

**Aligarh Muslim University, Aligarh.**  
**TENDER NOTICE**

1. Sealed tenders are invited on double bid system (technical and financial) on prescribed proforma in two separate envelopes for the following establishment of Aligarh Muslim University.
  1. Photostat Shop at Maulana Azad Library.
  2. Photostat Shop (Known as Extension Counter) at Maulana Azad Library.
  3. Photostat Shop at Library, J. N. Medical College.
  4. Photostat Shop at Library Z.H. College of Engineering & Technology.
  5. Photostat Shop at S. N. Hall.
  6. Photostat Shop at Women's College.
  7. Photostat Shop (I.G. Mart) at I.G. Hall.
  8. Canteen at Abdullah Hall.
  9. General Store at Abdullah Hall.
  10. Fruit Juice Shop at Abdullah Hall
  11. Tailoring Shop at Abdullah Hall.
  12. Beauty Clinic at Abdullah Hall.
  13. Cloth Shop at Abdullah Hall.
  14. Tea Coffee Kiosk at I.G. Hall.
  15. Canteen at S.N. Hall
  16. General Store at S.N. Hall.
  17. Tea Coffee Kiosk at Bibi Fatima Hall
  18. Tea Coffee Kiosk at Begum Sultan Jahan Hall
  19. Tea Coffee Kiosk at Sr. Sec. School (Girls)
  20. Tea Coffee Kiosk at AMU Girls School
  21. Tea Coffee Kiosk at Dr. Ziauddin Ahmad Dental College.
  22. Canteen at Annexe of S.N. Hall
  23. Canteen at J. N. Medical College.
  24. Stationery Shop at Maulana Azad Library.
  25. Tea Coffee Kiosk at M.M. Hall.
  26. Tea Coffee Kiosk at Habib Hall.
  27. Tea Coffee Kiosk at Dr. B.R. Ambedkar Hall.
  28. Tea Coffee Kiosk at Faculty of Law.
  29. Tea Coffee Kiosk at R.M. Hall.
  30. Canteen known as Café de Laila, Near State Bank of India, AMU Branch.
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](http://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. Parties interested in bidding are hereby informed that the above Tea Coffee Kiosk/ Shop will cater for food items only as permitted by the University **details of Menu/ approved Uniform rate list of all business establishment are enclosed with terms and condition and also available on the amu website i.e. amu.ac.in.** and under no circumstances will they sell items like cigarettes, bidis, cigar, cannabis, betel leaves, paan masala, gutka and related tobacco items which are injurious to health.
4. Parties interested in bidding for Tea Coffee Kiosk at **Sr. No. 19 to 21** are hereby informed that the contractor may erect/ install temporary/ removable structure on the space measuring 10' x 10' (100 sq. ft) on his own cost. **The structure should be elegant looking and preferably of pre-fabricated material.**
5. Parties interested in bidding for business establishment at **Sr. No. 5 to 20 and 22** are hereby informed that the said business establishment should be operated by female staff.
6. Interested parties/ bidders must enclose self attested copy of supporting documents/ proof as required in the form of technical bid.
7. The parties applying on the proforma/ document down loaded shall send their application alongwith Demand Draft of Rs. 500/- as process charge (non-refundable) in addition to earnest money.
8. Parties are requested to ensure that technical bid and financial bid are placed separately in the assigned boxes kept in the Office of the Property Officer. The financial bid will be opened only if the bidder meets the technical requirements.
9. The last date of submission of tender documents is 20<sup>th</sup> August 2016 upto 01:00 p.m. in the Office of Property Officer, AMU and shall be opened on 20<sup>th</sup> August 2016 2016 at 04:00 p.m.

