

Sub: Minutes of the Pre-bid Meeting for Catering and Hospitality Services held on 10/05/2021 @15:00hrs.

Committee Members :-

1. Mr. Shaju Varghese, AO, Services
2. Mr. Sreenath B A, Purchase Officer, inStem
3. Mr. Prashanth Murthy C, Administrative Officer – B, Hospitality Services
4. Accounts Officer / representative
5. Mr. Amit, AO, Services, inStem and Mr. Rajesh K, Admin Assistant, NCBS were invited members for this meeting.

NCBS/BLiSc has issued a tender for Catering and Hospitality Services and the Pre-bid meeting was held on 10/05/2021 at 15:00hrs and the following Agencies were present.

1. M/s. Ideal Solutions
2. M/s. Compass Group
3. M/s. Cheftalk Food and Hospitality Services Pvt Ltd
4. M/s. Quess Corp
5. M/s. Kailash Parbat
6. M/s. Sri Manjunatha Enterprises
7. M/s. Chancery Hotels

The following are the Clarifications given by the Committee members against the queries raised by the Agencies.

1. Clarified to submit the tender document under 2 cover bid system, i.e Techno-commercial bid (Cover -I) and price bid (Cover -II) separately in GeM Portal only.
2. Clarified that menu shall be as per NIT and bidders have to quote their NETT rates inclusive of all taxes.
3. Clarified that accommodation NOT available for Contract employees inside the campus and the same shall be arranged by the selected Contractor, if required.
4. Clarified that all facilities including space, water, electricity, furniture, cutlery, crockery and canteen equipments . Billing Computers, Software, maintenance of all equipments in the Kitchen – 1 and Kitchen – are provided by NCBS. The bidder has to arrange Consumables (milk, milk products, grocery, vegetable and Non-vegetarian) and Gas.
5. Due to the present Covid – 19 Pandemic, the bidders are unable to visit the site for survey. Hence, it was explained in detail the functioning of both Main Canteen and Canteen at Parking Area and Cafeterias.
6. It was clarified that the Approximate number of Users indicated in the NIT is in the normal circumstances and due to Covid – 19 pandemic, the numberr of Users has been reduced drastically and the bidders have to assess the situation and submit their rates accordingly.
7. Existing Employee deployment pattern was explained in detail.
8. Clarified that the bidders have to fulfill all the statutory terms and conditions and the wages are as per Central minimum wages and the revision of VDA shall be applicable as per MOF Orders.
9. Clarified that no coupons/ concession rates are applicable for the menu rates.
10. Briefed the working pattern of the Canteens. Main canteen service starts at 7.15 hrs and closes at 23.15 hrs. The cafeterias in Garden starts at 8.45 hrs and Academic starts at 9.00 and Admin at 9.00hrs The cafeteria at Academic closes last, at 18 hrs. DHRH Cafeteria service will start at 10.00hrs and closes at 17.00 hrs.
11. Clarified that the rates for Special menu items for meetings/workshops/symposiums has to be quoted along with menu items of Canteen – 1 and Canteen – 2 separately.
12. Clarified that the Centre reserves the right to split the Contract, if Single Contractor becomes L1 for both the Canteens, Canteen – 1 and Canteen – 2, NCBS will split the Contract and award the Canteen – 1 to the

L1 Bidder and Canteen – 2 to L2 Bidder provided L2 Bidder matches L1 rates as per NIT terms and conditions.

13. Clarified that Central minimum wages shall be paid to the Contract Employees by the Contractor and all the Contract Labour Regulation and Abolition Act and rules are applicable.

14. Clarified that NCBS will not have any financial obligation and all the expenses to be borne by the Contractor.

15. Clarified that the Sales Collection will be directly collected by the Contractor.

16. Due to the Covid – 19 Pandemic, most of the Bidders requested for extension of due date for submitting the bid documents in GeM Portal. It was also clarified that all the bidders have to submit their bids thro' GeM Portal. It was informed that the extension will be given after obtaining necessary approval from the competent authority.

17. NCBS pre bid Meeting Committee clarified all the queries raised by the Bidders and there was no further query from any of the bidder.


The meeting concluded at 16.15hrs.



Purchase Officer



Accounts Officer



AO (Services)