



**NATIONAL INSTITUTE OF ELECTRONICS AND INFORMATION TECHNOLOGY  
(NIELIT), CALICUT**

(An Autonomous Scientific Society of Ministry of Electronics and Information Technology, Government of India)  
PB No. 5, NIT Campus Post, Calicut – 673601, KERALA  
Phone: 0495 2287266; e-Mail: [abr@nielit.gov.in](mailto:abr@nielit.gov.in); web: <http://nielit.gov.in/calicut>

**Tender Publishing date: 16 Jun 2022 (Tuesday)**  
**Last Date for submission of Bids: 22 Jun 2022 (Wednesday)**  
**Tender – Technical/Financial Bid Opening : 23 Jun 2022**  
**(Thursday)**

Tender No. 3(60)/21-22/CTN

16 June 2022

**TENDER NOTICE**

Sub: Tender for Running Canteen at NIELIT, Calicut – Reg.

Sir/Madam,

On behalf of the Executive Director, NIELIT, Calicut Sealed Tenders are invited for running NIELIT Canteen, as detailed in the Tender Documents enclosed.

If you are in a position to quote for the Canteen Services strictly conforming to the Instructions, Terms and Conditions and in accordance with the requirements detailed in the tender documents, please submit your Tender in two parts,

- a) Part-1 – Technical Bid – Tender Documents - containing this Tender Document (General Instructions and Terms & Conditions) with every page signed by the tenderer, and
- b) Part-2 – Price Bid every page signed by the tenderer, as per format attached.

separately in two sealed envelopes, exactly as detailed in the enclosed General Instructions.

The Tenderer has to make payment of EMD, Security Deposit etc **only by online** to Bank Account No. 10401158037 (IFSC: SBIN0002207) of Director NIELIT, Calicut. No amount will be accepted if *deposited by Cash/Cheque/Demand Draft*. Proof of payment should be attached with Technical Bid for verification.

Please read carefully the instructions, Terms and Conditions given in the Tender Documents before submitting tender.

Thanking you,

Yours faithfully,

Additional Director (F&A)

Encl. Tender Documents.

**TENDER DOCUMENTS FOR PROVIDING CANTEEN SERVICES**

**GENERAL INSTRUCTIONS**

1. The tender shall be submitted in Two Parts : (Part 1 and Part 2) in two separate sealed envelopes. Part-1 shall contain the Technical Bid, i.e. General Terms and conditions (except the Price Bid), supporting documents etc., and Proof of remittance of Earnest Money Deposit (EMD) and Part-2 shall contain only the Price Bid. Every Page of Part 1 and Part 2 should be signed with date by the tenderer as a mark of read, understood and acceptance of conditions.
2. The separate envelopes containing Part-1 and Part-2 should be sealed and superscribed in bold letters as follows:  
“Part-1 (Technical Bid) of Tender No. 3(60)/21-22/CTN dated 07 June 2022 for Running of NIELIT Calicut Centre Canteen – Due date: 22 June 2022 5:00 PM”  
“Part-2 (Financial Bid) of Tender No. 3(60)/21-22/CTN dated 07 June 2022 for Running of NIELIT Calicut Centre Canteen – Due date: 22 June 2022 5:00 PM”
3. Requirements of NIELIT:

A Reputed contractor having an experience of at least 1 to 2 years of running Canteen or Hotel Business who can cater to the needs of students and staff details given below is eligible to apply:

i	Breakfast	Indian, South/North Indian
ii	Lunch	Standard Meals (South/North Indian Meals)/Special Meals
iii	Snacks	Standard Snacks
iv	Beverage	Tea, Coffee, Soft Drinks, Fruit Juices etc.

Catering arrangements for meetings and on other occasions as and when required, which may include High Tea, Buffet/Packed Lunch, Dinner etc.

**No Minimum Number of users are guaranteed. Detailed list of items with approved rates is attached as Annexure “A”.**

**4. Facilities provided by NIELIT, Calicut**

Canteen premises comprise area of about 150 Sq. Mts. along with kitchen facilities, space for cooking, store room and dining facilities. Furniture and other infrastructure facility shall be provided by the Institute. However, raw materials, food articles, cooking gas, cleaning and washing materials/tools, utensils and manpower shall be arranged by the Contractor.

The Institute may provide Tea/coffee vending machines for the Canteen and the same has to be operated with mutually agreeable terms and conditions.

*Electricity and Water supply are available which are chargeable. Rate chargeable for the same is Rs.1000/-per month, based on the present requirement (subject to upward revision based on increased rates or requirement).*

**5. Requirements from the contractor**

- a) The contractor shall procure food articles and vegetables of good quality and maintain cleanliness to the satisfaction of Canteen Committee. The Canteen Committee/Authorized Officials of NIELIT shall have the right to change any brand of material used for cooking, provided the cost of the same does not exceed the specified brand.
- b) The food shall be cooked, stored and served hygienically. The contractor shall ensure that only freshly cooked food is served and stale food is not recycled. Stale food shall be removed from the

Canteen premises as soon as possible. Un-refrigerated cooked food, not consumed within six hours in summer and Ten hours in other months, shall be deemed to be stale and unfit for consumption.

