

MINUTES OF THE PRE-BID MEETING HELD ON 25.05.2018 AT CONFERENCE HALL, ROOM NO.F1-02 (FIRST FLOOR), ADMINISTRATIVE BUILDING, CUTN IN CONNECTION WITH OUR EOI TENDER NO.02/2018-19 FOR CATERING SERVICE FOR CANTEEN OF CENTRAL UNIVERSITY OF TAMIL NADU.

The following members of the Committee were present:

- 1) Prof. S. Nagarajan, Dean, Students' Welfare, Chairperson
- 2) Dr. K. Venkata Saravanan, Chief Warden, Boys Hostel, Member
- 3) Shri. A. Velu, Assistant Registrar (Finance), Finance Nominee
- 4) Shri. R. Ramesh, Section Officer (Purchase-I), Special Invitee

Dr. L. Kavitha, Chief Warden, Girls Hostel and Ms. C. Sridevi, Section Officer (Purchase -II) – Could not attend the meeting due to pre-occupation

The Tender Document was uploaded in our website & CPP Portal on 15.05.2018.

The following prospective bidders attended the Pre Bid Meeting:-

- 1) M/s. MYM Hospitalities Pvt. Ltd., Chennai.
- 2) M/s. Origin ITFS, Chennai.
- 3) M/s. Subramanian Industrial Contractors, Karaikal
- 4) M/s. Nalabagam Caters, Madurai
- 5) M/s. Sri Sai Caterers, Kalpakkam
- 6) M/s. Vasan Restaurant, Thiruvaurur

The attendance sheet for Pre-bid meeting is enclosed herewith. (Annexure – I)

Opening Remarks:

- i. Prof. S. Nagarajan, Dean, Students' Welfare – Chairperson welcomed the participating member and after introduction, he briefed all participants about the tender.
- ii. It was explained that purpose of Pre-Bid Meeting is to explain the various important provisions of the bidding documents to the prospective bidders and to clarify the queries that the bidders may have in the subject, bidding documents.

In the pre-bid meeting the following queries were raised by the prospective bidders, and the reply given by the committee are as detailed in the following table:

Sl. No	Query	Answer
1.	Whether the cleanliness & maintenance of dining area will be under the control of the University?	No. It is the scope of the service provider and University will inspect the same. The necessary corrections has been made in the Tender Document.
2.	Is there any condition for booking of meals?	Yes. Booking of Meals should be conveyed to the caterer well in advance. <i>for official meetings, etc</i>
3.	If booking of meals cancelled, is there any stipulated time for communication?	Yes. Cancellation should be conveyed to the caterer one day in advance.
4.	Whether the service charges will be decided separately?	No. The quote should include all the Service Charges. The suitable clause included in the Tender Document.

S. Nagarajan
28/5/18
L. Kavitha
28 May 2018

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5.	Amendment on Annual Turnover	In page no.4 under condition No.5, (point no.vi.) has been mentioned as Rs. 25 Lakhs instead of Rs. 15 Lacs. The necessary correction has been made in the Tender Document.
6.	Whether GST is applicable for quoted items?	The quote should exclude GST and GST will be applicable as per prevailing rates of GOI. The suitable clause included in the Tender Document.

The committee had decided to adopt Basic Menu for arriving L1 and the Previous Menu approved by Students Representative may be included in the Tender Document. *(Menu enclosed)*

The bidders were informed to ensure that all mandatory documents / certificates / undertakings are to be enclosed with the bids, as specified in the tender document.

Apart from the aforesaid suggestion, there were no technical queries from the bidder's side, hence the Committee felt that there is no need for amendment in the tender document.

