



State University of Performing & Visual Arts

Sector- 6, Rohtak-124001

Auction Notice



Date of Auction:

05-07-2016 at 11AM

Public auction will be held for operation/running of the canteen in the Fine Arts building from the parties/ contractors having valid Trade License and Food License having 5 years experience in the catering business, out of which at least 3 years' experience should be in running the canteen of a reputed organization, preferably a Govt. organization for running a canteen. Form to be deposited at the time of auction may be downloaded from website www.supva.ac.in. To participate in the auction, bidder shall deposit security of Rs. 50,000 /- in cash or D.D in the name of the Registrar, SUPVA, Rohtak. For further any query please contact 01262-216489.

Venue: Conference hall of SIUPA in the University.

University Engineer



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Terms & Conditions for providing canteen / catering Services.

1. The parties/contractors should have valid Trade License and Food License for operation/running of the canteen. The contractor should have 5 years' experience in the catering business, out of which at least 3 years' experience should be in running the canteen of a reputed organization, preferably a Govt. organization.
2. *Bidder has to apply on a prescribed application form (which can be downloaded from the university website www.supva.ac.in) and to be submitted with the office of Registrar along-with demand draft a of Rs.50,000/- in favour of Registrar, State University of Performing & Visual Arts, Rohtak to participate in the auction on or beforeJune, 2016 before 5 PM as EMD along with copy of ID proof, residence proof, Food license from the concerned authority and experience certificate. Only eligible bidder shall be allowed to participate in the auction. Committee reserves the right to cancel any application if found that the experience certificate is not genuine. The decision of the auction committee regarding eligibility shall be treated as final.*
3. The canteen shall be allotted to the highest bidder.
4. Rent / License deed along-with terms & conditions will be part & partial of bid.
5. The canteen premises along with the available kitchen fixtures shall be provided to the Contractor free of cost and furniture as available in existing canteen. Separate electricity consumption meter shall have to be installed by the contractor at his own cost and consumption charges are to be deposited with university monthly basis. The per unit rate to be charged from the canteen contractor shall be calculated by dividing the bill amount paid by the university to UHBVN divided by number of units consumed except penalty or arrear. The payment shall be made in favour of SUPVA, Rohtak in the shape of DD/ CASH/ Pay order. The maintenance and upkeep of premises, furniture and fixtures will be the sole responsibility of the contractor.
6. The Contract shall be initially for a period of **two years** and monthly rent / License fee will be enhanced by 5% after every 11 months if license is renewed.. However, after the expiry of six months, the SUPVA, Rohtak will evaluate the performance of services provided by the contractor. If the services are not found satisfactory, the SUPVA, Rohtak reserves the right to terminate the contract and further SUPVA reserves the right to terminate the contract at any time during the currency of contract by giving 7 days' notice to the Contractor.
7. The Minimum monthly rent / license fee for the existing canteen in fine arts building Rs. 12,100/-. The canteen shall be allotted to agency offering higher rent and better performance as decided by the University.
8. Bidder should be a citizen of India & will be required to submit identity proof and proof of residence along with rent / license deed.
9. At the time of auction, bidders will not be allowed to increase the bid by an amount less than Rs.100/-
10. Canteen of the concerned licensee will be locked by the University in case of outstanding license fee/other charges exceeds the security amount or due to any other reason which the

University deems to fit so. The University reserves the right to cancel the license and to get the canteen vacated in such cases

