

## INDEX/ LIST OF DOCUMENTS

<b>Sr. No.</b>	<b>Particulars</b>	<b>Pages</b>	
		<b>From</b>	<b>To</b>
1.	NIT	1	3
2.	Terms & Conditions (Annexure – A)	4	9
3.	Sanitation conditions (Annexure – B)	10	12
4.	List of Items/Snacks etc. (Annexure – C)	13	15
5.	Technical Bid (Annexure – D)	16	17
6.	Financial Bid (Annexure – E)	18	
7.	Form of Agreement (Annexure – F)	19	20



**DELHI TECHNOLOGICAL UNIVERSITY**  
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**NOTICE FOR INVITING TENDER FOR ALLOTMENT OF CENTRAL CANTEEN AT DELHI TECHNOLOGICAL UNIVERSITY (EAST CAMPUS) ON LICENCE FEE BASIS**

1. E-tenders are invited under two bid system from reputed agencies, either by themselves or as a joint venture having capacity to run Central Canteen with the suitable and uniformed trained manpower for the **Delhi Technological University (East Delhi Campus), Jhilmil Colony, Vivek Vihar, Delhi – 110095** on contract basis/outsourcing basis for a period of one years and extendable for subsequent year on the satisfactory performance and quality of services by the licensee/ contractor. The estimated number of users is 350 which will increase gradually to approx 1500 in next couple of years.
2. Last date for submission/receipt of tender(s) is **18 September 2017** at **03:00 PM** and will be opened by the Tender committee in the presence of tenderers or their authorized representatives who wish to be present on the same day at **03:30 PM** in the Office of Officer-in-Charge (General Administration), DTU, Government of NCT of Delhi. In case, any holiday on the day of opening, the tenders will be opened on the next working day at the same time but the tender box will be sealed on same day and time, as scheduled above. The tenders received after the above said scheduled date and time will not be considered. No tender by FAX will be entertained.

**Designation of the Authorized Officer : Officer-in-Charge (General Administration)**

Name and Address of the Department : Delhi Technological University  
Shahbad Daulatpur, Bawana Road  
New Delhi - 110042

## **Guidelines/Procedure to be followed in introduction of 'e'-procurement Solution:**

1. **Payment of Cost of Tender Document.** The collection of cost of Tender documents is dispensed away with, as there is no physical supply of tender documents and also to have absolute anonymity of bidder participating in e-procurement solution. The bidders can view/download the tender documents from the <https://govtprocurement.delhi.gov.in>
2. **Submission of Bids.** The bidders who are desirous of participating in 'e'-procurement shall submit their price bids in the standard formats prescribed in the Tender documents, displayed at: <https://govtprocurement.delhi.gov.in> . The bidder should upload the scanned copies of all the relevant certificates, documents etc. in the <https://govtprocurement.delhi.gov.in> in support of their price bids. The bidder shall sign on all the pages of tender document, statements and certificates uploaded by him, owning responsibility for their correctness/authenticity and copies thereof may also be submitted in the office of the Officer-in-Charge (General Administration), DTU along with original EMG. However, documents of the bidders downloaded online or requisitioned subsequently only will form the basis for deciding the tender.
3. **Payment of Bid Security (Earnest Money Deposit).** The EMD shall be in the form of the Demand Draft/Pay order of scheduled bank/Fixed Deposit Receipt of a scheduled bank issued in favour of **Registrar, Delhi Technological University, Delhi**. Xerox copy of the DD/PO/FDR is to be scanned and uploaded along with the bid, and the original DD/PO/FDR shall be sent to DTU so as to reach before the date and time of closing of the bids. Failure to furnish the original DD/PO/FDR before the closing of the bid, will entail rejection of bid and blacklisting. PSUS/Govt. agencies participating in the bids are exempted from submission of EMD.
4. **Price Bid Opening.** The Price Bids will be opened online by the concerned officer/officers at the specified date & time and the result will be displayed on the: <https://govtprocurement.delhi.gov.in> which can be seen by all the bidders who participated in the tenders.
5. **Processing of Tenders.** The concerned officer/officers will evaluate and process the tenders as done in the conventional tenders and will communicate the decision to the bidder online.
6. **Payment of Performance Guarantee:** The successful tenderers shall furnish a bank guarantee/FDR of the value starting from 5% of the cost of work a period of sixty days beyond one year from a nationalized bank to ensure the satisfactory performance of item supplied. The performance guarantee is to be submitted at the time of award of work. In case the performance of the work is not found satisfactory, the amount of bank guarantee will be forfeited & credited in university account.
7. **Participation of Bidders at the time of opening of bids:** Bidders have two options to participate in tendering process at the time of opening of Bids:
  - (i) Bidders can come at the place of opening of bids (electronically) as done in the conventional tender process.
  - (ii) Bidders can visualize the process online.

**8. Participation Financial Rules for e-procurement:** The e-procurement system would be applicable for purchase of goods, outsourcing of services and execution of work as prescribed in GFRs.

**OFFICER-IN-CHARGE (GENERAL ADMINISTRATION)  
DELHI TECHNOLOGICAL UNIVERSITY,  
SHAHBAD DAULATPUR,  
BAWANAROAD, DELHI – 110 042**

**TERMS AND CONDITIONS FOR CANTEEN TENDER**

1. The tender should be accompanied with an Earnest Money amounting to Rs 25,000/- (Rupees twenty five thousand only) in the form of DD/PO/FDR drawn in favour of “**Registrar, Delhi Technological University**” and the same DD/PO/FDR shall be sent to Delhi Technological University so as to reach before the date of closing of the bids. Failure to furnish the original DD/PO/FDR before the closing of the bid, will entail rejection of the bid and blacklisting.
2. The Licensee shall furnish a security deposit amounting to an amount equal to five times of monthly license fee in the form of DD/FDR issued from a scheduled Bank drawn in favour of “**Registrar, Delhi Technological University**”, Shahbad Daultapur, Bawana Road, Delhi 110042. The FDR shall only be accepted if it is valid for 60 days over and above the period of contract to begin with an shall be extended along with the period of extension of contract. The security Deposit shall only be released after three months of close of contract and submission of No Dues/Clearance from all concerned Authorities of University.
3. The Licensee shall sign a formal Agreement on a non-judicial stamp paper worth Rs 100/- (Rupees one hundred only) (at his cost) within seven days from award of the work.
4. The tenderers should go through the complete tender document including all terms and conditions and rates of various food items already fixed by the University before tendering.
5. The bidder is advised to mention serial number of all the pages of NIT as per Index/list of documents, enclosures annexure and complete list of documents accordingly before uploading the same.
6. The License shall be absolutely ‘a bare license’ and anything contained therein shall not be deemed to give any right in law in respect of the said premises fittings, fixture and other university belongings to the Licensee in any manner.
  - 6(A) The University shall initially equip the Canteen with electricity and water connections, electric bulbs. tube lights, fans, etc. as deemed appropriate by the University. Any replacement later and repair during the course of operation shall be made by the Licensee at his own cost. The Licensee shall maintain the premises properly at his own cost and shall handover back all above equipments provided by the University in good working condition. As soon as the term of agreement expires or the agreement is otherwise terminated, the Licensee shall, however, pay for the consumption of water and electricity to the University. In case of any shortage, breakage, the Licensee shall get it repaired to the satisfaction of University authorities otherwise the loss thereof shall be recovered from the Licensee.
  - 6(B). The Licensee shall equip the Canteen with decent crockery sufficient for the use of 300 persons at a time to the satisfaction of three members Committee constituted by Competent Authority of University. Similarly, good stainless steel utensils will be used for serving lunch and dinner etc.
  - 6(C) The LPG Cylinders/PNG shall be arranged by the Licensee at his own cost. The gas lines shall be maintained by the agency and repairs if required shall be got done by the Licensee at his own cost with superior quality materials under prior intimation to the University.

7. The Licensee shall pay License fee for the occupation of said premises on quarterly basis (for three months) in advance before the 7<sup>th</sup> day of the month requisite. Thereafter, interest @ 18% p.a. will be charged for full month in which payment should be deposited. Electricity charges will be payable monthly by the licensee as per actual monthly consumption on actual bill. Water charges as per actual or @ Rs 2000/- per month whichever is higher shall be payable by the Licensee before 7<sup>th</sup> day of every month. In the event of the license being revoked or terminated, the Licensee shall pay a proportionate part of the license fee at the rate in force including proportionate charge of water consumption, electricity, etc. In case the Licensee fails to deposit the license fee, water charges, electricity bill, etc. within the specified period, an interest @ 18% per annum shall be charged for the same from the Licensee. However, it shall be the responsibility of the Licensee to get all dues clearance from the appropriate authority before handing over the vacant charge of the premises otherwise the same will be recovered by the University.

8. In case, the Licensee fails to comply with the terms & conditions or commit breach of any of the terms and conditions, the University will notify the Licensee about the said arrears or breach, as the case may be and in the event of the Licensee failing or omitting to remedy the breach or payment of the arrears within 15 days of the notice served in writing to the Licensee, the University can terminate license and thereafter the University shall have the absolute right to enter upon the premises and take possession of the premises.

