

Tender Notice No. TIFR/PD/CF21-98/211173

NIT cum Tender Document (TWO PART TENDER) for the following Services:

PROVIDING CATERING AND SERVING SERVICES TO TIFR HYDERABAD CAMPUS.

Tender No.	TIFR/PD/CF21-98/211173
Type of Tender	2 PART PUBLIC TENDER
Date of Pre – Bid Meeting	<u>Pre-Bid Meeting:</u> For information / Technical Details / Clarifications required by the Tenderers, a Pre-Bid meeting will be held online (https://us02web.zoom.us/j/86910670106?pwd=VG42elhZbGp6R1I0R0pWb3VLZitJZz09: Meeting ID: 869 1067 0106 Passcode: 958504) on 29 December 2021 @ 1500 hrs. at and the tenderers should participate online Pre- Bid meeting compulsorily.
Last date for Submission of Tender	07 January 2022 @ 1300 hrs.
Date of Opening of Technical Bids	07 January 2022 @ 1500 hrs.

1. The Tender PART “A”- Cover – I (Technical Bid) consisting of Technical Bid (see point 12 below) & Commercial Terms and PART “B” - Cover – II (Financial Bid) consisting of only Price Bid (see point 13 below), shall be submitted in separate sealed envelopes duly super-scribed with the tender enquiry number, title and the due date in bold letters, addressed to the Shri D. Hari Prasad, Administrative Officer, Tata Institute of Fundamental Research, 36/P, Gopanpally Village, Serilingampally Mandal, Ranga Reddy District, Hyderabad – 500 046 . The envelopes should be clearly marked on top as either PART “A” - Cover – I or PART “B” - Cover - II. The two sealed covers should be further put in a master cover super scribed with the Tender Enquiry No., Title and Due Date in bold letters, addressed to the Shri D. Hari Prasad, Administrative Officer, Tata Institute of Fundamental Research, 36/P, Gopanpally Village, Serilingampally Mandal, Ranga Reddy District, Hyderabad – 500 046. The sealed master envelope has to be delivered by hand/courier at the security Gate of TIFR H on or before 1300 hrs.on the due date specified. The technical bid will be opened at 1500 hrs. on the same day (Technical Bid Part “A” - Cover – I) at TIFR Hyderabad. Tenders submitted after 1300hrs on due date will not be considered. **In case the PART “A” - Cover – I and Part “B” - Cover - II bids are not sealed in separate envelopes the tender will be rejected. The technical bid should not contain any indication of the price.**

2. Micro and Small Enterprises (MSEs):

1. Micro and Small Enterprises (MSE) must, along with their offer, provide proof of their being registered as MSE (indicating the terminal validity date of their registration) for the item tendered, with any agency mentioned in the notification of the Ministry of Micro, Small and Medium Enterprises (Ministry of MSME)
2. The MSMEs are exempted from payment of earnest money and tender fees subject to furnishing of relevant valid certificate for claiming exemption as per privilege rules of Government of India.

3. An MSME bidder must submit registration of Udyog.

4. Aadhar Memorandum (UAM) by Ministry of Micro Small and Medium Enterprises (MSME) vendors on Central Public Procurement Portal (CPPP). The bidders who fail to submit UAM number shall not be able to avail the benefits available to MSEs as contained in Public Procurement Policy for MSEs Order 2012 issued by MSME.

5. The Contractor, whose quotation is accepted will be required to furnish a Performance Security @ 3% of the Value of the contract as determined by the Canteen Committee to be the volume of annual business to be transacted by the Contractor under the contract towards the fulfillment of the contract.
6. Initially the contract period will be for one year which may be extended for a further period of 2 years (12 months at a time) based on the performance and requirement.
7. The service covered by the contract should be carried out throughout the year i.e. 365 days of the year including all working days, Saturdays, Sundays and Holidays. The working hours shall be as specified in the General Terms and Conditions of the Service Contract, Clause 20.2. Scope of Work.
8. In case of the performance not being satisfactory, the contract shall be terminated and the performance security will be forfeited.
9. The decision on acceptance or rejection of quotation will rest with the Centre Director, TIFR -H, who does not bind himself to accept the lowest quotation. Institute reserves the right to reject any quotation without assigning any reason whatsoever.
10. The quotations, which do not fulfill all or any of the above conditions, incomplete in any respect, are liable to be summarily rejected.
11. Prospective bidders may inspect the premises/area covered by the service contract to acquaint with the prevailing conditions so as to enable them to reasonably assess the requirements for giving the service on any working day between 8.00 Hrs. to 14.00 Hrs and 15.00 Hrs. to 20.00 Hrs on prior appointment with Administrative Officer of TIFR -H. (Tel. No.040-20203040).
12. The "PART A" - Cover – I (Technical Bid) should include the following:
All the documents related to the pre-qualification criteria (Annexure – I to VIII) Signed copy of the tender document duly indicating the acceptance of all the terms and conditions of the tender. The technical bid should not include any price whatsoever.
13. The "PART B" - Cover – II (Financial bid) should contain Price Bid Form duly filled as per the format given at Annexure – X. Taxes, if any, should be taken into account while filling up the price bid form.
14. Conditional tender will not be accepted and will be rejected out rightly.
15. The contractor will be permitted to use the raw material for the canteen strictly as per the brand approved and permitted by the Canteen Committee of the Institute.
16. The successful bidder will be the lowest bidder who satisfies all the pre-qualification criteria. The following weight age shall be given for the evaluation of the price bid.

Item Description	Weightage	Remarks
Lunch & Dinner	40%	Averaging of rates of all items will be done
Snacks / Breakfast	30%	Averaging of rates of all items will be done
Juice/Tea/Coffee/Milk	10%	Averaging of rates of all items will be done
Sweet/Dessert	10%	Averaging of rates of all items will be done
Official special menu items	10%	Averaging of rates of all items will be done

17. The Contract for Canteen and Food for official purpose like meetings/workshops/symposiums shall be awarded to L1 bidder applying the evaluation criteria as per Sr.No.14 above.

18. The technical bid shall be opened in the office at TIFR Hyderabad on the date and time mentioned in the tender notice. The price bid of only technically qualified bidders will be opened at a later date to be intimated to the qualified bidders.

**GENERAL TERMS AND CONDITIONS OF THE SERVICE CONTRACT FOR
PROVIDING CATERING AND SERVING SERVICES
AT TIFR Hyderabad**

1. **General Terms and Conditions**

1.1. The tender must be signed by the authorized person or by any other person holding a Power of Attorney authorizing him/her to do so, such Power of Attorney to be produced with the tender and it must disclose that the firm is duly registered with the concerned authorities.

2. **Definition**

2.1 "Institute" means Tata Institute of Fundamental Research, Hyderabad - 500046.

2.2 "Contractor" means the company or firm or party or a person, on whom the contract/order is placed to provide Catering and Serving Services along with allied duties in the TIFR H Canteen and shall be deemed to include his successors, heirs, executors, administrators and authorized assignees, as the case maybe.

2.3 "Director" means the Director of TIFR, who will be the overall in-charge of all activities of and whose decisions in all administrative and other matters related to maintenance will be final and binding on all concerned parties under this contract.

2.4 "Canteen Committee" means the committee of the On-Campus Contract Canteen Committee designated to monitor day-to-day operations of the Canteen and will give instructions to the Contractor or his authorized representative, for performing his duties as Contractor.

2.5 "Work Order" means a written order, conveying acceptance of the offer of the party and containing general and special conditions of the order. Also includes a letter, fax, email conveying acceptance of the party with specified (or necessarily implied) conditions to be followed by a written order/an agreement, and includes any further amendment made to the order on the basis of mutual agreement of the parties.

2.6 "Month" shall mean the calendar month.

2.7 "Person" shall include a firm/s, companies, association of persons on other bodies, whether incorporated or not.

2.8 "Parties to the order" means the Contractor and the Institute.

2.9 "Staff" means person who is employed, full time or part time or on contract basis in the Campus.

2.10 "Contract Period "means the period of validity of the Contract, including extended period of the contract, if any.

2.11 "Bidder" means the person bidding for this contract for Catering and Serving Services.

2.12 "Contract" means the Contract awarded to the Successful Bidders in pursuance of this tender.

3. **Performance Security**

3.1 The Performance Security, SD shall be paid or deposited by the Contractor in the form of Demand Draft drawn in favor of TIFR Centre for Interdisciplinary Sciences payable at Hyderabad drawn on any Nationalized Bank payable by the Contractor. The Security Deposit can also be submitted in the form of Bank Guarantee in the prescribed format (as per annexure– IX) from any Nationalized Bank which shall be valid for a period sixteen months.

32 The Performance Security shall not bear any interest. The Performance Security amount shall be refunded to the contractor/s within a period of 2 months after completion of the Contract period subject to satisfactory handover of the canteen premises to TIFR representative. Institute shall be entitled to deduct from the performance security amount such amount as determined by the Director towards any damage to the premises of the Institute.

4. Pre-Qualification Criteria

- 4.1. The Contractor has to provide GST registration No. and submit copy of valid Shop & Establishment Act License, PAN card, ESI registration certificate, PF registration certificate, if applicable.
- 4.2. The Tenderer should have the Registered / Branch Office in Hyderabad region.
- 4.3. Tenderer should provide copy of the License under FSSAI ACT2006.
- 4.4. The tenderer should have executed at least;
 - a) One similar completed work contract of Rs. 88 lakhs or more; OR
 - b) Two similar completed work contracts of Rs. 66 lakhs or more; OR
 - c) Three similar completed work contracts of Rs. 44 lakhs or moreSimilar Works means providing or running canteen services in any reputed organization including Govt. & PSUs during the last five years. Further, at least one work in any of the above three categories must have been carried out in any Govt./Semi-Govt./PSUs organization in India. Certificates of satisfactory performance from these clients are also to be submitted along with tender.
- 4.5. The Bidder should provide at least two reference details where currently he is providing the services. The Institute reserves the right to seek confidential input from these references which can be used in the evaluation for awarding the contract.
- 4.6. The Bidder must have not been black listed during the last three years. Details of court cases to be submitted as per annexure –VI.
- 4.7. The Contractor must indemnify the Institute against any loss, damage or liability arising out of any action, suit, dispute, claims, demands, or statutory Act, brought on or made against the Institute in connection with the works under the contract. Necessary Indemnity bond to be submitted as per annexure-VI.

5. Safety

- 5.1 The Contractor shall ensure that the work described in the contract shall be carried out safely. During currency of the contract in case of any injury/accident/ harm is caused to the persons engaged for the above work or to the staff, TIFR shall have no responsibility towards any treatment, compensation, loss, if any etc. and the Contractor shall be fully responsible to bear all the expenditure and also shall be responsible for the consequences of such injury/accidents/harm.

6. Maintaining the Records

- 6.1 The Contractor shall maintain register of persons employed on work on the contract. The register will be inspected by TIFR officials on regular basis.
- 6.2 The Contractor shall have to maintain all the records and registers as may be required under existing, future labor laws and rules, framed there under or under any other statutory provisions, from time to time. Such of the records/registers shall be made available for perusal/inspection by TIFR or by any other statutory/competent authority as and when required.
- 6.3 The Contractor must comply with all statutory provisions, rules and regulations. The Contractor

at all times should indemnify TIFR against all claims, damages or compensation under the provisions of Payment of Wages Act, 1936; Minimum Wages Act, 1948; Employer's Liability Act, 1938; the Workmen Compensation Act, 1923; Industrial Disputes Act, 1947; Maternity Benefit Act, 1961; Shops and Establishment Act or any modification thereof or any other law relating thereto and rules made there under from time to time. TIFR will not own any responsibility in this regard.

6.4 The contractor must pay the employees well above the minimum wages prescribed by the government. Any violation of this will lead to immediate cancellation of the contract.

7. Rates and Prices

7.1 Bidders should quote the rates in the format given at Annexure-X. Incomplete bids will be summarily rejected.

7.2 Rates quoted shall be inclusive of wages, all statutory duties and taxes, GST etc. Price quoted shall be firm and any variation in rates, prices or terms during validity of the contract shall result in forfeiture of the bid security.

7.3 No additional freight or any other charges, etc. would be payable. The bidder shall charge the competitive rates for branded items of snacks, cold drinks, juice, biscuits etc. in any case within the MRP printed on the item.

8. Submission of Tender

8.1 The bidder should submit the original tender duly filled in, signed on each page, duly stamped.

8.2 The bidder shall submit all the requisite documents/certificates, experience certificates etc. along with the Tender document.

8.3 Incomplete or incorrect tenders as well as tenders received late are liable to be rejected.

8.4 The Tenders shall be deemed to have carefully read, studied and understood all the clauses of the tender documents.

8.5 The tender shall be deposited at the Security Gate of TIFR, Hyderabad up to 1300 hrs. on 07 January 2022. Tenders received late i.e. after 1300hrs of the prescribed date shall be summarily rejected.

9. Opening of Tender

9.1 The tender shall be opened in the office of the TIFR, Hyderabad on the date and time mentioned in the tender notice. The change, if any shall be intimated to the individual parties by emails.

9.2 TIFR shall hold the opening of technical and price bids only online and the intimation will be given to the bidder for participation.

9.3 The price bid of only technically qualified bidder will be opened. The date and time of the opening of the price bid will be intimated to the technically qualified bidders separately.

10. Confidentiality Clause

10.1 The Contractor shall always abide by the rules and regulations pertaining to security and safety of the TIFR.

10.2 The Contractor or his representatives/employees shall not divulge to anyone any information obtained during the course of work at the Institute.

10.3 Prohibition against use of TIFR name without permission for publicity purpose. The Contractor or sub-contractor, consultant, advisor or the employee engaged by the Contractor, shall not use TIFR name for any publicity purpose through any public media like Press, T.V., Radio or Internet without the prior written approval of the Director, TIFR.

11. Termination for Default

11.1 The Institute may, without prejudice to any other remedy available to it for breach of contract, by written notice of default sent to the Bidder, terminate the Contract in whole or part at any time of its convenience. The notice of termination shall specify that termination is for TIFR's convenience, the extent to which performance of work under the work order and /or the contract is terminated, and the date upon which such termination becomes effective. TIFR reserves the right to terminate all or a part of the contract; (a) If the Bidder fails to perform any or all of the services as specified in the contract, (b) If the Bidder fails to perform any other obligation(s) under the Contract.

11.2 In the event the Institute terminates the contract, the Performance Security will be forfeited.

12. Termination for Unlawful Acts

12.1 The Institute may terminate this Contract in case it is determined prima facie that the Contractor has engaged, before or during the implementation of this Contract, in unlawful deeds and behaviors relative to contract acquisition and implementation. Unlawful acts include, but are not limited to, the following : (a) Corrupt, fraudulent and coercive practices (b) Drawing up or using forged documents; (c) Using adulterated materials, means or methods, or engaging in production/preparations contrary to acceptable hygienic practices of the trade; and (d) Any other act analogous to the foregoing.

13. Termination for Insolvency

13.1 The Institute may at any time terminate the Contract by giving written notice to the Bidder, if the Bidder becomes bankrupt or otherwise insolvent. In this event, termination will be without compensation to the Bidder, provided that such termination will not prejudice or affect any right of action or remedy, which has accrued or will accrue thereafter to the Institute.

14. Facilities to be provided by TIFR:

The Institute will provide the following facilities and equipment to the contractor free of charge.

- a) Kitchen and dining area with necessary furniture, fixtures, machines, equipment, utensils, etc.
- b) Electricity and Water. Both these are to be used conservatively; it should be ensured that taps are not kept open unnecessarily, fans and lights are switched off when not in use.
- c) The Contractor has to maintain inventory of items provided by TIFR and upkeep of the utensils, cleaning materials. The Contractor will take charge of all the items and shall be liable to account for all the above items, furniture, fixtures, etc. kept in the Canteen. Separate undertaking has to be provided by the contractor after awarding the contract.
- d) While breakages of some porcelain cups, saucers, plates, etc. may be unavoidable; the contractor should ensure that such breakages are kept to the bare minimum. The cost of breakages in excess of 10% over a year will have to be borne by the Contractor.
- e) The Institute shall not provide any accommodation for the workers engaged by the contractor.

15. The Contractor will not use the canteen facilities for any purpose other than that stated in the scope of the work. If such things are noticed by the Institute, the Contract shall immediately be either suspended or terminated, or the Institute may impose a suitable fine, as per the decision of the Director.
16. **ASSIGNING & SUBLETTING**: Assignment or subletting of this Contract is strictly prohibited and shall result in termination of the contract with immediate effect without any compensation.
17. **INDEMNITY BOND** : The Contractor shall, by way of executing a bond on non- judicial stamp paper of appropriate value, indemnify the Institute against any loss, damage or liability arising out of any action, suit, dispute, claims, demands, or statutory Act, brought on or made against the Institute by Contractor's workers or any other person or any other agency, in connection with the service to be provided under the Contract or in respect of any matters, thing done or committed to be done by the Contractor in the execution of, or in connection with the Contract, notwithstanding that the Contractor took all reasonable, proper and necessary precautions against any loss or damage to ensure that such event will not affect the work and the Institute in any way. The indemnity given by the Contractor as aforesaid shall extend to making good all claims and demands arising out of losses/damages to property of every description and kind, the infringement of any legal right as well as injury or accident to any person, resulting in death or otherwise. The format of Indemnity Bond is enclosed as Annexure-VI. Original Bond is to be submitted directly to the Administrative Officer, TIFR H.
- 18. Billing and collections**
- 181 Items will be billed to individual customers as per individual item rates as quoted in the price bid. Suitable bill in printed form to be issued by the Contractor to all the users.
- 182 The Bidder shall charge for food items only as per rates that will be indicated in Part – 2, Annexure –X, Financial Bid. The rate card as per the rates indicated in the bid shall be displayed by the successful bidder at the respective Sales Counters. Any overcharging shall render the contract liable to cancellation.
- 183 The Contractor has to ensure that the cost of raw materials, gas, wages, services charge etc. is recovered from the sales/collections. No additional payment/facilities other than that specified under clause 14 of the GTC of the Service Contract shall be made/offered by the Institute.
- 19. MANPOWER**
- 191 The Contractor shall provide a 2-Supervisor/Cashier, 2- Head Cook, 3- Asst. Cook, 4- Serving Staff, 4-Cleaning staff for efficient operation of the Canteen Services under this Contract. The number of staff of different category to be employed for smooth running of the canteen will be maintained at its optimum. Under- staffing will not be permitted. Any rearrangements within the permitted staff strength must be approved by the Canteen Committee from time to time. The Contractor while engaging the manpower to work on the campus Canteens will ensure that the persons selected are not discriminated on the basis of sex, caste, creed or ethnicity.
- 192 The Contractor shall provide well-trained, disciplined and experienced manpower; and while on duty, all of them will be dressed in neatly maintained uniform. The Contractor shall be responsible to provide replacement manpower to offset absence for any reason. The contract workers will be wearing Head Gear, Apron, and Gloves while serving the food at the canteen. Personal hygiene of the Canteen Staff will be of utmost importance and any laxity in this regard will be taken into account for assessing performance when extension of contract is considered.
- 193 The Contractor should have the Police Verification of all the manpower employed at the Canteens of the campus done before employing the manpower and maintain the record for verification by the members of the Canteen Committee.

- 194 The workers detailed by the Contractor at the premises shall be for all purposes the employees of the Contractor and shall be under his exclusive control and supervision.
- 195 The Contractor shall be responsible for selecting the workers and detailing them to carry out the Canteen work. In case, Institute specifically objects to the posting of a particular person for performing duties at its premises, at any time, the Contractor shall make immediate arrangement to replace such person(s) within 24 hours of being intimated.
- 196 The Contractor shall not transfer any of his workers without consultation with Canteen Committee.
- 197 The Contractor shall comply with all the lawful directions and instructions concerning Canteen services given by the designated Canteen Committee from time to time.
- 198 Replacement of staff in case of absence / leave to be provided by contractor immediately. In case of replacement of any of the workers, the Contractor shall be responsible for giving necessary training/instructions to the new worker to enable him to work efficiently.
- 199 The Contractor or his Manager/Supervisor shall be available in the premises of Campus during the working hours to meet the designated committee or its representative for taking necessary instructions, if any, and to supervise the contract workers under him.
- 19.10 The Contractor shall ensure regular and punctual attendance of his workers in the format provided by TIFR administration and further ensure that his workers perform their duties efficiently, diligently and to the full satisfaction of the Institute. The Contractor shall not employ any person who has not attained the age of 18.
- 19.11 Misbehavior by any of the Contractor's workers, staff in the Institute's premises, and while on duty during the working hours or while off duty outside the working hours will be viewed seriously. If the incident involves loss to the Institute, due to theft or attempted theft, penal deduction is liable to be imposed on the Contractor, as deemed necessary to make good the loss, by the Centre Director on the recommendation of the Canteen Committee.
- 19.12 Miscellaneous – The work mentioned in the schedule is not exhaustive, but only indicative. The Centre reserves the right to increase or decrease the quantum of work. The contractor shall execute the work on the same terms and conditions and rates throughout the period of the contract. The Contractor shall meet the designated Administrative Officer of the Centre every day to receive the details of issues/complaints to be attended and after attending to these complaints, a report on the same has to be submitted to the concerned Officer.
- 19.13 Dispute Resolution – Any dispute or differences that may arise between the parties shall be referred for sole arbitration to the Centre Director or his nominee. The decision of the Arbitrator shall be final and binding on the parties. The venue for arbitration shall be Hyderabad. The provisions of the Arbitration and Conciliation Act, 1996 as amended from time to time shall apply. The courts in Hyderabad shall have exclusive jurisdiction to deal with any or all disputes between the parties.

19.14 Primacy of Documents

The tender documents, subsequent communications exchanged and the work order as well as all annexure shall be part and parcel of the contract that will be awarded to the successful bidder. If there is any discrepancy between the above documents, clauses in the following documents will apply with primacy in order of priority for communications issued after the work order, any pre-order correspondence as accepted jointly, followed by work order and tender documents and annexure thereof, i.e. tender documents and annexure shall have the least primacy, if any clause or detail there has been superseded by communication after the opening of bids when such communications, work order or subsequent communication to the Contractor has been jointly accepted.

19.15 Amendments to Work order/agreement

Any amendment to the Work order/agreement shall be valid only if both parties have agreed to such amendment(s) in writing duly authenticated by authorized representatives of both parties.

**For and on behalf of
TIFR Centre for Interdisciplinary Sciences**

Administrative Officer

20. SCOPE OF WORK

20.1 The scope of work includes providing canteen services on a daily basis in the Canteen situated in the TIFR Campus. The services apart from the broadly defined works include providing breakfast, lunch dinner at specified hours and tea/coffee/milk as well as snacks throughout the approved service time of the Canteen. Canteen Services should be provided to the entire satisfaction of the Institute.

20.2 (A) Approximate number of canteen users and the Service timings are as follows:-

Items	Approximate quantity	
	(on working days)	(On holidays)
Breakfast	80-130	50-70
Lunch	120-150	80-120
Morning tea	80-100	40-60
Evening tea	80-100	50-60
Evening snacks	60-80	30-40
Dinner	80-100	35-40

The service timings of the canteen will be as follows:

Items	On all days (Dining Hall)
Breakfast	0800 hrs. to 1030 hrs.
Morning Tea	Tea will be served entire day
Lunch	1230 hrs. to 1430 hrs.
Snacks & Evening Tea	1530 hrs. to 1800 hrs.
Dinner	1900 hrs. to 2030 hrs.

Variation in the timings with the approval of Canteen Committee may be allowed under special circumstances.

THE INTENDING BIDDERS ARE ADVISED TO VISIT THE TIFR CANTEEN TO SEE THE EXISTING INFRASTRUCTURE FACILITY, TYPE OF MENU, SERVICE, QUALITY, QUANTITY OF FOOD, ETC. BEFORE SUBMITTING THE TENDER OFFER. IT IS EXPECTED OF THE BIDDERS THAT THERE WOULD BE NO COMPROMISE IN RESPECT OF ANY OF THE ABOVE ASPECTS.

20.2 (B) The canteen has 'Self Service' system. In addition to preparation of food items and serving them at the counter, other services to be provided include:

- (i) Cleaning, cutting and preparation of vegetables, pulses and all food items
- (ii) Estimate quantities of non-perishable and perishable items for stocking.
- (iii) Servicing food and beverages at the counters during the prescribed hours and occasionally outside the prescribed hours
- (iv) Collecting the soiled plates, glasses, cups etc. and moving them to the wash table, cleaning sterilizing etc., as necessary.
- (v) Dining tables should be kept clean always.
- (vi) Cleaning the kitchen, utility areas, all kitchen utensils, equipments, fixtures, etc.
- (vii) Supervising, operating cash registers, computers, cash collection and collecting cash against bills/coupons, finalize daily account and maintenance of day to day as well as monthly and periodically.
- (viii) Serving food and beverages in limited way as required in the Canteen etc., but all within the Campus.
- (ix) Assistance in disinfecting the kitchen once in a month, through the identified agency, and relaying and cleaning.

- (x) To take stock of all cutlery/crockery once in a week and a report shortages/breakages or nil statements thereon.
 - (xi) Any other work which will be incidental to the above and as directed by the Administrative Officer of Canteen Contract.
 - (xii) The contractor is responsible for proper disposal of garbage, waste, disposal of leftover food.
 - (xiii) The items currently served in the Canteen and Cafeteria is indicated in Annexure–X.
- 20.3** The contractor shall be permitted to stock/ store the items required for the purpose of carrying out The work in the Canteen. Contractor has to keep the record of the stock item and should produce the details of available stock at the end of the week with the weekly bills of receipt and payment.
- 20.4** This Store shall be under the Contractor's custody. Items removed from this Store for day- to-day use shall not be left behind or scattered in the area of the Institute after the work is over. There should not be any claim for loss, damage etc. of any item or material. On termination or discontinuation of the work, the contractor will have to vacate the place allotted to stock/store his materials and hand over the vacant possession to the authorized official of the Institute forthwith in good condition and withdraw his workers from the Institute premises. However, the Contractor shall be allowed to take away his own items from the premises only with the permission of the Institute on a gate pass issued by the authorized official after establishing proof that the items proposed to be taken away are Contractor's property. In order to facilitate the removal of items, the items brought into the campus shall be listed with full details and certified as items brought into the campus by Administrative Officer of the Contract. Any item not listed and so certified will not be allowed to be taken out of the premises of the Campus.
- 20.5** For all issues related to the canteen, the Contractor shall report to the member/s of the representative.
- 20.6** The Canteen services are to be provided on all days (365 days of a year) as per the timing given indicated in Clause 20.2
21. The contractor will prepare a master list of menu items in consultation with the Canteen committee. Any addition or changes in the master list will require the approval of the Canteen committee. Weekly menu will be prepared with items from the approved master list and displayed for information of users, with Price List.
22. CLEANLINESS / PESTCONTROL:
- 23.1 The Contractor has to ensure that the canteen premises are maintained clean and hygienic on a day-to-day basis. The cleanliness and hygienic maintenance of utensils, kitchen, equipment, appliances, dining hall and sit out all furniture, water coolers, glasses, water filters, will be the responsibility of the Contractor. The Institute will appoint an agency to provide Pest Control Treatment. The Contractor has to get this work done by covering all the things with lids or other proper means and ensure that the canteen is cleaned thoroughly especially after the pest control treatment.
- 23.2 Contractor should plan pest control activities for the canteen premises in advance after discussion with the pest control agency deployed at campus and notify Canteen Committee regarding closure of canteen on account of pest control at least 7 days in advance.
- 23.3 The Contractor shall dispose-off all the empty containers, tins, plastic bags, boxes, crates, Vegetable & food wastage, after segregating it (dry / paper & plastic / wet), in different containers / bins identified for such purpose, on regular basis. The Contractor should not allow accumulation of such items in the Kitchen or dining area under any circumstances.

- 23.4 The Contractor shall ensure that all the fittings, fixtures, furniture, buildings, appliances, etc. are kept properly cleaned and also ensure that all equipment are maintained in good condition at all times failing which the damage cost will be recovered from him.
23. Playing radio, mobile with speaker on, tape recorders, TV, etc. Inside the Canteens is STRICTLY PROHIBITED. Cigarettes, bee dies, pan and pan-macula, liquor, Gotha, tobacco, etc. shall not be sold or consumed and any breach of this condition will render the contract liable to termination.
24. HYGIENE: Food shall be prepared most hygienically, and high quality of food shall be served in the canteen. The Institute reserves the right to periodically check the quality of all the items served in the Canteen by a duly authorized Quality Control mechanism. Any deficiency noticed will render the contract liable to termination.
25. FOOD QUALITY AND SERVICE: The Contractor's obligation include procuring & transporting to TIFR all good quality raw materials like oil, milk, pulses, grains, Vegetables etc. All these raw materials are subject to check at any time by authorized representative of the Canteen Committee and can be rejected by him/her summarily if not found in order or of required quality. The Institute reserves the right to check quality of raw materials and to reject the material for any adulteration on bad quality of food stuff.
- 26.1 Preparing food and beverages and serving them to the users during prescribed hours as per prescribed menu shall be the responsibility of the Contractor. In addition, soft drinks biscuits etc. Shall also be sold. Any new items to be sold shall be included only with the approval of the Canteen committee.
- 26.2 The Contractor shall use good quality branded goods (wherever applicable), raw material, and ingredients for preparing the food items. The members of the designated Canteen committee will be overseeing the activities for strict compliance of rules and to ensure quality of material being supplied in the canteen. The brand names must be communicated to the Canteen committee before using it in the Canteen. Unbranded goods will not be accepted and use of items of inferior quality should be strictly avoided at all costs. The Contractor shall be responsible for any untoward incident that happens due to poor quality of food items, raw material, etc and shall be liable for bearing any compensation or reparation arising on account thereof.
- 26.3 The menu for breakfast, lunch, dinner and snacks will be prepared from the approved master menu list on weekly basis and the same shall be displayed on first day of every week.

Permissible Brands of Consumables

Items	Brand
Salt	Iodized salt such as Tata, Ashirwad, Annapurna or equivalent brands
Spices	MTR, Everest, aashirvaad or equivalent quality brands or Agmark brand
Ketchup/cooking sauce	Maggi, Kissan, Heinz or equivalent brands
Oil – Refined oil	Sundrop, Rice Bran, Gold Winner, Fortune, Safal or equivalent brands
Pickle	Mother's, MTR, Swastik or equivalent brands
Atta Chakkifresh	Pillsbury, Annapoorna, Aashirvad or equivalent brands
Butter	Amul, Britannia, Mother Dairy or equivalent brands
Bread	Britaniaa, modern or any good equivalent brand
Jam	Kissan, or any equivalent brands
Milk	Nandini/Mother Dairy, Heritage, vijayaor equivalent brands
Paneer	Amul/Mother Dairy / Milky Mist or equivalent brands
Tea	Red Label Brooke Bond, Tata or equivalent brands
Tea Bags	Twinings, Taj Mahal, Lipton, Tetleyor equivalent brands
Coffee -Filter	Coffee Day, Green Label or equivalent brands
Instant Coffee- Sache	Bru, Nescafé Sun Rise, or equivalent brands
Biscuits	Britania, Parle, Unibic, or equivalent brands
Ice Cream, Lassi, Curd	Arun, Mother Dairy, Amul, Kwaliti Walls or equivalent brands
Mixtures/Chips	Haldiram,/Lays or any good brand
Mineral Water	Kinley/Bisleri/Aquafina/any ISI marked
Besan, Dal	Agmark brand
Rice	Sona Masoori gold brand, HMT , Kollam and above
Cold Drinks	Pepsi, Coco Cola, any good brand
Juices	Real, Tropicana, any good brand
Lemon Water	Lemon, Kissan, etc.

IMPORTANT NOTE FOR THE BIDDER

1. The employees/workers employed shall be trained and experienced to handle the services as per the Scope of Work mentioned. If such experienced hands are not available, either because the service is extremely specialized and only in-house training is possible, at least a certain percentage of employees/workers shall be experienced/trained who shall be able to impart training/expertise to others.
2. The Contractor shall provide the name and details of his personnel. A list of all the names shall be submitted to the designated Administrative Officer and to the Canteen Committee at the beginning of the Contract, along with a copy of each appointment order. No personnel will be changed unless TIFR has asked for it or without advance approval of TIFR and details of the substituted/additional manpower will also be intimated to the Administrative Officer and the Canteen Committee.
3. The Contractor shall ensure that no contract employee nor anyone from his side use TIFR transport to come to the work spot or return. The Contractor shall use emergency services like medical help and emergency vehicles of TIFR in the event of any accident or emergency to his employees, though all responsibility for such accidents and any injury/death and or loss/damage will fully rest with the Contractor.
4. At any point of time, there must be a minimum of 90% attendance in each shift. Any absence or shortage beyond this may be managed by giving over time; shortage or absenteeism less than 90% in any shift shall be penalized including termination of the contract.
5. The Tenderer must indicate the deviation with reasons thereof. The deviations indicated by the tenderer when accepted by TIFR shall form part of the tender document issued by TIFR. Deviations shall be valid only if it is accepted by TIFR and forms part of the joint agreement.
6. The rates quoted shall be valid for 2 years from the date of Work Order followed by joint agreement.

STATUTORY OBLIGATIONS:

The selected Contractor will strictly observe and follow the following statutory regulations/acts as well as any new rules/changes as applicable, during the period of this contract. He shall be solely responsible for failure to fulfill these statutory obligations. The successful bidder shall indemnify/is deemed to have indemnified TIFR against all such liabilities which are likely to arise out of the Contractor's failure to fulfill such statutory obligations. All documents, registers pertaining to this Contract shall be maintained meticulously and shall be provided periodically for inspection. The salient features of the statutory regulations/acts are listed below and it is the responsibility of the selected Contractor that these regulations/acts and their amendments from time to time are strictly adhered to in totality. Even if the Contractor appointed for this Contract may be exempt from any or all of the following employee-friendly legislation, it is incumbent on the successful Contractor to cover all employees/workmen engaged by him under this Contract covered with these benefits.

1. The Contract Labour (Abolition & Regulation Act,1970):

The selected Contractor shall obtain and produce license from the Labour Commissioner's office (Central). They will maintain and submit to TIFR for inspection on demand such records as Muster Roll, Payment Register, Advance Register, Fines Registers etc.

2. Payment of Wages Act:

It is necessary that the Contractor's employees are paid their wages payable for one month of working by 7th of the succeeding calendar month. The wages shall be distributed and the wage statement shall be submitted to the Administrative Officer of TIFR H. Any short payment to any of the employees or unduly delayed payment, shall render the contractor liable to penalty, including termination of the Contract.

3. Provident Fund Act:

The selected bidder shall cover their employees under the Provident Fund Scheme. The premia shall be paid as per existing rule partly deducted from their employees and the balance shall be by contribution from the successful bidder as indicated in Annexure B. Proof of such payment shall be submitted (including employee's and employer's contribution) every month as provided under Section 12 of the Act.

4. Employees State Insurance Scheme:

The successful bidder shall cover all their employees deployed under this Contract under Employees State Insurance Scheme as provided for under the relevant rules and shall remit the premium without default.

5. Minimum Wages Act:

The successful bidder shall pay as per the minimum wages act each of their employees. Such rates shall be the rate agreed between TIFR and the Contractor.

6. Workmen's Compensation (ELI):

All employees/workers shall be covered for injury/death under Workmen's Compensation Act, 1923 by an Employer's Liability Insurance in the name of the Contractor to cover all employees/workers employed by the Contractor in TIFR. ELI premia is of the order of 3% on salary + DA subject to a maximum of Rs. 4,000/-.

7. Payment of Bonus Act,1965:

Bonus shall be paid, once each year before Diwali (or when a contract employee's service is discontinued), to all employees who have worked for a minimum of 30 days in the relevant accounting year. The amount of Bonus will be limited to 8.33% of total salary earned in the relevant accounting year or subject to maximum of Rs. 7,000/- per annum.

8. Telangana Labour Welfare Fund Act, 1987.

9. General:

PF, ESI & ELI premia/contribution/subscription collected towards such benefits shall be/shall have been promptly paid towards the purpose for which it is collected.

INFORMATION TO TENDERERS

The Tender shall be evaluated under 2 (Two) Bid System

1. Technical Bid
2. Financial Bid

Technical Evaluation shall comprise of

I. Mandatory requirements.

II. Technical Evaluation criteria with marks.

All the mandatory requirements have to be fulfilled by the Bidder to go to the next stage of Technical Evaluation criteria with marks. The offer / bid of Bidders who are not meeting the mandatory requirements will be summarily rejected.

