

**INDIAN INSTITUTE OF INFORMATION TECHNOLOGY BHAGALPUR
SABOUR, BHAGALPUR-813210**



**RFP DOCUMENT FOR RUNNING TUCK SHOP AT
IIIT BHAGALPUR CAMPUS**

NOVEMBER 2024

CRITICAL DATE SHEET

Name of the Work	Tuck Shop at IIIT Bhagalpur Campus
Date of Publication of Tender	25-11-2024
Date of Issue/Publishing	25-11-2024 (05:15 PM)
Document Download Start Date	25-11-2024 (05:15 PM)
Last Date and Time for Bid Submission	16-12-2024 (03:00 PM)
Date and Time for Pre-Bid Meeting :	02/12/2024 (11:00 AM)
Date & Time of Opening of Technical Bids	16-12-2024 (04:00 PM)
Locations	Conference room, IIIT Bhagalpur
Date of Opening of Financial Bids	19-12-2024 (11:00 AM)
Bid Validity	180 Days (From the last date of Bids submission)
Address for Submission of Bid (Through Speed Post/Registered post/Courier/By Hand)	The Registrar, IIIT Bhagalpur, Sabour, Bhagalpur-813210 (Bihar)
Tender Fee	Rs 1,180.00 inclusive of all taxes
EMD	Rs 10,000/-
Performance Security Deposit (PSD)	Rs 50,000/- (Within 15 Days after Issue of Work Order to Successful Bidder)

Note-: Above mentioned dates are tentative and are subject to change. Revised dated, if any, shall be uploaded on Institute Website/CPPP portal well in advance. Bidders are advised to visit the Institute website on regular basis for any update in this regard.

HIRING OF AGENCY FOR RUNNING TUCK SHOP SERVICES AT IIIT BHAGALPUR CAMPUS

1. Introduction

- 1.1 Indian Institute of Information Technology Bhagalpur (IIIT Bhagalpur) is an institution of National Importance under an Act of Parliament (The Indian Institutes of Information Technology (Public-Private Partnership) Act, 2017).
- 1.2 IIIT Bhagalpur invites sealed tenders under Two Bid System from eligible, experienced, financially sound and registered Agencies/Firms in the prescribed format for providing Tuck shop services. The eligibility criteria for the contractor, procedure and instructions for submission of bid document and selection process are mentioned in this tender document. The primary purpose is to cater to the dietary needs of the students, faculties, staffs and guests visiting the institute.
- 1.3 Before submission of the bid, interested bidders are advised to go through the tender document carefully and fill in with all relevant information and submit complete tender documents in two parts (viz. Technical Bid and Financial Bid and these two parts should be kept in a bigger cover) as per the time schedule given in this tender document.
- 1.4 Sealed Tender document along with all other relevant documents should be sent to “**The Registrar, IIIT Bhagalpur, Sabour, Bhagalpur-813210 (Bihar)**” by Speed Post/Courier/Registered post only within the prescribed time limit. Tender documents received after prescribed time limit shall not be accepted under any circumstances.
- 1.5 For any queries relating to the tender documents and the terms and conditions contained therein, bidders may seek clarification, within the stipulated time, by writing email to registrar@iiitbh.ac.in

2. Scope of services

- 2.1 Tuck shop is to be installed by the agency within 400 sq ft (Blueprint at Annexure-II) in the allocated space within the IIIT Bhagalpur campus, to undertake serving of listed packed foods to students, faculties, staffs and guests visiting the institute from the day of the award of Tender and as per T&C. The Details are as given below:

S/N	Type of Service	Category of Users	Total Strength	Particulars	Remarks
1	Tuck shop at IIIT Bhagalpur	Students, Faculties, Staffs and Guests	1100	12 Hour Service (10 AM to 10 PM)	Tuck Shop is to be installed by contractor only.

- 2.2 The list of items for the tuck shop is given at **Appendix-A**. Selected Vendor/Service provider shall sell/serve the food items in accordance with the menu. The list may be updated time-to-time with the mutual agreement between the IIIT Administration and the Contractor.

3. Qualifying Criteria

The tenderers should meet the qualifying requirement as mentioned below of the tender document. Tenders not meeting the qualifying requirements and incomplete in any aspect shall be summarily rejected. Tenders of those tenderers, which are found to be meeting the qualifying requirement, shall be taken up for detailed evaluation.

- 3.1 **Experience Criteria:** The tenderer should have the following qualifying experience criteria;
 - a. Bidder must have valid and up to date FSSAI Certificate
 - b. Minimum three (03) years' experience in running tuck shop/restaurant or similar services.

c. The tenderer should not have been blacklisted or debarred from any contract permanently anytime during the past three years. The tenderer should submit the declaration in notarized non-judicial stamp paper of Rs 100.

3.2 **Financial Criteria.** The tenderer should have the following qualifying financial criteria;

a. The tenderer should have achieved average annual turnover of at least Rs. 15 lakhs during the last three years.

b. Profit & Loss Statement of tenderer should show profit for a minimum of three Financial Years during the previous five years.

4. Statutory Requirements

4.1 The following mandatory documents are to be submitted along with the tender:

a) Valid GST Registration Certificate & PAN Number.

b) ESI & EPF Registration Certificate. Registered License under contract labour (Regulations & Abolition) Act, 1970 (If Applicable)

c) Company Registration Certificate, if applicable.

Above statutory registrations/licenses must be under the jurisdiction of local government, wherever applicable.

5. General Information and Instructions for the Bidders

6.1 The complete tender documents can be downloaded from the CPPP portal and Institute website. Information on issuance of corrigendum, if any, related to this tender will also be available on CPPP portal and Institute website.

(a) Please read all the Terms & Conditions carefully before filling up the document. Incomplete Tender Documents will be summarily rejected.

(b) All pages of the Tender Document must be signed by the authorized signatory and sealed with the stamp of the bidding firm as token of having accepted all the Terms and Conditions of this Tender

(c) **Inspection of Site:** Interested parties shall visit and examine the site and its surroundings at their own cost and shall satisfy themselves before submitting the Tender as to the nature of works area and scope of work, local statutory regulations, safety measures and other circumstances which may influence or affect his Tender. No extra charges consequent on any misunderstanding or otherwise shall be allowed.

6.2 **Pre-Bid Meeting:** A Pre-Bid Meeting will be held in the Conference Room of the Institute on **02.12.2024 (Monday)** at 11:00 hrs.

6.3 **Two-Bid system:** The offers/bids should be submitted in two-bid system (i.e.) Technical bid and Financial bid. The Technical bid should consist of all the details as specified in the schedules along with commercial terms and conditions. There should be no cost indication in the Technical bid.

6.4 **Forwarding of Bids:** Bids should be submitted by Bidders furnishing details like valid GST registration number, Bank account details with address, contact details and complete postal address of their office & e-mail ID.

6.5 **Clarification regarding contents of the Bids:** During evaluation and comparison of bids, IIIT Bhagalpur may, at its discretion, ask the bidder for clarification of their bid through e-mail to registrar@iiitbh.ac.in. The request for clarification will be given in writing and no change in prices or substance of the bid will be sought, offered or permitted. No post-bid clarification on the initiative of the bidder will be entertained.

6.6 **Rejection of Bids:** Canvassing by the Bidder in any form, unsolicited letter and post-tender correction may invoke summary rejection. Conditional tenders will be rejected.

6.7 **Validity of Bids:** The Bids should remain valid for 180 days. However, in case of any delay due to genuine reasons, the validity period may be extended further for additional period of 30 days.

6.8 Tender Fee and Earnest Money Deposit (EMD)

- a. Tender Fee of **Rs. 1,180/- (including 18% of GST)** shall be submitted in the form of Demand Draft from any Nationalized/Scheduled Bank drawn in favor of “Registrar, IIIT Bhagalpur” payable at “Bhagalpur”. The requisite amount of D.D. must be attached on the top of the Technical Bid. Banker’s cheque may not be considered as tender fee. Bidders are advised to write their name, mobile number, email id and full address at the back of the Demand Draft. The tender fee is non-refundable.
- b. Earnest Money Deposit of **Rs. 10,000.00/- (Rupees Ten Thousand only)** shall be submitted by way of Demand draft or Banker’s pay order drawn in favour of IIIT Bhagalpur and payable at Bhagalpur.

7. General Conditions of contract:

7.1 **Terms and conditions:** Matters pertaining to running and operating of tuck shop are listed in Terms and Conditions as **Appendix B**. The Tenderer/Vendor is required to go through this document and understand the statutory compliance and the functioning and operations of the tuck shop before applying for the tender.

7.2 **Submission of Tender / Bid:** Vendors are requested to submit the Tender/ Bid in two parts, as follows:

i. Part I (Technical Bid)

ii. Part II (Financial Bid)

Part I- Technical Bid

The following documents will form part of the technical bid:

- i. Annexure I : Organization Details and Financial Profile of the Tenderer.
- ii. Annexure-II : Blue Print of Shop
- iii. Annexure-III : Data for evaluation of technical bids
- iv. Annexure IV : Exceptions and deviation statement.

