



**SANT LONGOWAL INSTITUTE OF ENGINEERING & TECHNOLOGY
LONGOWAL -148106, DISTT. SANGRUR, PUNJAB, INDIA**

(Established by Govt. of India)

(Deemed-to-be University)

Tel. No. 01672-253109, Fax No. 01672-280057

e-Tender Notice

e-Tenders in two bid system i.e. Technical Bid & Commercial (Price) Bid for the work as mentioned below are invited from Service Providers engaged in Catering Business providing Catering Services in Educational establishment/Research organization/Govt. organization and having experience of providing such services for a minimum period of three years as ending up to 31-03-2019:

Sr. No.	Name of Work	DNIT Amount (Rs. in Lakhs)	Earnest Money Deposit (in Rs.)	Tender Fee in Rs. (Non- refundable)	Time Period	Tender Processing Fees (Rs.)
1	<p>Serving Breakfast, Lunch, Evening Tea and Dinner as per Daily Mess Menu (Table-IV) in Mess(es) at designated hours to the students/residents of Boys and Girls Hostels of the Institute for the academic session 2019-2020.</p> <p>The participating bidder's average Annual Financial Turn-over in catering services during the last three years should not be less than Rs. 60 Lakhs per annum.</p> <p>A bidder having annual turn over between 60 Lakhs to 90 Lakhs will be considered for allotment of 2 messes. The bidder having annual turn over between 90 Lakhs to 120 Lakhs will be considered for allotment of 3 messes. The bidder having annual turn over above 120 Lakhs will be considered for allotment of 4 messes and in no case a bidder will be allotted more than one Girl's hostel mess.</p>	-----	1.20 Lakhs	Nil	From July 2019 to May/June, 2020	-----

The tender documents will be available only on the institute's e-tendering website (www.tenderwizard.com/SLIET or www.sliet.ac.in) and be submitted **ONLINE** through e-tendering. The EMD is payable through-e-payment (Debit or Credit card/Internet Banking).

It is mandatory for the Bidders to get themselves registered with www.tenderwizard.com/SLIET & get a User ID Password & Class-3 Digital Signatures for themselves who wish to participate in the E-tendering process.

For more details the Bidders/Contractors may contact Mr. Pavitar Singh on behalf of M/s ITI Limited on contact No. 0172-3953764 or 8146699866 or e-mail pavitar.s@etenderwizard.com

Table-I: Schedule of e-Tender

Pre-bid conference	Availability of Tenders online for Bidding		Last date of Submission for Online Bids	Date, time & venue for opening of Technical bids	Date, time & venue for opening of Financial (Price) bids
	From	To			
04.06.2019 10.00 AM in the Office of Dean (SW)	23.05.2019 9.00 AM	13.06.2019 1.00 PM	13.06.2019 4.30 PM	14.06.2019 10.00 AM in the Office of Dean (SW)	19.06.2019 10.00 AM in the Office of Dean (SW)

Tenders received without earnest money, incomplete, conditional, telephonically or telegraphic shall not be entertained. The undersigned reserves the right to reject any or all the tenders without assigning any reasons thereof.

For more details, check Institute website www.sliet.ac.in

**e-TENDER
FOR
MESS CATERING SERVICES
2019-20**



**SANT LONGOWAL INSTITUTE OF ENGINEERING & TECHNOLOGY,
LONGOWAL, DISTRICT: SANGRUR, PIN-148106 (Punjab)
(DEEMED-TO-BE UNIVERSITY)
GOVT. OF INDIA**

Table-II: Check List of documents to be submitted

(Please enclose this along with Technical bid)

The bidder shall verify his/her tender properly before its submission and satisfy that all the information is submitted. Copy of documents should be numbered (page numbering) at the **bottom of each page**. Numbering should start after the last page of this tender document and be properly uploaded.

S. No.	Requirement	Checklist (write submitted or not-submitted)	Remarks (write Yes or No)	Page No. for reference
1.	Annexure I: Application Form for Technical Bid			
2.	Scanned image of Annexure II (submit the original copy of uploaded document separately during opening of Technical Bid)			
3.	Photocopy of the Income Tax Return of last 3 financial years ending with 31.03.2018			
4.	Annual Financial Turn-over as certified by Chartered Accountant ending 31.03.2018			
5.	Photocopies of Proof of Turnover of the organization for last three financial years ending with 31-03-2018			
6.	Photocopies of Proof of Experience Certificate indicating performance level for a period of three years minimum as on 31.03.2018 in Catering Business in the educational Establishment / Research organization/ Govt. organization			
7.	List of employees on your pay roll			
8.	Photocopy of the Registration Number/trade license of the organization			
9.	Photocopy of the PAN Card			
10.	Photocopy of the GST Number			
11.	Photocopy of the EPF registration certificate			
12.	Undertaking in form of affidavit that the firm is not defaulter due to non-payment of EPF and is following all EPF statutory requirements (Annexure III)			
13.	Photocopy of the Shop & Establishment Act Registration Number			
14.	Photocopy of the Contract Labour (R&A) Act License Number of last completed assignment			
15.	Code of Integrity in the form of undertaking (Annexure-IV)			
16.	FSSAI Certificate			

Date:

Signature with the Seal

e-Tender for Mess Catering

e-Tenders are invited from service providers engaged in Catering Business providing Catering Services in Educational establishment/Research organization/Govt. organization and having experience of providing such services for a minimum period of three years as ending up to 31-03-2019 for providing **Breakfast, Lunch, Evening Tea and Dinner** as per Daily Mess Menu (Table-IV) at designated hours to the students/residents at the Mess (es) of Boys Hostels (10 in counting) and Girls Hostels (03 in counting) with a capacity of around 230 students in each hostel of the institute. The Tender period is for the academic session 2019-2020 likely to commence from July 2019 to May/June, 2020. However, the strength of students may vary from hostel to hostel. The duration of the contract may be extended by the Competent Authority, if needed, on recommendation & certification by the constituted Committee regarding satisfactory performance of the Service Provider/Contractor. The diet to be provided to the students/residents of the hostel will be **THREE TIME MEALS AND EVENING TEA** as per Daily Mess Menu (Table-IV) and the rates inclusive of all taxes chargeable for providing each diet or diets collectively are required to be projected/mentioned accordingly by each bidder. The scope of work includes on-site cooking of meals and serving of food at the designated hours and Mess to the students/residents of each Hostel.

A common reasonable rate on the basis of lowest financial bid will be analysed by the Committee constituted by the Competent Authority and this common reasonable rate will be applicable in all 13 hostel messes. A bidder who refuses to provide the services on a common reasonable rate will not be allotted any mess.

The tender process should be submitted in two-bid system i.e. Technical bid and Financial (Price) bid. Only one technical bid and one financial bid is to be submitted by the bidder for this tender process. The participating bidder's average Annual Financial Turn-over in catering services during the last three years should not be less than Rs. 60 Lakhs per annum. If there is in any financial year for which no turnover is shown by the bidder, then in that case, last five years record/annual turnover of the bidder can be considered. The bidder having annual turn over between 60 Lakhs to 90 Lakhs will be considered for allotment of 2 messes. The bidder having annual turn over between 90 Lakhs to 120 Lakhs will be considered for allotment of 3 messes. The bidder having annual turn over above 120 Lakhs will be considered for allotment of 4 messes and in no case a bidder will be allotted more than one Girl's hostel mess.

Minimum Financial Eligibility for Bidding:

The Bidder having minimum turnover of Rs 60 Lakhs per annum in the last consecutive three years ending with 31.03.2018 besides fulfilling other Terms & Conditions will be eligible to submit Tender document and participate in the bid.

A bidder who refuses to provide meals on a common reasonable rate will not be allotted any mess.

(a) Technical Bid containing information regarding:

Business Turnover in the form of copies of audited balance sheets, experience certificates of providing catering services in Educational establishment/Research organization/Govt. organization for the last three years and other details of the agency/firm/service provider/company as mentioned in the schedule of Technical Bid Performa and Financial (Price) Bid Performa of the tender to judge the suitability of the caterer for providing catering service in the mess.

(b) Financial (Price) Bid containing information regarding:

(i) Quoted Establishment charges (electricity bill, wages to mess workers, service charges, Employee provident fund payments, rent on cooking equipment's / tools / cooking gas, and other fixed charges etc.) per student per day.

(ii) Quoted Food charges per student for providing THREE TIME MEALS AND EVENING TEA as per Daily Mess Menu (Table-IV) per student per day on the basis of quality and brand of standard products to be served as mentioned in the daily mess menu for Breakfast, Lunch, Evening Tea and Dinner. The lowest bidder (L1) will be decided on the basis of calculating the rates quoted (sum of Establishment charges and Food charges). The per day charges will be calculated as: (Per month charges×12)/365.

(iii) The bidder must quote separate rate for extra items.

The pre-conference bid will be held on 04.06.2019 at 10.00 AM in the office of Dean (SW). The Technical bids will be opened on 14.06.2019 at 10.00AM in the Office of Dean (SW) in the presence of the bidders available at that time. ***Financial (Price) bids of only those bidders will be opened whose technical bids qualify the Eligibility Criteria and other terms and conditions as mentioned in the tender document.*** The Financial (Price) bids will be opened on 19.06.2019 at 10.00 A.M in the Office of Dean (SW) in the Library Block in the presence of the bidders available at that time. The contract will be awarded initially for one academic year to the successful bidder(s). This period may be extended on satisfactory performance for upto two more years by the Director, SLIET, Longowal, if needed, on recommendation & certification by the constituted Committee regarding satisfactory performance of the Service Provider/Contractor. The successful bidder(s) shall be bound to execute an

agreement on non-judicial stamp paper of Rs.100/- as per the details given in the tender document. In the event of bidder backing out before actual award or execution of agreement, Institute will have right to forfeit the earnest money or security in full. Institute reserves the right to reject some or all the tenders without assigning any reasons, whatsoever.

- The list of qualified bidders depending upon technical evaluation criteria will be declared. Each technically qualified bidder has to provide mess services at common reasonable rates among all the technically qualified bidders. Each technically qualified bidder will be eligible for award of mess contract as per their annual financial turnover subject to allotment of maximum of four messes which includes one Girl's hostel mess. If sufficient eligible bidders are not available, then the Institute reserves the right to award more than four messes to technically qualified bidders at common reasonable rates. The preference would be given to the bidders having vast experience and past performance within the overall technical evaluation and annual financial turnover criteria.
- The Agreement between SLIET & Successful Bidder will be executed in accordance with applicable laws of India and Civil Courts, at Sangrur will be having jurisdiction to decide any dispute arising from the subject matter of this contract.
- It is further agreed that if any dispute arises between the Institute and the Successful Bidder/ Contractor arising from the subject matter of this contract and then the same shall be referred to a **sole Arbitrator nominated by Director of the Institute**. The fee of the Arbitrator shall be fixed by the Director SLIET and the same will be payable to the Arbitrator in equal proportions by both the parties to the dispute. The award passed by the arbitrator shall be final and binding on both the parties. The Arbitration shall be held at **Sangrur**. The language of the arbitration proceedings shall be English.

I. Instructions to the Bidders:

Eligibility Criteria:

1. The bidder should be in catering business to provide catering services in the Educational establishment / Research organization/ Govt. organization for a period of three years minimum as on 31-03-2019. The tender without accompanying supporting document(s) will not be considered and subject to rejection.
2. The bidder's average Annual Financial Turn-over as certified by Chartered Accountant (Annexure-VI) in catering services during the last three years should not be less than Rs. 60 Lakhs per annum. If there is a year for which no turnover is shown by the bidder, last five years record of the bidder

will be considered, however, all the other conditions must be satisfied in that case. **Certificate of satisfactory running of the mess must be submitted along with experience certificates.**

3. A bidder may be allotted only maximum of four messes and in no case a bidder will be allowed more than one Girl's hostel mess.
4. The applicant should submit Income Tax Return of last three (03) financial years ending with 31.03.2018 alongwith Tender document.
5. The applicant should have on his/her pay roll sufficient number of trained employees as per the terms and conditions of tender document, for the proper execution of catering services.
6. Mandatory documents such as (i) Proof of Turnover (ii) Photocopies of Experience certificates (iii) List of employees on bidder's pay roll (iv) Registration Number/trade license (v) PAN number (vi) GST Number (vii) EPF Number (viii) Undertaking in form of affidavit that the firm is not defaulter due to non-payment of EPF and the bidder is following all EPF statutory requirements (Annexure-III) (ix) Code of Integrity (Annexure-IV) (x) Shop & Establishment Act Registration Number (xi) Contract Labour (R&A) Act License Number of last completed assignment and (xii) FSSAI certificate must be uploaded with application.

Earnest Money Deposit (EMD):

An EMD amounting Rs.1,20,000/- (Rupees One Lakh and Twenty Thousands only) is required to be paid through e-payment (Debit or Credit card/Internet Banking) for participation in the bidding process. The EMD of successful and unsuccessful bidders will be refunded, without any interest, to the bidders on completion of Bid process. **Bids without EMD will be liable to rejection.**

Security:

The successful bidder will have to deposit a security of Rs. 3 Lakhs per hostel in form of Account payee Demand Draft in favour of Director, SLIET, Longowal on the date of signing the agreement. The security will be released only after submitting No-dues certificate from individual hostels, all the relevant documents of EPF, GST and other taxes deposited with concerned departments/authorities.

Scope of Work:

The service provider is expected to provide the following services:

1. Cooking and serving meals (Breakfast, Lunch, Evening Tea and Dinner);
2. Management and control of stocks and inventories;
3. Cleaning of utensils, kitchen and serving items;
4. Cleaning of cooking, dinning and auxiliary areas;
5. Security of the equipment, utensils and other items in the mess;
6. Maintenance of the equipment in the kitchen and dinning area;

7. Maintenance of books, ledgers, other records and documents related to running the mess;

8. Deployment and supervision of required man power for the above mentioned tasks;

As can be noted from the above, operational services shall not include preparation of menu and any policy matter related to running the mess. All such decision will be the under direct purview of the competent authority of the Institute.

The Institute is only a facilitator between the Hostellers/residents/users of Hostel Mess and the contractor and liability of the Institute is limited to the extent of providing immovable Infrastructure to the contractor to operate the Hostel Mess. The financial as well as other liabilities and responsibilities, except as specifically mentioned here-in-before or after, for proper conduct and operation of Hostel Mess, solely lies upon the contractor and the users/residents of the Hostel.

Accounting and Payment:

- The students shall pay the monthly mess charges.
- The mess contractor has to submit all the proof of EPF payment to the EPF authority, GST deposited and other taxes deposited with concerned departments/authorities by 20th of every month to Chief Warden office failing which action may be taken as deemed fit.
- The rates so fixed are inclusive of all taxes including GST, duties and levies, etc. imposed by the State / Central Government and Local bodies as on the dates of award of the work or during the execution of contract.

Important Note:

1. The Institute reserves the right to:
 - Amend the rate of the contract only with reference to statutory requirements.
 - Award any of the Mess to the qualified successful bidder(s)
2. For any of the above actions, the Institute shall neither be liable for any damage, nor be under any obligation to inform the applicants of the grounds for the same.
3. The hosteller shall have to pay establishment charges every month, irrespective of the fact whether he/she has meals in respective hostel mess for the whole month or not.
4. The hosteller is eligible for mess rebate as per the procedure, rules and regulations mentioned below:

Procedure:

- a. Mess rebate can be availed only if hosteller informs the Mess Supervisor/Contractor at least two days in advance in writing by filling the prescribed “**Hostel Mess Rebate Form**” (available on the Institute website or through Caretaker of the respective hostel) regarding his/her absence in the hostel and therefore unable to use mess facility.