- c) Food shall be tasty and neither too spicy nor too oily. The food preparation shall be wholesome and shall generally cater to the taste of students and staff of NIELIT.(Students can be from all over India).
- d) The oil that remains from the deep frying at the end of the day shall have to be destroyed and shall not be allowed to be recycled or reused for the purpose of cooking again.
- e) The food shall be cooked and served in clean utensils and no laxity shall be permitted in this regard. The utensils shall have to be maintained sparkling clean at all times.
- f) The contractor shall pay special attention to maintain the Canteen in neat and tidy condition at all times. For this purpose Canteen and utensils, equipment etc. shall be cleaned thoroughly after each meal regularly.
- g) The contractor shall ensure that only freshly prepared hot food is served to students/employees. Complaint, if any, in this regard shall be dealt with severely.
- h) Contractor shall implement all instructions as provided by the Canteen Committee or any authorized official of NIELIT, Calicut.
- i) Contractor shall ensure that sufficient healthy manpower with proper uniform and masks/headscarfs is deployed for Preparation and services of each meal including cleaning, washing and overall upkeep and periodic maintenance of Canteen assets and premises.
- j) Contractor should supply the items at the rates mentioned in the Rate list and as per the menu decided for each day.
- k) Assets and infrastructure provided by the Institute to the Contractor should be maintained properly and any damage/breakage/loss should be compensated by the Contractor. No additional facilities/materials other than what are presently available in the Canteen will be provided to the Contractor.
- l) The Quality/Brands of materials to be used in the preparation of food shall be of quality approved by FSSAI as suggested below:

I	Milk	MILMA
II	Tea	Brooke Bond/TATA/AVT/LIPTON
III	Boiled Rice	Matta/White Kuruva/Ponni
VI	Raw Rice	Sona Masoori/BT
V	Cooking Oil	Sunflower/Coconut Oil or any other cooking oil (Except Mustard Oil / Palmolive Oil) of reputed Brand
VI	Salt	Iodized (Branded)
VII	Atta	Any reputed Brand
VIII	Bread	Any reputed Brand

The above items/brand are subject to the modification by the Canteen Committee, if required. Canteen Committee has the right to add, remove or modify any or all the items appearing the above list

6. **Eligibility Criteria of the Contractor:** Reputed contractor Registered in Government e-Market Place (GEM) **has to register within 3 months of award of contract**, having an experience of at least 1 **to 2 years** of running canteen/hotel business, who can cater to the needs of students and officers/staff of NIELIT, Calicut as per their requirement (Minimum Pre-qualification criteria mentioned in Clause 13) is eligible to apply.

7. The tender, prepared in two parts as above, duly signed, should be addressed to the Executive Director, National Institute of Electronics and Information Technology, P. B. No.5, NIT Campus Post, Calicut– 673601, so as to reach this office on or before 5PM **on 22 June 2022**. The full name, postal address, Mobile phone/Telephone No./ e-mail address of the Tenderer shall be written on the bottom left corner of the sealed envelopes. NIELIT, Calicut will not be responsible for any delay, loss or non-receipt of tender sent by post/speed post/courier etc.

8. The person signing the Tender should be duly authorized therefor by the Tenderer and a confirmation in writing in this regard should be submitted along with the tender.

9. Monthly Maintenance Charge should be quoted for the services. Further, No deviation in the rates specified in ANNEXURE-"A" is acceptable. The GST as applicable, if any, may be separately indicated, along with GSTN of Tenderer.

10. The rates quoted shall be valid for a period of 120 days from the date of opening of Price Bid. Once quoted, the tenderer shall not make any subsequent price changes, whether consequent to or arising out of any technical/commercial clarifications sought regarding the tender, even if any deviation or exclusion may be specifically stated in the tender. Such price changes shall render the tender liable for rejection.

11. Part-1 of the tender shall be opened on **23 June 2022** at 3.00 PM and eligibility of the tenderers for consideration of their Price Bid ascertained. Upon scrutiny of Part-1 (Technical Bid) of the tenders, the Price Bids(Part-2) of only those tenderers who meet the minimum eligibility criteria, laid down here in after, shall be opened on the specified date, which will be intimated separately.

12. Proof of remittance of Rs. 20000/- towards EMD should be attached with Part-1. The EMD will not carry any interest thereon **or an undertaking as per latest instructions**.

