



राजीव गाँधी विश्वविद्यालय
RAJIV GANDHI UNIVERSITY

(भारत के संसद के अधिनियम द्वारा वर्ष 2007 में स्थापित)
(A CENTRAL UNIVERSITY ESTABLISHED IN 2007 AN ACT OF PARLIAMENT OF INDIA)

रोनो हिल्स, दोइमुख (ईटानगर)
Rono Hills, Doimukh (Itanagar)
दोइमुख - ७९१११२,
Doimukh - 791112,
अरुणाचल प्रदेश
Arunachal Pradesh
दूरभाष/Ph.: 0360-2277253,
फैक्स/Fax: 0360-2277889
ई-मेल/E-mail: registrar@rgu.ac.in
वेबसाइट/Website: rgu.ac.in

No. ST-443/MS-HoR/2024/189

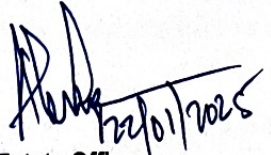
Dated, the 22nd January, 2025

CORRIGENDUM

With reference to Notice Inviting Quotation (NIQ) No. ST-443/MS-HoR/2024/2465 dtd.17th January, 2025 regarding Mess Services of Halls of Residences of RGU; the Schedule "A", "B" and Appendix 1 to 6 was omitted inadvertently in the NIQ , all the bidders are requested to go through the Schedule and Appendix attached herewith.

The General Terms and Conditions of the NIQ under shall be remaining unchanged.

The bidders are requested to submit the bids accordingly.


Estate Officer

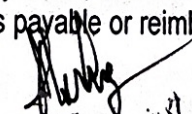
Schedule : A

The Rajiv Gandhi University has fixed menu, quantity etc. as mentioned Appendix -I of Schedule B of tender document. The tenderer has to quote for each item on the menu and rates on which the items to be supplied will be decided as mutually agreed upon.

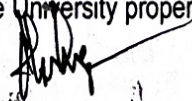
1. The tenderer should quote their price as under:

For Hostel Mess (Boys and Girls), bidding should quote their rate(s) for per month excluding taxes, per students. (to maintain standard quality of food).

2. The contractor will not be allowed to change or fix the rate as mentioned in the fixed menu during the contract period of one year.
3. It is mandatory on the part of the contractor to serve each item of menu at the rates and quantity as given in the Tentative Schedule.
4. The Mess will be running initially for a period of one year and can be extended on the satisfactory performance on mutual consent for further similar or lesser period based on University's requirements. A review would be done on competition of every 6 months and based on that the extension would be considered.
5. Hostel Mess facilities (Kitchen, dining hall, Washroom, open space etc.) at hostel Campus are provide by the University on as is whereis basis.
6. University shall provide the following:
 - a. Water for cooking, washing and cleaning.
 - b. Drinking water
 - c. Electricity for exclusive purpose of running the dining facilities
 - d. The caterer should adopt better conservancy measures as water is ELIXIR of human life and no wastage is allowed.
 - e. Electricity should not be used to other than cooking purposes and at any point of time no electric stoves should be allowed for cooking and that should be based on Gas system. The electricity charges shall be levied by the University through meter system or fixed system.
7. Procurement of the items, raw materials required for performing the contract is the responsibility of the caterer with the approval of the University Hostel Mess Committee. Indicative list of the items to be procured is as below;
 - a. First/Good quality of vegetables, fruits, provisions, dairy products/meat etc. In case of non-compliance of the above, a penalty of Rs. 1000.00 will be imposed on caterer on each occasion.
 - b. Caterer shall use only branded raw materials and best quality items for preparing the food. Brands of products will be decided by the Hostel Mess Canteen Committee of the University. In case of non-compliance of the above, a penalty of Rs. 1000.00 will be imposed on caterer on each occasion.
 - c. The caterer should be solely responsible for the arrangements of gas & its refills.
 - d. The caterer shall provide catering services as given in the menu annexed to the agreement. The cost includes fuel cost, procurement of provisions and vegetables of good quality and other items. Further, the cost of these raw materials shall be inclusive of loading and unloading, transportation, storage at kitchen premises, statutory taxes, duties and all other levies (existing and which may be imposed from time to time) for which no additional cost is payable or reimbursable by the University.


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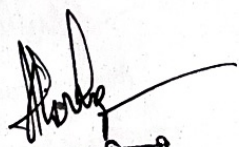
- e. The caterer shall make his own arrangement for procuring utensils/plates, glasses & cutlery. etc. for cooking.
- f. Caterers should not use any artificial colour, preservatives and other harmful chemical additives' (say, for example, mono- sodium glutamate) in any of the dishes or even store them in the canteen premises. In case of non-compliance of the above, a penalty of Rs. 5000.00 will be imposed on caterer on each occasion.
- g. The caterer shall make his own arrangement for procuring & supply of milk from its own resources of good quality.
8. The premises of the Hostel Mess should be kept clean and tidy on daily basis and the contractor shall be fully responsible for the maintenance of hygiene as per the standards required by the Municipal/Health Department.
9. Responsibility and safeguard of the University Mess property shall be with contractor. Damage to the University Hostel Mess property will be recovered from security deposit of contractor.
10. RGU shall not provide any additional facilities other than available in the Mess.
11. The Hostel Mess premises (inside and outside) should not be used for any other purposes except for running the Mess.
12. The contractor should not transfer/ sublet the management to any other individual or agency. The agency or its authorized representative of the Mess should be present at the premises and supervise the day to day affairs of running of canteen and shall not give scope for any complaints either from students/staff or customers.
13. The Mess should be run in the name of the University Mess and other name should not be used. The walls and surroundings of the Mess should not be used for paintings/ advertisement. Stay of unauthorized persons beyond Mess Hours or indulging in anti-social activities shall be viewed seriously and proper action will be initiated in such cases.
14. The authorized RGU officials shall have every right to inspect the hostel mess without any notice and take appropriate action.
15. The contractor should not cater items which are not approved. As per State Govt. guidelines, cigarettes, pan & gutka, liquor etc., are strictly prohibited." NO-TOBACCO ZONE in and 100 meters away from University gate." In case of non-compliance of the above, a penalty of Rs. 500.00 will be imposed on caterer on occasion.
16. In case of violation of terms & conditions the University may take appropriate action and /or terminate the agreement, including the forfeiture of Security Deposit.
17. Mess will be closed during Summer Vacation and Winter Vacation as notified by the University time to time. Further, University may asked for running the Mess during the vacation/break period, if needed; for which the University shall pay the expenditure as per approved rate for the said period.
18. The Mess should run during the timings as will be declared by the Hostel Mess Management Committee of University.
19. The University shall have the right to terminate the contract by giving one months' notice. In case Contractor wants to terminate the contract, they have to give minimum two months' notice.
20. Authenticated certificates, testimonials and proof of experience should be produced along with the tender and registration of firms etc of the Govt.. The Minimum wages as per Govt. and EPF, ESI and Labour License of the currency of contracts (Current Principal Employer(s) for the period 2023-24) documents etc should be given along with technical bids. All statutory compliances of the current principal employer and list of PF documents are to be submitted in the technical bids.
21. The caterer shall vacate the provided premises and hand over all fixtures, furniture etc. which are University property in good condition at the termination of the contract.


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 Rono Hills, Doimukh (AP)

22. The caterer shall not make or permit any construction or structural alternation or additional fittings inside the premises or the work place without prior written approval of the competent authority.
23. Staff strength in each category of Cooks, Helpers etc. should be optimum and of sound health and finalized in consultation with Hostel Mess Management Committee of the University.
24. Employment of child laborers (below 18 years) is totally prohibited. It is responsibility of the caterer to comply with all formalities of Labour office including obtaining necessary labour license of the Govt. of the current works. In case of non-compliance of the above, penalty as per government norms will be imposed on caterer.
25. The caterer shall be responsible for the proper conduct and behavior of the employees engaged. The employees cannot reside in the place of work except to the extent necessary for their duty in respect of the functioning of the dining facility.
26. The Caterer should ensure that all the employees are free from communicable diseases. Medical Certificates to this effect should be made available for inspection by the authorities.
27. All expenses related to the functioning of the employees like EPF/ESI engaged by the caterer shall be in the scope of the Caterer. Proof for remittance of salary shall be provided to the University Administration.
28. The caterer shall maintain the record of duty hours and pay structure should be maintained as per rules for inspection by authorized Personnel of University for meeting other statutory and non-statutory benefits/ obligations.
29. Turnover during the last 3 years along with balance sheets needs to be submitted.
30. The University reserves the right to review and modify the terms and conditions periodically.
31. The items of food served will be checked by the quality committee constituted by the Hostel Mess Management Committee of the University. Such quality audit may be a test audit or random audit. In case of dispute on quality between caterer and the quality committee, Registrar of the University will be the sole arbitrator and his/ her decision shall be final and binding on both the parties. Since the service includes food and edibles. PFA Rules 1955 is binding on the caterer and registered in the government at appropriate authorities.
32. Any other relevant matter for better functioning of Hostel Mess will be included at the later date.
33. The agreement should be signed by a person duly authorized to sign on behalf the bidder/ organization. A certified copy of the power of attorney authorizing the signatory or signatories to sign the agreement/documents.

Signature of the Tenderer
Office Seal & address.

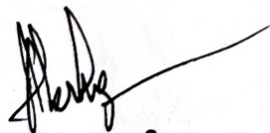
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SCHEDULE : B**Scope of work:**

1. The tender for Various Halls of Residence Mess Services in Rajiv Gandhi University, Rono Hills, Doimukh. Hostel Mess is without accommodation charges but electricity, water charges etc. shall be taken.
2. Rajiv Gandhi University reserves the right to assign any one or more of the Hostel Mess based on availability/requirement.
3. The tenderer shall visit these facilities and ascertain the available infrastructure before submitting the Tender. Any additional requirements, necessary for efficient services must be provided by the contractor without any extra charges.

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Appendix - I

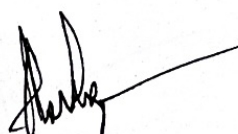
Tentative List of Items (Menu) for Mess Services

Beverage & Snacks	
	Red Tea
	Milk Tea
	Snacks
Lunch & Dinner	
	Plain Rice
	Fried Rice
	Veg. Sabji
	Daal
	Paneer
	Papar
	Egg Curry
	Fish Curry
	Chicken/Mutton
	Leamon
Breakfast	
	Khichidi
	Chana Fried Rice
	Pulao
	Chowmien
	Kheer
	Puri Sabji
	Bread with Egg

Note:

1. The above items will be applicable for the entire contract period mentioned in the document.
2. The tender should cater to any minor modifications in the menu items as requested by the students and approved by the Hostel Mess Management Committee of the University without any additional cost.
3. The Tender should also include additional items in the menu as decided by the University. Price for such items will be decided based on the price of similar items on the existing menu list.
4. Tenderer should also abide by the decision of the University and terms and conditions mentioned in the schedules.

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List of Menu for Mess Services, Price Bid (A)
MESS CHARGES (as per the menu attached)

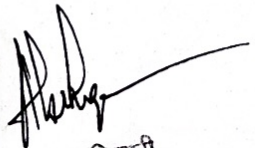
Sample Hostel Mess Menu

1. Meat twice a week
2. Fish twice a week
3. Egg Curry thrice a week
4. Paneer Curry twice a week
5. Morning Tea, Snacks & Breakfast
6. Evening Tea & Snacks

Note:

1. The above items will be applicable for the entire contract period mentioned in the document.
2. The tender should cater to any minor modifications in the menu items as requested by the students and approved by the Hostel Mess Management Committee of the University without any additional cost.
3. The Tender should also include additional items in the menu as decided by the University. Price for such items will be decided based on the price of similar items on the existing menu list
4. Tenderer should also abide by the decision of the University and terms and conditions mentioned in the schedules.

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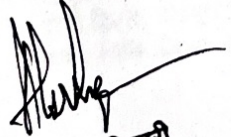

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Appendix : 2

TECHNICAL BID

Sl. No.	Name and address of the caterer with phone no. and e-mail ID, if any.	:
1.	Registration Number and date of registration of company/cooperative/ agency/ Society, if any (Certificate to this effect should be enclosed)	:
2.	Year of Establishment	:
3.	Type of Organization: (Whether Proprietorship, Partnership, Private Ltd. Company or Co-operative body etc. In case the applicant is a non-individual, Certified copy of a Partnership deed/Certificate of Incorporation/ Certificate of Registration issued by the Registrar of Cooperative Societies/ as the case should be enclosed)	:
4.	Enclose Performance Certificates from previous clients with contact no. separately in respect of services rendered/catering for 3 years before tender opening date.	:
5.	No. of Food courts/Dinning facilities Run in Academic Institutes/Students Mess * (Providing All supporting documents)	:
6.	Whether Quality Certification obtained for Any of the Food Courts/Dining Facilities (Providing All supporting documents)	:
7.	Bidders Solvency (Capital Employed) (Rs. In Lakhs)	:
8.	Annual Turnover (Rs. In Lakhs) for the last three Financial Years. Financial statements showing turnover duly certified by a Chartered Accountant should be furnished.	:
9.	PAN Number (Duly verified photocopy to be enclosed)	:
10.	GST Regn. No. (Number & photocopy of certificate to be given)	:
11.	No. of Employees (As on date of tender advt.)	:
12.	Labour License, EPF, ESI of the currents works to be provided	:
13.	Any other Information	:

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Appendix : 3

Financial Bid

Format for Financial Bid (to be typed in the letterhead of the firm)

To

The Registrar,
Rajiv Gandhi University
Rono Hills, Doimukh

Sub: Price Bid for (.....name of the halls of residence.....) Halls of Residence Mess Services

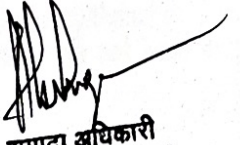
Sir,

Sl.No.	Particulars	RGU Reserve Price (Minimum)	Offer Price
1.	We submit herewith our Financial bid. (Name of the Hostel Mess)	--	
2.	Rent for Utility Area per Month for Hostel Mess (exclusive taxes):	Rs. 10,000/- per month	In numeral & words
3.	Price Bid of food for one (1) month per student excluding taxes.	Rs. 2,500/- per student per month	In numeral & words

Note : 1. Price Bid must be submitted separately for all three (3) Halls of Residences

- (a) Siyom Halls of Residence (Men) : 200 boarders
(b) Dihing Halls of Residence (Women) : 100 boarders

2. All taxes must be mentioned separately.


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Appendix : 4

Tender for Various HoR Mess in Rajiv Gandhi University
LETTER OF TENDER CUM DECLARATION

To

The Registrar,
Rajiv Gandhi University
Rono Hills, Doimukh.

Sir/Madam,

Sub: Tender for Various HoR Mess Services in Rajiv Gandhi University and Self-Declaration.

10. I / We, the undersigned do hereby tender and undertake to provide catering services in Hostel of Rajiv Gandhi University as described or intimated in the various schedules hereto annexed and the specifications thereto (which have been produced to and carefully examined by us) in strict accordance with and subject to the terms, provisions and conditions set forth or mentioned in the said schedules, specifications and appendices.
10. I / We have gone through the instructions in the tender and carefully read all the conditions of tender and agree to abide by all the conditions mentioned.
10. I / We hereby state that I/we have submitted Rs. 1,00,000/- (Rupees One lakh only) for Hostel Mess Services in the form of Demand Draft/Bankers Cheque No. Dated: drawn on Bank Branch, in favor of Rajiv Gandhi University as Earnest Money Deposit and agree to have it forfeited to the Rajiv Gandhi University in case of my / our failure to undertake the contract for the items accepted by the University.
10. I / We hereby certify that the rent amount quoted in this tender is final and I / We will not come forward for any revision or alteration in rent amount quoted subsequently due to hike in prices or any other reasons. However, I / We are aware of the right of the University to negotiate with the tenderer quoted highest evaluated rent amount.
10. I / We confirm that our Tender is in conformity with the technical specifications and commercial terms & conditions stipulated in the Tender Document and without any deviations whatsoever. I am / We are aware that our Tender is liable for disqualification in the event of technical and commercial deviations observed by the University at a later date during the process of evaluation of our Tender.
10. In response to the Tender No as a Proprietor / partner/Director of..... I/we hereby declare that our Agency/Bidder's name is having unblemished past record and has not been declared ineligible for corrupt & fraudulent practices indefinitely or for a particular period of time.
10. I / We further declare that the information and documents furnished in the Tender submitted by us are correct and genuine. I am / we are aware of the University's right to forfeit the Earnest Money Deposit and / or Security Deposit and blacklisting me / us if, any information furnished by us proved to be false at the time of inspection and not complying with the tender conditions.
8. I/We state that I/We have not been blacklisted or debarred from participating tenders by the Central/State Government agencies or autonomous bodies or Universities / institutions.

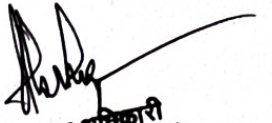

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9. In the event of my / our tender becoming successful, I / We undertake and agree to forward to the Registrar, Rajiv Gandhi University in 60 days, after the notification of the acceptance of this Tender has been received by us, the Security Deposit as demanded in the form and manner required as security for the due fulfillment of our Contract.
10. We undertake and agree that we will not withdraw this Tender during the period that will be required for intimation of acceptance or non-acceptance as stipulated in the Tender document. If I / we do so withdraw, I / we shall forfeit the Earnest Money Deposit Rs. 1,00,000.00 (One Lakh Rupees) to Rajiv Gandhi University. I / we agree to execute at our cost the Agreement in 60 days after the notification of the acceptance of our Tender has been received by us. In the event of our failing to make the Security Deposit or to execute the Agreement in the said manner, the Earnest Money Deposit accompanying this Tender shall be forfeited to the Rajiv Gandhi University and this concluded Contract shall in such case be considered as having been cancelled or terminated and I / we agree to be liable, irrespective of the forfeiture aforesaid for all damages, losses, costs, charges and expenses arising from or by reason of such failure and arrangements.

As witness our hand this day of of 2024.

Signature of the Tenderer
Name & Address with Seal

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Appendix : 5

TENDER FOR VARIOUS HALLS OF RESIDENCE OF RAJIV GANDHI UNIVERSITY
BANK CERTIFICATE REGARDING CREDIT FACILITY


This is to certify that Mr./Mrs. or M/s..... is a reputed person / company with a good financial standing. If the contract is given for running the Hostel Mess in the **Rajiv Gandhi University** (Tender Ref. No) For the above person / firm, we will be able to provide overdraft/credit facility to them for Rs. /- (Rupees only) to meet their working capital requirement for executing the above contract.

Date:

Place:

Signature and Designation of the Authorized Officer.
Name and Address of the Bank.

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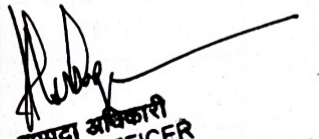
Appendix : 6

Declaration about family members working in Rajiv Gandhi University

I/WE do hereby certify that neither myself nor any of my family members (as defined in tender conditions) are employees of the Rajiv Gandhi University.

I/We are aware that in event of wrong declaration in the tender submitted by me is liable to be rejected & summarily forfeit the EMD.

Name and signature of the Tenderer:



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Appendix 7

Check List

Sl. No.	Particulars	Remarks
1.	Income Tax Assessment Certificates furnished/ITR	Yes / No
2.	Tax Index Number furnished/PAN	Yes / No
3.	Work Experience of successfully completing at least one hostel mess/canteen contract from an educational institute/University. Provided Completion certificate.	Yes / No
4.	Tender Fee Rs. 2000/- furnished	Yes / No
5.	Earnest Money Deposit (EMD) for Rs. 100000/- furnished for Hostel mess & canteen services	Yes / No
6.	Turnover and Balance Sheets/P & L A/c etc. certified by the Chartered Accountant	Yes/No
7.	Registration No of the Firm/Organization/etc.	Yes/No
8.	a)PAN No, b) GST No., c) Valid Labour License documents of current contracts	Yes/No
9.	Technical bid enclosed in a separate cover	Yes / No
10.	Financial Bid enclosed in a separate cover	Yes / No
11.	Whether all schedules and all tender papers are signed.	Yes /No
12.	Letter of Tender cum declaration as per Appendix furnished	Yes / No
13.	Bankers certificate regarding Credit Facility/ Solvency certificate.	Yes / No
14.	Declaration about the family members not working in Rajiv Gandhi National Aviation University furnished.	Yes / No

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