

Malaviya National Institute of Technology Jaipur

Jawahar Lal Nehru Marg, JAIPUR-302017 (Rajasthan)

**Ministry of Education
(Government of India)**



**Open Tender Enquiry
For**

Providing messing facility at Hostel Mess (Boys)

MALAVIYA NATIONAL INSTITUTE OF TECHNOLOGY JAIPUR

No. MNIT/DSW/HO/2023-24/Mess Tender/26/Boys

Phone : 0141-2713373,2713352

Notice Inviting Quotation (E-Procurement Mode)

MNIT Mess Council, through Dean, Student Welfare MNIT, Jaipur invites tenders for the supply of “**Providing Messing facilityat Hostel Mess (Boys)** of this Institute.

1. Vendors are requested to submit their online bid for mentioned item as per detailed technical specification given and Price Bid as per BOQ on CPP Portal. The Important information related to tender are as follows:

Schedule-A	
Event	Date & Time
Date of Issue/Publishing	01-05-2024 (17:00 Hrs)
Pre bid meeting	08-05-2024 (11:05 Hrs) Hostel Office, MNIT, JLN Marg, Jaipur
Document Download/Sale Start Date	01-05-2024 (17:10 Hrs)
Document Download/Sale End Date	23-05-2024 (17:15 Hrs)
Last Date and Time for Uploading of Bids	23-05-2024 (17:20 Hrs)
Date & Time of Opening of Technical Bids	24-05-2024 (14:00 Hrs)
Date of Opening of Financial Bids	will be informed later
Earnest Money	(Rs. 13,50,000.00) EMD in the form of Demand Draft in the name of “ MNIT Mess Council“ payable at JAIPUR or NEFT/RTGS in the bank account details as under:- Bank Name: ICICI Bank Ltd., Bank Branch: MNIT Jaipur Account Holder: MNIT Mess Council Bank Account No: 676805000038 Bank IFSC Code: ICIC0006768
Performance Bank Guarantee	5% of the contract value valid till contract period plus 60 days.
Contract Period	As per clause No. 5.4
No. of Covers	02
Bid Validity days	90 days
Buyer Address	Hostel Office, MNIT, JLN Marg, Jaipur
Email Address (for Technical Clarifications)	hosteloffice@mnit.ac.in

2 **Instructions to Bidders**

Instructions for Online Bid Submission

Department of Expenditure has issued the directive to publish the tender document on the Central Public Procurement Portal (URL:<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. Below mentioned instructions are meant to guide the bidders for registration on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal. For more information, bidders may visit the CPP Portal <http://eprocure.gov.in/eprocure/app>. Tender document can also be downloaded from MNIT Jaipur Website (www.....@mnit.ac.in)

2.1 Registration Process

- a) Bidders to enroll on the e-Procurement module of the portal <http://eprocure.gov.in/eprocure/app> by clicking on the link “Click here to Enroll”. Enrolment on the CPP Portal is free of charge.
- b) The bidders to choose a unique username and assign a password for their accounts. 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.
- c) Bidders to register upon enrolment their valid Digital Signature Certificate (Class II or Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India with their profile.
- d) 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. Foreign bidders are advised to refer “DSC details for Foreign Bidders” for Digital Signature requirements on the portal.
- e) Bidder then logs in to the site through the secured login by entering their user ID / password and the password of the DSC / eToken.

2.2 Tender Documents Search

- a) Various built in options are available in the CPP Portal to facilitate bidders to search active tenders by several parameters. These parameters include Tender ID, organization, location, date, value, etc.
- b) 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.
- c) 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.
- d) 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.

