

हिमाचल प्रदेश केन्द्रीय विश्वविद्यालय
Central University of Himachal Pradesh

(Accredited by NAAC with 'A+' Grade with CGPA of 3.42)

Vice-Chancellor Secretariat, Near HPCA Cricket Stadium, Dharamshala, District Kangra (HP)-176215

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TENDER DOCUMENT

FOR

**PROVIDING CANTEEN SERVICES AT DHAULADHAR PARISAR, DHARAMSHALA,
SHAPUR PARISAR, SHAHPUR AND SAPT SINDHU, PARISAR, DEHRA, DISTT.
KANGRA H.P.**



REFERENCE NO.	01/2025/CUHP/NIT
DATE OF ISSUE OF TENDER	04. 02.2025
LAST DATE FOR RECEIPT OF TENDER DOCUMENT	18.02.2025(11.00 a.m.)
TIME AND DATE FOR OPENING OF THE TENDER (Technical bid)	18.02.2025(11.30 a.m.)
ESTIMATED CONTRACT VALUE	Rs. 80,00,000 lakh
PLACE OF OPENING OF THE TENDER	Central University of Himachal Pradesh, Vice-Chancellor's Secretariat near HPCA Cricket Stadium, Dharamshala, District Kangra H.P.
ADDRESS FOR COMMUNICATION	The Registrar, Central University of Himachal Pradesh, Vice-Chancellor's Secretariat near HPCA Cricket Stadium, Dharamshala, District Kangra H.P.-176215.



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Central University of Himachal Pradesh

कैंप कार्यालय, नजदीक एच.पी.सी.ए. क्रिकेट स्टेडियम, धर्मशाला, जिला - कांगड़ा, हिमाचल प्रदेश - 176 215
CAMP OFFICE, NEAR HPCA CRICKET STADIUM, DHARAMSHALA, DISTRICT KANGRA, HIMACHAL PRADESH - 176215
Phone No. 01892-229330, 229574, Fax No. 01892-229331

TENDER DOCUMENT FOR PROVIDING CANTEEN SERVICES AT DHAULADHAR PARISAR, DHARAMSHALA, SHAPUR PARISAR, SHAHPUR AND SAPT SINDHU, PARISAR, DEHRA, DISTT. KANGRA H.P.

ELIGIBILITY CRITERIA

Technical bid envelop should contain the following:-

1. The Bidder must be a legally constituted Proprietary firm, Partnership firm, Limited Company or Corporate Body or individual who possess the required licenses, registrations etc., as per law valid at least for 12 months from the date of the opening of tender for providing Canteen Services.
2. The Bidder shall have experience of providing Canteen Services for at least 03 years ending 31st December, 2025.
3. There should be no case pending with the police against the Proprietor/Firm/Partner or the Company (Bidder).
4. The Bidder shall have the following Registrations and details of the same be provided in the Technical Bid (checklist):
 - a. **Proof of Service Tax Registration**
 - b. **Valid License, issued by Competent Authority,**
 - c. **Proof of PAN issued by the Income Tax Department**
 - d. **Proof of GST by the Competent Authority**
 - e. **Processing Fees in the shape of DD**
 - f. **Certified copy of experience for last three years from concerned institution/sector.**
 - g. **Proof of average annual turnover for last three financial years.**
 - h. **Undertaking regarding Non Black listing on Stamp Paper duly Notarized.**

Note : Proof in support are required to be enclosed mandatory for above eligibility criteria.

Terms and Conditions

1. The terms of the contract shall be for the period of one year from the date of award of contract, extendable for a further period of one year on the same terms and conditions on satisfactory performance as per mutual consent of the Central University of Himachal Pradesh and the owner.

2. The Processing fees amounting to Rs. 1000/- (including GST) should be in the shape of Bank Demand Draft in favour of the Finance Officer, Central University of Himachal Pradesh, Dharamshala.
3. An earnest money deposit of Rs. 25,000/- (Twenty-Five Thousand only) should be paid along with the tender documents in the form of demand draft drawn in favour of Finance Officer, CUHP.
4. In case of rejection of bid, earnest money will be refunded to bidder(s) after the completion of tendering process.
5. The bidder firm should not have been indicted for any criminal, fraudulent or anti competition activity and not been blacklisted by any Government Departments. An Undertaking on Non-Judicial Stamp Paper duly notarized to this effect shall be uploaded on the GeM portal along with Bid
6. The Contractor shall provide Performance Guarantee @3% of the Annual contract amount in terms of Fixed Deposit Receipt made in any of the Nationalized bank, pledged in favour of "Finance Officer, Central University of Himachal Pradesh, Dharamshala" within 10 days of award of the contract.
7. The performance security, as furnished by the Contractor, shall remain valid for a period of sixty days beyond the date of completion of all contractual obligations of the Contractor under the agreement to be executed by and between the University and the Contractor.
8. The earnest money deposit of the unsuccessful bidder will be refunded without any interest within 30 days of award of the contract. The earnest money deposit of the bidder, whose tender has been accepted, will be returned on the submission of performance security.
9. The bidders should have average annual turnover of 80 lakhs in transport services for the last three financial years, i.e., 2021-22, 2022-23 & 2024-25 duly audited by the CA and should not be less than Rs. 80 lakhs. Further, the firm/company should not be a loss-making company in the last three years.
10. The bidder should have a solvency of Rs. 80 lakhs. A certificate to this effect is to be provided duly issued by their banker.
11. The successful contractor will have to execute an agreement/contract on non-judicial paper of the value of Rs. 100/-.

12. Rate should be quoted in the prescribed format attached with the documents duly signed by the contractor. Cutting or over writing, if any, should be initialled.
13. Apart from the prescribed standard menu, with the consent of the University, contractor may sell packed snacks, cold drinks, juices at the printed MRP.
14. On special occasion, CUHP will have the right to prescribe different menu for lunch, dinner, tea with variable cost to be fixed with mutual consent of contractor.
15. Rates should be quoted for all items, failing which the bid will not be accepted. Rate quoted should be inclusive of all taxes/duties/levies and labour charges and will be valid for complete period of contract/extended contract.
16. The award of contract shall be finalized on the basis of lowest rate quoted for the items as classified in the list. However, the institute is not in any way bound to accept the lowest bidder and reserves the right to accept or reject any bid.
17. For canteen premises, CUHP will provide space to contractor, who shall have to create infrastructure for canteen (not less than 20'x 20') at his/its own cost.
18. The licence Fee/Rent @ Rs. 3000/- P.M shall be paid by the 7th of each month by the Vendor/Contractor for the space provided to run the canteen services. If the contract is extended for other term of one year, the rent shall be increased by the University by 10% of the initial fixed rent every year.
19. On completion or termination of contract or shifting of University whichever is earlier, the contractor will dismantle temporary infrastructure so created by him for the purpose of canteen immediately.
20. The contractor has to arrange his own electricity meter and pay for monthly charges. However, the University will provide logistic support for getting the meter installed.
21. The contractor will provide adequate number of staff to maintain efficiency to desired standard.
22. The contractor shall pay to its worker(s) as per the prevailing minimum wages as applicable in the state of H.P. stipulated from time to time and must provide cover benefit such as ESI, PF, insurance etc. as stipulated.
23. The Contractor will adhere to all statutory requirements of engaging labour, such as contract labour Act 1970, Provident Fund, Minimum Wage Act, Child Abolition Act and any other Statutory requirement as enforced from time to time.

24. The Contractor shall comply with the other regulations relating to preparation and sale of food stuffs and refreshment and shall obtain necessary license and permits from the State authorities or any other statutory requirements for running the canteen.
25. In the event of non compliance, the contractor will be solely responsible for any penalty/fine imposed by the statutory authority/bodies as per details given below:

If the contractor does not supply the demanded items within the prescribed time period, then, the University shall be entitled to deduct 50% of the total bill for those items.
26. The Canteen should be kept open during working hours i.e. 8:00 AM to 8:00 PM. However their timing may be changed according to requirements.
27. The contractor will not keep the canteen closed without prior permission of the University Authority. If it is necessary to take leave, contractor has to make alternative arrangement with the permission of University Authority.
28. Contractor must ensure efficiency in serving the orders within 20 minutes.
29. The contractor must ensure that all goods sold in canteen meet required quality standard. No item should be beyond its expiry date.
30. The contractor is expected to serve the food items in clean good crockery and maintain hygiene.
31. In case of any food poisoning/contamination, the contractor will be held fully responsible and will bear all the expenses caused due to food poisoning/contamination.
32. In case of unsatisfactory service or in the event of contractor suspending/ discontinuing his services during the period of contract, University shall be at liberty to terminate the contract after giving one month notice and to make alternative arrangement for providing canteen facility to its students and employees. In case of termination of contract security/earnest money will be forfeited.
33. The contractor on award of contract has to maintain following information:-
 - (a) Brief bio-data of staff along with their photo, residential proof, age proof etc.
 - (b) Wages paid to them along with record of statutory benefits (ESI, PF, etc.).

- (c) Medical Report(s).
- (d) Licence/permission from State Authorities for business.

34. The contactor and his staff will make their own residential arrangement outside the premises of the University.
35. Any dispute arising out of the deal shall be subject to the decision of the Vice-Chancellor of the University. Whose decision shall be final. The Central University of Himachal Pradesh will not be responsible for any violation or lapse on the part of contractor in this regard.

RATES QUOTED FOR DIFFERNT ITEMS

Sr. No.	Items/Particulars	Rates Quoted
1.	Stuffed Prantha with curd and pickle (1 Piece)	
2.	<u>Routine Food</u> <u>(Full plate)</u> Rice, 4 Chappati, dal or rajma or channa, seasonal vegetable /green salad	
	<u>(Half Plate)</u> Rice, 2 Chappati, dal rajma or channa, seasonal vegetable/ green salad	
3.	<u>Food for Special Occasion</u> i. Basamati rice and assorted chappati ii. Dal or rajma or channa or kari pakora iii. Malai Kofta or Mushroom Matter or Karahi Paneer or Shahi Paneer or Paneer Korma, etc iv. Raita or dahi, v. Papar and Pickles, vi. Mixed Salad vii. Sweet dish (ice cream or Rasgula (2 pieces) or Gulab Jamun (2 pieces) or Kheer, etc. <i>(if required, above items will be served as Buffet for least for 10 persons in</i>	

	<i>University premises)</i>	
4.	Chholay Bhatooray [1 plate (02 pieces)]	
5.	Sambar Vada [1 plate (02 pieces)]	
6.	Idli Sambhar [1 plate (02 pieces)]	
7.	Sandwich (Veg. and Butter)	
8.	Burger	
9.	Noodles (Chowmein) (a) Half plate (b) Full plate	
10.	Tea (100 ml)	
11.	Special Tea (100 ml)	
12.	Coffee (100 ml)	
13.	Mixed (Veg.) Pakoras per 100 grams	
14.	Samosa per piece	
15.	Bread Pakora per piece	

Note:

1. Soft drink/juice, biscuits, namkeen, mineral water, etc. to be supplied at not more than the printed rate.
2. Tea, coffee etc. should be supplied on demand at office room at the same rate.
3. Extra items will be charged additional, if required.
4. The vendor has to provide his own furniture to serve at least 20 students at a time.
5. The vendor must ensure efficiency in serving the ordered items within 20 minutes.
6. The vendor has to ensure high level of hygiene and cleanliness. In case the food and other items sold by the vendors are not up to the expected standards and in case of any health related problem such as food poisoning, the vendor alone shall be held squarely and legally responsible.
7. The vendor must ensure that all goods sold in the canteen meet required quality standards. No item should beyond its expiry date.

8. Number of items to be served in the Canteen may be increased/decreased depending upon the mutually agreed terms. The rates for newly included items shall be determined mutually by the University and the vendor.
9. The vendor may like to be present at the time of the opening of quotation in the office of CUHP.

(Registrar)