11. The Contractor has to ensure that Canteen Premises are used for only the purpose of running the Canteen services and not for other purpose in any manner. The Contractor himself and/or his worker should not use the premises of any other business purpose. The Contractor shall not be authorized for any kind of sub-letting the premises in any manner.
12. University reserves the right to cancel the bid if found violating any of the terms and conditions. The University reserves the right to cancel or accept the bid at any time without assigning any reason.
13. The Contractor shall arrange utensils, cutlery and crockery and other equipment/items required to run the canteen.
14. The Contractor shall be responsible for running the canteen as per the rules applicable and ensure the compliance of the provisions of Employees' Provident Fund Act and ESI Act and rules framed there under and other relevant statutes including Municipal Rules and Regulations, relating to the canteen in force from time to time, during the subsistence of the Contract. The contractor shall obtain necessary license to run the canteen from the Municipal Corporation, Rohtak
8. The Contractor shall employ his own canteen staff, provide them clean uniform at his own cost and shall be responsible for timely payment of their wages/salary. The contractor will also be responsible to deduct and pay EPF, ESI as per rules and also extend medical facilities etc. as per statutory rules in force from time to time. SUPVA shall not be responsible in any manner. The contractor shall not be a cause to the security of the SUPVA, in any manner.
9. Payment to canteen staff employed by contractor must be released by 7th of every month. In case it is noticed and complaint is received from staff that their payment has not been released, then SUPVA is empowered to release the payment & adjust the same against payments due to the contractor.
10. The Contractor shall procure and use all fresh and of standard/good quality raw material, eatables, fuels etc. necessary for running for the canteen at his own costs. The quality of food shall be maintained in consultation with the management and the decision of the management in respect of quantity and quality of food shall be final.
11. The Contractor will be required to strictly observe timing as decided by the university and also rules framed by the SUPVA as amended/provided from time to time.
12. The contractor shall have to provide the canteen/catering services normally on seven days a week and he will also provide the said services on holidays or late hours in the campus as decided by the competent authority. He will have to make arrangements to provide the lunch/breakfast/dinner to the guests staying in the guest House of the SUPVA, Rohtak.
13. The additional security of Rs. 1,00,000/- deposited by the successful bidder at the time of fall of the hammer during the auction will be kept as security deposit with the SUPVA without carrying any interest and it shall be refundable upon termination of contract, provided the Contractor discharge his services, according to terms & conditions and satisfaction of the management of SUPVA, failing which security deposit shall be forfeited. It is also provided that during the currency of contract if contractor withdraw his services and or failed to discharge his services up to the satisfaction of the management, said security shall be forfeited.

14. EMD of unsuccessful bidders will be returned without interest after the completion of auction and its allotment to the agency.
15. The Contractor shall also undertake and ensure that all the raw material including milk etc. shall be available during the course of the working hours of the University and he shall also arrange to supply the food items tea, coffee, lunch, dinner etc. even beyond the working hours and/or on holiday, if required by the management at the same rate.
16. The Contractor or their authorized representative must be available in the canteen at all times to attend the complaint, if any.
17. The oil/ghee to be used shall be with ISI mark.
18. The contractor will be responsible for maintaining cleanliness inside the canteen.
19. The contractor shall provide a portable weighting machine in order to check the weight of item supplied, as per approved rate list.
20. All books of accounts, registers and any other documents used in connection with running of the canteen shall be maintained by contractor at his own cost and the same shall be produced for inspection either on demand by the SUPVA /ESIC/ Provident Fund Authorities/Municipal Authorities or any other official authorized by the Competent Authority in this connection.
21. The contractor will settle and pay all Municipal and other statutory taxes, if any, to the concerned authorities.
22. It will be obligatory on the part of the contractor to sign the offer and other documents for all the component's & parts. After the work is awarded he will have to enter into an agreement for work awarded on a non-judicial stamp paper of required value at his own cost within ten working days from the date of receipt of acceptance order or before the work is undertaken.
23. The contractor should verify the character antecedents of all the persons employed, through local police and shall submit a certificate to this effect within 1 month of the commencement of the contract.
24. The court of Rohtak shall have the exclusive jurisdictions to try all disputes if any arising out of this contract.
25. The contractor shall have to maintain a complaint register / suggestion book in the canteen. This book should be properly numbered and signed by the Engineer-in-Charge /Registrar and it should be always available to the users. The Complaint book should be place in the office of Registrar on 1st working day of the month.
26. The monthly rent / maintenance charges to maintain the canteen in SID building & the existing canteen in fine arts building shall have to be deposit in advance or before the 7th of every month failing which penalty of Rs. 150 per day shall be chargeable.
27. The Contractor shall not be allowed to keep his / her employee inside the canteen between 10.30 PM to 5 AM without the written permission of the Registrar.
28. The canteen shall remain open from 6.00 AM to 11 PM on all week days. However, depending

upon the exigencies, university may be required to keep the canteen open or close as per their requirement.