2.3 Bid Preparation

- a) Bidder should take into account any corrigendum published on the tender document before submitting their bids.
- b) Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid.
- c) 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.
- d) 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.
- e) 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 maybe 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

2.4 Bid Submission

- a) Bidder to 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.
- b) The bidder to digitally sign and upload the required bid documents one by one as indicated in the tender document.
- c) Bidder to select the payment option as “on-line” to pay the tender fee/ EMD wherever applicable and enter details of the instrument.
- d) A standard BOQ format has been provided with the tender document to be filled by all the bidders. Bidders to note that they should necessarily submit their financial bids in the prescribed format and no other format is acceptable.
- e) 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.
- f) All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data, which cannot be viewed by unauthorized persons until the time of bid opening.
- g) The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- h) 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.
- i) Kindly add scanned PDF of all relevant documents in a single PDF file of compliance sheet.

2.5 Assistance to Bidders

- a) 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.
- b) 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 2337315.

2.6 General Instructions to the Bidders

1. The tenders will be received online through portal <https://eprocure.gov.in/eprocure/app>. In the Technical Bids, the bidders are required to upload all the documents in .pdf format.
2. Possession of Valid Class II/III Digital Signature Certificate (DSC) in the form of smart card 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’. Bidders are advised to follow the instructions provided in the ‘Instructions to the Bidders for the e-Submission of the bids online through the Central Public Procurement Portal for e-Procurement at <https://eprocure.gov.in/eprocure>

3. Online Bid Submission

The bids (complete in all respect) must be uploaded online in **two** Envelops as explained below.

S. No.	Particulars	Supporting Page Number of bid	File Types
Cover – I (Following documents to be provided)			
1	Name of Firm/ Tenderer/ Company (in block letters)		.PDF
2	Permanent Address & Telephone. Also, the address of the office in Jaipur along with the phone number.		.PDF
3	Type of organization/Enterprise		.PDF
4	Year of incorporation of the Firm/ Company		.PDF
5	Full Postal Address: Telephone/Fax No./ E-mail		.PDF
6	The firm should attached an office address situated in Jaipur (Mandatory)		
7	Details of experience of operating Mess, in IIT, NIT, Central University or reputed organizations (Private & Govt.) for the last three years (Separate sheet may be attached). Names of the major clients with their addresses, telephone numbers (enclosed certificates/credentials issued by such clients)		.PDF
8	Details of infrastructure, persons or manpower available, number of officers/ branches available (attached separate sheet)		.PDF
9	Details of persons exclusively to be deployed for this work along with their qualifications related to the work and experience		.PDF
10	Earnest Money Bank Draft No. & Date, Banker's Name & Branch		.PDF
11	Proof of Financial Capacity from His bankers/Chartered Accountant		.PDF
12	Copy of Income Tax certificate along with return for the last three years		.PDF
13	Copy of GST Certificate and return filed in last three years along with a certificate that the firm is not a GST defaulter.		.PDF
14	An affidavit duly certified by a Notary that the Partners of the firm sole proprietor or Company has never been black listed/ not involved in any Policy Case/ vigilance Enquiry pending or ever been punished by any Hon'ble Court in last six years.		.PDF
15	Latest Income Tax (With TAN/PAN No.) Professional Tax, Reg. No. & Clearance (Last three years) (enclose photocopies)		.PDF
16	Details of establishment Registration with date obtained from the various authorities (enclose phot copies)		.PDF
17	E.S.I.C. Registration certificate and return filed in last three years. The firm also attaches a undertaking that the firm is not a defaulter with respect to employees' ESIC		.PDF

18	EPF registration certificate and return filed in last three years. The firm also attaches a undertaking that the firm is not a defaulter with respect to employees' EPF.		.PDF
19	Details of E.P.F. Registration with date		.PDF
20	Details of ESIC/EPF contribution in the last three years		.PDF
21	No defaulter certificate from GST in the last three years		.PDF
22	No defaulter certificate from EPF/ ESIC in the last three years		.PDF
23	Audited balance sheet and Profit/ Loss A/c for the last 3 years (enclose photocopies)		.PDF
24	The submission of satisfactory work experience from the client for the last three years will be essential.		.PDF
25	EMD Details		.PDF
Cover - 2			
Types	Content		File Type
Financial Bid	Price bid as per BOQ format only. (Note: -Comparison of prices will be done ONLY on the bids submitted for the Main Equipment and anything asked as 'Optional' in the specifications is not to be included for overall comparison)		.XLS

