

Corrigendum No. 4 to the Request for Proposal (RFP) for engaging Catering Service Provider for the 35th National Games in Thiruvananthapuram District

Date: 02.12.2014

Tender No: 62/NGOC/2014-15

I. Extension of the Last Date for submission of Bids

The last date of submission of bids is extended to 05/12/2014, 5:00 p.m. Bids will be opened at 5:00 p. m, 08/12/2014.

II. Changes in the RfP

1. Section 1.2 (b) The following Key Dates Page 11 stands revised as below:

Key Dates

No	Events	Details
5	Last date for Submission of Bid	5:00 p.m. December 5, 2014
6	Date and Time for Opening of Technical Bid	5:00 p.m. December 8, 2014
7	Date and Time of Opening of Financial Bids	To be intimated later
8	Declaration of Successful Bidder	To be intimated later

2. Section 2.1 (f) Page 12 stands revised as below:

National Games Kerala 2015 is proposed to be declared as “Green and Clean Games” and NGS is planning to work towards a “Zero Waste” approach. In order to propagate the message the following additional requirements are being introduced:

- At the Dining area of the Games Village food is to be served in crockery & cutlery as indicated in the RfP.
- Packed food is to be served in biodegradable or reusable containers which can be autoclaved. Disposable/Recyclable containers should not be used.

- Food is to be served in reusable/biodegradable plates at all the food counters.
- Games Village is envisioned as a Plastic free Zone. Pet water bottles are proposed to be banned at the Games. Water dispensers are to be provided with biodegradable/reusable glasses which could be autoclaved.

3. Section 2.1 (f) Page 12 stands revised as below:

- f) The selected Agency is required to provide packed food for Category I and II as per the specified menu, at the specified venues and at the designated timing, which shall be specified one month in advance. Arrangements are to be made by the selected Agency for delivering food in fresh condition, maintaining correct temperature and highest hygienic standards. Transportation of Food from the Kitchen to the respective Venue shall be the responsibility of the selected Agency/Caterer.

4. Section 2.1 (p) Page 13 stands revised as below:

- p) The Bidder has to spell out the space requirement for each and also the General layout complete with electrical and internal water and wastewater lines drawings should be provided.

5. Section 2.1 (q) Page 13 stands revised as below:

- q) The Bidder needs to quote on the basis of the indicative menu given as Annexure 9 uploaded with Corrigendum No. 1 to the RfP for the Categories listed.

6. Annexure 6 of the RFP stands revised as follows:

Kindly ignore point 13. Service Timings.

Planning to restrict Room service only to the Chef de Mission (40 units). This shall be intimated later, if required.

III. Responses to Queries on RfP

With respect to the queries received on the RfP following are our clarifications / responses:

S. No.	Query by the bidder	Response by NGS
1	Total Kitchen Area: including Production, Store, Utility, etc., we request a minimum space of 5000 sq ft	30000 sq. ft. has been earmarked for Kitchen and Dining Area. The Bidder has to spell out the space requirement for each and also the General layout complete with electrical and internal water and wastewater lines drawings should be provided. Ref Clause 2.1 (p) of the RfP
2	Is there any separate dining area for both Categories and also the areas specified for each category? How many dining halls are going to be erected for category I and category II and VVIP'S.?	There will be a dining hall apportioned into 3. <ul style="list-style-type: none"> a. Athletes/Team Officials/Coaches b. VIPs c. Volunteers / Support staff Only VIP need to be served food. Both the Athlete & Volunteer area shall be self serviced. A single dining hall partitioned into 3 - one for Athletes, Team Officials & Coaches, the second one for Volunteers, Workforce & Service Provider and the third one for VIPs & guests which will be serviced area.
3	The exact number of pax count will be intimated a month before, will that be a minimum guarantee in case that increases can we charge on actual count.	The number mentioned in the RfP shall be the minimum guaranteed pax count. It is mentioned in the RfP the Bidder should be prepared for a +/-25% variation in the pax count and hence within this variation the quoted rate shall apply. The actual variation shall be

