

Himachal Pradesh University
Chief Warden Office

No. 1-20/2009-HPU(CW)-

Dated : Shimla-5, the 15th July, 2015

QUOTATION NOTICE

Sealed quotations are invited for boys and girls hostels canteens i.e. one canteen located in boys' hostel complex near Tagore Boys Hostel and the other two canteens in girls hostels viz one covering NBH I, II and III, and the other located in girls' hostel complex near Chanderbhaga Girls Hostel along with earnest money in the shape of demand draft of Rs. 3000/- (Rupees three thousand only) separately for each canteen in favour of Chief Warden, H. P. University, Summer Hill, Shimla-5. The desirous applicant(s) can obtain quotation form along with the proforma terms and conditions from the office of the Chief Warden on payment of Rs. 100/- (non-refundable) on any working day between 10.00 a.m. to 5.00 p.m.

The interested parties/firms shall have to submit the quotation in a sealed envelope which should reach on or before 25th July, 2015 in the office of the Chief Warden by 4.00 p.m. and shall be opened on 25th July, 2015 at 4.30 p.m. in the chamber of Dean of Studies in the presence of party(s) members or his/her authorised representative.

The undersigned reserved the right to accept or reject the quotation without assigning any reason.

Neena Sharma
Chief Warden 15.7.15

"CHIEF WARDEN'S OFFICE"

TERMS AND CONDITIONS

1. The contractor will have to enter into an agreement with the University for running the Canteen in the Boys/ Girls Hostels Complex initially for a period of two years.
2. The quotation should be accompanied by the earnest money of Rs.3000/- (Rupees three thousand only) in the shape of Bank Draft in favour of the **Chief Warden, H.P. University, Shimla-5** payable to State Bank of India, Summer Hill, Shimla-171005 which is refundable. The quotation without earnest money will not be entertained.
3. Preference will be given to the contractors who have experience in running the canteen/ cafeteria of institutions. No Firm/ person including Father/ Mother/ Son /Sister etc. will be eligible to fill up the quotation who is in litigation with the University.
4. The successful contractor will have to deposit a Security money of Rs. 20,000/- (Rupees twenty thousand only) in the shape of FDR to be pledged in the name of the Chief Warden, H.P. University, Shimla-5. The security money is refundable at the time of vacation of premises subject to the clearance of all dues.
5. Electricity and Water Charges will have to be borne by the contractor.
6. The Municipal Corporation Taxes will be paid by the Contractor himself.
7. The contractor will have to pay a license fee of Rs.2000/- (Rupees two thousand only) per month plus other taxes as applicable. The license fee will have to be deposited by the contractor on or before 10th of every month with the Estate Officer, H.P. University, Shimla and in case of failure to do so a penalty of Rs. 100/- per day upto 15th of every month and thereafter a penalty of Rs. 200/- per day shall be imposed upon the Contractor till the deposition of license fee.
8. Nothing except the eatable items mentioned in the Annexure-A will be prepared and sold in the Canteen.
9. The furniture, crockery and utensils are to be arranged by the contractor himself.
10. The contractor will have to keep the utensils clean and nothing will be served in broken crockery.
11. In case it is found that some intoxicant, narcotic etc. are being used in the Canteen, the University shall have a right to cancel the contract.

12. In case, any complaint is received with regard to variation of rates, items, non-availability of prescribed items and sub standard items, the University shall have a right to take necessary action against the Contractor including termination of the contract.
13. Packed material i.e. biscuits, various types of salted namkeen, chips, soft drinks, chocolate, toffee etc. shall be made available by the Contractor at the printed rates on the wrappers of each item.
14. The rates of drinks and eatables can be reviewed by the Canteen Committee when necessitated but not earlier than one year from the date of awarding the contract and that only once thereafter.
15. The Standing Committee comprising of Dean Students' Welfare, Chief Warden, Additional Chief Warden, Wardens, Medical Officer, Executive Engineer (Const.), Chief Security Officer shall be competent to check the cleanliness and hygienic conditions of the canteen and eatables prepared and sold therein at any time during working hours and in case any un-satisfactory report is given by the committee the same may be taken as breach of agreement/contract. However, the committee shall meet at least once in month to review the functioning of the canteen contractor.
16. Only Bio-degradable packing material shall be used by the Contractor.
17. The Contractor of the canteen shall be responsible for maintaining cleanliness in the canteen premises failing which suitable penalty shall be imposed by the committee headed by Dean Students' Welfare, the reference of which has been given in the preceding terms and conditions under Clause No. 15. However, the Contractor can take the assistance of University sanitary staff and maintenance staff of the Construction Division, if so desired for the purpose.
18. In the event of cancellation or revocation of the agreement before the expiry of the term either party shall have to give one month's notice in advance to the other party. In case of any dispute, the Shimla Court alone shall have the jurisdiction.
19. The canteen will have to be made functional by the Contractor within seven days from the award of contract or execution of the agreement. **If the successful Contractor refuses to enter into an agreement within 7 days of the award letter to the contractor, his earnest money will be forfeited and the award shall go to next Contractor.**
20. Incomplete quotations will not be considered.

21. The University reserve the right to accept or reject any or all the quotations without assigning any reason. No claim will be admitted in this behalf.
22. The timing of the canteen shall be 7.00 a.m. to 10.00 p.m.
23. The contractor will display the rate and menu list in the canteen and ensure that no room service is provided to the boarders. Any violation of such term shall be viewed strictly and shall lead to breach of contract and cancellation of agreement.
24. The contractor shall himself be responsible for realization of money from the boarders and the University in no case shall be responsible for any non-payment by the boarders.
25. The breach of agreement will lead to cancellation of contract and forfeiture of pledged with the Chief Warden.

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