

TENDER DOCUMENT

Name of Work:

Hiring of “**Catering Services**” for Student Mess at GSV, Lalbaug,
Vadodara for a period of 12 months



Gati Shakti Vishwavidyalaya (GSV)
(A Central University under the Ministry of Railways, Govt. of India)
Lalbaug, Vadodara - 390004, Gujarat, India
www.gsv.ac.in

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TENDER DOCUMENT

Hiring of “**Catering Services**” for Student Mess at GSV, Lalbaug, Vadodara for a period of 12 months

Introduction:

Gati Shakti Vishwavidyalaya (GSV), Vadodara is a Central University, established through the Central Universities (Amendment) Act-2022 under the Ministry of Railways, Govt. of India. The Visitor of the University is the Hon'ble President of India and the Chancellor is the Union Railway Minister, Government of India. The University has been envisioned as a premier institution of higher learning aimed at providing highly qualified professionals, researchers and thinkers to the Transportation and Logistics industry in India and abroad.

Student Mess Committee, GSV invites bids under the **Two-Bid System** (Technical Bid and Financial Bid) for providing Catering Services at the GSV Lalbaug Campus for approximately 1,000 students through a tender. The Technical Bid and Financial Bid must be submitted in separate sealed envelopes, which shall then be placed together in a single sealed cover superscribed “**Tender for Catering Services for Student Mess at GSV, Vadodara.**” The tender document may be accessed through <https://www.gsv.ac.in/>. Bids will be accepted in **OFFLINE** mode only. The Invitation for Tender information summary is as under:

Last date and time for submission of tender documents	13.01.2026 at 12.00 Noon
Date and time for Opening of Technical Bid	13.01.2026 at 12.30 Afternoon
Date and time for Opening of Financial Bid	Will be declared
Earnest Money Deposit (EMD)	₹ 3,37,500/- the EMD shall be submitted along with the tender in the form of a Demand Draft or Banker's Cheque drawn in favour of “Gati Shakti Vishwavidyalaya”, payable at Vadodara. MSME bidders are exempted from submission of EMD as per prevailing Government of India guidelines.
Period of Contract for Successful Agency	One year

The complete tender package must be addressed to the **Student Mess Committee** and submitted either by Speed Post, Courier, or by hand at the following address:

Dean Students' Welfare Office
Gati Shakti Vishwavidyalaya
Lalbaug, Vadodara - 390004

Note : Delay in postal transit shall not be accepted as a valid reason for bid acceptance.

Pre-Bid Meeting: Interested bidders (hereafter referred as ‘bidders’) may participate in a pre-bid meeting and inspect the mess facilities of GSV students mess on **05.01.2026 at 3.00 PM**. Please be present at the Board Room, Academic Block for this purpose. **Participation is not mandatory.**

Scope of Work :

1. Providing catering services at the Gati Shakti Vishwavidyalaya (GSV) Students’ Mess, located at Lalbaug, Vadodara, Gujarat. The mess facility is required to remain operational for 300 days.
2. Space and the available infrastructure will be provided to the successful bidder taking up the Mess Contract.
3. The approximate number of regular students currently is 1000, any is likely to increase in the coming years.
4. The Mess infrastructure available at GSV students mess is without any charges for space, electricity, water etc.
5. All raw materials, consumables, and utilities, including cooking gas, spices, vegetables, groceries, and cleaning supplies, shall be arranged by the bidder at their own cost.
6. University will provide furniture, plates, glasses, and cutlery. Any additional items required for improving service quality may be discussed with the GSV Student Mess Committee and finalized accordingly.
7. Mess reduction shall be extended to students, if they avail leave of absence for 10 days and more through official process. However, the food charges shall be provided to the bidder on actual consumption basis during the mid-semester breaks (usually one week per semester) and vacation period (both winter and summer vacation).
8. No separate accommodation shall be provided to the Mess Staff by GSV.
9. In addition, on occasions, the bidder shall provide special services i.e., providing Special Lunch/ Dinner. The applicable rates for such special services will be mutually discussed and finalized with the successful bidder.

General Conditions:

1. The bidder must ensure that the Mess Service is hygienic, well-managed, and prepared using standard-quality ingredients, and that food is served in a clean and proper manner.
2. Proper decorum, discipline, and student management must be maintained in the Mess at all times to avoid congestion. Timely removal and cleaning of used plates, utensils, and related items must be ensured.
3. Cleanliness of tables, floors, dining areas, and associated spaces must be maintained at all times.
4. The bidder shall deploy an adequate number of trained personnel for cooking, serving, cleaning, and all Mess operations. Cleaning and maintenance of the Mess premises, including dining and kitchen areas, shall be the sole responsibility of the bidder.