**The EMD shall be forfeited if,**

- i) the tenderer withdraws or amends, impairs or derogates from the tender in any respect within the period of validity of tender;
- ii) the prices/ rates are increased or decreased unilaterally by the tenderer after the tender opening and during validity period of the tender;
- iii) the successful tenderer fails to furnish the required performance security deposit within the specified period;
- iv) the tenderer refuses –
  - a) to execute the order/work after placement of order/award of work;
  - b) to enter into a contract after the award of contract/work/order;
  - c) to comply with the obligations under contract/order after award of the contract/placement of order.

13. The tenderer should fulfil the following minimum pre-qualification criteria and should enclose attested copies of relevant documents along with Part- 1 of the tender in order to ascertain their eligibility for consideration of their Price Bids (Part-2 of tender):

**Minimum Pre-qualification Criteria**

- (a) Tenderer offers a Minimum Reserve Rate of Rs. 2,000/- (including Electricity and Water Charges and applicable Taxes) per month towards Maintenance Charge;
- (b) The tenderer should have experience of at least 1 **to 2 years** of running Canteen or Hotel business;

- (c) Remittance of EMD by online transfer and Proof of Payment for Rs. 20,000/- or an undertaking as per latest instructions attached with Technical Bid.
  - (d) Compliance of all conditions mentioned in the Tender Document.
  - (e) The tenderer must have Permanent Account Number(PAN) provided under the Income Tax Act;
  - (f) The tenderer must have the Financial Capacity to run a canteen/mess- proof to be provided;
  - (g) The tenderer should have a valid current/savings Account number in a nationalized bank and should also provide the facility to users of the canteen/mess for making payment by debit/credit cards or by mobile banking or by online banking.
  - (h) The tenderer should maintain details of users of canteen/mess members and their usage and dues records up-to-date and there should not be any dispute with users of canteen/mess members
  - (i) Active registration in GEM portal as canteen/Mess service provider in the Chathamangalam - Calicut-Kerala area is essential for tenderer (if not registered, He should register in the GEM portal within 3 months of award of contract).
14. The tenderer shall attach a list of clients currently being serviced by him/them along with Part-1 of the tender.
15. A copy of the Registration Certificate, and the Memorandum and Articles of Association etc. of the firm if it is a Registered Company, OR partnership deed in case of partnership firm, or Ownership Certificate/undertaking in case of proprietorship shall be attached with Part-1 of the tender.
16. The tenderer may make a physical inspection of the canteen, with prior appointment, if required, before quoting (both Campus I and Campus II). Tenderer should make himself/ themselves acquaint himself/themselves with the actual location, kitchen, equipment, facilities available with NIELIT, before submitting the Tender under Two Bid System.
17. The tenderer shall declare in writing that none of its/his promoters/ directors/employees are in any way related to any of the officials of NIELIT, Calicut and/or NIELIT, New Delhi including the Centres under its control.
18. There will be no revision of the tendered rates on any ground during the entire tenure of the contract. The tenderer shall, therefore, make sufficient provisions for all statutory liabilities applicable to them and eventual increases/inflation, if any, while quoting. Income Tax/GST TDS/or any other tax, if applicable will be deducted from the bills.
19. Canteen should remain open on all days including Saturdays, Sundays and holidays.
20. (a) Incomplete tenders, (b) tenders not fulfilling the above Minimum Pre- qualification criteria fully/partially, and (c) tenders without the prescribed EMD/undertaking, (d) tenders with false claims/documents or deviating materially from the conditions mentioned in the Tender Document, (e) conditional tenders, and/or (f) tenders received after the scheduled time and date for submission will not be considered for further processing.
21. The tenderer shall be submitted in English or Hindi language.
22. During the technical evaluation of the tender, NIELIT, Calicut may seek clarification(s) on the tender in writing/by email. The response by the tenderer should also be in writing/by email. No other correspondence/ communication/ enquiry regarding the status of the tender will be entertained.
23. The qualified tenderers shall be intimated the date and time of opening of the Price Bid, i.e., Part-2 of the tender, separately, in case opening of price bid is postponed.
24. The Executive Director, NIELIT, Calicut reserves the right to accept or reject any or all tenders in whole or in part without assigning any reason there for, without incurring any liability to the affected tenderer(s). The Executive Director,



**NATIONAL INSTITUTE OF ELECTRONICS AND INFORMATION TECHNOLOGY  
(NIELIT), CALICUT**

(An Autonomous Scientific Society of Ministry of Electronics and Information Technology, Government of India)

**PB No. 5, NIT Campus Post, Calicut – 673601, KERALA**

**Phone: 0495 2287266; e-Mail: [abr@nielit.gov.in](mailto:abr@nielit.gov.in); web: <http://nielit.gov.in/calicut>**

---

NIELIT, Calicut is not bound to accept the lowest or highest tender and reserves to the right of accepting the whole or any part of the tender and the tenderer shall be bound to perform the same at the rates quoted.

