



हरियाणा केंद्रीय विश्वविद्यालय

(संसद के अधिनियम सं. 25 (2009) के तहत स्थापित)

जान्ट पाली, महेंद्रगढ़-123031 (हरियाणा)

CENTRAL UNIVERSITY OF HARYANA

(Established vide Act No. 25 (2009) of Parliament)

Jant-Pali, Mahendergarh-123031 (Haryana)

CUH/E&GA/2024/4669

Dated : 11/10/2024

Tender for Canteen/Shops, Photocopy & Stationary Services, Saloon (Male & Female) at the Central University of Haryana Jant-Pali, Mahendergarh Haryana-123031

Tender for Canteen/Shops/Utilities

Tenders are hereby invited on behalf of Registrar, Central University of Haryana (CUH), Jant-Pali, Mahendergarh, Haryana, 123031 from the interested bidders for running Canteen/Shops/, Photocopy & Stationary Services and Saloons at the Central University of Haryana premises as per details tabulated below:

S.No.	Canteen/Shop details	Location	Monthly Rent (Rs.)
1.	Saloon (Male)	S. Ramanujan Boys' Hostel	4500/- (including water charges)
2.	Saloon (Female)	Asima Chatterjee Hostel	4500/- (including water charges)
3.	Photocopy & Stationary Shop	Ashima Chatterjee Girls' Hostel	7000 + 1000 (water charges)
4.	Fruit & Juice Shop	Kalpana Chawla Girls Hostel	7000 + 1000 (water charges)
5.	Fruit & Juice Shop	Shop No. 3, Shopping Complex	15000 + 1000 (water charges)

The Bidders can download the documents from the website www.cuh.ac.in and submit their offers in the format duly filled and signed with required enclosures and documents. The Tender is to be submitted in a sealed envelope (during working days) superscribed "Tender for various Shops and Canteens at CUH Mahendergarh," addressed to the Estate & General Branch, Room No. 123, First Floor, **Admin Block, Central University of Haryana, Jant-Pali, Mahendergarh, Haryana.**

INSTRUCTION TO BIDDERS /TERMS & CONDITIONS: Interested bidder should note the following:

1. This Tender invitation document is not a Tender or Request for Proposal in any form and would not be binding on CUH in any manner whatsoever.
2. **Tender Fee & Earnest money deposit (EMD):** A Tender Fee of Rs. 500/- (Rupees five hundred) and EMD of Rs. 5,000/- (Rupees five Thousand only) by crossed Demand Draft issued from any scheduled bank in favour of the Registrar, Central University of Haryana and payable at Mahendergarh. The Tender Fee is non-refundable. EMD amount deposited will be refunded (without any interest) to the unsuccessful bidders after the award of the contract to successful firm.

3. **Security Deposit (SD):** The successful firm will be required to deposit Rs.50,000/- (Rupees fifty thousand only) as interest free security deposit in the form of a crossed demand draft drawn in favour of Registrar, Central University of Haryana and payable at Mahendergarh, within 10 days of the award of the services contract. EMD deposited at the time of submission of the TENDER documents can be adjusted against the security deposit. The SD will remain at the disposal of CUH, Mahendergarh. The authority reserves the right to recover the losses/damages caused to the instruments/ articles/ building/ fittings etc. by the contractors or their employees and realization of damages arising out of any deficient services over and above any other punitive step/ civil action as the authority deems fit.
4. **The bidders will have to make a presentation before a duly constituted committee, showcasing their experience in running Canteen/Shops/Utilities, range of foods/products/items/utility sold and existing facilities at other educational institutions, residential campus, etc. Based on the presentation, the committee will decide the list of qualified bidders. The selection of the Vendor will be made through lottery system amongst the technically qualified bidders.**
5. CUH reserves the right to cancel the Tender invitation as a whole or in part without assigning any reason whatsoever.
6. The Bidders are encouraged to conduct their own independent survey, assessment, analysis and check the reliability, accuracy, feasibility and completeness before submission of their interest/ propos
7. CUH reserves the right to update, amend and supplement the information given in this document at its sole discretion before the last date and time of submission of the interest/proposal.
8. Bidders should submit their response as per formats provided, submissions not conforming to the instructions or prescribed formats will be rejected.
9. Bidders should equip himself /herself with all the permits, License etc. required for the operation of the Canteen/Shops/Utilities.
10. Bidder should adhere to all the safety guidelines and norms in running the Canteen/Utilities.
11. Bidder should/will be responsible for cleaning and regular upkeep of the premises.
12. **The lease term will be initially for 01 (one) year and same may be extended up to 2 (two) years based upon satisfactory performance. On expiry of term, the bidder shall vacate the premises immediately. However, the existing operator may Bid fresh if not prohibited otherwise due to unsatisfactory performance.**
13. The liquor items/pan/tobacco/bidi/cigarette or any other banned item will not be provided/ served in the Canteens/shops.
14. The selected bidder will have to sign an Agreement with the CUH before operation of the Canteen/Utilities.