9. That the University shall have the lien on all the belongings or the property of the Licensee for the time being in or upon the premises of the University and if the Licensee does not pay the arrears of license fee, water electricity charges or other dues payable to the University, even after the termination of the license, the University will have the right to realize the amount due to the University from EMD and Security Deposit and if the due amount is still more, than by putting the belongings of Licensee in public auction after notifying the said auction to the Licensee.

10. Where any belongings of the Licensee are sold, the sale proceeds thereof shall, after deduction of the expenses incurred by the University in disposing of the belongings and after deducting the amount, if any due to the University on account of arrears of rent including incidentals or damages or cost or any other charges be paid to him or a person or persons as may appear to the University to be entitled to the same.

11. The prices to be charged by the Licensee shall not exceed those approved by the University as per Annexure 'C' of Tender Document for the trade item of which he has been granted the license and these shall be displayed by him prominently in the premises on a sign board to be provided by him. New items if introduced, later on the demand of staff/students (i.e., also on approval of DTU) may be used only after getting their rates approved from the University. The rate fixed shall not be changed at least for one year and will be revised only with the approval of Competent Authority of the University.

12. To ensure safe & potable drinking water, the licensee shall arrange Water coolers/RO filters for students and staff both in **Summers** and **Winters**.

13. The Licensee shall not carry out any permanent addition or alteration to the said premises and any construction thereon and electrical or sanitary installations in the said premises without prior permission of the University. If any temporary additions or alterations are required by the Licensee, a request to this effect may be made in writing to the University who may consider the same on such terms and conditions as may be deemed appropriate.

14. The License shall repair/make any damage caused to the said premises except normal wear and tear. The decision of the University on the question whether any damage is caused to the premises and what amount of compensation would make good such damage, shall be final and binding on the parties thereto.

15. The Licensee shall not sublet/permit the said premises or any part thereof to be used by any other person for any other purpose and in default thereof shall be liable for cancellation of license. The Licensee shall not introduce any partner nor shall transfer possession of the premises or part thereof or otherwise carry on the business in the premises with any other person or assign, transfer, charges or other alienate his interest in the premises shall not change the business for which the said premises are licensed to him.

16. The Licensee shall not allow any other persons/s to use the premises with or without consideration. He shall not use the premises or any other space in the Campus for residence of himself & his employees or for the purpose other than that provided in this license deed. He shall not make or permit to make, any structural additions and alterations to the premises, without the previous written sanction of the University.

17. The menu shall be strictly as per Annexure 'C' and no change shall be allowed except for any decision by the University in this regard. The licensee shall display such list alongwith rates very prominently at a suitable visible place in the canteen at his own cost.

18. The Licensee shall on revocation or termination of this license, hand over the possession of the said premises to the University in as good condition as they were on the date of occupation of the License, except normal wear and tear.

19. The Licensee shall give at least 90 days notice in writing of vacating the said premises, pay the arrears of license fee, if any, before vacating the said premises, and in default render himself liable to be used for the recovery of arrears and necessary legal expenses. Similarly, the University shall be entitled to give him 90 days notice to vacate the said premises.

20. In the event of the death of the Licensee being any individual or the dissolution of the firm as the case may be, the Licensee being adjudged insolvent or any proceedings under the Insolvency Act being initiated against the Licensee, or any proceedings for the winding up of the Company, if the Licensee is company, the license shall stand automatically revoked. Provided that such determination shall not prejudice any right of action or remedy, which shall have accrued or shall accrue thereafter to the University.

21. The Licensee shall abide by the law in force including the Municipal By-Laws relating to the sale of food, drinks, hygienic conditions etc, he shall himself obtain the required necessary license from the competent authority i.e., of Govt of Delhi /MCD etc. The Licensee shall comply with the instructions issued from time to time by the University or any Officer/Committee nominated by the University on this behalf.

22. The cooking oil/refined/butter/ghee shall be of standard quality.

23. The food, sweets, snacks etc served by the Licensee shall be obtained by him from the approved sources and shall be fresh, hygienic wholesome of good quality of their respective kind and of reasonable quantity. The University shall have the right to stop the sale or even destroy those articles which are not considered of the requisite standard or are found unfit for human consumption. A three members University Committee which including medical Officer of the University shall check the food items at any time. If on examination, it is found that food items/articles kept are exposed to dust, flies or the services rendered by the Licensee is unsatisfactory then the license shall be revoked, and the Licensee shall be even prosecuted under the provision of Prevention of Food Adulteration Act and shall also be liable to pay a fine of not less than Rs 5,000/- (Rupees five thousand only) to the University and may also face prosecution under relevant Acts/Laws of land.

24. No non-vegetarian food shall be brought, cooked or served in the canteen except eggs. Any violation of this is liable to termination of the contract.

