

EXPRESSION OF INTEREST

INVITATION FOR EXPRESSION OF INTEREST (EOI) FOR SELECTION OF INSTITUTES/ ACADEMIES/ UNIVERSITIES/COMPANIES/ORGANIZATIONS/SOCIETIES ETC. OFFERING EDUCATIONAL AND TRAINING COURSES IN THE FIELD OF BAKERY, CONFECTIONERY AND CULINARY FOR SETTING UP CENTRE IN THE PREMISES OF INSTITUTE OF HOTEL MANAGEMENT CATERING TECHNOLOGY & APPLIED NUTRITION ROHTAK

Institute of Hotel Management Catering Technology & Applied Nutrition, Rohtak invites Expression of Interest from interested Institutes/ Academies/ Universities/ Companies/ Organizations/ Societies etc. offering educational and training courses in the field of Bakery, Confectionery and Culinary for setting up their centre in the premises of the Institute.

For overview of the existing system, scope, pre-qualification criteria and conditions, please visit our website www.ihmrohtak.com.

Interested organizations who meet the pre-qualification criteria may furnish their Expression of Interest with all the necessary documents in a sealed cover along with the covering letter duly signed by an authorized signatory on or before 06.12.2021 at following address:

Principal
Institute of Hotel Management,
Tilyar Lake, District-Rohtak
Haryana-124001
Ph.No: 01262-272055, 8222880280
E-mail: principalrtk.ihmh@nic.in

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PART I : GENERAL TERMS

EXPRESSION OF INTEREST

1. GOALS OF THIS EXPRESSION OF INTEREST

The objective of this EOI is to solicit proposals from the interested eligible bidders for participation in a selection process for setting up of education and training centre in the premises of Institute of Hotel Management Catering Technology & Applied Nutrition, Rohtak (hereinafter referred to as "IHM Rohtak"). The selected agency will run their study centre from the premises and in collaboration with IHM Rohtak. **Terms and conditions of the collaboration shall be decided at bidding stage.**

2. EOI ISSUING AUTHORITY

This Expression of Interest (EOI) is issued by the Institute of Hotel Management Catering Technology & Applied Nutrition Rohtak (hereinafter referred to as "IHM Rohtak") intended to shortlist potential bidders. The decision of the Board of Governors of IHM Rohtak or any official/committee nominated by the Board of Governors of IHM Rohtak with regard to the short-listing of applicants through this EOI shall be final and the Board of Governors of IHM Rohtak or any official/committee nominated by the Board of Governors of IHM Rohtak reserves the right to reject any or all the applications without assigning any reason.

3. AVAILABILITY OF THE EOI DOCUMENTS

EOI can be downloaded from the website of IHM Rohtak www.ihmrohtak.com. The applicants are expected to examine all instructions, forms, terms, requirements and other details in the EOI documents. Failure to furnish complete information as mentioned in the EOI documents or submission of a proposal not substantially responsive to the EOI documents in every respect will be at the applicant's risk any may result in rejection of the proposal.

4. EOI PROCESSING FEES

A non-refundable processing fee for Rs. 5,000/- (Rupees Five Thousand Only) in the form of a Demand Draft drawn in the favour of "**Institute of Hotel Management Catering Technology & Applied Nutrition Rohtak**" payable at Rohtak (Haryana) has to be submitted along with the EOI response. EOI received without or with inadequate EOI processing fee shall be liable to get rejected.

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5. VENUE & DEADLINE FOR SUBMISSION OF PROPOSALS:

Proposals, in its complete form in all respect as specified in the EOI must be submitted to the “**Principal, Institute of Hotel Management, Tilyar Lake, District-Rohtak, Haryana - 124001**” latest by 06.12.2021.

IHM Rohtak, in exceptional circumstances and at its discretion, may extend the deadline for submission of proposals by issuing an addendum.

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PART II : SCOPE OF WORK

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1. BACKGROUND

Institute of Hotel Management Catering Technology & Applied Nutrition, Rohtak (hereinafter referred to as "IHM Rohtak") is a registered society of Haryana State Government under the aegis of Department of Tourism, Govt. of Haryana offering degree and diploma course in various trades of the hospitality industry. IHM Rohtak started its operations in the year 2012 with intake of 40 students in the degree course. At present, IHM Rohtak has sanctioned intake of 160 students in the degree course which is the highest as compared to any other State IHM in the country. List of courses offered in the Institute are given below:

- 1. 3 year degree course: Bachelor of Science in Hospitality & Hotel Administration**
- 2. 18 months Diploma in Food Production**
- 3. 18 months Diploma in Food & Beverage Service**
- 4. 18 months Diploma in Bakery & Confectionary**

IHM Rohtak also offers short-term training courses like "Hunar Se Rozgar Tak", Skill Testing & Certification, and Entrepreneurship Program etc. under "Career Building Service Provider" scheme of Ministry of Tourism, Govt. of India.

The mission of IHM Rohtak is to provide best in class education and training in the field of hospitality. It is felt that in addition to regular courses being offered by the Institute, it would be in the interest and greater good of the public to collaborate with reputed agency offering high standard industry specific short-term courses in the field of bakery, confectionery and culinary for setting up their centre in the premises of IHM Rohtak.

This collaboration would help the people aspiring career in national and international hospitality sector but are not able to pursue regular courses due to one or another reason. Further, this would prove fruitful for all the parties involved as there is huge potential for these types of courses.

2. SCOPE OF WORK

The shortlisted agency will open its education and training centre in collaboration with Institute of Hotel Management Catering Technology & Applied Nutrition, Rohtak (hereinafter referred to as "IHM Rohtak") at the space provided by IHM Rohtak in its premises. **The terms and conditions of the collaboration will be decided at the bidding stage.**

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**PART III : APPLICATION TERMS
AND PRE-QUALIFICATION CRITERIA**

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1. CONDITIONS UNDER WHICH THIS EOI IS ISSUED

- I) This EOI is not an offer and is issued with no commitment. Institute of Hotel Management Catering Technology & Applied Nutrition Rohtak (hereinafter referred to as "IHM Rohtak") reserved the right to withdraw the EOI and change or vary any part thereof at any stage. IHM Rohtak also reserves the right to disqualify any applicant, should it be so necessary at any stage.
- II) IHM Rohtak reserves the right to withdraw this EOI without assigning any reasons.
- III) Short-listed applicants would be issued formal enquiry/request for proposal inviting their technical and commercial offers at a later stage.
- IV) Timing and sequence of events resulting from this EOI shall ultimately be decided by IHM Rohtak.
- V) No oral conversations or agreements with any official, agent, or employee of IHM Rohtak shall affect or modify any terms of this EOI and any alleged oral agreement or arrangement made by any applicant with any department, agency, official or employee of IHM Rohtak shall be superseded by the definitive agreement that results from this EOI process.
- VI) Neither the applicants nor any of the applicant's representatives shall have any claims whatsoever against IHM Rohtak or any of its officials, agents, or employees arising out of, or relating to this EOI or these procedures (other than those arising under a definitive agreement with the bidder in accordance with the terms thereof).
- VII) Applicants who are found to canvas, influence, or attempt to influence in any manner the qualification or selection process, including without limitation, by offering bribes or other illegal gratification, shall be disqualified from the process at any stage.
- VIII) Each applicant shall submit only one pre-qualification requirements proposal.
- IX) Any agency, ever blacklisted by any agency is not eligible to apply under this EOI.

2. RIGHTS TO THE CONTENTS OF THE PROPOSAL

For all the applications received by the deadline of the EOI, the proposals and accompanying documentation of the Pre-Qualification proposal will become the property of Institute of Hotel Management Catering Technology & Applied Nutrition Rohtak and will not be returned. IHM Rohtak is not restricted in its rights to use or disclose any or all of the information contained in the proposal and can do so without compensation to the applicants. IHM Rohtak shall not be bound by any language in the proposal indicating the confidentiality of the proposal or any other restrictions on its use of disclosure.

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3. ACKNOWLEDGEMENT OF UNDERSTANDING OF TERMS

By submitting a proposal, each applicant shall be deemed to acknowledge that it has carefully read all the sections of this EOI, including all forms, schedules and annexures hereto, and has fully informed itself as to all existing conditions and limitations.

4. EVALUATION OF PRE-QUALIFICATION PROPOSAL

The pre-qualification proposal will be evaluated as per the requirements specified in the EOI and adopting the pre-qualification criteria spelt out in this EOI. The applicants are required to submit all the required documentation in support of the pre-qualification criteria specified, as required for evaluation.

