



Corrigendum-Post Pre-bid meeting held on August 22, 2025

e- Tender Notice for Providing Catering Services for Staff & Programme Participants At IDRBT , IDRBT PREMISES, MASABTANK, HYDERABAD, TELANGANA-500057

Sl.No	Existing	Revised
1	Last date of submiition of on line bid	Extended upto 15.00 Hours of September 08, 2025
2	Remmitance of EMD through Bank Transfer.	Before 14.00 Hours of September 08, 2025
3	Price bid	Revised price Bid as annexed .(Four Pages)

Note: This Corrigendum forms an integral part of the tender No. IDRBT/EST/SMB/151/2025-2026 Dt.

S/d Dy. General Manager

Date: August 26, 2025.

6 PROFORMA OF FINANCIAL BID

Note: The bidder shall fill their best rates online in e-tender platform, viz the MSTC portal, in full agreement with the terms and conditions, all details, guidelines, scope of work, etc., as detailed in the tender document. Kindly do not upload this document. Rate should not be quoted with decimals (i.e. no paisa). The proforma of the Financial Bid (categorized in three sections) is as follows:

Section-I: Manpower Cost					
S.N	Role	Count	Minimum Qualification	Skill level category	Monthly All-inclusive Cost (₹)
1	Supervisor	1	i. Degree/Diploma in Hotel Management/other relevant professional qualification ii. Minimum 3 years' experience in the hospitality business catering to high-income group guests and executives (4-star or higher hotels) iii. Fluency in Telugu, Hindi, and English iv. FoSTaC Advanced or HACCP certification would be preferred	Highly Skilled	
2	Chefs	1	i. Degree/Diploma in Hotel Management/Culinary Arts/Relevant Professional Qualification ii. Minimum 2 years' experience in 4-Star or Higher hotels iii. FoSTaC Advanced or HACCP certification would be preferred	Highly Skilled	
3	Cook	3	i. Certificate in Food Production or Hotel Management or Relevant Expertise ii. Minimum 2 years' experience in 3-star hotel	Skilled	
4	Service Stewards	7	i. 10th Pass or F&B Service Certificate/Equivalent Experience ii. Minimum 1 year experience in 3-star hotel iii. Conversant with Telugu/Hindi/English	Semi- Skilled	
5	Kitchen Helpers & Housekeeping Staff	3	i. Minimum 1 year experience in 3-star hotel	Unskilled	
	Total	15		Total	

Sl. No	Section-II : Food Cost	Qty.	Price (Rs.)
Price description of items given in 5.1			
1.	Breakfast (Buffet Type) for Programme Participants (per plate)	1	
2.	Tea / Coffee for Staff / Students / Research Scholars / Guests / Visitors, etc.	1	
3.	Tea / Coffee for Service Staff (As Identified)	1	
4.	Forenoon / Afternoon Tea / Coffee with Biscuits for Programme Participants	1	
5.	Vegetarian Lunch / Dinner (per plate)	1	
6.	Non-vegetarian Lunch / Dinner (per plate)	1	
7.	Fruit Lunch (per plate)	1	
8.	Evening Snacks with Tea / Coffee for Programme Participants	1	
Total (1 to 8)			
Extra Item Rates			
1.	Extra Individual Item – Veg Curry	1	
2.	Extra Individual Item – Non-Veg Curry (Boneless)	1	
3.	Extra Individual Item – Dessert Item / sweet	1	
4.	Extra Individual Special Rice Item	1	
5.	Snacks (per plate) etc.	1	
6.	Various types of Veg Soups – Tomato/Corn / Manchow, etc.	1	
7.	Fresh Fruit Juice (seasonal)	1	
8.	Water Bottle ½ Liter	1	
9.	Water Bottle 1 Liter	1	
10.	Dry Fruit Bowl (100 gms.) consisting of Badam, Pista, Cashew, Walnut etc. in equal quantities. (Minimum 4 varieties)	1	
11.	Chocolate Bowl (10 Pieces) of different varieties (per bowl)	1	
12.	Plain Pan	1	
13.	Sweet Pan	1	

Section-III: Other Cost

1	Crockery & Cutlery Cost *	
2	Any other Cost / Additional Charge / Fee*	

* The minimum Crockery & Cutlery required is in Annex 6.1

Section-IV: Increase in rates in percentage terms for Second and Third year

1	Percentage increase in rates on the First year rates for the second year	
2	Percentage increase in rates on the Second year rates for the third year	

Note:

- i. Please note that the infrastructure to be provided by the Institute shall include Kitchen area, Exhaust System, Required Burner Ranges, Hot Plate (2), Chiller, Freezer, Washer, Pulverizer, Bain Marie, Soup Dispenser, Grinder (10 Ltr.), Dough Machine, Pressure Cookers of required size (Max. 3), Spoon Warmer and Water & Electricity (as per the actual cost). Please note that all these items need to be maintained and serviced by the Service Provider during the currency of the contract.
- ii. Please quote a percentage hike in the value of various items that you propose to increase in the second and third year, if applicable.
- iii. All values to be quoted are for 'Unit Quantity'. The rates quoted shall be exclusive of GST for all items. However, applicable GST will automatically be applied over the rates exclusive of GST quoted and the same can be viewed by the bidders real-time.
- iv. The Institute's minimum commitment is for 80 lunches and 300 tea / coffee on working days (Monday to Friday). The L1 will be arrived based on this amount plus cost of man power. Thereafter, all payments will be made based on actual consumption numbers only.
- v. The bidders are advised to consider that no facilities / infrastructure except the kitchen area would be provided by the Institute while quoting their rates. They may participate in the pre-bid meeting and visit the Institute to get a first-hand view of the services required.
- vi. All the menus are only indicative and the Institute reserves the right to modify any of the menu as per requirement.
- vii. The amount quoted should be exclusive of GST.
- viii. While arriving at the monthly Labour cost it must be ensured that atleast minimum pay as per applicable statutes is factored for all personnel engaged for providing catering services.
- ix. In case of two or more tenderers becoming lowest i.e., quoting the same amount, the bidder with higher marks in the site visit report will be selected as the lowest bidder. The Institute's decision in this regard shall be final and binding to all the bidders.
- x. Additional manpower, if required, has to be arranged by the Service Provider and the payment for the same will be borne by the Institute at the rates for specific category of manpower.
- xi. The fixed cost of labor/workforce will be reimbursed only on actual basis.

I/We hereby declare that I/we have read and understood the terms and conditions as mentioned above and undertake to provide 4 star catering services at the rates quoted above.

Date:

Place:

Signature of the Authersied Signitory

Crockery & Cutlery Items

Sl. No	Cutlery Items	Quantity
1	Lunch / Dinner Plates	150
2	Quarter plates	150
3	Soup Bowls (Bone China)	150
4	Curry / Dal Bowls (Bone China)	600
5	Tea Cups 150 MI	200
6	Service staff Tea cups	50
7	Lunch / Dinner spoons	200
8	Sweet / desert / Tea spoons	200
9	Lunch / Diner forks	200
10	Soup spoons	150
11	Serving Trays Big	12
12	Serving Trays small	6
13	Water Glass	300
14	Water Jugs	30
15	Pepper & Salt sets	30
16	Serving spoons all different types as per requirements	30
17	Chafing Dishes	15
18	Flask (Big & Small as required)	6
19	Hot Cases (Different sizes as required)	12
20	Idli steamer (of required capacity)	1
22	Kadai (Different sizes as required)	4
23	Kitchen Knives (Different sizes as required)	5
24	Sauce Pan (required size)	3
25	Masala Container	1
26	Coffee Filter (required size)	1
27	Mixer Grinder	1