NATIONAL INSTITUTE OF TECHNOLOGY WARANGAL (NITW)

Warangal – 506004, Telangana, India

(An Institute of National Importance under the Ministry of Education, Government of India)

NOTICE INVITING TENDER

For

PROVIDING CATERING SERVICES TO INSTITUTE FOOD COURTS (IFC-A, IFC-B, IFC-C & IFC-D) AND PRIYADARSHINI MESS (LADIES HOSTEL),

INCLUDING KITCHEN AND DINING HALL MAINTENANCE

Tender Reference No.: NITWH/CSKM2/2026-27/PS-10

Tender Schedule

Particulars	**Date & Time**
Commencement of downloading of tender document	As published on the Central Public Procurement (CPPP) Portal
Start date and time for submission of tenders	
Last date and time for submission of tenders	
Date and time of opening of technical bids	
Pre-bid clarification queries shall be sent to both email IDs (*No Physical Correspondence is entertained*)	**chiefwarden@nitw.ac.in & dr_ps@nitw.ac.in**
Pre-bid email queries are to be received by	Start Date + 6 Calendar Days
Pre-bid meeting to be conducted for discussing the email queries	Start Date + 7 Calendar Days at Conference Hall of Hostel Office in Physical Mode Only.

Issued by

Deputy Registrar (Purchase & Stores), National Institute of Technology Warangal

Warangal – 506004, Telangana, India, www.nitw.ac.in | E-mail: dr_ps@nitw.ac.in

All tender documents/ corrigendum/addendum/deletions will be uploaded on the following address https://nitw.ac.in/notifications?tab=2

NOTICE INVITING TENDER

Reference No.: NITWH/CSKM2/2026-27/PS-10

Sealed tenders are invited under the **Two-Bid System** (Technical Bid and Financial Bid), to be evaluated under a **Three-Stage Pre-Qualification-cum-Technical Evaluation-cum-Lowest Responsive Price (L1) Selection** method — comprising a strict pass/fail Pre-Qualification gate, a Technical Evaluation carrying a minimum qualifying score of 60 marks, the results of which are published before Financial Bids are opened, and Financial Evaluation on the sole basis of the lowest quoted Daily Rate among technically qualified bidders — from reputed catering agencies for providing Catering Services (including kitchen and dining hall maintenance) at the Institute Food Courts (IFC-A, IFC-B, IFC-C and IFC-D) and the Priyadarshini Mess (Ladies Hostel) of the National Institute of Technology Warangal.

The contract is for an initial period of **two (02) academic years** from the date of issue of the Letter of Intent (LOI) / Work Order, extendable at the sole discretion of the Institute by **one (01) additional academic year** (taking the maximum contract duration to three academic years), subject to the conditions stated in Schedule-B. Bidders must accordingly quote rates valid for the full two-year initial period.

All queries related to this tender shall be addressed to the Chief Warden at **chiefwarden@nitw.ac.in** **and** **dr_ps@nitw.ac.in**. Tender submission shall be made strictly through the Central Public Procurement (CPP) Portal in accordance with the procedure specified in this document.

Chief Warden

NIT Hostels, NIT Warangal

TABLE OF CONTENTS

NOTICE INVITING TENDER 2
Table of Contents 3
INSTRUCTIONS TO BIDDERS 6
1. Scope, Award Basis and Contract Duration 6
2. Earnest Money Deposit (EMD) / Bid Security 6
3. Bid Submission – Three-Cover PDF System 7
4. Pre-Qualification Criteria 7
5. Performance Security Deposit and Award of Contract 9
6. Authority to Sign 10
7. Compliance Statement 10
8. Daily Rate – Floor Price and Cost Justification 10
9. Bid Validity 11
10. Opening of Bids 11
11. Bid Evaluation Scheme (Pre-Qualification, Technical Evaluation & Lowest Responsive Price Selection) 11
12. Allotment of Messes 13
13. Acceptance, Cancellation and General Reservations 14
SCHEDULE – A: TERMS AND CONDITIONS 15
SCHEDULE – B: SCOPE OF WORK AND DETAILS OF MENU 32
SCHEDULE – C: TECHNICAL DETAILS FORMAT 40
C.1 Earnest Money Deposit / Bid Security Declaration 40
C.2 Particulars of the Bidder 40
C.3 Experience in Catering / Mess Services (Last 5 Financial Years) 40
C.4 Statutory Registrations and Licences 41
C.5 Annual Turnover from Catering / Mess Services (Last 5 Financial Years) 42
C.6 Solvency 42
C.7 Compliance with EPF and ESIC 43
C.8 Income Tax Returns 43
C.9 Quality Certification 43
C.10 Quality Assessment from Earlier Client Institutions 43
C.11 Proposed Staffing Plan (per Mess / Food Court) 43
C.12 Declaration regarding Litigation 44
C.13 Any Other Relevant Information 44
COMPUTATION OF TECHNICAL SCORE 45
PART I — Documentary Evaluation (Maximum 80 Marks) 45
1. Number of Years of Experience in Catering / Mess Services (Max 10 marks) 45

2. Number of Institutions Served (Catering / Mess Contracts of strength ≥ 500 persons/day, currently or in the last 5 FYs) (Max 10 marks) 45
3. Largest Single Contract — Strength Served per Day (Highest in last 5 FYs) (Max 10 marks) 45
4. Average Annual Turnover from Catering Services (Last 5 FYs) (Max 15 marks) 46
5. Experience with Government / Public Sector / Institutes of National Importance (Max 10 marks) 46
6. Food Safety Licensing (Max 5 marks) 46
7. Quality / Food Safety Certification (Max 5 marks) 46
8. Statutory Compliance — EPF and ESIC (Max 5 marks) 46
9. Financial Capacity — Solvency Certificate (Max 5 marks) 47
10. Owned / Long-Lease Central Kitchen or Commissary Infrastructure (Max 5 marks) 47
PART II — Quality Assessment from Earlier Clients (Maximum 20 Marks) 47
Format for Quality Assessment by Earlier Client — Parameters and Weightages 47
ANNEXURE-A: AFFIDAVIT / SELF-DECLARATION BY THE BIDDER 49
ANNEXURE-B: PROFORMA FOR BID SECURING DECLARATION 51
ANNEXURE-C: TENTATIVE FORMAT OF BANKERS' SOLVENCY CERTIFICATE 52
ANNEXURE-D: FORM OF PERFORMANCE SECURITY (BANK GUARANTEE) 53
ANNEXURE-E: INTEGRITY PACT 55
Section 1 — Commitments of the Principal 55
Section 2 — Commitments of the Bidder / Service Provider 55
Section 3 — Disqualification from Tender Process and Exclusion from Future Contracts 56
Section 4 — Compensation for Damages 56
Section 5 — Previous Transgression 56
Section 6 — Equal Treatment of all Bidders / Service Providers / Sub-Contractors 57
Section 7 — Examination of Books of Account 57
Section 8 — Criminal Charges against Violating Bidders / Service Providers / Sub-Contractors 57
Section 9 — Independent External Monitors 57
Section 10 — Pact Duration 58
Section 11 — Other Provisions 58
ANNEXURE-F: FINANCIAL BID FORMAT 59
F.1 Daily Rate per Student (All-Inclusive) 59
F.2 Rates for Extras / Non-Veg / Special Items 59
F.3 Preference of Mess / Food Court 59
ANNEXURE-G: FORMAT FOR QUALITY ASSESSMENT CERTIFICATE 61
ANNEXURE-H: PROFORMA FOR JUSTIFICATION OF QUOTED DAILY RATE 62
ANNEXURE-I: SELF-COMPLIANCE & SELF-SCORING ANNEXURE 63
PART A — PRE-QUALIFICATION SELF-COMPLIANCE (CLAUSE 4) 63
PART B — TECHNICAL SELF-SCORING: PART I, DOCUMENTARY EVALUATION (MAX 80 MARKS) 64

PART C — TECHNICAL SELF-SCORING: PART II, QUALITY ASSESSMENT FROM EARLIER CLIENTS (MAX 20 MARKS) 66
PART D — TIE-BREAKER DATA: SINGLE LARGEST INSTITUTIONAL MESS CONTRACT (CLAUSE 4.8 / SCHEDULE-C CLAUSE C.3A / TIE-BREAKER-2 UNDER CLAUSE 11.4) 66
ANNEXURE-J: PROFORMA OF MEDICAL FITNESS CERTIFICATE FOR FOOD HANDLERS 68
ANNEXURE-K: CLEANING AND SANITATION PROGRAMME 69
ANNEXURE-L: MONTHLY PERFORMANCE EVALUATION SHEET 71
ANNEXURE-M: DECLARATION OF WAGES PAYABLE — MINIMUM WAGE COMPLIANCE 73
ANNEXURE-N: JOINT CONDITION AND FUNCTIONALITY SURVEY AT HANDOVER 74
ANNEXURE-O: BILL PROCESSING CHECKLIST — CONDITION PRECEDENT TO PAYMENT 76
CHECKLIST FOR THE BIDDER 79
Cover I — Pre-Qualification Documents 79
Cover II — Technical Bid 80
Cover III — Financial Bid 80
ACKNOWLEDGEMENT 82

INSTRUCTIONS TO BIDDERS

1. Scope, Award Basis and Contract Duration

1.1 Tenders are invited from well-established and reputed catering agencies for providing Catering Services (including kitchen and dining hall maintenance) at the Institute Food Courts (IFC-A, IFC-B, IFC-C and IFC-D) and the Priyadarshini Mess (Ladies Hostel) of NIT Warangal.

1.2 Award of contract shall be made under a **Three-Stage Pre-Qualification-cum-Technical Evaluation-cum-Lowest Responsive Price (L1) Selection method**, comprising (i) strict pass/fail Pre-Qualification (Clause 4), (ii) a Technical Bid evaluated against a minimum qualifying score of 60 marks and published before Financial Bids are opened (Clause 11.2), and (iii) a Financial Bid, with selection made solely on the lowest quoted Daily Rate (L1) among technically qualified bidders, all evaluated as specified in Clause 11 below.

For the purposes of this Tender, and for brevity of reference, the expression "**Three-Stage Pre-Qualification-cum-Technical Evaluation-cum-Lowest Responsive Price (L1) Selection**" shall mean the bid evaluation methodology adopted by the Institute for this procurement of non-consultancy services. The said expression shall be construed in the context of the General Financial Rules, 2017, including, inter alia, Rules 173, 200, 203 and 206, whereby:

i. the Tender prescribes the scope of work, facilities to be provided by the Institute, eligibility and qualification criteria, and the statutory and contractual obligations of the contractor, in accordance with GFR Rule 200;

ii. Accordingly in line with GFR 203, 206, bidders are first evaluated for compliance with the prescribed eligibility and qualification criteria (Pre-Qualification);

iii. the Technical Bids of only those bidders satisfying the Pre-Qualification requirements are evaluated objectively against the pre-disclosed technical evaluation criteria and the minimum qualifying score specified in this Tender (Technical Evaluation); and

iv. the Financial Bids of only those bidders found technically qualified are opened and evaluated, and the contract is awarded to the bidder quoting the Lowest Responsive Price (L1), in accordance with the applicable bid evaluation principles under Rules 173, 203 and 206 of the General Financial Rules, 2017.

1.3 The contract shall be for an initial period of **two (02) academic years** from the date of issue of the Letter of Intent (LOI) / Work Order. It may be extended by **one (01) additional academic year** (maximum total duration: three academic years) at the sole discretion of the Institute, on terms specified in Schedule-B, Clause 2.

2. Earnest Money Deposit (EMD) / Bid Security

2.1 The Bid Security / Earnest Money Deposit (EMD) is **Rs. 17,82,000/- (Rupees Seventeen Lakhs Eighty-Two Thousand only)**. The EMD shall be remitted electronically to the Institute bank account given in Clause 2.3 below, and proof of remittance shall be enclosed with the Pre-qualification (cover-1) PDF. The EMD may also be remitted through Demand Draft in favor of the Account Holder mentioned in Clause 2.3 below.

2.2 **Exemption:** Bidders who are exempt from payment of EMD under Government of India rules (for example, Micro and Small Enterprises (MSEs) registered with Udyam, or Startups recognized by DPIIT) shall, in lieu of EMD, submit the **Bid Securing Declaration in the prescribed format at Annexure-B** duly filled, signed and uploaded in Cover-1 (Pre-Qualification Documents), along with valid documentary proof of their exemption category. Failure to submit either the EMD or a duly signed Bid Securing Declaration along with proof of exemption shall render the bid liable to summary rejection at the Pre-Qualification stage.

2.3 NIT Warangal Bank account details for remittance of EMD and other dues:

Account Holder	**THE DIRECTOR, NATIONAL INSTITUTE OF TECHNOLOGY WARANGAL**
Bank	State Bank of India, NIT Warangal Branch
Account Number	52109375198
IFSC	SBIN0020149
SWIFT	SBININBBH14

3. Bid Submission – Three-Cover PDF System

Two-Bid System — Simultaneous Submission, Sequential Evaluation: This tender follows the standard Two-Bid System. The Pre-Qualification, Technical Bid and Financial Bid shall all be submitted together, in a single sitting, on the CPP Portal, as three separate sealed covers (Cover-1, Cover-2 and Cover-3 below). The covers shall be evaluated strictly in the sequence set out in Clause 10 (Opening of Bids): Pre-Qualification first; then the Technical Bid of those bidders who clear Pre-Qualification; and only thereafter the Financial Bid of those bidders who secure the minimum qualifying Technical Score. This ensures that the Financial Bid remains sealed and unknown to the Evaluation Committee throughout the Pre-Qualification and Technical Evaluation stages.

The bid shall be submitted electronically on the CPP Portal in three separate PDF files, as follows:

- **Cover-1 – Pre-Qualification Documents:** a single PDF file containing
  - Proof of remittance of EMD, OR Bid Securing Declaration as per Annexure-B with proof of exemption;
  - Signed tender document;
  - Signed Affidavit / Self-Declaration as per Annexure-A; and Signed Annexures C (Solvency Certificate), D (Performance Security Format – acknowledgement), and E (Integrity Pact).
  - All other documents required to establish eligibility under Clause 4 (Pre-Qualification Criteria).
- **Cover-2 – Technical Bid:** a single PDF file containing the
  - Signed Schedule-A (Terms and Conditions – compliance),
  - Signed Schedule-B (Scope of Work – compliance),
  - Signed Schedule-C (Technical Details).
- **Cover-3 – Financial Bid:** a single Excel file containing the Financial Bid in the format at Annexure-F/ BoQ format on CPPP, indicating the daily rate per student for the menu in Schedule-B.

Tenders not conforming to the above three-cover structure shall be summarily rejected.

4. Pre-Qualification Criteria

Bidders must meet ALL of the following minimum eligibility criteria. Documentary proof for every criterion must be enclosed in Cover-1. Bids not meeting any of these criteria will not be evaluated further.

4.1 Registration: The bidder must have been registered in the catering and hospitality business prior to the financial year 2021-22. Supporting registration documents (Companies Act / Partnership Deed / Proprietorship / GST / Shops & Establishments, as applicable) must be enclosed.

4.2 Experience: The bidder must have at least five (05) years of experience in providing institutional catering services to Government / Semi-Government / PSU / Central Autonomous educational institutions such as NITs, IIMs, IITs, IIITs, IISERs, AIIMS or Central Universities, serving not less than 500 boarders per day in a single unit, for a continuous period of at least two (02) years out of the last five (05) years ending on 31.03.2026. Experience confined to cafeteria operations (snacks and beverages only) shall not qualify. The bidder must submit satisfactory work completion certificates from the client institutions, clearly stating the period of service, number of users per day in a single unit, and the annual contract value. Vague or incomplete certificates may result in rejection.

4.3 Average Annual Turnover: The bidder must have an average annual turnover of not less than **Rs. 2.00 crore (Rupees Two Crore only)** from institutional catering services alone during the last five financial years ending on 31.03.2026. **A certificate issued by a practising Chartered Accountant bearing UDIN must be enclosed to this effect**.

4.4 Income Tax Returns: Copies of Income Tax Returns for the last five (05) financial years ending on 31.03.2026 must be enclosed. If returns of FY 2025-26 are yet to be filed then last five (05) financial years ending on 31.03.2025 must be enclosed.

4.5 Statutory Registrations: The bidder must hold the following statutory registrations in current validity: (a) Labour Licence under the Contract Labour (Regulation and Abolition) Act, 1970; (b) EPF Registration (As applicable); (c) ESIC Registration(As applicable); (d) GST Registration; (e) Shop & Establishment Registration (As applicable); and (f) PAN. Self-attested copies must be enclosed.

4.6 FSSAI Licence: The bidder must possess a valid Food Licence issued by the Food Safety and Standards Authority of India (FSSAI), State or Central. A copy of the licence in current validity must be enclosed.

4.7 EPF/ESIC Compliance Proof: Self-attested copies of Annual Returns (As applicable) of EPF and ESIC, together with proof of remittance for the last twelve (12) consecutive months preceding the bid submission date, must be enclosed.

4.8 Workforce in Single Largest Contract: The bidder must have executed at least one mess contract in a Government / Autonomous Institute / Central University / CFTI / PSU with a minimum of **forty (40) workers** deployed for kitchen, dining-hall and mess-service operations (i.e., cooking, food preparation, service and allied mess duties only — excluding housekeeping, security, or general facility-maintenance manpower) in the single largest institutional mess contract during the last five (05) years. This same contract, and the corresponding mess-specific workforce figure, shall be identified by the bidder in Schedule-C (Clause C.3A) and shall additionally serve as the basis for Tie-Breaker-2 under Clause 11.4.

4.9 Profit-Making Entity: The bidder must be a profit-making entity. Audited Balance Sheets together with Profit & Loss Statements for the last five (05) financial years must be enclosed. The bidder shall not have incurred losses (i.e., Profit After Tax shall be positive) in more than two (02) of the last five (05) consecutive audited years. **A certificate issued by a practising Chartered Accountant bearing UDIN must be enclosed to this effect.**

4.10 Turnover Bifurcation: Where the bidder also provides services other than institutional catering, **a Chartered Accountant's certificate (with UDIN) clearly bifurcating the turnover attributable to institutional catering services alone must be provided**. The turnover under Clause 4.3 shall be computed exclusively on this basis.

4.11 Solvency Certificate: A Solvency Certificate from a Nationalised / Scheduled Commercial Bank, in the format at Annexure-C, for an amount of not less than **Rs. 1,30,00,000/- (Rupees One Crore Thirty Lakhs only)**, must be enclosed. The Solvency Certificate shall not have been issued earlier than six (06) months prior to the last date of submission of the tender.

4.12 No Debarment / Blacklisting: The bidder shall not have been debarred, blacklisted, or had any contract terminated prematurely by any Government, Semi-Government, PSU or institutional client during the last five (05) years. A self-declaration to this effect must be enclosed and is also covered by Annexure-A (Affidavit).

4.13 Joint Ventures: Joint Ventures are NOT permitted to bid.

4.14 One Licensee – One Contract: Any bidder who currently holds any running contract of any kind (including security, housekeeping, manpower supply, or other services) with NIT Warangal will NOT be considered, as the Institute follows the policy of "One Licensee, One Contract". Such bids shall be rejected at the Pre-Qualification stage. However, this clause does not apply to existing catering service providers in NIT Warangal.

4.15 Near-Relatives Disclaimer: Near-relatives of employees of NIT Warangal are prohibited from participating in this tender. The bidder must submit a declaration to this effect in the Affidavit at Annexure-A (executed on a non-judicial stamp paper of Rs. 100/-). For this purpose, "near relatives" shall include: (i) members of a Hindu Undivided Family; (ii) spouses; and (iii) father, son(s), son's wife (daughter-in-law), daughter(s), daughter's husband (son-in-law), brother(s) and brother's wife, sister(s) and sister's husband, and brother(s)-in-law.

4.16 Signed Annexures A, C, D and E shall also be enclosed in Cover-1 (Pre-Qualification Documents). Annexure-B (Bid Securing Declaration) shall be enclosed in Cover-1 only where exemption from EMD is claimed under Clause 2.

Note: Bids not meeting any of the above Pre-Qualification Criteria (Clauses 4.1 to 4.16) shall be summarily rejected at the Pre-Qualification stage itself and shall not be taken up for Technical or Financial evaluation. However, Institute reserves the right to seek any of the shortfall documents from the bidders through the Portal/ e-Mail.

5. Performance Security Deposit and Award of Contract

5.1 The successful bidder shall furnish a **Performance Security Deposit equal to 5% (five per cent) of the total contract value** (computed as: daily rate per student × number of students allotted to that Mess × 270 working days in an academic year * 2 (no. of academic years)), in the form of a Demand Draft, Pay Order, Online Payment, Fixed Deposit Receipt (FDR) or Bank Guarantee from any Scheduled Commercial Bank, drawn in favour of **"The Director, National Institute of Technology Warangal"** payable at Warangal, within **fifteen (15) days** from the date of issue of the Letter of Intent (LOI).

5.2 The Performance Security shall remain valid for a period of **sixty (60) days beyond the date of completion of all contractual obligations**. All incidental charges (premium, commission, etc.) on the Bank Guarantee shall be borne by the successful bidder. If the contract is extended beyond the initial period, the Performance Security shall be correspondingly extended/renewed by the contractor. Non-furnishing of the Performance Security within the stipulated 15 days shall render the contract invalid at the discretion of the Competent Authority, and the EMD shall be forfeited unless the said time is extended by the Competent Authority at their sole discretion.

5.3 The successful tenderer shall execute an agreement on non-judicial stamp paper of value Rs. 100/- (stamp duty borne by the tenderer) within fifteen (15) days from the date of intimation of award. Failure to execute the agreement, or to furnish the Performance Security within the stipulated time or within the extended time thereof, or withdrawal of the tender after intimation of acceptance, or refusal to undertake the contract for any reason, or THE WITHDRAWAL, REVISION, REPUDIATION OR DISOWNING OF ANY RATE QUOTED IN THE FINANCIAL BID — whether the Daily Rate per Student or the rate quoted for any item of Extras on Payable Basis — at any time after the opening of the Financial Bid, whether before or after intimation of acceptance, shall result in

(i) cancellation of the award, if made;

(ii) forfeiture of the Earnest Money Deposit where the Performance Security has not yet been furnished, and forfeiture of the Performance Security where it has been furnished, and where the bidder was exempted from the EMD and furnished a Bid Securing Declaration in lieu thereof, action in terms of that Declaration; and

(iii) automatic suspension of the bidder from eligibility to bid for any contract at NIT Warangal for a period of two (02) years from the last date of receipt of this bid. A rate once quoted in the Financial Bid is binding on the bidder for the full contract period, and a plea of subsequent movement in market prices shall not be entertained as a ground for withdrawal or revision.

6. Authority to Sign

All documents must be signed by the bidder or by a duly authorised signatory.

(a) **Proprietorship:** the proprietor shall sign above the full typed/written name and current address.

(b) **Partnership Firm:** documents shall be signed by all partners, or by a partner holding a Power of Attorney (a certified copy of the Power of Attorney must accompany the bid), together with a certified copy of the Partnership Deed and the current address of all partners.

(c) **Company / Corporation:** documents shall be signed by a person holding Power of Attorney, accompanied by a certified copy of the Power of Attorney and the Memorandum and Articles of Association, duly attested by a Notary Public.

7. Compliance Statement

A clause-wise Compliance / Confirmation Report with respect to Schedule-A (General Terms and Conditions and Dining Facility Requirements), Schedule-B (Scope of Work and Menu) and Schedule-C (Technical Details) shall be enclosed in the Technical Bid (Cover-2).

8. Daily Rate – Floor Price and Cost Justification

8.1 **Floor price:** No bid quoting a daily rate **below Rs. 125/- (Rupees One Hundred Twenty-Five only) per student per day for the Vegetarian Menu** (refer Schedule-B, Table-2) shall be accepted. The daily rate shall be all-inclusive: it shall cover all charges, taxes (including GST), service charges, and any other levies imposed by the Central or State Government.

8.2 The Financial Bid shall quote a single "Daily Rate per Student" for the menu in Schedule-B (Table-2). The quoted price shall be inclusive of applicable taxes and service charges.

8.3 The bidder must enclose a detailed justification of the quoted daily rate in the Technical bid as per the format in **Annexure-H** without disclosing the quoted rate, showing the cost build-up in only percentage terms under the heads

(a) Dining hall and kitchen expenses,

(b) Raw materials and provisions,

(c) Wages and statutory contributions, and

(d) Applicable taxes and others.

Bids without this justification shall be treated as INCOMPLETE and shall not be considered. The Institute reserves the right to seek further cost analysis; failure to provide such analysis shall result in summary rejection of the bid and forfeiture of the EMD.

Further, where the rate quoted by the bidder for any item of Extras on Payable Basis in Tables 2A or 2B of Schedule-B is lower than the Indicative Rate published by the Institute against that item, the bidder shall enclose, along with the bid, a written justification for that item in the format at Annexure-H, demonstrating

viability having regard to raw-material cost, the prescribed portion size and applicable statutory levies. An item rate quoted below the published Indicative Rate and unsupported by such justification shall not be considered, and the next lowest responsive rate for that item shall be taken for the purposes of Clauses B.19.2 and B.19.3.

9. Bid Validity

The offer shall be valid for a period of one hundred and eighty (180) days from the last date of submission of bids.

10. Opening of Bids

All three covers (Pre-Qualification, Technical Bid and Financial Bid) are received together at the time of bid submission (Clause 3). It is recognised that, on the CPP Portal, bidders frequently merge their Pre-Qualification documents and their Technical Bid documents into a combined upload; accordingly, Cover-1 and Cover-2 may be opened at the same sitting. The covers shall nevertheless be **evaluated** strictly in the following sequence, with each stage completed and recorded before the next stage is taken up. The Financial Bid (Cover-3) shall remain sealed until the stage at Clause 10.4 is reached:

10.1 **Opening and evaluation of Pre-Qualification.** Cover-1 (Pre-Qualification Documents) shall be opened first, together with Cover-2 where the bidder has combined the two. Evaluation shall commence with the Pre-Qualification Criteria (Clause 4). Only bidders meeting ALL the Pre-Qualification Criteria shall proceed further; bidders failing any Pre-Qualification Criterion shall stand rejected at this stage, their Technical Bid shall not be evaluated, and their Financial Bid shall not be opened. Where Technical Bid documents have been opened along with Cover-1 by reason of such combined upload, the mere opening of those documents shall confer no right whatsoever on a bidder who has failed Pre-Qualification.

10.2 **Technical Evaluation and publication of scores.** The Technical Bids (Cover-2) of only those bidders who have cleared Pre-Qualification shall then be evaluated by a duly constituted Evaluation Committee strictly as per Clause 11.2, and the resulting Technical Score for each such bidder shall be computed, finalised and published on the CPP Portal as the "Technical Evaluation Sheet" prior to the opening of Financial Bids.

10.3 **Representation against the Technical Evaluation Sheet.** A period of **two (02) calendar days** from the date of publication of the Technical Evaluation Sheet on the CPP Portal shall be allowed to bidders to submit any representation in respect of the Technical Scores, **by e-mail to both chiefwarden@nitw.ac.in and dr_ps@nitw.ac.in**. Representations received after the expiry of the said period shall not be entertained. If no representation is received within the said period, the Technical Evaluation Sheet shall be treated as **final** and the tender process shall be proceeded with on that basis, and no change in, or challenge to, the Technical Scores shall be entertained at any later stage on any ground whatsoever. Participation in this tender shall be deemed to constitute the bidder's unconditional acceptance of this provision.

10.4 **Opening of Financial Bids.** The Financial Bids (Cover-3) of only those bidders who have secured a Technical Score of **60 marks or more out of 100** shall thereafter be opened for evaluation and ranking as per Clause 11.3, subject to any relaxation of the said minimum under Clause 11.2. The Financial Bid of any bidder scoring below the said minimum shall not be opened.

11. Bid Evaluation Scheme (Pre-Qualification, Technical Evaluation & Lowest Responsive Price Selection)

11.1 **Method of Evaluation.** Evaluation under this tender shall be conducted in three sequential stages: **(i) Pre-Qualification** — a strict pass/fail eligibility gate (Clause 4); only bidders clearing every criterion in Clause 4 proceed further; **(ii) Technical Evaluation** — a scored assessment of every Pre-Qualified bidder, computed and disclosed on the CPP Portal before Financial Bids are opened, which determines whether that bidder's Financial Bid is opened at all (minimum qualifying Technical Score of 60 marks) and which thereafter serves

as the first tie-breaker; and **(iii) Financial Evaluation** — selection made strictly on the lowest quoted Daily Rate (L1) among technically qualified bidders, with no weightage whatsoever accorded to the Technical Score in determining price ranking. Qualitative factors including taste, variety, quality, quantity, reliability of service, and hygiene aspects are addressed through the Pre-Qualification and Technical Evaluation stages, and thereafter through the performance-linked mechanisms in Schedule-A. The Evaluation Committee may carry out surprise inspections of dining facilities currently operated by bidders; such inspection reports shall form valuable input to the Technical Evaluation.

11.2 Technical Evaluation (Minimum Qualifying Score and Tie-Breaking)

(a) The Technical Bid of every Pre-Qualified bidder shall be evaluated on a **maximum score of 100** comprising **Part-I (Documentary Evaluation, 80 marks)** and **Part-II (Quality Assessment, normalised to 20 marks)**. The detailed scoring criteria are set out in the section titled "**Computation of Technical Score**".

(b) The bidder shall submit proof for every claim by way of testimonials, work orders, certificates, photographs, etc. **No cost indication shall appear in the Technical Bid**. If any bidder indicates the Cost in the Technical Bid then the said bid shall be summarily rejected.

(c) **Minimum Qualifying Technical Score — 60 marks.** A bidder must secure a Technical Score of not less than **60 marks out of 100** for their Financial Bid to be opened. The Financial Bid of any bidder scoring below 60 marks shall not be opened and such bidder shall stand eliminated from further consideration in this tender.

(d) **Publication and finality.** The Technical Score (TS) of each bidder shall be finalised by the Evaluation Committee and published on the CPP Portal as the **"Technical Evaluation Sheet"** prior to the opening of Financial Bids. The two (02) calendar day representation window at Clause 10.3 shall apply, on the expiry of which the Technical Evaluation Sheet shall be final and binding and shall not be reopened at any later stage.

(e) **Relaxation of the qualifying score. The Institute / Competent Authority may, at its sole discretion and by an explicit decision recorded in writing, reduce the minimum qualifying Technical Score of 60 marks — including, but not limited to, where the number of bidders securing 60 marks or more is insufficient to allot all five facilities. Any such decision shall be final and binding, and no claim, representation or challenge in this regard shall be entertained at any stage. Any decision to reduce the minimum qualifying Technical Score shall be taken before the opening of the Financial Bids, shall record the reasons in writing on the file, and shall be notified on the CPP Portal so that it applies uniformly to every Pre-Qualified bidder.**

(f) **Use of the Technical Score beyond qualification.** Save for determining the above qualification, the Technical Score has no bearing whatsoever on price ranking or L1 determination; its only further use is as Tie-Breaker-1 under Clause 11.4.

11.3 Financial Evaluation — Selection on Lowest Responsive Price (L1)

(a) The Financial Bids of all technically qualified bidders — that is, Pre-Qualified bidders securing a Technical Score of 60 marks or more, subject to any relaxation of that minimum under Clause 11.2 — shall be opened and evaluated for completeness and accuracy. The "Daily Rate per Student" quoted in the Financial Bid (Annexure-F) shall be the sole basis of price evaluation.

(b) Bidders shall be ranked in ascending order of the quoted Daily Rate — the bidder quoting the lowest Daily Rate (**L1**) shall be ranked first, the next-lowest second, and so on. Allotment of mess facilities under Clause 12 shall follow strictly from this L1 ranking.

11.4 Resolution of Ties

Where two or more bidders quote an identical Daily Rate (an "L1 tie"), the tie shall be resolved by applying the following tie-breakers, strictly in sequence, until the tie is broken:

Tie-Breaker 1 — Technical Score: The bidder with the higher Technical Score (TS), as computed under Clause 11.2 and published in the Technical Evaluation Sheet, shall be ranked higher.

Tie-Breaker 2 — Workforce Deployed in Single Largest Mess Contract: If the tie persists (i.e., TS is also equal), the bidder who has deployed the higher number of workers for kitchen, dining-hall and mess-service operations only (excluding housekeeping, security, or general facility-maintenance manpower) in their single largest institutional mess contract during the last five (05) Financial Years — as declared under Clause 4.8 and documented in Schedule-C (Clause C.3A), supported by a client certificate or EPF ECR extract specific to that contract — shall be ranked higher. If a bidder does not supply the relevant proof of the same then no claim shall be entertained at any later stage.

Tie-Breaker 3 — Draw of Lots: If the tie persists even after Tie-Breaker 2, it shall be resolved by draw of lots, conducted by the Competent Authority in the presence of the tied bidders or their authorised representatives, with the outcome duly recorded in the minutes of the Evaluation Committee. This is a transparent, non-discretionary procedure of last resort and shall be final and binding.

12. Allotment of Messes

12.1 There are five (05) catering facilities to be allotted under this tender: IFC-A, IFC-B, IFC-C, IFC-D and Priyadarshini Mess (Ladies Hostel).

12.2 **Allotment principle:** As a general rule, **one (01) facility shall be allotted to each successful bidder** so that all five facilities are operated by distinct contractors. Each bidder shall, in the Financial Bid (Annexure-F), indicate the order of preference among the five facilities.

12.3 **Allotment procedure:** Allotment shall be made strictly in the ascending order of the quoted Daily Rate (L1 ranking under Clause 11.3), with ties resolved as per the cascade at Clause 11.4. The bidder ranked first (L1) shall be allotted his/her highest available preference, the bidder ranked second the highest available preference among the remaining facilities, and so on. The bidder shall be bound to operate the facility allotted at the Common Applicable Daily Rate determined under Clause 12.4 throughout the contract period.

12.4 **Price uniformity:** NIT Warangal operates multiple student messes and it is the policy of the Institute that all resident students shall be charged a uniform daily mess rate irrespective of the mess in which they are enrolled.

Accordingly, selection of catering service providers and allotment of the five (05) mess facilities shall be carried out through the Pre-Qualification-cum-Technical Evaluation-cum-Lowest Responsive Price (L1) Selection methodology prescribed at Clause 11 of this Tender, among bidders who have secured the minimum qualifying Technical Score.

Bidders shall be ranked in ascending order of their quoted Daily Rate (L1 ranking, with ties resolved per Clause 11.4), and messes shall be allotted to the lowest-ranked (i.e., lowest-quoting) bidders in accordance with the provisions of this Tender, subject to the condition that no bidder shall be allotted more than one mess (except as provided in Clause 12.5).

Upon identification of the selected bidders, a Common Applicable Daily Rate (CADR) shall be determined. The CADR shall be equal to the L1 rate — the lowest Daily Rate quoted by any technically qualified bidder whose Financial Bid has been opened.

All selected bidders, irrespective of the individual daily rates quoted by them in their financial bids, shall be required to provide catering services at the CADR so determined. Acceptance of this condition shall be deemed to be an integral part of the bid submission. Failure of a selected bidder to accept and operate at the CADR

shall render the bidder liable for rejection of award and forfeiture of bid security/performance security, as applicable, and the Institute may proceed with the next eligible bidder in the L1 ranking.

12.5 **Insufficient bidders – exception:** In the event that the number of technically qualified bidders is fewer than five (05), or that one or more facilities remain unallotted after the first round, the Competent Authority may, at its sole discretion, allot a **maximum of two (02) facilities to a single bidder**, subject to the bidder's demonstrated capacity (workforce, experience, turnover) being adequate for both facilities. Such allotment shall be made strictly in the ascending order of the quoted Daily Rate (L1 ranking), with ties resolved per Clause 11.4.

12.6 **Priyadarshini Mess – women-only operation:** The mess supervisor, all kitchen and service workers, and all persons deployed in the dining hall of the Priyadarshini Mess (Ladies Hostel) shall be women. Bidders applying for Priyadarshini Mess shall confirm their ability to deploy an all-women workforce except cook and assistant cook (if any).

12.7 Save as expressly provided in Clause 10.3 (Representation against the Technical Evaluation Sheet), the decision of the Competent Authority of the Institute on all matters of tender evaluation and allotment shall be final and binding, and no appeal, representation or request from bidders in this regard shall be entertained.

13. Acceptance, Cancellation and General Reservations

13.1 Acceptance and Rejection: The Institute reserves the right to shortlist or reject any or all tenders, and to accept the whole or any part of a tender, without assigning any reason. Catering agencies that previously served at NIT Warangal hostels or canteens and whose services were found deficient, or whose contracts were terminated, shall not be eligible to participate in this tender. The Institute reserves the right to negotiate the quoted Daily Rate with the L1 bidder alone, in accordance with the extant guidelines of the Central Vigilance Commission, provided that no rate below the floor price stipulated at Clause 8.1 shall be accepted in any event.

13.2 Canvassing: Any attempt to canvass for selection, directly or indirectly, shall lead to disqualification of the bidder.

13.3 Modifications: NIT Warangal reserves the right to modify or add any clause to the agreement during the contract period, with reasonable notice to the contractor.

13.4 Cancellation of Tender: NIT Warangal reserves the right to cancel the tender at any time without assigning any reason.

13.5 Disputes and Jurisdiction: Any legal dispute arising out of, or in connection with, this tender or any contract awarded pursuant to it shall be settled in the court of competent jurisdiction located within the city of Warangal in Telangana State.

Chief Warden

NIT Hostels, NIT Warangal

SCHEDULE – A: TERMS AND CONDITIONS

A.1 Operating Period: The Institute Food Courts (IFC-A, IFC-B, IFC-C and IFC-D) and the Priyadarshini Mess shall operate for nine (09) months in each academic year, with a lien (closure) period of three (03) months in two stages during semester breaks and the summer vacation. Vacation-period operation is governed by Clause A.3.

A.2 Captive Use by Students: All boarding students of the Institute shall be required to avail dining services exclusively from the Institute-operated facilities.

A.3 Summer Vacation Mess: During the summer vacation, one or more vacation messes shall be operated to serve students who remain in the hostels for internships, research, examinations, or other academic purposes.

A.4 Payment of Wages through Bank Account: Monthly wages of all persons employed by the contractor shall be paid by credit to the individual bank accounts of the employees. The contractor is encouraged, but not required, to open these salary accounts at the State Bank of India, NIT Warangal Branch. However, Proof of bank credit (bank statement / NEFT advice) for the relevant month shall be submitted along with each monthly bill claim.

A.5 Maintenance of Records: It shall be the sole responsibility of the mess contractor to maintain all records, including the list of students availing the mess, the issue of dining cards/coupons/tokens/e-cards, the daily attendance register, and the staff roster. NIT Warangal shall not bear any expense or provide any manpower for these arrangements.

A.6 Monthly Reporting: Each mess contractor shall submit to the Chief Warden, NITW Hostels, by the seventh (07^{th}) day of each succeeding month, the list of students who availed the mess services during the preceding month, together with EPF, ESIC and Worker lists.

A.7 Service Standards: Breakfast, lunch, evening snacks and dinner shall be served strictly in accordance with the menu in Schedule-B (Table-2) as agreed with the Hostel Management.

A.8 Tentative Mess Timings:

Meal	**Tentative Timing**
Breakfast	07:00 a.m. to 09:00 a.m.
Lunch	12:00 noon to 02:00 p.m.
Evening Tea / Coffee / Milk / Snacks	04:30 p.m. to 05:30 p.m.
Dinner	07:00 p.m. to 09:00 p.m.

Minor adjustments to these timings may be agreed in writing between the contractor and the Hostel Management to suit examination schedules and Institute events.

A.9 Basic Menu and Extras: The basic menu (Schedule-B, Table-2) shall be served unlimited. Special items, fried items, chips, fruits and similar items mentioned as limited shall be served in the specified portion sizes. All special items and non-vegetarian items not listed in the basic menu shall be treated as "Extras on Payable Basis" and shall be charged at the rates separately agreed in the Financial Bid after final evaluation.

A.10 Special Meals: At least four (04) Special Meals shall be served by each contractor in each academic year on the occasion of Institute festivals and ceremonies, at no extra cost to the students. The composition of Special Meals shall follow the Special Dinner Menu in Schedule-B. The specific dates shall be intimated by the Hostel Office at least seven (07) days in advance. For vegetarian-menu messes, all four Special Meals shall

be vegetarian; for non-vegetarian-menu messes (where applicable), two shall be vegetarian and two non-vegetarian.

A.11 Statutory Deductions: All applicable statutory deductions (TDS, GST-related deductions, etc.) shall be made on payments to the vendor by NIT Warangal in accordance with prevailing law.

A.12 GST Invoicing: The vendor shall submit GST-compliant invoices on or before the seventh (07th) day of the succeeding month, mentioning the GSTIN of NIT Warangal (36AACAN7241H2ZK). The Input Tax Credit shall be verified by NIT Warangal on the GST portal before release of payment.

A.12A Invoicing of Extras on Payable Basis and GST Compliance:

(a) The contractor shall issue a GST-compliant tax invoice or a serially numbered receipt generated through an electronic Point of Sale (POS) system or mobile application for EVERY sale of an item of Extras on Payable Basis, irrespective of the mode of payment, whether cash, UPI, card or online bank transfer, and irrespective of the amount.

(b) The contractor shall operate, at his own cost, a POS terminal or mobile application with end-to-end functionality for billing, receipt and record of every such sale, and shall export the sales data for the month to the Warden of the facility in a machine-readable format along with the monthly bill.

(c) The contractor shall submit each month, along with the bill, the GSTR-1 and GSTR-3B returns and the tax payment challan for the preceding month, together with a reconciliation of the Extras sales recorded at the facility with the outward supplies reported therein.

(d) The Warden shall verify the reconciliation before forwarding the bill, and the verification is a listed item in the Bill Processing Checklist at Annexure-O.

(e) Where the Point of Sale terminal or mobile application is inoperative for any reason, the contractor shall (i) issue a manual serially numbered receipt from a bound receipt book, kept at the counter for the purpose, for every sale during the period of the outage; (ii) report the outage to the Warden in writing on the same day; and (iii) enter the manual receipts into the system and include them in the monthly data export within forty-eight (48) hours of restoration. Where these three requirements are complied with, no default under this Clause shall be treated as having occurred.

(f) Failure to issue an invoice or receipt in terms of sub-clauses (a) and (e) shall attract a penalty of Rs. 2,000/- (Rupees Two Thousand only) for each day on which the failure occurs, and repeated default shall be a ground for termination of the contract under Clause A.31 together with forfeiture of the Performance Security.

(g) The obligation to raise the invoice and to discharge the tax under Section 31 of the Central Goods and Services Tax Act, 2017 rests solely on the contractor, and the Institute shall bear no liability whatsoever in respect thereof.

A.13 Electricity & Water Charges: Electricity consumed in the kitchen, store-room, rest-room, wash area, and for water supply within the facility shall be billed at actuals each month at the prevailing TGNPDCL tariff, on the basis of dedicated meter readings. Further Water charges shall be charged as per actuals based on dedicated meter readings at prevailing rates by GWMC applicable to the Institute.

A.14 Drinking and Cooking Water: For drinking and cooking purposes, the contractor shall use only ISI-certified mineral / packaged drinking water, at his/her own cost.

A.15 Periodic Charges Payable by the Contractor: The contractor shall pay the following monthly charges to NIT Warangal on or before the fifth (05th) day of every month, in respect of that month:

Sl. No.	Type of Charge	Amount per month (INR)	Remarks
1	Licence Fee	Rs. 25,000/-	Enhanced by 10% from the start of each subsequent academic year of the contract
2	Utensils Charges	Rs. 25,000/-	
3	Furniture Charges	Rs. 20,000/-	

All charges in Clause A.15 are exclusive of GST. The amount, together with applicable GST, shall be paid to the official bank account of NIT Warangal on or before the fifth (05th) day of every month. The same charges shall be levied during the lien (closure) period as well. The due date is fixed by this clause and does not depend upon the service of any demand notice; a demand notice, where issued by the Hostel Office, is a matter of record and convenience only and shall neither postpone the due date nor be a condition precedent to the accrual of the charge or of the penal interest under Clause A.16. Electricity and water charges under Clause A.13 shall be paid within seven (07) days of the date of the meter-based bill raised by the Institute, and Clauses A.16 and A.17 shall apply to those charges from the expiry of that period.

A.16 Penalty for Late Payment of Charges and Automatic Set-Off:

(a) If the contractor fails to pay any of the charges in Clause A.15, or the electricity and water charges under Clause A.13, by the due date, penal interest shall be charged at the rate of twenty per cent (20%) per annum, computed on a daily-rest basis, or Rs. 250/- (Rupees Two Hundred and Fifty only) per day, whichever is higher, on the unpaid amount until the date of actual payment.

(b) AUTOMATIC SET-OFF: any amount remaining unpaid on the due date, together with the penal interest accrued thereon, shall be deducted from the next monthly bill payable to the contractor, and from successive bills until fully recovered, without any further order, notice or demand, and without prejudice to Clause A.17. Where the amounts payable to the contractor are insufficient, the balance shall be recovered from the Performance Security.

(c) The deduction so made shall be shown separately in the payment advice, and no claim, representation or challenge in respect of the set-off shall be entertained.

(d) Recovery under this clause is mandatory and the officer processing the bill shall certify in the Bill Processing Checklist at Annexure-O that the charges for the month have either been received or been set off.

A.17 Non-Payment as Breach: Non-payment of the licence fee, utensils charges, furniture charges, electricity charges or water charges within the stipulated time shall be deemed a serious breach of contract, and may lead to termination of the contract at the discretion of the Institute. Such termination shall not be challenged by the licensee under any circumstances.

A.18 Permitted Use of Premises: The licensee shall use the allotted premises only for the purpose of providing catering services under this contract. Use of the premises for any other purpose shall lead to immediate suspension or termination of the contract.

A.19 Prohibition on Residential / Other Use: The licensee shall not use the premises for residential purposes, nor for vending any item other than those for which permission has been granted, without the prior written consent of the Institute Authorities. The licensee shall use the premises at all times in a prudent and careful manner.

A.20 Dispute Resolution: In the event of any dispute between the Institute and the Service Provider, the matter shall be referred to an Arbitration Committee constituted by the Director, NIT Warangal. The decision of the Arbitration Committee shall be binding on the contractor.

A.21 Statutory Obligations: All statutory provisions including the Minimum Wages Act (Central), Employees' State Insurance Act, Employees' Provident Funds Act, the Contract Labour (Regulation and Abolition) Act, 1970, and other applicable labour laws shall be strictly complied with in respect of all persons engaged on a daily-wage or contractual basis. The service provider shall not employ any person below the age of eighteen (18) years. Employment of child labour is a serious offence and shall result in immediate termination of the contract together with appropriate legal action.

A.22 FSSAI Licence Display: The contractor shall obtain and submit the FSSAI Food Licence with requisite validity, and shall display the valid FSSAI Certificate, Labour Licence and Food Licence prominently in the dining area at all times.

A.23 Penalty for Non-Compliance with Statutory Rules: In case of failure to comply with the applicable statutory rules and acts, the Competent Authority shall have the right to impose penalty/ forfeit PBG or part thereof or cancel the contract.

A.24 Prohibition on Assignment / Sub-Letting: The contractor shall not assign, sublet or part with the possession of the premises or properties of the Institute, in whole or in part, under any circumstances.

A.25 Prohibition on Sub-Contracting: The contractor shall not appoint any sub-contractor to carry out any obligation under this contract.

A.26 Vacation of Premises on Termination: The contractor shall vacate the leased premises, together with all fixtures and furniture belonging to the Institute, in good and tenable condition, upon termination or expiry of the contract.

A.27 Prohibition on Structural Alterations: The contractor shall not make, or permit to be made, any construction, structural alteration or additional fitting within the premises without the prior written approval of the Competent Authority.

A.28 Return of Performance Security: The Performance Security shall be returned to the contractor within sixty (60) days from the date of completion of all contractual obligations, without payment of any interest, provided there are no pending claims, suits, cases, dues or recoveries against the contractor.

A.29 Notice for Termination by Contractor: If the contractor wishes to terminate the contract during its currency, a written notice of not less than three (03) months shall be served on the Chief Warden, NIT Hostels.

A.30 Short-Notice Termination by Institute: If, in the opinion of the Chief Warden / Director, the contractor's services or the functioning of the mess are not up to the mark, or the food quality is below standard, unhealthy or unhygienic, the Director shall be empowered to terminate the contract on a short notice of one (01) week. The opinion of the Hostel Wardens' Committee/ Hostel Executive Committee on matters of food quality and mess management shall be final.

A.31 Termination on Unsatisfactory Performance: In case of unsatisfactory performance, any major dispute or labour dispute, an emergency, or any other reason deemed fit by the Chief Warden, the contract may be cancelled at the sole discretion of the Director, and the Performance Security shall be forfeited.

A.32 Hygiene and Cleanliness: The contractor shall maintain the highest standards of hygiene and cleanliness in and around the mess premises and kitchen. Deep cleaning of the mess shall be carried out not less than four (04) times in each academic year by a professional agency engaged by the contractor at his/her own cost. Raw materials and ingredients used for food preparation shall be of good quality. Clean, fresh, nutritious, hygienic and edible food shall be served at all times. Excess or leftover food from one session shall NOT be re-used in any subsequent meal session. Violation shall attract a penalty of up to ten per cent (10%) of the monthly bill, as decided by the Mess Committee. Penalty may be enhanced for repeated violations including forfeiture of PBG. The agency engaged for deep cleaning shall be a professional agency, and the contractor shall submit to the Hostel Office, within seven (07) days of each deep-cleaning operation, the agency's certificate together with dated photographs of every area treated. Failure to carry out any deep-cleaning operation within the

academic year, or failure to submit the certificate and photographs within the said period, shall attract a penalty of Rs. 25,000/- (Rupees Twenty-Five Thousand only) per default. The deep-cleaning certificate for the quarter is a listed item in the Bill Processing Checklist at Annexure-O.

A.33 Waste Disposal: Waste disposal shall be carried out at least three (03) times a day by the contractor. The contractor shall arrange the necessary logistics to remove both food and non-food waste generated by the mess to the designated waste disposal areas of the Greater Warangal Municipal Corporation on a daily basis. Penalty of up to fifteen per cent (15%) of the daily bill or monthly revenue (as decided by the Mess Committee) may be levied for clogging of drains in the mess kitchen or washing area due to drainage of waste food. Penalty may be enhanced for repeated violations including forfeiture of PBG. In addition, the contractor shall clean the grease traps of the kitchen and wash areas not less than once every week, and the drainage lines within the allotted premises not less than once every month, and shall maintain a register of such cleaning, signed by the supervisor and open to inspection by the Warden at any time.

A.34 Hygiene Sub-Requirements:

- Hygiene and sanitation standards shall strictly comply with FSSAI Regulations and prevalent norms.
- Cleaning and housekeeping of the kitchen and dining area shall be the sole responsibility of the contractor.
- Cleaning of utensils, cutlery, crockery, kitchen equipment, furniture, and mess water coolers shall also be the responsibility of the contractor. The highest standards are expected. Water consumption for cleaning shall be kept to the minimum required.
- All measures necessary to ensure hygiene in the kitchen and mess shall be taken, including the provision of liquid soap at all hand-wash basins, hand gloves for mess workers, head caps for mess workers, and other measures as advised by the Mess Council.
- Cleaning of toilets within the mess premises shall be carried out by the contractor.
- Pest control shall be undertaken by licensed agencies at least eight (08) times in each calendar month. The certificate of the agency shall be obtained after each pest-control operation, and ALL EIGHT CERTIFICATES FOR THE MONTH SHALL BE SUBMITTED TO THE HOSTEL OFFICE ALONG WITH THE MONTHLY BILL; the bill shall not be processed unless they are enclosed. Each operation not carried out, or carried out but not supported by the agency's certificate, shall attract a penalty of Rs. 2,500/-, subject to a maximum of Rs. 20,000/- in any month, in addition to the deduction arising from the monthly performance evaluation under Clause A.62 and to the non-processing of the bill under Annexure-O. The frequency of pest control may be increased as required, and shall be increased forthwith on the detection of any infestation.
- Mess workers shall be provided the necessary training to maintain the highest standards of hygiene.
- The Mess Council reserves the right to inspect the cleanliness and upkeep of the premises and the quality of provisions and cooked food at any time.

A.34A Storage of Raw Materials, Groceries and Cooked Food:

(a) All raw materials, groceries and cooked food shall be stored so as to prevent cross-contamination, in accordance with Schedule-4 of the Food Safety and Standards (Licensing and Registration of Food Businesses) Regulations, 2011 and the Basic Food Safety Training Manual issued by FSSAI.

(b) No item of food, grocery or provision shall at any time be placed directly on the floor; all stock shall be kept on racks or pallets not less than 150 mm above floor level, and no item shall be stored in a dining hall or passage.

(c) All containers shall be closed, labelled with the item and the date of receipt, and stock shall be rotated strictly on a First-In-First-Out (FIFO) or First-Expired-First-Out (FEFO) basis; no expired stock shall be held on the premises.

(d) Separate, colour-coded chopping boards and knives shall be used for raw vegetables and fruit, for raw meat and poultry, and for ready-to-eat food; separate storage shall be maintained for raw vegetables and for non-vegetarian products, and a separate refrigerator shall be used for raw meat and poultry.

(e) Cold storage shall be maintained below 5 degrees Celsius, freezers at or below minus 18 degrees Celsius, and hot-holding at or above 60 degrees Celsius; the contractor shall record the temperature of every cold storage chamber, freezer and hot-holding counter twice daily in a register countersigned weekly by the Warden.

(f) Any failure or malfunction of a cold storage chamber, freezer or hot-holding counter provided by the Institute shall be reported in writing to the Warden within forty-eight (48) hours of its occurrence; failure to report shall be treated as a breach of this clause.

(g) Breach of sub-clause (b) shall attract a penalty of Rs. 5,000/- for each inspection at which the breach is found, and breach of sub-clause (c) in respect of expired stock shall attract a penalty of Rs. 10,000/- for each inspection at which expired stock is found, in either case irrespective of the number of items involved.

A.35 Liability for Food Poisoning: The contractor shall be solely responsible in the event of food poisoning or any similar incident, and shall bear the full expenditure for medical treatment of affected boarders. In addition, penalty may be imposed as decided by the Committee of Wardens / Chief Warden including forfeiture of PBG, and legal action may also be taken in accordance with applicable law.

A.36 Food Safety Supervision, Fire Safety and Training:

(a) FOOD SAFETY SUPERVISOR: the contractor shall deploy at each allotted facility at least one Food Safety Supervisor certified under the Food Safety Training and Certification (FoSTaC) programme of FSSAI for every twenty-five (25) food handlers or part thereof engaged at that facility, and shall submit the certificate of each such Supervisor to the Hostel Office before commencement of operations and on every change of personnel.

(b) TRAINING OF FOOD HANDLERS: the Food Safety Supervisor shall train every food handler engaged at the facility, once in each semester, on cleanliness, personal hygiene, safe food-handling practices, storage and emergency food-safety protocols in accordance with the FoSTaC programme, and the contractor shall maintain a training register recording the date, the persons trained and the subjects covered, open to inspection at any time.

(c) FIRE SAFETY TRAINING: workers deployed by the contractor shall be trained in fire safety by a qualified safety consultant, the first training within thirty (30) days of commencement of mess operations and thereafter once in every four (04) months, and the certificate of each training shall be submitted to the Hostel Office.

(d) The contractor shall keep all escape routes, corridors and exits of the mess building free of storage and obstruction at all times, and shall extend full cooperation to the Institute in obtaining and renewing the Fire No Objection Certificate for the premises.

(e) Currency of the FoSTaC certification and of the fire-safety training is a listed item in the Bill Processing Checklist at Annexure-O.

A.37 Approved Brands of Mess Items: The contractor shall use only branded raw materials of the best quality. The approved brands for selected mess items are set out below. A Quality Control Supervisor designated by the Hostel Management shall inspect all materials brought to the mess as well as cooking practices. Where food served is found to be of poor quality or non-compliant, the Hostel Management may impose a monetary fine as deemed fit, recoverable from monthly bills or Performance Security. The Institute shall pay only the approved daily rate per student for the entire contract period.

Mess Item	Approved Brand(s)
Salt	Tata, Annapurna, Nature Fresh or equivalent
Ketchup	Maggi, Kissan or equivalent
Cooking Oil (refined sunflower)	Sundrop, Goldrop, Priya, Vijaya, Freedom, Fortune, Saffola, Gold Winner or equivalent. Use of hydrogenated (vanaspati) oil is strictly prohibited.
Atta (Wheat Flour)	Aashirvaad, Pillsbury, Annapurna, Fortune or equivalent
Butter	Amul, Vijaya, Milky Mist, Delicious (cooking) or equivalent
Cornflakes	Kellogg's, Saffola, Nestlé or equivalent
Jam	Kissan or equivalent
Tea	Brooke Bond, Lipton, Tata, 3 Roses, Gemini, Red Label, Taj Mahal or equivalent
Coffee	Nescafé, Bru, Sunrise or equivalent
Rice	Sona Masuri or equivalent
Bread	Kwality, Ruchi, Modern, Spencer's or equivalent
Milk	Vijaya, Mulkanoor, Karimnagar Dairy or equivalent
Pickles	Priya, Ruchi, Spencer's, Swastik or equivalent
Noodles	Maggi, Nestlé, Nissin or equivalent

A.38 Approval of Alternative Brands: The contractor may use other equivalent brands only with the prior written permission of the Mess Committee. In such cases, the contractor shall submit two or three alternative brands for each grocery item, and the Warden and Mess Committee shall select the brands for cooking. The contractor shall maintain a minimum 15-day stock of all key ingredients, with reorder triggered at the 15-day level.

A.39 All-Inclusive Daily Rate: The daily rate quoted per student shall be all-inclusive, covering fuel; procurement of rice, wheat, and all other provisions; vegetables, fruits, mineral water, loading and unloading, transportation, and storage; labour, statutory taxes, duties and levies; and any rate fluctuations in commodity prices. The Hostel Management shall not pay any charge other than the agreed daily rate for the catering services. No change in the agreed daily rate during the contract period shall be permitted, except as expressly provided in this tender document.

A.40 Gas Cylinders: It is the sole responsibility of the contractor to obtain refills of 19.0 kg non-domestic LPG cylinders from the gas company to run the mess.

A.40A Safety of LPG Cylinders and Manifold Installations:

(a) All LPG cylinders and manifolds shall be housed in the detached, ventilated enclosure provided for the purpose, in conformity with Clause 4.7.3 of the National Building Code of India, 2016.

(b) NO LPG CYLINDER SHALL BE KEPT, CONNECTED OR USED INSIDE ANY KITCHEN, STORE, WASH AREA OR DINING HALL under any circumstances, including for any additional oven, burner or appliance.

(c) The manifold room or enclosure shall not be used for the storage of provisions, utensils, packaging, furniture or any other material whatsoever.

(d) The contractor shall cause the LPG installation, pipelines, regulators and hoses to be inspected once every quarter by a competent person and shall submit the inspection report to the Hostel Office.

(e) Any violation of sub-clauses (b) or (c) shall attract a penalty of Rs. 25,000/- per violation, and repeated violation shall be a ground for termination of the contract together with forfeiture of the Performance Security.

(f) The provision, ventilation and structural adequacy of the detached enclosure itself is the responsibility of the Institute.

A.41 Surge Catering and Vacation Strength: Where circumstances warrant, the contractor shall cater for a larger number of students or staff at short notice. Likewise, fluctuations in strength during vacation periods shall be accommodated.

A.42 Conduct of Workers: The contractor and his/her workers shall behave politely with the boarders of the mess at all times. The contractor and his/her team shall not, under any circumstances, engage in altercations with boarders. In case of any incident or emergency, the contractor shall intimate the concerned Warden or the Chief Warden immediately.

A.43 Medical Fitness of Food Handlers:

(a) No person shall be deployed by the contractor in any food-handling area unless a Medical Fitness Certificate in respect of that person, in the proforma at Annexure-J (being the proforma prescribed by FSSAI under Para 10.1.2, Part-II, Schedule-4 of the Food Safety and Standards (Licensing and Registration of Food Businesses) Regulations, 2011), has been obtained and submitted to the Hostel Office.

(b) The certificate shall be signed by a Registered Medical Practitioner or Civil Surgeon and shall record that the prescribed examinations — physical examination, eye test, skin examination, compliance with the Schedule of Vaccine for inoculation against the enteric group of diseases, and any test required to confirm a communicable or infectious disease suspected on clinical examination — have been conducted, and shall certify that the person is free from infectious or communicable disease and is fit to work in the food establishment.

(c) The certificate shall be renewed once every year, and the examinations shall be conducted in a manner that does not interrupt mess operations.

(d) The contractor shall operate a documented system requiring any person suffering from, or believed to be suffering from or to be a carrier of, a disease or illness likely to be transmitted through food, or exhibiting symptoms thereof, to report immediately to the contractor's management and to the Warden, and such person shall be excluded from all food-handling areas until medically cleared.

(e) Any worker found medically unfit shall be replaced immediately.

(f) The contractor shall maintain a register of Medical Fitness Certificates, reconciled with the deployment list, which shall be verified under Annexure-O before release of the monthly bill.

(g) Deployment of any person without a current certificate in the proforma at Annexure-J shall attract a penalty of Rs. 2,000/- per such person for each month or part thereof. (h) MOBILISATION: during the first sixty (60) days from the date of commencement of operations, a person shall be treated as compliant with this Clause where the contractor produces the acknowledged application for medical examination together with the receipt of the practitioner or institution concerned, and the certificate is furnished within that period. Thereafter this concession shall not apply, and no person shall be deployed without a current certificate on record. On expiry of the said period, any person in respect of whom the certificate has not been furnished shall be withdrawn from duty forthwith and shall not be redeployed until it is furnished.

A.44 Right of Supervision: The Hostel / Institute Administration reserves the right to depute persons as supervisors to verify the overall maintenance of the premises and the proper use of materials.

A.45 Presence of Contractor / Manager: The contractor, or his/her authorised representative/manager, shall remain present in the mess at all times when food is being served.

A.46 Prohibition on Smoking, Alcohol and Intoxicants: Smoking and consumption of liquor are strictly prohibited within the Institute premises. Storage or consumption of alcohol or intoxicating drinks by the workers or the contractor within the Institute premises is strictly prohibited. Staff deployed at the mess shall not be under the influence of any intoxicating drink or drug during the course of duty. Any violation shall attract a penalty of **Rs. 10,000/- (Rupees Ten Thousand only)** on the contractor per instance, and the contractor shall immediately replace the staff member with another worker of satisfactory conduct.

A.47 Compliance with Labour Department Directions: The contractor shall comply with all guidelines issued by the Labour Department from time to time, at his/her own risk.

A.48 Uniform and Hygiene Wear: All employees of the contractor shall wear a uniform with a name badge, a cap, and hand gloves (while serving food).

A.49 Cost of Contractor's Employees: All expenses related to the engagement of employees by the contractor shall be in the scope of the contractor.

A.50 Statutory Wage and Benefits Compliance: The contractor shall be solely responsible for payment of minimum wages to his/her employees in accordance with the Central Minimum Wages Act and applicable State norms, together with deductions towards Provident Fund and ESIC. Records of duty hours and pay structure shall be maintained for inspection by authorised Government personnel and NITW, and for compliance with all statutory and non-statutory obligations. A copy of all statutory payments made by the contractor shall be submitted to the Chief Warden every month. Monthly wages shall be paid by credit to the individual bank accounts of employees, and proof of bank credit shall be enclosed with monthly bill claims. For the purposes of this clause and of Clause A.21, the wage payable to a workman shall not be less than the HIGHER of (i) the minimum wage notified by the Central Government for the applicable scheduled employment and (ii) the minimum wage notified by the State Government for hostels of colleges and other educational institutions, in each case inclusive of the Variable Dearness Allowance and as revised from time to time during the contract period. The contractor shall absorb every revision of the minimum wage and of the Variable Dearness Allowance within the Daily Rate quoted, and no enhancement of the Daily Rate, and no additional payment or reimbursement of any kind, shall be claimed from or allowed by the Institute on that account at any time during the contract period or any extension thereof. This stipulation does not in any manner dilute the contractor's obligation to pay the wage so determined in full, and any short payment shall be recovered from the contractor and disbursed to the workman concerned.

A.50A Payment of Statutory Bonus:

(a) The contractor shall pay annual bonus to every eligible employee in accordance with the Payment of Bonus Act, 1965, and shall maintain the registers prescribed thereunder, including the register in Form C.

(b) Proof of payment of bonus, together with an extract of the Form C register in respect of the employees deployed at the facility, shall be submitted to the Chief Warden before the monthly bill for the month in which the bonus falls due is taken up for processing.

(c) The bonus so payable is a component of the all-inclusive Daily Rate quoted by the bidder in Annexure-F, and no separate payment or reimbursement shall be made by the Institute on that account.

(d) Non-payment of bonus to any eligible employee shall be a breach of Clause A.21 and shall attract action thereunder, in addition to recovery of the amount and its disbursement to the employees concerned.

A.51 Documentary Proof of Wage and Statutory Payments — Condition Precedent to Payment:

(a) The contractor shall submit along with each monthly bill

(i) the wage sheet and wage slips for the month,

(ii) proof of credit of wages to the individual bank accounts of the employees, being the bank statement or NEFT advice,

(iii) the EPF and ESI challans for the preceding month, and

(iv) the Electronic Challan-cum-Return (ECR) listing the persons in respect of whom the contributions have been remitted.

(b) The Warden shall reconcile the ECR and the wage sheet with the deployment register for the facility before forwarding the bill.

(c) NO MONTHLY BILL SHALL BE TAKEN UP FOR PROCESSING UNLESS THE DOCUMENTS AT SUB-CLAUSE (a) ARE ENCLOSED AND THE RECONCILIATION AT SUB-CLAUSE (b) HAS BEEN RECORDED IN THE BILL PROCESSING CHECKLIST AT ANNEXURE-O.

(d) The Institute is the principal employer within the meaning of Section 8A of the Employees' Provident Funds and Miscellaneous Provisions Act, 1952 and the corresponding provisions of the Employees' State Insurance Act, 1948. Where the contractor fails to remit any contribution due in respect of the persons deployed at the facility, the Institute shall be entitled, without further notice, to recover the amount from any sum payable to the contractor or from the Performance Security and to deposit it directly with the EPFO or the ESIC, as the case may be, and to recover any consequential damages and interest levied on the Institute in the same manner.

A.52 Light Food for Unwell Students: The contractor shall provide light food to any unwell student during the period of illness at no extra charge.

A.53 Sole Employer Responsibility: All workers engaged in IFC-A, IFC-B, IFC-C, IFC-D and Priyadarshini Mess shall be solely employed by the contractor. The contractor shall engage a sufficient number of employees for cooking, serving and cleaning / housekeeping.

A.54 Performance Monitoring: The Hostel Management shall monitor and evaluate the performance of the contractor. The Wardens shall grade the contractor on quality, quantity, hygiene and overall service. Continuous poor performance shall result in termination of the contract including forfeiture of Performance Security (PBG). Non-compliance with the menu and service of unhygienic food shall result in immediate monetary fine.

A.55 Maintenance of Electrical and Gas Equipment: Expenditure for maintenance of electrical gadgets and gas installations in the mess shall be borne by the contractor.