FINANCIAL BID (PRICE-BID): Bidder has to quote separately for all the fields as mentioned in Price Schedule. Adding 0 'Zero' shall be treated as unresponsive. Online submission of the bids will not be permitted on the portal after the expiry of submission time and the bidder shall not be permitted to submit the same by any other mode. **If any bidder quote '0' Zero price for any article, his bid will be treated non-responsive and will be rejected.**

Date:

Signature of Tenderer

MAVLAVIYA NATIONAL INSTITUTE OF TECHNOLOGY JAIPUR

4. TECHNICAL DETAILS

Technical details should be provided in the prescribed format i. e. Annexure "A" which should inter alia contain the following:

- a. Invited for operating of boys Hostel Mess with dining strength ranging from 900 to 2400 students (Boys). The venue for mess services (i.e. cooking & dining) may be more than for smooth functioning of mess.
- b. The tenderer should furnish proof of experience operating mess services of at least 900 person per day during 03 years in IIT's, NIT's, Central University or any other reputed organization (private or Government). **Vendor Operating canteen/cafeteria/ supply of ready-made food/ catering services/ training programs need not apply. The contractor should furnish the following details:**
 - i. Details of manpower available with the firm/staff strength (Managers, Cooks and helpers Etc.)
 - ii. Qualification of the staff
 - iii. Experience of all Mess staff
 - iv. Office address for correspondence, contact telephone number etc.
 - v. Details of the termination of any of the previous contracts (if any).
 - vi. Give references at least two numbers) where you are currently providing such services.
 - a. _____
 - b. _____
 - vii. The details of the supervisory staff and number of field workers proposed to be deployed in the Mess for this contract should be indicated separately.
 - viii. The submission of satisfactory work experience Certificate of successfully executed/ completed similar works/services for the last 3 years ending the last day of March of the current year. "Similar work" means the experience of operating a Mess for a minimum of 900 people. Bidders shall attach the experience certificate of running such a Mess, which is issued by the clients will be the essential condition for technical eligibility. The work done certificate should mention (1) details of the work executed (2) the date of commencement (3) the date of completion of the work and (4) the quality of the work/ services delivered.
 - ix. GST return of the last three years along with a certificate that the firm is not a GST defaulter.
 - x. EPF registration certificate and return filed in last three years. The firm also attaches a certificate that the firm is not a defaulter with respect to employees' PF.
 - xi. The firm should attach an office address situated in Jaipur, which is a must.
 - xii. Filed Income tax returns for the last three years.
 - xiii. E.P.F./ E.S.I.C. Registration certificate.
 - xiv. **The submission of satisfactory work experience from the client for the last three years will be essential condition for technical eligibility.**
- c. Bidders can submit the EMD for an amount which is stated at the "Schedule" of the tender document with Account Payee Demand Draft/Banker's Cheque in favour of "MNIT Mess Council" payable at JAIPUR. Bidder has to upload scanned copy / proof of the DD/ banker cheque along with bid and

has to ensure delivery of hardcopy to the Office of Dean, Student Welfare, Hostel Office, MNIT Jaipur within 5 days of Bid End date / Bid Opening date. Bidders can also submit the EMD with Payment online through RTGS / internet banking in Beneficiary name:

MNIT Mess Council
Account No. 676805000038
IFSC Code ICIC0006768
Bank Name ICICI BANK LTD
Branch address MNIT BRANCH

Bidder to indicate bid number and name of bidding entity in the transaction details field at the time of on line transfer. Bidder has to upload scanned copy / proof of the Online Payment Transfer along with bid. The Technical Bid without EMD would be considered as UNRESPONSIVE and will not be accepted. Refer to Schedule (at page 2 of this document) for its actual place of submission. **NSIC / MSE (Micro and small enterprises) registered bidders must submit copy of valid NSIC / MSE Registration Certificate for exemption of EMD.**

- d. The tenderer must have annual financial turnover during the last 3 years ending 31st March of the previous financial year not less than 1.5 crore in each financial year which shall be duly certified by a Chartered Accountant.
- e. PAN card details of the firm should be attached along with a certified copy.
- f. An affidavit duly certified by a Notary that the Partners of the firm or sole proprietor or company as the case may be has never been blacklisted or changed the name of the firm. The persons deployed for work should not be involved in any police case or any case should be pending against them. Police verification certificate for the persons deployed for work to be submitted.
- g. An affidavit duly certified by a Notary that there is no police case/ vigilance enquiry pending against the Partners of the firm or sole proprietor of the Company as the case may be, and that has never been punished by the Hon'ble Court.
- h. Names/addresses of two persons who can vouch for the credentials of the contractor and stand surety.
- i. The entire tender document should be duly signed & sealed by the tenderer.
- j. The tenderer must have E.P.F./ E.S.I.C. Registration number as per the rules to contribute to E.P.F./ E.S.I.C.
- k. All copies of documents submitted by the tenderer should be attested by a Gazetted Officer or a Notary, otherwise, the bids are liable for disqualification. The original documents should be produced for verification at any stage of the tender process as and when sought, failing which, the bids are liable for disqualification.

Seal & address

5. TERMS & CONDITIONS OF MESS CONTRACT

Mess contractor will be finalized based on experience, contracts executed and earlier contracts in hand, capacity to prepare regional food, managerial abilities and other relevant factors as considered appropriate by the Committee of MNIT Mess Council. If required, a team of Mess Committees/wardens may also check the quality of food served etc. by the mess contractor at the place of his/her current contract of mess. Mess Contractor (hereinafter referred to as a contractor) is required to note that the health, safety and satisfaction of the authorized hostel inmates (students of MNIT Jaipur) is the prime concern of the hostel authority. On behalf of the students of these hostels and the MNIT Mess Council, the Dean, Student Welfare Office is laying down the following terms and conditions as suggested by the Mess Committees which shall be binding to the contractor.

1. **Performance Security::** The supplier shall require to submit the performance security for an amount which is stated at the "Schedule" of the tender document within 15 days from the date of receipt of the purchase order and should be kept valid for a period of 60 days beyond the date of completion of warranty period. Performance security may be in the form of irrevocable bank guarantee issued by any commercial bank or Demand Draft/ Banker's Cheque in favour of 'MNIT Mess Council' payable at JAIPUR or through NEFT/RTGS in Beneficiary name:

MNIT Mess Council
Account No. 676805000038
IFSC Code ICIC0006768
Bank Name ICICI BANK LTD
Branch address MNIT BRANCH

2. The subletting of the work will not be allowed.
3. To complete the process of awarding the mess work to a firm, there shall be a contract agreement between MNIT Mess Council and the approved bidder on a Rs. 500/- non-judicial stamp paper.
4. The contract shall be purely temporary and shall initially be for one year from the date of start of providing the mess services in the mess. The duration of the contract/award can be extended by the Dean, Students Welfare on behalf of MNIT Mess Council, for another year /s based on the recommendations of the Mess Committee and Warden/s of the hostel, respectively.
5. The quality of performance related to the work shall remain the essence of the contract. Hygiene, adherence to quality service and usage of mess committee-approved cooking materials are prerequisites, and the contract shall be null and void on the breach of these stands by the firms. The details of such quality of ingredients and other items are available at **Annexure B**. The maintenance of safety, health and hygienic conditions in and around the mess/kitchen will be the responsibility of the contractor. Warden's suggestions/ instructions regarding cleanliness have to be followed and the expenditure towards this is to be borne by the contractor.
6. MNIT Mess Council will provide kitchen space, and furnished dining space with free water and electric supply.
7. The water supply shall be provided by the Mess Council, however, wastage of water shall strictly be avoided by the firm. Any undue wastage of water shall be penalty inviting. The penalty shall be decided by the respective warden and shall be Rs. 5000/- per offence.
8. The Mess Council shall provide the electricity supply and fittings. The electricity fixtures (including fan, tube lights, exhaust fan, switches, plugs and electricity wiring etc.) shall be returned as received conditions on the completion of the contract.
9. Once handed over in working condition all kitchen utensils and fixtures including exhaust/fume hoods/chimney shall be maintained by the contractor and handed over in the same working condition after the contract is over.
10. The materials for preparing food should be provided as per the brand mentioned in the tender document.
11. The caterer has to serve as per the menu approved by the mess committee of the hostel the sample menus for a week are attached herewith.
12. The contract period will initially for one year. It may be increased for next one year with mutual consent on the same rate.

