

Dated 20th January, 2023

**RE : TENDER FOR CATERING SERVICES AT LIC
SALES TRAINING CENTRE - KERALA - KOZHIKODE**

Sealed quotations are invited under Two bid system for Catering Services at our Sales Training Centre, Divisional office compound, Kozhikode as per the enclosed formats.

1. The tender forms can be downloaded from our Website: www.licindia.in or may be collected from STC office during office hours. The tenderer needs to pay an amount of Rs. 500 + GST18% = Rs. 590/- (Rupees Five hundred and ninety only) towards tender fee (Non refundable) for submission of tender for Catering Services by way of DD in favour of Life Insurance Corporation of India, payable at Kozhikode, along with the tender forms.
2. Tenders should be submitted in the form of two bid system viz. Sealed cover-1, superscribed as 'Technical Bid' in 'Annexure-A' along with enclosures and another Sealed cover-2, superscribed as 'Financial Bid' in 'Annexure-B'. The sealed technical bid should be accompanied with a refundable EMD of Rs. 15,000/- (Rupees Fifteen thousand only) in the form of DD drawn favoring "LIC of India" on any nationalized bank payable at Kozhikode, without which the Bid will not be considered. The EMD will not carry any interest and it will be refunded to the unsuccessful bidders soon after the finalization of the tender. The EMD deposited by the successful bidder will be converted into Security Deposit and it will not carry any interest. These two individual sealed covers are to be kept in a single big sealed cover superscribed as Tender for Catering Services at STC, LIC, Kozhikode - Last Date for submission of filled tenders is 17.02.2023 before 13.00 Hours.
3. The Terms and Conditions governing the tender are given herewith. The tender document for Catering Services contains 14 pages (3-16) numbered serially. All pages of the tender documents has to be signed by the tenderer as proof of his acceptance.

Office Hours : 10.00 AM to 05.30 PM
(All Sundays and Saturdays are holidays)

The tenders received after the due date and time will not be considered.

The schedule for processing of tender is as under :

1. Availability of tender forms in Website: From 20.01.2023 to 17.02.2023
2. Last Date for Submission of tender forms: 17.02.2023 up to 13.00 hours.
3. Opening of Tenders: 16.00 hours on 17.02.2023 in Divisional Office, Kozhikode premises. The Technical Bids will be opened on the date and time specified above. The tenderer or his authorized representative may be present at the time of opening the tender. After preliminary scrutiny of Technical Bids, verification of credentials, the Financial Bids of only those bidders, whose Technical Bids are found eligible will be opened at a later date.

Principal

Sales Training Centre, Kerala- Kozhikode

PS: Please append your signature with seal on all the papers before submitting the tender.

ANNEXURE “A” TECHNICAL BID
Tender for Catering Service
(Last Date for Submission : 17.02.2023 before 13.00 hours.)

Sl.No.	Information Sought	Information Provided
1	Name of the Firm / Organization / Proprietor (in Block Letters)	
2	Date of Establishment / Incorporation	
3	Registration number for Registration under Companies Act, 1956 (Please enclose photocopy of the certificate)	
4	Correspondence Address with Telephone / Mobile Number / E mail id.	
5	Address of Head Office (if separate) and Telephone number	
6	Status: Proprietary / Partnership/ Private Limited Company / Public Limited Company	
7	Name(S) of the Proprietor / Partners/ Directors	
8	Name(s) of Representative(s) with Designation, who would be calling us and attending to our jobs	
9	Name of Bankers with Addresses & Telephone Numbers & IFSC Code	
10	PAN Number (Enclose self attested photocopy)	
11	Labour Licence Nos and Validity under various provisions of Labour Laws (Please enclose self attested photocopy of certificate)	
12	GST Registration Number,if any. (Enclose attested photocopy)	
13	E. P. F Registration Number (Enclose attested photocopy of certificate)	
14	E. S. I Number (Enclose attested Photocopy of Certificate)	

15	Turnover for last 3 years: 2021-2022 2020-2021 2019-2020 (Copies of last 3 years IT Returns, Balance Sheets & Revenue account may be enclosed)	
16	Details of empanelment with any office of LIC of India and / or PSUs / any other corporate offices (Enclose list giving details: name and telephone number of the person/s who may be contacted for communication)	
17	Details of your Past Experience and Present undertakings in the field (enclose certificates from the relevant institutions)	
18	Mention any other specialities of your establishment	
19	Registration Number of NSIC / MSMED, if any (enclose the registration certificate copy etc)	

I / We _____, request Life Insurance Corporation of India, Kerala, Kozhikode to consider our bid.

I / We agree to abide by all the “ELIGIBILITY CRITERIA AND OTHER TERMS AND CONDITIONS” prescribed in your formats and assure to render the services to the fullest satisfaction of the Corporation.

Dated at _____ this _____ day of _____, 2023

Signature of the Contractor
Name & Address Seal

NOTE 1: Please type out this form or fill it up legibly in ink. If space provided is insufficient, please attach separate sheet/s of paper by giving appropriate question numbers and answers thereto duly authenticating the same with signature and seal.

NOTE 2: (a) The Corporation reserves the right to accept or cancel any of the Agencies tender at their absolute discretion without assigning any reason.
(b) Applications received with incomplete information or alterations will not be considered.
(c) Documentary evidence wherever applicable should be enclosed. (Copies of the credentials & Certificates issued by any other institution may be enclosed)

Annexure 'B'

FINANCIAL BID FOR STC CANTEEN

Dear Sir,

Sub : Submission of tender for providing Canteen & Catering service.

Ref : Tender document dated 20.01.2023

With reference to the above, we are submitting our Rates and Menu for the Canteen Contract. We guarantee that the work entrusted on me/us will be completed to the utmost perfection and your satisfaction.

ITEMS	RATE PER HEAD PER DAY
1) Bed Coffee/Tea/Milk	Rs.
2) Breakfast	Rs.
3) Forenoon Tea/Coffee/Milk & 2 Biscuits	Rs.
4) Lunch	Rs.
5) Afternoon Tea/Coffee/Milk & 2 Biscuits	Rs.
6) Evening Tea with snacks	Rs.
7) Dinner Veg / Non-Veg	Rs.
Total Cost per Day per head	Rs.

Assuring you of our best services,

Place:

Yours faithfully,

Date :

Signature :

Name :

Eligibility Criteria & Requirements

1. The applicant must be a Registered /Licensed Organization / Partnership firm / Sole proprietorship.
2. The applicant must have a proven track record of minimum 3 years with reputed clients in rendering catering service.
3. The applicant must have sound financial capacity / credit worthiness acceptable to LIC of India.
4. The applicant must have annual turnover of Rs.12 lakhs and above during the last three financial years.
5. (a) The applicant must produce relevant documentary evidence along with the tender application form. (b) Non disclosure of relevant information or furnishing of incorrect information / documents will suffer disqualification.
6. The applicant must not have been at any time declared as insolvent or convicted for any offence.
7. The applicant shall comply with all the requirements of labour laws; obtain all licenses / approvals / permissions to carry on the business of catering services.
8. The applicant must not have been prosecuted or suffered any penalty for violation of any labour laws by any Authority.
9. The applicant should not have rescinded/abandoned any Catering contract awarded by any of his clients before the expiry of prescribed period of contract.
10. The applicant should neither be a sub-contractor to any other entity/ person nor has at any time sub-let the contract awarded to the applicant to any other person.
11. The applicant has not suffered any disqualification to render the catering services at any time in respect of matters not enumerated herein
12. The tenderers are advised to inspect the facilities, premises etc. where the services are required to be offered and assess for requirements themselves before submission of the tender.
13. LIC of India is not responsible in any manner for the postal delay / loss / non receipt of the tender
14. The validity of the tender shall be for 3 months.
15. The rates to be quoted shall be inclusive of all i.e., providing catering services inclusive of all taxes, charges, levies etc., if any. Income Tax will be deducted as per the prevailing rates. The price bid should be given item wise as per the Performa in “Annexure B”. Price quote given as a block amount will be disqualified.
16. The tender should be submitted so as to reach Divisional Office, LIC, Kozhikode on or before the date and time specified in the covering letter.
17. Corrections, if any, in the quotation should be duly authenticated with full signature. In case of any difference between the figures and the wordings, the wordings will be taken as the correct one

18. The quotation should be either typewritten or neatly and legibly hand written in dot-pen.
19. Technical Bid & Financial Bid should be placed in separate individual sealed covers and these two individual covers should be placed in a sealed cover. Quoting of price openly or submission of financial bid along with technical bid without putting in a separate sealed cover will result in disqualification of the tender.
20. Any tender not complying with eligibility criteria and requirements either wholly or partially shall be liable for rejection
21. **The successful tenderer will be required to deposit an amount of Rs.2,00,000 (Rupees Two Lakhs only) by way of a crossed A/c payee demand draft favouring LIC of India, drawn upon any nationalized bank payable at Kozhikode, towards security deposit. This deposit will be refunded only on successful completion of the agreement period. No interest will be payable on this security deposit**
22. If the successful tenderer fails, in course of the agreement period, to comply with the terms and conditions of the agreement, the security deposit may be forfeited in full or in part as decided by the Principal, STC
23. The Corporation reserves the right to alter/add/delete any terms and conditions; change the relevant dates; to accept or reject all or any of the applications; to accept any higher bid; or cancel all tenders without assigning any reasons whatsoever
24. Any dispute arising out of or relating to this tender shall be deemed to have arisen in Kozhikode and shall be subject to adjudication of a competent court in Kozhikode.
25. The applicant must furnish an appropriate declaration in respect of the terms and conditions mentioned herein along with the application form.

TERMS AND CONDITIONS:

1. The contract for Catering Services shall be valid for a period of One year.

On further review and evaluation, if the performance is found to be satisfactory, the contract can be renewed successively for one more year. Such renewal can be done for maximum two occasions consecutively, subject to one month advance notice by both the parties prior to the termination of the contract with an increase of not more than 5% on the rate quoted in the contract.

However, in case of bad or non-performance, the agreement may be terminated by the Principal at anytime during the course of the contractual period by giving one month notice to the contractor.

In case of termination, the said contractor shall be black listed and will not be allowed to participate in any future tenders floated by, LIC of India, Kozhikode for a period of 5 years.

2. During the period of agreement the contractor shall be fully responsible for the entire catering arrangements to the trainees at the Sales Training Centre. The contractor shall be permitted to use the dining hall, the kitchen and the adjoining store rooms in the hostel block to provide catering arrangements/ services to the participants and others as permitted by the Principal.

3. Menu, Quantity & Quality of Service:

Menu as per schedule II

The contractor has to ensure :

- a. The approved daily Menu Chart should be displayed prominently on a board near the dining hall.
- b. No change or alteration in menu, quantity and quality is permissible without prior approval of the Principal.
- c. To purchase all the food stuff, vegetables, groceries and articles used for the catering purposes and shall always have on hand, sufficient stock, in such a way that the catering services will not get interrupted.
- d. All provisions should be fresh and of reputed brands with ISI or Agmark certification and should be stored in hygienic containers with lids. Oil should be branded like Saffola, Vijaya, Aadhar, Sundrop etc. and Atta should be branded like Aashirvad, Annapurna, Pillsbury etc.
- e. Vegetables, fruits, bread, milk, etc. should be fresh and of good quality and should be stored hygienically.
- f. Use of vegetable oils, artificial colors is strictly prohibited.

- g. Reuse of burnt oil is strictly prohibited. Oil, once used will not be reused. Adulteration or use of sub-standard items will be penalized and the items will be confiscated.
- h. Good quality of papads to be used.
- i. All uncooked items must be handled with utmost hygiene using hand gloves and proper dresses, Stewards must wear gloves to cut salads and to serve items. The grinders must be cleaned spotlessly in hot water before and after use.
- j. All salads vegetables and fruits should be washed first and then cut.
- k. Mineral water shall be served for drinking purpose in clean glasses. Supply of hot water for drinking to the participants on demand should be taken care.
- 1. For participants who fall ill during training period, bread/milk or any other item, as per the choice of the participants, shall be supplied to their rooms.
- m. Bed Tea/Coffee/Milk shall be served in flasks in rooms.
- n. Supply of Tea / Snacks to Faculty & Staff of Sales Training Centre, at their work station
- o. Food items will be inspected, tested and tasted by the Principal or by his authorized officials.
- p. Approved food items are as given in the Schedule II

4. Premises, Utensils & Equipments provided by STC :

- a. For kitchen, refilling of LPG shall be done by the contractor at his own cost only. If any person other than the workers are found using STC facilities, it will be viewed seriously and penalized.
- c. Smoking, consumption of alcoholic drinks, indulgence in any obnoxious activities by the workers is strictly prohibited.
- d. No outside catering services shall be undertaken from STC campus.
- e. Appliances, furniture, fixtures, infrastructure available at STC as per Schedule-I, will be provided to the Contractor in good working condition for his use in the course of his service to STC. However, he shall ensure its clean maintenance in good working condition throughout his tenure by carrying out the repairs forthwith at his cost. Any defect found during inspection will attract penalty (Refer item 26).
- f. The contractor shall hand over all these items back to STC in perfect working condition at the end of the contractual period failing which adequate amount will be deducted from his Security Deposit.
- g. The contractor shall provide at his own cost, all other equipments including a refrigerator and always maintain it in good working condition.

- h. The contractor shall provide flasks, crockery, cutlery, cooking utensils, plates, glassware, juicer / mixer, table clothes, saucer papers, tissue papers, cloth napkins and other articles in adequate quantity / number which are necessary for running the canteen. Cracked or broken ones should be replaced forthwith.
 - i. Utensils, cups, saucers, flasks (especially the rims), crockery, etc. should be scrubbed and cleaned thoroughly with Vim and hot water.
5. A thorough master cleaning ought to take place every weekend for all equipments, fixtures, utensils by removing the grime, grease, stains, oil etc. wiped well by clean cloth and dried. Flasks, Cups, Saucers, Utensils of good brand pre-approved by Principal, are to be used.
 6. The contractor shall provide and maintain necessary modern equipments for keeping the food warm at the service counters.
 7. Maintenance of gas burners, stoves, gas lines, rubber pipe etc in perfect condition, with their regular servicing shall be the responsibility of the contractor. The electricity and water consumption charges will be borne by STC provided the contractor exercises utmost economy.
 8. In times of scarcity of water, the contractor shall at his own cost ensure availability of water from modern, safe alternative sources so that the operations/ programs run without problem.
 9. STC does not guarantee any minimum number of participants during any period. Notwithstanding this, the contractor's catering service shall be available throughout the year without any break.
 10. The contractor shall keep the canteen open and arrange for catering services one day prior to the commencement of a session and one day after the closing of a session, for the participants present in the hostel. The bill for such actual attendance will be paid by STC. The bills to be submitted based on the actual number of trainees present. The food (except special items) is to be provided to participants according to their need. In no occasion, the canteen shall remain closed, unless prior approval of Principal STC obtained for.
 11. The Caterer, for submission of his bills, will have to collect a copy of each such attendance sheets from STC Administration.
 12. **Workers, Duties & Uniform :**
 - a. The contractor shall provide adequate number of competent and well-trained staff for rendering flawless services. Appointment of minors is strictly prohibited. The contractor shall provide the list of employees engaged by him to the Principal with their full details such as name, address, age proof, residential proof, photo ID proof etc.
 - b. All workers should wear prescribed uniform & photo identity cards.

- c. In case of absence for a day or more, substitute workers will have to be deployed under intimation to Principal. Change of persons as and when effected have to be intimated to the Principal along with details as specified in 12.a above.
- d. Canteen staff and stewards ought to wear apron, gloves, headgear etc. during working hours. All workers shall wear their uniforms neat and clean with badges throughout, while they remain in STC campus.
- e. The Cook should be proficient in cooking different cuisine (South Indian/North Indian / Multi-cuisine/ etc.)
- f. Allocation of duties/ shifts etc. shall be the responsibility of the Contractor/ his Manager. The Manager shall be available at the canteen at all times. The deployment of workers shall be in such a way that it does not hamper the cooking / serving the food during the prescribed timings.
- g. All workers shall maintain perfect cleanliness and hygiene. They should be devoid of any ailment. Medical check up of the employees should be done and the fitness certificate also to be furnished to the principal, STC along with their residential address and photo ID Proof. The name(s) of workers staying in the STC canteen during night should be informed to Principal in advance. No other employee/ worker are allowed to stay during night. Female employees are not allowed to stay in the canteen during night time.
- h. All workers will have to follow the code of conduct i.e. maintaining courtesy, decency and decorum at all times. The Contractor shall be fully responsible for behaviour of his workers. Complaints from participants / guests regarding discourteous behaviour will be viewed very seriously and shall attract heavy penalty, as decided by Principal.
- i. If any worker is injured or rendered partially/ permanently disabled / indisposed due to any reason such as accidents, fire, ill health etc. during the period of their service, it would be the sole responsibility of the contractor to take care of them and to pay necessary compensation in respect of such persons as per the relevant labor laws including all medical expenses, legal expenses etc. STC does not hold any responsibility in this regard whatsoever.

13. Kitchen & Dining Maintenance:

- a. The kitchen, dining hall including VIP dining hall, wash areas, wash basins, water coolers and surrounding areas in the dining hall, should be maintained neat and clean round the clock by using good quality disinfectants.
- b. The contractor should arrange for cleaning tables immediately after the dining and dispose off kitchen garbage/ leftover food without causing any environmental hazards. He should liaise with the local Municipal/ Civic Authorities for disposal of garbage of all types daily.
- c. Failure to dispose garbage as stated above shall attract penalty.

- d. The internal walls, floors, windows, ceilings, woodwork, furniture should be kept free of dust and cob-webs. The premises must be kept free from snakes, rats, insects, pests, birds, cats, dogs etc.
- f. No water must be deposited or allowed to accumulate on floors anywhere. Any violation shall attract penalty as decided by Principal.
- g. Fly Catchers must be kept operating in perfect working order. Insecticides, rodenticides, pest control should be applied periodically. Flies, Cockroaches etc. should not be seen in Kitchen or Dining Hall.

14. Taxes & Other Statutory Obligations:

- a. The contractor shall obtain at his own expenses all licenses, permissions etc. as may be required by law and shall pay service tax and all other taxes imposed by any Governmental / Municipal Authority / Agency. He shall produce proof of such payment to the Principal, if called upon to do so.
- b. TDS and such other taxes as per the prevailing rules shall be deducted from his bills while making the payments.
- c. The Contractor shall ensure that he fully complies and observes all provisions of Contract Labor Act (Regulation and Abolition Act 1970), Minimum Wages Act, 1950, Payment of Wages Act 1935, ESI Act, Employees Provident Fund and Misc. Provisions Act and such other statutory enactments, amended from time to time. STC shall not be responsible for violation of any of the laws / rules / regulations to be followed by the contractor in this regard
- d. The contractor shall disburse the wages to workers in the presence of authorized official as decided by the Principal. The date of salary disbursement should be on or before the dates specified in the relevant Acts/Laws, and produce proof of payment of PF / ESI contributions to the relevant authorities in the first week of following month. If the same not submitted, the food bill will not be released.
- e. The contractor will be liable for all consequences in case of any food poisoning. Severe and stringent action will be taken by the Principal, including imposition of penalty. The contractor shall bear all medical expenses, compensation and legal expenses including all fines / punishment imposed by the Government authorities.
- f. In terms of provisions of Section 33(3) of the Insurance Act, 1938, as amended by the Insurance Laws (Amendments) Ordinance.2014, Insurance Regulatory and Development Authority of India (IRDAI) is authorized to verify all such books of account, register, other documents and the data base in the custody of contractor in respect of service outsourced by the LIC of India. It shall be the duty of the contractor to provide such documents/ statements/information as may be required by IRDAI within such time as may be specified by the IRDAI

15. The contractor shall not assign or transfer the rights and responsibilities assigned to him, to any other person or entity and shall not sub contract his services partially or wholly in any manner what so ever to others.
16. The Principal shall issue instructions to the contractor on any matter covered by this contract and also for matters not specifically covered herein, yet found necessary for proper functioning of STC. The decision of the Principal shall be final and binding on the contractor.
17. The contractor shall maintain a complaint/suggestion register supplied by the principal to be submitted for checking by the administrative office any day, which can be inspected by them at any time.
18. The contractor shall rectify/comply with all complaints / suggestions made by the Principal / Canteen Committee members/ participants/ faculty members/ staff.
19. The contractor shall meet the Principal/Canteen Committee at least once in a fortnight or whenever called for to review the position and shall rectify the lapses and abide by the advices given by the Principal/Canteen Committee.
20. Principal, all the faculty members and Administrative officer will be authorized to conduct surprise check at any time to ensure the contract conditions are fully implemented
21. Timings prescribed by the Principal for each service shall be strictly adhered to by the contractor. STC, at its discretion, may change the timings or prescribe different timings for different groups of participants
22. The contractor shall submit neat and accurate bills, with details along with all requirements in the manner and format prescribed by STC. Bills, not in order are liable to be returned for orderly re-submission. The bills will be settled once in a month.
23. Any omission on the part of the STC, at any time, to exercise any of its rights under the terms & conditions of the agreement shall in no way impair or affect the validity of the terms & conditions and rights of the STC to enforce its rights at any time subsequently.
24. The contractor shall not have any tenancy rights by virtue of entering into an agreement with STC. The premises and its facilities will be utilized by the contractor only for the purposes as described in the agreement during the currency of the contract. On expiry/termination of the contract, he shall hand over the peaceful vacant possession of the premises in the same condition as provided in the beginning.
25. For matters not specifically covered herein, yet found necessary for proper functioning of STC, instructions shall be issued by the Principal to the Contractor, on any matter not covered by this agreement. The decision of the Principal shall be final and binding on the contractor.

26. Recovery of Penalties from the Bills of the contractor.

SI. No	Nature of Lapse	Penalty
1	Use of Substandard Ingredients	Rs.500/- per occasion
2	Insufficient Quantity	Cost of Breakfast/ Lunch / Dinner as per Schedule II of those persons for whom food was insufficient, will not be paid
3	Complaints (Participants/ Staff/ Faculty/ Guests) as per complaints / Suggestions Register	Cost of Food Items as per Schedule II will be deducted
4	Below average rating for food as per the Feed Back form of Participants : Upto 10% of total participants of each session: Above 10%	NIL Percentage of deduction on total food bill of that session will be equal to the percentage of feedback in excess of 10%
5	Not wearing uniform, Head gear, Gloves	Rs 20.00 per person per day
6	Omission of items of Menu	Standard cost of these items will be deducted from the bill
7	Change of Menu (per items) without prior approval of Principal	Cost of that item is not payable
8	Failure to provide catering service	Two times the cost of alternative arrangement
9	Non display of menu as per 3	Rs. 100.00 for each occasion
10	Failure for room service	Cost of the items as per Schedule II will be deducted
11	Lack of Cleanliness	Rs 100.00 per each occasion
12	Use of Premises by persons other than allowed workers	Rs.1000.00 per day per person
13	Failure to dispose off garbage	Rs. 500.00 for each failure
14	Non maintenance of appliances in good working condition	Double the cost of repairs
15	Not using the burners, Spirit lights etc under the food containers	Rs. 200.00 per each location
16	Delay in providing Breakfast, Tea / Coffee during sessions and Lunch which affect sessions	Rs. 500.00 per each occasion

DECLARATION

I hereby agree to all the Terms & Conditions mentioned above without any condition Whatsoever
I also further agree that all the deficiencies will attract penalty and the recovery will be affected without any notice to me.

Signature of the Contractor

Name:

(Date & Stamp of the Company)

SCHEDULE I

Facilities provided by LIC Dining room and Kitchen consisting of the following

Item	Number
New Dining Table	15
Nilkamal Plastic chairs	60
LED Tube fittings	20
Old Dining Table	4
Old Plastic chairs	5
Ceiling Fans	9
Exhaust Fans	2
LPG fittings	3 burners with fittings (pipelines)
LPG Stove	1
Hot iron plate	1
Cash counter	1

SCHEDULE II

Canteen Menu for Trainees for sessions of 2 days duration

	DAY 1	DAY 2
Breakfast 08.00 09.30	Puttu Kadala Kari Boiled Banana Pappadam Bread + Butter + Jam Tea / Coffee Omlette	Dosa/ Idli Vada Sambar / Chutney Boiled Egg Tea/ Coffee Bread + Butter + Jam
Lunch 13.00 to 14.00	Boiled Rice, Special Fish Curry, Sambar, Avial, Thoran, Pappadam, Pickle, Butter Milk, Rasam, Payasam, Fish Fry	Boiled Rice, Special Fish Curry, Chicken Fry, Sambar Koottu Curry, Thoran, Pappadam Pickle, Rasam, Butter Milk Payasam
Dinner 20.00 to 21.30	Hand made chapathi Chicken Curry* & Salad & Pickle Veg Curry & Dhal Fry for Veg Pulao/ Ghee Rice Fruit (1 Mysore Poovan / Robust of reasonable size)	

On previous night of the session :

Dinner : Hand made Chapathi, Veg kuruma, Salad & Fruit (1 Mysore Poovan of reasonable size) for the participants reporting upto 21.30 hours.

Bed Coffee / Tea at 06.30 am to be supplied in flask.

Tea / Coffee with 2 branded biscuits (Good Day / Mom's Magic) at 11.30 & 15.30 hours, to be supplied near class room.

Tea / Coffee & snacks between 17.00 to 17.30 hours: Snacks may be any of Banana Fry / Veg Cutlet / Bonda / Onion Vada / Samoosa / Uzhunnu Vada / Bread sandwich.

During Lunch, for vegetarians, Curd, Gopi Manchurian / Alu gopi / Panneer Mutter should be provided

* Chicken Curry/ Chicken Fry with 125 gm chicken per plate to be supplied. Fish may be Ayakoora / Avoli/ Prawn of 75 gms weight per plate.

Only fresh oil, vegetables and fruits to be used for cooking. Rice of first quality only to be used.

Bread to be of standard quality like Modern, Elite, Browntown. Jam to be of standard quality like Kissan, Happy.

Butter should be of standard quality of Amul, Milkymist, Milma.