All the tender documents, supporting documents including the above Annexures should be duly signed & stamped on each page by the tenderer.

Part II -Financial Bid

The Financial bid should be in attached format as per **Annexure-V**. The bidder will quote minimum rate by considering list of items in **Appendix A**.

7.4 Award of Contract (General conditions for award of Contract).

- i. The vendor who quotes minimum rate on the listed items and quantity (**Annexure-V**) will be awarded the contract.
- ii. The contract will be initially for a period of **01 Year** and extendable for a maximum upto 02 years on yearly basis based on performance and mutually agreed Terms and Conditions.
- iii. Selected Vendors/service providers, with prior approval of the Institute, may design the interior /exterior of the shops at their own cost. They have to arrange adequate number of manpower, materials, consumables etc. to run the shop smoothly
- iv. The Contractor shall mobilize his resources and take up operations from the due date immediately on receipt of Work Order and the contract shall commence from the dates mentioned in the work order.
- v. Selected Vendors/service providers may have to operate the shop throughout the week as per the designated time, approved by the Institute. On demand, the Vendor/Service provider may be required to extend the services beyond the stipulated timings and on holidays too.
- vi. If at any point of time, it is found by IIIT Bhagalpur, that the Tenderer has furnished false information, IIIT Bhagalpur may reject the tender/contract.
- vii. The Tenderer is responsible for sourcing his vendors for supply of provisions, vegetables, milk, soft drinks, snacks etc. The Tenderer is solely responsible for the agreements, contracts payments

to these vendors and shall keep the institute indemnified from any liabilities to these vendors. The Tenderer will issue a written undertaking to each his/her vendor that the tenderer is solely responsible for all matters pertaining to the supplies and payments being made and IIIT Bhagalpur is indemnified from any liabilities to these vendors. Original copies of the same will be deposited at the Institute.

7.5 Performance Security

Within 01 weeks from the date of receipt of work order, the contractor shall deposit with the Institute a sum of **Rs 50,000.00** as Performance Security by way of Demand Draft for the due performance of the contract. The Institute will be at liberty to forfeit the deposit if the Contractor fails to honour his/her commitments in any manner whatsoever. The deposit will not bear any interest and the same shall be refunded to the Contractor on due performance of the contract after adjusting dues, if any, on this account.

7.6 Penalty Clause

- i. Contractor will be required to maintain a complaint register for Canteen along with details of corrective action taken. The authority will look into recurring and serious complaints. Based on recommendations of constituted committee, Competent Authority will issue statutory notice to the Contractor.
- ii. Damages to institute property will be charged on actual basis.

7.7 Subletting of Contract:

The contractor/vendor shall not assign and or sub-let the contract or any part thereof or any benefit or interest therein or there-under without the prior written consent of competent authority of IIIT Bhagalpur and such consent shall not relieve the contractor/vendor from any liability or obligation under the contract and the contractor/vendor shall be fully responsible for the acts / defaults and neglects of his agent's, servants or workmen as if they were the acts, defaults or neglects of the contractor/vendor, his Agencies, servants or workmen.

7.10 Performance of Vendors:

IIIT Bhagalpur shall assess the contractor/vendor's overall performance with respect to quality and adherence to time schedule of work done at regular interval and take a decision regarding assigning further work in case the performance of the contractor/vendor is found to be unsatisfactory by IIIT Bhagalpur. The decision of the Competent Authority of IIIT Bhagalpur or any other officer authorized by him shall be final and binding on the contractor/vendor for the purpose of determining "satisfactory services".

7.11 Termination of Contract

- i. IIIT Bhagalpur reserves its right to terminate the contract for any reason at its absolute discretion including, but not limited to the following:
 - a) If the contractor/vendor is adjudicated insolvent by a Competent Court of Law or files for insolvency or the contractor/vendor Company is ordered to be wound up by a Competent Court.
 - b) Contractor/vendor commits any material breach of the terms of this contract with IIIT Bhagalpur or if found guilty of any malpractice in the performance of the contract.
 - c) In the event of unsatisfactory service or failure on the part of the contractor/vendor or if the contractor/vendor shall neglect to execute the work with due diligence or expedition or shall refuse or neglect to comply with any reasonable order given to him by IIIT Bhagalpur in connection with work or shall contravene the provisions of the contract, IIIT Bhagalpur shall have the option to declare the contract as cancelled and may get the work executed by any alternate sources at the contractor/vendor risk and cost. In such an event the contractor/vendor shall have no claims whatsoever against IIIT Bhagalpur in consequence of such termination of the contract. The decision of IIIT Bhagalpur in terminating the contract will be final and binding on the contractor/vendor.

- ii. IIIT Bhagalpur reserves its right to remove from the list of approved contractor/vendor or to ban business dealings with the contractor/vendor if found to have committed fraud, deception, misconduct etc. and also to suspend business dealings pending investigation.
- iii. IIIT Bhagalpur reserves the right to accept or reject any or all the Tenders (Tenders) or any part thereof at any stage of process without assigning any reason whatsoever. IIIT Bhagalpur has no obligations to accept the lowest offer. IIIT Bhagalpur's decision in this regard shall be final and binding.

7.12 Force Majeure:

If either party is prevented from the performance of its obligations in whole or in part for reasons of Force Majeure, viz., acts of God, acts of Government, acts of public enemy, war, hostility, civil commotion, blockade, sabotages, riots, fire floods, earthquake, explosions, epidemics, strike and lawful lockout, the period of Force Majeure shall be excluded accordingly. If force Majeure event(s) continue beyond the period of three months, the parties shall hold consultation to chalk out the further course of action. Neither party can claim any compensation from the other party on account of Force Majeure.

7.13 Conciliation: Any dispute or difference whatsoever arising between the parties relating to or arising out of Contract, shall be settled first by Conciliation in accordance with the Govt. Rules and settlement so rendered between the parties.

7.14 Further, any legal dispute arising out of any breach of contract shall be settled in the court of competent jurisdiction located within the local limits of Bhagalpur, Bihar.

7.15 In pursuance thereof shall be final and binding on the parties. Reference to Arbitration shall be made only when the Conciliation has failed. All disputes will be subject to Bhagalpur Jurisdiction only.

7.16 Executing Authority: The Competent Authority of IIIT Bhagalpur or his authorized representative shall be the Executing Authority for this job.

7.17 The contractor/vendor shall need to paid monthly charges for using allotted space for running canteen. Details are placed at **ANNEXURE-VI**.

7.18 The Contractor shall hand over the allotted space along with infrastructure, if any, in original condition to IIIT Bhagalpur, on termination or expiry of the Contract.

7.19 Gate Pass etc.: IIIT Bhagalpur shall provide necessary assistance to obtain gate passes to the canteen workers.

Dated: .2024

Sd/-
Dr. Gaurav Kumar
Registrar Incharge

APPENDIX-A

DETAILS OF ITEMS PERMITTED TO BE SOLD IN TUCK SHOP

Sl No.	Item
1	Veg Grill S/W
2	Veg Cheese Grill S/W
3	Veg Club S/W
4	Omlett S/W
5	Omlett Cheese S/W
6	Paneer Cheese S/W
7	Chicken Cheese S/W
8	Veg Cheese Burger
9	Mini Pizza
10	Bun Maska
11	Bread Butter
12	Bread Jam
13	Bread Butter Jam
14	Omlett Bun
15	Omlett Cheese Bun
16	Samosa
17	Veg Puff
18	Egg Puff
19	Chocos Milk
20	Corn Flacks Milk
21	Bhel
22	SPDP
23	Papdi Chat
24	Shev Puri
25	Dahi Puri
26	Pani Puri
27	Samosa Chat
28	Cold Coffee
29	Tea
30	Coffee
31	Cream roll
32	Hot Bournvita milk
33	Green Tea
34	Cold Bounvita
35	Cold Chocolate
36	POHA
37	IDLI
38	PLAIN DOSA
39	MASALA DOSA

40	MYSOORE DOSA
41	PLAIN UTTAPAM
42	ONION UTTAPAM
43	Stuffed Paratha
44	Veg Biryani
45	Egg Biryani
46	CHICKEN BIRYANI SPECIAL
47	Veg Fried Rice
48	Egg Fried Rice
49	Veg Hakka Noodles
50	Egg Hakka Noodles
51	Potato Chips - Min. 3 Types
52	Biscuits - Min. 6 types
53	Cold Drinks - Min 3 Types
54	Packed Juices - Min 6 Types
55	Packed Butter Milk/Lassi
56	Ice Cream / Kulfi
57	Packed Soup
58	Birthday cake 0.5 / 1 Kg
59	Pastry - Min. 2 Types
60	Jam Roll/Muffins/Plum Cake
61	Soft Drinks
62	Peanuts - Plain / Salted
63	Chocolates - Min. 6 Types
64	Flavored Milk
65	Milkshake - Min. 3 Types
66	Fresh Lime Juice
67	Fresh Fruit Juices - Min 3 Types
68	Fresh Butter milk
69	Fruit Plate - Min. 3 Types of Fruits

BRANDS OF CONSUMABLES PERMISSIBLE AT TUCK SHOP

Selected Vendors/service providers shall sell/serve quality items of popular brands or items as per the list permissible at tuck shop at discounted price.

CANTEEN ITEM	BRAND/MANUFACTURERS
Salt	Tata/ Annapurna/ Nature fresh/Patanjali
Ketchup	Maggi/ Kissan/Patanjali/ Lal's
Oil (Sunflower)	Sundrop/ Natur Fresh/Patanjali/Fortune
Oil (Mustard) (use of Hydrogenated (vanaspati) oil is prohibited)	Dhara/ Mangal/Engine/Patanjali
Ghee	Amul/Sudha
Atta	Ashirvad/ Shaktibhog/ Annapurna/Patanjali
Instant Noodles	Maggi/Top Raman/Patanjali/Lal's
Flavoured fruit drinks	Rasna/ Roohafza/ Guru Ji/Patanjali
Butter/Paneer	Amul/ Sudha/Patanjali
Cornflakes	Kellogg's/Patanjali
Jam	Kisan / Maggi/Patanjali
Tea	Brook bond/ Lipton/ Tata/Patanjali/Dalmia
Coffee	Nescafe/BRU/Patanjali
Rice	Mansoori/Kattarni/ Taj Mahal, India Gate (for special dish) /Patanjali/Ladoshree
Bread	Modern/ Morris/ Nasta/Patanjali/Shagun
Milk	Sudha Dairy/ Amul/Patanjali/Farm Fresh
Pickles	Priya/ Mother/Nilons/Patanjali/Lal's
Papad	Lijjat/Bikaji/Oswal/Patanjali/Lal's
Spices	Catch/ Badshah/ Everest/ M.D.H. Masala/ Patanjali/Farm Fresh
Ice Cream	Amul/ Mother Dairy/ Kwaliti Walls

The caterer may use any other standard/ FPO approved brands only if permitted by the competent authority in writing.

Signature of the Tenderer with official seal

TERMS AND CONDITIONS

A. Site Particulars

Indian Institute of Information Technology Bhagalpur is situated at Sabour Road, Bhagalpur-813210, Bhagalpur, Bihar.

- a) The tenderer is advised to visit and examine the site and its surroundings and obtain for himself all information that may be necessary for preparing the tender and entering into a contract for execution of the work.
- b) The tenderer may also enquire about the availability and supply of provisions to enable the vendor to obtain timely and correct supplies.
- c) The contractor must develop their own infrastructure for running tuck shop at allocated space of 400 sqft (Blueprint at Annexure-II) at IIIT Bhagalpur campus. The Contractor shall bring their own cooking and serving utensils.
- d) The shops shall be allotted on rental basis at designated location along with electricity connection and water supply.
- e) For smooth running of shops, Vendors/service providers should have sufficient number of cooks/serving staff/manpower on their rolls.
- f) It is understood and agreed that the above factors have properly been investigated and considered by the Tenderer before submitting the Tender.
- g) No claim for financial or any other adjustments to contract price, on account of lack of clarity of such factors shall be entertained.
- h) Only IIIT Bhagalpur fraternity will access the facilities.
- i) The cost of visiting the site shall be borne by the Tenderer.

B. Electricity/Water/Miscellaneous Charge:

- The monthly electricity bill and water charges with Security deposit of ₹ 2,000/- will be paid by the contractor on actual basis along with pro-rata fixed charges levied by the Electricity Board for which sub-meter shall be provided by IIIT Bhagalpur. The electricity charges will be paid on or before 5th of every month on monthly reading basis. Any damage/loss due to misuse on the part of contractor's staff will be recovered at actuals, as decided by competent authority of IIIT Bhagalpur.
- Water Charges and other charges are mentioned in **Annexures VI**.
- The Contractor shall try his best to save energy by using the latest technology in catering tuck shop service areas.

C. Use of Machines/Equipment

The contractor is permitted to bring in, install and use additional equipment's or appliances or vehicles required for cooking or serving or delivery. However, prior clearance/permission from Committee of IIIT Bhagalpur is mandatory before installing equipment or appliance. Prior permission/information to the Security Section of IIIT Bhagalpur is mandatory for using any vehicles inside the Campus.

D. Disposal of Waste Food

- i. The vendor will take the responsibility for necessary waste segregation and be compliant with all the relevant government standards of waste management. Disposing of waste generated from the shops shall be the sole responsibility of the Vendors/service providers and the same shall be disposed of in an environment friendly manner.

E. Monitoring/Penalty:

- i. Periodic food testing will be made by appropriate testing agency as decided by the competent authority.
- ii. The quality of ingredients as well as cooked items and the hygiene level will be checked randomly by the Competent Authority/ Members of the Committee. In the event of use/serving of any substandard item, stale/spoiled food item and non-serving of approved item(s), use of unclean utensils as certified by the Committee, formal complaint shall be recorded against the Contractor and appropriate penalty will be levied by the Institute on Contractor. Repeated complaints of this kind from the said authorities can result in the termination of the contract after appropriate inquiry by the Committee/ Competent Authority and the decision of the Institute Competent Authority will be final in this regard.
- iii. The caterer will be fined in case of violation of the following rules on the recommendation of Canteen Committee:
 - a. Packed items used should be fresh and of good quality. If it is kept for use is found to be rotten or of poor quality, then a fine of Rs. **2,000/-** for each occasion will be imposed.
 - b. Items like Ajinomoto, Baking soda, colouring items etc are banned and they should not be used. If they are found in the kitchen premises penalty of Rs. **2, 000/-** for each occasion will be imposed.
 - c. Kitchen and canteen area should be kept neat & clean. If it is not kept clean, a fine of Rs. **2,000/-** for each occasion will be imposed.
 - d. Five or more complaints of unclean utensils in a day would lead to a fine of Rs. **2,000/-** on the contractor.
 - e. Fine on any discrepancy (personal hygiene of workers, misbehaviour by workers etc.) will lead to fine of Rs. **2,000/-** on contractor for every instance.
 - f. For any rules stated in the agreement,
 - First violation of the rule implies fine as per the rule.
 - Second and subsequent violations of the same rule within 30 days of previous fine will attract triple the initial amount of fine on the caterer.
 - g. As and when constituted committee proposes a fine it will inform the representative of the caterer or canteen manager and fine will be imposed with the approval of competent authority.
 - h. Using of brands not mentioned in the contract without prior permission and adulteration shall invoke a hefty fine beyond the limit of any fine mentioned above and decided by the canteen committee with the approval of competent authority.
 - i. Severity of hygiene failure shall be assessed and decided by the committee and fined appropriately. In case of gross failure/negligence a severe penalty will be imposed, which could be a hefty fine as cash and/or summary termination of the Contract.

F. Statutory Compliance

- i. The Contractor should follow all the relevant Labour laws applicable in India.
- ii. No worker below the age of 18 (eighteen) years shall be employed for the canteen work.
- iii. The contractor shall pay equal wages for men and women in accordance with the applicable labour laws.

Signature of the Tenderer with official seal

ORGANISATION DETAILS AND FINANCIAL PROFILE OF THE TENDERER**A. ORGANISATION DETAILS**

Sl. No	Details	Remarks
1	Name of Bidder	
2	Type	Provide copy of incorporation/registration
3	Year of establishment	
4	Brief Description	
5	Name of Owner/ Proprietor/Director	List out complete details
6	Contact details of Authorized Person	For this tender/contract. Name, designation, contact number and E mail ID may be provided
7	Address of Head/corporate Office	
8	Details of contact official	Name, designation, contact number and E mail ID maybe provided
9	Address of Regional Office	
10	Power of Attorney in case tender documents not signed by the Proprietor/Director/Part ner	
11	EPF Registration No.,District & State	Certificate required
12	ESI Registration No., District & State	Certificate required
13	PAN	Copy Required
14	GST No.	Certificate required

Note: If details do not fit in the given columns separate sheet(s) may be attached. **Organizational** structure: To include details of Proprietor/Directors, managers and other officials both at headoffices and regional offices. Count of staff on roll in each organization should also be provided. Add as a separate enclosure.

Signature of the Tenderer with official seal

B. FINANCIAL PROFILE

Annual turnover statement: Tenderer shall indicate herein his annual turnover during the following three years based on the audited balance sheet / profit and loss account statement.

