

# NATIONAL INSTITUTE OF TECHNOLOGY KARNATAKA, SURATHKAL

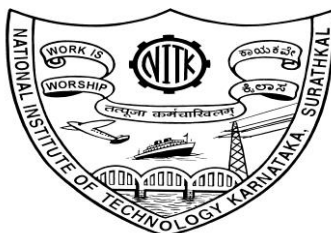
POST SRINIVASNAGAR, MANGALORE – 575 025 (D K)

Phone: (0824) 2474000.

E- mail: [info@nitk.ac.in](mailto:info@nitk.ac.in)

Fax: (0824) 2474033

Website: <http://www.nitk.ac.in>



## NOTICE INVITING QUOTATION

Notification: NITK/Recruitment-Faculty/Food/2024/A7-01

Dated:09.10.2024

Name of Goods	Hospitality Services (Food/refreshment)
Estimated Amount	Rs.4,50,000.00
EMD Amount (2% of estimated amount) (Applicable for estimate above 2.5 lakhs)	Rs.9,000.00
Service Period	18 days
Document Download /Start Date	09/10/2024
Clarification Start Date	09/10/2024
Clarification End Date	10/10/2024
Bid Submission Start Date	09/10/2024
Last Date for submission of bids	14/10/2024 at 11.00am
Bid Opening Date	14/10/2024 at 11.30am
Address for Submission of bids [Type Address of the Department and Contact Person Details with Phone Number]	Superintendent Account section- II, Account section-II, Main building, NITK Surathkal- 575025. Email-id – <a href="mailto:accountsuptd-ii@nitk.edu.in">accountsuptd-ii@nitk.edu.in</a> Phone No. 0824-2473013

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**Notification: NITK/Recruitment-Faculty/Food/2024/A7-01****Dated:09/10/2024****NOTICE INVITING QUOTATION (NIQ)**

The National Institute of Technology Karnataka, Surathkal (in short – NITK, Surathkal) is an Institute of National Importance Under Ministry of Education Govt of India, imparting Technical Education and engaged in Research Activities. It is proposed to procure the items for the departmental academic/research activities.

Sealed Quotations as per the Price Schedule given in this NIQ are invited for the following items subject to the terms and conditions, from the reputed manufacturers or its authorised dealers so as to reach on or before scheduled date and time. The quotations in the firm's Business letter head should be address to the "Director, NITK, Surathkal". The envelope shall be superscribed with the Quotation Notification Number and the Name of the Goods for which quotation is submitted.

<b>Name of Goods</b>	<b>Hospitality Services (Food/refreshment)</b>
<b>Estimated Amount</b>	<b>Rs.4,50,000.00</b>
<b>EMD Amount (2% of estimated amount) (Applicable for estimate above 2.5 lakhs)</b>	<b>Rs.9,000.00</b>
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**Sd/-  
Assistant Registrar (Purchase)**

Note: Institute shall not be responsible for any postal delay about non-receipt /non-delivery of the bids or due to wrong addressee.

**SECTION-1**  
**Terms and Conditions**

1. The rates should be quoted for preferably F.O.R destination from supply within India.
2. The bidder shall indicate the excise duty exemption for the goods if applicable.
3. The rate quoted should be on unit basis. Taxes and other charges should be quoted separately, considering exemptions if any. The rate should be quoted in INR only.
4. Rate quoted should be inclusive of testing, commissioning and Installation of equipment and Training.
5. Payment: No advance payment will be made. Payment will be made only after the supply of the item/service in good and satisfactory condition and receipt of performance security by supplier.
6. Period requirement for the supply and installation of item should be specified in section 3 of this tender document.
7. **The Bidder should have a settled kitchen in the NITK Campus to fulfill the immediate requirement and to avoid last moment rush.**
8. If there is any complaint about the food the contract will be cancelled with immediate effect and vendor will be debarred for next 2 years.
9. Food should be served on time.
10. Food should be fresh & hot.
11. Rates should be quoted inclusive of GST and transportation.
12. Please maintain hygiene (food, utensils used, environment where the food is prepared and the person who brings should be properly dressed). Beverages should be served in proper utensil, plastic cups/glasses should not be used.
13. Caterer should be ready to bring breakfast and snacks whenever required on advance information.
14. Proper GST bill of the month must be submitted on or before 5th of the following month. Delayed bill submissions will not eligible for payment.
15. Kindly ensure that the quotation is submitted in triplicate copies.
16. During the contract period, we provide the food count to the supplier the day before. It is understood that the minimum quantity we order is 10, and the vendor should be prepared to supply even if the quantity is at this minimum level.
17. A hand written or printed bill should be accompanying the food items supplied mentioning the item names, quantity, price, date, time and seal & signature of the supplier.
18. In case of dispute, the matter will be subject to Mangalore Jurisdiction only.

