

**MINUTES OF PRE-BID MEETING HELD ON 20-05-2019 IN RESPECT OF  
TENDER FOR PROVIDING CATERING SERVICES TO BHOOPALI MESS  
AT IIT DHARWAD**

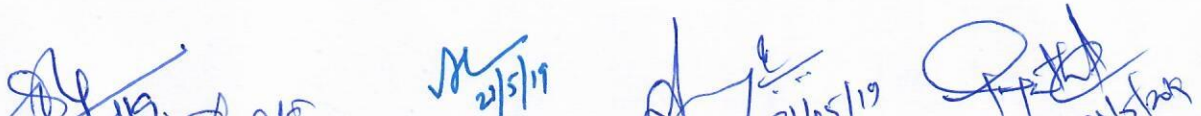
A pre bid meeting scheduled as per tender document for providing catering service at Bhoopali mess at IIT Dharwad was conducted at 1100 hrs on 20 May 19 at IIT Dharwad under the aegis of the Procurement Committee constituted to oversee the procurement process of the case. A total of 14 caterers attended the meeting which has been mandated as an essential participation requirement in the case. The list of present committee members and caterers is as follows: -

1. The following committee members were present: -

(a)	Prof. S. V. Prabhu, Dean (AP & SW)	Chairman
(b)	Sh. T. Nagesha Rao, OSD (F & A)	Member
(c)	Asst Prof Gayathri Ananthanarayanan	Member
(d)	Asst Prof Gopal Parashari	Member
(e)	Lt Cdr Anupam Joshi, AR (C & S)	Member
(f)	Sh. Anil Dhankhar, AR (MMD)	Member
(g)	Ms Shweta Shahpurkar SEA (MMD)	Member
(h)	Mr Praveen Kumar Mess committee member	Co-opted Member
(i)	Mr Yogesh Kumar Mess committee member	Co-opted Member

2. The Following caterers / their authorised representatives were present (Attendance sheet is attached at **Encl A**): -

(a)	M/s Saikripa foods services Pvt Ltd
(b)	M/s Sai Hospitality
(c)	M/s Annapurna catering service
(d)	M/s Vidya Caterers
(e)	M/s Swaadankur Caterers
(f)	M/s Industrial Caterers
(g)	M/s Shree Sukhsagar Hospitality Service
(h)	M/s K Star Caterers and Hospitality Service
(i)	M/s Kanaka Food Management Services Pvt Ltd.

  
Handwritten signatures and dates: 21/5/19, 21/5/19, 21/5/19, 21/5/19

(j)	M/s Sri Guru Raghavendra Foods Pvt Ltd.
(k)	M/s Sakthi's Kitchen Pvt Ltd.
(l)	M/s Shri Raja Rajeswari Catering Pvt Ltd.
(m)	M/s Kamat Yatrivas Pvt Ltd.
(n)	M/s Nandi Hospitality

3. At the outset, The Chairman welcomed all present and elaborated importance of catering service at IIT Dharwad. Thereafter a presentation on the case was given by the AR (C&S) elaborating all tender terms ad seriatim, followed by site visit and interaction session, wherein all the tender terms, user requirement, eligibility criteria, obligations and other points were deliberated and clarified. The following clarifications are hereby made by the Procurement Committee IIT Dharwad, in reply to the various queries raised by the caterers: -

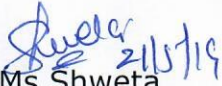
Sl. No.	Page no. & clause in the tender form	Query raised by the bidders	Clarification by IIT Dharwad Procurement Committee
(a)	Page no. 01 Serial 9 of Notice Inviting Tender (NIT)	The provision of EMD exemption against NSIC/MSME certificates may be provided.	The firms having valid registration under NSIC/MSME may be exempted from payment of EMD fee subject to production of valid MSME certificate along with the bid.
(b)	Page no. 03 Point no. 05	Accommodation of rate Change due to change in Minimum wages / DA	No accommodation of any price change will be allowed. The caterer will have to support price for the entire duration and any extension thereof in the contract. The prospective bidders are required to quote after considering all factors involved in providing catering service
(c)	Page no. 03 Point no. 05	Accommodation of rate Change due to inflation during extension of contract if any	
(d)	Page no. 04 Point no. 01(a)	Will there be any margin for quoted costs below minimum reasonable cost ascertained by IIT Dharwad?	The tender condition as provided on page no. 04 under point no. 01 (a) has been modified suitably allowing a margin as per the modification.
(e)	Page no. 04 Point no. 01(c)	Will both messes be operational during vacations?	The scope of this tender is limited to Bhoopali mess, which will be operational during vacations.

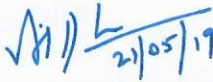
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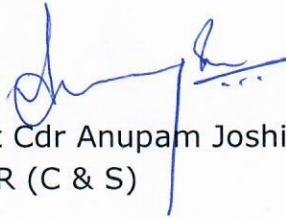
(f)	Page no. 04 Point no. 01 (d)	Recording attendance of the users of Mess and identifying strength of the day for payment.	Attendance is to be recorded by the caterer. Access control sensors will be provided by IIT Dharwad. The Attendance shall be taken as an average of strength at lunch and dinner. The tender document has been suitably modified. All other terms remain same as before.
(g)	Page no. 04 Point no. 01 (e)	Engagement of required staff	The shift wise engagement of staff should be as per the extant labour laws. The tender document has been amended accordingly. The Ratio of staff to users has been clearly indicated and stands good.
(h)	Page no. 05 Point no. 01 (i)	Preparation of non-vegetarian and vegetarian items	Elaboration in Tender document stands good.
(i)	Page no. 05 Point no. 01 (l)	Accommodation and transport	No accommodation and / or transport of mess staff will be provided in any situation to the caterer. Both have to be managed by the caterer at his own cost.
(j)	Page no. 05 Point no. 01 (m)	Institute infrastructure	The prospective bidders were given a comprehensive tour of the site where all of them physically identified and noted the infrastructure available at site.
(k)	Page no. 05 Point no. 01 (n)	Waste Disposal	The caterer will be fully responsible for adequate waste management out of his operation. For this purpose he shall utilize existing waste disposal system at IIT Dharwad meticulously.
(l)	Page no. 06 Point no. 02 (e)	Compliance of statutory payments	IIT Dharwad accords utmost importance to the compliance of statutory payments.
(m)	Page no. 07 Point no. 04 (d)	Pest control and fumigation	The Committee clarified that the mess operation cannot be ceased. Therefore, the caterer will have to ensure pest control in such a way that there is no disruption to the mess operations.
(n)	Page no. 08 Sl No. 7 and 8 of Point no. 6	Attested copies of documents to be provided	It is clarified that self-attested copy of documents is sufficient for this tender.

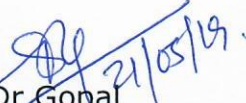
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(o)	Page no. 09 SI No. 10 of Point no. 6	Whether, minimum eligibility can be relaxed to allow the bidders to open a registered office at Hubballi-Dharwad, Belgaum, Bangalore, Mangalore, Pune and Mumbai at the time of signing the contract if they don't have one already.	The committee decided to relax the criteria and SI No. 10 of Point no. 6 at Page no. 09 has been modified accordingly.
(p)	Under "lunch and dinner" at Page no 20	Limit on portion size for Ice-cream, curd sweets and cut fruit	The following modifications are being made with regard to the portion size Ice Cream – 40-50 gm cup Curd – 200 gm Sweets – 100 gm Cut fruit – 250 gm
(q)	Note at Page no 20	How will be the rate for 10 special meals to be served on special occasions including luncheons, dinner nights etc decided	The rate of items of special meals and extra items (at Page 24) will be firmed up between the mess committee and the caterer separately with consensus after award of contract.


  
Ms Shweta  
Shahpurkar SEA  
(MMD)

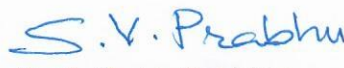
  
Sh. Anil Dhankhar,  
AR (MMD)

  
Lt Cdr Anupam Joshi,  
AR (C & S)

  
Dr. Gopal  
Parashari Asst  
Prof

  
Dr Gayathri  
Ananthanarayanan  
Asst Prof

  
Sh. T. Nagesha  
Rao, OSD (F & A)

  
Prof. S. V. Prabhu,  
Dean (AP & SW)



**INDIAN INSTITUTE OF TECHNOLOGY DHARWAD**  
 Off Pune Bengaluru Highway, Near High Court,  
 Dharwad, Karnataka - 580011

**ATTENDANCE SHEET FOR PRE-BID MEETING IN RESPECT OF TENDER FOR**  
**PROVIDING CATERING SERVICES TO BHOOPALI MESS AT IIT DHARWAD**  
**ON 20.05.2019 AT 11:00 AM IN ROOM NO. 117**

Sl. No.	Name of the representative of the firm (along with email & contact no.)	Signature
1	PAWAN K. Shale (SAR KREPA Food service) Ajinkya webcare sales.19SKPS.co.in NO - 8657554057	
2	Keshav mogaveera Sai Hospitality Mangal mobil - 9422475138	
3	PRABHAKAR G. SHETTY (MANCANT) ANNAPURNA CATERERS SERVICE 9967166667 . ACS1122@REDIFFMAIL.COM	
4	Mr. Sagar T. Jagan (9930021668) MIS. VIDYA CATERERS PH NO:- 9987222602 vidyacaterers@gmail.com	
5	DEEPAK S. HAVERI (Swoodankur caterers) Swoodankur, caterers11@gmail.com MOB NO :- 9886834434	
6	SUDHIR AJILA Industrial caterers Phone 8867467452 - Bhore	
7	Diwaker S. Shetty Shree Sukhsagar Hospitality Service 9769225290	
8	<del>K. S.</del> Santosh Shetye 15 star caterers & hospitality Service 7072149466	



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9	Madhukar Shetty Kauata food Management Services Pvt Ltd. Belus Industrial Area IDWD.	<del>Shetty</del> 8095937588
10	V. BALASUBRAMANIAN SRI GURU LACI HAVEN DRA FOODS (P) LTD. 22 TAIKUMALAI STREET, VANU VAMPET CHENNAI-600 094 (Sgt foods Pvt Ltd @ gmail.com)	V 9446079012
11	Sakthi's Kitchen Pvt Ltd No. 9 VEP Srinivasanagar (North) Rajakipetkan ch-42 S. Nagarajan	9790001890 9790001891 Swaminathan @ Sakthi's Kitchen.com.
12	Shree Raja Rajeswari catering (P) Ltd 7, South mada street, Soinagar colony, Saidapet. Che-600015	9840098855 PS Selvam shreerrcptd@gmail.com
13	Akashrai & Kamat Kamat Yatriinivas (P) Ltd J. C. Road, Kamat Minerva, Bangalore	9845022339 kamatyatriinivas @ kamatyatri.in
14	Dr Ashwini Kumar Shetty. Nonewi Hospital in Bangalore	9538881850.
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॥ सं विद्या या विमुक्तये ॥  
भारतीय प्रौद्योगिकी संस्थान धारवाड  
Indian Institute of Technology Dharwad

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Dharwad, Karnataka - 580011

Sl. No.	Name and designation of the official committee member from IIT Dharwad	Signature
1	Prof. S. V. Prabhu Dean (AP & SW)	S. V. Prabhu
2	Sh. T. Nagesha Rao OSD (F & A)	T. Nagesha Rao
3	Lt Cdr Anupam Joshi Assistant Registrar (C & S)	Anupam Joshi 20/05/19
4	Sh. Anil Dhankhar Assistant Registrar (MMD)	Anil Dhankhar 20/05/19
5	Prof. Amlan Barua Assistant Professor	—
6	Ms. Shweta Shahpurkar Sr. Executive Assistant (MMD)	Shweta Shahpurkar 20/5/19
7	Praveen Kumar (3 <sup>rd</sup> Year) (160030023)	Praveen
8	Yogesh Kumar (2 <sup>nd</sup> Year) (170030012)	Yogesh
9	Dr. Gayathri Ananthanarayanan Assl. Prof. Dept. of CSE	Gayathri Ananthanarayanan 20/5/2019