



Dr B R AMBEDKAR NATIONAL INSTITUTE OF TECHNOLOGY
GT Road By Pass, Jalandhar-144011, Punjab (India)
EPABX-0181-2690301, 2690453, 2690932 E-mail registrar@nitj.ac.in

Tender Notice No. NITJ/EO/EE/RM/CA/60/2022

For

Allotment of Shops, Canteen & Kiosks

Tenders are invited from reputed Vendors / Contractors / Firms / Proprietorships /
Cooperative Societies / Companies / Individuals

For allotment of Shops, Canteen & Kiosks at the Campus of the Institute

For details visit: www.nitj.ac.in

Last date to apply: 31.12.2022 upto 03:00 PM



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TENDER FOR ALLOTMENT OF SHOPS, CANTEEN & KIOSKS

Sealed Tenders are invited for allotment of Shops, Canteen & Kiosks in the Institute's Campus. For further detail/terms and conditions/tender document please visit: www.nitj.ac.in or CPP Portal.

The tender may be sent by 31.12.2022 upto 03:00 PM and the same will be opened on 02.01.2023 at 3:00 PM in the Purchase Section of the Institute.

The Director reserves the right to accept/reject any or all the tenders without assigning any reason thereof.

REGISTRAR



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Tender Information

Contract for allotment of Shops, Canteen & Kiosks at Dr B R Ambedkar National Institute of Technology
G T Road Bye Pass, Jalandhar-144011, Punjab (India)

Dr B R Ambedkar National Institute of Technology, Jalandhar intends to enter into contract for
allotment of Shops, Canteen & Kiosks in its premises.

Interested vendors / contractors / firms / proprietorships / co-operative societies / companies / individuals with the same kind of objectives can submit bids duly completed in two bid system i.e. Technical Bid and Financial Bid on or before 21.12.2022 by 3:00 PM. The technical bid and the financial bid should be placed by the bidder in separate sealed envelopes duly super scribed and both these sealed envelopes are to be put in a bigger envelope which should also be sealed and duly super scribed and addressed to: The Registrar, Dr B R Ambedkar National Institute of Technology, Jalandhar (144011).

- The detail of Shops, Canteen & Kiosks is available at **(Annexure-I)**, Technical Bid shall contain duly sealed and signed tender document; Technical Bid Format **(Annexure-II)**, Undertaking **(Annexure-III)**, Self Attested Copy **(Annexure-IV)** and duly filled and signed with all supporting documents as mentioned in the tender document.
- Financial Bid **(Annexure-V)** shall contain the quoted monthly License Fee payable to the Institute.

Quotation documents containing detailed terms and conditions can be downloaded from the Institute website www.nitj.ac.in .**The Bidders are required to submit a tender Fee of Rs.500/- in the form of Demand Draft in favour of Director, NIT Jalandhar. The Tender Fee must be in the envelope of Technical Bid. Further a demand draft of Rs.10,000/- (refundable) as earnest money deposit (EMD), in favour of Security-A/c, NIT Jalandhar is also to be submitted along with the Technical Bid and must be in the envelope of Technical bid. The Technical Bids will be opened 02.01.2023 at 3:00 PM in the Institute campus on the last date of the receipt of tender document i.e. 31.12.2022.**

Financial Bids of only those bidders will be opened whose technical bids qualify the Technical bid eligibility criteria and are found suitable. Date of opening of Financial Bids will be decided after technical bids have been evaluated by the Institute and successful bidders (technical bid) will be informed accordingly. The Institute reserves the right to accept or reject any or all of the bids without assigning any reason. The Institute shall not be responsible for any loss or postal delay of the document in transit.



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General instructions for the bidder before filling of Technical and Financial Bids:-

1. All the pages of the tender document must be signed by the authorized signatory and sealed with the stamp of the bidding firm as token of having accepted all the terms and conditions of this tender.
2. All the documents as mentioned must be submitted otherwise application will be treated as incomplete.
3. An application without Tender Fee & Earnest Money Deposit (EMD) will not be accepted and no correspondence shall be entertained thereafter.
4. For any queries and visit to the site, please contact Er. Akshay Choudhary, Executive Engineer (Civil)-R&M/ Convener Campus Amenities.