- b. The filled “**Hostel Mess Rebate Form**” should be submitted to the respective Mess Supervisor/Contractor.
- c. Students are advised to always obtain the receipt of “Hostel Mess Rebate Form” duly signed by the Mess Supervisor/Contractor and keep it for record.

Eligibility for General Mess Rebate: -

- a. The hosteller will be eligible for mess rebate during all Institute holidays (including Saturday(s) and Sunday(s)).
- b. The hosteller will also be eligible for mess rebate for maximum of 10 (Ten) working days in a semester for a valid reason subject to the condition laid down in procedure.

Eligibility for Extraordinary Mess Rebate:

- a. The hosteller will be eligible for mess rebate beyond ten working days for off campus official engagement entrusted by the Institute viz. representing the Institute, outside visit for project/thesis/course work, extracurricular activity etc. For availing mess rebate under this category the student has to apply as per Procedure mentioned above along with approved official visit proof from competent authority viz. HOD/Dean (Academics)/Dean (SW).
- b. The hosteller will be eligible for mess rebate for any out of campus medical treatment provided it is referred for out of station medical treatment by the Institute Health Centre, SLIET. If the student is already out of campus and has to undergo any urgent medical treatment leading to hospitalization/ rest after hospitalization, then it should be from any Civil Hospital/Government hospital. For availing the Mess Rebate in this category, it is the duty of the student/parents/Guardian to inform the Mess Supervisor/Contractor on the onset of such contingencies in writing by filling the “Hostel Mess Rebate Form” through any of his/her friends or any suitable person. After joining back, for availing this mess rebate the student has to apply for the same by attaching the receipt of “Hostel Mess Rebate Form” from Mess Supervisor/Contractor and relevant Medical certificate duly verified by parents (in case hosteller was not referred by Health Centre, SLIET) and concerned Warden and approved by Chief Warden.

Regulations for Mess Rebate:-

- a. The authority to deal with the grievances related to Mess rebate is with the respective hostel Warden. If still it is unresolved then it should be reported to Chief Warden/Dean (SW) as the case may be.
- b. The mess rebate will be applicable for the whole day and not for single meal, i.e., breakfast, lunch, evening tea or dinner.
- c. Applicable Rate of rebate will be 100% of food charges for a maximum 10 days in a semester on request of students. In case of institute vacations i.e. mid semester breaks and winter breaks,

- applicable rate of rebate will also be 100% of food charges. However, they must pay establishment charges for that duration.
- d. Defaulter student (that student after informing contractor regarding his/her absence from the hostel and unable to take food/diet but in practice takes the food/diet in any of the Mess in the Institute during the Mess rebate period) will be charged as per Guest diet and a fine of Rs. 500/- will also be imposed. Repeated defaulter will be debarred for any Mess rebate during the entire period of their stay in the Institute.
 - e. The students will pay the mess charges for the last month of the academic year in advance directly to Mess Contractors.
 - f. At the end of every academic year all the students are required to clear all hostel/mess dues compulsorily, failing which the mess security will be forfeited and the student will be required to pay the mess security afresh along with the registration fee in the ensuing semester.
5. Defaulter student (that student after informing contractor regarding his/her absence from the hostel and unable to take food/diet but in practice takes the food/diet) will be charged per Guest diet.
 6. For THREE TIME MEALS AND EVENING TEA FOR THE WHOLE MONTH, the hosteller is bound to avail himself or herself of the Mess Facility compulsory for the whole month in having Breakfast, Lunch, Evening Tea and Dinner on the basis of fixed charges decided by the Institute after floating e-tender for the Mess Contract irrespective of the fact whether he/she eats for the whole month or not.
 7. Effort on the part of the service provider/agencies or it's agent to exercise influence or to pressurize the Institute for this contract shall result in rejection of the application. Canvassing of any kind is prohibited.

II. DAILY MESS MENU

The tentative Daily Mess Menu is as per **Table-IV**.

Note:

- (a) Daal, Sabji, Chapatti, Rice will be served in an unlimited amount as per the eating requirement of the student.
- (b) Curd, Butter, Milk/Tea, Sweet Dish, Paneer, Egg items will be served in a limited amount as specified in the menu.
- (c) Extra Items likes Butter, Jam, Fried Rice, Fried Daal, Eggs and Boiled Verka Milk with Sugar etc. will be served on payment basis as decided by the Institute. These items will be

supplied over and above as specified items in the daily mess menu as per the requirement of the individual student.

Table-III: Quality of ingredients and other items:

The ingredients used must be of reputed brands, some of which have been listed below:

S No	Name	Brand Preferred
1.	Iodized Salt	Tata, Annapurna, Nature Fresh, Reliance, Saffola, Patanjali, Ashirwad, Saffola
2.	Rice	Head Sela rice of India Gate, Dunar, Best, Kohinoor, Amira, Markfed, Tibar, Patanjali
3.	Spices	MDH, Satyam, Badshah, MTR, Everest, Catch, Patanjali
4.	Ketchup	Maggi, Kissan, Heinz, Patanjali
5.	Jam	Kissan, Tops, Safal, Druk, Patanjali, Cremica
6.	Cooking Oil	Ricella, Sundrop, Godrej, Saffola, Fortune, Markfed, Reliance
7.	Pickle	Tops, Priya, Mothers, Patanjali
8.	Chakki Atta	Ashirvad, Pilsbury, Annapurna, Rajdhani, Markfed, Shaktibhog, Patanjali
9.	Noodles	Maggi
10.	Butter (Pasteurized Only)	Amul, Verka, Mother Dairy, Britannia, Markfed,
11.	Milk (4.5% fat) / Paneer	Amul, Mother Dairy, Verka
12.	Dahi	Prepared daily from Verka, Amul Milk
13.	Tea	Brooke Bond, Lipton, Tata, Goodrick, Red label
14.	Besan	Rajdhani, Shakti Bhog
15.	Dal	Mangatram, Rajdhani, Tata, Patanjali, Markfed, Vaag
16.	Bread	Bonn, Cremica, Britannia

1. Brand of any other item required or any of the above items, in case of non availability of above brands, will be mutually decided by the Hostel Mess Committee with the permission of the competent authority.
2. Eggs should be purchased from reputed vendor and of good quality.
3. The caterer shall procure only good quality fresh vegetables from the market. Storage of vegetables for more than 01 (one) day in summer months and 03 (three) days in winter months at a stretch shall not be permitted. However, the caterer shall ensure that a sufficient stock of other raw material is available in the store for consumption for a minimum period of 15 (fifteen) days. The Hostel Mess Committee shall have the right to check the quality of food raw material and vegetables at any time.

Note Concerning Daily Mess Menu:

1. For lunch and dinner a variety must be ensured. Daal of different types must be served on different days and for lunch and dinner. This may include the following: Raajamah, Chanaa White, Chanaa Black, Daal fried; Urad Sabut with Raajamah, Moong Dhuli, Moong Sabut, Moong Chilke wali, Masur Dhuli, Masur Sabut, Chana Daal, Arhar Daal, Lobia/ Raungi etc. The same daal should not be served more than twice during a week. Similarly, the vegetables of different types preferably, seasonal vegetables, must be served. The same vegetable must not be served more than twice during a week. The contents of potato in any cooked vegetable should not be more than 25% except when potato vegetable is identified in the menu.
2. The detailed daily meal wise menu specifying the daals and vegetables to be served will be identified in the beginning of each month by the competent authority. It will be mandatory for the caterer to serve this menu. In case of any difficulty in the same, Warden(s) of the concerned hostel must be informed well in time.
3. The caterer shall be required to provide Khichri or any other suitable item for sick hosteller in lieu of the regular meals.
4. The caterer shall not serve any item which has not been approved by the competent authority beforehand.

