

CHANAKYA NATIONAL LAW UNIVERSITY

Nyaya Nagar, Mithapur, Patna-1, Phone No: 0612-2352309, Website: <http://cnlu.ac.in>

NIQ No. : 07/2022-23 Group E

Date: 05-08-2022

E-TENDER NOTICE FOR CANTEEN SERVICES IN HOSTELS OF CNLU

Chanakya National Law University invites the quotations through E-tendering System from reputed Indian Service providers for running Canteen Services in large capacity hostels with the strength of about six hundred students (Boys and Girls Hostel).

CNLU hereby publish the TENDER on e-tendering Portal (Website) i.e., <https://www.tenderwizard.com/CNLU> in Electronic mode hereinafter referred as “e-Tendering” and TENDER will be here under called as “e-Tender”. The e-tender published online through above portal (website) consisting of standard tender conditions, specifications, schedule of quantities, drawings (if any) for above referred work. Please note that copy of the above e-tender can be downloaded from this portal and should be mandatorily submitted in Online Electronic Mode hereinafter referred as “Online Offer”.

Support

1. Prospective quotationers should contact our service provider M/s Karnataka State Electronics Development Corporation Ltd. {KEIONICS (KSEDC)}, 1st floor, Old Bank of India compound, M/22, Building, Road No.- 25, S K Nagar, Patna 800001, Mobile no.:- 9771414548, 9771414547, 9934589011, 7542028164, E-mail : twbihareproc@etenderwizard.com between 10:00 am and 05:00 pm of working days for E-Tendering process related queries.
2. Any Suggestions / Clarifications / query related to tender terms & conditions and work mentioned in tender document may be put forth in the pre-bid meeting or through written letter / e- mail to registrar@cnlu.ac.in up to 20/08/2022 till 01:00 pm.

Instructions for E-Tendering

1. **Tender Quotationing Methodology:**
 - a) Technical Quotation & Financial Quotation
2. **Broad outline of activities from Quotationers prospective**
 - a) Quotationer should procure Digital Signing Certificate (DSC)-III
 - b) Quotationer should register on our e-Procurement portal i.e., <https://www.tenderwizard.in/CNLU>
 - c) To use the Electronic Tender portal quotationer need to register on the portal. Registration of each organization is to be done by one of its senior person vis-a-vis Authorized Signatory who will be the main personnel coordinating for the e-tendering activities. In the above portal terminology, this person will be referred to as the Super User (SU) of that organization.

For further details, please visit the <https://www.tenderwizard.in/CNLU> and follow further instructions as given on the site.

- d) After registration quotationer should create Users and assign roles of the authority of his / her firm on the above portal
- e) Quotationer can view Notice Inviting Tender (NIT) or Notice Inviting quotation on the above portal
- f) Quotationer can also download the Official Copy of Tender Documents from the above portal
- g) Quotationer should submit its quotation through above portal
- h) Quotationer may attend the Public/Limited Online Tender Opening Event (TOE) on the above portal

3. Digital Certificates

- a) For integrity of data and authenticity/ non-repudiation of electronic records, and to be complaint with IT Act 2000, it is necessary for each user to have a Digital Certificate (DC). also referred to as Digital Signature Certificate (DSC) of Class III or above, issued by a Certifying Authority (CA) licensed by Controller of Certifying Authorities (CCA) [refer <http://www.cca.gov.in>].

Chanakya National Law University invites the quotations through E-tendering System from reputed Indian Service providers for running Canteen Services in large capacity hostels with the strength of about six hundred students (Boys and Girls Hostel). The service providers is to provide the food items as per list stipulated in the Financial Bid.

Service provider may also provide packaged food materials as per the demand of the students.

Responsibility of the contractor

- The contractor shall be responsible in all respects for providing canteen service in the assigned hostel as per the time scheduled strictly as conveyed and duly acknowledged by him/ them at the time of accepting the contract and as per food materials, snacks, biscuits etc. to be communicated to them from time to time.

Scope of work

1. The university will provide counter and space for displaying, selling and serving the items for which the service provider will have to offer there rate in the financial bids.
2. The semester periods will be Mid-January to Mid-May and July to Mid-December for each year. service provider of canteen has to procure the raw materials (as per annexure- II) of good quality as per requirement and shall arrange for proper storage within the space provided.

3. The employees of the service provider viz. cooks and the helpers of required number will prepare the items with proper care and caution including washing, cutting and cleaning before the edible preparations.
4. The service provider is supposed to take the help of the female staff and helper in the girl's hostel. The cooked food that is ready to be served shall be kept with proper cover, keeping it hot in specified storing articles provided for this purpose. It should not be made ready, so early that it requires reheating and never served cold.
5. It is to be sold at agreed price as per agreement. Accordingly, the service provider shall prepare and keep the snacks articles ready in the allotted hostel. It is also the duty of the service provider and their employees to keep the adjoining area totally clean by mopping the area with proper cleaning agent after each meal.
6. The dining tables will also be mopped and kept clean to avoid collection of dirt, dust and files. The wash basins, water coolers, servicing utensils and mess/kitchen equipment will also have to be kept clean and dust free.
7. The university will provide electrical equipment's such as water coolers, water purifiers etc.
8. Service provider has to pay the monthly fixed rental charges of Rs. 3000/- (Three Thousand) for space in each hostel + electrical charges extra during the pendency of contract.
9. The cooking area and preparation areas including trays will have to be washed after the completion of the activities every day.
10. The service provider shall ensure that there is no water logging within the premises where the dining, washing, cooking preparation areas are located and which can give rise to breeding of insects, mosquito etc.

Eligibility

Bidders having the below mentioned documents shall be eligible for participating in this tender. List of documents are as mentioned below:

1. Scan of duly signed & stamped scan of document in which Name of the Firm, Address with contact number, FAX, E-mail of the Firm and Firm's Bank Account Details with Bank Name & Address and IFSC / RTGS codes mentioned.
2. Scan of PAN card (in name of Proprietor in case of Proprietorship Firm) & GST certificate.
3. Scan of Affidavit as per Annexure-I
4. Scan of updated Labour License. (If not available bidder need to submit if he / she declared L1)
5. Scan of Food license issued by competent authority.
6. The agency must have carried out three similar works during the last three years in Government / Autonomous organizations or Public Sector Undertakings or Reputed Companies. Copy of **work orders along with satisfactory performance certificate from competent authority should be uploaded by Quotationer.**
7. Scan of the receipt of depository through NEFT / RTGS for EMD.

8. Scan of the receipt of depository through NEFT / RTGS for Cost of Document.
9. Scan of Document in support of average annual turnover of Rupees Five Lakhs (Rs. 5,00,000/-) in financial year 2018-19, 2019- 20 and 2020-21.
10. Copies of last three years audited Profit & Loss Accounts and Balance Sheet.
11. Copies of IT return of financial year 2018-19, 2019-20 and 2020-21.

Important Date & Time

- ✓ Last date & time of online submission : up to 03:00 pm on 25/08/2022
- ✓ Pre-Bid Meeting date & time : at 13/08/2022 at 12:00 pm
- ✓ Online Opening of Technical Quotation date & time :at 01:00 pm on 26/08/2022
- ✓ Online Opening of Financial quotation date & time :at 01:00 pm on 30/08/2022
- ✓ Place of all meeting : Chamber of Registrar

Availability of Tender

Tender documents can be available for download in the tender section at front page of CNLU website i.e., <https://cnlu.ac.in> and in the CNLU's e-Tender portal i.e., <https://www.tenderwizard.in/CNLU>

Other General Conditions

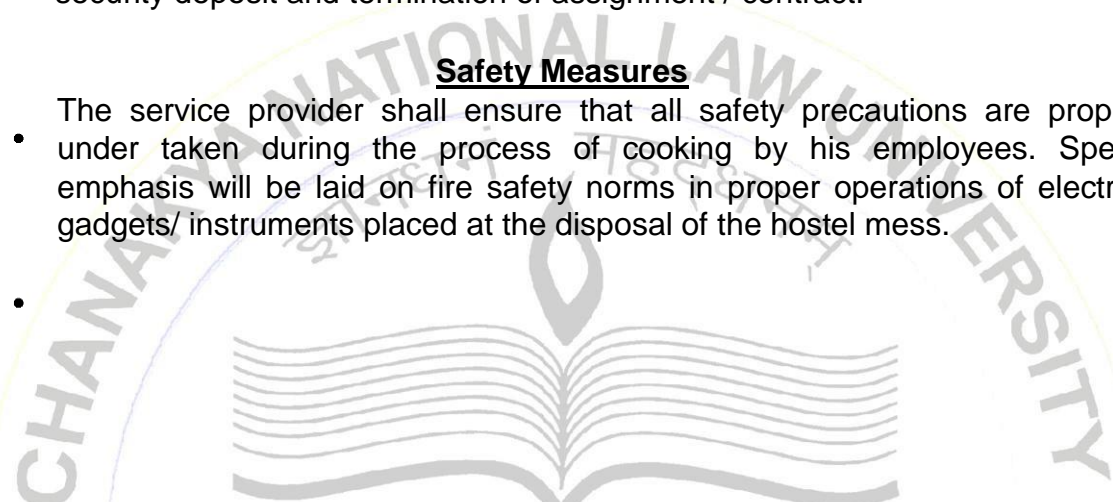
- All the service boys should have common dress with photo identity card. Name of the particular hostel should be printed on front/back of shirt/T-shirt of each service boy. Separate supervisor shall be appointed by service provider to each hostel.

Penalty

- Non-compliance with terms and conditions may entail imposition of penalty on the service provider. The penalty amount would be decided by the University in consultation with the concerned service provider, as and when necessary. Deficient up- keeping and non-maintenance of hygiene in the cooking/ cleaning /dining area may also entail imposition of penalty to be fixed by the said authority as deemed fit. Repeated offense may result in forfeiture of security deposit and termination of assignment / contract.

Safety Measures

- The service provider shall ensure that all safety precautions are properly under taken during the process of cooking by his employees. Special emphasis will be laid on fire safety norms in proper operations of electrical gadgets/ instruments placed at the disposal of the hostel mess.
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Good behaviour and prompt service

The service provider firm shall ensure that the quality of service is courteous and prompt and is in accordance with the laid down specifications. Quality of material should be of a good grade branded and of acceptable standard. The service provider shall use ISI brand / AGMARK items wherever available. The staff of mess contractor should behave proper and in decent way to the students as well as employees of the university. The entire staff of mess shall refrain themselves from taking intoxicating things.

Arbitration

Any dispute arising out of this contract shall be referred to the Vice-Chancellor, CNLU, Patna whose decision will be final and binding on both the parties.

System of payment

The service provider shall collect the charges directly from students against the money receipt issuable to the students and ensure that no dues is allowed to accumulate. For accumulation of dues the contractor will be solely responsible.

Conditions as to acceptance

1. CNLU, Patna does not bind itself to assign the NIQ work to any party and reserves the right to accept/reject the whole or any part of the NIQ without assigning any reason thereof.
2. Acceptance of the offer by the University will be conveyed by a letter of acceptance from the office of the Registrar, CNLU, Patna.

Financial Terms

- 1) Cost of tender fee: Rs.2,000.00 (Rupees Two Thousand Only) and should be submitted through **NEFT / RTGS to our Account Number 625901144189.of ICICI Bank, Branch: Exhibition Road, Patna, IFSC Code: ICIC0006259.** Scan of the receipt of depository should be uploaded on our e-tendering portal while submitting the quotation.
- 2) Tender processing fee: Rs. 826.00 (Rupees Eight Hundred Twenty Six Only) with GST should be submitted through payment gateway to service provider.
- 3) EMD Cost: Rs. 10,000.00 (Rupees Ten Thousand Only) should be submitted through **NEFT / RTGS to our Account Number 625901144189.of ICICI Bank, Branch: Exhibition Road, Patna, IFSC Code: ICIC0006259.** Scan of the receipt of depository should be uploaded on our e-tendering portal while submitting the quotation. Bids without the full EMD will be summarily rejected. No cheque or Bank guarantee shall be accepted towards EMD payment.
- 4) EMD of unsuccessful bidder will be refunded after awarding the contract to the successful bidder.
- 5) Security deposit of Rs.25,000/- (Twenty Five Thousand) of DD in favour of "Registrar, Chanakya National, Law University" refundable at the time of expiry/termination of contract. It is to be submitted after issue of work order.

Agreement & Performance Security

1. Successful quotationer shall enter into the agreement on **Rs. 1,000.00 (Rupees One Thousand) non judicial stamp paper** within **fifteen (15) working days** from the **date of work order**.

2. Initial Performance security shall be **5% (Five Percent)** of the amount of the agreement mentioned in LOA. EMD shall be adjusted in amount of performance security. Successful quotationer can deposit amount of performance security after deducting amount of EMD in form of **NEFT / RTGS/ DD / Bank Guarantee / Fixed Deposit** for performance security at the time of agreement.

List of Employees

- The successful bidder will be required to submit list of his/ her employees of good conduct to the University authority.

Failure and termination

If the performance of the service is not satisfactory, the Mess and Hostel Welfare Committee of the University may take the any or all of the actions mentioned hereunder:

1. Recommend cancellation of the contract awarded to the contractor to competent authority and/ or impose reasonable fine.
2. Arrange another service provider from waiting list.
3. CNLU, Patna shall not be responsible for any loss, damages, etc. suffered by the service provider as result of such termination of contract.

Legal Jurisdiction

Legal dispute that may arise out of this bilateral contract are subject to the jurisdiction of courts at Patna (Bihar) only.

Other Conditions

1. The applicant shall ensure that he has a minimum of two nos. of staff in each hostel.
2. The breakfast, for the boys and girls shall be prepared separately at respective hostels on all days. The food prepared at one hostel shall in no case be transported to the other hostel by 'thela' or any other means whatsoever.
3. Water must not be added in the milk. If at any time, the majority of the members of Mess and Hostel Welfare Committee or Food Inspection Committee are of the opinion that water was added in the milk, then a fine of Rs. 5000/- shall be imposed upon the Service Provider by the University.
4. In the canteen area of boys' hostel and girls' hostel big dustbins should be made available for keeping used plates. Waste materials must be thrown on appropriate place outside the University campus. The operation of canteen shall in no case be responsible for making the university premises dirty or untidy.
5. As a general rule in case of unsatisfactory services provided by service provider, for the first time, warning shall be given to him and seven days' time for improvement shall also be given. If the same is repeated again, the reasonable fine may be imposed upon by him by the committee. If repeated

more than twice, recommendation for termination of contract may be issued. But in exceptional circumstances, the University reserves the right to impose fine and / or terminate contract on the very first instance, without any prior notice.

6. The canteen can be operated as long as students are happy and satisfied with the services. In the event of complaint by majority of the students as represented by the Mess and Hostel Welfare Committee, the university reserves the right to take appropriate action including termination of this contract by giving minimum 15 days' Notice in advance. In exceptional circumstances contract may be terminated by without any prior notice.
7. The exemption shall be provided to the students in the payments of mess fee on holidays occurring within the semester schedule and extending to 4 days or more.
8. Rates will be revised initially after 12 months on semester basis as per mutual agreement between Mess and Welfare Committee and bidder.

Rates and Taxes

The quote for different items/ services should be inclusive of all taxes/charges levied by the appropriate Govt. wherever applicable. The list of items are annexed vide Annexure-II

Amendment of Bid Document

- a) At any time prior to the last date for receipt of Bids, the bidder may for any reason, whether at its own initiative or in response to a clarification requested by a prospective Bidder, modify the Bid Document by an amendment.
- b) The amendment will be notified through official website of Chanakya National Law University for all the prospective Bidders.
- c) In order to afford prospective bidder reasonable time in which to take the amendment into account in preparing their Bids, the Client may, at its discretion, extend the last date for the receipt of the Bids.

Declaration by Quotationer on a non-judicial stamp paper of value Rs. 100/-

I / we declare

that my / our company
namely.....

..... has not been black listed by any Government / Non-Government Organisation nor should have any litigation enquiry pending and / or initiated by any of these Department or Court of Law with regards to the works executed by our company since incorporation. No FIR has been lodged against us.

that all the terms & conditions , scope of work & eligibility criteria of NIQ No.-07/2022-23 Group E dated 05/08/2022 are acceptable to me / us.

that the documents annexed along-with the quotation are genuine and not tampered by me / us while copying.