13. The hostel office will provide necessary facilities such as serving dishes, other items viz working tables, racks, shelves, wet grinder, chapatti puffer, cooking burners, mixer grinder, four-door fridge, Idli maker, dosa making, Tawa flour, mixing machine, pulverizer, gas line storage. These facilities will be in the charge of the Contractor and he/she will be responsible for any damage other than usual wear and tear. In case of any loss or damage, the contractor will have to replace the lost items/ carry out necessary repairs subject to approval and instructions of the respective Warden / Dean, Student Welfare. LPG which is required to run the mess will have to be arranged by the contractor with complete safety norms. Once all these items are handed over to the contractor, he has to maintain them during the operation of the mess.
14. The contractor is required to keep at least one attendant/ mess worker per 25 students for effective functioning and arrangements of the mess. Mess workers can either be male or female (aged between 18 to 60 years).
15. One month's notice is required on either side for the termination of the contract service if such a condition arises during the contract period.
16. The contractor has to run the mess for a range of students as mentioned earlier or as per actual to be informed by the Dean, Student Welfare in advance which will be fixed at least for one/two months. The number of students to be served by the Mess can vary between the range 900 – 2400 depending upon the choice of the students.
17. If the mess management is not up to the mark or the quality of the food is below standard or unhealthy or unhygienic, then Dean, Student Welfare on the recommendation of the respective Warden of Hostel Mess/Mess Committee is empowered to terminate the contract with a short **notice of one week**. The Hostel Mess Committee's opinion is final as far as the food quality/mess management is concerned.
18. Food / any other items should not be served inside the room of hostel inmates unless in exceptional cases or ill health on directives of the Warden.
19. Hygiene, overall cleanliness of the surrounding kitchen and the food, raw materials, ingredients etc. are to be of good quality. Clean, fresh, nutritious, hygienic and edible food has to be served. Any type of cooked food shall not be stored/preserved/reserved after meals. Not following the warden's suggestions/ instructions in the above matters shall be considered a violation of the terms and conditions of the contract and shall invite a penalty for the same (up to 10% of the monthly bill as decided by Dean, Student Welfare office on the recommendations of respective warden).
20. Mess workers and cooks should be healthy and medically fit. They are required to have regular check-ups with the Institute's Dispensary. If any mess worker is found medically unfit, he may not be permitted to continue his duties and the mess contractor has to replace him immediately without fail.
21. Contractors are required to provide uniforms to the mess workers as follows:-
 - a. Gray shirt to the mess workers. (apron, hand gloves and caps)
 - b. White Shirt to mess supervisor / Mess Manager.
 - c. Identity card to each mess worker.
 - d. It is to be ensured that whenever the mess workers are on duty they should be in uniform.
22. After opening of financial bid, if price quoted by the bidders other than L1 firm is found within limit of L1 price + 25%, counteroffer to match the price with L1 firm for 50% of total quantity will be given to L2 firm and in case of rejection by L2 firm, the same offer will be given to next lowest firm (L3, L4,).
23. The institute has right to increase the quantity number of student to be served in the mess upto 25 percent of the ordered quantity on monthly basis.
24. If price quoted by two or more firms are same, priority will be given to the firm having more experience.
25. The vendor has to abide by the decision of Dean (Student Welfare) to provide the mess services (cooking and dining) at multiple venues (Hostel Messes) for smooth functioning of mess.
26. The sample Mess menu is available at Annexure- A. Hostel Warden and Students' Hostel/Mess committee can change the menu in consultation with the contractor. The menu can be changed, to suit the availability of seasonal vegetables and their market supply by the hostel mess committee.

27. The meals should be served during the following timings-

Break Fast	07:00 A.M. to 09:30 A.M.
Lunch	12.00 noon to 02:30 P.M.
Tea with Snacks	05.00 P.M. to 06.30 P.M.
Dinner	07:30 P.M. to 09:30 P.M.

The timings may be changed by the Dean Student Welfare office on special days or as and when such circumstances arise.

28. No Mess off will be given to individual students under normal circumstances. Mess off would only be given if a student is not keeping well and admitted to hospital / going for academic / sports activity deputed by the Institute and he/she submits an application through ERP to the hostel office well in advance(at least 3 days in advance) before leaving or during Institute vacation period or any other reason deemed fit by Warden.
29. The contractor shall provide light food to the sick students during his /their sickness period and no extra charge will be paid for the same.
30. Fortnight payment to the contractor will be made by MNIT Mess Council through Dean, Student Welfare after the submission of the actual mess bill.
31. The contractor has to collect the guest charges directly from the students/guests.
32. At present this mess contract period is initially for one year. If hostel inmates and hostel authority are satisfied with the performance of the contractor, the contract period may be extended for the period of the next one year on the same terms & conditions.
33. The mess utensils are to be cleaned with hot water using good quality detergent powder/soap after every meal.
34. The mess contractor or his representative manager is required to remain present in the mess when the food is prepared and served in the mess.
35. The payment/ calculation of the each mess bill would be on the actual days of operation of the mess. The mess payment will be made for the actual number of students dining in the mess. However, if the attendance of the students taken by RFID or any means in the mess is below 80% of the enrolled students then payment will be made for 80%. But, if the attendance is more than 80% then payment will be made as per actual. The range of students to be served in the mess at any time may vary from **900 to 2400** for boys. The payment during vacations will be done as per the actual number of students served (applicable only for vacations).
36. All the items to be served in the mess including curd shall be prepared preferably in the mess.
37. The contractor is required to maintain the details of all his employees/mess workers. This information along with their photographs and AADHAR card shall be submitted to the respective Warden and also to Dean, Student Welfare Office. The interchange in the respective head and other mess is not allowed. The mess employees/workers should have a certificate for respective skills from any food certification agency/organization along with at least 3 years experience of cooking for the Cook/Assistant Cook. The distribution of mess employees as shown in the Table below is as per 1000 students however if the number of students varies as per para 34 then the total number of mess workers and their classification should be deployed on pro-rata basis. The prescribed mess workers should only be present for preparing food other than those no one allowed at any time. The waste generated in the mess on day-to-day basis will be disposed of by the vendor/caterer side only. No liability of the institute for waste management of the mess. The mess contractor has to submit the police verification /clearance certificate for each of their employees deployed at mess

No. ofCook	No. Assistant Cook	Service Person	Cleaning of Utensils	Supervisor/Mess Manager	Total
3	2	27	6	2	40

