

**ISSUE OF TENDER OF DOCUMENT**

Tender Doc. no. KSUM/KTIZ/FC/TENDER/2024-25/01

This tender document set containing number of pages as shown in index sheet is issued to:

Bidder's name : \_\_\_\_\_

Bidder's address : \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Telephone no : \_\_\_\_\_

Fax no. : \_\_\_\_\_

Fee for this tender document is Rs.\_700/-\_\_\_\_\_ (Rupees \_\_\_\_\_).

Sale of this tender document is against Demand Draft no. \_\_\_\_\_ dated \_\_\_\_\_  
drawn on \_\_\_\_\_

Official receipt no. \_\_\_\_\_ dt \_\_\_\_\_.

Issued by: Chief Executive Officer,

KSUM

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## BID SYNOPSIS

1	Tender no.	:	KSUM/KTIZ/FC/TENDER/2024-25/01
2	Name and address of employer	:	CEO, KSUM, G3B, Thejaswini Building, Technopark Campus, Thiruvananthapuram 695581.
3	Name of service	:	Running a Coffee shop at ISC KTIZ, Kalamassery.
4	Place of service	:	ISC, KTIZ, Kinfra Hi-Tech Park, HMT Colony Kalamassery Ernakulam district, Kerala, India
5	Scope of service	:	Running of coffee shop in ISC building by preparation and supply of quality food and beverages at reasonable rates acceptable to Food Committee
6	Period of service	:	One year which will be extended to two years based on performance.
7	Cost of Tender document	:	Rs. 700/- (0.2% of the total of 12 months rent amount) in the form of Demand draft in favour of <b>Technopark-Technology Business Incubator</b> payable at Thiruvananthapuram
8	Date of issue of tender documents	:	From 07/11/2024 to 22/11/2024
9	Pre bid meeting	:	12/11/2024 11.00 am at ISC, Kalamassery Kochi

9	Tender document issuing authority	:	CEO KSUM
10	Last date of receipt of tender	:	22/11/2024 before 5:30 PM
11	Extended Last date of receipt of tender	:	06/12/2024 before 5:30 PM
12	Place of submission of tender	:	Kerala Startup Mission, ISC, KTIZ, Kinfra Hi Tech Park, HMT Colony, Kalamassery-683503
13	Tender receiving authority	:	AO ISC Kalamassery 683503
14	Earnest Money Deposit	:	Rs.7800/- (2.5% of the total of 12 months rent amount) in the form of Demand draft in favour of <b>Technopark-Technology Business Incubator</b> payable at Thiruvananthapuram
15	Validity period of tender	:	120 days from date of opening of the bid
16	Security deposit	:	Six months rent inclusive of EMD in the form of Demand draft in favour of <b>Technopark-Technology Business Incubator</b> payable at Thiruvananthapuram
17	Monthly Rent	:	Rs. 100/SFT + GST
18	Mobilization period	:	2 weeks from date of notice for mobilisation

## **NOTICE INVITING TENDER**

### **i. Introduction:**

ISC KSUM is located in 13.2 acres of land at Thrikkakara North village , Kanayannur Taluk, Ernakulam district is one of the major start up complex in India

### **Facilities provided:**

For meeting the requirement of about 800+ professionals working in the ISC, the following facilities will be provided by KSUM.

220 SQ FT space for setting up the coffee shop with power and water

### **Notice inviting tender:**

KSUM is inviting tenders from reputed financially sound, resourceful and experienced caterers and hoteliers, for running the coffee shop in ISC KSUM Kalamassery with following Prequalification criteria.

### **Pre-qualification criteria:**

1. The bidder should have a valid licence/registration in India for running a Coffee shop/Restaurant. He should be in the business for not less than TWO years prior to the date of this tender.
2. The bidder should be running/managing a high quality Restaurant/ Canteen or Coffee Shop for an IT Establishment, PSU or reputed Private establishment or hotel with minimum seating capacity of not less than 80 seats.

### **ii. Other conditions:**

- a. The bidder's firm should have valid PAN/GST Registration with appropriate licence to run the service.
- b. The bidder's firm should have PF, ESI and other applicable statutory registration.

- c. The bidder whose services/contract were prematurely terminated or blacklisted by Govt. organisation/ PSU will not be considered.
- d. The bidder who didn't complete the contractual agreement or refused to provide the services after being awarded the contract in previous years at any of KSUM's facility, will not be considered.
- e. Joint bidding/Consortium based offers will not be accepted.