15. The Bidder should submit the bid with supporting documents about their experience, qualification, Annual turnover etc.
16. Termination of contract: The contract can be terminated by the contractor by giving 30 days clear notice. However, the authority reserves the right to terminate the contract without assigning any reason, if it appears to the authority at any point of time that the services, quality of food, maintenance of hygiene/cleanliness of any of the canteen services are deteriorated to such an extent that it is detrimental to the interests of the University.
17. **Agreement:** The successful agency has to sign an agreement on Rs 100/- non judicial stamp paper (to be borne by the successful bidder).
18. Successful bidders have to pay electricity charges as per the sub meter fixed by the University and water charges and monthly rental of the Canteen, Shops, other Utilities as mentioned against each every month to CUH.
19. **Arbitration:** All disputes or differences whatsoever between the service provider and the Institute related to the contract will be settled by arbitration as per the provisions of the Indian Arbitration and Conciliation Act, 1996 and shall be binding for all purpose.
20. **Legal dispute:** Any dispute, which may necessitate legal redress will be restricted to the jurisdiction of the civil courts at Mahendergarh only.
21. **Inspection authority: The Shops Committee/Hostel Management Committee of the CUH** will carry- out periodic inspection and surprise checks to ensure quality of food, services, hygiene, and cleanliness, failing which, necessary fine will be imposed by the University authorities.
22. **Canvassing:** Any attempt to canvass for the candidature of any bidder directly or indirectly will lead to disqualification of such bidder/firm from the whole process.
23. **Rejection clause:** The firm/bidder who does not fulfil any of the above conditions or submit incomplete documents in any respect is liable to be rejected summarily.
24. **Modifications: CUH, Mahendergarh** reserves the right to modify/add any clause to the agreement, during the period of the contract, for any essential item, services etc.
25. **Medical fitness:** The staff deployed should be medically fit. The fitness certificate should be obtained from a registered medical practitioner once in a month to the satisfaction of the University authorities, failing which suitable action may be initiated.

26. The Bidder/ Firm should sign on each and every page of the TENDER documents

27. The bidder should be financially sound to operate the Canteen/Utilities.

28. The CUH reserves the right to call limited or all parties for making a presentation, based on their experience and technical submission made in the Tender. Mere fulfillment of Tender criteria does not entail the parties to be called for making a presentation.

29. In support of the credentials submitted by the parties, CUH reserves the right to solicit information from the organizations, issuing such credential certificates

1) The key dates and information are as below:

Procuring of Tender/ Application Form	Available on CUH website www.cuh.ac.in
Address for submission of Tender	Estate & General Branch, Room No.123, Admin Block, Central University of Haryana, Jant- Pali, Mahendergarh, Haryana
Last date & time for receipt of Tender	28 th October 2024 by 5:00 PM
Date & time of opening of Tender	To be intimated through website of the University
Date and time of making presentation (only for the qualified parties based on the Tender)	To be intimated through website of the University

2. **SCOPE OF WORK:**

The different facilities and services intended by the University authorities are required to be provided by the bidder are mentioned below.

1. The List of Menu, and rate of each item for each Canteen, Shops and Other Utilities have placed below and required to be followed by the successful bidders..
2. Deployment of adequate manpower, materials, consumables etc. to run the Canteen/utilities smoothly.
3. Procure necessary permits, licenses from the Govt.of Haryana required for running a Canteen/utilities.
4. Arrangement of adequate furniture, equipments, crockeries, consumables etc. required for smooth functioning of the Canteen/Utilities.
5. The bidder will ensure the safety and proper custody of the property/structure/equipments of CUH and will pay any loss or damage caused by him/her to CUH.
6. Design the interior /exterior of the Canteen/Utilities with minimum facilities without making any structural change to the built up area.
7. **Sub Leasing of the Canteen/Utilities after award of work/Agreement will not be permitted.**
8. The Bidder/Contractor will be required to consult CUH authorities before advertising anything related to the Canteen/Utilities in the print media.
9. **One bidder will be allotted only one shop/utility.**

3. **REQUIRED EXPERIENCE:**

1. The bidder should have been operating in the any chosen area of the proposed Tender.
2. The bidder should have past experience of catering and maintaining a Canteen.
3. The bidder should have been operating and managing a project of similar size and scale for the last 3 years.
4. The bidder should have demonstrable marketing abilities.
5. Prior experience in the Govt. Sector/ educational institutions of national and international repute in hospitality shall be preferred.

4. **Tender Application Form:**

While submitting the Expression of Interest for the Canteen/Utilities (in a plain paper according to the following format), the Bidder must submit the following details along with all required/ documents showing their experience, without which the bid will not be considered.

- I. Details about the Bidder
 - (a) Name of the Bidder/ Company/Organisation:
 - (b) Present address with contact number:
 - (c) Key Contact Person (name, designation, address, contact no., mail id)
- II. Registration details of the organization/entity (with supporting documents, registration certificate, etc.)
- III. Brief description about the organization/ entity, organization structure and type of business.
- IV. An undertaking that I have read the understand the Terms and Conditions of the Bid and ready to pay the monthly Rent, Electricity charges and Water Charges for the Canteen, Shops and other Utilities for which the TENDER has been submitted.
- V. Details of any relative who is an employee of Central University of Haryana? If yes then attach the details

Signature _____

Name _____

Address _____

**RATES FOR (PHOTOCOPYING/
STATIONERY SHOP)**

S.No	Name of the Item	Quantity	Rate (Rs.)	Remarks
1.	Printout black & white A4 size		1/- per page 1.5 both side 75 GSM	
2.	Printout color A4 size		7/- per page 75 GSM	
3.	Printout black & white A4 size		1/- per page 75 GSM	
4.	Spiral Binding		20/- upto 50 pages 30/- beyond 50 pages	
5.	Stationery Items		At market rate/MRP	
6.	Any other related items (may be decided by the University authorities)			

Signature of the Applicant

MENU
Fruits & Juice Shop

S.No.	Name of the Item	Quantity	Rate (Rs.)	Remarks
1.	Water Melon Juice	400 ML	30/-	
2.	Grapes Juice	400 ML	60/-	
3.	Banana Juice	400 ML	40/-	
4.	Pine Apple Juice	400 ML 300 ML 200 ML	50/- 40/- 30/-	
5.	Orange Juice	400 ML 300 ML 200 ML	50/- 40/- 30/-	
6.	Apple Juice	400 ML 300 ML 200 ML	60/- 50/- 40/-	
7.	Mango Juice	400 ML 300 ML 200 ML	50/- 40/- 30/-	
8.	Papaya Juice	400 ML 300 ML 200 ML	40/- 30/- 20/-	
9.	Pomegranate Juice	400 ML 300 ML 200 ML	70/- 60/- 50/-	
10.	Strawberry Juice	400 ML 300 ML 200 ML	50/- 40/- 30/-	
11.	Mosambi Juice	400 ML 300 ML 200 ML	50/- 40/- 30/-	
12.	Beetroot Juice	400 ML 300 ML 200 ML	40/- 30/- 20/-	
13.	Anjeer Shake	400 ML 300 ML 200 ML	90/- 80/- 70/-	
14.	Chocolate Milk shake with Ice Cream	400 ML 300 ML 200 ML	50/- 40/- 30/-	

15.	Carrot Beetroot Mix Juice	400 ML 300 ML 200 ML	50/- 40/- 30/-	
16.	Vanilla Milk shake with Ice Cream	400 ML 300 ML 200 ML	50/- 40/- 30/-	
17.	Strawberry Milk shake with Ice Cream	400 ML 300 ML 200 ML	50/- 40/- 30/-	
18.	Better Scotch Milk shake with Ice Cream	400 ML 300 ML 200 ML	50/- 40/- 30/-	
19.	Any other related items (may be decided by the University authorities)			

Signature of the Applicant

Saloon Rates (Male)

S.No	Name of the Item	Quantity	Rate (Rs.)	Remarks
1.	Bleach		100/-	
2.	Facial	Normal Complete	300/- 500/-	
3.	Clean Up		50/-	
4.	Hair Cutting		50/-	
5.	Hair Color	Garnier Pouch Garnier Box	70/- 100/-	
6.	Head Massage		30/-	
7.	Hair Set		40/-	
8.	Hair Wash		20/-	
9.	Beard Set		50/-	
10.	Beard Saving		40/-	
11.	Any other related items (may be decided by the University authorities)			

Signature of the applicant

Saloon Rates (Female)

S.No.	Name of the Item	Rate (Rs.)	Remarks
1.	Hair Cut	200	
2.	Hair SPA	500	
3.	Hair Trimming	100	
4.	Hair Color application	150 (without material)	
5.	Facial	500	
6.	Bleach	150	
7.	Eye Brrow	20	
8.	Upper Lips	20	
9.	Bed Massage	500	
10.	Body Uptan	600	
11.	Body Polishing	1000	
12.	Body Wax	800	
13.	Arm Wax	200	
14.	Leg Wax	250	
15.	Pedicure	250	
16.	Manicure	200	

Signature of the applicant