

NOTICE INVITING BIDS (E-PROCUREMENT) FOR FOOD CATERING SERVICES

-for faculty and staff members during Interview Schedule for MBA (Full Time), MBA (Exe.), MBA(Exe-HCA) and Ph.D. programmes at the Faculty of Management Studies, University of Delhi (North Campus)

For 15 days in the period 15 April to 15 May 2022 at FMS, North Campus, University of Delhi

Online quotations are invited from duly registered Catering Service providers to provide catering services during the Admissions process of MBA (Full-Time), MBA (Executive), MBA (Executive) HCA and Ph.D Programmes of Faculty of Management Studies, University of Delhi for 15 days during the period 15th April 2022 to 15th May 2022 (dates are however, liable to change) to be held in the Faculty of Management Studies, University of Delhi.

Online quotations, tender through Technical and Financials bid separately complete in all respects should be uploaded on www.eprocure.gov.in as per schedule given below:

Particular	Date	Time
(i) Technical Bid submission Starts	22 nd February 2022	11.00 am
Close	15 th March 2022	5.00 pm
(ii) Opening of Technical Bid	17 th March 2022	3:30 pm
(iii) Price Bid Opening for Qualified Vendors		To be announced later after opening of technical bid

I. Eligibility for Technical Bid:

- i.** The service provider should be registered under GST Registration with FSSAI would be preferred.
- ii.** Income Tax Return/ Certificate with PAN/TAN details should be enclosed.
- iii.** The service provider must have provided such services to at least 3 reputed institutions in last three years.

Scanned copies of all certificates related (i) to (iii) to be attached at Technical bid stage.

II. Financial Bid (BoQ):

It is to be submitted in given BoQ.xls format and to be submitted online only. Financial bid of only Technically Qualified vendors will be opened for Refreshment, Lunch and High Tea as per the menu attached for approximately 75 persons.

21st February, 2022

Dean, FMS

Work Details: To provide food catering services to faculty and staff during MBA and Ph.D interviews sessions at FMS, North Campus University of Delhi for 15 days in the period 15th April to 15th May 2022 (subject to change)

Tentative Menu		
All Days*		
Breakfast 09.00.a.m to 11.00a.m	(Approximately 75 Pax) Hot Tea and Coffee (Nescafe. Tajmahal, Tetley only), Assorted biscuits/ eggless cake. Hot snacks (Samosa/ Kachori/ Sandwich/etc.), Branded mineral Water. Menu will change every day.	Rate per person for 1 day inclusive of GST. (to be quoted in second stage only after qualification of technical bid on www.eprocure.gov.in)
Lunch 01.00 pm to 2.30 p.m.	(Approximately 75 Pax) Veg.Soup (Tomato/Mushroom/ etc.) Rice, Roti, Dal, Mix Vegetables, Paneer curry, Raita/Fresh dahi, Papad, Green Salad, Dessert (Gulabjamun/Ice Cream/ etc.) Fruits (Papaya/Watermelon/Banana/) Branded mineral water, tissue paper napkin. Menu will change every day.	
Mid-Session Tea/Coffee Breaks (2 breaks) 11.30 am to 12.30 pm 03.00 pm to 04.00 pm	(Approximately 75 Pax) Hot Tea and Coffee (Nescafe. Tajmahal, Tetley only), Sugar free Fruit Juice/ Tender Coconut Water, Assorted Fruits, Assorted biscuits/ eggless cake, Hot Snacks (Cutlet/ Pakoda etc.) Branded mineral water. Menu will change every day.	

*It should be noted that food items are to be served in very good quality in good crockery; fresh food should be prepared in premises and served cleanly and hygienically under all cases on all days.

Note:

1. The number of Breakfast/Lunch/Tea Coffee break may vary depending upon the number of staff and participants. The caterer should be able to arrange food items required in case of minor variation at a short notice. However, it may not cross 75 on an average.
2. The service provider will have to provide their own cooking and service catering staff and maintain

the hygienic conditions, and help the staff all manner possible.

3. The service provider shall decide the detailed menu for the food items providing different options within a category. The final menu to be served will be finalized in consultation with the undersigned.
4. Posting of the accurate quotation online will be the responsibility of the agency and it is not subject to change at later stage. Only one figure should be quoted per pax for 15 days catering.
5. The service provider awarded the work shall not sub contract, fully or partially catering service to any other person/persons or agency.
6. The food supplied should conform to all the standards fixed by the statutory/ governmental authority of both state and/ or central and for any infringement of these standards the contractor shall be responsible wholly and solely for the purpose and the institute will have no responsibility of any kind in this regards.
7. It shall be the duty and responsibility of the service provider to ensure that the employees engaged for the work are physically fit and free from all communicable contagious, infectious and other diseases. If any employee(s) is/ are found to be suffering from any disease or if any employee (s) commit any misconduct or misbehavior, the service provider shall be required to remove such employee (s) immediately.
8. FMS reserves the right hereunder to terminate the arrangement at any time without assigning any reason whatsoever.
9. The exact dates of the programme can change a little and the service provider will be intimated in advance.
10. The Dean, FMS will be the sole arbitrator in the event of any dispute.
11. Clarifications, if any can be sought on [Tel:011-27666382-387](tel:011-27666382-387)

21st February, 2022

**Dean
Faculty of Management Studies
University of Delhi.**