38. The firm should not be a defaulter towards GST, EPF and income tax during the last three years. Undertaking in this regard is to be submitted by the firm.
39. The EPF/ESIC copy to be submitted by the awarded vendor in hostel office on regular basis.
40. The firm should have a valid labour license.
41. One of the offices of the caterer should be in Jaipur.
42. Liability/responsibility in case of any accident-causing injury/death to mess worker/s or any of his staff shall be of the contractor. The MNIT Mess Council or Dean Student Welfare Office/ Hostel Office / Institute authority shall not be responsible by any means in such cases.
43. Storage/consumption of any alcoholic drink/ liquor or any unauthorised substance is strictly prohibited. The contractor shall not serve any of such substance/drink in the mess/hostel. Smoking, consuming gutkha, tobacco etc. is also prohibited in hostel premises.
44. Guest charges shall be decided by the committee of Wardens for ordinary/special meals which shall be slightly on the higher side than the approved daily rates of the contractor.
45. The contractor has to follow all labour laws/government laws in regard to employing the mess workers. The contractor shall be solely responsible for any dispute/violation of labour laws/ government laws.
46. The contractor and his workers must behave politely with hostel inmates. The contractor shall be fully responsible for the appropriate behavior of the mess workers. If it is found that any worker has misbehaved with any of the hostel inmates/hostel staff, he has to take action as suggested by the warden under intimation to the Dean, Student Welfare.
47. The decision of the MNIT Mess Council through Dean, Student Welfare will be final and binding to the contractor in case of any dispute arising with respect to the terms and conditions of this contract.
48. The contractor shall agree with the execution of this contract as per prevalent rules and regulations of the Government of India and shall bear the full cost of the same.
49. The Mess Council through Dean, Student Welfare reserve the right to reject any/ all tenders without assigning reasons thereof.
50. It is mandatory to a mess operator/contractor to obtain a certificate under the new Food Safety & Standard Authority of India 2011 (FSSAI 2011) Act.

51. **Penalty Clause:** -

- (i) Unavailability of a complaint register on the counter discouraging the complaint would lead to a fine of Rs. 1,000/-.
- (ii) More than one complaint of insect/hair found in any meal would invite a fine of Rs. (No. of student served that day x diet)/-.
- (iii) Five or more complaints of unclean utensils in a day would lead to a fine of Rs. 10,000/- per incident.
- (iv) If the Hostel Mess committee agrees that a certain meal was not cooked properly then a fine of Rs. 10,000/- would be imposed.
- (v) Changes in the mess menu without permission of the Hostel committee & mess warden would result in a fine of Rs. 5,000/-.
- (vi) The absence of the proprietor/ representative from the Hostel Mess committee meeting (Which will be held once every month) will attract a fine of Rs. 10,000/-.
- (vii) If the brand of the items/ingredients is not used in cooking strictly as per Schedule E then a fine of Rs. 10000/- will be imposed per incident.
- (viii) For any rules stated in the agreement first violation of the rules implies a fine as mentioned above (i to vii). The second violation of the same rule in the same calendar month will attract a penalty triple the amount of the fine. All subsequent violations of the same rule would invite five times the amount of the fine.
- (ix) Point no.14 should be strictly followed. Alteration will lead to the fine of Rs. 10,000/- on an immediate basis.

Annexure –A

Mon - Fri (07:30 AM to 09:30 AM) ; Sat & Sun (08:00 AM to 10:00 AM)

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
POHA	IDLI	BREAD/CHEELA	PAV BHAJI	CHHOLE	PARATHA (AALOO)	DOSA
NAMKEEN	SAMBHAR	OMLET/BUTTER/JAM	CHUTNEY	KULCHEE	CURD	SAMBHAR
SPROUTS	CHUTNEY	SPROUTS	SPROUTS	SPROUTS	SPROUTS	SPROUTS
ONION	APPLE	SAUCE	SAUCE	ONION	PICKLE	SAMBHAR CHUTNEY
LEMON+BANANA	SPROUTS	BANANA	ONION+ORANGE	LEMON+BANANA	SAUCE+BANANA	ONION+APPLE
TEA/MILK+COFFEE/ MILK+ BOURNVITA	TEA/MILK+COFFEE/ MILK+ BOURNVITA	TEA/MILK+COFFEE/ MILK+ BOURNVITA	TEA/MILK+COFFEE/ MILK+ BOURNVITA	TEA/MILK+COFFEE/ MILK+ BOURNVITA	TEA/MILK+COFFEE/ MILK+ BOURNVITA	TEA/MILK+COFFEE/ MILK+ BOURNVITA

Lunch - 12:00 pm - 2:00 pm

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
PATTA GOBHI /NORMAL GOBHI	MATAR PALAK /GWARFALI /SEASONAL/BHINDI	JEERA AALOO	CHHOLE	AALOO PYAZ	DAM AALOO	MATAR PANEER, ICE CREAM
CHANA DAL	ARHAR DAL	KADHI PAKODI/ PAKODI	ARHAR DAL FRY	RAJMA	SABUT MASOOR DAL	MIX DAL,
CHHACHH	VEG. RAITA	CHHACHH	CURD	RAITA	CURD	VEG PULAO
PLAIN RICE	PLAIN RICE	PLAIN RICE	JEERA RICE	PLAIN RICE	PLAIN RICE	BOONDI RAITA
ROTI	ROTI	ROTI	ROTI	ROTI	ROTI	ROTI
ACHAR	ACHAR	ACHAR	ACHAR	ACHAR	ACHAR	ACHAR
LEMON	LEMON	LEMON	LEMON	LEMON	LEMON	LEMON
SALAD	SALAD	SALAD	SALAD	SALAD	SALAD	SALAD

Snacks - 05:00 pm - 06.00 pm

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
PYAZ KACHORI/SAMOS A	SANDWICH/PATTIES	VEG-POHA	BREAD PAKODA	CHANA MASALA,	BHELPURI	BISCUIT
SAUCE	SAUCE	TEA/COFFEE	SAUCE	TEA/COFFEE	TEA/COFFEE	TEA/COFFEE
TEA/COFFEE	TEA/COFFEE	KACHORI	TEA/COFFEE	KOPTA		

Dinner - 7:30 pm - 9:30 pm

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
BESAN GATTA	AALOO MATAR	KADAI PANEER/ EGG CURRY	LAUKI CHANA DAL,	PYAJ PATTI/SEASONAL VEG	CHOOLE + BHATOORE	VEG SOYABEEN
MOONG DAL	KAALA CHANA	MIX DAL	DAL MAKHANI	CHANA DAL	VEG- BIRYANI/PLAI N RICE	CHANA DAL
BANANA SHAKE	POORI (AATA , MAIDA BOTH),	JEERA RICE	ROTI	LEMON RICE	CUSTARD	PLAIN RICE
PLAIN RICE, ROTI	KHEER PLAIN RICE,	ROTI ACHAR	ACHAR SALAD	GULAB JAMUN ROTI	ONION FRIED CHILLY	ROTI ACHAR
ACHAR SALAD	SALAD ACHAR	SALAD SWEET		ACHAR SALAD	LEMON GREEN CHUTNEY	SALAD SWEET

Quality of ingredients and other items

- i. Butter will be Amul/ Mother Dairy/ Saras only or as approved by the mess committee.
- ii. The jam will be of Kissan/Tops
- iii. Oil will be refined oil: Sunflower/ Fortune/ Dhara/ Safola only.
- iv. Rice will be Dawat/ India Gate Basmati Rice (Mogra)/ Kohinoor/ Lal Kila only or as approved by the mess committee.
- v. Wheat Atta will be of Lakdha Ji or approved by the Mess Committee
- vi. Coffee: Nescafe/ Bru or as approved by the mess committee
- vii. Tea must be Tata Gold/ Tajmahal.
- viii. Ketchup and Pickles must be of Kissan/ MTR/ Nilons.
- ix. Milk will be of single-toned milk of Amul/ Saras/ Mother Dairy or as approved by the Mess committee.
- x. Salt will be iodised branded salt and masala shall be either of MDH/BMC/Ramdev/ Reliance/ Catch/Everest or as approved by the mess committee.
- xi. Besan will be of Rajdhani/ Shakti Bhog or any Agmark approved by the Mess committee.
- xii. Deshi Ghee- Amul/ Saras/ Mother Dairy/ Patanjali or as approved by the mess committee.
- xiii. Hot Milk supplement will be Bournvita/Horlicks/Boost.
- xiv. Fruit and vegetables shall be fresh without any insects as per the menu and as per the satisfaction of the Mess committee/warden.
Brand of any other item required or any of the above items in case of non- availability of above brands will be mutually decided by the Hostel Mess Committee and the Contractor and approved by the Dean, Student Welfare.

Signature of Bidder (acceptance of terms & conditions)