The Chief Executive Officer, KSUM, Thiruvananthapuram reserves the right to reject the request from any applicant for issue of tender without assigning any reason.

KSUM reserves the right to shortlist the applicants who meet the pre-qualification criteria for running the above facilities depending on their resources, experience and past records of successful operation.

The tender shall be submitted along with Earnest Money Deposit for an amount of Rs.7800.00 (2.5% of the quoted amount) in the form of demand draft in favour of T-TBI payable at Thiruvananthapuram. Tenders without the EMD will be summarily rejected. **The Food committee, if necessary will visit the restaurant, cafeteria or food court being run by the caterer and assess the quality, quantity, price, hygiene, cleanliness etc and on the basis of their report, KSUM reserves the right to reject the offer without further consideration.**

Tender forms in the prescribed format will be available from [www.startupmission.kerala.gov.in](http://www.startupmission.kerala.gov.in) website (Tender). The completed tender documents may be submitted to the office of the undersigned before 5:30 p.m. on 22/11/2024

Those bidders meeting P.Q. criteria and cleared by the Food Committee will be ranked on the basis of a weighted criteria system given in the tender documents. The bidder who gets the maximum marks will have the first chance to remit the Security deposit and enter into agreement with KSUM for running the coffee shop.

KSUM reserves the right to reject any or all applications without assigning any reason.

Chief Executive Officer, KSUM

G3B, Thejaswini Building, Technopark campus,

Thiruvananthapuram-695581

E-mail: [www.startupmission.kerala.gov.in](http://www.startupmission.kerala.gov.in)

# INSTRUCTION TO TENDERERS

## 1.0 Address to which the tender is to be submitted.

The Administrative Officer

Kerala Startup Mission, ISC, KINFRA Hi Tech Park

HMT Colony, Kalamassery, Ernakulam – 683503

## 2.0 Last date and time of submission of tenders.

On or before 5:30 p.m. on 06/12/2024

## 2.1 Bid Opening Date: 07/12/2024 at 11am

## 3.0 Submission of Tender:

- 3.1 Tenderer shall submit their offer sealed envelopes to be super scribed **“Offer for Running of Coffee Shop in the Integrated Startup Complex, KSUM at Kalamassery”** and address of the tenderer.
- 3.2 Tenders, as submitted, shall consist of the following:
  - i. Complete set of tender documents as sold together with Addenda/Corrigenda duly filled in, signed and sealed by the tenderer.
  - ii. Earnest Money Deposit and Tender Fee in the manner specified.
  - iii. Power of Attorney in original or a true copy thereof duly attested by a Gazetted Officer in case an authorised representative has signed the tender.
  - iv. Documentary Proofs for substantiating the pre-qualification Criteria.
  - v. Annexure A – Technical bid duly filled in.
  - vi. Annexure B – Criteria for ranking duly filled in.
  - vii. Annexure C – Schedule of rates duly filled in.
- 3.3 Tenders shall be submitted in original and without making any additions, alterations and as per details given in other clauses given hereunder.

- 3.4 No alteration or mutilation other than filling in particulars wherever called for, shall be made in the documents. Any changes or deviations made by the tenderer on the bid document shall not be taken into consideration.
- 3.5 The tenderer shall go through all documents and each page of the bid document shall be signed, dated and returned with the bid by the tenderer as a token of having examined and accepted the same.
- 3.6 All signatures in tender document shall be dated as well as all the pages of all sections of tender documents shall be initialled at the lower- right hand corner- signed wherever required by the tenderer or by a person holding Power of Attorney authorising him to sign on behalf of the tenderer before submission of tender.
- 3.7 All corrections, scoring and alterations shall be attested by full signature of the tenderer.
- 3.8 The tender shall contain the name, residence and place of business of the person or persons making the tender and shall be signed by the tenderer with his usual signature. Partnership firms shall furnish the full names of all partners in the tender. It should be signed in the partnership's name by all the partners or by duly authorised representatives followed by the name and designation of the person signing. Tenders by a Corporation shall be signed by an authorised representative, and a Power of Attorney in that behalf shall accompany the tender. A Copy of the constitution of the firm with names of all partners shall be furnished.
- 3.9 Under no circumstances the permission to run/manage the coffee shop shall be sublet or transferred by the selected agency except for the branded food vendors.
- 3.10 Any tender, which is not accompanied by Earnest Money Deposit and Tender Fee, shall be summarily rejected.
- 3.11 KSUM shall have no responsibility for any delay or non receipt of tender documents sent by post or courier. Telex/Telegraphic/Tele-fax offers will not be accepted.
- 3.12 The tender documents are not transferable.
- 3.13 KSUM reserves to itself the authority to reject any or all the tenders received without assigning any reason whatsoever.
- 3.14 The tenderer is expected to visit the Integrated startup Complex and see the facilities and gain full knowledge about the facilities offered and requirements before bidding.
- 3.15 By submitting the tender, the Tenderer is deemed to have read and gained full knowledge of the facilities being provided by KSUM, the population that may avail the coffee shop facility, the requirement of quality, hygiene, timings of services required etc.
- 3.16 KSUM will not be responsible for any damage or loss suffered by the Caterer on account of lack of people enjoying the facility or any other reason whatsoever and KSUM will not compensate the caterer in any manner.



- 3.17 The Caterer shall be solely responsible for providing the service and collecting payment from the users at a rate approved by KSUM.
- 3.18 KSUM will not be responsible for Employees of Startups/Companies bringing food from outside. Such issues shall be settled by the Caterer amicably by himself.

#### 4.0 **Earnest Money Deposit:**

- 4.1 Earnest Money accompanying the tender will be accepted only in the form of crossed Demand draft drawn on a Scheduled/Nationalised Bank in favour of Technopark Technology Business Incubator, payable at Thiruvananthapuram.
- 4.2 Insurance Guarantee or Fixed deposit receipt in lieu of the aforementioned form of Earnest Money will not be accepted.
- 4.3 No interest will be paid for the period during which the Earnest Money lies in deposit with the Owner.
- 4.4 Earnest Money will be adjusted against the Security Deposit to be remitted by the selected applicant.
- 4.5 If the applicant fails to commence operation of the Cafeteria/Food courts within two weeks from receipt of intimation for mobilisation from KSUM, the EMD will be forfeited and the facility will be entrusted to others for running.
- 4.6 EMD of the unsuccessful bidders will be returned after finalisation of the contract. The decision of KSUM will be informed only to the successful applicant and the EMD of others will be returned after finalisation of the contract.

#### 5.0 **Security Deposit:**

The selected tenderer shall deposit six months' rent inclusive of Earnest Money Deposit towards Security deposit as Demand Draft drawn in favour of **Technopark-Technology Business Incubator** payable at Thiruvananthapuram from any Scheduled/Nationalised Bank for the faithful performance of the Bidder for running the Cafeteria. Cheques and Bank guarantees are not acceptable. The security deposit shall be remitted within a period of 15 days from receipt of intimation from KSUM accepting the offer of the tender to run the cafeteria, failing which the EMD shall be forfeited.

#### 6.0 **Agreement:**

An agreement shall be signed within 30 days from the date of acceptance of the offer from KSUM as per the format furnished by the Employer.

#### 7.0 **Bid Evaluation**

The Bidders past/ present performance of running coffee shop/ Food courts/ Restaurants with respect to quality, services, hygiene, upkeep of the facility, payment of rent, electricity and other charges and adherence to statutory rules will be evaluated by KSUM on the basis of visits/ reports / information gathered by KSUM. If KSUM finds that the past / present performance of the bidder with respect to any of the facilities run or being run by the bidder is not satisfactory, on any of the accounts mentioned above, his bid is liable for rejection. The decision of the Chief Executive Officer, KSUM in this regard will be final and conclusive.

#### 8.0 **Selection Process:**

1. The bids will be considered only if necessary EMD/Tender Fee is furnished as specified.
2. Only those bidders who satisfy the prequalification criteria will be considered for evaluation of their bids with respect to the weightages given in Annexure B.
3. For those qualified bidders, weightages as per Annexure B shall be evaluated on the basis of supporting documents furnished by them and they will be ranked according to the marks obtained by them.
4. The bidder who gets the maximum marks will have the first chance to remit the Security deposit and enter into agreement with KSUM for running the coffee shop.

9.0 **Period of contract:** The contract would be for a duration of one year after mobilisation period. The contract shall be renewed subject to satisfactory performance/service and under the sole discretion of KSUM, to a maximum period of 03 years. Contract Agreement shall be executed for each year. The Caterer shall vacate the premises on expiry of the period of contract unless the contract is extended/ renewed for another term or lease period as decided by the KSUM

10.0 **Rent:** For the area measuring approx. 220 SFT, the monthly rent is fixed at **Rs.100/SFT+ GST @ 18%**

11.0 If the caterer fails to pay rent and other charges by the due date he shall have to pay interest of 11.25% on the rental arrears and if the arrear is due for more than two months, the agreement will be cancelled and the space will be taken over by KSUM, thereby forfeiting the security deposit submitted by the bidder.

12.0 Power and Water shall be supplied at one point by KSUM, as per norms applicable from time to time.

13.0 The caterer shall be responsible for any loss or damage to property and articles of the KSUM by the employees of the caterer. If any damages are caused by the employees of the caterer to the KSUM properties, the actual cost + 20% penalties shall be recovered from the caterer's bill.

14.0 The caterer shall adhere to and enforce all security, safety, fire protection and other rules of the KSUM during the performance of the work. KSUM reserves the right to prohibit

entry into Company's premises to the Caterer's workmen either individually or wholly without assigning any reason. In that event, the caterer shall replace such workmen and conduct the services without interruption.

- 15.0 If the Caterer becomes insolvent or in the event of his going into liquidation or winding up his business as the case may be or if the Caterer fails to fulfill his obligations in the execution of the contract to KSUM's satisfaction, KSUM reserve the right to terminate the contract in whole or in part and employ any other agency or agencies to continue work or get it done departmentally. In either of the situations the Caterer's security deposit will be forfeited without prejudice to KSUM's further rights to claim compensation from Caterer for any losses and damages suffered by KSUM as a result of above arrangements. KSUM shall not be liable to pay any compensation to the Caterer for any loss he may incur consequent to the above measures of KSUM .
- 16.0 If the Caterer discontinues running of the Cafeteria during the period of contract without completing the full term of the contract, the contract will be terminated and the security money deposited by the Caterer will be forfeited.
- 17.0 In case of failure to adhere to the terms and conditions by the Caterer, KSUM shall terminate the contract and take over the possession of the premises. The security deposit of the Caterer shall also be forfeited.
- 18.0 No subcontracting or subletting of the rented premises shall be permitted for running the cafeteria except for engaging well known branded food vendors, approved by KSUM The premises shall not be used for residential purposes even for the Canteen staff. No additions or alterations in the premises will be made without permission of KSUM
- 19.0 In case of breach of any of the conditions of the contract, the security deposit shall be liable to be forfeited. Decision of the Chief Executive Officer, KSUM, of what shall constitute a breach shall be final and binding on both parties.
- 20.0 Immediately on permitting the agency to run the coffee shop, a stock register of equipment, chairs, table and other facilities made at the disposal shall be jointly taken between KSUM /Agency and signed.

21.0 **Laws and Disputes**

The Courts at Ernakulam alone shall have jurisdiction in respect of any matter arising out or in connection with the contract.

22.0 **Food Committee**

A Food Committee will be monitoring the functioning, hygiene, quality of the food supplied on a monthly basis and all the recommendations and advice given by them shall be adhered to by the Cafeteria agency.

### 23.0 **Statutory Compliance**

Caterer has the responsibility to obtain necessary approval from statutory authorities, in respect of their scope of services under this contract.

Caterer shall ensure that all the workers and /or employees and its sub-caterer are registered under all statutes including Contract Labour (Regulation & Abolition) Act, 1970 other acts, rules, and regulations etc. which are applicable from time to time.

Statutory Requirements relevant to his carrying out and completing the works (this includes the payment of any statutory charges). The caterer should include for complying with the following;

Payment of Wages Act – 1936, Minimum Wages Act – 1948, Employers Liability Act – 1938, Workmen's Compensation Act – 1923, Industrial Disputes Act – 1947, The Maternity Benefit Act – 1961, Contract Labour (Regulation and Abolition) Act – 1970, Employment of Children Act – 1938, Provident Fund Act – 1952, Payment of Bonus Act – 1965, Payment of Gratuity Act – 1972, Factories Act – 1948, Equal Remunerations Act – 1976

or any modifications thereof or any other law relating thereto and rules made there under from time to time. This list is not exhaustive and is meant to be indicative only, the Caterer is still required to comply with all relevant statutory requirements as stated in paragraph one. All documents required under various Statutes shall be maintained by the Caterer at the Site and shall be made available for inspection by Client or its representatives on request. These include, but are not limited to, the following:

Copies of relevant Licences, Wage Register , Muster Rolls, Overtime Registers, Payment Registers, Advance Registers, Workmen Compensation Insurance Policy, Workmen Fines Registers, Inspection Books containing issue of Employment Cards, Wage Slips and Medical Certificate of employees

Copies of Abstracts of relevant statutes as required to be prominently displayed

Any failure by the Caterer to satisfy the above Statutory Compliance may be made good by the Client at cost to the Caterer.

### 24.0 **Termination clause**

The permission to run the Coffee Shop to the agency shall be terminated by giving notice with a period of 15 days for winding up for the following reasons.

1. If the selected agency fails to submit the Security deposit within a period of 15 days from receipt of intimation and agreement not executed within 30 days from the date of acceptance of the offer.
2. If the agency fails to pay rent regularly as per agreement on the due date.
3. If the overdue rent is more than two months.
4. If the agency fails to adhere to the terms and conditions of the tender and agreement.
5. If the agency sublets the premises either in whole or part except for engaging well known branded food vendors.

6. If the agency is not maintaining the hygiene, quality of the food etc.
7. If at least 75% of all the approved items are not available in the Coffee shop and if there is any increase or over-charging in the rate of food, without approval.

All rental due and damages caused to equipment, furniture, space given by KSUM shall be fully paid by the Caterer within the notice period failing which KSUM reserves the right to recover the due from any amount of the Caterer deposited with KSUM or recover from other source of the caterer.

## **SPECIAL CONDITIONS OF CONTRACT**

1. The caterer should provide tables and chairs matching the style of the ISC building. All other items, equipment and materials including Bain Marie, Utensils, racks, Trolleys, plate washing arrangements, cutlery, crockery, vessels, deep freezer, grinder, heater etc. shall be arranged by the caterer at his own cost. KSUM shall not be responsible in any way to collect the money for the services provided to the user. The Caterer shall be solely responsible for collection of the bill amounts due from the Customers. KSUM shall be totally indemnified by the Caterer against any claims of the Caterer on Customers, Customers claims/ complaints against the caterer, any loss of profit or damages suffered by the caterer in running the cafeteria. KSUM shall also be indemnified against any ill-health or other problem caused to the customer consequent to the food served, hygienic conditions of the services provided by the caterer. KSUM will not be responsible if the Customers bring food from outside.
2. Caterer shall be responsible for ensuring safety and maintenance of all the equipment including electrical equipment installed by KSUM in the coffee shop during the entire period of the contract. In case of any loss/ damage to above, recovery will be effected at replacement cost + 20% overhead.
3. For cooking, the caterer shall make his own arrangements at his own cost.
4. The Caterer shall prepare and supply coffee/tea, bakery products, branded food items, cool drinks etc. in the coffee shop at specified timings as per requirements within the ISC KSUM premises. The timings and the working days of the coffee shop will be regulated by the food committee. The food shall be served as per the food committee's decision from time to time.
5. The coffee shop shall be run from 8.00 am to 8.00 pm and Coffee/Tea and Snacks shall be provided as and when required by the Customer. Bidders shall note that some of the companies in the startup complex are working on a 24x7 basis uninterrupted. However, the strength of employees on National Holidays can be much less than the normal working days. Notwithstanding such a minimum number of consumers, the bidder shall provide catering service and provide basic food stuff during such holidays, hartals etc.

6. The caterer shall display the list of the items & rates in the premises. Rates for the items to be supplied at the coffee shop should be reasonable and be comparable with the price in similar coffee shops outside.
7. The Caterer should furnish a sample menu chart along with the proposed rates along with the tender.
8. All edible items shall be prepared with good and pure stuff, maintaining healthy and hygienic standards strictly in accordance with the Prevention of Food Adulteration Act and other relevant rules and regulations. Oil to be used for cooking shall be good quality. In case any item is found sub-standard or of inferior quality or unhygienic, KSUM shall have the right to prohibit the catering/supply of such items at the coffee shop. KSUM reserves the right to visit/inspect the facilities where the Caterer is carrying out the above cooking activities etc. without prior notice and also to conduct periodical inspections to assess the quality/quantity. KSUM also reserves the right to cancel the contract for supply of inferior or unhygienic food stuff with immediate effect.
9. Timely supply of food and beverages of quality food in adequate quantity and according to varieties specified and agreed by the Caterer is the essence of the contract. Caterer shall be aware of and responsible for timely delivery of freshly cooked snacks/ tea/ black coffee at the coffee shop.
10. The caterer should also ensure the removal of wastes everyday to places outside the Integrated Startup Complex and keep the surroundings clean.
11. The coffee shop should be kept clean and free of unhygienic conditions.
12. The Employees of the caterer on duty shall always wear clean and neat uniforms and should not suffer from any contagious disease. The Caterer should not employ young children as prohibited under the law.
13. The Caterer shall indemnify and save KSUM harmless of any claims from third-party and/or the employees of the Caterer or of agencies engaged by Caterer consequent to any omission, commission, neglect, act, failure to act by the caterer or his employees or due to non-observance of Statutory rules and regulations by any of them. Smoking is strictly prohibited in the restaurant and kitchen. Liquor is strictly not allowed inside ISC KSUM premises.
14. Food prepared in the coffee shop shall not be taken outside the park for serving to other parties without specific permission.
15. Caterers shall be responsible for maintenance of any water lines within the premises. If the caterer fails to undertake the maintenance and rectification, KSUM will undertake the same and recover from the security deposit of the caterer with 20% overhead.
16. Premises shall always be kept clean. All the waste materials, including garbage, waste food materials etc. shall be promptly removed from the complex on a daily basis and in no circumstances shall be kept in the premises more than 24 hours.

