



**INDIAN INSTITUTE OF  
MANAGEMENT CALCUTTA**  
Diamond Harbour Road, Joka,  
Kolkata - 700104

**NOTICE INVITING TENDER**

**NIT NO : NIT/ IIMC/RC/82/III/2022-23**

**NIT DATE : 25 JANUARY 2023**

**FOR**

**EMPANELMENT OF VENDORS FOR PROVIDING FOOD AND  
BEVERAGES AT INDIAN INSTITUTE OF MANAGEMENT CALCUTTA AT  
L-1 RATE FOR A PERIOD OF TWO YEARS**

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**NIT REFERENCE NO & DATE : NIT/ IIMC/RC/82/III/2022-23 DATED 25 JANUARY 2023**  
**For “EMPANELMENT OF VENDORS FOR PROVIDING FOOD AND BEVERAGES AT INDIAN INSTITUTE OF MANAGEMENT CALCUTTA AT L-1 RATE FOR A PERIOD OF TWO YEARS”.**

<b>Tender Information Summary (TIS)</b>			
<b>1. Basic Tender Details</b>			
Tender Title	<i>Empanelment of Vendors for Providing Food and Beverages at Indian Institute of Management Calcutta, Kolkata at L-1 Rate for a Period of Two Years</i>		
Tender Ref.	NIT/IIMC/RC/82/III/2022-23 DATE 25 JANUARY 2023		
Tender Type	<b>OPEN</b>	Form of Contract	<b>ITEM RATE</b>
Tender Category	<b>SERVICES</b>	No. of Covers	<b>SINGLE</b>
Bidding System	<b>SINGLE STAGE SINGLE ENVELOPE</b>	e-Reverse Auction to be held after Financial bid opening	<b>No</b>
Procuring Organisation	Indian Institute of Management Calcutta	Procuring Entity	The Director, Indian Institute of Management Calcutta
Tender Inviting Authority (TIA)	Senior Administrative Officer (Purchase)	Address	Diamond Harbour Road, Joka, Kolkata, West Bengal - 700104
Appointing Authority for Arbitration	Head of the Procuring Organisation		
<b>2. Requirement Details</b>			
Evaluation Basis	As per terms and conditions of contracts and Rules of Govt of India	Part quotation allowed or not	Not Allowed
Inspection Type	Final and On Site	Inspection Agency	By Procuring Entity
Inspection Schedule	After completion of work and before making payment		
Item Details	As per Schedule of Requirement	Quantity and Units	As per Schedule of Requirement
Indicative HSN Code	Item wise	Consignee/ State	IIMC, Kolkata/ West Bengal
Terms of Delivery	As per Tender Document	Completion date of Delivery	As per Tender Document
<b>3. Critical Dates</b>			
Published Date	<b>27 January 2023 at 1100 hrs</b>	Bid Validity	75 days from the date of opening of Bid
Document Download Start Date & Time	Not Applicable being OFFLINE Tendering	Document Download End Date & Time	Not Applicable being OFFLINE Tendering
Clarification Start Date & Time	Not Applicable being OFFLINE Tendering	Clarification End Date & Time	Not Applicable being OFFLINE Tendering
Bid Submission Start Date & Time	Not Applicable being OFFLINE Tendering	Bid Submission Closing Date & Time	<b>14 February 2023 at 1000 hrs</b>
Tender Opening (Techno-Commercial Bid) Date & Time	<b>14 February 2023 at 1100 hrs</b>	Tender Opening (Financial bid) Date & Time	<b>NA</b>
<b>4. Eligibility to Participate</b>			
Is this item reserved for exclusive Procurement from MSEs	No		

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Nature of Bidders eligible – OEMs/ Dealers authorised by OEMs	No Restriction
Entities from countries not eligible to participate on reciprocal basis	Not applicable as only Domestic Bidders are eligible
Minimum local content for eligibility to participate	As per Govt Orders
Classes of Local Suppliers eligible to participate	As per Govt Orders
Mandatory Joint venture with Indian Company	Not applicable
<b>5.0 Obtaining the Tender Document and clarifications</b>	
eProcurement Portal and helpdesk for Document availability and submission	Not Applicable being OFFLINE Tendering
Cost of Tender Document (INR)	Not applicable
Office/ Contact Person/ email for clarifications	Purchase Section
<b>7. Pre-bid Conference</b>	
Pre-bid Conference applicable or not	Yes
Place, time, and date of the Pre-bid Conference	<i>Date and Time : 07 February 2023 at 1430 hrs Indian Institute of Management Calcutta</i>
Place, time, and date before which Written queries for the Pre-bid conference must be received	<i>Date and Time : 07 February 2023 at 1000 hrs Indian Institute of Management Calcutta</i>
Place, time, and date before which registration of participants for the Pre-bid conference must be received	<i>Date and Time : 07 February 2023 at 1100 hrs Indian Institute of Management Calcutta</i>
<b>8. Preparation and Submission and Opening of Bids</b>	
Bids to be Addressed to	Senior Administrative Officer (Purchase) Indian Institute of Management Calcutta, Diamond Harbour Road, Joka, Kolkata, West Bengal – 700104
Instructions for Online bid Submission	Not Applicable being OFFLINE Tendering
Tender Opening Place	Purchase Section, Administrative Building, IIMC Kolkata
Alternate Bids allowed or not	No
<b>9. Physical submission of Originals/ Self-attested copies of Originals of Scanned Documents uploaded</b>	
Physical documents required/ permitted to be submitted	Yes
If Yes, List of Documents to be submitted physically	As per Tender Docu
Deadline for physical submission of originals/ self-attested copies of Originals of uploaded scanned documents	As per Tender Docu
Address of Physical Submission of Originals	Senior Administrative Officer (Purchase) Indian Institute of Management Calcutta, Diamond Harbour Road, Joka, Kolkata, West Bengal – 700104

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<b>10. Documents relating to Bid Security and Performance Security</b>			
Bid Security and Validity	<b><i>Not Applicable. Bid Security Declaration to be submitted</i></b>	Form of Security and To whom to be addressed	Acct Payee DD/ FDR/ Bankers Cheque/ Bank
Performance Security and Validity	3% of Contract Value 60 days beyond the date of completion of all contractual obligations including Warranty obligations (if any)	Form of Security and To whom to be addressed	Guarantee from any Indian Commercial Banks in favour of Indian Institute of Management Calcutta, Payable at Kolkata
<b>11. Additional Clauses</b>			
Integrity Pact to be Signed and Submitted along with bid	<b>Not Applicable</b>	Independent External Monitor, Name and Contact Details	<b>NO</b>
Price Variation Clause	<b>NO</b>		
Quantity Splitting/ Parallel Orders	<b>YES</b>	If Yes, Ratio of Distribution among L-1 and others	<b>AS PER DISCRETION OF PROCURING ENTITY</b>