25. The Licensee shall keep a 'Complaint-Cum-Suggestion Book' at a conspicuous place in the said premises in which suggestions may be recorded by the customers and which shall be opened to inspection by monitoring committee duly authorized by the University. The Licensee shall implement these suggestions within a period of one week and where it is not possible to do so, he shall bring the matter to the notice of the University. The Licensee shall also put up a signboard reading "Suggestion Book" available at the counter within a fortnight from the date of allotment of the premises. The University may also prescribe, if need be, the number of employees to be engaged by the Licensee keeping in view of the size of his business. They shall be properly and neatly dressed. The Licensee shall also furnish to the University information about the staff engaged by him in the prescribed form within a fortnight of the date of allotment of the premises (alongwith two pass-port size photographs of each worker). Similarly, information/photograph shall be supplied subsequently as and when changes are made by the Licensee in this respect.

26. The Licensee shall ensure that persons not below a prescribed age, and as may be permissible under the relevant law, are employed and shall also maintain an Attendance Register for his employees. Labour Law regarding appointment/wages etc be followed. The contractor or licensee shall ensure that all statutory emoluments i.e., Bonus, Gratuity, ESD, Provident fund etc. are strictly followed.

27. The dealings of the Licensee and his workers with the Staff & the students shall be polite and courteous.

28. If any person employed by the Licensee in connection with the purpose of this license deed is found guilty of breach of rules/discipline/terms of this deed, the University shall have the right to ask the Licensee to terminate the services of such an employee who shall not afterwards be permitted by the Licensee to come to the premises/campus without the previous written permission of the University.

29. The Licensee shall not be permitted to exhibit in the said premises any printed or written notice, advertisement, posters etc. of any kind and any company whatsoever.

30. The Licensee shall make good any damage caused to the said premises. The normal wear and tear, if any shall also be brought to the notice of the University in writing at the end of each month, failing which any damage noticed later shall have to be made good by the Licensee. Further the decision of the University on the question whether any damage is caused to the premises and what amount of compensation is payable shall be final and binding on the Licensee.



31. If the period for which the premises have been licensed has expired and has not been formally extended and the premises are not required to be vacated, then the Licensee may continue on the same terms & conditions till the license is renewed by mutual agreement.

32. The Licensee shall not do anything in or outside the premises, which may be nuisance or a cause of annoyance to the neighbours.

33. On the expiry or earlier termination of this license, deed, the premises shall be vacated peacefully by the Licensee and he shall clear all dues before vacating them. It shall be the responsibility of the Licensee to hand over the possession personally to the East University in the same condition in which he had occupied then. However, if he fails to do so, the action stipulated in this license deed and any other action deemed appropriate by the University shall be taken.

34. The Licensee shall make use of the said premises for his business purpose only shall keep the adequate area around the said premises clean and in hygienic condition and he shall not cause any obstruction or encroachment whatsoever under any circumstances.

If at any time it comes to the notice of the University that the area around the said premises are being used by unauthorized persons with the connivance of the Licensee or that the Licensee has put up any hoardings, show-case etc. stacked any goods in such areas or is carrying on any activities which obstruct normal movement of public, University personnel or other Licensee or which cause nuisance to other licensees, or that the Licensee is using the said premises for any purpose other than specified in the agreement, then, notwithstanding anything contained in the Agreement, the University shall be entitled forth with to terminate the License without assigning any reason and without service of notice to the Licensee and to claim damages at such rate as may be decided by the University alongwith minimum penalty of Rs 5,000/- (Rupees five thousand only).

35. Any notice to be given to the Licensee under the terms of this license shall be considered to be duly served by hand/speed post & the same shall have been affixed on outer door or any other conspicuous part of the said premises.

36. All payments to the University shall be made by a Bank Draft. No cheques will be accepted.

37. It is assumed that about 350 students/staff (enrolled) will be the consumers in the Canteen which will increase gradually up to approx 1500 in next couple of years. However, this number may vary and the DTU or its authorities do not guarantee in this regard.

38. The Licensee shall strictly follow the Labour laws and all statutory obligations viz PF, ESI, Bonus, Gratuity as applicable and shall indemnify University against any loss or damage, which University may suffer as a consequence of non compliance of these Laws by the Licensee. There will be no deployment of minor employees. The Licensee shall furnish an indemnity Bond on Non-Judicial Stamp paper of Rs 100/- only as per Performa enclosed. The proof of deposit of PF & ESI etc shall be submitted every quarter for all the employees working with the licensee.

39. The Licensee shall ensure proper cleaning in and around canteen. The Kitchen waste shall be disposed off through covered containers in the dustbin situated in the nearby area in dry & wet being separately.

