



INDIAN INSTITUTE OF SCIENCE EDUCATION AND RESEARCH (IISER) MOHALI

(Established by Ministry of Human Resource Development, Govt. of India)
Sector 81, SAS Nagar, Mohali, Manauli P.O., Punjab, 140306, India

Tender Notice for Catering Services for Hostel No. 5 at Indian Institute of Science Education and Research Mohali

1. The contract will be for a period of 1 year from Jan 01, 2012 to Dec 31, 2012.
2. Tenderer must ensure to arrange hygienic cooking, proper handling by cooking/catering staff and efficient and neat & clean service. Kitchen to be cleaned by your staff every day without fail and garbage to be taken out to Corporation Vat by your staff.
3. Service bearers engaged by you should wear neat & clean uniform while on duty and shall have adequate experience in serving with etiquette and courtesy.
4. The staff engaged by you will be solely under your employment, control and discipline and in case of termination of the contract, the Institute will not be liable for loss or damage if any, caused to you or your employees. The Institute will not also be liable in case of services of any of the employee dispensed with by you.
5. The medium of cooking will be ISI/Agmark edible oil, to be decided mutually by the Institute and the contractor from time to time.
6. Materials known to be harmful to health (as decided by the Institute from time to time) such as food colouring, soda, aginomoto etc. will not be used.
7. You will use all raw materials of best quality available in the market and in case it is found that any service or any item is sub-standard, the Institute will be at liberty not to make any payment for that entire service or make appropriate deduction from the bills at its discretion.
8. Institute will have the right to decide and to prescribe varieties and brands of various materials used in cooking and other preparations.
9. The Institute will provide the kitchen and cooking infrastructure however, the LPG supply (commercial use) will have to be arranged by the contractor.
10. The Institute will provide electricity and water connections. However, the payment will have to be made by the contractor on monthly basis as per the meter reading and the rates as fixed by the state government
11. The contractor will arrange the other items such as napkins and table covers etc and they will be adequate in number and of good quality – acceptable to the Institute. Replacement due to loss and breakage of the utensils, crockery etc. by the contractor's staff will be contractor's responsibility.
12. The contractor will provide the catering services as per the menu (see annexure) as decided by the Institute. The menu list is subject to change as per the Institute's discretion within the overall rates.
13. It should be clearly understood that the billing should be made strictly on the basis of meals/tea/Tiffin/breakfast/dinner etc actually served.
14. The contractor will not charge for the particular service not availed of by a person if he received advance intimation of 12 hours. The Institute may indicate the requirement for catering service if

there is a schedule for Seminar/Training/Symposium/Workshop etc. for more number of participants than normal on given day, 12 hours in advance.

15. The contractor has to prepare the monthly bill, put up in notice board on every 5th day of a month for students view. Then, the students will be asked to pay the mess bill to IISER-M office by every 15th day of that month. Meanwhile he may submit his bills to IISER-M/Dean (S), monthly payments will be released after a committee of wardens certifies that the service was satisfactory and payment will generally be made by the end of the following month subject to a gap of two weeks.

16. The contract can be terminated by giving 3 (three) months' notice by the contractor or 2 (two) months' notice by the Institute.

17. The contractor must provide a list of employees to the Institute at regular intervals.

18. The Contractor will be required to deposit a sum of Rs, 1,00,000/- (Rupees One lac only) as Security Deposit with the Institute for due performance of the contract on his part. The Institute reserves the right to forfeit the same security deposit of Rs.1 lac deposited by the contractor if he fails either to perform the contract or to give 3 months' notice for termination of the contract or for the breach of any terms & conditions.

19. Notwithstanding anything-contained herein above, the Institute will determine a cut-off rate, keeping in view the standards of quality and quantity of food (which is to be kept a secret), as a base rate. Quotations below this base rate will not be entertained and such tenders will be rejected.

20. The Institute reserves the right to reject/not to accept any quotation without showing any reason thereof.

21. In case of any clarification or a problem, the decision of the Institute will be final and binding on the contractor.

22. **Important:** Only those firms/persons already engaged in providing catering and housekeeping services to reputed academic institutions/organization, having experience need to apply. Rates should be quoted for per day as well as per meal per student, inclusive of all applicable taxes.

23. The contractor should have proper registration and photocopies of PAN, TAN and sales tax number should be enclosed within the tender document.

24. The selection of contractors will be based on a two-bid system. Please submit separate sealed envelopes containing technical points such as (your experience in catering service, name of the institutions, etc) and financial quotes latest by 01:00 PM on Nov 28, 2011, to The Dean Students IISER Mohali, Sector 81, S A S Nagar, Manauli PO, Punjab 140 306. The quotations will be opened at 4.00 pm on Nov 28, 2011, in the office of the Dean Students, CAF-Bulding, IISER Mohali, Sector 81, S A S Nagar, Manauli PO, Punjab 140 306.

25. Based on the technical quote there will be an interview with the Tenderer. Equal considerations will be given for the capability analysis of the bidder based on a presentation/interview and financial bid. After opening the quotations, the date of the interview/presentation will be on decided on Nov 28, 2011, and the same will be intimated to the Tenderers.

26. The total strength of students is between 200-250.

Dean Students
IISER Mohali
Sector – 81, SAS Nagar,
PO Manauli PIN : 140 306.

Mess Menu							
Meal	Items	Mon	Tue	Wed	Thu	Fri	Sat
Breakfast	Paratha/South Indian/Omelette	Aloo Paratha	Idli Vada	Paratha(Zeera+Salt) with sabji/ Pao Bhaji	Uthapam/Veg Sandwich	Onion Paratha and omelette	Aloo Paratha/C Paratha (S
Lunch	Vegetable	Aloo Baigan	Aloo shimla mirch	Arbi	Aloo beans	Aloo Gobhi	Gajar Ma
	Pulses	Sambhar	Kale chane	Rajma	Kadhi	Masur chilka	Dal makh (Pulao)
Dinner	Vegetable	Shahi Paneer	Mixed Vegetable	Aloo matar	Cabbage matar	Karahi Paneer	Aloo jeer
	Pulses	Moongi sabut	Dal Makhani	Arhar Dal & Egg Curry	Urad Chole	Moong dal	Sarson sa
	Sweet Dish		Gulab Jamun	Kheer(rice)	Ice cream		Custard / Salad
		Tandoori roti				Tandoori roti	Tandoori

*Chapati, Rice, salad to be served with every meal. Curd to be served only in lunch.

*Plain rice will be served every day.

* Bread Butter- Jam, Milk, Tea to be served every day in Breakfast.

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