INTERNATIONAL HOSTELS
ANNA UNIVERSITY

Tender for providing
‘CATERING SERVICES’ on contract basis
at
INTERNATIONAL HOSTELS, ANNA UNIVERSITY.

Ref. No. 01/AU/IH/MESS/2025-26

1. INTRODUCTION

Anna University, a technical university established in Tamil Nadu, India, is dedicated to Thiru C.N.Annadurai, a versatile figure and the former Chief Minister of Tamil Nadu. Established on September 4th, 1978, initially as a unitary university, it amalgamated various prestigious institutions including the College of Engineering, Guindy (renowned as one of the oldest technical institutes globally, among the 11 oldest Engineering Schools, with a heritage spanning 220 years), Alagappa College of Technology, Madras Institute of Technology, and the School of Architecture and Planning.

In 2001, it transitioned into an affiliating university, overseeing approximately 250 engineering colleges in Tamil Nadu. Subsequently, in 2010, it regained its unitary status. However, in 2011, pursuant to Act No.20 (Tamil Nadu University Laws Amendment and Repeal Act) by the Government of Tamil Nadu, it reverted to its affiliating type university status by amalgamating all Anna Universities of Technology with Anna University, Chennai, effective August 1, 2012.

The "Centre for International Relations (CIR)" plays a pivotal role within Anna University, facilitating collaborative research and academic initiatives with foreign institutions and universities through formal agreements such as Memoranda of Understanding (MoU). It oversees the exchange of faculty and students, offers foreign language programs, and organizes international joint seminars and conferences. Additionally, the center manages an international hostel catering to students falling under various categories including Foreign Nationals (FN), Non-Resident Indians (NRI), and Children of Indian Workers in Gulf Countries (CIWGC), enrolled in both undergraduate and postgraduate programmes.

The International Hostels fall under the purview of the Dean and Warden of the College of Engineering, Guindy (CEG) campus, Anna University, with administrative oversight from the Executive Warden of the International Hostels and the Director of the Center for International Relations, Anna University. The appointed caterer will manage the mess in the International Hostels along with the Restaurant connected to the mess. The pricing of food items served in the Restaurant will be determined with the endorsement of the University Authorities. The International Hostels accommodate approximately 300 to 350 students. Prospective bidders are encouraged to visit the kitchen and mess facilities to assess available amenities.

2. INVITATION FOR BIDS

Description	Providing unlimited Breakfast, Lunch, Evening Snacks and Dinner for 300 to 350 students in International Hostels, on fixed "Daily Rate per Student", with menu as per the Annexure-I and Running of Restaurant as per Annexure-II. The contract period is **TWO YEARS,** if found satisfactory during the period, shall be extended for one more year.
EMD Value	₹ 1,00,000/- (Rupees One Lakh Only)
Security Deposit	₹ 10,00,000/- (Rupees Ten Lakhs Only)
Date & Venue of Pre-Bid Meeting	**06.11.2026, 03:00 PM** **Venue:** Office of the Centre for International Relations, CEG Campus, Anna University, Chennai - 600 025.
Last Date & Time of submission of Online Bid	**16.11.2026, up to 05:00 PM**
Submission of Bids	• **Two Bid System** will be followed for this tender **(Technical Bid and Financial Bid)**. • The proposals shall be submitted in two parts, viz., Technical Bid and Financial Bid and should be as per the formats given in 'Annexures'. • Bid documents will be available on website – '**www.annauniv.edu**' from **26.10.2026** to **16.11.2026** up to **05:00 PM** for submission of bids. • By Speed post / Registered Post / Courier • In person (to be put in the Tender Box) available at Office of the International Hostels, Anna University.
Validity of Bid	120 days from the date of opening
Place of Opening of Bids	Conference Hall, Office of the Dean, CEG (Red Building First Floor), Anna University, Chennai – 600 025.
Date and Time of Opening of Bids	**17.11.2026 at 03:00 PM**

3. SCOPE OF WORK

The essence of the contract is to prepare and serve Veg / Non-Veg food in prescribed quantity for about 300 to 350 of International Hostel students, on outsourced turnkey contract basis at agreed, “Daily Rate per Student” in the Mess for a period of two years. Selected contractors shall provide catering service for a period of two years, if found satisfactory during the period, shall be extended for one more year.

The scope of work includes the following:

3.1.1 Collection and storage of food and vegetable wastes till disposal to designated places at your cost.

3.1.2 Maintaining proper Hygiene and Pest control (once in a week) in the Kitchen and Mess.

3.1.3 Maintenance including safety & security of all items / staff deployed by the Caterers in the Mess including kitchen as per FSSAI Rules.

3.1.4 Deployment, Supervision & Maintenance including health check-ups of required number of Personnel like Cooks, Servers, Cleaners, Storekeeper, Supervisors etc. for running the Mess.

3.1.5 Smoking, consumption/distribution of alcohol and any banned substance by the staff is strictly prohibited inside the International Hostels, Anna University campus.

3.1.6 Management of Stock & Inventory.

3.1.7 Maintenance of Records & Documents relating to running of the mess and statutory compliances as per prevailing labour laws and other statutory compliances.

3.1.8 Even in case of any natural calamity / rainy season / bandh / holidays period / semester leave Period / lockdown period, the food should be provided if there are more than 10 students.

3.1.9 Any other activities as may be considered necessary at the International Hostels, Anna University will have to be followed on instructions from the Executive Warden.

3.1.10 The contractor should be in a position to provide food as given in Annexure-I. All the groceries, raw materials, vegetables, fruits, dairy products, protein/meat, ingredients etc. should be of reputed brand and good quality.

3.1.11 Engagement of not less than 30 personnel at various category should be maintained during the entire period of contract. The mess contractors’ staff should be provided with photo-id cards and sufficient set of uniform.

3.1.12 Suitable oil for cooking purposes should be used. Periodic verification of fat and oil by checking the colour, flavour and floated elements should be done. Caterers should mandatorily have sufficient provision to monitor quality of oil. Caterers should make the required arrangement for the safe disposal of used oil following the guidelines of FSSAI.

3.2. **Upkeep and maintenance of premises**

3.2.1 The contractor shall keep the premises in neat and clean condition and shall be liable to pay for the cost of rectifications/repairing/any loss/damage/additions/ alternations to the premises thereto caused by negligence or misuse of premises by the contractor.

3.2.2 FSSAI Rules with regard to running of Mess/Restaurant are to be followed.

3.2.3 All foods prepared daily should be preserved in small containers as samples and kept for 24 hours in accordance with FSSAI rules. The caterer should take responsibility to get the approval of FSSAI for the Mess menu.

3.2.4 TUV Certificate to be obtained for the Mess items after awarding the contract. The cost for obtaining the Certificate shall be shared by both the parties on 50:50 basis (i.e.) Hostels Office and Contractor.

3.2.5 The contractor shall not store empty packing cases / baskets / goods / material etc., in the open spaces around the premises. The area in front of the said premises shall neither be encroached nor used for any purpose other than public passage. The contractor shall not make any addition or alteration in or around the premises without the written consent from the Executive Warden International Hostels.

3.2.6 The waste must be disposed-off and 100% cleared before closing of each business day and also cleared at regular intervals during the day. The contractor would provide dust free and mosquito / fly free environment. The Hostel authority reserves the right to issue directions from time to time for proper sanitation and cleanliness of the premises, which would be binding on the contractor. The contractor shall ensure proper hygiene and cleanliness and any failure in this regard is liable for penalty as per Clause No.12 as mentioned in this tender.

3.2.7 The contract will be terminated with immediate effect if these laws are violated.

3.2.8 The contractor shall carry out periodic cleaning of fixtures (including lights, fans, etc.). The maintenance of the tools and equipment provided by Hostel authority shall be taken care of by the contractor and returned in the same condition as received.

