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Hyderabad – 500 030  
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Date: 18.07.2014

## NOTICE INVITING RETENDER FOR PROVIDING CATERING SERVICES

*Sealed tenders are invited from qualified agencies for providing catering services. The method of submission of tender, amount of Earnest money / Security Deposit and General Terms and Conditions applicable to tender, the technical specifications have been given in the Tender document. The proforma for submission of tender has been given in Technical Bid Part-A (Annexure –I) and Financial Bid Part-B of this Notice Inviting Tender. The schedule of tender is given as under:*

### *Schedule of Tender:*

<i>Tender No.</i>	<i>F. No. NIPHM/ 3(37)/Catering Services 2014-15</i>
<i>Last date and time of receipt of Tender</i>	<i>Up to 3.00PM on 11/08/2014</i>
<i>Amount of Earnest Money Deposit as per clause 8.2 of N.I.T.</i>	<i>Rs. 10,000/- (Rupees Ten Thousand only). The demand draft from a Nationalised bank/Scheduled Bank should be drawn in favour of 'NATIONAL INSTITUTE OF PLANT HEALTH MANAGEMENT' payable at Hyderabad-500 030.</i>
<i>Date and time of opening of tender</i>	<i>On 11/08/2014 at 4.00 PM</i>
<i>Venue</i>	<i>National Institute of Plant Health Management, Rajendranagar, HYDERABAD – 500 030. A.P.</i>

*The tender document along with terms and conditions can be downloaded from website <http://niphm.gov.in>.*

*The tender, complete in all respects must in all cases be received in this office before the date and time indicated in the Schedule of tender as above. The tenders received after the scheduled date and time will be rejected outright. All outstation tenders should be sent by Registered/Speed Post. The NIPHM will not be responsible for any delay in receipt of tender for any reason, whatsoever.*

*Registrar I/c*

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### **1) Preamble of Tender**

National Institute of Plant Health Management, an autonomous Institute under Ministry of Agriculture, Govt. of India is mandated to promote environmentally sustainable Plant Health Management Practices in diverse and changing agro-climatic conditions and provide policy support to Central and State Government on Plant Health Management, Sanitary and Phyto-sanitary issues and emerging bio-security challenges.

NIPHM provides boarding facilities to National and International participants through its mess attached to the hostel. The services required to be provided by the bidders are furnished in the schedules. NIPHM invites 'Sealed Bids under "two cover system" from Caterers /Firms /Organizations having proven track record and registered /licensed for providing catering services. The contract period will initially be for a period of one year extendable on satisfactory performance and mutual consent on same terms and conditions on half year/yearly basis subject to a maximum period of another two years. Prices should be quoted in Indian Rupees Only.

## 2. CHECK LIST

### BIDDER TO FILL IN THE CHECK LIST GIVEN BELOW:

(State YES/NO for each item)

Sl. No.	Details	YES/NO
1.	Whether the Technical Bid (envelope A) and Financial Bid (envelope B) are submitted in separate covers and whether both covers are enclosed in a common envelope.	
2.	<b>Whether Technical Bid (Envelope A) contains:</b>	
	a) Earnest Money Deposit (EMD) amount,	
	b) Pre-Qualification details as laid down in the Tender under Eligibility Criteria.	
	c) Technical Bid in the original Tender document and other supportive documents including leaflets/pamphlets.	
	d) Filled up and signed Bidder's Profile statement viz., Annexure II	
	e) Letter of Undertaking & Authorisation for signing the Tender document viz., Annexure – IV&V	
	f) Audited Annual reports	
3	<b>Whether Envelope-B contains:</b> Filled up and signed Financial Bid Part B documents, viz., Annexure III	

**NOTE:** Please ensure all the relevant boxes are marked **YES/NO** against each column.

**IMPORTANT NOTE:** Bidders must ensure that all the required documents indicated in the Tender documents are submitted without fail. Tenders received without supporting documents for the various requirements mentioned in the tender document are liable to be rejected in the initial stage itself.

### **3) SALIENT FEATURES OF THE TENDER**

<b>Tender For Providing Catering Services</b>		
1	Tender inviting Authority , Designation and Address	The Registrar, National Institute of Plant Health Management, Rajendranagar HYDERABAD – 500 030. A.P. Phone No. 24015346/043/374 Tele-fax No. 24015346 Email : <a href="mailto:niphm@gov.in">niphm@gov.in</a> ; registrarniphm@nic.in Website : <a href="http://niphm.gov.in">http://niphm.gov.in</a>
2	a)Name of the Work & Quantity	PROVIDING CATERING SERVICES FOR NIPHM HOSTEL (Purchaser reserves the right to increase/decrease the quantity, originally specified in the schedule of Requirements)
	b)Tender reference	F.No. NIPHM/3(37)/Catering Services 2014-15.
	c)Place of contract	NIPHM, Rajendranagar, Hyderabad – 500 030. A.P.
	d) Contract Period / Validity period of Bids	The contract period will initially be for one year, extendable on satisfactory performance and mutual consent on the same terms and conditions on half yearly/yearly basis subject to a maximum period of another two years.
3	Tender documents available place and due date for obtaining tender	On all working days <b>from the date of publication of Tender to 11.08.2014 (up to 3.00 PM)</b> . Tender documents can be downloaded from <a href="http://niphm.gov.in">http://niphm.gov.in</a> at free of cost.
4	Earnest Money Deposit(EMD)	<i>The Earnest Money shall be <b>Rs. 10,000/-</b>(Ten Thousand Rupees Only) payable by demand draft from a Nationalised bank/Scheduled Bank or Irrevocable Bank guarantee should be drawn in favour of 'NATIONAL INSTITUTE OF PLANT HEALTH MANAGEMENT' payable at Hyderabad. Tenders not accompanied by EMD shall be rejected summarily.</i>
6	Due Date, Time and Place of Submission of Tender	<b>Up to 03.00PM on 11.08.2014</b> at the address mentioned in (1)
7	Date, Time and Place of Opening of Bidder's Profile- A	<b>On 11.08.2014 at 04.00 PM</b> at the address mentioned in (1)

#### **4 GENERAL INSTRUCTIONS :**

**4.1** The Bidders are requested to examine the instructions, terms & conditions and specifications given in the Tender. Failure to furnish requisite information in all respects may result in rejection of the bid. **Tenders received after due date and time shall be rejected.**

#### **4.2 Clarifications in the Tender**

- a) A prospective Bidders requiring any clarification regarding the Tender may address the Tender Inviting Authority by letter or by Fax. NIPHM will respond in writing to any request for clarification in the Tender.
- b) The responses to the clarifications will also be notified on NIPHM's website <http://niphm.gov.in>.

#### **4.3 Amendments to the Tender**

- a) NIPHM may amend the Tender Conditions up to 2 days prior to the time fixed for receipt of the Tender.
- b) Amendment to the tender, in response to clarifications sought by prospective Bidders, is solely at the discretion of NIPHM. Such amendments will be notified on NIPHM's website.
- c) NIPHM, at its discretion, may or may not extend the due date and time for the submission of bids on account of amendments. Extension of time will be notified on NIPHM's website.
- d) All the Bidders are advised to periodically browse NIPHM website <http://niphm.gov.in> for any amendments or corrigenda issued in connection with this Tender. NIPHM will not be responsible for any misinterpretation of the provisions of this tender document on account of the Bidders' failure to update the bid documents based on changes announced through the website.

#### **4.4 The tenders should be addressed to**

The Registrar,  
National Institute of Plant Health Management,  
Rajendranagar  
**HYDERABAD – 500 030.A.P.**  
Phone No. 24015346/043/374 Tele Fax No. 24015346  
Email : [niphm@gov.in](mailto:niphm@gov.in) ; [registrarniphm@nic.in](mailto:registrarniphm@nic.in) ;  
Website : <http://niphm.gov.in>

**4.5** Any offer made in response to this tender when accepted by NIPHM will constitute a contract between the parties.

**4.6** NIPHM reserves the right to forfeit the EMD of bidders on account of (i) premature withdrawal from the bid (ii) non- payment of security deposit (iii) failure to execute the agreement within 07 days of receipt of the letter of award of contract. The decision of the Director General, NIPHM shall be final in this regard.

**4.7 Corrections**, if any, in the tender document must be **attested**. All amounts shall be indicated both in words as well as in figures. Where there is difference between the amount quoted in words and figures, amount quoted in words shall prevail.

### **5)ELIGIBILITY CRITERIA**

The Bidders should meet the following Eligibility Criteria for quoting the tender and the proof for the Eligibility should be provided in the Technical Bid with index (Page No.).

<b>Sl. No</b>	<b>Minimum Eligibility Criteria</b>	<b>Proof to be submitted for fulfilling the Eligibility</b>	<b>Page No. (s)</b>
1	Tender should have been registered under AP Shops and Establishment Act. 1988	The Bidders should produce a copy of valid registration.	
2	The firm should have at least 3 years experience in providing Catering Services as on 31.05.2014.	Documents (i.e Work orders/Satisfactory Performance Certificates) to prove their experience are to be submitted.	
3	The Annual Gross Turnover of the caterers should be Rs. 15.00 lakhs per annum at least 2 years out of last 3 financial years	Copy of Audited Balance Sheet duly signed and attested by the Chartered Accountant for the three years.	
4	The firm should be an income tax assessee at least for a period of three years.	Self attested copies of the acknowledgement of Income tax returns on behalf of the company should be enclosed.	
5	The firm should be registered under the Service Tax Rules, 1994.	Self attested copy of the certificate should be enclosed.	
6.	Earnest Money Deposit	The Bidders should enclose demand draft drawn on any scheduled bank for an amount of Rs. 10,000/- or Irrevocable Bank guarantee drawn in favour of “National Institute of Plant Health Management” irrespective of the number of services rendered.	

## 6. SCOPE OF THE WORK

6.1 NIPHM is conducting National, International level training programmes attended by senior level officers. Also, NIPHM is conducting Post Graduate diploma courses with duration of one year, in which students from all over India will be admitted. The agency should be in a position to serve all types of menus viz. vegetarian/non-vegetarian/continental etc. The scope of work mentioned in this tender is not exhaustive and not limited to the following.

6.2 The Catering agency needs to supply food/food items as per the prescribed Menu at NIPHM Hostels(two)/Institute through the year. The detailed menu is furnished in Annexure II. Number of participants may vary from time to time, depending on the training programme. The agency should be able to provide the services even if the number is less or more on agreed rates only.

### 6.3 The successful bidder , hereinafter called caterer should ensure that:-

- a) The ingredients used for preparation of food shall be of food & edible grade & of good quality.
- b) Raw rice, which is at least 1 year old, should only be used in food preparations.
- c) Good quality edible oil should be used (Sunflower/Gingerly/Groundnut)
- d) Only certified chicken/meat should be supplied.
- e) Utmost care should be taken to cook & serve food in a hygienic manner.
- f) The hygiene of the kitchen/mess/surroundings of the hostel should be properly maintained and care should be taken to eliminate houseflies, cockroaches, rodents, lizards, rats etc from the kitchen area/mess area & surroundings.
- g) The serving & cooking staff working in Catering Services should wear neat & tidy uniform along with hand gloves and Cook should wear Cap in addition to uniform. The Uniform should be provided by the contractor to the deployed staff.
- h) Food served should not be too spicy/salty/oily.
- i) All the ingredients used should be of standard branded items and all the brands used/ proposed for supply should be specified to NIPHM.
- j) Products of repute should be supplied. Bidder can choose any company/brand but to be indicated in the bid document which will be subject to inspection. Penalty will be levied for non-compliance of the same. The brands that are used should carry AGMARK. In case of non availability of listed brand/make they have to take prior permission from NIPHM for supplying an alternate which is at least equivalent to the offered brand.
- k) All recycled material to be stored separately at NIPHM.
- l) The institute reserves the right to indicate the actual number of items to be supplied on any day/a particular day with an advance notice of two days.
- m) The Menu is only indicative. The flexibility in choosing the items will be with advance notice. Mostly 95% of our requirement will be Regular Menu and 5% of our requirement will have add-ons (Ala carte menu).
- n) The Contractor should supply sub-items also (as add-on item to the existing menu), if ordered by NIPHM on any day and amount will be paid by NIPHM for such extra ordered sub-items as per the quoted rate of sub-item in financial bid.

(For example for Lunch on specific day (say Monday), it was decided to take a sub-item as an additional item to the specific lunch (say Paneer Green peas (frozen & fresh) masala curry). Then NIPHM will pay total amount quoted for lunch on Monday + amount quoted for sub-item chosen( i.e cost of Paneer Green peas (frozen & fresh) masala curry) sub-item and the contractor should bill accordingly in such cases). NIPHM may modify the menu as per requirement and payment would be made on actual basis to the contractor. NIPHM will give advance notice of 2 days for supply of add-on/extra sub-items on any specific day.

### 6.4 The tentative annual requirement of various items is as below.

Services Description	Grand Total (per annum)
Morning Tea	14700
Breakfast	14700
Tea at 11 am	14700
<b><u>Regular Menu LUNCH</u></b>	
Non-Veg.	3780

Vegetarian	10920
Afternoon Tea	14700
Evening Tea & snacks	14700
<b><u>Regular Menu DINNER</u></b>	
Non-veg.	3780
Vegetarian	10920
Ala Carte Menu (any 1 item of Ala Carte menu)	7782 (Break fast +Lunch+dinner)

6.5 NIPHM is having its own premises for canteen (two kitchens) Contractor will be provided with kitchen equipment free utensils, electricity, water, empty gas cylinders, fridges, dining tables, chairs, tube lights, fans, Grinder, wet grinder, TV etc. The contractor should take over all the material in good condition and handover the material in good condition at the time expiry of contract. Damages, if any, will be charged based on the marketable value or as decided by NIPHM.

## **7. Rights of the Employer**

### *Right to direct and inspect the jobs*

1. The employer shall have the right to direct the manner in which all services under the contract shall be conducted, in so far as it may be necessary to secure the safe and proper progress and specified quality of the jobs. All services shall be done and materials shall be furnished to the satisfaction and approval of the employer.
2. Whenever in the opinion of the employer, the contractor has made marked departures from the quality of service of the employer, in order to ensure compliance with the schedule, shall directly order, to amend/improve the service which shall be adhered to by the contractor.
3. Right to inspect the stores/kitchen/service areas.
4. The employers' representative shall be given full assistance in the form of the necessary tools, instruments, equipment and qualified operators for inspection.
5. The employer reserves the right to check the quality of the raw materials/spices used in the food preparation.
6. In the event of the inspection revealing poor quality of food, the employer shall be at liberty to specify additional inspection procedure if required to ascertain contractors compliance with the specifications of preparation of food besides levy of penalty.
7. Even though inspection is carried out by the Employer or Employer's representatives, such inspection shall not, however, relieve the contractor of any or all responsibilities as per the contract, nor prejudice any claim, right or privilege which the employer may have because of the improper preparation of food.
8. Inspection and tests
  - a) The employer shall have the right to inspect the quality of ingredients and food items of any/or taste the food to confirm their quality as per standards. Members of mess Committee as nominated by the Competent Authority will randomly check the quality of food items and recommend for necessary corrective measures, which will be binding on the Contractor. Instructions passed by employer regarding quality of ingredients and food shall be complied with.
  - b) Should any inspected or tasted food or any part thereof fails to confirm to the standard as agreed, the employer may reject them and the contractor shall either prepare the food or make all alteration necessary to the boarders free of cost.
  - c) Nothing in this clause shall in any way relieve the contractor from any obligation under this contractor.
  - d) The Contractor shall provide the samples of the food items prepared to the authorized officers of the institute for test and taste, to check and ensure quality.



## **8. TENDER COST AND EMD**

### **8.1. Cost of Tender Document:**

- a) The Tender document can be downloaded from NIPHM website free of cost.

**8.2. EMD amount and Mode of Submission:** *A demand draft or irrevocable Bank guarantee for Rs. 10,000/- drawn in favour of "NATIONAL INSTITUTE OF PLANT HEALTH MANAGEMENT", payable at Hyderabad should be submitted along with technical bid.*

- a) "The EMD amount of the unsuccessful Bidders will be returned after the acceptance of the successful Tenders within a reasonable time.
- b) The EMD amount held by NIPHM till it is returned to the unsuccessful Bidders will not earn any interest thereof.
- c) The EMD amount of Successful Bidders will be adjusted as part of the Security Deposit (SD) due for successful execution of the contract.
- d) Tenders **without** EMD amount will be **rejected** by NIPHM as non-responsive. If the Bidders is exempted from submission of EMD, he should enclose the copy of the supporting document / certificate issued by Government along with the Tender.
- e) If a Bidders withdraws the tender during the period of tender validity specified in the tender (or) in the case of the Successful Bidders, if the Bidders fails to sign the contract or to remit Security Deposit, the EMD amount shall be forfeited to the NIPHM.

### **8.3. Cost of Bidding**

The Bidders shall bear all costs associated with the preparation and submission of tender and the buyer will in no case be responsible or liable for these costs, regardless of the conduct or outcome of the tendering process.

### **8.4 RATES AND PRICES**

- a. Bidders should quote the rates in the format given in the Price bid- Annexure-III. Incomplete bids will summarily be rejected. All corrections and alterations in the entries of tender papers will be signed in full by the Bidder with date. No erasing or over writings are permissible. Price quoted shall be firm and any variation in rates, prices or terms during validity of the offer shall result in forfeiture of EMD.

## **9. SUBMISSION OF TENDER**

**Submission of Tender: Two-cover system will be followed:**

### **9.1 General Instructions:**

- a) The Tender proposes two stage tender system viz., **(1) Technical Bid** and **(2) Financial Bid**. The first stage enables the buyer to know whether the Bidders is technically competent and capable of executing the order. Only those who qualify in the first stage would be eligible to take part in the second stage viz. Financial Bid. The Financial Bids of Bidders who fail in the first stage will not be opened.
- b) The bids should be submitted in two envelopes viz.
  - Envelope-A:** Technical Bid / PART – A (Annexures I)
  - Envelope-B:** Financial Bid/Financial Bids / PART – B (Annexure III)
- c) Both the covers must be sealed separately and super scribed with Tender number, due date and Name of the Envelope on the respective covers. These two covers should be enclosed in a separate cover and addressed to the Tender Inviting Authority i.e., Registrar, NIPHM, Rajendranagar, Hyderabad – 500 030.

### **9.2 Details to be furnished in the Envelope-A Technical Bid:**

- a) Crossed Demand Draft or Irrevocable Bank guarantee towards EMD.
- b) Profile of the Company – stating whether the firm is partnership/registered under the Companies Act along with its necessary enclosures
- c) Undertaking & Authorisation letter (as per Annexure IV&V) from the Competent Authority of the Company to sign this Tender document. Documents received without such authorisation will not be considered for further processing. This is not applicable if the proprietor signs himself as competent authority.
- d) The Bidders should furnish the location with addresses and license details of the firm.
- e) The Bidders shall furnish as part of the bid, documents establishing the Bidders eligibility to bid and its qualifications to perform the Contract if their tender is accepted.
- f) The Bidders should have the technical and financial capability necessary to execute the contract.

The documentary evidence of the Bidder's qualifications/ eligibility shall be established to the satisfaction of NIPHM.

### **9.3 Signing of Bids**

***Individual signing the tender or other documents connected with contract must Specify whether he signs as:***

***I) A "Sole proprietor" of the concern or constituted attorney of such sole proprietor;***

*ii) A partner of the firm, if it is a partnership firm in which case he must have authority to execute on behalf of the firm.*

*iii) Director or a Principal Officer duly authorized by the Board of Directors of the Company, if it is a Company.*

- a) The bids shall be typed or written in indelible ink and shall be signed by the Bidders or a person or persons duly authorised to bind the Bidders to the Contract. **Bidders are requested to sign each and every page of the tender document including Annexure(s) attached thereto.**
- b) Any alterations, erasures shall be treated valid only if they are authenticated by full signature by the person or persons authorised to sign the bid. Tender documents should be free from over writing.

#### **9.4 Details to be furnished in the Envelope-B i.e., Financial Bid**

Firm Prices must be quoted only in the Financial Bid Form (Please see the “**PART-B-FINANCIAL BID**”).

The prices quoted should be both in figures and words. If there are any variations between the figures and words, price quoted in words only will be considered.

#### **9.5 Mode of Submission:**

- a) Both the Envelopes viz. **Envelope-A** and **Envelope-B** must be put in a single cover, sealed and must be superscribed “**Tender for Providing Catering Services for NIPHM HOSTEL**”. It shall be addressed to The Registrar, National Institute of Plant Health Management, Rajendranagar, Hyderabad – 500 030. A.P.
- b) The Tender may be dropped in the Tender box kept at NIPHM office.
- c) Alternatively, the Tenders must reach NIPHM on or before the due date and time by registered post/courier. NIPHM will not be liable or responsible for Postal/Courier delay, if any.
- d) The Tenders received after Due Date and Time or Unsealed or incomplete shape or Tenders submitted by Facsimiles (FAX) or by Electronic mail will be summarily **rejected**.
- e) A Tender once submitted shall not be permitted to be altered or amended.

#### **9.6 FORCE MAJEURE CONDITIONS**

If at times during the continuance of the Agreement/Contract, it becomes impossible by reason of war or war- like operations, epidemics, pestilence, earthquake, fire storm or floods, the firm shall during the continuance of such contingencies not be bound to execute the contract as per the agreement/contract.

The work shall be resumed immediately after the contingency/cies has/have ceased otherwise determined and the Successful Bidders obligations shall continue to be in force for correspondingly extended period after the resumption of execution. The successful Bidders shall however inform the NIPHM by registered post/fax about such Act duly certified by the

commissioner of Labour at the beginning and end of the above causes of delay within 10 (ten) days of occurrence and cessation of such Force Majeure conditions.

In the event of delay lasting over one month, If arising out of cause of Force Majeure, the NIPHM reserves the right to cancel the contract without any compensation. Only events of Force Majeure which affects the order progressing at the time of its occurrence shall be taken in to cognizance. The NIPHM shall not be liable to pay extra costs due to delayed supplies made under Force Majeure.

#### **9.7 DISPUTES AND ARBITRATION**

- a) All matters relation to any dispute which may arise during the execution of the contract shall be referred to Arbitration of an Arbitrator to be mutually agreed upon between the parties. On the whole, provisions of the Arbitration and Conciliation Act,1996 shall prevail.
- b) The venue of such Arbitration shall be at Hyderabad only. Arbitration suits or any other claims filed in any Court of Law outside Hyderabad City will not be binding on NIPHM.

#### **9.8 JURISDICTION**

Subject to the above Clause, it is hereby agreed that Hyderabad City have jurisdiction to decide or adjudicate upon any dispute which may arise out of or be in connection with this contract agreement. The contract shall be governed by the Laws of Union of India/Government of Andhra Pradesh in force.

#### **9.9 Service of Notice:**

Any notice hereunder may be served on the successful Bidders by Registered post at his last known address. Proof of issue of any such notice should be conclusive of the Successful Bidders having been duly informed.

### **10. OPENING OF TENDERS**

#### **10.1Tender Opening:**

- a) Tenders will be opened at the prescribed date and time in the presence of Bidders or their representatives who choose to be present. The representatives of Bidders must bring the authorisation letter from the bidding companies for attending the Tender opening. Not more than two representatives for each Bidders would be allowed to take part during the bid opening process.
- b) **Envelope-A** containing Technical Bid would be opened first. Eligibility Criteria such as payment of EMD and compliance with pre-qualification conditions will be checked. The supporting documents would be cross checked wherever required.
- c) Only the Technical Bid will be opened on the due date.

- d) The date, time and venue of opening the Financial Bid will be intimated separately. The Financial bids will be opened at the appointed time in the presence of bidders who choose to be present.
- e) Tenders non compliance with any of the tender terms will **not** be considered for the next stage i.e. for opening of the Financial Bid.

## **11. TENDER EVALUATION CRITERIA:**

The evaluation of Tenders will be done by NIPHM as detailed below:

### **11.1. Technical Bid evaluation:**

Bidders will be eligible for further processing only if they fulfil the following criteria

- a) Payment of EMD.
- b) Compliance with the eligibility Criteria.
- c) Compliance with Technical and capacity requirements.

NIPHM will prepare a list of Bidders whose bids are substantially responsive with the technical and capacity requirements as given in Tender form. The Bidders who do not match eligibility criteria or which do not conform to the Technical Specifications / Tender Conditions shall be rejected. The Eligible Bidders alone will be considered for further evaluation.

### **11.2 FINANCIAL BID EVALUATION:**

#### **Opening of Envelope-B FINANCIAL Bid:**

Bidders who qualify in Technical Bid (Envelope-A) only will be called for Financial Bid opening. The technically qualified Tenderers alone will be informed about the date and time of opening of the Financial Bid and their Financial Bids alone will be opened on the due date and time in the presence of the Tenderers or their authorised representatives who choose to be present. The contract will be entrusted to the bidder whose bid has been determined as L1. The L1 Vendor will be determined based on the weekly average quoted cost of regular menu (95% Weightage) and average cost of Ala Carte menu ( 5% weightage).

Menu is only indicative. Mostly 95% of the requirement will be regular menu and 5% requirement will have add-ons (some of items of Alacarte menu will be added to the regular menu).The flexibility in choosing the items will be with advance notice.

## **12. ACCEPTANCE OF TENDER**

- a) The final acceptance of the Tender is entirely vested with NIPHM which reserves the right to accept or reject any or all of the Tenders in full or in part.
- b) After acceptance of the Tender by NIPHM, the Bidders shall have no right to withdraw his Tender and **Prices payable to the Supplier as stated in the Contract shall be firm and not subject to any adjustment during performance of the Contract.**

- c) The Tender accepting authority may also reject all the Tenders for reasons such as changes in the scope of work, lack of anticipated financial resources, court orders, accidents or calamities and other unforeseen circumstances.
- d) After acceptance of the Tender, NIPHM would issue Letter of Acceptance (LOA only to the Successful Bidder(s). The letter of acceptance will include the details along with terms and conditions of the tender.

### **13. PAYMENT OF SECURITY DEPOSIT (SD)**

- a) The Successful Bidders will be required to remit the Security Deposit of 5% of the total annual value of the contract by Demand Draft or Bank Guarantee. The successful bidders shall remit the balance security deposit amount due. The security deposit should be paid by way of Demand Draft in favour of NATIONAL INSTITUTE OF PLANT HEALTH MANAGEMENT payable at Hyderabad or in the form of unconditional and irrevocable Bank Guarantee, which will be valid up to contractual period from the date of agreement.
- b) In case ,the successful Bidders pays the Security Deposit by way of Demand Draft, the security deposit / performance guarantee will be released to the Successful Bidders only after 90 days of Successful Execution of the work order. The Security Deposit held by NIPHM till it is released to the Successful Bidders will not earn any interest thereof.

### **14. TERMS OF PAYMENT:**

The payments will be released on monthly basis within a fortnight after receipt of bill, certification by the officers concerned nominated for this purpose stating that the services provided during the months are satisfactory and after deducting the appropriate income tax.

### **15. EXECUTION OF AGREEMENT:**

- a) The successful Bidder is required to execute enter into an Agreement on non-judicial stamp paper of Rs.100/- for fulfilment of the contract. Along with the Agreement the required Security Deposit shall be remitted.
- b) The successful Bidders shall not assign or make over the contract, the benefit or burden thereof to any other person or persons or Body Corporate for the execution of the contract or any part thereof.

### **16. EXTENSION OF CONTRACT:**

The contract period will initially be for a period of one year extendable on satisfactory performance and mutual consent on the same terms and conditions on half year/yearly basis subject to a maximum period of another two years.

## **17. PENALTY CLAUSE:**

1. The contractor will be liable for penalty for deficiency in quality of service and for shortcomings in catering service, e.g., poor quality of the food prepared, supply of insufficient food to the participants, variation in the quality of material used as against the items prescribed etc., a penalty of 5% (five per cent) of the monthly bill will be imposed.
2. In the event of lack of cleanliness and hygienic conditions in the mess/mess surroundings, a penalty of Rs.5,000/- (Rupees five thousand rupees only) per day will be imposed on the contractor till the suitable action is taken.
3. In the event of any worker/cook is found on duty without uniform, NIPHM would impose a penalty of Rs.1000/- (Rupees One thousand only) in each such occasion. The contractor shall be personally responsible for ensuring that all the workers wear neat & tidy uniform.
4. In event of non-compliance to any other conditions of our tender, NIPHM would impose penalty up to Rs 5000 in each case and may terminate the contract, if the services are not found satisfactory.
5. NIPHM has the right to recover the losses/extra cost incurred, in case of contractor not able to provide services during the contract period and the services were availed from other service provider/third party at an additional cost. Such extra cost/amount incurred (on the quoted/agreed rate of contractor) to provide food to trainees (in absence of the catering services of selected contractor) will be recovered from the contractor on actual basis till such duration of non-compliance by the contractor.
6. In case of deficiency or delay in providing the service by the contractor and in case the Institute on its own provides material or manpower to run the catering service satisfactorily, the cost of such material/manpower will be recovered from the contractor.
7. In the event of any incident of food poisoning, the charges incurred on account of hospitalization of participants/guests/staff members will have to be borne by the contractor, in addition to legal action by the concerned authority.
8. Minimum wages as per Time Rate or Piece Rate shall be paid to workers by the contractor.
9. The Contractor must comply and implement all the statutory provisions relating to the employment of labour for the proposed catering services, i.e, various Acts relating to payment of Minimum Wages, ESI, PF, Bonus, etc., and all other statutory benefits, as amended from time to time. In the event of non-compliance, the contractor will be solely responsible for any penalty/fine imposed by the statutory bodies. Further, in the event of any loss incurred to the Institute due to non-compliance, the contractor shall indemnify the same to the Institute.

## TECHNICAL SPECIFICATIONS

### 18. TECHNICAL SPECIFICATIONS FOR PROVIDING CATERING SERVICES :

#### MORNING TEA:

DAY	Items
MONDAY - SUNDAY	Bed Tea/ Coffee

#### BREAKFAST:

DAY	Items
MONDAY	1. Masala Dosa (medium size) 1 nos with Sambar and Chutney 2. Idly 2nos (80g each) with Sambar and Chutney 3. Tea/ Coffee (80 ml)
TUESDAY	1. Stuffed Methi/ Aloo Parathas 2 nos (100 g) with Curd and Pickle 2. Tea/ Coffee (80 ml)
WEDNESDAY	1. Tomato bath Upma based (100 g) with coconut or groundnut chutney 2. Bread slices (4) + Jam (10 g) + Butter (10 g) 3. Tea/ Coffee (80 ml)
THURSDAY	1. Poori (medium size) 4 Nos with Sabji (100 g) 2. Tea/ Coffee (80 ml)
FRIDAY	<b>Option 1</b> 1. Pongal (200 g)/ Kichidi (200 g) with Sambar and Chutney 2. Vada 2 nos (small) with Sambar and Chutney 3. Tea/ Coffee (80 ml) <b>Option 2</b> 1. Bread slices (4) with Jam (10 g) + Butter (10 g) 2. Steamed sweet corn with mirchi (75 gms) 3. Tea/ Coffee (80 ml)
SATURDAY	1. Plain paratha with Aloo and peas kurma 2. Tea/ Coffee (80 ml)
SUNDAY	1. Vegetable Noodles with sauce 2. Bread slice: 04 slices (50 g) with jam (10 g) + butter (20 g) 3. Tea/ Coffee (80 ml) <b>Option 1</b> Boiled Egg: 1 no <b>Option 2</b> Seasonal fruits

#### TEA at 11.00 AM:

DAY	Items
MONDAY - SUNDAY	Tea/ Coffee with one salty and one sweet cookie (Should be of a reputed bakery such as Karachi Bakery, Bikaneerwala, Britannia, etc.)



**LUNCH:**

DAY	
MONDAY	<b>Vegetarian</b>
	A. Salad: Carrot, Onion, green chillies <b>(OR)</b> Cucumber, Sprouts of green gram, Onion, green chillies
	B. Curries:
	1. Vegetable kofta/ Malaikofta
	2. Tomato dal/ Mango dal/ Dosakai dal
	3. Mixed veg
	4. Rasam (with tomato)
	C. Phulka
	D. Plain rice
	E. Pappad / fryums
	F. Curd cup (reputed brand)
	G. Dessert: Seasonal fruit
	<b>Non-Vegetarian</b>
	A. Salad: Carrot, Onion, green chillies <b>(OR)</b> Cucumber, Sprouts of green gram, Onion, green chillies
	A. Curries:
	1. Chicken fry/ Chicken curry
	2. Tomato dal/ Mango dal/ Dosakai dal
	3. Mixed veg
	4. Rasam (with tomato)
	B. Phulka
	C. Plain rice
	D. Pappad / fryums
	E. Curd cup (reputed brand)
	F. Dessert: Seasonal fruit
TUESDAY	A. Salad: Carrot, Onion, green chillies <b>(OR)</b> Cucumber, Sprouts of green gram, Onion, green chillies
	B. Curries:
	1. MethiAloo/ Dam Aloo
	2. Beans Fry (French/ broad bean)/ Cluster bean fry
	3. Sambar with vegetables (any three veg. Potato, onion small, radish, carrot, drumstick, bendi)
	C. Phulka
	D. Plain rice
	E. Pappad / fryums
	F. Curd cup (reputed brand)
	G. Dessert: Rasgullah

WEDNESDAY	<b>Vegetarian</b>
	A. Salad: Carrot, Onion, lemon pieces, green chilly( <b>OR</b> ) Cucumber, Onion, lemon pieces. Green chilly
	B. Curries:
	1. Paneer Green peas (frozen & fresh) masala/ Aloo Green peas curry
	2. Palak dal/ Methi dal
	3. Mixed veg
	4. Rasam (with tomato)
	C. Phulka
	D. Veg Biryani
	E. Plain rice
	F. Pappad / fryums
	G. Curd cup (reputed brand)
	H. Dessert: Ice cream
	<b>Non-Vegetarian</b>
	A. Salad: Carrot, Onion, lemon pieces, green chilly ( <b>OR</b> ) Cucumber, Onion, lemon pieces. Green chilly
	B. Curries:
	1. Chicken curry/ Mutton curry
	2. Palak dal/ Methi dal
	3. Mixed veg
	4. Rasam (with tomato)
	C. Phulka
	D. Chicken Biryani/ Mutton Biryani
	E. Plain rice
	F. Pappad / fryums
	G. Curd cup (reputed brand)
	H. Dessert: Ice cream
THURSDAY	<b>Vegetarian</b>
	A. Salad: Carrot, Onion, green chillies( <b>OR</b> ) Cucumber, Sprouts of green gram, Onion, green chillies
	B. Curries:
	1. Palakpaneer/ PaneerMakhni
	2. Amaranthus dal/ Ridge gourd dal
	3. Mixed veg
	4. Rasam (with tomato)
	C. Phulka
	D. Plain rice
	E. Pappad / fryums
	F. Curd cup (reputed brand)
	G. Dessert: Seasonal fruit
	<b>Non-Vegetarian</b>
	A. Salad: Carrot, Onion, green chillies( <b>OR</b> ) Cucumber, Sprouts of green gram, Onion, green chillies
	B. Curries:
	1. Chicken fry/ Mutton Kheema
	2. Amaranthus dal/ Ridge gourd dal
	3. Mixed veg
	4. Rasam (with tomato)
	C. Phulka
	D. Plain rice
	E. Pappad / fryums
	F. Curd cup (reputed brand)
	G. Dessert: Seasonal fruit

FRIDAY	A. Salad: Carrot, Onion, green chillies <b>(OR)</b> Cucumber, Sprouts of green gram, Onion, green chillies
	B. Curries:
	1. Kadai veg/ Bainganbartha
	2. Okra fry with Onion & peanut/ Masala Bhendi
	3. Sambar with vegetables (carrot, bottle gourd, onion)
	C. Phulka
	D. Plain rice
	E. Pappad / fryums
	F. Curd cup (reputed brand)
	G. Dessert: GulabJamoon
SATURDAY	A. Salad: Carrot, Onion, green chillies <b>(OR)</b> Cucumber, Sprouts of green gram, Onion, green chillies
	B. Curries:
	1. Chana masala/ Vegetable khurma
	2. Aratikaya fry/ Bitter guard Fry
	3. Sambar with vegetables (carrot, bottle gourd, onion)
	C. Phulka
	D. Plain rice
	E. Pappad / fryums
	F. Curd cup (reputed brand)
	G. Dessert: Gajar Halva
SUNDAY	A. Salad: Carrot, Onion, lemon pieces, green chilly <b>(OR)</b> Cucumber, Onion, lemon pieces. Green chilly
	B. Curries:
	1. Channa Masala dal
	2. Mixed Veg
	3. Sambar with vegetables (carrot, bottle gourd, onion)
	C. Phulka
	D. Coconut rice
	E. Plain rice
	F. Pappad / fryums
	G. Curd cup (reputed brand)
	H. Dessert: Ice cream

#### AFTER NOON TEA: (3.30 p.m.)

DAY	Items
MONDAY – SATURDAY	Tea

#### EVENING TEA & SNACKS: (6.00 PM)

DAY	Items
MONDAY	Onion pakoda (100 gms) + Tea (80 ml)
TUESDAY	MirapakaiBajji (2 no) + Tea (80 ml)
WEDNESDAY	Pesarapunukulu(medium size 3 no) + Tea (80 ml)
THURSDAY	Small onion samosa (3 no) + Tea (80 ml)
FRIDAY	Poha (100 gms) + Tea (80 ml)
SATURDAY	Masala vada (3 no) + Tea (80 ml)
SUNDAY	Aloo/ Onion Bajji (3 no) + Tea (80 ml)

**DINNER:**

DAY	
MONDAY	A. Salad: Carrot, Onion, green chillies <b>(OR)</b> Cucumber, Sprouts of green gram, Onion, green chillies
	B. Curries:
	1. Dal Makhni/ Dal Tadka
	2. Okra fry with onions and peanuts
	3. Rasam (with tomato)
	C. Phulka
	D. Plain rice
	E. Pappad / fryums
	F. Curd cup (reputed brand)
	G. Dessert: Ice cream
TUESDAY	<b>Vegetarian</b>
	A. Salad: Carrot, Onion, green chillies <b>(OR)</b> Cucumber, Sprouts of green gram, Onion, green chillies
	B. Curries:
	1. PaneerBurjji / ShaiPaneer
	2. Grated carrot and moong dal thadka
	3. Rasam (with tomato)
	C. Phulka
	D. Plain rice
	E. Pappad / fryums
	F. Curd cup (reputed brand)
	G. Dessert: Seasonal fruit
	<b>Non-Vegetarian</b>
	A. Salad: Carrot, Onion, green chillies <b>(OR)</b> Cucumber, Sprouts of green gram, Onion, green chillies
	B. Curries:
	1. Butter Chicken/ Chicken fry
	2. Grated carrot and moong dal thadka
	3. Rasam (with tomato)
	C. Phulka
	D. Plain rice
	E. Pappad / fryums
	F. Curd cup (reputed brand)
	G. Dessert: Seasonal fruit
WEDNESDAY	A. Salad: Carrot, Onion, green chillies <b>(OR)</b> Cucumber, Sprouts of green gram, Onion, green chillies
	B. Curries:
	1. Soya Balls Curry/ Soya Chunks Curry
	2. Drumstick with tomato/ Drumstick with fresh grated coconut & carrot
	3. Rasam (with tomato)
	C. Phulka
	D. Plain rice
	E. Pappad / fryums
	F. Curd cup (reputed brand)
	G. Dessert: GulabJamoon

THURSDAY	A. Salad: Carrot, Onion, green chillies <b>(OR)</b> Cucumber, Sprouts of green gram, Onion, green chillies
	B. Curries:
	1. MalaiKofta/ Carrot Aloo Mutter Curry
	2. Cabbage Fry/ Cabbage & dal curry
	3. Sambar with vegetables (any three veg. Potato, onion small, radish, carrot, drumstick, bendi)
	C. Phulka
	D. Plain rice
	E. Pappad / fryums
	F. Curd cup (reputed brand)
	G. Dessert: Ice cream
FRIDAY	<b>Vegetarian</b>
	A. Salad: Carrot, Onion, green chillies <b>(OR)</b> Cucumber, Sprouts of green gram, Onion, green chillies
	B. Curries:
	1. Paneer Butter Masala/ Mutter Paneer
	2. Tomato dal
	3. Sambar with vegetables (any three veg. Potato, onion small, radish, carrot, drumstick, bendi)
	C. Phulka
	D. Plain rice
	E. Pappad / fryums
	F. Curd cup (reputed brand)
	G. Dessert: Rasgulla
	<b>Non-Vegetarian</b>
	A. Salad: Carrot, Onion, green chillies <b>(OR)</b> Cucumber, Sprouts of green gram, Onion, green chillies
	B. Curries:
	1. Chicken 65
	2. Tomato dal
	3. Sambar with vegetables (any three veg. Potato, onion small, radish, carrot, drumstick, bendi)
	C. Phulka
	D. Plain rice
	E. Pappad / fryums
	F. Curd cup (reputed brand)
	G. Dessert: Rasgulla
SATURDAY	A. Salad: Carrot, Onion, green chillies <b>(OR)</b> Cucumber, Sprouts of green gram, Onion, green chillies
	B. Curries:
	1. Paneer butter masala/ Palakpaneer
	2. Cauliflower/ Beetroot curry
	3. Rasam(with tomato)
	C. Phulka
	D. Plain rice
	E. Pappad / fryums
	F. Curd cup (reputed brand)
	G. Dessert: Seasonal fruit

SUNDAY	<b>Vegetarian</b>
	A. Salad: Carrot, Onion, green chillies( <b>OR</b> ) Cucumber, Sprouts of green gram, Onion, green chillies
	B. Curries:
	1. Methi Mutter Malai/ Green peas aloo masala
	2. Vankay fry/ Gutthuvankay
	3. Rasam (with tomato)
	C. Phulka
	D. Plain rice
	E. Pappad / fryums
	F. Curd cup (reputed brand)
	G. Dessert: Jelebi
	<b>Non-Vegetarian</b>
	A. Salad: Carrot, Onion, green chillies( <b>OR</b> ) Cucumber, Sprouts of green gram, Onion, green chillies
	B. Curries:
	1. Chicken Curry/ Mutton Kheema
	2. Vankay fry/ Gutthuvankay
	3. Rasam (with tomato)
	C. Phulka
	D. Plain rice
	E. Pappad / fryums
	F. Curd cup (reputed brand)
	G. Dessert: Jelebi

#### ALA CARTE MENU

<b>DAY</b>
Boiled potato
Prawns curry (100 gm)
Sear fish fry (100 gm)
Boiled vegetables
Soup (Tomato)
Boiled corn
Naan
Bun
Corn flakes (40 gm) with milk
French fries (50 gm)

- All the curries NV/ Paneer/ Mutter/ Kofta etc. should be served 200 gm
- Special rice – 350 gm (cooked rice)
- Separate sheet should be enclosed indicating the brand/make of the items proposed to be supplied at NIPHM (including the brands for materials proposed to be used for preparation of food). See 6.3 (i) under scope of work for details

**TECHNICAL BID PART-A****Bidder's Profile****19. Bidders Profile: –**

1. THE FIRM a) Name b) Regd. Address c) Address for correspondence d) Contact Person's i) Name & Designation ii) Address iii) Tel. No. Landline mobile iv) Email ID	
2. Type of Firm	Sole proprietor/Private Ltd/ Partnership/ co operative / Public Co. (Pl. tick and enclose copy of Memorandum/Articles of Association/ Certificates of Incorporation)
3. Please mention PAN/GIR NO. & date and year of Registration. (please enclose photocopy)	
4. Please mention the Sales Tax/VAT registration No and details & year of Registration (please enclose photocopy)	
5. Please mention the Service Tax registration No. (Please enclose photocopy)	
6. The annual gross turnover of the firm should be mentioned clearly. (Pl. enclose copies of Audited balance sheet and P&L a/c certified by the chartered accountant.)	
7. The firm should be an income tax assessee at least for a period of three years. Enclose copies of ITR.	
8. If the Bidders provided services to Central Autonomous/PSU/GOVT. DEPT/ with work orders.(pl. submit the copies of documentary evidence e.g work order, corresponding satisfactory job completion certificates from clients specifying value and period of work order.	
9. Earnest Money Deposit details	DD NO. .... Dt..... Amount Rs.10,000/-drawn on NIPHM, HYDERABAD.

Signature of authorised signatory

Name : \_\_\_\_\_

Designation \_\_\_\_\_

Seal :

Annexure III  
**FINANCIAL BID-PART B**

**MORNING TEA:**

DAY	Items	Cost (Rs.)	Total Cost (Rs.)
MONDAY - SUNDAY	Bed tea/ Coffee		

**BREAKFAST:**

DAY	Items	Cost (Rs.)
MONDAY	1. Masala Dosa (medium size) 1 nos with Sambar and Chutney	
	2. Idly 2nos (80g each) with Sambar and Chutney	
	3. Tea/ Coffee (80 ml)	
	<b>TOTAL</b>	
TUESDAY	1. Stuffed Methi/ Aloo Parathas 2 nos (100 g) with Curd and Pickle	
	2. Tea/ Coffee (80 ml)	
	<b>TOTAL</b>	
WEDNESDAY	1. Tomato bath Upma based (100 g) with coconut or groundnut chutney	
	2. Bread slices (4) + Jam (10 g) + Butter (10 g)	
	3. Tea/ Coffee (80 ml)	
	<b>TOTAL</b>	
THURSDAY	1. Poori (medium size) 4 Nos with Sabji (100 g)	
	2. Tea/ Coffee (80 ml)	
	<b>TOTAL</b>	
FRIDAY	<b>Option 1</b>	
	1. Pongal (200 g)/ Kichidi (200 g) with Sambar and Chutney	
	2. Vada 2 nos (small) with Sambar and Chutney	
	3. Tea/ Coffee (80 ml)	
	<b>TOTAL</b>	
	<b>Option 2</b>	
	1. Bread slices (4) with Jam (10 g) + Butter (10 g)	
	2. Steamed sweet corn with mirchi (75 gms)	
	3. Tea/ Coffee (80 ml)	
	<b>TOTAL</b>	
SATURDAY	1. Plain paratha with Aloo and peas kurma	
	2. Tea/ Coffee (80 ml)	
	<b>TOTAL</b>	
SUNDAY	1. Vegetable Noodles with sauce	
	2. Bread slice: 04 slices (50 g) with jam (10 g) + butter (20 g)	
	3. Tea/ Coffee (80 ml)	
	<b>Option 1</b>	
	Boiled Egg: 1 no	
	<b>Option 2</b>	
	Seasonal fruit	
	<b>TOTAL for option 1 + 1,2 &amp; 3 items</b>	
	<b>TOTAL for option 2 + 1,2 &amp; 3 items</b>	



DAY	Items	Cost (Rs.)	Total Cost (Rs.)
MONDAY - SUNDAY	<b>Tea/ Coffee with one salty and one sweet cookie</b> (Should be of a reputed bakery such as Karachi Bakery, Bikanerwala, Britannia, etc.)		

#### LUNCH:

DAY		Cost (Rs.)
MONDAY	<b>Vegetarian</b>	
	H. Salad: Carrot, Onion, green chillies(OR) Cucumber, Sprouts of green gram, Onion, green chillies	
	I. Curries:	
	1. Vegetable kofta/ Malaikofta	
	2. Tomato dal/ Mango dal/ Dosakai dal	
	3. Mixed veg	
	4. Rasam (with tomato)	
	J. Phulka	
	K. Plain rice	
	L. Pappad / fryums	
	M. Curd cup (reputed brand)	
	N. Dessert: Seasonal fruit	
	<b>TOTAL</b>	
	<b>Non-Vegetarian</b>	
	B. Salad: Carrot, Onion, green chillies(OR) Cucumber, Sprouts of green gram, Onion, green chillies	
	G. Curries:	
	1. Chicken fry/ Chicken curry	
	2. Tomato dal/ Mango dal/ Dosakai dal	
	3. Mixed veg	
	4. Rasam (with tomato)	
	H. Phulka	
	I. Plain rice	
	J. Pappad / fryums	
	K. Curd cup (reputed brand)	
	L. Dessert: Seasonal fruit	
	<b>TOTAL</b>	
TUESDAY	A. Salad: Carrot, Onion, green chillies(OR) Cucumber, Sprouts of green gram, Onion, green chillies	
	O. Curries:	
	1. MethiAloo/ Dam Aloo	
	2. Beans Fry (French/ broad bean)/ Cluster bean fry	
	3. Sambar with vegetables (any three veg. Potato, onion small, radish, carrot, drumstick, bendi)	
	P. Phulka	
	Q. Plain rice	
	R. Pappad / fryums	
	S. Curd cup (reputed brand)	
	T. Dessert: Rasgullah	
	<b>TOTAL</b>	

WEDNESDAY	<b>Vegetarian</b>	
	I. Salad: Carrot, Onion, lemon pieces, green chilly <b>(OR)</b> Cucumber, Onion, lemon pieces. Green chilly	
	J. Curries:	
	1. Paneer Green peas (frozen & fresh) masala/ Aloo Green peas curry	
	2. Palak dal/ Methi dal	
	3. Mixed veg	
	4. Rasam (with tomato)	
	K. Phulka	
	L. Veg Biryani	
	M. Plain rice	
	N. Pappad / fryums	
	O. Curd cup (reputed brand)	
	P. Dessert: Ice cream	
	<b>TOTAL</b>	
	<b>Non-Vegetarian</b>	
	I. Salad: Carrot, Onion, lemon pieces, green chilly <b>(OR)</b> Cucumber, Onion, lemon pieces. Green chilly	
	J. Curries:	
	1. Chicken curry/ Mutton curry	
	2. Palak dal/ Methi dal	
	3. Mixed veg	
	4. Rasam (with tomato)	
	K. Phulka	
	L. Chicken Biryani/ Mutton Biryani	
	M. Plain rice	
	N. Pappad / fryums	
	O. Curd cup (reputed brand)	
	P. Dessert: Ice cream	
	<b>TOTAL</b>	
THURSDAY	<b>Vegetarian</b>	
	H. Salad: Carrot, Onion, green chillies <b>(OR)</b> Cucumber, Sprouts of green gram, Onion, green chillies	
	I. Curries:	
	1. Palakpaneer/ PaneerMakhni	
	2. Amaranthus dal/ Ridge gourd dal	
	3. Mixed veg	
	4. Rasam (with tomato)	
	J. Phulka	
	K. Plain rice	
	L. Pappad / fryums	
	M. Curd cup (reputed brand)	
	N. Dessert: Seasonal fruit	
	<b>TOTAL</b>	
	<b>Non-Vegetarian</b>	
	H. Salad: Carrot, Onion, green chillies <b>(OR)</b> Cucumber, Sprouts of green gram, Onion, green chillies	
	I. Curries:	
	1. Chicken fry/ Mutton Kheema	
	2. Amaranthus dal/ Ridge gourd dal	
	3. Mixed veg	
	4. Rasam (with tomato)	
	J. Phulka	

	K. Plain rice	
	L. Pappad / fryums	
	M. Curd cup (reputed brand)	
	N. Dessert: Seasonal fruit	
	<b>TOTAL</b>	
FRIDAY	H. Salad: Carrot, Onion, green chillies(OR) Cucumber, Sprouts of green gram, Onion, green chillies	
	I. Curries:	
	1. Kadai veg/ Bainganbartha	
	2. Okra fry with Onion & peanut/ Masala Bhendi	
	3. Sambar with vegetables (carrot, bottle gourd, onion)	
	J. Phulka	
	K. Plain rice	
	L. Pappad / fryums	
	M. Curd cup (reputed brand)	
	N. Dessert: GulabJamoon	
	<b>TOTAL</b>	
SATURDAY	H. Salad: Carrot, Onion, green chillies(OR) Cucumber, Sprouts of green gram, Onion, green chillies	
	I. Curries:	
	1. Chana masala/ Vegetable khurma	
	2. Aratikaya fry/ Bitter guard Fry	
	3. Sambar with vegetables (carrot, bottle gourd, onion)	
	J. Phulka	
	K. Plain rice	
	L. Pappad / fryums	
	M. Curd cup (reputed brand)	
	N. Dessert: Gajar Halva	
	<b>TOTAL</b>	
SUNDAY	I. Salad: Carrot, Onion, lemon pieces, green chilly (OR) Cucumber, Onion, lemon pieces. Green chilly	
	J. Curries:	
	1. Channa Masala dal	
	2. Mixed Veg	
	3. Sambar with vegetables (carrot, bottle gourd, onion)	
	K. Phulka	
	L. Coconut rice	
	M. Plain rice	
	N. Pappad / fryums	
	O. Curd cup (reputed brand)	
	P. Dessert: Ice cream	
	<b>TOTAL</b>	

#### AFTER NOON TEA: (3.30 p.m.)

DAY	Items	Cost (Rs.)	Total Cost (Rs.)
MONDAY – SATURDAY	Tea		

**EVENING TEA & SNACKS: (6.00 PM)**

DAY	Items	Cost (Rs.)	Total Cost (Rs.)
MONDAY	Onion pakoda (100 gms) + Tea (80 ml)		
TUESDAY	Mirapakai Bajji (2 no) + Tea (80 ml)		
WEDNESDAY	Pesarapunukulu (medium size 3 no) + Tea (80 ml)		
THURSDAY	Small onion samosa (3 no) + Tea (80 ml)		
FRIDAY	Poha (100 gms) + Tea (80 ml)		
SATURDAY	Masala vada (3 no) + Tea (80 ml)		
SUNDAY	Aloo/ Onion Bajji (3 no) + Tea (80 ml)		

**DINNER:**

DAY		Cost (Rs.)
MONDAY	H. Salad: Carrot, Onion, green chillies(OR) Cucumber, Sprouts of green gram, Onion, green chillies	
	I. Curries:	
	1. Dal Makhni/ Dal Tadka	
	2. Okra fry with onions and peanuts	
	3. Rasam (with tomato)	
	J. Phulka	
	K. Plain rice	
	L. Pappad / fryums	
	M. Curd cup (reputed brand)	
	N. Dessert: Ice cream	
	<b>TOTAL</b>	
TUESDAY	<b>Vegetarian</b>	
	H. Salad: Carrot, Onion, green chillies(OR) Cucumber, Sprouts of green gram, Onion, green chillies	
	I. Curries:	
	1. Paneer Burji / Shai Paneer	
	2. Grated carrot and moong dal thadka	
	3. Rasam (with tomato)	
	J. Phulka	
	K. Plain rice	
	L. Pappad / fryums	
	M. Curd cup (reputed brand)	
	N. Dessert: Seasonal fruit	
	<b>TOTAL</b>	
	<b>Non-Vegetarian</b>	
	H. Salad: Carrot, Onion, green chillies(OR) Cucumber, Sprouts of green gram, Onion, green chillies	
	I. Curries:	
	1. Butter Chicken/ Chicken fry	
	2. Grated carrot and moong dal thadka	
	3. Rasam (with tomato)	
	J. Phulka	
	K. Plain rice	
	L. Pappad / fryums	
	M. Curd cup (reputed brand)	
	N. Dessert: Seasonal fruit	
	<b>TOTAL</b>	

WEDNESDAY	H. Salad: Carrot, Onion, green chillies( <b>OR</b> ) Cucumber, Sprouts of green gram, Onion, green chillies	
	I. Curries:	
	1. Soya Balls Curry/ Soya Chunks Curry	
	2. Drumstick with tomato/ Drumstick with fresh grated coconut & carrot	
	3. Rasam (with tomato)	
	J. Phulka	
	K. Plain rice	
	L. Pappad / fryums	
	M. Curd cup (reputed brand)	
	N. Dessert: GulabJamoon	
	<b>TOTAL</b>	
THURSDAY	H. Salad: Carrot, Onion, green chillies( <b>OR</b> ) Cucumber, Sprouts of green gram, Onion, green chillies	
	I. Curries:	
	1. MalaiKofta/ Carrot Aloo Mutter Curry	
	2. Cabbage Fry/ Cabbage & dal curry	
	3. Sambar with vegetables (any three veg. Potato, onion small, radish, carrot, drumstick, bendi)	
	J. Phulka	
	K. Plain rice	
	L. Pappad / fryums	
	M. Curd cup (reputed brand)	
	N. Dessert: Ice cream	
	<b>TOTAL</b>	
FRIDAY	<b>Vegetarian</b>	
	H. Salad: Carrot, Onion, green chillies( <b>OR</b> ) Cucumber, Sprouts of green gram, Onion, green chillies	
	I. Curries:	
	1. Paneer Butter Masala/ Mutter Paneer	
	2. Tomato dal	
	3. Sambar with vegetables (any three veg. Potato, onion small, radish, carrot, drumstick, bendi)	
	J. Phulka	
	K. Plain rice	
	L. Pappad / fryums	
	M. Curd cup (reputed brand)	
	N. Dessert: Rasgulla	
	<b>TOTAL</b>	
	<b>Non-Vegetarian</b>	
	H. Salad: Carrot, Onion, green chillies( <b>OR</b> ) Cucumber, Sprouts of green gram, Onion, green chillies	
	I. Curries:	
	1. Chicken 65	
	2. Tomato dal	
	3. Sambar with vegetables (any three veg. Potato, onion small, radish, carrot, drumstick, bendi)	
	J. Phulka	
	K. Plain rice	
	L. Pappad / fryums	
	M. Curd cup (reputed brand)	
	N. Dessert: Rasgulla	

	<b>TOTAL</b>	
SATURDAY	H. Salad: Carrot, Onion, green chillies( <b>OR</b> ) Cucumber, Sprouts of green gram, Onion, green chillies	
	I. Curries:	
	1. Paneer butter masala/ Palakpaneer	
	2. Cauliflower/ Beetroot curry	
	3. Rasam(with tomato)	
	J. Phulka	
	K. Plain rice	
	L. Pappad / fryums	
	M. Curd cup (reputed brand)	
	N. Dessert: Seasonal fruit	
	<b>TOTAL</b>	
SUNDAY	<b>Vegetarian</b>	
	H. Salad: Carrot, Onion, green chillies( <b>OR</b> ) Cucumber, Sprouts of green gram, Onion, green chillies	
	I. Curries:	
	1. Methi Mutter Malai/ Green peas aloo masala	
	2. Vankay fry/ Gutthuvankay	
	3. Rasam (with tomato)	
	J. Phulka	
	K. Plain rice	
	L. Pappad / fryums	
	M. Curd cup (reputed brand)	
	N. Dessert: Jelebi	
	<b>TOTAL</b>	
	<b>Non-Vegetarian</b>	
	H. Salad: Carrot, Onion, green chillies( <b>OR</b> ) Cucumber, Sprouts of green gram, Onion, green chillies	
	I. Curries:	
	1. Chicken Curry/ Mutton Kheema	
	2. Vankay fry/ Gutthuvankay	
	3. Rasam (with tomato)	
	J. Phulka	
	K. Plain rice	
	L. Pappad / fryums	
	M. Curd cup (reputed brand)	
	N. Dessert: Jelebi	
	<b>TOTAL</b>	

### ALA CARTE MENU

DAY	COST (Rs)
Boiled potato	
Prawns curry (100 gm)	
Sear fish fry (100 gm)	
Boiled vegetables	
Soup (Tomato)	
Boiled corn	
Naan	
Bun	
Corn flakes (40 gm) with milk	
French fries (50 gm)	

- All the curries NV/ Paneer/ Mutter/ Kofta etc. should be served 200 gm
- Special rice – 350 gm (cooked rice)

Signature of Authorised Bidders  
(With seal and stamp)

Name: \_\_\_\_\_

Date: \_\_\_\_\_

Seal: \_\_\_\_\_

Telephone No.(Office)\_\_\_\_\_

(Residence)\_\_\_\_\_

Fax No\_\_\_\_\_

**Mobile No**\_\_\_\_\_

**20.UNDER TAKING**

1. I/We undertake that/We have carefully studied all the terms and conditions and understood the parameters of the proposed supplied of the NIPHM and shall abide by them
2. I/We also undertake that I/We have understood “Parameters and Technical Specifications for making the Supplies” mentioned in Annexure A to F of the Tender dated.....and shall make the supplies strictly as per these “Parameters and Technical specifications for the supplies”.
3. I/We further undertake that the information given in this tender is true and correct in all respect and we hold the responsibility for the same.

Signature of Authorised Official

With seal and stamp

Name: \_\_\_\_\_

Date: \_\_\_\_\_

Designation: \_\_\_\_\_

**Seal:**



21.

**FORMAT FOR AUTHORISATION LETTER**

To

The Registrar,  
National Institute of Plant Health Management,  
Rajendranagar,  
**HYDERABAD – 500030.**  
Andhra Pradesh.

Sir,

We hereby authorise \_\_\_\_\_ to submit a Bid and subsequently participate and sign the contract submitted against the Ref.: \_\_\_\_\_. We hereby accept his decision taken, if any, in this regard.

Signature of Authorised Official  
With seal and stamp

Name: \_\_\_\_\_

Date: \_\_\_\_\_

Designation: \_\_\_\_\_

**Seal:**