

REGIONAL INSTITUTE OF EDUCATION, MYSURU – 570006
(A Constituent Unit of National Council of Educational Research & Training, New Delhi)
(Campus & Welfare Section)

E-TENDER DOCUMENT

**E-TENDER FOR Food catering service for the Girls hostels Mess, namely
Ganga, Narmada & Saraswathi Hostel in the RIE Mysore**

ONLINE TENDER NOTICE
(ONLY THROUGH e-TENDERING MODE)

e-Tender No.F.3/ST/Food Catering Service /C&W/RIEM/2022-2023



DATE OF PUBLISHED THE TENDER: 01.11.2022

LAST DATE OF SUBMISSION OF TENDER: 21.11.2022

Issued By
Regional Institute of Education (NCERT)
Manasagangothri, Mysuru – 570006 Karnataka

Visit us at

Website: www.riemysore.ac.in **Email:** candw@riemysore.ac.in

No.F.3/ST/Food Catering Service /C&W/RIEM/2022-2023

REGIONAL INSTITUTE OF EDUCATION MYSORE - 570 006
(A Constituent Unit of National Council of Educational Research and Training)

E- Tender Notice

The RIE Mysore invites online bids through e- Tender on two bid system (Technical and Financial Bid) for **Food catering service for Girls hostels Mess** namely **Ganga, Narmada & Saraswathi Hostel** in the RIE Mysore from the eligible firms /individual/proprietor which could valid for a period of 1 year from the date of opening.

CRITICAL DATES

Date of Published the Tender document	01.11.2022
Bid Document downloaded/ sale start date	01.11.2022
Bid Submission start date	01.11.2022
Last Date of Submission of Bids	21.11.2022
Technical Bid Opening Date	22.11.2022

Further details and complete reference for proposal (RFP) can be accessed from website <http://eprocure.gov.in> and e- procure/ app or www.riemysore.ac.in (for reference only). Further any query relating to the process of online bid submission or queries (Technical) relating to CPP portal in General may be directed to the 24x7 CPP portal helpdesk on Toll free no.0120-4001002,0120-4001005,0120-6277787

K.Guruswamy
Section Officer
C & W Section
0821-2511411

REGIONAL INSTITUTE OF EDUCATION MYSORE - 570 006
(A Constituent Unit of National Council of Educational Research and Training)

Tender Notice

1. Regional Institute of Education Mysore -570006 (National Council of Educational Research and Training) is an autonomous body under the Ministry of HRD. The RIE Mysore intends to invite e –tender for **Food catering service in its Institute’s 3 Girls hostels namely Ganga, Narmada & Saraswathi Hosel for approximately 650 girls students.** The interested firms/ Agencies may personally visit the Campus at RIE Mysore to have the first hand information about the hostels located in our Campus and submit their online bids along with terms and conditions, if any. **The food will be cooked commonly in the kitchen of the Ganga Hostel and to be served in all the three girls hostels including Narmada & Saraswathi with the help of caterer appointed servers at the specified time without delay.** The contract will initially be valid for a period of 1 year which will be extendable on year to year basis up to 3 years subject to satisfactory reports from concerned of the Institute.

1. **The Tender shall be acceptable under two Bid Systems. The interested firms have to submit the Technical Bids and Financial bids(BOQ) online in the prescribed preform through e- procurement portal <http://eprocure.gov.in> only** Tender sent by any other mode will not be considered and the same will be rejected summarily. All the documents in support of eligibility criteria etc, are also to be scanned and uploaded along with the Tender Documents. No tender documents will be accepted after the expiry of stipulated date and time for the purpose under any circumstances what so ever.
2. All Tender documents attached with this invitation to tender including the specification are sacrosanct for considering any offer as complete offer. It is therefore important that Tender Acceptance Letter which is a written undertaking that all the terms and condition of the tender are understood and accepted should be signed and submitted through e- procurement site <http://eprocure.gov.in> only.
 - i) The Earnest Money Deposit / Bid Security of **Rs.50,000/-** (Rupees Twenty five thousand only) shall be payable in the form of NEFT in the name of the Principal, RIE Mysuru.

Bank Name : State Bank of India
Branch (40958) : Regional Institute of Education, Mysuru
Institute Account Number: 54035460003
IFSC Code : SBIN0040958

EMD will be refunded to the unsuccessful bidders within sixty days from the date of issue of award letter to the successful bidder and no interest would be paid thereon.