19. The bidder needs to comply with restrictions under rule No 144 (xi) of GFR (General Financial Rules) 2017 and the clause pertaining to Public Procurement Division Order (Public Procurement no 1,2 & 3 vide ref. F.No.6/18/2019-PPD dated 23.07.2020 and 24.07.2020 of Dept of Expenditure (DOE), Ministry of Finance). In this Connection Bidder has to submit Self Certification (as per Annexure A or B), depending on the status of the bidder.
20. The bidder needs to submit a Self-certification in line with Make in India, Public Procurement Order No. P-45021/2/2017-BE-II dt. 15.06.2017, P 45021/2/2017-PP (BE-II) dated 28.05.2018, P-45021/2/2017-PP (BE-II) dated 29.05.2019 and P45021/2/2017- PP (BE – II) dated 16.09.2020 of DPIIT, Ministry of Commerce & Industry. The Bidder who will not meet this criterion will be rejected in the technical bid. The Self-certification should be provided as per Annexure C.
21. EMD must be in the form of Bank Guarantee **Annexure-D** (Fixed Deposit Receipt/Insurance surety bonds/DD/e-Payment mode (through Credit/Debit cards / Net Banking). It will be valid for 180 days from the date of opening of the tender. In case of EMD payment made through E-Payment, UTR Number with details should be uploaded. The firm registered with MSME/NSIC as per MSME procurement policy order 2012 will be exempted from submission of EMD. Intended parties will have to give proof of registration along with their tender. EMD of the unsuccessful bidders shall be refunded without any interest at the earliest after finalization of the purchase of the concerned item.
- a. The EMD will be returned to the BIDDERS(s) whose offer is not accepted by NITK within one month from the date of the placing of the purchase order(s) on the selected BIDDER(s). In the case of the BIDDER(s) whose offer is accepted the EMD will be returned on submission of Performance Security in the form of Bank Guarantee (BG). However, if the return of EMD is delayed for any reason, no interest/penalty shall be payable to the Bidders.
  - b. The successful BIDDER, on the award of contract/order, must send the contract/order acceptance in writing, within 15 days of award of contract/order failing which the EMD will be forfeited.
  - c. The EMD shall be forfeited in case a successful BIDDER fails to furnish the Performance Security.
  - d. Bidder should prepare the EMD as per the instructions specified in the tender document. The original EMD should be posted/couriered/given in person to the concerned official, latest by the last date of bid submission as specified in the tender documents. The details of the BG/DD/FD/any other accepted instrument, physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time. Otherwise, the uploaded bid will be rejected.

**\*\*Disclaimer\*\*** Bidders are advised to exercise caution and not respond to any unknown calls, emails, or embedded links requesting payment for participating in the tender or for any other purpose. Please note that NITK Surathkal never asks for any tender fee for participation in tenders or bids.

