



राष्ट्रीय प्रौद्योगिकी संस्थान अगरतला

National Institute of Technology Agartala

Agartala - 799 046 (Tripura) Office of Dean (SW)

Minutes of the Meeting

Date: 03.09.2024

A Prebid meeting regarding Hostel Mess service was held on 03.09.2024 at 11:00 a.m. in the office of Dean (SW). The following members and Representation of the various agencies/ Service provider were present in the meeting:

Name of the committee members present in the meeting:

1. Prof. JOHN DEB BARMA, DEAN (SW1)- Chairman
2. Prof. UTTAM KUMAR BERA, DEAN (SW2)-Invitee Member
3. Prof. BABY BHATTACHARYA, Chairman Gargi Hostel-Member
4. Dr. DIPANKAR SARKAR, FIC Guest House-Member
5. DR.R.K BHOGENDRO MEITEI, CHIEF WARDEN-Member
6. MR. KAMLESH TILWANI, ASSISTANT REGISTRAR -Member

Name of the agencies present in the meeting:

- o Indigo Catering Services Pvt Ltd.
- o Sugandhim Food & Catering Pvt. Ltd.
- o Rgouras.Catering Pvt. Ltd.
- o Maa Catering
- o Sheela Catering.

At the outset, Chairman welcomes all the members and representatives of the agencies/ Service provider present in the meeting.

The following matters including queries received through email from various agencies/ Service provider were discussed in the meeting and the committee recommended as follows:

Sl.No	Query	Recommendation of committee
1	Reduce/Relaxation on turnover for the Covid-19 or pandemic Year(s)	After discussion committee referred the matter to second Prebid meeting.
2	Proof of Payment of Service Tax/GST have been aske to submit	Committee recommended to submit GST payment.
3	Performance Report format to be taken from Institute for running Hostel Mess. Is this mandatory from all the existing institute	Committee recommended that the performance certificate /Report to be collected from institute and to be submitted along with the Technical bid.
4	Longest Service Detail.In note it has been asked to upload for all the years invoices and menu with rates?Due to size constraints of the tender portal it is difficult to upload completely.We request you to clarify	After discussion committee referred the matter to second Prebid meeting.
5	Solvency certificate to be issued by any Nationalized Bank in Original	After discussion committee recommended to consider from both Nationalized and scheduled Bank.
6	Tax audited Balance Sheet of last Five Years i,e from FY 2018-19 to FY 2022-23	After discussion committee referred the matter to second Prebid meeting.
7	A certified copy of the registered Deed shall also be submitted along with the	Partnership Deed

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	tender	
8	Average Profit in last Six years INR	After discussion committee referred the matter to second Prebid meeting.
9	Consider the Provisional Accounts for FY2023-24, Able to submit CA Certified Turnover Data with UDIN for the FY 2023-24	After discussion committee referred the matter to second Prebid meeting.
10	Changes of Menu	After discussion committee referred the matter to second Prebid meeting.

The meeting ended with vote of thanks.

Kamlesh
03/09/2024

MR. KAMLESH TILWANI,
ASSISTANT REGISTRAR -Member

R.K. Meitel
3/09/24

Dr. R.K. BHOGENDRO MEITEL,
CHIEF WARDEN, Member

D. Sarkar
03/09/24

Dr. DIPANKAR SARKAR,
FIC Guest House, Member

Prof. BABY BHATTACHARYA,
Chairman Gargi Hostel-Member

Uttam Kumar Bera
03/09/24

Prof. UTTAM KUMAR BERA,
DEAN (SW2), Invitee Member Member

John Deb Barma
3/9/24

Prof. JOHN DEB BARMA,
DEAN (SW1), Chairman