



भारतीय सूचना प्रौद्योगिकी संस्थान सेनापति, मणिपुर
INDIAN INSTITUTE OF INFORMATION TECHNOLOGY SENAPATI, MANIPUR
Mantripukhri, Imphal – 795002, Manipur, India, www.iiitmanipur.ac.in

Ref.No.IIITM/ESTATE/2022-23/06

Date: 14-07-2022

Tender for Running of Canteen at IIIT Manipur Campus

Open tenders are invited by the Director, Indian Institute of Information Technology Senapati Manipur, Imphal from the registered, reputed, and licensed Agencies/Contractors, who are having permanent place of business in Imphal and also having experience of minimum three years in running of Canteen in reputed organizations (viz. PSUs, Govt units, Semi Govt. units, Corporate offices etc.). Suitable documentary evidence to be submitted along with the Tender application. The tender document can be downloaded from the IIIT Manipur website www.iiitmanipur.ac.in. The interested bidders are advised to participate in tender. Tender schedule is given below:

Period for submission of Tender	From 15.07.2022 to 29.07.2022 upto 2PM
Pre – Bid meeting	15.07.2022 at 02.30 PM
Last Date & Time of submission of Tender	29.07.2022 up to 02.00 PM
Date & Time of Opening of Tender	30.07.2022 at 02.30 PM
Bid Security/Earnest Money	Rs 5,000/-
Performance security/Security Deposit Money	Rs 50,000/-

The Director, IIIT Manipur reserves the right to accept or reject any/all tenders without assigning any reason whatsoever.

Any corrigendum to this tender will be notified through our website www.iiitmanipur.ac.in only.

Sd/-

Director, IIIT Manipur

Section I – Definition, Scope and eligibility criteria

In this Contract, the following terms shall be interpreted as indicated:

1. "The Contract" means the agreement entered into between the Purchaser (IIIT Manipur) and the Service Provider, including all the attachments and appendices thereto, tender document and minutes of the pre-bid and other meetings.
2. "Service Provider" means the successful tenderer with whom the contract is entered into provide catering services.
3. "Services" means Preparing food items & catering for the students of IIIT Manipur and staff & other obligations of the tenderer covered under the Contract.
4. "GCC" means the General Conditions of Contract contained in this document
5. "SCC" means the Special Conditions of Contract contained in this document
6. "The Purchaser" means IIIT Manipur receiving the services/goods
7. "The tenderer" means the individual or firm who intends to participate in the tender for providing cooking food items, catering & other services as mentioned in the tender document
8. "Day" means calendar day.

Scope Of Work:

The service provider is required to provide the services from 8:00 AM to 7:00 PM on all the 365 days to the students and staff of IIIT Manipur.

The caterer may also note that the requirement for catering services may increase/decrease based up on the activity level and requirements of IIIT Manipur. Thus, the requirement for man power and other services may go up or come down accordingly.

The Caterer shall be required to arrange executive meals at short notice for visiting VIPs/ dignitaries. Certain dishes as required by VIPs may be arranged from outside sources with prior approval of competent authority of the Purchaser. The caterer may make payments and claim the same subsequently through a regular bill.

Eligibility criteria:

- i. The bidder/Service Provider should have a working experience of at least three years in providing Catering Services satisfactorily to reputed organizations namely Central Govt. Units / State Government Units / PSU's / Autonomous Bodies/ Corporate Offices/Banks/ Medical Institutions. The firm offering tender should furnish Suitable documentary evidence to be supported along with the Part –I of Tender application.
- ii. The Service Provider should have **minimum annual turnover of Rs. 20.00 lakhs**, in Catering in FY 2019-20, 2020-21 & 2021-22. As a proof, Audited balance sheets pertaining to catering for the last three financial years i.e 2019-20, 2020-21 & 2021-22 be attached with technical bid.
- iii. **Profile of the company / Agency:** The company / agency should give their details as per the proforma given in Annexure IV.



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