

CHAIRMAN COUNCIL OF WARDENS AND HOSTEL MANAGEMENT
INDIAN INSTITUTE OF TECHNOLOGY MADRAS, CHENNAI 600036

Tel: 044-2257 8501

Website: www.ccw.iitm.ac.in



MINUTES OF THE PRE BID MEETING WITH BIDDERS

Name of work	Providing catering services in the central dining facilities
Reference	OHM/ADVT-TENDER/01/2019-20 dated 28.5.2019
Date of meeting	03.6.2019 @ 3.00 PM
Venue	Vahini Hall, Office of Hostel Management

Members present:

OFFICE OF HOSTEL MANAGEMENT	BIDDERS
1. Prof. Satyanarayana N Gummati	1. M/s. Sakthi's Kitchen (P) Ltd.
2. Prof. Arshinder Kaur	2. M/s. SGR (P) Ltd.
3. Mr. Y E L Sudhakar Rao Pujari, DR(Students)	3. M/s. VTH (P) Ltd.
4. Mr. N V Vamsi, HAS	4. M/s. RR Caterers
5. Mr. Kushal Kumar Reddy, SGS	5. M/s. Firstman Mgmt. Services
	6. M/s SRR Caterers (P) Ltd.
	7. M/s Indigo
	8. M/s Marvel

The Chairman welcomed all the members. The following points were raised by the bidders, clarifications given are indicated against each.

S. No.	Issues raised	Clarification issued
1.	Whether the demand draft of Rs.15,000/- towards the cost of tender document, be submitted along with the downloaded tender document.	It is clarified that the Demand Draft can be submitted at the time of submission of the tender.
2.	At Page No.3 time for opening of Technical Bids is mentioned as 1500 hrs. whereas at Page No.1 it is mentioned as 1000 hrs.	It is clarified that the Technical Bids will be opened at 10:00 hours on 19.6.2019.

3.	Is it mandatory to quote for the Food Court?	It is clarified that quoting for Food Court is optional.
4.	At Page No. 8, the formula is missing.	The formula is: $B = \frac{C_{low}}{C} X + \frac{T}{T_{high}} (1 - X)$
5.	Point 7(b) at Page No.28 it is mentioned that wooden pallets have to be used.	It is clarified that only plastic pallets have to be used and not wooden pallets as mentioned in the tender document.
6.	Table D1 at Page No.41 and Point No.11 at Page No.42 are contradictory	It is clarified that instead of Assistant Manager/Store Supervisor mentioned in Table D1, an additional Manager may be engaged.
7.	In the menu at Page No.43, quantity of egg and cornflakes is not specified	It is clarified that one egg and 25 grams of cornflakes has to be provided.
8.	Frequency of serving paneer in a week	It is clarified that paneer should be served minimum twice a week.
9.	Submission of Aadhaar Cards/Voter cards etc., for the staff engaged.	Wherever it is not possible to submit a valid ID card, the caterer should submit a local police verification report for the staff engaged.

The above minutes of meeting will become part of the agreement. Apart from the above, terms and conditions specified in the Tender document will remain unchanged. The bidders are requested to download the minutes of pre-bid meeting from the website <http://ccw.iitm.ac.in>.

Sd/-
(Chairman i/c)