



BRIC-NATIONAL INSTITUTE OF BIOMEDICAL GENOMICS

(An autonomous Institute of Dept. of Biotechnology, Ministry of Science & Technology, Govt. of India)

P. O.: N. S. S., Kalyani – 741251, Nadia, West Bengal

**INVITATION FOR BIDS FOR PROVIDING CATERING SERVICES AT NATIONAL
INSTITUTE OF BIOMEDICAL GENOMICS, (BRIC-NIBMG).**

August 2025

(Tender No.: BRIC-NIBMG/Canteen Services/2025-26/008

Date. 11.08.2025)

BRIC-NATIONAL INSTITUTE OF BIOMEDICAL GENOMICS

(An Autonomous Institute of Dept. of Biotechnology, Ministry of Science & Technology, Govt. of India)

CRITICAL DATE SHEET

(Tender No.: BRIC-NIBMG/Canteen Services/2025-26/008

Date. 11.08.2025)

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Prebid Meeting Date	18.08.2025 (02:00 PM)
Bid Submission Start Date	12.08.2025 (09:00 AM)
Bid Submission End Date	01.09.2025 (02:00 PM)
Bid Opening Date	02.09.2025 (02:30 PM)

NATIONAL INSTITUTE OF BIOMEDICAL GENOMICS
P.O.: N.S.S., KALYANI 741 251

TENDER NOTICE

NIT No. BRIC-NIBMG/Canteen Services/2025-26/008

Date: 11.08.2025

(I) INSTRUCTION TO BIDDERS

1. SCOPE OF WORK

Online (e-procurement mode) bids in percentage rate are invited under **SINGLE STAGE - TWO BID SYSTEM** from experienced and resourceful contractors / Tenderer who fulfil the eligibility criteria for participation in the tender process for the following Service.

SL. No.	Name of the Service	Period	Earnest Money
1.	PROVIDING CATERING SERVICES AT NATIONAL INSTITUTE OF BIOMEDICAL GENOMICS, (BRIC-NIBMG).	Initially for 02 year May be extended for further 01 years	₹ 20,000/-

Earnest Money Deposit (EMD): An amount of ₹20,000 (Indian Rupees Twenty Thousand only) is required to be deposited through the designated payment link (<https://www.nibmg.ac.in/p/nibmg-payment-link-1>) available on the official website of the Institute. This deposit must be completed prior to the deadline for submission of bids and copy of the payment receipt has to be attached with the Technical Bid. Additionally, the bidder is required to furnish their bank account details (along-with copy of cancelled cheque) along with the Technical Bid to facilitate the refund of the EMD in the event of an unsuccessful bid.

Exemption from EMD shall be governed by Manual for Procurement of Goods 2017 and EMD exemption shall be to firms registered with Central Purchase Organization, NSIC, MSME etc. for item tendered only

*(Note: As per Rule 170 of GFR “Micro and Small Enterprises (MSEs) as defined in MSE Procurement Policy issued by Department of Micro, Small and Medium Enterprises (MSME) or are registered with the Central Purchase Organisation.” are exempt from submission of EMD (Bid security). Bidders claiming exemption of EMD under this rule (170 of GFR) are however required to submit a signed Bid Securing Declaration accepting that if they withdraw or modify their Bids during the period of validity, or if they are awarded the contract and they fail to sign the contract, or to submit a performance security before the deadline defined in the request for bids document, they will be suspended for the period of **3 years** from being eligible to submit Bids for tenders with BRIC-National Institute of Biomedical Genomics.)*

The term “Caterer/Bidder/Tenderer/Contractor/Firm/Company” refers to the interested parties bidding for the catering tender process and are interchangeable and the term “National Institute of Biomedical Genomics, (BRIC-NIBMG)” would be interchangeable. All pages of the tender forms will have to be signed by the tenderer (with signature, date, name, title of the person and rubber stamp indicating the name of the person and name of the firm) as proof of acceptance.

Not more than one tender shall be submitted by one contactor or contractors having business relationship. Under no circumstance will father and his son(s) or other close relations who have business relationship with one another (i.e. when one or more partner(s)/director(s) are common) be allowed to tender for the same contract as separate competitors. A breach of this condition will render the tenders of both parties liable to rejection.

Incomplete or conditional or Manual tenders / bids submitted would be summarily rejected.

EXCLUSIVE RIGHT: The Director, BRIC-NIBMG has discretion to relax any of the condition(s) mentioned in tender document and/or increase any criteria to short list the bidders during scrutiny of tender. Also, reserves the right to cancel any or all tenders without assigning any reason thereof.

Bid for the work shall remain valid for a **period of 90 days** after the deadline date specified for submission.

Intending Bidders may visit the Institute website <https://www.nibmg.ac.in/> as well as e-procurement portal for downloading the tender document, other details and any revisions or corrigendum.

Key dates: - As mentioned in the BRIC-NIBMG Website and e-procurement portal.

**Manager (Administration), BRIC-NIBMG
On Behalf of Director, BRIC-NIBMG**

2. Eligibility Criteria

PRE-QUALIFICATION ELIGIBILITY CRITERIA FOR TECHNICAL BID

Intending bidders should fulfil the eligibility criteria laid down hereunder and they should satisfy themselves about their eligibility before submitting the tender. The bidders should submit the documents/credentials **in Part-I** of the bid against all the criteria to substantiate their eligibility to participate in the tenders.

- a) Bidder/Tenderer should have at least Five (05) years of experience in preparing and serving all types of dishes, i.e., Vegetarian, Non-Vegetarian, South Indian, North Indian, Chinese, Continental, etc.
- b) Minimum turnover of Rs. 2 lakhs and above in the last three financial years i.e 2022-23, 2023-24 and 2024-25 respectively.
- c) Possess Valid Certificate from Food Safety and Standards Authority of India (FSSAI)
- d) Provident Fund Registration Certification as applicable.
- e) ESI Registration Certification as applicable.
- f) Registration Certificate of the organization as applicable.
- g) Bidders are requested to study the terms and conditions of the tender carefully and then submit tenders accordingly. They may, if necessary, visit the Institute to study the layouts.
- h) The bidders shall submit following documentary evidence in support of their prequalification criteria.
 - (i) Copy of PAN
 - (ii) Valid Trade License.
 - (iii) Income Tax Return Acknowledgement Certificate for last three years.
 - (iv) Balance Sheet duly certified by Chartered Accountant for last three financial years with a minimum turnover of Rs. 2 lakhs and above.
 - (v) Turnover certificate for last three financial years, issued by certified Chartered Accountant.
 - (vi) Self-certificate by firm that it has not been banned or delisted by any Government or Quasi Government Agency or PSU.
 - (vii) GST Registration Certificate.
 - (viii) Valid Certificate obtained from Food Safety and Standards Authority of India (FSSAI).
 - (ix) Provident fund registration certification. (if applicable).
 - (x) ESI certification. (if applicable).
 - (xi) Registration Certificate of the organization.
 - (xii) Any other documents (if applicable).
 - (xiii) Professional Tax Registration Certificate
 - (xiv) Power of Attorney for authorised signatory (if applicable)

- i) The following Particulars of the Bidder are also required to be furnished in a separate sheet (format enclosed in Technical Bid part) & submitted along with the relevant documentary evidence in Part-1 of the bid including EMD.
- i) Name of the Organization
 - ii) Registered Address:
 - iii) Year of Establishment
 - iv) Status of the firm — whether Company/Firm/Proprietary
 - v) Whether registered with the Registrar of Company/ Registrar of Firms. If so, mention number and date.
 - vi) Details of similar work and its value of work done with completion certificate during last 05 years.

3. Bid Price

- (i) Before participating in the respective canteen bidders are advised and directed to visit the canteen space location and its surrounding and safety measures to be required for the canteen operation services as per local byelaws.
- (ii) **The Canteen bidder should assess the volume of business with them. BRIC-NIBMG will not commit to any guarantee of minimum/maximum business. The bidders are advised to visit the site of works at their own expense and obtain all the information that may be necessary for preparing the bid.**
- (iii) For the Item Rate Tender the bidder must ensure the quote rate of each item. No cell for price can be left blank. However, if a bidder quotes nil rates against each item in item rate tender or does not quote any percentage above/below on the total amount of the tender or any section/sub head in percentage rate tender, the tender shall be treated as invalid and will not be considered as lowest bidder.
- (iv) The rates quoted by the bidder shall be fixed for the duration of the contract and shall not be subjected to adjustment on any account. In exceptional circumstances, the same can be discussed with the Institute authority, but the decision of the Institute in this regard will be final and binding on the successful vendor.
- (v) The rates should be quoted in Indian Rupees only.

4. Method of Submission of Bid:

A) Bidders shall require submitting the bids online in the CPP portal in two Parts, which shall comprise the following:

- a) **Part - 1 (The Technical Bid)** of the bid shall contain (In JPG format or PDF format)
 - (i) Scanned Copies of the original Earnest Money Deposit and receipt for deposition of the same (or scanned copies of duly signed Bid Securing Declaration, valid MSE registration/enlistment certificate and receipt for deposition of the same by the bidders who are enlisted as MSEs and claiming exemption as per Rule 170 of GFR)
 - (ii) All documents, supporting fulfillment of eligibility criteria & commercial & general stipulations mentioned in the Tender Documents.
 - (iii) A set of bidding documents duly signed and stamped by the bidder as token of acceptance of the entire Bidding Document including the Technical Specifications.
 - (iv) The Copy of the payment EMD Deposit receipt & bidder bank account details.

- (v) Any other materials required to be completed and submitted by bidders in accordance with these instructions.

b) Part - 2 (The Financial Bid) of the bid shall contain (In JPG format or PDF format)

***Note:** The Financial Bid of the prospective tenderer/bidder will be considered only if the Technical Bid of the bidder is found qualified by the "Tender Evaluation Committee" of BRIC-NIBMG.*

5(a). FORMATS FOR TECHNICAL BID (PART-I)

The information to be filled in by the Bidder in the following pages will be used for purposes of pre-qualification. This information will not be incorporated in the Contract.

The bidders shall fill in the information in the following format carefully, attach copies of the corresponding supporting documents (preferably marked as Annexure-1,2.... etc. for convenience of identification), duly sign and stamp the pages and then upload the pages in JPG or PDF format in the online bid.

The information and documents will be used for the purpose of technical evaluation of the bidders; hence the bidders are required to be very particular and careful.

Technical Bid

A.

	Description	Information to be filled in by the Bidder	Uploaded copies of the corresponding supporting documents Name of the document (<i>to be filled in by the Bidder</i>)	Marked as
	Particulars of the Bidder (Mandatory)			
1	Name of the Firm: Particulars of Chairman / Managing Director: Particulars of Board of Directors, their occupation and address			
2	Address of the Firm:			
3	Established on:			
4	Contact Telephone Number of the firm:			
5	Email id:			
6	Statutory Registration No:			
7	Place of registration/Location of Head office			
8	Is the company Public/Private Ltd/ Proprietorship company? (Indicate year of incorporation)			
9	If registered under Shops & Establishment Act, enclose copy of Registration with latest renewals.			
10	Registration for GST. Enclose copy of registration. (Attach attested copies).			
11	Income Tax return Acknowledgement (Certificate for the last 03 years).			

12	Power of Attorney for the authorised signatory:			
13	Specify whether there are any issues/ disputes against your Agency before Commissioner-Provident Fund, Commissioner - ESI, Income Tax authorities, Labour Tribunal State /Central Public Health Authorities, etc.,			
14	Professional Tax Registration Certificate:			
15	Income tax Permanent Account Number (PAN):			
16	Certificate obtained from Food Safety and Standards Authority of India (FSSAI)			
17	Company's Banker's name and address:			
18	No. of years of experience in this field			
19	Valid Trade Licence:			
20	Valid ISO Certificate (If any):			
21	Registration under PF Scheme (If any):			
22	Enclose copy of latest remittance made by your Agency towards PF:			
23	Registration under ESI scheme if any:			
24	Enclose copy of latest remittance made by your Agency towards ESI: (If any):			
25	Self-Certificate by the firm that it has not been banned or delisted by any Government or Quasi government agency or any PSU:			
26	Evidence towards submission of Earnest Money Deposit of Rs. 10,000/-(Mandatory) or Bid Securing Declaration (only for MSEs) as stated above:			

B. Experience Details (To be filled in by the Bidder, for the last five years.)

	Name of the Employer*	Description of work*	Contract No.*	Value of contract (Rs. Lakh) *	Date of issue of work order	Stipulated period of completion	Remarks
	To be filled in by the Bidder: List of the uploaded copies of the corresponding supporting document/s * with respect to the list of works stated above.						Uploaded copies of documents * marked as

* Copies of certificate(s) from the authorised representatives.

C. Financial Details: (To be filled in by the Bidder, for the last three years.)

	Financial year	Financial turnover Rs. Lakh	Uploaded copies of the corresponding supporting documents (*) (**)	
			Description of the document	Marked as
	2022-2023			
	2023-2024			
	2024-2025			
	(*) Attach certificate from Chartered Accountant/ Auditor/Any other valid Certificate, viz., balance sheets, profit and loss statements, auditors' reports (in case of companies/corporation)			
	(**) Also Attach Balance sheet duly certified by Chartered Accountant of last three financial years with minimum turnover of 5 lakhs and above.			

D. DECLARATION BY BIDDER [In Bidder Letter Head]

I confirm that: -

- 1) I _____ Son / Daughter / Wife of
Shri _____ Proprietor/Director/Partner/Manager Resident of
_____, authorized signatory of the
Agency/Firm, _____, am competent to sign this Declaration and
execute this application document.
- 2) No employee or direct relation of any employee of BRIC-NIBMG is in a way connected as Partner
/Shareholder/Director/Advisor/Consultant/Employee etc. with the Company.
- 3) The information furnished is correct to the best of my knowledge and belief.
- 4) I have read and understood the general instructions to vendors and undertake to abide by the same.

.....
(Signature of Proprietor/Partner/Chief Executive)

Name
(In Capital Letters)
(Seal of Service Provider)

Place:

E. **FORMAT OF BID SECURING DECLARATION INSTEAD OF EMD**

(Only for bidders who are registered/enlisted as Micro and Small Enterprises and claiming exemption of EMD as per rule 170 of GFR)

(On Bidder's Letter head)

I / We, the authorized signatory of M/s,
participating in the subject tender No. for the item / job of
....., do hereby declare:

- (i) That I / we belong to Micro and Small Enterprise registered/enlisted under.....
..... *(give details of registration / service category, etc. and attach valid copy of registration)* and have availed the benefit of waiver of EMD while submitting our offer against the subject Tender and no EMD being deposited for the said tender.
- (ii) That in the event I/we withdraw / modify our bid during the period of validity, Or I/We fail to submit a performance security before the deadline defined in the bid document, Or I/We fail to sign the formal contract agreement within the given timeline, Or I/we commit any breach of Tender Conditions / Contract which attracts penal action of forfeiture of EMD, I/we will be suspended from being eligible for bidding / award of all future contract(s) of National Institute of Biomedical Genomics for a period of **3 (three) years** from the date of committing such breach.
- (iii) I/We understand this Bid-Securing Declaration shall remain valid until the end of bid validity period as defined in the bid document.

Authorized Signature:

Name & Title of Signatory:

Name of Bidder:

5(b). FORMATS FOR FINANCIAL BID (PART-II)

Please refer to **Annexure - II**

6. Pre-bid Meeting:

Pre-bid meeting with the intending bidders will be held on **18-08-2025** at **11:30 AM** in the Institute.

7. Submission of Bid:

- (i) Bids shall be submitted online to E-procurement cell, BRIC-NIBMG, Kalyani (<http://eprocure.gov.in/eprocure/app>)
- (ii) Deadline date for submission of bid: Bids must be submitted online no later than **2:00 PM** on **01-09-2025**
- (iii) BRIC-NIBMG may extend the deadline for submission of bids by issuing an amendment, in which case all rights and obligations of the BRIC-NIBMG and the bidders previously subject to the original deadline will then be subject to the new deadline.
- (iv) Canvassing in any form by the agency directly or by any other agency / person on their behalf may lead to disqualification of their bid. Please note that falsification/suppression of information shall lead to the disqualification of the tenderer.
- (v) Tenders should be complete in all respects and incomplete tenders and tenders not complying with the terms and conditions of the tender document will be summarily rejected without any notice.

8. Bid Opening and Evaluation:

- (i) Opening of the Technical Bid:
All **the Technical Bids** received, will be opened online on **02-09-2025** at **2:30 PM**. In the event of the specified date of Bid opening being declared a holiday BRIC-NIBMG, the Bids will be opened at the appointed time on the next working day.
- (ii) Prior to the detailed evaluation of Bids, BRIC-NIBMG will determine whether each Bid (a) meets the eligibility criteria; (b) has been properly signed; (c) is accompanied by the required EMD deposit receipt; (d) is substantially responsive to the requirements of the Bidding documents. A substantially responsive Bid is one which conforms to all the terms, conditions, and specifications of the Bidding documents, without material deviation or reservation.
- (iii) If a Bid is not substantially responsive, it will be rejected by BRIC-NIBMG and may not subsequently be made responsive by correction or withdrawal of the non-conforming deviation or reservation.
- (v) Evaluation and Comparison of Technical Bids:
BRIC-NIBMG will evaluate and compare only the Bids determined to be substantially responsive.

- (vi) BRIC-NIBMG will finalize the list of qualified Bidders whose Bids have been determined to be substantially responsive to the Bidding documents, provided that such Bidder has been determined to be eligible and qualified in accordance with the provisions of Clause: 2 of ITB.
- (vii) The Director, BRIC-NIBMG has discretion to relax any of the condition(s) mentioned in tender document and/or increase any criteria to short list the bidders during scrutiny of tender.
- (viii) BRIC-NIBMG will upload the Evaluation Report of the Technical Bids and notify the list of Qualified Bidders in the CPP Portal.
- (ix) Right to accept any Bid and to reject any or all Bids: BRIC-NIBMG reserves the right to accept or reject any Bid, and to cancel the Bidding process and reject all Bids, at any time prior to the award of Contract, without thereby incurring any liability to the affected Bidder or Bidders or any obligation to inform the affected Bidder or Bidders of the grounds for the action.
- (x) The Institute is under no obligation to accept the lowest or any tender received in response to this tender notice and is entitled to reject any tender without assigning any reason whatsoever. The experience and financial criteria of the bidding entity only shall be taken into consideration for assessment and evaluation.
- (xi) The bidder should not have been blacklisted by any organization on any grounds.
- (xii) BRIC-NIBMG reserves the right to use in-house information for assessment of capability of bidders. The decision of BRIC-NIBMG regarding the tender will be final and binding.

9. Opening of the Financial Bid

- (i) **BRIC-NIBMG** shall notify the time and date of online opening of the **Financial Bid**. Financial Bids of the technically qualified bidders will only be opened.
- (ii) The Financial Bids will be opened online.
- (iii) The detail report on the Financial Bids, that is, the Bidders' names, the Bid Price, the total amount of each Bid will be uploaded in the CPP portal for information of the Bidders.

10. SCOPE OF WORK

- a) BRIC-NIBMG intends to run this Canteen, which include students, faculty, staff, research scholar, residents and visiting guests, etc.
- b) The bidder should have on their rolls sufficient number of cooks to prepare good quality snacks/meals.
- c) The list of Items to be served in the Canteen (subject to modifications as per the seasons / occasion etc.) is given below. The maximum retail sale rate for the items has been fixed for the contract period. The rates can be revised on every extension subject to mutual consent.
- d) On the receipt of duly signed requisition in the prescribed Performa by the concerned official, the canteen Contractor / Bidder has to serve regular light tea / high tea / buffet lunch / dinner etc. as per approved rates fixed for general hospitality arrangement at the scheduled venue of the Institute for all the officials meeting as well as various Academic and Cultural Activities, Festivals, Seminars, Symposium, Conferences, Training Programs, Press Conferences, Annual Day /

Convocations, Republic Day, Independence Day and other International Conference and other functions, etc.

Please note, BRIC-NIBMG reserves the right to engage separate catering contractor for Institute Catering Services on various special occasions, as mentioned above, and Canteen Contractor will have no right to raise objection on this account.

- e) Menu items as mentioned below and as decided by the BRIC-NIBMG from time to time shall be followed.
- f) The Caterer shall provide special lunch / dinner in buffet style whenever required as per the dates indicated by BRIC-NIBMG. The menu for the same shall be prepared in consultation with the Institute. Apart from the items indicated in the menu, the caterer has to supply on demand additional items for special lunch / dinner or snacks at the rates mutually agreed (wherever no rate is quoted). The Institute will carry out periodical inspections of the catering services.
- g) Although, Electrical equipment and built-in facilities will be provided by the Institute free of cost, however, their maintenance and upkeep will be ensured by the Contractor to the satisfaction of the competent authority of the Institute or body responsible to keep check on such issues. The Caterer will have **to furnish security deposit of Rs. 50,000/- (Rs. Fifty thousand only)** for the Electrical equipment and built-in facilities. List of the Kitchen equipment and Furniture are attached in Annexure-III.
- h) The Contractor has to arrange cooking gas at his own cost for running the canteen.
- i) The catering services are categorized into the following two sections:
 - a. Catering for Members:

Under the contract, the Caterer shall provide Thali service of Breakfast (for a minimum number of 30 members / guests), Thali service of lunch (for a minimum number of 40 members / guests) and Thali service of dinner (for a minimum number of 25 members / guests) on all working days of the Institute. However the numbers may vary according to availability of diners and requirement of the Institute. The lunch would generally be served in the catering areas specified by the Institute, from time to time. On non-working days, the caterer would have to provide services as per the requirement of the Institute.

The sample of staff catering are as under: -

Sl. No.	Service	Description of the items Breakfast Menu (Sample): -	Quantity
A.	Thali service of Breakfast	Bread (4 pcs.), Butter(adequate), Boiled Egg (1pc.), Banana (1pc.), Sweet dish (50gms) OR Puri/ Kachuri/ Paratha (4 pcs.), Chola Dal (unlimited), Sweet dish (50gms) OR Chowmin (Veg/ Non-Veg)-Unlimited OR South Indian Dishes Idli- 04 pcs. Sambar-Unlimited Dosa-02 pcs with chutney <i>Tea / Coffee (100 ml) must be served with Breakfast</i>	As mentioned in the bracket against each food items

Sl. No.	Service	Item No.	Description of the items Lunch & Dinner (Inconclusive)	Quantity
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B.	Lunch & Dinner	1.	Salad (Carrot / Tomato / Cucumber/ Beetroot /with Lemon etc.)	Unlimited
	(Note: The menu would not be repeated in the entire week. Menu may be altered if desired by the Mess Managers and/or the Members of the Canteen Committee of BRIC-NIBMG)	2.	Roti / Paratha etc.	4 Pcs.
		3.	Good quality Plain Rice	Unlimited
		4.	Dal Items (Yellow Dal/ Mixed Dal with vegetables/ Rajma etc.)	Unlimited
		5.	One Veg. Curry (gravy /dry) with seasonal vegetable	Unlimited
		6.	One Non-Veg. Curry – Fish/Chicken/Mutton (gravy / dry) -- optional	100 g
		7.	One Paneer Item (Gravy) for Veg ---- optional	100 g
		8.	Pickle / Chutney	Unlimited
		9.	Curd	100 g
		10.	Papad	Unlimited
		11.	Dessert Item - Sweet Dish / Fruit Salad	50 g
		12.	Mouth Fresheners (Ajwan / Hazmola etc.)	One sachet

Note: -

The above lunch should also include Special item (different varieties of rice/or any special dish) at least once in a week.

b. Catering for Guest

In addition, Buffet service needs to be provided to the Guest / Dignitaries of the Institute, Programme Participants as per the guidance of the Programme Coordinator (the number of participants would be informed before the course of programme), during conducting of Training Programmes/Seminars/ Conferences/Meetings.

The sample of guest catering are as under:

Sl. No.	Service	Item No.	Description of the items Lunch Menu (Sample)	Quantity
C.	Special Lunch/ VIP Lunch	1.	Soup	Unlimited
		2.	Different varieties of Rice such as Jeera Rice/ Veg. Biryani/ Pulao/ Veg. Fried Rice [for Veg] Chicken Fried Rice/ Chicken Biryani [for Non- Veg]	Unlimited
		3.	Poori / Roti / Nan/ Paratha / Tandoori Roti, etc.	Unlimited
		4.	Veg. Ball / Veg/Chicken Spring Rolls / Veg./Chicken Manchurian	Unlimited
		5.	Two Veg. Curries (one	Unlimited

			gravy and one dry)	
		6.	Two Non-Veg. Curries (one gravy and one dry)	Unlimited
		7.	Pickle / Chutney	Unlimited
		8.	Curd	Unlimited
		9.	Papad	Unlimited
		10.	Dessert Item - Sweet Dish / Ice Cream / Fruit Salad / Cut Fruits	Unlimited
		11.	Mouth Fresheners (Ajwan / Hazmola etc.)	Sachet

The Caterer must arrange to serve tea/coffee/Soft Drinks/Lassi in the Specified place as directed by the Authority. The Caterer must arrange tea, coffee, snacks, etc. in various official meetings, programmes, seminars and functions organized by the Institute from time to time. In addition, people visiting BRIC-NIBMG in connection with various activities of the Institute may also avail these services.

Note: -

The above menu may change, based on the requirement and as per the mutual agreed rate.

- h. The Contractor will be required to provide service as per the following time schedule:

(a) Breakfast: 8:00 am to 10:00 am (on holidays 8.00 am to 11.00 am)

(b) Lunch: 12.00 noon to 3:00 pm

(c) Evening Snacks & Tea: 5.30 pm to 7.30 pm

(d) Dinner: 8:00 pm to 10:30pm

This timing is indicative only and may subject to change as per the direction of the Authority.

- i. Service and Service Area:

For Member Lunch

Thali service is to be provided for all members of the Institute at the Lunch Area. It is the responsibility of the caterer to keep the tables and chairs ready for service, to clear the plates kept by the members in the wash basin, wash and store the same.

For Special Lunch/ VIP Lunch

Buffet service is to be provided for guests at the specified place of the Institute. The serving personnel deployed in dining area should be separate personnel with different dress / uniform code.

11. Terms and Conditions of Contract

Please read the terms & conditions carefully before submission/filling up the document. Incomplete tender documents will be summarily rejected.

