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**CENTRAL UNIVERSITY OF ANDHRA PRADESH**  
(Established by an act of Parliament in 2019)

**Notice Inviting Tender  
for  
Establishment, Operation, Maintenance and Comprehensive Management of  
Canteen within the Central University of Andhra Pradesh.**

Tender No: CUAP/Estt/2025-26/Canteen/23

Website: [www.cuap.ac.in](http://www.cuap.ac.in)



Tender Notice No. & date	CUAP/Estt/2025-26/Canteen/23 dated 13.06.2025
Name of Work / Service	CANTEEN
Location	WITHIN CAMPUS OF THE CUAP
Area	12 x 10 x 8.6 feet Kiosk Container
Base Rate of monthly License fee	₹ 5,000/- per month + GST
Yearly enhancement of License fee	10%
EMD Amount	₹ 30,000/- valid up to 90 days
Performance Guarantee Deposit	₹ 70,000/- valid up to contract period + 2 months
Timing of the Outlet / Shop	9:00 AM to 9:00 PM
Start date for submission of tender	13.06.2025
Last date & time of receipt of tender	27.06.2025 up to 17:00 hrs
Address of submission of Tender	Assistant Registrar (Admin.), Central University of Andhra Pradesh, JNTU Incubation Centre, JNTU Road, Chinmaya Nagar, Anantapur, Andhra Pradesh -515002
Date & time of opening of technical bids	To be announced later
Date & time of opening of financial bids	To be announced later
Place of opening of tenders	Central University of Andhra Pradesh, JNTU Incubation Centre, JNTU Road, Chinmaya Nagar, Anantapur, Andhra Pradesh -515002
Link to download the tender document	<a href="http://www.cuap.ac.in">www.cuap.ac.in</a>
	The CUAP reserves the right to accept / reject any tender without assigning any reasons thereon.
1. Technical Bid should be put in a separate sealed envelope superscribed "TECHNICAL BID" 2. The financial bid should be put in a separate sealed envelope super scribed "FINANICAL BID". 3. Both the bids ( <b>Technical and Financial Bids</b> ) should be further kept in another larger single sealed envelope and shall be submitted to the Assistant Registrar (Admin.), Central University of Andhra Pradesh, JNTU Incubation Centre, JNTU Road, Chinmaya Nagar, Anantapur, Andhra Pradesh -515002 by speed post/courier/registered post only on or before 27.06.2025. Late receipt & physical submission of the tender shall not be accepted. 4. Non-Submission of Technical Bid and Financial Bid as per serial 1 to 3 shall be summarily rejected.	





## PREAMBLE

The Central University of Andhra Pradesh (CUAP), Jantluru, Anantapur, Andhra Pradesh invites Open Tenders for the Establishment, Operation, Maintenance and Comprehensive Management of Canteen within the CUAP campus, Jantluru, Andhra Pradesh as specified in the following scope of Work. Those having experience in running such a Cafeteria/Canteen/Mess/Food Court & possess the necessary professional expertise in any Central Universities, State University, Central Govt., State Govt., PSUs are only eligible to apply.

- a) Scope of Work: "Establishment, Operation, Maintenance and Comprehensive Management of Canteen within the CUAP campus, Jantluru, Andhra Pradesh" as per the terms & conditions outlined in this tender document.
- b) The tender document can be downloaded from the university website [www.cuap.ac.in](http://www.cuap.ac.in)
- c) The bid is to be submitted through Speed Post/Courier/Registered Post only on or before last date and time. Late receipt of tender shall be summarily rejected.
- d) No physical bid shall be accepted.
- e) If there is any addendum/corrigendum related to the Tender, it shall only be published on the university website. The Bidders are advised to check the University website regularly. No other mode of notice shall be given.
- f) Bidders are requested to follow University Website for updates/ Corrigendum/Addendum on the Tender
- g) The CUAP reserves the right to call or not the vendors at the time of opening the Technical and Financial Bids and the CUAP shall decide through tender committee of the university.
- h) Bid Validity Period: The tenders shall be valid for a period of 90 days from the date of opening of price bids.
- i) Visit of the Campus: Interested bidders may visit the CUAP Campus, Jantluru, Anantapur on any working day before submission to ascertain the nature and quantum of work by taking permission from university authority.

## EARNEST MONEY DEPOSIT (EMD) AND PERFORMANCE GUARANTEE

- a) The Bidders are required to pay Earnest Money Deposit (EMD) as specified in the form of DD/ Banker's Cheque, drawn from any nationalized bank in favour of "The Registrar, The Central University of Andhra Pradesh", payable at Anantapur.
- b) Bids received without EMD and Bid Security Declaration as per this tender shall be summarily rejected. Bidders claiming EMD exemption by submitting Bid Security Declaration must submit valid supporting document proving their eligibility for EMD exemption.
- c) The Successful Bidder shall submit Performance Guarantee Deposit in the form of DD/ Banker's Cheque, drawn from any nationalized bank in favour of "The Registrar, The Central University of Andhra Pradesh", payable at Anantapur. The Performance Guarantee Deposit shall be returned to the bidder within 2 months (without interest) after the end of the contract period subject to compliance of all the terms & conditions of the Work Order/Agreement during the Contract period. Any loss to the university shall be deducted from the PG Deposit.
- d) EMD/PG of Bidder shall be forfeited if the bidder withdraws or amends its bid or impairs or derogates from the bid in any respect within the period of validity of his/her bid.
- e) Further, if the successful Bidder fails to furnish the Performance Guarantee Deposit within the specified period, his/her EMD shall be forfeited.
- f) In case the Bidders / Successful Bidder(s) are found in breach of any condition(s) at any stage of the tender, EMD / Performance Guarantee shall be forfeited.
- g) Apart from forfeiting EMD/ Security Deposit, the University may initiate any penal action against the Bidder/successful Bidder, which the Competent Authority deems it to be fit.
- h) EMD shall be returned to Unsuccessful Bidders without any interest whatsoever, after opening of financial bids.

