

Indian Institute of Information Technology Sri City Chittoor  
e-Tender Event No.IIITS/NIT/Students Mess/2022/07/01, Dt. 29.07.2022

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 August 6, 2022 @ 12:00 Hrs

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

Sl.No.	Page	Clause/Point No.	Tender Clause	Query	IIIT Sri City Reply
1	1		The Earnest Money Deposit amounting to Rs.1,00,000/- (Rupees One lakh only) must deposit through RTGS / NEFT to IIIT Sri City Chittoor Mess Account (Bank details are in Page 6). All bidders have to pay the EMD including MSME Registered firms as per the tender document.	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.
2	3	3.Average Annual Turnover	Average Annual Turnover: The bidders average annual turnover (gross) in Catering services during the six financial years (from 2016-17 to 2021-22), duly audited by Chartered Accountant. Copy of the Audited financial statements for 6 years should be attached.	FY 2021-22 is just concluded and our accounts are still not closed and filed with IT dept. Can we submit auditor's turnover certificated for FY 2021-22 along with Provisional Balance sheet signed by the Directors please?	Yes
	28	ANNEXURE IV	Financial Year 2021-22 - Gross & Net Income and IT Paid		
	34	ANNEXURE X	Profits as per books of Accounts FY 2021-22		
3	5	Documents Required to be submitted	e. Proof for payment of Service Tax/GST	Only for AP State or for all other states we operate	Any one of the States the bidder operates
4	5 & 6		f. Solvency Certificate (Annexure V) and t. Bidder Solvency	Are both same please?	Both are same
5	8	2. SCOPE OF IIIT Sri City Chittoor, Chittoor	"For cooking and vegetable/fruits washing, purified can water should be used" This is under the scope of the contractor	Request to elaborate	For cooking as well as salad based vegetables purified can water or Aqua guard/RO should be used. This is under the scope of the contractor.
6	8	2. SCOPE OF IIIT Sri City Chittoor, Chittoor	Water: treated water will be provided at the kitchen for usage for cooking purposes. The charges will be worked out as per actual consumption and bill raised by the water supplier	Please indicate the current monthly charges.	Water: treated water will be provided at the kitchen for usage for utensils washing and other purposes. Water charges are based on the consumption to be paid by the contractor at the current rate of Rs. 60/kl. All rates are as per supply rates of the Sri City.

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7	9	2. SCOPE OF IIIT Sri City Chittoor, Chittoor	Sewage charges	Please indicate the current monthly 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
8	9	2. SCOPE OF IIIT Sri City Chittoor, Chittoor	Electricity charges will be recovered for the units of electricity consumed in the kitchen	Please indicate the current monthly charges.	Rates charged by APTRANSCO from time to time.
9	9	2. SCOPE OF IIIT Sri City Chittoor, Chittoor	The kitchen with all electrical fixtures, fans, refrigerators, water coolers, kitchen equipment and necessary furniture namely tables, chairs etc. for the three dining halls will be provided by IIIT Sri City Chittoor.	What about the fourth dining hall please?	The same is applicable for fourth dining hall
10	12	3. TERMS AND CONDITIONS: A. General:	41) The Sri City Garbage disposal rates will be applicable. The same will be borne by the Contractor	Please indicate the current monthly charges.	MSW collection services at the rate of Rs.6,500/- per ton. All rates are as per supply rates of the Sri City
11	12	3. TERMS AND CONDITIONS: A. General:	46) Fire Fighting arrangement will be provided by the IIIT Sri City Chittoor at the start of the contract. However, the maintenance and services will be under the scope of the contractor.	Request to elaborate	Fire fighting instruments will be handed over to the contractor in good working condition. The maintenance and services should be handled by the contractor. Once the contract is over, the contractor has to return the same instruments in working condition.
12	14	B. Additional terms and conditions:	17) Number of staff to be employed for every 456 Students /shift	Institutional messes function in break shift basis only as there is no continuous work. Double shift may results in increased daily rate.	For serving staff, the total hours of work is based on actual hours of serving. Number of staff to be employed for every 400 Students instead of 456/shift except Manager : 01 for entire operations; Store Supervisor : 1 (for main kitchen at IIIT Sri City)

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13	16	4.BID EVALUATION	C = Evaluated Bid Price	There are 6 categories of variable diners strength given in the BoQ. EVALUATED PRICE - is it the total price quoted for all 6 categories or of a particular strength bracket please?	Evaluation price will be based on the 3 categories under Total head count column <u>Category A</u> ) (5) 601 to 800 with 4 serving locations & (6) 801 and above 4 serving locations <u>Category B</u> ) (3) 401 to 600 with 3 serving locations & (4) 601 to 800 with 3 serving locations and <u>Category C</u> ) (1) 100 to 200 with one serving location & (2) 201 to 400 with 2 serving locations. The average of each category will be considered for evaluation.
14	16	4. Bid Evaluation	Formula	Formula is not visible	$B = \frac{C_{low}}{C} X + \frac{T}{T_{high}} (1 - X)$
15	21	9. Insurance	The successful bidder (contractor) shall take third party insurance to cover any accident or accidents of nature, for an amount AS REQUIRED FOR this type of work against damage /loss/ injury to property or person or loss of life during the complete period of the contract. A copy of the insurance policy will be handed over by the contractor to the concerned authority of the Institute before the starting date of the work as specified in the work order/letter of intent. In case the contractor fails to take the insurance policy, the Institute would arrange for the same at the cost of the contractor, alternatively, the institute may stop payments of bills to the contractor till insurance is arranged by the contractor or terminate the contract at the risk and cost of the contractor	This is for vendor employee insurance only. Kindly specify and clarity on the point/what insurance needs to be taken and at what value, pls specify.	Accidental insurance only for vendor employees who will be deployed at IIIT Sri City during the period of contract
16	8	1. Scope of the contractor	The approximate number of foods to be served for break-fast, lunch, dinner and evening tea and snacks will be given on the date of presentation by the bidder.	Is there min guarantee of students for a day/month	No minimum guarantee. please refer point no.33

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17	7	Commencement of Operations / Timelines	The mess vendor has to commence the operations as per the institute requirement after the date of issue of purchase order.	Mentioned as from date of PO mentioned. Kindly share a tentative date for the same, as we will need 30-45 days for transition	Minimum 14 days - 21 days. However, it may be suitably changed by the Hostel administration of IIIT Sri City based on the requirement.
18	8		Contractor has to make his own arrangements for transportation of the evening tea and snacks from Mess to Academic Block	Is it meant for students?	Yes. It is meant for students
19	9		License fee (12 months) should be paid in advance before starting the mess operations : Rs.2,00,000/-	Is it refundable or not?	No. License Fee is not refundable.
20				Baine marie counter service. Does the service boys need to serve all the food standing behind the counter.	Yes. 2 service boys need to serve all the food standing behind the counter for each location
21	9		The kitchen with all electrical fixtures, fans, refrigerators, water coolers, kitchen equipment and necessary furniture namely tables, chairs etc. for the three dining halls will be provided by IIIT Sri City Chittoor	Pls share the list of equipment and if there is any specific equipment that vendor has to buy.	List of equipment along with items available in the kitchen will be provided to the successful bidder after awarding the contract.
22	10	Point no.24	Contractor will ensure that one Supervisor(s)/F&B executive(s) will always be present during breakfast, lunch, evening snacks and dinner.	Is it for every dining area or one for all.	Yes. For every 600 students
23	35	ANNEXURE-XI -A.4	Note: Attach invoices for each client	Request to elaborate - this may not be required as we are submitting FORM 26AS	Latest Invoices for 4 to 5 months are required for each client along with work order
24				Water service for students - should vendor staffs serve water in dining tables to students or jugs with glasses need to be kept and refilled. Kindly clarify.	Fill up mugs are contractor responsibility
25				Minimum wages - state or central wages to be followed. Pls clarify.	Wherever Minimum wages are mentioned in the tender, you may please read as Government of Andhra Pradesh

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26	14	Point no.17	The Contractor shall appoint adequate staff and a Manager as overall in-charge of catering services. The Contractor shall ensure that the staff in catering are suitably trained, well-mannered and in appropriate uniforms. The Hostel Administration of IIIT Sri City reserves the right to order deployment of additional staff if the services are inadequate	Does the point mean that for every 456 students in a shift we should have so many staffs mentioned in the table. Also specify totally how many counters are there to serve.	For every 400 students and part thereof
27	15	Point No.33	During vacation periods IIIT Sri City Chittoor reserves the right to reduce the strength or to close the dining facilities totally with advance intimation to the Contractor. However, the Contractor has to serve the food during vacation with a minimum guarantee of 50 students/staff during vacation.	Pl. indicate vacation period	Normally 2 to 2.5 months during Summer and 15 days during Winter Vacation (tentatively). Exact dates will be communicated to the contractor in advance during the period of contract.
28	42,43 & 44	Menus	Seasonal fruits	Please provide the portion quantity / nos.	Seasonal fruits: 100 grams per person
			Evening Snacks		Evening Snacks: (Unlimited)
			Chicken dishes		Chicken dishes: (Unlimited)
			Ice cream		Ice cream: 50 ml cup per person
			Sweets		Sweets: 75 grams per person
			Paneer Dishes		Paneer Dishes : (Unlimited)
			Flavoured Milk		Flavoured Milk: (Unlimited)
			Oil Fry dishes		Oil Fry dishes: (Unlimited)
		Please note that the quality and quantity of material (vegetables, fruits, paneer,etc) used for preparation of items will be checked by the Hostel Administration of IIIT Sri City. Any shortcomings will attract penalties as per the tender clause.			