

Quotation Enquiry for Mess Catering

No:-IIT Mandi/66/2-2011/345

Date:-6/4/2011

Quotations are invited for running the mess (at four locations in Mandi) for the student's hostels and guest house of IIT Mandi as per details below. The last date & Time of receipt of quotations is **22/4/2011 3PM**

Quotations will be opened on 22/4/2011 at 4PM

Representatives of the firm(s) may be present at the time of opening the quotation if they so desire. The following instructions should be strictly observed for submitting the quotations failing which the quotations shall be liable to be rejected.

1. The quotations should be submitted on printed pad preferably with sales tax number and PAN number of the firm.
2. The quotations shall be submitted to the undersigned in a sealed envelope duly marked "Quotation against enquiry no.--- dated---- due on ---- "on the corner of the envelope.
3. Quotation received after closing date/time will not be considered.
4. The rates quoted should be inclusive of all taxes.
5. The rates must be quoted both in figures and words and over writing should be avoided, However all cuttings/corrections must be duly authenticated.
6. IIT Mandi reserves the right to reject any or all quotations wholly or partly without assigning any reason.
7. An EMD of Rs.10,000/- (Rs.Ten thousand only), in the form of Draft favouring Registrar, IIT Mandi should be submitted along with the quotation. In the event of the awardee bidder backing out, IIT will have the right to forfeit the EMD.
The EMD of unsuccessful bidders shall be refunded to them within 15 days of executing an agreement with the successful bidder(s)
8. The success full bidder shall have to make a security deposit of Rs.25,000/- and shall be bound to execute an agreement on non judicial stamp paper of Rs.100/-, before starting the service. The EMD and Security Deposit shall be refunded only on successful completion of catering service during the period of agreement.
9. In case of default in providing satisfactory catering service, IIT will have the right to forfeit the EMD and Security in its favour.

Details of Catering:-

1. Total number of students and guests to be catered could be around 350 to 400 in four Hostels and one guest house.
2. The mess contract will be from July 2011 to May 2012 (exact dates will be informed to the successful bidder at the time of award of contract)
3. The tentative menu will be as follows

Breakfast:- Stuffed Paranthas on three days in a week, South Indian items like Masala Dosa/ Iddly/ Uthapam with chatney, Sambar on three days and Bread Toast, Porridge, Cutlet on one day, along with milk/coffee daily.

Lunch:- Rice, Dal, Roti, vegetable and curd on all days of the week.

Evening snacks: Any one item (Bread Pakora, Bread Roll, Veg Pakora, Chowmin, Samosa etc.) with tea.

Dinner:-Rice, Dal, Roti, Vegetable on all days in a week. In the place of vegetable for non-vegetarians Chicken on one day and Egg curry on one day of a week should be served. On those two days Vegetarians should be served a Paneer item. In addition sweet on three days a week and Raitha for two days to be served.

The actual day to day menu on the above pattern will be decided by a mess committee.

The bidder should quote the rate per student per day, for the above mentioned menu.

IIT reserves the right to award the contract to one or more caterers.

Only caterers who have experience in catering to Educational Institution Hostels will be considered. Proof of having satisfactorily provided service in such hostels should be attached, failing which the bid will not be considered. Preference will be given to caterers who are providing (or have provided) services in IITs or similar Institutions.

Dean - Students