



भारतीय समुद्री विश्वविद्यालय INDIAN MARITIME UNIVERSITY

(केन्द्रीय विश्वविद्यालय, भारत सरकार)
(A CENTRAL UNIVERSITY, GOVT. OF INDIA)
मुंबई पोर्ट परिसर / MUMBAI PORT CAMPUS
(एलबीएस कॉमसार / एमईआरआई)
(LBS CAMSAR / MERI)

Minutes of the Pre-bid meeting in respect of Catering Services Tender held on 15th May, 20018 at 3 p.m. in the office of the Administrative Consultant, IMU-MPC.

The following Members were present:-

1. Mr. Dilip Kumar Shetty, Administrative Consultant
2. Mr. B.C. Rout, Lecturer in Mathematics

Firms attended:

1. Creative Enterprises, Mumbai
2. ISF Services, Aurangabad
3. Green Leaf Caterers, Mumbai
4. Annapurna Caterers, Mumbai
5. Vihar Hospitality, Mumbai
6. Annapurna Catering Services
7. Balaji Caterers, Mumbai
8. First Man Management Services Pvt. Ltd., Chennai
9. Shridevi Hospitality Services, Navi Mumbai.
10. Manjushree Food & Facility Management, Navi Mumbai
11. M/s. Y. A. Bhesadia, Mumbai
12. Coconut Grove F&B Hospitality Pvt. Ltd.,
13. Juhu R.B. Hotel, Mumbai

In view of the queries raised by the representatives of the above mentioned firms and the clarification given by IMU-MPC, the following has been compiled for information:-

1. Administrative Consultant briefed the parties about the Catering tender and explained the provisions contained in the Tender.
2. It was clarified that all the items, such as, furniture, utensils, equipments, etc. required for running the canteen are to be arranged by the contractor.
3. With reference to the number of students mentioned in Page 23 of the Technical Bid, the representatives were informed that the number of students/cadets availing canteen facility would be approximately in the range of 200 to 300 per day throughout the year.
4. With regard to query on Electricity and Water charges, the representatives were informed that the Contractor has to pay the charges as per actual, which would be approximately Rs.10,000/- per month.
5. Orders placed by the IMU-MPC will be paid by IMU-MPC to the Contractor on submission of monthly bills. Students will be catered on payment by cash by the students/cadets to the Contractor.
6. The tender document terms and conditions shall prevail regarding evaluation of Price bid for award of catering contract.



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7. A Committee constituted by the IMU-MPC will monitor the quality and quantity supplied in the canteen. Students/cadets feedback on regular basis will also be taken on quality, quantity and service provided.
8. For any additional items to be served, other than items for which rates have been quoted, should have prior approval of the Competent Authority of IMU-MPC.
9. It was reiterated that the representative attending the opening of Technical Bid and Financial Bid must bring along with him/her the Authority letter and Identity Card. Only one representative of a Contractor who has submitted Tender will be allowed to attend the Tender opening meeting.


Administrative Consultant


Mr. B.C. Rout, Lecturer in Mathematics


Director (i/c)