## ELIGIBILITY CRITERIA

**Only such bidders, who comply with the following eligibility criteria shall be eligible to bid and shall submit the valid supporting documents as proof and the University shall have the right to verify the authenticity of the documents before qualifying the bidders:**

- (a) Each page of the Tender document along with all other submitted documents must be duly signed by authorized signatory with Bidder's company seal and initial, otherwise, the document will be invalid. (Power of attorney, if any, to be submitted)
- (b) Experience: Experience 03 Years as on start date of submission of tender for executing similar work in Central or State Government Higher Educational Institutions such as IITs, NITs, IIITs, IIMs, Central University, Leading Research Organizations like DRDO, ISRO, CSIR, PSU's, reputed leading Private Higher Educational Institutions with a minimum of 500 residential students, should be attached with Tender document. The Bidder should submit copies of work orders/ experience certificate of work completed or ongoing, issued by concern University (or) establishment along with their email IDs & Contact Numbers.





- (c) Self-attested copy of GST Certificate of the Bidder, be enclosed.
- (d) A declaration undertaking on the Letterhead of the Bidder/Agency that all the terms and conditions as given in the tender document are acceptable and the Bidder/Agency has not been blacklisted by any of the organization at any point of time and no criminal case is pending against the said firm/agency should be given.
- (e) Copy of Registration of /Agency / Firm / Company issued by concerned Authority of the State Shops and Commercial Establishment Act is mandatory, wherever applicable; (self-attested copy)
- (f) Bidders should be registered with Food Safety and Standards Authority of India (FSSAI). Copy of the latest valid Certificate to be attached. (self-attested copy)
- (g) Annual Turnover: The Average Annual Turnover of the firm should be 10 Lakh & above in last three Financial Years (2021-22, 2022-23 and 2023-24) duly audited & Certified by Chartered Accountant (CA) with UDIN number and agency/firm should be in profit.
- (h) The Bidders shall have valid Labour License and submit the self-attested copies.
- (i) Certified copy of PAN
- (j) Affidavit: The bidder shall furnish an affidavit on stamp paper duly notarized having value of Rs.100 to the effect that the correct information has been furnished in the tender and the bidder shall be solely responsible for furnishing wrong/false information in the bid.
- (k) The bidder must have to submit a declaration on Rs.100 Judicial Stamp duly notarized for not having been debarred/blacklisted either by the any Bid Inviting Authority or by any organization functional under Central/ State government/ Semi-Government/ PSUs of Central/ State Governments at any point of time and no criminal case/Police Case is pending or was previously against the said firm/agency should be given.
- (l) Annual Turnover: The Average Annual Turnover of the bidder/firm should be 10 lakhs & above in last three Financial Years (2021-22, 2022-23 and 2023-24) duly audited & Certified by Chartered Accountant (CA) should be enclosed and agency/firm should be in profit.
- (m) Bank Solvency Certificate / Last one year's bank statement.
- (n) Income tax return certificate of previous three years (2021-22, 2022-23 and 2023-24).
- (o) Firm / Company Registration Certificate.
- (p) GST Registration Certificate / No.
- (q) EPF Registration Certificate / Code No.
- (r) ESI Registration Certificate / Code No.
- (s) Other Statutory Registrations / Licenses, if any.
- (t) Audited balance sheet and profit and loss accounts along with gross turnover and profit / loss for the last three financial years (2021-22, 2022-23 and 2023-24).
- (u) Details of the workers who will work with the bidder, if contract is awarded.
- (v) Authority letter / Resolution in favor of the person signing the bid on behalf of the firm submitting the tender.
- (w) Earnest Money Deposit (EMD).
- (x) Address proof.
- (y) Aadhar Card of individual applicant / person signing the bid.
- (z) Other documents as may be deemed necessary and as is required under any other provision of the bid document and not mentioned herein above.

Date:

Place:

Signature:  
Authorized Signatory Name:  
Designation:  
Company: Contact No:  
Company Seal





## EVALUATION PROCEDURE

- a) At the first stage, the Technical Bids will be opened.
- b) A Committee duly constituted by the Competent Authority would evaluate the technical bids submitted by the Bidders.
- c) Prior to the detailed evaluation, the University will determine the substantial responsiveness of each bid to the tender document. A substantially responsive bid is one that conforms to all the terms and conditions of the bidding/tender document and is without any material defects and deviations. Deviations from, or objections or reservations to critical provisions such as those concerning qualification/eligibility criteria, availability of facilities and amenities as needed, availability of government/statutory approvals and clearances, ready and explicit willingness to accept and honour the terms and conditions of contract, etc. will be deemed to be material deviations.
- d) The Financial bids of those Bidders who are technically qualified only shall be opened.
- e) The base license fee fixed is @ Rs.5,000/- per month (plus applicable GST) for providing the license to use the earmarked premises inside the CUAP campus to run the Canteen. GST & any other taxes/duties as applicable time to time must be paid extra by the bidder.
- f) Selection of successful bidder shall be based on the Highest Quotee of monthly License fee in the financial bid document and Highest Discount on base price as mentioned in the menu.
- g) The license fee if any quoted less than that the fixed base license fee will be treated as invalid quote and summarily rejected.
- h) The license fee quoted above the base license fee should be in round figure only (no decimal points or paisa will be considered). If any such quote is there, the paisa / decimal point will be converted to the next highest rupee for all purposes.
- i) In case of a tie between the quotes, the tie-breaker will be on the following parameter: The bidder who has more financial stability – the bidder who has more average annual turnover taken together the past three financial years as mentioned in eligibility criteria above shall be awarded the bid.
- j) The decision of the Vice Chancellor, CUAP shall be final in this regard.
- k) Bids with revised/modified rates/offers after the opening of the Bids shall be summarily rejected and the entire Earnest Money Deposit (EMD) submitted with the Bid shall be forfeited.
- l) The Bid is not transferable to any other bidder under any circumstances.
- m) Offline, Telegraphic, conditional or incomplete Bids shall not be accepted. Canvassing of any kind, direct or indirect, shall lead to disqualification of the Bidder.
- n) University reserves the right to reject any or all the Bids at any stage or accept them in part or reject the lowest Bid without assigning any reason thereof and the decision of the University in this respect shall be final.

### **Visit to Bidder's Business Outlet(s):**

Complete details of Business Outlet(s) operated by the bidders must be enclosed with their respective Technical bids; the name of the contact person with phone numbers must be printed/ written on the envelope. Inspection committees if needed may carry out surprise visits to the existing Cafeteria/Canteen/Food Court/Restaurant run by the bidders and their reports will form valuable input for the shortlisting process.

I/we accept all the terms and conditions of the Bid notice.

Date:

Place:

Signature:  
Authorized Signatory Name:  
Designation:  
Company: Contact No:  
Company Seal





## DETAILED SCOPE OF WORK AND OTHER TERMS AND CONDITIONS

### SCOPE

NAME OF WORK:	Establishment, Operation, Maintenance and Comprehensive Management of Canteen within the CUAP Campus.
LICENSE PERIOD :	The license shall be given initially for a period of Two years. The CUAP may renew/extend the License to such further period (s), as it may deem proper and in any case not exceeding Three years from the date of commencement License having regard to the quality and manner of the Bidder's performance. However, it shall be with consent/written request by the contractor in this regard.
LICENSE FEE :	The license fee shall be increased every year @10% .
START OF SERVICE:	Within 30 Days of issue of Work Order to the successful bidder subject to submission of Performance Guarantee.
AGREEMENT:	Contractor on whom Work Order is issued is required to enter into an agreement on a Non-Judicial stamp paper of Rs. 100/-, specifying all the conditions, at the start of the Service Period with his own cost.

**Allotted Space:** An open space as mentioned above shall be allotted to the bidder within the CUAP Campus for running the Food. The cleaning & minor maintenance of the area near the food stalls would be the responsibility of the bidder.

The bidder shall arrange cooking utensils etc. separately for vegetarian items and non-veg items. Others items required like utensils, crockery, cutlery and other equipment/items/ required for cooking, storing, displaying and selling (including lights, fans etc) shall be arranged by the bidder at their own cost. The kitchen for Non-Veg must be separate.

After the end of the License period, the bidder shall at their own cost have to remove his/her all the items and handover the area as initially provided by the CUAP.

Any civil/electrical work shall be taken up only after obtaining prior permission from the University by submitting a request letter.

The CUAP shall provide the following for running the Canteen and the bidder shall pay the charges additional to License fee:

- a) The CUAP shall provide water for basic activities and an amount of Rs. 2,000/- per month will be charged for Water. The amount is subject to Annual revision by the University after the end of one year of the contract.
- b) Electricity shall be charged from the bidder for actual consumption as per the meter reading. The electricity sub meter will be provided by the University, however in case of any damage to the sub meter resulting in replacement, the charges towards the electricity sub meter are to be paid by the bidder.
- c) As per Garbage & Waste Disposal policy, the contractor shall segregate the garbage and keep in proper dustbins of the contractor and University will arrange for collection of the Garbage two times a week and contractor shall pay Rs. 1,000/- (plus applicable GST) monthly (subject to revision by University) for Garbage collection charges. If for any reasons, University does not provide the Garbage Collection, the contractor shall be responsible for proper disposal of garbage.
- d) Every effort must be exercised by the bidder to minimize electricity usage and desist from unnecessary usage. If found wasting water/electricity, University reserves the right to impose penalty.

The License Fee, Electricity Charges & Water charges for the preceding month shall have to be deposited to the University account by the Bidder and a copy of proof to be submitted to the account section on or before 5<sup>th</sup> day of the month.

The Canteen shall remain open from evening **9:00 AM to 9:00 PM**. The University reserves the right to modify (increase/decrease) the timings for the opening of the canteen. The bidder shall employ his/her workers accordingly to keep the canteen opened on all days (including all Saturdays, Sundays, festival days, holidays) in view of the requirement of staff, guests, visitors, students, hostellers, employees. However, the bidder shall have to abide by all the statutory norms and conditions as per the government instructions in following working hours for the workers, holidays, shifts, facilities to be provided to the workers, their wages etc





The tentative menu of the items along with maximum prices/quantity/wieght are given below, In case of any change in menu, quantity, weight shall be decided by the Hostel Advisory Committee of the University with consultation with bidder which shall be binding upon the bidder.

### MENU

Sl. No.	Veg Items	Price In Rs. (Including Taxes)	Sl. No.	Veg Items	Price In Rs. (Including Taxes)
<b>Beverages</b>			<b>Tiffins &amp; Rice Items</b>		
1	Tea/Lemon Tea/Black Tea	10/-	1	Idly (03 Nos. – 40gram)	30/-
2	Coffee	12/-	2	Wada (02 Nos. – Big size)	30/-
3	Horlicks/Boost	15/-	3	Poori (02 Nos. – Big size)	30/-
4	Milk	12/-	4	Mysore Bonda (4 Nos.–Big size)	30/-
5	Milk Shake	25/-	5	Dosa, Plain	30/-
6	Other Packed Beverages	MRP	6	Dosa, Masala/Onion	30/-
	-----		7	Uthappam, Plain	30/-
	-----		8	Uthappam, Onion	35/-
<b>Snacks</b>			9	Pongal, 200 Gms.	30/-
1	Veg Manchuria, 250 Gms.	30/-	10	Upma, 200 Gms.	30/-
2	Punugulu, Plate of 10 Nos.	20/-	11	Pesarattu	30/-
3	Mirchi Bajji Plate of 4 No.	20/-	12	Tomato Bath	30/-
4	Aloo Samosa, Big	10/-	13	Alu Paratha, 02 Nos.	30/-
5	Onion Samosa, Small 3No.	10/-	14	Cholebhature-2 with pickle & Onion	40/-
6	Masala Wada	5/-	15	Uggani (100Gms) with Bhajji (2 No.)	25/-
			16	Lemon Rice 200 Gms.	30/-
<b>Millet Tiffins &amp; Rice Items</b>			17	Chapathi , 02 pieces with curry	30/-
1	Millet Idly/Wada(2–Big)	30/-	18	Bisibelabath, 250Gms with papad	35/-
2	Millet Dosa	40/-	19	Curd Rice, 200 Gms.	20/-
3	Mini Thali – Millet	50/-	20	Zeera Rice, 200 Gms.	30/-
			21	Raagi Mudda(2) with dal/curry	25/-
<b>Other items</b>			22	Kadai paneer 150gms(80-100gms paneer)	35/-
1	Ice Creams (Branded)	MRP	23	Palak paneer 150gms(80- 100gms paneer)	35/-
			24	Aloo tikki	30/-





Sl. No.	Non Veg Items	Price	Quantity
1	Egg Bhurji (Double Egg)	25	2 eggs
2	Half Fry (Single Egg)	25	1 egg
3	Omelette [Without Bread(Single)]	25	1 eggs
4	Bread Omlette	30	2 eggs
5	Boiled Egg	10	1 egg
6	Veg Noodles	30	400g
7	Egg Noodles	40	400g
8	Chicken Noodles	55	400g (100g chicken + 1 egg)
9	Veg Fried Rice	40	400g
10	Egg Fried Rice	45	400g
11	Chicken Fried Rice	55	400gms
12	Gobi Manchuria	35	300gms
13	Veg Manchuria	35	300gms
14	Chicken Manchuria	45	300gms
15	Chicken 65	50	400gms
16	Chilli Chicken	65	200gms(150gms chicken)
17	Paneer Chilly	65	200gms(150gms paneer)
18	Schezwan Chicken Rice	65	400gms(100- 120gms chicken)
19	Veg Schezwan Noodles	65	400gms
20	Egg Hong Kong Rice	60	400gms + 1 egg
21	Egg Schezwan Noodles	60	400gms + 1egg
22	Egg Schezwan Rice	60	400gms + 1egg
23	Paneer Manchurian	55	250gms(200gms paneer)
24	Chicken Schezwan Noodles	55	400gms(100- 120 gms chicken)
25	Veg Steamed Momos	45	30gms(5 pieces)
26	Veg Fried Momos	50	30 gms(5 pieces)
27	Chicken Steamed Momos	55	30gms(5 pieces)
28	Chicken Fried Momos	60	30 gms(5 pieces)
29	Egg Biryani	80	400 grams( Double Egg)
30	Chicken Biryani	100	400 grams (150 grams chicken)





**PREFERRED BRANDS TO BE USED FOR FOOD PREPARATION:**

Sl. No.	Item	Brands
1	Bread	Britannia, Modern, Daily Fresh, Spencers
2	Milk, Butter, Curd	Amul, Heritage, Britannia, Vijaya, Jersey, Hatsun
3	Jam	Kissan
4	Tea	Taj Mahal, Gemini, Red Label
5	Coffee	Bru, Green Label, Nescafe
6	Wheat flour	Aashirvaad, Annapurna, Pillsbury
7	Paneer	Amul, Heritage, Hatsun, Britannia
8	Oil	Gold Drop, Gold Winner, Saffola, Fortune, Freedom
9	Rice	SonaMasoori, Nellore Rice, Kurnool rice, Long grain rice
10	Basmati Rice	India Gate, Kohinoor, Daawat, Best.Dubar or better
11	Chicken	Vencobb, Suguna, Sneha
12	Pickle	Priya, Mothers
13	Salt	Tata, Annapurna, Nature fresh, Aashirvaad
14	Spices	MDH masala, Catch, Everest, Mothers, Aachi
15	Ketchup	Maggi, Kissan, Heinz, Del monte
16	Ghee	Amul, Heritage, Vijaya
17	Ice cream	Amul, Arun, Heritage, Vijaya, Kwaliti
18	Cornflakes/ Choco flakes/ Wheat flakes/Oats/Muesli	Kellogg's, Bagrry's, Quaker, Saffola
19	All non-brands	Of Standard Quality.
20	The caterer may use other FSSAI approved brands only if permitted by the University.	

**Note:** Any change shall be decided by the Hostel Advisory Committee, CUAP.

**Note:**

- Using brands not mentioned above without prior permission and adulteration shall attract a fine of Rs.5,000/-. Using of MSG (Monosodium Glutamate) shall be PROHIBITED.
- For the items where the prices are fixed, the bidder shall collect only such amount and where the prices are not fixed (Excluding packaged products where MRP is fixed), the same shall be fixed by the Committee appointed by the University. Packaged products where MRP is fixed shall be sold at prices not higher than MRP.
- University reserves the right to increase/decrease the list of the items to be offered based on the recommendations of the Committee appointed by the University.
- Any revision to the above rates of the items to be offered would be decided by the Committee appointed by the University by taking views of the vendor and would be reasonable & at par with the market rates. The decision of the Committee is final.





### **SPECIFIC TERMS AND CONDITIONS**

- a) The successful Bidder shall ensure that the customers are charged reasonable rate for the products as fixed in this regard. The University may verify the price of the selling items time to time. In case of any discrimination, penalty may be imposed and administrative action can be initiated. bidder shall install swiping machines & UPI scanners for convenience in payments for the goods delivered and proper bills/receipts to be issued.
- b) The Bidder shall display the price list.
- c) The University will have right to assess the quality, market price and reasonability of items.
- d) The Vendor may supply those food / eatable items not under contract but where demand exists with the approval of the University. Cost of such items shall have to be competitive and not more than MRP/Market Price. Approved price of eatables including additional demand created, be prominently displayed.
- e) The bidder shall make his own Pest Control arrangements inside & area surrounding the Canteen. Highest degree of Hygiene, Cleanliness shall be ensured.
- f) bidder shall install swiping machines/ UPI scanners for convenience in payments for the goods delivered.
- g) No subletting of work/space shall be allowed at any stage.
- h) The successful Bidder shall engage sufficient number of staff, considered appropriate for serving the University Fraternity.
- i) The successful Bidder shall be liable to provide good quality items as per the menu approved by the University and should be stored / served under highly hygienic Conditions. The rations & material used for preparing items shall be Branded and of standard quality as approved by the University.
- j) The Bidder has to ensure that their Staff serving in the complex are well mannered and in proper uniform.
- k) The successful Bidder shall ensure that they provide best and standard services to the customers.
- l) The Bidder shall arrange utensils, crockery, cutlery and other equipment/items required to function the Stalls at their own cost.
- m) The Bidder will have proper valid license from concerned/prescribed authorities to prepare & serve food items. Also, shall comply with all norms & guidelines of Statutory Authorities in this regards. The Vendor shall be responsible for any consequence arising due to Non-compliance of Guidelines issued by Statutory Authority. The University shall be in no way responsible for the same.
- n) The bidder must ensure that preparation and serving of veg and non-veg items have separate cooking & service counter.
- o) Bidder should be registered with EPF, ESIC and other Statutory and must have valid Labour license.
- p) All Food handlers must take proper haircut, shave properly, nails trimmed, must not be chewing Tabaco/ Paan Masala, must not smoke inside the campus, wear head gear & Aprons.





#### **CONFINEMENT TO THE AREA:**

- a. The bidder has to function only in the Space allotted in Tender notification or as recorded in the Agreement. There should not be any encroachment in any other area by bidder, under any circumstances.
- b. **Encroachment Avoidance:** If the bidder encroaches the platforms, area meant for passenger's movement or area of other shop/open space, the bidder is liable to be penalized. If the bidder shall be habituated for encroachment, liable for termination by serving a notice.
- c. **Bio Waste Management:** It should be done by following the waste management. The premises and surroundings space shall be kept neat, convenient & clean. This can be achieved by keeping appropriate size dustbins at appropriate places. These arrangements are subject to inspection by university officials and Municipal Authorities. Noncompliance will attract penalty up to Rs.1000/- on each occasion. Plastic Bags will be totally prohibited inside the Campus. The Vendor must segregate the garbage into solid/ wet and non-degradable waste. The bidder shall have to follow other Govt rules in this regard.
- d. **Suggestion & Complaint Book:**
  - i. A "Suggestion & Complaint" book be placed at his establishment which shall be made available to users immediately on demand. Any suggestion or complaint are made by users, be bought to the Notice of the licensor. The said book shall be produced to inspecting Officials. The "Suggestions & Complaints" recorded in the said Book be scrupulously followed and recurrence be avoided.
  - ii. The bidder shall be liable to be fined in cases of defaults and negligence on its part or for complaints received from the users. Such penalty or fine shall be imposed through the University Committee according to nature of Complaints.
- e. **Color Wash:** The bidder must prevent defacing of premises. In case of violations, he has to undertake white washing / painting of allotted space at his own cost.
- f. **Handing / Taking over of Premises:** On the expiry of contract or on its termination, as the case may be, the Bidder shall deliver vacant premises intact, to the university by 1700 hrs on last day of Contract.
- g. In the event of failure to deliver vacant possession of premises, the university shall have the right to take possession by putting his own lock. The articles, if any, left by the bidder, will be disposed off by the University at the cost of the bidder and no further claims in the matter will be entertained.
- h. **Fire Safety:** Safety standards should be maintained. Fire extinguishers Sand buckets, should be installed in accessible places and same be in working conditions. List of emergency numbers be displayed at prominent places. First Aid measures should also be available for emergencies. Bidder shall ensure that fire detection and suppression measures installed inside the premises are kept in serviceable condition at all times. He will also ensure that all electrical wiring, power outlets and gadgets used are maintained properly to prevent short circuits/fires.

#### **MANPOWER DEPLOYMENT:**

- a. The bidder shall register himself as a Contractor under the Contract Labour (Regulation and Abolition) Act 1970 and deploy manpower as required.
- b. **Employee Compensation:** The bidder has to pay amounts, in case of any accident / injuries to the personnel employed by them during the business time. The bidder alone is liable for workmen's compensation and any other statutory dues. University is not liable for payment of any such amount.
- c. **Employees Status:** The personnel's employed by the bidder will be their own employees and the University shall have no onus regarding their employment status. The University shall have the rights to ask for removal of any person who is not considered to be competent and orderly in the discharge of duties. Workers will not be allowed to stay & sleep inside the canteen. The bidder shall make arrangements for their stay outside the University.
- d. **Compliance of Statuary Rules & Regulations:** The Vendor shall comply with all prevailing Labour laws/ Municipal Laws & Statutory requirement of Central/ State Government organizations. In case of non- adherence, they will be fully responsible for the consequences arising out of the same. The University in no way shall be responsible for the same.

#### **TAXES:**

The bidder shall pay all applicable Taxes levied by the Central Government, State Government and Local Authorities from time to time. The University shall not be liable for the penalties against non-payment of these taxes or default therein. Default in this regard may cause termination of license and vacation of premises.

#### **PROHIBITIONS:**

- a. No bidder should sell any prohibited items by the University or by the Government or any enforcing agencies. They shall adhere to the code of the conduct laid down by the University from time to time. The license agreement can be terminated at any point of time without assigning any reasons including violation of contractual obligations.
- b. Since the consumption of Alcohol & smoking is prohibited in the University Premises, the successful bidder shall not sell Liquor and tobacco products or allow consumption thereof by any person in the food-court area leased out to him.
- c. **Use of polythene:** Bidder shall not use the polythene covers which are banned by the State / Central Governments/University or any other agency.
- d. No child labourer shall be employed for servicing as per law.
- e. The bidder shall not exhibit or permit any advertisement in the shop, except the same and style of his/her business, and the cutout/poster/hording should not be obscene. In case of misbehavior, assault on person / employees





- University, any act or comment tarnishing the image of university by the bidder or his representative /workers lead to impose penalty or termination of contract duly forfeiting the Security Deposit amount.
- f. Sub Shops/Outlets: Permission shall not be accorded to bidder to open sub shop/Outlets under any circumstances for whatsoever reasons.
  - g. Single use plastic is completely banned within the University premises.

#### **PENALTIES FOR VIOLATION OR RULES, TERMS AND CONDITIONS**

- a. A penalty @ Rs.100/- per day will be levied in case of delayed remittance of monthly license fee beyond 5th Calendar day of every month. If the bidder fails to remit the license fee for a period of more than 03 (three) months at a stretch, a penalty of one month license fee will be levied along with the pending applicable license fees, failing to pay the penalty and the pending payable fees, the amount shall be recovered from the caution money deposit without any further notice to the bidder
- b. In case of failure to comply with the approved quality, quantity & price, University reserves the right to impose penalty based on the recommendation of the Committee to be appointed by the Vice Chancellor, CUAP.
- c. That the bidder shall be responsible for faithful compliance of the terms and conditions of this agreement. In the event of any breach of the agreement, the contract may be terminated, the security deposit will be forfeited.
- d. Outstanding dues/any adjustment of dues or cost of damages to the property, if any shall be recovered from the Security/Caution deposit.
- e. In the event of any statutory authorities imposes any punishment or fines etc., and if the University is made a party in such penal action the University has got the authority to keep security deposit etc., with it until it is proved to the satisfaction of the University that such penal actions are ceased. Such penal actions may be a reason for termination of Contract.

#### **CANCELLATION OF CONTRACT**

1. That this contract may be terminated on any of the following contingencies:
  - a. On the expiry of the contract period as stated above.
  - b. By giving one months' notice or less by the CUAP on account of:
    - i) Breach by the contractor of any of the terms & conditions of the contract.
    - ii) On assigning the contract or any part thereof to any sub-contractor by the contractor without written permission of the University.
    - iii) On contractor being declared insolvent by Competent Court of Law.
    - iv) By giving three months' notice by the contractor to the CUAP.
2. Notwithstanding any other provisions in this contract, the CUAP reserves the absolute right to terminate the contract forthwith if it is found that continuation of the contract is not in public interest. The contractor is not eligible for any compensation or claim in the event of such cancellation.
3. If at any later date, it is found that the documents and certificates submitted by the bidder are forged or have been manipulated, the work order issued to the bidder shall be cancelled and Security Deposit issued to the CUAP shall be forfeited without any claim whatsoever on CUAP and the bidder shall be liable for action as appropriate under the extant laws.

#### **INDEMNIFICATION**

- a. The bidder shall keep the CUAP indemnified against all claims whatsoever in respect of the employees deployed by the bidder. In case any employee of the bidder so deployed enters into a dispute of any nature whatsoever, it will be the primary responsibility of the bidder to contest the same. In case CUAP is made a party and is supposed to contest the case, CUAP shall be reimbursed the actual expenses incurred towards Counsel Fee and other expenses, which shall be paid in advance by the bidder to CUAP on demand. Further, the bidder shall ensure that no financial or any other liability comes on CUAP in matters of any nature whatsoever, and shall keep CUAP indemnified in this respect.
- b. The Bidder shall keep CUAP indemnified against any loss to the property and assets of CUAP. CUAP shall have the right to adjust and/or deduct any of the amounts as aforesaid from the payments due to the bidder under this contract.

#### **THE VICE CHANCELLOR, CUAP RESERVES THE RIGHT TO:**

1. Reject any or all the tenders without assigning any reason whatsoever.
2. Not bind himself to accept the lowest or any tender; and
3. Accept the whole or any part of the tender and the tenderer shall be bound to perform the same at the rates quoted.
4. Suitably increase/reduce the scope of work put to this tender. In case of any ambiguity in the interpretation of any of the clauses in the tender document or the contract document, interpretation of the clauses by the Registrar CUAP shall be the final and binding on both the parties.





5. Withdraw / relax any of the terms and conditions mentioned above to overcome the problem encountered by the contracting parties.

#### **RESOLUTION OF DISPUTES**

In the event of any dispute arising out of or in connection with this contract, whether during the subsistence of the contract or thereafter, the matter shall be referred to the Vice Chancellor, The Central University of Andhra Pradesh or any other officer nominated by the Vice Chancellor, The Central University of Andhra Pradesh for arbitration, whose decision shall be final and binding on both the parties. The Agency agrees that the arbitrator could be an employee of the University and shall not have any objections in this regard. The proceedings before the arbitrator would be governed by the provision of the applicable Arbitration Act. The venue of arbitration shall be CUAP, Anantapur.

#### **JURISDICTION**

- a. This Agreement including all matter connected with this Agreement, shall be governed by the laws of India (both substantive and procedural) for the time being in force and shall be subject to jurisdiction of the High Court, Andhra Pradesh.
- b. The contracting agency and the CUAP shall make every effort to resolve any dispute or disagreement amicably by direct informal negotiations. However, in case of any unresolved issues / disagreements / disputes in connection with the contract, the same shall be settled under the Court of Law within its jurisdiction.

#### **FORCE MAJEURE**

- a. Any delay due to Force Majeure will not be attributable to the Service provider. Force Majeure events shall mean one or more of the following acts or events: Acts of God or events beyond the reasonable control of the Affected Party which could not reasonably have been expected to occur, exceptionally adverse weather conditions, lightning, earthquake, cyclone, flood, volcanic eruption, or fire or landslide; Radioactive contamination or ionizing radiation; Strikes or boycotts (other than those involving the Vendor or its employees/representatives or attributable to any act or omission of any of them) interrupting supplies and services of the Contract for a period exceeding a continuous period of 7 (seven) days; An act of war (whether declared or undeclared), invasion, armed conflict or act of foreign enemy, blockade, embargo, riot, insurrection, terrorist or military action, civil commotion or politically motivated sabotage which prevents rendering of supplies or specified services by the service provider for a period exceeding a continuous period of 7 (seven) days.
- b. CUAP may consider relaxing the penalty and delivery requirements, as specified in this document, if and to the extent that the delay, in performance or other failures to perform its obligations under the contract, is the result of a force majeure.

#### **INTERPRETATION OF THE CLAUSES IN THE TENDER DOCUMENT**

In case of any ambiguity/dispute in the interpretation of any of the clause in this tender document, interpretation of the Vice Chancellor, CUAP shall be final and binding on all parties. The CUAP reserves the right to accept the offer in full or in parts or reject the offer summarily or partly without assigning any reasons.





**DECLARATION**

**(To be provided on the letterhead of the Bidder and submit along with Technical bid)**

To  
The Central University of Andhra Pradesh  
Anantapur, Andhra Pradesh

**Tender No. ....**

I/We, the undersigned, declare that:

1. I / We do hereby certify that our firm is not blacklisted and no enquiries / cases are pending against us by Govt. of India / Govt. of Andhra Pradesh or by any State/Central Boards/ Universities, since inception of the firm / company.  
All the terms and conditions given in the tender document with reference to above, are acceptable to us.
2. I/We also certify that the information mentioned in the submitted documents is true and complete in any every respect and explicitly agree that in the case at a later date it is found out by the University that any details provided herein by us are incomplete/incorrect, any contract given to us may be summarily terminated forthwith, our firm may be blacklisted, and that the University may also initiate any other legal/penal proceedings, as deemed fit by it.

Date:

Place:

Signature:

Authorized Signatory Name: Designation:

Company: Contact

No: Company Seal





**DECLARATION FOR EXEMPTION OF EMD**

(To be provided on the letterhead of the Bidder and submit along with Technical bid)

To  
The Central University of Andhra Pradesh  
Anantapur, Andhra Pradesh

**Tender No. ....**

1. I/We, the undersigned, declare that I/We are registered with MSME and hence may be exempted, in view of submission of Bid Securing Declaration, from payment of EMD.
2. I/We accept that:
  - a. I/we will be automatically disqualified from bidding for any contract with any procuring entity for a period of five (5) years upon receipt of your Blacklisting Order and pay 5% on work order value / purchase order as a fine on the Use of Bid Securing Declaration if I/we have committed any of the following actions:
    - i. Withdrawn or Modify my/our Bid during the period of bid validity required in the Bidding Documents; or
    - ii. Fail or refuse to accept the award and enter into contract or perform any and all acts necessary to the execution of the Contract, in accordance with the Bidding Documents after having been notified of your acceptance of our Bid during the period of bid validity; or
    - iii. Fail or refuse to submit a performance security before the deadline defined in the Bidding Documents.

Date:

Place:

Signature:

Authorized Signatory Name: Designation:

Company: Contact

No: Company Seal





**FINANCIAL BID (Annexure-I)**

Tender No. ....

Sl. No.	Veg Items	Quoted Price in Rs. (Including Taxes)	Sl. No.	Veg Items	Quoted Price in Rs. (Including Taxes)
<b>Beverages</b>			<b>Tiffins &amp; Rice Items</b>		
1	Tea/Lemon Tea/Black Tea		1	Idly (03 Nos. – 40 gram)	
2	Coffee		2	Wada (02 Nos. – Big size)	
3	Horlicks/Boost		3	Poori (02 Nos. – Big size)	
4	Milk		4	Mysore Bonda (4 Nos.–Big size)	
5	Milk Shake		5	Dosa, Plain	
6	Other Packed Beverages		6	Dosa, Masala/Onion	
	-----		7	Uthappam, Plain	
	-----		8	Uthappam, Onion	
<b>Snacks</b>			9	Pongal, 200 Gms.	
1	Veg Manchuria, 250 Gms.		10	Upma, 200 Gms.	
2	Punugulu, Plate of 10 Nos.		11	Pesarattu	
3	Mirchi Bajji Plate of 4 No.		12	Tomato Bath	
4	Aloo Samosa, Big		13	Alu Paratha, 02 Nos.	
5	Onion Samosa, Small 3No.		14	Cholebhature-2 with pickle & Onion	
6	Masala Wada		15	Uggani (100Gms) with Bhajji (2 No.)	
			16	Lemon Rice 200 Gms.	
<b>Millet Tiffins &amp; Rice Items</b>			17	Chapathi , 02 pieces with curry	
1	Millet Idly/Wada(2–Big)		18	Bisibelabath, 250Gms with papad	
2	Millet Dosa		19	Curd Rice, 200 Gms.	
3	Mini Thali – Millet		20	Zeera Rice, 200 Gms.	
			21	Raagi Mudda (2) with dal/curry	
<b>Other items</b>			22	Kadai paneer 150gms(80-100gms paneer)	
1	Ice Creams (Branded)		23	Palak paneer 150gms(80- 100gms paneer)	
			24	Aloo tikki	

Date:

Place:

Signature of the bidder/.

Authorized person:

Full Name:

Seal:





Sl. No.	Non-Veg Items	Quoted Price	Quantity
1	Egg Bhurji (Double Egg)		2 eggs
2	Half Fry (Single Egg)		1 egg
3	Omelette [Without Bread(Single)]		1 eggs
4	Bread Omlette		2 eggs
5	Boiled Egg		1 egg
6	Veg Noodles		400g
7	Egg Noodles		400g
8	Chicken Noodles		400g (100g chicken + 1 egg)
9	Veg Fried Rice		400g
10	Egg Fried Rice		400g
11	Chicken Fried Rice		400gms
12	Gobi Manchuria		300gms
13	Veg Manchuria		300gms
14	Chicken Manchuria		300gms
15	Chicken 65		400gms
16	Chilli Chicken		200gms(150gms chicken)
17	Paneer Chilly		200gms(150gms paneer)
18	Schezwan Chicken Rice		400gms(100- 120gms chicken)
19	Veg Schezwan Noodles		400gms
20	Egg Hong Kong Rice		400gms + 1 egg
21	Egg Schezwan Noodles		400gms + 1egg
22	Egg Schezwan Rice		400gms + 1egg
23	Paneer Manchurian		250gms(200gms paneer)
24	Chicken Schezwan Noodles		400gms(100- 120 gms chicken)
25	Veg Steamed Momos		30gms(5 pieces)
26	Veg Fried Momos		30 gms(5 pieces)
27	Chicken Steamed Momos		30gms(5 pieces)
28	Chicken Fried Momos		30 gms(5 pieces)
29	Egg Biryani		400 grams( Double Egg)
30	Chicken Biryani		400 grams (100 grams chicken)

Date:

Place:

Signature of the bidder/.

Authorized person:

Full Name:

Seal:





**FINANCIAL BID (Annexure-II)**

**QUOTED LICENSE FEE**

S.No.	Particular	Quoted license fee (in INR)
1.	Tenders for the Establishment, Operation, Maintenance and Comprehensive Management of Canteen within the CUAP campus, Janthaluru, Andhra Pradesh	

Date:

Place:

Signature of the bidder/

Authorized person:

Full Name:

Seal:

