

NOTICE INVITING TENDER**Tender No- ILS-11024/1/2025-ADMIN-ILS/ 187****Dated- 08.10.2026**

The Director, BRIC-ILS, Bhubaneswar invites sealed tenders in two bids (Technical Bid & Price Bid) from reputed, experienced and eligible Catering Agencies/Firms/Service Providers for providing Hostel Mess & Catering Services at BRIC-Institute of Life Sciences, Bhubaneswar. The bidder should have valid GST Registration, PAN, FSSAI Licence/Registration and other statutory registrations/licences as applicable. The bidder should have adequate experience in providing similar Hostel Mess/Catering/Food Services and should have successfully executed similar contracts with Government/Semi-Government/Central/State Autonomous Bodies, PSUs, Educational/Research Institutions or other reputed organizations. The details are as under:

1.	Name of work	Outsourcing of Hostel Mess & Catering Services at BRIC-Institute of Life Sciences, Bhubaneswar-751023
2.	Period of contract	For one year, which may be extended for a further period on satisfactory performance, subject to approval of the Competent Authority and applicable rules.
3.	Earnest Money Deposit (EMD)	For one year, which may be extended for a further period on satisfactory performance, subject to approval of the Competent Authority and applicable rules.
4.	Performance Security Deposit after award of work	: Rs. 10,00,000/-(Ten Lakh only)
5.	Eligibility Criteria	The bidder should have valid GST registration, PAN and relevant statutory registrations/licences as applicable. The bidder should have adequate experience in providing Hostel Mess/Catering/Food Services to Government/Semi-Government/Central/State Autonomous Bodies/PSUs/ Educational/Research Institutions or reputed organizations. Detailed eligibility criteria shall be as specified in the tender document.

- Bid Submission Closing/End Date: 30.10.2026 at 16.00 Hrs.
- Technical Bid Opening Date: 04.11.2026 at 16.00 Hrs. in the Conference Hall of the Institute.
- Price Bid Opening Date: 09.11.2026. at 11.00 Hrs. (only technically qualified Bids, the list of which will be published on the ILS Website: www.ils.res.in)
- If the above stated opening or closing date(s) happens to be Government holiday(s), the submission/opening of the tender will be on the next working day as per the time scheduled.
- The prospective bidders should adhere to the deadlines mentioned above corresponding to this tender. They may satisfy themselves about the requirement and existing hostel mess facilities by visiting BRIC-Institute of Life Sciences, Bhubaneswar, after the date of publication of the Tender on the CPP Portal, on any working day between 10.00 A.M. to 5.00 P.M. before submitting their bid. Tender papers can be downloaded from the website www.ils.res.in and the **Central Public Procurement Portal (CPPP)**.
- The selected agency/service provider shall be responsible for providing quality food, preparation and serving of meals, maintenance of hygiene and cleanliness in the mess premises, deployment of adequate trained manpower, procurement of required raw materials, proper maintenance of mess facilities and compliance with all applicable food safety, labour and statutory requirements, as specified in the tender document.
- Director, BRIC-ILS, Bhubaneswar reserves the right to accept or reject any tender in part/full or to split the order/work without assigning any reason or to annul the tender process at any stage without assigning any reasons.

Sd/-
Administrative Officer (I/C)

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File No. ILS-11024/1/2025-ADMIN-ILS (Computer No. 33150)

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TENDER DOCUMENT: OUTSOURCING OF HOSTEL MESS & CATERING SERVICES

Institute: BRIC - Institute of Life Sciences (BRIC-ILS), Bhubaneswar, Odisha

(An Autonomous Institute under Department of Biotechnology, Ministry of Science & Technology, Govt. of India)

Selection Methodology: Quality and Cost-Based Selection (QCBS) — 70:30 (Technical:Financial)

1. NOTICE INVITING TENDER

Tender Reference No: ILS-11024/1/2025-ADMIN-ILS/

BRIC-ILS is a premier R & D institute of DBT, under Ministry of Science and Technology, GoI. The institute is having two campuses, One near Nalco Square, Chandrashekharapur, Bhubaneswar and other at Niladri Vihar, near Jalvayu Tower. Both the campuses have student's hostel and campus II has guest house. BRIC-ILS has a mess facility that is being used by the hostel students and BRIC-ILS is looking for a canteen facility that can be used by students, guests and for other official purposes. The catering agency shall provide campus-wise meal services as per the requirement of BRIC-ILS, at both the campuses. The contractor shall be responsible for timely delivery, transportation, proper packaging/serving, hygiene, quality and quantity of food at both campuses.

