NATIONAL LAW SCHOOL OF INDIA UNIVERSITY (NLSIU), BENGALURU

REQUEST FOR PROPOSAL (RFP)

Empanelment of Vendors for Supply of Meat & Poultry

Particulars	Details
RFP No.	NLSIU/PROC/MEAT-POULTRY/2026-27/01
Date of Issue	09.11.2026
Last Date for Submission of Bids	23.11.2026
Address for Submission	National Law School of India University, Bengaluru

1. INVITATION FOR PROPOSALS

The National Law School of India University (NLSIU), Bengaluru, invites proposals from eligible, experienced and legally compliant vendors for empanelment for regular supply of fresh meat, poultry, fish and processed poultry products to the University.

The objective is to ensure reliable supply of hygienic, safe and good-quality products at competitive prices. NLSIU may empanel one or more vendors based on eligibility, statutory compliance, quality, price, delivery capability and overall suitability. Empanelment does not guarantee any minimum quantity or value of business.

2. SCOPE OF SUPPLY

The empanelled vendors shall supply the following items as and when required by the University.

Sl. No.	Item Name	UOM	Price Excl. GST (₹)	GST %
1	Fresh Chicken Curry Cut	KG		
2	Chicken Breast Boneless	KG		
3	Chicken Lollipop	KG		
4	Fresh Mutton Curry Cut	KG		
5	Fish – Seer Fish	KG		
6	Chicken Sausage	KG		

- Vendors shall quote a price per kilogram, exclusive of GST, for each item.
- The applicable GST rate and price inclusive of GST shall be indicated.
- Prices shall include packaging, handling, transportation and delivery unless otherwise specified and accepted by NLSIU.
- Vendors may bid for all items.
- Quoted rates shall remain valid for the period specified in the bid and shall not be revised without prior written approval.
- NLSIU does not guarantee a minimum order quantity or purchase value.

3. ELIGIBILITY CRITERIA

- The bidder shall be a proprietorship, partnership firm, LLP, company or other legally recognised business entity engaged in supply of meat, poultry, fish or related food products.

- The bidder shall possess a valid FSSAI Registration or Licence, as applicable to the nature, scale and category of food business.
- The bidder shall possess the local trade licence or other permissions required by the competent local authority, wherever applicable.
- Products shall be sourced from lawful, hygienic and traceable sources and comply with applicable food safety and meat inspection requirements.
- The bidder shall have suitable arrangements for hygienic handling, refrigeration, storage, transportation and timely delivery.
- The bidder shall disclose any relevant blacklisting or debarment affecting eligibility.
- The bidder shall comply with applicable laws relating to food safety, taxation and business operations.

4. MANDATORY LICENCES, CERTIFICATES AND DOCUMENTS

Sl. No.	Document / Licence	Requirement
1	FSSAI Registration Certificate and HALAL Certificate	Mandatory; valid and appropriate to the food business activities undertaken
2	PAN Card	Mandatory
3	GST Registration Certificate	If applicable under prevailing law
4	Local Trade Licence / Municipal Permission	Where required by the competent authority
5		
6	Bank Account Details	Cancelled cheque or bank certificate
7	Food Safety and Hygiene Declaration	Mandatory; Annexure III
8	Source and Traceability Declaration	Mandatory
9	Veterinary Inspection / Fitness Documentation	As applicable to source, product and legal requirements
10	Product and Packaging Details	For packaged/processed products, including chicken sausage
11	Non-Blacklisting Declaration	Mandatory; Annexure IV
12	Experience / Customer References	Where available; may support evaluation

4.1 Specific FSSAI Requirements

- The FSSAI registration or licence must be valid on the date of submission and maintained throughout the empanelment period.
- The licence must cover the relevant food business activity, such as wholesaling, retailing, distribution, storage, transportation, processing or other applicable activity undertaken by the bidder.
- Where multiple premises or activities require separate registrations or licences, the relevant documents shall also be submitted.
- NLSIU may verify the validity and scope of the licence through appropriate official channels.
- Any suspension, cancellation, expiry or material change in the licence shall be promptly reported to NLSIU.

4.2 Meat and Poultry Source Compliance

- Meat, poultry and fish shall be obtained from lawful sources and facilities meeting applicable statutory requirements.
- Slaughtering, dressing, processing, storage and transportation shall comply with applicable laws and food safety requirements.
- Veterinary inspection, fitness certificates or other official documentation shall be furnished wherever legally required or reasonably requested by NLSIU.
- Supplier invoices, source details, batch information and traceability records shall be maintained and furnished when requested.

4.3 Processed Products

Chicken sausages and other packaged or processed products shall comply with applicable FSSAI requirements for processed meat products and food labelling. Packaging shall, as applicable, display product name, manufacturer details, FSSAI licence number, batch/lot number, manufacture/packing date, use-by/expiry date, storage instructions and other mandatory declarations. Products shall be supplied within permissible shelf life and under prescribed storage conditions.

4.4 Additional Certifications

ISO 22000, HACCP or other recognised food safety management certifications may be submitted as supporting credentials, if available, but are not mandatory under this RFP unless specifically required by a subsequent amendment or applicable law. Halal or other specialised certification shall be submitted where applicable or specifically required for a product by NLSIU.

5. QUALITY AND FOOD SAFETY REQUIREMENTS

- All products shall be fresh, wholesome, fit for human consumption and free from contamination, objectionable odour, spoilage or adulteration.
- Chicken and mutton shall be properly cleaned, dressed and cut according to University specifications.
- Chicken breast boneless shall be supplied without bones; chicken lollipops shall be properly prepared and trimmed.
- Mutton curry cut shall consist of properly dressed and appropriately portioned pieces suitable for cooking.
- Seer fish shall be of the specified variety, fresh, properly cleaned and free from signs of spoilage.
- Chicken sausages shall be supplied in original, properly labelled packaging from an authorised manufacturer or processor.
- Products shall not contain prohibited substances, unauthorised additives or residues exceeding applicable legal limits.
- Products shall be protected from dust, pests, cross-contamination and unsuitable temperatures during handling and transportation.
- Chilled products shall be maintained at suitable temperatures consistent with applicable requirements and product specifications; as a general operating target, chilled fresh products should be maintained at 0°C to 4°C where appropriate. Frozen products, if ordered, should be maintained at the prescribed frozen temperature, generally −18°C or below.
- Chilled or frozen products shall not be represented as fresh products without disclosure.

NLSIU may reject products that do not meet the required quality, quantity, hygiene or food safety standards.

6. PACKAGING, TRANSPORTATION AND DELIVERY

- Products shall be delivered to the designated kitchen, store or other delivery point specified by NLSIU.
- Delivery shall be made against an authorised purchase order, supply order or written requisition.
- The authorised University representative shall communicate the delivery schedule and quantities.
- Products shall be transported in clean, food-grade, leak-proof containers or suitable packaging, with refrigerated transportation wherever necessary.
- Raw meat, poultry, fish and ready-to-eat products shall be segregated to prevent cross-contamination.
- Each delivery shall be accompanied by a delivery challan and applicable invoice showing item descriptions, quantities, rates and relevant batch or traceability details.
- The supplier shall ensure timely delivery and promptly notify NLSIU of anticipated delays.
- Delivery and handling charges shall be included in quoted rates unless separately specified and accepted by NLSIU.

7. INSPECTION AND ACCEPTANCE

- NLSIU or its authorised representative may inspect products on delivery, including weight, quantity, freshness, temperature, packaging, source documentation and specifications.
- Spoiled, contaminated, improperly packed, incorrectly cut, underweight or otherwise non-compliant products may be rejected.
- The supplier shall replace rejected products within the timeframe specified by NLSIU at no additional cost.
- Acceptance at delivery shall not prevent NLSIU from raising a complaint about a defect or food safety issue identified subsequently.
- NLSIU may suspend further orders pending investigation of a quality or food safety complaint.

8. PRICE, TAXES AND PAYMENT TERMS

- The bidder shall quote item-wise prices exclusive of GST in the financial bid.
- GST shall be charged at the applicable statutory rate against a valid tax invoice, wherever applicable.
- Quoted rates shall include incidental packaging, loading, transportation and delivery costs unless otherwise agreed in writing.
- Payment shall be processed against accepted supplies, submission of a valid invoice and verification by the authorised University representative, in accordance with University procedures.
- NLSIU may make statutory deductions, including TDS, wherever required by law.
- No advance payment shall be made unless specifically approved by the competent authority.
- NLSIU shall not be liable to pay for rejected goods or quantities not supplied and accepted.

9. EMPANELMENT AND ALLOCATION OF ORDERS

- Empanelment shall be based on eligibility, statutory compliance, product quality, price competitiveness, delivery capability and overall suitability.
- NLSIU may empanel one or more vendors for the same item or for different items.
- The University may award item-wise empanelment and is not required to select a single vendor for all items.
- Empanelment does not confer exclusivity or guarantee minimum business.

- Purchase orders may be issued based on requirements, approved rates, availability, performance and value for money.
- NLSIU may seek revised quotations, compare prices or negotiate rates where permitted under its procurement procedures.
- NLSIU may suspend or cancel empanelment for non-compliance, repeated delays, substandard products, invalid statutory documents or breach of terms.

10. EMPANELMENT PERIOD

Empanelment shall ordinarily remain valid for one year from the date of the empanelment letter, unless otherwise specified. NLSIU may extend the period subject to satisfactory performance, continued statutory compliance and approval of the competent authority.

11. PENALTIES AND TERMINATION

- Repeated late delivery, defective products, failure to replace rejected goods or breach of hygiene requirements may result in warning, suspension of orders, penalty or cancellation of empanelment.
- Additional costs incurred by NLSIU due to failure to fulfil an accepted order may be dealt with under the applicable purchase order and University procurement rules.
- False documents, misrepresentation, or supply of unsafe or unlawfully sourced products may result in suspension or termination, subject to applicable procedures.
- NLSIU may terminate empanelment for administrative reasons or unsatisfactory performance in accordance with applicable terms.

12. Integrity, Conflict of Interest and Ethical Conduct

- The bidder shall not offer gifts, commissions, inducements or any improper benefit to University personnel.
- The bidder shall disclose any actual or potential conflict of interest.
- Collusive, fraudulent, coercive or misleading practices may result in rejection, suspension or termination.
- NLSIU reserves the right to verify information and seek clarifications or product samples/catalogues.

SUBMISSION OF BIDS

Bidders shall submit the following:

Part A – Technical Proposal

- Covering letter and completed Annexure I.
- Business registration and identification documents.
- Valid FSSAI Registration Certificate or Licence.
- Applicable trade licence and GST registration, if applicable.
- Source and traceability details.
- Food safety and hygiene declaration (Annexure III).
- Non-blacklisting declaration (Annexure IV).
- Experience (Purchase Orders) and customer references.
- Details of storage, transportation and delivery facilities.

Part B – Financial Proposal

- Completed item-wise financial bid in Annexure II.
- Applicable GST percentage for each item.
- Confirmation of price validity and delivery charges.

The proposals shall be submitted in the format and manner specified in the tender notice. Incomplete submissions may be rejected.

13. UNIVERSITY'S RIGHTS

NLSIU reserves the right to accept or reject any or all proposals, seek clarifications, verify submitted information, modify requirements through an appropriate corrigendum, or cancel the procurement process, subject to applicable rules and institutional procedures. Decisions shall be made by the competent authority in accordance with applicable law.

Registrar

DECLARATION BY THE BIDDER

I/We declare that the information and documents submitted with this proposal are true and correct. I/We undertake to comply with applicable statutory requirements, food safety standards, quality specifications, delivery conditions and the terms of this RFP. I/We confirm that the submitted FSSAI registration/licence and other applicable permissions are valid and that any change in their status shall be promptly communicated to NLSIU.

Particulars	**Details**
Name of Bidder/Firm	
Authorised Signatory	
Designation	
Address	
Contact Number	
Email	
FSSAI Registration/Licence No.	
GSTIN, if applicable	
Date and Place	

Signature and Seal of Bidder: _____

ANNEXURE I – TECHNICAL BID AND VENDOR INFORMATION FORM

Sl. No.	Particulars	Details to be furnished
1	Name of Vendor/Firm	
2	Type of Business Entity	Proprietorship / Partnership / LLP / Company / Other
3	Registered Address	
4	Contact Person	
5	Mobile Number	
6	Email Address	
7	PAN Number	
8	GSTIN, if applicable	
9	FSSAI Registration/Licence Number	
10	FSSAI Licence Category	Registration / State Licence / Central Licence
11	FSSAI Validity	From: _____ To: _____
12	Local Trade Licence, if applicable	
13	Years of Experience	
14	Nature of Business	Retailer / Wholesaler / Distributor / Processor / Other
15	Storage/Refrigeration Facilities	
16	Transportation Facilities	Owned / Hired / Third-party

A. Documents Checklist

Sl. No.	Document	Enclosed (Yes/No/NA)
1	Business registration/constitution proof	
2	PAN Card	
3	Valid FSSAI Registration Certificate/Licence	
4	GST Registration Certificate, if applicable	
5	Applicable local trade licence/permission	
7	Food safety and hygiene declaration – Annexure III	
8	Non-blacklisting declaration – Annexure IV	
9	Source and traceability details	
10	Veterinary/inspection documentation, where applicable	
11	Product/manufacturer details for chicken sausage	
12	Customer references/experience certificates, if available	

B. Items for Which the Bidder Seeks Empanelment

Sl. No.	Item	Interested in Supplying (Yes/No)
1	Fresh Chicken Curry Cut	
2	Chicken Breast Boneless	
3	Chicken Lollipop	
4	Fresh Mutton Curry Cut	
5	Fish – Seer Fish	
6	Chicken Sausage	

Declaration: I/We certify that the information provided is true and correct and that the documents enclosed are genuine. I/We agree to furnish additional information or clarification requested by NLSIU.

Name of Vendor: _____ Authorised Signatory: _____

Designation: _____ Date: _____

Signature and Seal: _____

ANNEXURE II – FINANCIAL BID: ITEM-WISE PRICE QUOTATION

Name of Vendor: _____ FSSAI No.: _____

Sl. No.	Item Name	UOM	Unit Price Excl. GST (₹)	GST Rate (%)	GST Amount per KG (₹)	Unit Price Incl. GST (₹)
1	Fresh Chicken Curry Cut	KG				
2	Chicken Breast Boneless	KG				
3	Chicken Lollipop	KG				
4	Fresh Mutton Curry Cut	KG				
5	Fish – Seer Fish	KG				
6	Chicken Sausage	KG				

- Quote the price per kilogram for each item.

The following are the details that need to mention in the packaging,

- Packing Date
- Best Before / Use By Date
- FSSAI Licence Number
- Company Name

GST shall be charged at the applicable statutory rate; the bidder is responsible for quoting the correct rate for the product and transaction.

- Transportation, packaging, handling and delivery costs shall be included unless separately specified and permitted by NLSIU.
- No additional charge beyond the accepted quotation and applicable taxes may be levied without prior written approval.
- Quotation validity: 60 days from the last date of submission.
- The bidder may quote for one or more items; blank price fields shall be treated as non-quoted items.
- Payment shall be made for supplies accepted by NLSIU against a valid invoice and applicable procedures.

Name of Vendor: _____

Authorized Signatory: _____

Date: _____

Signature and Seal: _____

ANNEXURE III – DECLARATION OF FOOD SAFETY, HYGIENE AND PRODUCT TRACEABILITY

To:

The Registrar
National Law School of India University
Bengaluru, Karnataka.

Subject: Declaration of compliance with food safety and hygiene requirements for supply of meat and poultry

I/We, _____, representing _____, hereby declare and undertake that:

- We hold a valid FSSAI Registration Certificate or Licence appropriate to our food business activities and will maintain its validity throughout the empanelment period.
- We will comply with applicable provisions of the Food Safety and Standards Act, 2006, and rules/regulations made thereunder, including relevant hygiene, handling, storage, transportation, labelling and licensing requirements.
- All meat, poultry, fish and processed products supplied to NLSIU will be sourced through lawful and traceable supply channels.
- Meat and poultry will originate from lawful slaughtering and processing facilities meeting applicable statutory requirements. Required veterinary inspection or fitness documentation will be maintained and furnished wherever applicable.
- All products supplied will be fit for human consumption, free from spoilage and contamination, and handled hygienically.
- Appropriate cold-chain conditions will be maintained during storage, handling and transportation, in accordance with applicable requirements and product specifications.
- Products will be transported in clean, suitable food-grade containers or packaging, with appropriate segregation to prevent cross-contamination.
- Chicken sausage will be sourced from an authorised manufacturer or processor and supplied in compliant packaging bearing applicable product, batch, date, storage and licence information.
- We will maintain purchase records, supplier details, invoices, batch information and traceability records and provide them to NLSIU or a competent authority when lawfully required.
- We will promptly notify NLSIU of any food safety incident, product recall, suspension/cancellation of a relevant licence, or material compliance issue affecting supplies.
- We agree that NLSIU may inspect products, verify documents, reject non-compliant supplies and require replacement of rejected products at no additional cost.
- Material misrepresentation, supply of unsafe products or serious breach of applicable food safety requirements may result in suspension or termination of empanelment and other action permissible under law.

Name of Vendor/Firm: _____
FSSAI Licence/Registration No.: _____
Authorised Signatory: _____ Designation: _____
Date: _____ Place: _____
Signature and Seal: _____

ANNEXURE IV – DECLARATION OF NON-BLACKLISTING

To: The Registrar, National Law School of India University, Bengaluru, Karnataka.

I/We, _____, proprietor/partner/director/authorised signatory of _____, having our registered office at _____, hereby declare that:

- The firm has not been blacklisted or debarred by NLSIU or any government department, government institution, public sector undertaking or other public authority as on the date of bid submission, except as disclosed below.
- No material information concerning any existing debarment, suspension or restriction affecting eligibility has been knowingly withheld from NLSIU.
- The documents and information submitted with our bid are true and correct to the best of our knowledge.
- Any false declaration or material misrepresentation may result in rejection of the bid, cancellation of empanelment or other action in accordance with applicable rules and terms.

Details of relevant debarment or restriction, if applicable (if none, state NIL):

_____

_____

Name of Vendor/Firm: _____

Authorised Signatory: _____ Designation: _____

Date: _____ Place: _____

Signature and Seal: _____

ANNEXURE V – LICENCE AND DOCUMENT VERIFICATION CHECKLIST

Sl. No.	Verification Particulars	Yes/No/NA	Remarks
1	FSSAI Registration/Licence submitted		
2	FSSAI number and validity verified		
3	Licence category and authorised activities are appropriate		
4	PAN details verified		
5	GST registration verified, where applicable		
6	Applicable local trade licence/permission verified		
7	Business constitution/registration documents submitted		
8	Source and traceability declaration submitted		
9	Relevant meat/poultry inspection or veterinary documentation available, where applicable		
10	Chicken sausage manufacturer and product details available		
11	Hygiene and food safety declaration signed		
12	Non-blacklisting declaration signed		
13	Storage and refrigeration arrangements assessed		
14	Transportation and delivery arrangements assessed		
15	Item-wise financial bid submitted		
16	Quoted rates and applicable GST details checked		
17	Technical eligibility established		