

## Notice Inviting Tender

Sealed tenders are invited by Indira Gandhi Delhi Technical University for Women, Kashmere Gate, Delhi-110006 in two bid system (Technical and Financial) from the Agencies of National / International repute for the following works:

Name of the works:	<b>Operation of Canteen at IGDTUW, Kashmere Gate , Delhi-06</b>
Earnest Money Deposit:	Rs. 50,000/- (Rupees Fifty Thousand only)
Cost of the Tender:	Rs. 1000/- (non-refundable) in the form of Demand Draft/Pay Order drawn in favour of "Registrar, Indira Gandhi Delhi Technical University for Women" GIA SB A/C payable at "Delhi"
Last Date of Sale of Tender :	<b>13/11/2013 up to 12.00 Noon</b>
Last Date of Receipt of Bid :	<b>14/11/2013 up to 2.00 p.m.</b>
Date, Time and Venue for Opening of Technical Bid:	<b>14/11/2013 at 02.30 p.m.</b> Seminar Hall of the University at Admn. Block, Kashmere Gate, Delhi – 110006

### **1. Scope of work / location:**

- i. Running and operation of Canteen/cafeteria including indoor and outdoor Hospitality services required for Kashmere Gate Campus.
- ii. Hospitality arrangements, to order, like Tea/Coffee/Soft drink/Snacks/ lunch (packed) Catering to all the Offices (i.e. on all the floors) of the university and also provide the service and Buffet Lunch/ Dinner/ Tea for various academic and Cultural Activities, Festivals, Seminars, symposiums, Conferences, Training Programmes, Press Conferences, Statutory Bodies Meetings, Annual Day/Convocation, Teachers Day, Republic Day, Independence Day, Eid, Guru Parv, Holi Mangal Millan, Deepawali or any other function. In addition to this, arrangements are also required for Examinations and Admission/Counseling etc as informed by the University from time to time.

### **Important Note:-**

The tenderers are advised to visit the University canteen before participating. The tenderer should assess the volume of business by themselves. The IGDTU will not guarantee any minimum/maximum business. However present strength of the students & staff in approx 1300 person.

**2. The Canteen space is available as per details below:**

i. Covered Area of the Canteen is 250 Sq m behind the East Hostel building at Kashmere Gate Delhi (Annexure-III).

**3. Time Period:**

The contract will be operative for a period of three years from the date of award, (to be reviewed and approved every year, if found satisfactory) extendable at discretion of the IGDTU for another period of one/two years from the date of execution/award of the contract (whichever is earlier) subject to satisfactory working, on the same terms and conditions as the case may be, and the rates as decided by the university will be final. The license shall automatically cease to be effective, after the end of time period. However the IGDTU reserves the right to terminate the contract any time during the currency of license time period. The decision of the IGDTU in this regard will be final & binding on the tenderer.

**4. How to obtain:**

The desirous tenderers may obtain the Tender Documents from the General Administration Branch, Admin. Block, Indira Gandhi Delhi Technical University for Women Kashmere Gate Delhi-110006 on any working day w.e.f **14/10/2013 between 10.00 a.m. to 3.00 p.m.** on payment of Rs.1000/- (non-refundable) in the form of Demand Draft/Pay Order drawn in favour of "Registrar, Indira Gandhi Delhi Technical University for Women" GIA SB A/C payable at "Delhi".

Tender Document can also be downloaded from University website: [www.igit.ac.in](http://www.igit.ac.in) The downloaded Tender Document can be used by paying Rs.1000/- in the form of Demand Draft/Pay Order drawn in favor of "Registrar, Indira Gandhi Delhi Technical University for Women" GIA SB A/C payable at "Delhi" to be enclosed with the filled in Tender Document (Technical Bid).

**5. Eligibility Criteria:**

The Agency of National / International repute who fulfils the following criteria:

- i. Should have at least 3 years (Ending March 2013) experience in catering services/running food stall/cafeteria at its own or in the established reputed organization.
- ii. Should have Average Annual Turnover of atleast Rs. 10 lacs in running /operation of Canteen in the last three years (2012-13, 2011-12, & 2010-11)
- iii. Should have valid Service Tax Registration No.
- iv. Should have valid PAN No.
- v. Should have valid VAT Registration No.

vi. Should have valid ESI & EPF Registration No. (if applicable)

**6. Documents to be enclosed for the proof of eligibility criteria :**

- i. Attested copies of experience (at least 3 years ending March 2013) experience catering services/running food stall/cafeteria at its own or in the established reputed organization.
- ii. Attested copies of Turnover [at least Rs. 10 lacs in running /operation of Canteen in the last three years (2011-12, 2010-11 & 2009-2010)] duly certified by Chartered Accountant (Front page of Balance Sheet and P&L Account only).
- iii. Attested copies of Service Tax Registration Number.
- iv. Attested copies of PAN Number.
- v. Attested copies of VAT Number.
- vi. Attested copies of ESI & EPF Number.

**7. How to submit:**

The completed tender along with the E.M.D. of Rs. 50,000/- in the form of Demand Draft/Pay Order drawn in favor of "Registrar, Indira Gandhi Delhi Technical University for Women" GIA/ Salary A/C payable at "Delhi". The last date to submit the completed tenders in the General Administration Department, IGDTUW is **14/11/2013 up-to 2.00 p.m.**

**Important Note:-**

**Tender without Earnest Money Deposit and documents as mentioned above shall be summarily rejected.**

The bids shall be submitted in sealed envelope superscribing "Tender for operation of Canteen at IGDTU at Kashmere Gate. and date / time of opening **14/11/2013 at 2:30 p.m.**". The name, address and telephone no. of the authorized should be mentioned on the envelope. This envelop should contain two separate sealed envelopes as under:

**i. Envelop 1: Technical Bid:**

- a. This must contain Original/Downloaded Tender Document duly signed by authorized signatory on each page.
- b. Documentary proof of eligibility criteria in prescribed formats duly signed by authorized signatory (Annexure-I)
- c. Covering letter and letter of submission.
- d. Earnest Money Deposit of Rs. 50,000/- in the form of DD/Pay Order.
- e. Demand Draft/Pay Order of Rs. 1000/- (non refundable) in favor of "Principal, Indira Gandhi Institute of Technology" payable at "Delhi" towards Tender cost in case tender has been down loaded from website, if demand draft is not enclosed the tender will be rejected.
- f. Partnership deed in case of partnership firm or artide of association in case of limited company.
- g. Power of attorney in favor of the Authorized signatory in case the Authorized Signatory is other than Proprietor/Partner.

**ii. Envelop 2: Financial Bid: Duly filled and signed by authorized signatory. As per (Annexure –II)**

**8. Opening of Bids:**

**i. Technical Bids:**

The Technical Bids will be opened on **14/11/2013 at 2.30 p.m.** in the Seminar Hall, Admn. Block of the University at Kashmere Gate Campus in the presence of the tenderers or their authorized representatives.

**ii. Financial Bids:**

The date of opening Financial Bids shall be intimated separately to the bidders whose Technical Bids are found satisfactory by the University.

**9. Tenders to be rejected:**

- i. Incomplete tender document.
- ii. Tenders without proper E. M. D.
- iii. IGDTU does not bind itself to accept the highest or any other bidder and reserves to itself the authority to reject any or all the tenders received without assigning any reason. Tender in which any of the prescribed condition is not fulfilled or any condition including that of conditional rebate is put forth by the tenderer shall be liable for

rejection. The decision of the IGDTU in this regard will be final & binding on the Tenderer.

- iv. Canvassing whether directly or indirectly, in connection with tenders is strictly prohibited and the tenders submitted by the contractors who resort to canvassing will be liable to rejection.

#### **10. Earnest Money Deposit (EMD):**

In the event of tender being rejected, the earnest money deposit of such tenderer shall be returned to tenderer, without any interest. The EMD of successful tenderer may be adjusted against the Performance Gurantee.

#### **11. Performance Gurantee:**

The Performance Gurantee will be Rs. 1,00,000/- (Rupees One Lac only) which shall be in the form of DD/FDR.

#### **12. Selection Criteria for award of contract**

The bidder who quoted minimum rate in majority of the items as mentioned in the financial bid will be selected for award of canteen contract in the University. In case of tie in number of majority of items, the bidder who quoted minimum rate in other items shall be selected.

### **GENERAL CONDITIONS OF CONTRACT**

#### **1. Starting of work:**

The Licensee shall start the IGDTU Canteen within next fifteen days of acceptance of offer given by the University.

#### **2. Agreement:**

The licensee shall sign an agreement with the IGDTU within 15 days of the acceptance of offer on a stamp paper of Rs. 100/- to be furnished by the bidder along with bid document.

#### **3. Payment of License Fee, Water, Electricity & other Charges:**

- i. The licensee shall pay the license fee at the rate Rs. 7,000/- per month (Rs. Seven Thousand only per month) (with 20% increase in every year) in advance by 10th day of each month (next working day if 10th is a holiday on any account) failing which penalty of Rs. 50/- per day will be imposed/charged, upto last working day of the month. There after the action may be initiated.
- ii. The Licensee shall pay Electricity charges at rates including fixed charges, taxes as charged by of BSES Yamuna Power Ltd. Delhi from the University as per the meter reading or to BSES Yamuna Power Ltd/BSES Rajdhani Power Ltd as the case may be.
- iii. The Licensee shall pay water consumption charges at the flat rate of Rs. 3000/-per month (Rs. Three Thousand per month) with 20% increase every year till the installation of water meter and as per actual reading.

- iv. The Licensee will pay necessary fee, taxes as applicable, according to the rates prescribed by the MCD or any other Government Authority of India/Delhi for running the Canteen, directly to Concerned Authorities.

**4. Rates for different items and packages:**

- i. The contractor should ensure availability of the essential items in the canteen as per list enclosed (Annexure II).
- ii. The items other than those mentioned in “Annexure II” may be served with prior approval of the IGDTU at rates and in quantities agreed by, the IGDTU.
- iii. The rate(s) once fixed would remain applicable at least for one year and will be revised on request of the contractor subject to approval by the IGDTU. IGDTU reserves the right to disallow/amend the request of contractor in this regard.
- iv. The Licensee shall display the approved list and rates of approved eatable items at the identified/designated place in the Canteen.
- v. Tenderers are advised to inspect and examine the Canteen space at locations and its surrounding and safety measures required for the operation of canteen services as per local bye-laws.

**5. Maintaining cleanliness in and around the canteen:**

- i. The Licensee is bound to maintain cleanliness in and around the canteen and will dispose off the waste material outside the IGDTU Campus at its own cost and as per law. No staff member of the IGDTU will be engaged for the purpose and it shall be entire responsibility of the Licensee.
- ii. All waste food should be removed from catering premises on a daily basis and ideally should be collected twice a day. The waste food should be stored in bins with close fitting lids, stored clear of the ground on steel racks and it should be possible to clean under and around the bins. Bins should be sited well away from open doors and windows. When the Licensee has removed the waste the bins should be hosed down as well as the surrounding area.
- iii. Adequate number of insect killers has to be installed by the Licensee in the Dining Area and Kitchen.
- iv. All IGDTU equipment functioning in the Canteen need to be kept in working condition. If any equipment does not work/function properly the information must be given to Concerned Department.

**6. Staff deployment in the canteen:**

- i. The Licensee shall deploy the employees only after due Police verification. The Licensee shall provide identity cards to its employees at its own cost and provide a copy to the Administration alongwith all the records. A list of employees deployed along with their addresses and photograph shall be submitted to the IGDTU.
- ii. The Licensee shall also be responsible to provide all the benefits viz. P.F., ESI, Bonus, Gratuity, Leaves etc., to the staff engaged by the Licensee as per rules from time to time.
- iii. The Licensee shall not deploy any minor employees to work in the canteen, proclaimed offender, persons involved in criminal cases or with criminal back ground, and with debt burden.
- iv. The Licensee will appoint sufficient number of waiters for providing services in the Offices/ Schools of the IGDTU. All waiters should be in proper uniform approved by the IGDTU. The catering service at Offices/ Schools is mandatory.

- v. The IGDTU will be under no obligation to provide employment to any personnel of the Agency after expiry of tender/agreement/contract period and the IGDTU recognizes no employer-employee relationship between IGDTU and the personnel deployed by the Agency.
- vi. In every case, in which by virtue of the provisions of the Workman's Compensation act, the Government of India/Government of Delhi is obliged to pay compensation to such person employed by the Licensee in execution of the work; the IGDTU will be entitled to recover from the Licensee the amount of compensation so paid.

#### **7. PAYMENT OF BILLS:**

- i. Payment will be made by IGDTU within 30 days from the date of submission of the proper/satisfactory bill. The bills shall be submitted in triplicate along with duly signed work order issued by the university.
- ii. IGDTU reserves the right to carry out post payment audit and/or technical examination of the final bill including all supporting vouchers, abstract etc. IGDTU further reserves the right to enforce recovery of any overpayment whenever detected.
- iii. Last payment of the agency will be cleared only after ascertaining clearance of any liability pending with the Agency.
- iv. Income Tax will be deducted at source where ever applicable. PAN No. & TIN No. should be quoted on each bill.
- v. No responsibility will be taken by the IGDTU for Credit Sales Losses or pilferage. The IGDTU shall not provide any residential accommodation to the catering/canteen personnel employed by the Agency. No cooking or lodging shall be allowed in the IGDTU for the personnel engaged by the Agency.
- vi. The Licensee shall give 30 days credit facility towards supply made and special parties/outdoor catering organized for the offices/Branches/Schools/IGDTU only after getting a written order.

#### **8. Timings:**

- i. The Licensee shall keep the Canteen open from 8.00 A.M. to 8.00 P.M. (all days including Saturday/ Sunday. The Canteen shall not be closed on any working day of the IGDTU without the prior written permission of the IGDTU Administration. Penalty of Rs 5000/- per day shall be levied for each day when canteen is found closed un-authorizedly. In case the Canteen is required to be opened beyond 8.00 p.m. the Licensee shall obtain permission from the University.
- ii. The licensee must ensure availability of all the essential items as per Annexure II
- iii. The Licensee will provide catering services for the students, staff and visitors on campus, and in associated areas using both its own resources and where applicable, outside suppliers.
- iv. The Licensee shall be allowed to run a movable trolley in the IGDTU at Kashmere Gate campus, if required.

#### **9. Restrictions on the Licensee :**

- i. Any person who is in Government Service or an employee of the IGDTU should not be made a partner to the contract by the Licensee directly or indirectly.
- ii. The Licensee shall not sublet a part or whole of the premises to any other Agency for any purpose, what so-ever.
- iii. The Licensee shall not indulge himself in carrying out activities other than the purpose stipulated here under.

- iv. The IGDTU reserves the right not to allow the Licensee for the sale of any brand/make item/ food item including cold drink.
- v. The Licensee shall not sell the items banned by Central Govt. /State Govt. /Any Other Regulatory Authority.

#### **10. Termination of License:**

- i. On termination of the license, the license shall handover, peaceful possession of the licensed premises to the IGDTU, in the same condition as was offered to him. In case, he fails to vacate the IGDTU canteen premises within stipulated time period the IGDTU reserve the right to remove his items at the Licensee's risk & cost.
- ii. The IGDTU reserves the right to cancel the contract agreement or to withhold the payment in the event of non-commencement or unsatisfactory performance of the work contract. In such eventuality, IGDTU further reserves the right to get the work done from open market or through some other agencies. Licensee will be blacklisted in the IGDTU from participating in such type of tender & his performance guarantee/security deposit will be forfeited, if so warranted.
- iii. All legal disputes shall be subject to jurisdiction of Delhi Courts only.
- iv. IGDTU will have right to make good any due from the agency from the performance security.

- 11. In case the successful bidder fails to start the canteen within the stipulated period, the canteen contract shall be terminated and EMD/Performance Security or both shall be forfeited. In case non operation of canteen by the successful bidder, University reserves the right to award the canteen contract to the next higher bidder.**

### **SPECIAL CONDITIONS**

#### **1. Responsibilities/Liabilities of Licensee**

- a) **Food Hygiene:** It is the responsibility of the Licensee to ensure that all staff employed during an event is appropriately trained in hygiene procedures. It is the responsibility of the Licensee to ensure that the necessary equipment and services are available to ensure that good hygiene practice can be followed during any event taking place on IGDTU premises. Food handlers must notify their manager or supervisor if they are aware that they are suffering from any of the following: typhoid, paratyphoid, other salmonella infections, amoebic dysentery, and bacillary dysentery, any staphylococcal infection likely to cause food poisoning, boils, spots, burns or nasal infections. The following measures should also be taken:
  - 1. Exclude the person from work and arrange a medical examination.
  - 2. Not permit the food handler to return to work until cleared by a doctor.



3. It is the responsibility of the Licensee to get the Verification and antecedent of the employees, employed to run the IGDTU Canteen.
- b) The Utensils: All cutlery & crockery etc. used in the Canteen must be of very good quality. In case plastic products are used, it should be the food grade plastic for storage & serving.
- c) Cooked food after preparation must be checked by eaten procedure by the Licensee or its authorized person before kept for sale.
- d) Fire Precautions: All areas of The IGDTUW are provided with firefighting equipment suitable for the hazards normally found in these areas. If the work of a Licensee introduces unusual fire hazards into an area, he is responsible for providing the appropriate type of fire-fighting equipment. The Licensee is strongly advised to ensure that their employees on first arriving at the work site should check: -
  - i. The nearest means of escape in case of fire.
  - ii. The location, site and method of operation of fire-fighting equipment.
  - iii. The location of the nearest fire alarm.
  - iv. The procedures to be taken in case of fire or on the sound of the fire alarm.
  - v. Licensee personnel must obey alarm signals whilst on IGDTU premises and act in accordance with fire instructions posted in the premises.
  - vi. LPG cylinders used must be safely stored and used. Any fire accident arising out of misuse/improper use/storage of Gas Cylinder shall be the responsibility of the Licensee.
  - vii. Training to the staff deployed for fire frightening equipments and other electrical gadgets in use.

## **2. FOLLOWING SHALL BE STRICTLY PROHIBITED:**

- i. Serving of Alcoholic Drinks, selling of Narcotics, Tobacco items, and other items not normally covered in restaurant business.
- ii. Running catering services from the licenses premises to any other offices / organizations except those located in & under IGDTU.
- iii. Use of Plastic etc. and recycled colored plastic bags.

## **3. LEGAL LIABILITY AND RESPONSIBILITY OF LICENSEE**

- i. It will be the responsibility of the Licensee to get all the related clearances as applicable under the Indian Laws and complete the necessary formalities as required under relevant statues, rules and regulations.
- ii. The Licensee shall comply with all the statutory provisions as laid down under various Labour Laws/Act/Rules like minimum Wages, Provident Funds, ESI, Bonus, Gratuity, Contract Labour(R&A) Act, Delhi Works Contract Act and other Labour Laws/Acts/Rules in force from time to time at its own cost (from within the rate quoted).In case of violation of such statutory provisions under Labour Laws and/or any other law applicable, by the Agency, there will not be any liability on the part of IGIT, GGSIP University.

- iii. The Licensee has to maintain all the relevant records, register and documents as required by the Labour Department, Regional Provident Funds Commission and Employees State Insurance Corporation or other local bodies as per the existing rules and/or regulations as amended from time to time.
- iv. The Licensee shall indemnify to the IGDTU against any payments to be made under and for the observance of the above mentioned various laws and rules.

#### **4. Food Hygiene Inspections**

A Committee of Officers/Staff of the IGDTU shall be set-up by the Competent Authority, IGDTU to monitor the functioning of the Canteen and ensure compliance with quality/quantity standards of food, health, hygiene. The Canteen committee member (s) may inspect the preparation from time to time and reject such preparations, which are not considered wholesome or hygienic without any compensation.

#### **5. Equipments**

All equipment used by Licensees on IGDTU premises must be safe and suitable for work being undertaken. All such equipment must meet all legal requirements as to construction and use and where all operators recommended shall be suitably trained.

- 6. It is the responsibility of the Licensee to provide his/her employees with suitable Personal Protective Equipment (PPE) where required. The Licensee must instruct his/her employees to use Personal Protective Equipment when provided.
- 7. Agreement shall be drawn with the successful tenderer on stamp paper of Rs. 100/- which shall be provided by the successful tenderer. Tenderer shall quote the rates as per various terms and conditions of the tender document, which shall form part of the agreement.

#### **8. PENALTIES:**

- i. If the Licensee fails to fulfill his obligations of the contract at any time during the contract period, IGDTU shall have the power to terminate the contract and in that case the performance guarantee deposited by the Licensee shall be forfeited at the discretion of the IGDTU.
- ii. The Licensee shall not sublet a part or whole of the premises to any other Agency for any purpose what so-ever. Performance Guarantee deposited by the licensee may be forfeited and immediate termination of Contract by the IGDTU.
- iii. In case eatables are sold by the Licensee after the expiry date as mentioned by the manufacturer penalty of Rs.2000/- will be imposed for each default.
- iv. For not maintaining the Hygienic conditions in and around canteen at first instance /default warning letter will be issued and on subsequently defaults a penalty of Rs. 5000/- per default will be charged.
- v. For littering at any place in IGDTU Campus Rs. 2000/- per default.
- vi. Any penalty levied by the local authorities like MCD, PF, ESI, food adulteration, FDA, DPCC and etc on account of non compliance of local laws, the licensee will bear the cost.
- vii. The licensees have to deposit licenses fee upto 10<sup>th</sup> day of each month in advance failing which a penalty of Rs. 50/- per day will be received.

- viii. The license has to deposit the water charges at full rate upto 10<sup>th</sup> day of each month in advance failing which a penalty of Rs. 50/- per day will be received.
- xi. In case licensees fail to deposit license fee/ electricity/ water charges in more than three consecutive months, the contract may be terminated at the discretion of the university

I have understood completely about this tender document and the terms and conditions therein. I agree to sell the eatables and packaged items (Snacks /Lunch) on the rates mentioned in the tender. I have also understood that I have to maintain hygiene and provide good quality of eatable and food items.

\_\_\_\_\_  
Date: (Name & Signature of Tenderer  
with Seal of the Agency)



4. Annual Turnover dully supported by copy of Annual Accounts certified by the Chartered Accountant

Year	Turn over (Rs. in Lacs)	Loss, if any
2011-12		
2010-11		
2009-10		

5. Service Tax Registration Number (attach copy) :

6. Permanent Account Number (attach copy) :

7. VAT Registration Number (attach copy) :

8. Sales Tax Registration Number (attach copy) :

9. ESI &EPF Registration Number (attach copy) :

Date:

(Name & Signature of Tenderer  
with Seal of the Agency)

## **FINANCIAL BID (PACKET-II)**

- i. The tenderer should quote the rate of items in Annexure-II for running the canteen and providing the catering services
- ii. The tenderer should take care that the details, rate and amount should be written in such a way that interpolation is not possible. No cutting/overwriting in the rates quoted in figures or words mentioned in Financial Bid will be allowed and such type of tender is liable for rejection. No blanks are left which would otherwise make the tender liable for rejection.
- iii. Amount should be quoted in figures as well as words
- iv. The financial bid should have the stamp of the firm or company and signed by the tenderer or his authorized signatory on every page.
- v. The envelope containing the financial bid shall be super-scribed as "Financial Bids for Canteen services (Packet-II)" and it should be sealed.

(Keep this Financial Bid in Separate Sealed envelop)

## Annexure-II

Name of work : Operation of Canteen at IGDTU at Kashmere Gate campus, Delhi

1. Name of Tenderer and Agency :

2. Period of contract : Three years from the date of actual engagement(to be reviewed every year, if the service found satisfactory)

3. Please provide the rates of of each item as detail below. The bidder quoted minimum rate in the majority of the items shall be selected.

### LIST OF ESSENTIAL ITEMS / PORTION SIZE

#### Group A Breakfast/Snacks

S.No.	Items	Portion size	Rate per item
1.	Tea (Dip)	150 ml	
2.	Tea Readymade	80 ml	
3.	Coffee	150 ml	
4.	Samosa	100 gm	
5.	Mix pakora	6 pcs.	
6.	Bread Pakora (Potato filled)	75 gm	
7.	Omlet	(one egg with two Breads)	
8.	Omlet	(two egg with two Breads)	
9.	Butter Slice/Toast	Two Bread with Quarter Butter	
10.	Puri Subzi	4 puri's (50 gm each) and subzi/Chhole (150 gm)	
11.	Veg. Sandwich	90 gm	
12.	Veg. Cheese Sandwich	90 gm	
13.	Veg Cutlet	150 gm	
14.	Sambhar Vada	2 pcs of vada 120 gm with sambhar	
15.	Idly vada	2 pcs of idly 150 gm with sambhar	
16.	Masala Dosa	1 pc 200 gm with sambhar	
17.	Chowmin	1 plate 200 gm	
18.	Aloo or any stuffed veg. parantha with pickle	150 gm	
19.	Boiled Egg	2 pcs	
20.	Pastries (Plain)	1 pc	

**Group B Lunch items**

S.No.	Items	Portion size	Rate per item	Total of Group C
1.	Veg Thali	One veg. one dal, rice, raita and four roti		
2.	Dal fry	200 gm		
3.	Rajma	200 gm		
4.	Subzi	200 gm		
5.	Rice plain	200 gm		
6.	Chhole	200 gm		
7.	Rajma/Chhole Rice	300 gm		
8.	Boondi Raita	100ml		
9.	Curry with two pakora	200 gm		
10.	Roti with ghee	1 pc 75 gm		
11.	Gulab Jamun/Rasgulla	2 pcs		

**Group C Buffet Tea packages (Minimum for 10 person) for meetings, conferences and seminars etc. (to be served at the desired placed within the campus). The contractor has arrange all materials required in service including waiters, crockery etc.**

S.No.	Items	Total
1.	<b>Light High Tea (Per person)</b> 1. Mineral water (1/2 Ltrs) 2. Tea/Coffee* 3. Wafers 4. Samosa/Dhokla 5. Cookies 4 Pcs. (Sweet & Salted)	
2.	<b>Medium High Tea (per person)</b> 1. Mineral Water (1/2 Ltrs.) 2. Tea/Coffee* 3. Wafers 4. Samosa/Dhokla/Khandvi 5. Cookies 4 Pcs. (Sweet & Salted) 6. one sweet dish	
3.	<b>Heavy High Tea</b> 1. Mineral Water (1/2 Ltrs.) 2. Tea/Coffee* 3. Roasted Cashew nuts 4. Samosa/Dhokla/Khandvi 5. Cookies 4 Pcs. (Sweet & Salted) 6. Two sweet dishes 7. Paneer Pakora/Veg. Cutlet/Grilled Sandwich 8. Wafers 9. Real Juice	



**Group E Buffet Lunch packages (Minimum for 15 person) for meetings, conferences and seminars etc. (to be served at the desired placed within the campus). The contractor has arrange all materials required in service including waiters etc.**

S.No.	Items	Rate per person
1.	<b>Light Lunch (Per person)</b> ( one Vegetables, one dal fry/Rajma, Veg. Pulav, Naan/Laccha Prantha., Raita, Salad, Acchar	
2.	<b>Medium Lunch (per person)</b> ( Two Vegetables, one dal fry/Rajma, Veg. Pulav, Naan/Laccha Prantha., Raita, Salad, Acchar and Gulab Jamun/Rasgulla)	
3.	<b>High Lunch (Per person)</b> ( Two Vegetables/subzi, One Chhole, one dal fry/Rajma, Veg. Pulav, Naan/Laccha Prantha., Raita, Salad, Acchar, papar and Gulab Jamun/Rasgulla, Ice Cream)	

**Group F Packed Lunch**

S.No.	Items	Rate per person
1.	<b>Packed Lunch (Per person)</b> ( one Vegetables, one dal fry/Rajma, Veg. Pulav, Naan/Laccha Prantha., Raita, Salad, Acchar	

The following brands/varieties of raw material/ingredients shall be used by the contractor In preparation of items as listed above

S. No.	Raw Material/ ingredients	Brand/variety of Raw Material/ ingredients
1.	Rice	Basmati
2.	Atta	Hathi/Shakti Bhog/pilssbury/Ashirwad
3.	Refined Oil	Safola/Dhara
4.	Ghee	Milk Food/Amul
5.	Tea leafs	Tata/lipton
6.	Bread	Harvest/Britania
7.	Butter	Amul/Mother Diary
8.	Besan	Shakti Bhog/
9.	Ketch Up	Kissan/Maggi
10.	Coffee	Nestle/Cadburries
11.	Masala	MDH/Catch
12.	Milk full cream	Mother Diary/Amul

I have understood completely about this tender document and the terms and conditions therein and shall abide by those and all other rules & regulation as imposed by the IGDTU from time to time.

Note: University / officers/ staff shall served in the department / offices will not attach any additional service charges.

Date:

(Name & Signature of Tenderer  
with Seal of the Agency)

