



INDIRA GANDHI INSTITUTE OF TECHNOLOGY  
SARANG, DIST-DHENKANAL, ODISHA, 759146

IGIT/BRB/TENDER/2025/30

Date: 02.07.2025

TENDER FOR HOSTEL MESS SERVICE

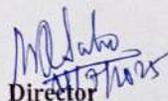
IMPORTANT DATES

Last Date of Receipt of Tender paper: 31.07.2025 (4.30 PM)

Date and Time of Opening of Technical Bid: 01.08.2025 (9.00AM)

Date and Time of Opening of Financial Bid: 01.08.2025 (3.00PM)

IGIT/BRB/TENDER/2025/30

  
Director

Date: 02.07.2025



INDIRA GANDHI INSTITUTE OF TECHNOLOGY  
SARANG, DIST-DHENKANAL, ODISHA, 759146

IGIT/BRB/TENDER/2025/30

Date: 02.07.2025

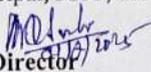
NOTICE INVITING TENDERS

Separate sealed tenders are invited from the registered firms/ professional agencies/ reputed caterers with valid permits/ license/ other relevant documents having the relevant experience of providing the operational service for running the hostel mess for around 450+ students on a fixed cost basis per student per month for providing meals for students residing in Brahmos Bhawan of this institute. The details of tender documents along with terms and conditions may be downloaded from the Institute's website <http://www.igitsarang.ac.in> and must reach the office of the undersigned up to 31.07.2025 (4.30 PM), by **Registered Post/Speed post** under **Indian postal service only** along with Demand Draft of Rs 1,000/- (Non-refundable) in favor of "Principal, IGIT Sarang", payable at Sarang drawn on SBI, IGIT Sarang (IFSC Code – SBIN0010246). Technical Bid will be opened on **01.08.2025, at 9.00 AM** and Financial Bid will be opened on **01.08.2025 at 3.00 PM** in the presence of the authorized representative of Tenderers, at IGIT, Sarang.

Terms & Conditions

1. The tender documents are of Fourteen (14) pages.
2. The rates quoted should be inclusive of all taxes, and these taxes should be shown separately.
3. TDS as applicable on date will be deducted from the monthly bill of the Bidder.
4. IGIT, Sarang reserves the absolute right to accept or reject any or all the tenders on whole or in part without assigning any reason thereof.
5. Mess service should be provided at the designated places of IGIT, Sarang without any extra charge.
6. Terms of Payment: Actual bill is to be submitted by the Bidder in the office in every month. Monthly payment to the Bidder will be made after verification and certification by Superintendent/Asst. Superintendent of concerned hostels.
7. IGIT, Sarang reserves the right to reject the service if found defective or not of the desired quality. Decision of the Hostel authority, IGIT, Sarang will be final for any such case.
8. Tender documents can be download from the institute website <http://www.igitsarang.ac.in> and must reach the office of the undersigned on or before **31.07.2025 (4.30 PM)**, **only by Registered/ Speed post under Indian postal service only** along with Demand Draft of Rs 1,000/- (Non-refundable) in favor of "Principal, IGIT, Sarang", payable at SBI, IGIT, Sarang.

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9. Postal service delay will not be considered and the Tender received in late will be rejected.
10. **EMD of Rs. 3, 20,000/- (Rupees Three Lakh Twenty Thousand only) (Refundable)** is to be enclosed, in form of **D.D/Bankers Cheque drawn in favour of "Principal, IGIT, Sarang", payable at SBI, IGIT, Sarang.**
11. EMD may be forfeited for successful bidder in case of non-completion/part completion/delayed completion of services unless written permission obtained from the undersigned.
12. No escalation in respect of materials, labour, freight etc will be allowed in any shape.
13. The bids shall be submitted in two parts, viz.
  - i) Technical Bid and ii) Financial Bid.
14. Technical bid should contain filled up **Annexure-I** of the indicating papers regarding registration of proprietorship/ownership of mess/ canteen Bidder, Bio-data of the firm, Balance-sheet for the last 03 financial years where the minimum annual turnover of the firm should be Rupees **one crore or above** in each of the financial year, and upto date clearance from Sales tax/VAT/GST, Service tax, Photocopy of IT, PAN card, valid food and catering license and Proof of work experience. The EMD of Rs. 3, 20,000/- (Rupees Three Lakh Twenty Thousand only) in the form of Demand Draft/Banker's Cheque payable at SBI, IGIT, Sarang should also be kept in Technical Bid. All these should be kept in an envelope super-scribed as "**Technical Bid for Mess Service**".
15. Financial bid should contain filled up **Annexure II** of the enquiry indicating the taxes, if any, for the items stated therein. Envelope should be super-scribed as "**Financial Bid for the Mess Service**".
16. The above two bids must be signed & sealed by the bidder and should be kept in a separate big envelope super-scribed '**Bid for providing Mess Services at IGIT, Sarang vide Tender No IGIT/BRB/TENDER/2025/28 Date: 02.07.2025**
17. A bidder who submits more than one bid for one Hostel shall be disqualified.



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Date: 02.07.2025

BID DOCUMENT

Name of the work: Providing Mess Service at Brahmos Bhawan, IGIT Sarang.

1. Instructions to the Bidders

- 1.1 Sealed tenders are invited by the undersigned up to 31.07.2025 (4.30 PM), from agencies/firms/companies/cooperative societies having the relevant experience of providing the operational service for running the hostel mess for around 450+ students in on a fixed cost basis per student per month for providing meals as per **Annexure-III**.
- 1.2 The bidders should quote their offer/rates in clear terms without ambiguity.
- 1.3 The rates should be quoted both in figures and words and legibly written without any over-writings. In case of any correction, the same must be attested by the bidder with full signature; however, no over-writing is permissible.
- 1.4 In case of any discrepancy between the rates in figures and that in words, the rate in words will be accepted as correct.
- 1.5 The last date for receipt of the bid is marked in the enquiry. In case the above date is declared a holiday for IGIT, Sarang, and then the bids will be received on the next working day on the time scheduled earlier.
- 1.6 The bids may be sent by **Registered Post/Speed Post under Indian postal service** so as to reach the undersigned on or before the last date of receipt.
- 1.7 Bids received after the deadline of receipt indicated in Para 1.5 above, shall not be taken in to consideration.
- 1.8 The bids shall be submitted in two parts, viz. (i) Technical bid (ii) Financial bid.
- 1.9 Technical bid should contain filled up **Annexure-I** of the enquiry indicating papers regarding registration of proprietorship/ownership as mess/ canteen Bidder, Bio-data of the firm, and minimum annual turnover of the firm should be **Rupees One crore only in each of the last three Financial Years**, clearance from Sales tax/GST, Service tax, Photocopy of IT PAN card, valid food and catering license, Proof of work experience (at least two years minimum experience for running the mess/canteen in reputed Institution) along with valid food license. **The EMD of Rs. 3, 20,000/-** (Rupees Three Lakh Twenty Thousand only) in the form of Demand Draft/Banker's Cheque in favour of "Principal IGIT Sarang", payable at SBI, IGIT, Sarang, should also be kept in Technical Bid. All these should be kept in an envelope super scribed as '**Technical Bid for Mess service at Brahmos Bhawan**'.
- 1.10 The Bidder should furnish his/her 'Police Record' of last three years. The bidder should provide the bio-data and identity proof of each of the engaged man power in the mess.
- 1.11 The bidder should provide an affidavit mentioning that he/she was not blacklisted earlier (Annexure-V).
- 1.12 The bidder should submit a copy of Shop or Establishment Registration (if any). The bidder should submit a Bank Solvency Certificate in the given format (Annexure -IV).
- 1.13 Financial bid should contain filled up Annexure-II of the enquiry indicating the taxes, if any, for the items stated therein. Envelope should be named as 'Financial Bid for Mess Service at Brahmos Bhawan'.  
The above two bids must be signed & sealed by the bidder and should be kept in a separate big envelope super-scribed 'Bid for providing Mess Service at IGIT Sarang vide Tender NO.: **IGIT/BRB/TENDER/2025/30 Date: 02.07.2025**.

IGIT/BRB/TENDER/2025/30

Director

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- 1.14 The bids shall be opened in the Office chamber of the undersigned on the date and time as per the tender document. The bidders themselves may attend the bid opening meeting or may send their authorized representative to attend the bid opening meeting, if they so desire.
- 1.15 In the event of the bid opening date being declared holiday for IGIT Sarang, the bids will be opened on the next working day as per the earlier scheduled time. **The bidder has to sign in full at all pages of the bidding document and a bidder who submits more than one bid for a hostel shall be disqualified.**
- 1.16 The rate quoted in the financial bid by the bidder must be viable to cater the menu as per the specification and quantity in the tender document. Otherwise the bid will be rejected without showing any cause thereof.
- 1.17 The base rate (Minimum Threshold rate) is fixed as Rs.122/- (Rupees one hundred and twenty-two only inclusive of all taxes per day) for the catering menu given in Annexure III. (Quote can be more than or equal to the Minimum Threshold Rate. Quotes less than the Minimum Threshold rate will be rejected.)
- 1.18 Rate quoted by the bidder below the estimated price will be rejected without showing any cause thereof.
- 1.19 Price bid Evaluation shall be based normally on L 1 (Lowest Rate) basis for the entire scope of work considering the total cost of services. **However, Committee does not pledge itself to accept the lowest bid.** In case of equal bidding price by all the bidders, the process of bidding will be decided by the Tender committee based on higher turnover in last three years, higher work experience (considering 400+ strength) etc. All the bidders have to give an undertaking in order to participate in the bidding process as decided else he/she may withdraw from the bidding process by submitting an application before opening of price bid.
2. Terms & Conditions of the Bid
- 2.1 The Contract is valid till the end of Academic session 2026-27. (Till May 2027) or **as decided by the authorities.**
- 2.2 The hostel office will provide necessary facilities such as crockery (serving plates, glasses, spoons, etc.) and Bidder has to take over these items from Superintendent/Asst. Superintendent of the hostel and same should be handed over to the respective Superintendent/Asst. Superintendent after completion/termination of the contract. Other items viz. all cooking Utensils, working tables, racks, shelf, vegetable cutting machine, wet grinder, steam cooker, mixer grinder, will have to be provided by the bidder. Drinking water facilities like Aquaguards and water coolers inside the dining hall will be provided by the authority. The cooking burners like chullahs and chapatti maker will be provided to the bidder with a monthly rent as decided by the hostel authority.
- 2.3 The total cooking process will be by LPG only. The gas connection from local LPG dealer will be provided. The expenditure towards consumption of gas for cooking will be borne by the Bidder.
- 2.4 The maintenance of safety, health and hygienic conditions in and around the mess /kitchen will be the responsibility of the Bidder. Superintendent/Asst. Superintendent's regarding suggestions / instructions regarding cleanliness have to be followed and the expenditure towards this is to be borne by the Bidder.
- 2.5 All the mess workers must be male for Boys Hostel and their age must be above 18 years. The Bidder and his workers must behave politely with hostel inmates.
- 2.6 Smoking/ drinking alcohol/ chewing tobacco etc. are strictly prohibited in the Hostel/Institute premises.
- 2.7 One month notice is required from either side for the termination of the contract service if such a condition arises during the contract period.
- 2.8 If the mess management is not up to the mark or, the quality of the food is below standard or unhealthy or unhygienic, then Institute is empowered to terminate the contract with a short notice of one month. The Hostel Committee's opinion is final so far the food quality/ mess management is concerned.



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- 2.9 Food / any other item should not be served inside the room of hostel inmates unless in exceptional cases or ill health on directives of Superintendent/Asst. Superintendent/Supervisor.
- 2.10 Cooking medium should be branded oil / ghee. Substandard material & other oil /ghee must not be used.
- 2.11 Hygiene, overall cleanliness of surrounding, kitchen and the food, raw materials, ingredients etc. should be of good quality. Clean, fresh, nutritious, hygienic and edible food has to be served. Any type of cooked food shall not be stored / preserved / re-served after meals. Not following Superintendent/Asst. Superintendent's suggestions considered/instructions in above matters shall be considered as violation of terms and conditions of contract and shall invite penalty for the same (up to 10% of monthly bill as decided by hostel committee).
- 2.12 Mess workers and cook should be healthy and medically fit. They are required to have a regular medical checkup. If any mess worker is found medically unfit, he may not be given permission to continue his duties and mess Bidder has to replace him immediately without fail.
- 2.13 Sample menu (Annexure-III) is attached with this document. Hostel Management committee can change the menu in consultation with the Bidder. Menu can be changed, to suit the availability of seasonal vegetables and their market supply by the hostel committee. If problem will arise in the fixed menu, the menu will change by the consultation of bidder and hostel authority and the rate in the mess charge will be increased or decreased with proper approval of the Tender Committee.
- 2.14 No Mess off will be given to individual student under normal circumstances. Mess off would only be given if a student is not keeping well and admitted in hospital/ going for academic /sports activity deputed by the Institute and he submits the application through Superintendent/Asst. Superintendent well in advance before leaving or any other reason deemed fit by Superintendent/Asst. Superintendent.
- 2.15 Bidder shall provide light food to the sick student/s during his/their sickness period and no extra charges will be paid for the same.
- 2.16 Payment to the Bidder will be made by hostel office in two installments i.e fortnight duration and the final payment after the submission of actual mess bill by the Bidder and its verification by the concerned Superintendent/Asst. Superintendent.
- 2.17 Bidder has to collect the guest charges directly from the students / guests, if any with prior permission of the hostel authority.
- 2.18 Bidder is required to deposit an amount of **Rs.4,00,000/- (Rupees Four Lakh only)** in the form of **Account Payee D.D/Bankers Cheque drawn in favour of "Principal, IGIT, Sarang", payable at IGIT, Sarang**, towards security deposit at the time of award of contract within stipulated time if his / her offer is accepted. In case of premature termination of the contract by either side, the security deposit shall be forfeited by the hostel section.
- 2.19 The decision regarding continuation of mess during puja holidays and summer vacations will be decided by the hostel authority.
- 2.20 The mess utensils are to be cleaned with hot water using detergent powder/soap after every meal.
- 2.21 Mess Bidder or his representative manager is required to remain present in the mess when the food is served to the boarders in the mess.
- 2.22 The payment / calculation of mess bill would be on actual days of operation of the mess and actual number of students served.
- 2.23 All the items to be served in the mess shall be prepared preferably in the mess.
- 2.24 The Bidder is required to maintain the details of all his employees / mess workers. This information along with their photographs shall be submitted to the Superintendent/Asst. Superintendent.
- 2.25 It is the responsibility of the Bidder to prepare sufficient quantity of items as per menu by giving proper attention to the total number of boarders attending the hostel mess.



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- 2.26 Daily attendance of the students must be maintained by the bidder in the hostel mess.
- 2.27 Milk shall be served at night (If required in case sick students) with permission of Superintendent/Asst. Superintendent at the approved rate.
- 2.28 Liability / responsibility in case of any accident causing injury/ death to mess worker/s or any of his staff shall be of the Bidder. The Hostel Section / Institute authority shall no responsible by any means in such cases.
- 2.29 Bidder shall be solely responsible in case of incidence/s of food poisoning etc. and shall bear the complete expenditure arising out of this for medical treatment of the hostel inmates. In addition, penalty will be imposed on the Bidder as decided by the Hostel Superintendent/Asst. Superintendent for such incidence/s.
- 2.30 The Bidder shall not employ any mess worker whose track record is not good. He should also not have been involved in any crime / offence / police case.
- 2.31 Storage / consumption of any alcoholic drink / liquor are strictly prohibited. The Bidder shall not serve any of such substance / drink in mess / hostel. Smoking, consuming gutakha, tobacco etc. is also prohibited in hostel premises.
- 2.32 Guest charges shall be decided by the Hostel committee for ordinary / special meals which shall be slightly on higher side than the approved daily rates of the Bidder.
- 2.33 The Bidder has to follow all labour laws / government laws in regard of employing the mess workers. The Bidder shall be solely responsible for any dispute / violation of labour laws / government laws.
- 2.34 The Bidder shall be fully responsible for appropriate behavior of the mess workers. If it is found that any worker has misbehaved with any of the hostel inmates / hostel staff, he has to take action as suggested by the Superintendent/Asst. Superintendent.
- 2.35 The Bidder shall provide other prepared food items like biscuits, wafers, namkins and flavored milk / ice cream etc. in consultation with the Superintendent/Asst. Superintendent whenever such need arises on additional payment.
- 2.36 The Bidder has to pay **Rs.5,000/- (Rupees Five thousand only)** per month towards establishment charges like providing rooms and other facility for mess staff etc. and the same amount will be deducted from the final payment of the monthly bill. The electricity charge will be charged as per actual meter reading. Electricity charge will be deducted from the Bidder's monthly mess bill. For the DG facility during power cuts the bidder has to pay **Rs.5,000/- (Rupees Five thousand only)** per year. DG charges will be deducted from the Bidder's first mess bill.
- 2.37 Preference will be given to the Bidder, those who have Automated Cooking Systems.
- 2.38 Decision of the Hostel Committee will be final and binding to the Bidder in case of any dispute arising out with respect to the terms and conditions of this contract.
- 2.39 Bidder shall enter into an agreement for execution of this contract as per prevalent rules and regulations of Government of India and shall bear full cost for the same.
- 2.40 Institute reserve the right to reject any / all tenders without assigning reasons thereof.
- 2.41 Any dispute arising out of this contract will be interpreted under jurisdiction of local court only.
- 2.42 If any day college is paying money for feast then that meal will not be charged form student's mess bill.
- 2.43 Subletting vendor is not allowed in any manner, if found, then the Agreement will be canceled without any notice.



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2.44 Any minor repair has to be done by Bidder.

Penalties for violation of rules.

1. Unavailability of complaint register on the counter/discouraging the complaint would lead to a fine of Rs. 500/- on the caterer or as decided by hostel committee.
2. 3 or more complaints of insects found in any meal would invite a fine of Rs.1000/- on the caterer or as decided by hostel committee.
3. 10 or more complaints of unclean utensils in a day would lead to a fine of Rs.1000/- on the caterer or as decided by hostel committee.
4. If mess committee agrees that certain meal was not cooked properly then fine of Rs. 500/- would be imposed on the caterer or as decided by hostel committee, if such complaints is repeated in a month the authority will take appropriate action as deemed fit.
5. If food for any meal is not ready within timings of mess and waiting time is more than 25 minutes then a fine of Rs. 500/- or as decided by hostel committee would be imposed on the caterer.
6. Changes in menu without permission of mess committee would result in a fine of Rs.2000/- or as decided by hostel committee on the caterer.
7. Fine on any discrepancy (personal hygiene of workers, kitchen area, dining area etc) will lead to fine of Rs.1000/- or as decided by hostel committee on caterer,
8. For any rules stated in the agreement, First violation of the rules implies fine as per the rule.
9. Second violation of the same rule in the same calendar month will attract triple the initial amount of fine for the caterer.
10. All subsequent violations of the same rule would invite five times the initial amount of fine.
11. Absence of proprietor from mess committee meeting (which will be held once every month) without obtaining prior approval from Superintendent/Asst. Superintendent in case of emergency will attract a fine of Rs5, 000/- or as decided by hostel committee on caterer.

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Annexure-I

BID DOCUMENT

Tender No.: IGIT/BRB/TENDER/2025/30

Dated: 02.07.2025

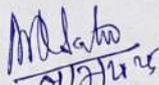
**TECHNICAL BID**

1. Firm's Name: \_\_\_\_\_
2. Owner's Name: \_\_\_\_\_
3. Registered Address of Company (Attach proof of Registration):  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Pin Code \_\_\_\_\_
4. a) E-mail: \_\_\_\_\_ b) Whatsapp No. \_\_\_\_\_
5. Contact Person's Name and Designation \_\_\_\_\_
6. Contact No. : Mob: \_\_\_\_\_ Phone No: \_\_\_\_\_ Fax No: \_\_\_\_\_
7. Type of Firm (Attach proof): Proprietorship / Partnership / Company / Any other  
\_\_\_\_\_
8. Sale Tax Registration No. (If any)(Attach proof):  
ST No. \_\_\_\_\_ CST No. \_\_\_\_\_ TIN \_\_\_\_\_
9. PAN No. (Attach proof): \_\_\_\_\_
10. Food and catering license details (Attach proof): \_\_\_\_\_
11. Copy of EPF Registration: \_\_\_\_\_
12. Copy of ESI Registration: \_\_\_\_\_
13. Brief Bio-data of the Firm: (To be Attached Separately) YES/NO
14. Bank Details (Attach proof): Bank Account No.: \_\_\_\_\_  
Bank: \_\_\_\_\_ Branch: \_\_\_\_\_
15. List of the organizations to which the services have been provided :( Add Extra Pages if necessary)  
\_\_\_\_\_  
\_\_\_\_\_
16. Last 3 year's Turnover (Attach necessary certified Proof):

Signature of Bidder (with Seal)

All the above data are Mandatory.

IGIT/BRB/TENDER/2025/30

  
02/07/25  
Director

Date: 02.07.2025



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Annexure-II

BID DOCUMENT

Tender No.: IGIT/BRB/TENDER/2025/30

Dated: 02.07.2025

OFFERED RATES OF MESS CONTRACT (FINANCIAL BID)  
(To be sealed in separate envelope)

PRICE QUOTED FOR HOSTEL MESS

Sl. No.	ITEM	RATE (Rs) (Per day per student)
01	Meals (Breakfast, Lunch and Dinner) including all cost based on sample menu enclosed in annexure-III	

Name & Signature of the Bidder

Date:

Place:

Address with Phone/Mobile nos. :

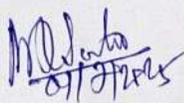
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Annexure- III

Dated: 02.07.2025

Tender No.: IGIT/BRB/TENDER/2025/30

BID DOCUMENT

SAMPLE MESS MENU and MESS TIMINGS

Breakfast : 7:00 am to 8.30 am  
Lunch : 12:00pm to 2:00pm  
Dinner : 8:30pm to 10:30pm

Items to be served daily:

In Lunch: Rice, Lemon, Pickel, Onion, Harimirsch  
In Dinner: Roti, Rice, Onion, Pickel, Harimirsch

Day	Breakfast	Lunch	Dinner
Monday	Idli-5 pc, sambar, chutney	Dalma, alu potala/ kabi kasa, khata, badichura	Puri/Chakuli-twice in a month), Alu matar sabji, Khiri
Tuesday	Pampdi chat with seu	Fish besara(2-pc)/ Mix- veg, alu chokha, pampad	Chicken muglai/ Paneer Butter masala, sweet, pampad
Wednesda y	Samosa-5 pc with pudina chutney	Chicken hyderabadi/ paneer hyderabadi, salad	Egg bhujia/veg manchurion, vegetable fry (bhaja)
Thursday	Bara-5 pc with alu matar sabji	Besan Sabji, Saga/dahi baigan, Salad	Rajma/ Lobia curry, Sweets, Veg chips
Friday	Upma with alu sabji	Mutton curry/Mushroom or Paneer, ice cream for veg only, salad	Kabuli chana, Dal Makhni, pampad
Saturday	Milk-200 ml, Banana(green)/egg-1 pc, bread 4-pc with fruit jam	Chicken Kasa/ Paneer Dopiaja, salad, pampad	Chilly kabi/ mushroom chilly, alu bhaja
Sunday	Dosa (30cm) with sambar, chutney	Chicken Biryani/ Veg Biryani, Raita, Icecream	Egg curry-2 pc/soyabean, khata

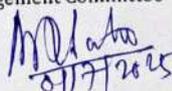
Sabji: Seasonal vegetable (Bidder should try to provide variety of vegetables available in the market, weight of raw Vegetable should not be less than 150gm, excluding Potato)

Salad:- 1. Onion, 2. Tomatto, 3. Green Chilli, 4. Cucumber or Carrot 5. Lemon/Curd(subject to availability)

Rice and Dal must be served on the Dining Table as required by boarder in unlimited way. Roti-5 pcs in dinner time.

Chicken:- 140 gm ( 04 Pieces), Mutton- 140 gm ( 04 Pieces), Fish-150 gm( 02 Pieces) Egg- 02 Pieces. Paneer - 50 gm.

Note: Any change of minor nature in the menu without affecting the cost to the Bidder will be incorporated in the menu on the recommendations of the Hostel Management Committee

  
01/07/2025  
Director

IGIT/BRB/TENDER/2025/30

Date: 02.07.2025



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Quality of ingredients and other items:

1. The ingredients used must be of reputed brands, some of which has been listed below:
  - a. Butter will be of amul/Britannia/omfed/mother dairy
  - b. Jam will be of kissan/tops
  - c. Refined oil will be of dhara/sundrop/dalda/saffola/fortune(sunflower).
  - d. Mustard oil will be of patanjali/double hiran.
  - e. Wheat atta will be of ashirwad/anmol or any other brand approved by the mess committee (if not available.)
  - f. Coffee will be of Nescafe/bru.
  - g. Tea will be brook bond/tata gold/lipton or any other brand approved by the mess committee (if not available.)
  - h. Milk will be toned milk of omfed/ Pragati/ milkmoo/ mul.
  - i. Ketchup will be of tops/kissan/nilon's.
  - j. Salt will be tata/ashirvaad/patanjali iodised.
  - k. Masalas will be of MDH/Everest/sunrise/catch/homefills/ Bharat.
  - l. Papad will of (Lijjat/Sreeram).
  - m. Ghee will be of amul/mother dairy/omfed/britannia.
  - n. Paneer will be only packed paneer of amul/omfed.
  - o. Maida will be of ganesh/shaktibhog.
  - p. Dahi will be only of asadahi(omfed/Pragati).
  - q. Soyabean will be only of nutrela.
  - r. Kulfi will be of celesty/mother diary/kwality.
  - s. Pickle will be of priya/nilon's.
2. Brand of any other items required for any of the above items, in case of non- availability will be mutually decided by the mess committee and the service provider and approved by the competent authority.

