

**“Providing Catering Services to the International Hostel
Mess (IHM) at CSIR-CFTRI, MYSURU.”**

महत्वपूर्ण दिन एवं समय /CRITICAL DATES AND TIME

क्रम सं. Sl. No.	विवरण / Particulars	दिनांक Date	समय Time
1.	Publication Date	23.01.2026	1 pm
2.	Bid Submission Start Date and time	23.01.2026	1 pm
3.	Bid Submission End Date and time	02.02.2026	5 pm
4.	Technical Bid opening date and time	03.02.2026	3 pm
5.	Financial Bid opening date and time	To be intimated later	

Note:

1. CSIR-CFTRI may at its discretion, extend/change the schedule of any activity and intimate the bidders.
2. In case the date of opening of tenders is declared a Govt. Holiday then the date of opening of the tender will be the next working day at the same time.

TENDER Reference No: GEM/2026/B/7145053 dated 23.01.2026

NOTICE INVITING e-TENDER (NIT)

CSIR-Central Food Technological Research Institute, Mysuru, is a premier R&D Institute and a constituent unit of Council of Scientific & Industrial Research (An Autonomous Organization under the Ministry of Science & Technology, Government of India) invite bids from renowned, experienced, well established and registered agencies/organizations for providing catering service to the inmates of Students Hostel located in **CSIR-CFTRI campus, Mysuru** and Providing catering services (Tea/Refreshments/Lunch/Dinner) within the campus in the areas identified by CSIR-CFTRI officials for occasions such as meetings / seminar / symposium / conferences etc. as per requirement through GeM portal under **Two Bids Systems (Technical Bid and Financial Bid)**. The hostel inmates are students of academic programmes offered by CSIR-CFTRI, Mysuru. Besides, Ph.D. Research Scholars, Project Fellows, participants of training programmes, staff members and a few distinguished guests and invitees visiting the Institute are other entities dining at the IHM. In all, there is a demand to cater to **approximately 100 persons per day at IHM (Numbers may vary time to time)**. The estimated value of contract is **Rs. 1.2 crore for 2 years, which may vary depending on additional orders, if any.**

The scope of contract with other relevant details is as under:

Details	Place	Validity of the contract	EMD
Managing the entire activity of catering services including maintenance, cleanliness & hygiene in and around the mess area and providing Tea/Refreshments/Lunch/Dinner within the campus in the areas identified by CSIR-CFTRI officials for occasions such as meetings, seminars, symposium, conferences etc.	International Hostel Mess, IFTTC Hostel Complex, CSIR-CFTRI Campus, Mysuru 570 020	The contract is for a period of two years. The contract will be awarded initially for a period of One-year (the first three (3) months are on trial period), with a provision for extension for one more year (either quarterly or Half-yearly basis) subject to satisfactory performance.	Rs. 2,40,000/- (Rupees Two Lakh Forty Thousand only).

NOTE: Earnest Money Deposit (EMD) shall be submitted in the form of Fixed Deposit Receipt, Banker's Cheque or Bank Guarantee drawn in favour of Director, CSIR-CFTRI, Mysuru. Scanned copy of the proof of EMD should be uploaded during submission of tender. Duly signed EMD must be valid for 90 days from date of publication of NIT. Bidders seeking exemption from EMD must upload a **valid NSIC/MSME certificate** covering the relevant category of work.

Since the bids are to be submitted online, the original EMD in the form of Fixed Deposit Receipt, Banker's Cheque or Bank Guarantee from any of the Commercial Banks must be sent by post so as to reach this office before the bid submission closing time, or it may be physically dropped in the tender box kept at Establishment-VII, CSIR-CFTRI, Mysuru. Tenders submitted without the EMD and incomplete tenders are liable to be rejected. The Institute shall not be responsible for any postal delays.

NOTE:

1. Director, CSIR-CFTRI reserves the right to reject any or all the tenders or to accept them in part or to reject lowest tender without assigning any reason whatsoever. Director, CSIR-CFTRI also reserves the right to call off tender process at any stage without assigning any reason.
2. Director, CSIR-CFTRI reserves the right to reject an agency whose performance at completed/ongoing project(s) is/was below par and unusually poor and has been issued letter of restrain/Temporary/Permanent debar by any department.
3. Director, CSIR-CFTRI reserves the right to verify the credentials submitted by the firm at any stage (before or after the award of work). If at any stage, any information/documents submitted by the applicant is found to be incorrect/false or have some discrepancy which disqualifies the firm then CSIR-CFTRI shall take action as per CSIR-CFTRI guidelines, including the forfeiture of the full said Earnest Money Deposit (EMD) absolutely.

Procedure for finalization of contract: Based on the technical evaluation and the financial quote, the final selection would be made by GeM, for award of the contract.

Any information(s) furnished by the Caterer is/are found to be incorrect/invalid at a later stage; he/she shall be liable to be debarred from tendering. The Tender document can be downloaded from the Institute's website <https://www.cftri.res.in> and <https://gem.gov.in>. Please keep visiting the institute's website for any corrigendum/amendment and submit the bids accordingly. Contractors are requested to go through FAQs and help files available in the GeM portal. In case of any difficulty, CONTRACTORS may contact the help desk numbers and email IDs provided in the GeM portal.

Eligibility criteria:

1. Should provide Name and Details of the AGENCY/CONTRACTOR/Firm/Company as per **Annexure-5**
2. Should provide Valid Establishment Registration/ Incorporation Certificate under Co-Operative Societies Act/Shops and Commercial Establishment Act- 1961/Indian Companies Act of the AGENCY/CONTRACTOR.
3. Should provide Valid Registration Certificate with Labour Commissioner/Licensing Officer.
4. Should provide Registration details with local Corporation/Municipal Health Authorities and FSSAI.
5. Should provide EMD for **₹2,40,000/-** in the form of FDR/DD/Banker's cheque from a Commercial / Scheduled Bank OR provide Valid MSME/NSIC Registration Certificate for getting EMD Exemption, if any. [Exemption is applicable for EMD purpose only]
6. Should provide Local Address Proof – Address proof of Full Fledged Head Office/Branch Office located in Mysuru in the name of the firm OR An undertaking to open an office within one month of award of the Contract at Mysuru.
7. Should provide Permanent Account Number (PAN) and Goods & Service Tax (GST) Registration certificates.
8. Should provide Employees Provident Fund (EPF) Registration and Employees State Insurance Corporation (ESIC) Registration certificates.
9. Should provide Copies of: Annual Turnover, Income Tax Returns & Balance Sheet for last three Financial Years – 2022-23, 2023-24 & 2024-25
10. Should provide Bank Solvency Certificate of an amount not less than **Rs.10.00 Lakhs** issued by a Nationalized/Scheduled Bank within last six months as on the date of NIT.
11. Should provide Experience details in the Format as per **Annexure – 6**
12. Should provide Tender Acceptance letter in the Format as per **Annexure - 7**
13. Should provide Affidavit on stamp paper of Rs. 200/- value as per **Annexure - 8**
14. Should provide Declaration of Relationship as per **Annexure – 9**
15. Should provide Undertaking of the AGENCY/CONTRACTOR as per **Annexure – 10**
16. Should provide Proposed Manpower deployment by the AGENCY/CONTRACTOR as per **Annexure – 11** (Necessary Experience certificate copies of employees should be enclosed).
17. Should provide Existing Clientele list.
18. Should provide Land Border sharing certificate as per **Annexure-12**

Caterers meeting the above requirements may visit IHM during **24.01.2026 to 01.02.2026** from 10 AM to 5 PM on all working days, to acquaint themselves with the available infrastructure and requirements.

Contact person: Shri P Satheesh (Mb: 9886172808)

**Sd/-
Administrative Officer**