25. The Tenderer whose tender is not accepted shall not be entitled to claim any costs, charges and expenses incidental to or incurred by tenderer through or in connection with his submission of tender or its consideration by NIELIT, Calicut, even though NIELIT, Calicut may elect to modify / withdraw the Invitation to Tender or may not accept the tender.

\*\*\*\* %%%% \*\*\*\*



# NATIONAL INSTITUTE OF ELECTRONICS AND INFORMATION TECHNOLOGY (NIELIT), CALICUT

(An Autonomous Scientific Society of Ministry of Electronics and Information Technology, Government of India)

PB No. 5, NIT Campus Post, Calicut – 673601, KERALA

Phone: 0495 2287266; e-Mail: [abr@nielit.gov.in](mailto:abr@nielit.gov.in); web: <http://nielit.gov.in/calicut>

---

## PART-1

### TERMS AND CONDITIONS FOR PROVIDING CANTEEN SERVICES

#### DEFINITIONS

1. The term "Institute" shall mean National Institute of Electronics and Information Technology (NIELIT), Calicut, which is a Centre of NIELIT, New Delhi, an Autonomous Scientific Society of Ministry of Electronics & Information Technology, Govt. of India, and the term "Contractor" shall mean the Agency selected for award of the contract.

#### SCOPE OF SERVICE

2. NIELIT Calicut Centre's canteen is meant for the employees, students and people directly connected to the functioning of the Centre. The service should be in two places, one in the Main Campus where Breakfast, Lunch, Dinner, Tea and snacks be served on all days and another in the Campus II where dinner should be served on all days and Break fast, Lunch and snacks on all holidays. Additionally Morning Coffee/Tea along with biscuits/snacks should be served between 6:30 AM to 7:30 AM at Campus II on all days including Saturdays, Sundays and closed holidays. Cooking facility is available only in Main Campus, only dining facility is available in the Campus II.

3. Duly appointed canteen committee will supervise the canteen services and will provide instructions to the contractor from time to time.

#### CREDENTIALS

4. The Contractor should take valid registration under FSSAI.

5. The Contractor should produce a good conduct certificate from the authorities of the Government/Panchayat, if demanded by NIELIT Calicut.

6. The Contractor must be available in the Canteen during working hours and in case of his absence an authorized person duly appointed by him should be available at all time. Contractor should be accessible round the clock.

7. The Contractor should fulfill the minimum pre-qualification criteria enumerated under Clause 13 of the 'General Instructions' and should furnish self-attested copies of relevant documents and also submit other documents specified in "General Instructions".

8. All credentials of the Contractor including financial standing, registration with Govt., having support or connection with Govt. Dept/ Organisations, Non-Govt. Autonomous Body, Public Body, Local Govt., Civil Body and Public Institutions/ Organisations etc. together with records of past performance with such Institutions, Departments, Organisations etc. are to be produced for verification whenever demanded by the Institute.

#### RESPONSIBILITIES/ LIABILITIES OF CONTRACTOR

9. The contract for canteen services will be as per the agreement to be signed between the Institute and the Contractor. The contract is liable to be terminated by either side on three month's notice in writing. Abrupt termination or breach of the contract by the Contractor will entail forfeiture of the Security Deposit of the Contractor.

10. The Rules and Regulations for the canteen services framed by the Institute shall be binding on and are to be strictly adhered to by the Contractor.

11. The detailed menu for the items to be served in the canteen as approved by the canteen committee should be strictly adhered to.

12. The Contractor shall ensure that the personnel deployed by him at the Institute are covered under ESI and EPF, if applicable, and shall furnish documentary evidence to that effect, including proof of remittance of monthly contributions specifically in respect of the personnel deployed at the Institute.

13. It is the responsibility of the Contractor to comply with the provisions of Minimum Wages Act, Payment of Wages Act, Payment of Bonus Act, Payment of Gratuity Act, Workmen's Compensation Act or any other Act, Rule, Order etc. applicable in respect of his deployment and the Contractor shall be solely liable for any contravention thereof.

14. It shall be the exclusive responsibility of the Contractor to comply with various statutory regulations including the statutory liabilities not specifically mentioned above under various industrial and labour laws.

15. The Contractor shall follow and abide by all the legal formalities including the employment, age and working conditions of the personnel engaged by them.

16. The Contractor shall ensure compliance of all Acts, Rules and statutory orders in force with regard to supply of food items (Cooked as well as packaged items) for the purpose of this contract and shall keep the Institute indemnified against any liabilities arising out of non-compliance of any of the Acts, Rules or Orders on their part.

17. The Contractor shall deploy personnel in the canteen in such a way that they get weekly rest and holidays as per labour laws.



