



Basic Details

Organisation Chain	Indian Institute of Technology Ropar		
Tender Reference Number	11-24/FAC		
Tender ID	2024_IITRP_823170_1	Withdrawal Allowed	Yes
Tender Type	Open Tender	Form of contract	EOI
Tender Category	Services	No. of Covers	2
General Technical Evaluation Allowed	No	ItemWise Technical Evaluation Allowed	No
Payment Mode	Offline	Is Multi Currency Allowed For BOQ	No
Is Multi Currency Allowed For Fee	No	Allow Two Stage Bidding	No

Payment Instruments

Offline	S.No	Instrument Type
	1	R-T-G-S
	2	NEFT

Cover Details, No. Of Covers - 2

Cover No	Cover	Document Type	Description
1	Fee/PreQual/Technical	.pdf	EXPRESSION OF INTEREST (EOI) FOR OPENING OF BRANDED TEA / COFFEE SHOP (NESCAFE /BRU / CCD / BARISTA
2	Finance	.xls	EXPRESSION OF INTEREST (EOI) FOR OPENING OF BRANDED TEA / COFFEE SHOP (NESCAFE /BRU / CCD / BARISTA

Tender Fee Details, [Total Fee in ₹ * - 0.00]

Tender Fee in ₹	0.00		
Fee Payable To	Nil	Fee Payable At	Nil
Tender Fee Exemption Allowed	No		

EMD Fee Details

EMD Amount in ₹	25,000	EMD Exemption Allowed	Yes
EMD Fee Type	fixed	EMD Percentage	NA
EMD Payable To	IIT ROPAR REVENUE ACCOUNT	EMD Payable At	Ropar

Work /Item(s)

Title	EXPRESSION OF INTEREST (EOI) FOR OPENING OF BRANDED TEA / COFFEE SHOP (NESCAFE /BRU / CCD / BARISTA		
Work Description	EXPRESSION OF INTEREST (EOI) FOR OPENING OF BRANDED TEA / COFFEE SHOP (NESCAFE /BRU / CCD / BARISTA		
Pre Qualification Details	Please refer Tender documents.		
Independent External Monitor/Remarks	NA		
Tender Value in ₹	NA	Product Category	Hotel/ Catering
		Sub category	NA

Contract Type	Tender	Bid Validity(Days)	180	Period Of Work(Days)	NA
Location	Indian Institute of Technology Ropar	Pincode	140001	Pre Bid Meeting Place	NA
Pre Bid Meeting Address	NA	Pre Bid Meeting Date	NA	Bid Opening Place	Indian Institute of Technology Ropar
Should Allow NDA Tender	No	Allow Preferential Bidder	No		

Critical Dates

Publish Date	28-Aug-2024 03:00 PM	Bid Opening Date	18-Sep-2024 03:30 PM
Document Download / Sale Start Date	28-Aug-2024 03:00 PM	Document Download / Sale End Date	18-Sep-2024 03:00 PM
Clarification Start Date	28-Aug-2024 03:00 PM	Clarification End Date	13-Sep-2024 11:00 AM
Bid Submission Start Date	28-Aug-2024 03:00 PM	Bid Submission End Date	18-Sep-2024 03:00 PM

Tender Documents

NIT Document	S.No	Document Name	Description	Document Size (in KB)	
	1	Tendernotice_1.pdf	EXPRESSION OF INTEREST (EOI) FOR OPENING OF BRANDED TEA / COFFEE SHOP (NESCAFE /BRU / CCD / BARISTA	616.53	
Work Item Documents	S.No	Document Type	Document Name	Description	Document Size (in KB)
	1	Tender Documents	BrandedCafe28.08.2024.pdf	EXPRESSION OF INTEREST (EOI) FOR OPENING OF BRANDED TEA / COFFEE SHOP (NESCAFE /BRU / CCD / BARISTA	600.83
	2	BOQ	BOQ_865063.xls	BOQ for quoting rates	300.50

Tender Inviting Authority

Name	Registrar
Address	Registrar,Indian Institute of Technology Ropar



भारतीय प्रौद्योगिकी संस्थान रोपड़
INDIAN INSTITUTE OF TECHNOLOGY ROPAR
रुपनगर, पंजाब-140001/ Rupnagar, Punjab-140001
Ph. 01881-231283, 2651, e-mail: facilities.office@iitrpr.ac.in

Notice Inviting Quotation (E-Procurement mode)
कोटेशन को आमंत्रित करने की सूचना (इ-प्रोक्योमेंटमोड)
INDIAN INSTITUTE OF TECHNOLOGY ROPAR

Dated: 28/08/2024

Tender Notice No: 11-24/BRANDEDCAFE/FAC/IITRPR

भारतीय प्रौद्योगिकी संस्थान रोपड़ निम्नलिखित मदों की खरीद की प्रक्रिया में है:-
Indian Institute of Technology Ropar is in the process of purchasing following item(s) as per details as given as:-

Details of the item	EXPRESSION OF INTEREST (EOI) FOR OPENING OF BRANDED TEA / COFFEE SHOP (NESCAFE / BRU / CCD / BARISTA / STARBUCKS / COTHAS / INDIAN COFFEE HOUSE / BLUE TOKAI or EQUIVALENT BRANDS ONLY)
Bid Security(Earnest Money Deposit)	Rs. 25,000/-
Performance Security	Rs. 1,00,000/-
Delivery Schedule	As mutually decided or as mentioned in the LOI

निविदा दस्तावेज केंद्रीय सार्वजनिक खरीद पोर्टल <http://eprocure.gov.in/eprocure/app> से डाउनलोड हो सकते हैं। ई-प्रोक्योरमेंट में पंजीकृत नहीं होने वाले इच्छुक बोलीदाताओं को वेबसाइट <http://eprocure.gov.in/eprocure/app> के माध्यम से भाग लेने से पहले पंजीकरण करना चाहिए। पोर्टल नामांकन मुफ्त है बोलीदाताओं को सलाह दी जाती है 'आनलाइन बोली के निर्देश' पर दिए गए निर्देशों के माध्यम से जाने की सलाह दी जाए।

Tender Documents may be downloaded from Central Public Procurement Portal <http://eprocure.gov.in/eprocure/app>. Aspiring Bidders who have not enrolled / registered in e-procurement should enroll / register before participating through the website <http://eprocure.gov.in/eprocure/app>. The portal enrolment is free of cost. Bidders are advised to go through instructions provided at 'Instructions for online Bid Submission'.

