



SPORTS UNIVERSITY OF HARYANA, SONIPAT

(Established by the State Legislature Act, 21 of 2022)

Tender Reference No. SUOH/GEN/2025/206

Price Rs: 500/-+ 18% GST

TENDER DOCUMENT FOR MESS SERVICES



**SPORTS UNIVERSITY OF HARYANA, RAI, SONIPAT-131029
Haryana, INDIA**

**Request for Bids – Mess Services
(Two-Envelope Bidding Process)**

SPORTS UNIVERSITY OF HARYANA, RAI, SONIPAT-131029

(A State Govt. University Established under the State Legislative Act, 21 of 2022)

Website: <https://www.suoh.ac.in>



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Time schedule for tender process

Date of publication of tender notification on official website	16/12/2025
Sale of tender document commence from	16/12/2025
Last date for Sale of tender document	01/01/2026
Pre-bid meeting (offline)	22/12/2025
Last date for receipt of duly filled in tenders	01/01/2026 (Up to 5:00 PM)



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INTRODUCTION:

Sports University of Haryana Rai, Sonapat (Haryana) has been Established under the State Legislative Act, 21 of 2022 for the promotion and development of education in the field of Sports. At present approx. 400 students are staying in the campus and availing mess facilities in this University and about 60 Officers / Faculty and employees are working in this University.

NOTICE INVITING TENDER

Sports University of Haryana Rai, Sonapat (Haryana) invites sealed tenders under "**TWO BIDS SYSTEM**" for selection of a service provider for providing Mess services in Boys Hostel to the students and staff at the Campus of the University.

The details of the tender are given below: -

- a. Description of Services: selection of a service provider for providing Mess services at the Campus of this University.
- b. Closing date & time for submission of bids: 01/01/2026
- c. Date & time of opening of Bid:
 - i) Technical bid: 02/01/2026 at 11 AM in the office of W/Registrar (in presence of the tenderers or their authorized representatives.
 - ii) Financial bid: After evaluation of Technical Bid and informed to technically Bidders.
 - iii) Bid validity up to: 30 days from the date of opening of financial bid
- d. Correspondence Address: Registrar, Sports University of Haryana Rai, Sonapat (Haryana)

"TWO BIDS SYSTEM" shall be followed for this tender. Tenderer should take due care to submit the tender in accordance with requirement in sealed covers. Bids received shall be evaluated as per the Criteria prescribed in the tender document. University will not entertain any modifications subsequent to opening of bids and bids not conforming to tender conditions shall be liable to be rejected. Therefore, bidders are advised to submit their bids complete in all respects as per requirement of tender document specifying their acceptance to all the clauses of Bid Evaluation Criteria, General terms and conditions and compliance to the Scope of Work requirement etc.

- (i) Tender documents can be obtained from the office of the General Branch office/ with effect from 15/12/2025 on all working days between 10.00 A.M. to 5:00 P.M. on payment of a non-refundable cost of Tender of Rs.500/- which shall be payable in the form of a Demand Draft drawn in favour of **Registrar, Sports**



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University of Haryana Rai, Sonapat.

- (ii) The tender document is not transferable to any other person. The tender document can also be downloaded from this University official website www.suoh.ac.in. The tenderer who have downloaded the tender document from the website should send a Demand Draft of Rs.500/- (non-refundable) drawn in favour of **Registrar, Sports University of Haryana Rai, Sonapat** towards the cost of tender document in Technical cum Financial Bid.

The tender fee and the EMD draft (separate) should be kept in the Technical Bid Cover.

The Technical bid and the financial bid should be sealed by the tenderer in separate covers duly super scribed as “**Technical Bid**” and “**Financial Bid**” respectively. Both these sealed covers should then be kept in a bigger cover which should also be sealed & duly super scribed as ‘Tender for Mess Services at this University.

