



CENTRAL UNIVERSITY OF HARYANA

NAAC Accredited 'A' Grade University
Mahendergarh (Haryana)-123031

EXPRESSION OF INTEREST

Ref. No.: CUH/2026/Provost Office/111

Date: 07.07.2026

Central University of Haryana invites Expression of Interest (EOI) for FOOD COURT for Boys & Girls Hostels. The EOI is invited from 07-07-2026, and interested bidders may submit their EOI up to 17-07-2026. The detailed EOI containing eligibility criteria, scope of work, terms & conditions and submission procedure is available on the University website www.cuh.ac.in.

Registrar

Central University of Haryana
(Established vide Act No. 25 (2009) of Parliament)

NAAC Accredited 'A' Grade University



EOI No. CUH/2026/Provost Office./111 dated 07-07-2026
Expression of Interest (EOI) for

**Providing Food Court for students (S. Ramanujan Boys Hostel, Asima Chatterjee &
Janki Ammal ,Girls Hostels) at Central University of Haryana.**

Critical Dates:

A.	Date of release of Eol	07-07-2026
B.	Last date and time for submission of completed Eol documents (offline mode)	17-07-2026
C.	Date and time for opening of Eol	20-07-2026
D.	Date and time of Presentation	To be notified separately to all eligible participants

Address: Central University of Haryana, Mahendergarh, Haryana
Email :Provostoffice@cuh.ac.in

**NOTICE INVITING TENDER FOR RUNNING DINING FACILITIES
OF ITS HOSTELS AT CUH, MAHENDERGARGH**



Additional Terms & Conditions for Tender Document for the session 2026-27

Providing Hostel Food Court for students (S. Ramanujan Boys Hostel, Asima Chatterjee & Janki Ammal ,Girls Hostels) at Central University of Haryana.

The Central University of Haryana proposes to outsource the catering services in Food Court in three of its hostel's for the academic session 2026-27. It is proposed to engage professional caterers to provide catering services to the residents of the hostels. Details of the catering services are provided in the tender document. On behalf of HOSTEL MANAGEMENT COMMITTEE, sealed tenders are invited from financially sound professional caterers with the experience of running multi-cuisine food services in reputed institutions/MNCs/corporate organizations etc. The firm should have **an experience of at least 3 years in providing catering services. The tenderer must be a professional caterer. The only service providers will not be accepted.**

Copy of complete Tender document and details can be obtained from the office of Provost, Hostel Management Committee, Room No. 2, Academic Block-3 of CENTRAL UNIVERSITY OF HARYANA, MAHENDERGARH-123031 HARYANA, (E-mail: provostoffice@cuh.ac.in either personally or by post or by e-mail or may be downloaded from the University web site: www.cuh.ac.in

There shall be separate contract for each Food Court.

The cost of tender document is Rs. 10000/- (Non Refundable). In case tender document is downloaded, the cost of tender document is to be submitted with the tender in the form of demand draft drawn in favor of **Registrar, Central University of Haryana, and Mahendergarh-123031. Sealed Tender must reach the office Provost, Hostel Management Committee, Room No. 2, Academic Block-3 of CENTRAL UNIVERSITY OF HARYANA, MAHENDERGARH-123031 HARYANA, latest by 17-07-2026 upto 5:00 PM.**

Technical bid shall be opened on 20th, July 2026 at 11:00 AM. Financial bid shall be opened only for the technically qualified bidders and same shall be communicated accordingly.

**PROVOST
BOYS & GIRLS HOSTEL
HOSTEL MANAGEMENT COMMITTEE
CENTRAL UNIVERSITY OF HARYANA
MAHENDERGARGH-123031**

SECTION – I

QUALIFICATION/ELIGIBILITY CRITERIA

1.The bidder must have experience in the area of providing of *Food Court catering services for more than 3 years with good reputation registered and having all licences (FSSAI etc.)*

2.**Financial Capability:** Average annual financial turnover of the bidder during the last three financial years ended 31st March, 2026 (2023-24, 2024-25, 2025-26,) should be more than 50 lack (Rupees Fifty Lacks only) as per filled ITR on the name of the firm.

3.**Past Experience:**

(a) The bidder must have at least three years.

4.Self-Attested copies of registration certificate/ documents defining the constitution or legal status, place of registration and principal place of business; written power of attorney of the signatory of the bid to commit the bidder.

5.Copy of valid license under the relevant Act/ Rules, as applicable, promulgated by Government of India/Concerned State in which the service is performed.

6.Self-attested copy of following additional documents: -

- (a) GST Registration certificate
- (b) Registration under EPFO
- (c) Registration under ESIC
- (d) PAN Card
- (e) Shops and Establishments Act Registration No.
- (f) FSSAI Registration
- (g) License from Fire Department, as applicable
- (h) Health Trade License, as applicable
- (i) Registered branch office in Haryana*

*If due to any reason, registered branch office in Haryana is **not available**, the successful bidder must have to open registered branch office at Haryana & Delhi NCR within 01 month of commencement of work.

7.Self-attested Copies of completion certificate for successfully executing/ completed work orders and experience with financial value in Food Court catering services for last three years ended 31st March, 2026 and names & address of clients who may be contacted for further information on those contracts.

8.Income Tax returns filed for the last three financial years ended 31st March, 2026.

9.Certified copies of Audited Annual accounts of the last three financial years ended 31st March, 2026 by CA comprising following :-

- (a) Balance sheet
- (b) Profit and loss Statement
- (c) Income and expenditure account

10. Bank Account details (NEFT Mandate Form)

11. An undertaking on non-judicial stamp paper of **Rs. 100.00** to be furnished as per of the tender document.

Note: Bidders not complying with above conditions or not providing complete information as described shall not be considered and hence out rightly rejected.

SECTION – II

ACTIVITY SCHEDULES AND OTHER REQUIREMENTS

Description of Food Court facilities

The Food Court facilities are situated inside the campus of the University.

The catering services are required as per details given below:

- Boys Hostels: 1 Food Court.
- Girls Hostels: 2 Food Courts.
- Individual facilities will be maintained for each hostel.

1. Description of Services

Central University of Haryana is required Food Court for approx. 300 students each hostel (Boys and Girls) at Central University of Haryana. The University will provide the space and amenities at Central University of Haryana, for Food Court. ***Minimum Three Kitchens (Boys and Girls) will be used for cooking of food as per menu. The number of students may increase or decrease as per requirement of the University.***

2. Activity Schedule

The Central University of Haryana is required Food Court for **approx. 300 students** at Permanent Campus. **The number of students may increase or decrease**, as per available of students at campus. The activity scheduled for Food Court is as follows: -

- (a) The Service Provider has to provide meals to students strictly as per Food Court menu and timing promulgated by Authority of the University.
- (b) The food served by the Service Provider has to be prepared in clean and safe conditions as per the menu while maintaining the proper hygiene standards.
- (c) Procurement of the items, raw materials required for performing the contract is the sole responsibility of the service provider.
- (d) The Service Provider will store dry ration/ cooking material for atleast **15 days** and fresh ration like vegetable, bread etc. for **02 days** for mitigating any **emergency situation**.
- (e) The Service Provider shall be solely responsible for the arrangements of gas refills and their safety.
- (f) The Service Provider shall use Good quality vegetables, fruits, dairy products etc.
- (g) The Service Provider shall use only FSSAI/ AGMARK approved branded raw materials and best quality items for preparing the food. Brands/ quantity of products/ per material will be decided by the authority of the University. List of permissible brands are placed at **Annexure IV**.
- (h) The Service Provider shall 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 Food Court premises.
- (i) Responsibility and safeguard of the Food Court (CUH) property shall be with Service Provider. Damage to the CUH Hostel Food Court property will be recovered from security deposit of Service Provider.

- The University shall not provide any additional facilities to the Food Court, other than the existing.
- (j) The Service Provider shall provide hand sanitizer and hand wash at designated areas.
 - (k) The Service Provider shall maintain high quality of hygiene, sanitation and safety in the kitchen, dining hall, hand-wash area, dish wash area etc. All the surrounding area of the Food Court premises shall be cleaned and washed daily by the Service Provider.
 - (l) After every meal (breakfast, lunch and dinner) all the plates, glasses, spoons and other cutlery are to be cleaned in soap solution and hot water and dried and kept ready for the next meal by the Service Provider. The Service Provider must use cleaning material of high quality.
 - (m) ***The vendor must have a minimum of 300 sets of utensils for providing meals.***
 - (n) **Food Court workers have to compulsory use mask, hand gloves, aprons, cooking hats etc. while at work.**
 - (o) Dining hall and kitchen should be washed with water, soap solution & phenyl/ lizol and mopped after every meal by the Service Provider.
 - (p) All the utensils, dinner set and other equipment required in the Food Court should be arranged by the Service Provider.
 - (q) The Service Provider should collect the garbage from the kitchen, dining-hall, dish-wash area and dispose-off the garbage outside of the campus at designated place. The surrounding should be kept clean and hygienic by the Service Provider.
 - (r) Health Checkup of the engaged employees by University Medical Officer or Authorized Medical Practitioner will be done on quarterly basis and report should be submit in the provost office.

Note: Any requirement of additional work may be informed as per the requirement of the University.

3. **Manpower Schedule**

The Service Provider is required to keep at least one attendant/ Food Court worker per 30 students. In addition, Food Court manager per 300 students/ persons, two cook and at least 15 helpers per 300 students are also to be provided for effective functioning and arrangement of the Food Court. Staff strength in each category of Cooks, helpers should be optimum and of sound health.

4. **Materials Schedule (Bill of Material).**

The service provider has to provide following items/ accessories at its own cost for carrying out the Food Court services: -

- (a) Photo Identity Cards for constant display and its loss shall be reported immediately to the Service Provider for replacement.
- (b) 02 pairs of uniforms, Apron with Hat, Gloves and Mask and name talley annually. 01 additional Pair of demo Apron shall always be kept ready for any specific requirement/ special occasions/ VIP movement as directed by the university.
- (c) ***The Service Provider will install sufficient no. of CCTV Camera covering the entire Food Court, kitchen, washing storage areas etc. Access of the CCTV must be with concern warden.***
- (d) All the **equipment and utensils** for seamless execution of Food Court services are required to be provided by the Service Provider.
- (e) ***The Service Provider should provide sufficient number of fly catcher in the Food Court kitchen, storage, etc.***
- (f) The Service Provider will install fire extinguisher at appropriate places to prevent fire hazard.
- (g) The Service Provider will provide Food Court Card with bar code to all hosteller and install bar code readers at each dining hall for maintenance of attendance record of students, using Food Court facility, as per directive of competent authority of the University.
- (h) ***Any additional item(s) required to execute services more efficiently, as per the Instruction/ direction of University in writing or verbal order by competent authority should be followed.***

5. **Essential Equipment**

Safety measures are to be provided by the Service Provider themselves. The Service Provider should

provide fly catcher and fire extinguisher in the Food Court premises. He should install fire extinguisher etc. at appropriate places to prevent fire hazard. Safety and hygiene of Food Court Kitchen, Dining Hall and Adjustment area will be sole responsibility of Service Provider.

6. ***The vendor shall maintain sufficient inventory/stock of purchased items for the hostel Food Court for a minimum period of 15 days to one month. The inventory records and stock availability shall be subject to verification by the Hostel Authorities or Food Court Committee.***
7. ***The vendor shall maintain sufficient inventory of perishable items such as vegetables, fruits, bread, milk and other daily-use consumables must be checked and verified by the Hostel Authorities or Food Court Committee for every two days to ensure quality, freshness, and adequate stock availability.***

SECTION - III

GENERAL CONDITIONS OF CONTRACT

1. **Bid Security** The bidder shall submit NEFT/ Online Payment of **Rs. 05,000,00.00 (Rupees Five Lakhs only)** towards EMD (Earnest Money Deposit) to the account of “Central University of Haryana, **Account No.: 7824000100000392, IFSC No.: PUNB0782400, Bank/ Branch: (Punjab National Bank), CUH Branch, Haryana” before the last date of bid submission.** . (In case the selected vendor fails to clear any pending dues such as electricity charges, water charges, penalties/fines, or any other recoverable amount payable to the University, the same may be adjusted/recovered from the EMD/security deposit, as per University rules.) NEFT / Online Payment transfer details for Performance Security must be submitted along with the tender document as per the following details: -

(a) ***The firms/ agencies duly registered with MSME shall be exempted from paying Performance Security and Tender document fee. (Certificate attached)***

(b) The EMD shall be forfeited, if: -

- (i) The bidder fails to commence the work as per the award letter for undertaking the job/ acceptance of letter of intent, or
- (ii) In the event of withdrawal of offer during the validity period, or
- (iii) Non-confirmation of acceptance of the letter of intent/ work order within the stipulated time as per the letter of intent/ work order issued by the University, or
- (iv) The successful bidder fails to furnish the required Performance Security **within 15 days** on receipt of notification of award of work order from the University,
- (v) If the Bidder fails to sign the Contract/ Agreement **within 21 days** on receipt of notification of award of work order from the University.
- (vi) The bidder withdraws or amends its/ his tender or impairs or derogates from the tender in any respect within the period of validity of the tender.
- (vii) If any information/ documents furnished by the bidder is found to be incorrect/forged/fake at any stage.

(c) Bid Security should remain valid for a period of **45 (Forty-Five) days** beyond the final bid validity period.

(d) Bid securities of the unsuccessful bidders should be returned to them at the earliest after expiry of the final bid validity period or latest by the 30th day after the award of the contract.

(e) Bid Security should be refunded to the successful bidder on receipt of a performance security.

2. **Contract Period.** The contract shall be *for the session 2026-27* on the basis of **performance and mutual consent** with the same terms and conditions. The contract shall be terminated by the University giving a notice of **30 days** to this effect. Payment received from the students should be on the account of firm only.

3. Payment Terms & Conditions: Payment to Service Provider shall be made on monthly basis. Bill/s shall be submitted by the firm/ agency after completion of every month duly enclosing therewith: -

- (a) A separate challan (Duly signed & stamped by company officials) showing proof of remittance of ESI and EPF in respect of personnel deployed under the contract for previous month to the respective authorities, as applicable.
- (b) A separate challan of deposit of GST and TDS, as applicable (Duly signed & stamped by company officials) for previous month, as applicable. Enclose NEFT Bank Details with photocopy of cheque to making payment through online mode of transfer.

4. Deduction of Income Tax, GST and so on, at source from payment to suppliers: This will be done as per existing government rules/ regulations/ laws in force during the currency of the contract.

5. Refund from Supplier: if the supplier, after claiming and receiving reimbursements for GST or other taxes and so on, from the purchaser, applies to the concerned authorities for refunds, on genuine grounds, of certain portions of such duties and taxes paid by it and receives the allowable refunds. Such refunds contain the university's share also (out of the payments already made by the university to that supplier) and that should be **refunded to the University**.

6. The successful bidder shall have to obtain labour license before commencement of work from concerned labour authorities, wherever applicable, under the provisions of contract labour (Regulations & Abolition) Act, 1970 and the rules/ amendments made thereunder from time to time. The bidder shall also ensure renewal of such license well before it's expiry.

7. The agencies/bidders/firms should maintain all the records/ registers / documents which are necessary under various labour laws applicable to contract labours/personnel and also shops and establishment Act/Rules applicable to his/her establishment and make them available at CUH at all times. Indicative list of such records is given for example, which has to be put up for signature to nominated officer by the University on monthly basis : -

- (a) Register of workmen
- (b) Employment card
- (c) Muster Roll
- (d) Register of wages
- (e) Wage slips
- (f) Overtime registers etc.

8. **Site Visit.** The bidder, at the bidder's own responsibility, risk and expenses, may be encouraged to visit and examine the site and it's surroundings and shall obtain all information that may be necessary for preparing the bid and entering into a contract for the services.

9. **Workmen Safety and Insurance.** The service provider shall alone be fully responsible for safety, security and insurance or life insurance of their employed personnel, who are engaged for the services of the university. The service provider shall provide and ensure sufficient protection gears like gloves, mask, hat etc. are being used by their workers while carrying out the work. The University **shall not be liable/ responsible** for any compensation in case of any fatal injury/death caused to or by engaged personnel while performing/discharging their duties/for inspection or otherwise.

10. **Modification of bids.**

- (a) The University reserves the right to alter/modify any or all conditions of this tender document before submission of Technical and Financial bids.
- (b) The agencies/ bidders/ firms shall not be permitted to alter or modify their bids after last date of submission of bids.

(c) At any time prior to the deadline for submission of tender, the University may amend the tender documents issuing by addendum/ corrigendum. The University shall have the right at any time, by written notice, in the form of an amendment order, to make any changes, if deems necessary, including, but not limited to, changes in specifications, design, delivery, testing methods, packing or destination. If any such required changes cause an increase or decrease in the cost of or the time required for performance, an equitable adjustment shall be made in the contract price or delivery schedule, or both. Any claim by the Vendor for adjustment under this clauses shall be deemed waived unless asserted in writing within ten (10) days from receipt by the Vendor of notice of change (amendment order). Price increase, extension of time for delivery and change in quantity shall not be binding on the University unless sufficiently justified by vendor and accepted by the university in a form of amendment/ modified Order issued and signed by the University.

11. **Selection of the Bidder.** For the purpose of selection of the bidder, a Single Stage Two Envelops System (Two Bid System) process will be followed. The response to the tender should be submitted in two parts viz. **Technical Bid & Financial Bid.**

(a) **Technical Bid:** Technical bid should contain information regarding the company/firm registration details, Authorization letter, Clientele list (List of Users), Performance certificate from clients, self-declaration for not black listed, business turnover, experience and other details of the firm to judge the suitability of the bidder. **(Format-II with Format I –Check List)**

(b) **Financial Bid:** Financial bid should contain rate of the service charge required to be supplied along with tender form, duly filled and signed by the authorized person. Conditional Offer will not be accepted. **(Format III)**

(c) The Technical Bid will be opened on the prescribed tender opening date. The Financial Bid of only those agencies/bidders/firms who qualify in the Technical Evaluation and subsequent interaction/presentation with the authorities shall be opened on the scheduled date and time as notified by the University/Department.

17. **Evaluation of bid.**

A) Technical Bid along with pre-qualification criteria of this tender will be evaluated by an evaluation committee nominated by competent authority to conclude the tender. The Financial Bid of only those agencies/bidders/firms who qualify in the Technical Evaluation and subsequent interaction/presentation with the authorities shall be opened on the scheduled date and time as notified by the University/Department.

B) Financial bid so bidders who are technically qualified as per evaluation committee will only be opened.

C) L1 (lowest bid) will be decided on lowest reasonable rate basic (as mentioned in Financial bid) in accordance while instruction with vendor.

D) Unless otherwise stated in the price bid, it will be construed that the price quoted is inclusive of all taxes and duties. No claim in this regard will be entertained at a later stage.

E) The price quoted by the bidder should be final and no escalation shall be permitted during the contract period except for statutory levies enhanced or introduced subsequent to the date of submission of the price bid duly supported by documentary evidence.

F) In case of evaluation of Financial Bids, the Evaluation Committee will ascertain the Reasonableness of the rates quoted by the tenderer in the financial bid. If, it will be considered as impracticable/ not feasible to execute the assignment, the committee may reject the bid.

G) The overall successful bidder/ **lowest bidder (L1)** will be decided on the basis of **lowest reasonably quoted hostel Food Court charge** in Financial Bid through **Instruction with vendor.**

18. **Rejection of Bids:**

(a) If bidders give wrong information/ forged documents in their bid, University reserves the right

to reject such bids at any stage and forfeit the **EMD/** Performance Bank Guarantee and cancel the order, if awarded.

(b) **If the technical offer contains any price information the offer will be summarily rejected.**

(c) Canvassing in any form in connection with the tender is strictly prohibited and the bids submitted by the bidder who resort to canvassing are liable for rejection.

(d) Unsigned tenders/bids, unattested corrections and over writing by bidders are also liable for rejection. **All pages of the tender documents have to be duly signed and stamped by the authorized signatory.**

(e) Bids submitted without supporting documents as mentioned or required to submit with bids are liable to be rejected.

(f) The Tenderer must confirm in their bid acceptance of all the terms and conditions in this enquiry. Any non-acceptance or deviations from the terms and conditions must be clearly brought out. However, tenderers must note carefully that any conditional offer or any deviation from the terms and conditions of this enquiry may render /liable the Quotation for rejection.

(g) The University reserves the right to reject any or all the bids without assigning any reason thereof.

(h) Incomplete tenders, amendments and additions to tender after opening are liable to be ignored and rejected.

(i) The Technical Bid will not be considered for bidders who's **EMD** is not found in order.

(j) Overwriting should be avoided. Correction, if any, should be made by neatly by crossing out, signed and re-writing. **Use of fluid (whitener) is not allowed and such tenders shall be rejected.** Pages of the tender document are numbered. Additional sheets, if any added by the Service Provider, before last date of submission of bid should also be numbered by him.

19. **Withdrawal of bids.** No bidder will be allowed to withdraw its bid in the interval between the deadline of submission of bids and expiration of period of bid validity. Withdrawal of bid during this period will result in forfeiture of the bidder's **EMD** and other sanctions.

20. **Bid Validity.** Bids should be valid for a period of **180 days** from the date of opening of bid.

21. **Settlements of disputes.** All the disputes shall be initially settled with mutual discussions or arbitration. Any dispute, disagreement of question arising out of or relating to this contract or relating to services or performance, which cannot be settled amicably, if any, with regard to providing services and interpretation of any clause in this agreement, the Hon'ble High Court of Haryana at Chandigarh, Haryana shall have the Jurisdiction.

22. **Arbitration.** The arbitration proceedings will be followed as enumerated below: -

(a) All disputes or differences arising out of or in connection with the present contract or any part thereof, should be settled by bilateral discussions.

(b) Any dispute, disagreement of question arising out of or relating to this contract or relating to services or performance, which cannot be settled amicably, shall within sixty (60) days or such longer period as may be mutually agreed upon, from the date on which either party informs the other in writing by a notice that such dispute, disagreement or question exists, will be referred to a sole Arbitrator.

(c) Within sixty (60) days of the receipt of the said notice, at least 03 arbitrators shall be nominated in writing by the authority agreed upon by the parties. One of the arbitrator should be an expert of security or concerned field.

(d) The seat of Arbitration shall have be at Chandigarh, Haryana i.

(e) The arbitration proceedings shall be conducted under the Indian Arbitration and Conciliation Act, 1996 as amended time to time.

(f) Each party shall bear its own cost of preparing and presenting its case. The cost of arbitration including the fees and expenses there to shall be shared equally by the parties, unless otherwise awarded

by the arbitrator.

(g) The parties shall continue to perform their respective obligations under this contract during the pendency of the arbitration proceedings except in so far as such obligations are the subject matter of the said arbitration proceedings.

(h) The language of the arbitration shall be English.

23. **Final decision making authority.** The Provost, Central University of Haryana, reserves the right to accept or reject any application and to annul the tender process and reject any or all applications at any time, without assigning any reason or incurring any liability to the bidders.

24. **Assignment/ Subcontracting/ Sublet.** The Firm/Agency shall not assign the order received; any rights under this agreement or to become due here under neither delegated nor subcontracted/ sublet any obligations or work hereunder without the prior written consent of the University.

25. **Cancellations of tender/ Contract:** The University reserves right to accept or reject any or all Bids. The University also reserves the right to annul the bidding process and reject all bids at any time prior to award of Contract, without thereby incurring any liability to the affected Bidder or bidders or any obligation to inform the affected Bidder or bidders of the grounds for the Purchaser's action. The University may cancel agreement entered with vendor in whole or in part, for no cause, upon written, e-mail, or telex notice to the Vendor, in the event that the vendor: -

- (a) Fails to comply with any term or condition of this order including, but not limited to, delivery terms; or
- (b) Appoints a receiver, liquidator or trustee in bankruptcy or other similar officer over any or all of its property or assets; or
- (c) Files a voluntary petition in bankruptcy; or
- (d) Has had filed against it an involuntary petition in bankruptcy which remains in effect for thirty (30) days; or
- (e) Voluntarily ceases trading; or
- (f) Merges with or is acquired by a third party; or
- (g) The delivery of the services is delayed for causes **not attributable to Force Majeure** for more than **15 days** after the scheduled date of delivery.; or
- (h) The firm/agency is declared bankrupt or becomes insolvent.; or
- (j) The delivery of services is delayed due to causes of Force Majeure by more than (06 months) provided Force Majeure clause is included in contract.; or
- (k) The University has noticed that the Service provider has utilised the services of any Indian/ Foreign agent in getting this contract and paid any commission to such individual/company etc.; or
- (l) As per decision of the Arbitration Tribunal.; or
- (m) Assigns any of its rights or obligations under the order to a third party without the university's prior written consent; or
- (n) Not enter into an **Agreement** with the University on **Non-Judicial Stamp Paper of Rs.100/-** (Rupees One hundred only) **within 21 days of the issue of letter of Award.**

Upon the occasion of any one of the aforesaid and in addition to any remedies which the university may have in Law or in Equity, the university may also cancel this order or any outstanding deliveries hereunder by notifying the Vendor in writing of such cancellation and the Vendor shall thereupon transfer title and deliver to the university such work in progress or completed material/ services as may be requested by the university. The University shall have no liability to the Vendor beyond payment of any balance owing for Material/ service purchased hereunder and delivered to and accepted by the university prior to the Vendor's receipt of the notice of termination, and for work in progress requested for delivery to the university.

26. **Access to Books of Accounts:** In case it is found to the satisfaction of the University that the firm/agency has engaged an Agent or paid commission or influenced any person to obtain the contract as described

in clauses relating to Agents/Agency Commission and penalty for use of undue influence, the firm/agency, on a specific request of the University, shall provide necessary information/ inspection of the relevant financial documents/information.

27. **Penalty for use of Undue influence:** The firm/ agency undertakes that he has not given, offered or promised to give, directly or indirectly, any gift, consideration, reward, commission, fees, brokerage or inducement to any person in service of the University or otherwise in procuring the Contracts or forbearing to do or for having done or forborne to do any act in relation to the obtaining or execution of the present Contract or any other Contract with the Government of India for showing or forbearing to show favour or disfavour to any person in relation to the present Contract or any other Contract with the Government of India. Any breach of the aforesaid undertaking by the Seller or any one employed by him or acting on his behalf (whether with or without the knowledge of the firm/ agency) or the commission of any offers by the firm/ agency or anyone employed by him or acting on his behalf, as defined in Chapter IX of the Indian Penal Code, 1860 or the Prevention of Corruption Act, 1986 or any other Act enacted for the prevention of corruption shall entitle the University to cancel the contract and all or any other contracts with the firm/ agency and recover from the firm/ agency the amount of any loss arising from such cancellation. A decision of the University or his nominee to the effect that a breach of the undertaking had been committed shall be final and binding on the firm/ agency. Giving or offering of any gift, bribe or inducement or any attempt at any such act on behalf of the firm/ agency towards any officer/employee of the University or to any other person in a position to influence any officer/employee of the University for showing any favour in relation to this or any other contract, shall render the firm/ agency to such liability/ penalty as the University may deem proper, including but not limited to termination of the contract, imposition of penal damages, forfeiture of the Bank Guarantee and refund of the amounts paid by the University.

28. **Force Majeure clause:**

(a) Neither party shall bear responsibility for the complete or partial non- performance of any of its obligations (except for failure to pay any sum which has become due on account of receipt of goods/ Services under the provisions of the present contract), if the non-performance results from such Force Majeure circumstances as Flood, Fire, Earth Quake and other acts of God as well as War, Military operation, blockade, Acts or Actions of State Authorities or any other circumstances beyond the parties control that have arisen after the conclusion of the present contract.

(b) In such circumstances the time stipulated for the performance of an obligation under the present contract is extended correspondingly for the period of time of action of these circumstances and their consequences.

(c) The party for which it becomes impossible to meet obligations under this contract due to Force Majeure conditions, is to notify in written form the other party of the beginning and cessation of the above circumstances immediately, but in any case not later than 10 (Ten) days from the moment of their beginning.

(d) Certificate of a Chamber of Commerce (Commerce and Industry) or other competent authority or organization of the respective country shall be a sufficient proof of commencement and cessation of the above circumstances.

(e) If the impossibility of complete or partial performance of an obligation lasts for more than 6 (six) months, either party hereto reserves the right to terminate the contract totally or partially upon giving prior written notice of 30 (thirty) days to the other party of the intention to terminate without any liability other than reimbursement on the terms provided in the agreement for the goods received.

29. The Agencies/ Firms shall perform all the assigned jobs to the satisfaction of the University and shall be liable for any loss or damage to the University as stated herein:

a. The Agencies/ Firms and its staff shall take due and required steps and precautions to preserve

from loss, destruction, waste and misuse, the areas of responsibility given to them and not knowingly lend to any person or Agencies/Firms/Agency, any effects or assets of the University under its control.

b. In event of any loss being caused to the University that is prime-facie on account of the negligence and/or dereliction of duties by the Agencies/Firms or its staff, a Committee comprising of the officials of the University, shall determine whether the loss is on account of unsatisfactory performance of the Agencies/Firms and in that case it will also determine the compensation to be paid to the University by the Agencies/ Firms. The recommendations of the committee will subject to the approval of the Provost, Central University of Haryana or his nominee.

c. The liabilities are met by the Agencies/ Firms. For the liabilities the Agencies/ Firms may make good such a loss by compensating to the University due to negligence or poor performance by the Agencies/Firms.

d. However, the Agencies/Firms will not be held responsible for the damages caused due to Force Majeure circumstances.

30. In case, the Service Provider **does not execute the work** as per the terms and conditions of the work order/ Agreement, the same shall be **executed through** the some **other firm/ agency** and the **expenditure**, 'if any', incurred in this regard shall be **recovered** from the Service Provider's Security Deposit and Pending bills.

31. Disputes, grievances, if any, between the Service Provider and personnel deployed by it or between deployed personnel, has to be settled/ resolved by the Service Provider only.

32. **Other terms & conditions.**

(a) Central University of Haryana reserves the right to verify/ seek confirmation of all original documentary evidence submitted by bidders in support of above mentioned specification for eligibility criterion. In case any information furnished by the bidder is found to be false/ incorrect at any stage, the bid shall be summarily rejected and EMD/PBG shall be forfeited and no correspondence on the same shall be entertained.

(b) If any information furnished by the bidder is found to be incorrect at any stage, it shall be liable to be debarred from tendering/taking up of work in Central University of Haryana at least one year or as decided by the University. The Central University of Haryana reserves the right to verify the particulars furnished by the bidder independently.

(c) The Central University of Haryana reserves the right to reject any or all prospective bidders without assigning any reason and to restrict the list of tendered contractors to any number deemed suitable by it, if too many applications are received satisfying the basic criteria.

(d) The bidder may furnish any additional information which he thinks is necessary to establish his capabilities to successfully complete the envisaged work. He is, however, advised not to furnish superfluous information. No information shall be entertained after submission of Tender document unless it is called for by the University.

(e) After signing the contract, you shall deploy the requisite no. of personnel and commence the services at the earliest as per the terms & conditions of the contract and the directives of the authorities of the university.

33. **Letter of transmittal.** The bidder should submit the letter of transmittal along with tender document.

34. A complete inventory of all non-consumable items provided by the vendor shall be recorded at the commencement of food court operations.

35. The tendering process and final allotment shall be carried out by the Provost Office/Hostel Management Committee.

SECTION - IV

SPECIAL CONDITION OF CONTRACT

1. Caterer has to pay electricity charges for whole Food Court premises on actual consumption as per CUH Tariff and Rules. Flat rate of Rs. 1000/- for each Food Court towards water charges per month will be paid by caterer within ten days of issue ***of bill***.
2. "The Food Court bill will be settled monthly by the Food Court vendor."
3. Meals and billing have to be maintained only through computerized system by 5th of every month.
4. The service provider's deployed personnel should be polite, cordial, positive and efficient, while handling the assigned work.
5. The employed personnel action shall promote goodwill and enhance the image of the University.
6. The service provider shall be responsible for any act of commission or omission or indiscipline on the part of persons deployed by him.
7. The service provider has to provide following items/ accessories at its own cost for carrying out the services to the employed personnel: -
 - (a) Photo Identity Cards for constant display and it's loss shall be reported immediately to the Service Provider for replacement.
 - (b) 02 pairs of Uniform, Apron with Hat, Gloves and Mask and name talley annually. 01 additional Pair of demo Apron shall always be kept ready for any specific requirement/ special occasions/ VIP movement as directed by the university.
 - (c) Any additional item(s) required to execute services more efficiently, as per the Instruction/ direction of University in writing or verbal order by competent authority.
8. Safety and hygiene of Food Court Kitchen, Dining Hall and Adjustment area will be sole responsibility of Service Provider.
9. The University shall not allow any employee of the Agencies/Firms to work inside the University without Uniform, Apron with Hat, Gloves and Mask except in cases wherein specifically asked for.
10. If during the period of contract the Apron is torn, it shall be the responsibility of the Agencies/Firms to supply another apron to the employed personnel and ensure that the persons wear apron while they are on duty in the University.
11. If at any stage the involvement of the Service Provider is found, in any, uncalled for activity, inside or outside the premises of the University, which may bring disrepute to the University, the contract is liable to be terminated by the University by giving 30 days' notice.
12. The Service Provider should collect the garbage from the kitchen, dining-hall, dish-wash area and dispose-off the garbage outside of the campus at designated place. The surrounding should be kept clean and hygienic by the Service Provider.
13. The premises of the Hostel Food Court will be used for the purpose for which the allotment will be made and not for any other purpose without the written permission of the Competent Authority. No additional commercial activity shall take place in the University Campus without approval of Competent Authority.
14. The Service Provider will not be permitted to sublet/franchise the Hostel Food Court. The proprietor/ authorized person should be present in the campus to carry out the business.

15. No person with any adverse police record will be allowed to work in the Hostel Food Court.
16. Safety measures are to be provided by the Service Provider themselves. The Service Provider should provide fly catcher and fire extinguisher in the Food Court premises. He should install fire extinguisher etc. at appropriate places to prevent fire hazard.
17. Information of operation of timing of Food Court will be provided by Authorized officials of the University.
18. The Service Provider should display Menu and license under Food Adulteration Act 1955/ FSSAI at appropriate places in the Food Court.
19. The Service Provider will ensure and comply with the provisions of various municipal and other Rules/Regulations/Laws of the Government in respect of wages and other benefits to their employees.
20. Menu may change as per discussion with the authorized officials of the University and Service Provider.
21. Authorized officials of the University will evaluate the quality of food and the materials used for preparation of the food and will have the right to impose fine/penalty in case of unsatisfactory service.
22. The quoted price should be inclusive of all taxes like GST etc.
23. The food served by the Service Provider should be warm and has to be prepared in clean & safe conditions as per the menu while maintaining the proper hygiene standards.
24. The Service Provider should wash and maintain dining hall, hand-wash area, dish wash area etc. in highly clean conditions.
25. The Service Provider should also provide hand sanitizer and hand wash.
26. The Service Provider should maintain high quality of hygiene, sanitation and safety in the kitchen and dining hall. All the surrounding area of the Food Court premises should be cleaned and washed daily by the Service Provider.
27. After every meal (breakfast, lunch and dinner) all the plates, glasses, spoons and other cutlery are to be cleaned in soap solution and hot water and dried and kept ready for the next meal by the Service Provider. The Service Provider must use cleaning material of high quality.
28. Food Court workers have to compulsory use mask, hand gloves, aprons, cooking hats etc. while at work.
29. Dining hall and kitchen should be washed with water and soap solution and mopped after every meal by the Service Provider.
30. All the utensils, dinner set and other equipment required in the Food Court should be arranged by the Service Provider.
31. The service provider agency shall ensure proper conduct of the personnel deployed in University campus and enforce prohibition of consumption of alcoholic drinks, chewing tobacco, smoking, loitering etc.
32. All services shall be performed by persons qualified and experienced in performing such services.
33. The University shall not be liable for any loss, damage, theft, burglary or robbery of any personal belongings, equipment or vehicles of the personnel deployed by the service provider.

34. The service provider shall depute an experienced and qualified Supervisor/ Manager for seamless management of employed personnel.
35. The service provider's employed staffs, in any circumstances, **shall not** divulge or disclose to any person, any details of office, operational process, technical know-how, security arrangements and administrative /organizational matters as these are confidential / secret in nature.
36. The service provider's employed staffs, in any circumstances, **shall not claim** any benefit / compensation/ absorption/regularization of services from the University under the provisions of Industrial Disputes Act., 1947 and Contract Labour (Regulation & Abolition) Act, 1970. An undertaking to this effect from the personnel engaged shall be submitted by the service provider to the University.

(Format -V)

37. The service provider shall ensure deployment of suitable personnel post collection and diligent verification of following documents **(Pre-requisites):** -

- (a) Certified/ proper background/ character verification certificate by the local police
- (b) Proof of identity as per document issued from Govt. of India/ Haryana.
- (c) Proof of residence as per document issued from Govt. of India/ Haryana.
- (d) Proof of Age/ DOB as per document issued from Govt. of India/ Haryana.
- (e) Aadhaar Card
- (f) PAN Card
- (h) Recent Coloured Photographs (02)
- (j) Bank account details
- (k) Certified previous work experience certificate
- (l) Education qualification certificate
- (m) Resume with all standard/ required details as per format **(Annexure - II)**
- (n) Any other relevant documents/ certificate as directed by the university.

38. The character and antecedents along with all the above documents of each employed personnel has to be verified by the agency/ service provider before their deployment and a certification with copy of all above supporting documents to this effect, is to be submitted to the University within 01 month of deployment of personnel.

39. The service provider shall engage the sufficient and appropriate qualified personnel as required for services. The said personnel engaged by the service provider shall be the employees of the service provider and it shall be the duty of the service provider to pay their wages every month as per the Minimum Wages Act, 1948, Contract Labour (Regulations & Abolition) Act, 1970, Payment of Wages Act, 1936.

40. The Service Provider shall be wholly and exclusively responsible for payment of wages, EPF, ESIC, Bonus etc. to the persons engaged by it, in compliance of all the statutory obligations under all related legislations as applicable to it; from time to time including Minimum Wages Act, 1948, Employees Provident Fund Act, 1952, ESI Act, 1948, Contract Labour (Regulations & Abolition) Act, 1970 etc., and CUH shall not incur any liability for any expenditure whatsoever on the persons employed by the service provider on account of any obligation.

41. The Service Provider shall be maintained the following register and counter signed by Authorized officials of the University: -

- (a) Food Quality Register
- (b) Complaint & Suggestion Register
- (c) Quality & Availability of Raw Material
- (d) Register of workmen

- (e) Employment card
- (f) Muster Roll
- (g) Register of wages
- (h) Wage slips
- (i) Overtime registers etc.

42. Health Checkup of the engaged employees by University Medical Officer or Authorized Medical Practitioner will be done on quarterly basis and report should be submit in the office of DSW.

43. The Service Provider shall ensure of providing **ESI cards** to all the employed personnel **within one month** of commencement work under this contract to enable them to avail of the entitled medical facilities

44. The **minimum wages** as per the notifications by the Ministry of Labour & Employment, Govt. of India or the State Government / Union Territory Administration, whichever is higher, as per the **Minimum Wages Act, 1948**, revised from time to time shall be applicable for the engaged personnel. The Service Provider shall ensure that individual Bank Accounts of members are opened in their respective names and all payments shall be made through **e-transfer only** as per the **minimum wages notified by the Ministry of Labour & Employment, Govt. of India or the State Government / Union Territory Administration, whichever is higher, as per the Minimum Wages Act, 1948**, revised from time to time. **Payment in cash is totally prohibited.**

45. The Service Provider shall be available to contact at all times (24 X 07 Hrs a day) and Food Court sent by WhatsApp, SMS, E-mail, Fax or any Special Food Court from University to the service provider shall be acknowledged immediately on receipt on the same day.

46. The Service Provider has to maintain EPF account of each person employed.

47. It will be **sole responsibility of the Service Provider** to maintain/ open EPF/ESI account and bank account of all serving/ newly joined personnel. EPF/ ESI account and bank account of all newly joined personnel has to be opened within one month of his/ her joining.

48. The Service Provider shall be **solely responsible** for any query raised from the office of Regional/Assistant Labour Commissioner on issues related to EPF/ESI, minimum wages, bonus etc to the employed personnel.

49. The successful bidder shall enter into an Agreement with the University on **Non-Judicial Stamp Paper of Rs.100/- (Rupees One hundred only) within 21 days** of the issue of letter of Award. **Non- fulfilment of this condition** of executing an agreement/ contract document by the contractor would constitute **sufficient ground for annulment of the work order/ contract** and work will be awarded to/ executed through next qualified L-2 bidder as per GFR – 225 (vi).

50. **In case, the Service Provider fails to make payment of minimum wages to his personnel deployed under the contract, the performance guarantees and the amounts payable by the university to the Service Provider, shall be utilized by the University to discharge primary liability of the Service Provider towards various services/ personnel and also liable to terminate the agreement.**

51. The Service Provider shall ensure adherence to all relevant acts/ laws including (as amended time to time): -

- (a) The Contract Labour (Regulations & Abolition) Act, 1970
- (b) The Payment of Wages Act, 1936
- (c) The Workmen Compensation Act, 1923

- (d) Minimum Wages Act, 1948
- (e) ESI Act 1948
- (f) The Employee's Provident Fund and Miscellaneous Provisions Act, 1952
- (g) The Industrial Disputes Act, 1947
- (h) The Payment of Bonus Act, 1965
- (j) The Payment of Gratuity Act, 1972
- (k) The Equal Remuneration Act, 1976
- (l) The inter-State Migration Workmen (Regulation of Employment and Conditions of Services) Act, 1979
- (j) Food Safety and Standards Authority of India (FSSAI)
- (k) Shop and Establishment Act

52. ***Employment of Child Labour is totally prohibited and punishable, as per the rule and regulations of Government of India.***

53. For every 06 (six) days of duty of employed personnel, 01 (one) day off will be given. The Service Provider must ensure that it's engaged personnel must get **01 (one) day rest/ off in a week** and also he/she **should not work more than 26 days in a month**. Working hours would be normally 08 hours per day during working days. The Service Provider shall submit copy of attendance register duly countersigned by the controlling officer authorized by the University for Payment.

54. **Penalty: -**

- (a) In the event of mismanagement, negligence and non-adherence of the terms and condition of the contract, following amount will be imposed as penalty: -

SL No.	Reason of Penalty	Amount (in rupees)	Remarks
(i)	Poor Food Quality (Complaints received from 1/3 rd students of the total who consumed food for that meal).	2500.00	Per instance
(ii)	Poor Hygiene	2500.00	Per instance
(iii)	<i>Any employed personnel found under influence of intoxicants/ drugs/ liquor</i>	2000.00	<i>Per staff per instance (Entry of the person will be banned)</i>
(iv)	Not in proper Uniform	500.00	Per staff per instance
(v)	Misbehave/ misconduct with students/ employees of University by employed personnel	5000.00	Per staff per instance
(vi)	Poor quality raw material including Milk, Paneer, Fish, Meat etc.	2500.00	Per instance
(vii)	Fails to supply the meal on time (more than 30 minutes)	500.00	Per instance
(viii)	Shortage of Meal	2000.00	Per instance
(ix)	Deviation of Meal/ Menu without approval	2000.00	Per instance/ meal
(x)	Non-operational Fly Catcher/ Fire Extinguisher	500.00	Per day
(xi)	Un-necessary/ unauthorized use of Electricity	5000.00	Per instance
(xii)	Non availability of complaint Register at the designated place	1000.00	Per instance
(xiii)	Soft objects like hair, rope, plastic, cloth etc. found in Food	2000.00	Per instance
(xiv)	Hard and/ or sharp object like glass pieces, nails, hard plastics etc. found in Food	2500.00	Per instance
(xv)	Stones/ pebbles of diameter more than 02 mm found in Food	1000.00	Per instance
(xvi)	Insect cooked along with Food	5000.00	Per instance
(xvii)	If the vegetable or any other item is not cooked properly	1000.00	Per instance

(xviii)	Failure to maintain a proper health checkup of the workers	2000.00	Per instance
(xix)	Three or more complaints of unclean utensils in a day	5000.00	Per instance
(xixi)	Food poisoning		

Note: - Food poisoning or any such incident shall invoke a hefty fine beyond the limit of any fine mentioned above, along with cancellation of contract & possible blacklisting of the service provider and other action as per law.

(b) Additionally, the University may require the service provider to dismiss or remove and immediately replace the employed personnel from the site of work, as per following service conditions, if: -

- (i) He/ She observed to be incompetent to discharge the assigned duties.
- (ii) His/ She misconducts with the university officials or students.
- (iii) He/ She observed to be involved in activities which are considered as threat to the security of university.
- (iv) He/ She observed to be involved in any unlawful activities within the premises or outside of the university.
- (v) He/ She founded intoxicated.
- (vi) He/ She observed in Security risk.
- (vii) He/ She founded in conflict of interest.
- (viii) He/ She founded breach of confidentiality.
- (ix) Instruction/ direction received from University in writing or verbal order by competent authority.

(c) If any personnel employed by the agency found to be involved in repeated offence (as mentioned above) twice or found involved in any of the two or more offences at a time, the total penalty will be double the above mentioned penalty amount. The concerned involved engaged personnel should be removed from service immediately and university may review the performance of the agency for termination of contract.

Provided, that such cancellation shall be only on issuance of notice to show cause as to why in view of the default the contract be not cancelled and provided further that it would be open to the University to impose a penalty for forfeiting security deposit in lieu of the cancellation. However, neither the cancellation nor penalty shall be imposed without giving opportunity to show cause against either of the proposed actions and the failure of the service provider to give a satisfactory reply in response thereto within the time allowed for filing reply.

55. **Warning:** - The Campus of Central University of Haryana is NO SMOKING ZONE hence, if any staff of the Agencies/Firms should be found smoking, eating pan, gutka or intoxicants/drugs, due to administrative and financial actions will be taken.

56. It is mandatory on the part of the Service Provider to serve each item of menu at the rates and quantity as given in the menu.

57. CUH shall provide the following: -

- (a) Water for cooking, washing and cleaning.
- (b) Drinking water
- (c) Electricity for exclusive purpose of running the dining facilities and Food Court equipment
- (d) The Service Provider 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.

58. Procurement of the items, raw materials required for performing the contract is the responsibility of the service provider with the approval of the Authorized officials of the University. The Service Provider will store dry ration/ cooking material for at least **15 days** and fresh ration like vegetable, bread etc. for **02 days** for mitigating any **emergency situation**.
59. The Service Provider shall be solely responsible for the arrangements of gas refills and their safety.
60. The Service Provider shall use Good quality of vegetables, fruits, dairy products/meat etc.
61. The Service Provider shall use only FSSAI/ AGMARK approved branded raw materials and best quality items for preparing the food. Brands/ quantity of products/ raw material will be decided by the Authorized officials of the University.
62. Caterers should not use any artificial colour, preservatives and other harmful chemical additives (for example, mono- sodium glutamate) in any of the dishes or even store them in the Food Court premises.
63. Responsibility and safeguard of the Food Court (CUH) property shall be with Service Provider. Damage to the CUH Hostel Food Court property will be recovered from security deposit of Service Provider. The University shall not provide any additional facilities to the Food Court, other than the existing.
64. Food Court should be run in the name of the University Food Court and other name should not be used. The walls and surroundings of the Food Court should not be used for paintings/ advertisement. Stay of unauthorized persons beyond Food Court hours or indulging in anti-social activities shall be viewed seriously and proper action will be initiated in such cases.
65. The authorized CUH officials shall have every right to inspect the hostel Food Court without any notice and take appropriate action.
66. The Service Provider should not cater any prohibited items in the Food Court. In case of violation of terms & conditions, the CUH may take appropriate action and / or terminate the agreement, including the forfeiture of Security Deposit.
67. The Hostel Food Court will be closed during Summer Vacation, Mid-Semester Break and Winter Vacation as per notified by the University time to time and no bill shall be raised.
68. The Service Provider shall vacate the provided premises and hand over all fixtures, furniture etc. which are University property in good condition at the time of termination of the contract.
69. The Service Provider 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.
70. The Service Provider is required to keep at least one attendant/ Food Court worker per 30 students. In addition, one Food Court manager per 300 students, two cook and at least 10 helpers per 300 students are also to be provided for effective functioning and arrangement of the Food Court. Staff strength in each category of Cooks, helpers should be optimum and of sound health. The Service Provider shall be responsible for the proper conduct and behaviour 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. All workers must be provided uniform along with safety cap on their head and gloves in their hand. They must maintain personal hygiene. **No female worker shall be allowed to work/ stay in Food Court and kitchen premises between 10.00 PM to 05.00 AM except Girls Hostel.** It is to be ensured that whenever the Food Court workers are on duty they should be in Uniform with nameplates to be displayed prominently. The Uniform should be cleaned/ washed at least thrice a week. In boys hostels female worker is not allowed.
71. The Service Provider should ensure that all the employees are free from communicable diseases. Medical

fitness certificate of each Food Court employee certifying that he/ she does not carry an infectious or contagious disease is required to be submitted with the University authority by the service provider.

72. Food/ any other item should not be served inside the room of the hostel unless in exceptional cases or ill health and only on directives of Hostel Warden.

73. The Service Provider shall provide light food to the sick students during his/ her/ their sickness period as per advice of the doctor/ hostel warden and no extra charge will be paid by the University for the same.

74. The Service Provider will install CCTV Camera covering the entire Food Court and kitchen area and every day's activities including serving of food items to the students must be recorded properly and preserved. The Service Provider will also extend/install the controlling key of these CCTV cameras to the office of the Provost/Hostel Administration, so that the Hostel Authority can simultaneously regulate/control/vigil the activities of the kitchen and Food Court areas.

75. Owner of the agency or his/her representative must be present at the meeting called by University to decide various issues relating to Food Court and/or the hostel.

76. Cooking material should be branded and as per FSSAI standards. Substandard materials shall not be allowed to be used. The service provider will follow **Annexure-IV** regarding permissible brands of specific consumables.

77. All the items to be served in the Food Court including curd shall be prepared preferably in the respective Food Court of the Hostel.

78. The Service Provide will have to prepare the food in the kitchen space provided by the University using Commercial LPG only. No coal or other fuel will be allowed. Use of heater in the Food Court shall be strictly prohibited.

79. The items of food served will be checked by the committee constituted by the Authorized officials of the University of CUH. Such quality audit may be a test audit or random audit. In case of dispute on quality between Service Provider and the quality committee. The Provost will be the sole arbitrator and His/ her decision shall be final and binding on both the parties.

80. The caterer shall attend a monthly review meeting of the Food Court committee, failing which penalty will be imposed. **The caterer shall personally attend all meetings related to the hostel Food Court.**

81. **If the Hostel Administration and students are not satisfied with the caterer's services, the contract may be terminated by giving one month's notice. In case the vendor intends to discontinue or exit from the contract, a prior notice of at least three months must be given to the Hostel Administration.**

82. All costs (including manpower and materials) for providing three meals—breakfast, lunch, and dinner—and occasional evening snacks shall be borne by the caterer. The caterer shall prepare and display the monthly Food Court bill for payment by the students. A copy of the bill shall also be submitted to the Warden Office for information. All bills must be cleared within the 1st to 5th of each month and shall not be carried forward to subsequent months. In case of any delay or carry forward of dues, both the caterer and the concerned Warden shall be held responsible.

SECTION - VII

FORMATS

Format - I

CHECK LIST

(To be filled by the bidder and submit supporting documents along with the Technical Bid.)

All the pages of bid being submitted must be signed and sequentially numbered by the bidder irrespective of nature of content of the documents before uploading.

S. No.	Document details	Yes/ No	Page No. of Supporting documents
1	Signed copy of Tender documents		
2	EMD		
3	Valid MSME Certificate, if applicable		
4	Company/ Firm registration details		
5	Authorization details, if applicable		
6	Registered branch office in Haryana . (Attached Copy of. Registration documents/ rent agreement/ property documents etc., in case of non-availability in Haryana, a declaration has to be submitted regarding opening of branch office in Haryana, preferably in Haryana & Delhi NCR, within 01 month after award of work)		
7	PAN No.		
8	GST No.		
9	FSSAI Certificate		
10	Shop & Establishment Act Registration Certificate		
11	Licence from Fire Department, as applicable		
12	Health Trade Licence, as applicable		
13	Bank accounts details for NEFT payment		
14	EPFO		
15	ESIC		
16	Attach copy of work completion certificate for successfully executing/ completed work orders (minimum 03 work orders) during last three financial years i.e., 2023-24, 2024-25 & 2025-26, having experience for providing Food Court/ catering services to Central/ State Government/ PSUs/ Nationalised Banks/ Autonomous bodies/ Reputed Organisations etc.		

17	Attach copy of work completion certificate for successfully executing/ completed work orders of at least one work providing Food Court/ catering service in Central/ State Government Organization/ PSUs/ Nationalised Banks/ Autonomous bodies in the last three years ended 31 st March, 2026.		
18	Income Tax Return (Last three financial years i.e. 2023-24, 2024-25 & 2025-26)		
19	Certified copies of CA Audited Annual accounts of the last three financial years by comprising following :- (a) Balance sheet (b) Profit and loss Statement (c) Income and expenditure account		
20	Client list and work done list of the similar orders executed during the last three years ending 31 st March, 2026.		
21	No. of years of experience in Food Court/ Catering Services (Attach supporting documents)		
22	Acceptance of all terms / conditions towards after sales / services as mentioned in the bidding document.		
23	Declaration of Non-Black Listing of firm, No family member/ relative at CUH and other terms & conditions on Non-Judicial Paper (as per Format V)		
24	Signed Un-priced copy of Financial Bid (BOQ) with “ Nil ” written in Rate and amount Column.		
25	Signed copies of Any other supporting documents/ certificate/ information supplied by bidder, as mentioned in tender		
26	Commercial Gas Connection (Vendor Name)		

Note: The tender shall be submitted online in two parts (Technical Bid and Financial Bid). The offers submitted by Post/Fax/email shall not be considered. No correspondence will be entertained in this matter.

(Signature of the bidder with stamp of firm with Date)

TECHNICAL BID**(A) GENERAL INFORMATION**

Sl. No.	Particular	Details
1	Name of the firm/ contractors/ agency	
2	Address of the firm/ contractors/ agency	
3	Address of Registered branch office in Haryana (as applicable)	
4	Mobile No.	
5	E-mail	
6	Registration Number and date of registration of company / cooperative / agency / SHG / Society, if any	
7	Year of Establishment	
8	Type of Organization: (Whether Proprietorship, Partnership, Private Ltd. Company or Co-operative body etc. In case the bidder 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)	
9	GST Registration no.	
10	PAN Card no.	
11	Bank Accounts Details	
12	FSSAI Certificate	
13	Shop & Establishment Act Registration Certificate No.	
14	Licence from Fire Department, as applicable	
15	Health Trade Licence No., as applicable	
16	EPFO Registration No.	
17	ESIC Registration No.	
18	Annual Turnover (Rs. in Lakh) for last three Financial years.	FY 2023-24 Rs..... FY 2024-25 Rs..... FY 2025-26 Rs.....
19	Income Tax Return for last three Financial years	FY 2023-24 YES / NO FY 2024-25 YES / NO FY 2025-26 YES / NO
20	Performance certificates from previous clients with contact no. from 2024-25 to 2025-26, separately in respect of above works.	
21	Have you satisfactorily completed at least three years experience for providing Food Court/ catering services to Central/ State Government/ PSUs/ Nationalised Banks/ Autonomous bodies/ Reputed Organisations?	

22	Have you satisfactorily completed at least one work for providing Food Court/ catering services to Central/ State Government within Last three financial years i.e. 2023-24, 2024-25, 2025-26.	
23	No. of years of experience in Food Court/ Catering Services	
24	Any other relevant information important in the opinion of the tenderer.	
25	Name and Mobile Number of senior executives, who can be contacted at any time.	

Note: Attach supporting documents for all the above mentioned details. Bidder may use separate / additional sheet wherever required)

(Signature of the bidder with stamp of firm with Date)

TECHNICAL BID
(B) FINANCIAL INFORMATION

Financial Analysis: Furnished following financial details, duly supported by certified copy of audited balance sheet and profit & loss statement for the last three financial years : -

Financial Year	Annual Turn over	Profit / Loss	Remarks
FY 2023-24			
FY 2024-25			
FY 2025-26			
Grand Total			
Average Annual Turnover of three years			

(Signature of the bidder with stamp of firm with Date)

Details of certifying Charter Accountant

Name:- Reg.

No.-

Membership No.-

Address with Mobile no. and E-mail -

Certified by Charter Accountant (ink signed with stamp)

TECHNICAL BID**(C) DETAILS OF SIMILAR WORKS COMPLETED DURING LAST THREE (03) YEARS.**

Sl. No.	Name& address of the organization	Work details	Cost of work in Lakh	No. of persons to whom Food Court/ catering services have been provided	Date of Commencement as per the contract	Stipulated date of completion	Actual date of completion	Litigation/ arbitration pending/ in progress with details *
1.								
2.								
3.								
4.								
5.								
6.								
7.								
8.								
9.								

*Indicate gross amount claimed and amount awarded by the Arbitrator

Notes: -

1. Submit the relevant supporting documents.
2. Please mention all works executed equal to or above the qualifying amount.
3. For stipulated date of completion, submit copy of work order.
4. For actual date of completion, submit copy of completion certificate from the purchaser.
5. Please clearly indicate the works (in the above form) on the basis of which pre-qualification is being sought.

(Signature of the bidder with stamp of firm with Date)

FINANCIAL BID / BOQ

Scope of work: “Providing Hostel Food Court Services for students (Boys & Girls) at Central University of Haryana.”

Name and full address of the Agencies/Firms: (with Email Id & Tel./ MobileNo.)

Particulars		Rate	Ramarks
Hostel Food Court Charge	Per student per month	Rs. (inclusive of all taxes).	Tentative Menu at Annexure I

Note: -

1. The rate will be inclusive of all taxes like GST. The University will not be responsible for any changes in the tax rate during the contract. The Comparative chart will be prepared on the basis of Para 17 of GCC of tender document.

(Signature of the bidder with stamp of firm with Date)

NATIONAL ELECTRONIC FUNDS TRANSFER (NEFT) – MANDATE FORM

- (1) Name of Account holder: _____
- (2) Bank Name: _____
- (3) Bank Branch Address: _____
- (4) Account Type: Savings/Current/Cash Credit/NRI _____
- (5) Account No. _____
(Bank account number should be written from left to right)
- (6) IFS Code: _____
- (7) MICR Code. : _____
- (8) Bank Registered Mobile number: _____
- (9) Bank Registered E-Mail Id: _____

Signature of the Account holder

Date:

Enclosure:-

(a) Cancelled cheque leaf

Or

(b) if cheque is not having the name of bank holder then Photo copy of the page of Bank pass book containing details of Bank accounts number, IFS code etc.

DECLARATION BY THE BIDDER

(To be executed & attested by Public Notary / Executive Magistrate on Non-Judicial Stamp paper of Rs. 100/- by the bidder)

I/We ___ Proprietor of M/s. _____ do hereby declare following, that : -

1. The firm/ company namely M/s. _____ **has not been blacklisted or debarred** in the past by Union / State Government or organization from taking part in Government tenders in India.
2. Neither myself nor any of my family members are employee of the Central University of Haryana.
3. I/ We do accept all the terms and conditions of the tender documents towards “Tender for *Providing Hostel Food Court Services for students (Boys & Girls) at Central University of Haryana.*”
4. I/We have not involved any litigation, current or during the last five years, the parties concerned and disputed amount.
5. All services shall be performed by persons qualified and experienced in performing such services.
6. In any circumstances, I or our engaged personnel shall not divulge or disclose to any person, any details of office, operational process, technical know-how, security arrangements and administrative /organizational matters as these are confidential / secret in nature.
7. In any circumstances, the engaged personnel by our agency shall not claim any benefit / compensation/ absorption /regularization of services from the University under the provisions of Industrial Disputes Act., 1947 and Contract Labour (Regulation & Abolition) Act, 1970.
8. I/We shall engage the appropriate qualified personnel. The said personnel engaged by the service provider shall be the employees of the service provider and it shall be the duty of the service provider to pay their wages every month as per the Minimum Wages Act, 1948, Contract Labour (Regulations & Abolition) Act, 1970, Payment of Wages Act, 1936 **by the Seventh (07) day of the following month without linking to payment to be received from the University.** In case of delayed payment, I/We are liable to pay the penalty as decided by the competent authority which shall be binding with us.
9. I/ We shall be wholly and exclusively responsible for payment of wages, EPF, ESIC, Bonus etc. to the persons engaged by it, in compliance of all the statutory obligations under all related legislations as applicable to it; from time to time including Minimum Wages Act, 1948, Employees Provident Fund Act, 1952, ESI Act, 1948, Contract Labour (Regulations & Abolition) Act, 1970 etc., and CUH shall not incur any liability for any expenditure whatsoever on the persons employed by the service provider on account of any obligation.
10. I/We shall ensure that individual Bank Accounts of members are opened in their respective names and all payments shall be made through e-transfer only as per the minimum wages notifications issued by Govt. of Haryana from time to time. Payment in cash is totally prohibited.
11. I/We shall be available to contact at all times (24 X 07 Hrs a day) and Food Court sent by WhatsApp, SMS, E-mail, Fax or any Special Food Court from University to the service provider shall be acknowledged immediately on receipt on the same day.

12. I/We will be sole responsibility of the Service Provider to maintain/ open EPF/ ESI account and bank account of all serving/ newly joined personnel. EPF/ ESI account and bank account of all newly joined personnel has to be opened within one month of his/ her joining.
13. I/We shall replace immediately any of its personnel, if they are found to be unacceptable by the University because of security risk, incompetence, conflict of interest and breach of confidentiality or improper conduct upon receiving instructions from the University in writing or verbal.
14. I/We shall not engaged an Agent or paid commission or influenced any person to obtain the contract as described in clauses relating to Agents/Agency Commission and penalty for use of undue influence, the firm/agency, on a specific request of the University, shall provide necessary information/ inspection of the relevant financial documents/information.
15. I/We shall be responsible for all the acts of the engaged personnel and will be liable for penalties as decided/ promulgated by the University.
16. The University shall not be liable for any loss, damage, theft, burglary or robbery of any personal belongings, equipment or vehicles of the personnel deployed by the service provider.
17. I/We shall enter into an **Agreement** with the University on **Non-Judicial Stamp Paper of Rs.100/-** (Rupees One hundred only) **within 21 days of the issue of letter of Award**. Non- fulfilment of this condition of executing an agreement/ contract document by the contractor would constitute sufficient ground for annulment of the award of the contract and forfeiture of Earnest Money Deposit.
18. I/We shall ensure adherence to following relevant acts/ laws including (as amended time to time): -
- (a) The Contract Labour (Regulations & Abolition) Act, 1970
 - (b) The Payment of Wages Act, 1936
 - (c) The Workmen Compensation Act, 1923
 - (d) Minimum Wages Act, 1948
 - (e) ESI Act 1948
 - (f) The Employee's Provident Fund and Miscellaneous Provisions Act, 1952
 - (g) The Industrial Disputes Act, 1947
 - (h) The Payment of Bonus Act, 1965
 - (j) The Payment of Gratuity Act, 1972
 - (k) The Equal Remuneration Act, 1976
 - (l) The inter-State Migration Workmen (Regulation of Employment and Conditions of Services) Act, 1979
 - (l) Food Safety and Standards Authority of India (FSSAI)
 - (m) Shop and Establishment Act
19. The information furnished in the Technical bid is true, complete and correct to the best of my knowledge and belief, I undertake that in the event of any information being found fake or false at any stage, my tender shall be liable to be cancelled / terminated without any notice or compensation in lieu thereof shall be given.
20. In case the above information found false, I / We are fully aware that the tender/ contract will be rejected / cancelled by the Central University of Haryana, Bid Security / Performance Security shall be forfeited and will be debarred from any future tendering process. Pay the

penalty as fixed by the University in addition to forfeiture of the performance guarantee for causing administrative inconvenience to the University. The University may also initiate the process of blacklisting our firm/agency for the breach of contract. In addition to the above, Central University of Haryana, will not be responsible to pay the bills for any completed / partially completed work.

Deponent

Witness:-

- 1.
- 2.

Name_____

Address _____

Attested: _____

(Public Notary / Executive Magistrate)

Food Court Menu		
Sr. No.	Item	Rates in Rs.
1	Tea (Ginger/Elachi) 120ml	10
2	Kulhad Masala Chai 150ml	15
3	Black Tea 120ml	6
4	Coffee 120ml	20
5	Cold Coffee 250ml	40
6	Cold Coffee + Ice Cream	60
7	Lassi (Sweet/Salted)	30
8	Raita	35
9	Fresh Lime Soda/Water	30
10	Shikanji	30
11	Mojito / Mocktails	50
12	Shakes (Vanilla, Mango, etc.)	60
13	Plain Parantha / Aloo	15/25
14	Gobhi / Onion Parantha	30
15	Paneer Parantha	40
16	Mix Parantha	35
17	Plain Roti / Butter Roti	5/8
18	Naan / Butter Naan	20
19	Lachha Paratha	15
20	Missi Roti / Makka Roti	10
21	Samosa	15
22	Pav Bhaji	50
23	Chole Bhature (2 pc)	60
24	Poori Bhaji & Halwa	60
25	Gol Gappe (8 pc)	30
26	Dahi Bhalla / Papdi Chaat	30
27	Raj Kachori	55
28	Aloo Tikki	50
29	French Fries	60
30	Peri Peri Fries	70
31	Veg Spring Rolls	60
32	Paneer Chilli / Manchurian	80
33	Veg Hakka Noodles	60
34	Veg Fried Rice	60
35	Dal Tadka	75

36	Regular Thali (Dal, <i>Sbji</i> , Rice, 4 Roti, Salad, Pickle)	60
37	Special Thali (Mix Veg., Dal Makhani Or Dal Tadka, Paneer Kari, Veg Raita, Butter Roti, Lachha Parantha, Salad, Papad, Pickle.)	160
38	Paneer Butter Masala	120
39	Kadhai Paneer	130
40	Paneer Lababdar	140
41	Shahi Paneer	140
42	Palak Paneer	120
43	Mutter Paneer	100
44	Paneer Do Pyaza	100
45	Paneer Afgani / Laziz	140
46	Amritsari Paneer Bhurji	100
47	Mix Vegetable	100
48	Mushroom Masala	110
49	Matar Mushroom	80
50	Malai Kofta	100
51	Methi Mutter Malai	100
52	Chana Masala	100
53	Jeera Aloo	80
54	Aloo Pyaz Rajasthani	80
55	Sarson ka Saag	100
56	Corn Palak	100
57	Dal Makhani	100
58	Mix Dal	100
59	Rajma Masala	80
60	Steamed Rice / Jeera Rice	60
61	Vegetable Pulao	100
62	Biryani	120
63	Veg Hyderabad / Tiranga Biryani	120
64	Veg Fried Rice (Chinese style)	120
65	Grill Veggie Sandwich (2 pieces)	60
66	Chole Kulche	60
67	Chicken Biryani (Full)	240
68	Bread Omlette (2 pieces Bread & 2 Eggs)	40
69	Egg Bhurji (2 pieces)	30
70	Boiled Egg (2 pieces)	20
71	Mutton Biryani (Half plate)	400
72	Loose Curd (100 gm/250 gm)	15/30
73	Poha	40
74	Idli Sambhar (2 pieces)	40
75	Dosa (Plain/Masala)	50/60
76	Utpam	30

77	Moong Dal Chilla	30
78	Sambhar Vada (2 pieces)	30
Note:	1. All packaged food items, including juice, ice cream, milk, etc., will be provided at MRP rates. 2. The rate are to be inclusive of all taxes.	

Signature and Stamp of the Company

FORMAT-RESUME (for engaged workers)

1. Name : _____
2. Father's Name : _____
3. Date of Birth* : _____
4. Sex (Male/Female) : _____
5. Reservation Category *, if applicable : _____
6. Religion : _____
7. Nationality : _____
8. Marital Status : _____
9. Height : _____
10. Weight : _____
11. Language Known : _____
12. Contact No. (Mobile) : _____
13. Email : _____
14. Address : _____
: _____
: _____

Self
Attested
Photo

15. Educational Qualification*:

Examination	Board/University	Year	Division	Percentage

16. Technical Qualification, if available*

17. Working Experience* : _____
18. Aadhar No*. : _____
19. PAN Card No*. : _____
20. Bank A/c No*. : _____

(Attach Proof)**UNDERTAKING**

I _____, do hereby declare that I shall not divulge or disclose, any details of office, operational process, technical know-how, security arrangements and administrative/organizational matters as these are confidential / secret in nature, in any circumstances to any person.

I _____, do hereby declare that the information furnished as above is true and correct to the best of my knowledge and belief, I undertake that in the event of any information being found fake or false any stage, my candidature shall be liable to be cancelled/ terminated without any notice or compensation in lieu thereof shall be given.

Place :**Date :****Signature**

(On Company Letter Head)

Employee's/ Employer's EPF/ ESIC contribution details at CUH.

[illegible]

Undertaking: - New Employees, whose contribution has been received from CUH but could not be remitted to the account of individual employees due to non-availability of selected documents, will be deposited by next month positively.

Signature of the Company