J. 28/5/18

(R. Ramesh)

C. Sridevi

(C. Sridevi)

A. Velu

(A. Velu)

Dr. K. Venkata Saravanan
28/5/18

(Dr. K. Venkata Saravanan)

Dr. L. Kavitha
28 May 2018

(Dr. L. Kavitha)

Prof. S. Nagarajan

(Prof. S. Nagarajan)

Basic Mess Menu

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
BREAKFAST (TIME:7.30-9.30) UNLIMITED	IDIYAPPAM, EGG(1)CURRY, ONION TOMATO CHUTTNEY, GREEN PEAS CURRY.	ALOO PARATHA , CURD, SAUCE, PICKLE, BREAD(JAM&BUTTER)	IDLI,VADA(MEDU VADA- 2),**** SAMBHAR, COCONUT CHUTNEY, BREAD(JAM/BUTTER)	DOSA, SAMBHAR, COCONUT CHUTNEY, TOMATO ONION CHUTNEY	PONGAL, VADA(PARUPU VADA- 2), SAMBHAR, CHUTNEY, TOASTED BREAD(JAM/BUTTER)	ONION UTTHAPPAM, SEMIYA KITCHADI, TOMATO ONION CHUTNEY, SAMBHAR, KESARI	NOODLES, GOBI/ALOO PARATHA, CURD, SAUCE/PICKLE,
	**TEA/COFFEE/MILK (min. 120ml)	**TEA/COFFEE/MILK (min. 120ml)	**TEA/COFFEE/MILK (min. 120ml)	**TEA/COFFEE/MILK (min. 120ml)	** TEA/COFFEE/MILK (min. 120 ml)	**TEA/COFFEE/MILK (min. 120ml)	**TEA/COFFEE/MILK (min.120ml)
LUNCH (TIME 12.30-2.15) UNLIMITED	PLAIN RICE, CHAPATI, GREEN DHAL, SAMBHAR, RASAM,BUTTER MILK,VEG SALAD, APPALAM(BIG), PICKLE, SPINACH PORIYAL	PLAIN RICE, CHAPATI, DHAL, VATTHAKOZHAMBU, RASAM, BUTTER MILK, APPALAM(BIG), PICKLE, CABBAGE PORIYAL, VEG SALAD	PLAIN RICE, CHAPATI, DHAL, SAMBHAR, RASAM, BUTTER MILK, VEG-SALAD, APPALAM (BIG), PICKLE, LADIES FINGER PORIYAL (DRY*).	PLAIN RICE, CHAPATI, DHAL, SAMBHAR (LADIES FINGER AND RAW MANGO), RASAM, BUTTER MILK, VEG- SALAD, APPALAM (BIG), PICKLE, CARROT AND BEANS PORIYAL.	PLAIN RICE, CHAPATI, DHAL, SAMBHAR (SMALL ONION), RASAM, BUTTER MILK, VEG-SALAD, APPALAM (BIG), PICKLE, RAW BANANA (PLANTAIN) PORIYAL.	PLAIN RICE, CHAPATI, DHAL, SAMBHAR, RASAM, BUTTER MILK, VEG-SALAD, APPALAM (BIG), PICKLE, BEETROOT PORIYAL.	PANEER/EGG BRIYANI, CHAPATI, CHANNA DHAL CURRY, RAITHA, SALAD, PICKLE.
DINNER (TIME 7.30-9.30PM) UNLIMITED	GHEE RICE, EGG BHURJI/ALOO AND ONION BHURJI, PICKLE, CHAPATI, GREEN PEAS CURRY.	PLAIN RICE, DHAL FRY(DRY), CHAPATTI, SAMBHAR, RASAM, EGG/BANANA, PICKLE	VEG FRIED RICE (NO PEPPER*), CHAPATTI, CHICKEN (120gm)*** PANEERCURRY(60g) *** PICKLE	JEERA RICE, CHAPATI, CABBAGE KOFTA, FRUIT SALAD, PICKLE	KHUSKA/BIRYANI, RAITHA, CHAPATTI, VEGETABLE CURRY, PICKLE, EGG CURRY (1)/ GOBI ALOO FRY (MIN. 100GM)	DOSA, SAMBHAR, COCONUT CHUTNEY, TOMATO ONION CHUTNEY, DRY ALOO.	GREEN PEAS PULAO, CHAPATTI, GOBI MANCHURIYAN, TOMATO ONION CURRY (SEMI GRAVY), PICKLE
	** COFFEE/MILK (min. 120ml)	** COFFEE/MILK (min. 120ml)	**COFFEE/MILK (min.120ml)	** COFFEE/MILK (min. 120ml)	** COFFEE/MILK (min. 120ml)	** COFFEE/MILK (min. 120ml)	**COFFEE/MILK (min.120ml)

Note

** should be served separately, min- Minimum, "*" Important point to be noted

*** For the Wednesday Dinner, the chicken and the paneer provided should be weighed and the weight is irrespective of the curry. The weight is only for the chicken and paneer.

**** The size of the medu vada should not be less than 3 inch in diameter and one inch in thickness
If the amount of the items are not mentioned then it is unlimited.

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Menu for Evening snacks (Optional):

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
	Tea , Milk and Coffee						
Snacks	Chenna/peas Sundal	Onion/Potato/plantain/ mirchi bajji	Vegetable cutlet	Urad Dal Vada/Masala Vada	Golden gram sundal	Dokla/Samosa	Cake

- **Extra Snacks & Beverages** can be provided by the Caterer on spot payment basis.
- **Instruction:** If the caterers fail to make food as per the menu, students and respective wardens should be informed at least the previous day evening.

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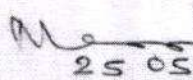
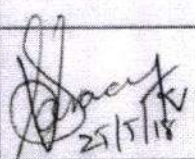
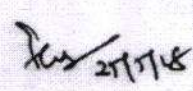
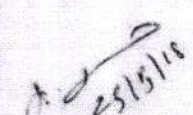
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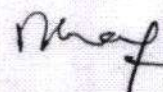
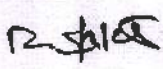
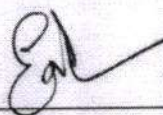

THE FOLLOWING COMMITTEE MEMBERS WERE PRESENT FOR THE PRE-BID MEETING HELD ON 25.05.2018, 11:30 HRS. AT F1-02, CONFERENCE HALL, ADMINISTRATIVE BUILDING, CUTN THIRUVARUR AGAINST OUR EO1 NO.02/2018-19 FOR CATERING SERVICE FOR CENTRAL UNIVERSITY OF TAMIL NADU

Sl. No.	Name	Designation	Signature
1.	Prof. S. Nagarajan	Dean, Students' Welfare. ...Chairperson	 25 05 2018
2.	Dr. L. Kavitha	Chief Warden, Girls Hostel ...Member	(on vacation) Absent
3.	Dr. K. Venkata Saravanan	Chief Warden, Boys Hostel ...Member	 25/5/18
4.	Shri. A. Velu	Assistant Registrar (Finance) ...Finance Nominee	 25/5/18
5.	Ms. C. Sridevi	Section Officer (Purchase - II) ...Purchase Nominee	(on leave) Absent
6.	Shri. R. Ramesh	Section Officer Special Invitee	 25/5/18

CENTRAL UNIVERSITY OF TAMIL NADU

PRE-BID MEETING FOR EOI NO.02/2018-19, TOWARDS CATERING SERVICE FOR CANTEEN OF CENTRAL UNIVERSITY OF TAMIL NADU HELD ON 25.05.2018, 11:30 AM AT F1-02, CONFERENCE HALL, ADMINISTRATIVE BUILDING, CENTRAL UNIVERSITY OF TAMIL NADU, THIRUVARUR.

ATTENDANCE SHEET

Sl. No.	Name & Designation	Company Name & Address	Contact Number	Signature
1.	S.M. MOHAMED YOUSUF MONSOOR	MYM HOSPITALITIES PVT LTD 177.26 TH AVENUE. PANDURAI. PUDUR. AMBATUR CH. 53.	9940512313 mymcaterers@gmail.com	
2.	P SELVARAS manager	Oriffin ITFS, Dr. vijayam Sarathi Industrial Estate Chennai	9445005515 selva_ongc@yahoo.com	
3.	SU B. SUBRAMANIAN PROPRIETOR	SUBRAMANIAN Ind. CONTRACTORS B. I CROSS Bharadidasan Nagar Karaikal - 609609	9442179797 9842352387 Vasanthram78@gmail.com	B. Subramanian
4.	RAMILUMAR	NALABAGAM CATERERS MADURAI.	9486377064 nialabagamcaterers@gmail.com	
5.	S. SATHISH Kumar	SRI SAI CATERERS Anipparam Kalpakkam	9488046222	
6.	S. Nagarajam.	VASAN RESTAUR.	9598122522	
7.		Hotel Anandam Karaikal.	7373728161 mahes.kk1@gmail.com	