



भारतीय प्रौद्योगिकी संस्थान धारवाड़
वाल्मी कैम्पस, बेलूर औद्योगिक क्षेत्र, उच्च न्यायालय के पास, पीबी रोड,
अंजनेया नगर, धारवाड़ – 580011.

Indian Institute of Technology Dharwad
WALMI Campus, Belur Industrial Area, Near High court,
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IIT Dharwad

02.08.2023

MINUTES OF PREBID MEETING HELD ON 01.08.2023 IN RESPECT OF TENDER FOR PROVIDING CATERING SERVICES AT PERMANENT CAMPUS AT IIT DHARWAD.

A Pre-bid meeting in respect of the tender for providing catering services in Permanent Campus Mess at IIT Dharwad was conducted at 1500 hrs on 01.08.2023. A total of ten (10) prospective service providers attended the meeting in person at IIT Dharwad.

2. The following committee members supervised the proceedings: -

(a)	Prof. Nilkamal Mahanta	Member
(b)	Prof. Ramchandra Phawade	Member
(c)	Prof. Prabhuchandran KJ	Member
(d)	Shri Sandeep Pareek , AR (C&S)	Member
(e)	Shri Jitendra Karna, AR (Academics)	Member
(f)	Shri Arun Verma, AR (MMD)	Member
(g)	Shri Dhiraj Kumar, JS (C&S)	Member

3. The Following firms represented the meeting: -

(a)	M/s Kanaka Food Management Services Pvt. Ltd.
(b)	M/s K Star Food And Hospitality Services Pvt. Ltd.
(c)	M/s Kuber Health Food And Allied Services Pvt. Ltd.
(d)	M/s Prism Hospitality Hyderabad.
(e)	M/s Industrial Caterers khalak.
(f)	M/s Trufit Hospitality.
(g)	M/s Premanand Canteen Contractors.
(h)	M/s Trupti Canteen's
(i)	M/s R Star Facility Management.
(j)	M/s Hotel Rajasthan Lucknow.



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The representatives were welcomed and tender for providing catering services in Permanent Campus Mess at IIT Dharwad was elaborated. Thereafter, the tender document was thoroughly discussed elaborating all the terms, user requirements, eligibility criteria, obligations and other points. The decisions/clarifications made by the committee is mentioned below.

SI No	Tender Document Page No.	Clause(Tender Ref.)	Query / Suggestion	Clarification from IIT Dharwad
1.	5	Pre-Qualification Criteria. Point No 3	During 2020-21 & 2021-22, all the institutions were closed for most of the period due to which turnover was affected for everyone. Please consider the turnover to be average of last 3 years instead of each of last 3 years. Further please clarify the last 3 year period i.e. FY 19-20 to 21-22 or 20-21 to 22-23.	The average of last three years will be considered. Please see the updated tender Document.
2.	11	Scope of Work. Point No 9.1(iii) & (iv)	Method of attendance currently being followed. If the payment is made on a daily attendance basis, then is the strength given beforehand? So that the food doesn't gets wasted	Method for calculating attendance of students was elaborated in the prebid meeting to all the bidders. Attendance is calculated based on the rebate forms submitted by the students.
3.	12	Scope of Work. Point No 9.1(v)	Optimal staff deployment is 20:1 Student: Staff ratio. Therefore for 600 students optimum staff required would be 30, however in the tender minimum staff required (i.e. 38 staff per shift) is way above optimum industry average staff for best mess catering services. Please consider this as staff deployed need not be more than required	Terms and conditions of the tender document shall be prevailed.
4.	13	Scope of Work. Point No 9.1 xii	The bidder asked for the frequency of medical checkup of mess worker	Bidder is required to provide medical fitness certificate of all the mess workers at the time of award of work order. Then after every six months the same is required to be submitted.
5.	13	Scope of Work. Point No 9.1 xiii	Does IITD provide accommodation / rest room to the mess staffs	IIT Dharwad will not provide any accommodation.
6.	13	Scope of Work. Point No 9.1 xiv.	Please provide the list of equipment's to be provided by the institute	Bidders had visited the mess site and assess infrastructure facility available. Bidder is



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				required arrange items other than equipment available at the site.
7.	13	Scope of Work. Point No 9.1 xvii	Same rate (Students rate) is applicable for this additional services? Further, is cash payment is not allowed inside the campus or is it optional?	Rates will be decided by the Institute's authority. Institute encourages digital payment. However cash payment is also permissible.
8.	13	Scope of Work. Point No 9.1 xix	How many special occasions in an academic year?	Approx. 10 to 12 no. special occasion is there in an academic year.
9.	15	Scope of Work. Point No 9.1 xxxv	Water and electricity charges be based on the actual strength of the students taking mess services. The same will also be applicable during the vacation period? Tentative no. of students i.e. 40x28	Terms and conditions of the tender document shall be prevailed
10.	2	NIT Point No 7	EMD Should be exempted for MSME	Please see the updated tender document

1. The minutes of meeting will be part of Tender Document.
2. The bidders are requested to take into account the modified Tender document for participating in this tender.