

झारखण्ड केन्द्रीय विश्वविद्यालय
CENTRAL UNIVERSITY OF JHARKHAND
(A Central University established by an Act of Parliament of India in 2009)
Ratu –Lohardaga Road, Brambe, Ranchi-835 205

www.cuj.ac.in

Advertisement No. CUJ/GA/TM/27/2013-14

Date:25th June, 2014

Sealed tenders are invited in the prescribed form available on website of the Central University of Jharkhand www.cuj.ac.in on payment of Rs. 1,000.00 (Rs. One thousand) only (non-refundable) upto 14th July, 2014 for opening and running 6 (six) number of Hostel Canteens for 300+ students in each Canteen in the hostels situated at Brambe campus and Cheri Manatu campus of the Central University of Jharkhand for a period of 18 months.

The tenderer may submit their bid for one/ two/ three/ four/ five/six Hostel Canteens. However, the tenderer submitting bid (s) for more than one Hostel Canteens shall have to make provision for separate kitchen for each Hostel Canteen.

While submitting the tender form the following documents must be enclosed.

- (i) Technical Bid containing information regarding Business turnover, experience and other details of the firm to judge the suitability of the vendor for Hostel Canteens.
- (ii) Price bid containing price of the items/ full day menu etc.
- (iii) EMD - Tender should accompany a Demand Draft for Rs.10,000/- (Rs. Ten thousand only) in favour of Central University of Jharkhand, Ranchi, payable at Ranchi.

The duly filled tender document will be submitted to the Registrar, Central University of Jharkhand, Brambe, Ranchi- 835 205 on or before 14th July, 2014 upto 4.00 pm. The Technical bid (Enclosed with EMD of required amount) will be opened on 15th July 2014 at 3.00 P.M in the Central University of Jharkhand, Brambe, Ranchi. Price bid of Technically Qualified tenderers will be opened on a different date by a Committee appointed for the purpose.

The successful tenderer who will be awarded the contract shall have to deposit a 'Security Deposit' of Rs. 50,000.00 (Rs. Fifty thousand only for each Canteen) with the Central University of Jharkhand. The awardee of the contract shall be bound to execute an agreement on non-judicial stamp paper of Rs.100/-. In the event of tenderer backing out before actual award or execution of agreement, the earnest money in full will be forfeited.

The University has the right to cancel or reject any or all the tenders at any stage without assigning any reason.

System of payment will be on monthly and pay-per-meal basis separately. The students will pay in advance to the vendor of his choice directly for availing monthly canteen facility.

REGISTRAR

Technical Bid

- A. The bidder should have a minimum of 2 years experience and technical expertise in undertaking similar works with minimum annual turnover of Rs. 15 lacs, exclusively in Catering/ Canteen services, preferably at large institutional establishments like Universities, IITs, NITs, IIMs.**
- B. The bidder should have obtained before commencement of the work the requisite licences, approvals, certificates from all statutory authorities including Municipal/Labour/P.F./Income Tax/Sales Tax/Commercial Tax/ESI Dept. etc. valid for the entire duration of the above work.**
1. Name of the applicant:
 2. Address of the Registered Office:
 3. Year of establishment:
 4. Type of Organization:
(whether proprietorship, partnership, Private Ltd. Company or Co-operative body etc. In case the applicant is not sole proprietor, Certified copy of a Partnership deed/ Certificate of Incorporation/ Certificate of Registration issued by the Registrar of Cooperative Societies/ companies as the case may be enclosed)
 5. Name of the Proprietor, Partners/ Directors with addresses and phone numbers:
 6. Details of Registration (if applicable):
(Name of registering authority, date and registration number)
 7. Whether registered with Government/Semi-Government/Municipal Authorities or any other public organization and since when:
 8. Number of years of experience in the relevant field:
 9. Address and phone numbers of office through which the proposed work of running mess in CUJ, Ranchi will be handled and the name & designation of the in-charge:
 10. a. PAN Number (photocopy to be enclosed):
and Income Tax return filed for Financial Years
2010-11, 2011-2012 and 2012-13: (Yes/No)
(Photocopies to be enclosed)
 - b. Service tax, Sales tax / VAT Regn. No:
(Number & photocopy of certificates to be given)
 - c. Shops and establishment Act registration number:
(Photocopy to be furnished)

d. Contract Labour (R&A) Act License No.:

(Photocopy to be furnished)

11. If applicable, whether ESI and EPF norms are complied: Yes/ No

If yes,

ESI Registration No:

(Enclose copy of certificate to this effect.)

EPF Registration No:

(Enclose copy of certificate to this effect.)

12. Whether 24x7 service and support will be available: Yes/ No

13. Whether police verification certificate of all staff presently engaged by you kept on record with you: Yes/ No

If No, the successful bidder shall have to submit the same within 30 days from the award of work.

14. Number of persons employed: PermanentTemporary.....

15. Yearly turnover of the organization during last 2 years (enclose copy of audited balance sheet)

16. Annual turnover for providing catering/canteen services:

Financial Year 2011-2012:

Financial Year 2012-2013:

17. Certified Balance Sheet of last one year of the firm/concern having a minimum gross turnover of Rs. 15 lakh in Mess/Canteen business. The proof of turnover & Income Tax return should be duly attached in the technical bid.

18. Enclose Performance Certificates from previous clients preferably from Educational institution since the year 2010–2011 in respect of catering/ Canteen for 300+ persons.

19. List of similar work executed by you during the last 2 years for Educational institutions:

Location of the work & name and address of organization	No. of persons fed/day	Contract Period

20. List of works in hand of Educational institutions:

Location of the work & name of organization	No. of persons fed/day	Contract Period	Number of personnel and equipments deployed	Date of award of contract and its validity

21. For present offer for CUJ: Name the list of machinery and equipment owned and readily available in hand and proposed to be purchased exclusively for the work specified under this tender.
22. I/We certify that neither any work has been abandoned nor has been rescinded during any part of my contract.

Signature of applicant with seal

Date:

Place:

Note:

- 1. ALL THE DOCUMENTS ENCLOSED SHOULD BE ARRANGED AND SUBMITTED IN THE SAME SERIAL ORDER AS THEY APPEAR IN THE TECHNICAL BID.**
2. Information has to be filled up specifically in the format.
3. Applicant providing insufficient details shall be rejected.

GENERAL TERMS AND CONDITIONS FOR THE AWARD OF CONTRACT

1. Initially the contract will be given for 18 months subject to satisfactory performance. The Hostel Canteen Management Committee will judge the performance of the establishment after completion of tenure. After reviewing the performance, the contract may be considered for renewal.
2. If at any stage the involvement of the Contractor is found in any uncalled for activity, inside or outside the premises of the University, which may bring disrepute to the University, the contract is liable to be terminated by the Competent Authority by giving one month's notice.
3. Without assigning any reason contract may be terminated after giving one month notice by the University. In case Contractor wants to terminate the contract, he/she has to give minimum two months notice.
4. Contractor will be required to deposit Rs. 50,000.00 (Rs. Fifty thousand only) only as security for each Hostel Canteen.
5. The premises of the Hostel Canteen will be used for the purpose for which the allotment will be made and not for any other purpose without the written permission of the Competent Authority.
6. The contractor will not be permitted to franchise the Hostel Canteen.
7. No person with any adverse police record will be allowed to work in the Hostel Canteen.
8. Safety measures are to be provided by the Contractor themselves.
9. Any change like timing of operation, rate of items and any addition of item(s) to be included in the Hostel Canteen in future will require the permission of the University.
10. The Contractor will ensure and comply with the provisions of various municipal and other Rules/Regulations/Laws of the Government in respect of wages and other benefits to their employees.
11. The University shall not be the party in case any dispute takes place between the Contractor and their employees.
12. Dispute, if any, between the Contractor and the University shall be subject to the jurisdiction of Ranchi Court only.
13. The University may waive off any condition if the situation demands for it.
14. Menu and rates may change as per discussion with the Hostel Canteen committee and vendors.
15. University will constitute a committee to evaluate the quality of food and the materials used for preparation of the food and will have the right to impose fine/penalty in case of unsatisfactory service.

16. Mode of Selection: A Committee constituted by the University will examine all the proposals on the basis of :

- a. Credentials of the Caterer
- b. Past experience in similar business.
- c. Necessary Statutory Licenses
- d. The menu, quality of the service and price.

17. The lowest bidder will be decided on the basis of Price Bid-I. Price Bid-II will not be considered while arriving at L1 for the NIT.

SPECIFIC TERMS AND CONDITIONS

Mode of Operation:

- The contractor would provide breakfast, lunch, evening tea with snacks and dinner. Each of these will have certain items mandatory for the contractor to provide as a part of the basic menu. Besides these, certain other items will be available on extra charges. The items are listed in the detailed menu attached herewith.
- The specific vegetables and dals to be served for each meal will be decided by the Hostel Canteen Committee in consultation with the contractor at the beginning of each week. Also, Hostel Canteen Committee and contractor will jointly identify the extra items, which can be made available on each day of a week.
- A basic breakfast will be provided daily for students opting for monthly payment. Additional items will be available on extra payment basis.
- Only residents of the hostel and authorized guests will be allowed to dine in the Hostel Canteen.
- For each of the meals or extra items, it will be mandatory for the contractor to serve the items at price decided and approved prior by the University.
- All items will be cooked in the kitchen of the hostel. No cooked item, except some snacks identified beforehand, will be brought from outside.

Accounting and Payment:

1. The advance payment for a given month/ pay per meal will be collected by the contractor from the students with an information given to the office of the Dean Students' Welfare.
2. The accounting and collection of coupons, if any, will be done by the contractor.
3. Option for monthly payment or pay per meal shall be open for the students.

Price Bid-I

FOOD CANTEEN CHARGES (as per the menu attached)

BREAKFAST	Rs.
LUNCH	Rs.
DINNER	Rs.
EVENING TEA	Rs.
A. Monthly Rate	Rs.

MENU DETAILS**HOSTEL CANTEEN MENU (STANDARD THALI MEAL)**

Breakfast	Lunch	Dinner
1. Bread Omlette or 2. Bread Sandwich (Aloo/Mixveg) Or 3. Bread Jam Or 4. Bread Butter or 5. Puri/ Paratha Sabzi 6. Tea/ Coffee Fruits, Milk, Idli- Sambar, Sweets, Snacks and other items on extra chargeable basis	1. Rice 2. Wheat flour Roti 3. Daal 4. Seasonal Veg Curry 5. Seasonal/ Non- Seasonal Fried Veg 6. Salad 7. Pickle 8. Papad other items on extra chargeable basis	1. Rice 2. Wheat flour Roti 3. Daal 4. Seasonal Veg Curry 5. Seasonal/ Non- Seasonal Fried Veg 6. Salad 7. Pickle 8. Papad other items on extra chargeable basis
Add on items on the prices fixed by the University.		

The L1 for the NIT will be considered on the basis of Price Bid-I. Price Bid-II will not be considered for the same.

Note on the Menu:

1. For lunch and dinner a variety must be ensured. Dal of different varieties must be served on different days and for lunch and dinner. This may include the following: Moong dal, Moong sabut, Moong chilke wali, Masur Dal, Masur Sabut, Chana dal, Arhar Dal, Arhar, Kaala chana, Safed chana, Lobia/ raungi, rajma, Urad sabut etc. Similarly, the vegetable of different varieties preferably seasonal vegetables must be served. The contents of potato in any cooked vegetable must not be more than 25% except when potato vegetable is identified in the menu.
2. Oil in food should not be in excess quantity and of good quality.
3. Quality of Rice should be good.
4. Vegetables and food products should be fresh.
5. The detailed daily meal wise menu specifying the dals and vegetables to be served will be identified in the beginning of each month by the Hostel Canteen Committee in consultation with the contractor. It will be mandatory for the contractor to serve this menu. In case of any difficulty in the same Hostel Canteen Committee must be informed well in time.
6. For residents observing fasts, the Contractor will provide the substitute items in lieu of the regular meal.

Quality of ingredients and other items: Good/Standard/ISI Marked

Timings:

The following timings will be followed:

Breakfast	: 7.00 am to 8.00 am on weekdays (Monday to Saturday)
	8.00 am to 9.30 am on Sundays and Holidays
Lunch	: 12.00 noon to 2.00 pm on all days
Tea	: 4.30 pm to 5.30 pm on all days
Dinner	: 8.00 pm to 9.30 pm on all days

Note: The above schedule is subject to change by the order of Authority.

Note:

- The contractor will have to use their own furniture, Refrigerator, utensils including plates, tumblers, spoons etc. and other items if any for cooking, serving and preserving food.
- All the equipments brought by the contractor into the hostel premises must be registered with the caretaker.
- The contractor will be responsible for the cleaning of the kitchen and the dining area, including the wash basins and the dustbins for maintaining proper hygiene and also for informing the housekeeping staff for cleaning food waste etc. outside the premises of Canteen.
- The contractor will also provide soap cake/ liquid soap for the wash basin.

Employees:

- The contractor will have to register all their employees who will be working in the hostel premises along with a copy of their photograph, residential details for clearance by the CUJ Security.
- The contractor will have to ensure that the employees are in clean and proper uniform and maintain personal hygiene and maintain discipline in the campus.
- No person below 18 years of age will be employed by the Contractor.

Price Bid-II

S. No.	Item	Rate (Rs.)
TEA/COFFEE/COLD DRINKS/MINERAL WATER		
1.	One Cup tea (Readymade) - 125 ml	
2.	One Cup tea readymade (Special) – 125 ml	
3.	One cup tea (Taj Mahal Bags) - 125 ml	
4.	Half set tea comprising two cups of tea (Ordinary)	
5.	Full Set tea comprising four cups of tea (Ordinary)	
6.	Half Set tea comprising two cups of tea (Special)	
7.	One cup coffee (readymade) - 125 ml	
8.	One cup coffee (espresso) - 125 ml	
9.	Half set coffee comprising two cups of coffee	
10.	Mineral Water (any brand, size/weight)	
11.	Cold Drinks (Any brand, size/weight)	
SNACKS/BISCUITS		
12.	One Samosa - 70 grams	
13.	One Bonda - 70 grams	
14.	One Dal Vada - 70 grams	
15.	One Chana Vada - 70 grams	
16.	One Gobhi Pakora - 70 grams	
17.	One Half-piece Bread Pakora	
18.	One Full piece Bread Pakora	
19.	One piece Sambar Vada – Vada weighing 70 grams	
20.	Two piece Sambar Vada – each vada weighing 70 grams	
21.	One Vegetable Cutlet - 70 grams	
22.	One piece bread slice (big size)	
23.	Two big size bread butter	
24.	One Egg Boiled	
25.	One Egg omlette and two big slices	
26.	Two pieces Vegetarian Sandwich – Big size bread pieces	
27.	Biscuits – All good quality biscuits	
LUNCH		
28.	One Roti (Tawa) - 70 grams	
29.	One Roti Tandoori - 100 grams	
30.	One Katori Dal – 200 grams	
31.	One Katori Chhole – 200 grams	
32.	One Katori Rajma – 200 grams	
33.	One Katori Kadhi Pakora (with 02 piece pakoras) – 200 grams	
34.	One Katori Seasonal Vegetable – 200 grams	
35.	One Katori Kofta Curry with two pieces koftas – 200 grams	
36.	One Katori Aalu Matar - 200 grams	
37.	One Katori Baingan Bharta - 200 grams	
38.	One Katori Mixed Vegetable - 200 grams	
39.	One Katori Dahi – 200 grams	
40.	One Katori Raita - 200 grams	
41.	One Katori Dahi Vada (02 piece vada) – 200 grams	

42.	One Katori Matar Paneer - 200 grams	
43.	One Katori Kaju Korma - 200 grams	
44.	One Katori Palak Paneer (with 02 pieces of Paneer) - 200 grams	
45.	One Katori Nutri Paneer - 200 grams	
46.	Half Plate Rice (Basmati)/ Pulao - 200 grams	
47.	Full Plate Rice (Basmati)/ Pulao - 400 grams	
48.	One Katori Egg Curry (02 eggs) In chickens curry	
49.	Half Plate Meat (02 pieces)	
50.	One Plate Chicken Masala (02 pieces)	
51.	One Plate Butter Chicken (02 pieces)	
52.	One Plate Mughlai Chicken (02 pieces)	
SWEETS/ICE CREAM		
53.	One piece Gulab Jamun - 60 grams	
54.	One Piece Burfi - 60 grams	
55.	One Piece Rusgulla - 60 grams	
56.	Ice-Cream (Any brand and weight)	

Other Packed items

On prevailing Market Rate/ MRP

Note: The vendor may also quote details and rate of items which are not mentioned in the price bid.

RATES FOR OFFICIAL MEETINGS/PROGRAMME

As per requirement of the University vendor may supply the lunch/ High Tea/ Tea/ Coffee/ Working lunch on short notice. Rates of the same will be decided by the mutual consent of vendor and Canteen Committee/ University authorities.