

GOVERNMENT OF ASSAM**FLOOD AND RIVER EROSION MANAGEMENT AGENCY OF ASSAM, (FREMAA)**Address: 4th floor, Assam Water Centre, Basistha Chariali, NH-27, Guwahati-29, Phone/Fax-(0361)2309896,

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No. FREMAA (P)/TECH/29/2022/ 4685

Date: 19/09/2023

Corrigendum I**Sub:** Hiring of Canteen and Catering Service provider.**RFQ Ref No:** FREMAA(P)/TECH/29/2022/4609 dated 28/08/2023

Sl. No.	Section	Terms as per Original RFQ	Modified to be read as:
1	Annexure C Clause F (4)	The persons appointed for any position in connection with the catering service, should have adequate working experience. Cook should have qualification of HSLC with six months Diploma/certificate in cookery from a recognized institution.	The persons appointed for any position in connection with the catering service, should have adequate working experience in their assigned roles. Cook should be atleast HSLC passed. Minimum three months Diploma/ Certificate in Cookery from recognized institute or having work experience of at least 1 (one) year in reputed Govt. / public hotels, restaurants etc. are preferred.
2	Deadline for Submission	The interested suppliers/ firms/ agencies may submit their quotations addressed to the Chief Executive Officer, FREMAA at the office on or before 21/09/2023 up to 03:00 PM.	The interested suppliers/ firms/ agencies may submit their quotations addressed to the Chief Executive Officer, FREMAA at the office on or before 29/09/2023 up to 02:00 PM.

Note: All other terms and conditions of the RFQ shall however remain same as in the original RFQ.


 (Dr. Jeevan B, IAS)
 Chief Executive Officer,
 FREMAA

MINUTES OF THE PRE-BID MEETING FOR "HIRING OF CANTEEN AND CATERING SERVICE PROVIDERS" HELD ON 05.09.2023

Date of issue of RFQ: 28th August, 2023

Pre-bid Meeting: 5th September, 2023 at 12:00 HRS IST

Venue: Conference Hall of FREMAA

A pre-bid meeting was held under the Chairmanship of Chief Executive Officer, FREMAA for the selection of "Hiring of Canteen and Catering Service Provider" for Assam Water Centre. The conference was attended by prospective bidders and members of FREMAA.

After welcoming and a brief introduction, the Chairman informed the bidders present that all the clauses and sections of the bid document will be read out and they may raise queries, if any, which will be entertained.


The major queries raised by the bidders and their clarification are as below:

Sl. No.	Bidder's Query	FREMAA's reply during discussion
1	Under the list 'Brand of consumables permissible', it is mentioned that Oils except Soyabean Oil is to be used. Bidder sought clarification if oils like palm oil, coconut oil will be accepted. Bidders also mentioned that they however do not use palm oil or other low quality refined oils. Coconut oil will also not be used.	Soyabean Oil was under excluded item in the said list. Bidders were requested to use good quality oils and avoid palm oils and other such low-quality oils.
2	Bidder inquired if Group A & D i.e. Breakfast and Evening Snacks will be only on special demand.	It was clarified that they should be made available as per menu on regular basis although footfall may not be as much as lunch. Few Employees come early and few employees also stay late so both services may be availed.
3	Bidder sought clarification regarding the opportunity to serve meetings/seminars in AWC Auditorium organised by other agencies.	FREMAA will not be involved in liaison or finalizing orders nor can guarantee payment from other agencies.
4	Bidder sought clarification regarding installation of equipments.	Matter was well described in Section B of Annexure C and explained by Dy. CEO FREMAA
5	Bidder queried if GST has to be levied on every purchase including petty purchase. (E.g. if someone buys a cup of tea, will a GST Bill be mandatory and billed inclusive of GST)	Quoting GST separately in Price Schedule is mandatory as per format.

6	Bidders inquired if outsiders will be allowed.	Caterer may service all customers placing order including visitors coming to AWC for different purposes. However, they cannot sell items prepared in AWC outside the premises. Zomato or other food delivery partnerships will not be allowed.
7	Shall food have to be served in cabins of officers?	Office peons may collect orders on behalf of officers, if needed.
8	Clause 4 under Annexure C requires cooks to have qualification of HSLC with six months Diploma/certificate in cookery from recognized institute. However, some cooks do not have certificate although they have extensive experience of working in high-end hotels or restaurants. Some cooks have a three-month certificate only. Will this Clause be relaxed?	<p>The clause may be read as follows: Clause 4 under Annexure C requires cooks to have qualification of HSLC. Minimum three months Diploma/certificate in cookery from govt recognized institute or working experience of at least 1 year in reputed govt/public hotels, restaurants etc are preferred.</p> <p>Please refer to Corrigendum-I</p>

Bidders were asked to submit all their queries in writing and addendum/corrigendum, if any, will be prepared and uploaded in the website of FREMAA.

The meeting concluded with vote of thanks to the chair.


 (Dr. Jeevan B, IAS)
 CEO, FREMAA