# NATIONAL INSTITUTE OF ELECTRONICS AND INFORMATION TECHNOLOGY (NIELIT), CALICUT

(An Autonomous Scientific Society of Ministry of Electronics and Information Technology, Government of India)

PB No. 5, NIT Campus Post, Calicut – 673601, KERALA

Phone: 0495 2287266; e-Mail: [abr@nielit.gov.in](mailto:abr@nielit.gov.in); web: <http://nielit.gov.in/calicut>

---

18. A Security Deposit of Rs.25,000/- need to be deposited while entering into a contract with NIELIT.
19. The Contractor shall make the payment of wages etc. to the personnel deployed by him as per law and as per the terms of their engagement.
20. The Contractor shall deploy only such persons having the required qualifications, skills, knowledge, temperament, discipline etc. to render the services at the Institute. Contractor should ensure that they are properly dressed while working at Canteen.
21. The personnel deployed by the Contractor shall not take part in any strike, demonstration, agitation, bandh, harthal etc. which are anti-Government or anti-Social. They should be well mannered and should be courteous to the students and staff of NIELIT. The details of personnel deployed by the Contractor shall be provided to NIELIT.
22. In case of any misbehaviour or negligence of duty on the part of any of the personnel deployed by him, the Contractor shall immediately remove such person(s) from deployment at the Institute.
23. The Contractor shall compensate fully the Institute any amount of payment made and/or loss incurred, and/ or caused to be made/ incurred, by the Institute on account of the negligence/ failure on the part of the Contractor to comply with any of the statutory liabilities/ third party/ public liability.
24. The Contractor must issue proper uniform with head cap, apron and identity cards to his employees deployed at any time under this contract in order to facilitate verification of their identity by the Institute. Before the deployment of staff at Canteen, contractor should verify the character and antecedents and Health/Medical Certificate of the individuals, proper records of the personnel should be made available to NIELIT. Any changes in the deployment of personnel should in variably be notified to NIELIT.
25. The Contractor shall be liable to comply with the directions of the Institute to remove within 24 hours of receipt of such direction any of the personnel deployed by him under this contract and shall make immediate arrangements for posting the substitute to ensure proper, adequate and continuous services.
26. The Institute shall have no responsibility for providing living accommodation to the Contractor or to the Canteen personnel deployed by the Contractor. All the staff employed by the contractor should normally leave the campus by 9.00 PM, unless permitted to stay inside campus by the competent authority.
27. Contractor should ensure that canteen personnel deployed by him are physically and medically fit and do not have any communicable disease. Periodical Medical Check-up of staff deployed at canteen should be done by Contractor at his cost and staff deployed should be medically fit for canteen work.
28. The canteen personnel deployed at the Institute for the various services should not smoke/ use tobacco products or use alcoholic drinks in the campus. Canteen Staff should be courteous and maintain good relation with all users of the canteen/mess.
29. Canteen Contractor is liable to run the Canteen for a year as per the agreement. However, if the party wishes to discontinue the service, he has to serve 90 days advance notice in writing. This can be done only after completion of 6 months' period. If the contractor discontinues the service without notice or before the completion of 6 months' term, his/their Security Deposit will be forfeited.
30. **The Canteen Contract should not be sub-contracted.**
31. It will be the sole responsibility of the Contractor to maintain canteen premises neat, tidy and Clean. Also Contractor has to make necessary arrangements to dispose of Kitchen and other waste suitably. Garbage collected from the Kitchen, Dining Hall and dish washing area should be disposed off right away. Maintenance of drainage, wastewater, plastic disposal etc. related to Canteen should be done by the contractor at his own expense.

## PAYMENT

32. The Contractor shall pay the Monthly Maintenance Charges and Water & Electricity Charges every month in advance latest by 5<sup>th</sup> day of the Month. (for example the rent for the month of June should be paid by 5<sup>th</sup> of June itself).
33. The payment for the services rendered by the Contractor to the students or employees/staff or any other persons of the Institute should be collected directly from them and in no way the Institute or Centre is responsible for the dues of students or staff or any other persons.

## PENALTY

34. In the event of any deficiency in the service rendered by the Contractor or any damages attributable to the performance or non performance clauses of the contract, any time during the currency of the contract, or on failure on the part of the Contractor to implement the instructions issued by Authorized Officials/Canteen Committee, the Institute shall impose a penalty of minimum Rs.1000/- (Rupees One Thousand only) per occasion or any higher amount as may be decided by the Institute, which shall be payable by the Contractor forth with, failing which the same shall be recovered from his Security Deposit. The decision of the Institute in this regard shall be final and binding on the Contractor.

## TENURE

35. Selected Tenderer should be prepared to undertake the Canteen Services from **07 July 2022**





**NATIONAL INSTITUTE OF ELECTRONICS AND INFORMATION TECHNOLOGY  
(NIELIT), CALICUT**

(An Autonomous Scientific Society of Ministry of Electronics and Information Technology, Government of India)

**PB No. 5, NIT Campus Post, Calicut – 673601, KERALA**

**Phone: 0495 2287266; e-Mail: [abr@nielit.gov.in](mailto:abr@nielit.gov.in); web: <http://nielit.gov.in/calicut>**

---

36. The tenure of the contract would be one year initially. The contract may be renewed/ extended at the discretion of the Institute on a year-to-year basis for a maximum period of three years with or without revision of the Maintenance Charge.

37. The contract can be terminated by the Institute at any time without notice in the event of unsatisfactory service from the contractor and Contractor's failure to provide necessary service to Students and Staff of NIELIT as per the terms and conditions agreed upon.

LEGAL JURISDICTION

38. All disputes or differences arising out of the contract shall be subject to the jurisdiction of the courts at Calicut only, to the exclusion of all other courts.

**Terms and conditions for award of Canteen contract**

1. The contract will be awarded on the following basis:
  - I. Based on evaluation of Technical Bid.
  - II. Highest Monthly Maintenance Charges (including electricity and water charges) offered by the tenderer for use of NIELIT Canteen infrastructure and other accessories.
  - III. Past performance in running canteen contracts.
  - IV. Due weightage will be given to those having experience (number of years) in running of Canteen in Educational Institutions of similar nature, in case of a tie on Monthly Maintenance Charges and past performance.
  - V. In Agreement with the terms and conditions mentioned in the Tender Form and also in Agreement with the rates mentioned in the Tender Document for all/ majority of items to be supplied at NIELIT.
  - VI. Tenderer will have to produce proof of deposit of earnest money with the Technical Bid which will be refunded only in case of non-acceptance of the offer.
2. Tenders shall be submitted in the Tender Form prescribed for the purpose only no other form/format is accepted.
3. Tenders received without Proof of deposit of Earnest Money Deposit (EMD) shall not be considered.
4. All pages of the tender document should be signed by the Tenderer and agreed upon.
5. Incomplete and unsigned Tender Forms will not be considered
6. Individual signing the tender or other documents connected with the tender must specify whether he signs as:
  - i) A sole proprietor of the concern or constituted attorney of such sole proprietor
  - ii) A partner of the firm it is a partnership form, in which case he must have authority to execute contracts on behalf of the firm and refer to arbitration dispute concerning the business of the partnership either by virtue of partnership agreement or by a power of attorney duly executed by the partners of the firm.
  - iii) Director or Principal Officer duly authorized by the Board of Directors of the Company
7. Corrections, if any, in the Tender should be duly attested, by tenderer with his own signature and seal with date.
8. Late Tenders will not be considered

**CERTIFICATE**

I/We have read (a) the 'General Instructions' and (b) the above Terms and Conditions of Tender, and the same are acceptable to me/us.

Date:

Signature, Name & Seal of Tenderer

Place:



**NATIONAL INSTITUTE OF ELECTRONICS AND INFORMATION TECHNOLOGY  
(NIELIT), CALICUT**

(An Autonomous Scientific Society of Ministry of Electronics and Information Technology, Government of India)

**PB No. 5, NIT Campus Post, Calicut – 673601, KERALA**

Phone: 0495 2287266; e-Mail: [abr@nielit.gov.in](mailto:abr@nielit.gov.in); web: <http://nielit.gov.in/calicut>

---

**DECLARATION**

1. I.....son/daughter of Shri.....  
Proprietor/partner/Director/Authorized Signatory of ..... and I am competent to sign this  
declaration and execute this tender document.
2. I have carefully read and understood all the terms and conditions of the tender and hereby convey my acceptance of the  
same.
3. The information/ documents furnished along with the above application are true and authentic to the best of my knowledge  
and belief. I/We, am/are well aware of the fact the furnishing of any false information / fabricated document would lead to rejection of  
tender at any stage besides liabilities towards prosecution under appropriate law.

Date:

Signature, Name & Seal of Tenderer

Place:



**NATIONAL INSTITUTE OF ELECTRONICS AND INFORMATION TECHNOLOGY  
(NIELIT), CALICUT**

(An Autonomous Scientific Society of Ministry of Electronics and Information Technology, Government of India)

**PB No. 5, NIT Campus Post, Calicut – 673601, KERALA**

Phone: 0495 2287266; e-Mail: [abr@nielit.gov.in](mailto:abr@nielit.gov.in); web: <http://nielit.gov.in/calicut>

---

UNDERTAKING

To

The Executive Director  
NIELIT, PB No 5  
NIT Campus Post, Calicut–673 601

Sub: Tender for providing of Running of Canteen Services for NIELIT – Reg.

Sir,

1. I/We here by agree to abide by all terms and conditions laid down in tender document.
2. I/We have gone through all terms and conditions and also the instructions and confirm my/our commitment to abide by them. In case of any discrepancy/dispute or wrong/incorrect nomenclature in the schedule, the decision of NIELIT, Calicut shall be final.
3. I/We abide by the provisions of Income Tax/and other statutory provisions like GST/FSSAI etc. from time to time.
4. I/we also confirm my/our commitment to provide the documents as enlisted in schedule of items with your Notice Inviting Tender No.3(60)/21-22/CTN.
5. I/We have paid EMD of Rs.20,000/- / or attached **undertaking** as per latest instructions, along with Tender Document (Technical Bid). I/We also understand that the amount will be forfeited, if the applicant who is awarded the contract refuses to accept the contract.
6. I/We also understand that I/We shall have to deposit a Security Deposit of Rs.25,000/- as refundable security deposit before signing of agreement in case I am/We are awarded the contract. The deposit will not bear any interest and shall be refunded on termination of contract after adjusting dues, if any.
7. In case the contract is awarded to me/us, I/we shall sign an agreement within 15 days (on non-judicial stamp paper of prescribed value) of receipt of the letter awarding the contract.

Date:

Signature, Name & Seal of Tenderer

Place:



**NATIONAL INSTITUTE OF ELECTRONICS AND INFORMATION TECHNOLOGY  
(NIELIT), CALICUT**

(An Autonomous Scientific Society of Ministry of Electronics and Information Technology, Government of India)  
PB No. 5, NIT Campus Post, Calicut – 673601, KERALA  
Phone: 0495 2287266; e-Mail: [abr@nielit.gov.in](mailto:abr@nielit.gov.in); web: <http://nielit.gov.in/calicut>

**PART – 1 - TECHNICAL BID**

**Page 1**

Nature of present business	
Income Tax Returns (Copy of last 2 to 3 Years should be enclosed) Indicate whether enclosed: Yes/No	
Details of Registration with FSSAI etc. Copies must be enclosed Indicate whether enclosed: Yes/No	
Copies of Financial Statements duly audited by a Chartered Accountant for the last three years Indicate whether enclosed: Yes/No	
Details of PAN, TAN, GST, GEM etc. copies of such documents should be enclosed Indicate whether enclosed: Yes/No	PAN : GSTN: TAN: GEM Regn:
Any other information you wish to add	

Date:

Signature, Name & Seal of Tenderer

**Place:**



**NATIONAL INSTITUTE OF ELECTRONICS AND INFORMATION TECHNOLOGY  
(NIELIT), CALICUT**

(An Autonomous Scientific Society of Ministry of Electronics and Information Technology, Government of India)

**PB No. 5, NIT Campus Post, Calicut – 673601, KERALA**

Phone: 0495 2287266; e-Mail: [abr@nielit.gov.in](mailto:abr@nielit.gov.in); web: <http://nielit.gov.in/calicut>

**PART – 1 - TECHNICAL BID**

**Page 2**

DETAILS OF PRESENT CLIENTS						
Sl.No.	Name and address of Client	Contact Phone Number	Tenure of contract		No. of users	Contract value Rs.
			From	To		
1						
2						
3						
4						
5						

DETAILS OF PAST CLIENTS						
Sl.No.	Name and address of Client	Contact Phone Number	Tenure of contract		No. of users	Contract value Rs.
			From	To		
1						
2						
3						
4						
5						

I/We certify that I/We have already attached Proof of online Transfer of EMD Reference No.....dated.....for Rs.20,000/- (Rupees twenty thousand only)/ or an undertaking in lieu of EMD along with Part-1 (Technical Bid) of the Tender. We also certify that we are satisfying and agreeing to all conditions mentioned in the tender document.

Date:

Signature, Name & Seal of Tenderer

Place:



**NATIONAL INSTITUTE OF ELECTRONICS AND INFORMATION TECHNOLOGY  
(NIELIT), CALICUT**

(An Autonomous Scientific Society of Ministry of Electronics and Information Technology, Government of India)  
PB No. 5, NIT Campus Post, Calicut – 673601, KERALA  
Phone: 0495 2287266; e-Mail: [abr@nielit.gov.in](mailto:abr@nielit.gov.in); web: <http://nielit.gov.in/calicut>

**NATIONAL INSTITUTE OF ELECTRONICS AND INFORMATION TECHNOLOGY (NIELIT), CALICUT**

**PART-2 (PRICE BID)**

**SCHEDULE TO INVITATION OF TENDER No: 3(60)/22-23/CTN**

**LAST DATE AND TIME FOR RECEIPT OF TENDER (Parts 1 & 2): 22 June 2022, 17.00 Hours**

**TIME AND DATE OF OPENING OF TENDER 23 June 2022, 15.00 Hours**

***In the event of the date of opening of tender being declared a closed holiday for the Institute, the DUE DATE for opening will be the following working day.***

**This price bid shall remain valid for acceptance till: 120 days from the date of opening of Price Bid.**

Item No.	Description	Rate offered
1	Monthly Maintenance Charge including the amount of Rs. 1000/- per month for electricity and water usage.  (Minimum Reserve rate is Rs. 2,000/-per month)	Rs.
 (Rupees..... in words)		

I/We confirm that the rates quoted are all-inclusive and firm and there will not be any rate escalation during the contract period. We also confirm that we will abide by all the terms and conditions and we do not have any counter conditions.