In case of any clarification required relating to this tender, the same can be sought from Deputy Registrar (Gen.), Sports University of Haryana, Rai, Sonipat, Email:- generalbranch@suoh.ac.in

Sd/-
Registrar
Sports University of Haryana

Copy to: -

1. PRO, for advertisement in Newspaper
2. Website Administrator to upload the tender document on the University website.
3. PS to VC, for information of Hon’ble Vice Chancellor.
4. Finance Office, SUOH Rai



3. SCOPE OF WORK FOR MESS CONTRACTOR

1. The tenderer should be an established caterer and shall be responsible for providing meals to the students and staff of the University.
2. The service provider will also serve lunch/dinner etc. in various official meetings, programmes, seminars and functions organized by the University from time to time. In addition, people visiting this University campus in connection with various academic activities of the University may also avail these services.
3. The semesters and Mess timings will be as under:
Summer and winter break (as per University Academic Calendar)
 - Breakfast: 7:30 A.M. to 9:30 A.M. on weekdays (Monday to Friday)
 - 8: 00 A.M. to 10:00 AM on Saturday, Sunday and University Holiday
 - Lunch: 12:30 P.M. to 2:30 P.M.
 - Dinner: 07.30 P.M to 9:30 P.M.



4. GENERAL TERMS AND CONDITIONS

1. Please read the Terms & Conditions carefully before filling up the document. Incomplete Tender Documents will be rejected.
2. Before submitting the tender, details of documents to be attached may be verified from the Check List given in Technical Bid of the Tender Document.
3. The bidders, who download the Tender Document from this University website, are required to submit a separate demand draft for Rs.500/- towards the cost of the Tender document. **THIS DEMAND DRAFT IS REQUIRED TO BE SUBMITTED WITH THE TECHNICAL BID.** Downloaded Tender Documents submitted without demand draft towards the cost of Tender Document shall be rejected.
4. The Tenderer must write the name & complete postal address of the bidding firm on the back side of the Demand Draft(s).
5. All pages of the Tender Document must be signed by the authorized signatory and sealed with the stamp of the bidding firm as token of having accepted all the Terms and Conditions of this Tender.
6. This University reserves the right to obtain feedback from the previous/present clients of the Tenderer and also depute its team(s) to inspect the site(s) at present contract(s) for on-the-spot first-hand information regarding the quality of food and services provided by the Tenderer. Decision of University with regard to award of the contract will depend upon the feedback received by it from the previous/ and present clients and also from its team(s) deputed for the purpose. The decision of the University in this regard will be final and binding on all bidders.
7. Tender shall be submitted in University official tender form only. If submitted in any other manner, the same shall be summarily rejected.
8. Tenders received without the prescribed Earnest Money Deposit (EMD) shall be rejected. Bidders who have NSIC Exemption Certificate are not required to deposit the amount towards Earnest Money Deposit.
9. No paper shall be detached from the Tender Document.
10. The name and address of the bidder shall be clearly written in the space provided for the purpose and no over-writing, correction; insertion shall be



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permitted in any part of the tender unless duly countersigned by the bidder. The tender should be filled in and submitted strictly in accordance with the instructions contained herein; otherwise the Tender is liable to be rejected.

11. Pre-bid meeting will be held on 22.12.2025 at 11:30 AM in the Office of Registrar, Sports University of Haryana, Rai.
12. The Financial bids submitted by all bidders should be valid for at least for a minimum period of three months from the date of opening of Technical Bids.
13. Person signing the bid or other documents connected with tender must clearly write his/her name and also specify the capacity in which signing.
14. Before submitting the filled-in Tender Document to the University, the bidders may seek clarification(s), if any, from General Branch by visiting the University during working hours.
15. The successful bidder will have to enter into an agreement with the University.
16. Canvassing in any form will make the tender liable to rejection upfront.
17. The catering services should capture innovative variety and balanced nutrition both for vegetarians. Requirement of Catering services include: (a) Breakfast, Lunch and afternoon snacks with tea/coffee for all students including hostellers and day-scholars, (b) Dinner for hostellers, (c) Breakfast / Lunch etc. to officer/faculty/staff who require such services. The contractor shall ensure that only hot and fresh food is served to the students/employees. Complaint, if any, in this regard shall be dealt with severely.
18. The other items if desired by the Mess Committee rate shall be based on the prevailing market rates and as decided jointly by the Contractor and the Mess Committee after approval of University Authority.
19. The tenderer shall install emergency lighting / gas cylinders, and fuel supply etc.
20. University reserves the right to call upon the tenderer to remove any person employed / working in the University Mess, if found unsuitable for services on account of hygiene or health or conduct or any other administrative reasons. University reserves the rights to disallow the person not having the identity card.



21. In case of interpretation, modification and any alteration with respect to terms & conditions the mess committee, mess tenderer and University Authority will jointly look into such aspect and the decision of the University will be final and binding to caterer.
22. If wastage of any resource is found, appropriate penalty will be imposed by University Authorities.
23. The Tenderer's crew shall not be allowed to use any other service area situated outside the Mess area.
24. Washing clothes, vehicles etc. are not allowed in the University campus.
25. University shall provide a list of normal holidays and students vacations in each semester to the tenderer for assessing and providing catering services to the hostellers residing during holidays and vacations (As per University Academic Calendar).
26. During Internship Period mess bill will not be paid.
27. During Holidays declared by the University mess bill will not paid.
28. During Tournaments organized outside University for a period of 05 days and more, mess bill will be exempted on the recommendations of Mess Committee.
29. The tenderer will maintain daily served menu list certified by Hostel Mess Committee member authorized for the purpose in proper register & display the same on board.
30. The responsibility for dispose of garbage is solely on tenderer.
31. Any person of the Committee constituted by University can do a surprise check during the office time to check the quality of food and hygiene.
32. The contractor will do regular pest & flies control at his own cost.
33. The bidder will be required to submit anti-profiteering format under GST laws after finalization of tender.
34. All payments made to contractor will be subject to applicable Tax Deduction at Source.
35. Mess Staff Details shall be provided by the Contractor.
36. Having not been blacklisted by Govt. Deptt. during the last 3 years. (an undertaking shall require to be submitted by the bidder along with his/her Technical bid.)



5. ELIGIBILITY CONDITIONS FOR EVALUATION OF TECHNICAL BIDS

Followings are the qualifying criteria: -

1. The bidder must be in a business of catering and running canteen in reputed / educational University/ government organization having at least 5 years of experience in catering.
2. Should currently have at least one running Mess contract catering to more than 250 students/persons at a time of lunch/dinner, in reputed organization/corporate house/educational institution/ Government Organization.
3. The bidder should have all the necessary registrations of the Government under the Shops and Establishment Act, FSSAI Certificate, Contract Labour Act, PF, ESI, GST, etc. whichever is applicable. Food & adulteration certificate would also be required.
4. The bidder must have Financial turnover for at least 50 Lakh per year solely from catering services.
5. The Financial turnover, Profit & Loss Account and Balance Sheet etc. are to be provided for the last 03 consecutive years. Certified copies of duly audited balance sheet and Profit & Loss Account statement of expenditure etc. are to be provided along with the Bid.
6. Technical Bid should be accompanied with an amount having value of Rs. 5,40,000/- by bank Demand Draft / Pay Order in favour of **Registrar, Sports University of Haryana, Rai, Sonapat** as an Earnest Money Deposit. Bidders who have NSIC Exemption Certificate are not required to deposit the amount towards Earnest Money Deposit subject to submission of certified copy of NISC certificate.
7. The bidder should have successfully executed at least 03 mess contract in any government departments/universities/academic institutions/ reputed private universities, duly mentioning the yearly value and contract.



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8. GUIDELINES FOR SUBMISSION OF TENDER

1. The bids are to be submitted in two parts-
 - (i) Sealed Technical Bid, along with a Demand Draft for Rs. 5,40,000/-, drawn in favour of **Registrar, Sports University of Haryana, Rai, Sonapat** payable at Rai, towards Earnest Money Deposit (EMD) in one sealed envelope super-scribed **“TECHNICAL BID FOR PROVIDING MESS SERVICES AT SPORTS UNIVERSITY OF HARYANA, RAI, SONEPAT”**. Tender Document received without EMD will be summarily rejected;
 - (ii) Sealed Financial Bid placed in a separate envelop super-scribed: **“FINANCIAL BID FOR PROVIDING MESS SERVICES AT SPORTS UNIVERSITY OF HARYANA, RAI, SONIPAT”**
2. The above mentioned two sealed envelopes should bear the name and complete postal address of the bidder. Sealed envelopes containing Technical Bid and Financial Bid should be placed in a bigger envelop super-scribed "Tender for Mess Service". This bigger envelope, bearing the name & complete postal address of the bidder, should be addressed to The **Registrar, Sports University of Haryana, Rai, Sonapat** and handed over in the office of General Branch, on or before 22/12/2025 at 5:00 PM. Tenders received after due date & time shall not be accepted.

OPENING OF BIDS

- 1 The Technical Bids will be opened on 02/01/2026 at **Sports University of Haryana, Rai, Sonapat** in the presence of such bidders who may wish to be present, either in person or through their authorized representatives (duly supported with authorization letter)
- 2 The Financial Bids of only technically acceptable tenders will be opened for further consideration. The decision of the University in this regard will be final and no requests etc. will be entertained from the bidders. The date and time of opening of financial bid(s) will be intimated only to such bidders who are found eligible/ technically qualified as per evaluation criteria prescribed by the University.



- 3 EMD of the unsuccessful bidders will be returned, without interest, after finalization of contract.

EVALUATION OF FINANCIAL BIDS

1. From among the bidders short listed after the evaluation of the Technical Bid, the Lowest - I Bid will be decided at the time of finalization of tender on the basis of rates given in the Financial Bid for Mess services. The tenderer quoting overall lowest rate per day diet (Breakfast, Lunch, Dinner) will be considered as L - 1. In case two or more tenderer quoting same rates. preference will be given to the tenderer having maximum experience of running Canteen service in similar Govt. organizations.
2. The successful tenderer shall be required to enter into an agreement with this University.



7. STATUTORY TERMS AND CONDITIONS

A. PERIOD OF CONTRACT

- (a) The contract for Mess Services shall remain valid initially for a period of one year from the day of award of contract.
- (b) The contract is subject to renewal by the University on satisfactory performance on mutually agreed terms and conditions for a further period of one year or till such time mutually agreed between the parties on mutually agree escalation rates of contract amount.

B. FORFEITURE OF EMD

EMD of the successful bidder shall be liable to be forfeited if the contractor does *not* fulfill any of the following conditions:

- 1) An agreement is not signed in the prescribed form within Ten days of the receipt of the Letter of Award of the Contract;
- 2) The Contractor does not commence Mess services within Ten days of the stipulated date for commencement of Mess services,

The Contract for award of Mess Services through this Tender shall come into force with effect from the date of award of contract Hence, the Financial Bids submitted by the bidders should be valid to become operative from award of contract. In view of this, no change in the financial bid will be allowed. If the successful bidder withdraws or alters the terms of the tender during this period, the Earnest Money Deposit shall be forfeited

C. SECURITY DEPOSIT/PERFORMANCE SECURITY

Performance Security shall be submitted through nationalized Bank i.e. 10% of contract value by the successful bidder.

- (a) The contractor shall be required to deposit performance security an amount of equivalent to 10% of contract value. (EMD shall be adjusted with this deposit) as security deposit immediately on acceptance of Work Order in the form of Bank Guarantee of nationalized bank/scheduled bank only in favour of **Registrar, Sports University of Haryana, Rai, Sonapat,**. No interest shall be paid on such security deposit, which shall remain with University during the



continuance of the contract and it shall be released only after three months of expiry or termination of the contract, subject to clearance of all dues by the contractor.

- (b) If the Contract is terminated by the Contractor without giving stipulated period of notice or fails to observe the terms & conditions of the tender, the Security Deposit will be forfeited without prejudice to the University right to proceed against the contractor for any additional damages that the University suffers as a result of the breach of the aforesaid terms and conditions.

D. ELECTRICITY AND WATER CHARGES

- (a) The Contractor will be required to pay to the University electricity charges on actual basis, for which sub-meters shall be provided for kitchen and service area. Out of the total bills received by the University for electricity consumption, the amount in respect of the units consumed by the Contractor shall be paid by him /her to the University. Actual consumption of the electricity will be paid on monthly meter reading basis separately by the Contractor.
- (b) No separate water charges will be charged by the University.
- (c) Garbage Cleaning charges will be borne by the contractor.

E. STATUTORY OBLIGATIONS OF THE TENDERER (CONTRACTOR)

- (a) The Contractor shall be responsible for engaging adequate number of trained/semi- trained manpower required for providing good Mess services in University.
- (b) The employees of the Contractor should possess good health and should be free from any diseases, especially contagious and frequently recurring diseases.
- (c) The Contractor will, prior to the commencement of the operation of contract, make available to University the particulars of all the employees who will be deployed at the University 's premises for running the Mess. Such particulars, inter alia, should include age/date of birth, permanent address, police verification report and profile of the health status of the employees.
- (d) The Contractor shall be responsible for timely payment of wages to his/her



workers as per Minimum Wages Act of Govt. of India and fulfill all other statutory obligations, such as, Provident Fund, ESI, GST, Workman's Compensation Act / Fatal Accident Act, Personal Injuries etc., whichever is applicable. The proof of payments made to individuals & statutory liability must be submitted to University for releasing payment every month.

