Allgarh Muslim University, Allgarh
Tender Notice

Sealed tenders are invited on double bid system (performance and fee structure) in two separate envelopes for Coaching Classes at (1) Senior Secondary School (Girls) (2) AMU Girls School. For detailed information please visit the AMU website amu.ac.in.

Property Officer
Allgarh Muslim University

अलीगढ मुस्लिम विश्वविद्यालय अलीगढ़
निविदा सूचना
(1) सेंकेंडर स्कूल गर्ल्स (2) शायदियुद गर्ल्स स्कूल
अलीगढ मुस्लिम विश्वविद्यालय में कोचिङ्ग क्लासेज के लिए मुहूर्त प्रविद्या की बारीकी (उपस्थिति, शुल्क संग्रहण) के अनुसार प्रविद्या आमंत्रित करती है इससे सम्बन्धित जानकारी आप अलीगढ मुस्लिम विश्वविद्यालय की वेबसाइट www. amu.ac.in से प्राप्त कर सकते हैं।

प्रोपटी ऑफिसर
Aligarh Muslim University, Aligarh.

TENDER NOTICE

1. Sealed tenders are invited on double bid system (performance and fee structure) in two separate envelopes for coaching centre situated in the premises of (1) Senior Secondary School (Girls), (2) AMU Girls School, Aligarh Muslim University, Aligarh.

2. Interested parties may obtain the tender proforma/documents from the office of the undersigned/Cash Counter on payment of Rs. 500/-. Interested person can also download the tender form from the web site www.amu.ac.in. The application form/bid complete in all respect should be submitted along with a Demand Draft of Rs. 15,000/- as Earnest Money payable at Aligarh drawn in favour of Finance Officer, Aligarh Muslim University, Aligarh. Tenders received without Earnest Money and other necessary documents will not be considered. The Vice Chancellor/Pro-Vice Chancellor reserve the right to reject any or all of the tender applications without assigning any reason and the decision of the Vice Chancellor/Pro-Vice Chancellor shall be final and binding. The Earnest Money deposited will be refunded without interest if the tender is not accepted.

3. Interested parties/bidders must enclose self attested copy of supporting documents/proof as required.

4. The parties applying on the proforma/document down loaded shall send their application along with Demand Draft of Rs. 500/- as process charge (non-refundable) payable at Aligarh drawn in favour of Finance Officer, Aligarh Muslim University, Aligarh.

5. Parties are requested to ensure that performance bid and fee structure are placed separately in the assigned boxes kept in the Department of Properties and Waqfs. The fee structure bid will be opened only if the bidder meets the required performance.

6. The last date of submission of tender documents is 27th June 2018 upto 01:00 p.m. in the Department of Properties & Waqfs, AMU and shall be opened on 27th June 2018 at 04:00 p.m. at the Administrative Block.

[Signature]
Property Officer
Aligarh Muslim University
FEE STRUCTURE BID

DEPARTMENT OF PROPERTIES AND WAQFS
ALIGARH MUSLIM UNIVERSITY, ALIGARH.

To,

Property Officer
Aligarh Muslim University
Aligarh

In compliance of your notice dated ______ I _________________________
hereby tender services as coaching centre at ______________________, Aligarh
Muslim University, Aligarh.

I have carefully gone through all the terms and conditions as contained in the
tender specifications and the Draft Agreement Deed which has to be executed between
the parties after acceptance of my tender.

I shall realized the fees from each students as per fees structure given below:

(a) One year classroom Program: _______________________
(b) Two years Class Room Program: ____________________.

Signature of Applicant
Performance Bid

Application form for running Coaching Centre at Senior Secondary School (Girls)/ AMU Girls School Aligarh Muslim University, Aligarh.

Tender Fees (non-refundable) : C.R. No./ D.D. No.: ________________
Earnest Money (Rs. 15,000.00) : D.D. No.: ________________

1. Name of the Applicant/ Firm : ______________________
2. Permanent Address : ______________________
   Correspondence Address : ______________________
3. Contact No. : ______________________
4. Experience of running Coaching Centre (Proof must be enclosed) : ______________________
5. GST No. (Copy must be enclosed) : ______________________
6. Bank Account Number (Copy of Bank Pass book with latest statement must be enclosed) : ______________________
7. PAN No. (Copy must be enclosed) : ______________________
8. Proof of Income Tax Return filed during Last Two years (Copy Must be enclosed) : ______________________
9. Police Verification Certificate (Copy must be enclosed) atleast issued from Superintendent of Police : ______________________
10. Consent for payment of electricity charges on meter basis regularly. : ______________________
11. Any other matter the bidder want to bring to the notice of the authority. : ______________________

Signature of Applicant

Note: All relevant documents attached must be self attested.
TERMS AND CONDITIONS FOR AWARD OF LICENCE FOR RUNNING 
COACHING CLASSES IN AMU CAMPUS.

1. **Period of agreement:**

   The agreement will be for a period of 11 months and on expiry of said period
   the coaching centre will handover the possession of the said premises.

2. **Deposits:**

   1. The Coaching Centre shall deposit three months usage space charges in
      advance.
   2. The Coaching Centre shall also deposit 20% of the amount of fees realized
      from each students to Aligarh Muslim University after due verification by the
      Principal, Senior Secondary School (Girls)/ Principal, AMU Girls School.

3. **Usage Space Charges**

   The Coaching Centre shall regularly pay usage charges of the space provided by the
   University before 7th day of the every month as per settle between the Coaching Centre
   and the Competent Authority of the University which may include the following:
   (i) Respectable amount paid to three (03) personnel (Attendant – 2, 
       Sweeper – 1).
   (ii) Electricity Charges.
   (iii) Space Usage Charges.
   (iv) If any other charges required.

4. **The bidders must have valid GST no.,** the bidder is necessary to submit self
   attested Copy of GST no., PAN Card, Proof of *Income Tax Return* filed during
   last two years and copy of *police verification issued from Superintendent of*
   Police.

5. The Coaching Centre shall permitted to conduct Coaching Classes for Entrance 
   Test to the bonafied female students of Senior Secondary School (Girls) and
   AMU Girls School of Aligarh Muslim University, Aligarh in the premises of the
   said school.

6. The Coaching Centre will be responsible for repairs and replacement of any
   breakages of furniture, equipment etc.

7. The Coaching Centre shall not make any alteration, addition or modification to
   the equipments/buildings and gardens without prior permission of the Second
   Party.

8. The Coaching Centre shall not sublet the building in question or admit any
   partner in manner.

9. That all the Tutors/ faculties engaged by the Coaching Centre for running
    Coaching shall be the employees of the Coaching Centre and shall in no case be
    the employees of the Aligarh Muslim University, Aligarh nor shall they be
    entitled to claim payment from the University, likewise pay, bonus, EPF, ESI
contribution etc and also other benefits relating their services. It will be the sole responsibility of the Coaching Centre to comply with all local State and Central Labour and welfare laws for his employees and insurance of the staff from accident etc.

10. The Coaching Centre and his employees during the subsistence of this agreement shall neither take part directly in any political, anti University and anti social activities nor shall allow such activities in the premises.

11. The Coaching Centre shall comply with and will act upon all orders/ directions faithfully issued by the Principal, Senior Secondary School (Girls)/ Principal AMU Girls School from time to time including the timing of opening and closing of the Coaching classes.

12. The Coaching Centre shall not be allowed any visitor whose entry in the University campus has been specially banned by the University or who is otherwise undesirable elements.

13. That the provisions of Public Premises (Eviction of unauthorized occupants) Act 1971 passed by the Central Government only are applicable to the premises in question. The Coaching Centre peacefully handover the possession of the Coaching premises alongwith equipment etc. belonging to the Second Party within 24 hours of the expiry/ termination of the agreement to the Principal, Senior Secondary School (Girls) of the University failing which the University shall have to close and re-renter in the premises and in such case the Coaching Centre shall also be liable to pay damages @ Rs/ 1000/- per day from the date of expiry/ termination of the agreement till the handing over the possession of the Coaching premises etc. to the Second Party by the Coaching Centre.

14. The Coaching Centre may be rescinded or determined by the Second Party during the currency of the agreement in case of breach of any terms and conditions of the agreement and the decision of the Vice Chancellor shall be final and binding and cannot be challenged in any Court of Law. However the Second Party keeps reserved its rights to close the Coaching at any time even without prior notice to the Coaching Centre, if the Vice Chancellor of the University on the recommendation of the University Proctor is satisfied that there is any law and order problem in the University campus due to mismanagement at the Coaching in such case the Coaching Centre will have no right to claim compensation from the Second Party.

15. The University has the right to terminate this agreement without notice if any complaint is received from students/ parents/ staff of the School.

16. The Coaching Centre only will also have a right to terminate the agreement from their own side after completion of one complete academic session i.e. 2018-19 and will give a notice at least One Month prior to the date from which the proposal to terminate the agreement.

17. The University shall not be responsible in any manner or any loss or damages if caused to the said establishment due to the theft, robbery, dacoity, fire subversion by super natural act.

18. The University keep reserve its right to close the coaching classes at any time even without prior notice to the Coaching Centre. If the Vice-Chancellor of the University, on the recommendation of University Proctor is satisfied that there is any law & order problem in the University Campus due to mismanagement of the
coaching classes or the on expiry of this contract. In such case the contractor will have no right to claim damages from the University.

19. Any dispute arising out of this agreement between the University and the Coaching Centre or between the Coaching Centre and the customer/ students or about any matter concerning the Coaching Classes and its administration shall be referred to the Vice Chancellor for its decision whose decision shall be final and binding on all concerned.

Property Officer
Aligarh Muslim University
Aligarh