms and conditions of Mess Catering contract
- Rules pertaining to the daily functioning of the mess
- Penalties for violation or rules, terms and conditions

In the event of Selection and award of the contract, please indicate your order of preference to the following:

Mess	Whether the quote is made for (Yes/No)	Order of preference if any (1,2)
Pushpagiri / PG Hostel Block (Mixed Indian Mess-Veg)		
Vindhya / Third Hostel Block(Non-Veg)		

Signature of the Proprietor(s)/ or Authorized Representative

Date: _____

Name of the signatory: _____

Place: _____

Designation: _____

Stamp:

Seal and Signature of Bidder

Professor in-charge NITKS Hostels