



*Sher-e-Kashmir University of Agricultural
Sciences and Technology of Jammu
Dean, Student Welfare, SKUAST-Jammu, Chatha*

NOTICE INVITING TENDER

e-NIT No: AUJ/DSW/24-25/01

Dated: 16/10/2024

For and on behalf of SKUAST-Jammu, tenders are invited by e-tendering mode from the eligible reputed contractors/agencies for a period of one year for **Running of Café Annapurna in Student Centre, SKUAST-Jammu, Chatha.**

S. No.	Name of Work	Earnest Money (in Rs.)	Period of Contact	Cost of Tender Document
1	Running of Café Annapurna in Student Centre, SKUAST-J, Chatha.	Rs. 100,000/-	Initially for a period of one year extendable to a further period of one year and maximum three years	Rs. 1000/- (Non-Refundable)

Terms & Conditions:

1. The Bidding documents/NIT can be downloaded from the website <http://jktenders.gov.in> from 22-10-2024, 10:00 AM to 21-11-2024 up to 02:00 PM. Bid document contains qualifying criteria for bidder, specifications, bill of quantities, conditions and other details.
2. a) The bids shall be deposited in electronic format on the website <http://jktenders.gov.in> from 22-10-2024 (02:00 PM) to 21-11-2024 up to 05:00 PM. The Technical e-bids received will be opened on 22-11-2024 at 10:00 AM. Financial bids of only those bidders will be opened online, who are found technically responsive by the evaluation committee.
b) The complete bidding process will be online.
3. Earnest Money Deposit amounting to Rs. 100,000/- (Rupees one lac only) in the shape of CDR/FDR from any scheduled bank, pledged to the Comptroller, SKUAST-J, Chatha shall be submitted with the tender documents. Tender documents without EMD, shall be rejected.
4. The tenders received after the due date and time shall not be entertained.
5. **The hardcopy of the tender document should reach to Dean, Student Welfare office, before last date.**
6. Any other information/clarifications can be sought from the Deputy Comptroller (HQ)/Dean, Student Welfare, Chatha on all working days.
7. The tenderers are at liberty to attend the tender opening or depute their representative on the date and time of opening of tender.

(Sudhakar Dwivedi)
Dean Student Welfare

NIT for Running of Café Annapurna in Student Centre, SKUAST-Jammu, Chatha.

For and on behalf of SKUAST-Jammu, tenders are invited by e-tendering mode from the eligible reputed contractors/agencies for a period of one year for **Running of Café Annapurna in Student Centre, SKUAST-Jammu, Chatha** for a period of one year extendable by one more year and maximum three years depending upon the performance of the contractor effective from date of allotment of contract.

S. No.	Name of Work	Earnest Money (in Rs)	Period of Contact	Cost of Tender Document
1	Running of Café Annapurna in Student Centre, SKUAST-Jammu, Chatha	Rs. 100,000/-	Initially for a period of one year extendable to a further period of one year and maximum three years	Rs. 1000/- (Non-Refundable)

Important dates with respect to above-mentioned NIT are as follows:

S. No.	Particulars	Date/ Time
1	Date of Publishing of Tender Document	22/10/2024 at 1000 Hrs.
2	Start Date for Downloading the Tender Document	22/10/2024 from 1000 Hrs.
3	Websites for Downloading the Tender Document	www.jktenders.gov.in
4	Last Date for Downloading of Tender Document	21/11/2024 up to 1400 Hrs.
7	Last Date for Submission of Online Bids	21/11/2024 at 1700 Hrs.
8	Date of Opening of Technical Bids	22/11/2024 at 1000 Hrs.

Documents to be submitted online for Technical Evaluation.

1. Certificate of Food Safety & Security Authority of India (FSSAI).
2. Copy of GST No.
3. Copy of Pan Card
4. Copy of CDR/FDR
5. Copy of Demand Draft
6. Experience Certificate (last three years)
7. Annual Turnover above Rs. 25 Lac. (last year balance sheet)
8. Tenderer will submit an undertaking on affidavit to the effect that he has not been black listed by any institution/organization during last three years.

To participate in bidding process

- i. The bidders have to get Digital Signature Certificate (DSC) as per Information Technology Act-2000 to participate in online bidding.
- ii. The DSC will be required for digitally signing the bid. The bidders can get above mentioned digital certificate from any approved vendors. The bidders who already possess valid DSC need not to procure new DSC.

- iii. The bidders have to submit their bids online in electronic format with DSC. The bids cannot be uploaded without Digital signature. No proposal will be accepted in physical form.
- iv. Bids will be opened online as per time schedule mentioned above.
- v. Before submission of online bids, bidders must ensure that scanned copies of all the necessary documents have been attached with bid.
- vi. The department will not be responsible for delay in online submission of bids whatsoever may be the reason.
- vii. All the required information for bid must be filled and submitted online.

Terms & Conditions:

- (i) The tender must be accompanied with earnest money deposit amounting to Rs. 100,000/- (Rs. One lac only) in the form of **CDR/FDR pledged** in favour of the Comptroller, SKUAST-Jammu.
- (ii) The tender without CDR will be outrightly rejected.
- (iii) Conditional tenders are liable to be outrightly rejected.
- (iv) If the last date of receipt of tenders/opening is declared as a public holiday, the tender will be received on the next working day.
- (v) Tenders must be subscribed as **“Running of Café Annapurna in Student Centre, SKUAST-Jammu, Chatha”**.
- (vi) The Tenders shall be entertained only on the prescribed form of the University. The tender is liable to be rejected if mutilation, over writing and corrections are found therein, without duly attestation by the tenders.
- (vii) The University reserves the right to accept or reject any all tenders without assigning any reason.
- (viii) The CDR of unsuccessful tenderer shall be released within one month after finalization of the contract.
- (ix) The CDR of successful tenderer shall be released within one month after the satisfactorily completion of the contract subject to production of NDC.
- (x) The successful tenderer shall not in any case sublet the contract in full or any part thereof to the third party.
- (xi) The utensils, crockery etc. shall have to be arranged by the contractor himself at his own cost. However, the Kitchen space, ceiling fans etc. shall be provided by the University.
- (xii) The University shall not be responsible for any theft or loss sustained by the Contractor during the period of the contract.
- (xiii) The contractor shall be fully responsible for any damage to the University property and if any damage done by the contractor or any worker engaged by him shall be recovered from the contractor.
- (xiv) The successful tenderer shall have to execute an agreement with the University within 15 days after allotment of the contract.
- (xv) The contract shall be awarded in favour of the tenderer whosoever offers the **highest rate for Running of Café Annapurna in Student Centre, SKUAST-Jammu, Chatha excluding electricity charges which will be charged as per meter reading.**

- (xvi) The successful tenderer shall have to give an undertaking to the effect that all the dietary items whose rates have been fixed by the SKUAST-Jammu shall be charged strictly as per approved price rate.
- (xvii) The **Electricity/Water** charges will be borne by the Contractor and have to be deposited at the end of every month in the office of the Dean Students' Welfare/Comptroller office.
- (xviii) The contractor shall keep his premises (inside and outside) neat and clean.
- (xix) All the dietary items whose rates are fixed by the University, whether profitable or non-profitable shall have to be made available daily for the students/employees. All the edible items available in the canteen should be fresh and of standard quality.
- (xx) Representation with regard to the increase of rates fixed by the university in respect of items marked with MRP shall be considered in the contract period only on mutual consent. The approved rate list shall have to be displayed in Canteen by the contractor permanently and shall be fully visible for the knowledge of students/employees.
- (xxi) **The Contractor must be licensed & registered by Food Safety & Security Authority of India.**
- (xxii) The contract can be terminated at any time during the currency of the contract, if any of the aforesaid conditions of the contract are violated by the contractor with one month notice. In such situation, the EMD of the contractor shall be forfeited by the University.
- (xxiii) In the event of termination of contract by the Employer for the non-performance of contract, the dispute between the contractor and the SKUAST-Jammu shall be settled in the Hon'ble Court of J&K at Jammu only.
- (xxiv) The Contractor shall indemnify the University against any liability/compensation and damages as may occur due to any activity in the leased premises with respect to the third person or any person employed by the contractor and shall be solely responsible for any such compensation to the University.
- (xxv) **Tenderer will submit an undertaking on affidavit to the effect that he has not been black listed by any institution/organization during last three year.**
- (xxvi) **To provide experience certificate in relevant field.**
- (xxvii) Tenderer will offer rate as per menu document attached.
- (xxviii) The University will be at liberty to terminate contract during the currency of the contract.

Note: Only scanned copies of original Cost of tender document, Undertaking, Registration Card and other documents will be accepted, failing which the bid will be rejected.

(Sudhakar Dwivedi)
Dean Student Welfare

**Requirements for Provision for Running of Café Annapurna in Student Centre,
SKUAST-Jammu, Chatha.**

1. Meals should be served as per the approved menu and rates.
2. Items other than menu shall be considered as “EXTRAS” and will not form part of the meal menu. However, the rates will not be charged more than the MRP mentioned thereon
3. The Contractor shall be solely responsible for the arrangements of gas refills, any other explosive or inflammable material if any their safety and supply of other material from his own resources and arrangements of transportation thereof.
4. The Contractor shall provide catering services to the university on the approved rates as per contract.
5. Cleaning plates/washing and keeping the mess premises neat and clean and hygienic shall be the responsibility of the Contractor. Strict adherence to the hygiene and its surrounding is essential shall be binding on the contractor. Any violation on the part of Contractor shall be liable for appropriate action/penalty as decided by the University
6. The university will not provide any advance payment for arranging catering for University functions/trainings etc. and the bill for catering services thereof will be settled by the University after following all codal formalities.
7. The Contractor shall be responsible for the proper conduct and behavior of the employees engaged by him.
8. Smoking and consumption/distribution of Alcohol or any other narcotic material shall be strictly prohibited in the campus and violation thereof shall be liable for action.
9. The Contractor shall ensure that the manpower engaged by him is free from communicable diseases. Medical certificates to this effect shall be made available by the contractor for satisfaction of the University.
10. The Contractor shall have to bring fresh and standard type of branded commodities for service and the inspection for the same will be done from time to time by the Quality Control Committee. In case brands of commodities other than specified/mentioned are served in the mess, suitable action will be initiated by way of seizing the commodities and imposing of fine by the committee. Repeated use of substandard items despite warnings will lead to termination of contract and forfeiture of CDR along with Performance Bank Guarantee.
11. The quality of ingredients as well as cooked items and the hygiene level will be checked regularly by the members of Quality Control Committee constituted by the University. In the event of use/serving of any substandard item, stale/spoiled food item, use of unhygienic utensils reported by the members of Quality Control Committee, the formal complaint shall be registered against the Contractor and penalty shall be imposed on the contractor. Repeated complaints of this kind from the quality control committee can result among other things, in the termination of the contract after appropriate inquiry by the Dean Students Welfare whose recommendation will be final and the EMD along with performance bank guarantee of the contractor will be forfeited.

12. Kitchen and stores shall have open access to Quality Control Committee members for inspection.
13. The Contractor will be responsible for the cleaning of kitchen, dining area, corridors including wash basins and the dustbins for maintaining proper hygiene. He shall have to provide soap, napkins, hand towels for the wash basins regularly.
14. Disposal of left-over/waste food/material will be managed by the Contractor. A container shall be arranged by the Contractor himself for the purpose and no kitchen wastage should be dumped in the premises of the institute.
15. The Contractor will have to register all his employees who will be working in the Mess premises along with a copy of their photograph, residential details for clearance by the University Security.
16. The Contractor will have to ensure that the employees engaged by him are in clean and proper dress and maintain personnel hygiene and no person below 18 years and above 60 years of age will be employed/engaged by the Contractor. Documentary evidence in support of this will be provided by the contractor.
17. The Contractor and his staff will refrain from altercations and use of indecent language with the guests/students and the same shall be seriously by the Dean, Student Welfare for appropriate action.
18. If at any stage, the Contractor is found guilty of bringing disrepute to the Institute for any reason, the contract shall be terminated by the Competent Authority by giving one month's notice and the security deposit along with performance bank guarantee shall be forfeited.
19. The Contractor will ensure and comply with the provisions of various municipal and other rules/regulation/laws of the Government of J&K (UT) with regard to wages and other benefits to his employees/workers engaged by him in this university.
20. The security of the employees and liability on account of any accidental injury/damage to them shall be entire responsibility of the contractor and University will not be responsible in any case.
21. The University reserves the right to review and modify the terms and conditions periodically.
22. Any other relevant matter for better functioning of mess will be included at a later date.

Signature of the Tenderer

Catering at Café Annpurana

LIST OF MANDATORY ITEMS OF MENU: Rates to be quoted:

Tentative Café Timings

LUNCH: 12:30 – 14:00

Item	Rates (in Rs.)
A. <u>Normal Meals (plate):</u> a) Rice(100gm)/Roti (4 no.), Cooked Green Vegetable and Dal (Rajmah) with Salad, Papad, Achar	70/plate
B. <u>Special Meals (plate):</u> a) Rice, Naan/Rote, Green Vegetable, Paneer Based dish, Dal, Rajmah with Salad, Papad, Achar	80/plate
C. <u>Super Special Meals (plate):</u> a) Rice, Naan/Roti, Green Vegetable, Paneer Based dish, Dal, Rajmah, Dam alloo, Mushroom or NadrooYakhni with Salad, Papad, Achar, Soup & Sweet	120/plate

BREAKFAST: 09:00 – 10:30

Item	Rates (in Rs.)
Bread & Butter (two piece multi grain bread big size + 20ml butter)	25/-
Bread & Butter (two piece white bread big size+ 20ml butter)	20/-
Omlate/Egg (two piece white bread + two eggs)	35/-
Chanapuri/Plate (2 puri + channa 100gm cooked)	50/plate
Milk + Corn flakes (250ml/serving) (50gm cornflakes)	35/ per serve
Juice + Cold drink	MRP
Prantha (unstuffed)	15/piece
Prantha (Stuffed)	20/piece
Curd fresh 200gm	15/-

OTHER ITEMS

Item	Rates (in Rs.)
Dal (150 gm)	20/-
Vegetables (150 gm)	20/-
Curd Raita (100 gm)	15/-
Chapati/Roti (per piece) extra Butter as per MRP	6/-
Naan (per piece) extra Butter as per MRP	15/-
Rice Pulav/Cooked 250gm	30/-
Green Salad (25 gm)	12/-
Desert/Fruit/Sweets two piece	30/-
Fried Rice (200 gm)	40/-

ADDITIONAL ITEMS ON EXTRA PAYMENT BASIS:

Item	Rates (in Rs.)
Starter: Soup (per bowl with 200ml) tomato/ sublet corn / manchow etc)	40/bowl (Full) 25/bowl (Half)
Halwa (150 gm) suji with desi ghee	35bowl
Fresh Milk boiled	15/200ml
Boiled Egg (01 no.)	10/-
Pastry of Different Varieties	35/- to 50/-
Sweets like gulab jamun/ladoo rasgulla/barfi	400/kg to 500/kg
Different type of Fruits per kg	60/-
Sandwich veg/cheese	20/- to 30/-
Cold drinks, Lemon/Fresh fruit juice	30/-
Mango Shake 200ml	30/200ml
Lassi/chach (amul/verka)	As per MRP
Snacks (Samosa/ Bread Roll/ Cutlets etc. per 02 pc) and Mix Pakodas (100 gm) with chutney	20/plate
Tea/Dip chai	10/- and 15/-
Coffee	20/-

- Above rates are finalized by the committee concerned.
- Above rates are GST Inclusive

FINANCIAL BID

Annexure-B

Financial Bid: To be utilized by the bidders for quoting their prices and to be submitted to the SKUAST-J Jammu in separate sealed envelope.

Tender Inviting Authority	Dean Student Welfare, Sher-e-Kashmir University of Agricultural Sciences and Technology of Jammu
Name of Work	Running of Café Annapurna in Student Centre, SKUAST-Jammu, Chatha (180009)
Bidder Name	

Price Schedule

<u>Particulars</u>	Total (in Rs.) / per month
Running of Café Annapurna in Student Centre, SKUAST-Jammu, Chatha.	

- Additional items like soft drink, snacks etc. on MRP.

Signature with date & seal of the Agency

Technical Bid

The required information is to be filled by the Contractor and to be submitted to SKUAST-Jammu along with technical bid.

Annexure-A

S. No.	Particulars	Details	Appendix No. (attached in bid)
1.	Name of the Contractor/Firm:	M/s	
2.	Address:		
3.	Office:		
4.	Telephone/Mobile No./E-mail address		
4.	Documentary Proof of:		
	a) Copy of GST No.	Yes/No	
	b) Copy of PAN Card	Yes/No	
	c) Proof of three years experience certificate	Yes/No	
	d) Copy of Food Safety & Security Authority of India.	Yes/No	
	e) Annual Turnover (above Rs. 25 Lac) last year (Copies of Balance Sheet/P&L Account enclosed duly certified by the Chartered Accountant)	Yes/No	
	f) An undertaking on firm's letter head that the agency has not been blacklisted by any Dep./Organizations of the Govt. of India/Govt. of J&K and no criminal case is pending against the said Agency /agency	Yes/No	
5.	Earnest Money deposit details		
	a) Amount of Earnest money	Rs. 100,000/-	
	b) Name of the Drawer and Drawer Bank		
	c) No and Date of the Bank Draft		
6.	Tender Fees of Rs. 1,000/- (non-refundable through DD)	Rs. 1000/-	

1. The information / documents furnished along with the above application are true and authentic to the best of my knowledge and belief. I/We, am/are well aware of the fact that furnishing of any false information / fabricated would lead to rejection of my tender at any stage besides liabilities towards prosecution under appropriate law.
2. I have carefully read and understood all the terms and conditions of the tender and hereby convey my acceptance of the same.

Signature with date & seal of the Tenderer/Agency