भारतीय सूचना प्रौद्योगिकी, अभिकल्पना एवं विनिर्माण संस्थान, कांचीपुरम

INDIAN INSTITUTE OF INFORMATION TECHNOLOGY, DESIGN AND MANUFACTURING, KANCHEEPURAM

Melakottaiyur, Chennai – 600 127, Tamil Nadu, India.

CPPP – NOTICE FOR INVITING TENDER PROVIDING HOSTEL MESS SERVICES AT IIITDM KANCHEEPURAM

1.	Tender Enquiry No	:	IIITDMK/HO/2026-27/Hostel Mess/001 dated 14th Nov 2026
2.	Tender Issue Date	:	14th November 2026
3.	Tender Mode	:	E-tender through CPP Portal
4.	Closing date	:	07th December 2026 Time: 14:00 Hrs
5.	Pre bid Meeting	:	25th November 2026 Time: 14:00 Hrs
6.	EMD amount in INR	:	Rs. 16,00,000/- (Rupees Sixteen Lakhs only) through online

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1. INDEX TO BIDDERS

The Director, Indian Institute of Information Technology, Design and Manufacturing (IIITDM) Kancheepuram invites online sealed bids through the Central Public Procurement Portal (CPPP) under a Two-Bid System (Technical Bid and Commercial Bid) from reputed, experienced and financially sound catering agencies/firms/companies for providing Hostel Mess Services at the Institute's campus at Melakkottaiyur, Chennai – 600 127.

The Institute proposes to operate **TWO MESSES**, namely Mess-A and Mess-B, each catering to an approximate strength of 1,400 resident students per mess during the regular semester. Both Mess-A and Mess-B are located within the Akshaya Building (a G+3 storey building) inside the campus and each caterer will be assigned two floors of dining.

The tender document can be downloaded from the Central Public Procurement Portal (CPPP) at https://eprocure.gov.in/eprocure/app or from the Institute website at https://iiitdm.ac.in/tenders. Bids must be submitted online only through the CPPP Portal up to the prescribed last date and time. Bids submitted through any other mode will not be accepted.

1.1 Critical Data / Key Information

Name of Work	:	Providing Hostel Mess Services – Mess-A and Mess-B at IIITDM Kancheepuram (Scope of Work as per Section 3).
Tender Enquiry No.	:	IIITDMK/HO/2026-27/Hostel Mess/001 dated 14th Nov 2026
Estimated Annual Value of Work	:	Rs. 5.00 Crore (Rupees Five Crore only) **per Mess,** exclusive of GST
Eligibility Criteria	:	As detailed in Clause 1.2 below
Mode of Submission	:	E-Tender through CPPP in Two-Bid System (Technical + Commercial)
Pre-Bid Meeting	:	**25th November 2026 at 14:00 Hrs** at Admin Block Conference Hall, IIITDM Kancheepuram. Bidders may attend at their own cost to inspect the site and seek clarifications.
Last Date & Time of Bid Submission	:	**07th December 2026, 14:00 Hrs**
Opening of Technical Bid	:	**08th December 2026, 14:30 Hrs – Online**
Verification of Technical Eligibility	:	Third week of December 2026
Bidders' Presentation	:	Third week of December 2026 (by separate email intimation to technically qualified bidders)

Opening of Commercial Bid	:	After completion of Technical Evaluation; date will be notified separately on CPPP
Selection Methodology	:	L-1 will be declared from the Commercial Bid. In the event the L-1 bidder is awarded one Mess, the L-2 bidder shall be offered the second Mess subject to matching the L-1 rate. If L-2 declines, the offer shall move to L-3 and so on. Allocation of Mess (A or B) is at the discretion of the Chairman – Mess Affairs. Refer Annexure-6.
Bid Validity	:	180 days from the last date of bid submission
EMD / Bid Security	:	Rs. 16,00,000/- (Rupees Sixteen Lakh only).
Contact	:	Registrar, IIITDM Kancheepuram: registrar@iiitdm.ac.in & Chairman, Mess Affairs : cp-mess@iiitdm.ac.in

1.2 Eligibility Criteria

Only those bidders who fulfil **ALL** of the following qualifying requirements shall be considered eligible. Supporting documents must be uploaded in the Technical Bid:

i) **Experience:** The bidder must have at least **five (5) years** of continuous prior experience in providing institutional / hostel mess / catering services (i.e., the agency must have been in the business on or before 01.04.2021). E-commerce operators are NOT eligible to apply.

ii) **Similar Work Experience:** The bidder must have previously provided similar hostel mess services at IITs / NITs / IIITs / IISERs / IIMs/ CUs or any University. Copy of the Work Order(s) and Satisfactory Performance Certificate(s) from such Institutes must be enclosed.

iii) **Annual Turnover:** The bidder must have an average annual turnover of not less than Rs. 3.00 Crore (Rupees Three Crore only) for each of the three (3) preceding financial years – FY 2023-24, FY 2024-25 and FY 2025-26. A certificate duly signed by a Chartered Accountant (with UDIN) along with CA membership number must be submitted. GSTR 9 copy for FY 2023-24, FY 2024-25 and FY 2025-26 should also be submitted.

iv) **Executed Similar Works (any one of the following):** The bidder must have successfully executed, on or after 01.04.2021,

EITHER

(a) one (1) work of annual value not less than Rs. 4.00 Crore (excluding GST);

OR

(b) two (2) works each of annual value not less than Rs. 3.00 Crore (excluding GST);

OR

(c) three (3) works each of annual value not less than Rs. 2.00 Crore (excluding GST).

Only Purchase Orders / Work Orders issued in the name of the bidding entity shall be considered. Copies of Work Orders and Satisfactory Service Certificates from the Client must be enclosed.

v) **Statutory Registrations:** The bidder must possess valid registrations with EPFO, ESIC, GST (minimum two years of uninterrupted compliance), PAN, and a valid FSSAI Central Licence. Copies must be uploaded in the Technical Bid.

vi) **Non-Blacklisting:** The bidder must not be blacklisted, debarred, banned or under investigation by any Central/State Government, PSU, CFTI or Autonomous Body in India at any time during the last three (3) Financial Years (2023-24, 2024-25 and 2025-26). A Self-Declaration on the bidder's letterhead as per Annexure-9 must be submitted.

vii) **EMD / Bid Security:** The bidder must submit EMD of Rs. 16,00,000/- (Rupees Sixteen Lakh only) in accordance with Clause 2.5 below.

viii) **Single Bid Rule:** A bidder may submit only ONE bid. Multiple bids by the same bidder (or by entities having common partners/directors) shall be summarily rejected.

ix) **Consortium / Joint Venture:** Bids by consortia or joint ventures shall NOT be accepted. Sub-contracting of any part of the work is strictly prohibited without prior written consent of the Institute.

2. TERMS AND CONDITIONS OF THE CONTRACT

2.1 Site Inspection & Pre-Bid Meeting

Intending bidders are advised to visit and inspect the Mess building(s) before submitting their bids. Bidders shall, at their own cost, obtain all necessary information as to risks, contingencies, site conditions and other circumstances that may influence or affect their bid. Submission of a bid shall be deemed to confirm that the bidder has inspected the site (whether or not they actually inspected it), has read the entire tender document, and has fully acquainted themselves with the Scope of Work, specifications, local conditions and all other factors having a bearing on the execution of the work. No claim for extra cost consequent on any misunderstanding or oversight shall be entertained at any later stage.

A Pre-Bid Meeting is scheduled on **25th November 2026** at 14:00 Hrs (IST) at the Admin Block Conference Hall, IIITDM Kancheepuram. Interested bidders, at their own cost, may attend to inspect the site, examine facilities and seek clarifications on the Scope of Work. Minutes of the Pre-Bid Meeting and any resulting Corrigendum/Addendum shall be uploaded on the CPPP and Institute website; all bidders shall be deemed to have taken note of the same before bid submission.

2.2 Contract Period

The initial contract period shall be ONE (1) YEAR from the date of commencement of services at site. The contract may be extended for a further period of one year, subject to: (a) satisfactory performance of the Contractor as assessed by the Mess Affairs Committee; (b) mutual agreement in writing; and (c) the discretion of the Institute. No price escalation shall be permitted during the initial contract period. For any extension, price revision, if at all, shall be in accordance with the CPI-IW (All India) index as published by the Labour Bureau, capped at a maximum of 7% per annum, subject to the written approval of the Competent Authority of the Institute.

2.3 Preparation and Submission of Tender Document

Bids must be submitted online through the CPPP under a Two-Bid System. Bids submitted in any other form shall be summarily rejected. Detailed instructions for online submission are at Annexure-8.

- **Bid-1 (Technical Bid):** As per Annexure-3, uploaded as a single PDF file.
- **Bid-2 (Commercial Bid):** As per Annexure-4, uploaded as an XLS/BOQ file through CPPP only.

Bid evaluation methodology is at Annexure-5. Late or incomplete bids shall not be considered under any circumstances.

2.3.1 Bid-1: Technical Bid

The Technical Bid shall be uploaded as a SINGLE PDF file containing scanned copies of the following documents, in the listed order, duly signed and stamped on every page by the Authorised Signatory of the bidder:

1. Partnership Deed / Articles and Memorandum of Association / Certificate of Incorporation, as applicable, showing establishment on or before 01.04.2021.
2. Proof of continuous catering/mess service business for minimum 5 years (Work Orders, GST Returns, ITRs etc.).

3. Chartered Accountant's Certificate (with UDIN) showing average annual turnover of not less than Rs. 3.00 Crore for FY 2023-24, FY 2024-25 and FY 2025-26.
4. Copies of Work Orders + Satisfactory Performance / Completion Certificates demonstrating fulfilment of Clause 1.2 (iv) – ONE work of Rs. 4.00 Cr OR TWO works of Rs. 3.00 Cr each OR THREE works of Rs. 2.00 Cr each (all annual values, excluding GST).
5. Copy of valid FSSAI Central Licence.
6. Copies of EPFO, ESIC and GST Registration Certificates.
7. PAN Card of the Firm and Aadhaar of the Authorised Signatory.
8. Self-Declaration on letterhead for non-blacklisting for the last three (3) Financial Years (Annexure-9).
9. Proof of EMD payment
10. Signed Integrity Pact (Annexure-10).
11. Signed Consent to Serve at L-1 Rate (Annexure-6).
12. Signed CCTV Surveillance & Kitchen Monitoring Protocol (Annexure-12).
13. Signed Technical Bid Form (Annexure-3) along with all declarations therein.
14. Operational Plan / Presentation Material (optional at submission; mandatory at presentation stage).
15. Power of Attorney / Board Resolution in favour of the Authorised Signatory.
16. An undertaking confirming that, if awarded the contract, the bidder shall obtain the applicable FSSAI licence for food-service operations at the Institute, mentioning the Institute name, within thirty (30) days of commencement of operations.
17. Any other document supporting the bidder's eligibility.

The Technical Bid of a bidder who has NOT submitted either the EMD or a valid MSE/Start-up Certificate with a signed Bid-Securing Declaration shall be rejected.

The bid shall be signed on every page by the Authorised Signatory (whose name, designation and official stamp shall also be affixed).

A bidder can quote for only ONE contract (one bid). Multiple bids by the same entity or related entities shall be rejected.

2.3.2 Bid-2: Commercial Bid

- The Commercial Bid shall contain only price information in the prescribed BOQ (XLS) format downloaded from the CPPP. No hard copy is to be submitted.
- The bidder shall fill in the BOQ and upload it on the CPPP only. Submission by any other mode shall not be accepted.
- Once the bid submission window on CPPP closes, no bidder shall be permitted to modify, substitute or submit a bid through any other mode.
- Any conditional commercial bid, or a bid that mentions prices in the Technical Bid, shall be summarily rejected.

2.4 Duties of the Successful Bidder

- **Execution of Agreement:** The successful bidder shall execute a formal Contract Agreement with IIITDM Kancheepuram on a Rs. 500/- non-judicial stamp paper within fifteen (15) days from the issue of the Letter of Award (LoA). The cost of the stamp paper and stamp duty shall be borne entirely by the successful bidder.
- **Performance Security Deposit (PSD):** The successful bidder shall deposit, within fifteen (15) days from the date of issue of LoA, a Performance Security equal to 10% (ten per cent) of the Annual Contract Value in the form of a Bank Guarantee from a Scheduled Commercial Bank (other than a Co-operative Bank) in the prescribed format (Annexure-11), drawn in favour of "The Registrar, IIITDM Kancheepuram". The PSD/PBG shall be valid for the entire contract period plus 60 (sixty) days beyond. For every annual extension, the PSD/PBG shall be renewed prior to expiry of the then-current period. Failure to furnish the PSD within the stipulated period shall result in cancellation of LoA and forfeiture of the EMD, with debarment for 3 years.
- **FSSAI Certification:** The successful bidder shall obtain a valid FSSAI Licence / endorsement for providing food-service operations at IIITDM Kancheepuram within thirty (30) days of commencement of operations at site. A copy shall be prominently displayed at each Mess.
- **Commencement of Services:** Services shall commence at the date notified by the Institute in the LoA, which shall not be earlier than thirty (30) days from issue of the LoA. The bidder shall mobilise equipment, provisions and manpower within this lead time.

2.5 Earnest Money Deposit (EMD) / Bid Security

- The EMD of Rs. 16,00,000/- (Rupees Sixteen Lakh only) is compulsory for all bidders.
- Please find below the steps for submission of Earnest Money Deposit (EMD) payments through SBI E-Collect.
- Visit the following link : https://www.onlinesbi.sbi/sbicollect/icollecthome.htm
- From the drop-down list, select the category “IIITDM- KANCHEEPURAM A/C”.
- Choose the payment category: Earnest Money Deposit (EMD) and proceed with the payment.
- However, the scanned copy of the EMD payment along with the Bid Must be uploaded electronically on the e-Procurement site. No other mode of payment is accepted.
- In the case of payment failure / mismatch of particulars leads to rejection of bid.
- In case of Bank Guarantee, the BG shall be valid for a period of 180 days from the last date of bid submission, with an auto-renewal / claim period of 60 days thereafter.
- The EMD of unsuccessful bidders shall be refunded within 30 (thirty) days of award of the Contract, without interest. The EMD of the L-1 bidder shall be released upon submission of the Performance Security Deposit.

Forfeiture of EMD: The EMD shall stand forfeited if —

- the bidder withdraws or modifies its bid during the validity period;

- the successful bidder fails to execute the Contract Agreement within the prescribed time;
- the successful bidder fails to furnish the Performance Security within the prescribed time;
- the bidder is found to have submitted false / misleading information or forged documents;
- the bidder is found to have engaged in collusive or corrupt practices in connection with this tender.

2.6 Service and Manpower Deployment

- The Contractor shall provide mess services continuously throughout the awarded contract period as per the Scope of Work (Section 3). Any discontinuation in the middle of the contract, non-satisfactory service, breach of terms, or non-compliance of instructions of the Competent Authority shall render the Contractor liable for legal action, forfeiture of Performance Security, recovery of damages, and debarment.
- The Mess Affairs Committee (MAC) of the Institute, headed by the Chairman – Mess Affairs, shall supervise the overall catering operations. The Contractor shall receive instructions from the Chairman MAC / PIC-Mess or their designated nominees and render services promptly.
- The Contractor shall arrange, at its own cost, all provisions, raw materials, labour, consumables, transportation, a commercial gas connection (LPG), kitchen equipment supplementary to those provided by the Institute, and all utensils required for food preparation and service.
- The Institute shall provide on a chargeable basis: (a) kitchen space, dining hall, and store rooms; (b) potable water; and (c) electricity. The following recovery shall apply:
  - Licence Fee: Rs. 20,000/- per month per Mess, plus applicable GST. (During operation of regular Mess)
  - Electricity: Actual metered consumption at Tariff rates notified by TANGEDCO / as charged to the Institute, including demand / fixed charges on pro-rata basis where applicable.
  - Water: A fixed charge of Rs. 20,000/- per month per Mess. (During operation of regular Mess)
  - Gas (LPG): At actual cost, borne by the Contractor.
- All ingredients and provisions shall be of good quality, of ISI/AGMARK/FSSAI-approved standard brands pre-approved by the MAC. Use of MSG (Ajinomoto), artificial colours, trans-fat, crème, frozen deserts, fat spreads or any adulterant is strictly prohibited. (Brands of Food/Ingredients request enclosed as Annexure 13).
- Personal hygiene of employees and preparation of food under hygienic conditions shall be of paramount importance. Any default shall attract heavy penalties as per Clause 2.13 and may lead to termination.
- All employees shall be certified medically fit and free from contagious / communicable diseases. Medical fitness certificates from a Registered Medical Practitioner shall be submitted at the time of deployment and refreshed every six (6) months. Employees shall also be vaccinated as per prevailing public-health norms.
- Police verification of all deployed staff shall be obtained from the jurisdictional Police Station and submitted to the Mess Affairs Committee within 30 (thirty) days of deployment. No employee without police verification shall be permitted to work at the premises.
- The Contractor shall deploy adequate housekeeping staff to keep the kitchen, stores, dining hall, passages, washing areas and access paths clean at all times. Commercial exhaust systems shall be cleaned regularly and maintained in working condition.

- Monthly pest-control (housefly, mosquito, cockroach, rodent and other insects) is mandatory. Records shall be maintained and produced on demand. Failing this, the Institute may arrange the activity and recover costs from the Contractor's bills.
- Daily disposal of waste / garbage from the mess premises is the Contractor's responsibility. Waste shall be segregated at source into Wet (bio-degradable) and Dry (recyclable) and Hazardous (sanitary / used oil) streams in line with the Institute's Waste Management Policy and Solid Waste Management Rules, 2016.
- Used cooking oil shall be disposed of only through FSSAI-empanelled RUCO (Repurpose Used Cooking Oil) agencies. Records shall be maintained which shall be verified by the Institute authorities.
- **An FSSAI-certified Food Safety Supervisor / Coordinator shall be on duty at each Mess at all times during service hours to coordinate with the Institute**.
- The Contractor shall be solely responsible for transporting provisions and other materials to the site at its own cost and store them in accordance with FSSAI regulations.
- Staff deployed shall be medically fit and shall wear clean uniforms, head-gear, masks, gloves, aprons and ID cards at all times during service. Employment of child labour (below 18 years) is strictly prohibited. Violation shall invite immediate termination and legal action under the Child & Adolescent Labour (Prohibition & Regulation) Act, 1986.
- The Contractor shall ensure that all personnel deployed by it strictly comply with the prohibition on consuming alcohol, tobacco or any prohibited substances on the Institute premises. No such personnel shall enter, remain on or perform duties on the premises while under the influence of alcohol or any prohibited substance.
- In case any employee of the Contractor is found to have committed misconduct, indiscipline, theft, harassment, or any act unbecoming, the Contractor shall initiate appropriate disciplinary action including removal from site upon direction of the Competent Authority.
- The Contractor shall immediately replace any employee found unacceptable to the Institute for reasons of security risk, incompetence, conflict of interest or improper conduct.
- For all intents and purposes, the Contractor shall be the sole "Employer" in respect of employees deployed at IIITDM Kancheepuram under this Contract. No master-servant or principal-agent relationship shall exist between the Institute and such employees, either during or after the contract period.
- The Contractor alone shall be responsible for redressal of grievances, resolution of disputes, payment of wages, statutory dues and all other liabilities of its employees. The Institute shall bear no liability whatsoever in this regard.
- The Institute shall not be responsible for any damages, losses, theft, personal injury, death or compensation to any employee deployed by the Contractor while performing duties at the Institute premises.
- Employees deployed by the Contractor shall not claim any pay, perks or other facilities admissible to regular / ad-hoc / casual employees of the Institute, during or after the contract period.
- On termination of this Contract on expiry or otherwise, no Contractor employee shall be entitled to absorption or any relaxation for absorption in regular or any other capacity at IIITDM Kancheepuram.

- The Contractor shall not transfer, assign, pledge, sub-let or sub-contract its rights and liabilities under this Contract, in whole or in part, to any other agency without prior written consent of the Institute. Any such transfer shall render the Contract liable for immediate termination and forfeiture of PSD.
- The bidder shall not make any unilateral change in the Technical or Price Bid after submission.
- Bidders shall take note of the Minutes of Pre-Bid Meeting and all Corrigenda / Addenda published on the CPPP / Institute website before submission of bids.
- Limited night-stay accommodation may be permitted at the Mess premises for a restricted number of essential early-morning shift employees, with prior written approval of the Chairman Mess Affairs. The list of such employees shall be intimated to the Hostel Office in advance, and such stay shall be limited strictly to designated areas only. All other staff shall make their own arrangements to stay outside the campus.
- Separate meal service for the Contractor's own employees shall be the Contractor's responsibility. Employees shall dine only in designated areas and shall not consume meals in the students' dining area.

2.7 Statutory Compliance

- The Contractor shall comply with all applicable statutes in force, including but not limited to: Contract Labour (Regulation & Abolition) Act, 1970; Minimum Wages Act, 1948; Payment of Wages Act, 1936; Payment of Bonus Act, 1965; Payment of Gratuity Act, 1972; Employees' Provident Funds & Miscellaneous Provisions Act, 1952; Employees' State Insurance Act, 1948; Maternity Benefit Act, 1961; Equal Remuneration Act, 1976; Code on Wages, 2019 (upon commencement); Food Safety and Standards Act, 2006 and all FSSAI Regulations; Goods and Services Tax Act, 2017; Legal Metrology Act, 2009; Consumer Protection Act, 2019; Solid Waste Management Rules, 2016; Air (Prevention & Control of Pollution) Act, 1981; Environment (Protection) Act, 1986; Sexual Harassment of Women at Workplace (Prevention, Prohibition & Redressal) Act, 2013; and Child & Adolescent Labour (Prohibition & Regulation) Act, 1986.
- The Contractor shall obtain FSSAI Licence / endorsement for running the Mess at the Institute campus within thirty (30) days of commencement of operations.
- Wages to all deployed personnel shall be paid only through bank transfer (NEFT/RTGS/UPI) on or before the 7th of each succeeding month. Wage registers, salary slips and bank credit confirmations shall be submitted monthly to the Hostel Office by the 20th of each month on a proof of disbursement to their employees.
- The contractor shall pay minimum wages as per norm to the employees and is required to produce the wage register etc. on demand by Institute/ Labour Authority.
- Statutory contributions – EPF and ESI statement – shall be remitted strictly within the due dates. ORIGINAL/e- challans of EPF and ESI remittance along with the ECR (Electronic Challan-cum-Return) shall be submitted with each monthly bill. Non-compliance shall lead to withholding of payment and, if persistent, termination of contract.
- The Contractor shall deposit all taxes, cesses, duties and levies applicable on account of services rendered, and furnish periodic filings (GST Returns, TDS Returns etc.) as required by law.

- The Contractor shall maintain all statutory registers (muster roll, wage register, overtime register, attendance register etc.) as required under applicable labour laws and produce them on demand to statutory authorities.
- Income Tax (TDS) shall be deducted at the prevailing rate from monthly bills as per the Income-Tax Act, 1961. TDS Certificate in Form 16A shall be issued by the Institute quarterly.
- GST shall be paid extra on prevailing rates. In case of any change in tax law, the Statutory Variation Clause shall apply: any increase or decrease in GST rate or its abolition shall be passed on fully by either party.
- If the Contractor fails in any statutory or taxation liability and as a consequence the Institute is put to any loss, monetary or otherwise, the Institute shall be entitled to recover such loss from the Contractor's pending bills, Performance Security or by legal action.
- The Contractor shall abide by the Rules and Regulations of the Ministry of Labour & Employment, Government of India, regarding engagement of contract labour.

2.8 Payment Terms

- Payment for the mess services rendered during the regular semester shall be made by IIITDM Kancheepuram. No interest is payable for any delayed payment arising from late / incomplete submission of the monthly bill or from unsatisfactory services. No advance payment shall be made.
- The Contractor shall submit the monthly bill, in duplicate, preferably on or before the 10th of the succeeding month, duly supported by: (a) biometric attendance summary; (b) student mess enrolment list; (c) Feedback Forms ; (d) EPF / ESI challans; (e) invoice with GST; and (f) wage payment proof. Payment shall be made by RTGS/NEFT within 30 (thirty) days of acceptance of a complete and correct bill, subject to satisfactory performance certification by the Chairman-Mess Affairs.
- The monthly bill shall be computed under a Fixed + Variable Component system (the '85:15 Scheme'):
    - **Fixed Component: 85% of the student strength allotted to the Mess at the start of the month, multiplied by 30 days (or the number of actual days of operation), multiplied by the quoted per-day rate. The billing should be done for student strength allotted to the mess at the start of the month after deducting the respective month mess rebate of student count (e.g. 1000 (student strength)-20 (mess rebate) = 980 x 85%).**
    - **Variable Component: Average of diners recorded on the biometric system above 85% of total strength, subject to the ceiling of total allotted strength per day. Variable shall be paid only where monthly average exceeds 85% on biometric records.**
    - **Guarantee:** The Institute shall pay the Fixed Component for regular-semester operational days, subject to the provisions governing force majeure, termination and applicable deductions under this Contract. The combined Fixed and Variable Components shall not exceed the amount payable for the total allotted student strength on any single day.
- The Contractor shall install, at its own cost, adequate number of Biometric Attendance Machines (with fingerprint + RFID capability) and integrated software. The Contractor shall ensure redundancy (minimum two machines per service point) to prevent service disruption. The Contractor shall ensure that attendance data directly from the biometric machine is accessible in real time to the Chairman –

Mess Affairs, PIC-ADC, PIC-Mess and the Hostel Office. The credentials of the machines be shared accordingly with the authorities.