**Property Officer**  
**AMU, Aligarh**

## अलीगढ़ मुस्लिम विश्वविद्यालय, अलीगढ़

### प्रस्ताव-पत्र

- अलीगढ़ मुस्लिम विश्वविद्यालय निम्नलिखित व्यापारिक संस्थानों के लिए दो बोली प्रणाली के अंतर्गत मुहर बंध प्रस्ताव आमंत्रित करती है-
  - फोटोस्टेट की दुकान मौलाना आनाद पुस्तकालय में।
  - फोटोस्टेट की दुकान (विस्तार काउण्टर) मौलाना आनाद पुस्तकालय में।
  - फोटोस्टेट की दुकान नेशनल चिकित्सा महाविद्यालय और अस्ताल के पुस्तकालय में।
  - फोटोस्टेट की दुकान नाफिर हुसैन हनीमिनस्टी प्रीछोगिकी महाविद्यालय के पुस्तकालय में।
  - फोटोस्टेट की दुकान एसएनएन0 होल छात्रावास में पुस्तकालय में।
  - फोटोस्टेट की दुकान महिला महाविद्यालय में।
  - फोटोस्टेट की दुकान आईएनबी0 होल छात्रावास में।
  - जलपान गृह अदुल्लाह होल छात्रावास में।
  - सर्वायबोगी वस्तुओं की दुकान अदुल्लाह होल छात्रावास में।
  - कलों के दस की दुकान अदुल्लाह होल छात्रावास में।
  - सिलाई की दुकान अदुल्लाह होल छात्रावास में।
  - रथ निवास्तिक की दुकान अदुल्लाह होल छात्रावास में।
  - कपड़े की दुकान अदुल्लाह होल छात्रावास में।
  - घाब-कॉपी यबोल्क, आईएनबी0 होल छात्रावास में।
  - जलपान गृह, एसएनएन0 होल छात्रावास में।
  - सर्वायबोगी वस्तुओं की दुकान एसएनएन0 होल छात्रावास में।
  - घाब-कॉपी यबोल्क बीएनबी0 फातिमा होल छात्रावास में।
  - घाब-कॉपी यबोल्क वेगम सुलतान नहरा होल छात्रावास में।
  - घाब-कॉपी यबोल्क उम्माद माय्मिक विद्यालय (लड़कियाँ) में।
  - घाब-कॉपी यबोल्क एएनएन0 गुल्स विद्यालय में।
  - घाब-कॉपी यबोल्क डॉ० निबाउद्दीन अहमद उदेल कालेन में।
  - जलपान गृह, एडुक अंड एसएनएन0 होल छात्रावास में।
  - जलपान गृह नेशनल चिकित्सा महाविद्यालय में।
  - स्टेशनरी की दुकान मौलाना आनाद पुस्तकालय में।
  - घाब-कॉपी यबोल्क एमएनएन0 होल छात्रावास में।
  - घाब-कॉपी यबोल्क हबीब होल छात्रावास में।
  - घाब-कॉपी यबोल्क डॉ०आई0आर0अमैडकर होल छात्रावास में।
  - घाब-कॉपी यबोल्क गिफि सफाय में।
  - घाब-कॉपी यबोल्क आरएनएन0 होल छात्रावास में।
  - जलपान गृह जो कि कोलेज लेला के नाम से जाना जाता है, स्टेट बैंक एएनएन0 शाखा के पास।
- इच्छुक आवेदनकर्ता आवेदन प्रारूप, निबन्ध व शर्तों आदि 500/- रुपये के सुकतान कर के सम्मति अधिकारी के कार्यालय से प्राप्त कर सकते हैं। इच्छुक आवेदनकर्ता इच्छनेत से आवेदन प्रारूप, निबन्ध और शर्तों आदि को अपने पास संरक्षित कर सकते हैं, वेबसाइट- [amu.ac.in](http://amu.ac.in) के द्वारा आवेदनकर्ता आवेदन प्रारूप सभी सम्पूर्ण से पूर्ण 15000/- रुपये के अग्रिम वन मांग पत्र जो कि मिला अधिकारी के पास में जारी किया गया हो, प्राप्त किया आवेदन प्रारूप बिना अग्रिम वन और बिना आवश्यक दस्तावेजों के माना नहीं जायेगा। कुलपति/उप-कुलपति के पास किसी एक या सभी आवेदन प्रारूप को बिना कारण बताये अस्वीकार करने का अधिकार सुरक्षित है। कुलपति/उप-कुलपति का फैसला अंतिम और बाध्यकारी होगा। अगर आवेदन प्रारूप मंजूर नहीं किया जात है तो अग्रिम वन बिना ब्याज के वापिस कर दी जायेगी।
- इच्छुक आवेदनकर्ता को इसके द्वारा सुचित किया जाता है कि ऊपर दिये गये घाब, कॉपी यिबोल्क/दुकान सिकर छाद्य वस्तु के लिए ब्याज जायेगी, जैसा विश्वविद्यालय अनुमति दे। नेथु का विस्तार/अनुमोदन मानकीकरण दर सुची निबन्ध और शर्तों के साथ संलग्न है। किसी भी परिस्थिति में, सिगरेट, शिड़ी, सिगार, वैनडिस, पान के पत्ते, पान मसाला, गुटका और तम्बाकू से सम्बन्धित जो कि स्वास्थ के लिए हानिकारक है, नहीं बेच सकते।
- इच्छुक आवेदनकर्ता को इसके द्वारा सुचित किया जाता है कि घाब, कॉपी, यिबोल्क क्रमांक 19 स 21 में वेपेदार को अपने कार्य पर अस्थावी/स्थाने बोनस संरचना (10 x 10 = 100 वर्ग फुट) स्थापित करना होगा। संरचना सुन्दर दिवानी चाहिए और उन्नत हो ताकि पूर्णनिर्मित सामग्री से बना हो।
- क्रमांक संख्या- 5 से 20 तक और क्रमांक सं0-22 को इच्छुक आवेदनकर्ता को इसके द्वारा सुचित किया जाता है कि वह व्यापारिक संस्थान सिकर महिला/महिलाओं के द्वारा स्थापित किया जाना चाहिए।
- इच्छुक आवेदनकर्ता को दस्तावेजों के स्थापित प्रति संलग्न करना है जिसके तकनीकी आवेदन प्रारूप में जलदी है।
- निस आवेदनकर्ता ने इच्छनेत से आवेदन प्रारूप, निबन्ध और शर्तों आदि को अपने पास संरक्षित किया हो वह 500/- रुपये के (Non Refundable) का मांग पत्र प्रस्तुत करें, 15000/- रुपये के अग्रिम वन के मांग पत्र के साथ।
- आवेदनकर्ता से प्रार्थना है कि वह तकनीकी बोली का मुहर बंध लिफाफा और दिला बोली का मुहरबन्ध डिब्बा/गिला बोली डिब्बे में डाले गिला बोली लिफाफा उस ब्याधित/दस का ही छोला जायेगा जो तकनीकी आवेदनकर्ताओं को पूरा करेगा।
- निविदा दस्तावेज प्रस्तुत करने की अंतिम तिथि 20 अगस्त 2016 दोपहर 1:30 बने तक है और उसके खुलने की तिथि 20 अगस्त 2016 साय 4:00 बने है।

