



भारतीय प्रौद्योगिकी संस्थान रोपड़
INDIAN INSTITUTE OF TECHNOLOGY ROPAR
नंगल रोड, रूपनगर, पंजाब-140001/Nangal Road, Rupnagar, Punjab-140001
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No. 335-13/IITRPR/PS/

09.01.2017

Notice Inviting Quotation

Subject: - Running of South Indian Canteen at IIT Ropar.

Sealed tenders are invited from the interested parties for running of South Indian Canteen in Transit campus of IIT Ropar. The tender document containing eligibility criteria and other terms & conditions is enclosed. You are requested to submit your offer on or before **31. 01. 2017 by 03.00 PM**. The tenders will be opened on the same day i.e. **31.01.2017 at 03.30 PM** in the presence of bidders, if any.

Registrar

Tender Notice for IIT Ropar South Indian Canteen

Sealed quotations are invited from reputed firms/ agencies to open a South Indian canteen at IIT Ropar that can cater to the needs of students, faculties and officers/staffs. The contract will be initially for a period of one year, extendable for another year on satisfactory performance. Interested parties may send their quotations along with the quoted rates in a sealed envelope so as to reach **The Registrar, Indian Institute of Technology Ropar, Nangal Road, Rupnagar – 140001 (Punjab)** on or before **31.01.2017 (Time 3:00 pm)**

Description of the South Indian canteen: Kitchen pantry & serving area of 170 sq. ft. is available.

Terms and conditions (Attach the relevant documents):

1. The firm/agency/contractor should have minimum of 2 (two) years or more experience in running south Indian canteen at the public sector organisations/institutions of at least 1000 consumer strength at the time of closing date of tender.

Desirable: At least 6 months experience of running south Indian canteen at the institutes of national importance like IITs with good feedback. A relevant certificate should be attached with application

2. The firm/agency/contractor should have valid PAN/ Service tax registration and appropriate license from competent authority to run the service.
3. The firm/agency/contractor should have understanding of the South Indian canteen content of work involved at the educational institutions/similar reputed institutions and the needs of students, faculties and officers/staffs, before submitting quotation.
4. IIT Ropar will provide sufficient tables and chairs at the South Indian canteen. However, IIT Ropar will not provide any equipment and utensils. The firm/agency/contractor shall arrange necessary utensils and equipment's at its own cost. The firm/agency is advised to visit the facility (premises) before submitting quotation.
5. The firm/agency/contractor shall not make any additions or alterations in the allotted premises without the prior permission of the Institute.
6. The IIT Ropar shall have the right to review the working agreement from time to time. If at any time it is found that the firm/agency/contractor has failed to fulfil any of the conditions of this agreement or that the work is unsatisfactory, IIT Ropar may terminate this agreement after giving one month notice, but no such notice will be necessary if the License is terminated on the grounds of serious misconduct or any other act as the IIT Ropar may deem fit. No claim what so ever in such circumstances will be entertained.
7. The firm/agency/contractor shall be required to pay the electricity charges for the kitchen area allotted as per consumption. The electricity used in the common sitting area shall not be chargeable but upkeep and switching off electricity shall be responsibility of the agency. May, June & December months are exempted from paying electricity charges.
8. The service hours in the canteen shall be from 09.00 AM to 10.00 PM (night) daily which may be modified by IIT Ropar if and when considered necessary.
9. The firm/ agency shall not use substandard serving materials. The contractor shall procure food articles and vegetables of good quality to the satisfaction of the South Indian canteen committee. The Cafeteria committee shall have the right to change any

brand of material used for cooking, provided the cost of the same does not exceed the cost of specified brand. The oil that remains from deep frying at the end of the day shall have to be destroyed and shall not be allowed to be reused for the purpose of cooking again.

10. The Institute may close the South Indian canteen for a few days with a notice of one week. The closing duration will not be more than a week.
11. The firm/agency/contractor shall display the rates list and Terms and conditions of agency approved by the Institute authority conspicuously in the South Indian canteen stall and update accordingly. The size and weight including quality of the various items should be as approved by the Institute. New items can be introduced only with approval of the Institute authority. No rate will be revised without the approval of the Institute. The price of items should not exceed MRP.
12. The firm/agency/contractor shall not entertain any orders or supply eatables outside, IIT Ropar from the South Indian canteen.
13. Only cooking gas is to be used in the canteen for preparing hot drinks & cooking which is to be arranged by the firm/agency/contractor. Commercial gas cylinders are to be used.
14. The firm/agency/contractor will be responsible for the cleaning of the tables, chairs and dustbins and maintaining proper hygiene. The firm/agency will be responsible for maintaining cleanness in the South Indian canteen at all times. All waste generated should be collected in separate bins.
15. Housekeeping of the common area will be done by the agencies engaged at their own cost.
16. No child worker should be employed by the firm/agency/contractor to run the South Indian canteen and the agency should abide by labour & insurance law.
17. The workers should maintain personal hygiene.
18. The staff should be able to speak minimum Hindi and/or English.
19. The firm/agency/contractor and his staff will remain polite and well behaved with the students, staff and the guests of IIT Ropar. If it is found contrary, the contract can be terminated without any notice.
20. If in the opinion of the Cafeteria committee, the performance of any of the persons deployed is not satisfactory or he/she is not amenable to discipline or their behaviour is not conducive to retain them for the work, he/she should be replaced immediately.
21. The firm/agency/contractor will have to register all his employees who will be working in the South Indian canteen along with a copy of their photographs, residential details for clearance by the IIT Ropar security. Temporary photo ID card will be issued to all his staff working in the south indian canteen, which they should carry all the time in IIT Ropar premises.
22. The firm/agency/contractor and his staff will make their own residential arrangement outside the premises of IIT Ropar. No one will be granted permission to stay in the South Indian canteen during night or during non-functional hours.

23. Proper monitoring and safe keeping of items will be done by the firm/agency/contractor and IIT Ropar will not be responsible for any theft etc in the south indian canteen.
24. The successful tenderer shall have to deposit security of **Rs. 10,000/- (Rupees Ten Thousand Only)** in the shape **FDR** duly pledged in favour of The Registrar, Indian Institute of Technology Ropar valid for a period of one year.
25. Inspection of the South Indian canteen shall be conducted by a team of experts/officials appointed by IIT Ropar or the experts appointed by the Cafeteria committee every month. All damage /breakage, cleaning etc. noticed by this team will be set right by the firm/agency/contractor within ten days of inspection failing which IIT Ropar will carry our repairs/renovation works at the risk and cost of firm/agency/contractor and in case of non-payment same shall be recovered from the security deposit of the agency.

(Signature of the tenderer)

SET -I

Commercial Bid		
	Items	Rate(Rs.)
01.	Masala Dosa (with Samber & Coconut Chatni)	
02.	Plain Dosa (with Samber & Coconut Chatni)	
03.	Paneer Dosa (with Samber & Coconut Chatni)	
04.	Butter Dosa (with Samber & Coconut Chatni)	
05.	Rava Dosa (with Samber & Coconut Chatni)	
06.	Onion Dosa (with Samber & Coconut Chatni)	
07.	Plain Uttappam (with Samber & Coconut Chatni)	
08.	Veg. Uttappam (with Samber & Coconut Chatni)	
09.	Onion Masala Dosa (with Samber & Coconut Chatni)	
10.	2 Egg Dosa (Masala) (with Samber & Coconut Chatni)	
11.	Tomato Uttappam (with Samber & Coconut Chatni)	
12.	Idly/Plate (3 Pcs) (with Samber & Coconut Chatni)	
13.	Samber Bada (with Coconut Chatni 2 pcs)	
14.	Dal Bada (2 pcs) (with Tomato Sauce & Coconut Chatni)	
15.	Upma/Plate (with Samber & Coconut Chatni)	
16.	Tea	
17.	Coffee	
18.	Cold Drinks (As Per Mkt. Rate)	
19.	Any other south Indian item	