

**NOTICE INVITING EXPRESSION OF INTEREST (EOI)
FOR RUNNING SHOPS INSIDE CENTRAL UNIVERSITY OF
JAMMU CAMPUS**

जम्मू केंद्रीय विश्वविद्यालय
Central **University of Jammu**
राया-सूचानी (बागला), जिला सांबा -181143, जम्मू (जम्मू एवं कश्मीर
Rahya-Suchani (Bagla), District **Samba** - 181143, **Jammu** (J&K)

Notice Inviting Expression of Interest

Central University of Jammu (CUJ) invites Expression of Interest for running of Shops and Canteen, inside the campus of Central University of Jammu, as detailed below

1. Stationery Shop cum Photocopying
2. Vegetable, Fruit cum Juice Shop
3. Provisional Store
4. Food Court
5. Canteen(Vegetarian)

The University requires the service of well-established and financially sound vendors/Proprietors/ firm to provide the shop/canteen service.

All the reputed and registered firms are encouraged to participate in the process. The general terms and conditions for the bidder are available on Central University of Jammu Website. The bidder should have sufficient proof of resources to cater the needs of the service. The evaluation criteria is also available on University Website www.cujammu.ac.in

The EOI document may be obtained/downloaded from the University Website cujammu.ac.in.

For any Query, contact Registrar, Central University of Jammu at Email: registrar@cujammu.ac.in

Last date for receipt of Eoi : 26.11.2025

Date of presentation before committee for eligible firm : 03.12.2025 at 12 Noon

No. CUJ/Proc/EOI/Shops/5030 Dated 12.11.2025

**Sd/-
Registrar**



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Central University of Jammu

Bagla (Rahya-Suchani), District Samba-181143, Jammu (J&K)

Tele: 01923 – 249643 & Website: www.cujammu.ac.in



EXPRESSION OF INTEREST FOR RUNNING OF SHOPS/CANTEEN INSIDE THE CAMPUS OF CENTRAL UNIVERSITY OF JAMMU

Central University of Jammu (CUJ) invites Expression of Interest for running of Shops and Canteen, as detailed below, inside the campus of Central University of Jammu.

1. Stationery cum Photocopying

Suggested List of Items/Services:

Notebooks, pens, pencils, markers, files, folders, A4/A3 papers, printing, photocopying, binding, lamination, etc or other related services as decided by the Competent Authority of Central University of Jammu.

2. Vegetable, Fruit cum Juice Shop

Suggested List of Items:

Fresh fruits, fresh juices, coconut water, fruit salads, milkshakes, bottled mineral water, smoothies, seasonal fruits, and hygienic packaging and fresh vegetables etc. or other related services as decided by the Competent Authority of Central University of Jammu.

3. Provisional cum Grocery store

Suggested List of Items:

Basic groceries, packaged food, dairy products, pulses, grains, biscuits, toiletries, cleaning items, beverages, stationery essentials, and daily utility items etc. or other related services as decided by the Competent Authority of Central University of Jammu.

4. Food Court (veg. only)

Suggested List of Items:

Cooked meals, snacks, bakery items, tea/coffee, beverages, South Indian/North Indian, dishes, packaged food, hygienic thalis, and vegetarian fast food items etc. or other related services as decided by the Competent Authority of Central University of Jammu.

5. Canteen

The menu items and other items to be provided in the canteen are annexed as Annexure - A(i) to A (iii)

All the reputed and registered firms are encouraged to participate in the process. The general terms and conditions for the bidder for running of shops are mentioned under Part-I and for running of canteen are mentioned under Part-II. Separate bids are to be submitted for each shop. Further, EMDs for the each shop as well as canteen are also to be submitted separately.

The EOI document is available at Central University of Jammu website i.e. www.cujammu.ac.in

The complete EOI from eligible bidders shall reach the office of the Registrar at following address not later than 1700 hrs on 26.11.2025

**The Registrar,
Central University of Jammu, Rahya Suchani (Bagla),
Distt. Samba,
Jammu-181143(J&K).**

Any bid submitted after the specified time and with incomplete information will not be accepted.

REGISTRAR

PART-I

GENERAL TERMS AND CONDITIONS FOR RUNNING OF SHOPS INSIDE CENTRAL UNIVERSITY OF JAMMU

A. BIDDER ELIGIBILITY CRITERIA:

The interested firm should be an Indian individual business entity available with the followings:

1. Certificate of Registration of the bidder under relevant laws, such as Companies Act 1956 or Shops and Establishment Act 1958.
2. The interested firm should have at least 03 (three) years of experience of running a shop /firm of similar works.
3. Minimum turnover of 10 (Ten) lakhs per annum in last 03 years.
4. Copy of PAN/TAN and G.S.T. registration certificate.

B. EMD DEPOSIT:

Earnest Money Deposit (EMD) of Rs.10, 000/- per shop is to be submitted in the form of Demand draft in favour of "The Registrar, Central University of Jammu" payable at CUJ. The EOI submitted without an EMD will be treated as non-responsive and will be rejected.

C. BIDDING PROCESS:

TECHNICAL BID (ENVELOPE-I)

The sealed Technical Bid (Envelope-I) should contain the following:

- i. Bid Submission form (Form-I).
- ii. Bid compliance form (Form-II) with all the supporting documents.
- iii. EMD

FINANCIAL BID (ENVELOPE-II)

The sealed Financial Bid (Envelope-II) should contain the following:

- i. Price Bid (Form-III).

D. BID EVALUATION PROCESS:

1. The received bid will be opened by a committee duly constituted for this purpose. The technical bid will be opened first for the evaluation as per the eligibility and requirements specified in the bid.
2. The technically qualified vendor will be called for presentation before the committee.
3. The financial offer/bid of only the technically qualified bidder will be opened.
4. The criteria of evaluation is
 - 40% weightage of the marks for technical evaluation
 - 30% of the marks for presentation
 - 30% of the marks for financial (monthly rent quoted)

E. TERMS & CONDITIONS :

1. The Price Bid should contain only the duly filled in Form III of the EOI. The bidder shall quote the maximum monthly rent that intends to pay to CUJ per month. The highest rent offering bidder from the Technically Qualified Bidders who fulfils all the terms and conditions of EOI, will be awarded the contract. However, it may be noted that the reserve rent will be Rs. 8,000/-per month per shop for stationery cum photocopying shop, vegetable, fruit cum juice shop and food court and Rs. 14,000/- per month for Provisional cum Grocery Store excluding applicable taxes. The contractor shall pay GST & other statutory levies (as applicable) on the rent. Bids offering to pay rent at a rate less than the reserve rent will be rejected.
2. The qualified contractor will have to submit a performance bank guarantee of Rs. 25,000/- per shop as a security deposit in favour of "The Registrar, CUJ", which should be valid till upto the completion of the contract duration.
3. The duration of contract will be for a period of 05 (five) years from the date of signing the contract.
4. The contractor shall be required to pay a monthly rent along with electricity and water charges for the area/shop allotted to him. As mentioned in the preceding paras, the highest rent offering bidder from amongst the Technically Qualified Bidders who fulfils all the terms and conditions of EOI, will be awarded the contract. Bids offering to pay rent at a rate less than the reserve license fee will be rejected.
5. The bidder is not allowed to make additions/alterations in the EOI. Such additions and alterations shall render the EOI to be summarily rejected. Conditional EOIs shall not be accepted.
6. The bidder must visit the site and gather a clear idea about the allotted space before submitting the quotation. The bidder shall not make any additions or alterations in the allotted premises during the period of contract. The Contractor shall not transfer or assignor sublease any part of his interest in this license to others.
7. The contractor shall sell only stationery items ,but not any other general stores.
8. The EOI shall be submitted only in the name of the registered firm, not by any Third Party. Third Party EOI shall be rejected summarily. Subletting of services will lead to the cancellation of the contract. Contractor shall be required to execute an agreement in the prescribed format before award of the contract.
9. Timings: The service hours of the shop shall be from 08.00 AM to 10.00 PM daily or as decided by the Competent Authority which may be modified by institute if and when considered necessary. Any change in the timings of operation, and any change will be informed accordingly. Penalty will be imposed as decided by the competent authority for not observing timing. The shop /outlet shall operate on all seven days of the week and there shall be no holiday under any circumstances, with the prior instructions/approval of the Registrar.
10. Late/Delayed Tenders will not be accepted, CUJ will not be responsible for any Postal/Courier Delay.
11. Prices/discounts of all items must be in Indian rupees and inclusive the applicable taxes.

12. Further, the rent quoted by the bidder has to be paid together with applicable taxes on or before 10th day of every calendar month.
13. The CUJ shall have the right to review the working of the contract from time to time and if at any time it is found that the contractor has failed to fulfill any of the conditions of the Contract or that his working is unsatisfactory, CUJ may terminate the contract after giving a one-month notice. However, no such notice will be necessary if the contract is terminated on the grounds of serious misconduct or any other act as the CUJ may deem fit.
14. All necessary furniture and other infrastructure shall be in the scope of the Contractor.
15. The contractor shall be responsible to maintain the premises in good condition. In case of any damage, they shall be responsible to carry out the repairs without any delay to avoid any interruption in service. Cost of repairs shall be borne by the Contractor himself.
16. Facility of Payment through BHIM, UPI, Credit / Debit Card, etc. should be made available.
17. The contractor shall maintain the quality of goods/items to be sold/services to be provided. There shall be no compromise in regard to the quality of items to be sold / services to be provided in the shop / outlet premises.
18. The contractor shall maintain full hygienic conditions in the shop/outlet, in storage and in keeping the floor, furniture neat and clean, so as to maintain the standards and aesthetic values in the Shop/outlet. The contractor shall also have to make his own arrangements for safe storage of materials. The worker should wear neat and clean uniform during the shop hours.
19. Garbage and waste disposal should be done as per the institute norms. Pest / rodent control should be done on a regular basis to control the harmful insects and rodents.
20. Usage of plastic bags is strictly PROHIBITED and the same shall not be used under any circumstances, whatsoever. Instead, use of Paper bags / plates / cups / etc. is encouraged.
21. The contractor shall employ in running the outlet only such persons as are careful, skilled, experienced in their trades, dutiful, sober, and well-behaved and rules compliant.
22. The contractor shall neither employ any child labour nor any worker who is below 18 years of age.
23. All the workers shall invariably carry their ID Cards (to be provided by the contractor at its own costs) and shall be produced to the security personnel and other Institutes authorities, whenever asked for.
24. The contractor shall be bound to remove any such worker and disallow him/her from entering into the Institute premises that the Institute does not deem appropriate to continue within the Institute premises for administrative or any other reasons.
25. The contractor shall maintain a complaint book in the outlet wherein the consumers may register their complaints.

26. Any addition work/item for sale/service may be increased with the approval of University Competent Authority.
27. Revision of rates can be with the approval of University Competent Authority.
28. The complaints shall be dealt by the contractor on priority basis on issues mentioned and compliance report thereon shall be submitted to the Estate Official along with the production of complaint book. However, if the complaints of identical nature still persist, the Institute would be at liberty to terminate the contract forthwith without giving any more notices.
29. In case, the contract is terminated, or it comes to an end by efflux of time, the contractor shall handover the vacant possession of the shop/premises within 15 days of the contract coming to an end. Failure to handover the vacant possession of the shop/premises as aforesaid, would render the contract to pay the penal damages to the Institute.
30. Force Majeure: 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 land slide; 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;
31. Proper inventory handover of civil and electrical items will be done at the time of signing contract and termination of the contract.
32. The contractor shall comply with various legal obligations under the Factory Act, Minimum Wages Act, EPF Act, Employment Liability Act 1938, Workmen Compensation Act 1923, Industrial Dispute Act 1947, Maternity Benefit Act 1961, Contract Labor (R&A) Act 1970, GST Act and modifications thereon and other laws relating thereto and the rules made there under from time to time.
33. **Arbitration Clause:**
The case of any dispute arising between both the parties, such dispute shall be settled through negotiations. If such, negotiations fails, then the matter/case be sent for deliberation under arbitration and conciliation Act 1996, by appointing a sole arbitrator. The sole arbitrator shall not be an employee of either of the party. Vice-Chancellor of CUJ shall have a authority to appoint an arbitrator. The expenses incurred during arbitral proceedings shall be borne by both the parties.
34. **Jurisdiction and Governing Laws**
In case of any disputes, the jurisdiction of J&K UT Court shall be applicable . The laws of J&K UT and Laws of India are applicable.

FORM-I

TECHNICAL BID
(FOR RUNNING OF SHOPS)
(Write or print or type in block letters)

EOI No. _____

Date.: _____

BID SUBMISSION FORM

To
The Registrar,
Central University of Jammu,
Rahya Suchani (Bagla),
Distt. Samba, Jammu -184113(J&K).

Dear Sir,

In response to your EOI No. Expression of
Interest for running of shops inside Central University of Jammu campus.

The details are as follows:

1. Bidder Name :
2. Address for Communication :
3. Telephone Number :
4. Authorized Person-

Name: _____
Designation: _____
Mobile No. _____
Email ID: _____

5. PAN: _____
6. GST Number: _____
7. Registration Number of Shop : _____
8. State _____
9. Financial turnover/Business turnover : _____

10. Certificate/Certifications Enclosed: _____

11. Particulars of EMD:

Amount: Rs. _____ Mode of Payment : _____

DD No: _____

Date : _____

Name of the Bank : _____

Address of the Bank : _____

12. Details of similar work/order executed during last 03 years (Please submit supporting documents)

Technical Evaluation Criteria (for stationery and photocopying shop, fruit cum juice shop and grocery shop)		Marks	Score obtained by the Bidder	Remarks
Relevant Experience	i) less than one year	0 Marks		
	ii) 1 to 2 years	20 Marks		
	iii) Above 2 years	30 Marks		
Financial turnover/ Business turnover	i) less than 10 lacs per annum	0 Marks		
	ii) 10 lacs to 20 lacs per annum	10 Marks		
	iii) Above 25 lacs per annum	30 Marks		
Certification Requirements	Shop & Establishment License	20 Marks		
GST Requirement	GST Certificate	10 Marks		
Past Performance (if any)	Certificate from any past Institute/Organisation	10 Marks		
Total Marks		100 Marks		

Technical Evaluation Criteria (for Food Court)		Marks	Score obtained by the Bidder	Remarks
Relevant Experience	i) less than one year	0 Marks		
	ii) 1 to 2 years	20 Marks		
	iii) Above 2 years	30 Marks		
Financial turnover/ Business turnover	i) less than 10 lacs per annum	0 Marks		
	ii) 10 lacs to 20 lacs per annum	10 Marks		
	iii) Above 25 lacs per annum	30 Marks		
Certification Requirements	Shop & Establishment License	20 Marks		
GST Requirement	GST Certificate	10 Marks		
Past Performance (if any)	Certificate from any past Institute/Organisation	10 Marks		
FSSAI Certificate	FSSAI Certificate	10 Marks		
Total Marks		100 Marks		

2.

A bidder has to score atleast an overall minimum score of 50 marks in the technical evaluation in order to technically qualified.

1. The bidder/vendor will have to provide presentation at Central University of Jammu, the date of which will be informed after technical evaluation of the bids received. The maximum marks of the presentation by the bidder/ vendor is 30 (Thirty marks)
2. Financial Bids of the Bidder/Vendor, who is Technically Qualified (after presentation), shall be considered. The maximum marks obtained in Financial Evaluation is 30 (Twenty Marks).

Note:

- (i) The criteria of evaluation is
 - i. 40% weightage of the marks for technical evaluation
 - ii. 30% of the marks for presentation
 - iii. 30% of the marks for financial (monthly rent quoted)
- (ii) Financial Bids will be opened only for those firms/bidders qualifying in Technical Evaluation and Presentation.
- (iii) Work Order may be awarded to the Highest scorer, Overall (Technical + Presentation + Financial Evaluation).
- (iv) In case two or more vendors are equal in marks, work will be awarded to the Vendor who has more experience. The decision of the Central University of Jammu shall be final in this regard.

DECLARATION BY THE BIDDER

1. It is hereby declared that I/we the undersigned, have carefully read and understood the terms and conditions of the EOI document and it is certified that all the terms and conditions of the EOI are acceptable to me/us and I/we will abide by the conditions.
2. The information/documents furnished along with our technical bid are true and authentic to the best of my/our knowledge and behalf. I/we hereby declare that our proposal is made in good faith, without collusion and fraud. No forged/tempered documents are produced with the EOI form for gaining unlawful advantage. We understand that Central University of Jammu is authorized to make enquiries to establish the facts claimed and obtain confidential reports from clients.
3. I/we are well aware of the fact that furnishing any false information/fabricated document would lead to rejection of our EOI at any stage besides liabilities towards prosecution under appropriate law.
4. Neither I/we, nor anybody on my/our behalf will indulge in any corrupt activities/practices in my/our dealing with the Central University of Jammu.
5. Each page of the tender document and papers submitted by me/us is authenticated, sealed and signed and I/we take full responsibility for the entire documents. I/we certify that the tender has been submitted in official tender format only and no addition/modification/alteration has been made in the original tender document.
6. I shall vacate the outlet premises and handover it to the institute whenever notice is served.

Signature of the Bidder:.....

Name and Designation:.....

Address :.....

.....

Place:

Date:

Authorized signatory of bidder with seal

FORM-II**BID COMPLIANCE FORM**

Sr.No.	Description	Admissible certificate/Document Attached(Yes/No)	Page No.of Attachment
	Bidder Eligibility criterions		
1	Copy of Registration certificate		
2.	EMD		
3	Work Experience		
4	PAN/TAN/GST Registration		
5	Annual Turnover		
6	Signed Tender Document Copy		
7	Bid Submission Form (Form-I)		
8	Price Bid(Form-III) in Separate Envelope		
9	Registered Shops and Establishments Act		
10	FSAAI Certificate		

Note:

1. All the supporting documents attached to this form should be numbered, signed and stamped.
2. Unreadable/Incomplete certificate/documents will lead to rejection of the bid straight away.

Date:

Place:

Signature of the Bidder

FORM-III**PRICE BID****EXPRESSION OF INTEREST FOR RUNNING SHOPS INSIDE CENTRAL UNIVERSITY OF JAMMU CAMPUS***********

S.No. (I)	Details (II)	Monthly Rent Quoted by the Bidder (Exclusive of all taxes)	
		Rs.(In figure) (III)	Rs.(In words) (IV)
1	Stationery cum Photocopying Room Size = 12feet x 16feet (Minimum reserve price Rs 8000/-_		
2	Fruit cum Juice Shop Room Size = 12feet x 16feet (Minimum reserve price Rs 8000/-)		
3	Food Court (veg. only) Room Size = 12feet x 16feet (Minimum reserve price Rs 8000/-)		
3	Provisional cum Grocery store Room Size = 24feet x 32 feet (Minimum reserve price Rs 14000/-)		

Date:

Place:

Signature of the Bidder

Note:

1. Separate price bids has to be submitted for each shop in the format as form III.
2. The bids will be rejected straight away in case of the following:
 - i. If there is a difference in the value mentioned in Column III and IV.
 - ii. If the values in any of the Column (III and IV) are unreadable/un clear or below the reserve rent.

PART-II

TERMS AND CONDITIONS FOR RUNNING OF CANTEEN (VEGETARIAN) INSIDE CENTRAL UNIVERSITY OF JAMMU

1. **Experience:** The service provider must have minimum experience of 05 years of providing canteen services to Govt, Semi Govt. and PSU. Certificate(s) / Work Order / Letter of Intent by these organizations for having performed the work / service satisfactorily in the said organization must be attached. The service provider shall provide the reference list of the organization with contact address. The service provider must not have been blacklisted or debarred. The Service Provider may furnish an undertaking to this effect on its letter head duly signed by competent of the firm / agency / Company
2. **EMD:** Earnest Money Deposit (EMD) of Rs.18, 000/- for running of canteen is to be submitted in the form of Demand draft in favour of “The Registrar, Central University of Jammu” payable at CUJ. The EOI submitted without an EMD will be treated as non-responsive and will be rejected.
3. **Annual Turnover:** The agency must have annual turnover of Rs.50 Lakh for the last three consecutive years.
4. The Service provider agency must have its registered office/well established office branch in Jammu/Samba. (Proof of existence such as rent agreement, certificate of incorporation etc. must be furnished).
5. **Term of Contract:** The contract will be valid initially for a period of one year and on satisfactory performance it may be extended for further period at the same terms and conditions on mutual consent basis. The contract may be terminated by either party after giving written notice of one month. The rates once accepted by University shall remain unchanged throughout the period of initial contract of one year.
6. The agency should have valid ISO for food safety. Copy of valid ISO Certificates to be attached.
7. The agency should have Trade License for running of canteen from competent authority recognized by FSSAI.
8. **Specific terms and conditions of Canteen:**
 - a. **License fee/Rent:** The successful bidder(s) will have to pay license fee/rent. The minimum amount of license fee/rent shall be Rs **30,000/- (Rupees Thirty thousand only)** per month. In case more than one firm quotes the same price, the allotment shall be awarded to the firm have more experience. The decision of the competent authority shall be binding on all the bidders.
 - b. For electricity consumption charges **a separate electric meter will be installed and monthly rent will be calculated as per actual meter reading per month.**

c. The successful bidder(s) shall provide Canteen services and shall remain open on all working days (Monday to Friday) from 9:30 AM to 5:30 PM However-on special days the licensee may be required to operate for longer hours as desired by licensor.

d. Type of Service : Self Service

e. The successful bidder(s) shall provide details of all staff members in each category of cooks, helpers, cleaners etc. Their exact numbers including shift details shall be furnished to the Estate Branch CUJ and the Security Officer before commencement of services.

f. The successful bidder(s) shall ensure that no employee stays in the premises after his/her assigned working hours. He shall ensure that all employees shall wear assigned uniforms given by the firm(s) during their service and carry their identity cards at all times. He shall ensure that all employees are free of communicable diseases.

g. A high standard shall be maintained for all items with due regard to quality and purity of food stuff, cleanliness in preparation and handling of food items. All the materials used for preparation of food stuff should be of standard brands. All food items should be ISI/AGMARK certified and branded.

h. The contractor(s) shall ensure that the Canteen is kept hygienic and clean. Preventive pest control measures will have to be done by the contractor. Cleanliness, maintenance and proper garbage disposal shall be the responsibility of the contractor.

i. Rate list will be displayed prominently by the Licensee on the notice board of the Canteen and its constituent units.

j. The contractor(s) shall make his own arrangements for cooking materials, crockery, utensils or any other material required for preparation/cooking/service/storage of food items, including infrastructure for kitchen and stores. It shall be the responsibility of successful bidder to employ adequate persons for cleanliness and security of canteen. Contractor shall make arrangements, on demand, for University functions/parties as per rates mentioned in Annexure-B (iv).

k. It will be the responsibility of the contractor to obtain safety clearance certificate from Director Fire Services and/or any other agency for kitchen and other allied services.

l. Arrangement for LPG for cooking purposes shall be the responsibility of the successful bidder. Contractor shall use commercial cylinders only and not domestic cylinders.

- m. The University is Polythene Free Zone, hence, the contractor will not use Polythene bags for any purpose inside the Campus.
- n. The CUJ reserves the right to verify any or all statements made by the Vendor in the tender document and to inspect the vendor's facilities, if necessary, to establish to its satisfaction about the vendor's capacity to perform the job.
- o. The successful bidder(s) is expected to fully operationlise the services of the Canteen within 2 weeks of the award of the contract.
- p. The contractor shall ensure the proper disposal of canteen garbage.
- q. The successful bidder (s) shall ensure the ban on sale of junk food in University campus.
- r. Size of the areas of canteens to be provided by CUJ.
- s. Proper sanitization of the canteen area should be done by the contractor on regular basis.
- t. **Experience:** Bidder should have minimum **five years** of experience in providing canteen services to the said organizations and should have executed similar service in the last three financial years

Registrar

Encl:

Annexure-A(i) to A (iii) : Technical Bid (3 pages)

Annexure-B: Financial Bid (1 page)

Annexure–A (i)

Technical Bid For Canteen

Sl. No.	Particulars	Details (if yes, furnish number)	Appendix No. (attached in bid at Page No.)
i	Name of the Firm / Agency:	M/s.	
ii	Status of the Firm / Agency: (Proprietorship / Partnership / Joint Stock Co. etc)		
iii	Address:		
	a) Office:		
	b) Residence:		
iv	Telephone / Mobile No. / E-mail address / Website address		
v	Name of the Proprietor / Partner / Director		
vi	Documentary Proof of :		
	a) Valid Registration with GST No.	Yes / No	
	b) Proof of incorporation inception of agency for supply of manpower / valid labour license	Yes / No	
	c) EPF registration proof	Yes / No	
	d) ESI registration proof	Yes / No	
	e) TIN / PAN No.	Yes / No	
	f) Income tax return for 2022-23, 2023-24, 2024-25	Yes / No	
	g) Balance sheet for 2022-23, 2023-24, 2024-25	Yes / No	
	h) GST clearance certificate for the period ending 31.03.2025	Yes / No	
	i) Experience certificate from Government / Semi Govt. / PSU where the agency provided canteen services	Yes / No	
	j) Experience of providing Canteen services in Central/State Educational Institutions	Yes / No	
	k) Annual turnover for financial year 2022-23		
	l) Annual turnover for financial year 2023-24		
	m) Annual turnover for financial year 2024-25		
	n) ISO certificates related to Food safety		
	o) FSSAI license/Registration		
vii	Earnest Money Deposit (EMD) details		
	a) Amount of Earnest money		
	b) Name of the Drawer and Drawer Bank		
	c) No. and Date of the Bank Draft		
	OR		
	Bid Security Declaration Form		

Declaration: I hereby certify that the information furnished above is true and correct to the best of my / our knowledge. I understand that in case any deviation is found in the above statement at any stage, I / we will be blacklisted and will not have any dealing with the University in future.

Signature with date & seal of the agency :

Name of the Applicant :

Designation :

(Part of Technical Bid)

Experience/Details of operation .

Name of the Firm/Contractor

S. No.	Name of the Client	Period of Contract	Clients contact Details (including name, email phone and fax no. and address)	Value of the Contract (in terms of billing per annum)	Remarks
1.					
2					
3.					
4.					
5.					

Please furnish copy of the contract letters.

Signature (Name & Designation)

Dated:

(Part of Technical Bid)**Item No. 1** The menu items to be provided in the Canteen**1(a): Essential items to be provided on daily basis**

S. No.	Items	Unit of measure	Rate (Rs.)
1.	Tea	Per cup (125 ml)	10
2.	Coffee	Per cup (100 ml)	17
3.	Samosa	Per piece	11
4.	Samosa Channa	Per plate (standard size)	35
5.	Puri Chana (Big size)	Two puri and chana	40
6.	Stuffed Parantha	Per paratha	35
7.	Fried Rice	Per plate	40
8.	Dry Chilly Paneer	Per plate (4 piece paneer)	76
9.	Roti	Per piece	9
10.	Kulcha Chana	Per piece	11
11.	Rice	Per plate	35
12.	Thali	Per Thali (two Roti, Rice, Dal/ Rajama, two Vegetables. Curd and Salad)	50
13.	Thali Special	Per Thali (two Roti, Rice, Dal Makhni/ Rajama, two Vegetables, Curd and Salad, one sweet)	60
14.	Rajma Rice	Per plate	35
15.	Veg Pakora	Per plate 200 gm (2 pieces)	40
16.	Dal Makhni	Per Plate	48
17.	Dal Tadka	Per Plate	36
18.	Channa masala	Per Plate	40
19.	Dosa Masala and sambar	Per Plate	32
20.	Veg Manchurian	Per Plate (6 piece)	58
21.	Sandwich (Vegetable and mayonnaise)	01 piece	50
22.	Hot & Sour Soup	Per Bowl (200 ml)	37
23.	Gulab Jamun	Per piece	25
24.	Dahi Bhalla	2 piece per plate	35
25.	Palak Paneer	Per plate (4 piece paneer)	76
26.	Nan Plain	Per piece nan	15
27.	Nan Butter	Per piece	20
28.	Allu tikki	Per plate(two Allu Tikki)	35
29.	Paneer Pakora	Per plate 200 gm	62
30.	Dry Mushroom	Per Plate	55
31.	Mix Vegetable	Per Plate	48
32.	Garlic Mushroom	Per Plate	76
33.	Manchow soup	Per Bowl (200 ml)	37
34.	Coffee Espresso	Per Cup	15
35.	Lemon Tea	Per Cup	25
36.	Rajmash	Page20of20	40

37.	Salad		40
38.	Mix Veg Steam		76
39.	Chilly Paneer		76
40.	Mushroom Double Decker		76
41.	Sandwich Plain		50
42.	Sandwich Corn		40
43.	Sandwich Grill		50

***University reserves the right to revise the rates of items provided in the menu items as and when required**

Any other additional items the bidder wishes to add.

Item No. 2 Provision of Milk/Juice in Canteen

(The products should be branded as stated below and should be either available at MRP or discounted price)

S. No.	Type of Units	Rate (Rs.)
1.	Milk Parlour (for providing products of brands like Mother Dairy, Nestle, Amul)	As per MRP
2.	Packed Juice of standard company (Tropicana/ Real/ Frooti)	As per MRP

Item No. 3 Special Lunch/Dinner/ High Tea for seminars/ workshop/other functions of university. The rates are for the programme organized in the Canteen/Outside in other parts of University Campus. (on order basis)

S. No.	Category	Essential List	Inside	Outside
1.	Lunch/dinner	Chapati, Rice, Dal Makhani/Rajma/Chhole, Two vegetables, Raita, Salad, Pickle Sweet dish/ Ice-cream	Rs.150 per Pax	Rs. 160 per Pax

***Inside includes canteen and building**

Outside includes places/areas in other parts of University campus

Item No. 4 High Tea/Refreshment

S. No.	Item as per our requirement		
		Inside	Outside
1.	Tea/Coffee, Veg. Sandwich Two items of snacks (Veg Cutlet/ Paneer Pakora/ / Mix Pakora/ Spring Roll/ , one items of sweet/Pastry, Biscuits/Cakes.	Rs.80 Per Pax	Rs.95 Per Pax

***Inside includes canteen and building**

Outside includes places/areas in other parts of University campus

Any other additional items the bidder wishes to add.

I hereby undertake that the above-mentioned items shall be provided by me/firm(s) as per rates fixed by the CUJ for a period of One year.

Date:

Signature (Name and Designation)

Financial Bid for running canteen in Central University of Jammu campus
(To be submitted in separate envelope)

1 Name of the Firm(s)/Company:

2 Address:

Minimum Bid	Campus	Rate quoted by Firm(s) (In figures) per month	Rate quoted by Firm(s) (in words) per month
Rs. 30,000/-	Central Univeristy of Jammu Rahya Suchani (Bagla), Samba	Rs/- ----- --	Rupees ----- ----- ----- ----- -----

(In case of any ambiguity, amount of financial bid quoted in words shall be taken as final)

Date:

Signature (Name and Designation)

BID EVALUATION

1. Technical evaluation

S.No.	Parameter	Experience	Score obtained by the bidder	Remarks
1	Experience (in years): total number of experience in providing similar services	08 years or more 07 years 06 years 05 years or less		
2	Experience in providing canteen services in Central/State Educational Institutions	05 years		
3	ISO Certification: Numbers of Certification:	03 or more 02 01		

Note:

- (i) The criteria of evaluation is
- 40% weightage of the marks for technical evaluation
 - 30% of the marks for presentation
 - 30% of the marks for financial (monthly rent quoted)

