

TENDER

FOR

MESS CATERING SERVICES

Re-Tender No.: IITJ/TEN/MESS/2010-11/36

Tender Date: 23rd December, 2010

Last Date of submission: 20th January, 2011



Indian Institute Technology, Rajasthan
Old Residency Road, Ratanada, Jodhpur – 342011, Rajasthan
Tel.: 0291-2449011, email: iitj@iitk.ac.in

INDIAN INSTITUTE OF TECHNOLOGY RAJASTHAN

Old Residency Road, Ratanada, Jodhpur - 342011 Rajasthan

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MESS CATERING TENDER

IIT Rajasthan invites sealed tender for mess facilities on fixed cost basis at its **Student Hostels at GPRA Colony (for Breakfast & Dinner) & One Mess (For Lunch) at IIT Rajasthan Camp office** at designated hours. In addition to providing mess facility the bidder may also quote to run canteen facility at IIT Rajasthan Camp office beyond mess timings. The institute reserves the right to award contract for mess and canteen to same bidder or different bidders.

Tender document can be downloaded from the institute website http://www.iitk.ac.in/iitj/tender_notice.htm. The duly filled tender document must be reaching in office of IIT Rajasthan by 3.00PM on or before 20th January, 2011. The bidding agency/company/cooperative must have good experience of running hostel mess of approximately 400 to 500 students or proven capability of providing similar services in the past. It should be noted that the staff involved would be properly dressed and shall be well trained with hygiene aspect in all respect.

The bidder should submit Technical Bid and Price Bid in separate sealed covers.

- (i) Technical Bid shall contain information regarding Business turnover, experience and other details of the firm to judge the suitability of the caterer for Mess and canteen facilities.
- (ii) Price bid shall contain details of menu, quality, brand of standard products to be served, price of the items etc for a full day menu etc. It would also contain details of the persons and their number to be deployed.

The Technical bid will be opened on 24.1.2011 at 4.00 P.M in the Conference Hall of the Institute in the presence of the Tenderers present at that time. ***Price bids of only those bidders will be opened whose technical bids are found suitable and qualifying the eligibility Criteria of the tender.*** Date of opening of price bids will be decided after technical bids have been opened and evaluated by the Committee

The contract will be awarded initially for a period of one year to the successful bidder. This period may be extended on satisfactory performance for 2 more years after a review each year. The successful bidder shall be bound to execute an agreement on non-judicial stamp paper of Rs.100/-. In the event of bidder backing out before actual award or execution of agreement, Institute will have right to forfeit the earnest money in full.

Institute reserves the right to reject some or all the applications without assigning any reasons whatever.

General Instructions to Tenderers:

1. Eligibility Criteria:

1. The applicant should be in catering business for a minimum period of five years as on 31-12-10
2. Experience of having successfully run the catering service during the last 05 years ending the 31-12-10, as per following details:-
 - 2 (two) similar completed works (*preferably one of them should be in Academic Institute*) each having not less than 300 persons on its dining strength since 12 months

Or

- 1(One) similar completed work (*preferably should be in Academic Institute*) having not less than 600 persons on its dining strength since 12 months.

Note: Similar nature of work means the running of large messes of Institutions / Hospitals / Central Government / Central Autonomous Bodies / Central Public Sector Undertaking / large industrial establishment / Organizations / companies.

A tender without accompanying supporting documents will not be considered.

3. The applicant's average annual financial turn-over (gross) in catering services during the last 3 (three) years, duly audited by Chartered Accountants, should not be less than 30 Lakhs. If there is a year for which no turnover is shown, the tenderers five year record will be considered all of the above conditions must be satisfied in that case.
4. Should not have incurred any loss in more than two years during the last five years ending 31-12-10.
5. The applicant should have on his pay roll sufficient number of trained employees for the proper execution of the contract. The applicant should submit a list of these employees stating clearly how these would be involved in this work
6. Document indicating ECIS and EPF payment to the employee need to be furnished for preceding one year, failure of which, the tender will be rejected.

2. Earnest Money Deposit:

The tenderer shall deposit Earnest Money of Rs. 50,000.00 /- (Rupees Fifty Thousand only) and another separate demand draft of Rs. 500/- (Rupees Five Hundred only) towards non refundable tender fee by way of demand draft drawn in favour of "Director, IIT Rajasthan" payable at Jodhpur". The earnest money deposit will be refunded to the tenderers whose offers have not been

accepted within 90 days of opening of tenders. Earnest Money Deposit of the tenderer whose offer is accepted will be kept as interest free security deposit till successful completion of the contract.

Scope of Work:

The service provider is expected to provide the following services:

- a) Cooking and serving meals (breakfast, lunch, evening tea and Dinner).
- b) Facilitates procurement of raw material for and on behalf of the institute
- c) Managing and control of stocks and inventories
- d) Coupon sales. Residents may use these coupon to get 'extra' items not included in the basic menu of the serving items;
- e) Cleaning of utensils, kitchen and serving items;
- f) Cleaning of cooking, dinning and auxiliary areas;
- g) Security of the equipment, utensils and other items in the mess
- h) Maintenance of the equipment in the kitchen and dinning area;
- i) Maintenance of books, ledgers, other records and documents related to running the mess.
- j) Deployment and supervision of required man power for the above mentioned tasks.

As can be noted from the above, operational services shall **NOT INCLUDE** preparation of menu and any policy matter related to running the mess. All such decision will be the direct responsibility of the relevant executives of the Institute.

Accounting and Payment:

- The bills for a given month will be submitted by the service provider to the office at the beginning of the next month. The office normally clears the bills within 7-10 days of their submission. The rates for all the items for which the bills are raised, must have been prior approved by the competent Authority.
- The rates so fixed are inclusive of all taxes duties, and levies etc. imposed by the state/central Government and Local bodies as on the dates of award of the work. However, if any new tax, duty or levy is imposed or enhanced by the government/Local Bodies subsequent to the award of work, the same shall be reimbursed on production of proof of payment.
- The service provider shall be accountable for on-the-spot sales of coupons and its accounting. .
- The aforementioned rates shall be in force for the entire period of contract and shall not be revised under any circumstances, except in case of wage revision according to the minimum wages act. In case of any extension granted on expiry of one year contract, a revision of aforementioned rates may be specifically requested by the service provider.

Important Notes:

1. The Institute reserves the right to:
 - Amend the scope and value of the contract
 - Amend the rate of the contract
 - Award any of the Mess to the empanelled agencies
2. For any of the above actions, the Institute shall neither be liable for any damages, nor be under any obligation to inform the applicants of the grounds for the same.
3. Effort on the part of the agencies or its agent to exercise influence or to pressurize the Institute for this contract shall result in rejection of the application. Canvassing of any kind is prohibited.

Menu Details Everyday:

Breakfast:

Bread Slices	:	4 pieces (big size)
Butter/Jam	:	10 g
Milk	:	200 ml (along with the option of coffee powder or tea bag/ concentrated tea or bourn vita & sugar)
Cornflakes or dalia	:	100 g (cooked weight) [3 times a week]
Sprouted Grains	:	normal
One item*	:	from the list given below

* Two vegetable cutlets, poha and jalebi, upma, dosa plain, stuffed paratha, jalebi, idli sambar, sambar vada, uttupam (chatni and sauce wherever applicable).

- There can be other items with the approval of Warden/Mess Committee.

Meals:

Lunch (Mandatory Items)

Dal	:	unlimited
One Vegetable	:	unlimited
Curd/ Raita or Fruits (1 piece)	:	75g- 100g
Tandoori/Tawa/Rumali roti /Naan/Poori	:	unlimited
Boiled Rice (plain)	:	unlimited
Green salad	:	normal
Pudina/ Dhania Chutney	:	normal
Dessert (on payment)	:	One piece

Special Lunch (once in a week):

Salad, Special Vegetable (mix veg, paneer, etc.), Variety Rice (jeera rice, fried rice, pulav, etc.), Stuffed Paratha (aloo, onion, gobi, dal, etc.), Raitha / curd.

Evening Tea (mandatory items)

Tea / coffee : 150 ml
One snack (two piece) : From the list given below
(List of snacks: samosa, patty, aloo bonda, bread rolls, cutlet)

(Additional piece of the snack can be provided on payment basis)

Dinner (mandatory items): Regular

Dal : unlimited
One Vegetable : unlimited
Tandoori/Tawa/Rumali/Naan/Poori : unlimited
Rice : unlimited
Green salad : normal
One desert : one piece (or one serving)

Special Dinner:

Western (Once a week) : unlimited (will replace regular dinner)
Indian (Once a week) : unlimited (will replace regular dinner)

Menu for Western Meal:

Western: Special Salad, macaroni/noodles/pasta, finger chips, patty, soup
[The menu can be varied with consultation of mess committee]

Indian Meal:

One vegetable, Salad, Fried Rice, Shahi paneer, Naan /Paratha/Chola Bhatura, special desert (in consultation with mess committee with approx cost of Rs.15/-)

List of desserts for regular meal as dinner (any one of the following):

Dessert / Fruit as specified in the detailed menu (this will include a blend of apple/mango, banana), custard, kheer, gulab jamun, rasgulla, halwa (carrot/suji/dal) or any other item such that the total cost of the dessert/fruit for the week is about Rs.30-35 (this is excluding the special dinners. This means 5 days only).

[Note: At least one item of this list must be made available for lunch on payment basis]

Note on the Menu:

1. Under the vegetable item, paneer will replace one vegetable and this must be served during Lunch or Dinner three times in a week.
2. For lunch and dinner a variety must be ensured. Dal of different varieties must be served on different days and for lunch and dinner. This may include the following: Moong dhuli, Moong sabut, Moong chilke wali, Masur Dhuli, Masur Sabut, Chana dal, Arhar Dal, Arhar, Kaala chana, Safed chana, Lobia/ raungi, rajma, Urad sabut etc. No dal must be served more than twice during a week. Similarly, the vegetables of different varieties preferably, seasonal vegetables, must be served. The same vegetable must not be served more than twice during a

week. The contents of potato in any cooked vegetable must not be more than 25% except when potato vegetable is identified in the menu. If any dal or vegetable is served more than twice on any occasion, the residents will have the right not to pay for that item on that day after the Mess Committee has certified the extra repetition of the item.

3. The detailed daily meal wise menu specifying the dals and vegetables to be served will be identified in the beginning of each month by the Mess Committee in consultation with the service provider. It will be mandatory for the service provider to serve this menu. In case of any difficulty in the same Mess Committee must be informed well in time.
4. The service provider will be required to provide khichri or any other suitable item for sick residents in lieu of the regular meals.
5. For residents observing fasts, the Service provider will provide the substitute items in lieu of the regular meal after a minimum number of ten residents ask for the substitute meal.
6. The service provider will not serve any item whose rates have not been approved by the competent authority beforehand.

Quality of ingredients and other items:

The ingredients used must be of reputed brands, some of which have been listed below:

1. Butter will be Amul / Mother Dairy / Britannia
2. Jam will be of Kissan / Pan / Tops/ Safal
3. Oil will be refined oil: Dhara / Sundrop / Dalda / Saffola
4. Rice will be good quality basmati (choice of brands to be pre approved by the Competent Authority / Mess Committee)
5. Wheat/ atta must be approved by the competent authority / Mess Committee
6. Coffee will be Nescafe / Bru / Tata
7. Tea must be branded, brand approved by the Mess Committee
8. Milk will be toned milk of Mother Dairy/DMS, Parag/Amul
9. Ketchup and Pickles will be of Tops/Kissan/Nafed/MTR
10. Salt will be iodized branded salt and masalas will be of either MDH or BMC, or some other approved brand
11. Besan will be of Pan or Rajdhani brand(s).
12. Brand of any other item required or any of the above items, in case of non availability of above brands, will be mutually decided by the Mess Committee and the service provider and approved by the competent authority.

Tentative Timings:

The following timings will be followed:

Breakfast	:	7.00 am to 9.00 am on weekdays (Mon to Fri) 7.30 am to 9.30 am on Sat, Sun and Institute Holidays
Lunch	:	12.30 pm to 2.30 pm on all days
Evening Tea	:	3.00 PM to 4.30 PM on weekdays (Mon to Fri)
Dinner	:	7.30 pm to 9.30 pm (summers form 16 March to 15 Oct.) 7:00 pm to 9:30 pm (winters from 16 Oct. to 15 March)

Note: The above schedule is subject to change by the order of Component Authority.

Note:

- *Institute will provide the utensils for cooking as well as serving food, including plates, tumblers, spoons etc.*
- All the equipments brought by the service provider into the hostel premises must be registered with the caretaker.
- **The service provider will be responsible for cleaning of the kitchen and the dining area, including the wash basins and the dustbins for maintaining proper hygiene.**
- The service provider will also provide soap cake/liquid soap for the wash basins in the catering area.

Application Form for Technical Bid

1. Name of the Registered Company/ Cooperative /Agency :
2. Address of the Registered Office :
3. Year of Establishment :
4. Type of Organization :
(whether proprietorship, partnership, Private Ltd. Company or Co-operative body etc. In case the applicant is a non-individual, Certified copy of a Partnership deed/ Certificate of Incorporation/ Certificate of Registration issued by the Registrar of Cooperative Societies/ as the case may be enclosed)
5. Name of the Proprietor, Partners/ Directors of the applicant with addresses and phone numbers :
6. Registration Number and date of registration of company/cooperative/agency :
- 7a. PAN Number (photocopy to be enclosed)

Income tax Return filed for Financial years 2007-08 and 2008-09 (Yes/ No)
(Photocopies to be enclosed)

b. Service tax, Sales tax//

VAT Regn. No.
(Number & photocopy of
certificates to be given)

c. Shops and establishment
Act registration
No.(Photocopy to be
furnished)

d. EPF Registration No. and
date

e. ESI Registration No. and
date

8. Whether police verification
certificate of all the staff
presently engaged by you
kept on record with you:
Yes / No

9. No. of persons employed
Permanent

Temporary

10. Nationalised Bankers
Solvency certificate as on
date

Name of the bank

Date and amount of Solvency
certificate

11 Ability to provide bank
guarantee or other form of
security from a scheduled
bank (specify the amount)
Rs in Lacs

12. Enclose Performance
certificates from previous
clients since the year 2007-
2009 separately in respect of
catering.

13. Yearly turnover (enclose
copy of audited balance
sheet)

Financial Year 2007-08
Financial Year 2008-09
Current FY 2009-10

Years of relevant experience

14. List of similar work executed during the last 3 years for institutional/commercial complexes with average 300 numbers of participants:

S.No.	Location of the work & Name of organization	Contract amount (Rs.)	Contract Period	Name & Contact No. of the client

Signature of applicant with seal

Notes:

- 1. ALL THE DOCUMENTS ENCLOSED SHOULD BE ARRANGED AND SUBMITTED IN THE SAME SERIAL ORDER AS THEY APPEAR ON THE QUALIFICATION BID.**
2. Information has to be filled up specifically in this format.
3. Information shall be limited to the applicant. If any relevant data concerning the group of companies to which the applicant belongs is desired to be given, the same shall be given separately in supplementary sheet.
4. Applicant not providing details or with insufficient details shall be rejected.

Price Bid

MENU FOR HOSTEL MESS, IIT RAJASTHAN

(a) DAILY MESS RATE: Rates Quoted (as per the menu given later)

BREAKFAST Rs.

LUNCH Rs.

DINNER Rs.

EVENING TEA Rs.

(b) RATES FOR FULL DAY MESSING IN LUMP SUM... Rs.

Rates:

Vegetable cutlet

Poha

Upma

Dosa plain

Stuffed paratha

Idli sambar

Sambar vada

Uttapam

Jalebi

Seasonal fruit

Samosa, patty

Aloo bonda

Bread rolls

Deserts:

Phirni

Gulabjamun

Custard

Kheer

Rasgulla

Halwa (carrot/suji/dal)

MENU FOR CANTEEN, IIT RAJASTHAN

Flavoured tea, normal tea, dip tea, coffee, milk, cold drinks, packed fruit juices, biscuits and other packed foods, cooked items like maggi, Vegetable cutlet, Poha , Upma, Dosa plain, Stuffed paratha Idli sambar, Sambar vada, Uttapam, Jalebi, Samosa, patty, Aloo bonda, Bread rolls

**GENERAL TERMS & CONDITIONS FOR THE AWARD OF CONTRACT TO SUPPLY
REGULAR FOOD TO THE RESIDENTS OF HOSTELS, IIT RAJASTHAN**

1. Initially the license will be given for one year subject to satisfactory performance. The Mess Management Committee will judge the performance of the establishment after completion of every year. After reviewing the performance, the License may be considered for renewal upto a maximum of two more year.
2. If at any stage the involvement of the Service provider in any uncalled for activity is found, inside or outside the premises of the Institute, which may bring disrepute to the Institute, the license is liable to be terminated by the Competent Authority by giving one month's notice. In case Service provider wants to terminate the contract, he/ she shall have to give a minimum of two months notice.
3. The Licensee/ his servant(s)/ his nominee will **not be permitted** to stay overnight in the hostel premises. .
4. The premises of the mess will be used for the purpose for which the allotment will be made and not for any other purpose without the written permission of the Competent Authority.
5. The Licensee will not be permitted to franchise the Hostel Mess for any other commercial activity outside the scope of student hostel.
6. No person with any offensive police record shall be employed to work in the Hostel/Institute Mess.
7. Safety measures are to be provided by the Service provider himself/ themselves.
8. Any change like timing of operation, rate of items and any additional item to be included in the Mess will require the permission of the Dean of Students Affairs.
9. The Service provider will ensure and comply with the provisions of various municipal and other Rules/ Regulations/ Laws of the Government in respect of wages and other benefits to his employees.
10. The Institute shall not be the party in case any dispute takes place between the Service provider and his employees.
11. Dispute, if any, shall be subject to the jurisdiction of Jodhpur Courts only.

Indian Institute of Technology Rajasthan

Specific Terms and Conditions

Mode of Operation:

- The service provider would provide breakfast, lunch, evening tea with snacks and dinner. Each of these will have certain items mandatory for the service provider to provide as a part of the basic menu. Besides these, certain other items will be available on extra messing. The mandatory items are listed in the detailed menu attached herewith.
- The specific vegetables and dals to be served for each meal will be divided by the Mess Committee in consultation with the service provider at the beginning of each week. Also, Mess Committee and service provider will jointly identify the extra items, which can be made available on each day of a week.
- If a resident has not signed up for a given meal, he can take the meal on payment basis, if so desired.
- Rebate for maximum 15 days (minimum 5 days at a stretch) in a semester on account of whole meal or part thereof i.e. breakfast, lunch, dinner will be available to the students only if the concerned student informs the Supervisor through the Hostel Caretaker minimum 05(five) days in advance.
- For Extra items, the number of residents interested in the extra items will be identified a day before. Only if the number of residents interested in the items is more than 20, the same will be made available by the service provider.
- In the breakfast, certain items identified in the list of extra items may be provided in lieu of the regular menu of bread etc. Such items will be identified a priori after due consultation between Mess Committee and the service provider.
- One Supervisor will always be present during breakfast, lunch, dinner. It is desirable that the same supervisor continues at least for one semester, in case of any change, the Hostel Warden should be informed.
- Service provider need to provide breakfast, lunch, dinner to Institute guests as and when required and Institute will settle the bills.
- For each of the meals or extra items, it will be mandatory for the service provider to serve the items of a fixed weight/size at price decided apriori and approved by office.
- All items will be cooked in the kitchen of the hostel. No cooked item, except some snacks identified beforehand, will be brought from outside.

- On special occasions, the menu will be identified by the Mess Committee and the rates for the same will be approved by the Dean of Students Affairs BEFORE the actual event. The payment for the special meal will be made as per the approved rates after deducting the rates of the corresponding regular meal.

Employees:

1. The service provider will have to register all his employees who will be working in the hostel premises along with a copy of their photographs, residential details for clearance by the IIT Security.
 2. The service provider will have to ensure that the employees are in clean and proper uniform and maintain personal hygiene and maintain discipline in the campus.
 3. No person below 18 years of age will be employed by the Service provider.
 4. No employee is permitted to stay overnight in the campus.
 5. No space is provided to the employees during the day time. If such a facility is provided, the service provider will pay for the facility. The rate will be decided by the competent authority and mutually agreed by the service provider.
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AGREEMENT ON NON-JUDICIAL STAMP PAPER OF Rs. 100/-

AGREEMENT

This agreement made on this _____ day of _____ between Indian Institute of Technology Rajasthan, Jodhpur, through the Asstt. Registrar, IIT Rajasthan, (hereinafter called **IIT Rajasthan** of the one part and _____

_____ resident of _____ proprietor, (hereinafter called the 'Caterer') on the other part.

WHEREAS IT IS NOW AGREED BETWEEN THE PARTIES AND WITNESSETH AS FOLLOWS:

1. That in consideration of the agreed payment to be made by **IIT Rajasthan**, to the Caterer, the caterer has agreed to provide the catering services to the participants of the scheduled courses to be conducted by IIT, guests and staff of IIT during one year beginning _____. The parties may renew the same thereafter by mutual consent.
2. That the items of the menu, which the caterer would be, expected to supply in the **Mess** are cited in Appendix hereto.
3. That the rates for various items during the period of contract will remain fixed as per the Appendix.
4. That the food served by the caterer shall be wholesome and clean and the Director, Warden of the Hostel/Dean of students Affairs and/or nominee of the Director may at any time enter upon the premises allotted to the Caterer for the purpose of this agreement/contract and take away samples free for purposes of inspection, trial or analysis and the Director or any of the aforesaid officers' decision about the desirability or quality of the articles offered for consumption in the dining hall shall be final.
5. That a Committee, nominated by the Director, will monitor the quality of the food and other items supplied by the caterer including services.

6. The **IIT Rajasthan** may call for the advice of the Medical Officer of IIT Rajasthan on matters of hygiene in the Hostel **Mess** and such advice of the Medical Officer shall not be contested by the caterer.
7. (a) That the caterer would provide a sufficient number of cooks, waiters and other servants in the kitchen, dining hall and **mess** and shall take all reasonable precautions to see that these waiters and servants while on duty attire themselves in the uniform approved by the Director and are professional, civil, sober and honest in their dealings with the hostel residents and staff and any other users of their services and

(b) That the caterer shall only employ in his service such persons whose antecedents have been verified by the police and who have also been medically examined at the caterer's own cost and to the satisfaction of the Director. The caterer shall be required to give an undertaking to the Director to this effect.

The caterer shall not make any additions/alterations in the premises provided by the **IIT Rajasthan**, for use as kitchen and allied purposes to the caterer during the currency of this agreement and/or otherwise.

8. The caterer undertakes to keep the premises, kitchen, dining room and other area connected therewith neat, clean and tidy at all times and in accordance with the health/hygienic bye-laws.
9. That all the workers providing the services under this Agreement shall be employees of the caterer and the **IIT Rajasthan**, shall not have an employer-employee relationship with the employees of the caterer. The caterer undertakes to keep the **IIT Rajasthan**, harmless and indemnified against any demand/claim of wages, provident fund, Employees State Insurance and any other such dues of its employees. The relationship between the caterer and IIT is purely contractual and IIT Rajasthan is not responsible and/liable for the employees and for staff of the caterer. An indemnity bond on non-judicial stamp paper of Rs. 100/- as per Annexure-I and also an undertaking that he will not employ more than 10 to 12 persons at a single time will be executed by the caterer.
10. Notwithstanding anything contained in clauses 7 & 10 above if any employee and/ staff member of the caterer in the opinion of **IIT Rajasthan**, is not rendering proper service or is otherwise guilty of any misdemeanor or is found otherwise undesirable, the caterer shall forthwith remove that person from the **IIT Rajasthan** Campus, with immediate effect and replace him with a suitable person.

11. That the caterer shall have no right or interest in the premises allotted for kitchen, dining hall and other allied purposes and he shall have no right or interest to remain in possession thereof at the end of this Agreement or on the termination thereof at any time.
12. That service hours in the Hostel **Mess** shall be as given above provided that the timings may be modified by the Director if and when considered necessary.
13. All the residents in the Hostel shall take their breakfast and meals in the Dining Hall and the caterer shall not be authorized to serve the meals in the rooms of the Hostel except with the written permission of the Warden of the Hostel.
14. The caterer shall obtain instructions from the authorized officer of the **IIT Rajasthan**, along with the type of menu that may be served in the official lunches/dinners/tea parties to the participants of the training courses.
15. The caterer shall display the approved menu prominently in the dining hall.
16. The caterer shall be provided by IIT with necessary area/premises i.e. one dining hall, one kitchen and requisite furniture and/or gadgets and he shall be responsible for the proper maintenance of both, the premises as well as the furniture and other gadgets provided by IIT. The responsibility for proper maintenance and safety/security of all fitting and fixtures will be of the caterer.
17. The caterer shall make available all other implements for running the **mess**, things like crockery, cutlery, tables, linen, flower vases, livery etc. for the hostel **mess** staff etc. and these shall be according to the standard prescribed by the authority of the institute.
18. The caterer shall be required to use LPG gas only for cooking purposes for making chapattis etc. He is also required to provide tandoor for roti/paratha. All the expenses for LPG gas etc. will be borne by the caterer. The LPG Gas must be procured by the caterer..
19. The **IIT Rajasthan**, will have the right to review the working of this agreement from time to time and if at any time it is found that the caterer has failed to fulfill any of the conditions of this agreement or that his working is unsatisfactory, the **IIT Rajasthan**, may curtail the agreed period of this agreement and terminate this agreement with a notice period of one month, and make good any losses suffered by **IIT Rajasthan** out of the security deposit made by the Caterer.
20. That the caterer shall maintain a suggestion book for recording of suggestions for improvement by the residents and the staff. Such suggestions, after having the approval of a Committee, to be set up by the Director, **IIT Rajasthan**, should be forthwith acted upon by the caterer. The

suggestion and complaint book should be kept open for the inspection of the residents and the Dean (Students)/Warden/Director or his nominee.

21. The Caterer shall keep and maintain a register at the entrance of the dining hall wherein all hostellers will sign before taking meals.
22. There could be some separate courses or workshops (organized by the IIT Rajasthan) in which external participants will participate. If required, the institute may ask to provide them messing facilities. In such a case the caterer shall submit the bill to IIT Rajasthan for the food served to the participants of the course soon after the course is over on the basis of menu/rates approved. The payment to the caterer shall be made through cheque after making necessary deductions i.e. TDS etc.
23. The Caterer shall pay a sum of Rs. 50,000/- as Security Deposit, which shall be refunded, without any interest thereof, at the end of the contract after adjusting the amount of any damage caused to IIT by any omission or discrepancy on the part of the Caterer or his employee.

In witness where of the parties have set their hands here to in the presence of the witnesses

Asstt. REGISTRAR IIT Rajasthan

CATERER

WITNESS:

1. _____

2. _____