दिनांक:

सम्मति अधिकारी  
एएनएन0 अलीगढ़

## **Financial Bid**

**DEPARTMENT OF PROPERTIES & WAQFS  
ALIGARH MUSLIM UNIVERSITY,  
ALIGARH.**

To,

**Property Officer**  
Properties & Waqfs Department  
Aligarh Muslim University

In compliance of your notice dated \_\_\_\_\_ I hereby tender services as Licencee of the **Photostat Shop** situated 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 pay a sum of Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_) per month as license fee to the University for running the said establishment during the licence period excluding electricity and water charges as billed against me/ my establishment from time to time.

**Signature of Applicant**

## Technical Bid

### **Application form for licence of Business Establishment(Xerox Centre) in the premises of 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 Photostat Shop,  
if any** : \_\_\_\_\_

**5. Service Tax Number** : \_\_\_\_\_

**6. Bank Account No/ Bank Name.** : \_\_\_\_\_  
(Copy 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** (Copy must be enclosed) : \_\_\_\_\_

10. Consent for payment of electricity : \_\_\_\_\_  
charges on meter basis regularly

11. Consent for bring all furniture, fixture : \_\_\_\_\_  
refrigerator and other necessary items of their  
own.

12. Consent for no addition or subtraction in : \_\_\_\_\_  
the existing building without written prior  
permission of the University.

13. 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 CONTRACT FOR RUNNING PHOTOSTAT SHOP IN THE UNIVERSITY PREMISES.**

## **1. License fee:**

The contractor shall regularly deposit licence fee every month before 7<sup>th</sup> day of the month.

## **2. Period of Contract:**

The contract will be awarded for a period of 11 months and on expiry of said fresh tenders will be invited.

## **3. Conditions of Contract:**

- a. The contractor/ applicant is necessary to submit self attested Copy of **PAN Card**, Proof of **Income Tax Return** filed during last **two years** and copy of **police verification**.
- b. The sub-licensing of the Photostat Shop by the Contractor shall not be permissible.
- c. There shall be no exemption relating to payment of electricity charges and the licence fee in any situation.

## **4. Deposits:**

- a. The bidder who is finally awarded the contract (Subject to verification from the AMU Proctor) will have to make a security deposit of **Rs. 30,000/-** (Rupees Thirty Thousand only) in the form of F.D.R. pledged in favour of the Finance Officer, AMU, Aligarh. The interest of the deposit will continue to accrue to the Contractor as per Bank rules.
- b. The contractor shall also deposit three months license fee in advance which would adjustable/refundable at the end of contract.
- c. The contractor shall submit the account number of nationalized Bank with the Property Office.

## **5. Maintenance of Photostat Shop:**

1. That the firm shall provide Photostat facility at the rate mentioned below.

Photo Copy A4 size ( <b>copies upto five pages</b> )	<b>Rs. 1.00 per copy</b>
Photo Copy A4 size ( <b>copies six to ten pages</b> )	<b>75 paise per copy</b>
Photo Copy A4 size ( <b>copies eleven to twenty pages</b> )	<b>60 paise per copy</b>
Photo Copy A4 size ( <b>copies more than twenty pages</b> )	<b>50 paise per copy</b>
2. That the firm shall provide Photostat service in Maulana Azad Library, Aligarh Muslim University, Aligarh for atleast 14 hours per day from 08:00 a.m. to 10:00 p.m.
3. That the firm or his representative/ employee shall behave properly with students and teachers of the University.
4. That the firm will work at their own risk and cost. No heater or radiator etc shall be used by the firm or their staff. The firm shall replace the drum after Photostat 50,000 copies and also change the ink used in the machine.
5. That the firm shall provide Photostat facility only to the bonafide students, teachers and staff members of the University. Outsiders, in any case, shall not be allowed to get any Photostat facility from the Photostat machine installed by the firm at the allotted site of Aligarh Muslim University.
6. Notwithstanding anything contained in the Agreement either party may terminate the contract by giving one month notice.

7. That the firm and/ or its agent/ employee shall abide by the terms and conditions of this Agreement and by the instructions/ orders, if any, given by the University Librarian from time to time.
8. The machine may be upgraded and the speed of the machine should be fast with zoom facility so that the valuable time of students is not wasted.
9. That the firm will remove its wooden structure and machine etc. within the week after the termination of the contract at its own cost and in case of default the said wooden structure etc. shall be removed by the University and it will not be responsible for any loss or damage caused to the structure/ machine etc.

**6. Termination of Contract:**

In case of breach of any terms of agreement or unsatisfactory standards of service, the University reserves the right to terminate the contract after giving one month notice. In that event the contractor shall vacate the premises within specified period, failing which the security deposit and advance licence fee will be forfeited and steps will be taken for eviction by the University.

The contractor will also have the right to withdraw his licence on two months notice in writing to the Registrar/ Property Officer.

The University keep reserve its right to close the Photostat Shop at any time even without prior notice to the contractor, 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 Photostat Shop. In such case the contractor will have no right to claim damages from the University.

**7. Employees:**

The appointment of all employees by the contractor at the said establishment shall be at his own risk. But the contractor shall not employ or engage any person who is involved in any criminal or unsocial activity or is suffering from any disease which is dangerous to others and also provide the employee's ID and Police Verifications Report.

**8. Labour Regulations:**

It will be the sole responsibility of the contractor to comply with all local State and Central Labour and Welfare Laws for his employees and insurance of the staff from accident etc. The University shall not be held responsible for any defaults, work conditions, type of wages, claim or EPF etc.

**9. Utilities:**

The Electricity and other bills as applicable will be paid by the contractor regularly within the first week of the month..

**10. Cost of Photostat**

The sole objective of establishing the Photostat Shop is to provide affordable, discounted and reasonable rates to the students and staff of the University on payment.

**11. Arbitration:**

In case of dispute of reference between the licensee of Photostat shop and the University the same shall be referred to the Hon'ble Vice Chancellor, AMU, Aligarh as sole arbitrator for disposal, the decision of the Hon'ble Vice Chancellor or his nominee in this regard shall be final and binding on the parties.

**Property Officer**

## **Financial Bid**

**DEPARTMENT OF PROPERTIES & WAQFS  
ALIGARH MUSLIM UNIVERSITY,  
ALIGARH.**

To,

**Property Officer**  
Properties & Waqfs Department  
Aligarh Muslim University

In compliance of your notice dated \_\_\_\_\_ I hereby tender services as Licencee of the **Canteen/ Tea Coffee Kiosk/ Shop** situated 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 pay a sum of Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_) per month as license fee to the University for running the said establishment during the licence period excluding electricity and water charges as billed against me/ my establishment from time to time.

**Signature of Applicant**

## Technical Bid

### **Application form for licence of Business Establishment Canteen/ Tea Coffee Kiosk/ Shop in the premises of 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 Canteen/ Shop, if any** : \_\_\_\_\_
5. **Service Tax Number** : \_\_\_\_\_
6. **Bank Account No/ Bank Name.** : \_\_\_\_\_  
(Copy 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** (Copy must be enclosed) : \_\_\_\_\_
10. Consent for payment of electricity charges on meter basis regularly : \_\_\_\_\_
11. Consent for bring all furniture, fixture refrigerator and other necessary items of their own. : \_\_\_\_\_
12. Consent for no addition or subtraction in the existing building without written prior permission of the University. : \_\_\_\_\_
13. 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.



## Department of Properties &amp; Waqfs, Aligarh Muslim University, Aligarh.

## Approved Uniform Rate List of all business establishment in the University premises

Item	Recommended
Tea	5.00
Masala/ Elaichi Tea	7.00
Special Tea (Milk Based)	10.00
Coffee (Espresso)	10.00
Veg. Patty (Standard Size)	12.00
Veg. Burger (Standard Size)	20.00
Ice Cream	MRP
Cold Drink	MRP
Pastry (Small Size)	12.00
Bread Pakora (90 to 100 gm)	6.00
Samosa (60 to 70 gm)	5.00
Omlet Slice (four slice one egg)	12.00
Butter Slice (4 slice 20 gm butter)	12.00
Matri Omlet (Two Matri One egg)	15.00
Paratha (Standard Size)	7.00
Aloo Paratha (Standard Size)	8.00
Paneer Paratha (Standard Size)	18.00
Egg Paratha (One egg) (Standard Size)	15.00
Namak Pare (100 g)	15.00
Mionies Sandwich (Standard Size)	18.00
Cheez Sandwhich (Standard Size)	25.00
Puri Sabzi Thaal (6 puri)	15.00
Veg Thaal (Salad+Raita+Dal+Veg+Rice+2 Roti)	30.00
Chicken Thaal (Salad+Raita+Dal+Chicken+Rice+2 Roti)	50.00
Buff Thaal (Salad+Raita+Dal+Buff+Rice+2 Roti)	35.00
Chicken Biryani (250 gm)	30.00
Gulab Jamun (One piece)	10.00
Chole Bhature (two Bhature)	20.00
Khasta (One piece)	6.00
Kabab Slice (2 slice One Kabab)	15.00
Omlet (One egg)	8.00
Kabab (One piece)	10.00
Bhujia Slice (four slice one egg)	15.00
Qima Roll (Standard size paratha)	20.00
Egg Roll (Standard size paratha)	20.00
Veg Roll (Standard size paratha)	15.00
Paneer Roll (Standard size paratha)	20.00
Plain Chowmein	15.00
Egg Chowmein	20.00
Bread Roll (One piece)	5.00
Hot Dog Sandwich (Standard Size)	25.00
Paneer Kulcha (Standard Size)	25.00
Fruit Shake (Per Glass) (200 ml)	12.00
Mango Shake (Per Glass) (200 ml)	12.00
Orange Juice (Per Glass) (200 ml)	20.00
Vegetable Juice (Per Glass) (200 ml)	12.00
Watermalon Juice (Per Glass) (200 ml)	15.00
Photo Copy A4 size (copies upto five pages)	1.00
Photo Copy A4 size (copies six to ten pages)	0.75
Photo Copy A4 size (copies eleven to twenty pages)	0.60
Photo Copy A4 size (copies more than twenty pages)	0.50

- Add additional list as desired with rate of items keeping in mind that the rate will be below market.
- Parties interested in bidding for business establishment at Sr. No. 12 and 13 are hereby informed that they should enclose the rate list of their services.

Department of Properties & Waqfs  
Aligarh Muslim University  
Aligarh.

**Recommendation for menu item to be served in the General Store situated in the University premises at the rate/ discount quoted against each.**

Name of Food Items		Rate		Discount on MRP (Rs.)
		Rs.	Ps.	
S. No.	Items			
1	Ata 10 Kg Bag (Khajoor)			
2	Ata 10 Kg Bag (Ashirwad/ Shaktibhog)			
3	Banspati Golden Rice (1 Kg)			
4	Khanda Golden Rice (1 Kg)			
5	Tooth Paste (Colgate/ Pepsodent) 50 gm			
6	Tooth Paste (Colgate/ Pepsodent) 100 gm			
7	Dalda Ghee (1 Litre)			
8	Fortune Soybean Cooking oil (1 Litre)			
9	Double Hiren Cooking oil (1 Litre)			
10	Taj Mahal Tea 250 gm			
11	Tata Golden Tea 250 gm			
12	Motwani Tea 250 gm (45 No.)			
13	Bread Packet 600 gm			
14	Bread Packet 500 gm			
15	Daal Masoor Roll (1 Kg)			
16	Masoor Ki Daal (1 Kg)			
17	Urad Ki Daal (1 Kg)			
18	Urad Ki Daal Dhuli (1 Kg)			
19	Mong ki Daal (1 Kg)			
20	Arhar Ki Daal (1 Kg)			
21	Chana Ki Daal (1 Kg)			
22	Sugar (1 Kg)			
23	Besan (1 Kg)			
24	Branded Hair Oil			
25	Branded Shampoo			
26	Branded Conditioner			
27	Branded Deodorant			
28	Powder Detergent			
29	Soap Detergent			
30	Soap Vim Bar			
31	Soaps Bathing			
32	Chips			
33	Biscuits			
34	Namkeen			
35	Meggi			
36	Jam/ Pickels etc (500 gm)			
37	Jam/ Pickels etc (1 Kg)			
38	Stationary Items			

**\*\* Add additional list as desired with rate of items**

**TERMS AND CONDITIONS FOR AWARD OF LICENCE FOR RUNNING THE  
CANTEEN/ TEA COFFEE KIOSK/ SHOP IN AMU CAMPUS.**

1. **License fee:**

The licensee shall regularly deposit license fee every month before 7th day of the month.

2. **Period of Licence:**

The licence will be awarded initially for a period of 11 months and on expiry of said period fresh tender will be invited.

3. **Deposits:**

a. The bidder who is finally awarded the contract (Subject to verification from the AMU Proctor) will have to make a security deposit of **Rs. 30,000/-** (Rupees Thirty Thousand only) in the form of F.D.R. pledged in favour of the Finance Officer, AMU, Aligarh. The interest of the deposit will continue to accrue to the Contractor as per Bank rules.

b. The contractor shall also deposit three months license fee in advance which would adjustable/refundable at the end of contract.

c. The contractor shall submit the account number of nationalized Bank with the Property Office.

4. **Conditions of Contract:**

a) The contractor/ applicant is necessary to submit self attested Copy of PAN Card, Proof of **Income Tax Return** filed during last **two years** and copy of **police verification**.

b) The sub-licensing of the Canteen/ Tea Coffee Kiosk/ Shop by the Contractor shall not be permissible.

c) There shall be no exemption relating to payment of electricity charges and the licence fee in any situation.

5. **Termination of Licence:**

In case of breach of any terms of agreement or unsatisfactory standards of service, the University reserves the right to terminate the licence after giving one month notice. In that event the licensee shall vacate the premises within specified period, failing which the security deposit will be forfeited and steps will be taken for eviction by the University.

The University keep reserve its right to close the Canteen/ Tea Coffee Kiosk/ Shop at any time even without prior notice to the licensee. 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 Canteen/ Tea Coffee Kiosks/ shop or the on expiry of this period of license. In such case the licensee will have no right to claim damages from the University.

6. **Employees:**

The appointment of all employees by the licensee shall be own risk. But the licensee shall not employ or engage any person who is involved in any criminal or unsocial activity or is suffering from any disease which is dangerous to others.

7. **Labour Regulations:**

It will be the sole responsibility of the licensee to comply with all local State and Central Labour and welfare laws for his employees and insurance of the staff from accident etc. The University shall not be hold responsibility for any type of wages, claim and EPF etc.

8. **Utilities:**

The Electricity and other bills will be paid by the licensee regularly within the stipulated dates.

9. **Cost of Edible Items:**

The sole objective of establishing the Canteen/ Tea Coffee Kiosks/ Shop is to provide tasty, nutritious and hygienic eatable items to the students/ costumers and each item of said establishment will be lower than the market rate as far as possible.

10. **Maintenance:**

- a) 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, docoity, fire subversion by super natural act.
- b) The licensee will not make any, alternations or modification or additions to the Building without the prior written consent of the University.
- c) The University will be responsible for the routine maintenance of the building and ground e.g. white washing, structural repairs.

11. **Arbitration:**

Any dispute arising out of this agreement between the University and the licensee or between the Licensee and the customer or about any matter concerning the Canteen/ Tea Coffee Kiosks/ shop 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**