No.01/MGU/NLG/2016-17 Date:09.10.2016

TENDER NOTIFICATION

Applications in the prescribed form for the lease of Canteen at MGU, Nalgonda are invited in sealed covers addressed to The Registrar, MGU, Nalgonda. so as to reach on or before 27-10-2016 by 2.00 p.m. The sealed covers will be opened on 27-10-2016 at 3.00 p.m. in the presence of applicants who will be present. The undersigned reserves the right to accept or reject any or all applications. The application form must accompany the EMD amount of Rs.10,000/- in the form of demand draft drawn in favour of the Registrar, Mahatma Gandhi University, Nalgonda.

The minimum lease amount is fixed at Rs.36,000/- per annum.

Application forms containing conditions and other particulars for lease of University Canteen for a lease period of one year can be had from The Registrar, MGU, Nalgonda by presenting a demand draft for Rs. 500/- (Rupees five hundred only) drawn in favour of the "The Registrar, MGU, Nalgonda", which is non-refundable.

Applications will be available in the University office on all working days between 11.00 a.m. to 4.30 p.m.

REGISTRAR

Copy to:

1. All the Principals of University & Constituent Colleges, MGU with a request to display in the college Notice Board
2. The Finance Officer, MGU
3. The Assistant Engineer, MGU
4. The Public Relations Officer, MGU
5. The Chief Security Officer, MGU
6. The Secretary to V.C., MGU
7. The P.A. to Registrar., MGU

ANNEXURE – I

APPLICATION FORM FOR RUNNING THE CANTEEN AT

Mahatma Gandhi University, Nalgonda-508254

1. Name of the Applicant : _____
2. Name of the Father / Husband : _____
3. Age : _____
4. Residential Address : _____
5. Telephone No. : _____
6. Aadhar No. : _____

Applicant's latest passport size photograph to be affixed

7. PAN No. : _____
8. Minimum lease amount fixed for ONE YEAR (12x3,000/-) : Rs.36,000/- (Rupees Thirty six thousand only)
9. Amount of lease offered : _____
10. Earnest money deposit of Rs. 10,000/- vide Demand Draft No./Date
11. Previous experience if any : _____
    (A separate sheet indicating the Details may be enclosed)

(Certificates issued by Principal / Competent authority to be enclosed)

Date: 10.2016

Place: Signature of the Applicant

ANNEXURE - II

TERMS AND CONDITIONS FOR THE LEASE OF CANTEEN

1. The Canteen Committee shall fix the rates for each item that are to be served at the Canteen and the lessee shall have to serve those items only at the rates and quantity fixed and a MENU chart should be displayed at the Canteen. For sale of any other items other than, those in the approved list, the Contractor shall obtain the Prior permission of the Canteen Committee.

2. The Canteen shall be given on lease for a period of ONE year only and the rates/quantity fixed for the items shall remain the same during lease period. The lessee shall deposit an amount of Rs.10,000/- (Rupees ten thousand only) towards security deposit (EMD) which will be retained by the University during his lease period and the same will be returned on expiry of the term of lease.

3. Minimum lease amount shall be Rs.36,000/-(Rupees thirty six thousand only) for one year. The applicants shall quote the rate offered by them against Column 8 of the Application form.

4. A demand draft for Rs. 10,000/- (Rupees Ten Thousand only) in favour of the Registrar, MGU payable at Nalgonda, should accompany the application form towards EMD without which the application will not be considered.

5. The applicants should submit a declaration as per Annexure-III in writing before opening of sealed covers that they have brought the lease amount offered by them and that they will deposit the same in case they are declared as successful lessee.

6. The person who has offered highest amount towards lease of Canteen shall be declared as successful lessee for a period of ONE year with effect from the date of issue of orders leasing out the canteen would be in favor of him/her.

7. In case of a tie open auction subject to the following conditions :

i) The lease amount offered by such applicants should be deposited before the canteen is put for open action.

ii) An undertaking in writing should be submitted stating that the differential amount will be deposited before 2-00 p.m. of next working day. Failure to do so, will entail to forfeiting the lease amount deposited,

iii) The Registrar, MGU, Nalgonda reserves right to reject any or all applications without showing any reason.

8. The lease amount should be deposited on the day of announcement of the name of successful lessee.

9. i) The electricity and water charges (bore well water as well as drinking water) charges should be paid by 5th of the succeeding month (a copy be given in the office of The Registrar, MGU, Nalgonda as per the demand notices issued by the office of the University Engineer failing which the connection shall be cut. In the event of disconnection the connection shall be restored on payment of penal charges levied by the Office of the University Engineer in addition to the user charges).

ii). Any repairs such as Electrical / Civil Works etc., during the Contract period are to be attended by Contractor / Management of the Canteen only and University will not be responsible for such repairs

10. The premises of the canteen should be kept clean and tidy and the lessee shall be fully responsible for the maintenance of hygiene.

11. The canteen premises (inside and outside) should not be used for any other purposes except for running of the canteen. The walls and surrounding of the canteens should not be used for paintings/advertisements.

12. The lessee should not transfer management to any other individual or agency. The Manager of the Canteen should be present at the premises and attend to the complaints (if any) either from students / staff or customers.

13. The canteen should run with the name given to it, if any, and no other name should be used.

14. The Canteen Committee shall have every right to inspect the Canteen without any notice and can seal the canteen in case of violation of terms & conditions.

15. The Canteen should run on all working days during the timings from 8-00 a.m. to 8-00 p.m. The University shall however reserve the right to revise the timings.

16. The Canteen should not be kept closed on working days without prior permission of The Registrar, MGU, Nalgonda.

16 (a). The tenderer must have an experience of minimum 2 years running the canteen at the reputed education Institutions/Industries.

17. The Registrar, MGU, Nalgonda, on the recommendation of the Canteen Committee has the right to terminate the lease by giving one month's notice. In such case, the lessee shall forego the lease amount.

18. The lessee should execute an agreement bond (Annexure-V) in the prescribed proforma on non-judicial stamped paper of Rs.100/- (Rupees One Hundred only).

19. Unsuccessful bidders will be refunded the E.M.D. DD's immediately.

20. Successful bidder will have to deposit the lease amount immediately. In case of failure to do so they forfeit the E.M.D. amount.

20. Occupant will be held responsible for any damage caused to the University property and that and abide by the decision of The Registrar, MGU, Nalgonda that may be taken under such situations.

21. The College Canteen Committee duly constituted by The Registrar, MGU, Nalgonda shall finalize the schedule of rates of Food/Beverages for sale in Canteen and the same shall be binding on the Allottee of canteen.

SIGNATURE OF APPLICANT

Name:

Address:

ANNEXURE - III

DECLARATION - CUM - UNDERTAKING

I declare that I shall abide by the terms and conditions of lease. I also abide by the decision of the University.

I undertake that*:*

i) I will serve the items of good quality

ii) I will not use the canteen premises for any other purpose except for running the canteen and that I will keep the premises (inside and outside) clean and tidy.

iii) I will run the canteen with the name given in it and no other name will be used and that the walls and surroundings of the canteen will not be used for paintings.

iv) I will not give scope for any sort of complaints either from students/ staff or customers.

v) I undertake to start the business within a maximum period of one week from the date of issue of orders allotting the Canteen on lease failing which, I agree for Forfeiture of amount of EMD/Security deposit paid by me.

vi) I also undertake to execute an agreement bond on stamp paper worth Rs.100/- (Rupees one hundred only) in the prescribed form immediately on taking over of the Canteen.

Date: .10.2016 **Signature of the Applicant**

Name:

Address:

Statement of Proposed items with proposed rates

S.No.	Item Name	Quantity	Proposed Rate (in Rs.)
1	Idly	120 grms/2 pcs.	20/-
2	Wada	120 gms/2 pcs.	30-
3	Upma/Tomato Bath	100 gms	30/-
4	Puri	150 gms/4 Nos.	30-
5	Masala Dosa	120 gms	30/-
6	Sada Dosa	120 gms	30-
7	Onion Dosa	120 gms	30/-
8	Ravva Dosa	120 gms	30-
9	Pesarattu	120 gms	30/-
10	Uttappam	120 gms	30-
11	Mysore Bajji	160 gms/4pcs.	30/-
12	Tea	100 ml	06/-
13	Coffee	100 ml	07/-
14	Curd Rice	200 gms	30/-
15	Lemon Rice	200 gms	30/-
16	Veg.Biryani	200 gms	30-
17	Chapathi	150 gms/2 Nos.	30/-

Bakery Items		Rates will be notified later	Snacks		Rates will be notified later
S.No.	**Item Name**		**S.No.**	**Item Name**	
1	Pastry		1	Mirchi bajji / Alu bajji	
2	Egg Puff		2	Egg Bonda	
3	Veg. Puff		3	Pakodi	
4	Bakery Biscuits		4	Samosa (small & big)	
5	Butter Milk				
6	Cool Drinks				

REGISTRAR

MGU, Nalgonda.