5. The bidder must ensure that all kitchen operations follow safety norms, including the use of proper equipment, storage of raw materials, fire safety measures, and overall hygienic practices.
6. The bidder shall schedule monthly pest control activities without disrupting Mess services and with prior intimation to the user community.
7. To ensure transparency, the bidder may install RFID / NFC based cards for data recording system at the Mess entry point to accurately track consumer usage. This data shall support the billing process. However, the billing rates shall remain unchanged.
8. Basic kitchen equipment, dining hall furniture, service Counters, cooking utensils, crockery, cutlery, etc. will be provided. Upkeep of all these items will be the sole responsibility of the bidder; damages if any, shall be recovered from the bidder.
9. Security of premises, equipment, fittings, and fixtures, furniture, etc. is the responsibility of the bidder.
10. The Bidder shall adhere to the necessary safety measures in operation and services as mandated in catering services. The Bidder shall arrange to install the required numbers of fire extinguisher etc. at appropriate places to prevent any fire hazard.
11. Mess bill shall be based on the actual enrolled students and monthly billings only. During vacation months, billing shall be based on actual usage.
12. Any change like timing of operation, rate of items and any addition of item(s) shall be discussed with the Student Mess Committee and will require the prior permission of committee.

Contract Period and Continuation:

1. The Contract Agreement would be for a period of twelve (12) months and subsequently, may be renewed for an additional period of one year or part thereof, subject to satisfactory performance. The maximum period of contract will be for 03 years.
2. After 45 days of operation, the services of bidders will be evaluated on the basis of the guidelines and rules detailed in this document and service agreement executed with the bidder. If the bidder fails to meet the expectation and promises made, without a satisfactory reason or GSV Student's Mess Committee gives negative feedback, then their service agreement will be terminated after approval of competent authority. In such case the committee may award the remaining part of contract to next successful bidder.

Responsibility of Bidder:

1. The Bidder shall maintain a Complaint Register inside the Mess, readily available for inspection. Failure to produce it on demand shall attract penalties as decided by the competent authority.
2. A copy of the Complaint Register, duly verified by the Student Mess Committee In-charge, shall be submitted along with monthly bills for processing payment.

3. The bidder should adhere to all the labour laws of the land, which include the provisions of the Provident Fund Act, the Minimum Wages Act, stipulated work hours, bonus payments, issue of salary slip, experience letters, ID cards, Gate Pass, and other such acts which are applicable. Penalty may be enforced on the bidder for not following the guidelines and a complaint be registered against the Bidder.
4. The bidder should ensure that the payment is made to the labourers as per the Minimum Wages Act. The payment is to be made into the bank accounts of the employee's latest by 7th of every month and the statement of the accounts along with any necessary documents requested to be submitted to the Student Mess Committee latest by 20th of every month. EPF and ESI facilities must be provided to the workers and proof of doing so must be submitted to Mess authorities.
5. The Bidder shall not employ child labour. Upon violation of this requirement, legal action would be taken.
6. Engagement of the required number of staff and providing uniforms, is the responsibilities of the bidder. The workers should always use hand gloves and caps while working. The bidder should provide a minimum of two pairs of uniforms to the chef, staff, and workers and ensure that staff/workers report for duty in clean uniforms.
7. The bidder shall, at their cost, maintain adequate stock of food grain, grocery. The bidder shall be responsible for the proper hygienic storage of all raw materials.
8. No food cooked in the mess may be taken out of the premises without prior permission of the appropriate authorities.
9. Vegetarian and Non-Vegetarian food should be cooked, stored, and served separately.
10. It is the duty of the bidder to clear all dues of sellers in time. In case, a complaint for non- payment of dues is received during or after the contract tenure, the Student Mess Committee may hold appropriate monthly mess payment and/or PBG, till the same is resolved.
11. Facility of a first aid box with adequate capacity is mandatory to be provided to the mess workers.
12. The bidder shall prepare the monthly mess bill based on actual consumption. The bill will be verified and processed by the Student Mess Committee for further clearance.
13. The present required approximate strength of mess employees is mentioned below.

Sr. No.	Staff Category	Number of staffs to be deployed
i.	Mess Manager	1
ii.	Supervisors	2
iii.	Executive Chef	1
iv.	Cooks	1 for every 200 students
v.	Assistant Cook	1 for every 200 students
vi.	Food Counter Staff	8
vii.	Helpers / Chapati maker	1 for every 200 students
viii.	Cleaner/Washer	1 for every 125 students
ix.	Safaiwala	6

14. Cleaning and Housekeeping of the kitchen and dining area will be the sole responsibility of the bidder. Cleaning utensils, cutlery, crockery, kitchen equipment, furniture, and mess water cooler is also the responsibility of the bidder.
15. All possible measures must be taken to ensure hygiene in the kitchen and mess. These include the provision of ample Liquid soap for hand washing at the basin, clean towels to clean hands, hand gloves for mess workers who handle items like salad, Pani puri, etc., head caps for mess workers, and other measures as advised by the Student Mess Committee. Maintaining soap for hand washing at the students' washbasin is also the responsibility of the bidder. It is the responsibility of the bidder to keep the kitchen and mess area clean all times.
16. Highest levels of hygiene must be maintained in the mess workers' toilet, with provisions for soap, towels, etc. Student Mess Committee reserve the right to check on cleanliness and upkeep of premises and quality of provisions, and quality of the food.
17. The Bidder, at his own expense, should conduct medical examinations of all the workers every 06 months and keep the original certificates of fitness, indicating that they are free from any communicable disease, available in the mess for inspection.
18. The bidder should keep a separate counter for extras items as per student's demand. The menu and suggestive prices for the extras in different meals as per Annexure - 2. The final decision on the rates, however, may be decided on recommendations of Student Mess Committee and the approved by Dean (SW).

Bid Evaluation Process:

1. The institute shall evaluate the responses to the Tender and all supporting documents/ documentary evidence. Inability to submit requisite supporting document / documentary evidence, may lead to rejection.
2. The decision of Student Mess Committee, GSV in the evaluation of responses to the tender shall be final. The Student Mess Committee, GSV reserves the right to reject any or all bids on the basis of any deviation. The Criteria for evaluation is as under:

SI No.	Criterion	Documents to be provided
1.	The bidder shall be a firm/ company/ partnership/ proprietorship firm registered under the Indian Companies Act, 1956/ the partnership Act, 1932 and who have their registered offices in India.	Copy of Certificate of incorporation and partnership Deed.
2.	The bidder should be in catering business for not less than 5 years out of which 2 years should be in Government Institute (IIT, IIM, DRDO, AIIMS, NIT, ISRO, Central Universities, etc.). Bids of firms which are not in existence/catering business for 5 years as mentioned above shall not be considered.	Work order with satisfactory and completion certificate issued by the competent authority. (Appendix - 4)

3.	Bidder should have a minimum annual average turnover of 5.50 Crores for the last three years exclusively from providing catering services (FY2022-2023), (FY2023-2024), (FY2024-2025).	To be certified & validated by Chartered Accountant (CA) of the bidder's organization with name of CA, registration number, signature and stamp.
4.	The bidder is required to submit central / state license of his firm for running canteen / mess obtained under FSSAI Act 2006 along-with his technical bid	Central license for running mess (as per FSSAI act 2006)
5.	Bidder should deploy FoSTAC certified Food Safety Supervisors as per FSSAI recommendations.	Details of the food safety Supervisors, FoSTAC Certificate should be attached along with Bid.
6.	Bidder should be registered with Income Tax and Goods & Service Tax departments	A copy of PAN CARD. A copy of Goods & Service Tax registration certificate in respect of Providing catering Services.
7.	Bidder should be registered with appropriate authorities under Employees Provident Fund and Employees State Insurance Acts or any other Labour authorities including under the Contract Labour (Regulation and Abolition Act) and payment of Gratuity Act	Self-Attested copy of the Employee Provident Fund registration letter / certificate. Self-Attested copy of the Employee State Insurance registration letter /certificate.
8.	The bidder or any of its partners/directors etc. should not have been blacklisted/debarred by any of the government bidder or department or should not have been found to be guilty of moral turpitude or convicted of any economic offense or with violation of any labour laws etc. by any court or any authority appointed to enforce any labour laws or regulations.	Self-Declaration in the format at Appendix - 7
9.	The bidder must have carried out following catering assignment of minimum indicated value: - One completed annual catering services costing not less than the amount equal to 3.00 crores which is 80 % of the estimated cost; or Two completed annual catering services costing not less than the amount equal to 1.87 crores which is 50 % of the estimated cost; or	Certified Work/Supply Orders /Agreements for award of catering service in support of past orders / contracts with Government clients / PSU / Public Sector Companies / Banks / Central & State Educational Institutes of repute. The bidder will have to furnish contact numbers of authorities from concerned organization for verification of successful / satisfactory completion of such catering work.

	Three completed annual catering services costing not less than the amount equal to 1.50 crores which is 40 % of the estimated cost.	
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3. Technical Evaluation Criteria: Bidders who meet the pre-qualifications requirements would be considered as qualified to move to the next stage of Technical evaluation. Bidders, whose bids are responsive based on Pre- Qualification Criteria and score at least 70 marks in Technical Evaluation in the following scoring mechanism would be considered technically qualified. Price Bids of such technically qualified Bidders shall be opened.

Sr. No.	Criteria	Marks Breakup	Marks	Maximum Marks
(i)	Firm's existence as per the tender clause	1-3 years	5	10
		3-7 years	7	
		7 years or more	10	
(ii)	Number of years of experience in Govt. Institutes as per the tender clause	1-3 years	5	10
		3-5 years	7	
		5 years or more	10	
(iii)	Number of similar work orders as per the tender clause (one 80% of estimated value or two 50% of estimated value & three 40 % will be counted)	One	5	10
		Two or three	7	
		More than three	10	
(iv)	Feedback/performance certificate from the previous two Institution/ Organisation/ CFTI	average score below 1-5	5	10
		average score below 5-7	7	
		average score above 7	10	
(v)	Site visit and feedback (online/offline) by the committee constituted by Student Mess Committee. (Tentative parameters are given, final parameter may change as per the decision of authority)	Preparation of food	10	60
		Food taste and service	10	
		Serving facilities	10	
		Cleanliness and hygiene	10	
		Quality control practices	10	
		Manpower management	10	
Total				100

4. Financial Evaluation: The financial bids of technically qualified bidders shall be opened after completion of Technical Evaluation.

Minimum Reasonable Cost (MRC): For evaluation of commercial bids, Student Mess Committee, GSV has ascertained a minimum reasonable cost (MRC) as shown in Appendix - 3 of the tender, for providing catering service on a per head per day basis after evaluating the cost factors (i.e. costs on logistics, labour accommodation, raw material, menu, documentation, statutory payments, payments on the other contractual obligations, profit margin etc) involved in providing the service required at the mess using its own means. It may be noted that any prospective bidder quoting less than the Minimum Reasonable Cost will be rejected as an unreasonable quote.

5. Financial bids of Technically qualified bidders only will be evaluated on the basis of the lowest rate offered amongst the qualified bidders. If the price quoted by the bidder is found below the MRC (Minimum Reasonable Cost), then the bid will be rejected as on unreasonable quote.
6. No ambiguity should be there in the quoted price and the rate must be as per the price bid format. Conditional offer or the proposal not furnished in the format attached shall be considered non- responsive and is liable to be rejected. L1 firm shall be declared on the basis of Quality-cum-Cost-Based-Selection (QCBS) methodology where 30% weightage will be given for technical evaluation and 70% for financial bid.
7. In case of tie in commercial bid between two or more bidders, following procedure shall be adopted: The bidder with the highest technical score shall be the L-1 bidder and so on. In case of tie in technical bid, the bidder having the maximum period of experience shall be L-1 bidder and so on.

Penalty Clause for Violation:

The bidder shall be fined for the violation of rules, terms and conditions as given below:

Sl No.	Rule Violation	Minimum Fine per complain
1.	Violation of rule to (store / cook / serve Veg and Non Veg food separately)	₹ 1,00,000 or 70% of daily billing for one day. (Whichever is more)
2.	Non-availability of complaint registers on the counter / discouraging students from registering complaints	₹ 10,000/- or 10% of daily billing for one day. (Whichever is more)
3.	Insects cooked along with food / found in the kitchen area	₹ 50,000/- or 50% of daily billing for one day. (Whichever is more)
4.	Soft objects like hair, rope, plastic, cloth etc. in food	₹ 10,000/- or 25% of daily billing for one day. (Whichever is more)
5.	Hard and / or sharp objects like glass pieces, nails, hard plastic etc.	₹ 20,000/- or 40% of daily billing for one day. (Whichever is more)
6.	Any complaint of stones / pebbles of diameter more than 2 mm in food	₹ 20,000/- or 40% of daily billing for one day. (Whichever is more)
7.	Three or more complaints of unclean utensils in a week	₹ 15,000/- or 20% of daily billing for one day. (Whichever is more)

Sl No.	Rule Violation	Minimum Fine per complain
8.	If Mess Committee in consultation with students in present mess agrees that certain item of a meal was not cooked properly / overcooked / extra spicy / extra oily	₹ 10,000/- or 25% of daily billing for one day. (Whichever is more)
9.	Food poisoning	₹ 3,00,000 to 200% of daily billing depending upon severity
10.	Not following slot timings mentioned in the tender or decided by the respective council.	₹ 10,000/- or 10% of daily billing for one day. (Whichever is more)
11.	If food for any meal gets over within timings of mess and waiting time is more than 15 minutes for lunch and dinner, and 10 minutes for breakfast and Tiffin	₹ 15,000/- or 15% of daily billing for one day. (Whichever is more)
12.	Changes in menu of any meal without permission of Mess Committee	₹ 10,000/- or 10% of daily billing for one day. (Whichever is more)
13.	If the quality of milk is not found to be appropriate, or it is diluted. (It should have 3-4% fat content or as recommended by the council)	₹ 20,000/- or 20% of daily billing for one day. (Whichever is more)
14.	Inappropriate personal hygiene of workers including their dress and / or misbehavior by workers etc.	₹ 25,000/- or 35% of daily billing for one day. (Whichever is more)
15.	Failure to maintain a proper health checkup of the workers	₹ 10,000 /- or 30% of daily billing for one day. (Whichever is more)
16.	Using brands not mentioned in the contract without prior permission and adulteration	₹ 50,000/- or 50% of daily billing for one day. (Whichever is more)
17.	Any tampering with gas cylinders / gas pipelines	₹ 30,000/- or 35% of daily billing for one day. (Whichever is more)
18.	Use of newspapers to keep fried items or any cooked food	₹ 20,000/- or 10% of daily billing for one day. (Whichever is more)

Rules Pertaining to the Daily Functioning of the Mess:

1. Timings For the Mess: Actual timing will depend upon the decision of the respective hostel's council and the bidder would be obliged to adhere to the council's instruction regarding it. Following is a tentative timing.

Meal	Working Days	Holiday/Weekends
Breakfast	7:30 AM to 9:30 AM	7:45 AM to 10:00 AM
Lunch	12:00 noon to 2:00 PM	12:00 noon to 2:30 PM
Evening Snack	4:00 PM to 4:30 PM	4:30 PM to 5:30 PM
Dinner	8:00 PM to 10:00 PM	8:00 PM to 10:30 PM

2. General Structure of the Menu: The following represents the general structure of the menu. The detailed indicative menu is provided in Appendix-8. Please note that the menu is only indicative and not final; it may be modified based on student preferences and with the approval of the Student Mess Committee whenever required.

Breakfast

Indian dish as mentioned in indicative menu.

Milk (200 ml) or Tea / Coffee.

1 Boiled Egg (for non-vegetarian)

100 Gms Sprouts or 1 Seasonal Fruit or Fruit Chat (for Vegetarian)

Lunch (Unlimited items unless specified)

Adequate Rice rotational basis (all 7 days) as per indicative menu.

Chapati (with and without Ghee both to served daily).

Adequate Dal.

One unlimited sabji.

Adequate Salad and pickle.

Fried Papad or Fryums (7 days/week)

Curd/Raita/Chaas/Aamras as per indicative menu.

Evening Snack

One snack item (As per indicative menu).

Adequate Tea and Coffee (all 7 days).

Dinner

Adequate Rice rotational basis (all 7 days).

Adequate Chapati (with and without Ghee both to served daily).

Adequate Dal.

One adequate sabji.

Adequate Salad and Pickle.

Fried Papad (5 days/week), Roasted Papad (2 days/week).

Pudding (as per indicative menu).

Curd/Raita/Chaas/Aamras as per indicative menu.

Special menu on Sunday / Holiday (as per indicative menu).

Note: This is only a sample menu, any changes may be made by the Student Mess Committee after finalization of the tender with L1 bidder. Additional items may also be served at an extra cost on a pre-demand basis, as specified in Annexure-2.

3. Rules Pertaining to Food:

- a) Adequate Salad will be provided during lunch and dinner. It will consist of lemon, green chilies (both raw and fried). Either tomato or onion must be there in the

salad. It will also contain any two of the following in every meal: cucumbers, beetroots, carrots, and radish except when Groundnut, Corn, Sprouts, Minced or Cabbage Salad is being served. The choice of salads is complete with the Mess Committee.

- b) Mouth freshener (Fennel seeds and sugar) and Pickle to be provided with every meal.
- c) The composition of a vegetable item should be exactly as specified by the committee. e.g. if the committee requires that onion or potato should not be mixed into an item, then it should be strictly followed.
- d) Seasonal drinks must be served in the mess as per the requirement given by the Student Mess Committee.
- e) Chutney and Sambar should be served with all South Indian dishes (like idli, dosa, etc.)
- f) Raita is served when dishes like Biryani are served. Plain rice has to be served in addition when there is biryani or pulav.
- g) Ketchup, Butter, Jam (of mentioned brands), Curd and Chutney has to be provided along with all dishes which need them and as decided in the menu.
- h) Bidders should provide special Dinner or Lunch on occasions like festivals for thrice a semester, **tea party (once a semester) and gala dinner once a semester**, as decided by the Mess Committee, **at no extra cost**. Only the Food Cost will be managed by the Bidder. Decoration cost will not be borne by the Bidder. Any special menu for tea party and Gala dinner will be decided by the **Student Mess Committee** on occurrence.
- i) Food should be served and maintained warm at all times.
- j) Paper napkins should be provided when fried food is served. Butter paper should be used to keep the fried items.
- k) Different quality of rice should be used for biryani. Kolam rice should be used during normal meals and for special dinner / lunch, biryani etc. branded basmati rice should be used.
- l) Water should be served on the tables and filled salt dispensers must be available on the table at all times.

Hygiene Criteria:

1. Bidder should wash and maintain dining hall, hand-wash area, dish wash area etc. in highly clean condition. The Bidder should also provide hand sanitizer and hand wash.
2. The Bidder should collect the garbage from the kitchen, dining-hall, dish-wash area and dispose of the same every morning. The surrounding should be kept clean and hygienic by the Bidder.
3. After every meal (breakfast, lunch and dinner) all the plates, glasses, spoons and other cutlery are to be cleaned in soap solution and hot water and dried and kept ready for the next meal by the Bidder. The Bidder must use cleaning material of high quality.

4. Mess workers should be asked to make strictly use of hand gloves, aprons, cooking hats etc. They shall undergo medical examination with the University every six months.
5. Dining hall and kitchen should be washed with water and soap solution and mopped after every meal by the Bidder.
6. Water cooler and purifier should be cleaned and maintained properly by the Bidder.
7. All the utensils, dinner set and other equipment required in the mess should be arranged by the Bidder and replaced if missing/damaged in the kitchen.
8. The Bidder should provide sufficient number of fly catchers in the mess premises.
9. Non/ improper maintenance of the facilities/ hygiene of the Mess (as indicated above) shall result in penalty to be imposed on the vendor as given in penalty clause.

Security Deposit:

1. The successful bidder shall furnish a Security Deposit of 5% of the contract value (or as per applicable Government norms) in the form of an FDR from any nationalized or scheduled bank, drawn in favor of "*Gati Shakti Vishwavidyalaya*", payable at Vadodara.
2. Security Deposit to be furnished within 10 days of issue of letter of Acceptance and signing the Contract/Agreement.
3. If the successful bidder fails to submit the security deposit within the stipulated period, the Earnest Money Deposit (EMD) submitted by them shall be forfeited, and their tender will be treated as invalid. The University will then proceed with the next eligible tenderers in accordance with the General Terms and Conditions of the contract. The Student Mess Committee, GSV also reserves the right to take any additional action deemed appropriate against such bidder.
4. No Interest will be paid on the Security Deposit.

Signing the Agreement:

1. The selected tenderer must submit the required security deposit and execute an agreement incorporating all tender terms and conditions within 15 days from the date of acceptance.
2. If the agreement is not executed in the prescribed period, the Earnest Money Deposit and Security Deposit of the tenderer are liable to be forfeited.

Termination of Contract:

1. Student Mess Committee, GSV may terminate the contract, in full or in part, with a 15-day written notice in case of default. Security Deposit may be retained until all formalities are completed as per Student Mess Committee standards.
2. The contract may be terminated if the Bidder fails to meet obligations or is found, in Student Mess Committee, GSV judgment, to have engaged in fraudulent or corrupt practices.
3. Upon termination, Student Mess Committee, GSV may award the Mess operations to another party at terms it deems appropriate, and the Bidder shall be liable for any

resulting loss to Student Mess. Continued performance is required for the non-terminated portion. Repeated violations may lead to immediate termination without notice or refund of Security Deposit.

4. Student Mess Committee, GSV may also terminate the contract, in whole or in part, at its convenience with a 30-day written notice, with payment settled for services rendered up to the termination date.

Arbitration and Jurisdiction:

1. All disputes arising from the execution of this contract shall be resolved under the Arbitration and Conciliation Act, 1996 (as amended). The Student Mess Committee, GSV, or their nominee, will act as the sole Arbitrator. Arbitration costs shall be shared equally by both parties.
2. The Student Mess Committee, GSV, Vadodara, shall be the final authority for resolving disputes, and his interpretation of any clause shall be final and binding. Legal jurisdiction shall lie exclusively with the courts at Vadodara.
3. All legal matters or disputes shall fall under the exclusive jurisdiction of the Vadodara, Gujarat courts.

Acknowledgement:

It is hereby acknowledged that I have gone through the entire tender document and various conditions mentioned thereunder and agree to abide by them.

Date:

Place:

Signature of the Tenderer with name and seal

Annexure - 1

BRANDS OF CONSUMABLES PERMISSIBLE

Lachkari Kolam Rice	Sealed Packed Rice
Basmati Rice for special rice	Daawat, Indiagate, etc..
Custard Powder	Brown Polson
Oil (Sunflower)	Sundrop, Saffola, Fortune, Dhara use of Hydrogenated (vanaspati) oil is strictly prohibited
Pickle	Mother's, Priya, Tops, Nilon's
Atta	Ashirvad, Pillsbury, Annapurna
Instant Noodles	Maggi, Top Ramen, Yipee
Papad	Lijjat
Cheese	Amul, Sugam, Goverdhan, Milky Mist
Butter	Amul, Sugam, Govardhan, Mikly Mist
Bread	Super, Britannia, Atul, Khabbib
Cornflakes	Kellogg's
Chocos	Kellogg's
Jam	Kisan, Maggi
Ghee	Amul, Milky Mist, Britannia, Goverdhan, Everyday
Shrikhand	Amul, Sugam, Milky Mist
Frozen yogurt	Amul, Sugam, Milky Mist
Cow Milk	Amul
Paneer	Amul, Sugam, Milky Mist, Gowardhan
Tea	Wagh Bakri, Brooke bond, Lipton, Tata, Taaza
Coffee	Nescafe, Bru
Ice Cream	Amul, Vadilal, Kwaliti Walls, Havmor, Hocco, Arun
Soya Chunks	Nutrela, Forture, Saffola
Frozen Peas	Safal
All non-branded items	As decided by the council

Bidders may use any other FPO/FSSAI approved brands only if permitted by Mess Committee, in writing

Annexure - 2

EXTRA ITEMS (ON DEMAND)

S.N.	Particulars	Price (INR)	Remarks
1.	Milk (200 ml)	₹ 25/-	
2.	Egg Bhurji (02 Eggs)	₹ 30/-	
3.	Omelet (2 Eggs)	₹ 30/-	
4.	Boiled Egg (1 Piece)	₹ 10/-	
5.	Egg Curry Masala (2 Eggs)	₹ 70/-	
6.	Chicken Curry (Min 3 Pcs)	₹ 80/-	
7.	Chicken Biryani (3 Pieces)	₹ 120/-	
8.	Chicken Chilly (8 Pieces)	₹ 120/-	
9.	Paneer Chilly (8 Pieces)	₹ 120/-	
10.	Paneer Biryani (400 g)	₹ 120/-	
11.	Mushroom Masala (400 g)	₹ 120/-	
12.	Kaju Paneer Masala (400 g)	₹ 120/-	

*Revision of rates can be done as per the recommendation by Student Mess Committee.

Appendix - 1

PERFORMANCE CERTIFICATE

This is to certify that_____ (Firm Name) has provided the catering service to_____ (Institute Name) from_____to_____.

The performance of the bidder is as follows as per available records.

Sl No	Parameter	Very Poor (a)	Poor (b)	Good (c)	Very Good (d)	Excellent (e)
		1 Mark	2 Mark	3 Mark	4 Mark	5 Mark
1	Food taste and service					
2	Cleanliness and hygiene					
3	Quality Control practices					
4	Manpower Planning					
	Total					

Average Score: Total (a+b+c+d+e)/5 =

Any warning Letter issued: Yes/No

Is overall performance of the firm satisfactory:

Overall Feedback:

Date:

Signature and Stamp of authority

Place:

Note:

1. The Performance Certificate must be issued on the official letterhead of the concerned Institute/Organization.
2. Performance Certificates must be obtained from previous CFTIs/Institutes/Organizations. A minimum of two experience certificates from different Institutes is required. (The average of the scores mentioned in these certificates will be considered for evaluation.)
3. Only certificates issued by the designated/authorized authority will be treated as valid.

Appendix - 2

TECHNICAL BID (To be submitted in sealed envelope separately)

Sr. No	Particulars	Response
1	Name of the firm/ company/ partnership/ proprietorship	
2	Name(s) of the Proprietor(s)/Partner(s) etc.	
3	Address of the firm/ company/ partnership/ proprietorship	
4	Contact number Email address Mobile No.	
5	Annual turnover (Balance Sheet) : FY 2022-23 FY 2023-24 FY 2024-25	Please enclose duly filled Appendix - 6
6	Shop & Establishment Registration No. from municipality (Please enclose the copy)	
7	Whether have FSSAI Certificate (Yes/ No) If yes, please enclose the copy	
8	PAN Card (Please enclose the copy)	
9	GST. No (Please enclose the copy)	
10	Whether have Employee Provident Fund registration letter / certificate (Yes / No) If yes, please enclose the copy Number of employees employed.	
11	Whether have Employee State Insurance registration letter /certificate (Yes / No) If yes, please enclose the copy	
12	Number of catering assignment carried out as given below: (a) One completed annual catering services costing not less than the amount equal to 3.00 crores which is 80 % of the estimated cost; or	Please enclose duly filled Appendix - 4 Specify the number along with copies of work orders
	(b) Two completed annual catering services costing not less than the amount equal to 1.87 crores which is 50 % of the estimated cost; or	

Sr. No	Particulars	Response
	(c) Three completed annual catering services costing not less than the amount equal to 1.50 crores which is 40 % of the estimated cost.	
13	Whether the bidder or any of its partners/directors etc. have been black listed/debarred by any of the government bidder or department or should not have been found to be guilty of moral turpitude or convicted of any economic offense or with violation of any labour laws etc. by any court or any authority appointed to enforce any labour laws or regulations.	Please enclose duly filled Appendix - 7
14	The bidder should be in catering business for not less than 5 years out of which 2 years should be in Government Institute (IIT, IIM, DRDO, AIIMS, NIT, ISRO, Central Universities, etc.).	Total experience (Appendix - 5)

Documents to be provided with the Technical Bid (photocopy)

- a) Bank solvency certificate
- b) Income tax return certificate (last three years)
- c) Registration Certificate
- d) Partnership deed (If applicable)
- e) Sales Tax certificate

Please note that bids without the information and documents mentioned above will be rejected without further consideration.

Further it is certified that I/We will abide by the technical and commercial terms and conditions of the Tender and also other rules and regulations of the Gati Shakti Vishwavidyalaya.

Signature of the Tenderer with seal

Appendix - 3

FINANCIAL BID (To be submitted in sealed envelope separately)

Sr. No.	Item details	Rate (₹) All inclusive
1	Breakfast per day per student	
2	Lunch per day per student	
3	Dinner per day per student	
4	Evening Snacks	
5	Total Cost (1+2+3+4) per student per day	
6	Total Expense per student for 300 days (Total Cost x 300)	
7	Grand Total (Sr. No 6 x 1000 Student)	

Inclusive of all taxes per day per student. We have read and agreed to:

1. Terms and conditions pertaining to mess tendering contract
2. Rules pertaining to daily functioning of the mess.
3. Penalties for violation of rules, terms and conditions.

Date:

Signature of the bidder with seal

Place:

Appendix - 4

WORK ORDER DETAILS (To be provided on the letter head of the agency)

Sl No.	Evaluation Criteria	Name of the Client	Order No. and Date	Amount of the Work order (INR)	Number of Diners	Remarks
1.	List of Work Orders where similar type of Work(s) executed by the Agency during last 05 years as on the date of publication of this tender					
2.	Submission of minimum 02 years Government Institute (IIT, IIM, DRDO, AIIMS, NIT, ISRO, Central Universities, etc..). (Work orders of CFTI should be attached)					
3.	At least one similar work of 3.00 crores which is 80 % of the estimated cost (INR). or Two similar completed works of at least 1.87 crores which is 50 % of the estimated cost (INR), or Three similar completed works of at least 1.50 crores which is 40 % of the estimated cost of the estimated volume (INR)	1.				
		2.				
		3.				

Certified that the above-furnished information is true and correct and GSV officials are permitted to verify the above details from any of the clients listed above.

Place:

Signature of the bidder with seal

Date:

Appendix - 5

DETAILS OF MESS CONTRACTS ENGAGED

(Copies of relevant documents to be enclosed)

S. No.	Address of Institution where mess service is provided or on-going	Mobile No. and Email ID	Period of service		Approx. No. of students
			From	To	
1					
2					
3					
4					
5					

*** Details should be enclosed for running & completed contract for an on-site visit, if required.**

Certified that the above-furnished information is true and correct. Student Mess Committee, GSV is permitted to verify the above details from any of the clients listed above.

Place :

Signature of the Tenderer with name and seal

Date:

Appendix - 6

STATEMENT FOR ANNUAL TURNOVER

(Should be printed on letterhead and duly signed by the Tenderer)

To

Student Mess Committee,

Gati Shakti Vishwavidyalaya,

Lalbaug, Vadodara – 390 004, Gujarat

Ref: **Tender for Catering Services for Student Mess at GSV, Vadodara,**

Annual turnover data for the last 3 financial years is to be provided in the following format.

Sl. No	Financial Year	Annual Turnover (₹ in Lakhs)
1	2022-23	
2	2023-24	
3	2024-25	

Note:

Annual turnover data from the Audited Balance sheet and Profit and loss Account of the firm for the last three financial years shall be enclosed.

The information supplied should be the annual turnover of the tenderer in terms of the amount billed for each financial year of work in progress or completed.

(The latest Income Tax Returns, duly attested by the Tenderer's Chartered Accountant, shall be attached)

Date:

Signature of the Tenderer with name and seal

Appendix - 7

SELF DECLARATION OF NON-BLACKLISTING OF BIDDER FIRM

(On company letterhead)

To

Student Mess Committee,

Gati Shakti Vishwavidyalaya,

Lalbaug, Vadodara – 390 004, Gujarat

Sub.: Declaration regarding Blacklisting/Debarring for taking part in the tender.

Dear Sir,

I/We _____ Firm/Bidder/Manufacturer/Partner(s)/Authorized Distributor/agent hereby declare that the firm/company namely M/s. _____ has not been blacklisted or debarred by Union / State Government/Autonomous organizations/ universities from taking part in tenders in India.

There is no legal case presently against the firm and they have not been convicted by the court.

In case the above information is found false I/we are fully aware that the tender/ contract will be rejected/cancelled and EMD/ Performance Security shall be forfeited.

In addition to the above, GSV shall not be responsible to pay the bills for any completed / partially completed work.

[Name, Signature& Seal] for and on behalf of M/s. _____

Note: This letter of shall be on the letterhead of the company and shall be signed by a person competent and having the power of attorney to bind the company/firm.

Signature of Tenderer

Rubber Stamp of Prop. of Firm or Company

Appendix - 8

INDICATIVE MENU

Breakfast	Lunch	Evening Snacks	Dinner	Pudding
Breakfast must include one of the following combinations each day	Lunch should include one item from each category every day	One item from the list should be made available each day	Dinner should include one item from each category every day	Dinner menu must contain one item listed below daily
a. Idli + Sambar + Coconut Chutney b. Poha + Jalebi c. Misal or Usal Pav d. Pasta or Spaghetti or Maggie e. Aloo or Gobi or Methi Paratha + Curd or Chutney f. Plain Paratha + Curd & Pickle g. Uthappa or Dosa + Chutney + Sambar h. Upma + Sambar i. Medu Vada + Sambar + Coconut Chutney j. Puri or Katchori + Alu Sabji k. Pav Bhaji	Rice Jira Rice or Pulav or Lemon Rice or Corn Rice or Plain Rice or Veg Fried Rice or Khichdi or Veg Biriyani Dal Tuwar or Moong or Channa or Rajma or Makhni or Massor or Curry Pakoda or Mixed Dal Sabji White Chole or Aalu Dum or Gobhi Mutter or Mutter Aalu or Bengan Bharta or Beans or Bhindi Malala or Soyawadi or Aalu Palak or Aalu Cauliflower or Shimla Aalu or Kala Chana Aalu, Mix Veg, Seasonal Veg, Veg Jaipuri, Veg Kolhapuri, Methi Mutter, Palak Corn, Carrot Mutter etc.. Roti Plain + Ghee or Puri or Paratha	a. Samosa + Chutney b. Veg Cutlet + Chutney c. Alu Vada + Chutney d. Bread Pakoda + Sauce e. Dal Vada + Chutney f. Vada Pav or Dabeli g. Sandwiches h. Tikki Chaat i. Papdi Chat j. Kachori + Chutney	Rice, dal, sabji, roti, etc., will remain the same as listed under the Lunch column. However, items should not be repeated in both lunch and dinner on the same day. On holidays/Sundays, the dinner will be served as per the special menu given below instead of the regular menu.	a. Gulab Jamun b. Halwa (Gajar or Moong or Suji) c. Mohanthal d. Bundi Ladoo e. Kheer / Sewiya f. Fruit Custard g. Ice Cream h. Srikhand i. Jalebi j. Besan Ladoo k. Rasgulla l. Kesari Bhat

Daily Mandatory	Daily Mandatory	Daily Mandatory	Special Menu for Holiday / Sunday	
a. Milk or Coffee or Tea, b. 1 Boiled Egg (for Non-Veg) c. 1 Seasonal Fruit or 100 g Sprouts or Fruit Chat (for Veg) d. Bread + Jam or Butter e. Cornflakes or Oats or Chocos or Muesli	a. Green Salad, Pickle b. Pappad or Fryums, c. Bundhi Raita or Curd or Chaas or Aamras (seasonal)	Tea or Coffee	a. Mutter Paneer or Paneer Masala b. Veg Biryani with raita or Fried Rice or Noodles & Veg Manchurian c. Veg Kofta or Malai Kofta or Lauki Kofta	

Note: All meals served shall be unlimited.

1. The quoted rates shall remain firm and applicable for the entire duration of the contract as specified in the tender document.
2. The tenderer must accommodate minor modifications to the menu as requested by students and approved by the GSV Mess Committee, without any additional charges.
3. The tenderer shall also include additional menu items as may be decided by GSV. The pricing for such items will be determined in line with the rates of comparable items listed in the existing menu.