निविदाकर्ता वेबसाइट पर निविदा दस्तावेज का उपयोग कर सकते हैं (एनआईसी साइट में खोज के लिए, कृपया निविदा खोज विकल्प और 'आईआईटी' टाइप करें। उसके बाद, सभी आईआईटी रोपड़ निविदाओं को देखने के लिए "गो" बटन पर क्लिक करें) उपयुक्त निविदा का चयन करें और उन्हें सभी प्रासंगिक सूचनाओं से भरें और वेबसाइट पर <http://eprocure.gov.in/eprocure/app> पूरा निविदा दस्तावेज अगले पृष्ठ में दिए गए कार्यक्रम के अनुसार आनलाइन जमा करें।

Tenderers can access tender documents on the website (For searching in the NIC site, kindly go to Tender Search option and type 'IIT'. Thereafter, Click on "GO" button to view all IIT Ropar tenders). Select the

appropriate tender and fill them with all relevant information and submit the completed tender document online on the website <http://eprocure.gov.in/eprocure/app> as per the schedule given in the next page.

कोई मैनुअल बोली स्वीकार नहीं की जाएगी। सभी कोटेशन (दरसूची) (तकनीकी और वित्तीय दोनों को ई-प्रोक्योरमेंट पोर्टल में जमा करनी चाहिए)।

No manual bids will be accepted. All quotation (both Technical and Financial should be submitted in the E-procurement portal).

(Registrar)

SCHEDULE

Name of Organization	Indian Institute of Technology Ropar	
Tender Type (Open/Limited/EOI/Auction/Single)	EOI	
Tender Category (Services/Goods/works)	Services	
Type/Form of Contract (Service)	Services	
Product Category (Civil Works/Electrical Works/Fleet Management/ Computer Systems)	Others	
Last Date and Time for Uploading of Bids	18-09-2024 at 3:00 PM	
Date and Time of Opening of Technical Bids	18-09-2024 at 3:30 PM	
Earnest Money Deposit(EMD)	₹25,000/- (Rs. Twenty-Five Thousand Only)	
	(To be paid through RTGS/NEFT. IIT Ropar Revenue Account Bank details are as under:	
	Name of the Bank A/C	IIT Ropar Revenue Account
	SBI A/C No.	37360100716
	Name of the Bank	State Bank of India
	IFSC Code	SBIN0013181
	MICR Code	140002008
	(It is mandatory to provide UTR Number in the on-line quotation/bid)	
No. of Covers (1/2/3/4)	02	
Bid Validity	180 days (From the date of opening of bids)	
Address for Communication	Deputy Registrar, Facilities Section, M. Visvesvaraya Building, Indian Institute of Technology Ropar, Rupnagar – 140001	
Contact No.	01881-231283, 232651	
Email Address	facilities.office@iitrpr.ac.in, ar.facilities@iitrpr.ac.in	

व्यय विभाग के निर्देशों के अनुसार, यह निविदा दस्तावेज केंद्रीय सार्वजनिक प्रापण पोर्टल (यूआरएल: [URL:http://eprocure.gov.in/eprocure/app](http://eprocure.gov.in/eprocure/app)) पर प्रकाशित किया गया है। बोलीदाताओं को मान्य डिजिटल हस्ताक्षर प्रमाणपत्र का उपयोग करते हुए सीपीपी पोर्टल पर इलेक्ट्रॉनिक रूप से अपनी बोलियों की सॉफ्ट प्रतियां जमा करना आवश्यक है। सीपीपी पोर्टल पर पंजीकरण करने के लिए निविदाकर्ताओं की सहायता करने के लिए नीचे दिए गए निर्देशों तात्पर्य हैं, सीपीपी पोर्टल पर आवश्यकताओं के अनुसार अपनी बोलियां तैयार करें और अपनी बोलियां आनलाइन जमा करें।

As per the directives of Department of Expenditure, this tender document has been published on the Central Public Procurement Portal ([URL:http://eprocure.gov.in/eprocure/app](http://eprocure.gov.in/eprocure/app)). The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal.

अधिक जानकारी सीपीपी पोर्टल पर आनलाइन बोलियां जमा करने के लिए उपयोगी हो सकती है।

More information useful for submitting online bids on the CPP Portal may be obtained at:

<http://eprocure.gov.in/eprocure/app>

पंजीकरण / REGISTRATION

1) बोलिदाताओं को “नामांकन के लिए यहां क्लिक करें” लिंक पर क्लिक करके सेंट्रल पब्लिक प्रोक्योरमेंट पोर्टल (यूआरएल: <http://eprocure.gov.in/eprocure/app>) के ई-प्रोक्योरमेंट मोड्यूल पर भर्ती करना आवश्यक है। सीपीपी पोर्टल पर नामांकन निःशुल्क है।

Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal ([URL:http://eprocure.gov.in/eprocure/app](http://eprocure.gov.in/eprocure/app)) by clicking on the link “Click here to Enroll”. Enrolment on the CPP Portal is free of charge.

2) नामांकन प्रक्रिया के भाग के रूप में, बोलीदाताओं को अपने खाते के लिए एक अद्वितीय उपयोगकर्ता नाम चुनना होगा और एक पासवर्ड प्रदान करना होगा।

As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.

3) बोलीदाताओं को सलाह दी जाती है कि पंजीकरण प्रक्रिया के भाग के रूप में अपना वैध ईमेल पता और मोबाइल नंबर पंजीकृत करें। इनका उपयोग सीपीपी पोर्टल से किसी भी संचार के लिए किया जाएगा।

Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.

4) नामांकन पर, बोलीदाताओं को सीसीए इंडिया द्वारा मान्यता प्राप्त किसी प्रमाणन प्राधिकरण द्वारा जारी किए गए अपने मान्य डिजिटल हस्ताक्षर प्रमाण पत्र (कक्षा द्वितीय या कक्षा III प्रमाण पत्र के साथ महत्वपूर्ण

उपयोग पर हस्ताक्षर करने) की आवश्यकता होगी। (जैसे सीपी/टीसीएस/एनकोड/ई-मुद्रा आदि), इनके प्रोफाइल के साथ

Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class II or Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify / TCS / nCode / eMudhra etc.), with their profile.

5) केवल एक मान्य डीएससी एक बोलीदाता द्वारा पंजीकृत होना चाहिए। कृपया ध्यान दें कि निविदाकर्ता यह सुनिश्चित करने के लिए जिम्मेदार है कि वे अपने डीएससी को दूसरों को उधार नहीं देते हैं जिससे दुरुपयोग हो सकता है।

Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSCs to others which may lead to misuse.

6) बोलीदाता फिर अपने यूजर आईडी / पासवर्ड और डीएससी/ईटीकेन के पासवर्ड को दर्ज करके सुरक्षित लॉग-इन के माध्यम से साइट पर लॉग आन करता है।

Bidder then logs in to the site through the secured log-in by entering their userID / password and the password of the DSC / eToken.

निविदा दस्तावेजों के लिए खोजना / **SEARCHING FOR TENDER DOCUMENTS**

1) सीपीपी पोर्टल में निर्मित विभिन्न खोज विकल्प हैं, ताकि बोलीदाओं को कई मापदंडों से सक्रिय निविदाएं खोज सकें। इन मापदंडों में निविदा आईडी, संगठन का नाम, स्थान, तिथि, मूल्य आदि शामिल हो सकते हैं। निविदाओं के लिए उन्नत खोज का एक विकल्प भी है, जिसमें बोलीदाता कई नामों को जोड़ सकते हैं जैसे संगठन का नाम, अनुबंध का स्थान, स्थान, सीपीपी पोर्टल पर प्रकाशित निविदा की खोज के लिए तारीख, अन्य कीवर्ड आदि।

There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, organization name, location, date, value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as organization name, form of contract, location, date, other keywords etc. to search for a tender published on the CPP Portal.

2) बोलीदाताओं ने एक बार निविदाएं चुनी हैं जिसमें वे रुचि रखते हैं, उसका वे आवश्यक दस्तावेज / निविदा कार्यक्रम डाउनलोड कर सकते हैं। ये निविदाएं “मेरी निविदाएं” फोल्डर में ले जाई जा सकती हैं। इससे सीपीपी पोर्टल को बोलीदाताओं को एसएमएस / ई-मेल के माध्यम से सूचित किया जा सकता है, यदि निविदा दस्तावेज में कोई शुद्धि जारी की गई है।

Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective ‘My Tenders’ folder. This would enable the CPP Portal to intimate the bidders through SMS / e-mail in case there is any corrigendum issued to the tender document.

3) बोलीदाता को प्रत्येक निविदा को निर्दिष्ट अद्वितीय निविदा आईडी का नोट बनाना चाहिए, अगर वे हेल्पडेस्क से कोई स्पष्टीकरण / सहायता प्राप्त करना चाहते हैं।

The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.

बोली की तैयारी / PREPARATION OF BIDS

1) बोलीदाता को अपनी बोलियां जमा करने से पहले निविदा दस्तावेज पर प्रकाशित किसी भी शुद्धि को ध्यान में रखना चाहिए।

Bidder should take into account any corrigendum published on the tender document before submitting their bids.

2) कृपया बोली के भाग के रूप में जमा किए जाने वाले दस्तावेजों को समझन के लिए निविदा विज्ञापन और निविदा दस्तावेज ध्यान से देखें। कृपया उन अंकों की संख्या पर ध्यान दें जिन में बोली दस्तावेज जमा करना है, दस्तावेजों की संख्या- जिसमें प्रत्येक दस्तावेज के नाम और सामग्री शामिल हैं, जिन्हें प्रस्तुत करने की आवश्यकता है। इनमें से कोई भी विचलन बोली को अस्वीकार कर सकता है।

Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents - including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.

3) बोलीदाता, अग्रिम में, निविदा दस्तावेज/ अनुसूची में बताए अनुसार प्रस्तुत करने के लिए बोली दस्तावेज तैयार करना चाहिए और आम तौर पर, वे पीडीएफ/एक्सएलएस/आरएआर/डीडब्ल्यूएफ स्वरूपों में हो सकते हैं। बोली दस्तावेजों को 100 डीपीआई के साथ काले और सफेद विकल्प स्कैन किया जा सकता है।

Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF / XLS / RAR / DWF formats. Bid documents may be scanned with 100 dpi with black and white option.

4) मानक दस्तावेजों के एक ही सेट को अपलोड करने के लिए आवश्यक समय और प्रयास से बचने के लिए जो प्रत्येक बोली के भाग के रूप में जमा करने के लिए आवश्यक हैं, ऐसे मानक दस्तावेज अपलोड करने का प्रावधान (जैसे पैन कार्ड कॉपी, वार्षिक रिपोर्ट, लेखा परीक्षक प्रमाणपत्र आदि) बोलीदाताओं को प्रदान किया गया है। ऐसे दस्तावेजों को अपलोड करने के लिए बोलीकर्ता उनके लिए उपलब्ध “मेरा स्पेस” क्षेत्र उपयोग कर सकते हैं। बोली जमा करते समय ये दस्तावेज सीधे “मेरा स्पेस” क्षेत्र में जमा किए जा सकते हैं, और उन्हें बार-बार अपलोड करने की आवश्यकता नहीं है इससे बोली जमा प्रक्रिया के लिए आवश्यक समय में कमी आएगी।

To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use “My Space” area available to them to upload such documents. These documents may be directly submitted from the “My Space” area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

बोली जमा करना / SUBMISSION OF BIDS

1) बोलीदाता को बोली प्रस्तुति के लिए अच्छी तरह से साइट पर लॉग इन रना चाहिए ताकि वह समय पर बोली अपलोड कर सके अथवा फिर बोली प्रस्तुत करने के समय से पहले। अन्य मुद्दों के कारण किसी भी देरी के लिए बोलीदाता जिम्मेदार होगा।

Bidder should log into the site well in advance for bid submission so that he/she upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.