(g) Tentative Mess Timings:

The following timings will be followed:

Breakfast:	6:45 AM to 8:15AM on weekdays (Monday to Friday)
	8:00 AM to 9:15AM on Saturday, Sunday and Institute Holidays
Lunch:	12:30 PM to 2:30PM on weekdays (Monday to Friday)
	1:00 PM to 2:30PM on Saturday, Sunday and Institute Holidays
Evening Tea:	5.00 PM to 6.00 PM on all days
Dinner:	7:15 PM to 9:00PM on all days.

Note: The above schedule is subject to change by the order of component authority.

III. TERMS & CONDITIONS FOR MESS CONTRACT:

The successful bidder shall be bound to execute an agreement on non-judicial stamp paper of Rs.100/- as per the details given in the tender document (Annexure-V).

Table-IV
(Daily Mess Menu)

Description	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
<p>Breakfast 6.45 am - 8.15 am on weekdays (Monday to Friday)</p> <p>8.00 am - 9.15 am on Saturday, Sunday and Institute Holidays</p>	<p>02 numbers 200 gram each stuffed Paronthas* with 100 gram curd/17 gram Butter/ 20 gram Jam/ Boiled egg (01 no)</p> <p align="center">OR</p> <p>04 numbers of Bread Slices (sandwich bread cake size) with 17 gram Butter or 20 gram Jam or Boiled egg (01 no) or (8.5 gram Butter and 10 gram Jam).</p> <p><i>With 200 ml Boiled milk/Tea with sugar dissolved.</i></p>	<p>02 numbers Plain Paratha with Alu sabzi</p> <p align="center">OR</p> <p>04 numbers of Bread Slices (sandwich bread cake size) with 17 gram Butter or 20 gram Jam or Boiled egg (01 no) or (8.5 gram Butter and 10 gram Jam)</p> <p><i>With 200 ml Boiled milk/Tea with sugar dissolved.</i></p>	<p>02 numbers Purees with Aaloo with 100 gram curd, pickle/chutney.</p> <p><i>With 200 ml Boiled milk/Tea with sugar dissolved.</i></p>	<p>02 numbers 200 gram each stuffed Paronthas* with 100 gram curd/17 gram Butter/ 20 gram Jam/ Boiled egg (01 no)</p> <p align="center">OR</p> <p>04 numbers of Bread Slices (sandwich bread cake size) with 17 gram Butter or 20 gram Jam or Boiled egg (01 no) or (8.5 gram Butter and 10 gram Jam)</p> <p><i>With 200 ml Boiled milk/Tea with sugar dissolved.</i></p>	<p>02 numbers 200 gram each stuffed Paronthas* with 100 gram curd/17 gram Butter/ 20 gram Jam/ Boiled egg (01 no)</p> <p align="center">OR</p> <p>04 numbers of Bread Slices (sandwich bread cake size) with 17 gram Butter or 20 gram Jam or Boiled egg (01 no) or (8.5 gram Butter and 10 gram Jam)</p> <p><i>With 200 ml Boiled milk/Tea with sugar dissolved.</i></p>	<p>02 numbers Plain Paratha with Alu sabzi</p> <p align="center">OR</p> <p>04 numbers of Bread Slices (sandwich bread cake size) with 17 gram Butter or 20 gram Jam or Boiled egg (01 no) or (8.5 gram Butter and 10 gram Jam)</p> <p>Poha with Tomato Chutney/Idli Sambhar/Bada Sambhar/Daliya/ Sprouts</p> <p><i>With 200 ml Boiled milk/Tea with sugar dissolved.</i></p>	<p>02 numbers 200 gram each stuffed Paronthas* with 100 gram curd/17 gram Butter/ 20 gram Jam/ Boiled egg (01 no)</p> <p align="center">OR</p> <p>04 numbers of Bread Slices (sandwich bread cake size) with 17 gram Butter or 20 gram Jam or Boiled egg (01 no) or (8.5 gram Butter and 10 gram Jam)</p> <p><i>With 200 ml Boiled milk/Tea with sugar dissolved.</i></p>
<p>Lunch 12.30 pm - 2.30 pm on weekdays (Monday to Friday)</p> <p>1:00 PM to 2:30PM on Saturday, Sunday and Institute Holidays</p>	<p>Chapati, seasonable green vegetable and Rice Daal: Raajama</p> <p>Curd 100 gram with chat masala</p>	<p>Chapati, seasonable green vegetable and Rice Soy nuggets/vegetable kofta</p> <p>Onion tomato Raita (with quantity of Curd 100 gram)+papad</p>	<p>Chapati, seasonable green vegetable and Rice Daal: Lobia/Raungi</p> <p>Boondi Raita (with quantity of Curd 100 gram)</p>	<p>Chapati, seasonable green mix vegetable and Rice Karhi pakora</p>	<p>Chapati, seasonable green vegetable and Fried Rice Daal: Chanaa Black</p> <p>Onion tomato Raita (with quantity of Curd 100 gram)+papad</p>	<p>Chapati, seasonable green vegetable and Rice MoongSabut</p> <p>Curd 100 gram with chat masala</p>	<p align="center">(Special Lunch)</p> <p>Puree/Bhature, Rice Pulao, White Channa,</p> <p>Boondi Raita/Dry Masala Aloo</p>
<p>Evening Tea (5.00 pm - 6.00pm)</p>	Evening Tea	Evening Tea	Evening Tea	Evening Tea	Evening Tea	Evening Tea	Evening Tea
<p>Dinner 7.15 pm - 9.00 pm on all days</p>	<p>Chapati, Rice, Daal fried (Moong Sabut / Moong Dhuli), seasonable green vegetable</p>	<p>Chapati, Rice, Daal fried (Urad Sabut), seasonable green vegetable</p> <p><i>Sweet Dish: Halwa</i></p>	<p align="center">(Special Dinner)</p> <p>Puree, White Chana, Shahi Paneer (Paneer 50gms.)/Chilli Paneer (Paneer 50gms.) on alternate week, Fried Rice</p>	<p>Chapati, Rice, Daal fried (Masur Dhuli/ Masur Sabut), seasonable green vegetable</p> <p><i>Sweet: Gulabjamun / rasogulla</i></p>	<p>Chapati, Rice, Daal fried (Arhar), seasonable green vegetable</p>	<p>Chapati, Rice, Rajmah, seasonable green vegetable</p> <p><i>Sweet Dish: Fruit Custard / Kheer</i></p>	<p>Chapati, Rice, Daal fried (Moong Chilke wali), seasonable green vegetable</p>

*Seasonable vegetable stuffing as per availability. Stuffing should vary on different days.

Note: 1. Daal, Sabji, Chapatti, Rice shall be served in unlimited amount. 2. Curd, Butter, Milk/Tea, Sweet Dish, Paneer, Egg items shall be served in limited amount. 3. Salaad (seasonal-03 different items including onion with ¼ lemon additional) and pickle, saunf shall be served every day with Lunch and Dinner both. 4. Mess menu may be modified in consultation with Hostel Mess Committee, Warden and Chief Warden of the concerned hostel.