- In the event of complete failure of the biometric system for any single meal, the attendance for that meal shall be recorded manually in a register countersigned by the PIC MESS /Rep of Mess Affairs Committee.
- The 85:15 Scheme shall NOT be applicable during declared summer / winter vacation periods.
- The Licence Fee, Electricity and Water charges shall be paid by the Contractor to the Institute by the 15th of every month.

2.9 Vacating of Premises and Return of Assets

- Upon expiry, termination or non-renewal of the Contract, the Contractor shall hand over peaceful and vacant possession of the premises along with all furniture, fixtures, equipment and utensils provided by the Institute, in good working condition, within four (4) days. An inventory shall be jointly signed.
- If the Contractor fails to hand over within the said period, the Institute shall be free to take possession (including by opening locks in the presence of witnesses), prepare an inventory of all items, deduct the replacement cost of any missing / damaged items from the Contractor's outstanding bills and Performance Security, and initiate legal action for any shortfall.

2.10 Rights of IIITDM Kancheepuram

- The Director, IIITDM Kancheepuram reserves the right to withdraw or relax any of the terms and conditions herein to overcome any unforeseen problem encountered by the contracting parties, upon recommendation of the Mess Affairs Committee.
- The Director reserves the right to accept or reject any or all the bids without assigning any reason, and the decision shall be final and binding.
- The Director reserves the right to terminate the contract at any time, by giving one (1) month prior written notice, without assigning any reason whatsoever, and without any compensation being payable to the Contractor. However, the Institute shall settle all undisputed amounts due up to the effective date of termination.
- The Institute reserves the right to suitably increase or reduce the Scope of Work by up to ±25% at the quoted rates, subject to prior written intimation.
- In case of unsatisfactory performance of the successful bidder, the Institute may terminate the contract and award it, on the same L-1 terms, to the next eligible bidder on the waiting list, without floating a fresh tender.
- The Institute reserves the right to conduct surprise inspections, food quality audits, kitchen hygiene audits and sample testing through FSSAI-accredited labs, at the Contractor's cost.
- The Institute reserves the right to install, operate and maintain Closed-Circuit Television (CCTV) cameras in the mess kitchen, stores, dishwasher area, service counters and dining hall to monitor food hygiene, preparation practices, staff grooming, portion size and service quality, on a 24×7 basis. The Contractor shall cooperate fully with such installation and shall not obstruct, cover, disable, reposition or tamper with any camera. Detailed protocol is set out in Annexure-13.

- The Institute shall have a first charge on the Performance Security and pending bills to recover any dues, fines, damages or losses.
- The Institute has constructed a new G+3-storey kitchen complex adjacent to, and connected by corridors with, the existing mess complex to accommodate the increased student strength. Upon completion and equipping of the new kitchens, the caterers shall shift their kitchen operations to the new complex as directed by the Institute.

2.11 Students' Feedback, Service Quality Monitoring and Termination on Low Rating

2.11.1 Objective

The prime evaluator of mess services shall be the student-diner. A structured feedback mechanism is instituted to continuously monitor food quality, hygiene, taste, service, cleanliness and staff conduct; to tie payment to performance; and to enable termination where feedback consistently falls below acceptable thresholds.

2.11.2 Daily Feedback

i) Daily feedback shall cover breakfast, lunch, evening snacks and dinner, with each response identifiable by the date, meal and Mess concerned.
ii) The Mess Manager / Coordinator shall review the feedback daily and record complaints requiring corrective action, including those relating to food quality, quantity, hygiene, service and staff conduct.
iii) Complaints indicating a possible food-safety risk shall be brought promptly to the attention of the Chairman – Mess Affairs / PIC-Mess for appropriate action.
iv) The Caterer shall maintain a daily corrective-action record identifying the complaint, action taken and status of resolution, and make it available to the Mess Affairs Committee for verification.

2.11.3 Digital Feedback System

- The Institute may, at its discretion, deploy a digital feedback application (mobile / web). Each student, upon completing a meal, shall be offered a one-tap 5-point rating along with optional parameter-wise sub-ratings and free-text comments.
- The digital system shall generate a real-time dashboard visible to the Mess Affairs Committee and the Contractor. Aggregate scores shall be published on a weekly basis.
- Personal data collected through the feedback application shall be handled in compliance with Clause 2.17 (DPDP Act, 2023).
- Feedback for each meal will be collected digitally on a daily basis.
- Feedback will be based on 11 predefined parameters with ratings on a scale of 0 to 5.
- Feedback should be obtained from at least 10% of registered diners per day.
- The collected data will be consolidated into a report for analysis during the weekly hostel meeting by PIC Feedback
- The consolidated report will be signed by student secretaries and respective mess authorities.
- The signed report will be submitted to the hostel office by the caterer.

2.11.4 Monthly Score Computation

- Daily Meal Rating = arithmetic mean of ratings across the eleven (11) parameters for that meal.
- Daily Rating = arithmetic mean of the four meal-wise Daily Meal Ratings (breakfast, lunch, snacks, dinner).
- Monthly Average Rating (MAR) = arithmetic mean of all Daily Ratings in that calendar month, expressed to one decimal place on a 5.0 scale.
- Minimum sample: computation shall be valid only if feedback is collected from at least ten percent (10%) of registered diners, averaged across the month. Where sample falls below this threshold, the Mess Affairs Committee may direct re-collection or use the PIC-Feedback independent rating in lieu.

2.11.5 Linkage to Monthly Payment

The Monthly Average Rating shall directly determine deductions from the month's bill as per the following schedule:

Monthly Average Rating (on 5.0)	Grade	Deduction from monthly bill	Consequence
≥ 4.0	Excellent / Good	Nil	Full payment; eligible for Letter of Appreciation
3.5 – 3.99	Satisfactory	Nil	Written advisory for improvement
3.0 – 3.49	Below Average	5% of that month's bill	Show-cause notice; mandatory Corrective Action Plan within 7 days
2.5 – 2.99	Poor	10% of that month's bill	Final written warning; Institute may deploy an independent food consultant at Contractor's cost
Below 2.5	Unsatisfactory	15% of that month's bill	Grounds for termination under Clause 2.11.6

2.11.6 Termination Trigger on Persistent Low Feedback

- If the Monthly Average Rating falls below 2.5 in any single calendar month, or below 3.0 in two (2) consecutive calendar months, or below 3.5 in three (3) consecutive calendar months, the Institute shall issue a Show-Cause Notice giving the Contractor fifteen (15) days to submit a corrective action plan.
- If, in the month immediately following the corrective action plan, the Monthly Average Rating does not improve to at least 3.5, the Institute may terminate the Contract under Clause 2.19 (Termination for Default), with forfeiture of Performance Security, debarment from future tenders for three (3) years, and award of the contract to the next eligible bidder on the waiting list under Clause 2.10.
- Independent of the quantitative ratings, any single food-poisoning incident affecting five (5) or more diners, certified by a registered medical practitioner / Institute Medical Officer, or the detection of

adulterated / sub-standard raw material by an FSSAI-accredited laboratory, shall constitute an independent ground for immediate termination, irrespective of the Monthly Average Rating.

2.11.7 Grievance & Appeal

- The Contractor shall have the right to inspect the feedback data and dispute any rating it believes to be manifestly erroneous or motivated, by written representation to the Chairman, Mess Affairs Committee, within seven (7) days of publication of the monthly score.
- The decision of the Director, on the recommendation of the Mess Affairs Committee, shall be final and binding.

2.12 Breach of Terms and Conditions

- Serving of Quality & Quantity of food in accordance with the Menu (Annexure-1) is the essence of this Contract. If quality / service remains poor despite written communication from the Institute, the Contract may be terminated at the discretion of the Competent Authority, with forfeiture of Performance Security.
- In case of breach of any terms and conditions, the Competent Authority shall have the right to cancel the Work Order / job without assigning any reason, and nothing shall be payable by the Institute for the un-executed portion. The Performance Security shall stand forfeited.

2.13 Liquidated Damages (LD) and Penalties

- Without prejudice to any other remedies, if the Contractor fails to provide the services as per the Scope of Work and the prescribed Menu, the Institute shall be entitled to levy Liquidated Damages as a genuine pre-estimate of loss, and not by way of penalty.
- Total Liquidated Damages in any month shall be capped at 10% of that month's bill. In case of persistent breaches causing LD to cross this cap in three consecutive months, the Institute may terminate the Contract and invoke the Performance Security.
- The specific fine schedule for quality / hygiene / service violations is set out in the Quality Inspection table at Section 3 / Scope of Work. Fines for the 2nd and 3rd repeat instances of the same violation shall be 2X and 3X respectively; for each subsequent repeat, the multiplier shall increase proportionately.

2.14 Dispute Settlement and Governing Law

- All disputes or differences arising out of, or in connection with, this Contract shall first be attempted to be resolved by mutual discussions and negotiations between the parties, within thirty (30) days of written notice.
- If the dispute is not resolved through mutual negotiations within the above period, it shall be referred to a Sole Arbitrator appointed by the Director, IIITDM Kancheepuram. The arbitration shall be governed by the Arbitration and Conciliation Act, 1996, and any statutory modifications thereof.
- The seat and venue of arbitration shall be Chennai. The language of arbitration shall be English. The arbitral award shall be final and binding on both parties.
- Subject to the arbitration clause above, the Courts at Chengalpattu / Chennai, Tamil Nadu, alone shall have exclusive jurisdiction over any matter arising out of this Contract.

- This Contract shall be governed by and construed in accordance with the laws of India.
- In case of any ambiguity in the interpretation of any clause, the interpretation by IIITDM Kancheepuram shall be final.

2.15 Integrity Pact

The bidder/contractor is required to enter into an Integrity Pact with the Institute, in the format at Annexure-10. The Integrity Pact shall be signed by the Institute (BUYER) on award of the Contract. While submitting the Bid, the Integrity Pact shall be signed by the duly authorised signatory of the Bidder and uploaded as part of the Technical Bid. Failure to submit the duly signed Integrity Pact, along with witness signatures, shall render the bid liable for rejection. In case of any contradiction between the terms of the Bid Document and the Integrity Pact, the Bid Document shall prevail.

Independent External Monitors (IEMs) appointed for monitoring of the Integrity Pact:

- **Shri Umesh Kumar, IPS (Retd.)**
- **Shri Amrit Lugun, IFS (Retd.)**

2.16 Force Majeure

"Force Majeure" means any event or circumstance that is beyond the reasonable control of a party, which has not been foreseen or could not have been reasonably foreseen, and which prevents such party from performing its obligations under this Contract. This includes acts of God (earthquake, flood, storm, lightning, fire), acts of the State (war, hostilities, embargo, nationalisation), civil commotion, riots, strike/lock-out beyond the Contractor's own establishment, pandemic/epidemic as declared by the Government, or any other event officially notified as Force Majeure.

Neither party shall be liable for any failure or delay in performance of its obligations under this Contract, to the extent that such failure or delay is caused by an event of Force Majeure. The affected party shall notify the other party in writing within seven (7) days of occurrence of the event and provide reasonable evidence.

If the Force Majeure event continues for more than thirty (30) consecutive days, either party may, by written notice, terminate this Contract without liability to the other, except for settlement of accrued undisputed dues.

2.17 Confidentiality and Data Protection

- The Contractor shall keep in strict confidence all information, data, records, student lists, and attendance details received from the Institute, and shall not disclose the same to any third party without prior written consent.
- Personal data of students handled on the biometric / feedback systems shall be processed in compliance with the Digital Personal Data Protection Act, 2023 and its Rules. The Contractor shall implement reasonable security safeguards, restrict access on a need-to-know basis, and report any data breach to the Institute within 24 hours of discovery.
- This obligation shall survive the termination of the Contract.

2.18 Indemnity and Insurance

- The Contractor shall fully indemnify, defend and hold harmless IIITDM Kancheepuram, its Director, officers, employees and students against any and all claims, losses, damages, actions, suits, proceedings, penalties and expenses (including reasonable legal costs) arising out of: (a) any act, omission or negligence of the Contractor or its employees; (b) any food-borne illness or food-poisoning incident attributable to the Contractor; (c) any injury or death of any person on the mess premises; (d) any violation of statutory obligations by the Contractor; and (e) infringement of any third-party intellectual property or licence.

2.19 Termination

- For Convenience: The Institute may terminate the Contract, in whole or in part, at any time for its convenience, by giving the Contractor thirty (30) days prior written notice. In such case, the Contractor shall be entitled to payment for services satisfactorily rendered up to the effective date of termination. No other claim for loss of profits or consequential damages shall be entertained.
- For Default: The Institute may terminate the Contract, forthwith or with such notice as may be specified, for the Contractor's default, including: (a) failure to commence services within the specified period; (b) repeated breaches of Scope of Work / Quality specifications; (c) food-poisoning incident of significant severity; (d) non-compliance of statutory obligations; (e) insolvency / liquidation / bankruptcy of the Contractor; (f) assignment or sub-contracting without consent; and (g) breach of Integrity Pact.
- Consequences of Default Termination: forfeiture of Performance Security, recovery of damages from pending dues or by legal action, debarment from future IIITDM tenders for a minimum of 3 (three) years, and information to other CFTIs / Government bodies regarding such debarment.

2.20 Signing Authority

The tender and all enclosed documents shall be signed by a person duly authorised and Full name, designation, and official stamp of the signatory shall appear below each signature.

3. SCOPE OF WORK

- At present, IIITDM Kancheepuram has an approximate total of 2,400 resident students. The Institute intends to operate two messes, namely Mess-A and Mess-B. Both Mess-A and Mess-B have similar facilities, with two dining halls each and individual kitchens and washing facilities. The successful Caterer shall be responsible for serving in both dining halls of the allotted Mess.
- The Contractor must be ready to cook ONLY vegetarian food in any one of the kitchens upon written request from the Hostel Admin Office, without any increase in the quoted rates.
- Every month, students shall enrol with either of the Messes for the ensuing month. The Hostel Office shall provide the list of students enrolled in each Mess in advance to each Caterer. The approximate strength is about 1,400 students per Caterer during regular-semester operation, with a maximum cap of 1,500 students per Mess in a given month.
- In unforeseen circumstances (occasional deep cleaning, festival blocks, exam-time operations etc.), all students may be asked to dine in a single Mess / dining hall. Efforts shall be made to distribute students equally between the two Messes during the first month of operation.

3.1 Mess Facilities

- The Chairmen Mess Affairs reserves the right to assign any of the mess / kitchen facilities — furniture, kitchen equipment etc. — to the Caterer based on availability and requirement. Bidders should visit and assess available infrastructure before submission of the bid. Any additional requirements necessary for efficient service shall be arranged by the Caterer without any extra charge.

3.2 Provisions for Different Types of Diners and Vacation Mess

- All students residing in IIITDM hostels are required to subscribe to the dining facility during the semester. The Institute shall pay the Mess fee directly to the Caterer for such students. Day-scholars, staff and interns may avail the Mess facility on a pay-per-meal / pay-per-month basis, payable directly by the individual to the Caterer through pre-paid coupons / QR-code / UPI.
- Both Messes shall be operational during the regular semester period. During student vacation, only one Mess shall be operational, as decided by the Chairman Mess Affairs. The vacation period duration and the Caterer for vacation operation shall be communicated by the Hostel Admin Office. Vacation-period dining strength and menu may differ from the regular pattern.

3.3 Tentative Mess Timings

Breakfast	Lunch	Evening Snacks	Dinner
07:00 – 09:30 Hrs	12:00 – 14:30 Hrs	16:45 – 18:00 Hrs	19:00 – 21:30 Hrs

- **Daily rate:** The Caterer shall quote a daily rate per person, inclusive of all provisions, vegetables, fruits, transportation, loading/unloading, labour, statutory taxes/levies/duties (except GST which shall be payable extra) and price fluctuations of commodities, for hostel mess services as per the Base Menu (Annexure-1) covering Odd & Even Weeks. GST payable extra at prevailing rates.
- **Type of Service:** Self Service.

3.4 Mess Menu

- **Basic Menu:** Two Basic Menus (Week-1 & Week-2) shall be served on alternate weeks. The menu also includes provision for a Special Dinner every alternate week. The Caterer shall quote the single daily rate taking both menus into account.

3.4.1 Additional Serve Menu (Paid Extras)

In addition to the Basic Menu, the Caterer shall make available additional snacks and curries on pay-per-item basis. At least TWO egg preparations during breakfast, TWO snacks (minimum one vegetarian) during evening tea, and TWO curries (minimum one vegetarian) during lunch shall be available for purchase by diners every day. If there is significant demand, extras may also be served during dinner. Items, quantities and rates are listed in Annexure-2 and shall be adhered to strictly. Items to be made available daily shall be decided in consultation with the Chairman Mess Affairs and student representatives. No student can purchase an extra item without first paying for the basic meal.

3.5 Materials

The Caterer shall procure and use only hygienic, branded, FSSAI-approved / AGMARK-certified provisions and materials for cooking. The list of approved brands is enclosed for reference (Annexure-14). Use of tasting agents (such as MSG / Ajinomoto), artificial colours, trans-fat shortening, Fat spread, expired or sub-standard ingredients is strictly prohibited.

3.6 Manpower Deployment

Both Caterers shall engage experienced cooks (South Indian and North Indian cuisine), required assistants in each shift, and 2 Supervisors per Mess. The composition shall be in consultation with the Institute. Sufficient unskilled labour shall be engaged for serving and cleaning.

Minimum staffing: A team of 40 personnel per Mess Comprising Manager, Supervisors, Cooks, Assistants, Servers, Cleaning & Washing staff etc. Manpower shall be proportionately increased based on student strength allotted at the beginning of each month. It may be noted that the details of cook to be proposed to be employed has to be got approved from the Chairman Mess affairs before deployment for duty for ensuring preparation of hygienic food.

Mess Manager / Coordinators must be able to communicate in English and the local language (Tamil). At least 20% of Cooks / Chefs / Managers / Assistant Managers should be Tamil-speakers. The Manager must be fluent in both Tamil and English.

Qualified chef with at least 5 years of experience to be engaged. A duty roster to be maintained by the mess manager. The Institute may verify the credential of the chef for his suitability to prepare the food items tastily and ensuring quality before his engagement.

3.7 Display of Menu

Daily menu shall be displayed prominently at the mess entrance on a marker/display board maintained by the Caterer.

Also, efforts should be made to display the daily food waste in a board given at the entrance.

3.8 Quality Inspection and Penalty Schedule

The Chairman – Mess Affairs / PIC- Mess Committee members or any person authorised by the Director shall inspect and taste the food at periodic intervals. A Complaint Book shall be maintained by caterer in a prominent position for registering complaints, which shall be intimated to the Chairman Mess affairs. The Caterer is bound to implement suggestions for overall improvement in the quality of food. In case of non-compliance, the following penalties shall be imposed:

Fines indicated are for the first instance of violation ('X'). The 2nd instance shall attract 2X and the 3rd instance shall attract 3X. For every subsequent repeat, the multiplier shall increase correspondingly (4X, 5X, etc.). Total LD in a month is capped at 10% of that month's bill.

Rule Violation	Fine per instance 'X'
Non-availability of Complaint Register on the counter / discouraging students from registering complaints.	Rs. 10,000/-
Insects cooked along with food.	Rs. 50,000/-
Soft objects like hair, rope, plastic, cloth etc. in food.	Rs. 20,000/-
Any complaint of stones / pebbles of diameter more than 2 mm in food.	Rs. 30,000/-
Hard and / or sharp objects like glass pieces, nails, hard plastic etc. in food.	Rs. 40,000/-
Three or more complaints of unclean utensils in a week.	Rs. 30,000/-
If Hostel Admin Office (in consultation with students) confirms that an item was not cooked properly / overcooked / extra spicy / extra oily.	Rs. 20,000/-
Food poisoning (per incident, depending on severity, plus cost of medical treatment of affected students).	Up to Rs. 3,00,000/-
Timings mentioned in the tender / as decided by the Mess Committee not followed strictly.	Rs. 20,000/-
If food for any meal runs out within mess timings and waiting time exceeds 15 minutes for lunch/dinner or 10 minutes for breakfast/snacks.	Rs. 30,000/-
Any change in menu without prior permission of Mess Committee.	Rs. 20,000/-
If quality of milk / curd is found inappropriate or diluted (should have 3–4% fat content or as recommended by the Committee).	Rs. 30,000/-
Inappropriate mess area hygiene or personal hygiene of mess employees (including dress) or misbehaviour by mess employees.	Rs. 40,000/-
Failure to maintain proper health check-up of employees.	Rs. 20,000/-
Use of brands not mentioned in the contract without prior permission; adulteration.	Rs. 50,000/-
Improper maintenance of gas cylinders / gas pipelines / related services.	Rs. 60,000/-
Use of newspapers to keep fried items or any cooked food.	Rs. 30,000/-

Rule Violation	Fine per instance 'X'
Trespassing restricted areas	Rs. 10,000/-
Consumption of alcohol, tobacco or any prohibited substances on the Institute premises, or misconduct by personnel deployed by the Contractor.	Rs. 25,000/- per person + termination of staff
Daily display of menu at the entrance of the Mess not carried out.	Rs. 10,000/-
Non-submission / delayed submission of Feedback Forms.	Rs. 5,000/-
Delay in EPF/ESI remittance challans submission.	Rs. 10,000/-
Employment of child labour / staff without police verification.	Rs. 50,000/- per person + termination
Obstruction / disabling / tampering / re-orientation of CCTV cameras in kitchen / service area (per Annexure-13).	Rs. 25,000/- (1st) / Rs. 1,00,000/- (2nd) / termination (3rd)

Sd/-
Registrar
IIITDM Kancheepuram

ANNEXURE 1 – MENU

WEEK-1 MENU

WEEK-1							
MEAL	**SUNDAY**	**MONDAY**	**TUESDAY**	**WEDNESDAY**	**THURSDAY**	**FRIDAY**	**SATURDAY**
BREAKFAST	ONION CARROT UTTAPAM	POORI	PESARATTU, IDIYAPPAM	MASALA DOSA	RAVA KICHADI, POHA	RAVA IDLY , VADA (3)	MIXED VEGETABLE PARATHA
	SAMBAR, COCONUT CHUTNEY	ALOO MASALA CURRY	SAMBAR, TOMATO KURUMA	SAMBAR, TOMATO ONION CHUTNEY.	MYSORE BONDA (3), COCONUT CHUTNEY	SAMBAR, COCONUT CHUTNEY	KABULI CHANNA MASALA, RAGI KOOZH
	BBJ, SPROUTS,	BBJ, BOILED RAJMA	BBJ, SPROUTS.	BBJ, BOILED GREEN GRAM	BBJ, SPROUTS.	BBJ, BOILED BLACK CHANNA	BBJ, SPROUTS.
	SEASONAL CUT FRUITS***/ BOILED EGG (1)	BANANA (1)/BOILED EGG (1)	SEASONAL CUT FRUITS***/ BOILED EGG (1)	BANANA (1)/ BOILED EGG (1)	SEASONAL CUT FRUITS***/ BOILED EGG (1)	BANANA (1)/ BOILED EGG (1)	SEASONAL CUT FRUITS***/ BOILED EGG (1)
	TEA, COFFEE, MILK, SUGAR, SALT	TEA, COFFEE, MILK, SUGAR, SALT	TEA, COFFEE, MILK, SUGAR, SALT	TEA, COFFEE, MILK, SUGAR, SALT	TEA, COFFEE, MILK, SUGAR, SALT	TEA, COFFEE, MILK, SUGAR, SALT	TEA, COFFEE, MILK, SUGAR, SALT
LUNCH	TAWA CHAPATHI	PULKHA , CHOW CHOW KOOTU	TAWA CHAPATHI, SWEET CORN MASALA	PULKHA, METHI MATAR MALAI	TAWA CHAPATHI, PANEER PEAS CURRY***	JOWAR ROTI	TAWA CHAPATHI, BAIGAN METHI CURRY
	SHERVA	KERELA SADIYA AVIAL	ANDHRA TOMATO DAL , GREENS PORIYAL	KOVAKAI FRY	GREENS KOOTU	GARLIC TOMATO CURRY	CHILLI SOYA BEAN DRY***
	HYDERBADI PANEER BIRYANI / HYDERBADI CHICKEN BIRYANI	RICE, SAMBAR,CURD	JEERA RICE, RICE,RASAM, CURD	RICE,VATHA KOLAMBU, RASAM,CURD	RICE,SAMBAR, RASAM, CURD	VEG PEAS PULAO, RAITA	RICE, SAMBAR, RASAM, PERUGU PACHADI
	RAITHA	FRYUMS, PICKLE	PAPAD, PICKLE	FRYUMS, PICKLE	FRYUMS, PICKLE	GONGURA CHUTNEY, PAPAD	PAPAD, PICKLE
	ICE CREAM (1)	SUGAR, SALT, GHEE,PODI	SUGAR, SALT	SUGAR, SALT, GHEE,PODI	SUGAR, SALT, GHEE,PODI	SUGAR, SALT	SUGAR, SALT
	SALAD, ONION	SEASONAL FRUIT JUICE, ONION	SALAD, ONION	SEASONAL FRUIT JUICE, ONION	SALAD, ONION	SEASONAL FRUIT JUICE, ONION	BANANA JUICE, ONION
SNACKS	BHEL PURI	SUNDAL (Black Channa, Green Gram, Channa, Cowpea, Peas, Peanut)	VEG CUTLET(2)	SWEET CORN (half piece-6cm)	BANANA BAJJI (3),KADALAI CHUTNEY	MIX VEG MAGGI (130gm), TOMATO SAUCE	ALOO SAMOSA (2), TOMATO SAUCE, MINT CHUTNEY
	TEA,COFFEE, MILK, SUGAR,BOOST SACHETS	TEA,COFFEE, MILK, SUGAR,RAAGI MALT POWDER	TEA, COFFEE, MILK, SUGAR,HORLICKS SACHETS	TEA, COFFEE, MILK, SUGAR,BOOST SACHETS	TEA,COFFEE, MILK, SUGAR,HORLICKS SACHETS	TEA,COFFEE, MILK, SUGAR.RAAGI MALT POWDER	TEA,COFFEE, MILK, SUGAR,BOOST SACHETS
DINNER	COCONUT RICE , VEG KURMA	TAWA CHAPATHI,CHANNA PEAS PALAK	IDLI, SAMBAR, KARAM PODI, TOMATO ONION CHUTNEY, GHEE	FLAVOURED CHAPATI, VEG KOFTA CURRY(2)	TAWA CHAPATHI, GREEN MOONG DAL	CHOLE BATURE, IDIYAPPAM	DOSA, MINT CHUTNEY
	BHAJRA ROTI, GUTTI VANKAYA CURRY	RICE,SAMBAR, RASAM, CAULIFLOWER PEAS PORIYAL	LEMON RICE, CURD RICE, POTATO PORIYAL	RICE,SAMBAR,RASAM, KOVAKAI PORIYAL	RICE,SAMBAR, BEET ROOT PORIYAL, BUTTERMILK	BAGARA RICE, BLACK CHANNA CURRY	JEERA RICE, MIXED DAL
	CURD	BUTTERMILK, FRYUMS	PICKLE	SALAD, BUTTERMILK	FRYUMS,	BUTTERMILK, ONION	BUTTER MILK, PAPAD
	SEASONAL CUT FRUIT***, BADAM MILK	BOONDI LADDU(1)	SWEET PONGAL***	SABUDHANA KHEER, KHULFI(1)	BREAD HALWA***	BANANA (1)	PARUPPU PAYASAM WITH JAGGERY***

