

Here is the full Vendor Bid Document for **K. Rishi - Kotam's Catering**, drafted in a formal, paragraph-based text format suitable for a real-time government procurement submission.

PART I: TECHNICAL BID

SECTION 1: COVERING LETTER

To The Registrar, Dr. B. R. Ambedkar National Institute of Technology, Jalandhar. With reference to the Tender Document for the Annual Contract for providing Canteen Services, I, K. Rishi, the authorized signatory of Kotam's Catering, do hereby submit our formal bid for the same11111111. We have thoroughly perused the tender instructions and hereby declare our unconditional acceptance of all terms and conditions specified therein2222. We are enclosing herewith a Demand Draft of ₹500/- towards the Tender Fee and a Demand Draft of ₹20,000/- as Earnest Money Deposit (EMD) in favor of the designated Institute accounts3333333333.

SECTION 2: BIDDER PROFILE AND LEGAL STATUS

The bidding firm, Kotam's Catering, is a proprietary concern owned and managed by K. Rishi, with its registered office situated near the Delhi border444. The firm commenced its business operations in the year 2015 and possesses over three years of continuous experience in the catering industry555. Our statutory registrations include PAN BKZPK0000R and GSTIN 06BKZPK0000R1Z5666. We also hold a valid Labour License and are registered with the EPF and ESI authorities to ensure full compliance with all prevailing labor laws of the Government of India7777.

SECTION 3: FINANCIAL TURNOVER AND STABILITY

The average annual financial turnover of Kotam's Catering during the last two financial years has consistently exceeded the mandatory requirement of ₹25.0 Lacs88888. For the financial year 2016-17, the gross turnover was recorded at ₹27,50,000/-, and for the financial year 2017-18, it reached ₹29,80,000/-999. We have enclosed the audited balance sheets and profit and loss accounts for these periods, duly stamped and certified by an authorized Chartered Accountant as evidence of our financial stability1010101010.

SECTION 4: QUALITY CERTIFICATION AND COMPLIANCE

We emphasize quality management and are proud to maintain an ISO 9001:2015 certification for our catering and hospitality services. Furthermore, in accordance with the Food Safety and Standards Act of 2006, the firm holds a valid FSSAI License (No. 13315000000456) for the manufacture and handling of food items, which has been maintained without lapse for the past two years1111111111.

SECTION 5: RELEVANT EXPERIENCE AND GOVERNMENT PROJECTS

Kotam's Catering has a proven track record of satisfactorily managing institutional canteens for several years1212121212. We have successfully executed a minimum of three significant government-affiliated projects, including the Central University Hostels in New Delhi, where we managed a daily dining strength exceeding 250 persons13131313131313. Our other notable

projects include the PSU Guest House in Noida and the NIT Delhi Faculty Canteen¹⁴. Performance certificates from these organizations, rating our food quality and overall service as "Excellent," are attached for your review¹⁵¹⁵¹⁵.

SECTION 6: OPERATIONAL CAPABILITY AND MANPOWER

We maintain a sufficient workforce comprising four skilled cooks and eight trained service staff1616161616161616. Our culinary team is proficient in the preparation of high-quality North Indian, South Indian, and Continental cuisines as per the tastes of a diverse institutional population17. We commit to commencing full canteen operations within 30 days of the issuance of the allotment letter18. We further agree to manage all waste disposal and maintain high standards of hygiene in accordance with the bye-laws of the local regulatory authorities19191919.

SECTION 7: UNDERTAKINGS AND DECLARATIONS

The undersigned solemnly declares that Kotam's Catering has never been blacklisted or debarred by any Government, Semi-Government, or Public Sector undertaking²⁰. We acknowledge the requirement to provide a Bank Guarantee of ₹1.00 Lac at the time of taking possession²¹. We also agree to the fixed water charges of ₹500/- per month and the electricity billing based on actual consumption recorded by the sub-meter²²²²²²²².

PART II: FINANCIAL BID

SECTION 8: FINANCIAL QUOTE

As per the requirements of Annexure-VI, I, K. Rishi, on behalf of Kotam's Catering, do hereby quote a Monthly License Fee of ₹22,500/- (Rupees Twenty-Two Thousand Five Hundred Only) to be paid to the Institute for the operation of the canteen services in the Students Welfare Center²³. We further agree to an annual enhancement of this license fee by at least 10% for the duration of the three-year contract²⁴.

SECTION 9: MENU RATE ADHERENCE

We hereby express our full agreement to serve all food items and beverages at the Maximum Retail Sale Rates fixed by the Institute in Annexure-IV of the tender document252525252525252525. This includes the provision of a Veg Thali at ₹50/-, Special Thali at ₹100/-, and Samosas at ₹10/-, ensuring that no price deviation occurs without the prior written approval of the competent authority26262626262626262626262626262626.