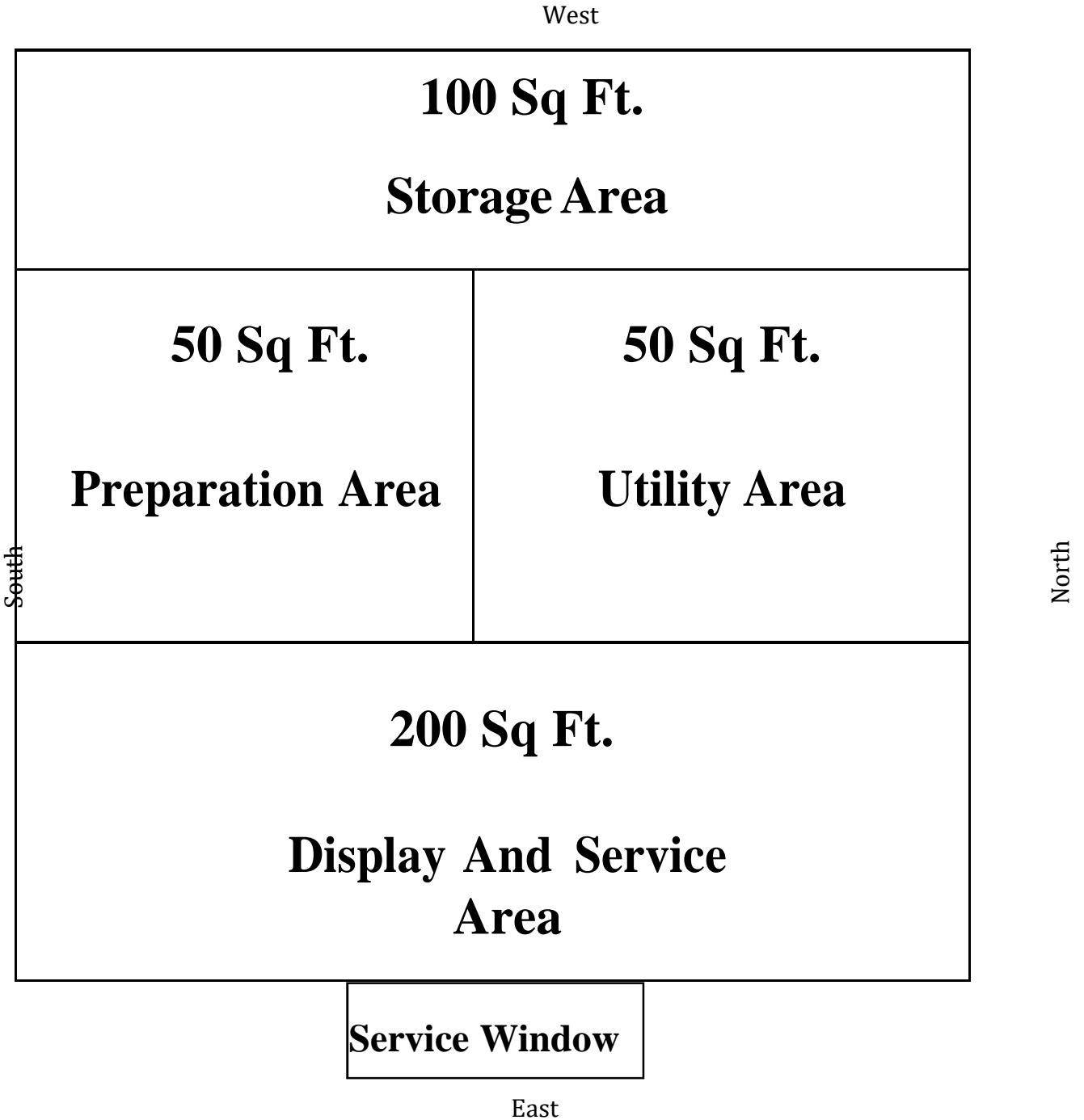
Financial Year	Annual Turnover (₹)	Annual Profit
2020-2021		
2021-2022		
2022-2023		
Average Annual Turnover and Profit		

Note: Copies of audited Balance Sheets with Profit & Loss Account statements for given five years shall be submitted along with the tender and/or Annual Turnover Certificate from a Chartered Accountant, duly certified and bearing a Unique Document Identification Number (UDIN).

Any Other Details or Information the Tenderer Wishes to Provide.

Signature of the Tenderer with official seal

BLUEPRINT OF TUCK SHOP



(Signature of the Tenderer with official seal)

ANNEXURE-III

DATA FOR EVALUATION OF TECHNICAL BIDS

(To be filled after having filled the details given in the Annexure I & II)

Sl. No	Description	Details	Proof Required
1	Registration of the Tenderer		Copy of registration/ incorporation
2	FSSAI Certificate		Copy of certificate required
3	Minimum three (03) years' experience in providing tuck shop or similar services at reputed institute/organization.		Proof showing the experience to be attached (Copy of work orders / agreements)
5	Average Annual Turnover and profit of Tenderer		Certified copy of audited Balance sheet and Profit and loss statement for last 3 years and/or Turnover Certificate from a Chartered Accountant, duly certified and bearing a Unique Document Identification Number (UDIN).
6	Valid GST Registration Certificate & PAN Number.		Attach Certificate

(Stamp & Signature of the Bidder)

EXCEPTIONS AND DEVIATIONS STATEMENT

Tenderer may stipulate exceptions and deviations to the tender document, if considered unavoidable as per the following format:

All exceptional / deviations taken by the Tenderer to the stipulations of the tender document shall be brought out in the Technical Bid (and not in the Price Bid) strictly as per this format. Any exceptions/ deviations brought out elsewhere in the tender shall not be construed as valid.

Signature of the Tenderer with official seal

Format of Financial Bid*

Sl No.	Item	Quantity	Quoted Price with GST (Rs.)
1	Veg Grill S/W	1 pcs	
2	Veg Cheese Grill S/W	1 pcs	
3	Veg Club S/W	1 pcs	
4	Omlett S/W	1 pcs	
5	Omlett Cheese S/W	1 pcs	
6	Paneer Cheese S/W	1 pcs	
7	Chicken Cheese S/W	1 pcs	
8	Veg Cheese Burger	1 pcs	
9	Mini Pizza	1 pcs	
10	Bun Maska	1 pcs	
11	Bread Butter	1 pcs	
12	Bread Jam	1 pcs	
13	Bread Butter Jam	1 pcs	
14	Omlett Bun	1 pcs	
15	Omlett Cheese Bun	1 pcs	
16	Samosa	1 pcs	
17	Veg Puff	1 pcs	
18	Egg Puff	1 pcs	
19	Chocos Milk	200gm	
20	Corn Flacks Milk	200gm	
21	Bhel	150gm	
22	SPDP	5 pcs	
23	Papdi Chat	150gm	
24	Shev Puri	5 pcs	
25	Dahi Puri	5 pcs	
26	Pani Puri	5 pcs	
27	Samosa Chat	150gm	
28	Cold Coffee	200 ml	
29	Tea	100 ml	
30	Coffee	120 ml	
31	Cream roll	1 pcs	
32	Hot Bournvita milk	200 ml	
33	Green Tea	100 ml	
34	Cold Bounvita	200 ml	
35	Cold Chocolate	200 ml	
36	POHA	150 gm	

37	IDLI	2 pcs	
38	PLAIN DOSA	1 pcs	
39	MASALA DOSA	1 pcs	
40	MYSOORE DOSA	1 pcs	
41	PLAIN UTTAPAM	1 pcs	
42	ONION UTTAPAM	1 pcs	
43	Stuffed Paratha	1 pcs	
44	Veg Biryani	250 gm	
45	Egg Biryani	300 gm	
46	CHICKEN BIRYANI SPECIAL	300 gm	
47	Veg Fried Rice	250 gm	
48	Egg Fried Rice	250 gm	
49	Veg Hakka Noodles	250 gm	
50	Egg Hakka Noodles	250 gm	
51	Milkshake - Min. 3 Types	200 ml	
52	Fresh Lime Juice	200 ml	
53	Fresh Fruit Juices - Min 3 Types	200 ml	
54	Fresh Butter milk	200 ml	
55	Fruit Plate - Min. 3 Types of Fruits	200 gm	
Total amount quoted			

Total Amount quoted in Words (including GST):-

Signature of the Tenderer with official seal

TUCK SHOP SPACE MONTHLY CHARGES AT IIIT BHAGALPUR.

Sl. No.	Particulars	Locations & Area	Rates	Remarks
01	Space Charges	Complete allotted space (Blueprint at Annexure-II)	5,000.00 (Fixed) per month	
02	Water charges		Rs. 500/- (Fixed) per month.	Water charges may be revised from time to time as per institute norms.
03	Electricity Charges		100% of actual consumption	The electricity charges will be as per actual as levied to Institute for each and every month.
04	Maintenance Charges		-	Cleaning of the Canteen space will be maintained By agency/contractor.