- (e) The Contractor shall ensure proper discipline among his/her workers and further ensure that they do not indulge in any unlawful activity.
- (f) Employment of child labour is strictly prohibited under the law. Therefore, the Contractor will not employ any child.
- (g) In the event of violation of any contractual or statutory obligations by the Contractor, he/she shall be responsible and liable for the same. Further, in the event of any action, claim, damages, suit initiated against the University by any individual, agency or government authority due to acts of the Contractor, the Contractor shall be liable to make good/compensate such claims or damages to the University. As a result of the acts of the Contractor, if the University is required to pay any damages to any individual, agency or government authority, the Contractor would be required to reimburse such amount to the University or the University reserves the right to recover such amount from the payment(s) due to the Contractor while settling his/her bills or from the amount of Security Deposit of the Contractor lying with the University.
- (h) The Contractor shall ensure compliance of all laws relating to cleanliness, sanitary, hygienic and health conditions and other laws in force from time to time with regard to the environment around cooking place, dining hall and surrounding etc.
- (i) The Mess staff shall be issued Identity Cards bearing photographs. The contractor shall provide sufficient sets of Uniforms and pair of shoes to his employees and shall ensure that they wear them all times and maintain them properly.
- (j) The Contractor shall be personally responsible for conduct and behavior of his staff and any loss or damage to University's moveable or immovable property due to the conduct of the Contractor's staff shall be



made good by the contractor. If it is found that the conduct or efficiency of any person employed by the Contractor is unsatisfactory, the Contractor shall have to remove the concerned person and engage a new person within 48 hours of intimation by University. The decision of the University's designated officer in this regard shall be final and binding on the Contractor.

- (k) The Contractor shall not appoint any sub-contractor to carry out his obligations under the contract.
- (l) The Contractor shall keep the Mess and its surrounding areas clean and up to date sanitation every day after the services are over. The cleaning includes cleaning of kitchen, Mess hall, floor, counter, benches, tables, chairs, etc. University authority will have 24-hour access to inspect the Mess premises at any time for ensuring the cleanliness and hygienic conditions of the Mess kitchen and dining hall premises
- (m) The University reserves the right to appoint officers/officials to inspect the quality of raw material, food and other items prepared and sold in the Mess. Any defect(s) pointed out by such officers/officials during their visits shall be properly attended to by the Contractor.
- (n) The contract shall be solely liable for any miss-happening/casualty including fire explosion etc. happens/occurs during the contract period in the canteen premises and the Contractor shall be entitled to pay compensation to the victim/s if any in the said miss- happening and there will be no liability of the University in this regard either towards the Contractor or towards the victims.

F. TERMINATION OF THE CONTRACT

- (a) The Contract can be terminated by either party, i.e., **Sports University of Haryana, Rai, Sonapat** or the Contractor, after giving three-month notice to the other party extendable by mutual agreement till alternate arrangements are made. However, University reserves the right to terminate the contract without giving any notice in case the Contractor commits breach of any of the terms of the contract. University's decision in such a situation shall be final and shall be accepted by the Contractor without any objection or resistance.



- (b) On termination of the contract, the Contractor will hand over all the equipment/ furniture/articles etc., supplied by University, in good working condition, back to University.

G. PENALTY

- (i) All disputes arising between the parties shall be referred to and settled through Arbitration conducted in accordance with the *provisions* of the Arbitration & Conciliation Act, 1996 and the rules framed there under. Such Disputes shall be adjudicated by an arbitral tribunal comprising of three arbitrators, one to be appointed by each party and the two appointed arbitrators shall jointly appoint the third arbitrator for the purposes *of* constituting the arbitration tribunal. The arbitrators shall have powers to award only such remedy as is contemplated by this Agreement, including as appropriate, injunctive relief. The place of arbitration shall be Sonapat. The language of arbitration shall be English.
- (ii) The University reserves the right to impose a penalty (to be decided by the University authorities) on the Contractor for any serious lapse in maintaining the quality and the services willfully or otherwise by the Contractor or his staff or for any adulteration.
- (iii) If the U n i v e r s i t y is not satisfied with the quality of eatables served, services provided or behavior of the contractor or his/her employees, the Contractor will be served with 24-hour notice to improve or rectify the defect(s), failing which the University will be at liberty to take appropriate necessary steps as deemed fit.
- (iv) Notwithstanding any other court or courts having jurisdiction to decide the question(s) forming the subject matter of the reference if the same had been the subject matter of suit, any and all actions and proceedings arising out of or relating to the contract (including any arbitration in terms thereof) shall lie only in the court of competent civil jurisdiction in this behalf at Sonapat and only the said courts shall have jurisdiction to entertain and try such action(s) and/or proceedings to the exclusion of all the other courts.
- (v) The raw material used for cooking may be checked by Mess Committee



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at any time and if substandard/unauthorized material is found and after issued three adverse notices, it will be treated as breach of contract and the University authority can review the contract. Contractor shall have to abide by the decision of University authority.



a. OBLIGATIONS OF THE CONTRACTOR

- (I) The Contractor will use only branded raw material for preparation of items. The permissible brands of various items are given in **Annexure- II**.
- (II) In case if students go for training/internship, vacations etc. then after intimation to the contractor, U n i v e r s i t y shall have right to deduct the actual charges as the facility is not used by the students.
- (III) The University will provide to the Contractor space for storing raw material, sitting and serving space, etc. The University shall also provide tables and chairs in the serving area.
- (IV) Care must be taken to ensure that, while carrying out the work, no fittings, fixtures, furnishings, equipments provided by the University are damaged. Any damages done to the same or any other property will have to be repaired / replaced by the Contractor, failing which the *same* will be *got* done by University *at* the contractor's risk and cost. In this regard, the decision of the designated officer of University shall be final and binding on the Contractor.
- (V) All work shall be carried out with due regard to the convenience of University. The orders of the *concerned* authority shall be strictly observed.
- (VI) The Contractor will deploy adequate manpower for work during late hours and on Saturdays/Sundays, including other holidays, according to the requirement of University and the hostellers/staff /faculty, During summer/winter breaks, caterer will depute at least 5 staff (2 cooks and 3 waiters) to cater to the officers and staff members of University. The contractor will ensure that the cooks have clipped nails while cooking food.
- (VII) The Contractor will have to supply breakfast/lunch/dinner in the Mess/Academic/Admin Block as per requirement and schedule drawn for the purpose by the concerned authorities of the University. The contractor shall also ensure proper room services for the University officials.
- (VIII) Storing/supply/sale and consumption of drugs, alcoholic drinks, cigarettes or any other items of intoxication are strictly prohibited in



the University 's campus, including Mess. Any breach of such restrictions by the Mess Contractor will attract deterrent action against the Contractor *as per statutory norms*.

- (IX) The contractor shall not be allowed to keep his/her employees inside Girls Hostel premises (except prior permission of the University Authority).
- (X) No minimum guarantee will be furnished to the Contractor towards consumption of food items. He/she is advised to maintain the highest quality at the minimum possible prices so as to attract the maximum number of students/hostellers/University personnel to avail Mess services. The contractor will ensure that the cooked and uncooked food is stored properly and no stale food is served. In case of food poisoning, the contractor will be held solely responsible & will be penalized besides legal action at the discretion of University.
- (XI) The workers employed by the Contractor shall be directly under the supervision, control and employment of the Contractor and they shall have no connection what-so-ever with the University. University shall have no obligation to control or supervise such workers or to take any action against them except as permissible under the law. Such workers shall also not have any claim against University for employment or regularization of their services by virtue of being employed by the Mess Contractor, against any temporary *or* permanent posts in this University.
- (XII) The Contractor shall ensure that either he/she himself/herself or his/her representative is available for proper administration and supervision at the works to the entire satisfaction of this University. University reserves the right to ask the contractor to remove any deployed person without assigning any reason.
- (XIII) The Contractor will bring his own tools, cookers, hot boxes, steam boxes, trolleys, equipment, utensils, plates, jugs etc., in sufficient quantity as needed to maintain the Mess services in addition to what is provided by the University.
- (XIV) University shall not provide any consumable or non-consumable items including raw materials at the Mess for the purpose of catering.
- (XV) The Contractor shall not use the Mess premises for any other activity except for the purpose for which it has been provided for.



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(XVI) The payment in respect of official meetings/ conference/ hospitality bills of the University shall be paid on production of bills duly verified by the concern department/authorities.



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b. UNDERTAKING BY THE MESS CONTRACTOR

I/We have carefully gone through the various terms and conditions mentioned in tender document for providing of Mess services at Sports University of Haryana, Rai (Sonepat). I/We agree to all these conditions and offer to provide Mess services at University. I/We are making this offer after carefully reading the conditions and understanding the same without any kind of pressure or influence from any source whatsoever. I/We have acquainted ourselves with the tasks required to be carried out, before making this offer. I/We hereby sign this undertaking in token of our acceptance of various conditions mentioned in the tender document.

Place _____

Dated: _____

Name & Signature of Authorized
Person with stamp

Address: _____

Phone No.:

(R): _____

(M): _____



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PERFORMA OF TECHNICAL BID

FOR PROVIDING MESS SERVICES AT SPORTS UNIVERSITY OF HARYANA, RAI, SONEPAT.

1. Name of the Contractor: _____

2. Address of the Caterer: _____

Phone No.: _____ (Mo.) _____ (Fax.) _____

3. Whether proprietary or partnership: _____
Firm or a Company

Required Documents	Attached / Not Attached
Shop and Establishment Certificate / GST Registration Certificate along with GSTIN Number.	
Separate DD for tender fee of Rs. _____/-, If tender document is downloaded from the website.	
DD for Earnest Money deposit Rs. _____/- (If registered under NSIC then submit copy of Registration)	
A list of owner / partners of the firm and their contact telephone numbers along with a certificate to the effect that the firm is neither blacklisted by any government department nor any criminal case registered against the firm or its owner/partners anywhere in India.	
Attested copy of GST Registration	
Attested copy of License under Contract Labour Act	
Attested copy of PF registration with Regional PF commissioner	
Attested copy of ESI Registration	
Duly signed undertaking enclosed with the tender document	
Certified copies of Profit & Loss, Balance Sheet, Statement of Expenditure for the last 3 years.	
Copy of terms and conditions and every page of the tender duly signed with seal of the firm, in token of acceptance of terms and conditions and tender as quote	



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Attested copy of PAN/GST	
Copy of FSSAI Registration Certificate	

4. Is there any relative of the owner of Catering agency or its partners working at University? If so, please indicate below the name and such relative and the relationship

5. Annual Turnover Detail of at last 3 consecutive years/ latest Financial Year (Attach Certified balance sheet/copy of Income Tax Return/Organization payment details:

6. Attach a statement showing details of at least 03 Mess contracts during last three years with names of the Organizations, contact person's name, contact details and contract amount for each contract.

7. Provide all above details in a separate statement for all the existing / present Mess contracts.

Dated: _____

Place: _____

Full Name, Signature of Authorized Person



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Financial Bid for Hostel Mess. (on letter Head of Firm/Bidder/Company)

1. NAME OF APPLICANT (BLOCK LETTER): _____

2. FATHER'S NAME: _____

3. ADDRESS FOR CORRESPONDENCE: _____

4. PERMANENT ADDRESS: _____

5. RATES QUOTED PER DAY AS PER THE ATTACHED MENU (IN FIGURES) Rs. _____

/DAY (IN WORDS) _____

S.No.	PARTICULARS	AMOUNT (RS.) PER DAY (IN FIGURES)	AMOUNT (RS.) PER DAY (IN WORDS)
1.	BREAKFAST		
2.	LUNCH		
3.	DINNER		
TOTAL (IN RS.) FOR ONE DAY			

NOTE: The bid will be awarded on the basis of overall amount of one day. The rates must be mentioned in figures as well as in words. In case of any discrepancy, rates quoted in words will be treated as final. No overwriting/cutting is allowed.

I certify that the information furnished above is true to the best of my knowledge. I have carefully read, understood and accept all the terms and conditions mentioned in the tender document.

DATE:

Name, SIGN. & STAMP OF BIDDER

PLACE:

ADDRESS:



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LIST OF PAST CLIENTS DURING LAST THREE YEARS (OTHER THAN PRESENT CLIENTS)

(Tenders not accompanied by this information shall be summarily rejected)

S. No.	Clients name, address & contact no.	Name of contact person & phone no.	No. of persons availed Catering services at a time	Period of contract	Contract value per month	Reason for termination if any



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LIST OF PRESENT CLIENTS

(Tenders not accompanied by this information & documents in support of the same may be summarily rejected)

S. No.	Clients name, address & contact no.	Client phone & address of present canteen	Period of contract	No. of person availing catering facility	Contract value per month



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MESS MENU

DAY	BREAKFAST	LUNCH	DINNER
MONDAY	EGG BHURJI/SEASONAL FRUITS, MILK, CHANA, DALIA, IDLI	RICE, ROTI, KADI SABJI, MOONG DAL, RAITA, SALAD	ROTI, RICE, MOONG DAL, GATTE KI SABJI, SALAD, SEVEE GHEER
TUESDAY	SEASONAL FRUITS, SPROUTS, MILK, VEG MIX UPPUMA, BREAD TOAST	JEERA RICE, ROTI, RAJMA, ALOO BEANS, RAITA, SALAD	ROTI, JEERA RICE, DAL TADKA, PANEER BUTTER MASALA, SALAD, CUSTARD
WEDNESDAY	EGG/ SEASONAL FRUITS, CHANA, DAHI ALOO PARATHA,	MIX VEG PULAV, ROTI, MATAR PANEER, DAL MAKHANI, LASSI, SALAD	ROTI, RICE, PLAIN DAL, CHAAP MASALA, SALAD, SABUDANA KHEER
THURSDAY	EGG BHURJI/ SEASONAL FRUITS, MILK, SPROUTS, POHA+SEV, BREAD TOAST	RICE, ROTI, BINDI MASALA PYAJ SABJI, MIX DAL, RAITA, SALAD	ROTI, FRIED RICE, CHANA DAL, MUTTER MUSHROOM, SALAD, MOONG DAL HALWA
FRIDAY	EGG/ SEASONAL FRUITS, MILK, CHANA, MEITHI PARATHA, PICKLE, DAHI	VEG FRIED RICE, ROTI, MIX VEG, WHITE CHOLE, RAITA, SALAD	ROTI, VEG FRIED RICE, ARHAR DAL, PANEER BHURJI, SALAD, CUSTARD
SATURDAY	EGG BHURJI/ SEASONAL FRUITS, MILK SANDWICH, WHEAT PASTA/MACRONI	JEERA RICE, ROTI, DAL MAKHANI, GOBI MATAR, LASSI, SALAD	ROTI, RICE, MIXED DAL, MUSHROOM MASALA, SALAD, RICE KHEER
SUNDAY	OMLETTE, MILK SEASONAL FRUITS, PURI SABJI, CHUTNEY/PICKLE	RICE, ROTI, DAL PALAK, SOYA BEAN SABJI, RAITA, SALAD	ROTI, VEG BIRYANI, MASOOR DAL, MALAI KOFTA, SALAD, SOOJI HALWA

QUANTITY = (MILK – 250 ML) (CURD – 250 ML)

*Mess menu may be revised on the recommendation of the mess committee.



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Annexure - II

Branded items (as given below) should always be used. A suitable monetary penalty will be levied if the specified brand is not used.

1. Butter-Amul/Mother Dairy/Verka/Britania/Goverdhan etc.
2. Jam-Kisan/Nature Land Organics/Buira etc.
3. Ketchup-KisanMaggi/Heinz, etc.
4. Masala-MDH/Everst/BMC/Zoff/Badshah/Catch etc.
5. Rice-only basmati rice of a branded/registered company or as approved by the University Hostel/Mess.
6. Atta-As approved by the University Hostel/Mess Committee.
7. Besan- As approved by the University Hostel/Mess Committee.
8. Oil-Fortune/Saffola/Neutralla: Refined Sunflower/Soyabean Oil/Mustard Oil.
9. Tea Taj Mahal/Tata Tea/Brooke Band Red Label/Waghabakri/Pataka.
10. Coffee-Nescafe, Bru,Tata, or as approved by the University Hostel/Mess Committee
11. Pickles-Abrand approved by the University Hostel/Mess Committee
12. Desi Ghee-Amul/Nestle/Pantajali/Aashirwaad Avasti/Mother Dairy/Goverdhan
13. Salt-Tata, Rock Salt, Captain Cook, or Annapurna etc.
14. Milk fresh/Packed as FSSAI standards.