



GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY
SECTOR-16 C, DWARKA,
NEW DELHI-110 078

Expression of Interest

GGSIU/GA/Canteen-EOI/2014-15/

Dated: 24/03/2015

Sealed EOI are invited from experienced and financially sound Food Chain Vendors/Contractors/Caterers having experience in the field of catering and running the canteen in Govt. Organisation/PSUs/Institutions/Schools/Universities/Reputed Public Organization/Reputed Private Organization for the works as detailed below:-

Name of Work	Total Student	EMD (Refundable)	Last date of submission of Bid	Date of opening of Bid
Catering for Canteen/ Guest House by Food Chain Vendor/Contractor/Caterer	4000 approx.	Rs.1,40,000/-	15/04/2015 (3:00 p.m.)	15/04/2015 (4:00 p.m.)

EOI document alongwith terms & conditions may be downloaded from University website www.ipu.ac.in or obtained from the office of Deputy Registrar, General Administration Branch, Room No. 36, B-Wing, Administrative Block, GGSIU, Sector 16C, Dwarka, New Delhi free of cost during office hours on or before due date and time.

Sd/-
Deputy Registrar
General Administration

Expression of Interest

Name of Work: Providing Catering for Canteen/Guest House of Guru Gobind Singh Indraprastha University

Guru Gobind Singh Indraprastha University is in the process of selection of Food Chain Vendor/Contractor/Caterer for providing catering for Canteen/Guest House at Dwarka Campus of the University.

Interested Food Chain Vendor/Contractor/Caterer may submit their bids alongwith EMD of **Rs. 1,40,000/-** in the form of Demand Draft/Banker Cheque/FDR in favour of Registrar, GGSIP University in the office of Deputy Registrar, General Administration Branch, Room No.-36, Administrative Block, Guru Gobind Singh Indraprastha University, Sector-16C, Dwarka, New Delhi-110078 on or before 03:00 p.m. on **15/04/2015**. A pre-bid meeting shall be held at 11:30 a.m. on **07/04/2015** in the office of the Deputy Registrar, General Administration, Room No. 36, Administrative Block, GGSIP University, Sector-16C, Dwarka, New Delhi.

Definitions

1. GGSIPU means Guru Gobind Singh Indraprastha University, Delhi.
2. Employer means the Registrar, GGSIPU and his successor.
3. Food Chain Vendor/Contractor/Caterer means the agency/contractor bidding for the work.
4. “Year” means “Financial Year” unless stated otherwise.

1. Scope of work / location:

- i. Running, operation & maintenance of Canteen/Cafeteria for about 4000 students/staff at Dwarka Campus of the University.
- ii. Providing Hospitality & Catering services in the University:
 - a) for all the Offices (i.e. on all the floors) and also provide the service and Buffet Lunch/Dinner/Tea for various Academic and Cultural Activities, Festivals, Seminars, Symposiums, Conferences, Training Programmes, Press Conferences, Statutory Bodies Meetings, Annual Day/Convocation, Teachers Day, Republic Day, Independence Day and other functions.
 - b) for CET Examinations and Admission/Counseling (two months) etc. as required by the University from time to time.
 - c) Special Catering arrangements for the Statutory Body Meetings, Chief Minister’s Visit, Lt. Governor’s Visit, Convocations, International Conferences, Foreign Delegations etc.
 - d) Tea, Breakfast, Lunch, Dinner etc. for the guest in the University Guest House.

2. The Canteen space is available as per the detail below:

- i.** The canteen comprising of kitchen, store and dining space is located between 'C Block & Hostel Block, sketch of the canteen is attached.
- ii.** A serving counter is also available at University Information Center (Sketch enclosed)
Food Chain Vendors/Contractors/Caterers are advised to visit the University canteen, serving counter before participating in the bid.

3. Time Period:

The contract will be operative for a period of two years from the date of award which may be extended at discretion of the University for a further period of one/two years or so.

However, University reserves the right to terminate the contract any time. The decision of the University in this regard will be final & binding on the Food Chain Vendor/Contractor/Caterer.