3.3 Cleanliness and Sanitation

The contractor shall fulfill the following responsibilities regarding cleanliness and sanitation:

3.3.1 Cleaning and Housekeeping of Kitchen and dining area will be the sole responsibility of the caterer.

3.3.2 Hygiene and sanitation standards should strictly comply with FSSAI regulations and/or prevalent norms. Compliance to the hygiene standards will be checked periodically. Non-compliance of hygiene standards shall result in the termination of the contract.

3.3.3 Keeping the premises and surroundings neat, clean and hygienic.

3.3.4 Periodic fumigation and implementation of pest (includes rodents, lizards, cockroaches, insects, etc.) control measures to ensure that the dining and kitchen facilities are pest free. Any detection of pests or signs of infestation in premises (egg, larvae, feces, etc.) is liable for penalty and repeated sighting of pests should entail termination of the contract. The periodicity of fumigation and implementation of pest control measures to be decided by the office of the International Hostels, Anna University. The charges would be borne by the caterers.

3.3.5 Feeding animals or harming flora and fauna in the International Hostels, Anna University campus is prohibited and any violation on this count, will directly lead to the termination of the contract.

3.3.6 All possible measures must be taken to ensure hygiene in the kitchen and mess. These include the provision of ample Liquid soap for hand wash at wash basin, clean towels to clean hand, hand gloves for mess workers who handle items like salad, pickle etc., head caps for mess workers and other measures as advised by the Mess Committee.

3.3.7 Highest levels of hygiene must be maintained in the mess workers' toilet, with provisions for soap, towels etc.

3.3.8 Mess workers should be provided the necessary training so as to maintain the highest possible standard of hygiene, as is expected and as per FSSAI Rules.

3.3.9 International Hostels, Anna University would reserve the right to check on cleanliness and upkeep of premises and quality of the food.

3.3.10 Severity of hygiene failure shall be assessed and decided by the Mess Committee

will lead to termination of the Contract.

3.3.11 For cleaning and washing of plates, cutleries and utensils, the caterer should install sufficient number of dishwashers, which should be used optimally. Katories, spoons, plates must be cleaned in the dishwashers. Plates for Veg. / Non Veg are to be washed in hot water before use.

3.3.12 Plates, Katories, warmers, basins, dekchas and kadais should be wiped free of food waste in the dining area and kitchen itself before being sent to the wash area. This is to ensure that there is no food waste on the floors that attracts cockroaches.

3.3.13 Cleaning of equipment, mess and dining premises should be done as per cleaning schedule and cleaning program. Preventive maintenance of equipment and machinery should be carried out regularly as per the instructions of the manufacturer and necessary records maintained. There should be no stagnation of water as this leads to outbreak of dengue. The caterer should ensure that there are not blockages of drainage in the kitchen (by throwing good items) and if so, the charges of rectification have be borne by the caterer.

3.3.14 Caterers should do cleaning on daily basis for dining hall, kitchen, plate/pot/hand wash area, inner corridors, store room, grinding room, vegetable cutting area and outer surface of the duct and change room. Caterers also should do deep cleaning twice a year for kitchen, dining area, corridors, electrical switches / fittings, joineries, diaphragm chambers, furniture. The caterers shall ensure the cleanliness of the above premises at any point of time. The deep cleaning shall include cleaning of walls, floors, ceilings and removal of cobwebs, scrubbing to make sure that the surfaces are free from dirt and any other foreign material. The deep cleaning carried out by the caterers shall be inspected by the Officers of the International Hostels. The caterer shall carry out necessary corrective actions if any non-conformity is found during the inspection. The cleaning of kitchen hood, inside of the duct, rest rooms, terrace, lobby, staircase / lift area and outside litter picking will be under the purview of the Office of the International Hostels. The caterers are responsible for cleaning the disposal and loading areas soon after the garbage is cleared in the morning.

3.3.15 The caterers shall undertake the following activities:

- A cleanliness drive should be conducted throughout the entire premises, including the removal of junk, old records, paper waste and general cleaning.
- Display awareness posters about the cleanliness drive at prominent locations on the catering premises.
- Organize a campaign to raise awareness about reducing food waste to ZERO.

- Ensure that additional dustbins are placed around the premises

3.3.16 The caterers shall comply with the following instructions issued by the Zonal Health Officer (Zone 13), Greater Chennai Corporation:

- All food handlers need to provide vaccination certificates for Typhoid and Hepatitis.
- All food handlers take deworming tablets once in six months.
- All food handlers shall undergo periodical stool tests to identify asymptomatic carriers, if any.
- All food handlers to be educated on personal hygiene and cooking in hygienic conditions, duly complying with the FSSAI guidelines
- Caterers shall submit a Sanitary Certificate from the Public Health Department, Greater Chennai Corporation.

3.3.17 All kitchen and serving items like appliances, pots, warmers, plates, etc., should be stored on elevated stands or racks. In addition, two stainless steel strainers of dimensions specified by the MMCC must be used in the dish wash and the was areas respectively so that food waste does not clog the drains.

3.3.18 Proper upkeep and maintenance of hand washing facilities, toilets and change rooms of employees.

3.3.19 Food material should be tested through an accredited lab and records be maintained and produced at the Office of the International Hostels.

3.3.20 Cutlery, crockery used for serving and dinner accompaniments at dining service should be clean and sanitized free from unhygienic matters.

3.3.21 Chlorine strips for checking the quality of water should be available with all the caterers.

3.3.22 The staff using Suma tablet (disinfectant) for sanitizing vegetables, utensils, equipment and food preparation surfaces should be sensitized about their usage like what should be the ppm level of the disinfectant when dissolved in water for various activities.

3.3.23 All egg stacks, if any, should contain date of receipt and expiry tags.

3.3.24 Items stores in the chiller should have date and identification tags.

3.3.25 Plastic sieves should be used in the kitchens.

3.3.26 Alcohol based wet wipes should be used to clean the thermometer or should be dipped in boiling water to sanitize before use.

3.3.27 The sanitizers placed at kitchen entrance should be odour and scent free.

3.3.28 Shaving blades and stapler pins should not be used in the kitchen or dining area for

whatsoever purpose.

3.3.29 Foreign bodies like metal nails, finger nails, hair strands, threads, metals, plastic material, insects live or dead (viz., cockroaches, flies, earthworm) in food items are not acceptable. This list is indicative and not exhaustive. Three violations on this count will be penalized and any infringement thereafter would lead to termination of the contract.

3.3.30 Kitchens should be odour free and free from dust, grime, stains, etc.

3.3.31 Kitchens should be inspected by the owners of the catering company once in a fortnight and send the report to the Office of the International Hostels.

3.3.32 Food cooked in the dining facility should not be served in other places inside/outside the Anna University campus. The caterer shall not serve food that is prepared / cooked elsewhere outside the dining facility. Raw materials stored in the mess should be used exclusively for the student dining facilities in International Hostels.

3.3.33 When circumstances warrant, the caterer shall cater to additional number of students/ staff members, as requested by the Office of International Hostels at a short notice.

3.3.34 On expiry / termination of the license, the caterer must vacate the licensed premises. All fixtures, furniture, etc., that are properties of International Hostels should be handed over to the Office of the International Hostels in good and tenable conditions. Cost of repair charges for mishandling and willful damages (except normal ear and tear) will be recovered from the payment due/performance security deposit.

3.3.35 Catering contractor should deploy a qualified Chef in International Hostel Mess facility. Further Owner / Manager and one more person should have undergone FOSTAC (Food Safety Training and Certification) program.

3.3.36 All licenses necessary for running a catering establishment including Central FSSAI License should be kept renewed upto date and produced on demand. Further, all the licenses should be displayed at conspicuous places. The tenderer shall submit documentary proof of the application filed for getting FSSAI license from the competent authority to the Office of the International Hostels, within 15 days from the date of taking possession of the allotted premises, if they not possess a FSSAI license already. The caterer shall furnish certified / attested copy of the FSSAI license to the Office of the International Hostels within 60 days from the date of taking possession of the allotted premises. If the caterer anticipates delay in submission of FSSAI license, the contractor shall inform in writing the reasons for non-submission of the certified / attested copy of the said certificate at least 10 days

before the expiry of the stipulated period of 60 days to the Office of the International Hostels. The delay is due to valid reasons, then it can further extend the stipulated period. If the tenderer fails to submit the FSSAI license within 60 days or in the extended period, then his license is liable for termination along with forfeiture of security deposit. Termination on these grounds cannot be challenged and the International Hostels is at liberty to invite another eligible caterer thereafter.

3.4 Mess Timings

The mess timings for providing services are shown below subject to revision by the competent authority. In any case the decision of Executive Warden of International Hostel is final.

	From	Up to
Breakfast	**7.30 am**	**9.30 am***
Lunch	**12.15 pm**	**2.15 pm**
Snacks	**4.30 pm**	**5.30 pm**
Dinner	**7.00 pm**	**8.45 pm***

*All Saturdays & Sundays the time will be extended for another 15 minutes for Food supply.

Timing for Restaurant

	From	Up to
Breakfast	**7.30 am**	**9.30 am**
Lunch	**11.30 am**	**3.00 pm**
Dinner	**7.00 pm**	**10.30 pm**

3.5 Plastics

Use and throwaway plastics such as plastic sheets used for food wrapping, spreading on dining table etc., plastic plates, plastic coated tea cups and plastic tumbler, water pouches and packets, plastic straw, plastic carry bag and plastic flags irrespective of thickness **are banned inside the Anna University, Chennai.**

3.6 Safety Standards

Safety standards should be maintained.

3.6.1 Fire extinguishers, sand buckets, should be installed in accessible places and should be in working condition.

3.6.2 The contractor's staff should be trained to handle the equipment. List of emergency contact numbers should be displayed in a prominent place.

3.6.3 First aid kit should be available to meet any emergencies.

3.7 Settlement of Mess Bill

The monthly Mess bill will be calculated according to the number of students as per the Bio-metric record in the mess (Boys & Girls). Payment will be made on monthly basis with the deduction of **TDS (2% of the bill amount)**

If the student avails leave for more than 3 days, the mess bill will be reduced to the extent of N-2, where N is the number of days leave continuously availed.

3.8 Food Quality committee with Duties

3.8.1 The Executive Warden, Deputy Warden and other staff members not more than 3 Members will take food regularly or instantly to inspect the no. of items of the mess food and the quality and taste of the mess food at free of cost.

3.8.2 The residential counsellor of the International Hostels boys and girls (4 Nos) are also involved in the mess food inspection committee and they will pay mess fee of 50% of the students rate on monthly basis.

3.8.3 Apart from the above any other special guest of the Anna University would also take the mess food as with the permission of the Executive Warden and the food rate will be paid as per student norms.

3.8.4 Other than the students mess and Restaurant compulsory permission from the Executive Warden is necessary and 10% of the bill amount is to be paid to the Executive Warden as kitchen maintenance charges whether it may be supplied in the International Hostels mess corridor ground floor or within the campus for seminar/ conference/workshop/viva voce/etc. of Anna University.

3.8.5 Other than the students mess and Restaurant the food rate of the quotations and bills for food supply will be through the Executive Warden only.

3.8.6 Catering service outside the Anna University is not permitted.

4. ELIGIBILITY CRITERIA

4.1 The bidder (the Mess Contractor) should have experience in running a canteen / restaurant / hotel, Educational Institutes / Public Sector Undertakings (PSUs) / Industrial Catering / Commercial Catering /Combined Catering / Combined (Corporate Parks, MNCs) in Tamil Nadu, with a minimum experience of 3 years as on 31.10.2026 with atleast 300 to 350 dining strength per session, with an average annual turnover of **INR Three Crores & above** inclusive of provisions. Copies of Work Order / Agreements / Work Completion certificate for the three years should be submitted.

4.2 The Bidder should produce a proof of at least one running mess contract in Educational

Institutes / PSUs / Industrial Catering / Commercial catering / combined (Corporate parks, MNCs) in Tamil Nadu.

4.3 The Bidder should have at least a minimum average annual turnover of Rs. 3 Crores for the last three financial years i.e., 2022-23, 2023-24 & 2024-25. The Bidder should have a valid income Tax Registration Number / PAN and other statutory requirements as per the rules in force. The Bidder should have filed income tax returns for financial years 2022-23, 2023-24 & 2024-25. ITR's, Balance sheet and profit loss account should be duly certified by a Chartered Accountant.

4.4 The Bidder must have registered with GST department.

4.5 The Bidder should have registration with the ESI and PF authorities.

4.6 The Bidder should have a quality certification obtained for the catering services from FSSAI.

4.7 The Bidder shall be a registered company with Certificate of Incorporation, Memorandum of Association and Article of Association.

4.8 The Bidder should not have been black listed and declaration to this effect shall be uploaded.

4.9 The Bidder should have a registered office, located in Tami Nadu for operational conveniences.

4.10 The Bidder should have a minimum of 20 personnel on the roll as on date. Copies of Statutory remittances made during the financial year 2025-26 should be uploaded.

5. GENERAL TERMS AND CONDITIONS

5.1 Mess facilities consisting of kitchens and dining halls on as is basis, are provided by International Hostels. The successful bidder has to arrange for cooking food in kitchen(s) and serve it in dining halls.

5.2 The tenderer will not be allowed to damage or alter any civil structure.

5.3 The tenderer has to do the same business, as mentioned in this tender notification and for which the letter of acceptance is issued. If the tenderer is found indulging in business at the allotted area, other than the stipulated in the agreement, the letter of acceptance is liable for termination, forfeiting the performance guarantee deposit.

5.4 The complete set of tender documents should be submitted with continuous page numbering.

5.5 The tenderers are requested to go through the instructions, terms and conditions and specifications given in the tender. Failure to furnish all required information in every aspect will be at the tenderer's risk and may result in the rejection of the tender.

5.6 The tenderer seeking any clarification on the tender may request the Office of the International Hostels, Anna University, Chennai by email or may contact +91-044-22359826, +91-044-22359827 between office hours 10:00 am to 05:45 pm. **However, any type of canvassing will lead to rejection of tender.**

5.7 The International Hostels, Anna University reserves the right to amend the tender in full or any part thereof. Amendment to the tender will be uploaded on the website of the University and it will be the sole responsibility of the tenderer to verify the amendments if any and get the amended documents before the submission of the tender.

5.8 The tender document is not transferable.

5.9 International Hostels, Anna University reserves the right to accept or reject the tender without assigning any reason whatsoever.

5.10 The tender shall be submitted in **Two Bid system** with separate sealed envelopes. In technical bid the supporting data should be furnished as per the list mentioned Appendix-A

5.11 **Envelope A: "Technical Bid" (as in APPENDIX – A)**

Envelope B: "Financial Bid (Price Bid)" (as in APPENDIX – B)

These two envelopes should be sealed and placed within a larger sized master envelope superscribing **"Tender for providing catering service on contract basis to International Hostels, Anna University"** and should reach 'The Executive Warden, International Hostels, Anna University Chennai-25'. on or before **16.11.2026 up to 5.00 PM.** All the inner envelope should have the name and address of the Bidders.

The tender should be submitted by Registered Post / Speed Post / Courier / In person (to be put in the tender box).

5.12 The price bid shall be filled and sent along with the tender as in **Annexure-I.** Bidders should read the menu chart and shall offer their rates in the price bid in the format attached in a separate cover.

5.13 Delayed submission of tender will not be accepted under any circumstances.

5.14 Bidders or their authorized representative may visit the kitchen & mess.

5.15 This tender will form a part of the agreement to be executed after the award of contract.

5.16 If awarded, the Contractor shall prepare food only with FSSAI approved brands, wherever applicable.

5.17 For running the Restaurant the Bidders shall pay **Rent Fee Rs.40,000/-, Maintenance Fee Rs.20,000/-, Water charges Rs.20,000/-, Electricity Charges (Actuals)** as contribution charges per month on or before 5th of every month without fail.

5.18 Three rooms shall be provided to Catering staff to stay inside the Campus. The rent & maintenance fee of Rs.15,000/- per month and the charges shall pay on or before 5th of every month.

5.19 Successful Bidders shall deposit a sum of **Rs.10.00 Lakhs (Rupees Ten Lakhs Only) as Security Deposit**. It will be returned after successful completion of contract and after adjusting dues if any.

5.20 International Hostel, Anna University Authorities reserve the right for termination of the contract at any time by giving one month written notice. If the services are found unsatisfactory, the authorities have the right to award the contract to any other contractor at the cost, risk and responsibilities of bidder and excess expenditure incurred on account in this regard will be recovered by the authorities from the contractor terminated.

5.21 The list of Equipment's, Vessels, Furniture, Electrical Fittings and fixtures will be given at the time of handing over. Apart from these items, the contractor has to bring other equipment, if necessary, at his own cost. Maintenance of utensils, plates, glass, spoon, etc. is the responsibility of the contractor. The equipment provided by the mess should be returned in good condition while completing the contract.

5.22 Feedback about the Food and Hygiene conditions will be received from the students on monthly basis. It will be examined and suitable measures recommended will be followed by the Bidder.

6. PAYMENT OF EARNEST MONEY DEPOSIT (EMD)

6.1 Bidders should furnish a Demand Draft for **Rs.1,00,000/-** (Rupees One Lakh only) towards EMD, drawn in favour of "**The Executive Warden, International Hostels, Anna University, Chennai, payable at Chennai".**

6.2 The EMD amount will be refunded to the unsuccessful bidders, after the issue of work order to the successful bidder. No interest is payable on the EMD.

6.3 In respect of successful bidder the EMD amount will be adjusted from the Security Deposit of **Rs.10.00 Lakhs** (Rupees Ten Lakhs only).

6.4 Without EMD, Technical Bid will be rejected.

6.5 The Demand Draft for EMD shall be placed inside the Technical Bid cover.

6.6 The EMD amount will be forfeited by the International Hostels, if the Bidder withdraws the bid during the period of its validity specified in the tender or if the successful bidder fails to sign the contract or the successful bidder fails to remit Security Deposit within the respective due dates.

7. TENDER EVALUATION PROCESS

(i) Technical Bid

(A) The tender will be evaluated based on the technical parameters with a weightage of 30% and weightage of financial parameters is 70%. The bidder with the highest combined score shall be selected.

(B) Maximum technical marks to be allotted by the Tender Committee would be 70 marks. For technical Bid evaluation, marks will be given on the basis of the criteria as listed below. The marks will be assigned to the Bidders by a committee approved by the competent authority of International Hostels, Anna University. The technically qualified bidders will be called to be present at the timing of the opening of the financial bids.

(C) Break up of marks for the evaluation of technical bid (Max Marks: 70, Weightage – 30%). The Technical Bid shall be evaluated for a maximum of 70 marks. For the purpose of applying the prescribed weightage, the technical marks obtained by each bidder shall be converted into a score out of 100 using the following formula:

Score in Technical bid evaluation = (Technical Marks Obtained / 70) × 100.

1. Providing catering services to more than 1000 students/Staff : 20 marks
2. Providing catering services to 751 to 1000 students/Staff : 15 marks
3. Providing catering services to 501 to 750 students/Staff : 10 marks
4. Providing catering services to 250 to 500 students/Staff : 5 marks
5. Providing catering services to < 250 students/Staff : No credit
6. Providing catering services in 2 outlets : 5 marks
7. Providing catering services in 3 to 5 outlets : 10 marks

From (1) to (7) put together are subject to a maximum of 30 marks

8. Experience in running catering services (2 marks per year) : **10 marks (Max)**

9. Financial average annual turnover for 3 years : 15 marks (Max)

Financial average Turn over for 3 years	**Marks**
Turnover greater than 5 Crores	15 marks
Turnover greater than 4 Crores, but less than or equal to 5 Crores	10 marks
Turnover greater than 3 Crores, but less than or equal to 4Crores	5 marks

10. No of Employees on roll : **15 marks (Max)**

No of Employees	**Marks**
> 40	15 marks
31 to 40	10 marks
20 to 30	5 marks

(ii) <u>Financial Bid</u>

(D) The Price for providing unlimited Breakfast, Lunch, Evening Snacks and Dinner for the students in International Hostels, on fixed "Daily Rate per Student", with menu as per the Annexure-I

(E) The financial bids, which are eligible after technical evaluation will alone be opened and the financial bids shall be evaluated on the basis of the rate quoted by the bidders using the formula,

Financial Score = [L/Q] x 100

Where, L – Lowest rate quoted among the eligible bidders.

Q – Rate quoted by the respective bidder.

(F) Total score for each eligible bid will be evaluated using,

Total score = [(0.3 × Score obtained in Technical Bid Evaluation) + (0.7 × Score obtained in Financial Bid Evaluation)].

(G) The final selection of the bidder and allocation of mess for providing services shall be based on total score obtained as mentioned above. The bidder with the highest mark will be selected for providing the services. In case of tie in total marks between the bidders, the bidder who secures high mark in the technical evaluation will be selected as the successful bidder. In case, if tie exists still, the bidder will be selected based on the highest average annual turnover for the past three years.

(H) The successful Bidder has to execute a contract agreement within 7 working days. In the event of non-execution of the agreement by the bidder for any reason, then the bidder from the waiting list as per the rank will be given the contract with the same terms and conditions.

8. PERFORMANCE SECURITY DEPOSIT

8.1 The successful bidder shall furnish a security deposit of **Rs.10,00,000/-** (Rupees Ten Lakhs Only) for proper performance of the contract agreement, (not withstanding and / or without prejudice to any other provisions in the contract) within a period of 7 working days from the date of issue of letter of acceptance.

8.2 The performance security deposit shall be held up to the end of contract period/ extended contract period plus 6 months. After the completion of the contract period plus six months and clearing all the dues, if any, the performance security deposit will be returned to the catering contractor without any interest.

8.3 In the event of the catering contract being determined or rescinded under provision of any of the rules/ clauses/ terms and conditions of the agreement, the performance security deposit shall stand forfeited in full and shall be absolutely at the disposal of the International Hostels, Anna University.

9. SIGNING THE TENDER

9.1 The tender shall be signed by a person or persons duly authorized to sign on behalf of the Tenderer. All pages of the tender shall be signed by the person or persons signing the tender. The Tenderer shall enclose a certified copy of the power of attorney authorizing the signatory or signatories to sign the tender document. This certification shall be from the Managing Director or the Legal manager or any other authorized person of the firm.

9.2 The tender shall contain no alteration or additions, except those tenderer from whom International Hostel has sought clarification.

9.3 All the pages in the tender document should be signed by the tenderer after properly filling all details.

10. NOTIFICATION OF AWARD

10.1 The tenderer whose tender has been accepted will be notified by the authorities of International Hostel, Anna University.

10.2 Notification of award shall constitute the formation of contract and EMD will be treated as Security Deposit, till Security Deposit is furnished.

10.3 Upon furnishing the security deposit by the successful tenderer or tenderers and upon Signing the Agreement, the EMD shall be returned to the unsuccessful tenderer within reasonable time period.

11. SIGNING THE AGREEMENT

11.1 The successful tenderer shall furnish the required security deposit and execute an agreement (Three copies) on a non-judicial stamp paper to the value of Rs.100/- (embodying the terms and conditions of the tender within 7 days from the date of acceptance of the agreement.

11.2 If the agreement mentioned in Clause 14.1 above is not executed in the prescribed period, the Earnest Money Deposit and Security Deposit of the tenderer are liable to be forfeited.

11.3 The successful tenderer, if fails to execute the agreement within the stipulated period, he will also be liable for all damages arising there from such default including the cost of conducting fresh tenders and the increase in rates if any, in the subsequent tender and shall compensate for all losses sustained by the University in this regard.

12. PENALTY TO THE CONTRACTOR:

Failure to supply food in terms of quality, quantity, rate, menu etc. will attract Penalty. For not adhering to contractual conditions and for any deviations from normal, the Executive Warden is authorized to impose penalty as deemed fit on the caterer. Penalty imposed shall be adjusted against payment due to the caterer.

12.1 A penalty of Rs.5000/- will be imposed for the first occasion for the following:

12.1.1 Vegetables are found to be of poor quality or rotten / stale / spoilt / infected.

12.1.2 Poor quality of rice is used for the preparation of meals, idly and dosa.

12.1.3 Oil once used should not be reused. If reuse of oil is found, the contractor will be fined. Repeated use will attract the termination of the contract. The disposal of oil shall be made in the presence of residence counselor and should be documented and signed by him/her.

12.1.4 Items like taste enhancers such as Aji-no-moto, baking soda, coloring items etc. are banned and they should not be used. If they are found in the kitchen premises, the contractor will be fined. Repeated use will attract the termination of the contract.

12.1.5 Insects found in any of the prepared food.

12.1.6 Kitchen, stores, dining hall and washing area not in clean.

12.1.7 If there is any deviation in the approved Menu without prior permission from the Executive Warden.

12.1.8 Mess Caterer or his representative (Manager) is not present in the mess when the food is served.

12.1.9 Food for any meal, gets over or exhausted within the timings of mess and waiting time is more than 15 minutes for breakfast, lunch and dinner.

12.1.10 Unavailability of the suggestion book / complaint register on the counter and/or discouraging the complaint.

12.1.11 Unclean utensils in a day.

12.1.12 If the food was not properly cooked.

12.1.13 Unhygienic of workers, dining hall etc.

12.1.14 Caterer is found to have used unbranded / bad / duplicate quality of any mess food commodities

12.1.15 Non-compliance of Safety norms.

12.1.16 Misbehavior of Caterer's Mess workers.

12.1.17 Left-over food and other wastes are not fed to garbage or not disposed from the premises within the same day.

12.1.18 Excess billing including double claims etc.

12.1.19 Changes in menu (including Snacks/ fruit / juice) of any meal without permission of mess committee.

12.1.20 If the quality of milk is not found to be appropriate, or it is diluted.

12.2.1 A penalty of Rs.25,000/- will be imposed for the presence of unwanted items in food such as blade, glass, metal wires, nails, stapler pin, cloths, insects, cigarettes, rope, soft plastic etc., provided there is no harm to the students / if there is any harm to the students due to this, suitable legal action will be taken and contract also will be terminated.

12.2.2 Any penalty provisions stated above occurred **subsequently,** will attract **triple the initial amount of fine** on the caterer.

12.2.3 If the Food Quality is not up to the mark and/or insufficient quantity on inspection, 20% to 50% amount pertaining to that day will be deducted. On three such occurrences, the contract is liable to be terminated. If a written complaint is received (a minimum of 10 students) on shortage of food/unwanted items in the food for three days in a quarter, an amount equivalent to 100 students daily rate

shall be deducted from the payment also in case of major unwanted items in the food it will be taken to the notice of the committee and will be recommended for termination.

12.2.4 Continuous bad performance if reported more than two times in a month / more than five times in a Semester will result in termination of the contract any time.

12.3 **Food poisoning, shall invoke a cancellation of contract and possible blacklisting of the caterer. Legal action may also be initiated based on the seriousness of the case.**

12.4 Mess Committee / Squad constituted by the Executive Warden is authorized to visit the Mess, Stores & Kitchen and inspect the Quality of materials any time. Mess squad is also authorized to recommend Penalties as above to the Executive Warden on the caterer.

12.5 International Hostels / Executive Warden or their authorized Mess Committee, shall be the Competent Authority with regard to imposition of Penalty. The decision of the Executive Warden shall be final and binding.

12.6 The workers engaged by the contractor will not have any type of claim against the International Hostels and the contractor shall be liable and responsible for compliance of all statutes under the relevant Acts.

12.7 All workers shall be hired after proper medical examination and may be subjected to periodical medical check-ups by the Anna University Campus Medical Officer.

12.8 The contractor should submit a list of workers engaged for the contract mentioning their name and addresses along with passport-size photos to the International Hostels within a week from the date of acceptance of the offer. Any changes from time to time should be informed to the International Hostels immediately.

12.9 In case of any disputes between contractor & workers, it is the responsibility of the contractor to settle them amicably and the International Hostels will not be a party to them and will not be responsible for any lapses, etc., on the part of the contractor vis-à-vis his workers. If under any circumstances any court awards decree against the International Hostels in cases relating to the workers employed by the contractor on behalf of the International Hostels, the contractor shall indemnify any loss or expense suffered by the International Hostels.

12.10 The contractor will not provide food/catering services to any private person without the approval of the Executive Warden.

12.11 The Caterer or his workers shall not use the premises allotted to him for any purpose other than the purpose for which the contract is awarded. The caterer should make his own arrangements for the stay of the employees after the scheduled working hours at a nearby place so that they can be requisitioned at short notice for any exigencies such as arrangement of unscheduled meetings at short notice or visit of Senior Officials or other dignitaries who may be visiting suddenly.

12.12 The Caterer shall at all times engage adequate number of suitable persons for rendering the catering, such persons engaged under the contract shall have no claim/ lien whatsoever on the hostels for any payment, employment, right or privilege.

12.13 The Caterer should ensure that the workers engaged by him shall bear good conduct, character and integrity and their antecedents are to be checked up thoroughly before engaging them.

12.14 Inappropriate personal hygiene of workers including their dress and / or misbehavior by workers etc.

12.15 Failure to maintain a proper health check up of the workers.

12.16 Absence of proprietor or his representative empowered to take decision from mess committee meetings.

12.17 In case of gross failure of rules and regulation / negligence will attract to cancellation of contract without notice.

12.18 **Clauses applicable for Restaurant**

The following clauses are also applicable for Restaurant:

12.1.1, 12.1.3, 12.1.5, 12.1.6, 12.1.12, 12.1.13, 12.1.14, 12.1.15, 12.1.16, 12.2.1, 12.2.2, 12.2.4, 12.3, 12.5, 12.7, 12.8, 12.9, 12.10, 12.11, 12.12, 12.13, 12.14, 12.15, 12.16, 12.17

13. TERMINATION OF CONTRACT

On expiry/termination of the tenure, the mess Contractor shall vacate the allocated premises. All fixtures, furniture etc. which are the properties of International Hostels should be handed over to the International Hostels in good and tenable conditions as it has been handed over to the mess Contractor at the time of occupation of the dining facility, else appropriate fine will be charged on the mess Contractor.

Cost of repair charges for mishandling and willful damage will be deducted from the Performance guarantee.

International Hostels, Anna University shall terminate the contract, if

a) The Canteen Contractor defaults in the payment of rent fee, electrical charges, water charges and other maintenance charges for 3 months consequently.

b) The quality of food/services is not up to the standard/satisfactory, assessed by a committee constituted by International Hostels.

c) International Hostels reserves the right to issue show cause / termination notice to the canteen contractor by giving one month period, on violation of the any of the terms and conditions of the contract.

d) During the notice period of the termination of the contract period, the canteen contractor shall keep discharging duties as before till the expiry of the notice period.

14. FORCE MAJEURE

14.1 If at any time, during the continuance of the contract, the performance in whole or in part by either party of any obligation under the contract is prevented or delayed by reasons of any war, hostility, acts of public enemy, civil commotion, sabotage, fires, floods, explosions, epidemics, pandemics, quarantine restrictions, strikes, lockouts, acts of God (hereinafter referred to as "events") neither party shall, by reason of such event, be entitled to terminate the contract, nor shall either party have any claim for damages against the other in respect of such non-performance or delay, provided the performance and/or delivery is resumed as soon as practicable after such event has come to an end or ceased to exist.

14.2 The decision of International Hostels, Anna University as to whether the performance or delivery has so resumed or not, shall be final and conclusive, provided further, that if the performance in whole or in part or any obligation under the contract is prevented or delayed by reason of any such event for a period exceeding 30 days, International Hostels, Anna University may at its option, terminate the contract without any obligation to compensate or performance on its part.

15. DISPUTE RESOLUTION & ARBITRATION

15.1 All disputes, controversies, claims or differences arising out of or relating to the execution of this Agreement shall be resolved amicably by mutual consultation and discussion by the authorized representatives of both the parties shall be referred to arbitration (to be conducted in English language). However, if the disputes are not resolved by joint discussions, then the matter will be referred for adjudication.

15.2 Sole arbitrator shall be appointed by International Hostels, Anna University for the unresolved dispute. The solve arbitrator will be employee of the University. The award of the sole arbitrator shall be final and binding on all the parties.

15.3 The arbitration shall be conducted in accordance with the provisions of the Arbitration & Conciliation Act 1996, as amended from time to time and rules formed there under.

15.4 Notwithstanding any dispute between the parties, the agency shall not be entitled to withhold, delay or defer his obligation under the Agreement and the same shall be carried out strictly in accordance with the terms & conditions of the Agreement.

15.5 The cost of Arbitration shall be borne by the respective parties. During the pendency of the arbitration proceeding and currency of Agreement, neither party shall be entitled to suspend the work/service to which the dispute relates on account of the arbitration and payment to the firm shall continue to be made in terms of the Agreement. Arbitration or any other legal proceedings shall be subject to the exclusive jurisdiction of the Courts in Chennai only.

15.6 The laws of India shall govern this tender document.

15.7 In the event of any dispute over this tender, the decision of International Hostels, Anna University shall be final and binding.

15.8 This tender is subject to the exclusive jurisdiction of the Courts at Chennai.

16. FORMS & ANNEXURES

The Bidder shall enclose all documents specified in the tender documents before the prescribed date and time. Failure to enclose any of the mandatory documents shall results to rejection of the Bid.

Any other relevant information or data / documents shall be enclosed in along with the technical bids.

APPENDIX – A

TECHNICAL BID

Technical-Bid Qualification and TECHNICAL BID

(To be submitted in a separate sealed envelope but to be kept inside a larger size outer envelope)

1.	Name and Address of the Applicant / bidder with Telephone / Fax / Mobile and Mail ID **To be given as Page No.1**	
2.	Year of Establishment / Incorporation **To be given as Page No.2**	
3.	a) Registration / Incorporation Particulars (Please attach attested copies of documents of registration / incorporation of your firm / Company as required under business law) **To be given as Annexure 1**	
	b) Details of License under food, Safety and Standard License as per FSS-LR Act 2011. **To be given as Annexure 2**	
4.	Legal Status of the Bidder (in case of Partnership Firm, authenticated copy of Partnership Deed, in case of Private or Public Limited Company authenticated copy of Memorandum & Articles of Association and in case of Proprietary Concern, Proprietary Firm Registration Certificate should be enclosed as documentary proof) **To be given as Annexure 3**	
5.	Bio data or Profile containing name, educational qualifications, occupation and postal address of Proprietor / Partners / Directors / Managing Director/Chairman & Managing Director (please use separate sheet if necessary) **To be given as Annexure 4**	

<table>
<tr><td>6.</td><td>Name, Designation & Phone number of persons authorized to sign the documents on behalf of Proprietary Concern/Partnership Firm /Private or Public Limited company (Please attach Power of Attorney/ authorization for signing the document). In case of Proprietary concern, bidder may submit an attested copy of PAN card / Election Commission Card / Passport of Proprietor and authorized signatory, in case of proprietor is not signing the tender document)
To be given as Annexure 5</td><td></td></tr>
<tr><td>7.</td><td>Name and Designation of the Contact Person / Representative / Manager of the Agency / Firm / Company with mobile number & email ID
To be given as Annexure 6</td><td></td></tr>
<tr><td>8.</td><td>Annual Turnover during the last three years. (copy of the Annual Accounts duly certified by the Chartered Accountant to be enclosed)
(GST invoice copy to be enclosed)
To be given as Annexure 7</td><td>Annual Turnover of the Bidder from Catering Business (Rupees in Lakhs)
2023-24
2024-25
2025-26</td></tr>
<tr><td>9.</td><td>Average Turnover in the last three years from Catering Business
To be given as Annexure 8</td><td>INR_____in lakhs</td></tr>
<tr><td>10.</td><td>Is your firm / company carrying out any other trade / business in addition to Catering Services? Furnish particulars of other trade/ business carried out.
To be given as Annexure 9</td><td></td></tr>
<tr><td>11.</td><td>Total experience (years / months) in Hostel Mess / Similar nature of works / Food Courts in Central Educational Institutions / Industrial- Organizational Executive Canteens / Restaurants of Govt. Organizations Proof
To be given as Annexure 10</td><td></td></tr>
</table>

12.	Have your firm / company ever changed its name any time? If yes, provide the previous name and reasons there for? **To be given as Annexure 11**	
13.	Whether the company/firm ever suspended for catering services, If yes, state the reasons. **To be given as Annexure 12**	
14.	Have you or your constituent ever left the contract awarded to you incomplete? If so, give name of the contract and reasons for not completing the contract. **To be given as Annexure 13**	
15.	Income Tax Permanent Account Number (Copy of PAN Card to be enclosed) **To be given as Annexure 14**	
16.	Income Tax Assessment Completion Certificates/Assessment Orders for the financial years 2022-23, 2023-24 & 2024-25 (In the event of assessment of the years indicated has not been completed, certificate of the latest assessment completed may be enclosed and the reasons for non- completion of the assessment for the required years may be indicated) **To be given as Annexure 15**	
17.	Have you registered under Employees State Insurance Corporation Act (ESI) Act? If so, enclose a copy of the registration certificate. Also provide copy of latest remittance & returns for 2024-25 for the same. **To be given as Annexure 16**	

18.	Have you registered under Employees Provident Fund (EPF) and Miscellaneous Provisions Act? If so, enclose a copy of the registration certificate. Also provide a copy of the latest remittance & returns for 2024-25 for the same. **To be given as Annexure 17**	
19.	A copy of Service Tax/GST Returns (Annual Returns) to be provided for the last three years i.e., 2022-23, 2023-24 and 2024-25 along with assessment orders (In the event of assessment of the years indicated has not been completed, certificate of the latest assessment completed may be enclosed and reasons for non-completion of assessment for the required years may be indicated). **To be given as Annexure 18**	
20.	Copy of GST Registration certificate to be enclosed **To be given as Annexure 19**	
21.	<u>Details of Bank (Mandate)</u> (i) Name of the Bank (ii) Name of the Branch (iii) Account No. (iv) Type of Account (v) IFSC Code No. (copy of cancelled cheque to be enclosed) **To be given as Annexure 20**	
22.	Brief details of Litigations, if any, connected with Catering Works and any other business of bidder Current or during the last three years, opposite party and the disputed amount. **To be given as Annexure 21**	

23.	Specify whether there are any issues/ disputes against your agency/firm/ company before the commissioner of Provident Fund, Employees State Insurance, Labour Tribunal Authorities etc. **To be given as Annexure 22**	
24.	Give details of Termination of previous contract, if any **To be given as Annexure 23**	
25.	Give Information, if any, regarding the proceeding for Bankruptcy, Insolvency or winding up in which bidder is/was involved **To be given as Annexure 24**	
26.	Bidders Solvency (Original certificate for an amount of Rs.5 lakhs from the banker to be enclosed) **To be given as Annexure 25**	
27.	Number of Manager, Cooks, Servers, Helpers, Cleaners, Other Staff etc. proposed to be deployed by the bidder for the proposed Catering Strength at International Hostels **To be given as Annexure 26**	
28.	Details of **Ongoing Contracts:** To be given in Annexure 27	

S No	Name & Address of Client Organization with name, address, mobile number & Email ID of the Officer to whom reference may be made	Nature or Type of Works undertaken (viz. Hostel Mess, Industrial or Institutional Canteen)	Work Order Value INR	No. of Diners	Period of Contract	
					From	To

The following also should be enclosed:

(a) Work Orders and Contract / Agreement copies

(b) TDS Certificates (Form 16A) issued by the Client comprising Gross Bill values for the works done by the Caterer

(c) Attach separate sheet for each job / work

(d) Attach Invoice

<table>
<tr><td>29.</td><td>Details of Completed Contracts during the last three Years:
To be given as Annexure 28
Order Copy, Contract / Agreement copy / Invoice should be enclosed. If required, please attach extra sheets. Enclose Certificate of Satisfactory Completion from Client / organizations for three years 2023-24,2024-25 & 2025-26
<table>
<tr><th rowspan="2">S No</th><th rowspan="2">Name & Address of Client Organization with name, address, mobile number & Email ID of the Officer to whom reference may be made</th><th rowspan="2">Nature or Type of Works undertaken (viz. Hostel Mess, Industrial or Institutional Canteen)</th><th rowspan="2">Work Order Value INR</th><th rowspan="2">No. of Diners</th><th colspan="2">Period of Contract</th></tr>
<tr><th>From</th><th>To</th></tr>
<tr><td></td><td></td><td></td><td></td><td colspan="3"></td></tr>
<tr><td></td><td></td><td></td><td></td><td colspan="3"></td></tr>
</table></td></tr>
<tr><td>30.</td><td>Any other information, document which may help Hostel office in assessing your capabilities may be enclosed. (Bidder may add any further information that they consider relevant for the evaluation of their bid). The bidder may attach catalogue and other annexures that would help in providing quality food and services.
To be given as Annexure 29</td><td></td></tr>
<tr><td>31.</td><td>Details of
a) Valid license issued by FSSAI (Proof to be attached)
b) Quality Food Certifications, if any, obtained viz. ISO 9001- 2000, IIMTCP etc. (Proof to be attached)
To be given as Annexure 30</td><td></td></tr>
<tr><td>32.</td><td>Details of Awards, if any received or Reviews in the Media, if any
To be given as Annexure 31</td><td></td></tr>
<tr><td>33.</td><td>Whether the agency was Blacklisted by any Client. Suppression of the fact will lead to rejection of the bid. After execution of contract, if it is noticed that the agency was blacklisted, the contract will be cancelled.
To be given as Annexure 32</td><td></td></tr>
</table>

Note:

1. All Documents enclosed in the Technical Bid should be arranged and submitted in the same serial order as they appear in the Technical Bid.

2. All the pages of tender documents must be serially numbered, duly signed and stamped by the bidder. If an Individual or a Proprietor of a firm is the authorized signatory, he / she should sign above the type written full Name & current Address. In the case of Partnership firm, all the partners of the firm or a partner holding Power of attorney for the firm (certified copy of power of attorney should accompany documents) should sign and in both the cases certified copy of the Partnership Deed and current address of all Partners of the firm should be furnished. In the case of Limited company or a corporation, documents shall be signed by a duly Authorized person holding Power of attorney for signing the documents, accompanied by copies of the letter of power of attorney and Memorandum & Articles of Association duly attested by a Notary Public.

Declaration by the Bidder

a) I / We hereby certify that the Information furnished in this tender document is complete and correct to the best of my knowledge.

b) I / We understand that furnishing false information would result in disqualification of the award of the contract.

c) I / We also Authorize the Executive Warden, International Hostels, Anna University, or its authorized representative to approach individuals, employers, firms and corporation to visit the works completed by us in the past or are in progress at present to verify the competence and general reputation.

d) I / We do hereby offer to perform and execute the catering contract in conformity with the terms and conditions of the contract.

e) I / We agree that the acceptance of any tender shall be at the sole and absolute discretion of the Executive Warden, International Hostels, Anna University, Chennai and they do not bind themselves to accept the lowest Tender or any tender and may reject any or all the tenders received.

Place: **Signature of the bidder with Name and seal**
Date:

Name :
Designation :
Seal :

APPENDIX – B

FINANCIAL BID (PRICE BID)

RATES OFFERED BY THE BIDDER FOR INTERNATIONAL HOSTELS MESS

S. No.	ITEM	UNIT RATE	MESS RATE (incl. all Taxes etc.) INR
1.	Menu List vide Annexure – I (unlimited – Veg & Non-Veg as single Rate)	Per Student Per Day Rate	

Rate includes GST, Tender period is two years.

Note: Rate quoted by Bidders for Mess shall be inclusive of all taxes, Duties, Levies etc. of State / Central Government / Local Bodies.

International Hostels will not be responsible for any change in cost of raw materials, labour and GST etc. during the Contract period.

I/we hereby agree to provide Catering services as per the terms & conditions of the Contract as would be decided by the International Hostels, Anna University and the rate shall be valid for a period of **24** months.

Annexure II will be the approved items for Restaurant and the pricing of food items served in the Restaurant will be determined with the endorsement of the University Authorities.

Place:
Date:

Signature of the bidder with Name and seal

ANNEXURE – I

INTERNATIONAL HOSTEL MESS MENU (EXISTING)

Day	Breakfast	Lunch	Snacks	Dinner
All Days	1. Tea, coffee, milk. 2. Bread, butter, Jam. 3. Cornflakes	1. Plain Rice 2. Rasam 3. Ghee 4. Curd 5. Butter milk 6. Pickle 7. Salad (Mixed Veg) 8. Appalam (or) Papad Items	Tea, Coffee & Milk	1. Boost / Horlicks 2. Milk
MENU TO BE OFFERED IN ADDITION TO ABOVE				
Monday	1. Idiyappam 2. Coconut milk 3. Kadala curry 4. Scrambled egg (with only Salt-pepper) [150 gms] 5. Mint Lemon Juice	1. Phulka/Chapathi 2. Rajma Dal 3. Chicken Masala (6Pcs) 4. Sambar 5. Beans and carrot Poriyal 6. Kesari	Ulunthu bonda with chutney (4 pcs)	1. Poori 2. Channa masala 3. Tamarind/Tomoto Rice 4. Plain Rice 5. Rasam 6. Fryms 7. Dragon Chicken 8. Banana/Fruit Salad
Tuesday	1. Podi Dosa 2. Sambar 3. Coconut chutney 4. Omelette (3 Nos) 5. Grape Juice	1. Chapati/Roti 2. Dal 3. Mutton gravy (4Pcs/150gm) 4. Vatha/Poondu Kozhambu 5. Cabbage Poriyal 6. Paneer masala 7. Semiya Payasam	Kara Paniyaram (4 pcs) with coconut chutney	1. Wheat Parotta (South Indian) 2. Veg Biriyani 3. Aloo Gobi Masala 4. Plain Salana 5. Curd Rice 6. Fruit Mix
Wednesday	1. Aloo Masala Dosa 2. Sambar 3. Coconut Chutney 4. Boiled egg(4 pcs) 5. Pineapple juice	1. Phulka 2. Fish Fry (2 big or 3 small) 3. Gobi 65 4. Matar Paneer 5. Sambar 6. Potato Poriyal / Avial	Samosa with Sauce	1. Egg/Veg. Fried Rice or Veg / Egg Noodles (Schezwan) with ketchup & green chilli sauce 2. Chilli Chicken semi gravy 3. Rose milk 4. Watermelon / Fruit salad
Thursday	1. Poori 2. Aloo Masala 3. Scrambled egg (150gm) 4. Papaya Juice	1. Phulka/Roti 2. Paneer butter masala 3. Butter chicken(6Pcs) 4. Moor Kozhumbu 5. Potato Fry 6. Keer (Sweet)	Mixed Veg. Cutlet with ketchup (2 Pcs)	1. Paneer Dosa 2. Garlic Chilli podi with Sesame Oil 3. Peanut Chutney 4. Sambar 5. Gulab Jamun 6. Guava / Fruit Salad
Friday	1. Semia kichadi 2. Mint Chutney 3. Omelet (3Nos) 4. Watermelon Juice	1. Chapati 2. Chicken 65 (6 Pcs) 3. Dal Fry 4. Keerai kozhumbu 5. Gobi Manchurian 6. Ice cream / (Cone/ Choco bar)	Sweet Corn with chaat masala (Half or 2 Nos.)	1. Ghee rice 2. Mutton curry (4 Pcs) 3. Boondi raitha 4. Sabji Punjabi 5. Mushroom Pepper Fry 6. Chips 7. Papaya/Fruit Salad 8. Lassi

Day	Breakfast	Lunch	Snacks	Dinner
Saturday	1. Idly 2. Sambar 3. Coconut Chutney 4. Vada 5. Boiled egg(4Pcs) 6. Muskmelon Juice	1. Chapati/Roti 2. Egg Masala/gravy (2 pcs) 3. Sabji Punjabi gravy 4. Sambar 5. Potato Fry 6. Daal / Parupu Payasam	Potato Bajji & Raw banana Bajji (3 Pcs)	1. Plain dosa 2. Sambar 3. Kara/Tomoto Chutney 4. Lemon / Mint Rice 5. Chips 6. Gobi Manchurian 7. Pineapple / Fruit Salad
Sunday	1. Pongal 2. Vada 3. Sambar 4. Coconut Chutney 5. Boiled Egg (4 Pcs) 6. Watermelon Juice	1. Phulka 2. Chicken biriyani(4Pcs) or Mutton biriyani(2Pcs) 3. Chicken 65 (3 Pcs) 4. Veg. Biriyani (or) Mushroom Biriyani 5. Raitha 6. Paneer butter masala 7. Brinjal gravy 8. Bread Halwa	Onion pakoda (100 gm)	1. Aloo Paratha 2. Veg fried rice 3. Paneer Gravy 4. Plain Rice 5. Rasam 6. Banana/Fruit Salad

ANNEXURE - II

RESTAURANT MENU

Lunch, Snacks & Dinner

Item	Quantity Gms / Pcs	Item	Quantity Gms / Pcs
VEGETARIAN – SOUPS SPECIAL		**DHALL VARIETIES**	
Sweet corn veg soup	150 ml	Dhall makhni	250
Hot & Sour veg soup	150 ml	Dhall palak	250
Veg clear soup	150 ml	Tadka dhall	250
Veg manchow soup	150 ml	Channa masala	250
Veg mushroom soup	150 ml	Green Peas Masala	250
NON - VEGETARIAN		**VEGETARIAN - INDIAN CURRIES**	
Sweet corn chicken soup	150 ml	Kadai vegetable	250
Hot & Sour chicken soup	150 ml	Vegetable Makhni	250
Chicken clear soup	150 ml	Panner makhni	250
Chicken manchow soup	150 ml	Kadai paneer	250
Tom Yum Chicken Soup	150 ml	Mutter paneer	250
Sea food spl. soup	150 ml	Palak paneer	250
SALADS		Aloo mutter	250
		Aloo gobi	250
Tosse salad	200	Aloo jeera	250
Green salad	200	Dum aloo	250
Veg Salad	200	Aloo palak	250
VEGETARIAN - CHINESE DRY & GRAVY		Gobi mutter	250
Cauli flower manchurian	200	Bindi masala	250
Sweet & Sour vegetable Gravy	200	Shahi paneer	250
Veg ball manchurian	200	Subji punjabi	250
Chilly paneer	200	Vegetable jalfreze	250
Mushroom manchurian	200	**NON VEGETARIAN - INDIAN CURRIES**	
Paneer manchurian	200	Murg makhani	250
Babycorn manchurian	200	Murg hyderabadi	250
Crispy fried vegetable	200	Kadai murg	250
Salt & Pepper: Paneer/ babycorn/mushroom	200	Murg saag wala	250
Satay Paneer (Spl)	200	**NON - VEGETARIAN - INDIAN CURRIES**	
NON - VEGETARIAN GRAVIES			
Chilly chicken	250	Murg tikka masala	250
Ginger chicken	250	Murgh punjabi	250
Garlic chicken	200	Chicken-do-piaza	500
Chicken manchurian	200	Murg mirchi masala	250

Item	Quantity Gms / Pcs	Item	Quantity Gms / Pcs
Schezwan chicken	200	Chettinad chicken Dry / Gravy	250
Hot garlic chicken	200	Chicken pepper fry / Gravy	500
Chilly fish	250	Chicken patiala	250
Ginger fish	250	Chicken masala	250
Garlic fish	250	Mutton rogan josh	250
Chilly prawns	200	Mutton pepper fry / Gravy	250
Ginger prawns	200	**NON - VEGETARIAN**	
Garlic prawns	200		
NON - VEGETARIAN STARTERS		Machili tikka	200
Chinese fried chicken	200	Murg tikka	200
Dragon chicken	200	Murg malai kabab	200
Chicken lollipop	4	Murg reshmi kabab	200
Chicken pepper salt	200	Murg lasooni kabab	200
Hot garlic chicken	200	Tandoori murg	Half
Singapore chicken	200	Machi ka masala	200
Phukat fish	200	Machi ka salna	200
Spicy fried prawns	6	Jinga masala	200
Fish finger	4	Jinga chatpat dry / gravy	200
VEGETARIAN - RICE & NOODLES		Goan Fish Curry	200
Veg fried rice	250	Goan Prawn Curry	200
Schezwan veg fried rice	250	Murg Taangri Kabab	200
Singapore veg fried rice	250	**VEGETARIAN - CHAAWAL BOWL**	
Veg Noodles	250	Vegetarian pulao	250
Schezwan veg noodles	250	Jeera pulao	250
Singapore veg noodles	250	Jeera rice	250
American chopsuey	250	Paneer pulao	250
		Vegetable briyani	250
NON - VEGETARIAN RICE & NOODLES		**NON-VEGETARIAN - CHAAWAL BOWL**	
Egg fried rice	250	Chicken dum biriyani	300
Schezwan egg fried rice	250	Chicken pulao	300
Chicken fried rice	250	Mutton dum biriyani	250
Schezwan chicken fried rice	250	Fish & Prawn Biriyani	300
Singapore chicken fried rice	250	**INDIAN BREADS**	
Seafood fried rice	250	Tandoori roti	2
American chopsuey	250	Garlic naan	2
Chicken noodles	250	Pudhina naan	2
Schezwan Chicken Noodles	250	Tandoori naan	2
Singapore Chicken Noodles	250	Lacha paratha	2

Item	Quantity Gms / Pcs	Item	Quantity Gms / Pcs
VEGETARIAN - INDIAN CUISINE TANDOOR		Stuffed paratha	1
Panner tikka	200	Stuffed kulcha	2
Veg sheek kebab	200	Butter Naan	2
NON - VEGETARIAN - SOUTH INDIAN MAIN COURSE		Tandoori Paratha	2
Chicken 65	200	Pudhina Pastha	2
Raw rice	250	**DESSERTS**	
Chicken masala	250	Gulab jamun	2
FRESH JUICES		Fruit salad	150
Fresh lime juice	180 ml	**SPECIAL ICEREAMS / MILKSHAKES**	
Lime mint cooler	180 ml		
Watermelon juice	180 ml	Vanilla	60 ml
Muskmelon juice	180 ml	Strawberry	60 ml
Pineapple	180 ml	Chocolate	60 ml
Grape juice	180 ml	**LASSI'S**	
		Salt Lassi	150 ml
		Sweet Lassi	150 ml

S/d. xxx
EXECUTIVE WARDEN,
INTERNATIONAL HOSTELS
ANNA UNIVERSITY