17. The waste food and other materials shall not be deposited in the toilets or in nearby streams, nullahs, drains etc. KSUM reserves the right to cancel the permit for running the coffee shop at 7 days notice, if the caterer indulges in such activities.
18. Only good quality raw materials for preparation shall be procured. The raw materials shall be free from stones, dirt, fungus or worms. KSUM reserves the right to inspect the raw materials and take appropriate action including cancellation of permit for running a coffee shop.
20. The Food Committee will have a monthly inspection of the kitchen, dining spaces, store rooms, premises, inspect the cooking methodology, utensils etc and if found to be of not the required standards, Chief Executive Officer, KSUM reserves the right to cancel the permit within 7 days notice.
21. Caterer shall make arrangements for cleaning of the coffee shop, and premises at his own cost. The table and seats shall be kept clean at all times. The Caterer will be solely responsible for maintaining all facilities extended to him in neat and hygienic conditions.

**APPLICATION - TECHNICAL BID**

1.	Name of Tendering Company/Firm/ Agency	
2.	Name of Owner/ Partners/ Directors	
3.	Full Particulars of Office	
(a)	Address	
(b)	Telephone No.	
(c)	FAX No.	
(d)	E-Mail Address	



(e)	Name of the Bank(s) where the agency has account(s)	
(f)	Address of the Bank	
(g)	Telephone No.	
(h)	Fax No.	
4.	Registration Details (copies to be enclosed) :	
	(a) PAN .	
	(b) GSTN.	
	(c)E.P.F. Registration No.	

	(d) E.S.I. Registration No.				
5.	Workmen Compensation Insurance Details				
6.	Details of Earnest Money Deposit				
(a)	Amount(Rs.)				
(b)	D.D. No. & Date				
(c)	Drawn on Bank				
(d)	Valid upto				
7.	Give details of the last 2 year's contracts, as on 01.10.2024, including details of present works				
	Name of the organisation, where running a coffee shop or providing catering service on a regular basis	Specify whether running coffee shop or providing catering service	Value of annual Contract/ Turn over (Rs.)	Duration of Contract	
				From	To
				dd/mm/yy	dd/mm/yy

A					
B					
C					
D					
E					

8.	Additional information, if any				
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(If the space provided in any of the columns above is insufficient, a separate sheet on the company letter head may be attached for giving information).

## CRITERIA FOR RANKING

Sl. no.	Description	Attributes	Point	Please tick the appropriate attribute	Score
1	Company Registration Status	If registered under Companies act	10		
		If Partnership firm or other than a registered company	5		
2	Number of Coffee Shop/Canteen /restaurant during last two years.	More than 3	15		
		3	10		
		2	5		
3	Experience in running Coffee shop in IT Parks/ PSU's	IT Parks	15		
		PSU's	5		
4	Running of One Coffee Shop/Canteen/ Restaurant with more than 200 seats	More than 201	15		
		151 to 200	10		

		150 seats	5		
5	Presence in Kerala	In Kerala	10		
6	Facility with ISO certification	Having ISO certification	5		
7	Annual average turnover during last three financial years	Rs.150 lakhs & above	15		
		Rs.101 to 150 lakhs	10		
		Rs.51 to 100 lakhs	5		
8	Statutory Registrations	Workmen compensation insurance	15		
		PF	5		
		ESI	5		

Notes:-

The Bidder shall ensure to fill-up the score column depending upon their capabilities. Necessary supporting documents to prove above should be provided.