Application Form for Technical Bid

1. Name of the Applicant:
2. Address of the Registered Office:
3. Year of Establishment:
4. Type of Organization (whether Proprietorship, Partnership, Private Ltd. Company or Co-operative Body, etc. In case the applicant is a non-individual, enclose certified copy of a Partnership Deed/Certificate of Incorporation/Certificate of Registration issued by the Registrar of Cooperative Societies, etc., as the case may be):
5. Name of the Proprietor, Partners/Directors of the Applicant with addresses and phone numbers:
6. Details of Registration of Firm/ Trade License
(Name of Registration Authority, Date and Registration Number, photocopy to be uploaded)
7. Whether registered with Government/Semi-Government/Municipal Authorities or other Public Organization? Give details:
8. PAN Number (Number and photocopy to be uploaded)
9. Income Tax Return filed for the last three financial years ending 31-03-2018
(photocopies to be uploaded)
10. GST Registration Number and FSSAI no. (Registration Number & photocopy of certificates to be uploaded):
11. Shops and Establishment Act Registration Number (Registration Number & photocopy of certificate to be uploaded):
12. Contract Labour (R&A) Act License Number of last completed assignment (License Number & photocopy of certificate to be uploaded):
13. EPF registration certificate (EPF Number & photocopy of certificate to be uploaded):
14. Attach Undertaking in form of affidavit that the firm is not defaulter due to non-payment of EPF and is following all EPF statutory requirements
15. Scanned image of Annexure-II is uploaded (Yes/No)

16. Number of Persons to be employed to execute the present contract in operational mode
- (a) Temporary
- (b) Permanent
- (Furnish/upload details of their deployment for the execution of the present contract on a separate sheet)
17. Total number of Years of Experience in the Field of Catering (Furnish/Upload Experience Certificate indicating performance level for a period of three years minimum as on 31.03.2018 in Catering Business in the Educational establishment/Research organization/Govt. organization)
18. Annual Financial Turnovers (furnish/upload copies of Audited Balance Sheets):

ANNUAL TURN OVER	
Financial Year	ANNUAL FINANCIAL TURNOVER As per Income Tax Return (in Rs.)
2015-16	
2016-17	
2017-18	
Average Annual Financial Turnover	
Note: The above data is to be supported by Audited Balance Sheets	

19. List of similar work executed during the last three years for institutional/commercial complexes:

S.No.	Location of the Work & Name of Organization	Contract Amount (Rs.)	Contract Period	Name & Contact Number of the Client	Page No added for reference
1					
2					
3					

20. Number of Mess (es) interested to operate (For Information only) :

AFFIDAVIT (Rs 10.0 Non-judicial stamp paper with photograph affixed and attested by the Notary public)
Upload the scanned image of original document along with tender document and submit in origin at the time of the opening of the Technical bid.

I _____ S/o/D/o Sh. _____
_____ resident of _____

do hereby solemnly affirm and declare as under:

1. That I am an Indian National (Attested copy of any Photo identity).
2. That I am Proprietor / Partner / Director of M/s (name & registered office of the firm / company with email and contact number).
3. That my firm / company is registered with Registrar of firms / Registrar of companies vide registration number..... Dated: The attested copy of the certificate is attached as Annexure.....
4. That I have tendered for the contract of mess(es) in SLIET for the academic year 2019-20.
5. That my company is in such business since
6. It is certified that the company/firm has never been black-listed or debarred from catering services of any Institute or organization.
7. That the turnover of the firm / company in the last three financial years ending 31-03-2018, is minimum of Rs. 60 Lakhs per annum.
8. That the capital of the company / firm is Rs.....
 - Fixed Capital: Rs.....
 - Working capital: Rs.....
9. That I have company's account in the bank (name & address of the bank), current account number and attach brief copy of bank statement for last three financial years (2016-17, 2017-18 and 2018-19) as Annexure
10. That the company / firm have no government dues pending. A certificate from the CA is attached in this regard as annexure.
11. That I understand from the advertisement that I can be allotted the contract for single hostel or more than one hostel.
12. That I will abide by the rules and regulations enacted by the SLIET administration from time to time.

13. That I understand that I will receive the payment of mess bill from the students directly preferably by e-payment mode.
14. That there is no criminal / civil case pending against the proprietor / partners / director / firm / company in any court of law. If any, give details.
15. That I have attached all the documents such as ITR, audited accounts, GST, EPF registration, FSSAI registration as per the prerequisite requirement of the e-tender and are true & authentic.
16. That I have fully understood the terms & conditions of the tender.
17. That all the documents attached by me for securing mess contract for providing food facilities in the hostel system in SLIET are true and correct.
18. That I understand that it is the sole discretion of the SLIET administration to accept or reject my offer without assigning any reason and I will have no claim whatsoever at any forum.

Signature of the Deponent

Verification

I/We,.....s/d/o.....of.....
, verify that the contents of the above affidavit are true and correct to the best of my/our knowledge and belief. I/We understand that in case any information provided by me/us found to be incorrect at any stage, the award of contract will be terminated and security/EMD will be forfeited.

Place:

Signature of the Deponent

Date:

Note Concerning Technical Bid:

1. The bidder should have/obtain before commencement of work the requisite licenses, approvals, certificates from all statutory authorities including Municipal/Labour/EPF/Income Tax/Commercial Tax Departments, etc. valid for the entire duration of the contract.
2. All the documents must be properly numbered at the bottom of the page and be uploaded in the same serial order as they appear in the Technical Bid.
3. Information has to be filled-up and uploaded in a specific format as appeared in the e-tender.
4. Information shall be limited to the applicant only. If any relevant data concerning the group of companies to which the applicant belongs is desired to be given, the same shall be given separately in supplementary sheet (s).
5. Tender Applications not providing details or with insufficient details shall be rejected.
6. Any other information (if relevant to the present tender) may be uploaded, on a separate sheet.

(In form of affidavit)

Undertaking by the mess contractor who has NOT served at SLIET, Longowal

I/my company namely....., address provided catering services in Educational establishment/Research organization/Govt. organization. I undertake that my firm is not defaulter due to non-payment of EPF and is following all EPF statutory requirements.

Signature and seal of the company

.....

Undertaking by the mess contractor who has served at SLIET, Longowal

I/my company namely....., address served the hostel mess at SLIET, Longowal during to, to and to I undertake that my firm has paid all the EPF up to March 2019 to the concerned EPF office and submitted related documents of all the workers worked with me/my company to the Institute. No dues are lying to me/my company till March 2019 for the workers worked in SLIET, Longowal.

Signature and seal of the company

Code of Integrity

No official of a procuring entity or a bidder shall act in contravention of the codes which includes

(i) prohibition of

- (a) making offer, solicitation or acceptance of bribe, reward or gift or any material benefit, either directly or indirectly, in exchange for an unfair advantage in the procurement process or to otherwise influence the tender / procurement process.
- (b) any omission or misrepresentation that may mislead or attempt to mislead so that financial or other benefit may be obtained or an obligation avoided.
- (c) any collusion, bid rigging or anticompetitive behavior that may impair the transparency, fairness and the progress of the procurement process.
- (d) improper use of information provided by the procuring entity to the bidder with an intent to gain unfair advantage in the tender / procurement process or for personal gain.
- (e) any financial or business transactions between the bidder and any official of the procuring/ services entity related to tender or execution process of contract; which can affect the decision of the procuring entity directly or indirectly.
- (f) any coercion or any threat to impair or harm, directly or indirectly, any party or its property to influence the tender /procurement process.
- (g) obstruction of any investigation or auditing of a tender /procurement process.
- (h) making false declaration or providing false information for participation in a tender process or to secure a contract;

(ii) disclosure of conflict of interest.

(iii) Disclosure by the bidder of any previous transgressions made in respect of the provisions of sub-clause (i) with any entity in any country during the last three years or of being debarred by any other procuring entity.

Rule 175 (2) The procuring entity, after giving a reasonable opportunity of being heard, comes to the conclusion that a bidder or prospective bidder, as the case may be, has contravened the code of integrity, may take appropriate measures.

Signature and seal of the company

To be submitted by successful bidder(s) after the award of the contract

(AGREEMENT ON NON-JUDICIAL STAMP PAPER OF Rs.100/-)

CONTRACT AGREEMENT OF HOSTEL MESS OF SANT LONGOWAL INSTITUTE OF ENGINEERING & TECHNOLOGY, LONGOWAL, DISTT. SANGRUR, PUNJAB FOR THE ACADEMIC SESSION 2019-20.