If my / our declaration above found fake or forged then:

- i. my quotation document shall be rejected
- ii. Letter of Intent / Purchase Order / Agreement, if issued, shall be cancelled and
- iii. FIR shall be inflicted against my / our company / firm by the University.

Signature of the Quotationer / Authorized Signatory (Name & Designation)

Seal of the Quotationer

Place

Date

(To be printed on firm's letterhead)

**Tender invitation from catering agencies for providing canteen facility at CNLU
Boy's & Girl's Hostel****PRICE BID**

To
The Registrar
Chanakya National Law University, Patna

1. Snacks items

Items	Quantity	All-inclusive Unit Rate (Rs.)
Idly (with usual add-ons like – Chutney 30 gms and sambar 50 gms)	2 Nos of 40 gms each	
Poha (with usual add ons)	150 gms	
Butter Toast (White/Brown)	2 Pieces	
Kachori (with chutney)	1 Piece (50 gms)	
Omelette	1 egg	
Bread Omelette	1 egg and 2 piece bread	
Sprouts	150 gms	
Bread Pakoda	1 Piece	
Pasta (Red/White)	200 gms.	
1 Masala Dosa (with usual add-ons like – Chutney 30 gms and sambar 50 gms)	Normal size (1 piece)	
1 Onion Utthapam (with usual add-ons like – Chutney 30 gms and sambar 50 gms)	100 gms	
Veg. Noodles (Maggi)	300 gms/ 1 packet	
Veg Fried rice (Basmati Rice)	300 gms	
Veg Manchurian	4 Piece	
Veg. Chilli	250 gms	
Veg Pizza (Standard Size)	1 Pcs	
Paneer Chilli	4 Piece	
Mushroom Chilli	200 gms	
Chicken Chilli	4 Piece	
Cheese Sandwich	1 Piece	
Chicken Chilli	4 Piece	
Samosa/ Kachori (with sauce/chutney)	1 piece	
Cutlet (with sauce)	2 Pieces	
Vegetable Roll	1 No.	
Pav Bhaji	2 Pav Pieces	
Veg. Chowmein	250 gms	
Egg Chowmein	250 gms	
Chicken Chowmein	250 gms	

Namkeen – Chana Dal	100 gms	
Mix Fruit Chaat	150 gms	
Bread Roll	150 gms	
Soup	1 cup (150 ml)	
Veg. Burger	1 Piece	
Dhokla	2 Pcs. 100 gms	
Mix Pakoda	4 Pcs. 200 Gms	
Paneer Pakoda	4 Pcs. 150 gms	
TOTAL OF A		

2. Beverages:

Items	Quality	Quantity	Rate (Rs.)
Hot Milk		150 ml	
Tea		150 ml	
Coffee		150 ml	
Green Tea	Tetley/Lipton/Girnar	150 ml	
Lemon Tea		150 ml	
Nimbu Paani		1 Glass	
Kesar Badam Milk		1 Glass	
Rasgulla (Standard size)		1 PC	
Gulab Jamun		1 PC	
TOTAL OF B			

3. Other Items:

Items	MRP Rate (Rs.)	Quoted Rate below MRP (Rs.)
Curd (Standard Make)		
Juice (Branded)		
Lassi (Standard Make)		
Chhach (Standard Make)		
Mineral Water (200 ml/500ml/1 litre)		
Flavoured milk (200 ml)		
Cold Drink (200 ml/500ml/1 litre)		
Ice Cream		
Tofees/Chocolate		
Chips/Kurkure (50 gm/100 gm)		
Biscuits (50 gm/100 gm/200 gm)		
Namkeen		

Note:

1. CNLU will not give any minimum commitment on the indicative quantity.
2. Vendor is permitted to sell the food items in a la carte rate or in the combined form of snacks or beverages.

3. The above rates are inclusive of all applicable charges and taxes.
4. The above mentioned menu is indicative only, vendor is permitted to enclose/ attach separate price menu to indicate the varieties of the available items.
5. Caterer is required to quote the price mandatorily for each item and the total of the items as mentioned in the price bid.

DATE:

SIGNATURE OF THE CATERER

PLACE:

