

INVITING BID FOR ENGAGING SERVICE PROVIDER FIRM FOR PROVIDING CATERING THROUGH SERVICE CONTRACT TO THE PARTICIPANTS OF 14th JK SCIENCE CONGRESS AT UNIVERSITY OF JAMMU, JAMMU DURING 20-22, December,2019.

Sealed competitive Bids are invited by the Convener, 14th JK science congress University of Jammu, Jammu from the reputed/registered Service/Catering Provider Firm for providing Catering through service contract for a period from 20th -22nd December 2019 as indicated below:-

Venue: New University Campus, University of Jammu, Jammu

A – #Expected Total Number of participants (requiring meals) :

Item	Dates	Number of Pax.	Quoted Rates(per head)	Remarks, if any
Breakfast	20,21,22 December 2019	Minimum 75 ± 10%		
*Special Tea	a) 20.12.19(Inaugural) b) 22.12.19 (Valedictory)	a) Minimum 300 ± 10%(Inaugural) b) Minimum 200 ± 10%(Valedictory)		*rates for special tea shall not be included for ascertaining the lowest rates.
Lunch/Dinner	a) 20,21,22 December(Lunch) b) 20,21 December(Dinner)	a)Minimum 300 ± 10% each day. b) Minimum 75 ± 10%		
Sessional Tea	a) 20,22 December (At least Once) b) 21 December(twice)	a)Minimum 200 ± 10% b) Minimum 200 ± 10%		
Total Per Head				

#The exact number may vary for various Meals/Teas and on days to be informed by the organizers on day to day basis but in no case less than the upper mentioned lower limits of PAX.

B - Menu/Food chart for the participants

Item: Foods during conference days
BREAKFAST : i) SANDWICH/BREAD TOAST(JAM/BUTTER), ii)CHANNA-BHATURA/POORIE-ALOO/STUFFED PRANTHA-DAHI+ BUTTER, iii) TEA / COFFEE , RO/FILTERED WATER(Eco friendly, on plastic).
LUNCH/DINNER: i) RAJMA/SEASONAL DAL, ii) PANEER/MUSHROOM/DUM ALOO ,iii) MIXED VEG/ AMBAL/KADAM/NADROO YAKHNI , iv) ZEERA RICE/PLAIN RICE, v) ASSORTED BREADS, vi) GAJAR HALWA/DAL HALWA/JALEBI(Only One) , vii) RO/FILTERED WATER(Eco friendly, non plastic).
SPECIAL TEA : i) VEG/CHEESE SANDWICH(Brown Bread) , ii) Paneer /PALAK/ONION/POTATO(Any Two) PAKORA iii) GULAB JAMUN/RASGULLA , iv) TEA AND COFFEE, RO/FILTERED WATER (Eco friendly, non plastic).

SESSIONAL TEA AND WATER: TEA/COFFEE, BISCUITS (One Sweet, One Salty), RO/FILTERED WATER
(Eco friendly, non plastic).

C. Quoted Price:

- (a) Kindly quote for each items, tea separately on per person basis as per (A) above.
- (b) The Bidder shall quote rate inclusive of GST and other tax if any.
- (c) The rate quoted shall be fixed for the duration of the contract and shall not be subject to any adjustment.
- (d) Tender document shall be accompanied with refundable CDR/FDR for Rs. 10,000/- as earnest money pledged in the name of the **Registrar University of Jammu** from any nationalized Bank which would be returned after the period of the tender.
- (e) Each Bidder must submit only one Bid. Please also submit all available documents along with the bid (i) Copy of proof of registration of the agency. (ii) Brief profile of the company and evidence to establish that the bidder has minimum experience of three years in Catering service. (iii) PAN No. and Current IT clearance certificate. (iv) Attested copy of proof of Service Tax Registration/TIN.

TERMS AND CONDITIONS FOR CATERING CONTRACT

1. Organizers will provide space & water for cooking purpose.
2. The contractor will have to make arrangement for cleanliness of cooking area and its surroundings to the satisfaction of the University. The contractor shall also be responsible for the safe and hygienic disposal of the cooking waste.
3. The contractor shall arrange for items i.e. crockery, utensils, boilers, cooking gas cylinders, cooking store etc. and items of similar nature of goods quality at his own cost and maintain the said items in proper and hygienic conditions for due discharge of obligations in respect of providing food.
4. The contractor will have to provide employees in proper uniforms for service.
5. The timings of the mess will be as prescribed by the organizers subject to change from time to time, if any.
6. Only cooking gas is to be used in the Mess for preparing hot drinks & cooking which is to be arranged by the contractor including gas cylinders.
7. The contractor will be fully responsible for the repair/maintenance, cleanliness, breakage and damage done to the building and sanitary, electrical and any other fittings & fixtures installed in the space provided to him by the University for the purpose of preparing food. Any loss/damages (including repairs) to the same will have to be made good by the contractor at his cost.
8. Meals will be prepared by the contractor as per menu list provided to him by the University. However, this list is subject to modification by the organizers.
9. Materials used for cooking purpose tea, coffee, spices, food stuffs, vegetable etc. should be of good quality/ISI Marked only will be used. The organizer reserves the right to inspect the materials at any time.

10. The contractor will take all necessary precautions against fire hazards and comply with rules & regulations as laid down by concerned local authorities.
11. The contractor will have to employ the required staff at his own cost and bear all the statutory and other liabilities for running the contract. However no child labour should be involved.
12. The University shall not in any manner be treated as the employer of these employees or concerned with the terms of their employment or conditions of their services since the relationship of employer and employees shall always be considered to be between the contractor and such persons as will be employed by him.
13. The contractor shall be fully responsible for any compensation etc. in case of any injury/casualty or mishap to any employees of the contract during running the catering contract.

Validity of Bid:

The Bid shall remain valid for a period not less than 45 days after the deadline fixed for submission of Bids.

Evaluation of Bid:

The indenter will evaluate and compare the Bids determined to be substantially responsive i.e. which are properly signed, and conform to the terms & conditions.

The evaluation will be done for all the items put together. Indenting Officer will award the contract to the lowest evaluated responsive bidder.

Award of Contract:

- (a) The Indenter will award the contract to the bidder whose Bid has been determined to be substantially responsive and who has offered the lowest price.
- (b) Notwithstanding the above, the Indenter reserves the right to accept or reject all Bids and to cancel the bidding process and reject all Bids at any time prior to the award of the contract.

Last date and time of receipt of Bids:

You are requested to submit the Sealed Bids super scribed on the envelope as "Bids for providing Services for catering" to Prof Naresh Padha Convener, 14th JK science congress, Department of Physics, University of Jammu, Jammu 180006 latest by 4.30 PM of 13th December, 2019.

The tender shall be opened on 13th Dec 2019 at 5.00pm in the presence of the renderers in the office of the undersigned.

Sd/-

Prof Naresh Padha
Convener of 14th JK Science Congress