29. The contractor shall occupy the accommodation earmarked for canteen only and kitchen and shall not occupy the adjacent verandah and open space.
30. Consumption & use of liquor or tobacco is strictly prohibited.

BRAND/QUALITY/ MAKE OF MATERIAL**ANNEXURE-I**

Sr.No.	Items	Quality / Brand
	Dairy Products	
1	Milk-Toned, Pouched	100% Milk Food of Vita / Mother Dairy/ Amul/Gopal
2	Butter	Amul/ Britannica / Vita/Gopal
3	Cheese Processed	Amul / Britannica / Vita /Gopal
4	Condensed Milk	Milk Maid / Nestle / Mother Dairy / Parag / Verka
5	Ice Cream	Mother Dairy / Kwalitiy/ Walls / Vadilal
6	Curd	Packed (100 gms) curd of Nestle/ Mother Dairy/Amul/ Vita
	Bakery Products	
1	Bread (Both Normal & Brown/ Wheat)	Harvest Gold/ Britannica/ Modern/ Prefect
2	Biscuit	Britannica/ Parle/ Sunfeast/Little Heart/ Fifty Fifty/ Good Day/ Bon Bon Chocolate or Orange/ Priya Gold/ Snacks
	Provision and Stores	
1	Atta (Whole Grain)	Good Quality Agmark of Aashirwad/ Aahar/ Nature Fresh/ Shakti Bhog
2	Basmati Rice	Good Quality Basmati Rice (Red Fort, Dawat, India Gate / Hafed)
3	Sugar Cube	Dauralla or equivalent
4	Low Calorie Sweetener (Sachet/Tablet)	Equal/ Nature Fresh/ Sugar Free
5	Tea Bags	Taj Mahal/ Tata Tetley/ Lipton
6	Coffee	Nestle Classic/ Bru/ or any other equivalent brand
7	Jam	Kissan/ Top/ Catch
8	Pickle	Kissan/ Catch/ Panch Ranga
9	Refined Oil (Low Fat Content)	Hafed / Postman (Hindustan lever)/ Sun Flower/ Safola/ Fortune
10	Tamato/Chilli/Soya Sauce	Maggi, Kissan, Tops
11	Garam/ Chat/ Chana Masaka- Kasturi Methi, Table Salt, Dhania/Chilli/ Haldi Powder, Pepper etc.	Good Quality Quality MDH/Catch/Agmark MTR – ISI Mark
12	Custard Powder	Brown and Polson/ wake Field
13	Laung, Dal Chini, Elaichi and Other hot Spices Etc.	Best Quality
14	Pulses- Dals and Beans Etc.	Best Quality
	Fruits and Vegetables	
1	Fresh Fruits/Fresh Vegetables or Frozen Veg.	Fresh and Best Quality- Frozen items of Safal/ Mother Dairy

In case of Non-availability of above described brand/(s)- the contractor should obtain prior permission of the officer-in-charge for use of alternate material.

(please sign on each page)

Sr. No.	Items & Quantity	Approved Rates in (Rs.)
BREAKFAST		
1	Butter Toast (2 piece) (Amul/ Mother Dairy butter)	10.00
2	2 pcs. Idli Sambar / Sambar Bada	25.00
3	2 pcs. Idli Plain with Chutni.	15.00
4	Poha 1 plate	30.00
5	Upma 1 plate	30.00
6	Bread Omlette (1 egg + 2 slice)	15.00
7	Stuffed Parantha with curd pickle (2 Nos.)	30.00
8	Puri Subzi/ Chhole (4 puri)	40.00
LUNCH		
1	Rice Chana/ Rajma 1 plate	30.00
2	Rice with Karhi Pakoda 1 plate	25.00
3	Veg. Biryani with Raita 1 plate	30.00
4	Daal Makhni with Plain Naan Daal Makhni with Butter Naan	30.00 35.00
5	Paneer with Rice 1 plate	30.00
6	Egg (1) Curry with rice 1 plate	20.00
7	Veg. Thali (Daal, Sabzi, Rice, Raita/Curd, 4 Roti, Salad and pickle)	40.00
8	Daal/ Vegetable/ Raita one bowl	10/- each
SNACKS		
1	Tea(regular/Bag) one cup	7.00
2	Coffee one cup	15.00
3	Veg. Sandwich (Home Made) Big	15.00
4	Pakora (Bread/ Veg./ Paneer)	10.00
5	Samosa one piece	10.00
6	Masala Dosa 1 plate	25.00
7	Veg. Chowmin(Full Plate) Veg. Chowmin (Half Plate)	30.00 20.00
8	Spring Roll (6 pcs.)	20.00
9	Veg. Momos one plate (6 pcs.)	20.00
8.	Burger	20.00
9.	Maggi	25.00
10.	Cold Coffee (big)	30.00
11.	Chole bhaturee (2 pc with salad)	30.00
OTHERS		
1	Vegetarian Lunch/ Dinner (Buffet/Packed) Spl. Lunch Two vegetables (one seasonal vegetable and one Shahi Paneer/ Malai Kofta/ Mushroom/ Paneer Mutter etc.), Daal, Pullav/ Rice, Chapati/ Tandoori Roti/ Nan/ Puri, Salad, Papad, Pickle, Raita / Plain Curd/ Dahi Bhalla, Sweetdish & Mineral Water	90.00
2	High Tea (per head) Roasted Kaju, Gulab Jamun/ Rasgulla, Kaju Burfi, Pakora(Paneer/ Vegetable etc.) Pastries (Blackforest/ Chocolate/ Vanilla/ Strawberry) Khandvi/ Dhokla, Wafers, Juices, Assorted Biscuits, Tea, Coffee (Hot & Cold), mineral water (glass or small bottle)	65.00
3	Light Tea Tea/ Coffee, Assorted Bakery Biscuits, Wafers, Mineral Water (big bottle)	25.00

List of Different Canteen Items, which will be supplied on MRP

S. No.	Name of the items	Price
1	Branded Juices (Tetrapack packing)	MRP
2	Flavored milk	MRP
3	Cold Drink (Mobil) (300 ml)	MRP
4	Branded Ice creams	MRP
5	Packed Lime water one glass 250 ml	MRP
6	Packed Lime Soda one glass (Sweet) 250 ml	MRP
7	Biscuits	MRP
8	Amul Curd	MRP
9	Amul Lassi	MRP
10	Waffers	MRP

The above rate list should also be displayed at the Canteen.



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Established by the State Legislature Act XII of 1956)



DETAILS OF CANTEENS

Sr. No.	Type of Shop	Premises	Reserved Price (Minimum Rent/License Fee per month)
1.	SIFA Canteen	University Campus	Rs. 12,100/-



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APPLICATION FORM FOR AUCTION/ ALLOTMENT OF SIFA CANTEEN IN THE UNIVERSITYCAMPUS

1. Name of the applicant : _____
2. Father's Name : _____
3. Date of Birth : _____
(with proper documentary proof)
4. Address : _____
(with proper documentary proof)
 - i) Permanent _____

 - ii) Correspondence : _____

5. Mobile/Telephone Number : _____
6. Qualification : _____
7. Marital Status : _____
8. Experience (with proof) : _____
9. Detail of earnest money deposited : _____
10. Detail of documents attached : _____
in support of DOB, Address &
Qualification/ experience

Dated: _____

(Signature of the Applicant)

I declare that I have carefully read the terms & conditions and clauses mentioned in the license deed. I shall abide by the same strictly. The entries made by me in this application are true to the best of my knowledge & belief and nothing has been concealed therein. In the event of any information found incorrect, or violation of any terms & condition and rules, my application is liable to be cancelled /rejected at any time without any notice.

(Signature of the Applicant)