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JAWAHARLAL NEHRU TECHNOLOGICAL UNIVERSITY ANANTAPUR

COLLEGE OF ENGINEERING KALIKRI

INVITATION OF BIDS FOR LEASE OF COLLEGE CANTEEN

Tender Document





JAWAHARLAL NEHRU TECHNOLOGICAL UNIVERSITY ANANTAPUR
COLLEGE OF ENGINEERING KALKIRI

INVITATION OF BIDS FOR LEASE OF COLLEGE CANTEEN

TENDER No.01/JNTUA CEK/Estt./Running of canteen/Lease of canteen/2021, Date:27/08/2021

Tender

On behalf of The Principal, Jawaharlal Nehru Technological University Anantapur College of Engineering Kalikiri (J.N.T.U.A.C.E. K), sealed items rated tenders are invited from reputed and eligible firms in two bid system (Technical bid & Financial bid) for running canteen/lease of canteen at JNTUA College of Engineering, Kalikiri-517234. Tender document can also be downloaded from college website www.jntuacek.ac.in.

1.	Name of the Item	Running college canteen/lease of canteen at JNTUA College of Engineering, Kalikiri – 517234 for a period of ONE year.
2.	Last date, time and venue for submission of EMD and bid documents	06.09.2021, up to 11.00 a.m. Principal's Office, JNTUA College of Engineering, Kalikiri – 517234
3.	Date and time for opening of bid	06.09.2021 at 12.00 noon
4.	Tender Fee	A demand draft for Rs 5000/- + 18.0% GST (Rs. 5,900/-) in favour of "The Principal, JNTUA College of Engineering, Kalikiri"
5.	EMD	EMD 2% of the Bid Amount + Rs. 30,000/- (Rupees Thirty Thousands only) favour of "The Principal, JNTUA College of Engineering, Kalikiri"
6.	The bids shall be submitted in two parts viz.,(i) Technical bid (ii) Financial bid. Detailed specifications of the item(s) and rates, to be supplied are given in <u>Annexure-I</u> . The Technical & Financial bid should also be submitted along with Complete Tender Document with signature on each page as above.	

NOTICE INVITING TENDER

TENDER No.01/JNTUA CEK/Estt./Running of canteen/Lease of canteen/2021, Date:27/08/2021

The Principal, JNTUA College of Engineering, Kalikiri invites item rated tender (in two bid system) from reputed and experienced suppliers /firms for the following items:

1. **Particulars of Items:** Running college canteen/lease of canteen at JNTUA College of Engineering Kalikiri.
2. **a) Tender Fee: Demand draft for Rs 5000/- + 18% GST = Rs. 5,900/- (Rupees Five Thousand and Nine Hundreds only)** infavour of “**The Principal, JNTUA College of Engineering, Kalikiri**”
b) Earnest Money Deposit (EMD): 2% of Total Bid Amount + Rs. 30,000/- in favour of “**The Principal, JNTUA College of Engineering, Kalikiri**”
3. **Availability of Tender Document:** Tender Documents with detailed terms & conditions can be purchased by submitting Tender Fee as above at Principal’s Office during office timing during working days. It can be downloaded from College website also. Tender document cost shall be submitted in a separate envelope if application is downloaded from website.
4. **Qualification of the Tenderer:** To qualify for award of the work, the applicants should have a minimum experience of TWO years (in last five years) in running canteens in any Government Organizations/Govt. Undertakings, Private companies/ Private Institutions / Multi nation companies and a copy of the proof has to be enclosed along with Tender Document, Should possess FSSAI certification and required Registration.
5. **Validity Period of Offer:** The Contract & rates offered in Annexure – I (Financial bid) should be valid for **ONE YEAR** from the date of opening of Technical bid of the Tender.
6. **Receipt and opening of Tenders:** The Technical Bid will be opened on 06.09.2021 **at 12.00 noon.**
7. J.N.T.U.A.C.E.K reserves the right to accept or reject any or all the tenders wholly or partially without assigning any reason thereof.
8. Quotation shall be given for lease of canteen at given item rates and the highest bid will be considered over and above the minimum bid value mentioned in application.
9. The successful bidder shall **pay the Bid Value through Demand Draft** in favour of “**The Principal, JNTUA College of Engineering, Kalikiri**” **within THREE working days** after opening the tender. Otherwise the bid shall be cancelled without any notice.
10. The canteen should serve food of wholesome Vegetarian and Non -Vegetarian food items and readymade foods. The details of the items (menu) which is approved is enclosed. The rates at which they are to be served and the quantity that has to be maintained are shown in Annexure-I appended to the application form.
11. The Committee appointed by the Principal, JNTUACEK monitors the operation of the canteen in all respects viz., Operation Timings, Operation Days, Quality, Quantity, Hygiene, Maintenance etc., and submits report to the Principal periodically. The Principal

is authorized to cease the agreement without giving any notice / reason to the bidder.

12. The Principal, JNTUACEK is having right to allow any other vendors for any purpose of business in the campus and bidder cannot raise any objection.
13. Recurring bills like Electricity Bill, Water Bill shall be born and paid regularly as specified by the Principal or Concerned authorities.
14. The Canteen Building in 'as is where is condition' will be handed over to the bidder upon completion of all bidding formalities. All the required furniture, utensils, equipment for cooking, serving, RO drinking water shall be arranged by the bidder within 15 days from the date of award of contract and shall start operating. However the expiry of the bid period shall be ONE YEAR from the date of award of contract.
15. The Principal, JNTUACEK shall have right to extend the agreement for the mutual agreed period.

16. Definitions:

Bidder means the Direct Manufacturer or individual, proprietary firm, partnership firm, limited company private or public or corporation who participate in this bid/tender.

The Principal, JNTUACEK is the authorized person from the College establishment. He may appoint any authorized person for various dealings.

17. Who can apply:

Bidder should possess proper registration certificate issued by competent authority to run a canteen. Attested copy of registration certificate should be enclosed. The bidder should possess FSSAI certification from the competent authority. In case of applicants with registration certificate are not available, then only other experienced applicants will be considered.

18. Bid Submission:

18.1 **"Technical Bid"** shall comprise of all documents as per **Clause-17**, and submit through sealed tender at Principals Office.

18.2 The **"Financial Bid"** shall comprise of the price bids and submit through sealed tender at Principal's Office.

18.3 Each page of the Technical Bid, Financial Bid, Tender Document must have seal and signed by the authorized signatory of the bidder.

18.4 Duly signed tender document along with all corrigenda, addendum issued, if any, should also be sealed as part of technical bid.

18.5 Conditions other than those laid down in the tender document will not be entertained.

CHECK LIST - CANTEEN

Sl. No	List of Enclosures	Submitted
1	Tender Document filled and signed	Yes/No
2	Tender Document Fee Rs. 5000/- + 18% GST = Rs. 5,900/- (Rupees Five Thousands and Nine Hundred only) (If Tender Document downloaded from website) drawn in favour of "The Principal, JNTUA College of Engineering, Kalikiri"	Yes/No
3	EMD of Rs. 2% of Quoted Bid Value + 30,000/- (2% of Bid Value +Rupees Thirty Thousand only) in favour of " The Principal, JNTUA College of Engineering, Kalikiri ”	Yes/No
4	Certificate of Registration (Photo copy)	Yes/No
5	FSSAI Certificate (Photo copy)	Yes/No
6	Aadhar Card (Photo copy)	Yes/No
7	PAN Card (Photo copy)	Yes/No
8	Experience Certificates	Yes/No
9	Address Proof (Electricity Bill / Telephone Bill / Ration Card / House Tax Receipt / Voter ID card / Bank Passbook / Sale Deed etc.,)	Yes/No

SIGNATURE OF APPLICANT

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Website: www.jntuacek.ac.in



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JAWAHARLAL NEHRU TECHNOLOGICAL UNIVERSITY ANANTAPUR

COLLEGE OF ENGINEERING KALKIRI

**FORM OF AGREEMENT TO BE EXECUTED AT THE TIME OF LEASING OUT
THE CANTEEN, AT JNTUA COLLEGE OF ENGINEERING
KALIKIRI**

An agreement is made on _____ day of _____ Month and
_____ year,

Between _____ bidder (hereinafter called as lessee
with expression shall include his heirs, administrators, executors and legal representatives) and
the PRINCIPAL, JNTUA College of Engineering, Kalikiri (hereinafter referred to as the
College).

SIGNATURE OF APPLICANT

PRINCIPAL

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+916304907074

JAWAHARLAL NEHRU TECHNOLOGICAL UNIVERSITY, ANANTAPUR
COLLEGE OF ENGINEERING KALKIRI

LEASE PERIOD

The canteen lease period will commence from 06-09-2021 and ends on 05-09-2022.

SIGNATURE OF APPLICANT

PRINCIPAL

APPLICATION FORM FOR RUNNING THE CANTEEN IN JNTUA COLLEGE OF
ENGINEERING KALKIRI

Applicant's
latest
passport
size
photograph

1. Name of the applicant :
2. Name of Father/Husband :
3. Age :
4. Aadhar No. & PAN No. :
5. Whether the firm is Registered or Not? :
(If registered Reg. No. & Issued by & Validity dates) :
6. FSSAI Certificate No. & Date of Expiry :
7. Previous experience if any
(a separate sheet indicating the
the details may be enclosed) :
9. Residential Address :
.....
.....
.....
10. **Amount of lease offered for one year** :
(**Minimum Bid Value Rs. 2,77,920/-** (Two Lakhs Seventy Seven Thousand Nine Hundred and Twenty only) (Bidder who quotes to pay higher value over and above Min Bid Value shall be declared as successful bidder)
11. Earnest Money Deposit
 - i) Demand Draft No./Date :
 - ii) Amount :

(2% of Bid Value + Rs. 30,000/- (2% of bid value + Rupees Thirty Two Thousand Six Hundred and Seventy only))

Note: Successful bidder need to hand over the DD for the offered bid value in favour of “**The Principal, JNTUA College of Engineering, Kalikiri**” within **THREE WORKING DAYS** from opening the tender.

Date: _____

SIGNATURE OF APPLICANT



**JAWAHARLAL NEHRU TECHNOLOGICAL UNIVERSITY, ANANTAPUR
COLLEGE OF ENGINEERING KALIKIRI**

TERMS AND CONDITION FOR THE LEASE OF CANTEEN

1. The canteen shall be given on lease for a period of ONE year to those who offers highest lease amount to run the canteen, not less than the Government/Minimum Bid Value fixed i.e., Rs.2,77,920/- (Two Lakhs Seventy Seven Thousand Nine Hundred and Twenty only) per annum. In case of tie, the canteen shall be put for open auction.
2. The College will provide accommodation to the lessee (canteen proprietor) to run the canteen in the premises earmarked for the purpose in 'as is where is' condition and that he/she himself/herself make available utensils, crockery and cutlery etc. required for the canteen. The Bidder may visit the premises during office time during all working days.
3. The lessee / successful bidder shall abide by all terms appended in Annexure-I, Annexure-II and Annexure-III which are in detail, apart from these terms and conditions.
4. Any person who is related to any of the staff members of JNTUA College of Engineering, Kalikiri and any constituent colleges / units of JNTUA, Ananthapuramu are not eligible to apply for the tender.
5. The lessee should pay the electricity and water supply charges by 10th of every month as per the demand notice issued by the Principal, JNTUA College of Engineering, Kalikiri
6. In case of default, the connections (Water, Electricity etc.,) will be cut, without prior notice or intimation and the same will be restored on payment of bills and penal charges levied by the Principal, JNTUA College of Engineering, Kalikiri.
7. The canteen shall be operated on all times under authority of Principal, JNTUA College of Engineering, Kalikiri.
8. The canteen should be operated between 7.00 A.M. to 8.00 P.M. The College shall however reserve the right to revise the timings. The lessee should take necessary permission from the Principal to operate during College functions etc., The canteen should not be closed without permission of the Principal.
9. The lessee (canteen proprietor) will have to abide by the decisions taken by the College from time to time for proper running of the canteen.
10. The canteen proprietor (lessee) should serve only those items that are approved by college at the rates and the quantum fixed during the period of lease and a MENU chart accordingly should be displayed at the canteen. The canteen proprietor (Lessee) should not cater items which are not included in approved list of items. Any other item shall be included with the permission of Principal. All forbidden items viz., cigarettes/ pan masala/ gutka, alcohol etc., should not be served.

11. A designated committee shall oversee the maintenance of the canteen and quality concerns. The committee shall inspect the canteen every month and submit evaluation report which will be binding. The undersigned reserves the right to terminate the contract anytime based on this report.
12. The premises of the canteen should be kept clean and tidy and the canteen proprietor (Lessee) will be fully responsible for the cleanness and hygienic maintenance of the premises. Further the proprietor should implement the following guidelines strictly. All the food served for sale should be kept in fly proof glass almirahs or should be kept well covered from flies and dust.
 - a. Dust bins or wooden boxes should be kept for throwing waste papers garbage etc. and they should be well covered.
 - b. The utensils, crockery etc., should be cleaned/washed with potassium permanganate lotion and hot water.
 - c. Flit and phenyl should be used to check fly menace.
 - d. Usage of plastic cups and plates are banned in canteen
 - e. For Faculty and Staff, items should be served in the cabin earmarked in canteen
 - f. Any kind of indiscipline will be viewed seriously. Problems of any kind with students/staff should be brought to the notice of higher authorities for sorting out.
 - g. A suggestion /complaint book may be maintained to record suggestions.
13. The Lessee (canteen proprietor) should not use canteen premises (inside and outside) for any other purpose except for running of the canteen and that the walls and surroundings of the canteen should not be used for paintings or display of any irrelevant content.
14. The management of the canteen should not be transferred to any other management or individual or agency.
15. The proprietor (Lessee) of the canteen should be present at the canteen premises to supervise the day to day affairs of the running of the canteen and shall not give scope for any complaint either from the students/staff or customers.
16. The canteen should be run with the name given to it by the College and no other name should be used.
17. The Safety and Security of Canteen workers is sole responsibility of lessee inside or outside the college premises, as they are employed by lessee. They can not claim any benefit or compensation from college for any reason.
18. The lessee should make necessary arrangements to clean, collect and dispose the all sorts of wastes (dry, wet, solid, liquid) away from the college premises as per local body norms.
19. The lessee is bound to follow all statutory requirement of running a canteen and is responsible for any legal or punitive actions by competent authorities.
20. The College shall have every right to inspect the canteen without any notice and can seal the canteen in case of violation of terms and conditions.
21. The Lessee (proprietor) should operate the canteen within 15 days from the date of issue of orders leasing out the canteen in his/her name and submit this agreement failing which the lessee will have no claim over the canteen and that the EMD & lease amount deposited by him/her will be forfeited.

22. In case of dispute, the final decision will be taken by the Principal which will be binding on the part of lessee.
23. The lessee shall abide by all the rules and norms stipulated by the Govt./Local Authorities/University/College in force.
24. The College management is not responsible for loss of business due to holidays, bundhs, vacation etc., and such loss will not be compensated in any form.
25. This agreement does not under any circumstances constitute a rental or tenancy agreement.

SIGNATURE OF THE APPLICANT

NAME:

ADDRESS:

In witness there of the parties to this agreement have affixed their signature to this agreement on this ____ day _____ month of _____ year on the presence of the following witnesses.

WITNESSE:

1.

2.

SIGNATURE OF LESSEE

(SIGNATURE OF WITNESSES)

SIGNATURE OF Principal (OR) THE AUTHORISED
OFFICER

Signed by (Name & Designation)

Principal (or) for on behalf of Principal, JNTUA College of Engineering, Anantapur

ANNEXURE-I

STATEMENT OF ITEMS THAT ARE TO BE SERVED AT THE RATES AT WHICH THEY ARE TO BE SERVED AND THE QUANTITY THAT SHOULD BE MAINTAINED

S.No.	Item	Quantity	Rate (Rs.)
1	Idly	75 grams each	8.00
2	Wada	75 grams each	9.00
3	Upma (Ravva)	200 grams	20.00
4	Semiya Upma	200 grams	20.00
5	Puri	75 grams each	10.00
6	Plain Dosa	150 grams each	15.00
7	Masala/Anion Dosa	150 grams each	25.00
8	Pesarattu	150 grams each	25.00
9	Upma dosa	200 grams each	25.00
10	Utappam/Set Dosa	150 grams each	25.00
11	Chapathis (02 No`s) with curry	200 grams	30.00
12	Uggani Wada/Bajji (2 Bajji)	120 grams	20.00
13	Pongal or Bisi Bela Bath	250 grams	25.00
14	Gulab jamun / Sweet	150 grams(2 pieces)	15.00
15	Samosa (potato)	120 grams(1 pieces)	8.00
16	Wada/Bajji One plate	Three pieces	10.00
17	Onion Pakoda	100 grams	15.00
18	Mysore Bonda	200 grams(5 pieces)	15.00
19	Mixture	50 grams	10.00
20	Vegetable Curry Puff	1 No	10.00
21	Egg Puff	1 No	12.00
22	Cream cake	1 No	12.00
23	Sweet/salt/Karachi Biscuit	1 No	3.00
24	Milk	80 MI	7.00
25	Tea	80 MI	7.00
26	Green Tea/Lemon/Mint with Honey	80 MI	7.00
27	Coffee: Nestle/Bru Coffee/Decoction	80 MI	7.00
28	Horlicks/Boost etc.,	80 MI	10.00
29	Permitted Cool drinks (Branded)	Each (Chilled)	As per MRP
30	Fruit juice (seasonal fruits/ Branded)	Each (Chilled)	As per MRP
31	Fresh Fruit juice/Lassi etc..	200 MI(Chilled)	20.00
32	Ice creams(small cups Branded)	Each (Chilled)	As per MRP
33	Water bottle (Branded)	Each (Chilled)	As per MRP
34	Veg. Biryani, Veg fried Rice, gobi Rice, Zeera Rice/ Veg Pulav	250 grams	30.00
35	Lemon Rice/curd rice/tomato rice	250 grams	25.00
36	Dahi wada (1 No.)	100 grams	12.00
37	Plate Meals (Vegetarian) with following items (One Plate Rice, Dal,	Each rice plate: 350 grams	40.00

	Sabji, Chutney, Sambar, Curd, Pickle, Papad)		
38	Extra Rice	100 grams	10.00
39	Gobi Manchuria	1 plate 200 grams	25.00
40	Noodles (Veg)	1 plate 200 grams	25.00
41	Egg Noodles	1 plate 200 grams	30.00
42	Egg omelette/Boiled Egg	One Egg	10.00
43	Branded Packed snacks and Biscuits		As per MRP
44	Fruit Bowl / Salad	(Min 5 varieties) 200 grams	20.00
45	Ragi Mudda With Dal / Chutney and Curd	250 grams	25.00
46	Chicken Kabab	100 gms	50.00
47	Chicken Fried Rice	250 gms	80.00
48	Chicken Biryani	250 gms	100-00

Note: Any other item shall be included with prior permission of the Principal.

The above rates are inclusive of required quantity of sambar, chutneys or curry and all taxes. The above Items should be prepared in hygienic environment with high quality material and oil used to prepare food, should be a popular branded one. The items mentioned above should be served by maintaining the quantity indicated therein at the rates fixed. Required furniture to be brought by the vendor. Separators have to be provided for teaching, non-teaching and students independently. Canteen will be given 'as is where is' condition and it has to be handed over in the same condition after lease. All facilities have to be arranged by the vendor.

Drinking Water: Sufficient R.O Purified Water should be served.

ANNEXURE-II

Measures for maintaining Cleanness in the Canteen

The following measures are to be implemented to maintain cleanness in the canteen premises and surroundings.

1. The canteen (Inside and Outside) has to be cleaned by the vendor.
2. Food production personnel are appropriately attired in clean protective clothing, hair covering, footwear, gloves, facial mask etc.
3. Food production personnel should use disinfection and hand washing facilities whenever they enter or re-enter food processing areas and hand washing facilities to be equipped with taps, liquid soaps, disposable paper towels and covered waste bins.
4. Restriction to unhygienic practices such as eating, smoking, spitting, etc., within the food processing premises are adhered to and strictly enforced.
5. All the personnel need to follow general instructions applicable for educational institution like forbidding smoking, consuming alcohol, narcotics etc., in the college premises.
6. All dishes, pots, pans and utensils are cleaned and stored properly after each meal and snack.
7. All sinks are cleaned & sanitized after use.
8. All work counters are cleaned & sanitized after use.
9. Dishwasher is cleaned after each use.
10. Trash must be emptied and cleaned after each meal.
11. Hand wash area is cleaned daily or as needed.
12. Dish cloths are washed at the end of each day.
13. Sweep floors after meals and mop daily at least twice.
14. Oven spills are cleaned and ovens are turned off.
15. Food service employees wear hair restraints and clean clothing and keep hands clean and free of any open sores or infections that could spread to food.

16. All tools cleaned and sanitized after use.
17. Clean mixer/ Grinder after each use and is to be covered properly.
18. Cleaning Chemicals if any, should store away from food.
19. Used surface is cleaned properly with anti-bacterial agents.
20. Cooking oil is not repeatedly used for frying.
21. Working area and equipment/ utensils are properly cleaned.
22. Ingredients, intermediate and finished products are handled and stored in a manner to prevent damage, contamination and spoilage.
23. Juice dispensing machine are cleaned and free from contaminants.
24. Processing area is clean and properly disinfected.
25. Cleaned and disinfected chopping boards are used.
26. Permitted food additives are used as per recommended quantities; wherever necessary.
27. Sauces and chutneys are stored in glass/ food grade plastic container with proper lid.
28. Good quality/ branded oil/ fats to be used for preparation and frying etc.

Annexure-III

Electricity Bill & Water Bill

The Electricity bill shall be prepared for every month as per meter in the canteen at the rate of commercial connection of APSPDCL. The bill should be served before 5th of every month and bill amount should be deposited in college account by the canteen contractor before 10th of every month.

The water bill should be prepared at the rate of Rs. 250/- per day and it has to be served before 5th of every month and this amount should be deposited in college account by the canteen contractor before 10th of every month.

DECLARATION-CUM-UNDERTAKING

I declare that I shall abide by the terms and conditions of lease; I also abide by the

decision of the College. I Undertake that:

- i) I will maintain good quality for items mentioned in enclosed annexure-I and serve at the rates fixed. No stale food will be served.
- ii) I will not serve the items other than those approved.
- iii) I will not use the canteen premises for any other purpose except that of running of the canteen and that I will keep the premises (inside and outside) clean and tidy.
- iv) I will run the canteen with the name given to it and no other name will be used and that the walls and surroundings of the canteen will not be used for advertising and paintings.
- v) I will prepare all the items with refined oil only.
- vi) I will take prior permission of the Principal to sell new items which are not included in the list of approved items and the rates of which will be fixed by the Principal
- vii) I will not give scope for any sort of complaints either from students/staff or customers.

(Signature of the Applicant)