



भारतीय प्रौद्योगिकी
संस्थान जम्मू
INDIAN INSTITUTE OF
TECHNOLOGY JAMMU

**Expression of interest for providing mess catering cum food
court services at IIT JAMMU on rate contract**

EOI NO: IITJMU/EOI/SP-05/2021-22

DATE: 04.03.2022

Date of Issue of EOI:- 04.03.2022

Last date of submission of EOI:- 24.03.2022

Opening of EOI:- 25.03.2022

IIT Jammu invites Expression of Interest (EOI) from reputed Organizations/Firms for providing “Mess catering cum food court services at Jagti Campus. IIT Jammu”

1) Scope:-

At present, IIT Jammu is having 800 enrolled students. In addition, there are about 100 Faculty, about 110 staff working, and 150 non-hosteler students on campus and some of these are likely to avail services. However, the Institute does not commit any specific numbers. Students will be allowed to choose the Mess based on the quality of service provided by the Mess cum Food Court Vendor.

IIT Jammu is having two Messes at Jagti Campus and one at Paloura campus (with capacity of 60-80 users). IIT Jammu reserves the right to award each mess to separate Bidder. Presently, only two messes at Jagti will be awarded to two separate bidders, and these should be commercially & operationally independent of each other in every conceivable way. This requirement is for a healthy competition to have value for money food and services. It any time in future after award of the contract it is observed that above condition is violated then the contract is liable to be terminated. Only vendors who will run the services themselves (not through sub-contract, lease, etc.) will be considered for the EOI.

2) Eligibility Criteria:

The applicant should have relevant License(s) to run catering services from concerned Govt. authorities.

[Annexure – I \(Section A\)](#)

Ser.	Parameters	Mandatory Requirement
1.	a) Experience of having successfully run the Catering services during the last Three years as on date of EOI. b) Bidder should have successfully completed at least 3 contracts of minimum one-year duration for providing catering services in the last 3 years.	
2.	Average Financial Turn-Over (Gross)- (The bidder’s average annual financial gross turnover in catering services during the last three financial years, i.e., 2018-19 to 2020-21 duly audited by the CA should not be less than Rs.2 crore and should not be a loss-making company in two of the last three years),.	

3.	Financial Solvency Certificate- (The bidder should have a solvency of Rs. 25.00 lakh (Rupees Twenty-Five Lakh Only).A certificate to this effect may be enclosed from the banker.	
4.	Performance Certificate for each work (of at least 1 year duration) completed in the last two years and it should be certified by authorized person(s) from the concerned organization(s). The bidder should provide a minimum of two (2) Performance reports for contracts successfully completed in the last 2 years	
5	Non relevancy certificate.(No relation with IIT JAMMU employee)	
6	Relevant License(s) to run catering services from concerned Govt. authorities.	

Annexure II

The vendor have to submit the documents and model of execution for the points mentioned below:-

- 1) Plan of operation/SOP(including for covid protocols in regards to catering services)/Working plan ,methodology through online presentation Infront of committee Highlighting points as follows:-
 - a) To ensure quality and value of money for food.
 - b) Variety in items, maintaining of hygiene and sensible waste management.
- 2) Veg and non veg Breakfast platter.
- 3) Veg and non veg lunch thali.
- 4) Veg and non veg dinner thali.
- 5) A la carte (where dinner has choice to order any items from the list as fixed) and this services will be available in all meals. Also diner can order any additional items from al carte list as extra messing along with basic thali. So both options should be available to diner.
- 6) Worker student ratio for ensuring smooth mess services.
- 7) Mode of payment collection from students.
- 8) A staffed night canteen providing Indian and continental snacks at decided rates

on payment basis

- 9) System of handling of complaints/feedbacks/suggestions by the Manager/supervisor at the site.
- 10) Waste management operations at the site.
- 11) Record-keeping and database system (Preferably software-based)
- 12) Technological add on (App based meal booking/cancellation)
- 13) Vendor have to share a standard menu in each meal category for point no 2, 3, 4.

Note: The shortlisted vendors on the basis of section A Annexure I will be called for online presentation in front of the mess council and committee.

Vendor has to provide the documents for each points of annexure 1 and II.

The request for proposal will be extended to the short-listed agencies in the EoI evaluation. The agencies interested in providing services shall provide the details in the attached format. The successful bidder has to enter into an agreement valid for a minimum one year further renewable every year subject to satisfactory performance.

Document Submission: Provide the self-attested copies of the following along with EOI.

- a) Proof of registration under relevant law, such as Companies Act for Companies.
Copies of the valid trade license, Labour license, PAN Card, PF Registration Certificate (if applicable), ESI Registration Certificate (if applicable), GST Registration number and your organization/ agency profile,
- b) Tentative schedule of time required for start of operations.
- c) Relevant document for minimum 3years of experience in providing food services to Government /Autonomous Bodies / PublicSector Undertakings/ Educational Institutes/Corporate sector.
- d) The agency should have annual turnover of Rs 2 cr per annum during the last 3 years (, 2018-19 to 2020-2021).

E-copy of the EoI, complete in all respects with the copies of the documents (all as one pdf document) may please be submitted to e-mail id ar.sw@iitjammu.ac.in with the subject line'EoI for providing mess catering cum food court Services at the IIT Jammu" on or before 24.03.2022 up to 12.30 p.m.

On the basis of the response received RFP will be called the shortlisted firms.

FORMAT FOR SUBMISSION OF EXPRESSION OF INTEREST

(Supporting document wherever applicable to be provided)

Sl. No.	Particulars	Information furnished
1	Name of the Vendor/Franchisee	
2	Address	
3	Registered Address (for establishments) Telephone No. Mobile No. e-mail ID Website	
4	No. of years of experience in running food Services	
5	Month and year of Establishment	
6	Name of Proprietor/Partner (Copy of the ownership/partnership needs to be enclosed)	
7	Annual turnover during the last 3 financial years 2018-19 2019-20 2020-21 (copies of the Audited financial statements/certificate issued by Chartered Accountant to be enclosed)	
8	PAN No. and copy of the latest Assessment Income Tax order	
9	Registration No.	
10	EPF No.	
11	ESI No.	
12	GST No.	
13	Do you have office at Jammu? If so, please provide the Address and Tel No.	
14	Do you have branches? If so furnish the Details	