**SECTION-2**  
**SCHEDULE OF REQUIREMENTS, SPECIFICATIONS AND ALLIED DETAILS**  
[ To be filled up by the Department / Centre of NITK, Surathkal]

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Item(s) Name to be Procured : **Hospitality Services (Food/refreshment)**

Brief Specifications of the Item(s)  
(Annexure-F) : **Enclosed in separate sheet**

Quantity : **As per Annexure 'F'**

Any other details / requirement : **NA**

Warranty Period required : **NA**

Service Schedule expected  
after placement of Purchase order  
**(in days)** : **18 days**

Performance Security to be given  
by Successful Bidder after release of  
Purchase Order (in Rupees) : **NA**  
**(applicable for estimate Above 2.5 lakhs)**

**SECTION 3**  
**PRICE SCHEDULE**

[ To be used by the bidder for submission of the quotation]

Sl. No.	A. Items	B. Estimated Quantity	C. No. of days	D. Rate per plate (GST inclusive)	TOTAL= (B x C x D)
I.	BREAKFAST	40/day	18 days		
II.	EVEING SNACKS	40/day	18 days		
III.	LUNCH	80/day	18 days		
IV.	Tender-coconut water/kokum juice/fresh lime juice/ Buttermilk	80/day	18 days		
	GRAND TOTAL(I+II+III+IV) inclusive of all				

**Note:**

1. The estimated quantity may vary as per the requirement.
2. The NITK Surathkal reserves the right to change in food items (I to IV), the bidder should quote accordingly.

Signature of the Bidder: \_\_\_\_\_

Name and Designation: \_\_\_\_\_

Business Address : \_\_\_\_\_

\_\_\_\_\_

Place:

Date:

Seal of the Bidder's Firm

**SECTION 4**  
**CONTRACT FORM**

[ To be provided by the bidder in the business letter head]

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1. (Name of the Supplier's Firm) hereby abide by the delivery schedule mentioned in this document for supply of the items if the purchase order is awarded.
2. The item will be supplied conforming to the specifications stated in this document without any defect and deviations.
3. Warranty will be given for the period mentioned in this document and service will be rendered to the satisfaction of NITK, Surathkal during this period.

**Signature of the Bidder:** \_\_\_\_\_

**Name** : \_\_\_\_\_

**Business Address** : \_\_\_\_\_

\_\_\_\_\_

**Place :**

**Date :**

**Seal of the Bidder's Firm**

(Compliance to be submitted in the bidder's letterhead)  
(Applicable for estimate above 2.5 lakhs)

Sub: Compliance to Government of India order OM No.6/18/2019-PPD dated 23.07.2020 & 24.7.2020 regarding restrictions under Rule 144 (XI) of the General Financial Rules (GFRs), 2017

Item Name:	
Enquiry No.:	

We M/s. \_\_\_\_\_ (name of the bidder company) have read the clauses pertaining to the Department of Expenditure's (DoE) Public Procurement Division Order (Public procurement no 1,2 & 3 vide ref. F.No.6/18/2019-PPD dated 23.07.2020 & 24.7.2020) regarding restrictions on procurement from a bidder of a country that shares a land border with India.

We hereby certify that **we are not from such a country** and eligible to be considered for this tender.

(Note: Non-compliance of above said Gol Order and its subsequent amendment, (if any), by any bidder(s) shall lead to commercial rejection of their bids by NITK)

For and behalf of \_\_\_\_\_ (Name of the bidder)

(Signature, date & seal of an authorized representative of the bidder)



**(Compliance to be submitted in the bidder's letterhead)  
(Applicable for estimate above 2.5 lakhs)**

**Sub: Compliance to Government of India order OM No.6/18/2019-PPD dated 23.07.2020 & 24.7.2020 regarding restrictions under Rule 144 (XI) of the General Financial Rules (GFRs), 2017**

<b>Item Name:</b>	
<b>Enquiry No.:</b>	

We M/s. \_\_\_\_\_ (name of the bidder company) have read the clauses pertaining to the Department of Expenditure's (DoE) Public Procurement Division Order (Public procurement no 1,2 & 3 vide ref. F.No.6/18/2019-PPD dated 23.07.2020 & 24.7.2020) regarding restrictions on procurement from a bidder of a country which shares a land border with India.