Terminology:

a) 'Owner' means BRIC-National Institute of Biomedical Genomics or its authorised representatives.

b) 'Work' means "providing Catering Services at BRIC-National Institute of Biomedical Genomics, (BRIC-NIBMG).

c) 'Contractor' or 'Caterer' means the Agency/Firm/Organisation on whom the owner placed the order for execution of the work.

A. Statutory Terms and Conditions

- a) The essence of the contract is timely supply of sufficient quantity and quality food and maintenance of hygiene and healthy sanitary conditions.

- b) Issuance of tender or submission of tender by itself shall not make the bidder eligible for selection. BRIC-NIBMG shall not be responsible for any costs or expenses incurred by the bidders in connection with the preparation of bid.
- c) Omission, neglect, or failure on the part of the bidder to obtain requisite reliable and full information on any matter affecting this tender, shall not relieve the bidder, from any liability in respect of the contract.
- d) Commencement of Work: Within 07 (Seven) days from the date of issue of the Notice to proceed with the Work / Work Order or as per mutually convenient date as agreed by both the parties.
- e) The bidder should not have been blacklisted by any organization on any grounds.
- f) Period Of Contract:
The contract for Canteen Services shall remain valid initially for a period of one year and may be extended for further 02 years. The contract is subject to renewal by the Institute on satisfactory performance on mutually agreed terms and conditions for a further period of 02 year(s) or till such time mutually agreed.
- g) Forfeiture Of Earnest Money Deposit
EMD of the successful bidder shall be liable to be forfeited if the contractor does not fulfil any of the following conditions:
- ❖ An agreement is not signed in the prescribed form & submit Security Deposit within 15 days of the receipt of the Letter of Award of the Contract.
 - ❖ The Contractor does not commence Canteen services within 07 days of the stipulated date for commencement of Canteen services or such mutually agreed date as decided upon by both the parties.
 - ❖ If the successful bidder withdraws or alters the terms of the tender during this period, the Earnest Money Deposit shall be forfeited.
- h) Security Deposit
- ❖ The contractor shall be required to deposit an amount of ₹ 50,000/- (Rupees fifty thousand only) through the designated payment link (<https://www.nibmg.ac.in/p/nibmg-payment-link-1>) available on the official website of the Institute. No interest shall be paid on such security deposit, which shall remain with Institute during the continuance of the contract. This amount can also be furnished in the form of a Bank Guarantee from any Public Sector Bank and the same should be valid till the term of the contract plus 90 days. This deposit / Bank Guarantee would be released only after three months of expiry or termination of the contract, subject to clearance of all dues including any damages to Institute property by the contractor.
 - ❖ If the Contract is terminated by the Contractor without giving stipulated period of notice or fails to observe the terms & conditions of the tender, the Security Deposit will be forfeited without prejudice to the BRIC-NIBMG Management's right to proceed against the contractor for any additional damages that the Institute suffers as a result of the breach of the aforesaid terms and conditions.
- i) Licence Fees, Electricity and Water Charges
- ❖ Contractor shall have to pay ₹ 5,000/- (INR Five Thousand only) per month towards maintenance charges plus applicable GST to the institute.
 - ❖ The monthly Licence should be deposited with the Institute's bank account, within 5th of every month.
 - ❖ No separate water, electricity charges will be charged by the institute.

- j) Statutory Obligations of the Tenderer (Contractor)
- ❖ The Caterer shall bear all costs and expenses in respect of all charges, stamp duty etc., in respect of the agreement to be entered.
 - ❖ The Contractor shall be responsible for engaging adequate number of trained/semi- trained manpower required for providing good Canteen services in BRIC-NIBMG campus.
 - ❖ The employees of the Contractor should possess good health and should be free from any diseases, especially contagious and frequently recurring diseases.
 - ❖ The Contractor will, prior to the commencement of the operation of contract, make available to BRIC-NIBMG the particulars of all the employees who will be deployed at the Institute's premises for running the Canteen. Such particulars, inter alia, should include age/date of birth, permanent address, police verification report and profile of the health status of the employees
 - ❖ The Contractor shall be responsible for timely payment of wages to his/her workers as per Minimum Wages Act of Govt, of India and fulfil all other statutory obligations, such as, Provident Fund, ESI, Workman's Compensation Act / Fatal Accident Act, Personal Injuries etc., whichever is applicable. BRIC-NIBMG cannot be held responsible for non-payment of any dues.
 - ❖ The Contractor shall ensure proper discipline among his/her workers and further ensure that they do not indulge in any unlawful activity. The Contractor or his employees shall not aid or participate or support any anti-institutional activity under any circumstances and shall strictly restrict to the work awarded under the contract.
 - ❖ Employment of child labour is strictly prohibited under the law. Therefore, the Contractor will not employ any child.
 - ❖ In the event of violation of any contractual or statutory obligations by the Contractor, he/she shall be responsible and liable for the same. Further, in the event of any action, claim, damages, suit initiated against the Institute by any individual, agency or government authority due to acts of the Contractor, the Contractor shall be liable to make good/compensate such claims or damages to the Institute. As a result of the acts of the Contractor, if the Institute is required to pay any damages to any individual, agency or government authority, the Contractor would be required to reimburse such amount to the Institute or the Institute reserves the right to recover such amount from the payment(s) due to the Contractor while settling his/her bills or from the amount of Security Deposit of the Contractor lying with the Institute.
 - ❖ The Contractor shall ensure compliance of all laws relating to cleanliness, sanitary, hygienic and health conditions and other laws in force from time to time with regard to the environment around cooking place, dining hall and surrounding etc.
 - ❖ The Canteen staff shall be issued Identity Cards bearing photographs. The contractor shall provide sufficient sets of Uniforms and pair of shoes to his employees and shall ensure that they wear them all times and maintain them properly.
 - ❖ The Contractor shall be personally responsible for conduct and behaviour of his staff and any loss or damage to Institute's moveable or immovable property due to the conduct of the Contractor's staff shall be made good by the contractor. If it is found that the conduct or efficiency of any person employed by the Contractor is unsatisfactory, the Contractor shall have to remove the concerned person and engage a new person within 48 hours of intimation by BRIC-NIBMG. The decision of the Institute's designated Officer in this regard shall be final and binding on the Contractor.
 - ❖ In the event of theft, pilferage, or damage to the Institute's property, and if proved that the Contractor/his staff are responsible; the agency should make good of all the losses and remove the concerned person identified as responsible from the services.
 - ❖ The Contractor shall not appoint any sub-contractor to carry out his obligations under the contract.
 - ❖ The Contractor shall keep the Canteen and its surrounding areas clean and up to date sanitation every day after the services are over. The cleaning includes cleaning of Kitchen, Canteen Hall, floor, counter, benches, tables, chairs, etc. BRIC-NIBMG management will have 24-hour

access to inspect the Canteen premises at any time for ensuring the cleanliness and hygienic conditions of the Canteen kitchen and dining hall premises.

- ❖ The Institute reserves the right to appoint officers/officials to inspect the quality of raw material, food and other items prepared and sold in the Canteen. Any defect(s) pointed out by such officers/officials during their visits shall be properly attended to by the Contractor.
- ❖ The Contractor shall get the prices of all items approved by the canteen committee and no changes, what-so-ever shall be made without prior written approval of this committee. The tenderer shall be required to display the price list of all the food articles, soft drinks, tea, coffee and juice sold in the canteen. The prices of the item sold in the BRIC-NIBMG Canteen should not be more than MRP and local market rate and shall be approved by the committee of BRIC-NIBMG officials on regular basis. The approved list shall be displayed at proper location within the canteen area by the tenderer.
- ❖ The caterer is required to provide packaged drinking mineral water, or any other packaged food material procured outside (including soft drinks) or any other items, at the rate not exceeding the MRP of such items, for Special Lunch/ VIP Lunch /programmes / events, as per the requirement of the Institute.
- ❖ The Contractor shall be solely liable for any miss-happening/casualty including fire explosion etc. happens/occurs during the contract period in the canteen premises and the Contractor shall be entitled to pay compensation to the victim/s if any in the said miss- happening and there will be no liability of BRIC-NIBMG in this regard either towards the Contractor or towards the victims.
- ❖ The Contractor shall be required to install Industrial gas and fuel supply at his own cost.

k) Penalty

- ❖ All disputes arising between the parties shall be referred to and settled through Arbitration conducted in accordance with the provisions of the Arbitration & Conciliation Act, 1996 and the rules framed there under. Such Disputes shall be adjudicated by an arbitral tribunal comprising of three arbitrators, one to be appointed by each party and the two appointed arbitrators shall jointly appoint the third arbitrator for the purposes of constituting the arbitration tribunal. The arbitrators shall have powers to award only such remedy as is contemplated by this Agreement, including as appropriate, injunctive relief. The place of arbitration shall be BRIC-NIBMG or any mutually agreed place. The language of arbitration shall be English.
- ❖ The Institute reserves the right to impose a penalty (to be decided by the BRIC-NIBMG authorities) on the Contractor for any serious lapse in maintaining the quality and the services wilfully or otherwise by the Contractor or his staff or for any adulteration.
- ❖ If the Institute is not satisfied with the quality of eatables served, services provided or behaviour of the contractor or his/her employees, the Contractor will be served with 24-hour notice to improve or rectify the defect(s), failing which the BRIC-NIBMG will be at liberty to take appropriate necessary steps as deemed fit.
- ❖ The raw material used for cooking may be checked by Canteen Committee at any time and if substandard / unauthorized material is found and after issuance of three adverse notices, it will be treated as breach of contract, and the Director, BRIC-NIBMG /authorised representative of Director can review the contract. Contractor shall have to abide by the decision of Director.
- ❖ Penalty as decided by the Institute will be imposed on the caterer: -
 - If there is any dereliction / irregularity in service or delay in service.
 - If the food supplied by the caterer is substandard / non-quality or insufficient quantity.
 - If more than 50% of the total participants / staff / guests rate the services provided by the Caterer as either “average” or “poor”.
- ❖ Penalty will be recovered directly from the Caterer and the Institute’s decision shall be final.
- ❖ If it is found that there is laxity on the part of the contractor on maintenance of proper hygiene in canteen operations at the kitchen / dining halls in various service points / transport vehicles / personnel handling the food items / surroundings, leaving or storing the crockery / cutleries in

places other than the proper locations, stains found due to improper cleaning of plates, utensils, water jugs, water glasses, serving platforms etc., penalty may be levied for each of such violations. The decision of the Institute is final and binding on the contractor.

1) Obligations Of the Contractor

- ❖ A high standard of catering shall be maintained for all items with due regard to quality and purity of food stuff, quality and quantity of dishes, cleanliness in preparation and handling of food items and utmost courtesy of services. All the materials used in preparation for food items should be of standard brands. Double refined first quality sunflower oil should be used for cooking. All food items should be ISI certified and branded. Permissible Brands of Food ingredients to be used are as specified in **Annexure-IV**
- ❖ The Institute will provide to the Contractor space for storing raw material, sitting and serving space, etc. The Institute shall also provide tables and chairs in the serving area.
- ❖ Care must be taken to ensure that, while carrying out the work, no fittings, fixtures, furnishings, equipment's provided by the Institute are damaged. Any damages done to the same or any other property will have to be repaired / replaced by the Contractor, failing which the same will be got done by BRIC-NIBMG at the contractor's risk and cost. In this regard, the decision of the designated Officer of BRIC-NIBMG shall be final and binding on the Contractor.
- ❖ All work shall be carried out with due regard to the convenience of BRIC-NIBMG. The orders of the concerned authority shall be strictly observed.
- ❖ The Contractor will deploy adequate manpower for work during late hours and on Saturdays/Sundays, including other holidays, according to the requirement of BRIC-NIBMG.
- ❖ The Caterer would have to provide additional manpower for special events as required and the Caterer would also have to provide substitutes, if their regular staff proceeds on leave, etc. The Caterer is required to arrange additional crockery / cutlery material, etc. at his own cost as required for the special events of the Institute, in consultation with the Institute officials.
- ❖ The Caterer shall provide special lunch / dinner in buffet style whenever required as per the dates indicated by BRIC-NIBMG. The menu for the same shall be prepared in consultation with the Institute. Apart from the items indicated in the menu, the caterer has to supply on demand additional items for special lunch / dinner or snacks at the rates mutually agreed (wherever no rate is quoted).
- ❖ The contractor will ensure that the cooks have clipped nails while cooking food.
- ❖ The Contractor will have to supply breakfast / lunch / dinner in the Canteen as per requirement and schedule drawn for the purpose by the concerned authorities of the Institute. The contractor shall also ensure proper room services for the BRIC-NIBMG officials, if required.
- ❖ Storing / supply / sale and consumption of drugs, alcoholic drinks, cigarettes or any other items of intoxication are strictly prohibited in the Institute's campus, including Canteen. Any breach of such restrictions by the Canteen Contractor will attract deterrent action against the Contractor as per statutory norms.
- ❖ No minimum guarantee will be furnished to the Contractor towards consumption of food items. The Contractor is advised to maintain the highest quality at the minimum possible prices so as to attract the maximum number of students/hostellers/ BRIC-NIBMG personnel to avail Canteen services. The contractor will ensure that the cooked and uncooked food is stored properly, and no stale food is served. In case of food poisoning, the contractor will be held solely responsible & will be penalized besides legal action at the discretion of BRIC-NIBMG.
- ❖ The workers employed by the Contractor shall be directly under the supervision, control and employment of the Contractor and they shall have no connection what-so-ever with BRIC-National Institute of Biomedical Genomics (BRIC-NIBMG). BRIC-NIBMG shall have no obligation to control or supervise such workers or to take any action against them except as permissible under the law. Such workers shall also not have any claim against BRIC-NIBMG

for employment or regularization of their services by virtue of being employed by the Canteen Contractor, against any temporary or permanent posts in BRIC-NIBMG.

- ❖ The Contractor shall ensure that either he/she himself/herself or his/ her representative is available for proper administration and supervision at the works to the entire satisfaction of the Institute. BRIC-NIBMG reserves the right to ask the contractor to remove any deployed person without assigning any reason.
- ❖ The caterer is required to make his own arrangements for cooking material, crockery / cutlery material or any other material required for preparation/cooking/service/storage of food items. Initially, he may use the existing material available with the Institute. However, damages, if any, to the existing material provided by the Institute would be recovered from the Caterer. Please note that any repairs/maintenance charges incurred for various items such as Refrigerator/Mixer Grinder/Microwave Oven, etc. will be carried out by the Caterer /Institute at their own cost as the case may be. BRIC-NIBMG will not provide any consumable or non-consumable items including raw materials at the Canteen for the purpose of catering.
- ❖ The Contractor shall not use the Canteen premises for any other activity except for the purpose for which it has been provided for.
- ❖ The payment in respect of official meetings / conference / hospitality bills of the Institute shall be paid on production of bills duly verified by the concern department / authorities. Payment will be released after necessary Tax Deduction at Source, applicable from time to time.
- ❖ A separate cooking arrangement and use of separate utensils etc., shall be ensured for Vegetarian and Non-Vegetarian dishes. Non-Vegetarian and Vegetarian items should be stored separately.
- ❖ Caterer will have to supply the cleaning material and cooking material and get the Commercial Gas refilled at his/her cost.
- ❖ Cleaning of the plates and utensils should be done with clean water; soapy water and all items should be cleaned and dried.

B. Special terms and conditions of contract:

- ❖ The firm/organization must comply and implement all the statutory provisions of the State & Central Acts relating to the employment of labour. All the relevant documents/registers need to be kept at Institute's premises. In the event of non-compliance, the Contractor will be solely responsible for any penalty/fine imposed by the statutory bodies. Further, in the event of any loss incurred to the Institute due to non-compliance, the contractor shall indemnify the same to the Institute. The copies of the certificates of registration should be enclosed with Part I.
- ❖ The contractor shall obtain adequate insurance policy in respect of his staff to be engaged for the work, towards meeting the liability of compensation arising out of medical treatment/ death/injury/disablement at work etc.
- ❖ The Caterer shall bear taxes, rates, charges, levies or claims whatsoever as may be imposed by the State / Central Govt's or any local body or authority from time to time.
- ❖ The Institute shall make payment monthly for the Special Lunch/ VIP Lunch, ordered by the Institute by authorised officer. For Member Lunch or others, Caterer has to collect the bill amount from the concerned member on daily basis for which BRIC-NIBMG will not be held responsible in any ground.
- ❖ The firm/contractor shall be solely and fully responsible for lapses, violation, and noncompliance, if any of all the statutory dues and the Institute shall in no way be a party to it.
- ❖ The Contractor is required to nominate an official, to interact with the Institute's representative regularly for ensuring the satisfactory and smooth functioning of the services.
- ❖ The Contractor shall always during the continuance of the agreement and shall follow all directions and instructions given by the Institute and all authorized officials concerning every aspect of service and maintenance. The decision of the Institute would be final in all matters.

- ❖ For all disputes arising out of non-adherence of any terms stipulated above, the Director of the Institute is the appellant authority, and his decision would be final. However, the legal jurisdiction for all matters would be High Court - Kolkata.

12. Duties and responsibilities of the ‘Institute’

- a) The ‘Institute/authorised representative of Institute’ shall be responsible for providing guidance to the ‘Contractor’ for carrying out the works as per specifications. This will include written guidelines/ site visit of the authorized personnel of the ‘Institute/authorised representative of Institute’, for checking quality of material and taste to ensure that it is as per the norms.
- b) The Institute /authorised representative of Institute shall record his observations/instructions at the time of his site visit in a Canteen register maintained in the Canteen. The ‘Contractor’ will carry out the instructions and promptly rectify any deviations pointed out by the Owner/authorised representative of Owner. If the deviations are not rectified, within the time specified in the Owner/authorised representative of owner’s notice, the ‘Institute’/authorised person nominated by it, may instruct stoppage or suspension of work. It shall thereupon be open to the ‘Institute’ /its authorised representatives to have the deviations rectified at the risk and cost of the Contractor.

