

ई-निविदा आमन्त्रण सूचना

डॉ० शकुन्तला मिश्रा राष्ट्रीय पुनर्वास विश्वविद्यालय में महिला छात्रावास हेतु मेस संचालन हेतु ई-निविदा हेतु प्रारूप

01.	अनुबन्ध की प्रस्तावित अवधि	अनुबन्ध प्रारम्भ होने की तिथि से एक वर्ष तक के लिए
02.	निविदा प्रपत्र डाउनलोड/बिक्री की तिथि और समय	17.03.2022 (12:00 बजे मध्याह्न)
03.	निविदा प्रपत्र प्रस्तुत करने की प्रारम्भ तिथि और समय	17.03.2022 (12:00 बजे मध्याह्न)
04.	निविदा प्रपत्र डाउनलोड/बिक्री की अन्तिम तिथि और समय	30.03.2022 (12:00 बजे मध्याह्न)
05.	निविदा प्रस्तुत करने की अन्तिम तिथि और समय	30.03.2022 (12:00 बजे मध्याह्न)
06.	(तकनीकी अर्हता) ऑनलाइन खोलने की तिथि और समय	30.03.2022 (02:00 बजे अपराह्न)
07.	(वित्तीय निविदा) ऑनलाइन खोलने की तिथि और समय	बाद में घोषित की जायेगी।
08.	प्री-बिड मीटिंग।	23.03.2022 (12:30 बजे मध्याह्न)
09.	निविदा मूल्य (लगभग)	रु० 1,00,00,000.00
10.	निविदा प्रपत्र का मूल्य + GST (डी०डी० या बैंकर्स चेक पृथक-पृथक)	Rs. 15,000.00 + Rs. 2,700.00 (GST@18%) Total = Rs. 17,700.00
11.	धरोहर धनराशि (ई०एम०डी०)	रु० 1,00,500.00

ई-निविदा प्रपत्र राज्य सरकार की वेबसाइट-<http://etender.up.nic.in> से डाउनलोड किया जा सकता है। केवल ई-टेंडर के माध्यम से ही निविदा स्वीकार की जायेगी।

कुलसचिव

Dr Shaukuntala Misra National Rehabilitation University, Lucknow

Mahaan Road, Lucknow (Uttar Pradesh) -226 017

Website: <http://dsmru.up.nic.in>

E-TENDER FOR GIRLS' HOSTEL MESS

NOTICE INVITING TENDER

1- About the University: Dr. Shakuntala Misra National Rehabilitation University, Lucknow has been set up by the Uttar Pradesh Govt. which is currently offering programs at Undergraduate, Postgraduate and Doctoral levels. There is strength of around approximately 400 Girls students including disabled and non-disabled students residing in the Girls Hostel. The University intends to engage reputed firm to operate its Girls Hostel mess and provide tasty and hygienic food.

E-Tenders, in two-part bids, are invited from reputed firms to manage the servicing of food to the DSMNR University, Lucknow Mess at Girls Hostel. The crockery for serving dishes, ovens and other kitchen equipment viz. Ben Marry, Potato Peeler, Dough Maker, Wet/Dry Grinder, Deep Freezers, automatic Roti Maker Machine, Water Coolers with purifiers etc. shall be arranged by successful Contractor/bidder for routine day-to-day mess services. The consumables and fuel (Commercial LPG cylinder) are also to be arranged by the successful Contractor/Bidder.

ABOUT E-TENDER: E-tender are invited by Registrar, DSMNR University, Lucknow for providing mess services at Girls Hostels with dining strength of about 400 disabled and non-disabled students.

Location: The University campus is situated at Mahaan Road, Lucknow which is approx. 4 kms. from Lucknow Railway Station/s, 10 Kms from Alambagh, Lucknow Bus Stand and 12 kms. from Airport.

Name of the work/services: "Providing Mess Services for Girls Hostel Mess at DSMNRU Lucknow."

II. THE BID DOCUMENT:

1. Tenders are invited from well established, reputed and experienced Vendors/Agencies for providing Mess services at Girls' Hostel strictly as per the Terms and Conditions notified in this tender document available at the official website <http://dsmru.up.nic.in> of Dr. Shakuntala Misra National Rehabilitation University, Lucknow. The tender documents either can be downloaded from the University website or **can be downloaded and upload tender on e-procurement, GoUP website <http://etender.up.nic.in>**. The bidder must read the prescribed terms and conditions carefully before submitting the bids with supporting documents.

2. Brief Scope of Work

1. University intends to run Mess for approximately 400 students (only Girls). The Vendor has to prepare and serve breakfast, lunch, dinner and evening Tea/ Snacks to the students on regular basis.
2. Dr. Shakuntala Misra National Rehabilitation University intends to invite bids for providing Mess services in the premises of the University Girls Mess (Breakfast/Lunch/Dinner/Evening Tea & Snacks). The Vendor is expected to provide Mess services to students and guests of the University (if applicable). In addition, the mess services may also be required on various occasions in the University for State/Centrally Funded Projects (if applicable).
3. The envelope should be superscribed with the words, Proposal for Girls' Hostel Mess". Technical Bid shall contain information regarding Business Turnover, Experience and other details of the firm to judge the suitability of the bidder for Mess facilities.
4. The menu and other conditions (subject to modifications as per the seasons / occasion) are given in the table (Annexure – VIII)

The timings for serving food shall be as follows:

Breakfast - From Monday to Sunday 08:00 AM-10:00 AM

Lunch -From Monday to Sunday 12:30 PM -2:30 PM

Evening Snacks/Tea From Monday to Sunday 05:00 PM-05:45 PM

Dinner - From Monday to Sunday 07:30 PM- 9:30 PM

- ❖ The menu and timings are subject to change as decided mutually by the Chief Provost/ Additional Chief Provost/ Mess Committee and Vendor.

3. Schedule for invitation of tender:

a.	Tender Document Uploading on website	:	17 March, 2022 at 12:00 PM
b.	Pre Bid Meeting.	:	23 March, 2022 at 12:30 PM
c.	Last date and time for receipt of bids	:	30 March, 2022 at 12:00 PM
d.	Technical Bid Opening Date and time	:	30 March, 2022 at 02:00 PM

4. Tender Documents :

4.1 Contents of Tender Documents.

Through this Tender Document, tenders are invited for **Providing Mess Services for Girls' Hostel at Dr. Shakuntala Misra National Rehabilitation University**. The Tender document comprises of:

- I. About the University
- II. The Bid Document
- III. Requirement for submitting the Tender
- IV. Technical Bid
- V. Price Bid
- VI. General Terms and Conditions
- VII. Statutory requirements to be complied with
- VIII. Operational requirements including hygiene conditions to be met
- IX. Role of Vendor (Dont's and donts for the Vendor)
- X. Penalties
- XI. Termination
- XII. Jurisdiction

- **The contents listed from VI to X form part of the LOI/Work Order.**

ANNEXURES:

- i. Tender form for providing Mess Services (Annexure-I)
 - ii. Details of Bid Security/ (EMD Deposit)(Annexure-II)
 - iii. Income Tax Return & PAN Number/GST Registration / Labour License No./EPF Code/ ESI Registration No./License under FSS Act 2006 (Annexure-III)
 - iv. Undertaking – Years of Experience (Annexure-IV)
 - v. Undertaking by the Applicant (Annexure-V)
 - vi. List of Present Clients (Annexure-VI)
 - vii. Pre-qualifying Technical Bid (Annexure-VII)
 - viii. Sample Menu and other conditions (Annexure-VIII)
 - ix. List of Kitchen Equipment to be provided by the Vendor (Annexure-IX)
 - x. Price Bid (Annexure-X)
- 4.2 The bidder is expected to go through carefully all Instructions, Forms, Terms and Conditions in the Tender document. Failure to furnish complete information as required by the Tender document or submission of a tender not substantially responsive to the Tender document in every respect will be at the bidder's risk and may result in rejection of the bid.
- 4.3 The bidder shall not make or cause to be made any alteration, erasure or obliteration to the text of the Tender document.
- 4.4 The bidder shall check the pages of all documents and in case of any discrepancy or missing pages, the bidder shall inform the Registrar, DSMNRU, for redressal, on or before the date of Pre-Bid Meeting as stated above.
- 4.5 In case the bidder is not clear about the meaning of anything contained in the Tender document, they shall seek clarification from DSMNRU during Pre-bid meeting. Any such clarification, together with all details on which clarification had been sought, if found relevant will be factored and notified on the website of the University. All such notification shall be considered as part of the tender document. All communications between the bidder and DSMNRU shall be carried out in writing.
- 4.6 Except for any such notification/written clarification issued by the Office of Registrar of the DSMNRU, no other communication, presentation or explanation by any employee of DSMNRU shall be taken to bind or fetter DSMNRU under the contract.

5.1 Language

All Bidders must submit the certificates and other accompanied documents either in Hindi or English. In case the certificates and such documents are in any other language, they shall be accompanied by the translated English version. The English version shall prevail in matters of interpretation.

5.2 Documents Comprising the Bid

Tender document issued for the purposes of tendering is described and any amendments issued subsequently, shall be deemed as incorporated in the document, forming part of it.

5.3 The bidder shall, on or before the last date of submission given in the Notice Inviting E-Tender, submit his/her necessary doc in sealed envelopes clearly marked as **“Providing Mess Services for Girls Hostel ”** or as e-procurement procedure.

5.4 One copy of the Tender document and Addendum, if any, thereto with each page signed and stamped shall be annexed to acknowledge the acceptance of the same.

5.5 The Vendor shall deposit Bid Security (Earnest Money Deposit) for an amount of Rs. 1,00,500.00 (Rupees One Lakh Five Hundred only) in the form of Account Payee DD from a Nationalised bank, in favor of “Finance Officer, Dr. Shakuntala Misra National Rehabilitation University, Lucknow”, payable at Lucknow along with the Tender document.

5.6 The Bid document shall be downloaded and uploaded on website <http://etender.up.nic.in> and after uploading, original copy of tender documents addressed to The Registrar, Dr. Shakuntala Misra National Rehabilitation University, Mohaan Road, Lucknow-226 017 and sent by speed post so as to reach the office before the date and time as mentioned. The Bid document in hard copy also be placed in the Tender Box available for this purpose in the Office of the Registrar.

6 BID PRICES:

6.1 The rates and prices quoted by the Bidder shall **be inclusive** of GST/i.e. base price+GST any other tax imposed by the State Govt./Govt. of India in force from time to time.

6.2 The Offers of those prospective bidders which do not meet the statutory requirements are liable to be rejected.

6.3 Conditional bids/ offers will be summarily rejected.

7. BID DOCUMENT:

7.1 The bid document shall be completed in all respects and duly signed and stamped by an authorized representative of the Bidder. The signatory shall attach appropriate authorization document to that effect and upload.

8. CURRENCIES OF BID AND PAYMENT:

8.1 The Bidder shall submit his price bid/offer in Indian Rupees only and payment under this contract will be in Indian Rupees.

9. DURATION OF CONTRACT:

9.1 The contract will initially be for one year and DSMNRU reserves the right to curtail or to extend the validity of contract for another one year on the basis of escalated price index and previous same other terms and conditions subject to the entire satisfaction of the University authority.

10. BID SECURITY:

10.1 The Vendor shall upload and deposit Bid Security (Earnest Money Deposit) for an amount of Rs. 1,00,500.00 (Rupees One Lakh Five Hundred only) in the form of an Account Payee DD from a Nationalised bank, in favor of “Finance Officer, Dr. Shakuntala Misra National Rehabilitation University”, payable at Lucknow along with the Tender document.

10.2 Bid securities of the unsuccessful bidders will be returned to them after expiry of the final bid validity and latest on or before the 30th day after the award of the contract.

- 10.3 Bid security of the successful bidder shall be returned on receipt of Performance Security in DSMNRU and after signing the contract agreement.
- 10.4 Bid Security shall be forfeited if the bidder withdraws his bid during the period of its validity.

11. FORMAT AND SIGNING OF BID DOCUMENT:

- 11.1 The bidder shall submit one copy of the Tender document and addendum, if any, thereto, with each page of the said document signed and stamped to confirm the acceptance of the terms and conditions of the tender by the bidder. (if applicable)
- 11.2 The documents comprising the bid shall be typed or written in indelible ink and all pages of the bid shall be signed by a person or persons duly authorized to sign on behalf of the bidder. All pages of the bid, where entries or amendments have been made, shall be signed by the person or persons signing the bid.
- 11.3 The bid shall contain no alterations, commissions or additions except those to comply with instruction issued by DSMNRU. Should there be a need for corrections by the bidder, such corrections shall be initialed/signed and dated by the person or persons signing the bid.

12 SUBMISSION OF BIDS:

- 12.1 After uploading tender bid on e-procurement website <http://etender.up.nic.in>, the bidder shall submit the Earnest Money Deposit (EMD) and Technical Bid in separate sealed covers, clearly super-scribing "EMD for Providing Mess Services for Girl's Hostel" and "Technical bid for Providing Mess Services for Girl's Hostel" respectively. These two sealed covers shall be put in another cover which should also be sealed, signed and duly super-scribed "Tender for Providing Mess Services for Girl's Hostel".
- 12.2 The tender shall remain valid and open for acceptance for a period of 120 days from the last date of submission of Bid Document.

ADDRESS OF DSMNRU:

The Registrar,
Dr. Shakuntala Misra National Rehabilitation University, Mohaan Road,
Lucknow, (Uttar Pradesh) – 226017

13. Late and Delayed Tenders:

- 13.1 Bids must be received in DSMNRU at the address specified but not later than the date and time stipulated in the NIT (Notice Inviting Tender). DSMNRU may, at its discretion, extend the deadline for submission of bids on e-procurement website in which case all rights and obligations of DSMNRU and the Bidder will be the same.
- 13.2 Any documents received by DSMNRU after the specified date & time for submission of bids, as stipulated in this tender document, shall not be considered.

14 Bid Opening and Evaluation:

- 14.1 The authorized representatives of DSMNRU will open the Technical Bids on website e-procurement and in the presence of the Bidders or their representatives who choose to attend, at the appointed place and time or as per e-procurement rules of Govt. of Uttar Pradesh.
- 14.2 In case the date of opening of tenders is a declared holiday for unforeseen reasons, the tenders shall be opened on the next working day at the same time.
- 14.3 The bid which does not comply with one or more of the conditions prescribed in the terms and conditions, will be summarily rejected.
- 14.5 Subsequently, the selected technical bids will be evaluated as per the methodology given in the Tender document.
- 14.6 Financial bids of only the technically qualified bidders will be opened for evaluation in the presence of qualified bidders who choose to attend the meeting for financial bid opening. The date and time for opening of the financial bids shall be informed to bidders shortlisted after evaluation of the technical bids or as per e-procurement rules of Govt. of Uttar Pradesh.

15 Right to accept any Bid and to reject any or all Bids:

- 15.1 DSMNRU is not bound to accept the lowest or any bid and may at any time terminate the

tendering process by notifying on the website of e-procurement GoUP.

- 15.2 DSMNRU may terminate the contract, if it is found that the bidder was black listed/debarred on previous occasions by any of the Departments / Universities / Institutions /Public Sector Undertakings etc. of Central/State Government.
- 15.3 DSMNRU may terminate the contract in the event the successful bidder fails to furnish the Performance Security or fails to execute the agreement within twenty one days from the date of the award of the work.

16 Award of Contract:

- 16.1 DSMNRU will award the contract to the successful bidder whose bid has been found to be responsive and who is eligible and qualified to perform the contract as per the terms and conditions incorporated in the bidding document.
- 16.2 DSMNRU will communicate the successful bidder by e-mail confirmed by letter transmitted by Speed Post / Registered post that his bid has been accepted. This letter (hereinafter and in the condition of contract called the "Letter of Intent"/"Work Order") shall prescribe the amount which DSMNRU will pay to the Vendor in consideration of the execution of work/services by the Vendor as prescribed in the contract.
- 16.3 The successful bidder shall be required to furnish a Performance Security within 15 days of receipt of "Letter of Intent"/ "Work Order" for an amount of **Rs. 5,00,000.00 (Rupees Five Lakhs Rupees Only)**. The Performance Security shall be in the form of an Account Payee DD, Fixed Deposit Receipt or Bank Guarantee from a Nationalised bank, in favour of "Finance Officer, Dr. Shakuntala Misra National Rehabilitation University, Lucknow". The Performance Security shall remain valid for a period of sixty days beyond the date of completion of all contractual obligations. In case the contract period is extended further, the validity of Performance Security shall also be extended by the Vendor accordingly.
- 16.4 Failure of the successful bidder to comply with the requirements of above clauses shall constitute a sufficient ground for the annulment of the award and forfeiture of Bid Security.

III. REQUIREMENTS FOR SUBMITTING THE TENDER: The following documents along- with supporting certificates must be uploaded on e-procurement website, submit necessary documents so as to reach the Office of the Registrar, Dr. Shakuntala Misra National Rehabilitation University, Mohaan Road Lucknow, Uttar Pradesh-226017, on before the last date and time of the opening of the technical bid/financial bid:

- i. Covering letter indicating the list of enclosures.
- ii. Bid Security (EMD) in original to be uploaded with e-tender.
- iii. Pre-receipted acknowledgement for the refund of Bid Security.
- iv. Original/downloaded tender document duly filled in, signed and stamped by the bidder or his authorized representative.
- v. Additional information of the bidder duly signed by the bidder or authorized representative of the bidder in the Performa and format as given in **Annexure-I**
- vi. Declaration in **Annexure II** along with proof of bid security amount.
- vii. Declaration as per **Annexure-III** along with attested Copy of Income Tax Return for the last three years, PAN No., License under FSS Act- 2006, Labour License No., EPF Code No., GST Registration Certificate, and shop act licence ISO, Aadhar card.
- viii. Undertaking about years of experience in the field of mess service shall be given in– **Annexure-IV**
- ix. Undertaking by the Applicant – **Annexure –V**
- x. List of present clients for the annual turnover value not less than Rs. 25 Lakhs for each client **ANNEXURE-VI**
- xi. Proof of successful execution along-with certified copies of the Award of Work/Agreement executed for providing of identical/similar Services.(**Annexure IV & VI**)
- xii. Solvency certificate from bankers for the value not less than Rs. 10 Lakhs and not older than 6 months reckoned from the last date of submission of the bid. (if applicable or decision of competent Authority)
- xiii. Pre-qualifying Technical Bid as per **Annexure -VII**
- xiv. Sample Menu and other conditions as per **Annexure – VIII**.

- xv. List of Kitchen Equipment to be provided by the Vendor **Annexure – IX.**
- xvi. Price Bid as per **Annexure X.**
- xvii. Technical bid and price bid as per this tender document. However, it must be noted that the no price should be indicated in the technical bid.
- xviii. Each page of the tender should be numbered and signed by the bidder with the seal of the firm.

IV. TECHNICAL BID

1. The tender shall be uploaded on website <https://etender.up.nic.in> on or before due date. Late tenders will not be acceptable on any account.
2. The bidder shall upload & submit the Technical Bid and Financial Bid respectively, sealed and signed with general terms conditions.
3. The Draft of Earnest Money Deposit Amounting Rs. 1,00,500.00 (Rupees One Lakh Five Hundred only) should be uploaded with Technical Bid document and a submit as per e-procurement procedure.
4. Price bid shall contain details of quality, brand of standard products to be served, and also price of the full day/per month menu etc. It would also contain details of the persons and their number to be deployed. The Technical bid will be opened as per schedule, in the Office of the Dr. Shakuntala Misra National Rehabilitation University, Lucknow, in the presence of the bidders, present at that time or as per e-procurement rules of Govt. of Uttar Pradesh. Price bids of only those bidders will be opened whose technical bids are found suitable and declared qualifying in the eligibility criteria.
5. Date of opening of price bids will be decided after technical bids have been opened and evaluated by the Committee. After evaluation of the financial bids, before execution of the contract, Vendor must come to Dr. Shakuntala Misra National Rehabilitation University, Lucknow, for discussion with University Authorities.

A. Pre-Qualifying Criteria:

The Technical Bids of only those bidders who fulfill the following criteria shall be considered for further evaluation:

1. Eligibility Criteria: -
 - a) The tenderer should have experience of satisfactorily running mess with capacity of 400 students/members for at least four years in reputed govt. educational institutes/similar organizations/ Establishments. The bidders having experience only in the Cafeteria (snacks & beverage services) will not be considered for mess services.
 - b) The Vendor must have valid license under Food Safety and Standards Act 2006.
 - c) The tenderer should have preferably qualified professionals in the field of mess management and cooking, on his role during last 3 years or more.
 - d) The tenderer should have adequate financial capacity to run the Mess. The average Annual turnover should not be less than 01 Crore during last 3 years. Tenderer need to submit supporting documents (Such as Annual Audited Accounts for last three financial years).
 - e) Tenderer (Vendor) should have ISO certificate applicable for this type of services.
 - f) The tenderer should have PAN, GST Registration, EPF registration, ESI registration, Labour license/registration, shop licence and other such registration, which is required to carry out such work.
*(Document proof to be attached for the above).
2. **Earnest Money Deposit amounting to Rs. 1,00,500.00 (Rupees One Lakh Five hundred only) (From same type of mess work)**
3. Minimum average annual turnover of Rs. 01 Crore during the FY 2018-19, 2019-20 & 2020-21. A copy of audited Annual Reports/Balance Sheet/Auditors Report/Profit & Loss account etc. for FY 2018-19, 2019-20 & 2020-21.
4. The Agency should be in the business of Mess services continuously for a period of last 4 years (to be counted up to the last date of submission of the bids); out of which at least two years of experience should be in a State University/Central University/NIT/IIT/IIM/IISER/IISC/IIIT/ISM/NISER or any such Educational/Training /Research Institution of Government of India/A State Govt. Certificate to this effect

should be provided as per Annexure- IV supported by certificate(s) from the University/Institution.

5. The agency shall have necessary licenses/ authorizations for providing mess services.
6. The bidder must have a valid license under Food Safety and Standards Act 2006. Photocopy of license duly signed and stamped by Bidder must be submitted.
7. IT returns of previous years that is 2018-19, 2019-20 & 2020-21 and photocopy of PAN Card/and Certificate of GST Registration.
8. EPF Registration Certificate under CPF Act 1952.
9. Labour License Certificate/form 15 Oct 22(4).

Note:-All above information and document in support of the above shall be submitted as per Annexure VII for verification. In case of non-submission of requisite document(s) or providing incomplete technical details by the bidder. The bid is liable to be rejected during the technical evaluation stage without any further reference, whatsoever.

B. Technical Evaluation:

The bids which qualify the pre-qualifying criteria as mentioned in the part A above, would be considered for Technical Evaluation. Two hard copies of the technical presentation have to be submitted for the Technical Evaluation.

The Bidder scoring 50 or more marks out of following 100 of the total shall qualify and their bid to be considered as technically Qualified bid. (The University may include any other parameter for technical evaluation):

Sl No.	Parameters	Marks	Maximum Marks
1.	Certification, other than required in eligibility and Pre-qualification criteria, such as certification by ISO/ Quality Council of India etc.	05	05
2.	Experience in providing Mess Services in Govt. Institutions/Govt Hospitals/Govt. Educational Institutions/Govt. Funded Universities.		20
	Experience up to 5 Yrs	10	
	Experience >5 to 8 Yrs	15	
	Experience >8 to 10 Yrs	18	
	Experience >10 Yrs	20	
3.	Financial position, in terms of turnover/year: exclusively for mess services		20
	2 - 3 Crores	12	
	3 - 5 Crores	16	
	>5 Crores	20	
4.	Appreciation letter from the organizations already served/being served clearly stating that the services are exemplary and praise worthy:		10
	Centre/ State Government Institutions: (3 marks each for 1 Appreciation letter) subject to maximum 06 marks.	06	
	Other institutions: (1 mark each for 1 appreciation letter) subject to maximum 4 marks.	04	
5.	Average Annual Manpower Deployment in Last 03 years up to		15
	100-200	05	
	201-300	10	
	More than 300	15	
6.	Solvency (from District magistrate)	10	10
7.	Labour/EPS/ESIC/GST Certificate with required (clearance certificate)		10
8.	Management Profile of Service Provider		10
	Hostel management professional up to 5 Yrs	05	
	Hostel management professional > 5 Yrs	10	

The decision of the Technical Evaluation committee shall be final and no representation in this regard shall be entertained. The price bids of only technically responsive bid shall be opened. The responsive Bidders are advised to be present at the time of price bid opening (time, date and venue will be informed through website, e-mail/phone to the responsive Bidders).

Note: The Bidders are advised to provide authentic information as needed and relevant both while submitting bid document (eligibility and technical) as well as during technical presentation/discussion to enable the evaluation committee to make proper judgment and objective assessment. Failure to provide required information or satisfactorily prove the statements or establish the veracity of claims would go against the Bidder. No claim made subsequently shall be accepted or entertained.

V. Price Bid

The Price Bids must be uploaded in the prescribed format in the (**Annexure-X**) and nowhere else the prices shall be mentioned.

- i. **PLEASE NOTE THAT NO PRICES SHALL BE INDICATED IN THE TECHNICAL BID. OTHERWISE, THE BID WILL BE REJECTED OUTRIGHTLY WITHOUT ANY FURTHER CORRESPONDENCE**
- ii. **Method of evaluation of price bid:**

The bid shall be evaluated based on following criteria:

- a. The price bid is to be quoted strictly as per the format given on e-procurement website (BOQ) or in ANNEXURE X. There should be no cutting or overwriting.
- b. If price bid is not quoted as per the format in ANNEXURE X or BOQ, the bid may be liable to be rejected or the evaluation committee may make its own judgment.
- c. The minimum BASE RATE for Mess services per student per day is Rs. 95/- which is calculated on the basis of Consumer Price Index. The bidders quoting rates below the base rate shall be rejected. University reserves the right to negotiate the daily rate with L1 if the quoted rate is found abnormal when compared with the base rate.

VI. Scoring Procedure

70% weightage will be given to score secured in technical bid and 30% weightage will be given to scores secured in financial bid.

After joint evaluation of technical bid and financial bid] the firm secured highest marks will be considered as lowest bidder (L-1)

S.No	Name of Contractor/Bidder/ Firm	70% of Technical Bid	30% of Financial Bid	Total Score

VII. General Terms and Conditions

- The allotment of Mess Services on the campus is made on contract basis. An agreement on a stamped paper of appropriate value is to be entered at the time of taking possession of allotment. The said agreement will comprise the details about the furniture and other Infrastructural facilities provided by the University to run the mess. It is the sole liability of the Vendor to maintain and upkeep all the infrastructural facilities provided to him in good working condition and hand over back the same to University in good working condition on revocation of the contract.
- The contract by the agreement to be carried as aforesaid shall be carried on at the sole risk and responsibility of the Vendor and the University shall not be liable for any debt or arrears to payment due to the Vendor from any person whatsoever.
- The Vendor shall always be deemed to be a bare Vendor only of the said premises to enter upon the said premises for the aforesaid purpose.
- The Vendor shall abide by all the terms and conditions laid down by the University from time to time. In case at any time, any law and rules relating to Mess which are made applicable subsequently, the Vendor shall be bound by those rules. The University reserves the right to prescribe the regulations of working hours relating to Mess on its

- premises.
5. The representative of the University shall at all times have free access to every part of the premises allotted to the Vendor for the purpose of inspection and also to carry out the necessary repairs and other annual maintenance works.
 6. The Vendor shall not carry out any additions/modifications to the said premises or electric or sanitary installations in the said premises. In case any additions or alternations are required to be made in respect of number of lights, fans, plug points etc., prior sanction of the University will have to be obtained.
 7. Vendor will not collect the guest charges directly from the students /guests/others.
 8. Mess Vendor or his representative manager (who can take decisions) is required to remain present in the mess when the food is cooked & served in the mess.
 9. The Vendor shall depute a responsible employee as mess manager. The mess manager shall be available in the mess at all the times and shall be answerable to the University and will abide by the directions/suggestions of the University authorities.
 10. Persons will be deputed to act as supervisors to check the overall maintenance of the University Mess premises and proper use of the materials.
 11. The University may call for the advice of the any Medical Officer on matters of hygiene in the mess.
 12. The Vendor has to give his Mobile Number and other Telephone numbers for emergency contact.
 13. The Vendors are advised to visit the mess in advance to view the equipment and other items provided by the University as per Annexure on as is where basis is. No further claim in this regard will be considered by the University.
 14. The Vendor shall attend the meeting of the Chief Provost/Additional Chief Provost/mess committee as & when asked to do so.
 15. The order of the University shall be final and binding.
 16. The Vendor shall bear the cost of the stamp duty and for execution of agreement.
 17. The EMD amount submitted by the applicant will be forfeited in case the Vendor fails to accept the allotment of Mess made by University authorities.
 18. Rates finalized after opening the price bid will be valid for one year/ covering an academic session. In case of extension of the agreement for the next academic year/session, increase in the quoted price could be considered (based on the price index / price escalation), subject to approval of the competent authority.
 19. The payment to the Vendor will be released only after deducting the TDS (Income Tax) / other taxes if any, imposed by the State Govt./Govt. of India from time to time.
 20. As regards collection of payment from the students is concerned, it is informed that the Vendor need not collect the payment directly from the students. The payment will be made to the Vendor by the University every month on the basis of due verification of attendance of students who availed the mess facility during that month and on the basis of bill prepared by the Vendor and verified by the University.
 21. The waste food material will have to be disposed at an appropriate place outside the premise of the University on daily basis. The preference shall be given to those Vendors who install the Kitchen Bio-waste Unit.
 22. The vendor will have to ensure proper upkeep, maintenance and repair work of the infrastructural facilities provided by the University at his/her own cost.
 23. The vendor will have to maintain Food Serving Staff and Student in ratio of 1:15 for disabled Students and 1:30 in case of Non-disabled Students who will remain near the dining table of the Students. The deployed man power/staff must be of good character whose Police verification will be ensured by the Vendor. The vendor will issue and provide Certified Copy of the Identity Cards of each and every worker/staff. In the Girls' Hostel, only female worker/staff will be deployed near the dining area and no local worker/staff with in the periphery of 16 Kms shall be allowed to work in Mess whose age will be between 18 and 60 Yrs and are Physically and Mentally fit.
 24. The food serving staff has to serve food to visually impaired and orthopedically disabled students at the dining table only.

VIII. Statutory requirements to be complied with

1. The Vendor shall at all times duly observe the provisions of the employment of Child

Labour Act. The licensee should agree to indemnify the University from and against all claims and penalties which may be suffered by the University or any person employed by him by reason of any default on the part of the Vendor in the due observance and performance of the provisions of the employment of Child Labour Act or any re-enactment or modification of the same.

2. The Vendor shall obtain all necessary documents and permissions which are required by law and/or regulations to be obtained and shall at all times duly observe the terms and conditions of all laws and enactment modifications and recommendations for the time being in force.
3. The Vendor will pay all taxes and charges levied by the appropriate authorities at the applicable rates, if assessed during the currency of this agreement.
4. The University will not be responsible for any type of compensation, if any labour is injured while on duty. Personal Insurance (Accidental, etc.) of each Labour has to be borne by the Vendor.
5. The Vendor shall employ the workmen only after due verification of the character/antecedents by the police authorities of the area.
6. The Vendor shall be responsible for fulfilling the requirement of all the statutory liability pertaining to various Labour Laws and must be registered with EPF, ESI, authorities in respect of the workmen assigned to duty at Dr. Shakuntala Misra National Rehabilitation University, Lucknow as applicable.
7. Operational requirements including hygiene conditions to be met
8. Water and electricity will be supplied by the University free of cost in all areas except kitchen and two stores where electricity sub-meter will have to be installed by the vendor and will be charged on actual consumption of the electricity based on prevailing unit rate of the electricity. 1% Utility Charge shall be deducted from the monthly bill.
9. The Vendor shall at all times use the said premises for the purpose for which it is given and for no other purpose. The sale of possession of intoxicated articles such as liquor, opium and other prohibited articles such as tobacco products and carbonated beverages are strictly prohibited.
10. The premises allotted shall always be kept by the Vendor at his own cost and expense, suitably furnished and maintained in neat, sanitary and hygienic conditions to the satisfactions of the University and whenever called upon by the University, the Vendor and workers on the licensed premises shall submit for medical examination and also to inoculation and vaccination. Officer or any other person authorized by the University shall have the right to inspect all the responsible items.
11. Mess Vendor will be finalized based on his/her experience, contracts executed earlier, contracts in hand, capacity to prepare food, managerial abilities and other relevant factors as considered appropriate by the mess tender committee. If required a team of wardens may also check the quality of food served etc. by the Vendor at the place of his/her current contract of mess services. Mess Vendor (herein after referred as Vendor) is required to note that health, safety and satisfaction of the authorized hostel inmates (students of DSMNRU) is the prime concern of the University authority.
12. Food / any other item should not be served inside the room of hostel inmates unless in exceptional cases or ill health on directives of Warden.
13. In the event of any default by the Vendor in payment of the dues of the University, any other charges, the University will have the right to make good the amount due from the said Security Deposit to the extent available until such time as the Vendor shall have made good the default in payment and the Vendor shall thereupon restore the security deposit to the full amount herein above mentioned within a week from the date of notice.
14. The contract shall be for duration of one year from the date of contract. The Vendor shall vacate the premises on the expiry of the period of contract unless the contract is extended. Depending upon the satisfactory services provided by the Vendor, the contract is expendable up to another one year on the escalated price index and previous other same terms & conditions subject to the entire satisfaction of the University authority.
15. Hygiene, overall cleanliness of surrounding, kitchen and the food, raw materials, ingredients etc. are to be of good quality. Clean, fresh, nutritious, hygienic and edible food has to be served. Any type of COOKED FOOD shall not be stored /preserved/re-served after meals. Not following the Mess committee's suggestions/instructions in above matters shall be

considered as violation of terms and conditions of contract and shall invite penalty for the same.

16. DSMNRRU/ Hostel authorities would reserve the right to check on cleanliness and upkeep of premises and quality of provisions, and quality of the food.
17. Vendor shall be solely responsible in case of incidence/s of food poisoning etc. and shall bear the complete expenditure arising out of this for medical treatment of the hostel inmates. In addition, penalty may be imposed on the Vendor as decided by the University for such incidence/s.
18. The Vendor shall use only branded raw materials and best quality for preparing the food.
19. Brands of certain mess items are given in Annexure VIII. A quality control Supervisor will check all materials brought to the mess as well as cooking practices. In the event of the quality of the food served being poor or not adhering to contractual conditions, the University will be free to impose monetary fine as deemed fit on the Vendor.
20. Mess Vendor or his representative manager, is required to remain present in the mess while the food is served in the mess.
21. Vendor shall provide light food to the sick student/s during their sickness period and no extra charge will be paid for the same.
22. The Vendor shall, at his cost, maintain adequate stocks of food grain, grocery, and adhere to the standards of the University.
23. The Vendor should provide sufficient number of cooks, waiters and other workers for efficient services and would be liable for their misbehaviour, misconduct or any other act of disobedience.
24. The Vendor must also ensure that the waiters/mess workers wear neat and clean uniform while on duty and which will be provided by the Vendor.
25. The menu, brands and others specifications to be used (as decided by the University) given at Annexure-VIII should be strictly followed by the Vendor. Chief Provost/Additional Chief Provost/Mess committee of the University can change the menu in consultation with the Vendor. Menu can be changed by Mess Committee of the University to suit the availability of seasonal vegetables and their market supply.
26. Students may have a right to put off the mess as per rules/ as specified in the agreement with prior information to the Chief Provost/ Additional Chief Provost/Mess Manager. The students will not be charged during the summer and winter term breaks of approximately of two months duration.
27. Mess premises and storage units may be inspected by the committee constituted by the competent authority of the University at any time for checking hygiene, cleanliness and quality of food etc. The University authorities has right to periodical inspection of Mess facilities being provided to the students, maintenance & upkeep of equipment and for all such matters as contained in the agreement.
28. If the Vendor fails to make the equipment functional in reasonable time frame (to be decided by the University authority) the Vendor will be liable to pay penalty for the same over and above the maintenance cost of the equipment.
29. It is the sole responsibility of the Vendor for disposal of all waste materials (like food waste, vegetables etc.) generated in the Mess to the designated place(s) subject to the fulfillment of the relevant guidelines of the University.
30. Cleaning and Housekeeping of Kitchen and dining area, will be the sole responsibility of the Vendor. Cleaning of utensils, cutlery, crockery, kitchen equipment, furniture is also responsibility of the Vendor
31. For damages caused by the Vendor to the infrastructural facilities and other items supplied by the licensor, twice the cost of the equipment will be recovered.
32. The Vendor shall submit the photo and other related address documents of his employees for issue of temporary identity cards. No other person will be allowed to enter the University Campus.
33. The cooks should know the preparation of North, South Indian, Continental and other foods as per the requirement.
34. Other terms & conditions shall be as per UP Procurement Manual-2016

IX. Role of Vendor (Dos and Dont's for the Vendor)

1. Though, the following facilities will be provided by the University, however, their

maintenance and upkeep shall be ensured by the Vendor to the satisfaction of the competent authority of the University responsible to keep check on such issues.

- i. Furniture for the seating arrangement
 - ii. Proper lights and fans and electricity supply.
2. The following arrangements will be made by the Vendor:
 - i. Cooking gas.
 - ii. The required equipment such as crockery and cooking utensils etc.
 - iii. Adequate manpower.
 - iv. Any other equipment/facilities needed to ensure smooth functioning of the mess.

(Note: Cost for any additional requirements to run the mess smoothly, will be borne by the Vendor)

3. When circumstances warrant, Vendor should cater for large number of students/staff members at very short notice. Similarly, fluctuations in strength during vacation periods shall have to be accommodated.
4. The Vendor shall make good any damages caused to the said premises (fair wear and tear being expected). The decision of the University on the question whether any damages are caused to the said premises and what amount of compensation would make good such damage shall be final and binding on the Vendor and such amount of compensation as the University may decide shall be recoverable from the Security Deposit furnished and in case of insufficiency, by suitable legal action against the Vendor.
5. The Vendor shall forthwith remove any of his employee or himself or disassociate from the site, whose presence at the aforesaid premises is considered by the University undesirable due to medical or any other reasons, which the University will not be obliged or forced to disclose.
6. The Vendor will not at any time cause or permit any nuisance on the said premises or do anything which will cause unnecessary disturbance to the residents of the campus of the University.
7. The Vendor shall not be allowed to stock highly inflammable substances except under special case and as permitted by the law for the purpose of use within the kitchen of the mess and if any accident takes place to the building by non-observance of this clause, the Vendor shall be held responsible for such losses.
8. The Vendor shall at all times carry on the business allowed to him in a workman like manner and obey instruction of the University to the entire satisfaction of the Officer authorized by the University in this behalf.
9. The Vendor shall not close his business or otherwise suspend the same, other than the weekly shut down (if permitted) without the prior permission of the University. In the event of the Vendor closing his business for one day or more without prior permission, the Vendor may be revoked without any further notice and the security deposit will be forfeited in whole or in part at the discretion of the University.
10. Breach or non-observance of the terms and conditions by the Vendor or his workman shall attract penalty as may be decided by the Authorities of the University. In the event of continued, willful or gross breach or non-observance of the agreement or its conditions, the University may summarily and without notice or compensation at any time and without prejudice to any other rights or remedies to which the University may be entitled under this agreement by law cancel the contract and forfeit the security deposit.
11. Vendor shall have to provide light food to the sick student/s during his sickness period and no extra charge will be paid for the same.
12. The Vendor and his employees shall behave properly with the students and University authorities. No misbehavior with any of the students/staff in whatsoever form is allowed.
13. The Vendor shall vacate the leased premises with the all features, furniture etc., which are university properties in good and tenable conditions on termination of the contract.
14. The Vendor shall not make or permit any construction or structural alteration of additional fitting inside the premises of the work place without prior written approval of the authorities of the University.
15. The Vendor shall on revocation of the contract will handover possession of all the items of the said premises to the University in good condition and with all the fixtures and fittings.
16. The eatables served by the Vendor should be wholesome and clean. Only fresh vegetables

on daily basis are to be procured. Quality stores provisions for preparing food are to be procured. In case of any rotten or substandard vegetables used or found, penalty can be imposed by the competent authority.

17. The Vendor should ensure to deploy at least one experienced / qualified professional for smooth running of the mess.
18. Vendor must make his own arrangements for housekeeping of the dining and kitchen area allotted and disposal of the kitchen and dining waste material. Housekeeping of common areas shared by the Vendors must be done by them on rotation basis.
19. The University will not be responsible for any type of compensation, if any labour is injured while on duty. Personal Insurance of each Labour has to be borne by the Vendor.
20. The Vendor has to maintain attendance register of his persons and work to be supervised by a Supervisor.
21. The Vendor and his workers must behave politely with hostel inmates. The Vendor and his team, under any circumstances should not involve in arguments with the boarders of the mess. In case of such situations/ under emergency, the Vendor should intimate immediately to the concerned Chief Provost/ Additional Chief Provost.
22. Every month Vendor should give an undertaking specifying that he has deposited all dues of employees towards their salary, EPF, ESI and other statutory dues, if any.

X. Penalties

Failure to supply food in terms of quality, quantity and as per the menu indicated will attract penalty. For not adhering to contractual conditions, DSMNRU shall be free to impose monetary fine as deemed fit on the Vendor. Fines imposed shall be adjusted against payment due to the Vendor. The Vendor will be fined in case of violation of the following rules:-

1. Unavailability of complaint register on the counter/discouraging the complaint would lead to a fine of Rs. 500/- on each occasion on the Vendor.
2. Any complaint of rope/soft plastic/ cloth/stones/ pebbles in cooked food will attract a penalty on the Vendor which can be of Rs. 2,000/- per complaint.
3. Once the contract is awarded, the Vendor will automatically be within the purview of the Food Adulteration Act, the Food Safety and Standard Act - 2006 and the items supplied in the University mess should strictly adhere to the stipulated regulations of the Food Adulteration Act and the Food Safety and Standard Act. Any departure from this will be viewed seriously and is liable to attract legal penalties and punishments.
4. Apron, uniform, chef cap and gloves etc. Fine on any discrepancy (personal hygiene of workers, misbehaviour by workers etc.) will lead to fine of Rs. 4,000/- on Vendor for every instance. Second and subsequent violations of the same rule within 30 days of previous fine will attract double the initial amount of fine on the Vendor.
5. Kitchen should be kept clean. If it is not kept clean, a fine of Rs. 5000/- for each occasion will be imposed. Guidelines of the Govt, Social Distancing norms and Sanitization aspects to be to by the Mess Contractor in the mess.
6. The maintenance of safety, health and hygienic conditions in and around the mess /kitchen will be the responsibility of the Vendor. Chief Provost/ Additional Chief Provost/Mess committee's suggestions/instructions regarding cleanliness have to be followed and the expenditure towards this is to be borne by the Vendor.
7. Items like colouring items etc. which are banned should not be used. If they are found in the kitchen premises penalty of Rs. 10,000/- on each occasion will be imposed.
8. Any complaint of insects found in any meal and verified would invite a fine of Rs. 1000/- on the Vendor.
9. Vegetables used should be fresh and of good quality. If vegetables kept for use are found to be rotten or of poor quality, then a fine of Rs. 2,000/- for each occasion will be imposed.
10. Any 3 complaints of unclean utensils in a day would lead to a fine of Rs. 1000/- on the Vendor.
11. If poor quality of rice is used for preparation of food items, a penalty of Rs. 2,000/- for each occasion will be imposed.
12. Oil once used should not be reused. If reuse of oil is noticed, penalty of Rs. 1,000/- for each occasion would be levied.
13. If mess committee agrees that certain meal was not cooked properly or if quality of any

- item served during any meal, is not up to the mark (decided by mess committee) a fine of Rs 1000/- would be imposed on the Vendor.
14. If there is any deviation in the approved Menu, a fine of Rs. 1,000/- for each occasion will be imposed.
 15. Change in the menu without permission of the mess committee would result in a fine of Rs. 2000/-
 16. For damage caused by the Vendor to the kitchen equipment, vessels and other items if any, supplied by DSMNRU, the cost of the equipment will be recovered.
 17. Absence of proprietor from mess committee meeting or duly authorized representative will attract fine of Rs 2000/- on the Vendor and re-scheduling of the meeting shall be done.
 18. As and when mess council proposes a fine, it will inform the representative of the Vendor or mess manager and fine will be imposed with consent of the mess committee.
 19. Using of brands not mentioned in the contract without prior permission and adulteration shall invoke a hefty fine beyond the limit of any fine mentioned above and decided by the mess committee with consent of the wardens.
 20. Severity of hygiene failure shall be assessed and decided by the mess committee and fined appropriately. In case of gross failure/negligence a severe penalty will be imposed, which could be a hefty fine in cash and/or summarily termination of the Contract.

XI. Termination

1. The Contract entered may be terminated by either party giving three months' notice in writing to the other without assigning any reason at any time and the Vendor binds himself to remove all his properties from the said premises and before handing over the vacant premises to the University, shall conduct repairs to all damages within the period of the said notice. In default, the University shall have a right to enter into and take possession of the said premises and to lock up the same or remove the furniture or other articles that may be lying there pertaining to the Vendor and to dispose of the same by sale or otherwise without being liable for any damage, and all expenses incurred in connection therewith shall be deducted by the University from the sale proceeds or the amount of the security money herein before mentioned.
2. The breach of conditions may lead to forfeiting of Security deposit and / or termination of contract.
3. The Vendor shall not in any manner misuse this contract, no sublet the contract/premises or any privileges granted therein to any other persons whatsoever. The University reserves the right to terminate the agreement if it is found that Vendor has assigned or sublet the said premises or the said privileges.
4. If the Vendor and/or his team and also functioning of the mess is not up to the mark or, the quality of the food is below standard or unhealthy or unhygienic, then University is empowered to terminate the contract. University's opinion is final so far as the food quality /mess management is concerned.
5. The University can inspect the quality of food, hygiene and behavior of mess staff at any time; and if found unsatisfactory, a notice shall be issued to the Vendor. The issue of such three notices shall be sufficient for the cancellation of the contract.
6. In the event of any question or dispute arising under these conditions, the decision of the University shall be final and binding on the parties.

XII. Jurisdiction

Notwithstanding any other court or courts having jurisdiction to decide the question(s) forming the subject matter of the reference, if the same had been the subject matter of a suit, any and all actions and proceedings arising out of or related to the contract (including any arbitration in terms thereof) shall lie only in the Court of Competent Civil jurisdiction in this behalf in High Court of Uttar Pradesh and only the said Court(s) shall have jurisdiction to entertain and try any such action(s) and/or proceeding(s) to the exclusion of all other Courts. If the dispute is related to jurisdiction to High Court, it shall be the jurisdiction of High Court of Uttar Pradesh, Bench at Lucknow.

Dispute, if any, shall be subjected to the jurisdiction of the Courts in High Court of Uttar Pradesh in Lucknow.

ANNEXURE I

TENDER FORM FOR PROVIDING MESS SERVICES AT UNIVERSITY MESS

1. Tender Enquiry No. Due for opening on:
2. Name & Address of Tenderer
3. Name & Address of your Banker (Certificate to be attached)
4. Business Name and constitution of the firm. Is the firm registered under i) The Indian Companies Act, 1956
ii) The Indian Partnership Act, 1932
iii) Any other Act. (Please give full relevant details)
5. For partnership firms state whether they are registered or not registered under Indian Partnership Act. 1932. Should the answer to this question by a partnership firm be in the affirmative please state further:
 - (i) Whether by the partnership agreement authority to refer disputes concerning the business of the partnership to arbitration has been conferred on the Partner who has signed the tender.
 - (ii) If the answer to (i) is in the negative, whether there is any general power of attorney executed by all the partners of the firm authorizing the partner who has signed the tender to refer dispute concerning business of the partnership to arbitration.

Signature of Witness

Signature of Tenderer

Full Name and Address of Witness
Whether signing as Proprietor/ Partner /
Constituted Attorney / duly authorized by the

Full Name & Address of the Person signing
(In BLOCK LETTER) Company

ANNEXURE II

DETAILS OF BID SECURITY/ (EARNEST MONEY DEPOSIT)

Tender Enquiry No. DSMNRU/ Due for opening on:

Bid Security (EMD) as required by this tender is being submitted in the form of A/c Payee Demand Draft favoring "Dr. Shakuntala Misra National Rehabilitation University, Lucknow", and duly discharged in his favor in advance.

Details of Demand Draft FDR/ Call Deposit/BG/ Pay Order/attached:

DD No. Dated

Drawn On Bank

Amount

**Signature of the Tenderer
Name & Address with stamp**

ANNEXURE III

INCOME TAX RETURN & PAN NUMBER/GST Registration/Labour License No./EPF Code/ESI Registration No./License under FSS Act - 2006

Tender Enquiry No. **DSMNRU/**

Due for opening on: IT Returns & PAN Number, as required by this tender is being submitted along with this tender. Details of IT Return:

Copy of IT returns of previous years, FY 2018-19, 2019-20 & 2020-21.

PAN number (Attach a photocopy of PAN Card):

GST Registration No (Attach a copy of GST Registration): Labor License No (Attach a copy of Labour License):

EPF Code (Attach a copy of EPF Code):

ESI Registration No (Attach a copy of ESI Registration):

License under FSS Act – 2006 (Attach a copy of License under FSS Act -2006):

**Signature of the Tenderer Name & Address with
stamp**

UNDERTAKING – YEARS OF EXPERIENCE**Tender No._****Due for opening on:.....**

Name of the Service

I /We M/s

Our agency has been in business of providing mess services a period of at least last 3 years and has provided services similar to the services sought in this tender. We have provided mess services in one of the Institution specified in Pre- Qualifying Criteria.

We will abide by all the terms and conditions of this tender including the clauses of bid security and performance security.

We declare that we have necessary facilities/tie up for providing Mess services and enough manpower to cater to any additional need of University on short notice, if any such need arises during the tenure of the contract.

Signature of the Tenderer Name & Address with stamp

UNDERTAKING BY THE TENDERER

I, Shri

..... S/o R/O.....

hereby solemnly agree to abide by the Terms & conditions mentioned in the tender documents, Any break of the Clause/Clauses will render my contract null and void.

I have understood completely about this tender document and the terms and conditions therein. I agree to serve the eatable/Breakfast/Lunch/Dinner/Evening Tea & Snacks on the rates mentioned in the tender rate list annexed with. I have also understood that I have to maintain the high standard, quality and hygiene of all the eatables as mentioned in the rate list of items with the tender. Further I undertake that I have not been debarred/black listed on previous occasions by any of the Departments / Universities / Institutions /Public Sector Undertakings etc. of Central/State Government.

Signature of the Tenderer

Name of the Tenderer

Witness No. 1
(Name and full address)

Witness No. 2
(Name and full address)

(Full Signature of the Tenderer with seal of the
Agency)

LIST OF PRESENT CLIENTS

(For the value not less than Rs. 25 Lakhs per annum for each client):

S. No.	Name of the client	Scope of work	Date of start	Date of completion	Reference of authorized official on clients side with contact number
1.					
2.					
3.					

4.					
Note: Keep adding in the similar manner if the list is longer					

NOTE:

1. Present clients mean the clients presently (on the last day of bid submission) being served by the service provider. The list of previous clients within one year of last date of submission of bid can also be included.
2. Supporting documents in the form of award of work/completion should be submitted.
3. Please highlight the clients for which the total tenure of services is atleast 3 years continuously. Certificate of continuity of services with all the clients where mess services have been provided for 3 or more years continuously should also be attached/proof of award of work in continuity to be attached.
4. If no proof of award of work, completion of work is submitted, the evaluation committee may make its own judgment and the Bidder may be rated accordingly on this count in technical evaluation.

Signature of the Tenderer Name & Address
with stamp

ANNEXURE VII

PRE-QUALIFYING TECHNICAL BID			Passport size Photograph of bidder
S.No.	Criteria	Details	S. No. of documents attached
1	Name of the Firm/Individual/Company/Vendor		
2	PAN CARD No. (attach photocopy)		
3	Registration No. under shop & Estt. Act 1962 (attach photocopy)		
4	GST Registration No. (attach photocopy)		
5	EPF Registration (attach photocopy)		
6	Addhar Card and IT Return Copy last 3 years (attach photocopy)		
7	Labour License / Registration (attach photocopy)		
8	Food quality certificate from Quality Council of India details (attach photocopy) and License under FSS Act 2006		
9	ISO extra certificate details (attach photocopy)		
10	Full Address with contact (Phone/ Mobile No)		
11	Previous experience/Training in the concerned field (attested certificates to be attached)		
12	Details of contracts executed during last four years (attested certificates to be attached) conforming duration of such contract		
13	Present Assignments (attested certificates to be attached) 1. 2.		
14	Financial Position/ Turnover Solvency Certificate from schedule commercial Bank and copy of Last 3 Years Audited Accounts		
15	Names and addresses of two references with contact No. 1. 2.		
16	Details of DD submitted as Earnest Money (refundable in case of unsuccessful bidder)	DD No. & Date_ _____ Issuing Bank	

17	Whether the Performance Security Deposit can be submitted within 15 days as per agreement (if the tender bid is considered) – YES / NO		
18	No. of persons with qualifications to be deployed at Dr. Shakuntala Misra National Rehabilitation University, Lucknow (Girls' Hostel)		
19	Any other information / Remarks		

Certified that the information furnished above is correct to the best of my knowledge and belief, if any information furnished above is found to be false at a later date, I shall be liable for any action to be taken by the authorities of University including forfeiture of the security deposit amount.

Date:

Place:

Signature of the Tenderer

Annexure VIII

Sample Menu and Other Conditions

Day	Breakfast	Lunch	Evening Tea/Snacks	Dinner
Monday	Poha (Onion/Tomato & Lemon & Suji Halva) 150ml Milk.	Roti, Chawal, Salad, Rajma, Seasonal Veg, Pickel	Payaj Ki Pakauri & Tea	Roti, Chawal, Salad, Mix Dal, Seasonal Veg. + Fruit Cream, Pickel
Tuesday	02 Banana, 10 gm Butter, 04 Bread Slice, 150 ml Milk	Roti, Chawal, Salad, Dal, Seasonal Veg, Pickel	Mattri + Tea	Roti, Chawal, Salad, Aaloo Tamater, Kaddu, Khir, Pickel
Wednesday	Sambhar Vada, 150 ml Milk	Roti, Chawal, Salad, Dal Makhani, Seasonal Veg, Pickel	Biscute 04 Butter Bite + Tea	Roti, Chawal, Salad, Paneer, Seasonal Veg. Makkhan Roti, Pickel
Thursday	Aaloo Banda 02 Piece, 04 Bread Slice, Sauce, 150 ml Milk	Roti, Chawal, Salad, Kadhi Pakori, Aaloo zeera, Pickel	Namakpara + Tea	Roti, Chawal, Salad, Aaloo Katahal, Seasonal Veg, Pickel
Friday	Masala Puri 05 Piece, Aaloo Basen, 150 ml Milk	Roti, Chawal, Salad, Dal Fry, Seasonal Veg, Pickel	Zeera 02 + Tea	Roti, Chawal, Salad, Chola Bhatura, Pickel, Gulab Jamun.
Saturday	Aaloo Kachodi, Raita, Sauce, Pickle, 150 ml Milk	Roti, Chawal, Salad, Panchmel Dal, Seasonal Veg, Pickel	Samosa 02 Piece + Tea	Roti, Chawal, Salad, Dal, Seasonal Veg, Khir, Pickel
Sunday	Puri , Aaloo Veg., 150 ml Milk.	Roti, Chawal, Salad, Tahri, Papad, Chatani, Pickel	Aaloo Pakauri Chatni & Tea	Butter Roti, Chawal, Salad, Paneer/ Baby Corn Palak, Mix Veg, Sweet, Pickel

Sweet includes: GulabJamun (02 pieces, 30 gm each), Kheer (120 ml), Balusahi (01 piece, 50gm), Halwa - Suji/Gajar/Moong (100 gm), Jalebi (75 gm, Imrati (75 gm), Rasgulla (02 pieces, 30 gm each), Nariyal Laddu (02 pieces, 40 gm each).

Seasonal Vegetables includes: Gajar, Matar, Gobi, Shimla Mirch, Beans, Pumpkin, Arbi, Ladyfinger, Baigun, Loki, Tinda, Tori, Palak., Bathua, Sarso, Karela, Parval, Cauliflower, Cabagge

Conditions:

1. In any dal, water content cannot be beyond 50%.
2. Paneer at least 75 gms in each serving.
3. If desired, extra sugar should be provided with milk and tea.
4. In any raita, curd and water ratio should be 3:1.
5. Aloo should not be included in any seasonal vegetable without permission of Chief Provost/ Additional Chief Provost/Mess Committee.
6. Water should not be added to the Milk.
7. The ratio of all vegetables in a curry should be nearly equal.
8. During Lunch and Dinner: Unlimited Rice, Unlimited Roti/Chapati (with ghee), Unlimited Dal, Unlimited Curry, Curd (200 gm), Raita/buttermilk/chaas (200 ml)
9. Unlimited Salad will be provided during Lunch and Dinner. It will comprise of lemon and any three of tomatoes, cucumbers, onions, beetroots, carrots and reddish.
10. Sufficient counters should be operational. The need will be decided by the Chief Provost/ Additional Chief Provost/Mess Committee.

Brands to be used

Sl. No.	Mess Items	Brand
1	Salt	FSSAI approved ,Tata, Annapurna, Nirma, Patanjali, Nature fresh etc.
2	Tomato Sause	Maggi, Kissan, Del Monte, Tops, Cremica, Tops etc.
3	Refined Oil	FSSAI approved, Mahakosh, Nutrela, Nature fresh, Dhara, Sundrop, Saffola, Fortune, Priya. Use of Hydrogenated (vanaspati) oil is prohibited etc.
4	Atta	FSSAI approved, Ashirvad, Annapurna, Shakti Bhog, Nature Fresh, Patanjali etc.
5	Tea	Brooke bond, Lipton, Tata, WaghBakri Pataka
6	Rice	Sonamasuri, Inida Gate, Dawat etc.
7	Milk	Amul, Saras, Mother Dairy etc.
8	Pickles	FSSAI approved, Priya, Ruchi, Aachi, MTR, Pachranga,Tops etc.
9	Ghee	Anik, Gowardhan, Milk Food, Patanjali, Britannia, Saras, Amul etc.
10	Spices	FSSAI approved, MDH, Everest, Ramdev, Patanjali, Ketch etc.
11	Poha	FSSAI approved etc.
12	Any other items	FSSAI approved etc.

Other brands cannot be used without permission from Chief Provost/ Additional Chief Provost/Mess Committee.

There shall be at least 10 special meals sessions during the year for different festivals and ceremonies of the University with no extra cost. The menu for these special meals will be decided with mutual discussion of mess authorities, mess committee and the contractor. The special days will Republic Day, Holy, Janmastahmi, Navratri, Diwali, Eids, Christmas, Convocation Day, Foundation Day, Any other Day.

In a year twice menu can be changed in coordination of Chief Provost/ Additional Chief Provost/Mess Committee and Contractor

List of Kitchen Equipment to be provided by Vendor for 400 Students-

Item No.	Description of Items	Unit
1	Aluminum Parat	
2	Itali Sancha	
3	Spendish	
4	Bhagona Dakhan Big	
5	Pressure Cooker	
6	Food Heater/Dish banmery	
7	Insect Killer	
8	Atta Matchine	
9	Tawa Bhatti	
10	3 Burner Bhatti	
11	Thali Steel Parat	
12	D-Freezer	
13	Freezer 4 D	
14	Patila Tea	
15	Dish Washer with 2sink	
16	Food Trolly	
17	Karai Big	
18	Karai Small	
19	Masaldani Rack	
20	Weight Machine	
21	Onion/Potato Stand	
22	Jug	
23	Glass	
24	Rack Steel	
25	Steel Box	
26	Thali (plates with spoons)	
27	Steel Wall Stand (Fix)	
28	Tawa Plate (Round)	
29	Thali Stand	
30	Burner Chulha	
31	Aluminum Karai(Small)	
32	Water Coolers with purifiers	
33	Big Dust Bins	
34	Other Items/ Equipments.	

Offered rates of University Girls' Hostel Mess Contract (To be sealed in separate envelope)

1. IS/o.....
Age R/o (complete postal address) hereby submit the quotation for running business (University Girls' Hostel Mess) the name is as follows)_
2. I have gone through the terms and conditions etc. of the University Girls' Hostel tender meant for allotment of University Mess.

3. After going through the completely the N.I.T./ Tender Documents and understanding the terms and conditions, I intend to submit my Quotation for University Mess
4. Price quoted for Mess (Fixed Menu)

S. No. 1

	Item Vegetarian Meal	Base Price (per day)	Quoted price payable in Rs. including material, cooking and all services as (<u>Annexure-VIII</u>) etc. inclusive of GST/ Other Tax, if any Quoted Price Per Day
1	Break Fast Per day	Rs. 100 + GST	
2	Lunch Per day		
3	Dinner Per day		
4	Evening Tea & Snacks		
1	<u>Special Meal for VVIP:</u> Dal, Paneer Veg., Seasonal Veg., Pulaav/Rice, Chappati, Salad, Pickle, Fruit Raita, Sweets, 250ml Mineral Water Bottle.	Rs. 207 + GST	
2	<u>Simple Meal for Guests/Dignatories:</u> Dal, Dry Veg., Pulaav/Rice, Chappati, Raita, Salad, Sweet, Pickle, 250ml Mineral Water Bottle.	Rs. 161 + GST	

Note:

- Students will be charged on monthly basis. Concession in monthly bill may be allowed for continuous leave of minimum 15 days or more days in a particular month with information in advance to the concerned authorities only.
- For faculty, staff & guests, meals to be provided on per day coupon basis.

❖ **Approximate prospective users of the University Girls' Hostel Mess may be 400 & above or below.**

I hereby agree to provide and serve the items mentioned in schedule Financial Bid as per the rates quoted by me/negotiated as per the mess committee members only.

Name & Signature of the Bidder:

Date:.....Place:

Address with phone nos.

.....