**We are from such a country** which shares a land border with India & have been registered with the Competent Authority as specified in the above-said order. We hereby certify that we fulfill all requirements in this regard and are eligible to be considered.

**Evidence of valid registration by the Competent Authority is attached.**

(Note: Non-compliance of above said Gol Order and its subsequent amendment, (if any), by any bidder(s) shall lead to commercial rejection of their bids by NITK)

For and behalf of \_\_\_\_\_ (Name of the bidder)

(Signature, date & seal of an authorized representative of the bidder)

**Self-Certification on the letterhead of the company  
(Applicable for estimate above 5 lakhs)**

In line with Government Public Procurement Order No. P-45021/2/2017-BE-II dt. 15.06.2017, P-45021/2/2017-PP (BE-II) dated 28.05.2018, P-45021/2/2017-PP (BE-II) dated 29.05.2019 and

P-45021/2/2017-PP (BE-II) dated 16.09.2020, we hereby certify that

.....

(Supplier name) are local supplier meeting requirement of minimum local content ..... % defined in as above orders for the material against Enquiry / Tender No

.....  
.....  
.....

Details of the location at which local value addition will be made are as follows:

.....  
.....  
.....

We also understand false declarations will be in breach of the Code of Integrity under Rule 175(1)(i)(h) of the General Financial Rules for which a bidder or its successors can be debarred for up to two years as per Rule 151 (iii) of the General Financial Rules along with such other actions as may be permitted under law.

Date:  
Place:

Signature:  
Name and Designation:  
Mobile no:  
Office  
Telephone No:  
Email ID:  
Office Seal

**FORMAT FOR EARNEST MONEY DEPOSIT / BID BOND**

**(Applicable for estimate above 2.5 lakhs)**

**(To be typed on Non-judicial stamp paper of value Indian Rupees One Hundred)**

(TO BE ESTABLISHED THROUGH ANY OF THE NATIONAL BANKS (WHETHER SITUATED AT MANGALURU OR OUTSTATION) WITH A CLAUSE TO ENFORCE THE SAME ON THEIR LOCAL BRANCH AT MANGALURU OR ANY SCHEDULED BANK (OTHER THAN NATIONALISED BANK) SITUATED AT MANGALURU. BONDS ISSUED BY COOPERATIVE BANKS ARE NOT ACCEPTED)

**LETTER OF GUARANTEE**

To  
Director,  
National Institute of Technology Karnataka,  
Srinivasnagar P.O., Surathkal  
Mangaluru – 575025

IN ACCORDANCE WITH YOUR TENDER for the supply of .....,  
M/s..... (hereinafter called the "Bidder") having its Registered Office at  
....., wish to participate in the said bid for the  
supply.....as an irrevocable  
Bank Guarantee against Earnest Money Deposit for an amount of Rs. ....  
(Rupees.....) valid up to **(180 days from the date of issue of Bank Guarantee)**, is  
required to be submitted by the bidder as a condition precedent for participating in the said bid,  
which amount is liable to be forfeited by the Purchaser on (1) the withdrawal or revision of the offer  
by the bidder within the validity period, (2) Non acceptance of the Letter of Intent/Purchase order  
by the Bidder when issued within the validity period, (3) failure to execute the contract as per  
contractual terms and condition within the contractual delivery period and (4) on the happening of  
any contingencies mentioned in the bid documents.

**During the validity of this Bank Guarantee:**

We, .....(Bank name) having the registered office at.....guarantee  
and undertake to pay immediately on first demand by NITK Surathkal, an amount of  
Rs..... (Rupees.  
.....)without any  
reservation, protest, demur and recourse. Any such demand made by theNITK Surathkal shall be  
conclusive and recourse. Any such demand made by the purchaser shall be binding on the Bank  
irrespective of any dispute or difference raised by the Bidder.

The Guarantee shall be irrevocable and shall remain valid up to.....(180 days from the  
date of issue of Bank Guarantee) If any further extension is required, the same shall be extended  
to such required period on receiving instruction from the Bidder, on whose behalf the is Guarantee  
is issued.

**Notwithstanding anything contained herein:**

- \* Our liability under this Bank Guarantee shall not exceed Rs..... (Rupees.....).
- \* This Bank Guarantee shall be valid up to.....(date).

\* We are liable to pay the guaranteed amount or any part thereof under this Bank Guarantee Only and only if you serve upon us a written claim on or before .....(date).

This Bank further agrees that the claims if any, against this Bank Guarantee shall be enforceable at our branch office at .....situated at .....(Address of local branch).

**Yours truly,**

Signature and seal of the guarantor: Name of Bank:

Address:

Date:

Instruction to Bank: Bank should note that on expiry of Bond Period, the Original Bond will not be returned to the Bank. The bank is requested to take appropriate necessary action on or after the expiry of the bond period.

**Detailed Technical Specifications**  
**Food / Refreshment for Faculty Recruitment 2024**  
**MENU**

<b>I - Breakfast 07:00 am to 08:00 am</b>	<b>II - Evening Snacks 04:00 pm</b>
<ul style="list-style-type: none"><li>• Aloo paratha with Chutney &amp; Curd</li><li>• Tea &amp; Coffee</li></ul>	<ul style="list-style-type: none"><li>• Mini Samosa with Chutney</li><li>• Tea &amp; Coffee</li></ul>
<ul style="list-style-type: none"><li>• Set Dosa / Rawa Dosa with Sambar &amp; Chutney</li><li>• Tea &amp; Coffee</li></ul>	<ul style="list-style-type: none"><li>• Goli Baje with Chutney</li><li>• Tea &amp; Coffee</li></ul>
<ul style="list-style-type: none"><li>• Pulav with Raitha</li><li>• Tea &amp; Coffee</li></ul>	<ul style="list-style-type: none"><li>• Kachori with Chutney</li><li>• Tea &amp; Coffee</li></ul>
<ul style="list-style-type: none"><li>• Idli vada with Sambar &amp; Chutney</li><li>• Tea &amp; Coffee</li></ul>	<ul style="list-style-type: none"><li>• Buns with Chutney</li><li>• Tea &amp; Coffee</li></ul>
<ul style="list-style-type: none"><li>• Chow-Chow Bhat</li><li>• Tea &amp; Coffee</li></ul>	<ul style="list-style-type: none"><li>• Dal Vada with Chutney</li><li>• Tea &amp; Coffee</li></ul>
<ul style="list-style-type: none"><li>• Onion Uthappa with Sambar &amp; Chutney</li><li>• Tea &amp; Coffee</li></ul>	<ul style="list-style-type: none"><li>• Sweet Potato Podi with Chutney</li><li>• Tea &amp; Coffee</li></ul>
<ul style="list-style-type: none"><li>• Upma/Poha</li><li>• Tea &amp; Coffee</li></ul>	

<b>III - Lunch 01:30 pm</b>
<ul style="list-style-type: none"><li>• Chapathi/Roti/Paratha/ (Per day any one item)</li><li>• Kabuli Chana/Black chana/GreenPeas/Cow Peas gravy etc.(per day one item)</li><li>• Pickle</li><li>• Unpolished Rice / Boiled Rice</li><li>• Puliogare / Bisi Bele Bath / Curd Rice (per day one item)</li><li>• Dal/Rasam</li><li>• Sambar</li><li>• Palya</li><li>• Curd</li><li>• Papad</li><li>• Sprouts and pomegranate salad</li><li>• Green Salad</li><li>• Sweet (Payasa/Holige/Sheera) (per day one item)</li></ul>

**IV – at 11:00 am & 03.00pm- Tender Coconut water / kokum juice / Fresh Lime Juice, Butter milk any one at a time & as per the instructions of the Institute.**