**SCHEDULE OF QUANTITIES:**

1. South Indian Lunch:
  - i. Chappathi/Raw Rice/White Rice – unlimited qty
  - ii. Sambhar/ any other type of curry – unlimited qty
  - iii. Two Sabjies: One dry and other Mix Vegetable
  - iv. Dal, Pickle, Pappad/ Rasam/ Butter milk
2. North Indian Lunch:
  - i. Chappathi/White Rice/Pulao – unlimited qty
  - ii. Two Sabjies: One dry and other Mix Vegetable
  - iii. Dal fry
  - iv. Green salad, Pickle, Papad/ Lassi/ Butter milk

3. Dinner: same as above of similar variety and quantity but no repetition of items.

4. Snacks/breakfast: daily 3-4 variety of items to be maintained:

Vada, Samosa, Bajji, Cake/Pastry, Puffs, Bread Butter Jam, Bread sandwich, Bread Omelet, Idly, Dosa items, Puttu, Idiyappam, Appam, Chapati, Parotta, Poori, etc.

5. Hot beverages:

Coffee, Tea, Horlicks, Badam Milk, Boost, etc. – 60 ml

6. Branded Food Vendors:

Kentucky Fried Chicken, Chick King, Subway, Real Arabia, McDonald's, Domino's Pizza, Pizza Hut, Café Coffee Day, Barista, Baskin Robbins

### SCHEDULE OF RATES

SL NO	DESCRIPTION OF ITEM	QTY	RATE	
	<b>HOT DRINKS</b>			
1	Tea			
2	Black Tea			
3	Lime Tea			
4	Mint Tea			
5	Ginger Tea			
6	Masala Tea			
7	GreenTea			
8	Coffee			
9	Black Coffee			
10	Horlicks			
11	Boost			
12	Milk			
	<b>SNACKS</b>			
1	Pazhampori			



2	Samosa Veg			
3	Parippu Vada			
4	Uzhunnu Vada			
5	Pathiri			
6	Egg Bajji			
7	Egg Fry			
8	Kaya Bajji			
9	Mulaku Bajji			
10	Veg Cutlet			
11	Pazham Nirachathu			
12	Kaypola			
13	Chatti Pathiri			
14	Chatti Pathiri Chicken			
15	Erachi Pathiri			
16	Unnakkaaya			
17	Chicken Cutlet			
18	Chicken Samosa			

19	Chicken Roll			
20	Veg Roll			
21	Chicken Sandwich			
22	Thenga Muri			
23	Elayada			
24	Kozhukatta			
25	Elaanji			
26	Kayappam			
27	Vettu Cake			
28	Jam Muffin			
29	Club Sandwich Chicken			
30	Club Sandwich Veg			
31	Bread Omlet			
32	Bread Roast			
33	Pakku Vada			
34	Bun Nirachathu			
35	Ullivada			

36	Egg Puffs			
37	Chicken Puffs			
38	Meat Puffs			
39	Dahi Vada			
40	Cake/Pastry			
41	Bread Butter/Jam			
	FRESH JUICE			
1	Pineapple			
2	Orange			
3	Musambi			
4	Watermelon			
5	Apple			
6	Anar/Pomegranate			
7	Shamam			
8	Grape ball			

	<b>SHAKES</b>			
1	Sharjah			
2	Watermelon			
3	Apple			
4	Anar/Pomegranate			
5	Mango			
6	Pappaya			
7	Shamam			
	<b>ROTTIES</b>			
1	Porotta			
2	Chappathi			
3	Appam			
4	Idiappam			
5	Puttu			
6	Nice Pathiri			
7	Puri			

8	Dosa			
9	Idly			
10	Ghee Roast			
11	Masala Dosa			
12	Uthappam			
	<b>CURRIES -VEG</b>			
1	Chilli Gobi			
2	Gobi Manchurian			
3	Chilli Paneer			
4	Paneer Butter Masala			
5	Veg Kuruma			
6	Mix Veg. Curry			
7	Green Peas Curry			
8	Kadala Curry			
9	Dal Curry			
10	Kadai Veg			

11	Tomato Fry			
12	Gobi 65			
13	Potato Bajji			
14	Cherupayar Curry			
	<b>CURRIES -NON VEG</b>			
1	Egg Roast			
2	Fish Mulakittathu		As per fish	
3	Fish Curry		As per fish	
4	Fish Masala		As per fish	
5	Fish Fry		As per fish	
6	Prawns masala			
7	Chicken curry			
8	Chicken Roast			
9	Chilli Chicken			
10	Garlic Chicken			
11	Pepper Chicken			

12	Ginger Chicken			
13	Kadai Chicken			
14	Chicken 65			
15	Single Chicken Fry			
16	Chicken Manchurian			
17	Beef Curry			
18	Beef Roast			
19	Beef Fry			
20	Crunchy Beef Chilly			
21	BDF			
22	Beef Pepper Roast			
23	Chilly Beef			
24	Chilly Beef Dry			
25	Dragon Beef			
26	Butter Chicken			
27	Fish Roast			
28	Egg Omlette			

<b>29</b>	<b>Egg curry</b>			
	<b>MEALS</b>			
<b>1</b>	<b>Veg.Meals</b>			
<b>2</b>	<b>Fish Curry Meals</b>			
	<b>BIRIYANI</b>			
<b>1</b>	<b>Chicken Dum Biryani, Full</b>			
<b>2</b>	<b>Chicken Biryani, Half</b>			
<b>3</b>	<b>Beef Biryani, Full</b>			
<b>3.1</b>	<b>Beef Biryani, Half</b>			
<b>4</b>	<b>Fish Biryani, Full</b>			
<b>4.1</b>	<b>Fish Biryani, Half</b>			
<b>5</b>	<b>Egg Biryani, Full</b>			
<b>5.1</b>	<b>Egg Biryani, Half</b>			
<b>6</b>	<b>Veg.Biryani, Full</b>			
<b>6.1</b>	<b>Veg.Biryani, Half</b>			



<b>7</b>	<b>Biriyani Rice</b>			
	<b>FRIED RICE</b>			
<b>1</b>	<b>Fried Rice, Veg, Full</b>			
<b>2</b>	<b>Fried Rice, Veg, Half</b>			
<b>3</b>	<b>Fried Rice, Egg, Full</b>			
<b>4</b>	<b>Fried Rice, Egg, Half</b>			
<b>5</b>	<b>Fried Rice, Chicken, Full</b>			
<b>6</b>	<b>Fried Rice, Chicken, Half</b>			
	<b>RICE</b>			
<b>1</b>	<b>Ghee Rice</b>			
<b>2</b>	<b>Plain Rice</b>			
<b>3</b>	<b>Jeera Rice</b>			
<b>4</b>	<b>Lemon Rice</b>			
<b>5</b>	<b>Curd Rice</b>			
<b>6</b>	<b>Tomato Rice</b>			

	<b>NOODLES</b>			
<b>1</b>	<b>Noodles Veg</b>			
<b>2</b>	<b>Noodles Egg</b>			
<b>3</b>	<b>Noodles chicken</b>			
	<b>CHICKEN/BEEF</b>			
<b>1</b>	<b>Dragon Chicken</b>			
<b>2</b>	<b>Chilli Chicken Dry</b>			
<b>3</b>	<b>Gobi 65</b>			
<b>4</b>	<b>Paneer 65</b>			
<b>5</b>	<b>Kothuporotta Chicken</b>			
<b>6</b>	<b>Kothuporotta Beef</b>			
<b>7</b>	<b>Kappa</b>			
<b>8</b>	<b>Kappa Biryani Chicken, Full</b>			
<b>9</b>	<b>Kappa Biryani Chicken, Half</b>			
<b>10</b>	<b>Kappa Biryani Beef, Full</b>			

11	Kappa Biryani Beef, Half			
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**Note: No additional charge for packing shall be levied**

A separate list of additional items that the bidder can provide may be attached with the prices proposed to be charged for each such item.

Signature of Bidder with seal

## Self-Declaration - Non Blacklisting

To

The Chief Executive Officer,

Kerala Startup Mission

Sir,

In response to the RFP reference no.....dated.....for selection of .....

I hereby declare that presently our company is having an unblemished record and is not declared ineligible for corrupt and fraudulent practices either indefinitely or for a particular period of time by any state/Central Government/PSU/Autonomous body.

I further declare that our company ..... is not blacklisted and not declared ineligible for reasons other than Corrupt and Fraudulent practices by any State/Central Government/PSU/Autonomous Body on the date of submission of RFP.

If this declaration is found to be incorrect then without prejudice to any other action that may be taken, my security may be forfeited in full and the tender if any to the extent accepted may be canceled.

Thanking You

Name of the Bidder

Authorized Signatory

Seal of the Organization