Menu items ingredients to be followed:

1. Dahi will be whole milk curd (basadahi) (150 ml per plate.)
2. Poha will contain potato, onion, peanuts, cauliflower, carrots, curry leaves, kismis in appropriate proportion and others (if any).
3. Salad will be vegetable raw salad of sliced tomatoes,cucumber(khira),carrot,onion and white raddish.
4. Bhaja will be only of alu potal(parwal)/bhindi/karela. Bhaja will have 50% alu and 50% vegetables.
5. Paneer will be 50 grams per plate and chicken will be 04 pcs (standard size).
6. Odia special dalma will contain toor dal and equal proportion of vegetables like potato, carrot, pumpkin, brinjal, green papaya, onion,tomato,and will be made with ghee and garnished with crushed fresh coconut per plate.
6. Special bhaja will not contain potatoes and will be only of all mixed vegetables in equal proportion.
7. Khata will be of tomato Khata /aamKhata. And lemon rice will contain roasted peanuts.
9. Punjabi dal makhani will be made with ghee and contain whole urad dal, rajma and tomatoes.



**INDIRA GANDHI INSTITUTE OF TECHNOLOGY  
SARANG, DIST-DHENKANAL, ODISHA, 759146**

Annexure-IV

**FORMAT FOR SOLVENCY CERTIFICATE  
(On Bank's Letter Head)**

Ref. No:.....

Date.....

TO WHOM IT MAY CONCERN

This is to certify that to the best of our knowledge and information,  
M/s.....  
.....(Bidders name with complete address), a customer of our Bank, is  
respectable, and is capable of executing orders to the extent of Rs.....(Rupees  
.....) as disclosed by the information and records which are  
available with us.

M/s ..... have been our customer since..... to  
date and has been granted the following limits, at present, against various facilities granted by the  
Bank:.....

This certificate is issued without any guarantee, risk or responsibility on behalf of the Bank or any of its  
officials. This certificate is issued at the specific request of the customer for the purpose of participating in  
IGIT Sarang Tender No.: IGIT/BRB/TENDER/2025/30 Dated: 02.07.2025.

Signature of Authorized Person

Name: .....

Date: .....

Seal

IGIT/BRB/TENDER/2025/30

*M. S. Das*  
02/07/2025  
Director

Date: 02.07.2025



**INDIRA GANDHI INSTITUTE OF TECHNOLOGY  
SARANG, DIST-DHENKANAL, ODISHA, 759146**

Annexure- V

(To be furnished on non-judicial stamp paper duly attested).

**AFFIDAVIT**

I/We/M/s \_\_\_\_\_ are registered as Mess Contractor/  
Service Provider as per Registration Certificate No. \_\_\_\_\_  
Issued by \_\_\_\_\_ having registered office at \_\_\_\_\_  
\_\_\_\_\_ and manufacturing/supply base at \_\_\_\_\_

do hereby declare and solemnly affirm that I/We have not been Black-listed, nor mine/our Tenders or Mess Contract have ever been cancelled by any State/UT/Central Government or any partner or shareholder either directly or indirectly connected with or has any subsisting interest in the business of my/our firm nor any legal proceedings have ever been initiated/pending or any penalty has ever been levied due to delay of non-completion of work/catering service/supply order by any State/UT/Central Government or by any authority.

Place : \_\_\_\_\_

DEPONENT

Dated : \_\_\_\_\_

**Verification**

I/We do hereby solemnly declare and affirm that the above declarations are true and correct to the best of my knowledge and beliefs. No part of it is false and nothing has been concealed therein.

Place : \_\_\_\_\_

DEPONENT

Dated : \_\_\_\_\_