Director, BRIC-ILS is inviting quotation from known vendors for providing catering services for both canteen and mess at BRIC-ILS premises. The contract will be initially for 2 years. Sealed/E-tenders under Two-Bid System are invited by the Director, BRIC-ILS, Bhubaneswar, from eligible, competent, and experienced catering agencies/contractors for providing comprehensive Hostel Mess & Catering Services for 120–150 regular boarders and institutional hospitality services compliant with General Financial Rules (GFR) 2017.

Critical Dates & Tender Information Table

Tender Parameter	Details & Critical Dates
Scope of Work	Catering for Hostel Mess (120–150 boarders) & Institutional Guests/Events
Estimated Annual Tender Value	₹ 50,00,000/- per annum
Earnest Money Deposit (EMD)	₹ 1,00,000/- (EMD Exemption Declaration accepted for registered MSEs/NSIC)
Tender Document Fee	₹ 1,000/- (Non-Refundable) payable via DD/NEFT to "Institute of Life Sciences"
Document Download Start Date	09-10-2026
Pre-Bid Meeting Date & Venue (only for any major concern)	12-10-2026
Bid Submission Deadline	30-10-2026
Technical Bid Opening Date	04-11-2026
Selection Methodology	Quality and Cost-Based Selection (QCBS) — 70:30 (Technical:Financial)

2. ELIGIBILITY & TECHNICAL QUALIFICATION CRITERIA

Bidders must submit self-attested copies of the following mandatory qualifying credentials in **Cover-1 (Technical Bid)**:

FSSAI Registration: Valid Central/State FSSAI License for catering/canteen operations spanning at least 3 continuous years.

Operating Experience: Minimum 1 year of experience (FY 2022-23 to 2024-25) operating student mess or institutional canteens in R&D institutes, CSIR/DBT/IIT/NIT/Central Universities/Central Institutes, or premier corporate hubs catering or a restaurant to a minimum of 100 persons daily.

Financial Turnover: Average annual financial turnover of at least ₹ 20 Lakhs during the last three financial years (Audited balance sheets and CA certificate with UDIN required).

Statutory Compliances: Valid Registration certificates for Goods and Services Tax (GSTIN), Employees' Provident Fund (EPF), Employees' State Insurance (ESIC), and PAN card.

Non-Blacklisting & Solvency: Affidavit on ₹ 100/- non-judicial stamp paper stating the firm has not been blacklisted by any Central/State Govt. body and a Bank Solvency Certificate of minimum ₹ 20 Lakhs.

3. SCOPE OF WORK & SERVICE STANDARDS

3.1 Regular Mess Service Schedule

The selected vendor shall provide fresh, hygienic, and nutritious meals 365 days a year to 120–150 regular boarders according to the prescribed meal timings:

Meal Type	Standard Operating Hours	Mandatory Menu Components
Breakfast	07:30 AM – 09:30 AM	Hot South/North Indian item (rotational), Sambhar/Chutney, Eggs/Fruit, Tea/Coffee.
Lunch	12:30 PM – 02:30 PM	Rice, Chapati, Dal (tadka/ mix), Seasonal Veg fry, Seasonal Veg Sabzi, Non-Veg (3 days/wk), Papad, Salad, pickle.
Evening Snacks (optional)	05:30 PM – 06:30 PM	Hot Snack (Samosa/Pakora/Cutlet/Poha, Veg/non-Veg options), Dip/Sauce, Tea & Coffee and other beverages. The items and prices should be quoted, however, will not be considered during Quality and Cost-Based Selection.
Dinner	07:30 PM – 10.00 PM	Rice, Chapati, Dal (tadka/ mix), Seasonal Veg fry, Seasonal Veg Sabzi, Papad, Salad, pickle.
Monthly feast	13:00 PM – 03:00 PM	Soup, starter (2 veg/1 non-veg), pulao, paratha, daal, raita, veg and non-veg special curry, and dessert. The items and prices should be quoted, however, will not be considered during Quality and Cost-Based Selection.

Before making the quote, please follow the Annexure 1 (page 7 of this document) for the quantity and amount of the items for each meal. The price comparison will be strictly on these sample meals. All the relevant pricing should be mentioned in INR and including GST.

3.2 Institutional Ad-hoc Catering

High-standard working lunches, executive buffets, and meeting refreshments shall be served on advance official requisition from the Institute at pre-fixed standard rates. The details and rates for the above should be mentioned and quoted in the bid. However, these prices will not be considered during Quality and Cost-Based Selection.

3.3 Infrastructure & Utility Responsibilities

- **Provided by BRIC-ILS:** Kitchen space, basic dining hall furniture, water supply, basic fixed cooking appliances, and electrical fixtures.
- **Borne by Contractor:** Operational consumables, commercial LP gas refilling/PNG consumption payment, raw materials, cleaning agents, insect controls, and complete operational manpower.

3.4 Raw Material Quality Benchmarks

Bidders must strictly use standard certified brands: Cooking Oil (Fortune/Dhara/Sundrop, etc), Rice (Basmati/HMT Agmark), Spices (MDH/Catch/Everest), Dairy (Omfed/MilkMoo/Amul/Mother Dairy), Atta (Aashirvaad/Annapurna). Reusing fried oil is strictly prohibited. Leftover food cannot be reused for next meals. The BRIC-ILS statutory committee will conduct a surprise monthly review for food and raw materials quality assurance.

3.5 Hygiene, Waste Management & Penalty Framework

The contractor shall maintain absolute cleanliness in the preparation, dining, and store areas. Daily waste disposal shall be executed as per Bhubaneswar Municipal Corporation (BMC) bio-waste standards.

4. QCBS EVALUATION METHODOLOGY (70:30)

Selection will be based on Quality and Cost-Based Selection (QCBS) with a 70:30 ratio (Technical 70%, Financial 30%).

4.1 Technical Evaluation Criteria (70 Marks Total)

Bidders scoring a minimum of 70% (49 out of 70 marks) in Technical Evaluation will qualify for Financial Bid Opening.

Technical Parameter	Evaluation Criterion & Breakdown	Max Marks
Track Record & Experience	1 yr = 10 Marks; 2 and above = 15 Marks	15
Turnover & Financial Standing	₹ 20L–50L = 10 Marks; >₹ 50L = 15 Marks	15
ISO / Food Safety Certifications	ISO 22000 / HACCP certification = 5 Marks	5
Presentation & Tasting Session	Presentation on Hygiene Plan, Staff Deployment, Sourcing Strategy (10 Marks) + On-site Food Sample Tasting & Presentation (25 Marks)	35

4.2 Financial Evaluation & Combined QCBS Score Calculation

The Financial Bids of technically qualified bidders will be evaluated. The lowest financial bid (F_m) will be awarded a financial score of 30 marks. Financial scores (S_f) for other bidders will be calculated using the formula:

$$S_f = (F_m/F) \times 30$$

(Where F_m = Lowest financial rate quote per student per day, and F = Financial quote of the bidder under consideration)

Combined Final Score Calculation: The total score (S) will be determined by combining the Technical Score (S_t) and Financial Score (S_f):

$$S = S_t + S_f$$

The bidder securing the highest total score (S) will be declared the successful bidder (H-1) and recommended for contract award.

5. BID SUBMISSION & GENERAL TERMS

- **Two-Bid System:** Bids must be submitted online/hard copy in two separate sealed covers: Cover 1 (Technical Bid containing credentials, EMD, and Annexure A) and Cover 2 (Financial Bid containing Annexure B).
- **Contract Tenure:** Initial contract period is one (01) year, extendable up to three (03) years on a year-to-year basis contingent upon satisfactory performance and mutual written agreement.
- **Performance Security Deposit:** The successful contractor must submit a Security Deposit of 20% of the total annual contract value or Rs. 10 lakhs, whichever is lowest, in the form of a Performance Bank Guarantee (PBG) valid for 14 months. In case of further extension of the contract the PBG should be valid for the total tenure of the contract, plus four months.
- **Exit Clause / Termination:** Either party can terminate the contract by serving a 60-day written notice. The Institute reserves the right to terminate the agreement immediately with forfeiture of PBG in case of severe breach of hygiene or safety.
- **Statutory Labor Laws:** Contractor shall comply with all provisions of the Minimum Wages Act (Odisha State), EPF, ESIC, and Contract Labor Regulations Act.

6. MANDATORY ANNEXURES

ANNEXURE A: Sample Weekly Menu Template

Day	Breakfast, Lunch & Dinner Highlights for price comparison
Monday	Idli/Vada, Sambhar + Veg Tadka / Chapati / Rice
Tuesday	Aloo Paratha, Curd + Paneer Butter Masala, Rice
Wednesday	Uttapam + Non-Veg (Chicken Curry) / Veg Kadai
Thursday	Poha/Jalebi + Dal Makhani, Seasonal Sabzi, Gulab Jamun
Friday	Puri Sabzi + Fish Curry (Odisha Style) / Shahi Paneer
Saturday	Upma/Ghugni + Egg Curry / Mushroom Masala
Sunday	Special Chole Bhature + Special Biryani (Veg/Non-Veg), Kheer

ANNEXURE B: Standard Financial Bid Format

Sl.	Service Head Description	Rate (₹) including GST
1	Mess Charges (Per Boarder / Day) <i>(Includes Breakfast, Lunch, Snacks, Dinner)</i>	₹ _____ / day
2	Ad-hoc Official Working Lunch (Per Plate)	₹ _____ / plate
2	Ad-hoc Official Working Dinner (Per Plate)	₹ _____ / plate
3	High-Tea Requisition (Tea/Coffee + 2 Snacks)	₹ _____ / head

** Note: Financial evaluation (Fm) will be strictly evaluated based on Sl No. 1 (Mess Charges per boarder per day). Rates quoted must be compliant with minimum wage standards.*

Signatures & Authorization:

Authorized Signatory of the Bidder

(Name, Designation & Official Seal)

Administrative Officer (Procurement)

BRIC - Institute of Life Sciences, Bhubaneswar

Check List

Sl No	Description	Remarks
1	Name of the Agency along with establishment certificate	
2	Detailed address and contact information of the vendor	
3	Bidder must be registered for providing catering services. Details of the registration number/ certificate.	
4	Copy of food license issued by competent authority for providing such services.	
5	Copy of PAN, ESI, EPF and GST registration	
6	Undertaking by the company that the firm is nor blacklisted or debarred by any Centra/ State Govt, Ministry/ PSU/ autonomous body etc. and there is no criminal case is registered against the firm or its owner	
7	Certificate regarding average turnover, profit and loss and ITR of last 3 years (where it applicable).	
8	Copy of the award letter and/ or completion of similar work	
9	Bank account details for RTGS/ NEFT	
10	For relaxation to MSMEs/ Start-ups of providing EMD, required certificates to be submitted.	

Annexure-I**Standard Mess Menu Quantity Chart (Per Person, Per Meal)****1. Breakfast (08:30 AM – 10.30 AM)**

Item	Standard Qty (per person)
Hot South/North Indian item (rotational)	2–4 pieces (e.g., 2 dosa/4 idli/2 paratha/5 poori)
Sambhar/Chutney	100–150 ml Sambhar + 25 g Chutney
Eggs/Fruit	2 boiled eggs OR 1 banana/fruit
Tea/Coffee	150–200 ml

2. Lunch (12.30 PM – 02:30 PM)

Item	Standard Qty (per person)
Rice (Basmati/Plain)	150–200 gm (cooked)
Chapati	2–3 pieces (75 g each)
Dal (tadka/mix)	150–200 gm
Seasonal Veg Fry (dry)	100 gm
Seasonal Veg Sabzi (curry)	100–150 gm
Non-Veg (3 days/week)	100–120 gm (chicken/fish/egg curry)
Papad	1 piece
Salad	50–75 gm, (cucumber, tomato, onion, carrot, lemon & green chilly)
Pickle	10–15 gm (Standard-Lemon, mangoes, green chillies)

3. Evening Snacks (Optional, 05:30 PM – 06:30 PM)

Item	Standard Qty (per person)
Hot Snack (Samosa/Pakora/Cutlet/Poha)	2–3 pieces OR 100–150 g Poha
Dip/Sauce	25–30 gm
Tea/Coffee/Other beverages	150–200 ml

4. Dinner (08:30 PM – 10.00 PM)

Item	Standard Qty (per person)
Rice	120–150 gm (cooked)
Chapati	2–3 pieces (75 gm each)
Dal (tadka/mix)	150–200 gm
Seasonal Veg Fry	100 gm
Seasonal Veg Sabzi	100–150 gm
Papad	1 piece
Salad	50–75 gm (cucumber, tomato, onion, carrot, lemon, beetroot & green chilly)
Pickle	10–15 gm

5. Monthly Feast (13:00 PM – 03:00 PM)

Item	Standard Qty (per person)
Soup	150–200 ml
Starter (2 veg + 1 non-veg)	3 pieces total (e.g., 2 veg pakora + 1 chicken tikka)
Pulao	150–200 gm (cooked)
Paratha	2 pieces (75 gm each)
Daal	150–200 gm
Raita	100–150 gm
Veg Special Curry	100–150 gm
Non-Veg Special Curry	120–150 gm
Dessert	100–150 gm

Key Implementation Notes:

- Unlimited Items: Rice, chapati, dal, and salad are typically served unlimited in institutional messes, but the above quantities represent average consumption per person.
- Oil/Ghee: Standard oil consumption is ~35 g per person per day across all meals. Ghee limited to 1 teaspoon per chapati if served.
- Milk/Beverages: 150–200 ml per serving for tea/coffee/milk.
- Non-Veg Frequency: As per your menu, non-veg is served 3 days/week for lunch; monthly feast includes both veg and non-veg special curries.
- Feast Pricing: Items and prices for monthly feast should be quoted separately but excluded from Quality and Cost-Based Selection as per tender terms.

Copy to:

- Notice Board of BRIC-ILS & Website of BRIC-ILS