Date:

Signature, Name & Seal of Tenderer

**ANNEXURE- "A"**

**ITEMS TO BE SERVED AND ITS RATE (PRICE)**

Sl. No	Item	Item Details and Quantity	Rate Rs. Ps including all taxes
1.	Break fast	1. Idly (4) with Vada (Chattini+ Sambar) OR 2. Puri (4) + veg Masala currey OR 3. Plain Dosa (4) with (Chattini+ Sambar) OR 4. Puttu (2) + Curry (Cherupayar/ Kadala) OR 5. Atta Parotta (3) with suitable currey OR 6. Upma + One Big full banana – boiled and <b>Or equivalent approved by the competent authority</b>	50
2.	Lunch	1. Rice ( White rice - north Indian/ Boiled Rice South India) 2. 2 Roti OR Two Pooris 3. Daal (Curry) 4. Sambar / Pulissery 5. Vegetable Thoran / Upperi 6. Salad 7. Pickle 8. Papad 9. Fish curry 10. Rasam 11. Butter milk <b>Or equivalent approved by the competent authority</b>	60
3.	Snacks	1. Samosa – 1 No. OR 2. Cutlet – 1 No. OR 3. Ada - 1 No. OR 4. Puffs (Veg.) – 1 No. OR 5. Unni Appam – 2 Numbers) OR 6. Vegetable Bonda – 1 No. OR 7. Banana Fry – 1 No. OR 8. Fried Pathiri – 1 No. OR 9. Boiled Banana - Half piece – 1 No. <b>Or equivalent approved by the competent authority</b>	12
4.	Tea (150 ml)	With milk	10
5.	Tea(150 ml)	Without milk	8
6.	Coffee (150 ml)	With milk	15
7.	Coffee(150 ml)	Without milk	10
8.	Biriyani Full - Chicken	With one Egg + 2 Chicken Piece	110
9.	Biriyani Half - Chicken	With One Chicken Piece	90
10.	Fish Fry	1. Sardine (Mathy) 1 Full	20
11.	Fish Fry	1. Mackerel (Ayala) 1 Full	35
12.	Fish Fry	1. Black Pomfret / Wahoo or Indo Pacific King Mackerel(avolo/ayakoora)	100
13.	Chicken Fry	1 plate 4 medium pieces	60
14.	Egg Omelet / Burgi	Single	20
15.	Egg Omelet / Burgi	Double	25
16.	Dinner	1. Chapatti/Roti - maximum 5 Numbers. / Appam with maximum 5 Numbers 2. Mixed Vegetable / Chicken Curry(One chicken piece) / Egg Masala <b>Or equivalent approved by the competent authority.</b>	55
17.	Juice	Fresh Fruit Juice	20
<p>Monthly Rate for persons who opt for <b>monthly mess for a minimum of 30 members</b>, covers the following menu: Breakfast with Tea or Coffee+ Lunch + Dinner +Evening Tea with Snacks + 1 special item every Wednesday (Biriyani / Fish Fry(ayala/2 Mathi)/ Egg Omelet(double) / Chicken Fry/Paneer/Gopi Manjuriar).+Sweets at dinner on weekends (Saturday and Sunday). If the minimum mess membership criterial not met, then canteen rates as above shall be chargeable from users. <b>Canteen/Mess shall remain closed on every Sunday afternoon for cleaning.</b></p>			Rs. 5,000/- per month

**Tenderer can provide additional food items not mentioned above at a price below MRP after approval of competent authority in writing.**

**I agree to supply the above items at the above rates, quantity & quality**

Date:

Signature, Name & Seal of Tenderer





**NATIONAL INSTITUTE OF ELECTRONICS AND INFORMATION TECHNOLOGY  
(NIELIT), CALICUT**

(An Autonomous Scientific Society of Ministry of Electronics and Information Technology, Government of India)

**PB No. 5, NIT Campus Post, Calicut – 673601, KERALA**

**Phone: 0495 2287266; e-Mail: [abr@nielit.gov.in](mailto:abr@nielit.gov.in); web: <http://nielit.gov.in/calicut>**

---

UNDERTAKING for BID SECURITY

To:

Executive Director  
NIELIT Calicut

I/WE .....(name of the bidder) , hereby undertake that :

- 1) We accept all the terms and conditions of the tender document.
- 2) We accept that, we will not modify/withdraw our bid during the bid validity period, submit performance guarantee within the stipulated period and honour the contract, if the contract is awarded to me/us.
- 3) In the event of any modification to our bid by us or failure on our part to honour the contract after final award or failure to submit performance guarantee, our firm may be debarred from participation in any tender/contract notified by NIELIT Calicut for a period of one year.

Yours faithfully,

(Signature with seal of bidder)

Date: