

CORRIGENDUM - I

for

Tender Notification No.: 24SP009T dated: 09.04.2024

Notice Inviting Tender for Providing Canteen Services on Contract Basis at IIM Tiruchirappalli

Corrigendum/Amendments in the tender document

1. Please refer to the above-mentioned tender document for Providing Canteen Services on Contract Basis at IIM Tiruchirappalli.
2. The following changes have been made in the Tender Document through this corrigendum – I

S. No	Reference to the main Tender	For	Read As
1	Point. iii of Page 10 under clause Price Bid	The Rates quoted by the tenderer should be inclusive of all charges, including GST.	The Rates quoted by the tenderer should be inclusive of all charges and excluding GST.
2	Annexure – II & Annexure - IV	Annexure – II & IV of the maintender document stands cancelled, and Revised Annexure – II (Price Bid – BoQ) is incorporated from Page 3 of this Corrigendum. Hence, the bidder should quote their rate only in the Revised Price Bid as available in this Corrigendum – I and the same has to be placed in Price Bid Cover (i.e. Cover 2). Revised Annexure – IV (Concept Note) is incorporated from Page 6 of this Corrigendum. Hence, the bidder should quote their rate only in the Revised Annexure-IV as available in this Corrigendum – I and the same has to be placed in Technical Bid Cover (i.e. Cover 1).	
3	Point No. 8 of Page No. 13 under the Terms and Conditions	On order, food items should be brought to the guests' place in academic and admin block, and the guest house.	On order, food items should be brought to the guest/ staff/ faculty, etc., at their places in academic and admin block, and the guest house.
4	Point No. 29 of Page No, 15 under the Terms and Conditions	The vendor has to provide tea, coffee, snacks and food items for any institute events/meetings to any place inside the campus without any extra charges. The manpower and transportation under the scope of the vendor. The vendor should clean the venue before/after the event.	The vendor has to provide tea, coffee, snacks and food items for any institute events/meetings to any place inside the campus without any extra charges. The manpower and transportation is under the scope of the vendor. The vendor should clean the venue after the event and handover the site as it is.

5	Serial No. 1 under Part-C of Page No. 33 of Annexure –II	Biscuit Packet (Should not exceed MRP)	Britannia Good Day Biscuit Packet – 50 Gms (Should not exceed MRP)
6	Serial No. 2 (Buffet Non Veg Meal) of Page No. 35 of Annexure –III	Non-Veg (Dry /Gravy)	Non-Veg (Dry/Gravy - Chicken)
7	-	Whether Bank Guarantee can be accepted in place of the Performance security?	No. The vendor should deposit the Performance Security Amount in the Bank Account of IIM Tiruchirappalli.
8	Institute may order any biscuit packets other than the Good Day for which the amount shall not exceed MRP.		
9	For Statutory Compliance, the vendor is to give an undertaking in the prescribed format every month along with the bill.		
10	Point No. 62 of the Page No. 18 & 19 stands cancelled, the Revised manpower requirement is incorporated in Page 2 of this Corrigendum – I as Appendix –I .		
11	<i>The vendor needs to have ready stock of at least 50 Nos. of all required utensils at any point of time without any additional charges.</i>		
	<i>When the count goes beyond 50, they may arrange the same as per the requirement of the event, and the institute shall pay the cutlery rate per unit. Please note that the quality of utensils and cutleries will not be compromised.</i>		
	The Vendor Should quote the rate for the following set of items such as full plates, quarter plates, soup bowls, dessert cups, serving bowls, cups and saucers, dessert boxes, etc for the following quantity. This will not be taken for the evaluation of L1 Vendor.		
	Quantity Set*	Rate Per Set	
	50-75 pack		
	76-100 pack		
	101-125 pack		
126-150 pack			
151-200 pack			
*set is inclusive of full plates, quarter plates, soup bowls, dessert cups, serving bowls, cups and saucers, dessert boxes, etc.			
12	Integrity Pact as available in the Annexure – IX will be signed with the successful bidder.		

All other points mentioned in the Tender document, Corrigendum – I and other than the above Corrigendum will remain the same.

REVISED ANNEXURE-II: PRICE BID

The Price to be quoted by the bidder for the below mentioned food items shall be inclusive of cost of rice, groceries, vegetables, raw materials and all other ingredients of good quality, fuel cost, electricity & water charges, labour cost, conversion cost, loading, unloading, transportations and storage of raw materials, salaries, allowances etc., payable to the workers employed by the Contractor and statutory taxes, duties and levies, wherever applicable, *including 5% of the GST.*

PART A - Breakfast, Lunch & Dinner for Institute Programmes /Events/Executive Programmes

S. No	Food items	Annual expected numbers*	Rate Per Plate/ serving	Total Amount (excluding GST)
1	Buffet Breakfast as mentioned in Annexure-III A of the main Tender Document	4,000		
2	Buffet Meal Non-Veg as mentioned in Annexure-III A of the Tender Document	7,500		
3	Buffet Meal – Veg as mentioned in Annexure-III A of the Tender Document	4,000		
4	Snacks and Refreshments	15,000	(Average of Part B + Average of Part C of Annexure-II)	
Total amount (excluding GST)				

*- The Program schedule and Menus will be intimated at least 2 days in advance.

Note:

- The rates quoted by the vendor shall be the same for any institute events/ requirements that happens anywhere inside the campus. This includes transportation, serving, utensils, cutleries, etc.
- The events involve VIPs and corporate guests and the vendor should cater to the needs of the corporate /high value guests.

