

क्षेत्रीय शिक्षा संस्थान, मैसूर-570006

Regional Institute of Education, (NCERT) Mysore- 570006

F.NO 3/ST/National Yoga Olympiad/RIEM/2024-25

अल्पकालीन निविदा सूचना/Short Tender Notice

Invites bids through open Tender method for providing the catering service contract for National Yoga Olympiad, 2024 to be held in the premises of Institute from, 16.06.2024 to 21.06.2024 the eligible experienced firms/caterers.

Annexure- I

CRITICAL DATES

Date of Published the Tender Document	21.05.2024
Bid Documents download/sale start date	22.05.2024
Bid Submission Start Date	22.05.2024
Last Date of Submission of Bids	31.05.2024 01:00 pm
Bid Opening Date	31.05.2024 04:00 pm

Further details, and complete Tender documents can be accessed from the website www.riemysore.ac.in. Further any query relating to the process of submission or queries relating to the subject please contact Section Officer C&W on 0821-2511411 or write mail at principal@riemysore.ac.in

Section Officer (C&W)
RIE, Mysore
0821-2511411

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Regional Institute of Education, (NCERT) Mysore- 570006

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Dated: 21.05.2024

The Regional Institute of Education, NCERT, Mysore, 570006 invites Tender for providing Catering contract in respect of the National Yoga Olympiad, 2024 to be held in the premises of Institute from 16.06.2024 from the eligible experienced firms/caterers.

Annexure- II

INVITATION FOR BID

- 1.1 Regional Institute of Education, Mysore, 570006 invites Tender s from reputed Catering Contractors having minimum five years' experience in the field of outdoor catering for large gatherings organized by Govt. Departments, including large gathering of students and with minimum average Annual Turnover of Rs.20 lakhs during the last three years i.e. 2021-22, 2022-23, 2023-24 which should be certified on non-judicial papers with notary.
- 1.2 The bidders are required to accept all terms & conditions mentioned in the Tender Document. Principal, RIE, Mysore reserves the right to reject any or all offers without assigning any reason thereof.
- 1.3 It is the responsibility of the bidders to read all the terms & conditions of the Tender Document before submitting the tender in the Institute. Incomplete Tender Documents or bids are liable to be rejected. Tenders received after the due date and time will not be entertained.
- 1.4 National Yoga Olympiad, 2024 will be held at Regional Institute of Education, Mysore-570006 campus. All meals would be prepared in the kitchens established within the premises; and meals would be served in Institute premises as per the decision taken by the Authorities. The prospective bidders would be allowed requisite opportunity of inspecting the kitchens and Institute Premises. Preference would be given to bidders having previous experience of working in similar environment.
- 1.5 The bidder shall declare that only professional cooks certified as having at least five years' experience of cooking vegetarian meals for such large gatherings shall be deployed. It will also be declared that at least one person having professional degree/diploma in 'Catering' from a recognized institution shall be present at the venue at all meals for supervision of catering operations.
- 1.6 The Tender shall be accepted under Two Bid Systems. The interested firms have to submit the Technical Bids and Financial Bids separately in the prescribed proforma only in sealed covers personally and insert in the box kept at C&W section of the institute and also send by speed post or register post. Any bids received through mail, without sealing or in open condition will be rejected summerly. Delay in receiving post will be at the risk of the bidder and Institute will not have any responsibility for the same. All the documents in

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support of eligibility criteria etc. are also to be submitted 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.

- 1.7 All tender documents attached with this invitation to tender including the Specifications 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 in the Institute within time and before last date.
- 1.8 The Earnest money Deposit (EMD) of Rs.1,00,000/- (Rupees One Lakh only) shall be payable in the form of DD/BC drawn in favour of Principal, RIE, Mysore, payable at Mysore. Earnest Money will be refunded without interest to the unsuccessful tenders/bidders after finalization of the contract. After award of contract the contractor has to deposit 10% of total contract value as performance security Deposit. Performance Security should remain valid for 01 months beyond the date of completion of all contractual obligations and issue of No dues certificate by RIE, Mysore-570006.
- 1.9 The interested parties can inspect the RIE, Mysore premises between 10:00 a.m. to 05:00 p.m. on any working day from 22.05.2024 to 30.05.2024. They may contact Section Officer, C&W RIE, Mysore on phone No. 0821-2511411 or Assistant Store Officer C&W RIE, Mysore on phone No. 0821-2511411 during office hours on any working day for ascertaining the job requirements and any other additional information/clarification required by them.
- 1.10 All entries in the tender form should be legible and filled clearly, if the space provided for furnishing is insufficient; a separate sheet duly signed by the authorized signatory and then only submitted. No correction either in the Technical Bids or Financial Bids is not permitted.
- 1.11 Conditional bids shall not be considered and will be rejected summarily.
- 1.12 The Technical Bid shall be opened in front of the bidders and committee members on the scheduled date and time at 31.05.2024 at 4.00 p.m. in the Institute.
- 1.13 The Financial Bids of only those bidders who qualify in the technical bid will be opened after evaluation by the Committee constituted for the purpose on date 3.06.2024 -10:00 a.m.
- 1.14 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.

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- 1.15 The tender documents can be downloaded from the Institute's website www.riemysore.ac.in
- 1.16 Any subsequent Updates, Addendums, Corrigendum's etc. (if any) will be published only on the Institute's website www.riemysore.ac.in . All bidders are required to regularly check the websites for any updates.
- 1.17 Food have to be prepared on 16.06.2024 and on 21.06.2024 In limited no. based on the requirement.
- 1.18 The firm should submit a certificate that the firm has not been black listed , debarred from participating in any tenders or involved in any criminal cases on a non-judicial paper of Rs.100/- which is need notary of an advocate.

Section Officer
RIE, Mysore
0821-2511411

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GENERAL INFORMATION FOR THE BIDDERS

Annexure- III

2. SCOPE OF WORK

2.1 The contract is for providing catering service including preparing and serving meals, beverages and packed day meals, at Regional Institute of Education, Mysore from 16 June, 2024 morning to 21 June, 2024 night, to Officials, Jury Members, Participants, School children from all over the country, organizers and other staff deployed in the National Yoga Olympiad, 2024.

2.2 The number of participant school children is estimated as below:

Date	Bed Tea	Breakfast	Morning Snacks	Lunch	Evening Snacks	Dinner
16.06.2024	-	-	-	-	250 members approx	250 members approx
17.06.2024	300 members approx	300 members approx	300 members approx	500 members approx.	600 members approx	600 members approx
18.06.2024	885 members approx	885 members approx	885 members approx	885 members approx	885 members approx	885 members approx
19.06.2024	885 members approx	885 members approx	885 members approx	885 members approx	885 members approx	885 members approx
20.06.2024	885 members approx	885 members approx	885 members approx	885 members approx	885 members approx	885 members approx
21.06.2024	600 members approx	600 members approx	600 members approx	250 members approx	250 members approx	250 members approx

The number of actual arrivals is, however, liable to vary. The catering service and the consequent billing will be only in respect of actual arrivals. For this purpose, the caterer will distribute food coupons to the arriving participants on their entry in the Camp and the billing will be on the basis of number of coupons actually consumed. Food has to be packed at required time.

2.3 The catering service will comprise three meals viz., breakfast, lunch and dinner with tea/coffee in forenoon and afternoon. Adequate water dispensers along with 20 ltrs capacity mineral water jar will be provided by the caterer in the messing area and in all the barracks where the participants would be accommodated.

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2.4 Some programmes will be organized at KSOU Convocation Hall, Mysore which is situated in the Mysore University premises for day long events. Water dispensers and tea/coffee (snacks packet) may be arranged at that venue.

2.5 The caterer would bring his/her own cooking sufficient numbers of implements, water for cooking, utensils, fuel, crockery and cutlery. However, the facilities available at the kitchens in the Campus including supply of filtered/treated water for cooking/drinking purpose, may be used in addition in consultation with and in compliance with instructions of the Principal, Regional Institute of Education, Mysore-570006 per the convenience of the Institute administration and Organization Committee. Arrangements for washing of utensils and dishes including crockery/cutlery would be made by the caterer.

2.6 Cooking facility will be provided at an place, however dining places will be provided at different places. The Carter will establish sufficient number of food counter approximately 10 - 12 counter wherever is required to avoid any hassle and inconvenience.

2.7 All the raw material and consumables to be used for cooking the meals would be brought by the caterer and all such material would conform to all food safety, hygiene and nutrition standards prescribed under the provisions of Food Safety and Standards Act, 2006 and the rules/regulations framed there under by the Food Safety and Standards Authority of India (FSSAI).

2.8 Further, the caterer would ensure that all the food material used in cooking conforms to the standards laid down in the rules/regulations framed by the FSSAI in with respect to additives, contaminants, toxins, residues, packaging etc. and brought and stored in packaged condition to prevent any deterioration in quality standards.

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Annexure- IV

1. SUBMISSION OF BIDS:

The Tender shall be accepted under Two Bid System. The interested firms have to submit the Technical Bids and Financial Bids in the prescribed proforma either personally or through post (speed post/Register post) in sealed covers only. The Institute will not be responsible for any postal delay. Tenders 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 submitted 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 and should contain the following details:-

a) Bidder's eligibility Criteria: - (As per the format given at Annexure - IX)

b) All pages of the Technical bid shall be numbered, indexed and the document shall be used as final for all purposes.

c) Demand draft/Banker Cheque of Rs.1,00,000/- (Rupees One Lakhs only) submitted as EMD and also tender fee of Rs.1000/- (Rupees One Thousand only) non-refundable is required to be submitted with the bid document. The firms/Caterers having MSME document for claiming exemption from EMD/Tender Fee must be attached.

d) Tender Acceptance Letter signed by bidder with seal as per Annexure -VII

(ii) Financial Bid: Should contain Price Bid only. (As per Performa for Financial Bid) (Annexure - X).

2. OPENING OF BIDS:

(i) The Technical Bid shall be opened by the Committee on the scheduled date and time at 31.05.2024 at 04.00 pm at RIE, Mysore

(ii) The Financial Bids of only those bidders who qualify in the technical bid will be opened after evaluation by the Tender Opening Board/Committee. The date and time will be 03.06.2024 03:00 pm

3. RATES:

(i) Rates are to be quoted as per Performa for Financial Bid in Rupees.

(ii) The rate should be inclusive of all taxes and shall not be subject to any change/revision during the contract period. This will not apply to any change in menu (addition /deletion) and

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rates of new items introduced shall be by the mutual consent of RIE Committee and the Contractor.

(iii) No enhancement of rates will be allowed for the job contract during the period of contract.

4. VALIDITY OF BID:

i) The bid shall remain valid for 20 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 Institute may take the services of the caterer/contractor on the same rates with same menu till the end of financial year 2024-25.

5. EARNEST MONEY DEPOSIT:

i) EMD amount will be accepted in the form of Demand Draft/Banker Cheque drawn in favour of Principal, RIE, Mysore and payable at Mysore. The bid without EMD is liable to be summarily rejected.

(ii) Without prejudice to any other right of NCERT the Earnest Money Deposit may be forfeited by the NCERT:

(a) If the Bidder withdraws his/her bid during the period of bid validity; or

(b) In case the successful Bidder refuses to sign the Agreement; or

(c) If the bidder fails to furnish the Performance Security.

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

6. PERFORMANCE SECURITY:

The successful bidder shall be required to deposit an amount equal to 10% of the contract value. Performance Security should remain valid for 2 months beyond the date of completion of all contractual obligations. Performance Security shall be submitted in the form of Demand draft in favour of Principal, RIE, Mysore and payable at Mysore or in the form of Bank Guarantee issued by a Scheduled/ Nationalized/ Commercial bank. Performance will be discharged after completion of contractor's performance obligations 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. PERIOD OF CONTRACT:

The contract shall initially be for a period of 05 days which can be extended as per the requirement on mutual consent and satisfactory performance.

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8. ACCEPTANCE/TERMINATION OF BID:

The Principal RIE, Mysore reserves the right to accept or reject any bid, and can award the contract to lowest or highest rates quoted firm for the fulfilment of process.

9. BID EVALUATION:

(i) The RIE, 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) 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 bid document without material deviation. A bid determined as substantially non-responsive will be rejected by the 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 like food quality check, material check and past record.

(iv) Though the bid evaluation will be based on the overall lowest total amount quoted in the Financial Bid and will be considered for placement of offer. The lowest offer/bidder will be decided on the basis of overall lowest rates quoted by the bidder (s). Further the L-1 bidder so selected will have to match the L-1 rates of other individual items quoted in the financial bid without compromising the quality and quantity of food items. However, it may also be noted that the RIE, Mysore is NOT bound to accept the lowest offer and reserves the right to award the work to the higher bidder who satisfy the requirement so needed.

10. AWARD OF CONTRACT

a). The issue of a work order shall construe the intention of the RIE, Mysore to enter into contract with the successful bidder.

b). The successful bidder shall within 05 days of issue order, give his acceptance along with performance security and sign the contract with the RIE, Mysore

11. SIGNING OF CONTRACT

The signing of contract shall construe the award of contract to the bidder. Upon successful bidder signing the contract, the RIE, Mysore shall discharge the EMD. Failure of the successful bidder to comply with the signing requirement shall constitute the sufficient ground for the annulment of the award and forfeiture of the EMD in that situation the RIE, Mysore may at its discretion award the work to other subsequent bidder or call for fresh bids by committee members request.

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12. RELAXATION/MODIFICATION IN TENDER:

RIE, 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 & conditions of the tender. It also reserves the rights to negotiate the rates with the lowest bidder.
- Accept or reject any or all of the financial bids in part or in full, irrespective of their being the lowest, without assigning any reasons.

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Annexure- V

TERMINATION OF CONTRACT, VACANT POSSESSION ETC.

- i) The contractor will on expiry of the period of the contract, peacefully and quietly hand over vacant possession of the premises to the Licensor without raising any dispute whatsoever.
- ii) The contractor shall not put up any permanent structure or make any alternations or additions in the premises without the prior consent in writing of the Licensor.
- iii) The contractor will be at liberty to remove all the movable articles brought by the contractor in the premises during the continuance of the contract, before delivering possession of the premises.
- iv) In case of loss or damage caused to any of the furniture-fixtures etc. provided by the Licensor, the cost thereof shall be recovered from the contractor and the same shall be deducted from the Security Deposit.
- v) If the contractor commits breach of any of the aforesaid terms and conditions, the contract will stand terminated forthwith and the contractor shall have to hand over vacant and peaceful possession of the premises to Licensor without raising any dispute whatsoever.
- vi) 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 demised premises.

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Annexure- VI

RESOLUTION OF DISPUTES

- i) The RIE, Mysore and the Caterer shall make every effort to resolve amicably by direct award and forfeiture of the EMD in that situation the RIE, Mysore may at its discretion award the work to other subsequent bidder or call for fresh bids.
- ii) If, after thirty (30) days from the commencement of such informal negotiations, the RIE, Mysore the Caterer have been unable to resolve amicably a contract dispute, either party may require that the dispute be referred for resolution to the formal mechanism.
- iii) The dispute resolution mechanism to be applied shall be as follows:
 - (a) A dispute or difference arising between the RIE, Mysore and Caterer relating to any matter arising out of or connected with the contract, such dispute or difference shall be referred to the Principal, RIE Mysore. The award of the Arbitrator shall be final and binding on the parties to the contract subject to the provision that the Arbitrator shall give reasoned award.
 - (b) The Indian Conciliation and Arbitration Act, 1996, the rules there under and any statutory modifications or re-enactments thereof, shall apply to the arbitration proceedings.
 - (c) If the parties fail to resolve the dispute then the dispute shall be referred to the Principal, RIE, for Arbitration. The Principal may arbitrate himself/herself or in his/her discretion, may appoint any other person as an arbitrator to adjudicate upon the dispute. The decision of the arbitrator shall be final and binding on the parties.
- iv) The venue of arbitration shall be the place from where the contract is issued.

(Note: Hard copy of EMD and tender cost must be submitted in C&W Section RIE, Mysore before last date of tender)

Section Officer(C&W)
RIE, Mysore
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Annexure-VII

Tender Acceptance letter

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

Dated:

Sub: Tender Acceptance letter

Sir,

I hereby undertake that I have read & understand the entire tender document & accept and 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

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Annexure VIII

Firms which are not eligible to participate in the above tender:

1. Firms which do not have good reputation with RIE Mysore.
2. Firms which do not have cordial relation with the institute
3. Relation of the above related firms are also not eligible for participation.

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Annexure- IX

ELIGIBILITY CONDITIONS/CHECK LIST OF TECHNICAL BID DOCUMENTS

Sl No.	Particular	Attached Supporting Document evidence.	
		Page No.	YES
1	Have you got the information of Annexure I	1	
	Annexure II	2	
	Annexure III	5	
	Annexure IV	7	
	Annexure V	11	
	Annexure VI	12	
	Annexure VII	13	
	Annexure VIII	14	
	Annexure IX	15	
	Annexure X	17	
2	Required Tender Fee (In the form of DD/BC) Rs. 1,000/- (Non-refundable)		
3	Required Earnest Money Deposit (EMD) (In the form of DD/BC) for Rs. 1,00,000/-		
4	Have you submitted the MSME, NSIC, MSE registration copy for exemption of Tender Fee and EMD		
5	Copy of Firm's Registration		
6	Copy of the PAN No of the firm		
7	Copy of GST registration number of the Firm		
8	Name & Address of tenderer's Bank and his current Account No (Attach of cancelled cheque)		
9	Name and Address of the Contact persons to whom all references shall be made by the Council		
10	Signature of the Bidder or his/her authorized signatory on each page of the Tender Document as acceptance of the terms and conditions contained in the Tender Document		
11	A bona fide caterer having at least 05 years of experience in providing outdoor catering services for large gathering of students in any State/Central Govt. Organization/PSUs/ Autonomous bodies supported with relevant documents.		
12	Have you submitted 3 years Income Tax details by chartered accountant.		

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13	Have you submitted the certificate that the firm has not been black listed, debarred from participating in any tenders or involved in any criminal cases on a non-judicial paper of Rs.100/- which is need notary of an advocate.		
14	List of Institutions/Organizations (with complete postal addresses) served in the past and list of Institutions/Organizations where presently providing Catering Services, Names, designations and telephone numbers of concerned officers in the respective Institutions/Organizations be indicated.		

Informal negotiation any disagreement or dispute arising between them under or in connection with the contract.

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Date:

FINANCIAL BID

Annexure-X

Rate to be quoted in financial bid only or if found in the technical bid the bid will be rejected summerly otherwise the tender will be rejected summerly.

SL No		16.06.2024	17.06.2024	18.06.2024	19.06.2024	20.06.2024	21.06.2024	Rates Quoted (In numeric and words)
1	Morning Tea		Tea	Tea	Tea	Tea	Tea	
2	Breakfast		Paratha, Sabji, Pickle	Idli, Sambhar Vada, Chutney	Upma, Poha Jalebi	Vada Pav, Aloo Vada with chutney	Khaman Dhokla, Pakoda	
			Milk	Milk	Milk	Milk	Milk	
			Tea	Tea	Tea	Tea	Tea	
			fruit	Fruit	Fruit	Fruit	fruit	
			Bread with Jam and Butter	Bread with Jam and Butter	Bread with Jam and Butter	Bread with Jam and Butter	Bread with Jam and Butter	
			Sprouts	Sprouts	Sprouts	Sprouts	Sprouts	
3	Morning Snacks		Cookie	Cookie	Cookie	Cookie	Cookie	
			Tea/coffee	Tea/coffee	Tea/coffee	Tea/coffee	Tea/coffee	
4	Lunch		Dal Arhar	Dal Fry	Dal Makhani	Dal Tadka	Moong Dal	
			Rice	Pulav	Rice	Rice	Rice	
			Chapati	Chapati	Chapati	Chapati	Chapati	
			Kadhai Paneer	Shahi Paneer	Paneer Pasanda	Palak Paneer	Malai Kofta	
			Bhindi Fry	Mixed Veg	Aloo Fry	Kosambari	Tondekayi Fry	
			Green Salad	Green Salad	Green Salad	Green Salad	Green Salad	
			Boondi Raita	Veg Raita	Plain Curd	Fruit Raita	Veg Raita	
			Pickle	Pickle	Pickle	Pickle	Pickle	
			Puri	Puri	Puri	Puri	Puri	
			Sambhar	Sambar	Sambar	Sambhar	Sambar	

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			Jeera Rice	Pongal	Bisibelebath	Vegetable Pulav	Tomato Bath	
			Holige	Rasgulla	Galub Jamun	Custard/Fruits	Ras Malai	
5	Lunch 2		Khichdi/Dalia and sambhar for 100 people					
6	Evening Snacks		Cookie	Cookie	Cookie	Cookie	Cookie	
			Tea/coffee	Tea/coffee	Tea/coffee	Tea/coffee	Tea/coffee	
7	Dinner	Dal	Dal	Dal	Dal	Dal	Dal	
		Rice	Rice	Rice	Rice	Rice	Rice	
		Jira Aloo	Jira Aloo	Aloo Gobhi	Aloo Shimla	Aloo Pyaz	Aloo Barabati	
		Chana Lauki	Chana Lauki	Gatte ki Sabji	Karela	Masala Bhindi	Lauki Kofta	
		Chapati/Puri	Chapati/ puri	Chapati/puri	Chapati/puri	Tikkad /Puri	Chapati/puri	
		Salad	Salad	Salad	Salad	Salad	Salad	
		Khichdi/Dalia	Khichdi/Dalia	Khichdi/Dalia	Khichdi/Dalia	Khichdi/Dalia	Khichdi/Dalia	
		Sambhar	Sambhar	Sambhar	Sambhar	Sambhar	Sambhar	
		Halwa	Halwa	Ice Cream	Ice Cream	Pani puri	Kheer	
8	Dinner 2		Khichdi/Dalia and sambhar for 100 people					
9	High tea contains:		Dry Fruits, Sugar Free Sweets, Bakery Cookies, Samosa, Wafers, Banana Milk Shake/Badam Milk and Tea, Coffee only on 18.06.2024 and 20.06.2024					
10	Additional		Tea biscuit for 30 person for 2 days					

Signature of the bidder with rubber stamp