4. Eligibility Criteria:

- i.** The Food Chain Vendor/Contractor/Caterer should have at least five years experience to run and maintain canteen/cafeteria and providing catering services in Govt. Organisation/PSUs/Institutions/Schools/Universities/Reputed Public Organization/Reputed Private Organization (ending March 2014).
- ii.** Should have minimum Average Annual Turnover of Rs.70.00 lacs (Rs. Seventy Lacs Only) in running/operation of canteen in the last three years (F.Y. 2011-12, 2012-13 & 2013-2014).
- iii.** Should not have incurred losses in more than two years consecutively in the last five financial years.
- iv.** The firm should not have been blacklisted by any organization during last three years (F.Y. 2011-12, 2012-13 & 2013-2014).
- v.** Should have valid PAN
- vi.** Should have Service Tax Registration No.
- vii.** Should have valid DVAT Registration No.

5. Documents to be enclosed for eligibility:

i.	Declaration by Food Chain Vendor/Contractor/Caterer	Annexure – A
ii.	Organizational Structure: - Legal status of the Food Chain Vendor/Contractor/Caterer with legal proof along with copies of the original documents	Annexure - B
iii.	Income Tax Registration (PAN No.)	Attach copies of the original documents
iv.	Service Tax Registration	
v.	DVAT Registration/TIN Number	
vi.	Minimum Average financial turnover of Rs. 70.00 lacs (Rs. Seventy Lacs Only) during the last three financial years ending March, 2014, duly audited, signed & stamped by a Chartered Accountant.	Annexure C
vii.	The Food Chain Vendor/Contractor/Caterer should not have incurred losses in more than two years consecutively in the last five financial years, duly certified by Chartered Accountant.	
viii.	The Food Chain Vendor/Contractor/Caterer will have to furnish the information regarding the Client Satisfaction Report/Performance Report of the work of similar nature, completed during the last five years ending last day of the month of March 2014.	Annexure D
ix.	An affidavit on Rs. 10/- (non-judicial stamp paper) declaring that the Food Chain Vendor/Contractor/Caterer/Organization has not been blacklisted/debarred by any of the Government/Public Sector Agency in the last three years A declaration of fair business practice by the Food Chain Vendor/Contractor/Caterer.	Annexure – E
x.	Proposed rates for food items mentioned in the EOI must be quoted by the Food Chain Vendor/Contractor/Caterer. Incomplete proposed quote shall be summarily rejected (Refer para 6 of terms & conditions).	Annexure – F1 & F2
xi.	The offer submitted by the Food Chain Vendor/Contractor/Caterer should be alongwith the brochure/catalogues of contractor (if any)	
xii.	Valid ISO 9001 certificate, if any.	Attach valid copies of the original documents

6. Criteria for Evaluation and Selection: Vendors qualifying above eligibility criteria shall only be evaluated as per the parameters given below:-

Sr. No.	Attribute	Evaluation
1.	Financial Strength (Maximum 15 Marks)	
	Average Annual Turnover in last three years	(i) 60% marks for minimum eligibility criteria. (ii) 100% marks for twice the minimum eligibility criteria. (iii) In between (i) & (ii) on pro-rata basis.
2.	Experience in Similar Class of Works (Maximum 20 Marks)	
	(i) Should have at least five years experience to run and maintain canteen/cafeteria and providing catering services in Govt.Organisation/PSUs/Institutions/Schools/Universities (ending March 2014)	(i) 60% marks for minimum eligibility criteria i.e. for five years experience. (ii) 100% marks for twice the minimum eligibility criteria. (iii) In between (i) & (ii) on pro-rata basis.
3.	Performance on Works (Maximum 10 Marks)	On the work of 2 above
	Excellent / Outstanding	10
	Very Good	8
	Good	6
	Fair/Satisfactory	3
	Poor	0
4.	ISO Certificate in the name of the contractor (5 Marks)	100% for having valid ISO 9001:2008 Certificate
5.	Presentation & Visit (Maximum 40 Marks)	The Food Chain Vendor/Contractor/Caterer will have to make presentation in the University before the committee at a date and time to be notified later. The Food Chain Vendor/Contractor/Caterer is expected to present their methodology, approach and operating procedures for successful performance of the scope of work. The University may also visit the working sites of the Food Chain Vendor/Contractor/Caterer. The marks shall be awarded by the Committee on the basis of presentation and visits, if any, which will be final & binding.

The agency who secure maximum marks in the above evaluation shall be declared as successful bidder and shall be selected for award of work.

Catering Contract: Terms and Conditions

1. Earnest Money Deposit (Bid Security):

The Earnest Money Deposit (EMD) of Rs. 1,40,000/- (One Lac Forty Thousand Only) must be attached with bid document. The earnest money shall be accepted with a validity of minimum three months in the following forms and shall be in favour of “the Registrar, GGSIPU”, payable at Delhi:-

- i. Demand Draft/Bankers Cheque
- ii. Fixed Deposit Receipt (FDR)

EOI without earnest money deposit will be summarily rejected. In case of unsuccessful bidders, the Earnest Money Deposit will be returned without any interest. The earnest money of the successful bidder i.e. Rs. 1,40,000/- shall be retained as a part of performance guarantee.

2. Performance Guarantee:

Successful bidder will have to deposit Rs. 5,00,000/- (Rs. Five Lacs Only) as performance guarantee in the form of demand draft or FDR in favour of the Registrar, GGSIPU within fifteen days of issue of the award letter. The performance guarantee shall be released after successful completion of the contract.

3. Starting of work:

The Successful Food Chain Vendor/Contractor/Caterer shall start the University Canteen within fifteen days of acceptance of offer given by the University. If the Food Chain Vendor/Contractor/Caterer fails to start canteen within fifteen days, the EMD will be forfeited.

4. Agreement:

The Food Chain Vendor/Contractor/Caterer shall sign an agreement with the University within fifteen days of the acceptance of offer on a stamp paper of Rs. 100/- to be furnished by the Food Chain Vendor/Contractor/Caterer alongwith bid document.

5. Payment of License Fee, Water, Electricity & other Charges:

- i. The Food Chain Vendor/Contractor/Caterer shall pay the license fee at @ Rs. 1000/- per month by 10th day of each month (next working day, if 10th is a holiday on any account) failing which penalty of Rs. 100/- per day will be imposed/charged, till the date of payment.
- ii. The Food Chain Vendor/Contractor/Caterer shall pay electricity charges only of the kitchen/cooking area/store/washing area at rates charged by BSES Yamuna Power Ltd. Delhi from the University for commercial purpose as per the meter reading/sub meter installed by University or to BSES Yamuna Power Ltd/BSES Rajdhani Power Ltd as the case may be including fixed charges, taxes etc.
- iii. The Food Chain Vendor/Contractor/Caterer shall pay water consumption charges at the flat rate of Rs. 200/- per month.
- iv. The Food Chain Vendor/Contractor/Caterer will pay necessary fee/charges/taxes etc. as applicable, according to the rates prescribed by the MCD or any other Authority for running the canteen, directly to the Concerned Authorities.

6. Rates for different items and packages:

- i. The rates for different items and packages proposed by the successful Food Chain Vendor/Contractor/Caterer shall be evaluated, decided & fixed by the University with the mutual consent of Food Chain Vendor/Contractor/Caterer.
- ii. Items approved by the University shall only be prepared and served. No other items will be prepared & served without prior approval of the University.
- iii. The rate(s) once fixed would remain applicable for at least six months and may be revised on request of the contractor subject to approval by the University. The University reserves the right to amend/disallow the request of contractor in this regard.
- iv. The Food Chain Vendor/Contractor/Caterer shall display the approved list and rates of approved eatable items at the identified/designated place in the canteen and cannot charge more than the approved rates.
- v. Food Chain Vendors/Contractors/Caterers are advised to inspect and examine the canteen space at locations and its surrounding and safety measures required for the operation of canteen services as per local bye-laws.
- vi. Food Chain Vendors/Contractors/Caterers are advised to visit the University Canteen, Guest House before participating. The Food Chain Vendor/Contractor/Caterer should assess the volume of business by themselves.
- vii. The University will not guarantee any minimum/maximum business.