- ii) Submission of EMD is **exempted** for **Micro and Small enterprises (MSE), NSIC**, as per the Public Procurement Policy for MSEs Order 2012.
- iii) The interested parties can inspect the premises between 10:00 am to 05:00pm on any working day between 02.11.2022 to 18.11.2022 (Monday to Friday) only. They may contact Section Officer, C&W Section Regional Institute of Education Mysore on telephone No-0821-2511411 during Office hours on any working day for ascertaining the job requirements and any other additional information /clarification required by them.
- iv) All entries in the tender form should be legible and filled clearly. If the space provided for furnishing information is insufficient; a separate sheet duly signed by the authorised signatory may be scanned and uploaded. No correction either in the Technical Bid or Financial Bid will be permitted.
- v) Conditional bids shall not be considered and will be rejected summarily.
- vi) The Technical Bid shall be opened online on the scheduled date and time as mentioned in CPPP Portal
- vii) The Financial Bid (BOQ) of only those bidders who qualify in the technical bid will be opened after evaluation by the committee constituted for the purpose.
- viii) No bidding firm will be allowed to withdraw its bids after technical bids have been opened. If any firm intends to withdraw after opening of technical bids, its EMD will be forfeited.
- ix) The Principal, RIE Mysore reserve the right to reject any or all the tenders submitted by the bidders at any time or relax/ withdraw/add any of the terms and conditions contained in the TENDER DOCUMENT without assigning any reason thereof.
- x) Any subsequent updates, Addendums, Corrigendum etc., if any, will be published only on the www.riemysore.ac.in and <http://eprocure.gov.in>, bidders are required to regularly check the websites for any updates.

K.Guruswamy
Section Officer
C & W Section
0821-2511411

General Information for the Bidders

1. Eligibility Conditions

1.	Required EMD in the form of NEFT for Rs.50,000/-
2.	Copy of the PAN either individual or firm.
3.	Copy of Goods & Service Tax Registration Certificate if any applicable.
4.	Name & Address of tenderer's Bank and his Current /Saving Account No.
5.	Name and Address of the Contact Persons to whom all references shall be made by the Institute
6.	Signature of the Bidder of his/her authorised signatory on each page of the Tender Document as acceptance of the terms and conditions contained in the Tender Document.
7.	An affidavit on a non- judicial stamp paper of Rs-100/- as per Annexure -VII
8.	Tender Acceptance letter as per Annexure-III
9.	The firm/ Company/ Vendor should submit a minimum experience of three years in for having the catering service in PSU's, State Movement , Central Government Hostels (copy should be enclosed).
10.	IT return for latest 3 years of the company should be enclosed which should be attested by the Chartered Accountant of the company copy should be enclosed
	Note: Scanned photocopies duly signed by the authorised signatory of all documents from SL No- 1 to 10 above may be uploaded on the NIC websites together with the Technical Bid.

2. Submission of Bids

The tender shall be accepted under TWO Bid Systems. The interested firms have to submit the Technical Bid and Financial Bids online in the prescribed preform through e – procurement portal <http://eprocure.gov.in> only. The tender sent by any other mode will not be considered and the same will be rejected summarily. All the documents in support of eligibility criteria etc. are also to be scanned and uploaded along with the Tender documents. No Tender documents will be accepted after the expiry of stipulated date and time for the purpose under any circumstances what so ever.

- i) **Technical Bid: As per Performa for Technical Bid (Annexure –V) and should contain the following details:-**
 - a. **contractor eligibility conditions(As per the format at Annexure-II)**
 - b. **All pages of the Technical Bid shall be numbered, indexed and the document shall be used as final for all purposes.**

Scanner Copy of the NEFT Rs.25,000.00 (Rupees Twenty five thousand only) refundable & Annexure I, II,III,IV, V, VI,VII,VIII,IX May be enclosed.
 - c. **No rate/price to be quoted in the Technical bid.**
 - d. **Tender Acceptance Letter signed by bidder with seal as per Annexure –III**
- ii) **Financial Bid: Should contain Price Bid only. (As per Performa for Financial Bid)**

3. Opening of bids :

- i) The Technical bid shall be opened online on the schedule date and time.
- ii) Financial bids of only those bidders who qualify in the Technical Bid will be opened after evaluation by the tender opening Board/Committee.

4. Validity of Bid:

- i) The bid shall remain valid for 180 days after the date of opening of bids: A bid valid for a shorter period shall be rejected by RIE Mysore as non- responsive.
- ii) The Principal RIE Mysore may, as its discretion, request the bidder for extension of period of bid validity. The request and responses thereto shall be made in writing.in such eventuality of the extension of the bid validity, the valid of bid security provided shall also be suitably extended. However, modification in Bid will not be allowed at any stage.

5. Earnest Money Deposit

- i) The Earnest Money Deposit / Bid Security of **Rs.50,000/-** (Rupees Twenty five thousand only) shall be payable in the form of NEFT in the name of the Principal, RIE Mysuru.

