



**INDIAN MARITIME UNIVERSITY
KOCHI – 682029**

**TENDER FOR
Providing "CANTEEN SERVICE"
at IMU Kochi Campus**

**Tender No: IMU/KOC/T-001/2019
VOLUME – I**

TECHNICAL BID

Cost of Tender Form : Nil
Last Date for Submission : 11:00 hrs on 13.06.2019
Date & Time of Opening : 11:30 hrs on 13.06.2019



INDIAN MARITIME UNIVERSITY

KOCHI CAMPUS

NH-47A, NEAR ALEXANDER PARAMBITHARA BRIDGE, SERA,
MATSYAPURI PO, KOCHI-682029

(A Central University under Ministry of Shipping, Govt of India),

NOTICE INVITING TENDER

Sealed tenders are invited under Two cover System

Name of Service	Approx. Estimate & Cost of EMD	Last date for Submission	Tender Opening Date and Time
“Tender for providing Canteen service” at IMU Kochi Campus. Tender No: IMU/KOC/T-001/2019	Rs. 60,00,000 Rs.1,20,000	13.06.2019 11:00 hrs	13.06.2019 11:30 hrs

The Tender Document can be downloaded at free of cost from IMU's website www.imu.edu.in from 23.05.2019 onwards.

There shall be a pre-bid meeting on 29.05.2019 at 3 pm at IMU Kochi Campus.

Deputy Registrar

Sir,

Sub: Tender for **“Providing Canteen Service at Indian Maritime University Kochi Campus.”**

The Indian Maritime University is a Central University, under the Ministry of Shipping, Government of India. The University is inviting bids from reputed Caterers for **“Providing Canteen Service at Indian Maritime University Kochi Campus” under two bid system (Technical Bid & Financial Bid).**

The detailed Tender Document for **“Providing Canteen Service at Indian Maritime University Kochi Campus** “can be downloaded from IMU website www.imu.edu.in.

The cover should be super scribed as **“Providing Canteen Service at Indian Maritime University Kochi Campus”** and addressed to The Director, Indian Maritime University, Kochi Campus, South End Reclamation Area, NH-47A, Matsyapuri PO, Kochi-682029.

Tender should be submitted in two Covers: Cover – I (Technical Bid) and Cover –II (Financial Bid). Envelopes of Technical Bid and Financial Bid should be individually sealed and then placed in a common outer cover which shall also be sealed and super scribed with the tender reference No. and due date of submission. The tender documents are to be submitted to the office of IMU Kochi Campus. The bidder shall send the bid documents by Registered Post or Speed Post or through a special messenger addressed to the Director, Indian Maritime University, Kochi Campus, South End Reclamation Area, NH-47A, Matsyapuri PO, Kochi-682029 so as to reach the University not later than 11:00 hrs on 13.06.2019. It is the responsibility of the tenderer to ensure that the tender should reach the office before the scheduled time mentioned above. Tenders received/submitted late will be summarily rejected. The tenders(Technical Bid) will be opened at 11:30 hrs on 13.06.2019 in Indian Maritime University – Kochi Campus , South End Reclamation Area, NH-47A, Matsyapuri PO, Kochi-682029 and interested tenderers may be present at the time of tender opening.

Thanking you,

Yours faithfully

Deputy Registrar

INDEX

S.No.	Description	Page Nos.
1	General Rules and Directions for the Guidance of the Tenderers	5
2	Bidder Memorandum & Undertaking	18
3	Form of Tender	20
4	Terms and conditions	23
5	General Conditions of Contract	31
6	Contents of Qualification Format	37

INDIAN MARITIME UNIVERSITY
(A central University, Govt. of India)
Kochi -682029

TENDER FOR Providing "CANTEEN SERVICE" AT IMU
KOCHI CAMPUS

General Rules and Directions for the Guidance of the Tenderer

1. Scope of Tender

1.1 Objective

IMU is inviting tenders for "Canteen Service" at IMU Kochi Campus to provide canteen service of high quality.

Sealed Tenders are invited in Two cover Format from the eligible caterer for the above proposal.

2. Eligibility Criteria

The eligible bidder has to satisfy the following conditions.

- 2.1 The Bidder should have at least three years experience in the business of providing canteen services for Educational Institutions/ Public Sector Undertakings/ Government offices/ corporate sector during the last 5 Years.

[*Mode of Proof:* Copy of Purchase Order/Contract showing that the Bidder had conducted a similar business during the above period].

- 2.2 The bidder should have satisfactorily completed similar canteen service works of values as listed below during the last 5 Years.

a) Three canteen service works each costing not less than 40% of the present estimated cost in Universities / Institutes / Colleges / PSU/ Corporate Sector.

(or)

b) Two canteen services works each costing not less than 60% of the present estimated cost in Universities / Institutes / Colleges / PSU/ Corporate Sector.

(or)

c) One canteen service work each costing not less than 80% of the present estimated cost in Universities / Institutes / Colleges / PSU/ Corporate Sector.

[Mode of Proof: Copy of Purchase Order / Contract proving 'Award of Work'. Copy of Completion Certificate/Final Invoice/Letter indicating return of Security Deposit for proving satisfactory 'Completion of Work'].

2.3 Should have had annual turnover of 50% of the estimated cost in each year during the last 3 financial years ending on March 2018 i.e. since 2015-16, 2016-17 and 2017-18.

[Mode of Proof: Annual accounts duly certified by Chartered Accountant / Income Tax Returns].

2.4 The Bidder should NOT have been debarred or blacklisted by any government department/agency in the past 3 (three) years on account of fraudulent or corrupt practices or inefficient/ineffective performance.

2.5 The Bids should be signed in all pages only by the duly authorized signatory (ies) of the entity.

2.6 The Bidder should submit a written power of attorney authorizing the signatory of the bidder to commit the tender if required.

2.7 The bidder should have a valid PAN and GST registration.

The Bidder must possess **ALL** the above Qualification Criteria. If it does not possess even one of these, it shall stand disqualified and its bid will not be taken up for evaluation. The details of services provided as stated above may be furnished in the Technical Bid of the tender document in the proforma

prescribed therein.

3. EMD

The bidder shall have to pay the Earnest Money Deposit of Rs. 1,20,000/- (Rupees One Lakh Twenty Thousand) in the form of Demand Draft drawn from any Nationalized Bank / Scheduled Bank drawn in favour of "**Indian Maritime University**", Payable at Kochi and enclose the same along with the Technical Bid (Volume – I). Tenders not accompanied by EMD will be rejected.

3.1. The EMD will be refunded to all the bidders within a period of one month after finalization of the award of contract.

3.3. The EMD of the successful bidder will be refunded only after the remittance of security deposit in any manner as aforesaid.

3.4. Where a person whose tender has been received on behalf of the IMU-Kochi intimates that they are withdrawing their tender before the validity period or makes any modification in the terms and conditions of the tender which are not acceptable to the IMU-Kochi(or) fail to furnish the security deposit within the prescribed time, the IMU-Kochi shall without prejudice to any other right or remedy, be at liberty to forfeit the Earnest Money deposited by such person absolutely.

3.5. No interest will be allowed on the Earnest Money from the date of its receipt until it is refunded.

3.6. The cost of stamping the agreement must be borne by the successful bidder.

4. Validity

4.1. The tender shall be valid for a period of **120 Days** from the date of opening of technical bid.

4.2. In exceptional circumstances, prior to the expiry of the original tender validity period, the IMU Kochi may request the bidder to extend the period of validity for a specified additional period. The request and the response thereof shall be made in writing or by e-mail or post. A bidder agreeing to the request will not be required or permitted to modify his tender, but will be required to extend the validity of his tender for the period of extension. In case a bidder is not agreeing to the request of the IMU Kochi for extension of validity of the tender, then his tender will not be processed further. The EMD paid by them will also be refunded to them as in the case of other unsuccessful bidder.

5. Tender document

The Tender Document can be downloaded at free of cost from IMU's website www.imu.edu.in from 23.05.2019 onwards.

6. Submission

The Tender shall be submitted at the office of the Deputy Registrar addressed on the envelop to THE DIRECTOR, INDIAN MARITIME UNIVERSITY, KOCHI CAMPUS, South End Reclamation Area, NH-47A, Near Alexander Parambithara Bridge, Matsyapuri P O, W Island, Kochi – 682029 up to 11:00 hrs on or before 13.06.2019.

7. Opening Date

The Technical bids will be opened in the presence of authorized representatives of the bidding firms at 11:30 hrs on 13.06.2019 at IMU Kochi Campus.

8. Clarification of Tender Documents

A bidder requiring any clarification regarding the tender documents may notify in writing to the address mentioned in the tender or e-Mail to aradmin.kochi@imu.ac.in.

9. General Conditions

9.1 The Bid submitted will be evaluated based on the details of technical qualifications submitted by them under **Cover I** in the prescribed formats to ascertain whether the bidder is technically qualified. The **Cover II** (Price Bid) of only those firms who technically qualified under **Cover I** will be opened.

9.2 Furnish all details in the prescribed Proforma and as per the requirements set out in the tender documents under Cover I. Bids and tender documents should be complete in all respects and any incomplete tenders will be rejected.

10. Content of Tender Documents

The tender documents contain the schedules stated below, and should be read in conjunction with any Addenda / Amendments issued in accordance with Clause 14.

1) VOLUME – I (Technical Bid)

- i) Section I - General Rules and Directions for the guidance of the bidder
- ii) Section II - Bidder Memorandum & Undertaking
- iii) Section III - Form of Tender
- iv) Section IV - Terms & Conditions
- v) Section V - General Conditions of Contract
- vi) Section VI - Contents of Qualification Format

2) VOLUME – II (Price Bid)

The bidder shall examine carefully the contents of the tender documents. Failure to comply with the requirements of tender submission will render the tender liable for

rejection. Pursuant to Clause 9 above, tenders, which are not responsive to the requirements of the tender conditions, will be rejected.

11. Amendment to Tender Documents

11.1 At any time prior to the deadline for submission of tenders, the IMU Kochi may, for any reason, whether on his own initiative or in response to a clarification by a prospective bidder, modify the tender documents by issuing addenda/corrigendum.

11.2 Any amendments thus issued will be hosted on the website up to two days prior to the dates specified for submission of the bids. All the bidders who have downloaded the Bid Document shall verify if any such amendment /modifications have been issued before submitting their bid and shall take cognizance of and include such amendment(s) in their submission. In any case, the amendment(s) / modification(s) if any shall be binding on the Bidder. No separate notice / intimation of amendments/modifications will be sent to those who have downloaded the document from the web.

11.3 If any addendum is issued, reasonable time will be given to bidder to take addendum into account in preparing their tenders, and if required, the IMU Kochi may extend the deadline for submission of tenders, in accordance with Clause 13.

12. Preparations and Submission of Tenders

12.1 Language of Tender

The tender, and all correspondence and documents, related to the tender, exchange between the bidder and the IMU Kochi shall be written in the English language only. If the bidder along with their offer furnish any printed literature written in any other language, such documents shall be supplemented with their English translation also. For the purpose of interpretation of the tender, the contents in the English translation version alone shall govern.

12.2 Documents comprising the Tender

The tender submitted by the Bidder shall comprise the following:

12.2.1 **Cover I (Technical Bid)**

- ii) General Rules and Directions for the guidance of the bidder
- ii) Bidder Memorandum & Undertaking
- iii) Form of Tender
- iv) Terms & Conditions
- vii) General Conditions of Contract
- viii) Contents of Qualification Format

The Cover I shall be addressed to "The Director, Indian Maritime University, Kochi Campus, South End Reclamation Area, NH-47A, Near Alexander Parambithara Bridge, Matsyapuri P.O., Kochi-682029 duly indicating the name of Service as " **Providing Canteen Service at Indian Maritime University Kochi Campus**" – **COVER-I** and sealed properly. Names and Addresses of the bidder shall also be written on the cover.

12.2.2 **Cover II (Price Bid)**

The **Cover II** shall only contain the Price Bid duly filled in, signed and sealed.

The **Cover II** shall also be addressed to "The Director, Indian Maritime University, Kochi Campus, South End Reclamation Area, NH-47A, Near Alexander Parambithara Bridge, Matsyapuri P.O., Kochi-682029 duly indicating the name of Service as "**Providing Canteen Service at Indian Maritime University Kochi Campus-Cover II**" and sealed properly. Names and Addresses of the bidder shall also be written on the cover.

12.2.3 **Main Cover**

Both the "Cover I" and "Cover II" shall be placed inside the main cover, which shall be addressed to "The Director, Indian Maritime University, Kochi Campus, South End Reclamation Area, NH-47A, Near Alexander Parambithara Bridge, Matsyapuri P.O., Kochi-

682029 duly indicating the name of Service as **"Providing Canteen Service at Indian Maritime University Kochi Campus"** and sealed properly.

13. Conditions stipulated by the bidder

The bidder shall note that no alternative or counter tender conditions by the bidder will be acceptable.

14. Filling up of forms, completeness and mode of submission of tender

14.1 Tenders must be sent in a sealed cover superscripted **"Providing Canteen Service at Indian Maritime University Kochi Campus"** and addressed to "The Director, Indian Maritime University, Kochi Campus, South End Reclamation Area, NH-47A, Near Alexander Parambithara Bridge, Matsyapuri P.O., Kochi-682029 so as to reach the office of the Director at the IMU-Kochi **not later than 11:00 hrs on 13.06.2019 by registered post or speed post or through a messenger**. Bids sent by telex, fax and email or open or unsealed cover shall not be accepted.

14.2 The bidder shall submit all such documents required to be attached as per Clause 14 duly filled in along with their covering letters, data and other information so that the tender is complete in all respects.

14.3 The Bill of Quantities and Rates shall be filled in either typed or written in indelible ink and shall be signed by the person or persons duly authorized to sign on behalf of the bidder.

15. Deadline for submission of tender

15.1 Tenders must reach the Director's office, SERA, Matsyapuri P.O. Kochi – 682029 at the address specified in para 16.1 above **not later than 11:00 hrs on 13.06.2019**.

15.2 The IMU Kochi may, at its sole discretion extend the deadline for submission of tenders by issuing an addendum in accordance with Clause 13 of this section in which

case all the rights and obligations of the bidder previously subject to the original deadline will thereafter be subject to the new deadline as extended.

16. Late Tenders

Any tender received by the Director's office, SERA, Matsyapuri P.O., Kochi- 682029 after the deadline for submission of tenders prescribed in Clause 17 will be rejected.

17. Tender Prices

17.1 The contract shall be for the whole Services or for individual component or components as may be decided by the IMU Kochi and as described in Sub - clause 1.1, based on the unit rates and prices quoted by the bidder in Bill of quantities.

17.2 Items against which no rate or price is entered by the bidder will not be paid for and when executed, such items, shall be deemed to have been covered by the other rates and prices in the Bill of quantities. Tender price covers contractor's all obligations mentioned in or to be reasonably inferred from the tender document in respect of the canteen service at IMU Kochi. This includes all the liabilities of the contractor such as cost of uniform and identity cards of personnel deployed by the contractor and all other statutory liabilities like minimum wages, ESI & PF contributions, service charges, all kinds of taxes etc except GST. GST will be paid extra.

18 TENDER OPENING AND EVALUATION

18.1 Tender Opening

18.1.1 Technical bid will be opened at the Director's office, SERA, Matsyapuri P.O., Kochi- 682029 **at 11:30 hrs on 13.06.2019** in the presence of the authorized representatives of all the bidders who have paid the EMD and are present at that time. Eligible bidder as above should send a letter of authorization containing the specimen signature (s) of their representative(s) who are deputed to be present at the time of opening of tenders. Representatives without the letter of authorization will not be permitted to witness the opening of the tender.

18.1.2 The maximum number of representatives that a bidder can depute to witness the opening of the tender will be limited to one.

18.1.3. The bidder's authorized representatives who are present shall sign a register evidencing their attendance. In the event of the specified date of tender opening being declared as a holiday for IMU Kochi, the tender shall be opened at the appointed time and location on the next working day.

18.1.4. The information furnished by the bidder in Cover - I in the prescribed format supplied by the IMU Kochi will form the basis for the evaluation. In exceptional cases IMU Kochi or its representative reserves the right to obtain the clarifications from any of the bidder without vitiating the tendering process. If, in the opinion of the IMU Kochi, the servicing method and schedule supplied in support of the tender do not meet the requirements of the specifications or date of completion of the services, the tender may be determined as non responsive and may be rejected by the IMU Kochi. After satisfying that all / or some of the bidders have attained the minimum qualifying criteria as detailed above, a suitable date and time for opening of the Cover II will be fixed and those bidders who are qualified will be intimated about the opening of Cover - II. The Cover- II will be sealed in a separate cover. At the time of opening, Cover - II will be opened in the presence of the representatives of the qualified bidder who choose to attend. The bidder's name, the tender prices, any discounts offered on the tender prices and such other details as the IMU Kochi may consider appropriate will be read out at the time of opening.

18.1.6 After evaluating the offers received under Cover II, **the award of contract will be decided.** Lowest bidder will be decided separately for Canteen Charges for students and Canteen charges for Special Occasions. The IMU Kochi also reserves the right to negotiate with the lowest priced eligible bidder prior to the award of contract, if found necessary.

19. Influencing Prohibited

Information relating to the examination, clarification, evaluation and comparison of tenders and recommendations for the award of contract shall not be disclosed to bidder or any other persons not officially concerned with such process, until the award to the successful bidder has been announced. Any effort by a bidder to influence the employer during the processing of tenders or award decision will result in the rejection of his / their bid offered.

20. IMU Kochi's right to accept any tender and to reject any or all tenders.

The IMU Kochi reserves the right to accept or reject any tender / all tenders, and to annul the tendering process, at any time prior to the award of contract, without thereby incurring any liability to the affected bidder or bidders or any obligation to inform the affected bidder or bidders on the grounds for the IMU Kochi's action.

21. Security Deposit

- 21.1 Within 10 days of the successful bidder's receipt of notification of award, the Bidder shall furnish a Security Deposit at the rate of 5% of the contract value in the form of an A/C Payee Demand Draft. The EMD already paid can be adjusted against the Security Deposit. If the bidder fails to submit the security deposit to IMU Kochi within the stipulated time, IMU Kochi shall without prejudice to any other right or remedy be at a liberty to forfeit the Earnest Money deposited by such person absolutely or may, at its sole discretion, treat the bidder as having lost his eligibility for the award of the contract. In addition to ICD, 5% of the bill amount will be recovered from each running bill and from final bill such that the total security deposit with the University (ICD + RA recovery) will not be more than 10% of the contract value or actual bill amount whichever is more.
- 21.2 The Security Deposit will be discharged by the IMU Kochi and returned to the bidder not later than 90 days following the date of completion of the performance obligations of the bidder.

- 21.3 The proceeds of the Security Deposit shall be payable to the IMU Kochi as compensation for any loss(es) resulting from the failure of the bidder to meet out its obligations under the Contract. This shall be in addition to any other action/penalty taken by IMU Kochi for delays/default/failure on the part of the caterer.
- 21.4 Delay in payment of Security deposit within the specified or extended time as per clause 24.1 shall be paid with interest at the rate of 18% per annum for the period of delay if the IMU Kochi decides to award the contract even after such delay.
- 21.5 No interest will be allowed on the security deposit from the date of its receipt until it is refunded.

22. Commencement of the work

The work shall be deemed to have been commenced from the date mentioned in the work order to commence the work and the period of contract is 12 Months from the date of commencement.

23. Contract Agreement

The bidder shall, if his tender is accepted, enter into and execute an agreement in the form prescribed when called upon to do so with such modifications as agreed upon prior to the date of acceptance of the tender and until the formal agreement is prepared and executed, this tender together with the written acceptance shall form a binding contract between the employer and the contractor and shall be the contract. All costs, charges and expenses including stamp duty in connection with the contract as well as preparation and completion of agreement shall be borne by the contractor.

24. Jurisdiction

The jurisdiction of all suits/proceedings arising out of this contract, arbitration matters shall be at the High Court judicature of Ernakulam/Cochin.

25. Pre bid meeting

A pre bid meeting is scheduled to be held at 3 pm on 29.05.2019 at the conference room of IMU Kochi Campus. The firms interested to bid are requested to attend the pre bid meeting in order to acquaint themselves of the requirement of the work and about the campus before offering their quote. It may be noted that attending pre bid meeting is not compulsory to participate in the tender. However it is highly recommended that all the prospective bidders must visit the site for understanding the nature of work. Bidders cannot claim at a later stage that they are not aware of the information about the site conditions, facilities etc.

INDIAN MARITIME UNIVERSITY

KOCHI CAMPUS

2. BIDDER MEMORANDUM & UNDERTAKING

1. General Description : "Tender for Providing Canteen Service At Indian Maritime University Kochi Campus"

2. Estimated cost : Rs 60,00,000/-

3. Earnest Money : Rs. 1,20,000/-

4. Security Deposit 5% of the accepted tender value in the form as specified in clause – 24 of Section -I

6. Period of Contract: One year from the date of Service

7. Delay in commencement of Service and forfeiture of EMD & Undertaking by the bidder:

(a) Should this tender be accepted in whole or in part, I/we hereby agree: to terms and abide and fulfil all conditions annexed hereto and all the terms and provisions contained in notice inviting tenders so far as applicable and or in default thereof to forfeit and to pay the Director, Indian Maritime University, Kochi campus or his successors in office, the sum of money mentioned in the conditions. A sum of Rs. 1,20,000/- is hereby forwarded in Demand Draft as Earnest Money. If I/we fail to commence the Service Specified in the above memorandum I/ we agree that the said Director, or his successors in office shall, without prejudice to any other right or remedy, be at liberty to forfeit the said Earnest Money absolutely, otherwise the said Earnest Money shall be retained by him towards security deposit mentioned against **Clause 4** of the above mentioned Memorandum.

b) To execute all the Services referred to therein the tender documents upon the terms and conditions contained or referred to therein and carryout such deviations as may be ordered.

c) I/ We hereby agree to abide by all terms and conditions laid down in the tender document.

d) This is to certify that, I/We before signing this bid have read and fully understood all the terms and conditions and instructions contained therein and undertake myself/ourselves abide by the said terms & conditions.

e) I/We abide by the provisions of Minimum Wages Act, Contract Labour Act and other statutory provisions like Provident Fund Act, ESI, Bonus , Gratuity, Leave , Relieving Charges, Uniform and Allowance there of and any other charges applicable from time to time. I/We will pay the wages to the personnel deployed as per minimum wages Act as amended by the government from time to time and shall be fully and solely responsible for any violation.

SIGNATURE.....

FOR AND ON BEHALF OF

.....

DATE.....

3. FORM OF TENDER

NOTE: This Memorandum forms part of the Tender and this should be duly filled in, signed & sealed and enclosed along with the Tender.

To

The Director

Indian Maritime University
South End Reclamation Area,
NH-47A, Near Alexander Parambithara Bridge,
Matsyapuri P O, W Island, Kochi – 682029.

Sir,

Being duly authorized to represent and act on behalf ofhereinafter called "the tenderer" and having visited the site and examined Terms and Conditions of Contract, Instructions to the Tenderers, Schedules and Bill of Quantities for the Menu of Tender for **"Providing Canteen Services at IMU Kochi campus"** and

1. I / We offer to execute the work in conformity with the terms and Conditions of Contract, at the quoted rate.
2. I / We undertake, if our Tender is accepted, to do the canteen contract for the periods specified in this Schedule.
3. If my / our tender is accepted we will furnish a Security Deposit within 10 days of receipt of work order through a Demand Draft from Nationalized Bank or a Scheduled Bank in India approved by Government of India equivalent 5% of the annual contract value for the due performance of the contract.

4. I / We agree to abide by this Tender for a period of **120** days from the date of opening of technical bid or such further period as may be mutually agreed upon and it shall remain binding upon us and may be accepted at any time before the expiration of that period. Should we fail to abide by our Tenders during the above said period of **120 days** or such extended period as mutually agreed upon, the IMU shall be at liberty to forfeit the Earnest Money deposited by us.

5. Unless and until a formal agreement is prepared and executed this Tender, together with our written acceptance thereof, shall constitute a binding Contract between us.

6. (i) We understand that the IMU Kochi Campus reserves the right to,

a) Amend the scope of tender and value of contract under this work.

b) Reject or accept any tender including the lowest, cancel the tender process and reject all tenders.

(ii). We agree that the IMU Kochi campus will not be liable for any such action and will be under no obligation to inform the tenderer of the grounds for such action.

7. If our Tender is accepted as a whole or as individual components, we understand that we are held fully responsible for the due performance of the Contract.

We have furnished Earnest Money in the form of Demand Draft issued bypayable at Kochi in favour of the INDIAN MARITIME UNIVERSITY, Kochi-682029 for an amount of Rs.....

(Rupees.....). If our tender is not accepted, the Earnest Money shall be returned to us on our application within period as specified in the tender for the return of such EMD amount. If our Tender is accepted the Earnest Money shall be adjusted against the Security Deposit at 5% of the Contract value.

8. We agree to execute the canteen contract referred to in the Tender Documents upon the Terms and Conditions contained or referred to therein and to carry out such deviations as may be ordered.

SIGNATURE.....

FOR AND ON BEHALF OF.....

.....

DATE

Witnesses:

1. Signature.....
Name.....
Address.....

2. Signature.....
Name.....
Address

TENDER FOR "CANTEEN CONTRACT" AT IMU KOCHI CAMPUS

4. TERMS AND CONDITIONS

1. Rates should be quoted for the menu as per the schedules enclosed. The price shall be exclusive of GST as applicable from time to time.
2. The Tenderer shall be an Indian citizen and shall possess adequate previous experience in undertaking canteen service of high quality.
3. IMU reserves the right to inspect any one or more of the establishments in Kerala where the tenderer is presently executing canteen contracts if any, to satisfy itself about the performance of the contract before issuing the work order.
4. The Contractor should obtain within one month of the award of work, **Central Licence** under Food and Safety Standards Act 2006 for running of canteen at IMU Kochi Campus at their own cost.
5. (a) The quality of food / snacks/ eatables supplied shall be of good quality, hygienic in nature and the service should be to the fullest satisfaction of the University and the participants.

(b) The quantity of food items / soft drinks, coffee, tea should confirm to weighments / limits wherever indicated.
6. As the students / officials from all over India will be studying / working in the University, it should be possible for the tenderer to prepare the food so as to suit the different tastes of participants / students etc.
7. Arrangements of chairs / tables, etc. in the dining hall and the surroundings shall be maintained in clean hygienic and pleasant manner. These are to continue throughout the said contract period. The kitchen and the dining hall shall be kept clean and hygiene at all times.
8. The bearers engaged by the Contractor should be in neat Uniforms during service and wear neat gloves while serving food.
9. The Indian Maritime University will offer the following facilities for running the canteen.
 - a) LPG Gas installation for connecting cylinder, cooking range,

Bain Marie, hot plate, dosai plate and other cooking utensils, Deep freezer, Mixer, Grinder, serving dish cutleries, store room, dining tables and chairs, washing room, etc.

- 10.(i) Though a daily menu is indicated, subject to demand it may be modified by the Indian Maritime University Kochi Campus.
- (ii) The same type of vegetable should not be used for preparation of vegetable curry / koottu/dhal for more than three occasions in a week.
- (iii) Vegetable pulav/vegetable Briyani should be prepared of Grade 1 Basmati rice
- (iv) White rice should be of good "Ponni" variety.
- (v) Bread: Modern bread/ Spencer bread/Hot bread to be used. The bread toast should be warm.
- (vi) For preparing Vegetable pulav/ Vegetable Briyani good vegetables are to be used. At least four vegetables like green peas, carrot, cauliflower, beans, should be used along with other vegetables.
- (vii) Ice cream (100 ml cup- Medium) should be of leading brands like Arun, Lazza, Kwality Walls, Joy, Amul, Milma etc.
- (viii) Chappathi, Poori should be made of wheat flour of good quality only. (Aashirwad Atta). Maida flour should never be used under any circumstances.
- (ix) Sambar/ Rasam should be made of Thoor dhal.
- (x) Wherever vegetable thoran / kootu are mentioned, fresh vegetables are to be used and the same vegetables should not be repeated more than 3 times in a week. Violation of this will warrant imposing of penalty.
- (xi) The items should be served warm except ice cream, sweet etc.
- (xii) Seasonal fruits supplied should be of good quality without black mark. The size of the fruits should not be small.
- (xiii) Curd should be fresh and be of good quality (Milma/PDDP/equivalent)

- (xiv) Butter should be of Milma/Amul variety.
- (xv) Only Milma brand milk should be used for preparation of tea/coffee/curd etc. Using other brands are liable for imposition of penalty.
- (xvi) Quantity of items served should be reasonably sufficient. The Quantity indicated in the schedule is the minimum Quantity, except for Non Vegetarian items, Sweets and Ice cream.
- (xvii) Only Refined oil (Sunflower/ Coconut) of ISI certification/ Agmark is to be used.
- (xviii) Fresh batter to be used for preparation of Parotta, Idly, Dosa, Oothappam etc.
- (xix) Left over food should be disposed and not to be carried to the next session of service.
- (xx) Separate vessels should be used for vegetarian and non-vegetarian cooking.
- (xxi) Fresh chicken pieces are only to be provided without skin, liver. Gizzard, neck, wings and legs cut upto knee.

11. The Contractor shall also be required to supply whenever called upon on special occasions to prepare lunch/ snacks / coffee/ tea as special items for functions, meetings etc at the approved rate. The Contractor shall also be required to provide bed coffee, breakfast, lunch, snacks and coffee / tea and dinner, to course participants/guests on specific requests at the approved rate.

12. The Contractor shall claim bills with regard to the actual number of lunch, snacks, coffee, tea etc dinner supplied on any particular day. The vegetarian/non-vegetarian Lunch/Dinner should be claimed separately. The bills of the contractor after verification will be settled within a maximum of 15 working days from the date of submission of the claim.

13. (a) The Canteen contract at IMU is for a period of one year from the date of award of contract. The successful bidder will be awarded

contract to run canteen at IMU initially for a period of one year and if the University is satisfied with the quality and quantity of the food supplied by the contractor, then only the contract will be extended for further period of one year. The rate, terms and conditions for such extended period will remain same.

- (b) The Contract is liable to be terminated at any time during the validity of the contract period by the University, if the supply of the food and quality/quantity of eatables and quality of service are not to the satisfaction or for any other compelling administrative reason. The Security deposit paid by the contractor shall be forfeited in full, when the contract is terminated under the circumstances specified above.

14. In case of deficiency in service, IMU is empowered to levy suitable penalty. In the event of failure to cater / render services at the fixed hours or to supply food and other eatables to the satisfaction of the Director or his nominee(s), or the participants, action will be taken by the Director for the canteen work to be done by other agencies and the difference in cost, if any, incurred over and above the agreed rates shall be recovered from the Contractor. Besides incurring the liability, the contract is also liable to be terminated for the remaining period. The Director's decision with regard to the termination of the contract shall be final and binding.

15. Food poisoning under any circumstances cannot be tolerated by IMU and the Contract is liable to be terminated. The security deposit paid by the contractor shall be forfeited in full, when the contract is terminated under the circumstances specified above. Appropriate legal action will be initiated at the discretion of IMU Kochi.

16. The Contractor should not use kitchen or other rooms for preparing food or snacks for any other client or customer. He shall not use facilities in Indian Maritime University, Kochi campus for any other client.

17. The work assigned to the contractor should not be sub contracted to the third party.

18. Senior Personnel of the Contractor should visit the kitchen at least once in a month to monitor the functioning of the canteen and discuss with the authorized officials regarding complaints / requirements, etc.

19. Sufficient number of persons should be employed to provide service and at least 3-4 persons should be available in each place of service.
20. The employees of the Canteen contractor should undergo full medical check-ups in the hospital identified by MO of IMU once in six months at the Contractor's cost. The employees of the contractor who are deployed after the medical check-ups in the hospital identified by MO of IMU within one week of deployment at IMU.
21. Expert cook should be available with the caterer. A canteen manager and a cook with experience of preparing vegetarian/non-vegetarian items shall be present at the supply timings.
22. Electricity charges for the e equipment, kitchen and dining room will be collected at actuals for the kitchen and store room and dining areas. Water shall be provided free of cost.
23. Cooking Gas charges (LPG) have to be borne by the Contractor.
24. The Contractor should provide paper napkins for the course participants during breakfast, lunch, dinner and two coffee sessions.
25. All Provisions should be of good quality with ISI approval. They should be purchased from reputed Wholesale Dealer(s) or Co-operative Super Market /Departmental store. IMU will not be responsible for the non payment of bills to the provision vendors by the contractor. The contractor has absolute responsibility to settle the bills of the vendors.
26. Accommodation can be provided to the canteen staff/supervisor (maximum of 5 numbers) at IMU Kochi Campus subject to the availability of the rooms.
27. The successful bidder will have to execute an agreement on Rs. 200/- non-judicial stamp paper.
28. (i) The contractor shall submit a list of all the staff engaged by him for service at IMU along with addition/deletion every month. He should ensure payment of wages and other applicable benefits to his employees as per the statutory rules in force. The proof of payment of salary, payment of PF, ESI etc. has to be provided to IMU for

- verification every month. The bills shall not be processed, if the payment of salary, contribution to PF, ESI etc, is not made.
- (ii) The contractor should produce certificate of all their employees issued by their respective native place police station informing that the employees employed by the canteen contractor are free from the criminal/crime/vigilance cases against their employees.
 - (iii) In extreme case, the IMU reserves the right to deduct the agreed wage component payable by the contractor for default of payment and ensure payment to workers.
 - (iv) The contractor shall meet all the requirements / benefits under law towards his employees. The employees of the contractor shall not claim any right or benefit from IMU. No master servant relationship exist between IMU and the employees of the contractor.
 - (v) IMU shall not be responsible for claim / damage incidental to/arising out of any work towards the execution of contract other than the agreed rates and the contractor is fully responsible for all the activities including dealing with any statutory authority.
 - (vi) Since the number of students /participants attending courses fluctuate from time to time, the **number of persons** to be served shall be in the following range:

(1) Morning Coffee / Tea	-	60 per day
(2) Breakfast	-	60 per day
(3) Midmorning Coffee and Snacks	-	80 per day
(4) Lunch	-	60 per day
(5) Afternoon Tea and Snacks	-	80 per day
(6) Dinner	-	60 per day

The rates for the service listed above for the approximate number indicated shall be the criteria for evaluation of the tender. This is only a tentative number and the variation may be +/-15%. It may also be noted that IMU is providing a study break of approximately one month on two occasions during each academic year.

In addition to the above, the special occasion requirement shall be tentatively as follows:

Sl No.	Description	No of persons	No of days
1.	Canteen charges for special occasions-Lunch	250	4
2.	Canteen charges for special occasions-Dinner	120	2

It may also be noted that , in case the price bid of more than one agency fall in same level (as L1), then IMU Kochi campus may be awarding the contract to the bidder offering higher discount on quoted rate. In case, still there is a tie, then IMU Kochi Campus will be assigning marks to various eligibility parameters like turnover, number of years of experience etc of such L1 bidders and work will be awarded to the bidder who scores highest marks.

29 . **Penalty Clauses:**

- a. Failure to supply food in terms of quality, quantity and as per the Menu indicated in Schedule will attract penalty. For not adhering to contractual conditions, the IMU shall be free to impose monetary penalty as deemed fit on the caterer. Penalty imposed shall be adjusted against payment due to the caterer.
- b. Vegetables used should be fresh and of good quality. If vegetables kept for use is found to be rotten or of poor quality, then a penalty of Rs.1,000/- for each occasion will be imposed.
- c. If poor quality of rice is used for preparation of meals, idly and dosa, a penalty of Rs.1,000/- for each occasion will be imposed.
- d. Oil once used should not be reused. If reuse of oil is found, penalty of Rs.1,000/- for each occasion would be levied and the contract is liable to be terminated.
- e. Items like Ajinomoto (MSG), Baking soda, colouring items etc. are banned and they should not be used. If they are found in the kitchen premises penalty of Rs.4,000/- for each occasion will be imposed.
- f. Kitchen and dining area should be kept clean. If it is not kept clean, a penalty of Rs. 2,000/- for each occasion will be imposed.
- g. The wash areas should be kept clean and the kitchen waste should not be allowed into the drain and **if there is any block due to kitchen waste, penalty of Rs.5000/- will be imposed on each occasion.**

- h. The Kitchen waste should be properly segregated as bio-degradable and non-degradable waste in closed Dust bins and to be disposed on their own.
 - h. If there is any deviation from the approved Menu as per Schedule, a penalty of Rs.2,000/- for each occasion will be imposed.
 - i. For damages caused by the caterer to the kitchen equipment, vessels, buidings and other items supplied by the University, the cost of the equipment will be recovered.
 - j. As nominated by the Director, the Deputy Registrar shall be the Competent Authority with regard to imposition of Penalty. The caterer may appeal to the Director for reduction/waiver of penalty. The decision of the Director shall be final, in this regard.
30. The contractor shall make necessary arrangement for washing of the used plates including Sundays and holidays..
31. Guest House Arrangement:- The contractor shall also be required to provide bed coffee, breakfast, lunch or dinner to the occupants of the guest house. It must be clearly noted that the occupants in the guest house are special guest or dignitaries or officials of IMU and the services to be provided in the guest house must be of high quality. Special care must be taken to prepare the food for the guest house and the arrangements are to be made by the contractor to serve the food in the guest house itself.
32. Indian Maritime University Kochi Campus, reserves the right to either reject any tender or to accept them in part with modification, if any, without assigning any reasons thereof.
33. Plastic cups should be avoided and paper cups only to be used for coffee / tea for the students / participants. A penalty of Rs.2000/- for each occasion will be imposed if plastic cups are used.
34. The serving persons are required to have a professional get up and approach and the stewards will be required to be in Executive Dress with Gloves, Steward Cap and preferably white/light coloured dress while serving to VIPs and dignitaries.

INDIAN MARITIME UNIVERSITY

5 TENDER FOR "CANTEEN CONTRACT" AT IMU KOCHI CAMPUS GENERAL CONDITIONS OF CONTRACT(MODEL CONTRACT)

5.1 Definitions and Interpretations

In the Contract (as hereinafter defined), the following expressions shall have the meanings herein assigned to them except where the context otherwise requires: -

- I. **IMU** - means the Indian Maritime University as constituted under the Act Parliament (22/2008), represented by its Vice Chancellor and as amended from time to time.
- II. "Employer/IMU" means the Indian Maritime University as constituted under the Act Parliament (22/2008), represented by its Director and as amended from time to time acting through its Director, Deputy Registrar or any other officer nominated by the IMU.
- III. 'Contractor' means the person or persons, firm or company whose tender has been accepted by IMU.
- IV. 'Contract' means the general and special conditions, price schedule, priced bill of quantities, tender documents and Contract agreement.
- V. 'Contract Price' means the amount quoted in the tender subject to such conditions thereto or deductions there from as may be made in the provisions hereinafter contained.
- VI. 'Campus' means the lands and the other places on/under/in/of under the control of IMU Kochi.
- VII. 'Work' means the services to be performed by the Contractor in accordance with the terms and conditions of the Contract under the relevant schedules.

5.2 General Conditions

5.2.1 The Contract

The Contractor shall perform the work under this Contract in accordance with the Terms and Conditions as set-forth in the Tender documents.

5.2.2 Period of Contract

The Period of Contract shall be **One Year** commencing from the date of the issue of the work order.

5.2.3 Man-Power

The works covered under the Scope of this Tender shall be carried out by qualified and experienced personnel in the relevant trade (skilled cooks).

5.2.4 Mode of Payment.

Payment under this contract would be made as follows:

The Contractor shall pay all taxes including GST, duties, fees, levies and other charges imposed by law or by any other statutory or legal authority in respect of its contractual obligations that are required to be performed under the Contract. The Contractor shall comply with all applicable statutory requirements under law and shall be liable to compensate IMU for all legal consequences that may be fastened on IMU consequent to any infringement of any of the Contractor's contractual and/or statutory obligations. The contractor will be paid on monthly basis on submission of the bill. Applicable taxes will be deducted from the monthly payments to the contractor.

5.2.5 Resolution of dispute.

- i) Any dispute or difference or claim of any kind whatsoever between IMU and the Contractor arising in connection with or out of this contract; its execution whether during the execution of Contract or upon expiry; or whether before/after the determination, abandonment or breach of Contract ("the dispute") shall in the first instance be amicably resolved through good faith negotiations between the parties within a period of

30 days from the date of service of notice on the other party regarding such dispute.

- ii) If any default has arisen on the contractor's part in the execution of contract, IMU Kochi campus may by a written notice to the contractor suspend either in whole or in part, payments that are to accrue to the Contractor under the Contract.

5.2.6 Termination of the Contract by IMU

- (i) IMU may by a written notice to the Contractor, terminate the Contract if any of the conditions of default should continue for a period of fifteen (15) days after IMU notifying the Contractor in writing of having suspended the payments accruing to the Contractor under the Contract.
- (ii) IMU reserves the right to terminate the Contract for unsatisfactory performance of the Contractor, determined solely at IMU's discretion, at any time after having given 30 days notice in writing.

5.2.7 Termination Procedure

- (i) Upon receipt of notice of termination, the Contractor shall forthwith vacate IMU's premises by handing over vacant possession of the premises, installations and cooking equipment / Utensils to IMU's authorized representative in good working order and condition.
- (ii) In the event of any damage to IMU's premises, installations or equipment / utensils reasonably assessed by IMU at the time of such termination, the Contractor shall be liable to pay the value of the damages so assessed by IMU. IMU shall also be entitled to deduct the said sum out of any sum accruing to the Contractor under this Agreement.

5.2.8 Variation of Contract

Any variation to this Contract shall be valid only if it is reduced to writing and duly executed by the authorized representatives of the Parties herein

5.2.9 Watch and Safety

The Contractor shall, at its expense, make the requisite arrangements for the proper and adequate watch and ward personnel in order to ensure the safety of all installations and equipment placed under the care of Contractor for the purposes of manning, operation and maintenance. The Contractor shall not remove any materials, fittings, equipment, etc., from IMU's premises without securing the prior written consent of IMU. Should any of these materials or equipment be lost or in any way damaged due to the negligence or carelessness on the Contractor's part or any of its employees, the cost of the materials so lost or damaged and the penalty for such negligence or carelessness of the Contractor, as determined by IMU, shall be final and binding on the Contractor and shall be liable to be recovered from the money accruing to the Contractor under this Contract.

5.2.10 Accident/ Injury, Damage and reporting

The Contractor shall be solely responsible for any injury/damage/ loss of any of the Contractor's employees or materials and for any damage/accident/injury to its personnel during the execution of works under this Contract. IMU shall not be held responsible for any reason whatsoever for any claims made by any person who is under the employment of the Contractor or whose services has been engaged by the Contractor. The Contractor shall indemnify IMU and keep IMU indemnified against all such injury/damage/loss of Contractor's employees and/or materials.

5.2.11 The Contractor shall, at all times, ensure that all its employees are adequately insured and are fully covered for the risks that would be involved while/for carrying out the works and that the insurance policy shall remain in full force and effect until the expiry of the contract. A copy of the said insurance policy shall be furnished to IMU Kochi campus. PF, ESI and other statutory requirements are the **responsibility of the contractor.**

5.2.12 The Child labour is strictly prohibited and children below the age of 18 years should not be deployed for the contract works which will lead

to Penalty and termination.

5.2.13 Any failure by the Contractor to carry out any of the works mentioned in the scope of work to IMU's satisfaction shall, at IMU's discretion, result in the forfeiture of Performance Security provided by the Contractor and termination of the Contract.

5.2.14. The Contractor shall comply with the provisions contained in the Minimum Wages Act while effecting payments to its employees. The Contractor shall be solely liable and responsible for complying with all applicable labour laws including but not limited to Minimum Wages Act, Workmen's Compensation Act, Provident Fund and E.S.I.

5.2.15 Notwithstanding anything hereinabove contained, the Contractor shall deemed to have inspected the premises and satisfied itself before submitting the Tender bid, as to correctness and sufficiency of the tender conditions vis-à-vis the work that is required to be discharged under the terms of the Contract and of the price stated in the schedule so as to enable it to comply with all its obligations under this Contract for fulfilling and satisfactorily discharging the work. The Contractor shall not be entitled to any escalation in price on any ground or reason whatsoever.

5.2.16 It is agreed and clarified that this agreement is on a non exclusive basis and the parties are at a liberty to enter into similar agreements with others. Provided however the service provider shall ensure that his entering into agreements with other parties shall not in anyway conflict with or affect IMU Campus's interest, rights, remedies under this agreements or in law.

INDIAN MARITIME UNIVERSITY

TENDER FOR "CANTEEN CONTRACT" AT IMU KOCHI CAMPUS

CONTENTS OF QUALIFICATION FORMAT

	Description
Form I	Letter of Application
Form II	Annual Turnover Data
Form III	Summary of current contract Commitments / works in progress
Form IV	Experience in Similar Canteen works in the last 3 years
Form V	Personnel / Supervisors / Cooks / Labours proposed for the work
Form VI	Additional Information if any

INDIAN MARITIME UNIVERSITY

**TENDER FOR "CANTEEN CONTRACT" AT IMU KOCHI CAMPUS
Covering Letter to Accompany Technical Bid**

[On the Letter head of the Bidder and to be put in a separate sealed cover along EMD of Rs. 1,20,000/-]

FORM – I

FROM

Name & Address of the Bidder

TO

THE DIRECTOR
Indian Maritime University
South End Reclamation Area,
NH-47A, Near Alexander Parambithara Bridge,
Matsyapuri P O, W Island, Kochi – 682029.

Sirs,

Being duly authorized to represent and act on behalf of

hereinafter called "The tenderer" and having reviewed and fully understood all the qualifying information provided, the undersigned hereby applies to be qualified under Cover – I for the **Tender for PROVIDING "CANTEEN SERVICE" AT IMU KOCHI CAMPUS**

2. Attached to this letter are copies of original documents defining

- i) The tenderer's legal status
 - ii) The Principal place of business and
 - iii) The place of incorporation or the place of Registration
3. (i) This tender (Under Cover-I and Cover II) is made in the full understanding that contents of Cover-I will be subject to verification of all information submitted therein along with the tender and authorize IMU or its authorized representative to verify the statements, documents and information submitted and to clarify the financial and technical aspects of this application.
- (ii) We understand that the Employer reserves the right to,
- a) Amend the scope of tender and value of contract under this work
 - b) reject or accept any tender including the lowest, cancel the tender process and reject all tender
- (iii) We agree that the Employer will not be liable for any such Action and will be under no obligation to inform the tenderer of the grounds for such action.
- 5) We certify that all the particulars furnished in our Bid are true and correct and based on documentary evidence. We understand that if any of the particulars is found to be false or misleading, IMU has the right to summarily reject our bid at any stage and that our company is liable to be blacklisted/debarred by IMU for at least 3 years.

- 6) In the event of our being awarded the work, we undertake to remit the Security Deposit and execute the Contract with IMU within 10 (Ten) days from the date of issue of the Purchase Order failing which the Purchase Order may be cancelled and the EMD forfeited.
- 7) The price quoted shall be exclusive of GST and shall be firm till the execution of the contract and for the extended period if any.

DATE:

TENDERER'S SIGNATURE
WITH STAMP

**INDIAN MARITIME UNIVERSITY
TENDER FOR "CANTEEN CONTRACT" AT IMU KOCHI CAMPUS**

FORM – II

3 Experience on Contract for similar works (executed during the last 5 years) as per clause 2.1 of Qualification Criteria

Sl. No.	Name and address of the Institution & Name of contact person & Telephone No.	Period of contract	No. of students / staff catered			Date of commencement of contract	Date of completion of contract	Mode of Proof enclosed
			Students	Staff	Total			

Note: Each item / contract listed under the above columns shall be supported by documentary evidence / Performance certificate issued by the competent authority in original or with a Xerox copy self attested, subject to production of the originals when demanded.

DATE:

TENDERER'S SIGNATURE WITH STAMP

INDIAN MARITIME UNIVERSITY
TENDER FOR "CANTEEN CONTRACT" AT IMU KOCHI CAMPUS
Qualification Questionnaire

FORM – III

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

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

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

SL.NO	FINANCIAL YEAR	ANNUAL TURNOVER
1	2015-16	
2	2016-17	
3	2017-18	

(The latest Income Tax Returns or copies of audited annual accounts shall be attached)

DATE:

TENDERER'S SIGNATURE WITH STAMP

INDIAN MARITIME UNIVERSITY
TENDER FOR "CANTEEN CONTRACT" AT IMU KOCHI CAMPUS
Qualification Questionnaire

FORM – IV

Whether the Bidder has been debarred or blacklisted by any Government Department/agency in the past 3 (three) years on account of fraudulent or corrupt practices or inefficient/ineffective performance?

Yes / No.

DATE:

TENDERER'S SIGNATURE WITH STAMP

**INDIAN MARITIME UNIVERSITY
TENDER FOR "CANTEEN CONTRACT" AT IMU KOCHI CAMPUS**

Summary of Current Contract commitments / Works in Progress

Name of Canteen Contract and client	Value of work	Completion Date

Note :

Tenderer shall provide information on their current commitment on all canteen contracts that have been awarded or for which a letter of intent or acceptance has been received or for canteen contracts approaching completion but for which, full completion certificate has yet to be issued.

DATE

**TENDERER'S SIGNATURE
WITH STAMP**

**INDIAN MARITIME UNIVERSITY
TENDER FOR "CANTEEN CONTRACT" AT IMU KOCHI CAMPUS**

FORM – VI

**Personnel / Supervisors / Cooks / Labours proposed for
the work**

(Here specify the experienced summary of the Key Personnel proposed
to be employed for the work)

DATE:

TENDERER'S SIGNATURE WITH STAMP

INDIAN MARITIME UNIVERSITY
TENDER FOR "CANTEEN CONTRACT" AT IMU KOCHI CAMPUS
FORM -VII

Additional Information

Please add any further information that you consider to be relevant to the evaluation of your application for qualification. If you wish to attach any other documents, please list below:

DATE:

TENDERER'S SIGNATURE WITH STAMP