13. Duties and responsibilities of the Contractor

The ‘Contractor’ shall:

- a) take up the works and arrange for its completion within the time period stipulated.
- b) employ suitable skilled persons to carry out the works.
- c) regularly supervise and monitor the work.
- d) abide by the suggestions / direction of supervisory personnel as and when required.
- e) be responsible for bringing any hindrance/problem in executing the work to the notice of the representative of the ‘Institute’ and seek necessary clarification:
- f) ensure that the work is carried out in accordance with specifications and within the total of the contract amount without any cost escalation.
- g) Maintain necessary insurance against loss of materials/cash, etc. or workman disability compensation claims of the personnel deployed on the works as well as third party claims.
- h) Pay all duties, taxes, and other levies payable as per law under the contract (‘Institute’ will affect deduction from running bills in respect of such taxes as may be imposed under the law).

14. Termination of Contract

- ❖ The contract may be terminated at one month’s notice by the Institute if any one of the stipulated conditions agreed upon by the Contractor are not met to the satisfaction of the Institute or even without assigning any reason thereof by the Institute. The contract can also be terminated by giving a minimum of six months’ notice to the Institute by the Caterer.
- ❖ The Institute may terminate the Contract if the Contractor causes a fundamental breach of the Contract. Fundamental breaches of Contract include, but shall not be limited to the following:
 - (a) the contractor stops work for 03 days and the stoppage has not been authorized by the Owner.
 - (b) the Contractor has become bankrupt or goes into liquidation other than for a reconstruction or amalgamation.

- (c) the “Institute” gives Notice that failure to correct a particular Defect is a fundamental breach of Contract and the Contractor fails to correct it within a reasonable period of time determined by the “Institute”.

Notwithstanding the above, BRIC-NIBMG reserves the right to terminate the contract without giving any notice in case the Contractor commits breach of any of the terms of the contract. BRIC-NIBMG’s decision in such a situation shall be final and shall be accepted by the Contractor without any objection or resistance. If the Contract is terminated, the Contractor shall stop work immediately, make the Site safe and secure and leave the Site as soon as reasonably possible. On termination of the contract, the Contractor will hand over all the equipment’s / furniture / articles etc., supplied by BRIC-NIBMG, in good working condition, back to BRIC-NIBMG.

15. Payment upon Termination

If the contract is terminated either by Contractor or the Institute, the Institute reserves the right to recover any applicable dues from the Contractor's Security Deposit. Should the amount to be recovered exceed the Security Deposit, the Contractor is obligated to pay the remaining balance before vacating the premises. Additionally, the Institute may recover outstanding amounts from any pending payments owed to the Contractor, including those related to food bills.

16. Legal issues and Dispute settlement:

If, over the works, any dispute arises between the two parties, relating to any aspects of this Agreement, the parties shall first attempt to settle the dispute through mutual and amicable consultation. In the event of agreement not being reached, the Director of the Institute is the appellant authority, and his decision would be final. However, the legal jurisdiction for all matters would be High Court, Kolkata.

17. Special information regarding the work:

Valid insurance papers covering accident-related expenditures/claims should be submitted at the time of deployment at site.

- (i) Custody and storage of material is the responsibility of the contractor.
- (iii) Settlement of any claim arising out of accident / death of any person deployed by the contractor
at site will be the sole responsibility of the contractor.
- (iv) The contractor shall take necessary action to fulfil all applicable statutory obligation as well as
safety measures as required to execute the work.

Manager (Administration)
On behalf of Director, BRIC-NIBMG

**PROFORMA OF BANK GUARANTEE TOWARDS PERFORMANCE
GUARANTEE**

(On Non-judicial stamp paper of Rs.100.00)

Place :.....

Date.....

B.G. No:

Value: Rs.....

BRIC-National Institute of

Biomedical Genomics Post: N.S.S,

Kalyani: 741 251

**Subject: Bank Guarantee of Rs.....towards Performance Guarantee for
..... in BRIC-National Institute of Biomedical Genomics, Kalyani, West Bengal.**

(Name of Branch/Office)

Dear Sir,

WHEREAS (Name and address of contractor/vendor) (hereinafter called the Contractor) have entered into contract for
(insert name of the contract) in BRIC-National Institute of Biomedical Genomics, Kalyani, West Bengal.as mentioned in the letter of intent and the correspondence and tender relating thereto which is hereinafter referred to as “the said contract” and that the Contractor has agreed to produce a Performance Guarantee amounting to 05% (Five percent) of the contract to BRIC-NIBMG for performing their part of the contract obligations their liability ceases.

AND WHEREAS in terms of the said Contract, the contractor is required to furnish to BRIC-NIBMG a Guarantee of a Nationalised Bank for a value of Rs..... to be valid up to (.....).

AND WHEREAS (Name of Bank and its branch) having their office at (address) the Guarantor, at the request of the contractor hereby furnishes a guarantee in favour of BRIC-NIBMG and Guarantees in the manner hereinafter appearing.

In consideration of the premises, we (name of bank and its branch) having our office at (.....address) hereafter called the “Guarantor” (which expression shall include its successors and assigns) hereby expressly, irrevocably and unreservedly undertake and guarantee that if the Contractor fails to execute the work according to his obligations under the said contract, then notwithstanding any dispute between BRIC-NIBMG and the contractor the Guarantor shall, without demur and without reference to the contractor pay to BRIC-NIBMG immediately any sum claimed by BRIC-NIBMG under the said contract upto a maximum amount of Rs.....(Rupees.....only).

In case the amount demanded by BRIC-NIBMG is not paid within 48 hours of receipt of demand, the Guarantor agrees to pay the aforesaid amount of Rs..... (Rupees.....only).

1. Such payment shall be notwithstanding any right the contractor may have directly against BRIC-NIBMG, or any disputes raised by the Contractor with BRIC-NIBMG or any suits or proceedings pending in any competent court or before any arbitrator. BRIC-NIBMG’s written demand shall be conclusive evidence to the Guarantor that such payment is payable under the terms of the Contract and shall be binding in all respect on the guarantor.

2. The Guarantor shall not be discharged or released from this undertaking and Guarantee, by any arrangement, variations made between BRIC-NIBMG and the Contractor and or indulgence shown to the contractor by BRIC-NIBMG, with or without the consent and knowledge of the guarantor or by alterations in the obligations of the contractor by any forbearance, whether as to payment, time performance or otherwise.

3. This guarantee shall remain valid until.....or as may be caused to be extended by the contractor or **until discharged by BRIC-NIBMG in writing whichever is later.**
4. a) This guarantee shall be a continuing guarantee and shall not be revocable during its currency except with the previous written consent of BRIC-NIBMG.
- b) This guarantee shall not be affected by any change in the constitution of the contractor, by absorption with any other body or corporation or dissolution or otherwise and this guarantee will be available to or enforceable against such body or corporation.
5. In order to give effect to this guarantee, BRIC-NIBMG will be entitled to act as if the Guarantor were the principal debtor, and the Guarantor hereby waives all and any of its rights or surety ship.
6. This guarantee shall continue to be in force notwithstanding the discharge of the contractor by operation of law and shall cease only on payment of the full amount by the Guarantor to BRIC-NIBMG of the amount hereby secured.
7. This guarantee shall be in addition to and not in substitution for any other guarantee or security for the contractor given or to be given to BRIC-NIBMG in respect of the said contract.
8. Any notice by way of request and demand or otherwise here under may be sent by post or any other mode or communication to the guarantor addressed as aforesaid and if sent by post it shall be deemed to have been given at the time when it would be delivered in due course of post and in providing such notice when given by post it shall be sufficient to prove the envelope containing the notice was posted and a certificate signed by an officer of BRIC-NIBMG that the envelope was so posted shall be conclusive.
9. These presents shall be governed by and constructed in accordance with Indian Law.

Notwithstanding anything contained hereinbefore the liability of the guarantor under this guarantee is restricted to a sum of Rs.....

This guarantee will remain valid up tounless a demand or claim under this guarantee is made in writing on or before the guarantor shall be discharged from all liability under the guarantee thereafter.

Dated the.

For (Name of Bank)

(Signature/s with designation/s of signatory/ies)

(Name and Stamp of Bank)

Place :.....

Date.....

PRICE BID FOR CATERING CONTRACT [All prices inclusive of all Taxes & Levies]

SL.NO.	SERVICE RENDERED	PRICE QUOTED (Everything inclusive Rate)
1.	Breakfast (ONE THALI) Bread (4 pcs.), Butter(qube/adequate), Boiled Egg (1pc.), Banana (1pc.), Sweet dish (50gms) OR Puri/ Kachuri/ Paratha (4 pcs.), Chola Dal (unlimited), Sweet dish (50gms) OR Chowmin (Veg/ Non-Veg)-Unlimited OR South Indian Dishes Idli- 04 pcs. Sambar-Unlimited Dosa-02 pcs with chutney <i>Tea / Coffee (100 ml) must be served with Breakfast</i>	
1.A	Milk Tea /Flavoured Black Tea /Green Tea (100 ml)	
	Milk Coffee / Black Coffee (100 ml)	
2.	THALI LUNCH & DINNER (Consist of the following)	VEG THALI - EGG THALI - FISH THALI - CHICKEN /PANEER THALI - MUTTON THALI/ PANEER THALI-
	a. Salad (Carrot / Tomato / Cucumber/ Beetroot /with Lemon etc.)-QTY-Unlimited	
	b. good quality Plain Rice-QTY-Unlimited OR Roti / Paratha etc.-QTY- 4Pcs.	
	c. Dal Items (Yellow Dal/ Mixed Dal with vegetables/ Rajma etc.) --QTY--Unlimited	
	d. One Veg. Curry (gravy /dry) with seasonal vegetable—QTY--Unlimited	
	e. Pickle / Chutney—QTY--Unlimited	
	f. Papad—QTY--Unlimited	
	g. Curd—QTY--100 gms	
	h. Dessert Item - Sweet Dish / Fruit Salad—QTY--50 gms	
	i. Mouth Fresheners (Ajwan/Hazmola etc.)—QTY--One sachet	
	One Non Veg. Curry –Fish/Chicken/Mutton (gravy / dry) – optional—QTY-100 gms	
	One Paneer Item (Gravy)-optional QTY-100gms	

Signature of Tenderer	Full name and address of the person signing (in block letters)
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Date:
Place:

Annexure - III**KITCHEN EQUIPMENTS ALONG WITH TECHNICAL SPECIFICATIONS**

S.No.	Description	Qty
1.	SOUTH INDIAN HOT PLATE LPG: SIZE: 42"x24"x34" Structure made of m.s. angle, top plate 16 mm thick m.s plate panelled with S.S 18 swg sheet duly polished complete with high RV gas burner, pilot connection and control valve, S.S pipe 38 mm dia with adjustable feet.	1
2.	S.S. WORK TABLE WITH SINK UNIT WITH ONE BOTTOM SHELF AND ONE OVERHEAD SHELF: SIZE: 60"x24"x34"+6, SINK SIZE 18x18+10 Top and sink bowl made of 16 swg S.S sheet, sink bowl welded, grinded and finished smooth made as an integrated unit sink bowl of size 16"x16"x10" fixed on S.S angle frame and stainless steel 38 mm dia. vertical pipe legs with adjustable feet. One 18 swg S.S sheet bottom shelf will be fitted on table at a height of 6" from floor. Overhead shelf at 18" height with perforated 18 swg SS sheet.	1
3.	SINGLE SINK UNIT with draining Board: SIZE: 42"x24"x34", SINK SIZE 18x18+10 Draining Board size 20"x24". Top, Drain Board and sink bowl made of 16 swg S.S sheet, sink bowl welded, grinded and finished smooth made as an integrated unit sink bowl of size 18"x18"x10" fixed on S.S angle frame and stainless steel 38 mm dia. vertical pipe legs with adjustable feet. Grooved draining board.	3
4.	<u>TWO BURNER COOKING RANGE:</u> <u>SIZE:48"x24"+30"</u> Structure made of SS angle of size 38x38x5mm duly rust proof painted top of 16swg thick S.S sheet, all four side covered upto 10" lower from top by 20swg S.S sheet. Bottom shelf of S.S 18swg.complete with one LP and one HP gas burners in each range, valves, pilot lamps and removable types cast iron pan support S.S drip tray with handle, vertical legs of S.S pipes of 38 mm dia. With adjustable feet	2
5.	SINGLE BURNER COOKING RANGE: SIZE:30"x30"+28" Structure made of SS angle of size 38x38x5mm duly rust proof painted top of 16swg thick S.S sheet, all four side covered upto 10" lower from top by 20swg S.S sheet. Bottom shelf of S.S 18swg.complete with HP gas burners, valves, pilot lamps and removable types cast iron pan support S.S drip tray with handle, vertical legs of S.S pipes of 38 mm dia. With adjustable feet.	3

S.No.	Description	Qty
6.	SS WORK TABLE WITH ONE BOTTOM SHELF: SIZE 60"x24"x34" Top made of 16swg S.S sheet, mounted on SS angle pre-polished framework and 38 mm dia stainless steel pipe vertical legs. One 18 gauge thick S.S sheet bottom shelf will be fitted on table at a height of 6" from floor	3+2
7.	ELECTRIC SALAMANDER: SIZE: 30"x15"x15" Double walled construction in 20 swg stainless steel sheet with 50 mm thick non sag glass wool insulation 3 Kw capacity heating element shall be provided on the top the unit with on-off switch indication light. stainless steel rod fabricated grid plate with Bakelite handle shall be provided with S.S channel fitted at different heights. One Table of 34"x18"x34"H for salamander to be provided.	1
8.	ELECTRIC TEA BOILER: CAPACITY: 5&20 LITRES The unit shall have capacity of 20 litres water and 5 litre milk, both the milk and water containers shall be 18swg stainless steel, milk tank dipped in water, insulation cover shall be in 20swg stainless steel sheet. 2 Kw capacity heating element.	2 each (Total 4)
9.	BULK (RICE) COOKER CAPACITY 80 Lits Triple jacketed glass wool insulated SS body 16swg, inner containers made of stainless steel sheet 16swg duly polished. Fitted with heavy duty high pressure burner with pilot lamp & individual control valves. Fitted with water inlet & water outlet valve & strainer at the bottom level of the boiler. Also fitted with a Top opening lid with insulated handle. The entire boiler is mounted on heavy duty SS 38mm dia tubular legs. Also fitted with a heavy duty tilting gear to extract the boiled food.	1
10.	CONVEYOR TOASTER SIZE 36"x18"x24".(Table Top). APPROXIMATE CAPACITY: 36-48 TOAST/MIN. Made of 20 swg SS sheet, electrically operated. Should be heavy duty toaster with conveyer belt system. Toaster cover can be easily removed for cleaning. It should be visible from outside. 20 swg SS body and SS inner chamber duly insulated, fitted with conveyer system along with electrical heater of 220V single phase connection, with all other fittings and accessories.	1
11.	HOT BAIN MARIE WITHOUT CONTAINERS WITH TRAY SLIDE SIZE: 72"x24"+12"x34" Top border of 16 gauge S.S sheet, bain marie tank 18 swg S.S sheet and outer body of 20swg S.S sheet, the bain marie tank will be 10" deep. The unit will be provided with 3 Kw heating element with automatic temperature controller and control switch. The unit will accommodate 5 nos. GN-1/1 size food pans. A 12" wide S.S tray slide of S.S pipe will be provided on service side.	2

S.No.	Description	Qty
12	FOOD PAN (for item no 11 with lid for bain marie FOR EACH PAN) Made of stainless steel sheet, deep drawn 6" deep with lid GN-1/1x100mm (21"x13"x4")	10
13	CHAPATI PLATE CUM PUFFER SIZE: 84"L x 28"W x 34"H, chapatti plate is 48"L x 28"W and puffing plate is 18" x 28" each ON BOTH SIDES. Heavy duty SS angle frame structure fitted with four nos 1½" dia 16swg stainless steel pipe legs. On the top fitted one heavy duty casting plate for chapatti and two perforated MS plate on both the side for puffing. Fitted with heavy duty "RV" type LPG burners with other attachment.	1
14	CHAPATI ROLLING TABLE (Marble Top) SIZE 48"x24"x34" Frame work of SS steel angle 38x38x5mm. Legs made of SS tube 16 swg, 38 mm dia with adjustable legs. White Marble top (20mm) working surface on SS sheet. One 18 gauge thick S.S sheet bottom shelf will be fitted on table at a height of 6" from floor	1
15	INSECT O CUTOR: WALL HANGING TYPE Aluminum Body, Two Tube 8 Watts 12", 14" L x 4.5" B x 12.5"H	6
16	SOILED DISHLANDING TABLE WITH GARBAGE CHUTE SIZE: 60"x24"x34"+18" The top of the unit shall be constructed in 16swg S.S sheet marine edges to avoid any kind of water overflow to avoid water spillage with 7" dia & 5" height integral garbage chute. The frame of the unit shall be 38x38x4 mm thick S.S section. The uprights of the unit shall be 38mm diameter 16swg S.S tubular pipe and 25 mm S.S tubular cross bracing on three sides. The unit to be provided with one SS overhead glass rack at 18" Hx12" W.	1
17	THREE SINK WASH UNIT WITH BOTTOM & TOP SHELF: SIZE: 72"x24"x34"+6" The top and sink shall be integral in 16swg S.S the top shall have marine edges to avoid any kind of water overflow and spillage. The top shall have integral splash back of 150mm. The frame of the unit shall be 35x35x5 mm thick S.S section. The upright of unit shall be 38mm dia. S.S pipe uprights have a cross bracing of 25mm dia. 16swg S.S pipe, chrome plated 40mm dia. Drain waste. One 18 swg S.S sheet bottom shelf will be fitted on table at a height of 6" from floor. Overhead shelf at 18" height with perforated 18 swg SS sheet. <u>GEYSER</u>: Havel/Recold/Venus/Bajaj/V-Guard (50 lit)	1