Bank Name : State Bank of India
Branch (40958) : Regional Institute of Education, Mysuru
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Without prejudice to any other right of The Principal RIE Mysore Performance Security may be forfeited by the RIE Mysore

6. Performance Security

After award of contract the contractor has to deposit **5%** of the total awarded order for one year amount as security Money/Performance Security in the shape of NEFT in the name of The Principal RIE Mysore Account No: 54035460003 IFSC code SBIN0040958 Performance Security should remain valid for 12 months beyond the date of completion of all contractual obligations.

Performance Security will be discharged after completion of contractor's performance obligation under the contract. The above Security Deposit will be liable to be forfeited during the period of contract, in case breach of any terms & conditions of the contracting contractor or failure to provide any services under the contract or loss results from contractor's failure and breach of obligation under the contract.

7. Force Majeure

“Force majeure” means an event beyond the control of the supplier/contractor and not involving the supplier’s fault or negligence and not limited to acts of the purchaser either in its sovereigns or contractual capacity, wars or revolutions, fire, floods, epidemics, quarantine restrictions and freight embargoes.

If a force majeure situation arises the caterers will promptly notify the RIE Mysore purchaser in writing of such conditions and the cause thereof. Unless otherwise directed by the RIE Mysore in writing the caterers shall continue to perform its obligations under the contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure

8. Period of contract

The contract will be initially valid for a period of 1 year which will be extendable on year to year basis up to 3 years subject to satisfactory reports from concerned of the Institute.

9. Acceptance/Termination Bid

The Principal Regional Institute of Education Mysore reserves the right to accept or reject any bid, and to cancel the bidding process and reject all bids, at any time prior to award of contract without assigning any reason whatsoever and without thereby incurring any liability to the affected bidder or bidders on the grounds of The Principal RIE Mysore.

10. Evaluation

- i) Principal Regional Institute of Education Mysore shall evaluate the bids to determine whether they are complete, whether any computational errors have been made, whether documents have been properly signed and whether bids are generally in order.
- ii) The rates should be in both figure and words. If there is a discrepancy between words and figures the amount in words shall prevail. Prior to detailed evaluation, RIE Mysore will determine the substantial responsiveness of each bid. A substantially responsive bid is one, which conforms to all the terms and conditions of the Bid document without material deviation. A bid determined as substantially non – responsive will be rejected by The Principal, RIE Mysore.
- iii) The evaluation will be based on financial offer made by the various bidders based on the total of all rates quoted and other merits of the offer.
- iv) Through the evaluation will be based on the lowest total amount quoted in the Financial Bid and will considered for placement of offer. The contractor will be awarded to lowest bidder.

11. Award of contract

- i) The issue of a work order shall construe the intention of the RIE Mysore to enter in to contract/ Memorandum of Contract (MOC) with the successful bidder.
- ii) The successful bidder shall within 15 days of issue of the order, give his/her acceptance along with performance security and sign the contract with RIE Mysore.

12. Signing of contract

The signing of contract shall construe the award of contract to the bidder. Upon successful bidder signing the contract, the RIE shall discharge the bid security. Failure of the Successful bidder to comply with the signing requirement shall constitute the sufficient ground for the cancellation of the award and forfeiture of the bid security, in that situation the RIE Mysore, as at its discretion award the work to other bidder or call for fresh bids.

13. Relaxation/modification in tender: Regional Institute of Education Mysore reserves the right to:

- Relax the tender conditions at any stage. If considered necessary for the purpose of finalizing the contract in overall interest of RIE Mysore.
- Re- tender or modify the terms and conditions of the tender. It also reserves the right to negotiable the rates with the bidder.
- Accept or reject any or all of the financial bids in part or in full, irrespective of their being the higher, without assigning any reasons.
- During semester vacation, break/leave for the mess by the students will be observed and the amount for those days should not be calculated.

14. Termination of contract –vacant passion etc

- I) The Principal RIE Mysore reserves the right to terminate the contract at any time after giving one month's notice without assigning any reason. The decision of The Principal Regional Institute of Education in this regard shall be final and binding on the contractor. The Contractor , if he/she so desires, may seek termination of the contract by giving written notice of not less than two months duration during the agreement period.
- II) The contractor shall give two months' notice to the RIE Institute in case he/she intends to vacate the premises.
- III) The contractor will on expiry of the period of the contract, peacefully and quietly hand over possession of the premises to the RIE Institute without raising any dispute whatsoever.

- IV) The contractor shall not put up any permanent structure or make any alterations or additions in the premises without the prior consent in writing of the RIE Institute.
- V) The contractor will be at liberty to remove all the movable articles brought by the contractor in the premises during the continuances of the contract, before delivering possession of the premises.
- VI) In case of loss or damage caused to any of the fixture etc. Provided by the RIE Institute, the cost therefore shall be recovered from the contractor and the same shall be deducted from the Security Deposit.
- VII) If the contractor commits breach of any of the aforesaid terms and conditions, the contract will stand terminated forthwith.
- VIII) In case of the contractor going in liquidation, the contract shall be treated as cancelled and legal heirs/ representatives or successors of the licensee shall not be entitled to claim any right over the licensed premises.

15. Statuary requirements:

- I) The successful bidder/ contractor will meet all the statutory requirements obtain all necessary licenses or other approval if any required for running the shops/stall under the relevant acts and he will be responsible for all the consequences for not obtaining such licences as required by the law from time to time and will have to submit the certified photocopy of the same to the RIE Mysore and any other laws, rules , regulation, guidelines etc. that may be applicable from time to time or that may be introduced by the Central/State Government or Municipal/Local Self Government authorities subsequent to the date of this agreement.
- II) The contractor shall keep the RIE Mysore indemnified from all acts of omissions, defaults, breaches and or any claims damages, loss or injury and expenses to which RIE Mysore may be put to or involved as a result of Contractor's failure to fulfil any of the obligations hereunder and/or under statues and /or any bye Laws or rules framed thereunder or any of them.
- iii) RIE Mysore shall be entitled to recover any losses or expenses which may have to suffer or incur on account of such claims, demands loss or injury from the Security Deposit/ performance deposit of the contractor without prejudice to its any other rights under the law.
- iv) Principal RIE Mysore will not be liable for any act or breach or omission by the contractors in regard to the statutory obligations whatsoever and shall in no case be responsible or liable in case of dispute, prosecution or awards made by Court of Law or other Govt agencies.
- V) In case of any accident arising out of and in the course of this agreement, RIE Mysore will not be responsible for payment of any compensation or under any other law. It will be the sole responsibility of the contractor for payment towards the loss or compensation whatsoever. The person engaged by contractor shall be treated, as Contractor's own employees and can claim no privileges from RIE

Mysore. The Sole responsibility any legal or financial implication would rest with the contractor. The Contractor will be directly responsible for administration of his/her employees as regards their wages, uniforms, general discipline and courteous behaviour.

- VI) The Contractor will have to obtain general insurance against risk, fire accident for his /her belongings employees/ materials etc. and provide a copy of the same to RIE Mysore.
- VII) All the taxes/levies/fee charges payable to Government. Department. /Local bodies shall be paid by the contractor & no claim whatsoever shall be paid by the Regional Institute of Education Mysore

16. Resolutions of Disputes

The allotment is made as per the Public Premises Act, therefore dispute between the parties shall be decided as per the Public Premises (Eviction of Unauthorised Occupants) Act, 1971.

K.Guruswamy
Section Officer
C & W Section
0821-2511411

Terms and conditions governing the Tender:

2. The bidder whose rates are lower will be allotted the contract. If the rates of two/three bidder are found equal/same, then the contract would be allotted on the discretion of the Principal RIE Mysore.
3. The successful bidder shall within 15 days of issue order, give his acceptance, sign the contract with the RIE Mysore along with performance security of 5% on total value of the contract for one year principal, RIE Mysore, Performance Security should remain valid for 180 days beyond the date of completion of all contractual obligations. Bid security should be returned to the successful bidder on receipt of performance security.
4. The licensee will not be permitted to authorize any sub-contractor or any other firm to run the contract of the catering service.
5. The licensee shall be in-touch with C&W section on regular basis and will also maintain his own register for attending any complaints/suggestions from hostel inmates.
6. The allotment is made as per the Public Premises Act. Dispute between the parties shall be decided as per the public premises (Eviction of Unauthorized Occupants) Act, 1971.
7. **The food will be cooked commonly in the kitchen of the Ganga Hostel and to be served in all the three girls hostels including Narmada & Saraswathi with the help of caterer appointed servers at the specified time without delay. Narmada & Saraswathi Hostels are located with in 100mt distance from Ganga Hostel.**
8. Bids shall remain valid and open for acceptance for a period of 120 days from the last date of submission of Bids.
9. Only one authorized representative will be allowed to attend the meeting of the Tender Committee. They should also a bring letter Head of the firm.
10. The legible scanned copy of latest receipt/return in respect of GST deposited with GST department in the language of English/ local language must be attached with technical bid if any. The latest deposit receipt/return of GST should be of previous financial year showing therein that the tax is deposited up to 2021 or for the subsequent period in the current financial year.
11. Bidder would not be permitted to alter or modify their bids after expiry of the deadline for receipt of Bids.

12. Submission of online scanned copies of unwanted/irrelevant documents/out, if of contest document to disturb/misuse the online procurement system will be taken seriously and stringent action will be taken against the bidders, besides action for rejection of bids and blacklisting of firm will be initiated.
13. Conditional tender & Optional tender will not be accepted.
14. In case successful bidder fails to deposit the Performance Security Money within 15 days from the date of receipt of letter, the EMD of the firm will be forfeited in favour of department and action will be initiated to blacklist the firm.
15. The tender Committee reserves the right to relax any terms and condition in the Tender document with the approval of Competent Authority.
16. The Tender Committee reserves the right to reject any tender or all tenders without assigning any reasons thereof with the approval of the competent authority.
17. The legible scanned copy of proper filled “Tender Acceptance Letter” (Annexure-III) duly signed & stamped by the bidder should be attached with the technical bid.
18. All the firms participating in the Tender must attach a list of their owners/partners etc and a Certificate to the effect that the firm is neither blacklisted by any Govt. Department nor any Criminal Case is registered against the firm or its owner or partners anywhere in India be attached with technical bid.
19. The tender will be rejected straightway without assigning any reason of the applicant/firm involves in any criminal cases, declared black listed by any Govt./Semi govt. department/agencies etc.
20. In case of violation of any clause of contract/agreement deed, the explanation of the licensee can be called by issuing show cause notice, if the reply is not found satisfactory. Security money can be forfeited in full or as to be decided by the Council as well as action for blacklisting can also be taken prior to taking any legal action.
21. The firm will have to submit a scanned copy of PAN card of the firm/individual. However, if the firm is proprietorship the proper evidence of the firm should be registered with Govt. agency in this regard relevant document is also to be enclosed with the technical bid.
22. The Contractor shall, at its own cost and expenses, put up firefighting equipment, fitting etc. Such fixtures/fittings/items, the removal of which premises or on termination/cancellation etc. affect the building; its interior aesthetics etc. cannot be removed/taken/away by the contractor at the time of vacation of the licensed premise/ completion of the License Period.
23. This will be only a License Agreement and the Licensee/contractor has no right on the land of the licensed premises.

24. The Licensed premises are public premises as defined in the Public Premises (Eviction of Unauthorized Occupants) Act, 1971 and fall within the jurisdiction of Mysore.
25. The Licensee shall be responsible for the maintenance, high standard of cleanliness and proper repairs of the premises and also for repair and maintenance of fixtures, fitting and additional facilities such as electricity, water. The Licensee shall also ensure sanitation, prevention of infectious diseases, control and prevention of nuisance from insects, rodents, or any other source etc.
26. The Licensee shall give special attention to the manner in which his employees receive visitors and render service ensuring good hospitality, congenial and pleasant atmosphere. Special care shall be taken for the employee's health and to ensure that all the workers/employees employed in the premises are medically fit and that they do not suffer from any contagious, loathsome or infectious disease. In this regard a certificate duly certified by an RMP (Register Medical Practitioner) in respect of each employee.
27. The Licensee shall ensure the items Food served from the hostel are of requisite hygiene and quality standards and conform to the provisions of the prevention of Food Adulteration Act, 1954 and any other guidelines, regulation, standards, etc. issued by Authorities concerned from time to time.
28. The licensee shall not place or permit placement of any advertisement, notice frames, pictures, decorations, telephones, weighing or vending machines or manual or mechanical/electrical devices or contrivance for commercial against. Board/Banner/hording/posters etc. promoting any individual's location/outlet either in RIE Mysore or any of the place or near the allotted shop/Outlets will not be allowed.
29. Segregation of waste material will also be undertaken by Licensee of Hostels catering contractors as per local rules and regulations. Hostels catering contractor's operators shall collect all garbage in bags/boxes/trolleys permitted for the purpose as per the guidelines of the Licensor/ RIE Mysore. The collected garbage shall be kept at identified collection points. Failure to do so will involve termination/cancellation of the License Agreement without any notice. It will also be the responsibility of the Licensee to maintain cleanliness and hygiene in and around their allotted hostel.
30. The Licensee, his agents and servants shall observe/perform and comply with all applicable laws/rules and regulations of the food catering and Establishment act, Factory Act, Industrial Disputes Act, minimum wages Act, Labour Laws and the provisions of any statutory law applicable to the Licensee including any rules and regulations made by Licensor or any other Department(s) of Government of Ministry of HRD or administration of RIE Mysore as applicable from time to time to the business which the Licensee is allowed to carry on under this and to the area in which the said premises are located. This also included agreement compliance of laws relating to hygiene, storage, sanitation, cleanliness product quality and disposal of water and waste material etc.
31. Licensee can promote themselves by putting uniform signage only about their outlet name at the licensed premises only and nowhere else.

32. The preparation of premises is also to be carried out by licensee at his own cost after obtaining the approval from RIE Mysore.
33. Exposing the rates other than in Financial Bid BOQ Format will lead to rejection of the Tender. So the bidders are requested to quote the financial rate in BOQ Format only.
- 34. Firm which is going to participate in the above tender is not eligible to participate if the firm has any allegation, in-disciplinary attitudes over the RIE Mysuru and also the close relatives are not eligible to participate.**
- 35. The firm which is having any litigation with the RIE Mysuru is not entitled to participate in the any bid/tender of the RIE Mysuru.**

ANNEXURE –I

1. List of Annexure

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ANNEXURE-II

2. Eligibility conditions/Check list of technical Bid Documents

Sl no	Particulars	Attached supporting documentary evidence	
		Yes	No
1.	Required earnest Money Deposit (EMD) (In the form of NEFT) for Rs.50,000/-		
2.	Copy of the PAN either individual or firm.		
3.	Copy of Goods & service tax (GST) registration certificate if any /applicable		
4.	Name & address of tenderer's Bank and his/her current Account No.		
5.	Name & address of the Contract persons to whom all references shall be made by the Council.		
6.	Signature of the bidder or his /her authorised signatory on each page of the Tender document as acceptance of the terms & conditions contained in the tender document.		
7.	An affidavit on a non –judicial stamp paper of Rs.100/- as per Annexure-VII		
8.	Tender Acceptance letter as per Annexure-III		
9.	The firm/ Company/ Vendor should submit a minimum experience of three years in for having the catering service in PSU's, State Movement , Central Government Hostels (copy should be enclosed).		
10.	IT return for latest 3 years of the company should be enclosed which should be attested by the Chartered Accountant of the (company copy should be enclosed)		
11.	All the above / requisite documents must be attached /uploaded at the CPP portal.		
	Note: Scanned photocopies duly signed by the authorised signatory of all documents from SL No.1 to 11 above may be uploaded on the NIC website together with the technical bid.		

ANNEXURE-III

**To,
The Principal
Regional Institute of Education,
Manasagangothri,
Mysore -570006**

Sub: Tender Acceptance letter

Sir,

I hereby undertake that I have read & understand the entire tender document and accept & agree to comply with the same. I also accept & agree that any subsequent addendums and corrigendum if issued in this regard I shall comply accordingly.

Signature of the authorised signatory
Of the bidder with seal of firm

REGIONAL INSTITUTE OF EDUCATION MYSORE - 570 006
(A Constituent Unit of National Council of Educational Research and Training)

Hostel Mess Menu 2022

Days	Breakfast	Lunch	Tea & snacks	Dinner
Monday	Chapatti (3 per person)+ mixed vegetable kuruma (carrot, beans, potato, green peas)/ Tomato curry + coffee	Rice + sambar (<i>drum stick</i>)+ dal + Papad + curd + beetroot palya	Masala Vada/ Mathur Vada / Sweet bonda+ Tea + Milk	Rice + Chapathi (2 per person) + rasam (tamarind) + curd + aloo palak
Tuesday	Idly (4 per person) + Vada (1 per person) + Sambar + Chutney (groundnut/coconut/ broken peanuts) + coffee	Rice + Gutti Vankaya curry + dal + Papad + buttermilk + black channa/ Horse Gram.	Haldiram (<i>Moongdal aloo bhujia / soya chips / roasted Peanut/ roasted green peas</i>) + Tea + Milk	Rice + Chapathi (2 per person)+ rasam (pepper) + curd + soya curry
Wednesday	Rice (Tomato / lemon / tamarind / mint) + Chutney (coconut) + coffee	Rice + sambar(<i>bottle gourd/ green leaf</i>)+ dal + Papad + curd + lady's finger palya	Egg / banana + Tea + Milk	Rice + Chapathi(2 per person) + rasam (dal) + curd + black channa
Thursday	Set Dosa/ Onion Dosa/ millet/ Ragi Dosa (3 per person)+ Chutney (coconut/ tomato) +Vegetable sagu+ coffee	Rice + mor Kuzhambu (yellow cucumber) + dal + Papad + buttermilk + potato fry	Sprouts/ Sweet Corn + Tea + Milk	Rice + Chapathi (2 per person)+ rasam (tomato) + curd+ Layd's finger curry.
Friday	Semiya with (beans and carrot) / Rava Kichadi with (carrot and beans)/ Methi Paratha (2 per person) + Chutney+ coffee	Rice + sambar (<i>raddish/ brinjal</i>) + dal +papad+ curd + chow chow palya	Plain Cake / Seasonal fruit /cream bun + Tea + Milk	Rice + Chapathi(2 per person) + rasam (coconut) + curd + capsicum Gobi curry

Saturday	Poori (4 person) + potato sagu + coffee	Bisbelebath + kharaboondi/ mixture (25 g) + curd rice + papad	Dry Gobi / sugiyan / onion bonda+ Tea + Milk	Rice + Chapathi (2 per person) + rasam (gram) + curd + Red Cowpeas curry
Sunday	Masala Dosa (3 per person) + Chutney + Coffee	Rice + sambar (mango/ ridge gourd) + dal + curd + Aviyal (carrot, beans, potato, drumstick, pumpkin, ash gourd, Raw banana)	Biscuit (mom's magic / happy happy/unibic, googly and parleG/ 50-50) + Tea + Milk	Special rice (Veg pulao / ghee rice/ corn rice/ fried rice) + Raitha+ chapathi (2 per person)+curry (paneer curry / white channa curry/ Aloo gobi curry) + raita + sweet (gulab jamun / semiya payasam / pineapple Kesari/ Halwa -wheat/ carrot)

15 days' Special food – Kerala parota and plain salna / aloo parota and pudina chitney / chole bature + gobi Manchurian/ baby corn manchurian + special rice (ghee rice, corn rice, veg biriyani, coconut rice) + raita + ice cream

Tea, milk and coffee	Limited (medium paper cup)
Curd	Limited – 120 ml
Butter milk	Unlimited
Palya, Aviyal	150 grams
Papad	1 Per person
Gobi Manchurian and baby corn Manchurian	Gobi- 6 to 7 pieces, baby corn- 4 to 5 pieces
Special food	Once in 15 days

ANNEXURE – V

PROFORMA FOR TECHNICAL BID

**To,
The Principal
Regional Institute of Education,
Mansagangothri,
Mysore -570006**

Subject: Allotment of contract for running the food catering in the RIE hostel -reg

Sir,

With reference to your Tender No. F.No 3/ST/ Hostel food catering /RIEM/C&W on the subject mentioned above, the undersigned have read the terms and conditions of the tender and quote the rates as under.

Sl. No	Particulars	Page Number
1	List of Annexures. annexure -I	14
2	Eligibility Condition/ check list of Technical Bid document (As per the format given at Annexure –II)	15
3	Tender Acceptance Letter as per Annexure – III	16
4	Proforma for Mess Menu -Annexure -IV	17-18
5	Technical Bid Proforma Annexure – V	19
6	Agency details (as per Annexure – VI)	20
7	Undertaking on non-judicial stamp paper of Rs.100/- (as per Annexure – VII)	21
8	Compliance Statement Certificate as per Annexure – VIII	22
9	Bill of Quantity /BOQ Financial Bid to be uploaded – Annexure -IX	26
	Any other supporting documents submitted by Bidder	

1. It is certified that above information are correct and duly certified copy of relevant documents in the proof of above is enclosed herewith. All pages of the Technical bid have been numbered, indexed and the document is final for all purposes.
2. All the above mentioned documents have been scanned & uploaded along with bid documents.

Signature of the Authorised Signatory
of the Bidder with seal of firm

ANNEXURE – VI

AGENCY DETAILS

(Including performance records, financial viability etc.)

1. Name of Agency (Copy to be enclosed)
2. Status of ownership of the firm (Proprietary/ Partnership/ Company) (Copy to be enclosed)
3. Registration No.
(Copy to be enclosed):
4. PAN Number (Copy to be enclosed):
5. Tin Number of the Agency (Copy to be enclosed):
6. Good Service Tax Registration No. (Copy to be enclosed) if any:
7. Telephones Nos:
8. Residential Address:
9. Banker's Name & Address (Copy of cancelled CTS 2010 cheque/ NEFT details to be enclosed):
10. List of Clients (Enclose copy of Orders/ Contractors' Along with items details performance report if any)
11. Any other information/ documents which may help DCPW: In assessing Tender's capabilities for award of contract

Signature of the Contractor

Name/ Firm _____

Address _____

ANNEXURE – VII

An undertaking enclosed at Annexure of the Tender/ Bid document on non-judicial stamp paper of Rs.100

UNDERTAKING

I/We have read and understand the contents of Tender and agree to abide by the terms and conditions of this tender and undertake the following.

1. I/We also confirm that in the event of my/ our tender being accepted, I/we hereby undertake to the agree with terms and conditions of the tender and Menu as appended also furnish Performance Security in the stipulated date and time.
2. I/We further undertake that none of the Proprietor/ Partners/ Directors of the firm was or is Proprietor or Partner or Director of any firm with whom the Government have banned/ suspended business dealing. I/We further undertake to report to the Principal Regional Institute of Education Mysore immediately after we are informed but in any case not later than 15 days, if any firm in which Proprietor/ Partners/ Directors are proprietor or Director of such a firm which is banned/ suspended in future during the currency of the contract with you.
3. I/We agree that all disputes, if arising related to this tender, shall be within the jurisdiction of courts of Mysore only.
4. I/We undertake that the firm/ company etc has never been blacklisted by any of the Central/ Govt. organisation and no criminal case is pending against the firm/ company.
5. That the information supplied by the firm/ company/ bidder in the bid are true and nothing has been concealed and in case at any stage any information is found false our EMD/ Bid Security can be forfeited and our tender can also be rejected by the Council.
6. **Regional Institute of Education Mysore Authorities may make surprise inspection to ensure proper Quality and nearly sanitation condition.**
7. **An agreement (Memorandum of Understanding) will be made between The Principal RIE Mysore and contractor will be executed on a Non Judicial paper of appropriate value**

Date:

**Signature of the Tenderer/ Bidder
Name: Designation with seal of the Firm/
Company**

ANNEXURE – VIII

Compliance Statement Certificate

I/We do hereby state that each items and conditions of the Tender documents have strictly been complied and nothing has been concealed or left as required in the tender document.

Dated:

Authorised Signatory with Rubber Stamp

Place:

INSTRUCTIONS FOR ONLINE BID SUBMISSION:

The bidders are required to submit soft copies of their bids electronically on the CPP portal, using valid digital signature certificate. The instruction given below are meant to assist the bidders in registration on the CPP portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP portal.

More information useful for submitting online bids on the CPP portal may be obtained at : <https://eprocure.gov.in/esprocure/app>.

REGISTRATION

1. Bidders are required to enrol on the e-Procurement module of the Central Public Procurement Portal (URL: <https://eprocure.gov.in/eprocure/app>) by clicking on the link “Online bidder enrolment” on the CPP portal which is free of charge.
2. As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
3. 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. 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 certifying authority recognized by CCA India (e.g. Sify/ nCode/ eMudhra etc), with their profile.
5. 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 DSC’s to others which may lead to misuse.
6. Bidder then log in to the site through the secured log-in by entering their user ID/ password and the password of the DSC/ e-Token.

SEARCHING FOR TENDER DOCUMENTS

1. 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, Organisation 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 Organisation Name, Form of Contract, Location, Date, and other Keywords etc, to search for a tender published on the CPP portal.
2. 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. 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.

PREPARATION OF BIDS

1. Bidder should take into account any corrigendum published on the tender document before submitting their bids.
2. 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. 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/ JPG formats. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
4. 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” or “Other Important Documents” 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.

Note: My documents space is only a repository given to the bidders to ease the uploading process. If bidder has uploaded bid documents in My Documents Space, this does not automatically ensure these documents being part of Technical Bid.

SUBMISSION OF BIDS

1. Bidder should log into the site well in advance for bid submission so that they can 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. The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
3. Bidder has to select the payment option as “Offline” to pay the EMD as applicable and enter details of the instrument.
4. Bidder should prepare the EMD as per the instructions specified in the tender document. The original should be posted/ couriered/ given in person to the concerned official, latest by the last date of bid submission or as specified in the tender documents. any other accepted instrument, physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time. Otherwise the uploaded bid will be rejected.
5. Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. If the price bid has been given as a standard BoQ format with the tender document, then the same is to be downloaded and to be filled by all the bidders. Bidders are required to download the BoQ file, open it and complete the white coloured (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.

6. 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.
7. 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 unauthorised 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. Any bid document that is uploaded to the server is subjected to symmetric encryption using a system generated symmetric key. Further this key is subjected to asymmetric encryption using buyers/ bid openers public keys. Overall, the uploaded tender documents become readable only after the tender opening by the authorized bid openers.
8. The uploaded tender documents become readable only after the tender opening by the authorised bid openers.
9. Upon the successful and timely submission of bids (i.e. after clicking "Freeze Bid Submission" in the portal), 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.
10. The bid summary has to be printed and kept as an acknowledgement of the submission of the bid. This acknowledgement may be used as an entry pass for any bid opening meetings.

ASSISTANCE TO BIDDERS

1. 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. 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.

Signature of the Authorised person who is representing the bid

Name: _____

Seal: _____

Date: _____

Place: _____

ANNEXURE-IX

PROFARMA FOR FINANCIAL BID TO BE FILLED IN BOQ .

To,
The Principal
Regional Institute of Education,
Manasagangothri,
Mysore -570006

Sir,

With reference to your Tender No. F.3/ST/Food Catering Service/C&W/RIEM/2022-2023 on the subject mentioned above, the undersigned have read terms and conditions of the tender & quote the rates as under:

BOQ

Sl. No	Menu for Breakfast, Lunch, Tea/coffee Snacks & Dinner	Rate for a day and per person	Rate Quoted by the Supplier	
			Rate in word	Rate in Number
1	As per the Menu enclosed at Annexure IV (To be filled in xls. <u>Financial BID/ BOQ only</u>)			

Rupees:

Seal and Signature of the Contractor