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Technical eligibility criteria And Terms & Conditions

- 1 Each Tenderer shall have to deposit Earnest Money of **Rs.10,000/- (Rupees Ten Thousand only)** through demand draft in favour of **Security-A/c, Dr. B R Ambedkar NIT, Jalandhar**. The Earnest Money will be forfeited in case the successful tenderer fails to take the possession of the premise as per the procedure with in stipulated period of 15 days after the issuance of the offer letter and fresh tender shall be invited.
- 2 The vendors who have already been allotted shops etc. inside NITJ will not be considered. Further, one bidder will only be eligible for single shop/kiosk/canteen etc. In case a bidder submits applications for more than one facility, his/her bids shall not be considered for any facility.
- 3 Each Tenderer shall have to produce an affidavit on a stamp paper worth Rs.100/- giving the local as well as the permanent home address along with recent passport size photographs. Also provide attested copy of the PAN Card failing which the tender will not be entertained. The allotment of Canteen on the campus is being done on contract basis. An agreement on a non-judicial stamp paper of appropriate value is to be entered into, at the time of taking possession of allotment.
- 4 The bidder should have experience of satisfactorily running canteen(s)/general store/stationary/café, as applicable continuously for last Three financial years in reputed educational institutes/Government Sector/similar organizations. The documentary proof regarding satisfactory performance/experience must be submitted from the Institute/organization served along with technical bid. For saloon and Mobile/computer-repair & maintenance shop, a certificate course of 01 year with at-least 03 year of experience in concerned field is required, for experience, self-certification is to be provided with proofs of running of Saloon/Mobile shop. Further copy of certificate of course for Saloon/mobile repair & maintenance is to be attached.
- 5 The Contract would be for a duration of Three years with first block of 02 years (this period will start from the date of signing of the agreement) with 2 renewable/extendable options (on every 06 month) on the basis of satisfactory work/performance after completing first 02 years. The license fee shall be enhanced @ at least by 10% per year. The allottee shall ensure to start operation of the canteen services within 30 days from the date of issuance of allotment letter. Further the renewal shall be the discretion of the Director by raising the license fee as applicable at the time of renewal.
- 6 The tenderer whose offer has been accepted will have to deposit Security Money equivalent to Rs.50,000/- in form of fix deposit receipt or bank draft from any scheduled bank valid for a period of 38 months from the date of acceptance of allotment. The entire amount of security money will be liable to be forfeited in case of failure of the successful tenderer to abide by the



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terms and conditions of the tender/agreement.

- 7 The vendor of shop/canteen/kiosk shall provide suitable furniture at own cost.
- 8 The vendors will have to obtain FSSAI Reg. No. for running Restaurants/Students Canteen/kiosk/shops/similar Establishments, as applicable. If the vendors are running the same previously, the copy of registration should be enclosed along with technical bid.
- 9 Hygienic condition shall be maintained and the vendors shall be responsible for disposal of the waste.
- 10 The quality of the items can be checked by the representative of NIT Jalandhar any time and material found sub-standard will not be allowed.
- 11 Interested parties may visit Institute's Campus and acquaint themselves with the area. The cost of the visit shall be borne by the bidder.
- 12 In case any public complaint is received attributable to misconduct/misbehavior of contractor's personnel. A penalty of Rs.1000/- for each such incident shall be levied. Further the concerned contractor's personnel shall be removed from the system/Institute's empaneled/allotment-list.
- 13 The contractor shall not engage any sub-contractor or transfer the contract to other person in any manner.
- 14 The tenderer will have to attach attested photocopies of the distributorship/agency given to him by the company for running the particular business with tender documents.
- 15 All tenders in whom any of the prescribed conditions are not fulfilled or incomplete in any respect are liable to be rejected. Conditional tenders shall not be considered for acceptance.
- 16 The license fee would be payable every month in advance by the 7th of each month. The use of licensed premises would be allowed to the successful tenderer after paying of one month license fee in advance in addition to security money and after signing the agreement.
- 17 The licensee cannot make any adjustment against the security deposit. The security deposits will be returned to the licensee without any interest after handing over the possession of the shop/canteen/kiosk or counter peacefully and settlement of all the dues.
- 18 The electricity, water, Sanitation and other charges will be paid by the license separately as applicable.
- 19 In the event of license fee being not paid by the due date along with electricity and water charges, the license shall be liable to pay interest @ 18% per annum of the amount remaining unpaid.
- 20 The tenderer shall execute the agreement at his own cost for grant of license in the prescribed form on a stamp paper of requisite value. It should be clearly understood that no right would be conferred on the licensee unless he duly executes the agreement for grant of all license, as mentioned above.
- 21 NITJ does not bind itself to accept the highest or any other tender and reserve the right to