S.No.	Description	Qty
18	CLEAN POT RACK: 4 SHELVES SIZE: 48"x24"x72" 4 nos. 16 swg S.S pipe shelves in equal distance, to be fitted on SS frame structure of 1 ½"dia 16 Swg SS tube with adjustable feet.	1
19	STORAGE RACK: SIZE: 48"x15"x66" 5 nos. S.S perforated shelves in equal distance 18swg S.S sheet duly fitted with 38mm dia. 16swg S.S pipe uprights having S.S adjustable feet.	4
20	S S CLEAN DISH RACK SIZE: 45"x16"x72" 5 nos. S.S perforated shelves in equal distance 18swg S.S sheet duly fitted with 38mm dia. 16swg S.S pipe uprights having S.S adjustable feet.	2
21	Two Door Freezer (Domestic type). 250 lits. Brand: Samsung/ Godrej/Whirlpool)	1
22	TWO DOOR VERTICAL FRIDGE (TROLSON): SIZE:30"x34"x72" (Branded preferred) Interior/exterior (pre-polished) constructed in 20/22Swg S.S sheet. The condensing unit shall have KIRLOSKAR/Emerson make compressor fan cooled condenser and thermostatic Control. The unit shall be complete with all accessories, cooling indication lights, 2 nos. Stainless steel removable shelves shall be provided to the unit. Self-closing doors with magnetic gasket, heavy duty SS angle frame work shall be provided with S.S tubular pipe legs and adjustable bullet feet. The unit shall be PUF insulated and shall have drain waste at bottom with drip tray. Temperature ranged 0°-5°C.	1
23	POTATO PEELING MACHINE. Capacity- 20 kg Peeling drum made of 16 SWG stainless steel sheet with cast iron disc revolving, top peeling chamber and disc line with abrasive material. Lower body 20 SWG SS sheet on SS angle frame work fitted with ½ HP electric motor with control switch 10 kg. capacity. To be provided with water inlet.	1
24	WATER COOLER CAPACITY: 80 litres Water cooler, made of 22/24 Swg S.S sheet, duly PUF insulated, top openable hinged lid, provided with water inlet, outlet with drip tray and water Overflow and drainage provision , complete with KIRLOSKAR/EMERSON compressor, with condenser and automatic temperature controller. The unit will have provision for keeping used glasses attached to it.	2

S.No.	Description	Qty
25.	PLATE WARMER- Double Chamber: SIZE 36"x18"x36" Fitted with 1Kw+1kw electrical heaters of 220V, single phase connection. Double walled mineral wool insulated all 20 Swg SS sheet body on four no. caster wheels. Fitted with spring loading top to keep atleast 50 ceramic/bone china plates in each chamber, with auto temp controller and indicating lamps. Complete SS body, fitted on wheels. SS handle on one side.	2
26.	WET MASALA GRINDER: CAPACITY: 7 litres 20 S.S sheet constructed body with S.S sheet constructed revolving drum. Chromium plated pillar support on MS angle frame work fitted with ½ HP electric motor 220V, gear box and grinding stones with coconut scraper.	1

Hot Air Ventilation and Fresh air system

S.No.	Description	Qty
1.	Stainless Steel Hood – Fabricated from 22 swg SS Sheet fitted with 24 swg SS baffle type Grease Filters – detachable –size 15’x2’6’’x1.5’ (1), 7’x2’6’’x1.5’ (2).	1+2
2.	Stainless Steel Duct line – Fabricated from 20 swg SS Sheet- to be connected with the SS Hoods inside the Kitchen and, to be raised up to the Roof Top, including connecting the Kitchen Hoods with SS Duct line, as suitable for the purpose	Rft
3.	CENTRIFUGAL Flow Fan – 24’’ dia fitted with 3 Hp 220V Motor – to be installed on the Kitchen wall	1
4.	Stainless Steel Fresh Air Inlet System: S.S duct pipeline as per length of Ventilation duct, grills, one axial flow fan 15’’ of 1 HP complete in position at site. Axial Fan-01 No of grills-08 Duct	01 08 Per R ft
5.	Sound Proof Unit of 8800cfm Blower with 7.5 H.P. Motor 1) Unit Construction of 0.6mm thick G.I. sheet Inner side and Outer side Cooler Coated sheet 0.6mm thick middle portion 1" thick Thermo Puff Insulation , 2) Bottom Channel Base of 1.5mm thick sheet 3) Anti-vibration Pussyfoot Pad 4) Flexible Canvas Connection 5) Outer Frame work 30mm Aluminum Profiles and Partition with PVC corner joints etc.	1

Gas Bank

IS 6044 plan

S.No	Description	Qty
1	8x 2 MANIFOLD COMPLETE WITH FITTING AND INSTALLATION: 1. Two arm LPG manifold for 16 nos (8+8) of cylinders point with DB connector, 2 no manifold shut off valve(Vanaz/UW), 16 non return valves(Gaso/SKN), 16 nos flex, Cyld Pigtails (Suraksha), 16 nos. click on adapters(UW/Gaso/Commet) Copper pigtails, Brass adapter complete (16 points).	16
2	1"dia HP LPG commercial regulator (1Stg) (Vanaz/UW)	1
3	1"dia Main pipeline MS (TATA) Black heavy ERW with all assorted MS Fittings complete.	Actual
4	1"dia Main line shut off valve with SS Ball (Shenco/SKN)	4
5	Pressure Guage (4"dia) with control	1
6	1/2" dia Branch Pipe Line MS (TATA) Black heavy ERW with all assorted MS Fittings complete	Actual
7	1/2" dia Branch line shut off valve with SS ball (Shence/SKN)	5
8	HP adjst Regulator (2 nd Stg) (Vanaz/UW)	5
9	Flash Back arrestor	1
10	N.C.Valve (Heavy duty)	5
11	Clamp (spl)	48

Permissible Brands of Food ingredients (Indicative List)

BRIC-NIBMG shall not provide any consumable or non-consumable items including raw materials at the Canteen for the purpose of said service.

Item	BRAND
Salt	Tata, Annapurna, Nature fresh, Branded Equivalent Quality
Sugar	Mawana, Dhampure, Branded Equivalent Quality
Spices	MDH, MTR, Everest, Shakti, Eastern, Cookme, Sunrise, Branded Equivalent Quality
Tomato Sauce	Maggi, Kissan, Heinz , Branded Equivalent Quality
Oil	Sundrop, Nature Fresh, Godrej, Saffola , Branded Equivalent Quality
Pure mustard oil	Engine, Fortune, Dhara, Ganesh, Branded Equivalent Quality
Pickle	Mother's or Priya or Tops or Branded Equivalent Quality
Atta	Ashirwad, Pillsbury, Nature Fresh or Ahaars best quality atta to be used
Butter	Amul, Britannia, Branded Equivalent Quality
Bread (brown bread, multigrain and white), Pav	Harvest, Britannia, Perfect, English Oven, Branded Equivalent Quality
Jam	Kissan, Top, Heinz , Branded Equivalent Quality
Milk	Amul, Mother Dairy , Branded Equivalent Quality
Paneer	Amul, Mother Dairy, Branded Equivalent Quality
Tea/Tea Bags	Brook bond, Lipton, Red Label, Tata, Goodrick, Branded Equivalent Quality
Coffee	Nescafe, Bru, Branded Equivalent Quality
Biscuits	Britannia / Parley / Haldiram/Unibic/Sunfeast
Ice Creams, Lassi, Curd, Chhach	Mother Dairy / /Arun/Amul / Kwaliti/ Branded Equivalent Quality
Mixtures/ Chips	Haldiram / Bikaner/Lays
Mineral Water	Bisleri, Kinley, Aquafina, Branded Equivalent Quality
Besan, Maida, Dals	Branded First Quality , Branded Equivalent Quality
Vermicelli	Bambino, Branded Equivalent Quality
Macaroni/pasta	Bambino, Branded Equivalent Quality
Dalia, Poha	Branded First Quality
Custard Powder	Brown & Polsen, Branded Equivalent Quality
Corn Flakes	Kellogg's, Branded Equivalent Quality
Basmati Rice	Kohinoor, India Gate, Lal Mahal ,

	Branded Equivalent Quality
Cold Drinks	Pepsi/ Coca cola/Sprite, Branded Equivalent Quality
Juices	Real / Tropicana, Branded Equivalent Quality
Lemon Water	Hello/ Nimbooz , Branded Equivalent Quality
Sweet	Bikaner Wala/Haldiram , Branded Equivalent Quality
Sandwich Bread	From approved bakery only

Note: Any other food item, brand to be used in the canteen only after prior approval from representative of Institute Canteen Committee.