2) बोलीदाता को निविदा दस्तावेज में दर्शाए अनुसार एक-एक करके आवश्यक बोली दस्तावेजों को डिजिटल हस्ताक्षर और अपलोड करना होगा।

The bidder has to digitally sign the bid document and upload the required bid documents one by one as indicated in the tender document.

3) बोलीदाता को निविदा शुल्क/ ईएमडी को भुगतान के लिए “आन लाइन” के रूप में भुगतान विकल्प चुनना होगा और उपकरण का विवरण दर्ज करना होगा। जब भी, ईएमडी / निविदा शुल्क की मांग की जाती है, बोलीदाताओं को टेंडर शुल्क और ईएमडी अलग-अलग आरटीजीएस के माध्यम से आन लाइन पर भुगतान करने की आवश्यकता होती है।

Bidder has to select the payment option as “on-line” to pay the tender fee / EMD as applicable and enter details of the instrument. Whenever, an EMD / Tender fee is sought, bidders need to pay the tender fee and EMD separately on-line through RTGS.

4) एक मानक BoQ प्रारूप को सभी बोलीदाताओं द्वारा भरने के लिए निविदा दस्तावेज प्रदान किया गया है। बोलीदाताओं को इस बात का ध्यान रखना चाहिए कि उन्हें आवश्यक प्रारूप में अपनी वित्तीय बोली जमा करनी चाहिए और कोई अन्य प्रारूप स्वीकार्य नहीं है। बोलीकर्ताओं को BoQफाइल को डाउनलोड करने, इसे खोलने और अपने संबंधित वित्तीय उद्धरण और अन्य विवरण (जैसे बोलीदाता का नाम) के साथ सफेद रंगीन (असुरक्षित) कोशिकाओं को पूरा करना आवश्यक है। कोई भी अन्य कक्ष नहीं बदला जाना चाहिए। एक बार विवरण पूरा हो जाने पर, बोलीदाता को इसे सहेजना होगा और इसे आनलाइन जमा करना होगा, बिना फाइल नाम बदले। यदि BoQफाइल को बोलीदाता द्वारा संशोधित किया गया है, तो बोली को खारिज कर दिया जाएगा।

A standard BoQ format has been provided with the tender document to be filled by all the bidders. Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. Bidders are required to download the BoQ file, open it and complete the white colored (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BoQ file is found to be modified by the bidder, the bid will be rejected.

5) सर्वर का समय (जो बोलीदाताओं के डैशबोर्ड पर प्रदर्शित होता है) बोलीदाताओं द्वारा बोलियों को खोलने के लिए समय सीमा को संदर्भित करने के लिए मानक समय के रूप में माना जाएगा। बोलीदाताओं को खोलना आदि। बोलीदाताओं को बोली प्रस्तुत करने के दौरान इस समय का पालन करना चाहिए।

The server time (which is displayed on the bidders' dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.

6) बोलीदाताओं द्वारा प्रस्तुत सभी दस्तावेज पीकेआई एन्क्रिप्शन तकनीकों का उपयोग करके एन्क्रिप्ट किया जाएगा जिससे डेटा की गोपनीयता सुनिश्चित हो सके। दर्ज किए गए डेटा को अनाधिकृत व्यक्तियों द्वारा बोली खोलने के समय तक नहीं देखा जा सकता है। बोलियों की गोपनीयता को सुरक्षित सॉकेट लेयर 128 बिट एन्क्रिप्शन तकनीक का उपयोग कर रखा जाता है। संवेदनशील क्षेत्रों का डेटा संग्रहण एन्क्रिप्शन किया जाता है।

All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128 bit encryption technology. Data storage encryption of sensitive fields is done.

7) अपलोड किए गए निविदा दस्तावेज केवल अधिकृत बोलीदाता द्वारा निविदा खोलने के बाद ही पठनीय हो सकते हैं।

The uploaded tender documents become readable only after the tender opening by the authorized bid openers.

8) बोलियों के सफल और समय पर जमा होने पर, पोर्टल सभी प्रासंगिक विवरणों के साथ बोली संख्या, बोली जमा करने की तारीख और समय के साथ बोली सफलतापूर्वक जमा करने का संदेश एवं बोली सारांश प्रदर्शित करेगा।

Upon the successful and timely submission of bids, the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.

9) कृपया अनुपालन पत्रक की एक पीडीएफ फाइल में सभी प्रासंगिक दस्तावेजों के स्कैन किए गए पीडीएफ को जोड़ दें।

Kindly add scanned PDF of all relevant documents in a single PDF file of compliance sheet.

बोलीदाताओं को सहायता / ASSISTANCE TO BIDDERS

1) निविदा दस्तावेज से संबंधित कोई भी प्रश्न और इसमें निहित नियमों और शर्तों को निविदा आमंत्रण प्राधिकरण को निविदा के लिए अथवा निविदा में वर्णित प्रासंगिक संपर्क व्यक्ति से संबोधित किया जाना चाहिए।

Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.

2) आनलाइन बोली प्रस्तुत करने अथवा सामान्य में सीपीपी पोर्टल से संबंधित प्रश्नों की प्रक्रिया से संबंधित कोई भी प्रश्न 24x7 सीपीपी पोर्टल हैल्पडेस्क पर निर्देशित किया जा सकता है। हैल्पडेस्क के लिए संपर्क संख्या 1800 233 7315 हैं।

Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk. The contact number for the helpdesk is 1800 233 7315.

बोलीदाताओं के लिए सामान्य निर्देश / General Instructions to the Bidders

1) निविदाएं पोर्टल <http://eprocure.gov.in/eprocure/app> के माध्यम से आनलाइन प्राप्त होगी। तकनीकी बोलियों में, बोलीदाताओं को सभी दस्तावेजों को पीडीएफ प्रारूप में अपलोड करना होगा।

The tenders will be received online through portal <http://eprocure.gov.in/eprocure/app>. In the Technical Bids, the bidders are required to upload all the documents in .pdf format.

2) कंपनी के नाम में स्मार्ट कार्ड/ई-टोकन के रूप में मान्य क्लास II/III डिजिटल हस्ताक्षर प्रमाणपत्र (डीएससी) के पंजीकरण के लिए एक शर्त है और <https://eprocure.gov.in/eprocure/app> के माध्यम से बोली प्रस्तुत करने की गतिविधियों में भाग ले सकते हैं। डिजिटल हस्ताक्षर प्रमाणपत्र पर अधिकृत प्रमाणित एजेंसियों से प्राप्त की जा सकती है, जिनमें से जानकारी “डीएससी के बारे में सूचना” लिंक के तहत वेब साइट <https://eprocure.gov.in/eprocure/app> पर उपलब्ध है।

Possession of a Valid Class II/III Digital Signature Certificate (DSC) in the form of smart card/e-token in the company's name is a prerequisite for registration and participating in the bid submission activities through <https://eprocure.gov.in/eprocure/app>. Digital Signature Certificates can be obtained from the authorized certifying agencies, details of which are available in the web site <https://eprocure.gov.in/eprocure/app> under the link “Information about DSC”.

3) निविदाकर्ता को सलाह दी जाती है कि <https://eprocure.gov.in/eprocure/app> पर ई-प्रोक्योरमेंट के लिए सेंट्रल पब्लिक प्रोक्योरमेंट पोर्टल माध्यम से आनलाइन बोली के जमा करते समय निविदाकार हेतु निर्देशों में उपलब्ध निर्देशों का अनुगमन करें।

Tenderer are advised to follow the instructions provided in the ‘Instructions to the Tenderer the e-submission of the bids online through the Central Public Procurement Portal for e Procurement at <https://eprocure.gov.in/eprocure/app>.

SCOPE OF WORK

1. Expression of Interest is invited in two bid system from reputed brands for constructing & running of following shop in the Super Academic Block of IIT Ropar: -

Sr. No.	Food Outlet	Timings	Location	License Fee (exclusive of GST)
1.	BRANDED TEA / COFFEE SHOP (NESCAFE / BRU / CCD / BARISTA / STARBUCKS / COTHAS/ INDIAN COFFEE HOUSE / BLUE TOKAI or EQUIVALENT BRANDS)	08:00 AM to 08:00 PM	Second Floor, Super Academic Block	Rs. 20/- per sq. ft.

IMPORTANT NOTES

- I. The vendor has to construct a temporary structure at his own cost to run the shop along with furniture for sitting. However, the Institute will charge license fee only for the area covered by the cafe for kitchen & serving counters.**
- II. License Fee shall be revised during the Contract period if the same is revised by Institute Works and Estate Section in compliance of the OM issued by Directorate of Estate.**
- III. In case the allocated area changes in size or place, license fee will be revised as per the area finally allocated.**

2. The bidder(s) shall:

- a. Construct, furnish & run the Cafe at the location mentioned above.
- b. Provide the food items which meet the FSSAI standards and nutritional requirements at reasonable rates to the campus community including students, faculties, staff, and their families.
- c. The facility should be operated 07 days of the week. The timings mentioned above are subject to change as per directions of the Utilities Management Committee (UMC).
- d. Provide an e-commerce platform (in the Billing Area) for ordering and digital transactions for the payment; option for a Point of Sale (PoS)/ Swipe Machine.
- e. Provide mobile app driven system for food ordering, complaint management, and service request or hire a firm for the same purpose.
- f. Provide food items as per the menu items approved by the UMC (listed in BoQ). The food menu is subject to periodical review and revision.
- g. Provide food delivery service as per the modalities approved by the UMC.
- h. Manage the Cafe in the above space including space for billing area, kitchen, common dining, storage, washrooms and cleaning of food court area at your own cost.
- i. Maintain cleanliness of the whole premises including the common seating area and ensure waste management as per the Institute guidelines.
- j. The bidder should ensure proper hygiene at the kitchen and seating area and frequent cleaning of the dining tables.
- k. The bidder should ensure weekly deep cleaning of kitchen and seating area which includes cleaning of fans, exhaust fans, windows, meshes, etc.
- l. Ensure hygiene in terms of food and food delivery, staff members, etc.
- m. All the set ups including civil, electrical, plumbing, furniture, air conditioning etc. for the kitchen, food counter and dining area shall be done by the bidder or by the vendor appointed by thier at their own expenses. The Institute will only provide tap off points.

- n. The bidder has to ensure the presence of following minimum staff during the operations of the Food outlet:

i.	Manager / Supervisor	:	01 No.
ii.	Housekeeping / Dish-washing staff / Helpers	:	02 Nos.
iii.	Cooks	:	02 Nos.
iv.	Counter service	:	01 Nos.
v.	Billing Staff	:	01 No.

Non-compliance of the keeping minimum staff will lead to appropriate panel action from UMC.

GENERAL TERMS AND CONDITIONS

1. Bidder has to submit the Tender online in two- bid system on CPPP.
2. The contract will initially be for a period of three years and it may be extended for a further period of two years on annual basis after reviewing the performance of the firm by the UMC and on mutual consent with agreed upon terms and conditions.
3. The intending firms have to give a presentation before the committee constituted for this purpose at **IIT Ropar** at their cost as and when asked. (Please see Bid Evaluation Scheme).
4. Unrealistic financial quote for any item will lead to rejection of bid.
5. All the documents enclosed should be arranged and uploaded in the same serial order as they appear on the qualifications for the bid. The technical bids should contain only those relevant documents which have been sought for as per the Technical Eligibility Criteria.
6. The successful tenderer shall have to deposit **security of Rs. 1,00,000/- in the form of Fixed Deposit Receipt /Bank Guarantee /Demand Draft duly pledged in favour** of the Registrar, Indian Institute of Technology Ropar valid for the period of contract plus 3 months.
7. Information should be limited to the applicant. If any relevant data concerning the group of companies to which the applicant belongs is desired to be given, the same may be given separately in supplementary sheet.
8. Bid of the tenderer not providing full details or with incomplete details shall be rejected.
9. The Director IIT Ropar reserves the right to accept or reject any tender without assigning any reason. The decision of the Director IIT Ropar in awarding the contract is final and binding on the bidders.

SPECIAL CONDITIONS OF THE CONTRACT

1. The firm/agency/contractor should have an understanding of the scope of work involved at the educational institutions/similar reputed institutions and the needs of students, faculty and officers/staffs, before submitting quotation.
2. IIT Ropar shall only provide the space for constructing and operating of the cafe. The firm/agency/contractor has to arrange for all the setup of the cafe including serving counters, kitchen, furniture for sitting etc. taking into consideration the following points:
 - i. The structure should be constructed as per the drawings approved by the institute and no deviation should be allowed in it except with the prior approval of the Competent Authority of IIT Ropar.
 - ii. The structure should be in conformity with the current construction practices and modern requirements.
 - iii. Basic amenities/utilities for the structure must be carefully planned to meet the requirements for the life span of building.
 - iv. Planning should be modular and flexible for changing requirements of the Institute.
 - v. The structural elements should conform to the standards and specifications as per the prudent practices.
 - vi. All the elements to be used in the furnishing of the space allocated should be approved by the UMC/Works & Maintenance Section of the Institute.
3. IIT Ropar will not provide any equipment and utensils. The firm/agency/contractor shall arrange necessary utensils and equipment at its own cost.
4. The firm/agency is advised to visit the facility (premises) before submitting tender.
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 whatsoever in such circumstances will be entertained.
7. The firm/agency/contractor shall be required to pay the electricity & water charges for the kitchen and office/cash counter area allotted as per consumption in addition to the monthly license fee. The electricity used in the common sitting area shall not be chargeable but upkeep and switching off electricity shall be the responsibility of the agency.
8. The firm/agency/contractor shall not use substandard serving materials. The contractor shall procure food articles and vegetables of good quality to the satisfaction of the UMC. The UMC shall have the right to change any brand of material used for cooking in case of non-availability of

the particular 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.

9. The firm/agency/contractor shall display the rates list and Terms and conditions of agency approved by the Institute authority conspicuously in the food outlet 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. The price of packed items should not exceed MRP. For non-MRP items rates, quality and quantity be reasonable prevalent in the market price when compared and negotiable.

10. The firm/agency/contractor shall not entertain any orders or supply eatables outside IIT Ropar from the food outlet.

11. Commercial gas cylinders should be used if the contractor is using gas for preparing hot drinks & cooking which is to be arranged by the firm/agency/contractor.

12. 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 cleanliness in the cafe premises at all times. The contractor should use good quality herbal phenol/colin etc to clean the tables. All waste generated should be collected in separate bins to be placed by the contractor. i.e. one for plastic waste, second for Glass waste and third for food waste and should clean them properly on a daily basis. The overall effective responsibility of disposal of waste in the cafe lies with the contractor.

13. If in any case, an expired product is sold, unbearable issue of bad hygiene is reported, or any kind of unpleasant, offensive, immoral behaviour by the working staff or head with the IIT fraternity is observed, it will be taken very seriously and after an official warning from the UMC a fine or penalty will be imposed on the firm. If the fine is not paid then the same will be deducted from their Security Deposit. The penalty amount of Rs. 20,000/- or more can be imposed on the contractor, by the UMC on the basis of complaints and severity of the complaint. The amount of fine may be increased in the event of repeated complaints.

14. Housekeeping of the kitchen premises as well as sitting area in front of the cafe will be done by the agencies/contractor engaged at their own cost.

15. No child worker should be employed by the firm/agency/contractor to run the cafe and the agency should abide by labour & insurance law.

16. The workers of the contractor should maintain personal hygiene which includes disposable gloves, caps, etc. The contractor should install fly traps, rat traps.

17. The workers of the contractor should be provided with proper uniform and should be able to speak minimum Hindi and/or English.

18. If in the opinion of the UMC, 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.
19. The firm/agency/contractor will have to register all his employees who will be working in the cafe 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 food outlet, which they should carry all the time in IIT Ropar premises.
20. 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 cafe during the night or during non-functional hours.
21. Proper monitoring and safe keeping of items will be responsibility of the firm/agency/contractor and IIT Ropar will not be responsible for any theft etc in the cafe.
22. The contractor should enable online/digital payment gateways in the campus. The QR Code Scanner or the PoS/Swipe machine should be in the name of the firm/agency/contractor only. Penalty will be charged in case of any default on this part.
23. No vehicle, used for transportation / Carriage of materials etc., shall be parked on the premises except for duration for loading / unloading of materials.
24. The Contractor shall ensure that no products are sold by him which are prohibited for sale within the premises of an educational institute. This includes Cigarettes, Tobacco products such as Gutkha, Pan Masala, Drugs, Liquor or any such substance. The contractor(s) shall also ensure that their staff is not indulged into use of these products within the premises of the Institute.
25. The generated waste, leftovers, food waste shall be collected by the agency in a separate bin which shall be disposed-off by them outside the IIT Ropar's location.
26. The successful bidder shall have to sign an agreement on Non-Judicial Stamp paper worth 8% of the annual average rent quoted by the tenderer and get the same registered with the appropriate authority (as applicable in the State of Punjab) on his/her own cost.
27. Successful bidder will not sublet/award canteen to anyone.
28. Violation of any norms or terms & condition will render the termination of the contract with immediate effect and the institute reserves the rights to award the contract to the next bidder.
29. No two eateries/cafe of any kind will be given to the same vendor, firm or person to avoid monopoly of any kind. The scope of this clause also applies to the contractors who are presently running the messes/other food outlets/cafes in IIT Ropar.
30. Inspection of the food outlets shall be conducted by a team of experts/officials appointed by IIT Ropar or the experts appointed by the 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 out repairs/renovation works at the risk and cost of firm/agency/contractor and in case of non-payment same shall be recovered from the agency.

31. The contractor shall issue printed bills with GST for all items sold by them and shall be responsible for depositing the GST to the Govt. agencies as per Govt. norms. All mandatory taxes like GST, etc. shall be mentioned on the bill wherever applicable.

32. The staff engaged by the contractor will be solely under contractor's employment, control and discipline and in case of termination of the contract, the Institute will not be liable for loss or damage, if any, caused to the contractor or contractor's employees. The Institute will not also be liable in case of services of any of the employees dispensed with by the contractor. The staff engaged with the contractor will be paid Govt. approved wages along with EPF, ESI by the contractor. The contractor shall be responsible for fulfilling the requirement of all statutory provisions of relevant enactments viz. Minimum Wages Act, Payment of Wages Act, Industrial Disputes Act, Gratuity Act, Contract Labour (Regulations and Abolition) Act and all other labour and industrial enactment at his own risk and cost in respect of all staff employed by them. The contractor will follow all the Labor laws as per the rules of the Government.

33. The contractor shall ensure that all employees engaged by them are free from communicable / infectious disease. If in the opinion of the Institute any of the contractor's employee(s) is found to be suffering from any such disease or if any employees(s) of the contractor are found to have committed misconduct or misbehavior, the UMC shall have the right to ask the contractor to remove such employee(s) without questioning the decision of the Institute. The Institute shall be entitled to restrain such employee(s) from entering the cafeteria premises.

34. IIT Ropar shall not be responsible for any accident to the Contractor's employees. The institute shall not be responsible for any type of compensation, if any labour is injured/dies while on duty. Cost of Personal insurance of each labour has to be borne by the contractor.

35. Materials known to be harmful to health (as decided by FSSAI/the Institute from time to time) such as food colouring, soda, ajinomoto, etc. will not be used.

36. If, it is found at any stage that the material eatables/beverages supplied by the contractor is adulterated, contaminated or defective/substandard in any manner, in that eventuality, the entire civil and criminal liability arising out of that shall rest entirely on the contractor.

37. The contractors will arrange their own Pest Control Services (PCS) inside & area surrounding the Service Corner. Highest degree of Hygiene, Cleanliness & neatness will be ensured. Packing Material will be disposed of on daily basis & shall not be dumped in the corners.

38. Single use plastic & disposables will be totally prohibited inside the campus.

39. The contractor shall pay all applicable taxes levied by the Central Government, State Government and Local Authorities from time to time. The Institute shall not be liable for the penalties against non-payment of these taxes or default therein. Default in this regard may cause termination of license and vacation of premises.

40. The UMC also reserves the right to fix the rates of the items of the successful vendor in case of rates of items found relatively higher than those of prevailing market rates.

41. The contractor has to register with Punjab State GST Authorities.

42. Termination of Contract: Termination of license duly forfeiting PBG, can take place under the following circumstances:

- a. If the contractor defaults in payment of license fee for three months consecutively (or) three times in Calendar Year (or) indulgence in undesirable activities (Liquor/Drugs/Thefts/Similar, etc) and inadequate food quality / hygiene relevant to the Services, the license can be terminated giving One Month's Notice and the PBG will be forfeited.
- b. If the contractor fails to start the outlet in the Institute within a period of (90) Ninety Days (from the date of issue of award letter) for what so ever reasons.
- c. Non-payment of PBG and failing to enter into an Agreement in the stipulated period of 15 Days after issue of award letter.
- d. The Institute reserves the right to terminate the license with One Month's Notice, without assigning any reasons.

43. ARBITRATION CLAUSE: "Any dispute or difference whatsoever arising out of or in connection with this Agreement, including any question regarding its existence, validity, interpretation, application, meaning, scope, operation or effect or termination there, shall be referred to and finally resolved by a Sole Arbitrator, who will be appointed by Director IIT Ropar and such proceedings shall be conducted in accordance with the Arbitration and Conciliation Act 1996 for the time being in force or as amended from time to time. The award made in pursuance thereof shall be final and binding on the parties.

44. Jurisdiction: All disputes arising out of this contract shall be subject to the jurisdiction of the courts at Rupnagar/Ropar.

(Signature of the tenderer)

TECHNICAL QUALIFICATIONS FOR THE TENDER

Eligibility criteria

- 1) The bidder should have Valid PAN and GST number .
- 2) The bidder should be registered with appropriate authority to run the Cafe and should have FSSAI license.
- 3) The bidder should have a minimum of 5 (Five) years' experience in running relevant business such as restaurant/cafeteria/canteen/juice bar etc. in Central/State Government / Central/State Autonomous Institutes / Centrally/State Funded Higher Educational Institutes / Central/State Universities / Central/State PSUs / Reputed MNCs.
- 4) The bidder should have a minimum average annual turnover of Rs. 50,00,000/- (Rs. Fifty Lakhs only) from the similar services in the last three years (2021-22, 2022-23 & 2023-24). **(Provisional may be accepted)** A certificate in this regard is to be furnished duly authenticated by a Chartered Accountant.
- 5) The bidder should not have been blacklisted by any Govt. Organization/ Autonomous Body /PSU etc. An affidavit on Rs. 100/- non-judicial stamp paper to be signed by the Director/CEO of the company/ Proprietor of firm stating that the firm has not been debarred or blacklisted for any service / supplies by any organization / Educational Institute / University, and no criminal case / legal proceeding or industrial dispute is pending or contemplated against the firm as per Annexure-B.
- 6) The bidder should submit the EMD as indicated in the schedule. The Technical Bids without EMD would be considered as UNRESPONSIVE and will not be accepted.

BID EVALUATION SCHEME

1. Presentation by the qualified Bidders

The technically qualified bidders will be required to make a presentation on the parameters mentioned in the format below. The following parameters will be used to evaluate the tenderer's credentials to serve the Institute as per the requirement. The score gained will be considered in the final score for each tenderer.

Parameters	Maximum Marks
<ul style="list-style-type: none"> ● Proposed layout of the cafe including general ambience, lighting, etc. ● Plan for maintaining hygiene inside and outside of the canteen premises. ● Precautions to be taken to maintain hygiene and ensure food safety standards in food preparation, handling, and storage. ● Pest control measures. ● The bidder should provide proof of possessing an E-commerce platform for ordering food, orders management system through tokens, delivery of food and payment transactions, etc. ● Timeline to start operations, if awarded the work. ● Operational Capabilities (showing the number of times that bidder provided special services during the institute/client events and festivals). ● Sustainability and Social Responsibility (showing whether the bidder uses biodegradable packing materials, proper segregation of organic & non-organic waste items etc.) 	10
<ul style="list-style-type: none"> ● Having experience of running relevant business for five years (05 marks will be awarded) ● For every additional year of experience - 01 mark will be awarded (up to a maximum of 05 marks) <p><i>Note: Fractions of the year will be ignored.</i></p>	10
<ul style="list-style-type: none"> ● Having annual turnover of Rs. 50,00,000/- (05 marks will be awarded) ● 01 additional mark will be awarded for every additional turnover of Rs. 25,00,000/- beyond Rs. 50,00,000/- (up to a maximum of 05 marks) <p><i>Note: Fractions of the turnover will be ignored.</i></p>	10
Total (A)	30 Marks

*** Time and venue of the presentation would be intimated later stage to the technically qualified bidders.**

2. Financial Bid Evaluation

The Institute will open the financial bids of technically qualified bidders online on the CPPP.

Scoring of Financial Bids for Food Outlets:

The scores for submitted financial bids will be computed on the basis of prices quoted for food items as per menu (B) (Maximum marks: 70)

Final marks obtained by tenderer against his/her submitted bid (C) = A+B

The highest scorer as per 'C' above will be awarded the tender.

Criteria for awarding of marks for price quoted for food items as per menu (B)

The marks for each item would be awarded as under:

Financial Bid Score for Category-1 (X): $\frac{\text{Lowest Avg. Tender Price of Category-1 items} * 40}{\text{Average Tender Price Quoted by representative bidder}}$

Financial Bid Score for Category-2 (Y): $\frac{\text{Lowest Avg. Tender Price of Category-1 items} * 30}{\text{Average Tender Price Quoted by representative bidder}}$

Total Financial Bid Score (B): X + Y

where the "Lowest Average Tender Price" is: $\frac{\text{Average of the sum total of quoted amount}}{\text{Number of items}}$

MENU ITEMS FOR BRANDED TEA / COFFEE SHOP

(A)	<u>ITEM</u>	Category	Quantity	Rate (Rs)
1	Coffee	Drinks-1	140 - 150 ML	
2	Tea		140 - 150 ML	
3	Lemon Tea		140 - 150 ML	
4	Cappuccino		180 - 190 ML	
5	Hot Chocolate		180 - 190 ML	To be filled in BoQ
6	Black Coffee		140 - 150 ML	
7	Green Tea		140 - 150 ML	
8	Cold Coffee		250 ML	
9	Ice Mocha		250 ML	
10	Chocolate		250 ML	
11	Ice Tea Lemon		250 ML	
12	Cold Green Tea		250 ML	

(B)	<u>SNACKS</u>	Category	Quantity	Rate (Rs)
1	Veg. Tikki Burger	Snacks -2	125 gms	
2	Aloo Tikki Burger		125 gms	
3	Veg. Sandwich		2 pcs. (150 gms)	
4	Cheese Corn Sandwich		2 pcs. (150 gms)	To be filled in BoQ
5	Paneer Tikka Sandwich		2 pcs. (150 gms)	
6	Veg. Patty		100 gms	
7	Cheese Patty		100 gms	
8	Hot Dog Bun		100 gms	
9	Paneer Kulcha		100 gms	
10	Maggi Noodles (1 pack)		As per packaging	
11	Brownie Truffle		80 gms	
12	Walnut Brownie		80 gms	
13	Belgian Waffle		100 gms	
14	Packaged Drinking Water		As per packaging (Not more than MRP)	

15	Cold Beverages		As per packaging (Not more than MRP)	
-----------	----------------	--	---	--

* The Institute reserves the right to add/delete any item from the menu.

AFFIDAVIT

I/We(Name)_____

Agency/Partner/Sole Proprietor (strike out which is not applicable) of (Firm) _____ do hereby solemnly affirm and declare that the individual/firm/companies are not black listed by any Government Department or an autonomous body.

DEPONENT

DATE, THE

ADDRESS _____

VERIFICATION

Verified that the content of above affidavit is true and correct to the best of my/our knowledge and belief. No part of it is false and nothing has been kept concealed therefrom.

DATE, THE

DEPONENT

(NOTE) : *To be furnished on Rs. 100/- non-judicial stamp paper duly attested by a Magistrate/Notary Public)*

To

The Registrar
Indian Institute of Technology Ropar (IIT Ropar)
Rupnagar, Ropar
Punjab

Subject: Least price Certificate

This has reference to our bid for Opening of BRANDED TEA / COFFEE SHOP (NESCAFE/BRU/CCD/BARISTA/STARBUCKS/COTHAS/INDIAN COFFEE HOUSE/BLUE TOKAI or EQUIVALENT BRAND ONLY) in IIT Ropar.

We hereby certify that the prices charged in the menu from IIT Ropar vide above mentioned bid are not more than the prices charged from any other similar institute/firm/outlet.

Thanking you,

For M/s _____

Signature

Stamp

ONLINE BID SUBMISSION CHECK LIST**Name of the bidder:**_____

S.No.	Content	Page No.
	Technical Bid	
1.	Proof of EMD, i.e., online payment receipt with UTR no.	
2.	PAN & GST No.	
3.	Registration of bidder with appropriate authority to run the food outlet service and valid FSSAI license	
4.	Documents/certificates for experience of 5 (Five) years in running relevant cafeteria in Central/State Government / Central/State Autonomous Institutes / Centrally/State Funded Higher Educational Institutes / Central/State Universities / Central/State PSUs/Reputed MNCs.	
5.	Annual average turnover certificate, audited turnover statements, Profit & Loss Statements for last 03 FY's (2021-22, 2022-23 & 2023-24), duly authenticated by a Chartered Accountant.	
6.	Affidavit for non-blacklisting as per Annexure-B	
7.	Least Price Certificate as per Annexure-C	
8.	Any other document as specified in NIT	

(Signature of the Tenderer)