WEEK-2 MENU

WEEK-2							
MEAL	**SUNDAY**	**MONDAY**	**TUESDAY**	**WEDNESDAY**	**THURSDAY**	**FRIDAY**	**SATURDAY**
BREAKFAST	RAVA DOSA, SEMIYA UPMA	PONGAL, VADA(3)	WHEAT DOSA	PURI	WHEAT RAVA UPMA, DHOKLA	IDLI, VADA (3)	ALOO PARATHA
	SAMBAR, GROUNDNUT CHUTNEY	SAMBAR, COCONUT CHUTNEY	SAMBAR, THAKKALI THOKKU	CHANNA MASALA	GREEN CHUTNEY, COCONUT CHUTNEY	SAMBAR, COCONUT CHUTNEY	CHANNA MASALA, CURD, PICKLE, RAGI KOOZH
	BBJ, SPROUTS,	BBJ, SPROUTS,	BBJ, BOILED GROUNDNUTS,	BBJ, SPROUTS,	BBJ, BOILED CHIKPEAS	BBJ, SPROUTS,	BBJ, BOILED WHITE COWPEA
	SEASONAL CUT FRUITS***/BOILED EGG (1)	BANANA (1)/BOILED EGG (1)	SEASONAL CUT FRUITS***/BOILED EGG (1)	BANANA (1)/BOILED EGG (1)	SEASONAL CUT FRUITS***/BOILED EGG (1)	BANANA (1)/BOILED EGG (1)	SEASONAL CUT FRUITS***/BOILED EGG (1)
	TEA, COFFEE, MILK, SUGAR, SALT	TEA, COFFEE, MILK, SUGAR, SALT	TEA, COFFEE, MILK, SUGAR, SALT	TEA, COFFEE, MILK, SUGAR, SALT	TEA, COFFEE, MILK, SUGAR, SALT	TEA, COFFEE, MILK, SUGAR, SALT	TEA, COFFEE, MILK, SUGAR, SALT
LUNCH	TAWA CHAPATHI	PULKHA , DAL MAKHANI	TAWA CHAPATHI, CAPSICUM CURRY	PULKHA,SOYA CURRY	BAJRA ROTI	PHULKA,RAJMA CURRY,	TAWA CHAPATHI
	PANNER BUTTER MASALA / CHICKEN CURRY	VAZHAKAI PODIMAS	GREENS KOOTU	PERUGU PACHADI, CABBAGE MOONGDAL COCONUT PORIYAL	KADAI PANNER***, BEANS CARROT PORIYAL	GREENS SAMBAR	LAUKI TOMATO MASALA, GOBI 65***
	VEG BIRYANI, RAITHA	RICE,SAMBAR, RASAM, CURD	RICE, PANCHRATAN DAL, RASAM, CURD, FRYUMS	RICE,RASAM, PULI KOLAMBU, PAPAD	RICE,MASALA SAMBAR,CURD, FRYUMS	RICE, RASAM, CURD, FRYUMS, PUMPKIN KOOTU, SNAKE GUARD PEANUT PORIYAL	RICE, RASAM, CURD, TOMATO ANDHRA DAL, PAPAD, PLANTAIN STEM KOOTU
	BADUSHA(1)	PICKLE, PAPAD	PICKLE	PICKLE	PICKLE	GONGURA CHUTNEY	PICKLE
	SEASONAL FRUIT JUICE , ICE CREAM (1)	SUGAR , SALT, GHEE, PODI	SUGAR , SALT, GHEE, PODI	SUGAR , SALT	SUGAR , SALT, GHEE, PODI	SUGAR , SALT	SUGAR , SALT
	SALAD, ONION	SEASONAL FRUIT JUICE, ONION	SALAD, ONION	SEASONAL FRUIT JUICE, ONION	SALAD, ONION	SEASONAL FRUIT JUICE, ONION	BANANA JUICE,LEMON AND ONION
SNACKS	PANI PURI(6), GREEN CHUTNEY, TAMARIND CHUTNEY	SUNDAL (Black Channa, Green Gram, Channa, Cowpea, Peas, Peanut)	PASTA (130 g)	CHANNA CHAT	MASALA VADA(3), POTTUKADALAI CHUTNEY	BREAD PAKORA (1 bread slice)	MILLET PUTTU
	TEA, COFFEE, MILK, SUGAR, BOOST SACHETS	TEA, COFEE, MILK, SUGAR, RAAGI MALT POWDER	TEA, COFFEE, MILK, SUGAR, HORLICKS SACHETS	TEA, COFFEE, MILK, SUGAR, BOOST SACHETS	TEA, COFFEE ,MILK, SUGAR, HORLICKS SACHETS	TEA, COFEE, MILK, SUGAR, RAAGI MALT POWDER	TEA, COFFEE, MILK, SUGAR, BOOST SACHETS
DINNER	CHAPATTI , PUNJABI MIX VEG CURRY	TAWA CHAPATHI, VEG BIRYANI	JOWAR ROTI, IDLI	SPECIAL DINNER	PAROTTA, EMPTY SALNA	SET DOSA, MINT PULAO	PULKA, SOYA CHUNK MASALA
	TAMARIND RICE, BUTTERMILK,FRYUMS	ALOO CURRY, RAITHA	SAMBAR, TOMATO ONION CHUTNEY		RICE, VENDAKKAI PORIYAL, RASAM, CURD	VADA CURRY, COCONUT CHUTNEY	SAMBAR RICE, CURD RICE, BROAD BEANS PORIYAL
	PICKLE	BUTTER MILK	DAL FRY, BUTTERMILK		ONION MIRCH SALAD	RAITHA, BUTTERMILK	KARA BOONDI, PICKLE
	SEASONAL CUT FRUITS***,TURMERIC MILK	PINEAPPLE KESARI***	VERMICELLI PAYASAM***		BANANA(1)	GULAM JAMUN(2)	KESARI BATH***

SEASONAL CUT FRUITS	WATERMELON	PAPAYA	GUAVA	PINEAPPLE	GRAPES
PICKLE	MANGO	GARLIC	TOMATO	LEMON	GINGER
SPROUTS	GREEN GRAM	CHICKPEAS	HORSE GRAM	MIXED	
SEASONAL FRUIT JUICE	WATERMELON	BANANA	MUSKMELON	PAPAYA	PINEAPPLE

SPECIAL DINNER MENU

A. VEG MENU

Starters

- Gobi 65
- Baby Corn Manchurian

Among the above two items, any ONE item shall be served on a special dinner, on a rotation basis.

Main Course

- Naan with Shahi Paneer
- Hyderabadi Veg Biryani

(OR)

- Roti with Paneer Tikka Masala
- Hyderabadi Veg Pulao

Among the above two combinations, any ONE shall be served on a special dinner, on a rotation basis.

Accompaniments

- Raita
- Pista Milk

Desserts

- Ice Cream (Vanilla / Strawberry / Chocolate)
- Fruit Custard (OR) Shahi Thukda (Half Bread)

Fruits

Any 4 varieties to be included: Apple, Banana, Grapes, Papaya, Muskmelon, Pomegranate, Country Guava.

All accompaniments and desserts mentioned in the menu MUST be served on every Special Dinner without omission.

B. NON-VEG MENU

Starters

- Egg Bhurji (1 Egg)
- Egg Fry (1 Egg)

Among the above two items, any ONE item shall be served on a special dinner, on a rotation basis.

Main Course

- Naan with Butter Chicken
- Hyderabadi Veg Biryani

(OR)

- Roti with Kadai Chicken
- Hyderabadi Veg Pulao

Among the above two combinations, any ONE shall be served on a special dinner, on a rotation basis.

Accompaniments

- Raita
- Pista Milk

Desserts

- Ice Cream (Vanilla / Strawberry / Chocolate)
- Fruit Custard

Fruits

Any 4 varieties to be included: Apple, Banana, Grapes, Papaya, Muskmelon, Pomegranate, Country Guava.

All accompaniments and desserts mentioned in the menu MUST be served on every Special Dinner without omission.

NOTES TO MENU

- Students may choose either veg or non-veg based on their preference on the day when non-veg is provided. Students are not allowed to take both veg and non-veg on the same day.
- During breakfast, students are allowed to take either fruits or boiled EGG, but not both.
- Veg Biriyani/Veg Pulao - Carrot, Beans, Peas should be added (Good Quantity).
- Veg Kurma - Should contain Carrot, Beans, Potato (Good Quantity).
- *** Limited Quantity.
- Items in which quantity is not mentioned should be unlimited.
- In the mentioned Seasonal Cut Fruits once a fruit is served it should not be repeated until all in the specific list are completed.
- In the mentioned Seasonal Fruit Juice - once a juice is served it should not be repeated until all in the specific list are completed.
- BBJ - Bread, Butter, Jam.
- Salad - Cucumber + Onion, Raddish, Lemon, Carrot, Beetroot (At Least Three Among These Should Be Kept In Equal Quantities).
- Sundal - All the different types mentioned in the menu should be given on a rotation basis without any repetition. Every serving should be at least 60 g.
- Different types of fryums to be served.
- Curd Rice (Should Contain Pomegranate, Grapes).
- Podi - Different varieties should be served.
- Set Curd - Thick Curd.
- If the sizes of Mysore Bonda, Vada, Bonda, Gulab Jamun, Badusha, Boondi Ladoo etc are too small, the caterer has to provide additional pieces on that day.
- Ice Cream - Vanilla, Strawberry, Chocolate.
- Bread - Wheat Bread and Milk Bread..
- Hyderabadi Paneer Biryani and Paneer Curry varieties served in the mess should contain a minimum of 50 grams of cooked paneer per serving. The caterer must ensure adequate paneer content in each portion.

- Chicken Biryani and Chicken Curry served in the mess should contain a minimum of 100 grams of cooked chicken meat per serving. The caterer must ensure adequate meat content in each portion.
- A sweet shall be served on every festival day other than those already specified in the approved menu. If a sweet is already included in the menu for that particular day, the additional festival sweet shall be served on another suitable day where no sweet is scheduled.
- Dosa Mela, Chat Night are Mandatory and no extra payment will be given for them. For the Dosa Mela, if any additional lighting arrangements are required, the caterer should take care of them. The dosa should be served on pakku mattai (areca leaf plates).
- A 'Dosa Mela' twice an academic year (once each semester), featuring seven varieties of Dosa – Paneer Dosa, Masala Dosa, Onion Dosa, Ghee Dosa, Chicken Dosa, Egg Dosa and Podi Dosa. Additionally, the mela should include at least two varieties of Chutney and Sambar. The Dosa servings shall be unlimited for all students during the event. (Place: Dosa Mela – Outside the Mess). The date shall be communicated by the MAC to the caterers in consultation with SAC and caterers.
- A 'Chat Night' shall be conducted once a year, offering five varieties of Chaat – Pani Puri, Dahi Puri, Masala Puri, Pav Bhaji, Channa Chaat (Unlimited, and Place: Chat Night – Inside the Mess). In addition to the chaat items, chapathi and curry should also be served. The date shall be communicated by the MAC to the caterers in consultation with SAC and caterers.
- Ragi Koozh (finger Millet (Ragi) Porridge) shall be served during summer periods as part of the breakfast menu. The exact number of serving days or the specific months of service will be decided and communicated by the Student Affairs Council (SAC) – Mess Affairs. The caterer shall provide the same without claiming any additional fee or charge from the institute or students and shall comply with the schedule as instructed by the SAC – Mess Affairs.
- Seasonal Cut Fruits - 150 grams.
- Sambar Rice should contain Drum Sticks, Beans, Carrots.
- Tea - Ginger, Ilachi, Cardamon (Compulsory Any Of Them).
- Fryums - Masala Papad, Urad Dal Papad and some other types.
- Chutney (Thick Required).
- Raitha shall be prepared with fresh curd containing adequate quantities of finely chopped cucumber and carrot.
- Kulfi - Malai, Pista, Mango, Strawberry.
- Sprouts, Fruits, Fruit Juice, Pickle: Different varieties should be served on a rotation basis (Sprouts: Should be served after they reach at least one inch length).
- Sambar: Different varieties should be served on a rotation basis during lunch and should not be repeated for at least two consecutive weeks.
- Greens Poriyal: Different varieties of greens should be used on a rotation basis and should not be repeated for at least two consecutive weeks.