PART B - Refreshments for Meetings/Events

S. No	Items to be served at various office locations on Need Basis (Annual expected numbers – 15,000)	Rate Per Unit (excluding GST)
1	Tea, Coffee, Green Tea (120 ml)	
2	Milk (120ml) with Bournvita / Boost/ Horlicks Sachet	
3	Juice –Mint-Lemon/Watermelon (200 ml)	
4	Juice – Sugarcane (200 ml)	
5	Juice – Muskmelon (200 ml)	
6	Juice – Mozambi (200 ml)	
7	Buttermilk (200 ml)	
8		
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PART C - Snacks for Meetings/Events

S. No	Items to be served at various office locations on Need Basis (Annual expected numbers – 15,000)	Rate Per Unit (excluding GST)
1	Biscuit packet (Should not exceed MRP)	
2	Snacks (Vadai (2 Nos)/Pakoda/equivalent items) (100 grams)	
3	Sambhar Vadai (2 Nos)	
4	Veg Roll – 150 grams	
5	Cutlet (Vegetable) – 120 grams	
6	Samosa (Vegetable) – 150 grams	
7	Sandwich (Vegetable) – 150 grams	
8	Puffs (Vegetable) – 150 grams	
9	Sprouts/Sundal/Groundnut/Equivalent (150 gms)	
10	Masala Bonda/Bajji (2 Nos – Medium Size)	
11	Pudding Cake (50 gms.)	
12	Tea Cake (50 gms)	
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Note:

1. To be served at various office locations on a need basis.
2. The bidder has to fill in the rates against each item of Snacks and Refreshments.
3. The bidders should quote the rate for all the items under S. No 1 to 7 in Part B and Sl. No. 1 to 12 in Part C, failing which the bid will not be considered for evaluation.
4. The sum of the average rate of the menu mentioned in Part B and the average rate of the menu mentioned in Part C would be taken as rate per serving for snacks and refreshments.
4. The vendor is welcome to include additional equivalent snack items from S. No 8 in Part B and S. No. 13 in Part C, which are not part of evaluation.

ANNEXURE – IV - CONCEPT NOTE

Indian Institute of Management Tiruchirappalli invites a detailed proposal from the prospective bidders to provide *regular breakfast, lunch, snacks, and dinner* along with other canteen services.

The canteen is primarily responsible for serving nutritious and hygienic food at a very affordable price to the institute students, faculty, staff, residents and visitors. The campus is vibrant with cosmopolitans and compatriots with different taste buds. The vendor is expected to operate a well-stocked and fulfilling canteen services along with the executive education meals. While the executive meals may easily cross a significant benchmark, the regular meals may be modest in numbers with footprints increasing for each meal of the day. Though the walk-ins are expected to be limited during the daytime (around 25 numbers for breakfast and around 40, both South and North Indian dishes, for lunch), there will be an attractive crowd during dinner as the students and residents might walk in to have a refreshing dining experience.

The bidders are invited to submit a detailed proposal with a menu they would like to offer that is nutritious and wholesome for each meal. The vendor should offer staple breakfast and lunch options. However, the dinner option should include more varieties as there would be a larger footprint. The proposal should include the bidder's response to this concept note along with the initial proposed menu with prices. There should not be any compromise on quality, hygiene and the ingredients used for the preparation of food.

The bidders are free to add the list of items along with prices in the technical bid document. The bidders are expected to think independently and with a broad scope of mind and provide a list of food for each meal that is affordable to the customer and feasible to the caterer. The list of food items given under each meal can be modified in consultation with the institute from time to time. The vendor has to electronically display the menu of the day in the reception area of the canteen so that the customers know the food items available for each meal of the day.

Needless to say, there is a high prospect to increase the footprint of the canteen during all mealtime by offering attractive wholesome and quality food at a reasonable price. Maintaining a good ambiance and good aesthetics of the canteen, and by creating an attractive and different menu to cater to the nutritional needs of the residents, students, and walk-in customers, the vendor can make it a magnificent metier.

The proposal submitted by the bidders will be evaluated during the technical evaluation stage and high weightage will be given to the attractive proposals.

ANNEXURE – IV (A) - Regular Breakfast Menu

Sl. No	Breakfast Menu	Rate Per Unit (excluding GST)
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ANNEXURE – IV (B) - Regular Lunch Menu

Sl. No	Lunch Menu	Rate Per Unit (excluding GST)
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ANNEXURE – IV (C) - Regular Dinner Menu

Sl. No.	Dinner Menu	Rate Per Unit (excluding GST)
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ANNEXURE – IV (D) – Regular Snacks and Refreshments

S. No	Snacks and Refreshments	Rate Per Unit (excluding GST)
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APPENDIX - I

The Vendor should deploy the following minimum manpower for running the Canteen effectively:

S.No	Designation	Total Manpower per day
1	Canteen Manager	1
Team - A		
2	Kitchen Supervisor	1
3	Chefs with expertise in preparing South Indian North Indian food items.	2
4	Kitchen Assistant (to Assist Chef)	1
7	Indian Bread Master	1
9	Vegetable and Fruits Cutting Staff	1
10	Tea Master	1
13	Service Staff [Canteen Counter – 2 Nos; Others (Buffet)– 6 Nos]	8
14	Vessel Cleaners	Shift A-4 Nos. Shift B - 4 Nos.
Team – B		
15	House-keeping Staff (for cleaning floors, restrooms, kitchen hoods, glasses, cobwebs in walls, lights & fans, tables & chairs, hand wash areas, etc.)	Shift A - 2 Nos. Shift B - 2 Nos.

Note:

- The above numbers are only indicative, and this may increase as per the Institute's requirement. However, the vendor is welcome to deploy more manpower than the above requirement.
- Staff working under Team-A and Team-B should not be interchanged; that is, housekeeping staff should be used only for upkeep and maintenance of the entire area.
- All the staff should wear the proper uniform and Name Badge with Designation.
- Separate coloured Uniforms should be provided to the housekeeping staff.