

IITDH/C&S/2024-25/Canteen/02

17<sup>th</sup> January 2025

**Minutes of Pre-bid meeting regarding TENDER FOR PROVIDING CANTEEN SERVICES (VEGETARIAN) AT IIT DHARWAD.**

This relates to the GeM Forward Auction Number 17569 dated 06<sup>th</sup> January 2025 and Reference Number IITDH/C&S/2024-25/Canteen/01 TENDER FOR PROVIDING CANTEEN SERVICES (VEGETARIAN) AT IIT DHARWAD. The pre-bid meeting was conducted at 1500 hrs on 16<sup>th</sup> January 2025 in hybrid mode at C&S office meeting room NW 004, Admin block, IIT dhArwAD.

2. The following Committee members supervised the proceedings: -

1.	Prof. Ramjee Repaka (Dean SW)	Chairman
2.	Gp. Capt. Dr. Prahlad Joshi (Campus Management Coordinator)	Member
3.	Prof. Surya Pratap Singh (A Dean SW (Hostel & Mess))	Member
4.	Prof. Ramachandra Phawade (FiC Mess & Canteen)	Member
5.	Prof. Vyom Sharma (FiC Mess & Canteen)	Member
6.	Prof. Ravi Chandra Dutta (FiC C&S)	Member
7.	Shri Arun Verma (AR SW)	Member
8.	Shri Ramesh Kumar Ram (AR C&S)	Member
10.	Shri Vinayak B Patil (JS C&S)	Member
11.	Shri Shashank Banavi (JA C&S)	Member

3. The following firms attended the meeting. The Attendance sheet and Prebid meet Authorisation form by the following firms are attached herewith.

Sl No	Name of the firm
1.	M/s Shree Nidhi Caterers.
2.	M/s Saanvi Star Hospitality Private Limited.
3.	M/s K Star Food & Hospitality Services.
4.	M/s Shri Devi Caterers.
5.	M/s Prakash Brundhvana Hotel and Food Services.

4. The Committee welcomed the representatives and a brief introduction was given to the representatives. Thereafter, the tender document was thoroughly discussed elaborating all the terms, user requirements, eligibility criteria, obligations and other points. The decisions/clarifications made by the Committee for the queries raised by the bidders are as follows.

Sl No	Clause (Tender Ref)	Query / Suggestion	Clarification from IIT Dharwad
1.	GeM Auction Notice	Where the tender Document is available and where to submit the Bid	The Tender is Published on GeM portal through GeM Forward Auction and Auction ID is 17569 and tender is also available in Institute Website However the bids should be submitted in the GeM Only.
2.	GeM Auction Notice	What is the minimum base price per Square Meter	The minimum base price is ₹ 25 per Square Meter per month (Excluding the GST). The total area of the space allotted will be 492 Square meters
3.	Scope of Service	Any additional food items other than mentioned in the list have to be provided.	The list indicated is tentative in nature as the requirement is exhaustive in nature, the Contractor should be in a position to provide any other items sought by the diners. The Committee will verify the new requirements along with Price and Quantity. However, the decision for addition of items will be taken by the Competent Authority of the Institute.
4.	Eligibility Criteria	Any additional documents need to be submitted in pre-qualification validation.	The bidders were informed that the documents sought in the Eligibility Criteria of the tender document have to be uploaded in the technical bid (Pre-Qualification) no other documents other than mentioned in the tender document are need to be submitted.
5.	Site Visit	Provision of Site Visit	The bidders requested a site visit to oversee the available facilities at the Institute. The bidders were instructed that they will be allowed to have a site visit at the Working Hours of the Institute with proper approval by following the security procedures of the Institute.

5. The minutes of the meeting will be part of the Tender Document. The rest of the terms and conditions of the Tender Document shall remain the same.

Sd/-  
Assistant Registrar  
Contracts and Services