An agreement for the Mess(es) of Boys and Girls Hostels of Sant Longowal Institute of Engineering & Technology (SLIET), Longowal is made at Longowal, District Sangrur (Punjab) on _____ between Sh. _____ S/o/D/o Sh. _____ address _____

(here-in-after called the Caterer) on the one part and Sant Longowal Institute of Engineering & Technology, Longowal through its Director/Authorized person on behalf of the SLIET Society registered under the Indian Societies Registration Act, 1960 (here-in-after called the SLIET/Institute) on the other part whereas Director has agreed to award contract for a period from July 2019 to May/June-2020. If Director desires the contract tenure may be increased on the basis of terms and conditions agreed upon between the Caterer and the Institute. Now these present witnesses and the parties respectively agree as follows:

1. It will be open to the Institute to add/delete/change or modify any of the Terms and Conditions of the Contract Agreement at any time during the period of this Agreement. The Director or his designated Competent Authority also reserves the right to impose any additional condition/penalty besides mentioned here-in-below and issue any instruction, as may be deemed fit, at any stage during the period of contract.
2. The Caterer shall abide by all the instructions issued from time to time by the Institute. If the Caterer or his/her workers, agents, associates are found to be indulging or creating any type of indiscipline or organizing demonstrations, manhandling any Official of the Institute within the premises of the Institute, it shall be viewed seriously. In case it is found that the terms and conditions are not complied strictly by the Caterer **OR** the Caterer whose performance is not found satisfactory **OR** in case of any type of complaint from the students, the Institute reserves the right to cancel the contract at any stage without assigning any reason whatsoever **OR** impose a penalty of Rs. 15000/- (Rupees Fifteen Thousand only) per day per mess for as many days as are considered necessary in the facts and circumstances of the case **OR** forfeit the security amount **OR** withhold/forfeit collection of mess bills **OR** impose any type of penalty or initiate action(s).
3. If any individual or individuals suffers from any type of food poisoning or any other ailment happens or being observed on account of food being served by the Caterer, it shall invoke a hefty fine beyond the limit of any fine mentioned above as decided by the Institute, along with cancellation of contract and possible blacklisting of the Caterer.
4. The Institute will have the right to review the working of the Caterer under this Agreement from time to time and if at any time it is found that the Caterer has failed to deliver the service as per the terms & conditions of this Agreement or that his/her working is unsatisfactory, the Institute may curtail the agreed period of this Agreement and terminate this Agreement with a notice period

- of one month, and make good any losses suffered by the Institute out of the security deposited by the Caterer with the Institute.
5. Any dispute with regard to the execution of the contract, if any, shall be subject to the jurisdiction of Civil Courts at Sangrur (Punjab) only.
 6. The contract under this Agreement is non-transferable and subletting of the catering services is not permitted.
 7. Any of the designated Officers of the Institute has right to inspect mess preparations, accounts, stores and servant dormitory, etc. at any time. Alcohol Breath Analyzer may be used by the Institute at random to confirm the intoxicated condition of any of the mess worker/employee of the contractor.
 8. The Institute shall provide necessary area/premises i.e. one dining hall, one kitchen with fixtures & fittings and requisite furniture and gadgets and the Caterer shall be solely responsible for the proper maintenance and upkeep of both, the premises as well as the furniture, fixtures, fittings and other gadgets provided by the Institute. The responsibility for proper maintenance and safety/security of all fitting and fixtures will be of the Caterer.
 9. The Institute will provide free of cost, the necessary Electricity & Water supply connection to each hostel for running mess in the specified location in addition to accommodation to the Caterer. However, the electricity will not be consumed for any cooking purpose inside or outside mess area or hostel premises. Moreover, the Caterer shall pay for Electricity Charges for personal use/dormitory meant for servants.
 10. The Institute will provide the Caterer with necessary LPG cylinders from the Institute Gas Agency only on payment basis for cooking within the mess premises of the designated hostel. In case of any type of shortage of LPG cylinders, the Caterer will be liable to arrange kerosene/diesel stove or LPG cylinders at his/her own level. The Caterer will be responsible to operate the mess and serve the hostellers as per the schedule fixed without any interruption.
 11. The residential accommodation for the Caterer and his/her staff, if available, will be provided within hostel mess premises.
 12. The equipments like Deep freezer, Geysers, Water cooler, Water purifier and LPG connection etc., will be provided by the Institute for operating the mess in the respective hostel.
 13. The Caterer shall be responsible to keep the mess area neat & clean and also to get it whitewashed at his/her own expenses, once in a year.
 14. The Caterer is required to nominate & inform the Institute in writing about one of his nominee, who will be eligible to receive due payment(s), if any, related to the present contract in case of insanity or death of the Caterer. Signature(s) of the Caterer on this Agreement shall be considered to be specimen signatures for comparison and release of any type of contract related payment(s) to the Caterer or his/her nominee.
 15. The premises of the mess will be used for the purpose for which the allotment will be made and not for any other purpose without the written permission of the competent authority.
 16. The Caterer will not be permitted to franchise the hostel mess for any other commercial activity outside the scope of student hostel.
 17. That in case of any breakage/damage to the property, furniture, equipments, fixtures etc. provided by the Institute to the Caterer for being used to operate the mess, the Caterer shall be solely responsible to get the same repaired or replace it with new one of same features & brand or its equivalent, at his/her own expenses.
 18. The caterer will be responsible to surrender and handover peacefully the mess premises along with furniture, equipments, fixtures etc. within 48 hours of the expiry/termination of the contract.
 19. The misuse of mess premises, electricity or water connection will invite penalty, which can be imposed to any extent at the discretion of Institute.
 20. The Fire & other safety measures are to be taken by the Caterer at his/her own level.
 21. That Caterer will be responsible to cook all the dishes in the kitchen of the hostel. No cooked food/item can be brought from outside to serve the hostellers. The Caterer shall not provide packed

- meals to the hostellers outside the hostel mess. In case any Caterer is involved in these practices, an appropriate penalty shall be imposed by the Institute.
22. The Institute will provide the utensils for serving food only; including plates, tumblers, spoons etc. but the Caterer will arrange cooking utensil at his/her own level.
 23. That all the equipment brought by the Caterer into the hostel premises must be registered with the respective Caretaker/Warden of the hostel.
 24. The Caterer will be responsible to maintain proper sanitation inside and outside the mess premises and in addition to this, the Caterer will be responsible to carry out daily clean-up of the kitchen, dining area and any other connected area, including the wash basins and the dustbins for maintaining proper hygiene at all times and in accordance with the health/hygienic bye-laws.
 25. The Caterer shall not make any additions/alteration in the mess premises provided by the Institute for use as kitchen and allied purposes during the currency of this agreement and/or otherwise also.
 26. The Caterer shall have no direct or indirect right or interest in the premises allotted for use as kitchen, dining hall and other allied purposes and the Caterer shall have no right or interest or permission to remain in physical or symbolic possession of the same at the completion of this agreement or its termination at any time.
 27. The Caterer will provide Breakfast, Lunch, Tea and Dinner as per the details given in the mess menu on the rates fixed by the Institute. The Caterer shall ensure that all the items, as per approved menu are available for service in the mess.
 28. The food/dishes to be served by the Caterer shall be wholesome, hygienic and fresh at all times and any Competent Authority can enter the premises at any time, which is allotted to the Caterer for the purpose of this agreement/contract and take away samples of the raw-material being used to cook food/dishes and served, free of cost for the purpose of quality inspection, trial or analysis. The decision taken by the Director or any of the aforesaid officers about the desirability or quality of the material used for cooking and offered for the consumption in the dining hall shall be final.
 29. A committee, nominated by the Director will monitor the quality of the food and other items supplied by the Caterer including services.
 30. The Director may call for the advice of the Medical Officer of SLIET Health Center/ Authorized Official on matters of hygiene in the hostel mess and such advice of the Medical Officer/Authorized Official shall not be contested by the Caterer.
 31. The Caterer will be responsible to provide & engage sufficient number of cooks, waiters and other servants in the kitchen, dining hall of the mess. At least one worker should be engaged in the mess for every 20 hostellers. The Caterer shall take all reasonable precautions to see that these waiters and servants while on duty attire themselves in the uniform approved by the Institute and are professional, civil, sober and honest in their dealings with the hostellers and staff and any other users of their services. Gloves, head and beard gear are must for the cook and serving staff.
 32. The Caterer shall also employ One Supervisor/Munim in each hostel in addition to the workers mentioned above, who will always remain present in the dining hall while breakfast, lunch, evening tea and dinner being served. It is desirable that the same Supervisor/Munim continues at least for one semester, in case of any change, the hostel Warden/Caretaker will be informed.
 33. In case mess contractor is not residing in the campus, he/she has to depute one Campus Manager for full time monitoring in the campus.
 34. The labour engaged by the Caterer shall not be allowed to work in any other mess even of the caterer has been allotted more than one mess. The Institute has full right to inspect/check the employed labour any time.
 35. The Caterer will also issue Photo Identity Card to his/her staff, which will be borne by the Staff while performing duty and staff will also be responsible to show the Photo Identity Card, if the same is being demanded. The format of the Identity Card shall be approved by the Institute.
 36. The Caterer or his/her staff keeps any vehicle in the Institute then he/she has to get security sticker issued from the Faculty Incharge (Security) for such vehicle(s).
 37. The Caterer shall employ only such persons for performing duty at the mess premises, whose antecedents have been verified by the police and who have also been medically examined at the

