



**INDRAPRASTHA INSTITUTE OF INFORMATION TECHNOLOGY-DELHI,
(IIIT-DELHI)**

**Okhla Industrial Estate, Phase III New Delhi- 110020
(Tel No 011-2690400, Website: www.iiitd.ac.in)**

Tender for Juice and Fruit Corner at the ground floor of Dining Block at IIIT-Delhi

IIIT-Delhi invites proposals from reputed agencies for tender for Juice and Fruit Corner at Okhla, New Delhi for a period of one year extendable up to a maximum of three (03) years depending on the performance which will be evaluated based on the feedback from customers (Faculty/ Staff/ Students, etc.) and/or by any other means. The outcome of the feedback will be final and not subject to any challenge by the selected agency.

Bid Schedule

Name of Work:	Tender for Juice and Fruit Corner at the ground floor of Dining Block at IIIT-Delhi
Tender No	06/2022 dated 06.05.2022
Date of Start and downloading the tender (Tender document available from www.iiitd.ac.in)	06.05.2022
Technical Bid Submission end date (Last date and time) for receipt of bids	20.05.2022 at 1500 Hrs. (tender deposit in the Tender Box kept on 2nd Floor of Academic Block of the Institute)
Date and time of bid opening of Technical Bids	20.05.2022 at 1530 hrs
Financial bids of only those bidders, who qualify for bidding will be opened.	Only those tenderers who have submitted the required documents as prescribed in the tender document will be considered for opening of the Financial Bid. The date and time for the same will be decided later.
Address for communication & submission of tender documents and opening of technical bid	Registrar, IIIT-DELHI, Okhla Industrial Area, Phase III, New Delhi 110020
Tender Fee/cost	Rs.500/- (Rupees Five hundred only) in the form of a demand draft/ pay order in favor of IIIT-Delhi Collections which is non-refundable. NEFT Transfer A/c details are as under: Bank - HDFC Bank LTD , Okhla Industrial Area Phase –III New Delhi 110020 Beneficiary's Name - IIIT Delhi Collections Account No - 20741110000035 IFSC code- HDFC0002074 In case of on-line payment of Tender Fees - UTR No. (For Tender Fee)
Earnest Money Deposit:	Exempted. Bid Security Declaration to be submitted as per Annexure-XX

Performance Guarantee	To be submitted by L1 bidder The bidder whose bid is accepted will be required to furnish a Performance Guarantee of Rs25,000/- (twenty five thousand only) of the accepted tendered amount in addition to other deposits mentioned elsewhere in the contract for his proper performance of the contract. This guarantee shall be in the form of DD / FDR in favour of IIT Delhi Collections payable at New Delhi-110020. Bank Guarantee of any scheduled bank drawn in favour of IIT-Delhi.
Date for start of services	Within Seven (7) days of the Award of Contract, as per the scope of work.
Clarification/Queries, if any, can be addressed to	email ID: admin-project@iiitd.ac.in phone no- 01126907563/564/565

The interested agencies may submit their Technical Proposal along with the following documents, duly authenticated and stamped by the proprietor or authorized signatory:

If there is any addendum/corrigendum related to tender, it shall only be published on IIITD website (<https://www.iiitd.ac.in/tenders>). The Bidders are advised to check IIITD website regularly. No other mode of notice will be given.

If the last date of receiving/opening of the bids coincides with a holiday, then the next working day shall be the receiving/opening date

Scope of work

The “Juice and Fruit Corner” will function in the specified area of the Dining Block at IIT-Delhi. The bidder(s) shall visit this facility and ascertain the available infrastructure before submitting the bid. Any additional requirements, necessary for efficient services, shall be taken care of by the bidder(s). The rates quoted by the bidder(s) shall include the overall operational costs related to the rendering of the items/services as well as all taxes.

Technical Bid will comprise of the following:

1. Company Profile, enclosing copy of its constitution.
2. Duly signed and stamped copy of rates as per **Annexure-A**
3. Certified Copies of Work orders/ Experience certificate for running Juice and Fruit Corner in Institute/Academic Institute/Public Sector Undertaking/MNC/ Corporate Sector/Shop during the last five (05) years.
4. Certified copies of PAN, GST/ ESI/PF Registration, and other statutory requirements.
5. Average Annual Turnover of Rs. 1 lakh for the years 2018-19, 2019-20, 2020-21 issued by Competent authority/self-attested statement of accounts from CA
6. 2 years of income tax returns for the last years.
7. Proof of having a shop of similar nature.
8. List of Items juice ect. proposed for sale with rates.
9. List of Fruits proposed for sale. No form of liquor or alcohol containing drums shall be allowed in the premises.
10. To deploy the staff on Saturday and Sundays also.
11. A minimum of 2 manpower should be deployed at all times during the working hours as mentioned above.
12. Antecedents of manpower should be duly verified by the Police Authority and personal details of the same should be submitted to IIT-Delhi.

13. Underage manpower is strictly prohibited in IIT-Delhi.
14. Headgears & gloves to be worn by your staff all the time during working hours.
15. Increase/Decrease of prices should be strictly prohibited without intimating the institute management.
16. The use of Rotten and spoilt fruits is strictly prohibited.
17. Periodical execution of pest control should be exercised.
18. EMD/Security in full or part may be forfeited in case of deviation from any of the conditions.

Award of work:

Rates, as mentioned in Annexure A, are fixed; in case the vendor proposes a change of rates for certain items same may be mentioned clearly. No. of items can be increased/decreased as mutually agreed.

Work will be awarded on the basis of a Technical Bid and personal visit to the site by the nominated committee.

The final selection shall be based on the submitted bid documents and inspection reports and the rates quoted/ services /feedback of the party. Various factors, namely, availability of items; quality of service; reliability of services, apart from the quote, shall be considered during the finalization process.

The Tender Committee reserves the right to negotiate the price(s) quoted by the bidder(s); services can be awarded in part or whole to a selected bidder by the Tender Committee on the basis of evaluation.

The Institute will take feedback (thru Feedback Form) from customers (Faculty/ Staff/ Students) regularly (once every quarter). Further renewal will depend heavily on customer feedback. The extension of the contract will be on yearly basis. Further, the Institute may adopt any other means to assess the performance not limited to feedback from customers,

The Institute also reserves the right to reject any or all the bids without assigning any reason thereof.

Infrastructure/ operating hours:

Timings: -

The Timing will be 24 x 7.

Monthly Recoveries:

For running the Juice and Fruit Corner, the following recoveries shall be made from the agency on monthly basis:

1. Water : As per actual consumption
2. Electricity : As per actual consumption
3. Maintenance Charges : Rs.2000/- Per Month. +18% GST

Recoveries specified above shall be subject to revision based on the actual cost of maintenance to the Institute, rate revision affected by authorities concerned.

Agency's Responsibility:-

1. To pay the maintenance, electricity, and water charges as applicable against the bills. within days from the date of bill of each month failing which penalty @ Rs 50/- per day of delay may be levied subject to max of 10%.
2. To charge the rates for fruits as per the prevailing market rates.

3. To keep the nearby premises neat and clean.
4. Providing hygiene and good quality items.
5. The dustbin should be kept clean every time.
6. Timing should be strictly followed.
7. To dispose of the waste properly.

SPECIAL CONDITIONS

The Vendor should enclose the copies of the following certificates and furnish the particulars.

1. The vendor shall provide and maintain in good condition sufficient sanitary dust bins of approved patterns with lids. These dustbins should be daily used for the storage of waste food and sweepings of the floor, dust, etc., and the contents/garbage should be disposed of regularly, outside as directed locations without fail at his/her own cost. The Covid Appropriate Behavior and protocols must be observed.
2. The vendor shall maintain a neat and hygienic environment in and outside the premises of the juice corner and IIITD authorities will check the juice corner premises periodically. If the committee feels that the premises is not neatly maintained by the vendor , a penalty upto the tune of Rs.10,000/- may be levied on the vendor.
3. In the event of unsatisfactory services rendered by the Contractor/vendor, a monetary fine as penalty @ Rs. 100/- per day will be imposed for every default during the period of the contract. If the services do not improve subsequently, a monetary fine of Rs. 200/- per day will be imposed for the defaults that will have to be paid by the Contractor within a week on communication from the IIITD failing which will be adjusted against the Security Deposit.

How to submit:

The interested agencies may submit their proposal along with the above-mentioned documents by subscribing to “**Tender for Juice and Fruit Corner at IIIT Campus**” so as to reach the Registrar, IIIT- Delhi, Okhla Phase –III, Okhla Industrial Estate.

(Registrar)

(on the official letterhead of the firm)

Declaration by the Bidder

I/We hereby declare that all the terms and conditions of the tender document has/have been read by me/us and I/we accept all the terms and conditions mentioned in the tender document and shall comply with them strictly.

Further, I/We hereby declare the following:

1. I/We have never been blacklisted by any institution/department due to any reason.
2. I/We are ready to get our capabilities inspected by the Officer/Committee of the University, to judge the level of competency for undertaking the work.

If our bid is accepted, we undertake to:

1. Not to object to our disqualification on the basis of the above declaration, if found wrong and misrepresented at any point during the contract.
2. The workers deployed will be more than 18 years and shall comply with all the statutory requirements

Bidders signature

Official Seal

“Exempted Bid Security Declaration Form”

Date: _____ Tender No. _____

To (insert complete name and address of the purchaser)

I/We. The undersigned, declare that:

I/We understand that, according to your conditions, bids must be supported by a Bid Securing Declaration.

I/We accept that I/We may be disqualified from bidding for any contract with you for a period of one year from the date of notification if I am /We are in a breach of any obligation under the bid conditions, because I/We

a) have withdrawn/modified/amended, impairs or derogates from the tender, my/our Bid during the period of bid validity specified in the form of Bid; or

b) having been notified of the acceptance of our Bid by the purchaser during the period of bid validity (i) fail or reuse to execute the contract, if required, or (ii) fail or refuse to furnish the Performance Security, in accordance with the Instructions to Bidders.

I/We understand this Bid Security Declaration shall cease to be valid if I am/we are not the successful Bidder, upon the earlier of (i) the receipt of your notification of the name of the successful Bidder; or (ii) thirty days after the expiration of the validity of my/our Bid.

Signed: (signature of person whose name and capacity are shown)

Name: (complete name of person signing he Bid Security Declaration)

Duly authorized to sign the bid for an on behalf of (complete name of Bidder)

Dated on _____ day of _____ (date of signing) Corporate Seal

Financial / Price Bid Format

The Menu Items along with rates expected to be provided in the Fruit and Juice Corner at IIITD:-

S.N.	Juice	Small	Big	Price (Rs.) to quoted	
		(250ML)	(500 ML)	All Inclusive.	
		(a)	(b)	(a)	(b)
1	Mausmi Juice	25	50		
2	Mix Juice (Mausmi, pomegranate, Pineapple)	25	50		
3	Pineapple Juice	25	50		
4	Pomegranate Juice	25	50		
6	Mango Shake	25	50		
7	Banana Shake	25	50		
8	Cold coffee	25	50		
9	Hot Milk	20	35		
10	Hot Milk Bourn vita	25	50		
11	Vegetable Juice	20	35		
12	Chocolate shake	25	50		
13	Shikanji	15	25		
14	Coconut water	50			
15	Chana Sattu	25	40		
15	Aam Panna	25	40		
16	Fruit Chat	30 (250 gm)			

S.N.	Tea	Small	Big	Price (Rs.) All-Inclusive	
1	Lemon Tea	10	15		
2	Milk Tea	10	15		
3	Milk Tea in kulhad	15			
4	Orange/Apple flavored Juice	15	25		

Signature
Name
Designation