5. PRE-QUALIFICATION CRITERIA

The EOI is open to all entities that fulfil pre-qualification criteria as specified below:

- a) The applicant should be an Indian or an international company running education and training campuses and academies in the field of bakery, confectionery and culinary.
- b) The applicant should have tie ups or own facilities to provide international exposure to students. The company having own international campus shall be preferred.
- c) The applicant should be competent or equipped in providing online and offline classes.
- d) The applicant should have an experience of minimum 10 years as on 01.10.2021 of running academy/institute/campus etc. in the field bakery, confectionery and culinary.
- e) The total turnover of the applicant achieved in last three financial years (FY 2018-19 to 2020-21) should not be less than INR 25 Crores or equivalent amount in a foreign currency.
- f) The applicant should have internationally recognized faculty with achievements with at least one international credential in terms of teaching standards.
- g) The applicant should have internationally recognized chefs associated with the business of the company.

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- h) The applicant should have provided such classes to at least 2000 students till 01.10.2021
- i) The applicant should have at least one internationally rated and recognized campus with their course curriculum affiliated with at least one international identity.
- j) The applicant should have its presence in more than one country and should have at least 2 campuses in the Indian region.

6. PRE-QUALIFICATION RESPONSE REQUIREMENTS

- I) The response to the Pre-Qualification requirements shall be prepared in accordance with the requirements specified in this EOI and in the format prescribed in this document for each of the above mentioned qualifying criteria as proof of having the minimum requirements.
- II) Proposals must be direct, concise and complete.
- III) The Pre-Qualification proposal should be submitted with two printed copies of the entire proposal, one marked ORIGINAL and second one as DUPLICATE with all pages duly signed by the authorized signatory. In case any discrepancy in the ORIGINAL and DUPLICATE copy, the proposal may be rejected.
- IV) The proposal should contain the copies of references, testimonials and other documents as specified in the EOI.

The pre-qualification proposal should be submitted in the sealed envelope with following details:

- I) Part - I : Covering Letter, Processing Fee and Authorization Letter**
 - a) Covering Letter from the applicant as per the format provided in Annexure Form I
 - b) A non-refundable processing fee of Rs. 5000/- (Rupees Five Thousand Only) in the form of demand draft in favour of "Institute of Hotel Management Catering Technology & Applied Nutrition Rohtak" payable at Rohtak (Haryana)
 - c) Authorization letter as per format provided in Annexure Form II from the competent authority in favour of the official signing the proposal documents authorizing him/her to sign/execute the proposal as a binding document and also to execute all relevant agreements forming part of EOI

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II) Part - II : Details of the Organization

- a) A general background of the applicant organization (in about 400 words) along with other details of the organization as per Annexure Form III. Enclose the mandatory supporting documents.
- b) The financial details of the organization as per format provided in Annexure Form IV. Enclose the mandatory supporting documents.

III) Part - III : Eligibility Details with Proof

Point wise reply to the eligibility criteria as per format provided in Annexure Form V. Enclose the mandatory supporting documents.

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Part IV : Annexure - Response Formats

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ANNEXURE FORM I:

[Company Letterhead]

[Date]

To,

Principal,
Institute of Hotel Management Catering Technology & Applied Nutrition,
Tilyar Lake, District-Rohtak,
Haryana-124001

REF: EXPRESSION OF INTEREST FOR SELECTION OF INSTITUTES/ ACADEMIES/ UNIVERSITIES/ COMPANIES/ ORGANIZATIONS/ SOCIETIES ETC OFFERING EDUCATIONAL AND TRAINING COURSES IN THE FIELD OF BAKERY, CONFECTIONERY AND CULINARY FOR SETTING UP CENTRE IN THE PREMISES OF INSTITUTE OF HOTEL MANAGEMENT CATERING TECHNOLOGY & APPLIED NUTRITION ROHTAK

Dear Sir,

Having examined the Expression of Interest (Eoi), the receipt of which is hereby duly acknowledged, we, the undersigned, intend to submit a Pre-qualification requirements proposal in response to the Expression of Interest (Eoi) for **Selection of Institutes/ Academies/ Universities/Companies/Organizations/ Societies etc. Offering Educational And Training Courses In The Field Of Bakery, Confectionery And Culinary For Setting Up Centre In The Premises Of Institute of Hotel Management Catering Technology & Applied Nutrition Rohtak.**

We attach hereto the response as required by the Eoi, which constitutes our proposal.

Primary and Secondary contacts for our organization are:

	Primary Contact	Secondary Contact
Name:		
Designation:		
Company Name:		
Address:		
Phone:		
Mobile:		
E-mail:		

We confirm that the information contained in this response or any part thereof, including its exhibits, and other documents and instruments delivered or to be delivered to Institute of Hotel Management Catering Technology & Applied Nutrition, Rohtak (IHM Rohtak) is true, accurate,

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verifiable and complete. This response includes all information necessary to ensure that the statements therein do not in whole or in part mislead IHM Rohtak in its short-listing process.

We fully understand and agree to comply that on verification, if any of the information provided here is found to be misleading the short listing process, we are liable to be dismissed from the selection process or termination of the contract during the agreement period, if selected to do so.

We agree for unconditional acceptance of all the terms and conditions set out in the EOI document. It is hereby confirmed that I/We are entitled to act on behalf of our company/ corporation/ firm/ organization/ society/ academy/ university/ institute and empowered to sign this document as well as such other documents, which may be required in this connection.

(Signature with Seal)
(Name)
(Designation)

Duly authorized to sign the Pre-Qualification Response for and on behalf of:

(Name and Address of Organization) (Signature of Competent Authority with Stamp)

Witness Signature:

Witness Name:

Witness Address:

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ANNEXURE FORM II:

CERTIFICATE AS TO AUTHORISED SIGNATORIES

I,....., the (Designation) of (organization Name) , certify that who signed the Pre-Qualification Response and all related documents is authorized to do so and bind the company by authority of its board/ governing body/partners/proprietors (use whichever applicable).

Date:

Signature with Seal:
(Name)

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ANNEXURE FORM III:

GENERAL DETAILS OF THE APPLICANT

Name of the Organization	
Registration Details	
Date of Incorporation	
Date of Commencement of Business	
Nature of Business	
Address and contact details of the headquarter	
Address of registered offices in India	
Details of the offices / campus in and outside India	
Other relevant information	
PAN	
GSTIN	
Any Blacklisting History	
Mandatory Supporting Documents: 1) All the certificates/proof in support of the information furnished above. 2) Proof indicating that the applicant is authorized to carry out business of education and training in Bakery, Confectionery and Culinary.	

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ANNEXURE FORM IV:

FINANCIAL DETAILS OF THE APPLICANT

	FY 2017-18	FY 2018-19	FY 2019-20
REVENUE (IN INR CRORES)			
PROFIT BEFORE TAX (IN INR CRORES)			
Other relevant information			
Mandatory Supporting Documents: a) Auditor Certified financial statements for the above mentioned financial years (Please include only the sections on P&L, revenue and the assets, not the entire balance sheet.) b) Unaudited financial statements certified by the Company auditor for the latest year (2020-21) (in case the auditor certified statement for 2020-21 is not available)			

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ANNEXURE FORM V:

ELIGIBILITY DETAILS WITH PROOF

*Please mention how the applicant is eligible for each point and attach proof of eligibility with this Annexure:

- a) The applicant should be an Indian or an international Institute/ Academy/ University/ Company/ Organization/ Society etc. running education and training campuses and academies in the field of bakery, confectionery and culinary.
- b) The applicant should have tie ups or own facilities to provide international exposure to students. The company having own international campus shall be preferred.
- c) The applicant should be competent or equipped in providing online and offline classes.
- d) The applicant should have an experience of minimum 10 years as on 01.10.2021 of running academy/institute/campus etc. in the field bakery, confectionery and culinary.
- e) The total turnover of the applicant achieved in last three financial years (FY 2018-19 to 2020-21) should not be less than INR 20 Crores or equivalent amount in a foreign currency.
- f) The applicant should have internationally recognized faculty with achievements with at least one international credential in terms of teaching standards.
- g) The applicant should have internationally recognized chefs associated with the business of the company.
- h) The applicant should have provided such classes to at least 2000 students till 01.10.2021
- i) The applicant should have at least one internationally rated and recognized campus with their course curriculum affiliated with at least one international identity.
- j) The applicant should have its presence in more than one country and should have at least 2 campuses in the Indian region.