I. Mandatory requirements:-

1. Copy of Valid Establishment Registration Certificate of the Firm
2. Copy of PAN
3. Copy of Valid Labour License issued by the Labour Commissioner (Central / State) for similar type of works.
4. Copy of ESI Registration
5. Copy of PF Registration

II. TECHNICAL EVALUATION CRITERIA WITH MARKS

SI No.	Technical Requirement	Max Marks
1	Company Profile and Organization Structure	5
2	The bidders should have an Office in Hyderabad (Documentary proof eg. Electricity bills etc., to be enclosed) for day to day management of contract and have Registration of statutory requirement of Hyderabad.	5
3	The Bidders should attend Pre bid meeting and visit TIFR Canteen	10
4	Solvency Certificate for Rs. 44 Lakhs issued by the bank- not before 31 st March 2021	5
5	5 years Essential experience in providing similar type work(on site cooking & serving) of Catering & Hospitality Services in a reputed Organization and list of Work executed and in hand. (pl. enclose documentary evidence)	10
6	Copy of One (1) Work Order for similar nature of work worth Rs.104 Lakhs or more or Two (2) Work orders worth at-least Rs.78 Lakhs each or more or Three (3) Work orders of Rs. 52 Lakhs each (per annum) or more during the last three financial years (2018-19, 2019-20 and 2020-21).	25
7	Performance Certificate from the existing clients (issued January 2021 onwards - minimum 3) (excluding TIFR)	30
8	Audited Financial Statement of last 3 years (Balance Sheet & P & L A/C)	10
	TOTAL	100

The proposals shall be evaluated in two stages: (1) Technical and (2) Price / Financial. A minimum qualifying mark is set and only those Contractors whose Technical proposals score is to be 60% and above shall be considered for Financial Evaluation. Thereafter, Financial proposal shall be evaluated. The Commercial Lowest Bidder based on Lowest rates quoted for the food items specified in Annexure – X, Part – 2 Financial Bid and evaluated according to weightage indicated in Paragraph 14 of the NIT shall be the first preferred Contractor for the award of Work.

ANNEXURE - I

APPLICATION FORM (TO BE USED FOR TECHNICAL BID)

[NOTE: On the letterhead of the applicant including full postal address, email address, telephone no. and fax no.]

Date: _____

To,
The Centre Director,
Tata Institute of Fundamental Research
Sy.No:36/P, Gopanpally,
Serilingampally Mandal, Ranga Reddy
District, Hyderabad - 500 046.

Sirs,

1. Being duly authorized to represent and act on behalf of(hereinafter referred to as "the Applicant") and having reviewed and fully understood all the pre-qualification information provided, the undersigned hereby applies to be pre-qualified by yourselves as a tenderer for award of work(s) for PROVIDING CATERING AND SERVING SERVICES AT CANTEEN, TIFR, Hyderabad as per specification attached.
2. Attached to this letter are copies or original documents defining:
 - (a) the applicant's legal status
 - (b) the principal place of business
 - (c) the place of incorporation (for applicants who are corporations) or the place of registration and the nationality of the owners (for applicants who are partnerships or individually owned firms)
 - (d) Annexure no. II to IX
3. Your agency and its authorized representatives are hereby authorized to conduct any inquiries or investigations to verify the statements, documents and information submitted in connection with this application, and to seek clarification from our bankers and clients regarding any financial and technical aspects. This letter of application will also serve as authorization to any individual or authorized representative or any institution referred to in the supporting information, to provide such information deemed necessary and requested by you to verify statements and information provided in this application, or with regard to the resources, experience, and competence of the Applicant.
4. Your agency and its authorized representatives may contact the following persons for further information on general, personnel, technical and financial enquiries.
Contact 1 : Name, email and Phone no.
Contact 2: Name, email and Phone no.

5. This application is made with the full understanding that:
- (a) Bids submitted by applicants will be subject to verification of all information submitted at the time of bidding
 - (b) Your agency reserves the right to:
 - amend the scope and value of the contract / bid under this project; in such event, bids will only be called from pre-qualified bidders who meet the revised requirements; and
 - reject or accept any application, cancel the pre-qualification process, and reject all applications without assigning reasons or incurring any liability there of; and
 - (c) Your agency shall not be liable for any such actions and shall be under no obligation to inform the applicant.
6. The undersigned declares that statements made and the information provided in the duly completed application are true and correct in every detail.

Signed and sealed,

Name

.....

For and on behalf of

.....

Annexure - II

Bid Security Declaration

(To be submitted on company's Letter Head)

"I/We the undersigned hereby declare that if we withdraw or modify the bids during the period of its validity, or if we are awarded the contract and fail to sign the contract, or to submit a performance security before the deadline defined in the request for bids document or fail to execute the contract, we will be suspended for the period of time specified in the request for bids document from being eligible to submit bids for contracts with the entity that invited the bids."

Name and Signature
Of Authorized Signatory
And Company Seal

ANNEXURE – III

TECHNICAL BID:-

APPLICATION FROM (FOR PRE-QUALIFICATION) BASIC

TECHNICAL DETAILS OF THE BIDDER

Sl.No.	Description	Remarks (mentioned page numbers)
1.	NAME OF THE TENDERING COMPANY FIRM / SELECTED TENDERERS	
2.	NAME OF DIRECTORS	
3.	FULL PARTICULARS OF OFFICE	
(A)	ADDRESS	
(B)	TELEPHONE NO.	
(C)	FAX NO.	
(D)	E-MAIL ADDRESS	
4.	BANK DETAILS BANK NAME & ADDRESS: ACCOUNT TYPE: ACCOUNT NO: IFSC CODE: E-MAIL ADDRESS:	
5.	REGISTRATION DETAILS:	
	(A) PAN NO: (attach copy of proof)	
	(B) GST REGISTRATION NO. (attach copy of proof)	
	(C) E.P.F REGISTRATION NO. (attach copy of proof)	
	(D) E.S.I. REGISTRATION NO.(attach copy of proof)	
	(E) SHOP AND ESTABLISHMENT ACT LICENCE COPY (attach copy of proof)	
6.	MSME REGISTRATION CERTIFICATE (attach copy of proof)	
7.	The tenderer should have the Registered / Branch Office in Bangalore (attach copy of proof)	
8.	The tenderer should be a Proprietorship firm, partnership firm or a company registered under the Companies Act, 2013 (attach copy of proof)	
9.	Tenderer should provide copy of the License under Contract Labour (Regulation and Abolition) Act. (attach copy of proof)	
10.	The tenderer should possess valid FASSI Certification. Copy of the certificate has to be attached with the Technical Bid. (attach copy of proof)	
11.	UNDERTAKING (To be given on Rs.100/- Non Judicial Stamp duly Notarized.	

Signature of Owner / Managing Partner /Director

Signature of Contractor

FINANCIAL CAPABILITIES

Financial Year	Annual Turn Over of Rs. 75 Lakhs or more as per Audited Balance Sheet
2018-2019	Rs.
2019-2020	Rs.
2020-2021	Rs.

Financial Information in Rs.	For Year 2018-19	For Year 2019-20	For Year 2020-21
1. Total Assets			
2. Current Assets			
3. Total Liabilities			
4. Current Liabilities			
5. Profit before Tax			
6. Profit after Tax			
7. Net Worth			

NOTE: The above data is to be supported by audited balance sheets

1. Attach copies of audited balance sheets duly certified by the Chartered Accountant for all three years. Audited Balance Sheet should mention the membership number of Chartered Accountant issued by ICAI along with full address.

ANNEXURE – VI

Format of Indemnity Bond

(to be executed on Rs.100/- Non – Judicial Stamp Paper duly notarized)

Work Order No. _____ Dt. _____

In consideration of Tata Institute of Fundamental Research (TIFR) having Office at Gopanpally, Serilingampally Mandal, Ranga Reddy District, Hyderabad - 500 046 hereinafter referred to as “The Institute”, which expression shall unless it be repugnant to the context or meaning thereof, include its successors and assignors having awarded to M/s. _____ having registered Office at _____, a firm carrying in such name and style the business of _____ (hereinafter referred to as) “The Contractor “ which expression shall unless it be repugnant to the context or meaning; thereof, include its partner(s)/ proprietor(s) for the time being or its surviving partner(s) or its heirs and executors, administrators and assignees, its successors and assignors) the contract for and in compliance with the terms and conditions of the said contract.

We M/s. _____ being the contractor shall hold harmless and indemnify the Institute in respect of:

1. Any expenses arising from any injury or accident or deaths of workers hired for this work or damage to property of any third party.
- b. Any claim made under any Act of Government or otherwise in respect of injury or damage as aforesaid.
- c. Any award of compensation or damages upon any claim as above.
- d. Any claim against the Institute by any member of the public or other third party in respect of anything, which may arise in respect of the works or in consequence thereof.
- e. Any claim which may be made upon the Institute whether under the Workman’s Compensation Act or any other statute in force during the currency of this contract or of common law in respect of any worker of the contractor / or their family member(s) or of his sub-contractor(s).
- f. Any costs, charges or expenses arising out of any claim or proceeding and in respect of any award of compensation of damages arising there from.

The indemnity clauses under this tender shall survive the expiration / termination of the tender. I hereby declare that my firm / company has not been black listed in the past three years by any Govt. / Private Institutions in similar type of operation.

For and on behalf of M/s. _____

Date:

Seal

Accepted by:

For and on behalf of TIFR, Hyderabad

Signature of Contractor

LITIGATION DETAILS (COURT CASES / ARBITRATION)

Year	Name of the Work	Name of the Client, with Address	Title of the Court Case / Arbitration	Detail of the Court / Arbitrator	Status Pending / Decided	Disputed Amount (Current Value, the equivalent) in case of Court Cases/ arbitration	Actual awarded amount (Rs.) in decided Court Cases / arbitration

FORM OF AGREEMENT

This Agreement made the day of 2021 between Tata Institute of Fundamental Research , Hyderabad for entering into work(s) for PROVIDING CATERING AND SERVING SERVICES AT CANTEEN, Gopanpally, Serilingampally Mandal, Ranga Reddy District, Hyderabad - 500 046. (hereinafter called "The Employer") who enters into this Agreement of the one part and M/s.

(hereinafter called "The Contractor") of the other part.

Whereas the Employer is desirous that certain works should be executed by the Contractor, as specified in Tender Notice No. _____ (N) ("the Works") and has accepted a Bid by the Contractor for the execution and completion of the Works and the remedying of any defects therein.

Now this Agreement witnessed as follows:

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract hereinafter referred to.
2. The following documents shall be deemed to form and be read and construed as part of this Agreement, viz:
 - (a) The Letter of Award;
 - (b) The Said Bid;
 - (c) The General Conditions of Contract;
 - (d) Prequalification document;
 - (e) Instruction to Tenderers and Specific Conditions of Contract;
 - (f) The Specification / Scope of Work;
 - (g) The Drawings;
 - (h) The Price Bid;
 - (I) Any other relevant documents referred to in this Agreement or in the aforementioned documents.
3. In consideration of the award of the Contract by the Employer to the Contractor as hereinafter mentioned, the Contractor hereby covenants with the Employer to execute and complete the Works and remedy any defects therein in conformity in all respects with the provisions of the Letter of Award /Contract.
4. The Employer hereby covenants to facilitate the Contractor in consideration of the execution and completion of the Works and the remedying of defects therein the Contract Price or only such other sums as may become payable under the provisions of the Contract at the times and in the manner prescribed by the Contract.

In Witness whereof the parties hereto have caused this Agreement to be executed the day and year first before written. Signed, Sealed, and Delivered by the Said

Binding Signature for and on behalf of TIFR.

Hyderabad: Binding Signature of Contractor:

In the presence of

Witness(1):

Witness(2):

Signature of Contractor

ANNEXURE - IX

PROFORMA FOR PERFORMANCE BANK GUARANTEE

(On a stamp paper of appropriate value from any Nationalised Bank or Scheduled Bank)

In consideration of the TATA INSTITUTE OF FUNDAMENTAL RESEARCH (hereinafter called "The TIFR") having agreed under the terms and conditions of Work Order No.....dated.....made between TIFR and M/s.....(hereinafter called "the said Contractor{s}") for the work specified in the said Work Order (hereinafter called "the said Work Order") having agreed to production of a irrevocable bank Guarantee for Rs. (Rupeesonly), as a security / guarantee from the contractor(s) for compliance of his obligations in accordance with the terms and conditions in the said Work Order, we(Indicate the name of the Bank) (hereinafter referred to as "the Bank") hereby undertake to pay to the TIFR an amount not exceeding Rs. . (Rs..... only) on demand by the TIFR.

2. We..... (indicate the name of Bank) do hereby undertake to pay the amounts due and payable under this guarantee without any demur, merely on a demand from the TIFR stating that the amount claimed is required to meet the recoveries due or likely to be due from the said Contractor(s). Any such demand made on the bank shall be conclusive as regards the amount due and payable by the Bank under this guarantee. However, our liability under this guarantee shall be restricted to an amount not exceeding Rs..... (Rupees only).
3. We, the said bank, further undertake to pay to the TIFR any money so demanded not with standing any dispute or disputes raised by the Contractor(s) in any suit or proceeding pending before any Court or Tribunal relating thereto, our liability under this present being absolute and unequivocal. The payment so made by us under this bond shall be a valid discharge of our liability for payment there under and the Contractor(s) shall have no claim against us for making such payment.
4. We (indicate the name of Bank) further agree that the guarantee here in contained shall remain in full force and effect during the period that would be taken for the performance of the said Work Order and that it shall continue to be enforceable till all the dues of the TIFR under or by virtue of the Work order have been fully paid and its claims satisfied or discharged or Purchase Officer on behalf of the TIFR certifies that the terms and conditions of the said Work Order have been fully and properly carried out by the said Contractor(s) and accordingly discharges this guarantee.
5. We..... (indicate the name of Bank) further agree with the TIFR that the TIFR shall have the fullest liberty without our consent and without affecting in any manner our obligations here under to vary any of the terms and conditions of the said Work Order or to extend time of performance by the said Contractor(s) from time to time or to postpone for any time or from time to time any of the powers exercisable by the TIFR against the said Contractor(s) and to for bear or enforce any of the terms and conditions relating to the said Work Order and we shall not be relieved from our liability by reason of any such variation, or extension being granted to the said Contractor(s) or for any for bearance, act of omission on the part of the TIFR or any indulgence by the TIFR to the said Contractor(s) or by any such matter or thing whatsoever which under the law relating to sureties would, but for this provision, have effect of so relieving us.
6. This guarantee will not be discharged due to the change in the constitution of the Bank or the Contractor(s).
7. We, (indicate the name of Bank) lastly undertake not to revoke this guarantee except with the previous consent of the TIFR in writing.
8. This guarantee shall be valid up to , unless extended on demand by TIFR. Not with standing anything mentioned above, our liability against this guarantee is restricted to Rs. (Rupees only) and unless a claim in writing is lodged with us within six months of the date of expiry or the extended date of expiry of this guarantee, all our liability under this guarantee shall stand discharged.

PART -2
FINANCIAL BID**Ref****Tender Notice No.****BREAKFAST MENU**

	Item	Quantity	Rates Quoted by the tenderer (including all taxes)
1	Tea	100ml.	
2	Coffee	100ml.	
3	Milk	200ml.	
4	Milk	100ml.	
5	Idli with sambar and coconut chutney and tomato chutney/allam chutney	160gms	
6	Wada with sambar and coconut chutney and tomato chutney/allam chutney		
7	Dosa - plain with sambar and coconut chutney and tomato chutney/allam chutney	100gms	
8	Dosa - Masala with sambar and coconut chutney and tomato chutney/allam chutney	150gms	
9	Poori 2no's kurma sabji and chutney	70gms.	
10	Aloo Paratha with pickle and curd	125gms	
11	Upma with chutney	130gms.	
12	Poha	150gms	
13	Uthapam with sambar and coconut chutney and tomato chutney/allam chutney	150gms	

snacks

Sl.No.	Item	Quantity	Rates Quoted by the tenderer (including all taxes)
1	Bread	1 Slice	
2	Butter	10gms.	
3	Cheese	1 Slice.	
4	Jam sachete	1 No	
5	Corn flakes	1 Cup	
6	Chicken S/W	1 No.	
7	Vegetable S/W	1 No.	
8	Cheese S/W	1 No.	
9	Chilly Cheese Toast	1 no.	
10	Grills S/w	1 No.	
11	Ice Cream	1 No.	
12	Veg Puff	1 Np	
13	Egg Puff	1 No.	
14	Paneer S/w	1 No.	
15	Egg S/W	1 no.	
16	Samosa	1 No.	
17	Cutlet ragda	1 No.	
18	kachori	1 No.	
19	Dahi Wada	1 No.	
20	Masala Wada	2 No.	
21	Mix Veg.Pakorras-70 gms	70 gms	
22	Onion Pakoras -60 gms	60 gms	
23	Chats	150 gms	
24	DahiPuri/BhelPuri	150 gms	

LUNCHMENU

Sl.No.	Item	Quantity	Rates quoted by the tenderer (including all taxes)
1	Soup(Veg)	100ml.	
2	Chapathi	60gms	
3	Rice	250gms	
4	MixRice(pulao,etc)	250gms	
5	FriedRice	250gms	
6	CurdRice	250gms	
7	Rasam	100ml	
8	Dal/ sambar	100gms	
9	Veg-I boiled	150gms	
10	SplVeg gravy	150gms	
11	Veg-II fry	125gms	
12	Salad	100 grams	
13	Salad(Special)	100gms	
14	Curd	100ml	
15	Raitha	80gms	
16	Pappad	1 no.	
17	Pickle	1 no.	

Veg Lunch Limited

Veg (chapathi 2, spl rice (60 grams) plain rice(150 grams) , rasam (100 ml), sambar(100 ml)/ pappu/da(70 ml), curry fry(70 grams), curry gravy(70 grams), curd(100 mil) , papad pickle one sweet).

Non Veg Lunch Limited

Non Veg (chapathi 2, spl rice (60 grams) plain rice(150 grams) , rasam (100 ml), sambar(100 ml)/ pappu/da(70 ml), curry fry(70 grams), curry gravy(70 grams), curd(100 mil) , papad pickle one sweet)
chicken curry(100 grams), chicken fry(80 grams) , egg curry(120 grams))

NON -VEG

Sl.No.	Item	Quantity	Rates Quoted by the tenderer (including all taxes)
1	Chicken Curry-With Bone 1.2kg Dressed chicken made 8 Pieces	150 gms	
2	Chicken Dry-with Bone1.2 kg Dressed Chickenmade 8 Pieces	150 gms	
3	Fish Preparation -Basa Fish / RohuFish.etc	100 gms	
4	Mutton Preparation-1 Kg Mutton Made for 7 Portion- (B/LESS0	100 gms	

DESSERTS

Sl.No.	Item	Quantity	Rates Quoted by the tenderer (including all taxes)
1	Fruit Salad custard	80 gms	
2	Plain custard	80 gms	
3	GulabJamun	80 gms	
4	Lemon Souffle	80 gms	
5	Coffee Mousse	80 gms	
6	Semiyapayasam	80 gms	

SNACKS

Sl.No	Item	Quantity	Rates Quoted by the tenderer (including all taxes)
1	Pasta	250 gms	
	Special Pasta-Cheese	250 gms	
	Pasta-Chicken	250 gms	
	Finger Chips	120 gms	
	Salad(2 Types)	150 gms	
	Fruit Salad	100 gms	
2	Roti	80 gms	
	Curry-Special	200 gms	
	Curry Non-Veg-Chicken	250 gms	
	Salad(2 Types)	150 gms	
	Fruit Salad	100 gms	
3	FrankieVeg-130 gms	130 gms	
	Frankie-Paneer-130 gms	130 gms	
	FrankieChicken-150 gms	150 gms	
	Salad 2 Types	150 gms	
	Fruit Salad	100 gms	
4	Stuffed Paratha (Aloo/Veg)-250 gms	250 gms	
5	Stuffed Paratha Chicken-200 gms	200 gms	
	Stuffed Paratha Paneer-200 gms	200 gms	
	Lacha Paratha 2 no(250gms)	250 gms	
	Tawa Paratha 2 no(250gms)	250 gms	
		125 gms	
	Chicken Kebab-150 gms	150 gms	
	Chicken Curry (Tandoori 150 gms)	150 gms	
	Salad 2 Types	150 gms	
	Fruit Salad	100 gms	
6	Club S/W (VEG)	Standard size	
	Club S/W (NON-VEG)	Standard size	
	Butter Vegetable	200 gms	
	Boiled Vegetable	200 gms	
	Fruit Salad	100 gms	
7	Chicken Boneless Preparation-150 gms	150 gms	
8	Chicken Biryani-500 gms	500 gms	
9	Egg Biryani-150 gms	150 gms	
10	Veg Biryani-300 gms	300 gms	

11	Fresh Juices-Watermelon, Pineapple,Sweet Lime, Muskmelon,Orange,Grapes	Standard glass of 250ml	30
12	MilkShakes-Banana, Apple,Sapota,Mango,Ice Cream and Cold Coffee	Standard glass of 250ml	50
13	Soft Drinks, Fruit Juices, Flavored Curd	Standard size	20
14	Any Ready Made Food Items	In standard packages	MRP

Rate for the official special menu items for meetings/workshops/symposiums

SR NO	TYPE OF SERVICE	PARTICULARS	Rates Quoted by the tenderer (including all taxes)
1	Special Breakfast	Live counter: Three varieties of Indian breakfast dishes, cut fruits of three varieties, whole fruit (3 varieties), brown bread, white bread, toast, multi grain bread, , flavored yoghurts (Vanilla, strawberry, mango and mixfruit)), Nutella, Pea-nut Butter, butter chiplet, Cheese slice, individual packets of Kellogs and Oats, chocoflakes, Muffins & croissants, two types of fruit juices, tea, coffee, milk (cold & hot), Cocoa – Hinz variety of tea bags, boiled egg, different types of omelets, bottled water, etc.	
2	Special lunch / Dinner veg	Soup, 2 starter,2 north indian curries, 2 south indian curries,dal, rasam, sambar,flavoured rice, plain rice, chapati, curd, raita, pickle , papad, 2 sweets.	
3	VERYSPECIAL DINNER (social meeting with Special Lunch/Dinner non veg	Soup, 2 starter,2 north indian curries, 2 south indian curries,dal, rasam, sambar,flavoured rice, plain rice, chapati, curd, raita, pickle , papad, 2 sweets.1 chicken fry/ curry, fish fry/curry.mutton curry.	

Furniture, chaffing dish, serving spoons, table linen, etc. required, if any, may get reimbursed separately on actual basis.