40. The monthly license fee offered by the bidders in Annexure 'E' (Financial Bid) shall be sealed in separate envelope. Before, this envelope is opened or financial bids are downloaded, technical evaluation shall be done the University for all bidders on the basis of Technical bids which include checking of samples for various food products and inspection at various places of work of different bidders.

**Annexure – E** (Financial Bid) shall be opened only for those agencies who qualify the quality standards and finally the tenders shall be decided on the basis of the highest monthly license fee offered in the financial bid.

41. The rates are inclusive of all taxes as applicable and nothing extra shall be payable on this account. The contractor shall himself be responsible for all such statutory obligations regarding payment of taxes to concerned authorities.

42. Checking as and when required or desired by the University will be made by a Committee constituted by Competent Authority. The contractor shall obtain MCD license as applicable for running Canteen after award of work and shall be duly registered under Contract Labour Regulation & Abolition Act 1920 & GST Act 2017.

43. The contract will be awarded for a period of one year on contract basis/outsourcing basis and extendable for a further period of one year on the satisfactory performance and quality of service by the licensee/contractor.

44. Any dispute arising out of this contract shall be subject to Delhi Jurisdiction only. The matter can be referred by the Hon'ble Vice Chancellor, DTU to an arbitrator to be appointed by Hon'ble Vice Chancellor DTU. The licensee shall not object to such appointment on the ground that arbitrator is an employee of DTU or at any point of time has dealt with the agreement. The arbitrator shall decide the matter as per the provision of Arbitration & Conciliation Act 2016 and his decision shall be final & binding on the parties.

45. Licensee will deploy adequate number of manpower to serve the visitors.

46. Approved Rate will be valid for one year and will be revised nominally if required, by a committee only after one year of contract on the request of licensee.

47. The bidder should have an annual turnover of Rs 5 lac during last three years.

48. University is free to engage external catering agency for providing snacks/lunch/dinner/high tea for events, such as meetings, seminar, conferences and workshop etc.

49. Quarterly medical checkup to be carried out by the contractor for their employees and report of the same to be submitted at Officer-in-Change (General Administrative) by 05<sup>th</sup> of April, July, October and January respectively.

50. Canteen contractor shall generate a computerized token for all items should as per the NIT rates.

**Sanitation Conditions: - Food Sanitation, Water Sanitation and General sanitation.**

**Periodically checking for above or surprise check will be made by Estate Officer or his authorized representation.**

**1. Food articles & Drinks: -**

- (a) Food articles should not be kept on floor subject to contamination by dust or by rodents/rates or flies etc. always kept in shelves or in height.
- (b) Prepared food articles are kept covered protected from flies & dust and should be stored above the ground floor level.
- (c) Milk & Milk products should be of superior quality taken from reliable & approved sources to avoid food adulteration/contamination.
- (d) No packed food items should be kept for sale after expiry date. The cooked food prepared shall not be used for the next day.
- (e) Cooked food supplied outside the mess/canteen should be covered properly (covered with a plate or paper or aluminum foil).
- (f) Used fresh food material free from any contamination (Vegetable, Milk, Fruit etc).
- (g) Avoid strictly reuse of any cooked food material or drinks.
- (h) Market superior quality materials should be used for cooking purpose.

**2. Utensils: -**

- (a) Utensils should be of steel easily washable & kept in good condition. There is no corrosion cracked or chipped utensils should not be used.
- (b) Cooking, eating & drinking utensils are thoroughly cleaned & washed (with soap/detergent & hot water) after each use.
- (c) Used dough trough, tray should be cleaned with soap/detergent & hot water after day work.

**3. Equipments: -**

- (a) The equipment should be properly located to facilitate cleaning.
- (b) Cases, counters, shelves, tables, chairs, refrigerators, slices, stoves (gas), hoods, hot case etc, should be kept neat and clean, stain free & safely operated.
- (c) Juicer, Coffee, Tea, Soft drink etc. machine should be cleaned every day & sterilized by the specialized agency periodically in a week or as directed by the Estate Officer and should be maintained properly.

4. **Washing:** -

- (a) Washing places should be well drained to avoid nuisance from flies, offensive smell etc & drains should be free from any blockage of traps etc.
- (b) After use clean the place thoroughly with the use of disinfectants.

5. **Employer:** -

- (a) Behavior at canteen of employees & employer (licensee) should be cooperative.
- (b) Worker must wear every day clean aprons & caps and hand gloves, the same shall be changed as and when required in the day also.
- (c) They should not be allowed to smoke or chew pan, tobacco, drink alcohol etc in & around the kitchen/dining hall of mess/canteen subsequently outside the campus of university.
- (d) They (Employer & Employees) should clean their nails & hands with brush & soap before handling the dough & cooking & servicing food/meals.
- (e) Workers should be healthy and free from any diseases. Periodically medical checkup of the workers should be made proper records be maintained.