		intimated to the successful Bidder well in advance.
4	In each venue can we arrange a Food Court for food sales: eg: audience/extra visitors	A food court in the Games Village could be operated by the successful Bidder. For other venues the bidder shall be selected through separate tendering process.
5	Do we have to take separate Insurance for Kitchen & Restaurant?	You are expected to insure only your infrastructure, equipment & resources.
6	Will the successful bidder is included in all the National Games Branding.	No. Your visibility could be ensured at the food serving area. The successful bidder shall be highlighted as the Official caters for National Games in our website. Other branding decisions will be communicated to the successful Bidder.
7	CCTV, Fire & Safety equipment be included by the Bidder or the NGS Authority.	Shall be arranged by NGS.
8	Are there any loading and unloading (Union) issues in the Games Village & other Venues.	Government has declared this as a special labour zone and an exclusive labour officer has posted in the Games Village.
9.	Key Contact person for the release of payment on time to time to the Bidder.	Shall be intimated to the successful bidder.
10.	Is there any Tax exemption by State/Central Government	No. Taxes shall be applicable as per norms.
11.	When would be the Refund/release of the 10% Performance Security to the Bidder	As per RfP. Please see Clause 4.6
12.	Is there any specific weight for the packed foods	Packed menu should be identical to the menu served in the Games Village.
13.	The electricity and water will be connected all our points where the area we specify inside the kitchen and dining area	Adequate supply of electricity and water shall be made available by the National Games Organizing Committee.

		The electricity and water points inside the kitchen and dining area will be provided as specified in the drawings supplied by the successful bidder.
14.	Minimum guarantee (MG) having a variance of (+) (-) 25%. This is too much from a caterer prospective because we are to arrange staff and other equipments on the basis on MG moreover cost will be actually incurred if you reduce the number of persons because it should be maximum+ (-) of 5 to 10%	At this point of time, we stick on to the variance of +/- 25%. The Authority would have accurate assessment of the actual number of participants by end of December, 2014 on completion of the Accreditation process and the reasonably accurate requirement shall be communicated to the successful bidder.
15.	What will be system for entering the food plaza, it will be by handing over the coupons or by bar coding?	Entry to Dining area will be monitored by bar coding for Athletes, Team Officials, Coaches (Category I) and Volunteers & Work Force and Service Providers (Category II).
16.	Approximately how many food packets will be prepared daily for category I and category II? List of venues where they are getting delivered. Can we arrange hot buffet for them? Because packed food goes stale.	The numbers are as per Annexure 8 of RfP. The packed food to be served at venues is expected to be transported by the Caterer in vehicles equipped for maintaining the right temperature. Buffet cannot be arranged at venues. Please Ref Clause 2.1 (i) & (w)
17.	What about opening and closing ceremony for national games, do caterers have to make any extra arrangement for persons attending the ceremony. Apart from ceremony, VVIP'S and dignitaries visiting stadiums or games village, who is going to arrange high tea or lunch or dinner for them.	Only the athletes, officials, volunteers & workforce (the accredited persons) need to be served at the ceremonies venue. However, for the VVIPs and dignitaries visiting the stadiums or Games village, the caterer is expected to arrange high tea or lunch or dinner with 24 hours notice and rates will be as per Category I.
18.	Do caterers have to arrange for food	The successful bidder shall have an

	court? Is food court open to general public or for athletes only?	option to operate the Independent food court in the Games Village which is open all people who have access to the GV.
19.	What will be provided to caterer from the NGOC in terms of infrastructure? Who will put ceiling, carpet, lightning, décor and flower and tables and genset backup? Please Explain.	<p>Bare space with electrical, water and sewer network complete with fittings as per general layout drawing as specified by the Bidder shall be provided by NGS. Please refer Clause 1.1 (l) of RfP</p> <p>All furniture in the dining areas shall be provided by NGS as per the specification required by the caterer. The bare structure for the Food counters also shall be made as per drawings by NGS. However, false ceiling, carpet, additional lighting, décor, flower etc and any other items for aesthetics/beautification shall be in the scope of the caterer.</p> <p>Please refer Clause 1.1 (p) of RfP</p> <p>100% power backup shall be arranged by NGS for all critical loads including consumables.</p>
20.	Fire extinguishers and fire tender will be provided by NGOC.	Yes this has been considered in the scope of NGS.
21.	Annexure 6 – Detailed scope of work. Point no. 6 please explain.	<p>Point 6 has been missed out by mistake. Please read point 7 after point 5.</p> <p>However Point 8 has been deleted. Serving schedule shall be intimated to the successful bidder.</p>
22.	Water, tea and other arrangements at the other venues?	Pantry space shall be provided at all venues for preparing and serving tea and light refreshments, energy bars and drinks for athletes. Water dispensers shall be provided at all venues by the caterer.

		Please refer clause 2.1 (y) of RfP.
23.	Will there be lodging and basic facilities for catering staff?	No accommodation shall be arranged by NGS for the catering staff. However, rest rooms will be arranged at the Games Village.