

# **DR. SHYAMA PRASAD MUKHERJEE UNIVERSITY**

(Following Upgradation of Ranchi College, Ranchi, under RUSA Programme, Component-I)

**Ranchi, Jharkhand.**



**NOTICE INVITING RE-TENDER**

**FOR**

**FOR PROVIDING CANTEEN SERVICES**



## **DR. SHYAMA PRASAD MUKHERJEE UNIVERSITY**

(Following Upgradation of Ranchi College, Ranchi, under RUSA Programme, Component-I)  
**Ranchi, Jharkhand.**

### **NOTICE INVITING RE-TENDER**

Dr. Shyama Prasad Mukherjee University, Ranchi-834008, Jharkhand invites re-tender (under RUSA Scheme) under two bid system (Part-I: Technical bid and Part II: Financial Bid), from experienced and reputed firms/agencies/companies only for **“Providing Canteen Services at Dr. Shyama Prasad Mukherjee University, Ranchi, Jharkhand”**. The detailed information about the tender document can be obtained from the University website using the given URL: **<http://www.dspmuranhi.ac.in>** (w.e.f. 26.05.2022).

*Namita Singh*  
25.05.22  
**Registrar**  
**DSPMU, Ranchi**



## **DR. SHYAMA PRASAD MUKHERJEE UNIVERSITY**

(Following Upgradation of Ranchi College, Ranchi, under RUSA Programme, Component-I)

**P.O.: Ranchi College, Morabadi, Ranchi – 834008, Jharkhand.**

Email: [registrardspmuranchi@gmail.com](mailto:registrardspmuranchi@gmail.com), Website: [www.dspmuranchi.ac.in](http://www.dspmuranchi.ac.in)

Ref. No.: DSPMU/G/275/2022

Dated: 25th May, 2022

### **Notice Inviting Re-Tender**

#### **“Providing Canteen Services at Dr. Shyama Prasad Mukherjee University, Ranchi, Jharkhand”**

1. Dr. Shyama Prasad Mukherjee University (DSPMU), Ranchi, Jharkhand invites limited re-tender under two bid system (Part-I: Technical bid and Part II: Financial Bid) from experienced and reputed firms/agencies/companies for **“Providing Canteen Services at Dr. Shyama Prasad Mukherjee University, Ranchi, Jharkhand”**.
2. The interested bidders can visit the university website [www.dspmu.ac.in](http://www.dspmu.ac.in) for details.
3. Interested firms/agencies/companies are advised to visit the University website [www.dspmu.ac.in](http://www.dspmu.ac.in) regularly till closing date of submission of re-tender for any corrigendum/addendum/ amendment.
4. After closing date, any notice regarding re-tender will be published on University website.

**Sd/-  
Registrar**





## DR. SHYAMA PRASAD MUKHERJEE UNIVERSITY

(Following Upgradation of Ranchi College, Ranchi, under RUSA Programme, Component-I)

**P.O.: Ranchi College, Morabadi, Ranchi – 834008, Jharkhand.**

Email: registrar@dspranchi.ac.in, Website: www.dspranchi.ac.in

### SCHEDULE OF RE-TENDER

|  |   |
|--|---|
| Name of the Office Inviting Re-Tender                        | Registrar, Dr. Shyama Prasad Mukherjee University, Ranchi   |
| Nature of Work/ Services                                     | Providing Canteen Services at Dr. Shyama Prasad Mukherjee University, Ranchi, Jharkhand.  |
| Tender No.   | DSPMU/G/275/22, Dated: 25.05.2022   |
| Tender Processing Fee  | <b>Rs. 2500/- (Rupees Two Thousand Five Hundred only)</b>   |
| EMD (Refundable)   | <b>Rs. 50,000/- (Rupees Fifty Thousand only)</b>  |
| Mode of Tender Fee   | The Bidders should submit the Tender Fee (non-refundable) in the form of Demand Draft from any scheduled bank drawn in favour of <b>"The Registrar, Dr. Shyama Prasad Mukherjee University, Ranchi, Jharkhand"</b> payable at Ranchi. |
| Publication of Tender on University website                  | <b>26-05-2022 04:00 PM</b>  |
| Pre-Bid Meeting (if required)                                | <b>01-06-2022 at 3:00 PM</b><br><b>(Dr. Shyama Prasad Mukherjee University, Ranchi)</b>   |
| Last date and time for Submission of tender documents        | <b>02-06-2022</b><br><b>4:00 PM</b>   |
| Date and Time for Opening of the Tender (Technical Bid only) | <b>03-06-2022</b><br><b>2:30 PM</b>   |
| Date and Time for Opening of the Financial Bid               | <b>04-06-2022</b><br><b>2:30 PM</b>   |
| Place of Tender Opening                                      | Dr. Shyama Prasad Mukherjee University, Ranchi  |

**Note:-** If the re-tender is not opened on the above date, due to unforeseen circumstances, then the next working day will be considered as tender opening date.

## **INSTRUCTIONS TO BIDDERS**

1. The required re-tender document can be downloaded from the University Website [www.dspmu.ac.in](http://www.dspmu.ac.in) only.
2. The bidders are requested to read the re-tender document carefully and ensure all the compliance with instructions herein. Non-compliance of the instructions contained in this document may disqualify the bidders from the re-tender process.
3. All offers should be written in the English and price should be written in both, figures and words. The offer should be typed or written by ink pen or ball pen. **Offer in pencil will be ignored.**
4. The agencies/bidders/firms are advised to read carefully the re-tender documents and terms & conditions before quoting/submitting their bid.
5. All the pages of the re-tender documents should be signed and stamped by bidders for their acceptance of all terms and conditions of the tender.
6. Quoting firms must put page number on every page of the bid. It is also required that page nos. of the documents attached should be mentioned against each item of the main bid.
7. The re-tender Fee must be deposited in the form of Demand Draft from any scheduled bank drawn in favour of "**The Registrar, Dr. Shyama Prasad Mukherjee University, Ranchi, Jharkhand**" payable at Ranchi before the last date of bid submission.
8. The Bids, for which re-tender Fee and Bid Securing Declaration Form has been received before the last date of bid submission by the university, will be opened in the presence of Bidders' authorized representatives who choose to attend on the specified date and time. In the event of the date specified for bid receipt and opening being declared as a closed holiday for University, the due date for submission of bids and opening of bids will be next working day or as announced by the University in the appropriate manner.
9. Address and contact numbers for seeking clarifications & Communication: -
  - (a) Address for Communication:  
**The Registrar  
Dr. Shyama Prasad Mukherjee University,  
Morabadi,  
P.O. – Ranchi University,  
Dist.- Ranchi - 834008 (Jharkhand)**
  - (b) Name/Designation of the contact personnel: **Dr. Namita Singh, Registrar**
  - (c) Telephone/Mobile numbers: **+91-98357 46912 (P.S. to Registrar), 0651-2911574**
  - (d) E-mail ID of contact personnel: **registrardspmuranchi@gmail.com**



## QUALIFICATION/ELIGIBILITY CRITERIA

1. The party shall be awarded the work for running a Canteen under as is where is basis with the limited space {Total Area 582 sq. m.} to be provided by the University in the Campus of Dr. Shyama Prasad Mukherjee University, Ranchi.
2. The tenderer should be an Income tax assessee (latest Income Tax return should be enclosed) and is complying with the Indirect Tax also i.e. GST No.
3. **Work Experience:** The tenderer should have at least 03-years' experience in running a Canteen in an Educational Institution/University/Government Organization/PSU/Hospital and operation/running of food courts at public premises. Documentary evidence such as experience certificate, issued from the concerned educational institution/University/Govt. Organization/PSU/Hospital and operation/running of food courts at public premises should be furnished.
4. The bidders should have annual turnover of Rs. 30.00 lakhs per annum. The bidders should provide separate balance sheet, certified by chartered Accountant, for last three years ending 31st March, 2022.
5. Turnover during the last 3 years along with balance sheets and Profit & Loss accounts need to be submitted up to 31st March, 2022.
6. Initially, the contract will be given for 12 months. The Canteen Management Committee will assess the performance of the establishment after completion of tenure. The contract may be considered for renewal after mutual consent for another year and so on.
7. If at any stage the involvement of the Contractor is found, if 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 of the University by giving one month's notice.
8. The Contractor will dispose-off the garbage outside the campus of the University at his own cost and should keep the premises clean.
9. University reserves the right to accept or reject any or all tenders without assigning any reason whatsoever. The contract may be terminated after giving one month notice by the University. In case Contractor wants to terminate the contract, they have to give minimum two months' notice.
10. The contractor will be required to deposit tender document fee of **Rs. 2500.00 (Rupees Two Thousand Five Hundred Only)** in the form of DD from any Nationalized/Scheduled Bank in favour of "**The Registrar, Dr. Shyama Prasad Mukherjee University**" payable at **Ranchi**.
11. The tenderer should furnish **Earnest Money Deposit (EMD)** for a value of **Rs. 50,000.00 (Rupees Fifty thousand only)** for canteen services in the form of DD from any Nationalized/Scheduled Bank in favour of "**The Registrar, Dr. Shyama Prasad Mukherjee University**" payable at **Ranchi**.



12. The Contractor will be required to deposit **Rs. 3,00,000.00 (Rs. Three Lakh Only)** as performance security deposit for Canteen in the form of PBG/DD/FD.
13. The premises of the Canteen will be used for the purpose for which the allotment will be made and not for any other purpose.
14. No person with any adverse police record will be allowed to work in the Canteen.
15. Safety measures are to be provided by the Contractor themselves. He should install fire extinguisher etc. at appropriate places to prevent fire hazard.
16. Any change like timing of operation, rate of items and any addition of item (s) to be included in the Canteen in future will require the permission of the University.
17. The tenderer should have license under **Food Adulteration Act 1955/FSSAI/Any other statutory license**.
18. 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.
19. The University shall not be the party in case of any dispute between the Contractor and their employees.
20. Dispute, if any, between the Contractor and the University shall be subject to the jurisdiction of Ranchi only.
21. Minimum rent of canteen premises shall be @ Rs. 1,25,287/- per month. Electricity bill, water charges will be borne by the bidder on monthly basis. The monthly rent will be revised initially after 3 years. **The highest rent bidder will be considered for running the canteen in the University premises as for award of the work.**
22. The price of food and other services will be inclusive of all taxes like GST etc.
23. The food served by the caterer has to be prepared in clean and hygienic and safe conditions as per the menu and healthy sanitary methods.
24. Caterer should wash and maintain dining hall, hand-wash area, dish wash area etc. in highly clean conditions, caterer should also provide hand sanitizer and hand wash.
25. Any tender without the tender fee and EMD will be considered as Non-responsive and will be summarily rejected.
26. The tenderer should submit the bid through Speed Post/Courier/by hand up to **04.00 PM** on or before **02-06-2022** along with the Demand Draft towards EMD amount and tender document fee. The tender can be submitted on all workings days up to the above closing date.
27. The tender inviting authority may extend the last date for submission of tender by issuing an amendment.
28. The sealed tender envelope shall be addressed to **“THE REGISTRAR, Dr. SHYAMA PRASAD MUKHERJEE UNIVERSITY, RANCHI,**



- JHARKHAND".** The Tender envelope shall contain clearly the name and address of the Tenderer prominently, with Phone Number, email ID and Postal address.
29. Information relating to the examination, clarification, evaluation and comparison of tenders and recommendations for the award of contract shall not be disclosed to tenderers or any other persons not officially concerned with such process until the award to the successful tenderer has been announced.
30. In case of Tie, the committee members may resolve the tie situation based on highest turnover and experience of the bidders. The Committee decision shall be final and abiding for all the parties.
31. University shall provide the following:
- Water for cooking, washing and cleaning on monthly chargeable basis to be borne by the bidder.
  - Drinking water on monthly chargeable basis to be borne by the bidder.
  - Electricity for exclusive purpose of running the dining facilities on chargeable basis to be borne by the bidder.
  - The caterer should adopt better conservancy measures as water is precious for human life and no wastage is allowed.
32. Procurement of the items, raw materials required for performing the contract is the responsibility of the caterer with the approval of the Canteen committee.
33. Indicative list of the items to be procured is as below;
- First/Good quality of vegetables, fruits, provisions, dairy products/meat etc.,
  - Caterer shall use only reputed brand of raw materials and approved quality items for preparing the food. Brands of products will be decided by the Canteen Committee, DSPMU, Ranchi. **Cash memo of all the raw materials and edible items purchased by the bidder, should be provided as and when required by the University.**
  - The caterer should be solely responsible for the arrangements of gas refills and their safety.
  - The caterer shall provide catering services as given in the menu annexed to the agreement. The cost of the items is inclusive in all respect. No additional cost is payable or reimbursable by the DSPMU, Ranchi.
  - The caterer shall make his own arrangement for procuring utensils/plates glasses & cutlery. etc.
  - Caterers should not use any artificial colour, preservatives and other harmful chemical additives' (say, for example, mono- sodium glutamate) in any of the dishes or even store them in the mess premises. (Note: the above list is indicative and not exhaustive).
34. The premises of the canteen should be kept clean and tidy on daily basis and the contractor shall be fully responsible for the maintenance of hygiene as per the



standards required by the Municipal/Health Department. **The removal and disposal of the garbage on daily basis by the Municipal Corporation or any other authorized agency should be managed by the bidder itself.**

35. Responsibility and safeguard of the canteen (DSPMU, Ranchi) property shall be with contractor. Damage to the DSPMU property will be recovered from security deposit of contractor.
36. DSPMU shall not provide any additional facilities to the canteen, other than the existing.
37. The contractor should not transfer/sublet the management to any other individual or agency. The proprietor or his authorized representative should be present in the premises and supervise the day-to-day affairs of running of canteen and shall not give scope for any complaints either from students/staff or customers.
38. The canteen should run in the name of the University canteen and other name should not be used. The walls and surroundings of the mess should not be used for paintings/advertisement. Stay of unauthorized persons beyond canteen hours or indulging in anti-social activities shall be viewed seriously and proper action will be initiated in such cases.
39. The authorized DSPMU officials shall have every right to inspect the canteen without any notice and take appropriate action.
40. The contractor should not cater items which are not approved. As per state **"Govt. guidelines, cigarettes, pan & Gutka, liquor etc., are strictly prohibited. NO-TOBACCO ZONE in and 100 meters away from University gate"**.
41. In case of violation of terms & conditions the DSPMU may take appropriate action and/or terminate the agreement, including the forfeiture of Security Deposit.
42. The Canteen will be open during Summer Vacation, Mid-Semester Break and Winter Vacation.
43. Staff strength in each category of Cooks, helpers should be optimum and of sound health and finalized in consultation with Canteen Management committee of DSPMU.
44. Employment of child laborers (below 18 years) is totally prohibited. It is responsibility of the caterer to comply with all formalities of Labour office including obtaining necessary labour license of the Govt of Jharkhand of the current works. The contractor should provide to Date of Birth (DoB) proof of workers and Aadhar card no. of the person employed.
45. The employees of the caterer should wear **proper uniform** and should carry **proper identity card** (ID-Card).
46. The items of food served will be checked by the quality committee constituted by the Canteen Management Committee of DSPMU. Such quality audit may

be a test audit or random audit. In case of dispute on quality between caterer and the quality committee, Registrar DSPMU will be the sole arbitrator and his/her decision shall be final and binding on both the parties. Since the service includes food and eatable, PFA Rules

47. All the guidelines as specified in the **Food Adulteration Act 1955** will be binding on the bidder and registered in the state of Jharkhand at appropriate authorities.
48. The contractor will be fully responsible for the repair/maintenance, cleanliness, breakage and damage done to the building and sanitary, electrical and any other fittings and fixtures installed in the space provided to him by the University for the purpose of preparing lunch, tea and coffee.
49. All food items should be duly certified by **Food Safety Standards Authority of India (FSSAI)**.

**50. Acknowledgement:**

It is hereby acknowledged that I have gone through the entire tender document and various conditions mentioned hereunder and we agree to abide by them.

**Date:**

**Signature of Tenderer Official**

**Place:**

**Seal and Address**



## **Appendix 1**

### **List of Items (Menu): For Canteen Services**

To be served at the rates at which they are to be served and the quantum that should be maintained.

#### **RATES PROPOSED TO BE CHARGED FOR THE ITEMS SERVED**

| <b>S. No.</b> | <b>Items</b>  | <b>Quantity</b>           | <b>Measure</b>                | <b>Rate Offered</b> |
|---------------|---|---------------------------|-------------------------------|---------------------|
|               | <b>BEVERAGE</b>   |                           |                               | <b>Rs.</b>          |
| 1.            | Hot coffee  | 150 ml                    | Per Cup                       | 12                  |
| 2.            | Tea regular   | 150 ml                    | Per Cup                       | 7                   |
| 3.            | Tea Lemon   | 200 ml                    | Per Glass                     | 7                   |
| 4.            | Lassi   | 200 ml                    | Per Glass                     | 10                  |
|               | <b>MACHINE BASED</b>  |                           |                               |                     |
| 5.            | Coffee  | 150 ml                    | Per cup                       | 12                  |
| 6.            | Cold Drink  | 200 ml                    | Per cup                       | 10                  |
| 7.            | Tea   | 150 ml                    | Per cup                       | 7                   |
| 8.            | Standard cold Drink<br>All Brand available in the<br>Market             |                           |                               | As per<br>MRP       |
| 9.            | Mineral Water<br>(Standard)   | 1 litre/500 ml/<br>200 ml | Per Bottle                    | As per<br>MRP       |
|               | <b>SNACKS &amp; LUNCH</b>   |                           |                               |                     |
| 10.           | Samosa (Potato) with Chutney  | 120 grams each            | per piece                     | 7                   |
| 11.           | Kachori with Chutney  | 120 grams each            | per piece                     | 7                   |
| 12.           | Gulab Jamun   | 50-70 grams<br>each       | Per piece                     | 10                  |
| 13.           | Chole Bhature   | 120 gm Chole              | Per Plate/<br>2 pieces        | 30                  |
| 14.           | Lunch (Roti & Rice, Dal &<br>Two Subji, Veg Salad, Papad,<br>Achar etc) |                           | Roti, Rice &<br>Dal unlimited | 50                  |
| 15.           | Bread Pakoda (2 piece)  | 100 grams each            | Per Plate/<br>2 pieces        | 15                  |
| 16.           | Masala Dosa each with<br>Sambar   | 175 grams                 | Per Plate                     | 45                  |
| 17.           | Plain (sada) Dosa with<br>Sambhar                                       | 150 grams                 | Per Plate/2<br>pieces         | 35                  |
| 18.           | Uttappam with chutney/<br>Sambhar                                       | 120 gram                  | Per Plate                     | 40                  |
| 19.           | Vada (2 pieces) each with<br>Sambhar                                    | 120 grams each            | Per Plate                     | 25                  |
| 20.           | Veg. Cutlet (2 piece) with<br>sauce                                     | 100 grams each            | Per Plate                     | 20                  |

|     |   |                |           |     |
|-----|---|----------------|-----------|-----|
| 21. | Veg. Sandwich (Two Slice of Bread with sliced Fresh Vegetables and spread)            |                | Per Plate | 20  |
| 22. | Cheese Sandwiches (Two Slice of Bread)  |                | Per Plate | 30  |
| 23. | Bread and Butter (Two Slice of Bread with Butter spread)                              |                | Per Plate | 15  |
| 24. | Bread and Jam (Two Slice of Bread with Jam spread)                                    |                | Per Plate | 10  |
| 25. | Bread Piece (four Slice of Bread Roasted in oil or ghee)                              |                | Per Plate | 10  |
| 26. | Veg. Burger (Two Slice of Bun with veg fillings, sliced Fresh Vegetables and Lettuce) |                | Per Plate | 25  |
| 27. | Pizza   | Medium Size    | Per Plate | 80  |
| 28. | Idli (4 pieces) with sambhar & chutney  | 100 grams each | Per Plate | 30  |
| 29. | Dhokla  | 100 grams      | Per Plate | 25  |
| 30. | Upma with chutney   | 200 grams      | Per Plate | 25  |
| 31. | Poori (5) with sabji  | 200 grams      | Per Plate | 25  |
| 32. | Pauv Bhaji (2 pieces of pauv)   |                | Per Plate | 25  |
| 33. | Veg. Biryani with curry/raita   | 200 grams      | Per Plate | 40  |
| 34. | Rajma Chawal  | 200 grams      | Per Plate | 30  |
| 35. | Seasonal Vegetable curry  |                | Per Plate | 20  |
| 36. | Puri Aloo (3 no.'s) with sabji  |                | Per Plate | 20  |
| 37. | Ice Cream   |                |           | MRP |
| 38. | Yoghurt   |                |           | MRP |
| 39. | Flavoured Milk  |                |           | MRP |
| 40. | Juices (Tetra Pack)   |                |           | MRP |
| 41. | Vegetable Fried Rice  | 250 grams      | Per Plate | 40  |
| 42. | Jeera Rice  | 250 grams      | Per Plate | 30  |
| 43. | Paneer Curry/Masala   | 200 grams      | Per Plate | 40  |
| 44. | Plain Roti  |                | Per Piece | 3   |
| 45. | Butter Roti   |                | Per Piece | 5   |
| 46. | Tandoori Roti   |                | Per Piece | 5   |
| 47. | Tandoori Roti (Butter)  |                | Per Piece | 6   |
| 48. | Butter Nan  | 200 grams      | Per Piece | 20  |



|     |  |                   |            |       |
|-----|--|-------------------|------------|-------|
| 49. | Stuffed Nan/Stuffed Paratha                  | 200 grams         | Per Piece  | 25    |
| 50. | Dal Fry (Tur Dal)                            | 200 grams         | Per Plate  | 20    |
| 51. | Aloo Gobi Masala                             |                   | Per Plate  | 20    |
| 52. | Dum Aloo                                     |                   | Per Plate  | 15    |
| 53. | Omelette (2 Eggs)                            |                   | Per Plate  | 20    |
| 54. | Omelette (1 Egg)                             |                   | Per Plate  | 10    |
| 55. | Dahi-Chura                                   | 200 + 100 grams   | Per Plate  | 30    |
| 56. | Poha   | 100 gram          | Per Plate  | 15    |
| 57. | Jalebi                                       | 100 gram          | Per Plate  | 10    |
| 58. | Biscuit                                      |                   |            | MRP   |
| 59. | Cake   |                   |            | MRP   |
| 60. | Litti Plain                                  | Std. Size 2 Piece | Per Plate  | 20    |
| 61. | Dhuska Aloo Matar/Shikar                     | Std. Size 2 Piece | Per Plate  | 25    |
| 62. | Chilka Subji                                 | 4 Pieces          | Per Plate  | 25    |
| 63. | Litti with Ghee with Aloo and Tomato Chutney | 2 Pieces          | Per Plate  | 30    |
| 64. | Vegetable Fried Rice with Manchurian         | 250 grams         | Per Plate  | 60    |
| 65. | Veg. Chowmin                                 |                   | Half Plate | 30/50 |
| 66. | Chili Potato/Chili Paneer                    | 200 grams         | Per Plate  | 40/60 |
| 67. | Veg. Momos                                   | 10 Pieces         | Per Plate  | 30/50 |

**\* Any other food item not mentioned in the above table and are required as per student demand after approval from the University authority.**

**Note:**

1. The above rates are applicable for the entire contract period mentioned in the document.
2. The tender should cater to any minor modifications in the menu items as requested by the students and approved by the Canteen Management Committee of DSPMU without any additional cost.
3. The Tender should also include additional items in the menu as decided by the University. Price for such items will be decided based on the price of similar items on the existing menu list.
4. Tenderer should also abide by the decision of the University and terms and conditions mentioned in the schedules.

**Signature of the Tenderer with Seal**

**(In all the above pages also, the Signature of the tenderer with seal should be incorporated).**

**Technical Bid****TENDER FOR RUNNING THE CANTEEN SERVICES AT Dr. SHYAMA PRASAD  
MUKHERJEE UNIVERSITY, RANCHI**

| <b>S. No.</b> | <b>Details to be Furnished by the Tenderer</b>   | <b>Details provided by the Tenderer</b> |
|---------------|--|---|
| 1.            | Name and address of the caterer with phone no. and e-mail ID, if any.  | :                                       |
| 2.            | Registration number and date of registration of the company/cooperative/agency/SHG/Society, if any.<br>(Certificate to this effect should be enclosed)   | :                                       |
| 3.            | Year of Establishment  | :                                       |
| 4.            | Type of Organization:<br>(Whether Proprietorship, Partnership, Private Ltd. Company or Co-operative body etc.).<br>In case the applicant is a non-individual, Certified copy of a Partnership deed/ Certificate of Incorporation/Certificate of Registration issued by the Registrar of Cooperative Societies/as the case, should be enclosed. | :                                       |
| 5.            | Enclose Experience certificates from previous clients with contact no. since the year 2015 - 2021 separately in respect of services rendered/catering for 3 years.   | :                                       |
| 6.            | No. of Food courts/Canteen facilities Run in Academic Institutes/University/Govt. Organization<br>(Provide all supporting documents)   | :                                       |
| 7.            | Whether Quality Certification obtained for any of the Food Courts/Canteen Facilities<br>(Provide all supporting documents)   | :                                       |
| 8.            | Annual Turnover (Rs. In Lakhs) for the years 2015 – 2016, 2016 – 2017, 2017 – 2018, 2018 – 2019, 2019 – 2020, 2020 – 2021 and 2021 – 2022 (any three years).<br>Financial statements showing turnover duly certified by a Chartered Accountant should be furnished.  | :                                       |



|     |   |   |  |
|-----|---|---|--|
| 9.  | PAN Number (photocopy to be enclosed)   | : |  |
| 10. | Service tax, Sales tax/ GST Registration No., FSSAI Certificate<br>(Number and photocopy of certificates to be given) | : |  |
| 11. | Shops and Establishments Act registration No. of the competent Authority .(Photocopy to be furnished)                 | : |  |
| 12. | Labour Licence, EPF, ESI of the currents works to be provided   | : |  |
| 13. | Any other Information   | : |  |

\* List to be enclosed with full address and phone numbers.

Further it is certified that I/We will abide by the technical and commercial terms and conditions of the Tender and also other rules and regulations of Dr. Shyama Prasad Mukherjee University, Ranchi, Jharkhand.

**(Signature of the Tenderer with seal)**

**Financial Bid**  
**Format for Financial Bid**

To  
The Registrar,  
Dr. Shyama Prasad Mukherjee University,  
Morabadi, Ranchi,  
Jharkhand.

Madam,

**Sub:** For providing Canteen Services at Dr. Shyama Prasad Mukherjee University, Ranchi.

In response to your advertisement for providing “**Canteen Services**” at **Dr. Shyama Prasad Mukherjee University, Ranchi** we herewith submit our Financial bid.

|  |   |
|--|---|
| <b>Minimum rent of canteen premises shall be @ Rs. 1,25,287/- per month.</b> | <b>Rs. ....</b><br><b>(Rupees.....)</b> |
|--|---|

\* Menu & rate of food is available at Appendix 1.

\*\* The highest rate of rent will be consider for award of work.

# Closed Area – Kitchen, Counter, Store room and placed utilization for preparation of food.

## Open Area – Sitting and Service area

**Date:**

**(Signature of the Tenderer with seal)**



**Appendix 4****Check List (Strike off which is not applicable)**

| S. No. | Details  | Yes/No | Page No. |
|--------|--|--------|----------|
| 1.     | Income Tax Assessment Certificates furnished/ITR filed copy  |        |          |
| 2.     | PAN No. and GST No.  |        |          |
| 3.     | Work Experience of successfully completing canteen service contract from an educational institute/University/Govt. Organization/PUC etc. Provide Completion Certificate. |        |          |
| 4.     | Tender Fee Rs. 2,500.00<br>Earnest Money Deposit Rs. 50,000.00<br>(Complete details required)  |        |          |
| 5.     | Registration No. of the Firm/Organization etc.   |        |          |
| 6.     | Last three years Turnover and Balance Sheets/P & L A/c etc. certified by the Chartered Accountant till 31.03.2022.   |        |          |
| 7.     | a) FSSAI CERTIFICATE<br>b) Service Tax No.<br>c) Valid Labour Licence documents of current contracts   |        |          |
| 8.     | Whether all schedules and all tender papers are properly signed and stamped.   |        |          |
| 9.     | Letter of Tender cum declaration as per Appendix furnished   |        |          |
| 10.    | Declaration about the family members not working at Dr. Shyama Prasad Mukherjee University, Ranchi, Jharkhand furnished.   |        |          |

(Signature of the Tenderer)

(Name and Address)

(Company Seal)

**DECLARATION**

I/We having our office as mentioned under declare that I/we have never been blacklisted by any State Government/Central Government or any State/Central PSU.

**Signature**

**Name**

**Designation**

**Name of the Agency**

**Address of the tenderer**

**Seal of tenderer**

**Date :**

**Place :**