Caterer's own cost and declared to be physically & mentally fit to the satisfaction of the Institute. The Caterer shall be required to submit Medical Certificate of the concerned employee before being engaged to perform duty or give an undertaking to the Institute to this effect. No person with any criminal record will be allowed to work in the hostel mess and all the requisite Safety measures are to be taken or provided by the Caterer at his/her own level.

38. No person below eighteen (18) years of age will be employed by the caterer for any purpose.
39. There is no Principal Employer-Employee relationship between the Institute and the Caterer and Institute is only facilitator to provide infrastructural facilities to the Caterer for providing meals to the hostellers. The Caterer undertakes to keep the SLIET, Longowal, harmless and indemnified against any demand/claim of wages, Employee Provident Fund (EPF), Employee Group Insurance (Rs. 5 Lakh per worker) and all other such dues as per labour laws.
40. The Caterer will ensure and comply with the provisions of various municipal, labour and other Rules/Regulations/Laws of the Government in respect of wages and other benefits to his/her employees from time to time. In case of any violation of any provision of any governing Act or rule, or any negligence or impediment on the part of the Caterer to observe the provisions of any law, rules & regulations, the Caterer shall be solely responsible & liable for the same.
41. The Institute neither indemnifies the Caterer for any present or future claim or demand against him/her nor shall be a party in case of any dispute that takes place between the Caterer and his/her employees, agents, associates, suppliers or creditors. Further, the SLIET, Longowal is not responsible or liable to compensate for any injury, accident or eventuality, if any, happens or occurs to the any of the employee of the Caterer while performing duty at the mess premises or otherwise also.
42. The Caterer shall be responsible for deposit of EPF, Income Tax, GST etc. and all other statutory dues as applicable with the concerned authorities as per the rules and regulations of various regulating authorities.
43. The Caterer shall be responsible for deducting & depositing his/her workers' dues and their benefits covered under labour law including insurance, EPF, Employee Group Insurance facility, etc. as the case may be.
44. It is mandatory for the Caterer to submit to the SLIET, Longowal the verified record from concerned officials related to payment of EPF and related documents, wages record, GST etc. on monthly basis and in case the Caterer, fails to submit the requisite verified record to SLIET, Longowal within the prescribed time period, then the SLIET, Longowal will be at liberty to withhold the payments due to be paid to the Caterer payable under this agreement or to deduct the amount from the payable amount, as deems fit in the prevailing circumstances. The Caterer will not be at liberty to raise any objection for such withhold or deduction of amount due to him/her.
45. The Caterer shall not engage any person suffering from infectious disease for performing duty in the mess.
46. Neither the Caterer nor his/her employee/worker will consume liquor or take any other intoxicants inside or outside the hostel premises nor would they enter or stay in the hostel premises after having consumed tobacco/liquor/ intoxicant outside the hostel.
47. The Caterer will have to register all his employees who will be working in the hostel premises along with a copy of their photographs, residential details to Faculty In-charge (Security), SLIET, Longowal.
48. The Caterer will have to ensure that the employees are in clean and proper uniform and maintain personal hygiene and maintain discipline in the campus.
49. If any employee and staff member of the Caterer in the opinion of SLIET, Longowal, is not rendering proper service or is otherwise guilty of any misdemeanor or is found otherwise undesirable, the Caterer shall forthwith remove that person from the SLIET, Longowal campus, with immediate effect and replace him/her with a suitable person.
50. The service hours in the hostel mess shall be as given & specified, provided that the timings may be modified by the competent authority if and when considered necessary.

51. The Caterer shall provide service to the hostellers only in the dining hall and no room service is allowed except to the sick hostellers.
52. The Caterer shall display the approved menu prominently in the dining hall.
53. The Caterer shall maintain a suggestion book for recording of suggestions made by the hostellers and the staff for any improvement. Such suggestions, after having the approval of a committee, to be set up by the Institute should be forthwith acted upon by the Caterer. The suggestion and complaint book should be kept open for the inspection of the hostellers and the Institute.
54. The Caterer will also be responsible to provide breakfast, lunch, tea and dinner to Institute guests as and when required/demanded and Institute will settle the bills for such expenses.
55. For each of the meals, it will be mandatory for the caterer to serve the items of a fixed weight/size approved by Competent Authority or dietician.
56. For serving dishes on special occasions, a separate & independent menu and rates will be decided and the same will be approved before the actual event takes place approved by the competent authority. The payment for the special meal will be made as per the approved rates after deducting the rates of the corresponding regular meal.
57. The Caterer shall keep record of all the hostellers who are taking the meals in the mess.
58. The Caterer will be solely responsible for any incident of food poisoning, etc.
59. The Caterer will not serve food/refreshment to any outsider except Institute staff/students and their guests.
60. The hosteller will pay mess bill on monthly basis to the Caterer. In case of non-payment of the mess bill by the hosteller for two successive months, his/her mess facility will be withdrawn.
61. If the student leaves the hostel for a specific period with the prior approval of the competent authority or on medical grounds or under any natural calamities, etc., the competent authority will reduce his/her mess bill accordingly.
62. If any hosteller violates any rule or indulges in indiscipline; it will be responsibility of the Caterer to bring it to the notice of the Caretaker/Warden/Chief Warden/Dean (SW).
63. If at any stage the involvement of the Caterer in any uncalled activity is found, inside or outside the premises of the Institute, which may bring disrepute to the Institute, the contract is liable to be terminated by the Institute by giving one month notice. In case service provider wants to terminate the contract, he/she shall have to give a prior notice of at least one month.
64. The Caterer may be fined as deemed fit by the Institute authority in case the Caterer fails to use the mentioned brand of food/grocery items listed in Table-III under daily mess menu and fails to maintain proper cleanliness in the mess/standards to serve the food etc., properly to the hostellers.
65. The Caterer shall maintain the cleanliness in the mess premises (dining hall as well as cooking area). The proper washing of the utensils is the responsibility of the Caterer. The unhygienic condition in and around mess area shall invite strict action in the form of penalty.
66. The Caterer shall store the raw material for cooking food in each hostel even he/she allotted more than one mess.
67. The mess may be closed during official vacation period or by any other order of the Institute, if deemed fit and during Institute closure, no payment as mess bill (except Establishment Charges) can be charged from the hostellers and the Institute is at liberty to reduce the bill of the hostellers, if deemed fit for on any other reasons also. The Caterer will not raise any objection to any such reduction. However, the Establishment charges are not applicable for the duration when Institute is closed for summer vacations.
68. The Caterer will deposit Rs 3 Lakhs (Rupees Three Lakhs Only) for each mess as a security in the form of Account payee Demand Draft in favour of Director, SLIET, Longowal on the date of signing the agreement.
69. That an amount equal to 10% of the security per hostel shall be charged as the depreciation of the issued items, servant dormitory, etc.
70. The Caterer shall be responsible to pay GST as per norms of Govt. of India.
71. The security deposit shall be refunded, at the end of the contract, subject to deductions for any damage, destruction caused to the property of SLIET, Longowal by any omission or discrepancy

- on the part of the Caterer or his/her employee, agents, associates, suppliers and for any fulfilled obligations under the contract and for any future liability concerning the Caterer payable on his/her behalf and after the submission of No dues certificate from individual hostels, all the relevant documents of EPF, GST, No observation certificate issued by EPFO department and any other relevant document in token of having paid the relevant taxes to the concerned tax authorities.
72. The Caterer shall be responsible to submit separate EPF challan and other related documents of his/her workers deputed at SLIET, Longowal.
 73. Initially the contract is being awarded for one academic year subject to fulfillment of the conditions mentioned in the Offer Letter and Contract can be extended or renewed up to a maximum of next two more academic years at the sole discretion of the Component Authority on the recommendations of committee to be approved by the competent authority and renewal of contract is subject to appraisal of performance in the previous year by the said committee. Moreover, at the time of renewal, the committee will be empowered to recommend a reasonable increase/decrease in the rates to be charged per person per day, so as to cover up (i) any increase/decrease in the cost of raw material, (ii) changes in the menu/student and staff strength. However, discretion of the same lies with the Institute.
 74. The Caterer shall make payment of wages to mess workers through credit in bank account of the workers and submit its detail to SLIET, Longowal by 15th of every month.
 75. Any breach of the terms and conditions of this Agreement or tender document will provide an opportunity to the Institute to cancel the contract without assigning any reason and forfeiting full/part of the security deposited as a penalty.
 76. The Institute shall be at liberty at any time to put an end to the Agreement by giving such notice, as being deemed proper and reasonable and any such notice delivered to the Caterer or his/her servant or left at the premises will be deemed to be sufficient notice to the Caterer.
 77. If the allotted premises/mess are required by the SLIET temporarily for any purpose, the Caterer will be bound to give possession of the allotted premises forthwith to the Institute without any protest. The Competent Authority may direct, without assigning any reasons and may suspend the usage, thereof, as aforesaid for such period.
 78. The Caterer shall not use the mess premises for any purpose other than the one for which it is allotted.
 79. The infringement of any of the rules or conditions of the agreement or tender document, shall be considered to be sufficient reason for the termination of the contract and eviction of the Caterer from the allotted mess besides forfeiture of security deposit or any other amount lying deposited with the Institute or to impose any penalty or to take any such collective measures as deem fit by the Institute.
 80. If any question arises as to the interpretation of the rules and conditions of Agreement, Allotment Letter, Tender Document, the decision of the Director shall be final.
 81. The Caterer or his servants, employees, agents, suppliers, workers will not indulge in:
 - a. Sale or storage of banned drugs / alcoholic material / items, narcotics and psychotropics substances within SLIET Campus.
 - b. Any illegal activity/occupation/illegal groupism or part of any gathering/allowing anti-social elements to use the allotted premises for any other purpose, other than the purpose for which premises have been allotted.
 - c. To indulge in Gherao/blocking of any Institute building/properties or officer/official and demonstration or taking out procession within the Institute premises or to violate & disobey any of the orders passed by the Institute.
 82. The complete Tender Document, which was uploaded by the Institute on the Institute website and Allotment Letter, which are duly accepted by the Caterer will be the part and parcel of this agreement and to be read & interpreted in consonance with each other.
 83. In case of any dispute or difference arising out of or in connection with this License Deed/Agreement or the implementation or interpretation of any of the clauses of this Tender Document/Agreement, it shall be referred to the Director SLIET, Longowal. The Director can

decide the matter in dispute himself or can refer to the Sole Arbitrator to be nominated/ appointed by the Director SLIET, Longowal. The decision/award passed by the Arbitrator shall be final & executable and binding on both the parties. The fee of the Arbitrator appointed shall be determined by Director SLIET and both the parties at dispute will pay fee to the Arbitrator in equal proportion.

UNDERTAKING BY THE CATERER

I hereby solemnly affirm that I have carefully read/listened/understood all the terms and conditions mentioned in contract agreement and verify that the information given by me is true to the best of my knowledge and belief. I also certify that I have not been prosecuted for any type of illegal activities which may come under IPC. The same is also true for my workers, which will be hired by me from time to time for mess works. In case if any statement(s) of term(s) and condition(s) is found to be untrue, the Institute may take action as per term(s) and condition(s) of this contract. I undertake that I shall have no claim whatsoever in this regard. I also undertake that I shall abide by decision rules and regulations of the Institute.

(a) I am hereby nominating my _____, Mr./Mrs: _____
S/O/D/O Sh. _____ Age _____
Address _____

Specimen Signature _____ as nominee as given in para (13) in the offer letter. I have signed this undertaking on the _____ day of _____ 2019.

(b) I am hereby nominating my _____, Mr./Mrs: _____
S/O/D/O Sh. _____ Age _____
Address _____

Specimen Signature _____ as nominee as given in para (14) in the offer letter. I have signed this undertaking on the _____ day of _____ 2019.

Signature (s) of Caterer _____
Full Name _____
Address _____

Signature (s) of Witness (s) with Full Name, Address & Telephone Numbers (if any):

1 _____

2 _____

REGISTRAR

On Letterhead of Chartered Accountant

To whom it may concern

This is to certify that turnover of M/S Address
..... having PAN no.
..... from catering business have been verified from Income Tax Return filed is as under:

S. No.	Particulars	Amount (Rs.)
1.	Assessment year: 2016-17 Financial year: 2015-16	
2.	Assessment year: 2017-18 Financial year: 2016-17	
3.	Assessment year: 2018-19 Financial year: 2017-18	
	Average	

Signature and seal with registration no.

Chartered Accountant

Financial (Price) Bid

(Separately filed as Financial Bid)

Name & Address of the Applicant / Firm / Agency / Co-Operative / Service Provider / Organization /

Caterer: _____

Sr. No.	Name of Item	Rate in Figures (Rupees)	Rate in Words (Rupees)
1.	RATE PER STUDENT for providing breakfast, lunch, evening tea and dinner for per day as per the Menu, Quality, and Quantity & Brand of Products indicated in Daily Mess Menu (Table-IV) as well as in compliance to other terms and conditions mentioned in the Tender Document. (Breakup as per 1a and 1b below)	---	---
	1a. Establishment charges (electricity bill, wages to mess workers, service charges, Employee provident fund payments, rent on cooking equipments / tools / cooking gas, and other fixed charges) per student per day		
	1b. Food Charges per student per day inclusive of GST (as applicable) Food charges should not be more twice the establishment charges.		
	Total Charges (1a + 1b)*		
	Rates quoted by the bidder for extra item menu**		
2.	Serving Boiled 200 ml Milk (Fat 4.5%) with Sugar as Extra Item		
3.	Serving 200 ml Tea prepared with Milk (Fat 4.5%) with Sugar as an Extra Item		
4.	Serving Rice Fried with Onion, Tomato, Jeera, Green Chili using 17 gram Butter per student as an Extra Item		
5.	Serving Daal Fried with Onion, Tomato, Jeera, Green Chili using 17 gram Butter per student as an Extra Item		
6.	Boiled Egg (1 pc) as an Extra Item		
7.	Omelet (one egg) as an Extra Item		
8.	Serving Butter (17 gram) as an Extra Item		
9.	Serving Jam (20 gram) as an Extra Item		
10.	Serving samosa /bread pakora as an Extra item		

NOTE:

***The lowest bidder shall be decided on the basis of total charges as above.**

**** The contractor needs to ensure provision of extra items to all interested students.**

Granting contract to the Caterer/Contractor is not absolutely based on lowest bidding and if required, a presentation on previous records in the same business, availability and mobilization of resource for the catering business in the SLIET will be taken.