6. **Other Conditions:-**

- (a) Kitchen should not be used for residence of any worker.
- (b) The store should be properly cleaned by proper arranging of articles in racks & bags be done with marking.
- (c) Kitchen & dining hall should be clean dry /wet thrice a day or as per requirement and finally at night before closing.
- (d) Kitchen kneading tables tip, bottom, should be properly cleaned/stain free by using of soap/detergent & hot water after days work.
- (e) Floors should be impervious & easily cleaned & in good repair.
- (f) Floor should be kept clean by regularly moping, by using disinfectants such as approved phenyl & sanitizer etc.
- (g) Walls & ceiling should be kept clean from cobweb & dust etc.
- (h) Doors & windows glasses should be clean gently which will not affect ventilation & light.
- (i) Serving table & chair should be kept clean all time.
- (j) No smoking & no use of tobacco, alcohol etc in the campus/canteen.

7. **Garbage Disposal:** -

- (a) Arrange proper capacity covered dustbins for disposal of garbage wet & dry and should be cleaned timely.
  - (b) Approved insecticides should be used in dustbins.
  - (c) Entire area in & around the shop/mess/canteen/kiosk/fruit vendor should be cleaned every time.
- 8.
- (a) Setting up of a stall within outside the canteen of sale for item(s) not listed in the contract/selling of items without electronic billing machine/unhygienic condition on the kitchen & dining hall/poor quality of product shall attract penalty of Rs 5,000/- first time, Rs. 10,000/- in the second and cancellation of contract on the third occasion.
  - (b) Staff being not properly dressed i.e. with serving staff in a particular color of shirt, trousers, shoes, gloves/apron head and gloves etc. shall attract penalty of Rs. 2,000/- per occasion.
  - (c) Non maintaining of cleanliness and non immediate disposal of garbage shall attract a penalty of Rs. 2,000/- per day. The bust bin should not over flow they should be cleaned as and when required.
  - (d) Overcharging/non availability of listed items and non courteous of the working staff shall attract a penalty of Rs. 2,000/- per occasion.

**LIST OF ITEMS/SNACKS ETC AND PRICE THEROF**

<b>Sr. No.</b>	<b>Items</b>	<b>Quantity Weight</b>	<b>Rates(Rs.)</b>
1.	Tea (One Cup)	100 ml.	5.00
2.	Coffee (Per Cup)	100 ml	10.00
3.	Tea (half set)	300 ml	12.00
4.	Tea (Full set)	600 ml	20.00
5.	Samosa	50 gm	6.00
6.	Bread Pakora (Potato filled)	75 gm	8.00
7.	Matthi	25 gm	3.00
8.	Vegetable pakora	100 gm	10.00
9.	Sabzi/Dal	Per plate	10.00
10.	Chhola + 4 puri	Per plate	20.00
11.	Pakora with curry	Per plate	10.00
12.	Raita (Katori Standard Size)	Per katori	10.00
13.	Two Puri with subzi	30 gm	10.00
14.	Two Bhatara with chhola	30 gm	20.00
15.	Laddu (Besan/Bundi)	30 gm	5.00
16.	Burfi (Khoya)	20 hm	8.00
17.	Rice plate with Rajma/Chole etc.	Per plate	30.00
18.	Sambharvada	2 pieces	20.00
19.	Plain Dosa with sambhar & chatni	1 pc	20.00
20.	Dosa (Masala) with sambhar	1 pc	25.00
21.	Idli (Per Plate) with sambhar & sauce	Per plate	20.00
22.	Rajma	Per plate	10.00
23.	Chowmin	Full plate	25.00
24.	Chowmin	Half plate	15.00
25.	Lunch (Rice Half plate, Dal, 4 Chapati, Sabji & Raita	Per Thali	40.00
<b><u>COLD DRINKS</u></b>			
26.	Cold drinks	M.R.P.	-
27.	Cold coffee	250 ml	20
28.	Juice tetra packets	M.R.P.	
29.	Lassi sweet	200ml	20
30.	Lassi salt	200ml	15
31.	Fresh fruit juice	200ml	20
<b><u>SNACKS</u></b>			
32.	Veg Sandwich	-	15
33.	Veg. Grill Sandwich	-	25
34.	Paneer Grill Sandwich	-	25
35.	Dhokla (1pc)	-	10
36.	Pizza sandwich	-	20
37.	Paneer sandwich	-	25
38.	Rasgulla/gulabjamun (1pc)	Normal Size	10
39.	Veg burger	-	15
40.	Veg hot dog	-	20
41.	Paneer hot dog	-	25

Sr. No.	Items	Quantity Weight	Rates(Rs.)
42.	Paneer kulcha	-	10
43.	Spring Roll (8pcs.)	-	25
44.	White Pasta	-	40
45.	Veg. Patties	-	10
46.	Paneer Patties	-	10
47.	Pineapple Pastry	Normal Size	15
48.	Red Sauce Pasta	-	35
49.	American Chupsy	-	35
50.	Blackforst Pesty	-	20
51.	Chocolate Pesty	-	20
52.	Fruit Cake	-	15
53.	Pizza (Mini)1	-	30
54.	Pizza (Big)	-	60
55.	2 Kachori+ AllooSbzi	200gm.	20
56.	Momos (5Pcs)		15
57.	PaavBhazi (2 PCS)	200gm.	30
<b><u>CHOWMEIN</u></b>			
58.	Veg. fried rice	300gm.	25
59.	Chillie potato	225gm	20
60.	Chillie paneer	225gm	35
61.	Veg. fried rice Manchuria	225gm	40
62.	Veg. Chowmein Manchuria	225gm	30
<b><u>TAWA PRATHAT</u></b>			
63.	Plain pratha	1 pc	7
64.	Aaloo paratha	1 pc	10
65.	Aaloo onion pratha	1 pc	15
66.	Onion pratha	1 pc	10
67.	Paneer pratha	1 pc	20
68.	Tawa roti	1 pc	3
<b><u>TANDOORI ITEM</u></b>			
69.	Naan plain	1 pc	5
70.	Aaloo naan	1 pc	10
71.	Butter naan	1 pc	10
72.	Tandoori roti	1 pc	5
<b><u>SABZI RICE &amp; DAL</u></b>			
73.	Plain Dal	150 gm	20
74.	Dal Fry	150 gm	25
75.	Aaloo Palak	150 gm	15
76.	Aaloo Jeera	150 gm	20
77.	Aaloo Gobi	150 gm	20
78.	Mutter Paneer	150 gm	30
79.	Palak Paneer	150 gm	30
80.	Shahi Paneer	150 gm	35
81.	Daal Makhani	150 gm	25
82.	Malai Kofta	150 gm	30
83.	Palin Rice	200 gm	15
84.	Jeera Rice	200 gm	20

<b>Sr. No.</b>	<b>Items</b>	<b>Quantity Weight</b>	<b>Rates(Rs.)</b>
85.	Veg Pulao	250 gm	30
86.	Veg Biryani	300 gm	30
<b><u>SOUP, CARD &amp; SALAD</u></b>			
87.	Tomato soup	200 gm	15
88.	Sweet Corn Soup	200 gm	15
89.	Curd	150 gm	10
90.	<b><u>Veg Thali</u></b> – Dal+ Seasonal veg+ 4 roti or 2 nan half plain rice+raita & salad	-	50
91	<b><u>Paneer Thali</u></b>		
	(a) Khadai/Shahi/Masala/Palak Paneer	150 gm	60
	(b) Dal Fry/Dal Makhani/Choley /Rajma/ Seasonal veg/mixed veg	150 gm	
	(c) 4 Roti/2 nan	150 gm	
	(d) Plan Rice Raita + Salad	150 gm	
92.	Rajma Rice Plate	300 gm	20
93.	Kadhi Rice Plate	300 gm	20
94	Paneer Rice Plate	300 gm	30
95.	Shakes (butter scotch, chocolate etc)	250 ml	20





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 Shahbad Daultapur, Bawana Road, Delhi-110042.  
 E-mail: [ga@dtu.ac.in](mailto:ga@dtu.ac.in) Phone 91-11-27296326

### **TECHNICAL BID**

#### **CHECK LIST OF THE DOCUMENTS TO BE ATTACHED WITH TECHNICAL BID**

Please check whether the attested copies of the following documents have been attached or not.

1. Name of the Agency:\_\_\_\_\_
2. Address of firm/Agency and Telephone No. \_\_\_\_\_  
\_\_\_\_\_

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3. Name, Designation, Address and telephone no. of authorized person of the firm/agency to deal with \_\_\_\_\_
1. PAN No. of Income Tax Deptt including Aadhaar of Individual.
2. GST Registration No. issued by the Competent Authority alongwith return of last financial year.
3. MCD trade health Licence.
4. PF Registration No if required.
5. ESI Registration No if required.
6. FSSAI License No.
7. Registration under Contract Labour & Abolition Act 1970.
8. Fixed deposit receipt/DD towards earnest money Rs
9. Contractor should have at least three years working experience of running canteen of similar types.
10. Satisfactory Certificates regarding running of Canteen in University/College/Reputed Organization from the organization.
11. Proof of Average Turnover during last financial year.
12. Income tax return for last three years
13. Terms & conditions of the tender.

**Declaration:-**

This is to certify that I/We before signing this tender have read and fully understand all the terms and conditions contained herein and undertake myself/ourselves to abide by them.

Signature of the tenders:- \_\_\_\_\_

Name:- \_\_\_\_\_

Designation:- \_\_\_\_\_

Address:- \_\_\_\_\_

Phone No:- (O) \_\_\_\_\_

(R) \_\_\_\_\_



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**FINANCIAL BID FOR CANTEEN**

Name of Tenderer/Firm \_\_\_\_\_

Full Address \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Phone No. \_\_\_\_\_ Mobile No. \_\_\_\_\_

**Financial Bid**

I/We accept all the Terms & conditions received with Tender Documents.

I/We have submitted Technical Bid separately.

I/We now offer to pay monthly license fee of Rs. \_\_\_\_\_  
(Rupees \_\_\_\_\_ only) for University Canteen (East)  
for the period \_\_\_\_\_ to \_\_\_\_\_.

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Designation: \_\_\_\_\_

Seal/Rubber Stamp: \_\_\_\_\_

**N.B.**

1. Rates should be quoted on monthly basis inclusive of all taxes/levies. Nothing extra will be considered.
2. Rates should be mentioned both in words and figures.
3. Financial Bid will be considered only if Technical Bid is accepted by the Competent Authority.



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### FORM OF AGREEMENT

THIS AGREEMENT is made on the \_\_\_\_ day \_\_\_\_\_ (Month) \_\_\_\_\_ (Year)  
 Between the Board of Management of the University through the \_\_\_\_\_  
 (Name and address of the Department) hereinafter called “the Department” which expression shall, unless excluded by or repugnant to the context, be deemed to include its successor in office and assigns of the one part AND \_\_\_\_\_ (Name and address of the Licensee) through Shri \_\_\_\_\_, the authorized representative (hereinafter called “the contractor”) (which expression shall, unless excluded by or repugnant to the context, be deemed to include its/their heirs, successors, executors, administrator, representative and assigns) of the other part. Under which the contractor shall provide uniformed and trained personnel and will use its best endeavour’s to provide Canteen Services to University, Delhi.

#### **NOW THIS AGREEMENT WITNESSETH as follows:-**

1. In this Agreement words and expression shall have the same meanings as are respectively assigned to them in the Terms and Conditions hereinafter referred to.
2. The following documents shall be deemed to form and be read and constructed as part of this Agreement, viz: -
  - (a) Letter of acceptance of award of contract;
  - (b) Terms and Conditions of bid;
  - (c) Notice Inviting Tender;
  - (d) Bill of Quantities;
  - (e) Scope of work;
  - (f) Addendums, if any;
  - (h) Any other documents forming part of the contract.
3. In consideration of the payments to be made by the Contractor of the University as hereinafter mentioned, the Contractor hereby covenants with the employer to execute and the Canteen Services w.e.f. \_\_\_\_\_ as per the provisions of this Agreement and the tender documents.
4. The licensee hereby covenants to pay the university in consideration of the execution and completion of the contract as per the provisions of this agreement and the tender documents advance license fee of Rs \_\_\_\_\_ (Rupees in words \_\_\_\_\_ ) per month by 7<sup>th</sup> of each month failing which interest @ 18% per annum will be payable.

5. Being the sum stated in the letter of acceptance subject to such additions thereto or deductions there from as may be made under the provisions of the contract at the times in manner prescribed by the contract.

IN WITNESS WHEREOF the parties hereto have signed the Agreement the day and the year first above written.

For and on behalf of the Licensee

For and on behalf of Board of Management of University

Signature of the authorized official

Signature of the authorized officer

Name of the official  
Stamp/Seal of the Contractor  
By the said  
\_\_\_\_\_ Name

Name of the Officer  
Stamp/Seal of the Employer  
By the said  
\_\_\_\_\_ Name

on behalf of the Contractor in the presence of:

on behalf of the Employer in the presence of:

Witness \_\_\_\_\_

Witness \_\_\_\_\_

Name \_\_\_\_\_

Name \_\_\_\_\_

Address \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Telephone No: \_\_\_\_\_

Telephone No: \_\_\_\_\_

**INSTRUCTIONS**

1. All columns shall be filled legibly.
2. Clear and precise information shall be given against each column in the space provided.
3. If any column is left blank or not properly replied to or the application is not accompanied by the pay order/demand draft of the requisite value, the application is liable to be rejected summarily.
4. The License granted is liable to be cancelled forthwith, if it is found that the applicant had given wrong or false information in the application for the issue of authorization.