A.56 Housekeeping of Allotted and Common Areas: The contractor shall make his/her own arrangements for housekeeping of the allotted dining and kitchen area and for disposal of kitchen and dining waste. Housekeeping of common areas shared between contractors shall be carried out by them on a rotation basis, by mutual arrangement.

A.57 Prior Blacklisting / Premature Termination: Any contractor whose tenure was prematurely terminated, stopped, debarred or blacklisted by any institute or organization in the past five (05) years is not eligible to participate.

A.58 Inspection by Institute Team: (a) The Institute shall constitute for each academic year an Inspection Team comprising the Chief Warden, one Warden not attached to the facility being inspected, and one member nominated by the Director, which shall carry out regular and surprise inspections of the messes for quality assessment, using the FSSAI Schedule-4 inspection checklist read with the Orange Book as the standing format. (b) An adverse report, for the purposes of this Clause, means a report of the Inspection Team recording a breach that attracts a penalty of Rs. 10,000/- or more under the

schedule to Clause A.62, or a breach relating to the safety of the food served. (c) A copy of every report of the Inspection Team shall be furnished to the contractor within seven (07) days of the inspection, and the contractor may submit a written representation to the Chief Warden within seven (07) days of receipt, which shall be considered and disposed of by a recorded order before the report is counted as adverse. (d) Three (03) adverse reports within any period of six (06) months shall be a ground for termination of the contract under Clause A.31, together with forfeiture of the Performance Security, after issue of a show-cause notice and consideration of the reply. (e) No report shall be counted as adverse in respect of a deficiency to which Clause A.62C applies.

A.59 FSSAI Certification within Six Weeks: All successful contractors shall obtain FSSAI certification for the operation of their allotted food court / mess at NIT Warangal within six (06) weeks from the date of award of contract or the date of issue of the facility allotment / occupancy letter by the Institute, whichever is later, failing which the contractor shall be liable to the following penalties:

- Rs. 1,000/- per day for delay during the first one (01) week after the six-week deadline;
- Rs. 5,000/- per day for delay during the second week;
- Rs. 10,000/- per day for delay during the third week.

Failure to submit the FSSAI certification within the maximum nine (09) weeks (i.e., six weeks without penalty plus three weeks with penalty) shall entail termination of the contract without further notice including forfeiture of Performance Security (PBG).

The FSSAI licence or registration so obtained shall be ISSUED FOR THE SPECIFIC PREMISES OF THE ALLOTTED FOOD COURT OR MESS AT NIT WARANGAL, and shall bear the address of those premises as the place of business; a licence bearing any other address shall not be accepted as compliance with this clause, and the penalties above shall continue to run until a premises-specific licence is furnished. The licence shall be kept current throughout the contract period, renewal being applied for not less than thirty (30) days before expiry, and shall be displayed in terms of Clause A.22. Currency of the premises-specific licence is a listed item in the Bill Processing Checklist at Annexure-O.

A.60 Monthly Payment — Conditions Precedent:

(a) A monthly bill shall be taken up for processing only when it is accompanied by (i) the GST invoice, (ii) the completed Bill Processing Checklist in the form at Annexure-O, Part A signed by the Warden of the facility and Part B signed by the officer in charge of the Hostel Office, the whole countersigned by the Chief Warden, and (iii) the monthly report and scored evaluation of the Mess Committee of that facility in the form at Annexure-L. A bill not so accompanied shall be returned to the contractor and shall not be processed.

(b) Subject to sub-clause (a), payment shall ordinarily be released by the Chief Warden within fifteen (15) days of submission of the bill and complete supporting documents.

(c) Where the monthly performance evaluation for the relevant month has not been finalised at the time the bill is otherwise ready for payment, eighty per cent (80%) of the bill shall be released and twenty per cent (20%) shall be withheld; the withheld amount shall be released along with the succeeding month's bill after adjustment of the deduction determined under Clause A.62 and of any penalty imposed.

(d) All penalties imposed and all amounts recoverable under Clauses A.16, A.51 or otherwise shall be adjusted against the bill before release, and the adjustment shall be shown separately in the payment advice**.**

A.61 Allotment of Students to Facilities and Change of Mess:

(a) Students shall be allotted to the several catering facilities by the Hostel Office having regard to the seating capacity and throughput of each facility, the academic timetable and administrative convenience, and the decision of the Hostel Office in the matter of allotment shall be final.

(b) The number of students allotted to a facility may vary from time to time and between facilities, and NO BIDDER OR CONTRACTOR SHALL HAVE ANY CLAIM WHATSOEVER, WHETHER TO A MINIMUM NUMBER OF STUDENTS, TO A GUARANTEED VOLUME, OR TO COMPENSATION, REVISION OF THE DAILY RATE OR ANY OTHER RELIEF, ON ACCOUNT OF THE NUMBER OF STUDENTS ALLOTTED TO THE FACILITY OR ANY VARIATION THEREIN. Any bid or representation made on the assumption of a minimum strength shall be at the bidder's own risk.

(c) Students may be permitted to opt for a change of facility once in each semester, subject to the capacity of the facility to which the change is sought and to the decision of the Hostel Office.

(d) Where the strength allotted to a facility exceeds the seating capacity of its dining hall, the Hostel Office shall notify staggered meal windows within the meal sessions specified in Clause A.8, and the contractor shall serve the assigned strength in the sittings so notified.

A.62 Performance Evaluation and Penalty Schedule

The performance of each contractor shall be evaluated each month by the Wardens, on the following parameters, for a maximum of 30 points: (i) quality of food, (ii) quantity of food, (iii) cleanliness, (iv) hygiene, (v) waste disposal, (vi) catering service, (vii) punctuality, and (viii) contractor responsiveness.

Deduction formula: Based on the monthly score (out of 30), the following deductions shall be made from the monthly bill payable to the contractor (subject to a maximum deduction of 20%):

- Score of 26 to 30: no deduction;
- Score of 25 or less: deduction (in per cent) = $20 - (0.72 \times \text{Score})$.

The final decision on the feedback evaluation points and the quantum of fine shall be taken by the Mess Committee in consultation with the Wardens. The decision of the Chief Warden shall be final in all matters.

Overall limit on penalties: The aggregate of the penalties under the schedule below for any month shall not exceed ten per cent (10%) of the monthly bill for that facility, and the aggregate of that amount together with the deduction arising from the monthly performance evaluation shall not exceed twenty-five per cent (25%) of the monthly bill. Where the conduct of the contractor in any month would attract penalties beyond that limit, the Chief Warden shall place the matter before the Competent Authority for action under Clause A.31 in preference to the imposition of further monetary penalty. Where the combined limit would be exceeded, the penalties under the schedule below shall be abated to the extent necessary, and the deduction arising from the monthly performance evaluation shall be given effect in full. Nothing in this paragraph limits recovery under item 4 of the schedule below, recovery of statutory dues, or recovery of any amount payable to the Institute under Clauses A.15, A.16 or A.51.

Other Penalties: In addition to the performance-linked deduction above, the following specific penalties shall apply for non-compliance. Failure to supply food as per quality, quantity or menu specified in Schedule-B shall further attract a monetary fine as deemed fit by the Chief Warden. Such fines shall be recovered from amounts due to the contractor, or against a demand notice from the Hostel Office.

Sl. No.	Nature of Violation	Penalty per Occasion
1	Use of stale or poor-quality vegetables; vegetables found rotten in storage or at the point of use.	Rs. 5,000/-
2	Use or storage of prohibited items such as Aji-no-moto (monosodium	Rs. 10,000/-

Sl. No.	Nature of Violation	Penalty per Occasion
	glutamate), baking soda, artificial food colouring agents, etc.	
3	Kitchen not kept clean.	Rs. 5,000/-
4	Damage caused by the contractor to kitchen equipment, vessels, or other items supplied by the licensor.	Twice (2x) the cost of the equipment, to be recovered from monthly bill or Performance Security.
5	Presence of insects in prepared or served food. The contractor shall also immediately prepare an alternate dish, pending enquiry.	Rs. 20,000/-
6	Presence of soft objects (rope, soft plastic, cloth, etc.) in prepared or served food.	Rs. 2,000/-
7	Presence of stones or pebbles of diameter more than 2 mm in food.	Rs. 5,000/- to Rs. 10,000/-, depending on the size of the stone/pebble, as decided by the Mess Committee.
8	Five (05) or more complaints of unclean utensils in a single day.	Rs. 2,000/-
9	Mess Committee finds that any item of a meal was not cooked properly.	Rs. 10,000/- per meal session, subject to a maximum of two (02) meal sessions in any day.
10	Unauthorised change in the approved menu (Schedule-B, Table-2) of any meal, without prior permission of the Warden or Mess Committee.	Rs. 10,000/-
11	Discrepancy in personal hygiene of workers, misbehaviour by workers, or similar incident.	Rs. 5,000/-
12	Negligence resulting in choked drains or foul odour due to inadequate cleaning of drainage lines around the premises.	Rs. 30,000/-
13	Use of brands not listed in Clause A.37 without the prior written approval of the Mess Committee, or adulteration of any item.	Rs. 5,000/- to Rs. 20,000/- per occasion, having regard to the item, the quantity involved and whether the substitution was disclosed, as decided by the Mess Committee in consultation with the Chief Warden. Adulteration, or substitution of a brand affecting the safety of the food, shall additionally be a ground for action under Clause A.31.
14	Sale of any item of Extras on Payable Basis without issue of a GST invoice or POS receipt,	Rs. 2,000/- per day of default, and repeated default a ground for termination.

Sl. No.	Nature of Violation	Penalty per Occasion
	otherwise than in accordance with Clause A.12A(e).	
15	Pest control operation not carried out, or carried out but the agency's certificate not submitted (Clause A.34(f)).	Rs. 2,500/- per operation, subject to a maximum of Rs. 20,000/- in any month, in addition to non-processing of the bill under Annexure-O.
16	Deep cleaning not carried out, or certificate and photographs not submitted within seven days (Clause A.32).	Rs. 25,000/- per default.
17	Cleaning and Sanitation Programme at Annexure-K not drawn up, not observed, or record not maintained (Clause A.34).	Rs. 5,000/- per month.
18	Storage of any food item, grocery or provision directly on the floor (Clause A.34A(b)).	Rs. 5,000/- for each inspection at which the breach is found, irrespective of the number of items involved.
19	Expired stock held on the premises (Clause A.34A(c)).	Rs. 10,000/- for each inspection at which expired stock is found, irrespective of the number of items involved.
20	LPG cylinder kept, connected or used inside a kitchen, store, wash area or dining hall, or manifold room used for storage (Clause A.40A).	Rs. 25,000/- per violation, and repeated violation a ground for termination.
21	Deployment of a food handler without a current Medical Fitness Certificate in the proforma at Annexure-J, otherwise than during the mobilisation period under Clause A.43(h).	Rs. 2,000/- per person per month or part thereof.
22	Deployment of a person without a police verification report on record, otherwise than during the mobilisation period under Clause A.63(f).	Rs. 5,000/- per person per month or part thereof.
23	Payment of wages otherwise than by credit to the individual bank account of the employee (Clause A.4).	Rs. 10,000/- per month, in addition to action under Clause A.21.
24	Failure to deploy a FoSTaC-certified Food Safety Supervisor in the prescribed ratio (Clause A.36).	Rs. 10,000/- per month.

Sl. No.	Nature of Violation	Penalty per Occasion
25	Meat or poultry used without the veterinary certificate of fitness for the consignment (Clause B.10A).	Rs. 10,000/- per instance, subject to a maximum of Rs. 30,000/- in any month.

A.62A Grievance Register and Redressal:

(a) The contractor shall maintain at each facility, at a place accessible to boarders, a Grievance Register in the common format prescribed by the Hostel Office, in which any boarder may record a grievance relating to the quality, quantity or hygiene of food, the cleanliness of the premises or utensils, the conduct of the staff, or the service generally.

(b) Every grievance shall be acknowledged and responded to within twenty-four (24) hours and closed within seven (07) days, and the action taken shall be recorded against the entry.

(c) The Warden shall inspect the Register not less than once a week and shall consolidate the entries for the month into a statement which shall be placed before the Mess Committee, carried into the scored evaluation under Clause A.62, and enclosed with the monthly bill.

(d) An Action Taken Report on the grievances of the month shall be recorded in the minutes of the Mess Committee.

(e) Grievances registered on the Institute's online grievance portal in respect of the facility shall be dealt with in the same manner and consolidated in the same statement.

(f) The consolidated grievance statement and the Action Taken Report are listed items in the Bill Processing Checklist at Annexure-O, and a bill shall not be processed unless the grievances of the month have been taken on record and the penalty, if any, arising therefrom has been quantified.

A.62B Mess Committee of the Facility:

(a) There shall be for each facility a Mess Committee comprising the Warden of the facility as Chairperson, the student representatives of the facility, and the authorised representative of the contractor, functioning under the overall supervision of the Chief Warden.

(b) The Mess Committee shall meet not less than once in every month.

(c) The Committee shall review the quality, quantity and hygiene of the food, the cleanliness and upkeep of the premises, the entries in the Grievance Register and the action taken thereon, compliance by the contractor with the statutory and contractual obligations under this Schedule, and shall finalise the scored evaluation for the month in the form at Annexure-L.

(d) THE MINUTES OF THE MEETING, SIGNED BY THE MEMBERS, TOGETHER WITH THE COMPLETED EVALUATION SHEET, SHALL BE SUBMITTED TO THE CHIEF WARDEN WITHIN SEVEN (07) DAYS OF THE MEETING, AND THE MONTHLY BILL OF THE CONTRACTOR SHALL BE TAKEN UP FOR PROCESSING ONLY WHEN ACCOMPANIED BY THEM, subject to Clause A.60(c).

(e) The minutes shall be preserved by the Hostel Office and shall be available for verification and audit.

(f) The contractor shall ensure the attendance of his authorised representative at every meeting; absence without sufficient cause shall be recorded and shall count against the responsiveness parameter of the evaluation under Clause A.62.

A.62C Institute Obligations, Contractor Obligations, and Relief from Penalty for Recorded Institute Deficiencies.

(a) **Institute responsibility.** The Institute is responsible for the building and its fixed installations, for the provision of the equipment listed in Clause B.15(a), and for replacement at the end of working life and major or capital repair under Clause B.15(f).

(b) **Contractor responsibility.** The contractor is responsible for the safe custody and proper use of everything placed in his custody under Clause B.15(c), for routine maintenance, servicing and minor repairs including any repair arising from ordinary wear and tear under Clause B.15(d), for operation of every item by competent persons and within its rated capacity, and for reporting any failure or malfunction under Clause A.34A(f) within forty-eight hours.

(c) **Relief — when it arises.** Where an item of Institute infrastructure or equipment is (i) recorded in the Joint Condition and Functionality Survey at Annexure-N as not provided, or as not functional on the date of handover, or (ii) reported by the contractor in writing to the Warden under Clause A.34A(f) within forty-eight hours of its failure and acknowledged by the Warden, the corresponding obligation of the contractor under this Schedule shall stand suspended to the extent, and for the period, that the deficiency subsists.

(d) During that period no penalty under the schedule to Clause A.62, no deduction under the monthly performance evaluation, and no adverse remark shall be imposed or recorded against the contractor in respect of that item.

(e) The Warden shall record against the corresponding item of the Bill Processing Checklist at Annexure-O the endorsement "not applicable — Institute rectification pending, Annexure-N item ___", or the reference of the report acknowledged under sub-clause (c), and **the monthly bill shall not be withheld, delayed or reduced on account of that item.**

(f) **Relief excluded where the contractor is at fault.** No relief under this Clause shall arise, and sub-clauses (c), (d) and (e) shall not apply, where the failure or deficiency is attributable wholly or in part to any act, neglect, default, misuse or unauthorised alteration by the contractor or his personnel, to operation otherwise than by a competent person or beyond the rated capacity of the item, to failure to carry out the routine maintenance and servicing required by Clause B.15(d), or to failure to report the failure within the period prescribed by Clause A.34A(f). Where the deficiency has been aggravated by any of the foregoing, relief shall be confined to such part of it as is not so attributable.

(g) Consequences where the contractor is at fault. In every case falling within sub-clause (f) — (i) the contractor shall restore the item to working condition at his own cost within the period fixed by the Warden in writing; (ii) all his obligations under this Schedule shall continue unabated during that period, and the penalties and deductions otherwise applicable shall continue to apply; (iii) on failure to restore within the period fixed, the Institute may cause the work to be carried out and recover the cost from any sum payable to the contractor or from the Performance Security under Clauses B.15(e) and B.16; and (iv) where the failure arose from damage caused by the contractor, the penalty at item 4 of the schedule to Clause A.62 shall apply in addition. The remedies in this sub-clause, in Clause B.15(e), in Clause B.16 and at item 4 of the schedule to Clause A.62 are alternative and not cumulative. Where the contractor restores or replaces the item to the satisfaction of the Chief Warden, no penalty under item 4 shall be imposed in respect of the same damage; where he fails to do so, item 4 shall apply and no separate recovery of cost shall be made in respect of the same damage.

(h) **Determination of cause.** Where the cause of a failure is not apparent or is disputed, the Warden and the contractor shall inspect the item jointly within three working days and record their findings. Where they differ, or where the contractor is aggrieved by a refusal to record a deficiency reported under sub-clause (c), the matter may be referred in writing to the Chief Warden within seven days, whose decision shall be final for the purposes of this Clause.

(i) **Scope of relief.** Relief under this Clause extends only to the recorded deficiency and its direct consequences. It does not relieve the contractor of any obligation within his own control, including payment of wages and statutory dues, issue of invoices, medical fitness and police verification of workers, pest control, deep cleaning, personal hygiene of food handlers, portion sizes, or the safety of the food served. The contractor shall in every

case take all reasonable alternative measures available to him to mitigate the effect of the deficiency and shall record the measures taken.

(j) **No monetary claim.** Relief under this Clause is confined to the non-imposition of penalty and the non-withholding of the bill. No claim for compensation, damages, revision of the Daily Rate or of any Common Applicable Extra Item Rate, or extension of the contract shall arise from any deficiency to which this Clause applies.

(k) **Register.** The Hostel Office shall maintain a facility-wise Register of Recorded Deficiencies showing, for each entry, the item, the date recorded, whether the cause was determined to be attributable to the Institute or to the contractor, the action taken and the date of rectification. The Register shall be placed before the Mess Committee each month and reported to the Chief Warden.

A.63 Police Verification of Employees — Precondition to Deployment:

(a) Police verification of every person engaged by the contractor at the facility shall be mandatory and shall be arranged by the contractor at his own cost.

(b) NO PERSON SHALL BE PLACED ON DUTY AT ANY FACILITY UNTIL THE POLICE VERIFICATION REPORT IN RESPECT OF THAT PERSON HAS BEEN FURNISHED TO THE HOSTEL OFFICE.

(c) The Hostel Office shall maintain a central register of verified staff, with photographs and identity particulars, which shall be updated on every induction, replacement or removal of personnel; the contractor shall report every change within three (03) days.

(d) The register shall be reconciled with the deployment list for the facility before the monthly bill is passed, and the reconciliation is a listed item in the Bill Processing Checklist at Annexure-O.

(e) Deployment of any person without a police verification report on record shall attract a penalty of Rs. 5,000/- per such person for each month or part thereof, and repeated default shall be a ground for action under Clause A.31. (f) MOBILISATION: during the first sixty (60) days from the date of commencement of operations, a person shall be treated as compliant with this Clause where the contractor produces the acknowledged application for police verification together with the receipt of the authority concerned, and the verification report is furnished within that period. Provided that this concession shall not apply to any person deployed as manager, supervisor or in any role involving access to student residential areas or unsupervised presence on the premises outside the notified meal sessions, in respect of whom the verification report shall be on record before deployment. Provided further that during the said period the contractor shall furnish for every person a self-declaration of no criminal antecedents, a recent photograph and proof of identity, countersigned by his authorised representative and lodged with the Hostel Office, and the Hostel Office shall maintain these in the central register under sub-clause (c). Thereafter this concession shall not apply, and no person shall be deployed without the report on record. On expiry of the said period, any person in respect of whom the report has not been furnished shall be withdrawn from duty forthwith and shall not be redeployed until it is furnished.

A.64 Competent Authority for Penalties: The Warden, the Chief Warden, or any officer nominated by the Director, NITW shall be the Competent Authority for imposition of penalty. The contractor may appeal to the Director for reduction or waiver of penalty; the decision of the Director shall be final.

A.65 Safety and No-Liability: The contractor shall take all necessary safety precautions. NITW shall not be responsible for any damage to life or property of the contractor or his/her employees in the event of any accident, natural calamity, or other incident during working hours or otherwise during the validity of the contract.

SCHEDULE – B: SCOPE OF WORK AND DETAILS OF MENU

Part 1 – Scope of Work

B.1 Approximate Number of Boarders: The approximate number of students to be provided messing services as on the date of publication of this tender is 6,600 (six thousand six hundred), comprising both boys and girls. The number may vary. The exact number of students for whom messing services are to be provided shall be intimated to the mess contractor at the time of issue of the Letter of Intent / Work Order.

B.2 Available Catering Facilities: The five (05) catering facilities and their available infrastructure are:

Sl. No.	Catering Facility	Available Infrastructure
1	Priyadarshini Mess (Ladies Hostel) *	Equipped kitchen and dining hall with seating capacity of 300 at a time.
2	Institute Food Court – A (IFC-A)	Equipped kitchen and dining hall with seating capacity of 300 at a time.
3	Institute Food Court – B (IFC-B)	Equipped kitchen and dining hall with seating capacity of 300 at a time.
4	Institute Food Court – C (IFC-C)	Equipped kitchen and dining hall with seating capacity of 240 at a time.
5	Institute Food Court – D (IFC-D)	Equipped kitchen and dining hall with seating capacity of 120 at a time.

** Priyadarshini Mess (Ladies Hostel): the mess supervisor, all kitchen workers, and all dining hall service personnel must be women except cook and assistant cook (if any). Refer Clause 12.6 of the Instructions to Bidders.*

The capacity stated above refers to seating at one sitting; the throughput per meal session shall accommodate the full strength assigned to the facility, with multiple sittings as required.

B.3 Contract Duration and Extension: This contract is for an initial period of two (02) academic years from the date of issue of the Letter of Intent / Work Order. The contract may be extended at the sole discretion of the Institute for one (01) additional academic year (total maximum duration: three academic years), subject to (a) satisfactory performance of the contractor, and (b) a mutually agreed daily rate not exceeding 110% of the rate fixed for the initial two-year period. “Satisfactory performance” shall be determined and recorded by a committee appointed by the Director, comprising representatives of the hostel management, student bodies, Deans, and such other Officers of the Institute as the Director may consider relevant. The contractor shall have no say in the determination of satisfaction.

B.4 Maximum Allotment per Contractor: Each successful contractor shall ordinarily be allotted one (01) facility. A contractor may be allotted a maximum of two (02) facilities only in the exception circumstances described in Clause 12.5 of the Instructions to Bidders. The decision of the Director shall be final in this regard in respect to allotment of number of facilities to the qualified eligible bidders.

B.5 No Damage to Institute Property: Catering services (including kitchen and dining hall maintenance) shall be performed without causing any damage to the property of the Institute. In the event of damage caused by the contractor’s workers, the contractor shall be liable to compensate the Institute at twice (2x) the cost of repair or replacement.

B.6 Decision on Disputes: The decision of the Director shall be final and binding on the contractor on any dispute arising out of the terms and conditions of this contract.

B.7 Right to Reject: The Institute reserves the right to reject any bid at any stage of the tender evaluation, without assigning any reason. Mere participation in the tender process shall not confer any right on the bidder.

B.8 Right of Allotment: The Evaluation Committee reserves the right of allotment of facilities to successful bidders in accordance with Clause 12 of the Instructions to Bidders.

B.9 Compliance with the Food Safety and Standards Act, 2006: Upon award of the contract, the contractor shall automatically come within the purview of the Food Safety and Standards Act, 2006 (and the Food Adulteration laws as applicable). All items supplied at IFC-A, IFC-B, IFC-C, IFC-D and Priyadarshini Mess shall strictly adhere to the regulations under the said Act. Any deviation shall be viewed seriously and may attract legal penalties.

B.10 Prohibition on Re-Use of Frying Oil: Oil remaining from deep frying at the end of each day shall be discarded and shall not be recycled for cooking on any subsequent day, in line with FSSAI guidelines.

B.10A Sourcing and Veterinary Certification of Meat and Poultry:

(a) All meat and poultry used in the preparation of any item shall be procured only from a slaughterhouse or meat-processing facility holding a valid FSSAI licence and subject to inspection by an authorised Veterinary Officer.

(b) The contractor shall obtain, for every consignment of meat or poultry received at the facility, a certificate of fitness for human consumption issued by the authorised Veterinary Officer, certifying that the meat is not derived from a diseased animal, and shall produce the certificate to the Warden on demand and retain it for the duration of the contract.

(c) The source of supply shall be disclosed to and approved by the Mess Committee, and no change of source shall be made without its prior approval.

(d) Failure to obtain or produce the certificate for any consignment shall attract a penalty of Rs. 10,000/- per instance, subject to a maximum of Rs. 30,000/- in any month, and the use of meat from an unapproved or uncertified source shall additionally be a ground for action under Clause A.31.

B.11 Financial Bid: The bidder shall submit the Financial Bid for the menu given in Table-2 below, using the format at Annexure-F/ BOQ format on CPP Portal.

B.12 Inclusivity of Daily Rate: The daily rate quoted shall be inclusive of fuel; procurement of rice, provisions and good-quality vegetables; mineral water; and all other items. The cost of raw materials shall be inclusive of loading and unloading, transportation, and storage at the dining hall premises. No additional cost shall be payable or reimbursable by the Hostel Management.

B.13 Compliance Report: The contractor shall go through Schedule-A in full and submit a clause-wise compliance report for all terms, conditions and requirements. The Hostel Management shall ensure monthly payment to the contractor as per Clause A.60.

B.14 Assignment of Facility and Site Inspection: The Hostel Management reserves the right to assign any of the dining facilities to a contractor based on availability and requirement, in accordance with the allotment procedure in Clause 12 of the Instructions to Bidders. The contractor is encouraged to visit the facilities before bidding to ascertain the available infrastructure. Any additional infrastructure or equipment that the contractor deems necessary shall be arranged at his/her own cost.

B.15 Institute-Provided Equipment, Custody and Maintenance:

(a) The Hostel Office shall provide, subject to availability, items such as working tables, racks, shelves, vegetable cutting machine, wet grinder, chapati puffer, cooking burners, mixer-grinder and cold storage.

(b) The condition and functionality of every such item shall be recorded at handover in the Joint Condition and Functionality Survey at Annexure-N, drawn up and signed jointly by the Warden and the contractor, supported by photographs; the contractor takes the facility and the equipment in the condition so recorded, and no claim shall lie in respect of any condition so recorded.

(c) The items shall remain in the custody of the contractor, who shall be responsible for their safe keeping and proper use.

(d) ROUTINE MAINTENANCE, SERVICING AND MINOR REPAIRS TO THE EQUIPMENT, INCLUDING ANY REPAIR ARISING FROM ORDINARY WEAR AND TEAR, SHALL BE CARRIED OUT AND BORNE BY THE CONTRACTOR AT HIS OWN COST.

(e) Loss of, or damage to, any item beyond ordinary wear and tear shall be made good by the contractor by replacement or repair with the approval of the Chief Warden or Warden, failing which recovery shall be effected under Clause B.16.

(f) Replacement of an item at the end of its working life, and any major repair or capital replacement, shall be at the cost of the Institute.

(g) All other utensils, gas refills and ancillary safety equipment required to run the mess shall be arranged by the contractor.

(h) The contractor shall report any failure or malfunction of Institute equipment to the Warden in writing within forty-eight (48) hours, in terms of Clause A.34A(f).

B.16 Inventory Return on Completion: Inventory (utensils, plates, spoons, appliances, etc.) handed over to the contractor at the commencement of the contract, or during its currency, shall be returned to the NIT Warangal Hostel Office on completion of the contract. Failure to return any item shall be recovered from the Performance Security at twice (2x) the cost of the item.

B.17 Safety, Health and Hygiene: The maintenance of safety, health and hygienic conditions in and around the mess and kitchen shall be the responsibility of the contractor. Suggestions and instructions of the Warden regarding cleanliness shall be followed, and the related expenditure shall be borne by the contractor.

B.18 Cleanliness of Premises: The successful bidder shall maintain the premises (including the kitchen and surrounding areas) of IFC-A, IFC-B, IFC-C, IFC-D and Priyadarshini Mess clean and hygienic at all times.

B.19 Fixity of Menu Rates/ Non-Menu Rates/ Extras on Payable Basis:

The Common Applicable Daily Rate (CADR) determined in accordance with Section 12 of the Instructions to Bidders for the basic menu (Table-2) shall remain fixed during the initial contract period of two (02) academic years, except where revision is specifically permitted under the provisions of this Tender.

B.19.2 Determination of the Common Applicable Extra Item Rate (CAEIR):

(a) The Institute has assessed and published in Tables 2A and 2B an Indicative Rate for each item of Extras on Payable Basis, computed with reference to prevailing market rates and the portion sizes prescribed therein.

(b) Bidders shall quote item-wise rates in Annexure-F / the BOQ on the CPP Portal. Where a quoted rate for any item is lower than the Indicative Rate published against that item, the bidder shall enclose along with the bid a written justification for that item in the format at Annexure-H, demonstrating viability having regard to raw-material cost, the prescribed portion size and applicable statutory levies; a rate quoted below the Indicative Rate and unsupported by such justification shall not be considered.

(c) The Evaluation Committee shall examine the item-wise rates of all bidders declared successful on financial evaluation. Where a rate is found to be abnormally low or unsupported by acceptable justification, the Committee may reject that rate, recording reasons in writing, and the next lowest responsive rate for that item shall be taken.

(d) The CAEIR for each item shall be the lowest rate surviving examination under sub-clause (c), approved by the Competent Authority, and shall apply uniformly to all selected catering service providers at all facilities throughout the contract period.

(e) A bidder whose rate is adopted as the CAEIR shall be bound to supply that item at that rate for the full contract period. The withdrawal, revision or repudiation of any quoted rate after the opening of the Financial Bid shall attract the consequences set out in Clause 5.3 of the Instructions to Bidders.

(f) Where in the pre-bid meeting a prospective bidder demonstrates, with supporting cost data, that an Indicative Rate published against any item is not viable at the portion size prescribed, the Institute may revise that Indicative Rate or Portion Size by corrigendum published on the CPP Portal before the last date of submission of bids. No Indicative Rate shall be revised after the opening of the Financial Bid.

B.19.3 Confirmation of the Common Applicable Extra Item Rate.

(a) Where the Institute considers, on examination under Clause B.19.2(c), that the lowest quoted rate for an item requires clarification, it may hold discussion with that bidder alone, in accordance with the extant guidelines of the Central Vigilance Commission. No such discussion shall result in a rate higher than the rate originally quoted by that bidder for the item, and no discussion shall be held with any other bidder in respect of that item.

(b) Where the bidder whose rate is the lowest for an item declines to confirm that rate, the rate shall stand rejected, the consequences at Clause 5.3 of the Instructions to Bidders shall follow, and the next lowest responsive rate for that item shall be adopted as the Common Applicable Extra Item Rate.

(c) Before the Work Order is issued, every selected service provider shall confirm in writing his acceptance of the complete Common Applicable Extra Item Rate schedule for all items in Tables 2A and 2B, including any item for which the Common Applicable Extra Item Rate is not his own quoted rate. Such confirmation is a condition of award, and refusal shall attract the consequences at Clause 5.3.

(d) A service provider who has confirmed under sub-clause (c) shall make every item of Tables 2A and 2B available at the Common Applicable Extra Item Rate, at the portion size prescribed, throughout the contract period. Failure to make any such item available on demand, or supply at less than the prescribed portion size, shall be treated as an unauthorised change in the approved menu and shall attract the penalty at item 10 of the schedule to Clause A.62, in addition to the deduction arising from the monthly performance evaluation.

(e) Every determination under this Clause shall record reasons in writing and shall be approved by the Competent Authority.

All rates, including the CADR and CAEIR, shall be inclusive of all taxes, duties, cess, service charges, labour charges, transportation costs, overheads, and other statutory levies applicable from time to time.

Part 2 – Menu

Table-2: Menu for IFC-A, IFC-B, IFC-C, IFC-D and Priyadarshini Mess (Ladies Hostel)

VEGETARIAN MENU

Day	Breakfast	Lunch	Evening Snacks	Dinner
Daily (Compulsory)	Tea, coffee, milk (Boost / Horlicks), bread, butter / jam, sprouts / corn flakes, banana	Chapati / pulka, sambar / plain dal, white rice, salad	Tea / coffee, biscuits (3 nos.)	Chapati / pulka, dal / rasam, white rice
Monday	Poori, aloo-mutter sabji	Chapati, dum aloo curry, mixed veg dry, curd, tamarind chutney, fryums	Samosa (1 no.)	Pulka, malai kofta curry, dal makhani, vegetable raita, peas pulao, jalebi
Tuesday	Tomato semiya upma	Pulka, karamani curry, gutti vankaya masala, lassi, coriander chutney, papad	Chana dal vada	Mixed grain roti, rajma curry, ridge gourd dry, curd, pickle, any seasonal fruit
Wednesday	Idly, vada, sambar and chutney, banana	Chapati, soyabean curry, bhindi-groundnut fry, buttermilk, mint chutney, pickle	Pav bhaji (1 no.)	Pulka, veg-paneer kolhapuri, aloo-mutter dry, curd, pachi-pulusu, boondi laddu
Thursday	Uttapam, sambar, peanut chutney	Pulka, kadhi onion pakoda, cabbage dry, curd, ivy gourd chutney, fryums	Cutlet (1 no.) with sauce	Chapati, bottle gourd curry, cluster beans dry, buttermilk, gongura chutney, any seasonal fruit
Friday	Poha with mutter sabji / pongal	Chapati, palak paneer, avial sabji, buttermilk, pickle	Kachori (1 no.) with mint chutney	Pulka, veg kurma, aloo fry, curd, dry jamun
Saturday	Masala dosa, sambar, peanut chutney	Pulka, aloo-mutter capsicum, tomato-drumstick curry, lassi, vegetable chutney, fryums	Raw banana bajji (2 nos.) with coconut chutney	Chapati, ivy gourd dry, leafy curry, jeera-mutter rice, curd, fruit custard, papad
Sunday	Aloo paratha, tomato chutney, curd (1 cup)	Multi-grain chapati, chole curry, mixed veg dry, buttermilk, chutney	Veg sandwich (2 nos.) with sauce	Veg-paneer biryani rice, special curd rice, any chutney, papad, ice cream

Notes to Table-2:

- Menu items may be modified with the prior approval of the Mess Committee, including in response to legitimate requests by the students.
- In the event of an exigency affecting essential supplies (including, without limitation, geopolitical disruptions to the supply chain, force majeure), substitution of items may be approved by the Mess Committee on a case-by-case basis.

Table-2A: Extras on Payable Basis – Vegetarian Items

Sl. No.	Item	Unit / Portion	Indicative Rate (Rs.)
1	Baby corn masala / curry	Per plate (150 g)	45
2	Paneer butter masala	Per plate (150 g)	50
3	Mushroom masala	Per plate (150 g)	50
4	Chilli paneer	Per plate (150 g)	50
5	Gobi manchurian	Per plate (150 g)	40
6	Paneer kadai	Per plate (150 g)	50
7	Paneer tikka masala	Per plate (150 g)	50
8	Paneer 65	Per plate (150 g)	50
9	French fries	Per plate (150 g)	25
10	Night milk	Cup of 150 ml	15
Juices / Shakes (Available in all messes)			
11	Lemonade	1 medium glass (250 ml)	20
12	Sharbat	1 medium glass (250 ml)	20
13	Any fruit juice / milk shake	1 medium glass (250 ml)	25

Table-2B: Extras on Payable Basis – Non-Vegetarian Items (in select messes only)

Sl. No.	Item	Unit / Portion	Indicative Rate (Rs.)
1	Chicken 65 (Dry)	Per plate (150 g)	55
2	Chicken masala	Per plate (150 g)	55
3	Chettinad chicken	Per plate (150 g)	55
4	Ginger chicken	Per plate (150 g)	55
5	Pepper chicken	Per plate (150 g)	55
6	Chilli chicken	Per plate (150 g)	55
7	Garlic chicken	Per plate (150 g)	55
8	Chicken tikka masala	Per plate (150 g)	55

Sl. No.	Item	Unit / Portion	Indicative Rate (Rs.)
9	Kadai chicken	Per plate (150 g)	55
10	Chicken kolhapuri	Per plate (150 g)	55
11	Chicken biryani (basmati rice)	Per plate (350 g rice + 100 g chicken)	90
12	Omelette	1 no. (2 egg)	15
13	Egg masala	(2 egg)	20
14	Boiled egg	(1 egg)	10
15	Egg burji	Per plate (150 g)	20

Notes to Tables-2A and 2B:

- Rates quoted for these items shall be inclusive of all taxes and levies (GST and any other statutory Central/State Government tax) and shall also absorb fluctuations in raw-material prices. The quoted rates shall be valid for the full two (02) year initial contract period.
- Bidders shall quote in the format at Annexure-F for the basic menu (Table-2) as well as for the extras (Tables-2A and 2B).
- The Indicative Rates published in Tables 2A and 2B are the Institute's assessment of a reasonable rate for the item at the portion size prescribed. They are published to enable the test at Clause B.19.2(b) and Clause 8.3 and do not bind the Institute to accept any rate.
- The Financial Bid (Cover-3) shall be kept in a separate sealed excel file as BOQ on CPPP as specified in Clause 3 of the Instructions to Bidders.

Table-2C: Special Dinner Menu

The Special Dinner Menu shall be served on the four (04) Special Meal occasions in each academic year (Schedule-A, Clause A.10) with no extra cost to the Students. The composition shall be drawn from the items below. For vegetarian-menu messes, all four occasions shall be from the Veg column; for non-vegetarian-menu messes (where applicable), two occasions shall be Veg and two Non-Veg.

Course	Vegetarian	Non-Vegetarian
Starter	Paneer 65 / Gobi 65 / Veg Manchuria dry / Gobi Manchurian semi / Veg cutlet with tomato sauce / Baby corn semi-dry / Chilli paneer	Chicken 65 / Malai chicken dry semi / Chicken Manchuria
Flavoured Rice	Veg dum biryani / Paneer biryani / Mixed veg dum biryani with mirchi ka salan / Veg pulao with basmati rice / Bagara biryani	Chicken dum biryani / Chicken Hyderabadi biryani
Curry	Paneer butter masala with soya chaap / Malai paneer curry / Paneer lababdar / Paneer tikka masala /	Butter chicken curry / Malai paneer curry / Kadai chicken curry / Andhra chicken curry

Course	Vegetarian	Non-Vegetarian
	Kashmiri aloo dum / Shahi paneer curry / Kadai paneer baby corn curry	
Common Items	Veg salad (onion / cucumber / lemon / carrot / beetroot, or a combination thereof, or Chinese salad with peanuts); raita; white rice; butter roti / chapati / poori / palak poori / methi roti / pulka; sambar / rasam / pappu charu; appalam / papad.	
Desserts (at exit door)	Rasgulla / rasmalai / motichoor laddu / gulab jamun; Amul kulfi / Amul cone ice-cream; one full seasonal fruit (orange / guava / watermelon / pineapple).	

Note: The "Common Items" and "Desserts" rows shall be served as part of both the Veg and Non-Veg Special Dinners.

Reference Lists for Menu Variation

Extras (Dry Items): Mixed veg dry, malai kofta curry, bhindi-groundnut fry, aloo-mutter dry, aloo fry, manchurian dry.

Variety Rice: Mint rice, lemon rice, jeera rice, pulihora, puliyogare, tomato rice, khichdi, sambar rice, soyabean rice, palak pulao.

Dals: Tomato dal (toor), dal makhani, palak dal (toor), moong dal, dal with any leaf, toor dal with vegetables, cucumber dal (toor), ridge gourd dal, dal tadka, methi dal, lasooni dal palak, masoor dal, chana dal, Malabar spinach dal, yellow cucumber dal.

Sweets: Carrot halwa, gulab jamun, rice kheer, semiya kheer, suji halwa, jalebi, dry jamun, tukda, kaja, laddu, sheera, rasgulla, poli, fruit custard.

Dry Sabjis / Veg Curries: Chole, methi mutter malai, malai kofta, aloo gobi, aloo mutter, bhindi masala, dum aloo, soyabean curry, gutti vankaya, parippu curry, beetroot thoran, cabbage poriyal, mutter curry, kaikari kurma, veg kolhapuri, gatte ki sabzi (lauki chana), kadhi pakoda, baingan bharta, tali masala bhindi, dal makhani, mix veg, gobi masala, chole masala, black chana, capsicum tomato curry, rajma masala, meal maker, drumstick curry, banana fry, bitter gourd fry, brinjal fry.

Evening Snacks: Bajji (2 nos.) with chutney; sprouts chaat (1 cup); samosa (1 no.) with sauce; medu vada (2 nos.) with chutney; onion / medu pakoda with chutney; cutlet / bonda (2 nos.) with sauce/chutney; noodles; kachori with chutney; channa chaat; bhel puri; bread pakora; dahi vada (2 nos.); samosa chaat; kachori chaat; french fries; punugulu (4 nos.) with chutney; namkeen (1 cup).

Breakfast Variants: Pesarattu (moong dal dosa), suji upma (rava upma), thepla (methi paratha).

Dry / Non-Veg Curries: Chicken sukha, Telangana chicken curry, butter chicken curry, egg masala curry, malai chicken semi-dry, chicken kolhapuri, chicken Afghani, pepper chicken semi-dry.

Salads: Onion, carrot, cucumber, beetroot, lemon, green chilli, tomato.

SCHEDULE – C: TECHNICAL DETAILS FORMAT

(To be filled by the Bidder and uploaded as part of the Technical Bid. All supporting documents shall be enclosed in the same sequence as listed below. Reference No.: NITWH/CSKM2/2026-27/PS-10)

C.1 Earnest Money Deposit / Bid Security Declaration

The Bidder shall submit a EMD Payment Proof or Bid Securing Declaration in lieu of EMD in the format prescribed at **Annexure-B**, duly signed and stamped if claiming exemption from EMD. Bidders claiming exemption from EMD shall enclose valid documentary evidence of their registration with the appropriate authority (Udyam Portal), failing which the bid is liable to be rejected.

C.2 Particulars of the Bidder

S. No.	Particulars	Details to be Furnished by Bidder
1	Name of the Firm / Agency / Company	
2	Constitution (Proprietorship / Partnership / LLP / Private Limited / Public Limited / Society / Trust / Other — specify)	
3	Year of Establishment	
4	Registered Office Address (with PIN)	
5	Communication Address (if different) with PIN	
6	Name and Designation of Authorised Signatory	
7	Mobile Number of Authorised Signatory	
8	E-mail ID (for all official communication)	
9	Landline Number (if any)	
10	PAN of the Firm	
11	GSTIN	
12	Bank Account Details (Name of Bank, Branch, Account Number, IFSC Code)	

C.3 Experience in Catering / Mess Services (Last 5 Financial Years)

*Bidder shall furnish details of catering / mess / food court contracts executed during the financial years 2021-22, 2022-23, 2023-24, 2024-25 and 2025-26. Supporting work-order copies, completion **certificates and performance certificates from the client institutions shall be enclosed in the order listed below.*

S. No.	FY	Name & Address of Client Institution (with contact details)	Nature of Service (Catering / Mess / Food Court)	Strength Served (Persons per Day)	Contract Value (Rs.)	Page No. of Supporting Document
1	2021-22					
2	2022-23					
3	2023-24					
4	2024-25					
5	2025-26					

C.3A Identification of Single Largest Institutional Mess Contract (for Pre-Qualification Clause 4.8 and Tie-Breaker-2 under Clause 11.4)

The Bidder shall identify, from the table above, the ONE contract that constitutes its "single largest institutional mess contract" — determined by the number of mess-specific workers deployed — and furnish the following:

Particulars	Details to be Furnished by Bidder
S. No. (from table C.3 above) of the contract identified as the single largest institutional mess contract	
Number of workers deployed for kitchen, dining-hall and mess-service operations only (cooking, food preparation, service and allied mess duties — **excluding** housekeeping, security, or general facility-maintenance manpower) in that contract	
Supporting document enclosed (client certificate or EPF ECR extract specific to that contract) — Page No.	

Note: The figure furnished above shall be verified by the Evaluation Committee against the supporting document and is binding on the Bidder for the purposes of both Clause 4.8 (Pre-Qualification) and Tie-Breaker-2 (Clause 11.4). Any figure found unsupported by documentary proof shall be treated as Nil for tie-breaking purposes, without prejudice to action under Clause 13 for misrepresentation.

C.4 Statutory Registrations and Licences

S. No.	Registration / Licence	Registration / Licence Number	Valid Up To	Page No.
1	PAN		Permanent	
2	GST Registration			

S. No.	Registration / Licence	Registration / Licence Number	Valid Up To	Page No.
3	FSSAI Licence (Central / State, as applicable)			
4	Employees' Provident Fund (EPF) Registration			
5	Employees' State Insurance Corporation (ESIC) Registration			
6	Contract Labour (R&A) Act, 1970 — Registration / Licence			
7	Shops & Establishments Registration / Trade Licence			
8	Income Tax Returns filed for last 5 Assessment Years (Y/N)		—	
9	ISO 22000 / HACCP / FSMS Certification (if any)			

C.5 Annual Turnover from Catering / Mess Services (Last 5 Financial Years)

Audited Balance Sheets, Profit & Loss Statements and Auditor's Certificate (in Form-1 of the Chartered Accountant's certificate format) for each of the five years shall be enclosed. Turnover figures shall pertain only to catering / mess / food-court services and not to any unrelated lines of business of the firm.

S. No.	Financial Year	Turnover from Catering Services (Rs. in Crore)	Page No. of Audited Statement / CA Certificate
1	2021-22		
2	2022-23		
3	2023-24		
4	2024-25		
5	2025-26		
	Average Annual Turnover (Last 5 FYs)		

C.6 Solvency

A Solvency Certificate from a Nationalised / Scheduled Commercial Bank, in the format at Annexure-C, for an amount of not less than **Rs. 1,30,00,000/- (Rupees One Crore Thirty Lakhs only),** must be enclosed. The Solvency Certificate shall not have been issued earlier than six (06) months prior to the last date of submission of the tender, shall be enclosed.

C.7 Compliance with EPF and ESIC

Copies of EPF and ESIC remittance challans / electronic challan-cum-returns (ECR) for the last twelve (12) months shall be enclosed as proof of regular compliance.

C.8 Income Tax Returns

Acknowledgements / ITR-V for the last five (5) Assessment Years shall be enclosed.

C.9 Quality Certification

Copy of valid ISO 22000 / HACCP / FSMS certificate (if held) along with scope of certification shall be enclosed. Absence of such certification does not disqualify the bid but is scored under the Technical Evaluation.

C.10 Quality Assessment from Earlier Client Institutions

The Bidder shall obtain and enclose a Quality Assessment Certificate, **in the format prescribed at Annexure-G only**, from at least three (3) of the institutional clients for whom the Bidder has executed contracts during the last five (5) financial years. Each certificate shall be signed by an authorised officer of the client institution (not below the rank of Head of Department / Warden / Estate Officer or equivalent) and shall bear the institution's official seal.

C.11 Proposed Staffing Plan (per Mess / Food Court)

Bidder shall indicate the proposed deployment of personnel for each mess / food court for which the bid is submitted. Wages and other statutory dues shall not be less than the minimum prescribed under applicable law.

Note: The Bidder shall state, against each category of personnel, the corresponding category under the applicable minimum wage notification (as determined under Clause A.50 of Schedule-A, being the higher of the Central and the State notification for hostels of colleges and other educational institutions), so that the wage offered can be verified against the notified wage at the time of evaluation. The wage stated shall be inclusive of the Variable Dearness Allowance in force and shall not be less than the notified wage for the corresponding category. A staffing plan disclosing a wage below the notified wage shall render the bid liable to rejection. The Institute does not prescribe a minimum number of persons per facility; the Bidder shall propose such deployment as is sufficient to discharge every obligation under Schedule-A and Schedule-B, and the deployment so proposed shall be binding on the contractor, any reduction requiring the prior written approval of the Warden.

S. No.	Category of Personnel	Number Proposed	Monthly Wages per Person (Rs.)	Total Monthly Wage Bill (Rs.)	Corresponding category under the applicable minimum wage notification
1	Highly Skilled (Head Cook / Chef)				
2	Skilled (Cook, Baker, Butcher)				

S. No.	Category of Personnel	Number Proposed	Monthly Wages per Person (Rs.)	Total Monthly Wage Bill (Rs.)	Corresponding category under the applicable minimum wage notification
3	Semi-Skilled (Assistant Cook, Helper)				
4	Unskilled (Cleaner, Server, Utility)				
	Total				

C.12 Declaration regarding Litigation

The Bidder shall declare whether the firm or any of its partners / directors has been:

- Convicted by any court of law for any offence, including offences under the Food Safety and Standards Act, 2006 or any allied food laws, during the last five (5) years;
- Black-listed / debarred by any Central or State Government Department, Public Sector Undertaking, Autonomous Body, University or Institution of National Importance, on the date of submission of this bid;
- Subject to any pending arbitration, civil suit or criminal proceeding arising out of execution of any catering / mess contract during the last five (5) years.

*If the answer to any of **(i)**–(iii) is 'Yes', full particulars together with copies of relevant orders shall be enclosed. Suppression of any such information shall be a ground for rejection of bid and forfeiture of EMD / Performance Security.*

C.13 Any Other Relevant Information

(Bidder may furnish any other information considered relevant for evaluation of the technical capability, such as awards / accolades, in-house training arrangements, central commissary facilities, etc.)

I / We hereby declare that the information furnished above is true and correct to the best of my / our knowledge and belief. If any information is found to be false at any stage, the bid / contract is liable to be summarily rejected / terminated and the EMD / Performance Security forfeited, without prejudice to any other action that may be initiated against me / us.

Place: _____

Date: _____

Signature of Authorised Signatory: _____

Name and Designation: _____

Name of the Firm with Seal: _____

COMPUTATION OF TECHNICAL SCORE

Maximum Score: 100 marks (Part I — Documentary Evaluation: 80 marks; Part II — Quality Assessment from Earlier Clients: 20 marks).

Minimum Qualifying Score — 60 marks. A bidder must secure an aggregate Technical Score of not less than **60 marks out of 100** for their Financial Bid to be opened. The Financial Bid of any bidder scoring below 60 marks shall not be opened. The Institute / Competent Authority may, at its sole discretion and by an explicit decision recorded in writing, reduce this minimum qualifying score; any such decision shall be final and binding and no claim in this regard shall be entertained at any stage.

Purpose and Use of this Score: This Technical Score is computed, finalised, and published on the CPP Portal as the "Technical Evaluation Sheet" **before** Financial Bids are opened, for reasons of transparency and audit trail, and is subject to the two (02) calendar day representation window at Clause 10.3 of the Instructions to Bidders, on the expiry of which it is final and binding. The Score determines (i) whether a bidder's Financial Bid is opened at all (minimum 60 marks, Clause 11.2), and (ii) the first tie-breaker. It carries **no weightage in price evaluation or L1 determination**. Its only further use is as **Tie-Breaker-1**, applied only where two or more bidders quote an identical Daily Rate, as detailed at Clause 11.4 of the Instructions to Bidders. Selection and allotment of mess facilities is governed solely by the Financial Bid (lowest Daily Rate / L1) as detailed in Clause 11.3.

PART I — Documentary Evaluation (Maximum 80 Marks)

*Note on scoring tables that **follow:** in each table, if the Bidder's parameter value falls below the lowest tabulated slab, the score awarded for that criterion shall be zero (0). This avoids any coverage gap and ensures uniform application of the criteria.*

1. Number of Years of Experience in Catering / Mess Services (Max 10 marks)

S. No.	Years of Experience (as on date of bid submission)	Marks
1	Less than 5 years	0
2	5 years and above but less than 10 years	8
3	10 years and above	10

2. Number of Institutions Served (Catering / Mess Contracts of strength ≥ 500 persons/day, currently or in the last 5 FYs) (Max 10 marks)

S. No.	Number of Institutions Served	Marks
1	Less than 2 institutions	0
2	2 to 3 institutions	8
3	4 and above	10

3. Largest Single Contract — Strength Served per Day (Highest in last 5 FYs) (Max 10 marks)

S. No.	Strength Served (Persons per Day) in the Largest Contract	Marks
1	Less than 500 persons/day	0
2	500 to less than 1,000 persons/day	5

S. No.	Strength Served (Persons per Day) in the Largest Contract	Marks
3	1,000 to less than 1,500 persons/day	8
4	1,500 persons/day and above	10

4. Average Annual Turnover from Catering Services (Last 5 FYs) (Max 15 marks)

S. No.	Average Annual Turnover (Rs. in Crore)	Marks
1	Less than 2 Crore	0
2	2 Crore and above but less than 7 Crore	8
3	7 Crore and above but less than 15 Crore	12
4	15 Crore and above	15

5. Experience with Government / Public Sector / Institutes of National Importance (Max 10 marks)

S. No.	Number of Catering Contracts with Central / State Government, PSU, Autonomous Body, IIT / NIT / IIM / IISER / Central University/ GFTIs/ CFTIs (in last 5 FYs)	Marks
1	Nil	0
2	1 contract	4
3	2 contracts	7
4	3 contracts and above	10

6. Food Safety Licensing (Max 5 marks)

S. No.	FSSAI Licence Status	Marks
1	No valid FSSAI licence at the time of bid submission	0
2	Valid FSSAI State or Central Licence	5

7. Quality / Food Safety Certification (Max 5 marks)

S. No.	Certification held (valid as on bid date)	Marks
1	None	0
2	HACCP/ ISO 22000 / FSMS	5

8. Statutory Compliance — EPF and ESIC (Max 5 marks)

S. No.	Period of Continuous EPF & ESIC Remittance (proof of last 12 months mandatory)	Marks
1	Less than 12 months continuous remittance (or any default in last 12 months)	0
2	12 to 24 months continuous remittance	3

S. No.	Period of Continuous EPF & ESIC Remittance (proof of last 12 months mandatory)	Marks
3	More than 24 months continuous remittance	5

9. Financial Capacity — Solvency Certificate (Max 5 marks)

S. No.	Solvency Certified by Scheduled Commercial Bank (issued within last 6 months)	Marks
1	Less than Rs. 1.30 Crore (does not meet eligibility)	0
2	Rs. 1.30 Crore and above	5

10. Owned / Long-Lease Central Kitchen or Commissary Infrastructure (Max 5 marks)

S. No.	Owned / Long-Lease Central Kitchen / Commissary / Bakery (documentary proof — title deed, registered lease, FSSAI premises licence)	Marks
1	Nil	0
2	Owned / long-lease facility in another State	3
3	Owned / long-lease facility within Telangana or contiguous States	5

Sub-Total (Part I): 10 + 10 + 10 + 15 + 10 + 5 + 5 + 5 + 5 + 5 = 80 marks

PART II — Quality Assessment from Earlier Clients (Maximum 20 Marks)

Each Bidder shall submit Quality Assessment Certificates in the format prescribed at **Annexure-G**, from not less than three (3) institutional clients of the last five (5) FYs. Each certificate shall award scores on the four parameters listed in the table below, totalling 100. The simple arithmetic mean of all valid certificates submitted shall be the Bidder's raw quality score (out of 100), which shall then be normalised to a maximum of 20 marks as follows:

Part II Score = (Mean Raw Quality Score / 100) × 20

If a Bidder submits fewer than three valid certificates, the Part II score shall be capped proportionately at (number of valid certificates / 3) of the score otherwise computed. Certificates from institutions where the Bidder is currently under any black-listing or dispute shall not be reckoned.

Format for Quality Assessment by Earlier Client — Parameters and Weightages

S. No.	Parameter	Maximum Marks
1	Quality of Food (taste, nutritional balance, variety, consistency)	30
2	Hygiene and Cleanliness (kitchen, dining hall, utensils, personnel hygiene, pest control)	25
3	Punctuality and Service (adherence to mess timings, courteous behaviour of staff, complaint redressal)	25
4	Statutory and Contractual Compliance (FSSAI, EPF / ESIC, minimum wages, no untoward incidents)	20

S. No.	Parameter	Maximum Marks
	Total	**100**

Grand Total (Part I + Part II): 80 + 20 = 100 marks.

This is the Technical Score (TS) published as the Technical Evaluation Sheet on the CPP Portal prior to opening of Financial Bids, subject to the two (02) calendar day representation window at Clause 10.3. A minimum TS of 60 marks out of 100 is required for a bidder's Financial Bid to be opened (Clause 11.2), which minimum the Competent Authority may relax by an explicit recorded decision. TS is thereafter used as Tie-Breaker-1 under Clause 11.4.

ANNEXURE-A: AFFIDAVIT / SELF-DECLARATION BY THE BIDDER

(To be executed on Non-Judicial Stamp Paper of Rs. 100/- and duly notarised)

Tender Reference No.: NITWH/CSKM2/2026-27/PS-10

I, _____ S/o, D/o, W/o _____ aged _____ years, residing at _____, being the Proprietor / Managing Partner / Director / Authorised Signatory of M/s. _____ (hereinafter referred to as 'the Bidder'), do hereby solemnly affirm and declare as under:

- That the Bidder has carefully read, examined and understood all the terms and conditions, scope of work, schedules and annexures of the Tender for Catering Services at Hostel Messes, Food Courts and Cafeterias of National Institute of Technology, Warangal (Tender Reference No. NITWH/CSKM2/2026-27/PS-10), and unconditionally accepts the same in entirety, without any reservation, deviation or counter-condition.
- That the Bidder is competent and duly authorised under law and under its constitutional documents to enter into and perform the contract.
- That EMD has been submitted or no Earnest Money Deposit has been demanded; in lieu thereof, the Bidder has submitted a Bid Securing Declaration in the format prescribed at Annexure-B.
- That the rates quoted by the Bidder in the Financial Bid (Annexure-F) are firm and shall remain valid for the entire contract period of two (2) academic years, and any extension thereof granted in accordance with Schedule-B.
- That the Bidder undertakes to provide a Performance Security equivalent to five per cent (5%) of the contract value, in the format prescribed at Annexure-D, within the period stipulated in the Letter of Intent / Work Order, failing which the offer may be cancelled with forfeiture of submitted EMD and the Bidder declared ineligible to participate in future tenders of NITW for such period as the Competent Authority may decide.
- That the Bidder, its proprietor / partners / directors / any of its associates is NOT a near relative (as defined in Section 2(77) of the Companies Act, 2013 and the rules made thereunder) of any officer or employee of NIT Warangal involved in the procurement process. The Bidder undertakes to disclose forthwith any such relationship that may subsequently come to its knowledge.
- That the firm and / or its proprietor, partners, directors have NOT been black-listed, debarred, banned or suspended by any Central or State Government Department, Public Sector Undertaking, Autonomous Body, University or Institute of National Importance, as on the date of submission of this bid.
- That neither the firm nor its proprietor / partners / directors has been convicted by any Court of Law for any offence including offences under the Food Safety and Standards Act, 2006 or any allied food laws, during the preceding five (5) years.
- That all the information, documents, certificates and declarations furnished by the Bidder in this tender are true, correct and authentic. The Bidder is fully aware that if any of them is found, at any stage, to be false, forged or misleading, the bid / contract is liable to be summarily rejected / terminated, the EMD / Bid Security and Performance Security are liable to be forfeited, and the Bidder shall be liable to be black-listed and prosecuted in accordance with law.
- That the Bidder undertakes to comply at all times with all applicable laws, in particular the Food Safety and Standards Act, 2006, the Contract Labour (Regulation and Abolition) Act, 1970, the Minimum Wages Act, 1948, the Employees' Provident Funds and Miscellaneous Provisions Act,

1952, the Employees' State Insurance Act, 1948, the Payment of Gratuity Act, 1972, the Goods and Services Tax laws, and the directions issued by the Local Health Authority.

- That the Bidder shall execute the contract with due care and diligence, shall ensure availability of trained personnel and adequate supervision, and shall be solely responsible for any act, omission or default of its employees, agents and sub-contractors (sub-contracting being permitted only with the prior written approval of NITW).

Place: _____

Date: _____

DEPONENT

(Signature, Name and Designation with Seal of the Firm)

VERIFICATION

Verified at _____ on this _____ day of _____ 20___ that the contents of the above affidavit are true and correct to the best of my knowledge and belief, and that no part of it is false and nothing material has been concealed therefrom.

DEPONENT

ATTESTATION BY NOTARY PUBLIC

ANNEXURE-B: PROFORMA FOR BID SECURING DECLARATION

(In lieu of Earnest Money Deposit)

To,

The Chief Warden

NIT Hostels, National Institute of Technology, Warangal

Warangal — 506004, Telangana, India

Sub: Tender for *'Providing Catering Services at the Hostel Messes, Food Courts and Cafeterias of NIT Warangal'* — Reference No. NITWH/CSKM2/2026-27/PS-10.

Sir / Madam,

1. I / We, the undersigned, declare that:
   (a) I / We understand that, in accordance with the terms of the above-referenced Tender, bids must be supported by a Bid Securing Declaration in lieu of Earnest Money Deposit.

   (b) I / We accept that I / We may be disqualified from participating in any tender or contract with NIT Warangal for a period of **two (2) years** from the date specified in the notice of disqualification issued by NITW, if:

   (c) I / We withdraw or modify the bid during the period of bid validity (180 days from the date of opening of the technical bid) or any extension thereof duly accepted by me / us; OR

(ii) Having been notified of the acceptance of the bid by NITW during the period of bid validity, I / We fail or refuse to execute the contract or to furnish the Performance Security in accordance with the Instructions to Bidders.

(iii) I / We understand that this Bid Securing Declaration shall cease to be valid, in case I / We am / are not the successful bidder, upon the earlier of (i) receipt by me / us of a notification of the name of the successful bidder; or (ii) thirty (30) days after the expiry of the period of bid validity, whichever is earlier.

Place: _____

Date: _____

Signature of the Authorised Signatory: _____

Name and Designation: _____

Name of the Firm with Seal: _____

ANNEXURE-C: TENTATIVE FORMAT OF BANKERS' SOLVENCY CERTIFICATE

(To be issued by a Scheduled Commercial Bank on its letterhead, within six (6) months preceding the date of bid submission)

This is to certify that to the best of our knowledge and information, M/s. _____, having their registered office at _____, a customer of our Bank, are respectable and can be treated as good for any engagement up to a limit of _____ (***Rs. 1,30,00,000/- (Rupees One Crore Thirty Lakhs only) or more is acceptable***)

This certificate is issued without any guarantee or responsibility on the Bank or any of its officers, on the specific request of the customer for the purpose of submission against Tender Reference No. NITWH/CSKM2/2026-27/PS-10 of National Institute of Technology, Warangal.

For and on behalf of (Name of the Bank)

Signature: _____

Name: _____

Designation: _____

Branch: _____

Date: _____

(Seal of the Bank)

ANNEXURE-D: FORM OF PERFORMANCE SECURITY (BANK GUARANTEE)

(To be executed on Non-Judicial Stamp Paper of appropriate value by a Scheduled Commercial Bank)

To,

The Director,

National Institute of Technology, Warangal,

Warangal — 506004, Telangana, India.

1. In consideration of National Institute of Technology, Warangal (hereinafter referred to as 'the Institute', which expression shall, unless repugnant to the context or meaning thereof, include its successors, administrators and assigns) having awarded to M/s. _____, having its registered office at _____ (hereinafter referred to as 'the Service Provider'), a contract for *'Providing Catering Services at the Hostel Messes, Food Courts and Cafeterias of NIT Warangal'* vide Letter of Intent / Work Order No. _____ dated _____ for a total contract value of Rs. _____ (Rupees _____ only) (hereinafter referred to as 'the Contract'); AND the Service Provider having undertaken to furnish a Performance Security equivalent to five per cent (5%) of the contract value, i.e. Rs. _____ (Rupees _____ only), for the due performance of all its obligations under the Contract;

2. We, _____ (Name of the Bank), having our Registered Office at _____ and one of our Branches at _____ (hereinafter referred to as 'the Bank'), at the request of the Service Provider, do hereby undertake to pay to the Institute, **forthwith on demand in writing** and without protest or demur, any and all moneys payable by the Service Provider to the Institute by reason of any breach by the Service Provider of any of the terms and conditions of the Contract, subject to a maximum aggregate sum of Rs. _____ (Rupees _____ only). The Bank shall not be required to investigate or to verify the existence or the extent of any such breach.

3. We, the Bank, undertake to pay to the Institute, any money so demanded notwithstanding any dispute or disputes raised by the Service Provider in any suit or proceeding pending before any court, tribunal or arbitrator(s) relating thereto, our liability under this guarantee being absolute and unequivocal. The payment so made by us under this guarantee shall be a valid discharge of our liability for payment thereunder and the Service Provider shall have no claim against us for making such payment.

4. We, the Bank, further agree that the guarantee herein contained shall remain in full force and effect during the period during which the Contract is in force, i.e. from _____ till _____ *(the said period being the contract period plus a claim period of six**ty** (6**0**) **days** **thereafter)*, and it shall continue to be enforceable till all the dues of the Institute under or by virtue of the Contract have been fully paid and its claims satisfied or discharged or till the Institute certifies that the terms and conditions of the Contract have been fully and properly carried out by the Service Provider and accordingly discharges the guarantee.

5. We, the Bank, further agree that the Institute shall be at liberty, without our consent and without affecting in any manner our obligations hereunder, to vary any of the terms and conditions of the Contract, or to extend the time of performance, or to postpone for any time and from time to time

any of the powers exercisable by the Institute against the Service Provider, or to forbear or enforce any of the terms and conditions relating to the Contract; and we shall not be relieved from our liability by reason of any such variation, or extension being granted to the Service Provider or for any forbearance, act or omission on the part of the Institute or any indulgence by the Institute to the Service Provider or by any such matter or thing whatsoever which under the law relating to sureties would, but for this provision, have the effect of so relieving us.

6. This guarantee shall not be discharged by any change in our constitution, in the constitution of the Service Provider or that of the Institute.
7. We, the Bank, lastly undertake not to revoke this guarantee during its currency except with the previous consent of the Institute in writing.
8. Notwithstanding anything contained hereinabove:
    - Our liability under this guarantee shall not exceed Rs. _____ (Rupees _____ only);
    - This guarantee shall be valid up to _____ (date);
    - We, the Bank, shall be liable to pay the guaranteed amount or any part thereof under this guarantee only and only if the Institute serves upon us a written claim or demand on or before the validity date mentioned above.

Dated this _____ day of _____ 20___ at _____.

For and on behalf of (Name of the Bank)

Signature: _____

Name and Designation: _____

Branch with Code: _____

(Common Seal of the Bank)

ANNEXURE-E: INTEGRITY PACT

(Between National Institute of Technology, Warangal and the Bidder / Service Provider)

Between

National Institute of Technology, Warangal, an Institute of National Importance established under the National Institutes of Technology, Science Education and Research Act, 2007, having its principal office at Warangal — 506004, Telangana, India, represented by the Director (hereinafter referred to as 'the Principal' or 'NITW'),

and

M/s. _____, having its registered office at _____, represented by Mr. / Ms. _____, in the capacity of _____ (hereinafter referred to as 'the Bidder' / 'the Service Provider', which expression shall, unless repugnant to the context, include its successors and permitted assigns),

Preamble

The Principal intends to award, under laid-down procedure, a contract for *'Providing Catering Services at the Hostel Messes, Food Courts and Cafeterias of NIT Warangal'* (Tender Reference No. NITWH/CSKM2/2026-27/PS-10). The Principal values full compliance with all relevant laws and regulations, and the principles of economical use of resources, fairness and transparency in its relations with its Bidders and Service Providers. In order to achieve these goals, the parties enter into this Integrity Pact (hereinafter 'the Pact').

Section 1 — Commitments of the Principal

1.1 The Principal commits that no employee of the Principal, personally or through family members, shall in connection with the tender for, or the execution of, the Contract demand, take a promise for or accept, for self or third person, any material or immaterial benefit which he / she is not legally entitled to.

1.2 The Principal shall, during the tender process, treat all Bidders with equity and reason. The Principal shall, in particular, before and during the tender process, provide to all Bidders the same information and shall not provide to any Bidder confidential / additional information through which the Bidder could obtain an advantage in relation to the tender process or the Contract execution.

1.3 If the Principal obtains information on the conduct of any of its employees which is a criminal offence under the Prevention of Corruption Act, 1988 (as amended), or if there be a substantive suspicion in this regard, the Principal shall inform its Chief Vigilance Officer and in addition can also initiate disciplinary actions.

Section 2 — Commitments of the Bidder / Service Provider

2.1 The Bidder / Service Provider commits to take all measures necessary to prevent corruption. He commits, in particular, not to, directly or through any other person or firm, offer, promise or give to any of the Principal's employees involved in the tender process or the execution of the Contract or to any third person any material or other benefit which he is not legally entitled to, in order to obtain in exchange any advantage of any kind whatsoever during the tender process or during the execution of the Contract.

2.2 The Bidder / Service Provider shall not enter with other Bidders into any undisclosed agreement or understanding, whether formal or informal. This applies in particular to prices, specifications, certifications, subsidiary contracts, submission or non-submission of bids or any other actions to restrict competitiveness or to introduce cartelisation in the bidding process.

2.3 The Bidder / Service Provider shall not commit any offence under the relevant anti-corruption laws of India; further, he shall not use improperly, for purposes of competition or personal gain, or pass on to others,

any information or document provided by the Principal as part of the business relationship, regarding plans, technical proposals and business details, including information contained or transmitted electronically.

2.4 The Bidder / Service Provider shall, when presenting his bid, disclose any and all payments he has made, is committed to or intends to make to agents, brokers or any other intermediaries in connection with the award of the Contract.

2.5 The Bidder / Service Provider shall not instigate third persons to commit offences outlined above or be an accessory to such offences.

2.6 The Bidder/Service Provider shall not directly or indirectly influence, induce, offer gifts, sponsorships, hospitality, discounts, incentives or any other pecuniary or non-pecuniary benefit to students, student representatives, mess committees, wardens, employees of the Institute, or any person associated with the evaluation, monitoring or administration of the Contract with a view to obtaining any undue advantage.

Section 3 — Disqualification from Tender Process and Exclusion from Future Contracts

If the Bidder, before contract award, has committed a transgression through a violation of Section 2 or in any other form, such as to put his reliability or credibility as Bidder in question, the Principal is entitled to disqualify the Bidder from the tender process or to terminate the Contract, if already signed, for such reason.

If the Service Provider has committed a transgression through a violation of Section 2 such as to put his reliability or credibility in question, the Principal is entitled also to exclude the Service Provider from future contract award processes. The imposition and duration of the exclusion will be determined by the severity of the transgression. The severity will be determined by the circumstances of the case, in particular the number of transgressions, the position of the transgressors within the company hierarchy of the Service Provider and the amount of the damage. The exclusion will be imposed for a minimum of six (6) months and a maximum of three (3) years.

A transgression is considered to have occurred if, in the considered opinion of the Principal, supported by verifiable evidence, no reasonable doubt remains after providing the Bidder/Service Provider a reasonable opportunity to present its explanation.

The Bidder / Service Provider accepts and undertakes to respect and uphold the Principal's absolute right to resort to and impose such exclusion and further accepts and undertakes not to challenge or question such exclusion on any ground, including the lack of any hearing before the decision to resort to such exclusion is taken. This undertaking is given freely and after obtaining independent legal advice.

If the Service Provider can prove that he has restored / recouped the damage caused by him and has installed a suitable corruption prevention system, the Principal may, at its own discretion, revoke the exclusion prematurely.

Section 4 — Compensation for Damages

4.1 If the Principal has disqualified the Bidder from the tender process prior to award of the Contract in accordance with Section 3, the Principal is entitled to forfeit / recall the Bid Security / Earnest Money Deposit equivalent (Bid Securing Declaration).

4.2 If the Principal has terminated the Contract in accordance with Section 3, or if the Principal is entitled to terminate the Contract in accordance with Section 3, the Principal shall be entitled to demand and recover from the Service Provider liquidated damages equivalent to the Performance Security amount, in addition to any other right or remedy available to it.

Section 5 — Previous Transgression

5.1 The Bidder declares that no previous transgression occurred in the last three (3) years with any other Company in any country conforming to the anti-corruption approach or with any Public Sector Enterprise /

Department of Government of India / State Government in India that could justify his exclusion from the tender process.

5.2 If the Bidder makes incorrect statements on this subject, he can be disqualified from the tender process or the Contract, if already awarded, can be terminated for such reason.

Section 6 — Equal Treatment of all Bidders / Service Providers / Sub-Contractors

6.1 The Bidder / Service Provider undertakes to demand from all sub-contractors a commitment in conformity with this Integrity Pact Where sub-contracting is permitted under the Contract, and to submit it to the Principal before contract signing.

6.2 The Principal will enter into agreements with similar conditions, as set out in para 6.1 above, with all Bidders and Service Providers.

6.3 The Principal will disqualify from the tender process all Bidders who do not sign this Pact or violate its provisions.

Section 7 — Examination of Books of Account

In case of any allegation of violation of any provisions of this Integrity Pact, or for the purpose of any inquiry or investigation pursuant thereto, the Service Provider shall extend all reasonable assistance to the Principal and its authorised representatives, including the Chief Vigilance Officer of the Principal, and shall make available all relevant books of account, records, correspondence and documents for examination. Failure to do so shall, of itself, be a transgression of this Pact attracting the consequences set out in Section 3 and Section 4.

Section 8 — Criminal Charges against Violating Bidders / Service Providers / Sub-Contractors

If the Principal obtains knowledge of conduct of a Bidder, Service Provider or sub-contractor, or of an employee or a representative or an associate of a Bidder, Service Provider or sub-contractor, which constitutes corruption, or if the Principal has substantive suspicion in this regard, the Principal shall inform the same to the law enforcement agencies and the Chief Vigilance Officer.

Section 9 — Independent External Monitors

9.1 The Principal appoints competent and credible Independent External Monitors for this Pact. The task of the Monitor is to review independently and objectively, whether and to what extent the parties comply with the obligations under this Pact.

9.2 The Monitor is not subject to instructions from the representatives of the parties and performs his functions neutrally and independently. He reports to the Director, NITW.

9.3 The Service Provider accepts that the Monitor has the right to access without restriction to all Project documentation of the Principal, including that provided by the Service Provider. The Service Provider shall also grant the Monitor, upon his request and demonstration of a valid interest, unrestricted and unconditional access to its project documentation. The same is applicable to sub-contractors. The Monitor shall be under contractual obligation to treat the information and documents of the Service Provider with confidentiality.

9.4 The Principal will provide to the Monitor sufficient information about all meetings among the parties related to the Project provided such meetings could have an impact on the contractual relations between the Principal and the Service Provider. The parties offer to the Monitor the option to participate in such meetings.

9.5 As soon as the Monitor notices, or believes to notice, a violation of this Pact, he will so inform the Director, NITW, and request the Director to discontinue or take corrective action, or to take any other relevant action. The Monitor can in this regard submit non-binding recommendations. Beyond this, the Monitor has no right to demand from the parties that they act in a specific manner, refrain from action or tolerate action.

9.6 The Monitor will submit a written report to the Director, NITW, within eight (8) weeks from the date of reference or intimation to him by the Principal, and, should the occasion arise, submit proposals for correcting problematic situations.

9.7 If the Monitor has reported to the Director, NITW, a substantiated suspicion of an offence under the relevant Indian anti-corruption laws, and the Director, NITW, has not, within reasonable time, taken visible action to proceed against such offence or reported it to the Chief Vigilance Officer, the Monitor may also transmit this information directly to the Central Vigilance Commissioner.

9.8 The word 'Monitor' would include both singular and plural.

Section 10 — Pact Duration

This Pact begins when both parties have legally signed it. It expires for the Service Provider twelve (12) months after the expiry of the contract period of the Catering Services Contract, or after all pending claims arising out of the Contract have been completely and finally settled, whichever is later. For all other Bidders, the Pact ends six (6) months after the Bidder is notified by the Principal of the name of the successful Bidder, or, if no successful Bidder is selected, after the expiry of bid validity.

If any claim is made or lodged during this period, the same shall be binding and continue to be valid despite the lapse of this Pact, unless it is discharged or determined by the Director, NITW.

Section 11 — Other Provisions

11.1 This Agreement is subject to Indian Law. Place of performance and jurisdiction is the Registered Office of the Principal, i.e. Warangal, Telangana. The Arbitration clause of the main Contract shall not be applicable for any issue / dispute arising out of this Pact.

11.2 Changes and supplements as well as termination notices need to be made in writing. Side agreements have not been made.

11.3 If the Service Provider is a partnership or a consortium, this Pact must be signed by all partners or consortium members.

11.4 Should one or several provisions of this Pact turn out to be invalid, the remainder of this Pact shall remain valid. In this case, the parties will strive to come to an agreement to their original intentions.

For and on behalf of the Principal	**For and on behalf of the Bidder / Service Provider**
Signature: _____	Signature: _____
Name: _____	Name: _____
Designation: _____	Designation: _____
Date: _____	Date: _____
Witness 1: _____	Witness 2: _____
Address: _____	Address: _____

ANNEXURE-F: FINANCIAL BID FORMAT

*(To be uploaded as a separate sealed Financial Bid on the CPP Portal **as per the format available on the Portal**. Reference No.: NITWH/CSKM2/2026-27/PS-10)*

Name of the Bidder: _____

PAN / GSTIN: _____

Date: _____

F.1 Daily Rate per Student (All-Inclusive)

*The Daily Rate shall be all-inclusive of food cost, manpower (including wages, EPF, ESIC, bonus, gratuity and other statutory dues), fuel, consumables, supervision, profit, overheads and all applicable taxes/**duties if any imposed by Central/ State Governments as applicable** including GST**. The Daily Rate per Student per day shall not be less than** Rs. 125/- (Rupees One Hundred and Twenty-Five only)**. Bids quoting below this floor shall be summarily rejected.*

S. No.	Particulars	Daily Rate (Rs.) in Figures	Daily Rate (Rs.) in Words
1	Daily rate per Student per day for the prescribed vegetarian menu at Table-2 of Schedule-B		

F.2 Rates for Extras / Non-Veg / Special Items

***Rates quoted for extras shall be on per-plate basis** (unless specified otherwise) for the quantities prescribed in Tables 2A, 2B of Schedule-B. These rates shall be paid by the student / consumer directly to the Service Provider as per actuals consumed; they do not form part of the Daily Rate at F.1 and are not used for determination of L1 ranking or for tie-breaking under Clause 11, but are subject to examination under Clauses 8.3, B.19.2 and B.19.3. However, they are taken on record at the time of LOI / Work Order and are firm for the contract period **as per conditions stated in this tender document**.*

S. No.	Category of Item	Rate per Plate / Serving (Rs.)
1	List of Vegetarian extras (per Table-2A of Schedule-B) detailed in BOQ	
2	List of Juices (per Table-2A of Schedule-B) detailed in BOQ	
3	List of Non-vegetarian extras (per Table-2B of Schedule-B) detailed in BOQ	

F.3 Preference of Mess / Food Court

The Bidder shall indicate, in order of preference, the mess / food court(s) for which the bid is being submitted. Allotment shall, however, be made by the Competent Authority on the basis of the L1 (Lowest Daily Rate) ranking, ties resolved as per Clause 11.4, and the allotment principles set out in Clause 12 of the Instructions to Bidders.

Preference	Name of Mess / Food Court
1st	
2nd	
3rd	
4th	
5th	

I / We hereby confirm that the rates quoted above are firm and final, are all-inclusive, shall remain valid for the entire contract period of two (2) academic years from the date of Letter of Intent / Work Order and any extension thereof granted in accordance with Schedule-B, and have been quoted after careful study of the entire tender document duly uploading the Price Justification as sought under Para 8.3 of Instructions to Bidders under Annexure-H in the technical bid and a site visit, wherever undertaken.

Place: _____

Date: _____

Signature of Authorised Signatory: _____

Name and Designation: _____

Name of the Firm with Seal: _____

ANNEXURE-G: FORMAT FOR QUALITY ASSESSMENT CERTIFICATE

(To be issued by the Earlier Client Institution on its letterhead. To be enclosed with the Technical Bid as per Clause C.10 of Schedule-C)

Name of the Issuing Institution: _____

Address (with PIN): _____

Name and Designation of Issuing Officer: _____

Contact Number / E-mail: _____

Sub: Quality Assessment of Catering / Mess Services provided by M/s. _____ during the period from _____ to _____.

This is to certify that M/s. _____ (hereinafter 'the Service Provider') has executed a catering / mess / food-court contract at our Institution for the period stated above, of strength approximately _____ persons per day, with a total contract value of approximately Rs. _____. The performance of the Service Provider during the said contract period is assessed as follows on a 100-mark scale:

S. No.	Parameter	Maximum Marks	Marks Awarded
1	Quality of Food (taste, nutritional balance, variety, consistency)	30	
2	Hygiene and Cleanliness (kitchen, dining hall, utensils, personnel hygiene, pest control)	25	
3	Punctuality and Service (adherence to mess timings, courteous behaviour of staff, complaint redressal)	25	
4	Statutory and Contractual Compliance (FSSAI, EPF / ESIC, minimum wages, no untoward incidents)	20	
	Total	**100**	

Additional Remarks (if any):

_____

_____

_____

Has the Service Provider been black-listed / debarred / penalised by the Institution at any time during the contract period? Yes / No. If Yes, brief particulars:

_____

Signature of Issuing Officer: _____

Name and Designation: _____

Institutional Seal: _____

Place: _____

Date: _____

ANNEXURE-H: PROFORMA FOR JUSTIFICATION OF QUOTED DAILY RATE

(To be submitted in the Technical Bid <u>without disclosing the quoted rate</u>)

To,

The Chief Warden NIT Hostels,

National Institute of Technology, Warangal Warangal — 506004, Telangana, India

Sub: Tender for *"Providing Catering Services at the Hostel Messes, Food Courts and Cafeterias of NIT Warangal"* — Reference No. **NITWH/CSKM2/2026-27/PS-10**.

Sir / Madam,

- I / We, the undersigned, submit herewith the detailed justification of the quoted daily rate in the Technical Bid, without disclosing the quoted rate, as required under Clause 8.3 of the Tender document.
- I / We understand and agree that the cost build-up is to be furnished only in percentage terms under the following heads:
  (a) Dining hall and kitchen expenses
  (b) Raw materials and provisions
  (c) Wages and statutory contributions
  (d) Applicable taxes and others
- I / We further understand that bids submitted without this justification shall be treated as **incomplete** and shall not be considered for evaluation.
- I / We also note that the Institute reserves the right to seek further cost analysis, and failure to provide such analysis to the satisfaction of the Institute shall result in **summary rejection of the bid** and **forfeiture of the EMD**.

Cost Build-up Statement (in percentage terms only):

Sl. No.	Head of Cost	Percentage (%)
(a)	Dining hall and kitchen expenses	_____
(b)	Raw materials and provisions	_____
(c)	Wages and statutory contributions	_____
(d)	Applicable taxes and others	_____
Total		**100%**

Place: _____ Date: _____

Signature of the Authorised Signatory: _____

Name and Designation: _____

Name of the Firm with Seal: _____

ANNEXURE-I: SELF-COMPLIANCE & SELF-SCORING ANNEXURE

This Annexure is provided to facilitate cross-referencing between the Bidder's self-assessed compliance/scores and the supporting documents enclosed in Cover-1 (Pre-Qualification Documents) and Cover-2 (Technical Bid). The Bidder shall complete Parts A to D below, indicating against each item (i) the Bidder's own compliance status or self-claimed marks, (ii) the exact name of the PDF file uploaded on the CPP Portal in which the supporting document is contained, and (iii) the page number as printed/stamped within that specific PDF (not a single running page count across all covers or across multiple PDFs).

Safeguard: This Self-Compliance & Scoring Annexure is furnished solely for the facilitation of Bidders and the Evaluation Committee's cross-referencing of claims to documents. It does not bind NIT Warangal in any manner. The Evaluation Committee's independent verification of Pre-Qualification compliance (Clause 4) and of the Technical Score (Computation of Technical Score), based on the documents actually enclosed by the Bidder, shall alone be final and binding. Any entry in this Annexure found unsupported by, or at variance with, the corresponding document shall be resolved in favour of the Evaluation Committee's independent finding, without prejudice to any action under Clause 13 for misrepresentation.

PART A — PRE-QUALIFICATION SELF-COMPLIANCE (CLAUSE 4)

Note: Bidders must indicate compliance against every criterion. A response of "No" against any criterion, or an entry unsupported by the referenced document, may render the bid liable to summary rejection at the Pre-Qualification stage (Clause 4), irrespective of any entry made here.

S.No.	Clause	Pre-Qualification Criterion	Complied (Yes/No)	Name of PDF Document Uploaded	Page No. Within PDF
1	4.1	Registration in catering/hospitality business prior to FY 2021-22			
2	4.2	5 years' institutional catering experience, ≥500 boarders/day, continuous 2 of last 5 FYs, with completion certificates			
3	4.3	Average annual turnover ≥ Rs. 2.00 Crore from institutional catering alone (last 5 FYs), CA certificate with UDIN			
4	4.4	Income Tax Returns enclosed for last 5 financial years			
5	4.5	Statutory registrations current: Labour Licence, EPF, ESIC, GST, Shops & Establishments, PAN			
6	4.6	Valid FSSAI Licence (State or Central)			

S.No.	Clause	Pre-Qualification Criterion	Complied (Yes/No)	Name of PDF Document Uploaded	Page No. Within PDF
7	4.7	EPF/ESIC Annual Returns + proof of remittance for last 12 consecutive months			
8	4.8	Mess-specific workforce ≥ 40 (kitchen/dining/service only) in single largest institutional mess contract, last 5 years			
9	4.9	Profit-making entity — PAT positive in at least 3 of last 5 audited years, CA certificate with UDIN			
10	4.10	Turnover bifurcation (CA certificate with UDIN), where applicable			
11	4.11	Solvency Certificate ≥ Rs. 1,30,00,000/- from Nationalised/Scheduled Commercial Bank, issued within last 6 months			
12	4.12	Self-declaration of no debarment/blacklisting in last 5 years			
13	4.13	Declaration that the bidder is not a Joint Venture			
14	4.14	Compliance with “One Licensee — One Contract” policy			
15	4.15	Near-Relatives Disclaimer executed in Annexure-A Affidavit			
16	4.16	Signed Annexures A, C, D, E (and Annexure-B, where EMD exemption is claimed) enclosed in Cover-1			

PART B — TECHNICAL SELF-SCORING: PART I, DOCUMENTARY EVALUATION (MAX 80 MARKS)

Note: Self-claimed marks are for the Bidder's own facilitation only. The Evaluation Committee shall independently assess and finalise the Technical Score based on the slab tables in the section titled

"Computation of Technical Score" and shall publish the same as the Technical Evaluation Sheet on the CPP Portal prior to opening of Financial Bids. A minimum aggregate Technical Score of 60 marks out of 100 is required for the Bidder's Financial Bid to be opened (Clause 11.2), subject to relaxation by the Competent Authority under that Clause.

S.No.	Criterion (Computation of Technical Score, Part I)	Self-Assessed Value/Slab	Max Marks	Self-Claimed Marks	Name of PDF Document Uploaded	Page No. Within PDF
1	Number of Years of Experience in Catering / Mess Services		10			
2	Number of Institutions Served (contracts ≥500 persons/day)		10			
3	Largest Single Contract — Strength Served per Day		10			
4	Average Annual Turnover from Catering Services (Last 5 FYs)		15			
5	Experience with Government / PSU / Institutes of National Importance		10			
6	Food Safety Licensing (FSSAI)		5			
7	Quality / Food Safety Certification (HACCP / ISO 22000 / FSMS)		5			
8	Statutory Compliance — EPF and ESIC (continuous remittance period)		5			
9	Financial Capacity — Solvency Certificate		5			
10	Owned / Long-Lease Central Kitchen or Commissary Infrastructure		5			
	Sub-Total — Part I (Self-Claimed)		80			

PART C — TECHNICAL SELF-SCORING: PART II, QUALITY ASSESSMENT FROM EARLIER CLIENTS (MAX 20 MARKS)

Note: Furnish the raw score (out of 100) recorded on each Quality Assessment Certificate (Annexure-G) enclosed. If fewer than three valid certificates are enclosed, the Part II score is proportionately capped as per the proviso at "Computation of Technical Score — Part II".

Certificate No.	Name of Client Institution (Annexure-G Certificate)	Raw Score (out of 100)	Name of PDF Document Uploaded	Page No. Within PDF
1				
2				
3				
	Mean Raw Quality Score (average of valid certificates, out of 100)			
	Sub-Total — Part II (Self-Claimed) = (Mean Raw Score ÷ 100) × 20, capped per certificate-count proviso			

PART D — TIE-BREAKER DATA: SINGLE LARGEST INSTITUTIONAL MESS CONTRACT (CLAUSE 4.8 / SCHEDULE-C CLAUSE C.3A / TIE-BREAKER-2 UNDER CLAUSE 11.4)

Note: This data is binding on the Bidder for the purposes of both Clause 4.8 (Pre-Qualification) and Tie-Breaker-2 (Clause 11.4). Any figure unsupported by documentary proof shall be treated as Nil for tie-breaking purposes.

Particulars	Details Furnished by Bidder	Name of PDF Document Uploaded	Page No. Within PDF
S. No. (from Schedule-C, Table C.3) of the contract identified as the single largest institutional mess contract			
Number of workers deployed for kitchen, dining-hall and mess-service operations only (excluding housekeeping, security, or facility-maintenance manpower) in that contract			
Supporting document (client certificate or EPF ECR extract specific to that contract)			

Particulars	**Details Furnished by Bidder**	**Name of PDF Document Uploaded**	**Page No. Within PDF**
Grand Total Self-Claimed Technical Score (Part B Sub-Total + Part C Sub-Total)			

I / We hereby declare that the information furnished above is true and correct to the best of my / our knowledge and belief, and corresponds to the documents enclosed at the pages indicated above. If any information is found to be false at any stage, the bid / contract is liable to be summarily rejected / terminated and the EMD / Performance Security forfeited, without prejudice to any other action that may be initiated against me / us.

Place: _____

Date: _____

Signature of Authorised Signatory: _____

Name and Designation: _____

Name of the Firm with Seal: _____

ANNEXURE-J: PROFORMA OF MEDICAL FITNESS CERTIFICATE FOR FOOD HANDLERS

(Referred to in Clause A.43 of Schedule-A. This is the proforma prescribed by FSSAI under Para 10.1.2, Part-II, Schedule-4 of the Food Safety and Standards (Licensing and Registration of Food Businesses) Regulations, 2011. A certificate in this form is required for every food handler before deployment and once every year thereafter.)

PROFORMA FOR MEDICAL FITNESS CERTIFICATE FOR FOOD HANDLERS — for the year .....

It is certified that Shri / Smt. / Miss ....., employed with M/s ....., coming in direct contact with food items, has been carefully examined by me on date ..... Based on the medical examination conducted, he / she is found free from any infectious or communicable diseases and the person is fit to work in the above-mentioned food establishment.

Name and Signature with seal of Registered Medical Practitioner / Civil Surgeon: ..... Registration No.: ..... Date: .....

Medical examination to be conducted: (1) Physical examination; (2) Eye test; (3) Skin examination; (4) Compliance with the Schedule of Vaccine to be inoculated against the enteric group of diseases; (5) Any test required to confirm any communicable or infectious disease which the person is suspected to be suffering from on clinical examination.

Register of Medical Fitness Certificates — Facility: ..... Month: .....

Sl. No.	Name of food handler	Designation	Date of examination	Name and registration no. of RMP	Certificate valid up to	Remarks

Certified that every person deployed in a food-handling area at this facility holds a current Medical Fitness Certificate in the above proforma.

Signature of Contractor: .....

Verified —

Warden: .....

ANNEXURE-K: CLEANING AND SANITATION PROGRAMME

(Referred to in Clauses A.32 and A.34 of Schedule-A. Drawn up in the form required by Para 9.1.1 of the FSS (Licensing and Registration of Food Businesses) Regulations, 2011, which requires a cleaning and sanitation programme to be drawn up and observed and the record thereof properly maintained, indicating the specific areas to be cleaned, the frequency and the procedure to be followed, including the equipment and materials to be used.)

The contractor shall observe the programme below as a minimum. The completed record for the month shall be countersigned by the Warden and enclosed with the monthly bill; it is a listed item in the Bill Processing Checklist at Annexure-O. Failure to draw up, observe or record the programme shall attract a penalty of Rs. 5,000/- per month.

Sl. No.	Area / equipment / utensil	Cleaning method and agent	Minimum frequency	Responsibility	Monitoring of effectiveness
1	Cooking ranges, burners, hobs and surrounds	Degreasing agent, hot water, scrub and wipe dry	After every meal session	Kitchen supervisor	Daily visual check by supervisor; weekly by Warden
2	Food preparation counters and chopping surfaces	Detergent wash followed by food-grade sanitiser	Before and after every use	Assigned food handler	Daily entry in register
3	Chopping boards and knives (colour-coded)	Detergent wash, sanitiser soak, air dry	After every use and at end of day	Assigned food handler	Daily entry in register
4	Cooking vessels, serving vessels and utensils	Detergent wash, hot water rinse, air dry on racks	After every use	Utensil section	Random check by supervisor each session
5	Plates, tumblers, spoons and trays	Detergent wash, hot water rinse, sanitiser, air dry	After every use	Utensil section	Daily; complaints logged in Grievance Register
6	Kitchen floor and drains within the kitchen	Detergent scrub, disinfectant flush	After every meal session (3 times daily)	Housekeeping staff	Daily entry in register
7	Dining hall floor, tables and chairs	Sweep, detergent mop, wipe tables between sittings	After every meal session and between sittings	Dining hall staff	Daily; Warden inspection weekly
8	Wash area, dishwashing platform and sinks	Detergent scrub and disinfectant	After every meal session	Utensil section	Daily entry in register
9	Hand-wash basins, soap dispensers, hand-drying facility	Detergent and disinfectant; replenish soap	Twice daily and on replenishment	Housekeeping staff	Daily entry in register
10	Walls and tiled surfaces of preparation areas	Detergent wash	Weekly	Housekeeping staff	Weekly entry countersigned by supervisor
11	Exhaust hoods, chimneys, ducts and filters	Degreasing agent; filters removed and soaked	Monthly	Contractor / specialist agency	Monthly certificate to Warden

12	Cold storage chambers, freezers and hot-holding counters	Emptied, detergent wash, sanitiser, dried	Monthly	Kitchen supervisor	Monthly entry; temperature log under Clause A.34A(e)
13	Dry store, racks, shelves and pallets	Emptied section-wise, swept, detergent wipe	Fortnightly	Store keeper	Fortnightly entry; FIFO / FEFO check
14	Grease traps	Manual clearing and disinfectant flush	Weekly	Contractor	Weekly entry (Clause A.33)
15	Drainage lines within the allotted premises	Rodding and disinfectant flush	Monthly	Contractor	Monthly entry (Clause A.33)
16	Waste bins and waste storage area	Emptied, washed with disinfectant, dried before re-use	Daily, and bins emptied 3 times daily	Housekeeping staff	Daily entry in register
17	Toilets within the mess premises	Detergent and disinfectant, full clean	Twice daily	Housekeeping staff	Daily entry; Warden inspection weekly
18	Water coolers, dispensers and filters	External clean daily; filter service as per maker	Daily / as prescribed	Contractor	Service record to Warden
19	Deep cleaning of the entire mess premises	Professional agency engaged by the contractor	Four times in each academic year	Contractor	Agency certificate and dated photographs within 7 days (Clause A.32)
20	Pest control of kitchen, store, wash and dining areas	Licensed pest control agency	Eight times in each calendar month	Contractor	All eight certificates enclosed with the monthly bill (Clause A.34(f))

ANNEXURE-L: MONTHLY PERFORMANCE EVALUATION SHEET

(Referred to in Clauses A.62, A.62B and A.60 of Schedule-A. To be completed by the Mess Committee of the facility each month, signed by the members, and submitted to the Chief Warden within seven days of the meeting. The monthly bill shall be taken up for processing only when accompanied by this sheet and the minutes of the meeting.)

Facility: .....

Contractor: .....

Month and year: .....

Date of Mess Committee meeting: .....

Average number of boarders during the month: .....

Sl. No.	Parameter	Maximum points	Points awarded	Basis / remarks of the Committee
1	Quality of food	4		
2	Quantity of food	4		
3	Cleanliness of kitchen, dining hall and wash area	4		
4	Hygiene of food handlers and of food handling	4		
5	Waste disposal and drainage	3		
6	Catering service and adherence to the approved menu	4		
7	Punctuality in serving the notified meal sessions	3		
8	Responsiveness of the contractor to instructions and grievances	4		
	TOTAL	30		

Deduction arising under Clause A.62:

score of 26 to 30 — no deduction;

score of 25 or less — deduction (per cent) = 20 minus (0.72 multiplied by the score), subject to a maximum of twenty per cent of the monthly bill.

Computed deduction: ..... per cent of the monthly bill, amounting to Rs. .....

Compliance verified by the Committee for the month	Yes / No	Remarks
Grievance Register entries reviewed and Action Taken Report recorded (Clause A.62A)		

Specific penalties under the schedule to Clause A.62 attracted during the month		
Deep cleaning / pest control certificates for the period produced		
Complaints of food poisoning or foreign matter in food during the month		
Menu served in accordance with Schedule-B, Table-2		
Special Meals due during the month served (Clause A.10)		

Signature of student representatives: .....

Signature of the contractor's representative: .....

Signature of the Warden (Chairperson): .....

Received by the Chief Warden on: .....

ANNEXURE-M: DECLARATION OF WAGES PAYABLE — MINIMUM WAGE COMPLIANCE

(Referred to in Clauses A.21, A.50 and A.50A of Schedule-A and Clause C.11 of Schedule-C.)

The wage payable to a person engaged by the contractor shall not be less than the HIGHER of (i) the minimum wage notified by the Central Government for the applicable scheduled employment and (ii) the minimum wage notified by the State Government for hostels of colleges and other educational institutions, in each case inclusive of the Variable Dearness Allowance in force and as revised from time to time during the contract period. Every revision shall be absorbed by the contractor within the Daily Rate quoted, and no enhancement of the Daily Rate or additional payment of any kind shall be claimed from or allowed by the Institute on that account.

The Bidder shall complete the table below by reference to the notifications in force on the last date of submission of the bid, and shall enclose a copy of each notification relied upon.

Sl. No.	**Category of personnel as proposed in Clause C.11**	**Corresponding category under the Central notification**	**Rate under the Central notification, inclusive of VDA (Rs. per month)**	**Corresponding category under the State notification**	**Rate under the State notification, inclusive of VDA (Rs. per month)**	**Wage payable, being the higher of the two (Rs. per month)**	**Wage offered by the Bidder (Rs. per month)**
1	Highly Skilled (Head Cook / Chef)						
2	Skilled (Cook, Baker, Butcher)						
3	Semi-Skilled (Assistant Cook, Helper)						
4	Unskilled (Cleaner, Server, Utility)						

DECLARATION: I / We declare that the wages offered above are not less than the wage payable as determined by Clause A.50 of Schedule-A; that the wages shall be paid in full by credit to the individual bank account of each employee; that the Employees' Provident Fund and Employees' State Insurance contributions and the statutory bonus under the Payment of Bonus Act, 1965 shall be paid and are included in the Daily Rate quoted; and that no claim on account of any revision of the minimum wage or of the Variable Dearness Allowance shall be made against the Institute at any time during the contract period or any extension thereof.

Signature and seal of the Bidder: .....

Name and designation: .....

Date: .....

ANNEXURE-N: JOINT CONDITION AND FUNCTIONALITY SURVEY AT HANDOVER

(Referred to in Clauses B.15 and A.34A of Schedule-A and Schedule-B. To be drawn up and signed jointly by the Warden of the facility and the incoming contractor on the date of handover, and again on the date of handing back at the close of the contract. The contractor takes the facility and the equipment in the condition recorded, and no claim shall lie in respect of any condition so recorded.)

Facility: ..... Contractor: ..... Date of handover: .....

Part 1 — Institute equipment and installations

Sl. No.	Item	Make / identification	Number	Condition on the date of handover	Functional on the date of handover (Yes / No)	If not functional, action proposed and by whom	Photograph reference
1	Working tables						
2	Racks and shelves						
3	Vegetable cutting machine						
4	Wet grinder						
5	Chapati puffer						
6	Cooking burners / ranges						
7	Mixer-grinder						
8	Cold storage chamber						
9	Freezer						
10	Hot-holding counters						
11	Steam generator and pipelines (where provided)						
12	Exhaust hood / chimney						
13	Water cooler / purifier						
14	Dining tables and chairs						
15	Hand-wash stations						

16	LPG manifold and enclosure						
17	Firefighting equipment provided						
18	Dedicated electricity meter — reading						
19	Dedicated water meter — reading						
20	Other (specify)						

Part 2 — Premises

Sl. No.	Element	Condition recorded	Deficiency noticed	Responsibility for rectification
1	Floors, walls and ceilings of kitchen and dining hall			
2	Kitchen layout and workflow			
3	Drainage, manholes and outfall			
4	Ventilation and lighting			
5	Water supply connection and storage			
6	Toilets within the mess premises			
7	Store and dry store			
8	Escape routes and exits			

Certified that the facility and the equipment listed above were jointly inspected on the date shown and that the condition recorded is correct. Photographs of each item and element, numbered as referenced above, are annexed and form part of this survey.

Signature of the Contractor: .....

Signature of the Warden: ..... Countersigned — Chief Warden: .....

ANNEXURE-O: BILL PROCESSING CHECKLIST — CONDITION PRECEDENT TO PAYMENT

(Referred to in Clause A.60 of Schedule-A. Part A is to be completed and signed by the Warden of the facility; Part B is to be completed and signed by the officer in charge of the Hostel Office, who has access to the GST portal, the wage and statutory records and the Performance Security; the whole is countersigned by the Chief Warden. The Hostel Office shall circulate to every Warden, at the beginning of each month, the wage payable for each category under Clause A.50 and Annexure-M as in force, so that item 8 of Part B can be verified. NO MONTHLY BILL SHALL BE TAKEN UP FOR PROCESSING UNLESS THIS CHECKLIST IS COMPLETED AND ENCLOSED. Where an item is answered in the negative, the bill shall not be processed until the deficiency is made good, save that where only the monthly performance evaluation remains to be finalised, eighty per cent of the bill may be released and twenty per cent withheld under Clause A.60(c).)

Facility: ..... Contractor: .....

Bill for the month of: ..... Amount claimed: Rs. .....

Sl. No.	Item to be verified before the bill is processed	Clause	Enclosed / verified (Yes / No)	Remarks
PART A — TO BE VERIFIED AND SIGNED BY THE WARDEN OF THE FACILITY				
1	Monthly report and signed minutes of the Mess Committee for the month	A.62B		
2	Completed Monthly Performance Evaluation Sheet and the deduction computed under Clause A.62	Annexure-L		
3	Consolidated Grievance Register statement for the month and the Action Taken Report	A.62A		
4	Wage sheet and wage slips for the month	A.51		
5	Proof of credit of wages to the individual bank accounts of all employees	A.4 / A.51		
6	Medical Fitness Certificates in the proforma at Annexure-J current for every food handler deployed, or acknowledged applications with receipts during the mobilisation period under Clause A.43(h)	A.43 / A.43(h)		
7	FoSTaC certification of the Food Safety Supervisor current, and semester training conducted	A.36		
8	Fire safety training current (four-monthly cycle) and certificate on record	A.36		
9	FSSAI licence current and issued for the premises of this facility, and displayed	A.59 / A.22		
10	Pest control — all eight certificates for the month enclosed	A.34(f)		
11	Deep cleaning certificate and dated photographs for the quarter, where due	A.32		
12	Cleaning and Sanitation Programme record for the month, countersigned	Annexure-K		

13	Temperature logs for cold storage, freezers and hot-holding counters for the month	A.34A(e)		
14	Grease trap (weekly) and drainage line (monthly) cleaning register	A.33		
15	Veterinary certificates of fitness for all consignments of meat and poultry received	B.10A		
16	Quarterly LPG installation inspection report, where due, and no cylinder used inside the kitchen	A.40A		
17	Every item of Tables 2A and 2B available at the CAEIR and at the prescribed portion size throughout the month	B.19.3(d)		
18	Manual receipt book maintained at the counter, and any POS outage during the month reported and the receipts uploaded within 48 hours	A.12A(e)		
PART B — TO BE VERIFIED AND SIGNED BY THE HOSTEL OFFICE				
19	GST-compliant invoice quoting the GSTIN of NIT Warangal, and Input Tax Credit verified on the GST portal	A.12		
20	POS / invoice data for all Extras sold during the month, with GSTR-1, GSTR-3B and challan, reconciled with sales recorded at the facility	A.12A		
21	Wages verified as not less than the wage payable under Clause A.50 and Annexure-M	A.50		
22	EPF and ESI challans for the preceding month, with the ECR reconciled against the deployment register	A.51		
23	Proof of payment of statutory bonus (for the month in which it falls due)	A.50A		
24	Police verification reports on record for every person deployed; central register reconciled with the deployment list. During the mobilisation period under Clause A.63(f), acknowledged applications with receipts, and the interim self-declarations, photographs and proof of identity, on record; and no person in an excluded role deployed without the report	A.63 / A.63(f)		
25	Periodic charges under Clause A.15 received for the month, or set off under Clause A.16(b)	A.15 / A.16		
26	Electricity and water charges on dedicated meters received, or set off	A.13 / A.16		
27	Performance Security current and valid, and extended where the contract has been extended	Cl 5.1 / 5.2		
28	All penalties imposed during the month quantified and adjusted against the bill	A.62 / A.60(d)		

Summary:

Gross amount claimed Rs. .....

Less deduction under Clause A.62 Rs. .....

Less specific penalties Rs. .....

Less set-off under Clause A.16(b) Rs. .....

Less amount withheld under Clause A.60(c) Rs. .....

NET AMOUNT PAYABLE Rs. .....

Certified that each item above has been verified and that the bill is in order for payment to the extent of the net amount shown.

Signature of the Warden (Part A): ..... Date: .....

Signature of the Officer in charge, Hostel Office (Part B): ..... Date: .....

Countersigned — Chief Warden: ..... Date: .....

CHECKLIST FOR THE BIDDER

(To be filled by the Bidder and submitted as the first page of Cover-1. All documents shall be uploaded on the CPP Portal in the same sequence as listed below. Reference No.: NITWH/CSKM2/2026-27/PS-10)

Cover I — Pre-Qualification Documents

S. No.	Document	Enclosed (Yes / No)	Page No.
1	EMD Payment Proof or Bid Securing Declaration in the prescribed format (Annexure-B), duly signed and stamped		
2	Documentary evidence of EMD exemption (Udyam Registration/ DPIIT Registration), if claiming exemption		
3	Signed tender document (all pages)		
4	Affidavit / Self-Declaration on Rs. 100/- non-judicial stamp paper, duly notarised (Annexure-A)		
5	Solvency Certificate of not less than Rs. 1.30 Crore from a Scheduled Commercial Bank (Annexure-C)		
6	Form of Performance Security — acknowledgement of the prescribed format (Annexure-D)		
7	Integrity Pact, duly signed by the Authorised Signatory on each page (Annexure-E)		
8	Power of Attorney / Board Resolution in favour of the Authorised Signatory		
9	Constitutional documents — Partnership Deed / Certificate of Incorporation / MOA & AOA / Trust Deed, as applicable		
10	Copy of PAN		
11	Copy of GST Registration Certificate		
12	Copy of valid FSSAI Licence (Central / State, as applicable)		
13	Copy of EPF Registration Certificate		
14	Copy of ESIC Registration Certificate		
15	Copy of registration under Contract Labour (R&A) Act, 1970, where applicable		
16	Audited Balance Sheets, P&L Statements and CA's Turnover Certificate for FYs 2021-22 to 2025-26		
17	Income Tax Returns acknowledgements for the last five (5) Assessment Years		
18	EPF and ESIC remittance challans / ECRs for the last twelve (12) months		

S. No.	Document	Enclosed (Yes / No)	Page No.
19	Copies of Work Orders, Completion Certificates and Performance Certificates for the experience claimed under Clause C.3, including the client certificate / EPF ECR extract for the single largest mess contract identified at Clause C.3A (workforce deployed, for Clause 4.8 and Tie-Breaker-2)		
20	All other documents required to establish eligibility under Clause 4 (Pre-Qualification Criteria)		

Cover II — Technical Bid

S. No.	Document	Enclosed (Yes / No)	Page No.
1	Schedule-A — Terms and Conditions (signed and stamped on each page)		
2	Schedule-B — Scope of Work (signed and stamped on each page)		
3	Schedule-C — Technical Details Format, duly filled, signed and stamped		
4	Format for Quality Assessment Certificate issued by at least three (3) earlier client institutions (Annexure-G)		
5	Copy of ISO 22000 / HACCP / FSMS Certificate (if any)		
6	Duly Signed Annexures G and H		
7	Any other document considered relevant by the Bidder		

Bidders are encouraged, though not required, to enclose the duly filled Self-Compliance & Self-Scoring Annexure at Annexure-I, cross-referencing each Pre-Qualification criterion and Technical Score claim to the specific PDF and page number at which the supporting document appears, to facilitate evaluation. Annexure-I is for the Bidder's facilitation only and does not bind the Evaluation Committee, whose independent verification under Clauses 4 and 11.2 shall be final and binding.

Cover III — Financial Bid

S. No.	Document	Enclosed (Yes / No)	Page No.
1	Financial Bid in the prescribed format (Annexure-F), duly signed and stamped — to be uploaded as a separate sealed cover on the CPP Portal as per the format made available on the CPP Portal		

Note: Failure to submit any of the documents listed under Cover I & II shall be a ground for rejection of the bid, save where the Tender Inviting Authority, in its sole discretion, considers the deficiency to be of a curable nature and grants an opportunity to cure it within a stipulated time. Documents found to be forged or fabricated shall entail forfeiture of EMD / Bid Security and the firm shall be liable to be ***black-listed****.*

Place: _____

Date: _____

Signature of Authorised Signatory: _____

Name and Designation: _____

Name of the Firm with Seal: _____

ACKNOWLEDGEMENT

I, the undersigned, on behalf of M/s. _____, hereby acknowledge that I have received the complete Tender Document bearing Reference No. **NITWH/CSKM2/2026-27/PS-10** for *'Providing Catering Services at the Hostel Messes, Food Courts and Cafeterias of NIT Warangal'*, consisting of:

- Notice Inviting Tender;
- Instructions to Bidders (Clauses 1 to 13);
- Schedule-A — Terms and Conditions (Clauses A.1 to A.65 including the Penalty Schedule);
- Schedule-B — Scope of Work and Prescribed Menu (Tables 2, 2A, 2B and 2C);
- Schedule-C — Technical Details Format together with the Computation of Technical Score;
- Annexure-A — Affidavit / Self-Declaration;
- Annexure-B — Proforma for Bid Securing Declaration;
- Annexure-C — Form of Bankers' Solvency Certificate;
- Annexure-D — Form of Performance Security (Bank Guarantee);
- Annexure-E — Integrity Pact;
- Annexure-F — Financial Bid Format;
- Annexure-G — Format for Quality Assessment Certificate
- Annexure-H — Proforma for Justification of Quoted Daily Rate
- Annexure-I — Self-Compliance & Self-Scoring Annexure
- Annexure-J — Proforma of Medical Fitness Certificate For Food Handlers
- Annexure-K — Cleaning and Sanitation Programme
- Annexure-L — Monthly Performance Evaluation Sheet
- Annexure-M — Declaration of Wages Payable — Minimum Wage Compliance
- Annexure-N — Joint Condition and Functionality Survey At Handover
- Annexure-O — Bill Processing Checklist — Condition Precedent to Payment; and
- Checklist for the Bidder.

I confirm that I have read and understood the entirety of the above documents and that the bid being submitted by M/s. _____ has been prepared after careful and complete consideration thereof. I agree to abide by the terms & conditions of the tender document at all times.

Place: _____

Date: _____

Signature of Authorised Signatory: _____

Name and Designation: _____

Name of the Firm with Seal: _____