



GOVERNMENT OF NCT OF DELHI  
**DELHI TECHNOLOGICAL UNIVERSITY**

(General Administration)

Bawana Road, Delhi 110 042

Tel: +91-11-27294673 [www.dtu.ac.in](http://www.dtu.ac.in)

Email: [ga@dtu.ac.in](mailto:ga@dtu.ac.in)

F. No.DTU/Gen. Admn./090/2016-17/

Date: 11.10.2017

**NIT FOR MESS SERVICES IN DTU HOSTELS**

E-tenders are invited from the agencies who are interested to run the hostel mess with the suitable and uniformed trained manpower at **Delhi Technological University, Shahbad Daulatpur, Bawana Road, Delhi-110 042**, for a period of one years intailly and may be extended to the subsequent years based on satisfactory performance on *monthly license fee basis*.

The interested tenderers should upload duly signed tender form and their bids along with scanned copies of all the relevant certificates, documents etc. in support of their technical & price bids -all duly signed on the: <https://govtprocurement.delhi.gov.in> latest by **01 November 2017 up to 2.00 P.M.** An index prepared after pagination of all documents may also be uploaded. The technical bids will be opened online on **01 November 2017 at 3.00 P.M.** {those bidders only whose original EMD amount is dropped in Tender Box placed in the office of Officer In-charge (General Administration)} in the presence of the bidders who wish to be present and will also be displayed on the website. For participation in the tender through e-procurement solution, the tenderers are required to have digital certificate and get registered with application Service Provider NIC. Only the bids uploaded through e-procurement portal of Delhi Govt. NCT of Delhi at <http://govtprocurement.delhi.gov.in> will be considered for their evaluation.

Tender document is also available for viewing on the website of Delhi Technological University, Delhi at [www.dtu.ac.in](http://www.dtu.ac.in).

**Bid Schedule**

<b>Date of start and downloading tender</b>	11 October 2017
<b>Earnest Money Deposit (EMD) (Rs.)</b>	Rs 50000/- for each group of hostels
<b>Last date submission of tender (online)</b>	01 November 2017 at 2:00 PM
<b>Date and Time of Opening Bid</b>	01 November 2017 at 3:00 PM
<b>Designation of the Authorized Officer and Address for Communication:</b>	Officer-in-Charge (General Administration) Delhi Technological University Shahbad Daulatpur, Bawana Road, New Delhi - 110042

*Officer In-charge*  
*(General Administration)*



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**GUIDELINES/PROCEDURE TO BE FOLLOWED IN INTRODUCTION OF 'E'-  
PROCUREMENT SOLUTION**

- 1. Payment of cost of Tender documents:** 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 (GA), DTU along with original EMD. 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. Photocopy 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 up to Last Date and Time for receipt of tenders through e-procurement solution. Failure to furnish the original DD/PO/FDR against EMD within two days after the closure of e-tender will entail rejection of bid and blacklisting.
- 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. In the Price Bid sheet, if bidder is interested to participate only selected group of hostels then he/she will have to quote the monthly license fee in that cell only. Zero license fee is not accepted and if zero monthly license fee is mentioned against any group of hostel then it means bidder is not interested in that hostel. We have kept minimum monthly license fee for each group of hostels, which is mentioned in price bid.
- 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 tenderer shall furnish a bank guarantee/FDR of the value starting from 05% of the cost of the item for 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 deployment/installation/demonstration of equipment/manpower. In case the performance of the services 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.

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**TERMS AND CONDITIONS**

1. Separate EMD is to be submitted for each Group of hostels. The envelope cover should have the name of the Group of hostels clearly written.
2. The Contract shall be awarded for one year initially to the successful bidder. However, the period may be extended to another year based on the satisfactory performance and recommendation of Mess Council.
3. The Tenderer shall collect the Mess bills from students.
4. The Tenderer should have at least three years working experience Certificate regarding running of MESS in Reputed State/Central educational Institutions such as IITs, NIT's or Central / State Universities or any Academic Institute of National Repute and out of these experiences one year shall be the capacity of running at least for 1500 person/ students at one location.
5. The Tenderer shall submit the documentary proof of service tax registration number/GST/ Permanent Account Number (PAN) and TIN Number etc. along with annual return etc.
6. The Tenderer shall deploy only those workers who have Police Verification Certificate and shall provide a list of such staff along with their permanent and local addresses to the Chief Warden. In such cases, the Security Officer of DTU authentication is sought. If any law and order problem arising out of the involvement of mess worker, the responsibility shall lie with the contractor and this may result into the termination of the contract at any point of time. The staff deployed shall be free from any virulent or contagious disease(s), and The University may ask the caterer to produce medical fitness certificate. Staff shall be sober, polite and decent behavior. Preferably, the workers deployed in girl's mess shall be female.
7. The University may direct to the Tenderer to remove or replace any person engaged by the caterer, at its discretion.
8. EMD's for mess tender shall be group wise in shape of FDR/DD in favour of Registrar, DTU A/c \_\_\_\_\_ (name of the bidder). Photocopy of the DD/PO/FDR is to be scanned and uploaded along with the bid, and the original DD/PO/FDR shall be send to DTU 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 bid and blacklisting. The amount of EMD is as follows: -
  - i. Group "A" Rs 50,000/- (Rupees fifty thousand only)
  - ii. Group "B" Rs 50,000(Rupees fifty thousand only)
  - iii. Group "C" Rs 50,000/- (Rupees fifty thousand only)
9. A minimum monthly license fee shall be applicable for all group of hostels for Group A: Rs. 15000/- (Rs. Fifteen thousand), Group B: Rs. 12000/- (Rs. Twelve thousand) and Group C: Rs. 12000/- (Rs. Twelve thousand)
10. The Tenderer shall keep the mess open every day from 6 a.m. to 9 p.m. or as may be decided by the competent authority on the recommendation of the mess Council from time to time.
11. The Tenderer shall serve food items strictly as per this agreement (A sample menus attached), and the Hon'ble Vice Chancellor or his authorized officer may at any time enter the premises for general inspection without any prior notice. Such officer shall also be entitled to take away sample of food and other items prepared by the Tenderer, free of cost, for the purpose of inspection, testing, trial or analysis with a view to ensure that the food items served by the Tenderer are wholesome edible food and confirm to the general guidelines / standards normally prescribed by MCD in respect of such food items for human consumption. If the food supplied by the



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- Tenderer is found to be of substandard quality, then the Hon'ble Vice-Chancellor may cancel this agreement forthwith without giving any notice.
12. The Tenderer shall prepare and prominently display the menu for the day for breakfast, lunch, dinner, etc. which will be prepared in prior consultation with the Hostel Mess Council and mess Warden of the said hostel. The Tenderer shall serve only such items, which have been approved and agreed to.
  13. The Tenderer may also be required by the competent authority to supply food items, cold drinks, tea/coffee etc. as indicated in ANNEXURE - I hereto at the rates indicated therein, apart from catering for the regular meals served by the Tenderer, provided this will not affect the running of main food services.
  14. The Tenderer shall also prominently display approved rate list for the supply of extra items. The rates may be revised by mutual consultation from time to time, but until the rates are revised, the Tenderer shall not have any right to increase the rates mentioned in the ANNEXURE - I hereto.
  15. The Tenderer shall prepare only three regular Meals as recommended by Mess Council.
  16. No let out food items or material, will be taken out of the hostel premises without the Warden's approval.
  17. Mess staff will wear head cap and gloves at the time of cooking and serving the food to the students.
  18. The University will not provide to the Tenderer, the required no. of kitchen and mess utensils and chapatti plate/additional gas stoves for cooking and dining, refrigerator shall be arranged by the Tenderer. The Tenderer shall keep these items in functional at his/her own expenses. Such other infrastructure as may be required for cooking, serving and catering the regular meals and other items to the Residents, including crockery, cutlery tables flower vases, and the Tenderer shall arrange liveries for the mess staff on her/his own cost and risk. Water tankers, if required, shall also be provided by the Tenderer.
  19. The Tenderer shall use commercial IGL connection at his own expenses and risk for cooking purpose and shall not use any other kind of fuel or electric heater.
  20. The Tenderer shall keep suggestion/ complaint book to enable the Residents to lodge their complaints/ suggestions and shall abide by the decision of the University made in respect of any complaint/ suggestion and shall be bound to follow the same.
  21. No employee of the Tenderer shall be allowed to stay overnight in the Kitchen, Dining Hall or any other place in the hostel.
  22. The DTU shall provide a suitable space to the Tenderer for being used as a pantry and kitchen. This shall not confer any right in or upon the said premises of any kind whatsoever. The Tenderer to use the said space shall be co-extensive with main contract (i.e. the Agreement), and the said Tenderer shall automatically come to an end on the conclusion of the same, as the case may be, on any ground whatsoever.
  23. The Tenderer shall ensure that the pantry, Kitchen, dining hall and the kitchen and Dining Hall, Furniture, Water Cooler, Refrigerator, Fan, Tubes, Tables and Benches in the Dining Hall are kept neat and clean at all the times.
  24. The Tenderer shall not carry out any additional / alteration in the portion allowed to him for the above purpose, except with prior written permission of the University.
  25. The Tenderer shall vacate the premises within 2 days of the conclusion of the agreement or on the termination of the agreement if takes place at an earlier date.
  26. The Tenderer shall be allowed to remove his/her utensils and equipments, if any, from the premises after obtaining a 'no dues' certificate from the concerned officer.





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27. It shall be the responsibility of the Tenderer to give a clean and vacant possession of the premises on the conclusion or termination of this agreement.
28. The Tenderer shall pay electricity charges as per actual consumption. However, he/she shall pay @ Rs.3000/- per month electricity charges, till meter is not installed but it should not be more than 03 months.
29. The Tenderer shall not use electric heaters or any other heavy duty electrical appliances like ACs, heaters etc. In case it is found these type of appliance are used, the Tenderer shall required to pay double of the amount, i.e. Rs.6000/-p.m. electricity for the said period.
30. The Tenderer shall pay fees @ Rs. 5000/- per month per kitchen to be used.
31. The Tenderer shall also be provided with water supply, and he/ she shall pay Rs. 2000/- (flat rate) per month per group of hostels. Water tankers, if found necessary on account of shortage of water supply, shall be arranged by the Tenderer at his/ her own expenses.
32. The Tenderer shall pay conservancy charges @ Rs. 500/- per month. The Tenderer shall keep the premises neat and clean always conforming to the standards of hygiene prescribed by the MCD or as may be prescribed by the Hon'ble Vice-Chancellor from time to time.
33. The Tenderer shall ensure the timely payment of minimum monthly wages (as per the government of NCT of Delhi) to the workers deployed in the mess, apart from ESI, EPF, Bonus etc. and DTU shall have no liability on his account.
34. The Tenderer shall install firefighting equipment in the kitchen as per Fire Regulation and keep the premises harmless and indemnified against any damage arising on account of fire, theft or negligence on the part of the Tenderer or his/her staff, to any property, to any resident or staff, such loss or damage shall be made good at the cost of the Tenderer.
35. The DTU shall not be liable for any payment to the staff of the Tenderer on account of salary and Allowances, Leave, Uniform, Medical Aid, Insurance Policy, Provident Fund, ESI dues, and Services Tax payable to Govt. of Delhi / India etc. whatsoever, which shall be the responsibility of the Tenderer. The Tenderer shall also ensure that the norm prescribed by the Human Rights Commission or Government of India, Minimum wages Act, Provision of Industrial Disputes Act or any such other legislation, to the extent applicable, are fully observed by the Tenderer and Hon'ble Vice-Chancellor is kept harmless and indemnified in this behalf. The Tenderer hereby undertakes to keep the Hon'ble Vice Chancellor harmless and indemnified against any claim or demand of his/her workmen under any industrial law for the time being in force, or as may be amended from time to time.
36. This agreement may be renewed by the parties on such terms and conditions as are agreed between the parties on the conclusion of this agreement. However, unless the contract is renewed, it shall come to an end as aforementioned.
37. The Tenderer will ensure that all the Residents, except in the case of sick Residents, eat their meals only in the dining hall and boiled food has to be made available to the sick and foreign Residents on demand, subject to the Warden's approval. The food will not be served in the rooms of the Residents. The guests of Residents alone may be permitted to eat with the prior permission of Warden at rates decided for the purpose.
38. The Hon'ble Vice-Chancellor may appoint a sub-committee to monitor the performance and quality of food and other items supplied by the Tenderer and if at any time it is found that the Tenderer fails to fulfill any of the conditions of this agreement, the Hon'ble Vice-Chancellor may impose a fine up to Rs. 20,000/- per



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- default or terminate the contract by giving one month's notice to the Tenderer. However, if the period of notice falls short of one month because of the contract coming to an end in its natural course, such notice will be only for such no. of days a may be left for the contract to expire in its natural be applicable nor insisted.
39. If the Tenderer fails to serve the Residents during the currency of this agreement for whatever reason, he/she shall be liable to pay Rs. 2,000/- as fine for each such meal which will be adjusted against the payment of food bills or recovered from the security deposit, as the case may be.
  40. The Tenderer shall deposit the security money through Demand Draft a sum of Rs. 100,000/- (Rupees One Lakh only) for each group of hostel to the Registrar, DTU before the award of this contract.
  41. The security deposit will be interest-free and it shall be refundable to the Tenderer on the conclusion or termination of this agreement after adjusting such amounts as may be found due from the Tenderer including fines, if any, imposed on the Tenderer on account of deficient services.
  42. If the Tenderer fails to serve any item to any resident in the prescribed meal hours as decided by the Chief Warden, the Tenderer shall have to serve that missed items subject to the approval of Warden.
  43. Mess contract shall not employ workers below 18 years of age and shall provide bio-data of all the workmen along with their salary slip which includes PF, ESI, bonus, etc. and Labour License No. received from the Govt. of Delhi if the numbers of workers engaged by them are more than 20. The Tenderer shall provide minimum wages prescribed by Government of NCT of Delhi to the deployed workers in the mess.
  44. The garbage collected from the kitchen, dining halls, dish wash area will be disposed of every morning in closed bins.
  45. For any breach of the terms and conditions on the part of the Tenderer, the Vice Chancellor, DTU, Delhi will be fully empowered to impose penalty to the extent of Rs. 5000/- (Rs. Five thousand only) and forfeit the performance security deposit besides termination of the contract. Decision of Vice Chancellor, DTU will be final in this regard.
  46. Subletting of any portion in any form is not permissible. If found, action will be taken as deemed fit including forfeiting the security deposit and termination of the contract.
  47. The Tenderer, himself, shall be responsible for any type of statutory/mandatory claims or penalties in light of the default, if any, with reference to statutory rules and /or government directives.
  48. The Vice Chancellor, DTU reserves the right to cancel the contract agreement in the event of non-commencement of services within two weeks of offer letter or unsatisfactory performance of work contract, the Tenderer will be black listed in the university for a period of 4 years from participating in such type of tender & his earnest money and security deposit may also be forfeited if so warranted.
  49. In case, the Tenderer fails to render the services to the satisfaction of university authority, the authority will have full liberty to get the work done by the other party or enter into a fresh contract for the remaining period at the risk and expenses of the Tenderer.
  50. In every case in which by virtue of the provisions of the Workman's compensation Act, the government of India/government of Delhi if obliged to pay compensation to such person employed by the Tenderer in execution of the work the government will be entitled to recover from the Tenderer the amount of compensation so paid.



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51. The Tenderer shall indemnify the university against all other damages /charges and expenses for which the government may be held liable or pay on account of the negligence of the Tenderer or his servants or any person under his control whether in respect of accident, injury to the person or damages to the property of any member of the public or any person or in executing the work or other wise and against all claims and demands thereof.
52. Tenders shall submit the undertaking of *Annexure-II* in Rs. 100/- Non judicial stamp paper.

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**ANNEXURE - I**

**MESS CONTRACT**

Nature of the work : To prepare and serve the meal to the students of DTU Hostels as per prescribed menu of the university.

Group - A : AryaBhatt Boys Hostel, Sister Nivedita Hostel, Type -II Girls Hostel, Kalpana Chawla Girls Hostel. Type III Girls Hostel, Transit Hostel (671 students approximate)

Group - B : C.V. Raman Hostel & Jagdish Chandra Bose Hostel, BM Hostel, (534 students approximate)

Group - C : Sir M. Vivesvarayya Hostel, Sir Baskaracharya Hostel & H.J. Bhabha Hostel (520 students approximate)

**Items to be provided in** :- Mess per month per students

**Meal for a day shall consist of:-**

1. Breakfast - 7:30 A.M. - 9:30 A.M.
2. Lunch - 12:00 noon - 2:30 P.M.
3. Tea and Snacks - 4:30 P.M. - 5:30 P.M.
4. Dinner - 7:30 P.M. - 9:30 P.M.

**Breakfast:- The breakfast will include:- (Approximate rate Rs. 20:00)**

- Two number of eggs/two vegetable cutlets/Vada/Idli/Utpam/Prantha with seasonal stuffing/Poha
- Tomato sauce
- 4 slices of white/brown/whole grain toast with butter (20gms) and jam (20gms)
- Tea/Coffee/Milk (200 ml)

**Lunch:- (Approximate rate Rs. 30.00)**

- Non-Veg. Dish with Lunch (Mutton/chicken/fish 150 gms.) twice a week and paneer/malai kofta for vegetarians
- Sweet Dish or Fruit
- Rice whole (good quality Basmati)
- Chappatis (as required)/Puri/Bhatura
- Dal/Sambhar/Rajma/Lobia/White Channa/Kala Channa
- Two Seasonal Vegetables
- Salad
- Papad
- Achar/Chutney
- Curd with sugar/salt

**Tea - Snacks :- (Approximate rate Rs. 10:00)**

- Tea/Coffee once
- Samosa/paneer pakora/Veg. pakora/bread roll /burger/patties/pastry/dhokla





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**Dinner: - (Approximate rate Rs. 30.00)**

- Non-Veg. Dish with Lunch (Mutton/chicken/fish 150 gms.) twice a week and paneer dish/malai kofta for vegetarians
- Sweet Dish or Fruit
- Rice whole (good quality Basmati)
- Chappatis (as required)/Puri/Bhatura
- Dal/Sambhar/Rajma/Lobia/White Channa/Kala Channa
- Two Seasonal Vegetables
- Salad
- Papad
- Achar/Chutney
- Curd with sugar/salt

**Notes: -**

1. Students may opt for mess rebate of 10 days (maximum) as per rules.
2. Brands of consumable items permissible in mess

Item	Brand
Salt	Tata, Annapurna, Nature fresh
spices	M.D.H. Masala, Satyam, Badshah, Everest
Chicken	Venky's Chicken, Godrej Real good
Ketchup	Maggi, Kissan, Heinz
Oil (Sunflower)	Sundrop, Godrej, Saffola, Fortune
Pickle	Mother's or Pravin or Priya or Bedekar or Nilon's or pachranga
Atta	Ashirvad, Pillsbury, Annapurnna
Instant Noodles	Maggi, Top Ramen
Flavoured fruit	Rasna, Nestle
Papad	Lijjat
Butter	Amul, Britannia, mother dairy
Bread	Modern, Kquality, Harvest, Britannia
jam	Kisan or Maggi, Tops
Ghee	Amul, Mother Dairy, Britannia, Gits, Everyday
Milk	Mahananda, Amul, Mother Dairy (Without Water), DMS
Paneer	amul
Tea	Brook bond, Lipton, Tata
coffee	Nescafe

\*The contractor may use any other brands only if permitted by the Mess Council



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*Annexure-II*

TENDER NO: \_\_\_\_\_

TENDER NAME: \_\_\_\_\_

**UNDERTAKING**

(To be executed on Rs. 100/- Non judicial Stamp Paper)

1. I/We the undersigned, certify that I/We have gone through the terms and conditions mentioned in the tender documents and undertake to comply with all of them.
2. That no Civil/Criminal/Income Tax/Service Tax/Blacklisting case is pending against my firm.
3. The rates quoted by me/us are valid and binding on me/us for acceptance for the entire period of contract.
4. I/We undersigned hereby bind myself/ourselves to the Registrar, Delhi Technological University, Delhi to provide mess services in Delhi Technological University, Delhi during the period of contract.
5. The Security Money deposited by me shall remain in the custody of the Registrar, Delhi Technological University, Delhi till two months after the expiry of the contract.
6. I/We shall abide by Minimum Wages Act, Contract Labour Act, PF, ESI, Bonus, Gratuity, as applicable from time to time for the workers employed for running the mess.
7. In case of any lapse occur on my part or on my staff while discharging the services the university authorities may cancel my/our contract and award the work to another agency and the costs difference may be recovered from me/us and can forfeit security money.
8. The food/eatable items will be genuine, fresh, hygienic and good quality.
9. In the event of any breach/violation of the terms and conditions, the competent authority shall be at liberty to terminate my contract and can forfeit the security money deposited by me/us.
10. I /we will be wholly responsible for providing Hostel Mess Services at Delhi Technological University, Delhi-110042 and will ensure deployment of adequate staff to provide, quick clean and efficient service and also responsible to pay all taxes as applicable to Tenderer. I shall also be responsible for behavior / act of employees engaged by me for running of Hostel Mess of the University.
11. I/we shall be responsible for health and injury caused to the worker while working in the mess.
12. I/we shall be responsible for any loss or damage to the university property by the employee engaged by me/us.
13. The Vice Chancellor, Delhi Technological University, Delhi has the right to accept or reject any or all the tender without assigning any reason. The decision of the Vice Chancellor, Delhi Technological University, Delhi will be binding upon me.
14. I /we shall conspicuously display the Rate List per unit of all available cooked items on the two separate boards; first at the entrance of the mess and second at the cash counter of the mess.
15. I/we shall vacate the mess premises on completion of the contract period. In case of unauthorized retention of the mess premises beyond the contract period, a penalty of 50% over the above the pre-existing rate will be levied on me/us during the period of unauthorized retention.



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16. I/we shall also be responsible to pay all taxes as applicable to the government like Income Tax, GST, and Service Tax etc.
17. I/we shall be responsible for any theft / loss / damage to university property/ fixtures and I will rectify/replace the same.

Place:

Date:

**SIGNATURE OF THE TENDERER**

**NAME OF THE FIRM/TENDERER**

Seal of Firm



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**ANNEXURE - III**

**Dated.**

**F. No.DTU/Gen. Admn./090/2016-17**

**Details of Technical Bid**

1. Name of the Group of Hostel (refer para 6 of NIT) applied for:
2. Proof of identity of tender such as Name/Residence address and telephone no.
3. Self-attested copy of PAN No. of Income Tax Department.
4. Self-attested copy of GST Registration Number by Government of India/Delhi:
5. Self-attested copy of valid MCD Health Trade License:
6. Self-attested copy of EPF Registration number, if applicable:
7. Self-attested copy of ESI Registration number, if applicable:
8. Self-Attested copy of FSSAI Registration:
9. Annexure -II on Rs. 100/- Non Judicial Stamp paper:
10. Proof of Fixed Deposit Receipt/ DD toward EMD:
11. Copy of experience certificate of running mess services since last three years at Reputed State/Central educational Institutions such as IITs, NIT's or Central / State Universities or any Academic Institute of National Repute and out of these experiences at least one year shall be of the capacity of minimum 1500 person/students at a single location.
12. Turnover of the last three financial years (Figures should be in Indian Rupees in Lakhs; please attach the certified copies of balance sheet with trading, profit & loss account) (if the figures for 16-17 are not available then they may furnish financial statement of year 13-14)

2014-15	2015-16	2016-17

*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. Also, I/We hereby declare that the information given in the technical bid by the undersigned is correct.

**Signature of the tenderers: -** \_\_\_\_\_

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

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

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

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



GOVERNMENT OF NCT OF DELHI  
**DELHI TECHNOLOGICAL UNIVERSITY**

(General Administration)

Bawana Road, Delhi 110 042

Tel: +91-11-27294673 [www.dtu.ac.in](http://www.dtu.ac.in)

Email: [ga@dtu.ac.in](mailto:ga@dtu.ac.in)

**ANNEXURE - IV**

F. No.DTU/Gen. Admn./090/2016-17

Dated. \_\_\_\_\_

**FINANCIAL BID FOR HOSTEL MESS**

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

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

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

- I/We accept all the Terms & conditions received with Tender Documents.
- I/We have submitted Technical Bid separately.
- I/We now offer to pay a monthly license fee (including taxes if any) as follows:

S. No.	Details of the Hostels	No. of Student	Quoted Monthly License Fee include taxes if any (Rs.)
1	<b>Group A: (Minimum Monthly License Fee: Rs. 15, 000/-)</b> 1. Aryabhata Hostels 2. S. H.N. Girls Hostel 3. Type - II Girls Hostel 4. Kalpana Chawla Hostel 5. Type - III Girls Hostel 6. Transit Hostel	600-700	
2	<b>Group B: (Minimum Monthly License Fee: Rs. 12, 000/-)</b> 1. C.V.R. Boys Hostel 2. J.C.B. Boys Hostel 3. B.M.H. Boys Hostel	500-600	
3	<b>GROUP C: (Minimum Monthly License Fee: Rs. 12, 000/-)</b> 1. V.V.S. Boys Hostel 2. B.C.H. Boys Hostel 3. H.J.B. Boys Hostel <i>(Meal in all hostels will be provided as per annexure-I)</i>	500-600	

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 the Competent Authority accepts technical Bid.





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**ANNEXURE - V**

F. No.DTU/Gen. Admn./090/2016-17

Dated.

**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 Tenderer) 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 endeavor's to provide Hostel Mess Services at DTU, 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) Scope of work and Mess Contract
  - (e) Bills of Quantities
  - (f) Addendums, if any;
  - (g) 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 Mess Services w.e.f. \_\_\_\_\_ as per the provisions of this Agreement and the tender documents.
4. The Tenderer 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 @Rs. 100/- per day will be charged as a late fee.
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.



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

For and on behalf of the Tenderer

For and on behalf of Board of  
Management of University

Signature of the authorized official

Signature of the authorized officer

Name of the official

Name of the Officer

Stamp/Seal of the Contractor

Stamp/Seal of the Employer

By the said

By the said

\_\_\_\_\_ Name

\_\_\_\_\_ Name

on behalf of the Contractor in the  
presence of:

on behalf of the Employer in the  
the presence of:

Witness \_\_\_\_\_

Witness \_\_\_\_\_

Name \_\_\_\_\_

Name \_\_\_\_\_

Address \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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

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



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**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.
5. Only those bidders who qualify the Pre-Qualification cum Technical Stage (As per the requirement of Technical Bid) shall be considered for Price (Financial) Bid Evaluation.
6. The financial bid evaluation cum Selection of bidders will be done on the basis of highest quoted monthly license fee (Rs.) in each group of the hostels as given in FINANCIAL BID FOR HOSTEL MESS.
7. In case of a tie, the successful bidder would be decided by a draw of lots in the presence of the bidders, who may wish to be present on the occasion.
8. *Any clarifications regarding NIT to the bidders can be done in the pre bid meeting.*