7 Responsibilities/Liabilities of Food Chain Vendor/Contractor/Caterer

7a Maintaining cleanliness in and around the canteen:

- i. The Food Chain Vendor/Contractor/Caterer will take necessary statutory approvals from the local authorities.
- ii. The Food Chain Vendor/Contractor/Caterer is bound to maintain cleanliness in and around the kitchen, service area, store & washing area of the canteen and will dispose off the waste material outside the University Campus.
- iii. All waste food should be removed from catering premises on a daily basis.
- iv. The cleanliness & maintenance of dining area will be under the control of the University.
- v. Tables and sitting area provided in the dining space closed/open has to be cleared and cleaned immediately by the Food Chain Vendor/Contractor/Caterer.
- vi. Maintenance of utensils/crockery/cutlery/ovens/fridge/or any other appliances installed by the Food Chain Vendor/Contractor/Caterer for catering purpose etc. will be the sole responsibility of the Food Chain Vendor/Contractor/Caterer.
- vii. The Food Chain Vendor/Contractor/Caterer shall buy good quality raw materials e.g. meat, fish, poultry and eggs, grocery, vegetables & fruits etc. for preparation of all meals at his own cost (use of beef and pork is prohibited).
- viii. The Food Chain Vendor has to ensure the cleanliness of the floor & platform in kitchen, store, service and utensil washing area. They have also to ensure that the area under their control is free from flies.

7b Hygiene and Precautionary Measures :

- i. The staff deployed by the Food Chain Vendor/Contractor/Caterer in the kitchen, housekeeping etc. should be medically fit and the contractor should immediately withdraw staff with any contagious disease from deployment.

- ii. Food Chain Vendor/Contractor/Caterer and his employees shall maintain proper decorum and decency befitting a higher institution. Any complaint in this regard will be viewed seriously and may amount to disqualification of the Food Chain Vendor/Contractor/Caterer.
- iii. Fire Precautions: All areas of the University are provided with fire-fighting equipments suitable for the hazards normally found in these areas. If the work of a Food Chain Vendor/Contractor/Caterer introduces unusual fire hazards into an area, he is responsible for providing the appropriate type of fire-fighting equipments.
- iv. The prepared food and beverages items will be served in the good quality disposable material like plates, glasses, cups etc. by the Food Chain Vendor/Contractor/Caterer at his own cost.

8. Staff deployment in the canteen:

- i. The Food Chain Vendor/Contractor/Caterer shall deploy the employees only after due police verification and provide identity cards to its employees at their own cost duly authenticated by the University. No employee shall be allowed without identity card authenticated by the University.
- ii. The Food Chain Vendor/Contractor/Caterer shall not deploy any minor employees to work in the canteen, proclaimed offender, persons involved in criminal cases or with criminal background and with debt burden.
- iii. The Food Chain Vendor/Contractor/Caterer will appoint sufficient number of waiters for providing services. All waiters should be in proper uniform approved by the University.
- iv. The University will be under no obligation to provide employment to any personnel of the agency after expiry of EOI/agreement/contract period and the University recognizes no employer-employee relationship between the University and the employees deployed by the agency.
- v. In every case, in which by virtue of the provisions of the Workman's Compensation Act, the Government of India/Government of Delhi is obliged to pay compensation to such person employed by the Food Chain Vendor/Contractor/Caterer in execution of the work; the University will be entitled to recover from the Food Chain Vendor/Contractor/Caterer the amount of compensation so paid.

9. Payment of Bills against supply of food items:

- i. For providing service as per para (ii) of the scope of work, payment will be made by the University within 30 days from the date of submission of the proper/satisfactory bills. The bills shall be submitted in triplicate alongwith duly signed work orders issued by the University.
- ii. The University reserves the right to carry out post payment audit and/or technical examination of the final bills including all supporting vouchers, abstract etc. The University further reserves the right to enforce recovery of any overpayment whenever detected.
- iii. Last payment of Food Chain Vendor/Contractor/Caterer will be cleared only after ascertaining clearance of any liability pending with the Agency.
- iv. Income Tax will be deducted at source where ever applicable. PAN No. should be quoted on each bill.
- v. No responsibility will be taken by the University for Credit Sales Losses or pilferage.
- vi. The University shall not provide any residential accommodation to the

catering/canteen personnel employed by the Food Chain Vendor/Contractor/Caterer.

10. Timings:

The Food Chain Vendor/Contractor/Caterer shall keep the canteen open from 8.00 a.m. to 6.00 p.m. (all days including Saturday/Sunday). The canteen shall not be closed on any working day of the University without the prior written permission of the University Administration. Penalty of Rs 5000/- per day shall be levied for each day when canteen is found un-authorized close. In case the canteen is required to be opened beyond 06.00 p.m. the Food Chain Vendor/Contractor/Caterer shall obtain permission from the University.

11. Restrictions to the Food Chain Vendor/Contractor/Caterer :

- i. Any person who is in Government service or an employee of the University should not be made a partner to the contract by the Food Chain Vendor/Contractor/Caterer directly or indirectly.
- ii. The Food Chain Vendor/Contractor/Caterer shall not indulge himself in carrying out activities other than the purpose stipulated in the scope of work.
- iii. The University reserves the right not to allow the Food Chain Vendor/Contractor/Caterer for the sale of any brand/make item/ food item including cold drink. The University may decide and finalize the brand/make/company for beverages/soft drinks etc.
- iv. The Food Chain Vendor/Contractor/Caterer shall not sell the items banned by Central Govt./State Govt./Universities/Any Other Regulatory Authority.

12. Facilities provided by the University:

- i. The electricity charges of servicing and dining area will be borne by the University.
- ii. Water Connection in the kitchen & washing area.
- iii. Adequate mosquito killer machines in working condition in the kitchen, store, washing & dining area.
- iv. Kitchen fixtures in good working condition as per availability except electrical appliances like refrigerator etc.
- v. Dust bin (stainless steel with covered lids) to be provided in the dining area.
- vi. Light & fan, fuming hood in working condition in the kitchen, store & washing area.
- vii. Furniture for dining area & its maintenance.
- viii. All equipments/fixtures installed in the kitchen/store/washing area/service area shall be taken over by the Food Chain Vendor/Contractor/Caterer from the University. These are to be kept in working condition and to be maintained and shall be returned to the University in good working conditions after the completion of the contract.

13. Following shall be strictly prohibited:

- i. Serving of alcoholic drinks, selling of narcotics, tobacco items and other items which are not normally covered in restaurant business.
- ii. The canteen shall be no alcohol and no smoking zone.
- iii. Use of plastic etc. and recycled colored plastic bags.

14. Food Hygiene Inspections:

The Canteen/Kiosk Committee of GGSIP University or any other officer designated by the University may check/inspect the quality/quantity, standards of food, preparation, service, health, hygiene etc. from time to time. They may take appropriate action as deemed fit which shall be binding on the Food Chain Vendor/Contractor/Caterer and reject such preparations, which are not considered wholesome or hygienic without any compensation.

15. Penalties:

- i. If the Food Chain Vendor/Contractor/Caterer fails to fulfill his obligations of the contract at any time during the contract period, the University shall have the power to terminate the contract and in that case the performance guarantee deposited by the Food Chain Vendor/Contractor/Caterer shall be forfeited at the discretion of the University.
- ii. The Food Chain Vendor/Contractor/Caterer shall not sublet a part or whole of the premises to any other agency for any purpose what so-ever. This may result immediate termination of contract by the University and forfeiture of performance guarantee.
- iii. In case, eatables are sold by the Food Chain Vendor/Contractor/Caterer after the expiry date as mentioned by the manufacture, a penalty of Rs.1000/- will be imposed for each default and all the repercussions will be the liability of Food Chain Vendor/Contractor/Caterer.
- iv. Use of unclean utensils, penalty of Rs.100/- will be imposed for each default.
- v. Changes in menu without permission of the University, it will attract a penalty of Rs.500/- for each default.
- vi. The University reserves the right to terminate the contract and forfeit the performance guarantee on persistent complaint related to unhygienic food, use of adulterated food articles, oil, utensils etc. will attract the penalty of Rs. 500/- for each default.
- vii. Any penalty levied by the local authorities like MCD, PF, ESI, food adulteration, FDA, DPCC etc. on account of non compliance of local laws shall be borne by the Food Chain Vendor/Contractor/Caterer.
- viii. A penalty of Rs. 1000/- will be imposed if persistent complaints are received regarding flies and unclean of area under the control of the contract.
- ix. A penalty of Rs. 5000/- per day shall be imposed on unauthorized closure of canteen.
- x. Sale of unapproved items and encroachment beyond allocated area, Rs. 1000/- as penalty will be imposed for each default.

Declaration by the Food Chain Vendor/Contractor/Caterer

I/We _____ (Name of the Food Chain Vendor/Contractor/Caterer) hereby represent that we have gone through and understood the EOI document and in compliance with the requirement stipulated, in the said documents we are submitting a copy of bidding document marked “original” as part of our interest duly signed and stamped on each page in token of our acceptance. We undertake that document shall be deemed to form part of our bid and in the event of award of work to us, the same shall be considered for constitution of contract agreement. Further, we shall sign and stamp each page of this document as a token of acceptance and as a part of the contract in the event of award of contract to us.

I/We further confirm that we have indicated prices in list of items provided in the EOI and shall accept the rates finally decided by the University with mutual consent.

I/We understood to abide by the rules, regulations and decisions of the University for running the canteen/penalty, if any/termination of contract against violation of terms & conditions etc.

Signature of Food Chain Vendor/Contractor/Caterer : _____

Name and Address of Food Chain Vendor/Contractor/Caterer : _____

Company Seal :

Note : This declaration should be signed by the Food Chain Vendor/Contractor/Caterer representative who is signing the Bid.

ORGANISATION STRUCTURE OF THE FOOD CHAIN VENDOR/CONTRACTOR/CATERER

1. Name & Address of the Food Chain Vendor/Contractor/Caterer :
(Attach photograph)
2. Telephone No./Fax No./E-mail :
3. Legal status of the Food Chain Vendor/Contractor/Caterer
(Attach copies of original document defining the legal status)
 - a) An Individual
 - b) A proprietary firm
 - c) A firm in partnership
 - d) A limited company or Corporation
 - e) A Public Sector Undertaking
4. Particulars of registration with various Government Bodies
(Attach attested Photo Copy)

Organization/Place of Registration	Registration No.
------------------------------------	------------------
5.
 - a) Service Tax Registration Number (Attach copy)
 - b) Permanent Account Number (Attach copy)
 - c) VAT Registration Number (Attach copy)
 - d) Sales Tax Registration Number (Attach copy)
6. Names and titles of Directors/Officers with designation :
to be concerned with this work.
7. Name & Designation of individuals authorized to act for the organization :
(Please attach power of attorney in favour of authorized representative
duly signed by authorized signatory)
8. Has the Food Vendor/Contractor/Caterer ever abandoned the awarded :
work before its completion? If so, give name of the work and reasons
for abandonment.
10. Has the Food Vendor/Contractor/Caterer ever been debarred/black listed for
tendering in any organization at any time? If so, give details. :
11. Has the Food Vendor/Contractor/Caterer, ever been convicted by a court of law?
If so, give details. :
13. Any other information considered necessary but not included above. :

(Stamp, Name & Signature of Food Chain Vendor/Contractor/Caterer)

DETAILS OF ANNUAL TURNOVER

(To Be Certified By Chartered Accountant)

A. FINANCIAL DETAILS

Financial Years	Gross Annual Turnover of running/operating Canteen/Cafeteria in Govt. Organization/PSUs/Institutions/Schools/Uni versities/Reputed Public Organization/Reputed Private Organization	Profit/Loss (In Lacs)
2014-2013		
2013-2012		
2012-2011		
2011-2010		
2010-2009		

(Stamp, Name & Signature of Food Chain Vendor/Contractor/Caterer)

Certificate by the Chartered Accountant

Certified that the above details of Annual turnover and profit and loss has been checked and verified from the annual accounts of M/s

Name (Of the Chartered Accountant) :

Address :

Phone No. :

Seal :

PERFORMANCE REPORT OF EACH WORK

- | | | | |
|----|--|---------------------------------|------------------------------------|
| 1. | Name of work/Location | : | |
| 2. | Name of Client and Address with
Contact details | : | |
| 3. | Agreement No./ Work Order No. | : | |
| 4. | Date of start | : | |
| 5. | Date of completion | | |
| | i) | Stipulated date of completion : | |
| | ii) | Actual date of completion : | |
| 6. | Performance Report | | Excellent/Very Good/Good/Fair/Poor |

(Name, Signature & Stamp of Officer with whom agreement was made or his/her authorized officer not below the rank with Grade Pay Rs. 6600/-

Dated :

Note :

1. Name of work should be clearly indicate the similar work nature as per eligibility criteria.
2. The Name, Address, Contact details (Mobile, Fax, Email, and Landline Phones) of Client should be indicated to facilitate confirmation of work.

**DECLARATION FOR FAIR BUSINESS BY THE FOOD CHAIN
VENDOR/CONTRACTOR/CATERER**

(Affidavit on Non-Judicial Stamp Paper of Rs.10/- duly attested by Notary/Magistrate)

This is to certify that We, M/s_____ in submission of this offer confirm that:-

- i) We have not made any misleading or false representation in the forms, statements and attachments in proof of the qualification requirements;
- ii) We do not have records of poor performance such as abandoning the work, not properly completing the contract, inordinate delays in completion, litigation history or financial failures etc.
- iii) Business has not been banned with us by any Govt. Organisation/PSUs/Institutions/Schools/Universities.
- iv) We have submitted all the supporting documents and furnished the relevant details as per prescribed format.
- v) The information and documents submitted with the bid by us are correct and we are fully responsible for the correctness of the information and documents submitted by us.
- vi) We understand that in case of any statement/information/document furnished by us or to be furnished by us in connection with this offer is found to be incorrect or false, our EMD in full will be forfeited and business dealings will be banned.
- vii) We have not been punished/penalized by way of imprisonment in last three years.
- viii) We have not been blacklisted/debarred by any of the Government/Public Sector Agency in last three years.

(Stamp, Name & Signature of Food Chain Vendor/Contractor/Caterer)
(Signing this document)

Annexure-F1

FOOD PACKAGES FOR MEETINGS/FUNCTIONS OF THE UNIVERSITY

Package	Items included in the packages for each person	Amount
1.	i. Tea/Coffee (as per requirement) ii. Cookies 4 Pcs. (Sweet & Salted) (Britania/McVities/ Sunfeast/Frontier)	
2.	i. Tea/Coffee (as per requirement) ii. Cookies 4 Pcs. (Sweet & Salted) (Britania/ McVities/ Sunfeast/Frontier) iii. Wafers (Lays/Uncle Chips/Bingo)	
3.	i. Mineral water (1/2 Ltrs) (Bisleri/Kinley/Aqufina/Himalaya/Kingfisher) ii. Tea/Coffee (as per requirement) iii. Wafers (Lays/Uncle Chips/Bingo) – not lesser than 5 gram iv. Samosa/Dhokla /Khandvi/Bread Pokora/Sandwich/Patties – 1 nos. v. Cookies 4 Pcs. (Sweet & Salted) (Britania/ McVities/ Sunfeast/Frontier)	
4.	i. Mineral Water (1/2 Ltrs.) (Bisleri/Kinley/Aqufina/Himalaya/Kingfisher) ii. Tea/Coffee (as per requirement) iii. Wafers(Lays/Uncle Chips/Bingo) iv. Samosa/Dhokla /Khandvi/Bread Pokora/Sandwich/Patties v. Cookies 2 Pcs. (Sweet & Salted) (Britania/ McVities/ Sunfeast/Frontier)Gulab Jamun/Rasgula	
5.	i. Mineral Water (1/2 Ltrs.) (Bisleri/Kinley/Aqufina/Himalaya/Kingfisher) ii. Tea/Coffee (as per requirement) iii. Wafers(Lays/Uncle Chips/Bingo) iv. Cookies 4 Pcs. (Sweet & Salted) v. Gulab Jamun/Rasgula vi. Paneer Pakora/Veg.Cutlet/Aloo Bonda	
6.	Lunch Packed Thali Veg.(One Dal, One Seasonal Veg., Pulav, Naan/Laccha Prantha 02 nos., Raita, Salad, Acchar and Gulab Jamun/Rasgulla)	
7.	Veg. Lunch Buffet System (One Dal, One Seasonal Vegetable, One Paneer Item, One other Mix Veg, Zeera Rice, Naan/Laccha Prantha, Salads, Veg/Fruit Raita, One Sweet/Ice Cream, Achar and Papad)	
8.	Non Veg. Thali (One Non-Veg. Item, One Seasonal Veg., Pulav, Naan/Laccha Prantha 02 nos., Raita, Salad, Acchar and Gulab Jamun/Rasgulla)	
9.	Non Veg. Thali Buffet System (One Non-Veg. Item, One Seasonal Veg., Pulav, Naan/Laccha Prantha 02 nos., Raita, Salad, Acchar and Gulab Jamun/Rasgulla)	
10.	Rates of Continental (Food Vendor/Contactor/Caterer should mention the items provided by it)	

Dated:

Annexure-F2

MENU LIST FOR UNIVERSITY CANTEEN

(Please mention the rates with quantity)

A. SNACKS	Quantity	Rs.		Quantity	Rs.
Vegetarian			Non- Vegetarian		
Veg Sandwich			Egg Kathi Roll in 02 Eggs		
Veg Cheese Sandwich			Egg Kathi Roll in 01 Egg		
Veg Cutlet			Egg Spring Roll in 02 Eggs		
Veg Pakora (Mix)			Egg Spring Roll in 01 egg		
Veg Samosa with Chatni			Chicken Kathi Roll Sauce		
Bread Pakora/Roll (Potato)			One Egg Omelet with 02 Breads		
Paneer Pakora			Boiled Egg-01		
Veg Spring Roll			Omlet one egg		
Veg Patty			Omlet two egg		
Dhokla					
Onion Kachori with subzi					
Poha					
*Packed Reputed / Standard/ Bakery Items on MRP					
B. MINI MEALS					
B 1. North Indian Vegetarian			Non-vegetarian		
Channa Bhatura (Single/ Double)			Chicken Biryani/Pulao with Raita/Chatni		
Chole Kulche (Single/Double)			Butter Chicken with Rice/Roti		
Pav Bhaji					
Karhi Rice					
Rajma Rice					
Chole Rice					
Veg Pulao with Raita					
Amritsari Naan with chholle					
Stuffed Pratha with chhole					
Butter Naan with Dal Makhani/Chole/Rajma					
B II. Chinese/Italian/Continental					
Vegetarian			Non- Vegetarian		
Veg Noodles			Chicken Noodles		
Veg Hakka Noodles			Egg Noodles		
Chilli Panner			Chilli Chicken		
Veg Manchurian			Garlic chicken		
Chilli Potato					

	Quantity	Rs.		Quantity	Rs.
Veg Noodles with Manchurian					
Veg Noodles with chilli Panner					
Fried Rice with Manchurian					
Cheese Pizza					
Onion Tomato Capsicum Pizza					
B III. South Indian					
Plain Dosa					
Masala Dosa					
Panner Dosa					
Uttapam (Onion Vegetable)					
Vada					
Idli					
C. DESSERTS					
Gulab Jamun-1Pc.					
Rasgull-1 Pc.					
Gajar Halwa Seasonal – 100 gms					
Raj Bhog 1 Pc.					
Emarti (100 gm)					
Jalebi					
D. SOUP					
Cream of Tomato					
Veg Sweet Corn					
Veg Hot & Sour					
E. Indian Food (Main course) Veg.			Non Veg.		
Dal Makhani/Channa Masala/Rajma			Butter Chicken/ Kadai Chicken (1/4,1/2)		
Yellow Dal Tarka			Egg Curry (02 Eggs)		
Panner Butter Masala/ Soya Chaap Masala			Chicken Biryani		
Palak Kofta/Palak Paneer			Mutton (Qtr, Half, Full)		
Seasonal Vegetable (Bhindi, Matar Methi, Gobhi)					
Malai Kofta/Mutter Paneer/Mutter Mushroom (Seasonal)/ Dum Aallo					
Raita Pineapple/Vegetable/Fruit					
Raita Boondi					

	Quantity	Rs.		Quantity	Rs.
Breads					
Butter Naan/Lachha Paratha/Stuffed Naan					
Plain Naan					
Plain Roti					
Papad					
Rice					
Plain Rice					
Jeera Rice					
Veg Pulao					
Veg. Biryani					
Mutton Biryani					
Chicken Biryani					
Beverages					
Hot Tea					
Hot Coffee					
Cold Coffee					
Lassi (Sweet / Salted)					
Fresh Lime soda					
Soft drink (Fountain)					
Soft drink (Can/ bottle) MRP					
Mineral Water MRP					
Ice Cream					
Vanila / Butter scotch					
Veg Thali			Non-Veg Thali		
Dal Makhani/Dal Tadka, Shahi Paneer, Raita, Rice, Prantha-2/Naan -2/Roti-5, Papad, Salad & Sweet			One Non-Veg. Item, One Seasonal Veg., Raita, Rice, Naan-2/Roti-5, Papad, Salad & Sweet.		

Rs...../- will be charges for packing of disposable Thali

- * Items may be added or deleted from time to time on the recommendation of the Canteen Committee.**
- * Service Charges will be decided separately**