

होटल प्रबन्ध और खानपान प्रौद्योगिकी संस्थान

(पर्यटन मंत्रालय, भारत सरकार)

INSTITUTE OF HOTEL MANAGEMENT AND CATERING TECHNOLOGY
(MINISTRY OF TOURISM, GOVERNMENT OF INDIA)

KOVALAM, THIRUVANANTHAPURAM, KERALA

PH:0471-2480283



No.Tenders / IHMCT TVPM/2026-27/ 2

Dated :

GENERAL INFORMATION

NAME OF SUPPLY	: POULTRY, MEAT, SEAFOOD & EGG
COST OF TENDER FORM (Tender Form can be downloaded from the website and the cost of tender form is to be paid by NEFT/any UPI and the proof of the payment should be submitted along with the tender)	: Rs.500+18% GST = Rs.590/- (RUPEES FIVE HUNDRED AND NINETY ONLY) Institute of Hotel Management And Catering Technology A/c No: 1620800709 IFSC Code: CBIN0280939 Central Bank of India Kovalam Branch
Period for downloading tender documents from the website	: 23.05.2026 TO 07.06.2026 TILL 3.00PM
PRE BID MEETING WITH PRIOR APPOINTMENT IF REQUIRED	: 09.06.2026 AT 2.00PM
LAST DATE FOR RECEIPT OF TENDER	: 15.06.2026 UPTO 3.30 PM
OPENING OF TECHNICAL BID	: 16.06.2026 AT 10.00 AM
OPENING OF FINANCIAL BID	: 16.06.2026 AT 3.00PM
E.M.D TO BE REMITTED ALONG WITH THE TENDER	: Rs.40000/- (Rupees Forty Thousand only)
SECURITY DEPOSIT	: Rs.60000/- (Rupees Sixty Thousand only)
OFFICE HOURS(if there is any query)	: MONDAY TO FRIDAY – 10.00 AM TO 5.00PM Ph: 0471-2480283



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TENDER FOR SUPPLY OF POULTRY, MEAT, SEAFOOD & EGG

Sl. No	Particulars	Approximate purchase value of previous years (Rs.)
1	POULTRY, MEAT, SEAFOOD & EGG	20,00,000/-

TERMS AND CONDITIONS

1. The Institute reserves the right to reject any or all the tenders without assigning any reason whatsoever and no representation will be entertained in this matter.
2. Rate for all the items should be quoted and there should not be any items left blank without rate quoted. If rate for any of the item / items is / are not quoted, the rate quoted by the other lowest tenderer will be taken for comparative calculation / finalization purpose and items should be supplied at that rate.
3. For all the items, both rates and the amount for the given quantity should be quoted and the total written clearly. The grand total for rates and amount for all the items should be calculated and recorded at the last page of the tender items.
4. If there are any corrections, it must be attested by the tenderer and the total no. of corrections to be indicated in each page. All the pages must be signed and attested with official seal.
5. The period of contract from **01.07.2026 to 30.06.2027**.
6. The items ordered should be of best quality, correct quantity and standard. Wherever brand names are quoted in the tender, the same brand should be supplied.

7. The rates quoted are inclusive of GST & other tax, if any, and delivery charges, etc. All items are to be supplied at the institute premises.
8. The rates once approved are final throughout the contract period and NO REQUEST FOR INCREASE OF RATES DURING THE CONTRACT PERIOD WILL BE ENTERTAINED IN ANY CASE INCLUDING NATURAL CALAMITIES LIKE FLOODS ETC.
9. ONCE THE RATES ARE FIXED, ESCALATION IN COST IS NOT PERMISSIBLE DESPITE THE REPORT OBTAINED FROM THE STATISTICAL DEPARTMENT.
10. The items ordered for, should be arranged to be delivered at the Institute Premises at the scheduled time with correct specification and quantity. **NO FREIGHT CHARGES WILL BE ALLOWED.**
11. Suppliers have to pay maintenance charges for use of equipments/ facilities of Institute as and when demand is made by the Institute which will be actual charges. Any damages caused shall be compensated by the supplier.
12. If any of the supplies are found to be sub-standard, the same will be rejected and the cost of such sub-standard items will be deducted from the bill.
13. If the ordered items are not supplied with the result that the Institute has to purchase the same inevitably from the open market at higher rates, the excess (difference) amount paid or loss and the transport charges incurred etc. will be deducted from the bill or recovered from the contractor from their security deposit if there is no sufficient bills for recovery.
14. The printed bill should be prepared in ink or typed and submitted once in a week in duplicate.
15. Perishables and fresh products which are required in the morning are to be supplied in time with the quantity ordered every day, POSITIVELY one day before 11.00 am for smooth running of practical classes of the institute. In other cases, when the supplies are urgently required either for examination or for special purposes, the same shall be supplied at the required time.
16. The Committee may inspect the shop of the Tenderer any time before awarding the contract, if necessary
17. Payment of bills will be made by directly to the Supplier through NEFT within 10 working days from receipt the bills through Central Bank of India, Kovalam Branch, Trivandrum.
18. Quantity mentioned for 2026-2027 in the tender form is only approximate. Quantity to be purchased for the period from 01.07.2026 to 30.06.2027 may be less or more depending on actual requirement.

19. If the supplies are not satisfactory / not supplied on time, the contract is liable to be cancelled without notice and with forfeiture of security deposit amount without prejudice to any other legal recourse.
20. The Tender Committee will be at liberty to cancel the Tender / Contract at any point of time if the above Terms and Conditions are not fulfilled by the Tenderer.
21. Proof of the establishment of the Tenderer for the Past Two years experience in the supply of the articles or items specified in this tender should be submitted along with the tender documents.
22. License should be obtained from the Competent Authorities
23. Bank Details in the name of Establishment to be submitted along with Tender Document, as all payments will be made online.
24. Each tender will be accepted subject to the existing tax laws prevalent in the State of Kerala and must state their tax registration number.
25. FSSAI /Relevant Certificate from the agency in the name of Establishment is to be submitted along with Tender document.
26. The following documents included in the tender bid shall be deemed to form and construed as part of this agreement along with the contractor's offer.
 - 1) Notice inviting tender
 - 2) Tender submitted by the Tenderer
 - 3) Terms and conditions of the contract
 - 4) Rate sheet

27. DOCUMENTS TO BE SUBMITTED

1. The Tender should be submitted in two separate envelopes superscribed as "Technical bid" and "Financial Bid" and clearly mentioning the name of the tender for which they are applying for. Both these envelopes must be dropped in the Box provided for the purpose in the administrative office on or before 15.06.2026 upto 3.30PM. Bids received after the closing date and time shall not be considered.
2. Submission of technical bid and financial bids in a single envelope shall lead to disqualification.
3. Tenders shall be accompanied by an EMD of Rs.40,000/- (Rupees Forty Thousand only) by crossed Bank Demand Draft in favour of Principal, Institute of Hotel Management and Catering Technology, Kovalam. The institute will return the EMD, where applicable, to every unsuccessful tenderer. If the successful tenderer withdraws from the tender, EMD will be forfeited.
4. Self attested copy of MSME certificate (if applicable) has to be submitted.

5. Opening of Technical bid will be on 16.06.2026 at 10.00 AM and opening of Financial Bid will be after finalisation of the Technical Bid ie 16.06.2026 at 3.00PM.
6. Name of the parties short listed on the basis of technical bid will be published on the institute Web site www.ihmctkovalam.ac.in. If you are shortlisted, then you may attend the opening of financial bid on the above mentioned date and time at such venue.
7. On acceptance of tender, the successful tenderer shall deposit Rs.60,000/-(Rupees Sixty Thousand only) as security deposit or bank guarantee. The Security deposit is refundable without any interest on successful completion of the contract. In case of cancellation of this contract from the part of the contractor, the security deposit will not be refunded under any circumstances.

28. Minimum Eligibility Criteria for the suppliers

- (i) The Bidder must have their office/shop/establishment in Trivandrum District and must conform to norms of the Government pertaining to registration and taxation.
- (ii) Bidder preferably may have minimum two years' experience of supply of the product or similar products as mentioned in the tender document.
- (iii) The bidder must not be blacklisted by any Government Departments/ PSUs/ Autonomous organizations. A self-undertaking of the same should be attached along with the tender document.
- (iv) Copies of at least two Purchase orders of Rs. 4 Lakhs or above issued by Government Departments/PSUs/Autonomous organization / any reputed establishments during preceding two financial years (2024-25 and 2025-2026) with proof of the supply shall be furnished.

29. GENERAL DIRECTIONS TO TENDERERS

- a) Tenderers are to attest the tender form, giving exact specification of the articles, the contents and the design of the articles and the schedules of rates.
- b) The institute does not bind itself to accept the lowest bidder.
- c) Successful tenderer or tenderers shall supply articles in such quantities and as per specifications and of the requisite quality as any ordered on him from time to time. The quantities mentioned in the schedule are only indicative of the estimated requirements of the Institute, and the Institute does not bind itself to purchase/to complete any or all the quantities indicated therein.

- d) Tenderers are requested to fill in the tender carefully after noting the size by numbers etc. of articles mentioned in the specifications. Workout the amount tendered for each item and total up for all the tendered items.
- e) Each bidder shall submit only one bid for the work. Submission of more than one bid will cause disqualification of all the bids submitted by the bidder.
- f) If information submitted in bid is found to be misrepresented, incorrect or false, at any time during the processing of the contract or during the tenure of the contract including the extended period if any, it will cause disqualification of the bid submitted by the bidder.
- g) Successful tenderers will be required to deliver articles under the terms of contract at the institute's premises which shall be **inclusive of taxes and delivery charges/cartage/freight etc.**

UNDERTAKING

I / We _____ have gone through the above terms and conditions of the tender and will abide by them as laid down above.

Date: _____

Signature of the Tenderer with seal.

Encl: List of items (POULTRY, MEAT, SEAFOOD & EGG etc.)



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Dated :

TECHNICAL BID

1 Part I

1.	Name of the Firm/Agency	:	
2.	Full address with telephone Number and email	:	
3.	Name and Full Address of the Banker	:	
4.	In case of MSME Firm (attach the Registration certificate)/NSIC Certificate	:	
5.	Proof of the establishment of the Tenderer for the Past Two years experience	:	
6.	FSAAI Certificate in the name of Establishment/firm/supplier	:	

7	GST registration No. (if applicable Copy to be enclosed)		
8.	RTGS/NEFT Details/ Account Name (For refund of EMD)- Cancelled cheque needs to be provided		
9	Status of the Firm-please state whether Registered, Co- operative society, Public Ltd company, Copy of Registration Certificate (in case of Registered Firm/Company)		
10	Certificate showing shop address (copy to be uploaded)		
11.	Income Tax permanent Account No.(PAN) Copy to be uploaded.	:	
2 Part II			
1.	Details of the Earnest Money Deposit	:	
2	Demand Draft No. with date and bank drawn on or mode of payment and Transaction ID & Date :	:	
3	Details of remittance of cost of Tender form		
3 Part III			
1.	Name and address of the representative and whether the firm would be represented at the time of opening of the financial tenders	:	

4 PART IV

The following documents must be enclosed along with the tender form

- 1. Technical bid in sealed cover**
- 2. Financial bid in sealed cover**
- 3. Self attested Copy of Pan card**
- 4. Experience certificate for at least 2 years.**
- 5. List of clients**
- 6. Proof of payment of Tender fee**
- 7. EMD fee of Rs.40000/-**
- 8. GST Registration Number**
- 9. Self undertaking regarding the details of establishment/ shop
(as referred in *Para iii of Terms and Conditions, Sl. No. 28*):**
- 10. Copies of at least two purchase orders of Rs.4 lakhs or above.**

All the original tender sheets should be signed, stamped and returned along with the quotation.

WITHOUT ABOVE ENCLOSURES THE TENDER WILL BE REJECTED

Note : IHM, Trivandrum reserves the right to ask for additional documents/ clarificatory documents which are not post-dated to the opening at the technical bid.

I/we have read and understood various forms and documents and am/are submitting tender complete in all respects. I/we agree to the terms & conditions as detailed in the tender documents.

Thanking You,

Yours Sincerely

Signature
Name and Designation



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Dated :

FINANCIAL BID FOR SUPPLY OF POULTRY, MEAT, SEAFOOD & EGG

Name of the Company/Firm/Agency : _____

Address: _____

Telephone No: _____

S.No.	PARTICULARS	UNIT	App. Qty. Required	RATE	AMOUNT
MEAT & EGG					
1	BACON (FARM SUZANNE)	KG	20		
2	BACON RASHES (FARM SUZANNE)	KG	2		
3	BEEF (FILLET) /BEEF UNDERCUT / TENDER LOIN(1.5 Kg each)	KG	200		
4	BEEF BONES (SHIN BONES)	KG	15		
5	BEEF SHANK	KG	2		
6	BEEF SPARE RIBS	KG	2		
7	BROILER CHICKEN (WITHOUT LIVER & GIBLETS) (AVG.1KG WEIGHT,SMOOTH WITHOUT SKIN & BRUISES NO BLOOD CLOT) BETWEEN 1 - 1.2 KG	KG	4800		
8	CHICKEN FRANKFUTER (FARM SUZANNE/VENKYS)	KG	5		
9	CHICKEN SALAMI (FARM SUZANNE/VENKYS)	KG	5		

S.No.	PARTICULARS	UNIT	App. Qty. Required	RATE	AMOUNT
10	CHICKEN WINGS	KG	6		
11	CHICKEN WITHOUT SKIN	KG	500		
12	CHICKEN WITH SKIN	KG	400		
13	CHICKEN CURRY CUT PER KG	KG	800		
14	CHIPOLATA SAUSAGE	KG	2		
15	CHORIZO SAUSAGE	KG	2		
16	COUNTRY CHICKEN (WITHOUT LIVER GIBLETS)	KG	60		
17	DUCK (WITHOUT LIVER GIBLETS)	KG	2		
18	EGG	EACH (50g)	50000		
19	HAM (FARM SUZANNE)	KG	40		
20	INTESTINE SHEEP	KG	2		
21	KIDNEY (SHEEP)	KG	2		
22	LAMB CARCUS (FULL LAMB)	KG	10		
23	LAMB CHOPS (WITH BONE & FLESH WEIGHT 60 - 70 GMS)	KG	2		
24	LEG OF MUTTON (FAT CLEANED WITH SWEET BREAD) -1.5KGS EACH	KG	1300		
25	LIVER (CHICKEN)	KG	3		
26	LIVER (SHEEP)	KG	2		
27	LOIN OF MUTTON	KG	2		
28	MINCED BEEF	KG	20		
29	MINCED MUTTON	KG	60		
30	MUTTON BONES	KG	10		

S.No.	PARTICULARS	UNIT	App. Qty. Required	RATE	AMOUNT
31	MUTTON LIVER	KG	2		
33	MUTTON PIECES (WITHOUT BONES)	KG	5		
34	OXTAIL	KG	1		
35	PORK BONE LESS WITHOUT RIND	KG	2		
36	PORK CHOPS (FARM SUZANNE) 200 GMS PKT	KG	30		
37	PORK CHOPS (100 GMS PER PIECE)	KG	2		
38	PORK SAUSAGE (FARM SUZANNE)	KG	2		
39	PORK TROTTERS	Nos	2		
40	QUAIL (KAADAI) (DRESSED) APPROX. 200 GMS.	NOS	50		
41	TROTTERS (PAYA) /EACH (150GMS TO 200 GMS EACH)	NOS	5		
42	TURKEY (DRESSED)	KG	2		
43	VEAL MEAT (FARM SUZANNE)	KG	2		
<u>FISH</u>					
1	BEKTI FISH (KODUVA) APPRX. (3 TO 4 KGS)	KG	5		
2	BUTTER FISH /COBALA FISH	KG	10		
3	CAT FISH (KELLUTHI FISH)	KG	2		
4	CRAB MEDIUM SIZE (4-5 PCS PER KG)	KG	5		
5	DRY FISH - NETHILI	KG	2		
6	DRY FISH - SEER FISH	KG	2		
7	DRY FISH - VALAA FISH	KG	2		

S.No.	PARTICULARS	UNIT	App. Qty. Required	RATE	AMOUNT
8	JUMBO PRAWNS WITH SHELL -(8-10 PCS PER KG)	KG	10		
9	KADAMBA FISH / SQUIDS (EACH 200 GMS)	KG	20		
10	KAALA FISH	KG	10		
11	KATLA FISH SIZE (EACH PC 800 GMS TO 1 KG)	KG	10		
12	LADY FISH (KIZHANGA)	KG	3		
13	LOBSTER - MEDIUM SIZE - 500- 600 GMS	KG	10		
14	MACKERAL FISH	KG	10		
15	MAHI MAHI / BIG PARALAA FISH - 3 KG EACH	KG	30		
16	MULLET (MADAVAI)	KG	2		
17	NETHLI FISH (ANCHOVY)	KG	3		
18	PANNA FISH	KG	10		
19	POMFRET FISH (BLACK) -1KG EACH	KG	600		
20	POMFRET FISH (WHITE) -1 KGS EACH	KG	30		
21	PRAWNS WITH SHELL -MEDIUM SIZE (30 COUNT)	KG	150		
22	PRAWNS WITHOUT SHELL & VEINS (COUNTING 18 TO 20 NOS PER KG (MED)	KG	130		
23	ROHU FISH (1 KG EACH)	KG	20		
24	SANKARA FISH/ RED SNAPPER (EACH 300GM) (APPROX)	KG	4		

S.No.	PARTICULARS	UNIT	App. Qty. Required	RATE	AMOUNT
25	SARDINES FISH (Mathi meen)	KG	10		
26	SEA BREAM	KG	2		
27	SEELA FISH	KG	50		
28	SEER FISH (CENTRE PORTION) WITHOUT STOMACH, HEAD AND TAIL)	KG	165		
29	SEER FISH (FULL) WITH HEAD	KG	300		
30	SHARK FISH	KG	11		
31	SOLE FISH	KG	15		
32	TUNA FISH (choorai)	KG	25		
GRAND TOTAL					