ANNEXURE 2 – ADDITIONAL (PAID) MENU

Special Item	Quantity	Rate (Rs.)
Veg Varieties		
Baby Corn	120 g	50.00
Palak Paneer	120 g	60.00
Matar Paneer Masala	120 g	60.00
Paneer 65	120 g	60.00
Veg Manchurian	150 g	60.00
Baby Corn Manchurian	120 g	60.00
Chilli Paneer Manchurian	120 g	60.00
Mushroom Curry	120 g	60.00
Pav Bhaji	2 pieces	40.00
Dahi Puri	5 pieces	40.00
Egg Varieties		
Egg Bhurji	100 g	30.00
Chilli Egg	2 egg	30.00
Egg Curry	2 eggs	30.00
Boiled Egg	1 piece	10.00
Omelette	1 piece	20.00
Bread Omelette	2 pieces	30.00
Chicken Varieties		
Chicken 65	125 g	65.00
Chilli Chicken	125 g	80.00
Butter Chicken Masala	125 g	85.00
Kadai Chicken	125 g	85.00
Chicken Curry	125 g	85.00
Pepper Chicken Masala	125 g	85.00
Hyderabadi Chicken Biryani (1 Egg + 250 g Rice)	100 g	120.00
Seeraga Samba Chicken Briyani (1 Egg + 250g Rice)	100 g	120.00

- New items may be added by the Chairman Mess Affairs / PICs; the price shall be decided by negotiation with the Caterer. Rates for additional items shall NOT be considered for selection of L-1.
- The Vacation / Lean Period menu is the same as Week-2 Base Menu.
- Twice a month Special Dinner shall be served during vacation / lean period.

ANNEXURE 3 – TECHNICAL BID FORM

All documents to be uploaded as a single PDF file on the CPPP.

Sl.	Particulars	Details concerning firm	Page No. in PDF
1.	Name and address of the Caterer with phone no. and e-mail ID.		
2.	Registration / Incorporation / Partnership Deed (agency must have been in business on or before 01.04.2021).		
3.	CA Turnover Certificate (with UDIN) for average annual turnover of not less than Rs. 3.00 Crore for FY 2023-24, 2024-25 and 2025-26 with GSTR 9 return of last three Years		
4.	List of similar works successfully completed on or after 01.04.2021 with copies of Work Orders + Completion / Satisfactory Performance Certificates (value excluding GST): ONE of Rs. 4.00 Cr OR TWO of Rs. 3.00 Cr OR THREE of Rs. 2.00 Cr.		
5.	Valid FSSAI Central Licence.		
6.	EPFO / ESIC / GST Registration Certificates.		
7.	PAN Card of firm and Aadhaar of Authorised Signatory.		
8.	Proof of EMD payment (Rs. 16,00,000/-)		
9.	Self-Declaration on letterhead regarding non-blacklisting / no-litigation (Annexure-9).		
10.	Signed Integrity Pact (Annexure-10) with witness signatures.		
11.	Signed Consent to Serve at L-1 Rate (Annexure-6).		
12.	Presentation material: Comprehensive operational plan, brands proposed, takeover plan, manpower deployment (regular & lean), quality control, hygiene, complaint-redressal, menu planning, chef experience.		
13.	Brief details of any litigation connected with catering work during the current or last three years, with opposite party and dispute amount. If none, state 'NIL'.		

Sl.	Particulars	Details concerning firm	Page No. in PDF
14.	Income Tax / GST for FY 2023-24, 2024-25 and 2025-26.		
15.	List of current clients with full address and phone numbers.		

- All of the above documents shall be uploaded as a SINGLE PDF file in the Technical Bid section on CPPP.
- Client list must contain full address and phone/email for verification by the Institute.
- The Institute reserves the right to contact any listed Client or any other Institution for verification of performance.

Place	:	Signature of the Contractor with seal
Date	:	Name & Address:

ANNEXURE 4 – COMMERCIAL (PRICE) BID FORM

HOSTEL MESS SERVICES — Rate per person per day

Sl.	Particulars	Rate per person per day — in Figures (Rs.)	Rate per person per day in (Words)
1.	Breakfast, Lunch, Evening Snacks, Dinner including Tea / Coffee / Milk as per BASE MENU provided at Annexure-1 per person per day (**inclusive of all costs except GST**).		

- The bidder shall download the BOQ from the CPPP, fill the price, save, and upload on the CPPP only. No hard copy shall be submitted.
- GST shall be payable extra at the prevailing rate.
- Bidders must quote a rate INCLUSIVE of all provisions, vegetables, fruits, transportation, labour, and all statutory/ taxes (except GST). Rate shall be firm during the initial contract period.
- Facilities provided by the Institute are described at Annexure-7. Licence Fee / Electricity / Water / LPG are NOT inclusive — these shall be borne by the Caterer as per Clause 2.6.
- Rate for Additional Items (Annexure-2) shall NOT be considered for determination of L-1. Those rates shall apply for direct pay-per-item transactions.

Place	:	Signature of the Contractor with seal
Date	:	Name & Address:

ANNEXURE 5 – BID EVALUATION SCHEME

All Technical Bids shall be scrutinised by a duly constituted Mess Tender Evaluation Committee (MTEC). Firms/agencies that have submitted all relevant documents as sought in the Technical Bid and meet the Eligibility Criteria (Clause 1.2) shall be shortlisted for a presentation.

5.1 Technical Evaluation (100 Marks)

Sl.	Parameter	Max Marks
1	**Background of the organisation (type of company, quality certification, turnover, clientele) — 25 marks.**	**25**
1(a)	Type of Company: i. Corporate / Public Ltd = 5 marks ii. Private Limited Company = 3 Marks iii. Proprietary / Partnership Company = 2 Marks	5
1(b)	Quality Certification: i. ISO (above 10 years) =4 Marks ii. ISO (5-10 years) = 3 Marks iii. Any other certification = 2 Marks	4
1(c)	Average Turnover FY 2023-24, 2024-25, 2025-26: >Rs.25 Cr = 8; Rs.5–25 Cr = 5; Rs.2.6–5 Cr = 2.	8
1(d)	Reputed Clients (last 3 FYs after 01.04.2023): i. Students Mess in similar Institutes IIT / NIT/ IIIT/ IIM/ IISERs = 8 Marks ii. Other Institutes = 4 Marks	8
2	**Past experience in similar works on or after 01.04.2021 — 25 marks.**	**25**
2(a)	No. of reputed education Institutes served: >=5 = 10; 1-4 = 8; >5 other Institutes = 5; 1-4 other = 3.	10
2(b)	Single Contract Value: >Rs.10 Cr = 5; Rs.5–10 Cr = 3; <Rs.5 Cr = 2.	5
2(c)	Duration of Service: Last 5 years at CFTIs/IITs = 10; Last 5 years at other Institutes = 5; Last 1 year = 2.	10
3	**Proposed Work Plan and ability to provide quality service — 50 marks (via 10–15 min presentation).**	**50**
3(a)	Quality control mechanism adopted by management.	20
3(b)	Feedback / Complaint Redressal mechanism.	10
3(c)	Measures for maintaining hygiene and food safety standards.	10

Sl.	Parameter	Max Marks
3(d)	Qualification and experience of Managers / Cooking staff proposed to be deployed.	10
Total		**100**

- Necessary supporting documents are to be furnished. No marks shall be awarded for un-supported claims.
- Feedback and complaints (if any) may be obtained by the Institute directly from other Institutes where the bidder is/was engaged.

Only bidders qualifying with a minimum of 70% marks (70/100) in the Technical Evaluation shall be considered for opening of the Commercial Bid.

5.2 Commercial Bid Evaluation

- L-1 shall be determined purely on the basis of the Commercial Bid. No carry-forward of marks or credits from Technical Evaluation.
- L-2 shall be offered the second Mess at the L-1 rate. If L-2 declines, the offer shall move to L-3 and so on. Allocation of Mess-A or Mess-B shall be at the discretion of the Chairman – Mess Affairs.
- In case of a tie between two commercial bids, the winning bid shall be determined by higher Technical Evaluation score. In case of a further tie, selection shall be by drawing of lots in the presence of bidders.
- The Institute reserves the right to negotiate with the L-1 bidder to arrive at a reasonable price in line with GFR 2017 Rule 173.

ANNEXURE 6 – CONSENT TO SERVE AT L-1 RATE

(To be submitted on the Bidder's letterhead)

To,

The Registrar,

IIITDM Kancheepuram,

Chennai – 600 127.

Sub: Consent to serve at L-1 Rate – Hostel Mess Services – Tender No. IIITDMK/HO/2026-27/Hostel Mess/001.

Dear Sir / Madam,

1. I / We, Mr./Ms. _____, being the authorised person on behalf of _____ (Name of the Company/Firm), hereby agree to the condition that in the event I/we are selected as L-2 or thereafter under the above tender process, I/we shall serve at the rates quoted by the L-1 bidder, without any deviation.

2. I/We further declare that I/we shall not withdraw the bid or modify the offer during the period of validity (180 days) after the deadline for submission.

3. If I/we withdraw or decline or modify the bid during the validity period, or if I/we are awarded the contract and fail to sign the Contract Agreement or fail to submit the Performance Security within the stipulated time, I/we shall be suspended for a minimum of three (3) years from submitting bids to IIITDM Kancheepuram, and my/our EMD shall stand forfeited.

4. I/We affirm that all information provided in the tender submission is true and correct to the best of my/our knowledge.

Signature of Bidder with seal of firm

Name of Signatory: _____

Designation: _____

Place: _____ Date: _____

ANNEXURE 7 – FACILITIES PROVIDED BY IIITDM KANCHEEPURAM

Sl.	Facility	Terms
1	**Electricity**	Provided on chargeable basis — actual metered consumption at TANGEDCO / Institute tariff rates, including demand / fixed charges on pro-rata basis.
2	**Water**	Provided on chargeable basis — fixed charge of Rs. 20,000/- per month per Mess.
3	**Kitchen & Dining Space**	Provided on as-is-where-is basis. Caterer shall pay licence fee of Rs. 20,000/- per month per Mess plus applicable GST during operational period.
4	**Furniture, Fixtures, Equipment & Utensils**	Boiler, dining-hall furniture, cutlery/plates, SS storage racks, SS containers, bain-marie, central chimney exhaust facility etc. shall be provided on as-is-where-is basis. The Contractor shall maintain and hand over these in working condition. The Contractor shall be responsible for safety, maintenance, and any repair/replacement during the contract period. Damage/loss shall be recovered from the Contractor. The Contractor shall take adequate fire-safety precautions (fire extinguishers, fire blankets, smoke detectors) as per NBC 2016 / fire-safety norms.
5	**Gas (LPG)**	Commercial LPG connection to be arranged by the Contractor at its own cost. Institute shall provide space for cylinder storage as per PESO norms.
6	**Staff Accommodation**	Limited night-stay accommodation, as decided by Chairman MESS, is available in the Mess for essential early-morning shift staff. Other staff shall arrange their own accommodation outside campus.
7	**Signage / Communication**	Space at the mess entrance for daily menu display board and feedback form display is provided. Contractor shall provide the board, charts and marker-pens.
8	**Biometric Attendance Infrastructure**	Contractor shall provide biometric machines, software and integration with Institute systems.
9	**Waste Disposal Area**	Institute shall provide designated waste-collection zone. Contractor shall ensure segregation at source and daily disposal to authorised vendors.

Sl.	Facility	Terms
10	**Electrical kitchen equipment provided by the Institute**	1. Electric Idly Maker (700 Nos appx) . 2. Electric hot plate – Multipurpose. 3. Electric frying pan cooker.

Any additional facility / infrastructure required for efficient operations shall be arranged by the Contractor at its own cost.

ANNEXURE 8 – INSTRUCTIONS FOR ONLINE BID SUBMISSION

Bidders are required to submit their bids electronically on the Central Public Procurement Portal (CPPP) using a valid Class-III Digital Signature Certificate (DSC). The instructions below are meant to assist bidders in registering on the CPPP, preparing their bids as per the requirements, and submitting their bids online.

Further information on e-procurement is available at: https://eprocure.gov.in/eprocure/app

8.1 Registration

- Bidders are required to enrol on the e-Procurement module of the CPPP by clicking on 'Online Bidder Enrolment'. Enrolment is free of charge.
- During enrolment, bidders shall choose a unique username and password for their account.
- Bidders are advised to register a valid e-mail address and mobile number, to be used for communication from the portal.
- Upon enrolment, bidders shall register a valid Digital Signature Certificate (Class-III Certificates with signing key usage) issued by a Certifying Authority recognised by CCA India (e.g., Sify / nCode / eMudhra / (n)Code etc.).
- Only one valid DSC should be registered per bidder. Bidders shall not lend their DSC to others, which may lead to misuse.
- Bidder shall log in through the secured log-in by entering user ID, password and the password of the DSC / e-Token.

8.2 Searching for Tender Documents

- Various search options are available on the CPPP to locate active tenders (Tender ID, Organisation Name, Location, Date, Value etc.).
- Once the tender is selected, the bidder may download required documents / tender schedules and move them to 'My Tenders' folder to receive SMS / e-mail intimations of any Corrigendum.

8.3 Preparation and Submission of Bids

- Bidders should carefully read and understand the tender document and note the number of documents / files to be submitted as part of the bid, as well as their size, format, etc.
- Bidder is advised to convert documents to PDF format. Multiple files in the Technical Bid shall be combined into a single PDF.
- Only the BOQ / xls file should be uploaded in the Commercial Bid. Any other file shall lead to rejection.
- Bid submission shall be done only through the CPPP and only with a valid DSC.
- Bidders are advised to upload bids well in advance of the deadline to avoid last-minute technical issues. The Institute shall not be responsible for any upload delays or failures on the last day.
- After submission, the system shall generate a unique Bid ID / acknowledgement, which the bidder shall retain for future reference.

8.4 Help & Support

- For any technical assistance, bidders may contact the CPPP 24x7 Helpdesk at 0120-4200462, 0120-4001002, 0120-4001005, or e-mail support-eproc@nic.in.
- For tender-specific queries, bidders may contact the Registrar, IIITDM Kancheepuram at registrar@iiitdm.ac.in.

ANNEXURE 9 – SELF-DECLARATION FOR NON-BLACKLISTING

(To be submitted on the Bidder's letterhead)

To,

The Registrar,

IIITDM Kancheepuram,

Chennai – 600 127.

Sub: Self-Declaration regarding Non-Blacklisting and No-Litigation – Tender No. IIITDMK/HO/2026-27/Hostel Mess/001.

Dear Sir / Madam,

I / We, _____ (Name and Designation), duly authorised to sign on behalf of M/s _____ (Name of the Firm/Company), hereby solemnly declare and affirm as under:

1. That our firm/company has NOT been blacklisted, banned, debarred, disqualified or suspended by any Ministry / Department of the Central or State Government, or by any Public Sector Undertaking, Autonomous Body, University or Educational Institution in India, during the preceding three (3) Financial Years (FY 2023-24, 2024-25 and 2025-26) and as on the date of this declaration.

2. That there is NO case / litigation pending against us arising out of any Mess / Catering / Food-Service work, OR if any such case is pending, the following are the details:

Details of pending litigation (if any):

_____
_____

3. That no partner / director of our firm is an insolvent, a convicted person, or has any criminal antecedents.

4. That all information and documents submitted in the bid are true, correct and genuine to the best of my knowledge.

5. I/We understand that any false declaration shall render our bid liable for rejection, forfeiture of EMD and debarment from future IIITDM Kancheepuram tenders for three (3) years. I/We shall be liable for legal action under applicable laws.

Signature of Authorised Signatory:

Name: _____

Designation: _____

Company Seal:

Place: _____ Date: _____

ANNEXURE-10 (INDEPENDENT EXTERNAL MONITORS AND INTEGRITY PACT)

IEMs DETAILS

Any complaints related to this tender should be reported to the Independent External Monitors (IEMs) through email. Details of the IEMs are as follows:

1. Shri Umesh Kumar, IPS (Retd.) E-mail: umeshkumar84@rediffmail.com

2. Shri Amrit Lugun, IFS (Retd.) E-mail: asha74lugun@gmail.com

The Integrity Pact is deemed as part of the contract in order to ensure that the parties are bound by the recommendation of the IEMs, in case any complaint relating to the contract is found substantiated.

The specimen of the Pre-Contract Integrity Pact which is part of the tender documents is as follows:

INTEGRITY PACT

This INTEGRITY PACT is made and executed at Chennai on this _____ day of _____ 2026

BY AND BETWEEN

Indian Institute of Information Technology, Design and Manufacturing, Kancheepuram (IIITDM Kancheepuram), an autonomous organization under Ministry of Education, Govt. of India, having its campus at Melakkottaiyur, Off Vandalur-Kelambakkam Road, Chennai – 600 127, Tamil Nadu (hereinafter referred to as "The Principal" which term or expression shall, unless excluded by or repugnant to the subject or context, mean and include its successor-in-office, administrators or permitted assignees) of the First Part;

AND

M/s. _____ a company incorporated under the Companies Act _____ through its representative/authorized signatory _____ (Name and Designation of the Officer) having its office at _____ (hereinafter referred to as "The Bidder/Contractor" which terms or expression shall, unless excluded by or repugnant to the subject or context, mean and include its successor-in-office, administrators or permitted assignees) of the Second Part.

PREAMBLE

The Principal intends to award, under laid-down organizational procedures, contract(s) for providing Hostel Mess Services (Mess-A and Mess-B) at IIITDM Kancheepuram. The Principal values full compliance with all relevant laws of the land, rules, regulations, economic use of resources, and fairness/transparency in its relations with its Bidder(s) and/or Contractor(s).

In order to achieve these goals, the Principal has appointed Independent External Monitors (IEMs), who will monitor the tender process and the execution of the contract for compliance with the principles mentioned above.

Section 1: Commitments of the Principal

The Principal commits itself to take all measures necessary to prevent corruption and to observe the following principles:

1.1 No employee of the Principal, personally or through family members, will in connection with the tender for, or the execution of a contract, demand, take a promise for or accept, for self or third person, any material or immaterial benefit which the person is not legally entitled to.

1.2 The Principal will during the tender process treat all Bidder(s) with equity and reason. The Principal will in particular, before and during the tender process, provide to all Bidder(s) the same information and will not provide to any Bidder(s) confidential/additional information through which the Bidder(s) could obtain an advantage in relation to the process or the contract execution.

1.3 The Principal will exclude from the process all known prejudiced persons.

1.4 If the Principal obtains information on the conduct of any of its employees which is a criminal offence under the IPC/PC Act, or if there be a substantive suspicion in this regard, the Principal will inform the Chief Vigilance Officer and in addition can initiate disciplinary actions.

Section 2: Commitments of the Bidder(s)/Contractor(s)

The Bidder(s)/Contractor(s) commit themselves to take all measures necessary to prevent corruption. They commit themselves to observe the following principles during participation in the tender process and during the contract execution:

2.1 The Bidder(s)/Contractor(s) will not, directly or through any other persons or firm, offer, promise or give to any of the Principal's employees involved in the tender process or the execution of the contract or to any third person any material or other benefit which he/she is not legally entitled to, in order to obtain in exchange any advantage or during the execution of the contract.

2.2 The Bidder(s)/Contractor(s) will not enter with other Bidders into any undisclosed agreement or understanding, whether formal or informal. This applies in particular to prices, specifications, certifications, subsidiary contracts, submission or non-submission of bids or any other actions to restrict competitiveness or to introduce cartelization in the bidding process.

2.3 The Bidder(s)/Contractor(s) will not commit any offence under the relevant IPC/PC Act; further the Bidder(s)/Contractors will not use improperly, for purposes of competition or personal gain, or pass on to others, any information or documents provided by the Principal as part of the business relationship, including information contained or transmitted electronically.

2.4 The Bidder(s)/Contractor(s) of foreign origin shall disclose the name and address of the Agents/representatives in India, if any. Similarly, the Bidder(s)/Contractor(s) of Indian Nationality shall furnish the name and address of the foreign principals, if any. All payments made to the Indian agent/representative shall be in Indian Rupees only.

2.5 The Bidder(s)/Contractor(s) will, when presenting the bid, disclose any and all payments made, committed to, or intended to be made to agents, brokers or any other intermediaries in connection with the award of the contract.

2.6 The Bidder(s)/Contractor(s) who have signed the Integrity Pact shall not approach the courts while representing the matter to IEMs and shall wait for their decision on the matter.

2.7 The Bidder(s)/Contractor(s) will not instigate third persons to commit offences outlined above or be an accessory to such offences.

Section 3: Disqualification from Tender Process and Exclusion from Future Contract

If the Bidder(s)/Contractor(s), before award or during execution, has committed a transgression through a violation of Section 2 above or in any other form such as to put his reliability or credibility in question, the

Principal is entitled to disqualify the Bidder(s)/Contractor(s) from the tender process or to terminate the contract, if already signed, for such reasons.

Section 4: Compensation for Damages

4.1 If the Principal has disqualified the Bidder(s) from the tender process prior to the award according to Section 3, the Principal is entitled to demand and recover the damages equivalent to Earnest Money Deposit/Bid Security.

4.2 If the Principal has terminated the contract according to Section 3, or if the Principal is entitled to terminate the contract according to Section 3, the Principal shall be entitled to demand and recover from the Contractor liquidated damages of the Contract value or the amount equivalent to the Performance Bank Guarantee.

Section 5: Previous Transgression

5.1 The Bidder declares that no previous transgressions occurred in the last three years with any other organization/company in any country or with any other public sector enterprise in India that could justify exclusion from the tender process.

5.2 If the Bidder makes incorrect statement on this subject, the Bidder can be disqualified from the tender process and appropriate action can be taken including termination of the contract, if already awarded, for such reason.

Section 6: Equal Treatment of All Bidders / Contractors / Subcontractors

6.1 In case of sub-contracting, the Principal Contractor shall take the responsibility of adoption of Integrity Pact by the Sub-Contractor.

6.2 The Principal will enter into agreements with identical conditions as this one with all Bidders and Contractors.

6.3 The Principal will disqualify from the tender process all Bidders who do not sign this Pact or violate its provisions.

Section 7: Criminal Charges against Violating Bidder(s) / Contractor(s) / Sub-Contractor(s)

If the Principal obtains knowledge of conduct of a Bidder(s)/Contractor(s) which constitutes corruption, or if the Principal has substantive suspicion in this regard, the Principal will inform the same to the Chief Vigilance Officer.

Section 8: Independent External Monitors

8.1 The Principal has appointed competent and credible Independent External Monitors for this Pact after approval of the Central Vigilance Commission. The task of the Monitors is to review independently and objectively whether and to what extent the parties comply with the obligations under this agreement.

8.2 The Monitor is not subject to instructions by the representatives of the parties and performs functions neutrally and independently. The Monitor will have access to all contract documents whenever required. The Monitor shall treat the information and documents of bidders/contractors as confidential and reports to the Director, IIITDM Kancheepuram.

8.3 The Bidder(s)/Contractor(s) accepts that the Monitor has the right to access without restriction to all project documentation of the Principal including that provided by the Contractor. The Contractor will also grant the Monitor, upon request and demonstration of a valid interest, unrestricted and unconditional access to project documentation. The same is applicable to Sub-Contractors.

8.4 The Monitor is under contractual obligation to treat the information and documents of the Bidder(s)/Contractor(s)/Sub-Contractor(s) with confidentiality. The Monitor has also signed declarations on “Non-Disclosure of Confidential Information” and “Absence of Conflict of Interest.” In case of any conflict of interest arising at a later date, the IEM shall inform the Director, IIITDM Kancheepuram.

8.5 The Principal will provide to the Monitor sufficient information about all meetings among the parties related to the Project, provided such meetings could have an impact on the contractual relations between the Principal and the Contractor. The parties offer to the Monitor the option to participate in such meetings.

8.6 As soon as the Monitor notices, or believes to notice, a violation of this agreement, the Monitor will so inform the Management of the Principal and request the Management to discontinue or take corrective action, or to take other relevant action. The Monitor can in this regard submit non-binding recommendations. Beyond this, the Monitor has no right to demand from the parties that they act in a specific manner, refrain from action or tolerate action.

8.7 The Monitor will submit a written report to the Director, IIITDM Kancheepuram within 8 to 10 weeks from the date of reference or intimation by the Principal and, should the occasion arise, submit proposals for correcting problematic situations.

8.8 If the Monitor has reported to the Director, IIITDM Kancheepuram a substantiated suspicion of an offence under relevant IPC/PC Act, and the Director has not within reasonable time taken visible action to proceed against such offence or reported it to the Chief Vigilance Officer, the Monitor may also transmit this information directly to the Central Vigilance Commissioner.

Section 9: Pact Duration

This Pact begins when both parties have legally signed it. It expires for the Contractor 12 months after the last payment under the contract, and for all other Bidders 6 months after the contract has been awarded. If any claim is made/lodged during this time, the same shall be binding and continue to be valid despite the lapse of this Pact as specified above, unless it is discharged/determined by the Director, IIITDM Kancheepuram.

Section 10: Other Provisions

10.1 This agreement is subject to Indian Law. Place of performance and jurisdiction is the registered office of the Principal, i.e., Chennai, Tamil Nadu.

10.2 Changes and supplements as well as termination notices need to be made in writing. Side agreements have not been made.

10.3 If the Contractor is a partnership or a consortium, this agreement must be signed by all partners or consortium members.

10.4 Should one or several provisions of this agreement turn out to be invalid, the remainder of this agreement remains valid. In this case, the parties will strive to come to an agreement to their original intentions.

10.5 Issues like Warranty/Guarantee etc. shall be outside the purview of the IEMs.

10.6 In the event of any contradiction between the Integrity Pact and its Annexure, the clause in the Integrity Pact will prevail.

(For & on behalf of the Principal) (Office Seal) Place: _____ Date: _____ Witness 1 (Name & Address): _____ Witness 2 (Name & Address): _____	**(For & on behalf of Bidder/Contractor)** (Office Seal) Place: _____ Date: _____ Witness 1 (Name & Address): _____ Witness 2 (Name & Address): _____

ANNEXURE 11 – FORMAT OF PERFORMANCE BANK GUARANTEE

(To be issued on the non-judicial stamp paper of appropriate value, by a Scheduled Commercial Bank, in favour of "The Registrar, IIITDM Kancheepuram")

To,

The Registrar,

IIITDM Kancheepuram,

Melakkottaiyur, Chennai – 600 127.

PERFORMANCE BANK GUARANTEE NO.: _____

WHEREAS the Indian Institute of Information Technology, Design and Manufacturing Kancheepuram (hereinafter called "the Institute") has awarded the Contract No. _____ dated _____ for providing Hostel Mess Services (hereinafter called "the Contract") to M/s _____ (hereinafter called "the Contractor").

AND WHEREAS the terms of the Contract require the Contractor to furnish a Performance Bank Guarantee for an amount of Rs. _____ (Rupees _____ only), being 10% (ten per cent) of the Annual Contract Value, as security for the due and faithful performance of the Contract.

NOW THEREFORE, We, the _____ Bank (hereinafter called "the Bank"), having our Head Office at _____ and Branch Office at _____, do hereby UNCONDITIONALLY and IRREVOCABLY guarantee and undertake to pay to the Institute, on demand, any sum or sums not exceeding in the aggregate Rs. _____ (Rupees _____ only), on receipt of a written demand from the Registrar, IIITDM Kancheepuram, stating that the Contractor has failed to perform any of the obligations under the Contract. The demand shall be conclusive evidence of the amount due from the Contractor.

We, the said Bank, undertake to pay the amount demanded without any demur, reservation, contest, recourse or protest, and without reference to the Contractor, notwithstanding any dispute or difference raised by the Contractor in any suit or proceeding pending before any Court / Tribunal / Arbitrator.

This Guarantee shall remain valid and in full force and effect from _____ (date) up to _____ (date) (being the contract period plus 60 days). The Bank shall extend the validity of this Guarantee on request from the Institute without reference to the Contractor.

Notwithstanding anything contained herein, our liability under this Guarantee shall be restricted to Rs. _____ (Rupees _____ only), and this Guarantee shall remain in force up to _____. Unless a demand or claim is lodged with us in writing on or before that date, all the Institute's rights under this Guarantee shall cease and we shall be released from all liabilities hereunder.

We shall not revoke this Guarantee during its currency except with the prior written consent of the Institute.

For and on behalf of _____ Bank

Signature: _____

Name: _____

Designation: _____

Bank Seal: _____

Place: _____ Date: _____

Witness 1: _____ Witness 2: _____

ANNEXURE 12 – CCTV SURVEILLANCE & KITCHEN MONITORING PROTOCOL

This Annexure operationalises Clause 2.10 (Rights of IIITDM Kancheepuram) and prescribes the protocol for installation, operation, access, retention and privacy-compliant handling of CCTV footage used to monitor food hygiene, preparation practices, staff grooming, portion sizing, storage conditions and service quality in the hostel mess.

12.1 Ownership, Installation and Coverage

- The CCTV system — cameras, cabling, Network Video Recorder (NVR), storage and viewing terminal — shall be installed, owned, operated and maintained by IIITDM Kancheepuram at the Institute's cost. The Contractor shall provide unfettered access for installation and maintenance, without any claim for inconvenience or loss.
- Mandatory coverage zones: (a) main cooking range and tawa / kadai area; (b) raw-material receiving dock and wash area; (c) dry-store and cold-storage entry points; (d) dishwash / pot-wash zone; (e) service counters and hot-cases; (f) dining hall general view (non-intrusive angle); (g) main entry / exit and biometric station.
- Prohibited zones (no camera installation): (a) staff changing rooms and toilets; (b) rest / break rooms designated for staff; (c) any zone where installation would violate the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 or the Constitution's right to privacy. Signage at the entrance shall prominently declare CCTV coverage, in English and Tamil.
- Minimum technical specification: IP cameras of not less than 4 MP resolution, 24×7 recording at 15 fps, with infra-red for low-light conditions; NVR retention of not less than 30 (thirty) calendar days on rolling-overwrite basis; uninterrupted power supply; and a remote-access viewing terminal in the Hostel Office and the Chairman's office, Mess Affairs Committee.

12.2 Contractor's Obligations

- The Contractor shall not obstruct, cover, disable, reposition, tamper with, unplug or otherwise interfere with any camera, cabling, NVR, UPS or associated infrastructure. Any such interference, proven or reasonably inferred from evidence (including obstruction during cooking hours, cable disconnection, re-orientation of lens away from cooking range), shall attract:
    - **First instance:** fine of Rs. 25,000/- and written warning;
    - **Second instance:** fine of Rs. 1,00,000/- and show-cause notice for termination;
    - **Third instance:** termination for default under Clause 2.19(b), with forfeiture of Performance Security and 3-year debarment.
- The Contractor shall ensure that all deployed staff are informed, in writing at the time of engagement, that the work area is under CCTV surveillance. The Contractor shall obtain signed acknowledgement from each employee in compliance with the Digital Personal Data Protection Act, 2023 and shall maintain the register for inspection.
- The Contractor shall not install any private / parallel surveillance system inside the Institute-controlled mess premises without prior written permission. Any such approval, if granted, shall be subject to data-handling terms laid down by the Institute.

12.3 Access, Review and Use of Footage

- Live footage shall be accessible to: the PIC-Mess, PIC –Feedback, PIC-ADC and Chairman of the Mess Affairs, Dean of Students Affairs, Director, and such Institute officers as specifically authorised in writing. Student Mess Affairs Secretaries may review footage in the presence of the Chairman Mess Affairs.
- The Contractor's Supervisor may, on written application to the PIC / Chairman of the Mess Affairs, seek review of specific footage relevant to a dispute or investigation concerning the Contractor; access shall be granted in a supervised session, and no copy / download shall be permitted.
- Footage may be used as primary or corroborating evidence in: quality / hygiene fine assessment under the Quality Inspection table at Section 3; investigations into food-poisoning or adulteration incidents; police / FSSAI / EPFO inquiries; student-grievance redressal; and disciplinary proceedings against caterer's staff / students. Admissibility shall be governed by the Indian Evidence Act, 1872 and the Information Technology Act, 2000 (Section 65-B).

12.4 Data Protection, Retention and Deletion

- Recordings shall be retained on rolling-overwrite basis for a minimum of 30 (thirty) calendar days. Clips flagged for inquiry or evidence shall be archived on secure Institute storage for the duration of the inquiry plus three (3) years, or as otherwise required by law.
- No footage shall be uploaded to any public platform, social media, cloud service not controlled by the Institute, or shared with any third party outside the authorised access list, except: (a) under a lawful order of a court, tribunal or regulatory authority; or (b) in a student-grievance hearing, with identities of non-complainant individuals suitably redacted.
- Personal data captured incidentally (faces, biometric wristbands, etc.) shall be processed strictly as 'necessary for legitimate use' under Section 4(2) of the Digital Personal Data Protection Act, 2023, for the limited purposes of this Contract and institutional safety. The Institute shall designate a Data Protection Contact for receiving queries or complaints from affected individuals.
- In the event of a data breach (unauthorised access / loss / exfiltration of footage), the Institute shall notify the Data Protection Board of India within the timelines prescribed under the DPDP Rules, and shall intimate the Contractor if Contractor-staff data is affected.

12.5 Monitoring Outputs

- Weekly Kitchen-Hygiene Review: the PIC-Mess or his nominee shall conduct a weekly review of a random one-hour clip covering peak cooking time, and shall record observations on personal-hygiene compliance, adherence to preparation sequence, handling of raw materials, and waste segregation. Observations shall be entered in the Quality Inspection register and form an input to the monthly score.
- Event-Driven Review: on any student complaint of food quality, hygiene, foreign matter, or staff conduct, the relevant time-slice of the recording shall be reviewed within 48 hours. Findings shall be shared with the Contractor and, if applicable, fines shall be levied per the Quality Inspection schedule.

- AI / Analytics (future-readiness): The Institute reserves the right, during the contract period, to deploy analytics software on the recorded stream for detecting absence of head-gear, non-use of gloves, improper hand-washing, pest presence, or other defined events. Such deployment shall not create any new consent requirement on the Contractor, which is deemed granted by acceptance of this Annexure.

12.6 Declaration by the Bidder

I / We have read and understood the above CCTV Surveillance & Kitchen Monitoring Protocol. I / We undertake to comply with all obligations under this Annexure, including cooperation with installation, non-interference with cameras, informing and obtaining written acknowledgement from all deployed staff, and co-operation with reviews and inquiries using footage. I / We acknowledge that breach of this Annexure shall attract the fines and consequences specified herein, including termination and debarment.

Place	:	Signature of the Contractor with seal
Date	:	Name & Address:

Annexure — 13 (PERMISSIBLE BRANDS)

No.	Items	Brands
1	**Salt**	Tata/ Aashirwaad/ Annapurna
2	**Spices**	Everest/ Shakthi/ Aachi/ Annapoorna/ Catch
3	**Ketchup**	Maggie/ Kissan/ Everest/ Delmonte/ FoodRite/ Ohms
4	**Mustard Oil**	Fortune/ Dhara/ Tata/ Emami
5	**Wheat flour**	Aashirvaad/ Laxmi Bhog/ Pillsbury Chakki Fresh/ Fortune/ Naga/ Annapurna
6	**Noodles**	Nestle Maggie / Sunfeast Yipee/ Chings
7	**Butter**	Amul/ Heritage/ Aavin/ Mother Dairy/Vethaa
8	**Brown Bread**	Spencers/ Britannia/ Harvest Gold/ Modern/ Tina/ Popular
9	**White Bread**	Spencers/ Britannia/ Harvest Gold/ Modern/ Popular/ Popular
10	**Jam**	Kissan/ Tops/ Surabhi/ Aachi/ Ohms/ Foodrite
11	**Cow Ghee**	Aavin/ Amul/ Mother Dairy/ Annapurna/ GRB/ Milky Mist/ RKG/ Hatsun/ Dodla/ Jersy
12	**Maida**	Fortune/ Rockfort/ Naga/ Century/ Orange/ Roxy
13	**Milk**	Amul/ Avain/ Mother Diary/ Heritage/ Dodla/ Tirumala/ Arokiya
14	**Paneer**	Amul/ Avain/ Sudha/ Nandini/ Milky Mist/ Heritage/ Hatsun
15	**Tea**	Tata/ Red Label/ Wagh Bakri/ AVT/ Brooke Bond/ Lipton
16	**Coffee**	Tata/ Nescafe/ Bru/ Narasus's/ Leo/ Levista/ Continental
17	**Ice-Cream**	Amul/ Arun/ Aavin/ Lazza/ Milky Mist
18	**Soya**	Fortune/ Nutrella/ Saffola
19	**Cheese**	Amul/ Mother Diary/ Gowardhan/ Britannia/ Milky Mist
20	**Rice**	Fortune Rozzana Basmati/ Laxmi Bhog/ Sona Masoori/ Ponni
21	**Packet Curd**	Amul /Mother Dairy/ Aavin/ Heritage/ Dodla/ Tirumala/ Arokiya
22	**Vermicelli**	Bambino/ Manna rice Sevai/ Naga /Anil
23	**Vegetable Oil**	Saffola/ Sundrop/ Nature Fresh /Godrej/ Fortune/ Gold Winner/ Mr. Gold/ SVS/ Sunland
24	**Sugar**	Any Standard brand
25	**Dal**	Good quality, clean, fresh, and stone/ dust free, any standard brand

Important Note:
As per the latest food safety updates, **Everest and LG Hing/Asafoetida** are not permitted for use.

In the case of specific brands for any other items not mentioned in the contract (or) unavailability of the brands in the market mentioned in the above Table, the caterer can use any other FSSAI approved brands only if permitted by the Chairman Mess Affairs, in writing.