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- reject any or all tenders without assigning any reason therefore and without being answerable to the tenders in any manner whatsoever. Director of the Institute also reserves the right to re-notify or withdraw from the tender for any of the shop. The license granted can be revoked in public interest and the license can be asked to vacate the site on one-month notice for which no damage shall be liable to be paid by the Institute.
- 22 The license shall have to obtain requisite permission/license/registration, if required from the Municipal or other authorities concerned before commencing his/her business.
 - 23 That the licensor shall have the right to revoke the license in the event of breach of any of the terms and conditions of this license or any instruction issued there under any the license shall forfeit the security deposit in part or in full in its sole discretion.
 - 24 That the licensor shall have the right to terminate the license after giving one-month notice without assigning any reason thereof.
 - 25 In addition to these terms and conditions, the license shall abide by all the terms and conditions which will be specified in the agreement (License Deed) form.
 - 26 All or any of the power and rights exercisable by the NIT, Jalandhar in respect of tender shall be exercised by the Director, Dr B R Ambedkar NIT, Jalandhar and the tenderer shall not have objection whatsoever in respect thereof.
 - 27 No additional space shall be allowed and license keeps their goods inside the shop and there will be no encroachment/additions and alternation in any manner whatsoever.
 - 28 The successful tenderer shall abide by the provision of all local laws and laws of land any failure to fulfill this agreement shall attract the penal provision of relevant well as panel provision of agreement.
 - 29 That the shop shall be subject to inspection at any time without any notice to the contractor by the Registrar or any other authority authorized by him.
 - 30 Time to time the feedback reports will be taken from students/staff/faculty in terms of rates, quality, hygienic cleanliness and availability of items, conduct of allottee and its staff. The overall performance will be accessed by shop allotment committee.
 - 31 The sale of Narcotics is strictly prohibited in shop. Further, smoking and consumption of alcohol/intoxicants in the premises is strictly prohibited.
 - 32 Every employee so engaged by the contractor shall wear and a badge wearing his/her name while on duty. The said Uniform and badge shall be provided by the bidder at own cost.
 - 33 During the course of contract, if any of bidder's personnel are found to be indulging in any corrupt practices causing any loss of revenue to the NITJ, the institute shall be entitled to terminate the contract forthwith duly forfeiting the contractor's Performance Security.
 - 34 The contractor must have GST Registration Number and PAN Number.
 - 35 The contractor will employ only persons who are medically fit.



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I accept the above terms & conditions. Name of the Tenderer: In capital letters _____

Father's Name _____ Residential Address: _____ The tenderer should write her name with percentage or the name of husband and complete address. In case the tenderer is a firm, the name of all the partners who comprise the firm be disclosed and a certified copy of the partnership is enclosed. If the bidder is a company, the Director Managing Director duly authorized by the company should sign these terms and conditions.

(Read & Accepted)

Signature of Tenderer



Award of Tender

1. The bidders will have to submit all the documents as mentioned under Terms & Conditions and fill in Technical Bid Proforma as per Annexure-II and send the same to the Institute by due date in Technical Bid Envelope. Further, all the terms & conditions should be signed and stamped for acceptance by the bidder.
2. Those Bidders, whose bids are accepted/qualified technically, will only be considered for Financial Bids Consideration.
3. The shops will be allocated on the basis of maximum rent quoted by the bidders for shop in the financial bid.
4. The bidders must quote rent for shops/canteens/kiosks etc. atleast at par/above the rates mentioned under Annexure-I against each shop/canteen/kiosk. In case of tie/equal maximum rates/rent quoted, the allotment will be finalized after reverse auction.



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Detail of the Shops/Canteens/Kiosks:

Annexure-I

Sr.No./ Shop No.	Name of Shops/Canteens/Kiosks	Dining area	Area (Sft)(approx.)	Reserve Price/Rent (permonth) (in Rs.)
(A) Near Boys Hostel-3				
1.	Bakery Shop	12'x 16'6"=19 8	12' x 14' = 168	Rs.4,950
2.	Refreshment Shop -1	14'6"x16 '6"=239. 25	15'x14'=210	Rs 11,000
3.	Refreshment Shop – 2	22'x16'6 "=363	22'x14'=308	Rs.12,100
4.	Stationary Shop		12'x14'=168	Rs.4,950
(B) Guest House				
5.	Saloon (girls) – 2		20' x 12' = 240	Rs.5,500
6.	Iron & Dry Cleaning Shop		12' x 12' = 144	Rs.2,200
(C) Main Gate				
7.	Mobile/computer shop		9'x 12' = 108	Rs.3,000
(D) Near Shopping complex -1				
8.	Milk Bar		12'x12'=144	Rs 3,300



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Performa for Technical Bid

Annexure-II

Photograph of tenderer

	Bidder Profile (Mandatory)	Fill Details
1.	Application for Shop No. (as per Annexure-I) and name of the shop/canteen/kiosk etc.	
2.	Name of the Company/ Firm with complete registered address (an affidavit on a stamp paper worth Rs.100/- giving the local as well as the permanent home address along with recent passport size photographs must be submitted.)	
3.	Name of Tenderer/Representative/Applicant (Authorized Signatory)	
4.	Complete Postal Address of the tenderer with contact (Phone/Mobile No)	
5.	Legal Status (Individual/Proprietary Firm/Partnership Firm/Limited Company/Corporation)	
6.	Year of Commencement of Business (attach documentary evidence)	
7.	Statutory details (attach photocopy of each)	
	(i) Registration No -	
	(ii) Validity of Registration Number (up to)-	
	(iii) PAN Card No –	
	(iv) Aadhar Card No of the tenderer -	
	(v) GST Reg. No -	
8.	Food Safety (FSSAI) Reg. Nos. for running Restaurants/ Students Canteen/Similar Establishments, wherever applicable, otherwise fill not applicable	
9.	Documentary proof regarding satisfactory performance/experience as per tender document.	
10	Earnest Money is to be paid In favour of “Security-A/c, NIT Jalandhar” EMD money is to be deposited in the form of Demand Draft only; otherwise, application will not be treated as valid. Tender Fee of Rs.500	Amount: Rs. 10,000/- Demand Draft No: Name of the Bank: Dated:
11	Current/Saving Account No with Bank name and Branch name(attach attested copy by the Manager of the mentioned branch)	

(Name & Signature of Bidder-cum-Applicant)



Annexure- III

UNDERTAKING BY THE APPICANT

(To be submitted along with the Technical Bid)

I,

_____ S/o _____

resident of _____

_____ hereby

solemnly agree to abide by the Terms & Conditions of the Tender.

Any breach of the Clause/Clauses will render my contract null and void.

I have understood completely this tender document and the terms and conditions therein mentioned under tender documents. I agree to serve the eatables on the rates as decided from time to time (for canteens/refreshment shops/bakery) and pay the license fee and other related charges on time. I have also understood that I have to maintain the high standard, quality and hygiene of all the eatables.

Signature of the Bidder with date

Stamp (if, any)



Annexure- IV

SELF ATTESTED COPY

(To be submitted along with the Technical Bid)

I/We (Name) _____

Contractor/Firm/individual _____ do

hereby solemnly affirm and declare that the individual/firm are not black listed by any Govt./Semi Govt. /Public Sector/ Corporation/office or any other entity.

DEPONENT

DATE & TIME

THE ADDRESS _____

VERIFICATION

Verified that the content of above affidavit is true and correct to the best of my/our knowledge and belief. No part of it is false and nothing has been kept concealed therefrom.

DATE & TIME

DEPONENT



Annexure-V

Financial Bid

(To submitted in a sealed envelope)

I/We _____ (Name)

Contractor/Firm/individual _____ do

hereby quote the monthly License Fee of Rs.

..... (please mention both in figures &

words) to be paid to the Dr B R Ambedkar National Institute of Technology, Jalandhar for the

running Shop/Canteen/refreshment shop/bakery etc. (Mention Shop

No. _____ and Name of the Shop/Canteen/refreshment shop

etc. _____ as per Aneexure-1) at NIT Jalandhar.

Signature of the Bidder with date

Stamp (if, any)

Address & Mobile Number:
