

INSTITUTE OF MATHEMATICS & APPLICATIONS

Science and Technology Department, Govt. of Odisha
Andharua, Bhubaneswar-751029

Tender Document For Selection of Agency For Providing Catering Services

Tender Enquiry No. IMA/ 01(H)/260/2023

Date: 27.03.2023

**Institute of Mathematics and Applications,
Andharua, Bhubaneswar-751029
Website: <https://iomaorissa.ac.in>**

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CONTRACT FOR PROVIDING CATERING SERVICES FOR HOSTEL OF INSTITUTE OF MATHEMATICS AND APPLICATIONS, ANDHARUA, BHUBANESWAR

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NOTICE INVITING TENDER FOR CATERING SERVICES

NIT No. IMA/ / /2023

Date:

Sealed Tenders are invited under Two Bid systems (Part- I: Technical Bid and Part –II: Price Bid) from approved and eligible agencies having an average annual turnover of **Rs. 45.00 Lakh or more** from Catering Services during the last three financial years for providing Catering Services to different Hostels/Halls of Residences of Government Organisations / Autonomous Bodies and Institutes like IITs, NITs, Central/State Universities and / or PSUs for **at least Three years or more** as on closing date of this Tender. The Agencies must be holding valid licenses under Contract Labour (Regulation & Abolition) Act, 1970, Food License and must be registered with EPF, ESI, VAT, PAN and Service Tax.

Tender document can be downloaded from Institute's website <https://iomaorissa.ac.in>. Tender carries a non-refundable tender fee of Rs. 500/- (Rupees five hundred only) to be paid through a Demand Draft drawn on any scheduled commercial bank in India in favour of "Director, Institute of Mathematics and Applications, Bhubaneswar" payable at Bhubaneswar.

Publication of Tender;	
Cost of Tender document:	Rs. 500/- in the form of DD (Non Refundable)
Last date and time for submission of Tenders:	17.04.2023, 1:00P.M
Date & Time of Tender Opening (Technical Bids):	21.04.2023 at 3:30P.M
Opening of Financial Bid:	Date and Time will be intimated in due course of time.
Earnest Money Deposit (EMD):	Rs. 45,000/- (Rupees forty-five Thousand only) to be submitted along with the Technical Bid in the form of a crossed Demand Draft drawn on any Nationalized / Scheduled Bank of India in favour of " The Director, Institute of Mathematics and Applications, Bhubaneswar ".
Bids shall be addressed and sent to:	Registrar, Institute of Mathematics and Applications, Andharua, Bhubaneswar-751029 (Speed post or Registered post only)

REGISTRAR

Signature with Agency Seal

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SECTION-I

ELIGIBILITY CRITERIA FOR CATERERS

Sealed tenders are invited under **Two Bid System** (Part-I: Technical Bid and Part-II: Financial Bid) from approved and registered agencies meeting the following criteria:-

1. Must have provided Catering Services to reputed Government Organizations / Autonomous Bodies and Institutes like IITs, NITs, Central/State Universities and / or PSUs for **at least Three years or more** as on closing date of this Tender.
2. Must have Contract Labour License and Food Licence.
3. The Caterer must be a Proprietary/Partnership firm/Agency/Society legally constituted or registered under the relevant Act.
4. Must be registered with EPF, ESI, and such other Tax Authorities as Income Tax and Service Tax/GST for which the agency has to submit necessary documents such as PAN, TAN, and Service Tax/GST, EPF and ESI Registration etc.
5. Must have an annual turnover of **Rs. 45.00 (Fortyfive Lakhs)** or more for each financial year **only from Catering Services** during the last three financial Years [2019-20, 2020-21, 2021-22] in the books of Account and need to submit Audited Profit & Loss Accounts and IT Returns and Balance sheet of the Caterer during 01.04.2019 to 31.03.2022.
6. Caterer must have successfully carried out the catering services (preferably in Central/State Government/ Autonomous educational institute/PSU for **similar completed work of more than 120 persons as on the closing date of the tender**. The "Organization" means the Government organizations / autonomous bodies and institutes like IITs, NITs, Central/State Universities and / or PSUs.
7. The Caterer must submit Customer Satisfactory Performance Report (CSPR) from same organizations for which experience certificate is being submitted (as mentioned in Clause No. 6) for the Financial Year in which they have provided the qualifying Catering Services. Such CSPR must be signed by the authorized signatory of the eligible organization concerned.
8. Complete details of clients of the Caterer must be enclosed with the Technical bid; Client(s) address, name of contact person with phone numbers must be listed in the enclosure. Inspection committees will carry out surprise visits to establishments/ mess/ dining facilities run currently by the Caterers and their reports will form valuable input for the short-listing process.
9. The Caterer must submit an undertaking that the Catering Agency has not been blacklisted in any organization and no case is pending with the police or in court of law against their name.

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SECTION II

SCOPE OF WORK OF THE CATERER

1. The Caterer is required to provide the following services:
 - a. Cooking and serving meals at prescribed time and place;
 - b. Procurement of raw material;
 - c. Provision of cooking utensils and serving utensils (stainless steel plates, snacks plates, cutleries, glasses for milk and water, water jugs);
 - d. Cleaning of utensils, kitchen and serving items;
 - e. Cleaning of cooking, dinning and auxiliary areas;
 - f. Security of the equipment, utensils and other items in the mess;
 - g. Maintenance and repair of the equipment in the kitchen area;
 - h. Maintenance of books, ledgers, other records related to running the mess.
 - i. Deployment and supervision of required man power for the above-mentioned tasks.

It can be noted from the above, operational services **shall NOT INCLUDE** preparation of menu and any policy matter related to running the mess. All such decision will be the direct responsibility of the relevant executives of the Institute.

2. The institute has presently three hostels. i.e Hostel-1, Hostel-2 and Hostel-3 the total boarders in 3 hostels are together 130-160. Moreover Seminars, Workshops, Conferences, Training Programmes, and Short Term Courses etc. are organized by the Institute time to time. So the Caterer is required to provide service to above programmes including service for the hostels.

NB:

1. Prior information with respect to the number of students to have their food at any mess will be intimated if any changes.
2. During vacations number of students will decrease and will be intimated to the Caterer.
3. The Contractor need to provide mess facility in the upcoming Hostels at the same rate.

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GENERAL INSTRUCTIONS

1. PREPARATION OF BIDS:

- i. The Caterer shall, on or before the date given in the Notice Inviting Tender, submit his bid in sealed envelopes clearly marked with the name of the Tender.
- ii. One copy of the Tender document and Agenda, if any, thereto with each page signed and stamped shall be annexed to acknowledge the acceptance of the same.
- iii. Caterers are required to submit **quote of rates** for in their Financial Bid for providing catering services at all the places mentioned under section-II.

2. SUBMISSION OF BIDS:

The Caterer shall submit its offer in three separate envelopes i.e.:

- a. EMD & Tender Fees.
- b. Technical Bid.
- c. Financial Bid.
- d. All the above three envelopes must be sealed, stamped and put in a bigger envelop duly sealed and super-scribed as "**Tender for Catering Services for IMA, Bhubaneswar**" and must be sent to the following address:

**Registrar, Institute of Mathematics and Applications, Andharua, Bhubaneswar - 751029
Odisha through Speed Post or Registered Post only.**

3. EVALUATION CRITERIA FOR TECHNICAL BID:-

- i. Institute shall evaluate the technical bids to determine, whether these qualify the essential eligibility criteria from **Sl. No. 1 to 9**, whether the Caterer(s) have submitted the EMD & tender fee, whether all the required documents have been properly signed & stamped, whether all the documents as mentioned / or required to be submitted with technical bid are submitted and whether bids are complete and are generally in order.
- ii. After evaluation of technical bids, a list of the qualifying Caterer shall be made. Technically qualified Caterer(s) shall be informed for the date, time and place of opening of financial bids and they may depute their representative/s to attend the opening of financial bids on the scheduled date & time.

4. EVALUATION CRITERIA FOR FINANCIAL BID:-

- **The selection of Caterer shall be made on the basis of quoted lowest price.**
- Further, the Institute reserves the right to reject any bid at any stage of tender evaluation if it is found that the quoted figures are **unreasonable or unsustainable** for effective discharge of

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the catering services by the Agency concerned. Institute reserves the right of applying the price fixed through this tender for any subsequent requirements of similar nature elsewhere.

- The committee may finalize a minimum rate for the required menu before opening of price bid and any quoted value below the minimum rate may not be considered for evaluation. The decision of the Institute in this regard shall be final and binding.
- If during tender evaluation, if more than one bidder quotes the same price which becomes the lowest (L1), then the Institute shall give preference to the Agency having more experience and higher turnover.
- **The details given in the scope of work and the sample menu in the specified Annexure - VII. All the Caterers must have to follow the same.**
- **For extra items if the rate quoted by the selected caterer will not found as lowest, then the average of rates quoted by all eligible caterers will be fixed as the final rate for extra items.**
- Canvassing or offer of an advantage or any other inducement by any person with a view to influencing acceptance of a bid will be an offence under Laws of India. Such action will result in the rejection of bid, in addition to other punitive measures.
- **The rates fixed through this tender are inclusive of all taxes (Institute is exempted from paying Service Tax for catering services), duties, and levies etc. imposed by the State/Central Government and Local bodies as on the dates of award of the work.** However, if any new tax, duty or levy is imposed or enhanced by the government/ Local Bodies subsequent to the award of work, the same shall be reimbursed on production of proof of payment.
- The aforementioned rates shall be in force for the entire period of contract and shall not be revised under any circumstances.
- Bank Mandate form as per the format at Annexure - V is required to be submitted.
- Successful bidder has to submit performance Security of 5% of the Bid value/ Awarded tender value in shape of Bank Guarantee or NSC duly pledged to **Institute of Mathematics and Applications, Andharua, Bhubaneswar**

5. ACCOUNTING AND PAYMENT:

The bills for a given month will be submitted by the Caterer (s) to the Office of the Hostel Superintendent, IMA Hostel within ten days of the following month. Normally the bills will be cleared, if in order from all aspects, within 7-10 days of being submitted.

6. COST OF BID:

The Caterer shall bear all costs associated with the preparation and submission of his bid and the Institute will in no case shall be responsible or liable for those costs, regardless of the conduct or outcome of the tender process.

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7. VISIT TO THE INSTITUTE:

It shall be deemed that the Caterer has undertaken a visit to the Institute and is aware of the operational conditions prior to the submission of the bid. The cost of such visit shall be borne by the Caterer.

8. CLARIFICATION OF TENDER DOCUMENT:

- A. The Caterer shall check all the pages of each and every document against page number given in indices and, in the event of discovery of any discrepancy or missing pages the Caterer shall inform the **Registrar, Institute of Mathematics and Applications** in writing.
- B. The Tender document comprises of:
 - a. Notice of Invitation of Tender.
 - b. Eligibility Criteria & Scope of Work for all locations.
 - c. General Instructions.
 - d. Terms and Conditions of the Contract.
 - e. Technical Bid -Caterers Profile (Annexure - I).
 - f. Check List for Technical Bid (Annexure - II).
 - g. Financial Bid (Annexure - III).
 - h. Form of Undertaking (Annexure - IV).
 - i. Bank Mandate Form (Annexure - V).
 - j. Required Minimum Staff Engaged (Annexure - VI).
 - k. Sample Menu (Annexure - VII)
- C. The Caterer is expected to examine all instructions, Forms, Terms and Conditions in the Tender document. Failure to do so on part of the Caterer and failing to furnish all information required by the Tender document or submission of a tender not substantially responsive to the requirements detailed in the Tender document in every respect will be at the Caterer's risk and may result in rejection of his/her bid.
- D) The Caterer shall not make or cause to be made any alteration, over-writing, erasure or obliteration to the text of the Tender document.

9. BID SECURITY/EMD (Non-Interest Bearing):

- I. The Caterer shall deposit Bid Security (**Earnest Money Deposit**) for an amount of **Rs.45,000.00 (fortyfive thousand only)** by a Bank Draft **issued by a Scheduled Bank in favour of "The Director, Institute of Mathematics and Applications, Bhubaneswar"** and **payable at Bhubaneswar** along with the Tender document (Technical Bid). Bid securities of the unsuccessful Caterers will be returned to them within 30 days from the date of award of contract. **Any Tender not accompanied by Bid Security shall be rejected.**

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- II. Bid security of the successful Caterer may be adjusted against the Performance Security and the remaining amount, if any, shall be collected from the successful Caterer separately in form of an additional DD.
- III. Bid Security shall be forfeited if the Caterer withdraws the bid during the period of Tender validity and evaluation process.
- IV. Bid Security shall be forfeited if the successful Caterer refuses or neglects to execute the Contract or fails to furnish the required Performance Security within the time specified by the Institute.

10. VALIDITY OF BID:

180 days from the date of opening of Technical Bid.

11. LATE AND DELAYED TENDERS:

Bids complete in all respect must be received in the Institute at the address specified above not later than the date and time of receipt stipulated in the Notice Inviting Tender. However, the Institute reserves the right to extend the last date of submission of bids.

12. BID OPENING:

- I. The authorized representatives of the Institute will open the Technical Bids in presence of the Caterers or their **duly authorized** representative at the specified place and time as mentioned in the Notice Inviting Tender. In absence of authorization by Agency, the Representative shall not be allowed to **participate**.
- II. All supporting documents in respect of the Bid by an Agency must be submitted duly attested by the authorized person only and all original documents (issued by relevant Authorities) have to be produced for verification on the date and time of opening the tender. Those who fail to produce the original documents on the day of opening the technical bid, must produce the same on the day of opening the price bid, i.e., prior to opening of the price bid, without which the bid shall not be considered. The Institute shall verify all the originals of the documents submitted along with bid.
- III. The bid of any Caterer who has not complied with one or more of the prescribed terms and conditions will be summarily rejected.
- IV. Financial bids of the technically qualified Caterers shall only be opened and considered for evaluation in the presence of qualified Caterers with prior intimation. Prior information shall be given by the Institute to the concerned Agency to be present or depute its duly authorized Representative.

13. RIGHT TO ACCEPT AND TO REJECT ANY OR ALL BIDS:

- The Institute is not bound to accept the lowest bid or any bid and may at any time by giving notice in writing to the Caterers terminate the tendering process.

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- The Institute may terminate the contract if it is found that the Caterer is black-listed on previous occasions by the any of the Institutes/Local Bodies/Municipalities/Public Sector Undertakings, etc.
- The Institute may also terminate the contract in the event the successful Caterer fails to furnish the Performance Security or fails to execute the work-order.

14. PERFORMANCE SECURITY (PS) (Non-Interest Bearing):

The successful Caterer shall be required to furnish a Performance Security (PS) @ 5% of bid value equivalent to Rs. 2,25,000.00 (two lakh twentyfive thousand only) within **30 days** of receipt of 'Letter of Intent'. in the form of DD **in favour of "The Director, Institute of Mathematics and Applications, Bhubaneswar"** and payable at Bhubaneswar at Annexure -IV. The Performance Security shall remain valid for a period of **sixty days beyond** the date of completion of all contractual obligations. In case the contract period is extended further, the validity of Performance Security shall also be extended by the Caterer accordingly.

- 15. Failure of the successful Caterer to comply with the requirements of above clauses shall constitute sufficient grounds or the annulment of the award and forfeiture of Bid Security.**

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TERMS AND CONDITIONS OF THE CONTRACT

1. The contract shall be awarded initially for **one Year**. It can be further extended subject to satisfactory performance.
2. Mess facilities consisting of kitchen and dining halls will be provided by Institute at all the Hostel. Prospective Caterer(s) may inspect available facilities with prior appointment. They may contact Superintendent for this purpose.

The hostel may provide most of the kitchen equipment, furniture and utensils as per availability. However, the Caterer has to arrange if any additional equipment and utensils required for cooking food in kitchen(s), and serve it in dining halls. However, the kitchen equipment that are available in Hostel, must be utilized by the Caterer. The major repair will be done by Hostel Office, but daily maintenance of the equipment is the responsibility of the Caterer. However, the cost of the repair, due to mishandling of the equipment and furniture will be recovered from the Caterer. For serving food, the Caterer needs to use stainless steel jugs, plates, cutleries, and glasses only on its own if not available in Hostel. Permission for use of paper plates, glasses in case of any special need, must be taken from the competent authority. **Use of any polyethylene utensils is strictly prohibited in the mess.**

3. Breakfast, Lunch, Snacks and Dinner have to be served as per the menu, sample menus have been furnished in **Annexure - VII**.

Note on the Menu:

- a. **The Caterer will be required to provide khichri, hot water or any other suitable item for sick residents in lieu of the regular meals.**
- b. **For residents observing fasts, the Caterer will provide the substitute items in lieu of the regular meal.**
- c. The Caterer will not serve any item whose rates have not been approved by the competent authority beforehand.

4. DINING TIMING:

Breakfast	07:30 - 09:00	Weekdays (Monday to Friday)
	07:30 - 10:00	Holidays, Saturday and Sunday
Lunch	12:00 - 14:00	all days
Dinner	19:30 - 21:00	all days

[Note: The above schedule is subject to change by the order of competent authority.]

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5. Type of service: Self-service with minimum of one counter for every 120 students or part thereof. For physically disabled persons there must be a provision for serving on the table.
6. A sample of daily meals is specified in **Annexure - VII**.
7. Institute shall provide the following:
 - a) Water for cooking, washing and cleaning at prevailing rates on the basis of metered consumption.
 - b) Drinking water supply
 - c) Electricity for the exclusive purpose of running the dining facilities.

Every effort must be exercised by the Caterer to minimize electricity and water usage. In case if there is no meter connection, the Caterer has to Pay license fee of Rs.40/- per student per month towards electricity and water charges. In the event of the provision of meter connection, the Caterer needs to pay electricity bill as per meter charges for the electricity to be consumed in Kitchen area and Rs. 1/- per students for water charges.

The caterer needs to pay additional License Fee of Rs. 10/- per student per month towards infrastructure.

8. Procurement of the following items is the responsibility of the Caterer with the approval of the competent authority:
 - a) Branded provisions, Ice cream, butter, Jam and milk.
 - b) Fresh quality vegetables and fruits.
 - c) Cooking gas.
 - d) The Caterer has to make their own arrangements for procuring utensils, gadgets, equipment etc. to run the system efficiently.
 - e) Caterer shall not use any colors/chemicals in any of the dishes or store them in the mess premises.
9. The Caterer shall use only branded raw materials and best quality resources within expiry period for preparing food. The Caterer shall submit at least three brands for each item and the Institute shall approve the brands for cooking after its inspection. Institute reserves the right to check the raw materials used for cooking and the cooking processes for compliance with the approved list.

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Quality of ingredients and other items:

The ingredients used must be of reputed brands (or any other brand approved by the competent authority / Students Mess Committee), some of which have been listed below:

- a. Butter will be of Amul /Britannia.
- b. Jam will be of Kissan /Tops/Weikfield.
- c. Oil will be of sunflower oil: Dhara / Sundrop / Dalda / Saffola/ Priya/ Nature Fresh/ Fortune.
- d. Oil (Mustard): Dhara/Engine/Fortune/Ganesh/Ruchi.
- e. Rice will be of good quality long grain thin.
- f. Wheat flour Atta must be of Ashirwad/Pilsbury/Annapurna/Rishta.
- g. Coffee will be of Nescafe/Bru.
- h. Tea must be of Brook bond/Tata/Lipton.
- i. Milk will be of toned milk of OMFED/Milkmoor/Amul (No addition of water).
- j. Pickles will be of Tops/ Priya / MTR.
- k. Salt will be Tata iodized/Annapurna for all purposes.
- l. Masalas will be of either MDH/Everest/Ruchi.
- m. Papad will be of Lijjat/Sriram
- n. Ghee will be of Amul/ OMFED/Mother Dairy/Britania.
- o. Bread will be of Diamond/Modern/Paris Bakery/Britania.
- p. Sauce/ketchup will be of: Maggi/Kissan/TOP/MTR.
- q. Ice cream will be of Amul/Kwality/OMFED.
- r. Paneer will be of Amul/Britania/Mother Dairy.
- s. Noodles will be of Top ramen/Yippee.
- t. For Biryani India Gate long grain Basmati Rice to be used.

Note: Above the mentioned brands, it is up to Students' committee to decide which particular brand to be used. Any other brand for any of the above items, in case of non-availability of the mentioned brands will be mutually decided by the Mess Committee and the Caterer and approved by the competent authority. Materials found in the store room other than the approved branded item will be sealed and lead to penalty as decided by mess committee, approved by competent authority.

All decisions on brand of items, menu will be done by Students' Mess Committee, which will be verified by competent authority.

The vegetables to be used should be of fresh and good quality. Any rotten vegetables must be discarded immediately if found. The potato to be used in any item, if and only if it is mentioned in the menu, otherwise use of potato in any of the menu item without prior permission from mess committee will lead to penalty.

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In any case no item should contain more than 20% potato by weight, except the only potato based items. Peeling of potato is mandatory before using it in the menu. The curry to be gravy type or dry type to be decided by Hostel Office. Unless otherwise specified it will be semi gravy to dry type. The vegetable items should not contain unnecessary water content unless there is a requirement.

10. The Caterer should be solely responsible for the arrangements of gas refills, and their safety and supply of milk from own resources.
 - The Caterer will have to use their own gas cylinder (**only commercial cylinder**) for cooking as well as utensils including plates, glasses, and tumblers spoons etc. for serving food.
 - All the equipment brought by the Caterer into the Hostel premises must be registered with the Hostel Office.

11. Following shall be the responsibilities of the Caterer regarding hygiene and cleanliness:
 - Personal hygiene (it includes personal cleanliness of mess worked, General health and fitness and clothing in the kitchen, cleanness of their staff rooms).
 - Kitchen hygiene (it includes work area hygiene and equipment hygiene).
 - Food hygiene.
 - Food Service area hygiene.

Hygienic Standards in Mess:

- a. The food has to be prepared in clean, hygienic and safe conditions as per the menu. The food served in the mess should follow food safety and Standard rules Act and rule as prescribed by Food Safety and Standards Authority of India.
- b. The workers should have worked in large canteens, hotels, messes for a period of two years and should have the knowledge and aptitude of preparing food both vegetarian and non-vegetarian under proper hygienic condition.
- c. The kitchen, dining hall, hand wash area, dish wash area etc. will be washed with water and soap solution and moped, after every meal (breakfast, lunch, snacks and dinner) and will be disinfected and periodic fumigation as and when required.
- d. The garbage collected from the kitchen, dining halls, dish wash area will be disposed daily. The surroundings shall be kept clean and hygienic.
- e. High quality of hygiene, sanitation and safety will be maintained at kitchen and dining halls. All the surrounding area of the mess premises should be cleaned and washed daily. The drain carrying utensil wash water, must be cleaned at least twice in a week.
- f. After every meal (breakfast, lunch, evening tea and dinner) all the plates, cups, katoris, water glass, spoons, forks, knives etc., are to be cleaned in soap solution and hot water and dried and kept ready for next meal. All the vessels used for cooking also should be washed in soap solution and hot water and should be available for use for cooking the next meal. The cleaning material supplied should be of quality approved.

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- g. Dining hall should be washed with water and soap solution and mopped, after every meal.
- h. Kitchen to be kept clean always and should be washed after cooking every meal with water and soap solution.
- i. Fans, Water Coolers and purifier should be cleaned and maintained as per the instructions by the authority.
- Major civil and electrical work will be attended to by the Institute. Minor maintenances job such as replacement of light bulbs, tube lights etc. are the responsibility of the catering Caterer.
 - The Caterer will be responsible for cleaning of the kitchen and the dining area, including the wash basins and the dustbins for maintaining proper hygiene. In case cleaning of kitchen and dining are not found suitable, Hostel has every right to clean that area and cost for the same will be deducted from the mess bill.
 - The Caterer will also provide liquid soap for the wash basin.
 - The workers should wear necessary Clean Uniforms, hand gloves and caps/hair net in the kitchen and service areas.
 - Disposal of waste generated every day from kitchen and dining area.
12. Caterer's performance will be evaluated at any time during each month on a variety of factors including quality and quantity of food, cleanliness and hygiene, service quality and punctuality. Non-compliance with menu and serving unhygienic food can result in instant monetary fine/termination of contract.
13. The rates stipulated in the contract will hold good for period of validity of contract.
14. The food cooked in the dining facility shall not be served in other places inside/ outside the campus. The Caterer shall not serve food cooked outside the dining facility. Raw material stored in the Mess should be for the exclusive use for the student dining facilities in the Institute campus only.
15. When circumstances warrant, the Caterer shall cater for additional number of students/staff members, as requested by the Institute at short notice.
16. The Caterer shall not assign, sublet or part with the possession of the licensed premises and properties of the Institute therein or any part thereof under any circumstances.
17. On expiry/termination of the license, the Caterer shall vacate the premises. All fixtures, furniture etc. which are Institute properties should be handed over to the Institute in good and tenable conditions as it has been handed over to the Caterer at the time of occupation of the dining facility.
- Cost of repair charges for mishandling and willful damage (except normal wear and tear) will be deducted from the caution deposit.**
18. The Caterer shall not construct or make any structural alterations or install additional fittings inside the premises of the work place without prior written approval from the competent authorities.
19. The Caterer shall ensure mess arrangement during summer/winter vacations when total number of students may be reduced (it may be even less than 50). During Institute vacation periods, the Institute may decide to reduce the strength of each mess or to close the dining facilities totally.

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20. The workers engaged by the Caterer:

- a. Minimum staff strength in each category shall be as per **Annexure - VI**. Based on the requirements, the Institute reserves the right to order for increasing the staff strength in case of unsatisfactory service/performance.
 - b. Shall not act in any way detrimental the interest of the Institute.
 - c. Are not employees of the Institute and shall not have any claim whatsoever on the Institute.
 - d. All personnel appointed by the Caterer shall wear approved uniforms provided by the agency during working hours for proper identification of employees of different agencies.
 - e. The Caterer shall provide ID Cards to the staff. It will be verified and certified by the Institute Security Supervisor.
 - f. Have to follow the security instructions as directed by the Security Supervisor of the Institute.
 - g. They shall not participate in any strike or protest in any form.
 - h. The contract workers can take rest in the dormitory provided in the Messes during break timings. They have to arrange their own accommodation outside the premises and cannot use the Hostel rest room for lodging purpose during night.
 - i. All Contract workers are required to do their duty maintaining hygienic, cleaning and safety.
 - j. The list of workers profile has to be submitted to Hostel Office for approval and should be employed only on the approval by the Competent Authority.
 - k. The caterer has taken safety measures of the workers working under him. The total responsibility of the caterer if any anything happens at the time of working hour within the premises.
21. Employment of child labour defined as per relevant labour laws is strictly prohibited. The Caterer will provide the details of their employee and maintain a register with name, age and address of all the employees working at a given time at the site office and inform the same to Institute. The Caterer shall report any changes in the employees to the Institute. The Caterer shall arrange security pass to all his employees from security section of the Institute. **For girls hostels the caterer must employ only female staffs for serving and cleaning. For cooking also female staffs shall be preferred.**
22. Necessary permission in writing should be obtained by the Caterer for overnight stay of their workers in the campus.
23. The manpower working for the Caterer should wear uniform and display their name badges.
24. The Caterer shall be responsible for the proper conduct and behavior of the workers engaged for them.
25. Institute is a **“NO SMOKING ZONE”**. The Caterer should ensure that during working hours the personnel engaged for work should not smoke. The Caterer shall ensure that personnel do not indulge in drinking alcohol or any other intoxicants and are not under the influence of alcohol or other intoxicants while performing their duties in the Institute. The Caterer shall ensure that such personnel shall not indulge in any sort of “Gambling” inside the Institute campus. Smoking, consumption/distribution of alcohol, use of *gutka* by the employees, defacing of premises is strictly prohibited in the hostel. In case of any mess work found under influence of

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- alcohol, a fine of Rs. 10000/- will be imposed on the first instance to caterer and it will be tripled for second instance and will lead to penalty as decided by the Institute on caterer.
26. The Caterer should ensure that all employees are free of communicable diseases. Medical Certificates to this effect should be available for inspection by the authorities.
 27. All expenses related to the functioning of the employees engaged by the Caterer shall be in the scope of the Caterer.
 28. The Caterer is solely responsible for the payment of minimum wages, ESI and EPF for their employees as per the Government of India and Government of Odisha norms as applicable and should meet any other statutory and non-statutory benefits/obligations. The record of duty hours and pay structure should be maintained as per rules for inspection by the government authorities. **The Caterer needs to produce the proof of previous month payment of wages, EPF, ESI and other statutory dues to his workers along with the mess bill.**
 29. The Caterer has to display detailed item wise next month menu (including extras) by 20th of the month for the students to choose the menu of their choice in the next month. Students have a choice to choose any dining facility every month.
 30. Periodic cleaning of fixtures (including lights, fans and other kitchen equipment) shall be carried out by the Caterer maintaining the record which will be checked by the Institute.
 31. Caterer must make his own arrangements for house-keeping of the dining and kitchen area allotted to him. The kitchen, washing area and stores shall be maintained neat and clean at all time.
 32. Waste disposal is the responsibility of the Caterer. Caterer under no circumstances shall dispose plastic and food waste into the drainage.
 33. Caterer shall provide enough spoon and plates and other dining accessories for the benefit of the students. Caterer shall not use electric chapathi / dosa plates (hot plates), rice cookers and such equipment which use heavy electric heaters. Institute will provide Dining tables and chairs.
 34. While accepting the offer, the Caterer has to execute an undertaking accepting the terms and conditions for running the dining facility (A sample is given in Annexure-IV, which may subject to modification). The contract can be terminated by either side with a notice of two months.
 35. In case of any Seminars, Workshops, Conferences, Training Programmes, Sunday Classes and Short Term Courses etc. organized by the institute the Caterer must provide the same daily meal at the same quoted rate in the same dining area. If the dining area is other than the Hostel mess, towards arrangement of dining facility a maximum additional 20% (subject to negotiation) of the food charges will be paid as the handling charges.
 36. Institute will decide the charges of guest meal in consultation with the Caterer and it must not exceed additional 20% of the actual meal cost.

GENERAL TERMS & CONDITIONS

1. If at any stage the involvement of the Caterer in any uncalled for activity is found, inside or outside the premises of the Institute, which may bring disrepute to the Institute, the license is liable to be terminated by the Competent Authority by giving one month's notice. In case Caterer wants to terminate the contract, he/ she has to give minimum two months' notice.

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2. The premises of the mess will be used for the purpose for which the allotment will be made and not for any other purpose without the written permission of the Competent Authority.
3. No person with any offensive police record will be allowed to work in the Hostel Mess.
4. Safety measures are to be provided by the Caterer himself/ themselves.
5. The Institute shall not be the party in case any dispute takes place between the Services provider and his employees. The Caterer shall be fully responsible for their employees.
6. One supervisor will always be present during breakfast, lunch, dinner. It is desirable that the same supervisor continues at least for one semester, in case of any change, the Hostel Superintendent should be informed.
7. Only residents of the Hostel, Day Scholar, Staff and Authorized Guests will be allowed to dine in the mess.
8. All items will be cooked in the Kitchen of the Hostel. No cooked item, except some snacks identified beforehand, will be brought from outside.
9. On special occasions, the menu will be identified by the Mess Committee and the rates for the same will be approved by the Superintendent before the actual event. The payment for the special meal will be made as per the approved rates after deducting the rates of the corresponding regular meal.
10. The Caterer should submit all necessary statutory documents at the time of releasing payment in compliance of the minimum wages, EPF and ESI.
11. Caterer should register himself with the Regional Labour Commissioner (Central), Bhubaneswar as a Caterer under the Contract Labour Regulation Act and obtain a Labour License and complete all required formalities.
12. The Caterer should ensure that the payment is made to the labourers as per minimum wages act to the satisfaction of the Caterer.
13. Mess off for a minimum 5 days at a stretch on account of whole meal will be available to the students only if the concerned student informs the Supervisor in writing through the Hostel Caretaker minimum 03 (three) days in advance. However, 30% of the cost of meal will be paid to caterer towards establishment charges for off period.

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14. **Minimum penalties for violation of rules, terms and conditions (it will be imposed by students mess committee verified by Superintendent and Registrar):-**
- a. Unavailability of complaint register on the counter/discouraging the complaint would lead to a fine of Rs.1000/- on the Caterer.
 - b. 3 or more complaints of insects or any other inedible substances found in any meal would invite a fine of Rs. 5000/- on the Caterer.
 - c. 10 or more complaints of unclean utensils in a day would lead to a fine of Rs.2000/- on the Caterer.
 - d. If mess committee agrees that certain meal was not cooked properly then a fine of Rs.1000/- would be imposed on the Caterer.
 - e. If food for any meal is not ready within timings of mess and waiting time are more than 20 minutes then a fine of Rs.1000/- would be imposed on the Caterer.
 - f. Changes in menu without permission of mess committee would result in a fine of Rs.2000/- on the Caterer.
 - g. Fine on any discrepancy (personal hygiene of workers, kitchen area, dining area etc.) will lead to fine of Rs.2000/- on Caterer.
 - h. For any rules stated in the agreement,
 - First violation of the rules implies fine as per the rule.
 - Second violation of the same rule in the same calendar month will attract triple the initial amount of fine for the Caterer.
 - All subsequent violations of the same rule would invite five times the initial amount of fine.
 - i. Every month there will be a meeting with Caterer and mess committee members in presence of Hostel Superintendent.
 - j. Absence of proprietor/his manager for mess committee meeting (which will be held once every month) without obtaining prior approval from Superintendent (in case of emergency) will attract a fine of Rs. 20,000/- on Caterer.
 - k. As and when mess committee proposes a fine it will inform the representative of the Caterer or mess manager and fine will be imposed with consent of the Superintendent.
 - l. During transportation of any food item, the food container should be properly and tightly covered and hygiene should be maintained. Any deviation or negligence of this will invoke a fine of Rs. 5000/- on Caterer for each occasion.
 - m. Separate man power should be available in the mess for cleaning the tables, supply of water, serving food and cleaning of utensils apart from cooks (for each Hostel).
 - n. If quantity of potato in any item exceeds 20% by its weight, Rs. 3000/- penalty will be imposed.
 - o. If any item in which prior permission for used of potato has not been taken and potato is found to be used a penalty of Rs. 2000 will be imposed.

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15. The Caterer shall disburse the wages to its staff deployed in the Institute every month through ECS or by Cheque in the presence of representative of the Institute.
16. The Caterer should have round the clock control room service in Bhubaneswar along with quick response teams to deal with emergent situations.
17. The Caterer shall ensure full compliance with tax laws of India with regard to this contract and shall be solely responsible for the same. The Caterer shall submit copies of acknowledgements evidencing filing of returns every year and shall keep the Employer fully indemnified against liability of tax, interest, penalty etc. of the Caterer in respect thereof, which may arise.
18. **DISPUTE** : All disputes that may arise shall be referred to the Director, Institute of Mathematics and Applications, Andharua, Bhubaneswar-29 whose decision shall be final.
19. **JURISDICTION**: The courts at Bhubaneswar shall have the exclusive jurisdiction to try all disputes, if any, arising out of this agreement between the parties.
20. The Institute reserves the right to cancel the tender fully or partially without assigning any reason thereof.

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ANNEXURE-I

TECHNICAL BID

CATERERS PROFILE FOR PROVIDING CATERING SERVICES

Due Date for Tender:

Opening Date & Time:

Sl. No.	Description	Information	
1a.	Name of the Caterer/Agency		
	Complete Address		
	Phone Number:		Email Id:
1b.	Name of Contact Person / Representative of firm:		
	Designation:		
	Phone Number:		Email Id:
1c.	Type of Organization: <i>(Whether proprietorship, partnership, Private Ltd. Company or Co-operative body etc. In case the applicant is a non-individual, certified copy of a Partnership deed/ Certificate of Incorporation/ Certificate of Registration issued by the Registrar of Cooperative Societies/as the case may be enclosed)</i>		
1d.	Name of the Proprietor, Partners/ Directors of the applicant with addresses and phone numbers:		
2a.	License No:	Registration No & Date:	
	PAN:	TAN:	
	ESIC:	EPF:	
	GST No:		
	(Enclose copies of above)		

Signature with Agency Seal

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2b.	Proof for payment of income tax and service tax (last three years) (copy of income tax and service tax payments to be enclosed)				
3.	Whether Quality Certification obtained for any of the Food courts/ Dining facilities/Catering services provided (If Yes, copy to be enclosed)				
4.	Caterers Solveny (Capital Employed) Rs. (in lakhs) (Solvency certificate for an amount not less than Rs. 5.00 Lakhs should be enclosed)				
5.	Turnover per annum Rs. (in Lakhs) Authenticated copy of audited Statement of Accounts/Balance sheet for the last three years should be enclosed (In case the work was executed for private firm / persons, TDS certificate should be submitted)				
6.	Litigations, if any, connected with Catering Work	Yes/ No(if yes, details to be furnished)			
7.	Any other information , tenderer wishes to provided in support of their credentials	Details , if any, to be furnished			
8.	Service Experience certificate				
9.	Customer satisfactory performance certificates / Work Completion Report as per eligibility criteria.				
10.	List of similar work executed during the years(2019-20, 2020-21, 2021-22 for institutional/commercial complexes.				
	Sl. No.	Location of the work & Name of Organization.	Contract Amount(Rs.)	Contract Period.	Name & Contact No. of the Client.

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	1.				
	2.				
	3.				
	4.				
	5.				
11.	List of Works in Hand of Institutional/Commercial Complexes:				

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Sl. No.	Location of the Work & Name of Organization and Description of Work.	Contract Amount(Rs.)	Date of Award of Contract.	Name & Contact No. of the Client. (Supportive documents from the Organization)
1.				
2.				
3.				
4.				
5.				

Date:

Signature with Seal

Signature with Agency Seal

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Notes:

1. **Authenticated certificates, testimonials & proof of experience to be produced in support.**
2. Each page of the Tender document to be signed by authorized company representative with date and company's stamp.
3. All the documents enclosed should be arranged and submitted in the same serial order as they appear on the Technical Bid.
4. Information has to be filled up specifically in this format.
5. Information shall be limited to the applicant. If any relevant data concerning the group of companies to which the applicant belongs is desired to be given, the same shall be given separately in supplementary sheet.
6. All information provided is to be supported with documentary evidences.

Applicant not providing details or with insufficient details shall be rejected.

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ANNEXURE-II

CHECK LIST FOR TECHNICAL BID

Sl. No.	Documents asked for	Yes/No	If Yes Page No.:
1.	Bank Draft of Rs. 500/- Tender Fee		
2.	Bank Draft / Bank Guarantee for Rs. 45,000.00 EMD		
3.	Undertaking of Truthfulness of Tender Participation (as per format prescribed in Annexure-IV)		
4.	Undertaking to the effect that the firm has not been Blacklisted and no pending cases - duly notarized.		
5.	Valid PAN card issued by the Income Tax Department with copy of Income-Tax Returns of the last financial year.		
6.	Valid Service Tax Registration Certificate		
7.	Valid Registration Certificate of the firm/agency.		
8.	Valid License under Contract Labour (R&A) Act 1970.		
9.	Valid Provident Fund Registration Number.		
10.	Valid ESI Registration Certificates		
11.	Proof of 5 years experiences as per the eligibility criteria		
12.	Customer satisfactory performance certificates / Work Completion Report as per eligibility criteria.		
13.	Annual Turnover as per the IT returns Financial Year 2019-20 Financial Year 2020-21 Financial Year 2021-22		
14.	Valid food license		
15.	Caterers Profile as per Annexure - I		
16.	A signed & stamped copy of Tender document to be submitted as token of acceptance of our terms & conditions		
17.	Bank Mandate Form as per Annexure-V		

Note: Photocopies of all necessary documents duly self-attested must be attached for verification of the information provided. Non submission of any of the above documents may lead to rejection of the bid.

Date:

(Signature of the Caterer)
Name and Address (with seal)

Signature with Agency Seal

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ANNEXURE-III

FINANCIAL BID

TENDER FOR CATERING SERVICES

[TO BE PUT IN A SEPARATE SEALED ENVELOP]

I / we have inspected the HOSTELS OF INSTITUTE OF MATHEMATICS AND APPLICATIONS as per the details given in tender document and assessed the scope of works thoroughly and have also gone through the tender documents and understood the terms & conditions stipulated therein before quoting the rates hereunder.

A. MENU ITEMS:

MEALS	COST IN RS.
BREAKFAST	
LUNCH	
SNACKS	
DINER	
TOTAL	

B. RATES OF OTHER ITEMS TO BE MADE AVAILABLE ON DEMAND/PERSON.

SL. NO.	EXTRA ITEM		QUOTED PRICE
1.	Paneer Item	Paneer Butter Masala/ Chilly Paneer/ Paneer Lollypop/ Paneer Hyderabadi/ Palak Paneer/ Kadhai Paneer/ Paneer Bhurji/ Paneer 65/ Paneer Manchurian	
2.	Chicken Items	Chicken Butter Masala/ Chilly Chicken/ Chicken Lollypop/ Chicken Hyderabadi/ Chicken Kassa/ Kadhai Chicken/ Chicken Hyderabadi Biryani/	

Signature with Agency Seal

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		Chicken 65	
3.	Mushroom Items	Mushroom Masala/Chilly Mushroom/ Mushroom Manchurian	
4.	Egg Items	Egg Curry (2 Eggs)	
		Egg Bhujia (2 Eggs)	
		Egg Omelet (2 Eggs)	
		Egg Omelet (1 Egg)	
		Boiled Egg (per 1 Egg)	
5.	Fish Items	Fish Curry/Fish Kalia/Fish Besar	
6.	Other Special Items	Veg Hyderabad (having paneer)	
		Babycorn Masala	
		Seasonal Fruit Juice	
		Lassi	
		Packed Cold drinks/Juice/Ice Creame etc available on MRP	
		Chicken Soup	
		Vegetable Soup	
		Kheer/Custard	
		Rasgulla/Gulab Jamun/Laddu	
		Paneer Payas/Chenna Payas	
		Veg. Chowmin	
		Egg. Chowmin	
		Dahi Vada (1 pc)	
		Dhokla (1 pc)	
		Uttapam and Chutney	
Pav Bhaji (2 PC)			
Veg. Sandwitch (1 pc)			

* All chicken or fish items should contain at least 150 g chicken/fish, paneer and mushroom items
75 g paneer or mushroom.

[NB: All rates are inclusive of taxes]

DECLARATION

1. We have gone through the terms & conditions stipulated in the tender document and confirm to abide by the same.
2. I/We'll maintain the quality and quantity for items as mentioned in the tender document.
3. I/ We undertake that the payment to the employees will be made as per rates prescribed by Government of Odisha from time to time under Minimum Wages Act and applicable statutory payments on account of EPF & ESI. No other charges would be payable by Institute.

Date:

**(Signature of the bidder)
Name and Address (with seal)**

Signature with Agency Seal

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ANNEXURE-IV

UNDERTAKING

(TO BE TYPED ON A LETTER HEAD OF THE CATERING AGENCY)

The Director,
Institute of Mathematics and Applications,
Andharua, Bhubaneswar-751029

Subject: Submission of undertaking for providing Catering Services in Institute of Mathematics and Applications vide tender notification No.....dated

Dear Sir,

We, the undersigned, are submitting our bid for providing Catering services in your Institute in accordance with your Tender Enquiry No.:..... dated

We hereby declare that all the information and statements made in this bid are true and we accept that any misinterpretation or false information /documentation contained in it may lead to our disqualification.

We accept all the terms and conditions of this tender document and we are not deviating from your terms and conditions. Our bid is binding upon us. We understand that Institute of Mathematics and Applications is not bound to accept any bid.

Yours sincerely,

Authorized Signature [*In full and initials*]

Name and Title of Signatory: _____

Name of Caterer: _____

Address: _____

Telephone (Office): _____

Fax: _____

Email: _____

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ANNEXURE-V

MANDATE FORM FOR ELECTRONIC FUND TRANSFER/RTGS TRANSFER

Date: / /

To

The Director,
Institute of Mathematics and Applications,
Andharua, Bhubaneswar-751029

Subject: Authorization for release of payment / dues from Institute of Mathematics & Applications, Andharua, Bhubaneswar-29 through Electronic Fund Transfer/RTGS Transfer.

1. Name of the Party/Firm/Company/Institute:
2. Address of the Party:
City _____ Pin Code _____
E-Mail ID _____ Mob No: _____
Permanent Account Number(PAN) _____
3. Particulars of Bank:

Bank Name:		Branch Name:	
Branch Place:		Branch City:	
Pin Code:		Branch Code:	
MICR No.			
(9 Digit number appearing on the MICR Bank of the Cheque supplied by the Bank, Please attach a Xerox copy of a Cheque of your bank for ensuring accuracy of the bank name , branch name and code number)			
IFS Code:(11 digit alpha numeric code)			
Account Type:	Savings	Current	Cash Credit
Account Number:			

DECLARATION

I hereby declare that the particulars given above are correct and complete. If any transaction delayed and not effected for reasons of incomplete or incorrect information I shall not hold Director, Institute of Mathematics and Applications, Andharua, Bhubaneswar responsible. I also undertake to advise any change in the particulars of my account to facilitate updating of records for purpose of credit of amount through NEFT/RTGS Transfer.

Place: _____

Date: _____

Signature & Seal of the Authorized Signatory of the Party

Certified that particulars furnished above are correct as per our records.

Bankers Stamp:

Date: _____

Signature of the Authorized Official from the Bank

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N.B: Please fill in the information in CAPITAL LETTERS, computer typed; please TICK wherever it is applicable.

ANNEXURE-VI

REQUIRED MINIMUM STAFF ENGAGED

For each 150 students, minimum number of different categories of staff to be employed is as shown in Table 1. The daily rate to be mentioned in the Financial bid for the mess.

Table 1 Minimum staff requirements

Category of staff	Number of staff to be employed
Manager	1
Supervisors	1 for each Hostel
Cook	1 for Each Hostel, 1 assistant cook for each 100 students
Server	2 for each 100 students
Cleaner/Washer	2 for each 100 students

NB: Preferably female staffs for Girl's Hostel.

The Institute reserves the right to order for additional staff if the services are inadequate.

For any addition strength of students in any dining hall, the minimum staff has to be increased proportionately.

Names of the current staff as in Table 1 should be available in the register maintained at the site office (dining facility).

The mobile phone numbers of manager and supervisors should be displayed in the dining hall.

It is mandatory for the caterer to check the mess card of students and to keep a record of number students availing mess every day.

I/We agree to the above terms and conditions specified.

Date:

Signature of Tenderer
Official seal and address

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ANNEXURE-VII

SAMPLE MESS MENU

Day	Breakfast	Lunch	Snacks	Dinner
Compulsory Items (Everyday)	Toasted & Plain Bread, Butter (20 gm) or Jam (20 gm), Milk (150 ml), Tea Bags/ Coffee Sachets, Sprouted Grains (channa/ mug/ peanut/mix) (50 gm), Salt, Sugar.	Salad, Hari Mirch, Lemon, Pickle, Salt, Sugar, Boiled Rice(Usuna Bhat), Sambhar/Rasam, Papad (Fry/Roasted).	Tea/ Coffee (100 ml) or Lassi / Fruit Juice (100 ml).	Salad, Hari Mirch, Lemon, Pickle, Salt, Sugar, Plain Rice, Sambhar/Rasam.
Monday	Aloo/Gobi/Methi Paratha + Pickle + Curd	Rice, Roti, Arhar Dal, Badi Baigun Besar, Aloo Beans Fry, Curd	Samosha (2 pcs), Sauce	Peas Pulav, Roti, Rajma Masala, Kadhi, French Fries, Kulfi
Tuesday	Idly + Sambhar + Coconut Chutney	Rice, Roti, Palak Dal, Veg Kadhai, Karela Fry, Curd	[VadaPao, Sauce] or [Halwa, Kalachana]	Pulihara, Roti, Channa Dal, Egg Item/Special Veg Item, Dahiboondi, Gajar/Moong Halwa
Wednesday	Puri + Aloo Sabji or Fried maggi+Tamato Sauce	Rice, Roti, Masoor Dal, Jack fruit (Panasha) Curry, Mango Khata, Curd	Spring Roll (3 pcs), Sauce	Jeera Rice, Roti, Moong Dal, Chicken Item/ Paneer Item, Jhudanga (Long beans) aloo fry, Sevaiya Kheer
Thursday	Vada/Idli+Sambhar+ Coconut Chutney	Rice, Roti, Arhar Dal, Parwal Curry, Sag, Curd	Bread Chop (2 pcs), Sauce or [Pav Bhaji]	Tomato Rice, Puri/ Bature, Tadka Dal, Channa Masala, Mix Fry, Ice Cream
Friday	Uttapam+ Sambhar + Coconut Chutney	Rice, Roti, Dalma, Green Peas/Gobi Masala, Dahi Baingun, Pudina Chutney	Veg Cutlet (2 pcs), Sauce	Veg Pulao, Roti, Lauki Channa Dal, Chicken Item/Mushroom Item, GulabJamun (2 pcs)
Saturday	Poha + Imli Chutney + Jalebi (2 pc) or Semiya/Rava Upma+ Chutney+ Ghugni	Rice, Roti, Kali Massor Dal, Veg Kofta, Baigun Bhartha, Curd	Dal/Veg. pakoda, Sauce or Masala Dosa (1)+ Chutney	Lemon rice, Methi Roti/Plain Paratha, Mix Dal, Fish Item/Special Veg. Item, Guanr Fry, Custard
Sunday	Mysore Bonda+ Sambhar+ Chutney/Masala Dosa+Sambar+ Chutney	Rice, Roti, Arhar Dal, Bhindi Masala, Beans Aloo Fry, Curd	Aloo Chop (3 pcs)/Half Egg. Chop. (2 pcs), Sauce	Chicken Biryani+Masala Soup/ Veg Biryani+Panner Masala Raita, Rasgula (2 pcs)/Fruit Salad,

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NB: Every Saturday Brown Bread to be given. In the dinner 3 times chicken, 1 time egg and 1 time Fish will be provided for non-veg students, and for veg students alternate paneer, mushroom or special veg items will be provided. All the items are unlimited except the non-veg, paneer, mushroom, sweets, special items or specifically mentioned items. All chicken or fish items should contain atleast 150 g chicken/fish, paneer and mushroom items 75 g paneer or mushroom, #Rice must be long grain biriyani rice for biriyani. If any student will not avail the breakfast main menu item with one day prior intimation, then he must be provided CLORN FLAKES (50 g).

Sl. No.		Special Dinner Items
1.	Paneer Items	Paneer Butter Masala
		Chilly Paneer
		Palak Paneer
		Kadhai Paneer
		Paneer 65
		Paneer Manchurian
2.	Mushroom Items	Mushroom Masala
		Chilly Mushroom
		Mushroom Manchurian
3.	Special Vegetables items	Veg Hyderabad
		Babycorn Masala
		Kadhai veg
		Corn Palak
4.	Chicken Items	Chicken Butter Masala
		Chilly Chicken
		Chicken Kassa
		Kadhai Chicken
		Chicken 65
		Chicken Kabab
5.	Egg Items	Egg Curry (2 Eggs)
		Egg Bhurji (2 Eggs)
		Egg Omelet (2 Eggs)
6.	Fish Items	Fish Curry
		Fish Kalia
		Fish Besar

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Tentative list of items for different meals:

Breakfast Items	(Chutney :coconut/groundnut/ Kadipatta) 1) Idly + Vada + chutney+ sambhar 2) dosa + chutney + sambhar 3) Mysore Bonda + chutney + sambhar 4) Vada + chutney +sambhar 5) Maggi + tomato sauce 6) Semiya Upma + chutney 7) Rava dosa + Chutney+sambhar 8) Onion Uthappam + chutney+sambhar 9) RavaUpma + chutney 10) Masala Dosamasala (alu-onion curry)+sambhar. 11) Aloo Paratha + chutney + pickle 12) Gobi /Paratha + chutney+ pickle 13) Methi/ Paratha + chutney+ pickle 14) Poha + jalibe 15) Paratha + Egg/Paneerbhurji(100 gm) 16) Puri/sabji.	Curry-1 (SABJI)	1) Mix veg curry. 2) Cabbage Tomato 3) Green peas masala 4) Carrot beans 5) Chana masala 6) Brinjal masala 7) Cabbage capsicum 8) Alu-capsicum 9) Laukikofta curry 10) Alumatar. 11) Alugobimatar masala. 12) Aloo Gobi Beans masala 13) Veg Manchuria. 14) Alu carrot peas masala 15) Chilli Gobi. 16) Gobi Masala. 17) Veg Kofta. 18) Jack fruit (Panasha) curry.
Fries (BHAJA)	1) Bhindi fry 2) Beans fry 3) Carrot fry 4) Beetroot fry 5) Aloo fry 6) Gavar Fry 7) Parwal fry 8) Raw Banana fry 9) Cauliflower fry 10) Sag 11) Karela Fry 12) Mix Fry 13) Baigun Bhartha 14) Bitter gourd Fry 15) Jack fruit Seed Fry	Dals	1) Arhar dal (Toor Dal) 2) Gongura dal 3) Palak dal 4) Moong dal 5) Dal makhani 6) Mix dal 7) Masoore dal 8) Tomato Dal 9) Methi dal 10) Chana Dal 11) Tadka dal 12) Rajma 13) Dalma
Curry-2 (SPECIAL SABJI)	1) Paneer butter masala 2) Palak paneer 3) Kadai paneer		

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	4) Mutar paneer 5) Chilly paneer 6) Mushroom Curry 7) Paneer Makhanwala 8) Chilly Mushroom 9) Veg Hyderabad		
Snacks	1) Samosa (2 pcs) 2) Bread Pakoda (2 pc) 3) Cutlet (3 pc) 4) Sandwich (2 pc) 5) Aloo tiki (3 pc) 6) Daalpakoda/vada (3 pc) 7) Mixture/ Finger Chips 8) Veg-Cutlet ,Tomato Sauce (2 pc) 9) Chole , palakbhatura (2 pc) 10) Noodles 11) Aloo bonda/Aloo chop (3 pc) 12) Pav-Bhajji 13) Vadapav (1 pc) 14) Spring Roll (3 pc) 15) Halwa, Kala Channa 16) Fruit Salad	Item-3 (Sweets and Drinks and Smoothies)	1) Gulabjamun (2 pc small) 2) Gajarhalwa (50 g) 3) Kheer (75 g) 4) Kala jamun (2 pc small) 5) Jalebi (2 pc) 6) Sooji-halwa (75 g) 7) Rasmalai (50 g) 8) Dahi Vada (2 pc) 9) Freezed custard (75 g) 10) Fruit Chat (75 g) 11) Ice cream cup - 100 ml of Vanilla/Strawberry/Chocola tes/ Butter Scotch (1 cup small) 12) Kulfi (1 pc small) 13) Mango Kulfi 14) BadaamKulfi 15) MoongHalwa (50 g) 16) Rasagulla (2 pc small) 17) Pineapple kesari (50 g) 18) Watermelon chiller 19) Lassi (150 ml) 20) Mango Lassi 21) Dalia Kheer 22) Shree Khand
Fruits	1) Banana (green, yellow) 2) Seasonal Fruits 3) Pineapple 4) Water melon 5) Papaya		
Dahi & Raita	1) Dahi (100 g) 2) Bundiraita 3) Veg. raita 4) Rasam 5) Dhania Chutney 6) Kadhi		