

**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)**

**Request for Proposal for Juice and Fruit Corner
IIITD/GA/J&FC/2013/51 dated 01 Mar 2019**

IIIT-Delhi invites proposals from reputed agencies for setting up a 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

Date of Start and downloading the tender	01 Mar 2019
Earnest Money Deposit (EMD)	Rs.10,000/- (Rupees Ten Thousand only) in the form of Demand Draft in favor of the "IIIT-D Collection Account" payable at New Delhi. No interest shall be paid on the EMD amount.
Last date and time for submission of tender	31 Mar 2019 at 1400 hrs
Date and time of technical bid opening	31 Mar 2019 at 1500 hrs
Address of communication & Submission of tender documents and opening of technical bid	IIIT-DELHI Okhla Industrial Estate, Phase III New Delhi 110020

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

Technical Bid will comprise of 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 last five (05) years.
4. Certified copies of PAN, GST/ ESI/PF Registration and other statutory requirements.
5. Proof of having the shop of similar nature.
6. List of Items proposed for sale with rates.
7. List of Fruits proposed to sale.
8. To deploy the staff on Saturday and Sundays also.
9. Minimum of 2 manpower should be deployed at all the times during the working hours as mentioned above.
10. Antecedents of manpower should be duly verified by Police Authority and personal details of the same should be submitted to IIIT-Delhi.
11. Under age manpower is strictly prohibited in IIIT-Delhi.
12. Headgears & gloves to be worn by your staff all the time during working hour.
13. Increase/Decrease of prices should be strictly prohibited without intimating the institute management.
14. Use of Rotten and spoiled fruits are strictly prohibited.
15. Periodical execution of pest control should be exercised.

16. EMD in full or part may be forfeited in case of deviation from any of the condition specified therein the tender document

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 Technical Bid and personal visit to site by the nominated committee.

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 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 7:00 AM TO 9:00 PM.

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 effected by authorities concerned.

Agency's Responsibility:-

1. To pay the maintenance, electricity and water charges as applicable against the bills.
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 keep clean every time.
6. Timing should be strictly followed.
7. To dispose of the waste properly.

How to submit:

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

(Registrar)

Annexure-A

Financial / Price Bid Format

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

S.N.	Juice	Small (300ML)	Big (500 ML)	Price (Rs.) All Inclusive
1	Mausmi & Mix Juice	25	40	
2	Mango Shake	20	35	
3	Banana Shake	20	35	
4	Cold coffee	25	40	
5	Hot Milk	20	35	
6	Hot Milk Bourn vita	25	40	
7	Vegetable Juice	20	35	
8	Chocolate shake (New Item)	25	40	
9	Shikanji	10	20	
10	Green Apple(New Item)	25	40	
11	Fruit Chat	25 (250 gm)		

S.N.	Tea	Small	Big	Price (Rs.) All Inclusive
1	Lemon Tea	10	15	
2	Milk Tea	7	10	
3	Orange/Apple flavored Juice	10	20	

Signature
Name
Designation