



## Indian Institute of Information Technology Sri City Chittoor

e-Tender Event No.IIITS/NIT/Students Mess/2021/011/01, Dt. 25.11.2021

Name of the work : Operation of students mess for preparation and serving of breakfast, lunch, evening tea & snacks and dinner at IIIT Sri City Chittoor on contract basis

Pre-bid meeting held on December 2, 2021 @ 12:00 Hrs

### Clarification on queries raised during the pre-bid meeting (Minutes of the Meeting)

S. No.	Page number	Query	Clarification
1	Page 4, g, h, i	Attested copies means	Self-attestation on those documents as per the tender document.
2	Page 5, k	Is EMD compulsory for MSME Registered firms?	Yes, there is no exemption related to EMD. All bidders have to pay the EMD including MSME Registered firms as per the tender document.
3	Page 5, Part I, p	What is a catering license?	<p>1. Catering license as per State Government / Central Government</p> <p>2. Shops and establishment certificate where the operations are being undertaken</p> <p>3. FSSAI license</p> <p>The tenderer shall submit documentary proof of the application filed for getting FSSAI license from the competent authority of IIIT Sri City, within 15 days from the date of taking possession of the allotted premises, if they do not possess the FSSAI license already. The tenderer shall furnish certified/attested copy of the FSSAI license to the IIIT Sri City within 60 days from the date of taking possession of the allotted premises. If the tenderer anticipates delay in submission of FSSAI license, the tenderer shall inform in writing the reasons for non-submission of the certified/ attested copy of the said certificate at least 10 days before expiry of the stipulated period of 60 days to the IIIT Sri City. If satisfied that the delay is due to valid reasons then it can further extend the stipulated period. If</p>

Name and Signature of the Bidder

			the tenderer fails to submit the license within 60 days or in the extended period then his license is liable for termination along with forfeiture of security deposit. Termination on these grounds cannot be challenged and the IIIT Sri City is at liberty to invite a fresh tender thereafter.
4	Page 7, scope of the contractor	Contractor has to make his own arrangements for transportation of the evening tea and snacks from Mess to Academic Block, means?	It is required to supply the evening snack in the academic block, may be around 4 to 5 days in a week, depending on the requirement.
5	Page 7, Scope of IIIT Sri City	Water supply and Sewage	Water charges are based on the consumption to be paid by the contractor at the current rate of Rs. 60/kl. "For cooking and vegetable/fruits washing, purified can water should be used" This is under the scope of the contractor.
6	Page 10, point 41	Garbage	The Sri City Garbage disposal rates will be applicable. The same will be borne by the Contractor.
6	Page 11 Point 46	Fire Fighting arrangement	Fire fighting arrangements will be provided by IIIT Sri City. However, the maintenance and services will be under the scope of the contractor.
7	Page 12 Point 2	Additional terms and conditions : Accommodation for the mess employers	No accommodation will be provided for the employees of the contractor.
8	Page 16, 4.1, General assessment point 2:	Catering License	Catering license / Shops & establishment license / FSSAI License
9	Page 16, 4.1, General assessment point 5	Central FSSAI License mentioned as compulsory	License is compulsory however there is a 60 days grace period for the submission of license documents.
10	Page 16, 4.1 General assessment sheet point 10:	Weightage based on the balance sheet for 5 financial years (2016-17 to 2020-21).	Weightage based on the balance sheet for best 3 out of last 5 financial years (2016-17 to 2020-21).

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12	Annexure -II S.No. 2a	Licence No.?	It's FSSAI certificate number												
13	Page No.13 Point no.17	The Contractor shall appoint adequate staff and a Manager as overall in-charge of catering services.	The Hostel Administration of IIIT Sri City reserves the right to order deployment of additional staff if the services are inadequate.  <table border="1"> <thead> <tr> <th>Staff category</th> <th>Number of staff to be employed for every 456 Students /shift</th> </tr> </thead> <tbody> <tr> <td>Manager</td> <td>1</td> </tr> <tr> <td>Store supervisor</td> <td>1</td> </tr> <tr> <td>Cooks and Helpers</td> <td>6</td> </tr> <tr> <td>Housekeeping and dishwashing</td> <td>8</td> </tr> <tr> <td>Counter staff</td> <td>1 per counter</td> </tr> </tbody> </table>	Staff category	Number of staff to be employed for every 456 Students /shift	Manager	1	Store supervisor	1	Cooks and Helpers	6	Housekeeping and dishwashing	8	Counter staff	1 per counter
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14	Page no.16 4. 1 General Assessment Sheet (S.No.1)	Providing catering services in academic institutions/CFTI and non-academic institutions	Providing catering services in academic institutions/CFTI												

**Additional information:**

Sewage charges	The Sri City sewage is calculated at 80% of water consumed and is to be paid by the contractor as per the current rate of Rs.38/kl. All rates are as per supply rates of the Sri City.
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**Clarification on the Criteria General Assessment:**

Weightage for serving academic institutions:

The earlier provided formula will not be considered. An appropriate formula will be decided by the committee before the opening of the Technical bid.

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**Weightage for Balance Sheet:**

Turnover implies Total turnover per year

S. No.	Turnover per year (Rs.)	Marks
1	> 10 Crores	10 Marks
2	5 to 10 Crores	7.5 Marks
3	2 to 4.99 Crores	5 Marks
4	1 to 1.99 Crores	2 Marks
5	50 Lakhs to 0.99 Crores	1 Mark

**Query related to Annexure I (Finance Proposal):**

As per query related to total headcount the Annexure I of Finance proposal has been modified and given below. The following table will be incorporated in the Financial proposal (Price Bid) and will be published:

Daily rates can be quoted as per the list:						
Total head count	Rate Per day Per head (Excluding GST)				Total Rate per day per head Rs. (Excluding GST)	Total Rate per day per head (Words) (Excluding GST)
	Breakfast	Lunch	Snacks	Dinner		
100 to 200 with one serving location						
201 to 400 with 2 serving locations						
401 to 600 with 3 serving locations						
601 to 800 with 3 serving locations						
601 to 800 with 4 serving locations						
801 and above 4 serving locations						
Additional cost of the packing of the food must be mentioned per head separately.						

Note: All the bidder needs to upload the self attested copy of this document along with the tender document.

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