

UNIVERSITY COLLEGE OF ENGINEERING HOSTELS

KAKATIYA UNIVERSITY, KOTHAGUDEM



TENDER DOCUMENT

FOR

STUDENT'S HOSTEL MESS ITEMS

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UNIVERSITY COLLEGE OF ENGINEERING
KAKATIYA UNIVERSITY, KOTHAGUDEM-507 118,
Telangana State

TENDER NOTICE

Tender No.309/Admn/UCE/KU/2022, Dated.02.05.2022

The University College of Engineering, Kakatiya University, Kothagudem, invites sealed tenders from the experienced and authorized firms / agencies for the supply of **1. Rice, 2. Kirana Provisions 3. Eggs & Meat 4. Vegetables 5. Milk 6. Curd and 7. Fruits** for the hostels of University College of Engineering, Kothagudem For the details please visit College website: <https://www.kuce.ac.in> or contact during the office working hours (10.00 am to 4.00 pm)

PRINCIPAL

I. TENDER DETAILS:

Tender No.309/Admn/UCE/KU/2022, Dated.02.05.2022						
(For submitting tender document, the vendor has to pay Non-Refundable Tender Processing Fee)	S.No	Name of the Item	Cost Tender in INR*	(After Successful Bidding the vendor has to pay EMD)	(Earnest money deposit) EMD in INR*	Contract Period
	1	Rice	2,000/-		15,000/-	1 (one) Year (2022-2023)
	2	Kirana Provisions	2,000/-		20,000/-	
	3	Eggs & Meat	1,500/-		5,000/-	
	4	Vegetables	1,500/-		5,000/-	
	5	Milk	500/-		5,000/-	
	6	Curd	500/-		5,000/-	
	7	Fruits	500/-		1,000/-	

*Payments should be made in the form of Online mode in favour of Principal, University College of Engineering, KU, Kothagudem A/c No. **52110435146**, IFSC Code **SBIN0020938**.(Enclose online payment receipt) with valid ID proof

I. IMPORTANT DATES:

Sl.No.	Task	Date
1	Release of Tender Notification in News paper	03.05.2022
2	Last date for Submission of Tender	16.05.2022

Note: Technical meet or clarification if any may attend meeting on 09.05.2022 at 10.00 am in the college office.

II. ELIGIBILITY CRITERIA, TERMS & CONDITIONS:

The following is the minimum eligibility criteria for the suppliers to participate in the tender **‘for supplying food items to University College of Engineering Hostels (Boys & Girls), KU, Kothagudem.**

1. Should be free from all encumbrances, liabilities, disputes and litigations with respect to its ownership and shall have all required approvals/permissions from the competent authorities to participate in the tender process.
2. **Tender Fee:** Interested firms are required to submit a non-refundable Tender Cost / Tender Processing Fee of as shown in table (1) of page 4.
3. **Earnest Money Deposit (EMD):**
 - a) Successfully firms are required to pay a refundable amount specified in page 4 of this document, towards EMD and it should remain valid for a period of 60 days beyond the final tender validity period.
 - b) EMD furnished by all unsuccessful firms will be returned to them without any interest whatsoever, after finalization of the contract. EMD of the successful firm(s) will be returned after completion of contract.
4. Should have valid VAT/TIN/TSGST/GST registration certificate, Valid Trade License Document/Firm Registration Certificate and trade license from the Municipality/Membership certificate for vegetables from Rythu bazar and for mutton trade license from Municipality certified by the Government authorities (Enclose Xerox copies).
5. PAN CARD on firm name and bank account should be in firm's name (Enclose Xerox copies).
6. **Rate must be quoted inclusive of all charges including transportation & taxes allied to that.** Firms have to comply all the rules and regulation of the institute.
7. The University Authorities (Hostel Advisory Committee) shall correspond only with the shortlisted firms.
8. **Evaluation of Tenders:**
 - a. Hostel Advisory Committee (HAC) of the University College of Engineering will inspect the qualified firms (as per the eligibility criteria specified) applications submitted by firms (Valid Trade License/Firms Registration Certificate, VAT/GST/APGST certificates issued by competent authority of Government .
 - b. Hostel Advisory Committee, reserves the right to accept or deny the lowest quotations. Depending upon the reliability and reputation of the firm, the authority will have right to negotiate with firm to reduce the quoted rates to ensure prompt supply, if necessary.

- c. The authority will have right to distribute the supply to more than one firm as per the need.
- d. The firm should quote not more than 2 items.

9. Contract Period:

- a) The contract period will be for a period of ONE YEAR initially from the date of supply of food material and may be extended with same terms and conditions for one more year based upon the satisfactory feedback from all the stakeholders of the University college of Engineering (Collected every month).
- b) During contract period, University College of Engineering will not entertain any request to revision of rates due to reasons such as increase in costs.
- c) Contract is valid from the date of signing of formal agreement.
- d) The rates shall be fixed and constant throughout the entire period of the Contract and will not be modified under any circumstances.

10. Selected party is to execute an agreement after receiving “**Letter of Award**” in a Non-Judicial Stamp Paper (Rs.100/-) the cost of which is to be borne by the party.

11. **Sub-Letting of Contract:** The Contractor / supplier shall not sub-left, transfer or assign the contract or any part thereof without the written permission of the Joint Director. Decision regarding the same will be at the sole discretion of the Hostel Advisory Committee.

12. If the lowest firms does not comply with the above all clauses during tendering process, failing which the work order will automatically be cancelled and will be awarded to the L2 firms with the same terms and conditions as in the tender papers. EMD will not be return to the L1firms for the period of interim service provided.

13. The University College of Engineering Authorities will not entertain any request to change the rate of any item during the whole contract period. *Only in case of the emergence of force major kind of situation, the University Authorities will assess the circumstances and take appropriate action. The price revision is the discretionary power of the University College of Engineering Authority (Hostel Advisory Committee).*

14. TERMS OF PAYMENT:

- a) The bills of preceding month should be submit before the first week of every month(Mess wise) along with order form, delivery forms should be signed by the Mess Committee and Care Takers of respective messes.
- b) The payment will be made within 45 days from the date of submission of bills. If sufficient funds are not available in office of the Joint Directors, the payment of bills will be delayed up to 2 months,
- c) After verification of submitted bills by Office of the Joint Directors Hostels, the amount will be transferred through online mode in the name of firm only.
- d) If the hostel closed due to vacation (summer/short) or any pandemic the supply goods will be returned and the amount is reduced in the bill.

15. The contractor's performance regarding quality & quantity of food material as well as other aspects will be reviewed by the hostel mess committee, and concerned Joint Director Hostels on a monthly basis and subject to termination (non satisfactory feed back consecutive of 2 months) on being unable to supply to the standards and expectations of the institute authority (Hostel Advisory Committee).
16. If the supplier fails to comply with the relevant provisions of the above-mentioned Acts, then the University College of Engineering Authorities have got every right to withhold the bills or even terminate the assigned Tender.
17. If the selected party fails to supply, a penalty will be imposed which will be charged double the rate paid by the Institute for purchase of indented items through another agency.
18. The supplier shall be solely responsible to comply with all acts, laws, rules and regulations, as may be applicable from time to time in respect of supply of items.
19. Quality and regular supply are the essence of supply and HAC, University College of Engineering Hostel, Kakatiya University, Kothagudem will cancel the assign tender unilaterally if the above are not complied with and violation of any terms and conditions.
20. The authorities will have right to cancel the tenders and tender notice issued, if sufficient number (Minimum one) of tenders are not received. In that case, the HAC may take appropriate decision to ensure smooth function of hostels.
21. Before quoting the rate, the bidders are advised to do the physical survey of the site at College Hostel in University College of Engineering campus.
22. The tender will be awarded even if a single bidder is qualified as per the tender norms.
23. HAC may ask the Bidder to provide samples of the Kirana & Grocery items. All expenses for this purpose as also for transportation will be borne by the Bidder.
24. The Selected firm/vendor must be supply for (6) months with satisfactory. It can be extended for another (6) months from the date of issue offer.
25. Disputes, legal matters, court matters, if any, shall be subject to Bhadradri Kothagudem Jurisdiction only.

III. SUBMISSION OF TENDER

1. All required documents with Tender Cost specified in page 4 'Tender Details' of the tender document are to be submitted by in person on or before 3 pm on **16.05.2022**, failing which the quotation shall be treated as invalid.
2. All the tenders must be in sealed covers and should submit before the last date. The hostel office is not responsible for any postal delay or any loss of time or tender forms.

3. The FILLED APPLICATION FORM should be enclosed with all relevant documents mentioned in the section-III Eligibility Criteria, Terms & Conditions.
4. *The envelop must be super scribed with the name of the item for which the tender is being submitted duly mentioning the firm's full address with mobile number (preferable by whatsapp number).*
5. All the tenders should be addressed to **“The Principal, University College of Engineering, Kakatiya University, Kothagudem – 507 101, TS”**.
6. For the tender application forms and other details, please visit:
<http://www.kuce.ac.in/>

**APPLICATION FORM FOR SUBMISSION OF TENDER TO SUPPLY OF
HOSTEL MESS ITEMS**

1. Name of the Firm/Organization/Company :
2. Address :
3. Telephone No./Mobile No. & Name of the
Contact Person :
4. Email ID :
:
5. Month and Year of establishment :
6. Name of proprietor\partners\directors :
7. No. of years of experience in this field,
With References, Certificates :
8. Annual Turnover during the last three years
(Enclose copies of Audited Financial Statement) :
2021 – 22 :
2020 – 21 :
2019 – 20 :
9. Whether the firm is an Income Tax Assessee?
If so please give the details of PAN No. and copy
of the latest assessment order :
10. Registration No. :
11. GST/VAT/APGST/CST/TIN NO.(GST Filled of Last 2 Years) :
12. Bank Details, Bank Name, No. &IFSC Code :
(for online Payments of the firms enclose Xerox
copy of the bank account)

13. Details of Previous Contracts, if any

<u>Period of Contract</u> From To	Name and Address of the Organization with reference letters	Name of the Contact person & Phone No.	Value of Contract and other Details	Remarks

Give details of current contracts, if any, of similar services being rendered by you and which will be available for inspection by our officials:

<u>Period of Contract</u> From To	Name and Address of the Organization with reference letters	Name of the Contact person & Phone No.	Value of Contract and other Details	Remarks

Place:

SIGNATURE OF THE TENDERER

Date:

LIST OF KIRANA PROVISION ITEMS

(Tender processing Fee Rs.2000/-)

SL.No.	Name of the Item	Brand	Qty	Rate
1	కారంపొడి	కరాణి	Per 1 K.G	
2	పసుపు	కరాణి	Per 1 K.G	
3	చంతపండు	నెం-1	Per 1 K.G	
4	జీరా	నెం-1	Per 1 K.G	
5	ఆవాలు	నెం-1	Per 1 K.G	
6	మెంతులు	నెం-1	Per 1 K.G	
7	ఉప్పు	TATA	Per 1 K.G	
8	గల్లుఉప్పు	TATA	Per 1 K.G	
9	యాలకులు- ఇలాచి	నెం-1	Per 1 K.G	
10	సాజీరా	నెం-1	Per 1 K.G	
11	దాల్చినెక్క	నెం-1	Per 1 K.G	
12	లవంగాలు	నెం-1	Per 1 K.G	
13	బిర్యానీకలర్	నెం-1	50 Grams	
14	నువ్వులు	నెం-1	Per 1 K.G	
15	పచ్చిబఠాని	నెం-1	Per 1 K.G	
16	దనియాలపొడి	నెం-1	Per 1 K.G	
17	చక్రాగోల్డ్ (Hotel Pack)	Chakragold	Per 1 K.G	
18	చెక్కర	నెం-1	50 kg bag	
19	సాంబారౌడర్	MTR	Per 1 K.G	
20	ఎండుమిర్చి	నెం-1	Per 1 K.G	
21	ఎండుకొబ్బరి	నెం-1	Per 1 K.G	
22	బిర్యానీఆకు	నెం-1	100 Grams	
23	బిర్యానీపువ్వు	నెం-1	Per 100 Grams	
24	మారాడీమంతి	నెం-1	Per 1 K.G	
25	జాజికాయ	నెం-1	Per 1 K.G	

26	జాపత్రి	నెం-1	Per 1 K.G	
27	మిర్యాలు	నెం-1	Per 1 K.G	
28	గసగసాలు	నెం-1	Per 1 K.G	
29	కొబ్బరిపొడి	నెం-1	Per 1 K.G	
30	ఉప్పారవ్వ	నెం-1	Per 1 K.G	
31	బాంబినో/MTR సెమియ	నెం-1	Per 1 K.G	
32	ఇడ్డిరవ్వ	నెం-1	Per 1 K.G	
33	తినెసోడా	నెం-1	Per 1 K.G	
34	శేష్టింగాల్ట్	నెం-1	Per 1 K.G	
35	సర్ప్	నిర్మ	Per 1 K.G	
36	బ్లిచింగ్ పౌడర్	నెం-1	Per 1 K.G	
37	సారపప్పు	నెం-1	Per 1 K.G	
38	కాజు	నెం-1	Per 1 K.G	
39	కీస్ మస్	నెం-1	Per 1 K.G	
40	మిల్కేకర్	నెం-1	Per 1 K.G	
41	తోకమిర్యాలు	నెం-1	Per 1 K.G	
42	గులాబ్జామున్	స్పన్టిక్/MTR	Per 1 K.G	
43	యాసిడ్	నెం-1	5 litre can	
44	డాక్టర్ పిన్	నెం-1	Per 1 K.G	
45	టాయిలెట్ పేపర్లు	నెం-1	Per No.	
46	నాఫ్తలీన్	నెం-1	Per 1 K.G	
47	డెటాల్	నెం-1	Per 1 Lit	
48	స్పాంజ్	నెం-1	Per No.	
49	వెనిగర్	నెం-1	Per 1 K.G	
50	మిల్కెయిడ్	నెం-1	Per tin	
51	కస్టర్డ్ పౌడర్	నెం-1	Per 1 K.G	
52	అగ్గిపెట్ట	నెం-1	Per Box	
53	అప్పడాలు	నెం-1	Per 1 K.G	
54	కొబ్బరాయలు	నెం-1	Per 1 K.G	
55	కందిపప్పు	నం-1	50 kg bag	

56	పెసరపప్పు	నం-1	50 kg bag	
57	మిన్నపప్పు	నం-1	50 kg bag	
58	శనగపప్పు	నం-1	50 kg bag	
59	పుటానలు	నం-1	30 kg bag	
60	కాబులిశనగలు	నెం-1	Per 1 K.G	
61	గోధుమపిండి	ఆశిరాద	10 kg pack	
62	బ్లూబర్డ్ పిండి	నెం-1	Per 1 K.G	
63	పల్లిలు	నం-1	50 kg bag	
64	డాల్డా	Dalda	Per 1 K.G	
65	నెయ్యి	GRB/Durga	Per 1 K.G	
66	మైదాపిండి	నెం-1	Per 1 K.G	
67	అటుకులు	నెం-1	Per 1 K.G	
68	కార్పొర్నోస్టార్	నెం-1	Per 1 K.G	
69	శనగపిండి	నెం-1	Per 1 K.G	
70	కొబర్చిచీపుర్లి		10 bundle	
71	సన్నవర్షాన	Gold drop/ freedom	15 kg net weight tin (1)	
72	Vim Lemons Dish Wash Bar Free Scrubber		Per 1 Piece	
73	Green Scrubber		Per 1 Piece	
74	Steel Scrubbers		Per 1 Piece	
75	Bread (for sweet)	1 packet	MRP rate	

Date :

Place:

SIGNATURE OF THE TENDERER

OTHER ITEMS: All other items used for cooking food should be of Premium (ISI) quality and brands

LIST OF VEGETABLES

(Tender processing Fee Rs.1500/-)

(Quote less as per paper rate – Kothagudem Vegetable Market)

SL.No.	Name of the Item	Qty	Rate
1.	టమాట	Per 1 K.G	
2.	బీరకాయ	Per 1 K.G	
3.	బెండకాయ	Per 1 K.G	
4.	దొండకాయ	Per 1 K.G	
5.	వంకాయ	Per 1 K.G	
6.	సోరకాయ	Per 1 K.G	
7.	చిక్కుడుకాయ	Per 1 K.G	
8.	గోరుచిక్కుడుకాయ	Per 1 K.G	
9.	కాకరకాయ	Per 1 K.G	
10.	బోబ్బర్లు	Per 1 K.G	
11.	క్యారేట్	Per 1 K.G	
12.	క్యాలిప్లవర్	Per 1 K.G	
13.	క్యబేజ్	Per 1 K.G	
14.	ములక్క కాయ	Per 1 No	
15.	పాలకూర	కట్టలు	
16.	తోటకూర	కట్టలు	
17.	గోంగూర	కట్టలు	
18.	కర్పవేపాకు	కట్టలు	
19.	కొత్తిమీర	కట్టలు	
20.	మంత్రికూర	కట్టలు	
21.	పుదీనా	కట్టలు	
22.	అరటికాయ	Per Dozen	
23.	మిర్చి	Per 1 K.G	
24.	కంద	Per 1 K.G	
25.	చామగడ్డ	Per 1 K.G	
26.	అల్లం	Per 1 K.G	
27.	ఆలుగడు(బంగాల దుంప)	Per 1 K.G	
28.	ఎల్లిపాయ	Per 1 K.G	
29.	ఉల్లిపాయలు	Per 1 K.G	

Date :

Place:

SIGNATURE OF THE TENDERER

Note: Enclose the rates display by the Kothagudem Vegetable Market

RICE

(Tender processing Fee Rs.2000/-)

SL.No.	Name of the Item	Qty	Rate
1.	ముడి బియ్యం (Raw Rice) Sona Mahsuri	01 Quintals	
2.	ముడి బియ్యం (Raw Rice) Vijaya Sona Mahsuri	01 Quintals	
3.	ముడి బియ్యం (Raw Rice) HMT	01 Quintals	
4.	ముడి బియ్యం (Raw Rice) Samba Mahsuri	01 Quintals	
5.	ముడి బియ్యం (Raw Rice) Swarna Mahsuri	01 Quintals	

Date:

Place

Signature of the Tenderer

Note: 1. Enclose the rates as per local market
2. of the Five different varieties of Rice the HAC Will chose one item.

Annexure-IV

EGG, CHICKEN&MUTTON (Quote less as per paper rate)

(Tender processing Fee Rs.1500/-)

SL.No.	Name of the Item	Qty	Rate
1.	Eggs	Rate per Tray (Quote less as per paper rate)	
2	Chicken	1 kg (Quote less as per paper rate)	
3	Mutton	1 kg (Quote less as per paper rate/ Market Rate)	

Date:

Place

Signature of the Tenderer

Note: Enclose the rates as per news papers

Annexure-V

MILK & MILK PRODUCTS AS PER MARKET RATE

(Tender processing Fee Rs.500/-)

S.No.	Name of the Item	Qty	Rate
1.	పాలు (Gold) Vijaya/Tirumala/Arokya/Jersey/Heritage	Per Litre (Quote less as per MRP rate)	
2	భోవా	Per kg (Quote less as per Market rate)	
3	పన్నీర్	Per Kg (Quote less as per Market rate)	

Date:

Place

Signature of the Tenderer

Annexure-VI

CURD AS PER MARKET RATE
(Tender processing Fee Rs.500/-)

S.No.	Name of the Item	Brand	Qty	Rate
1.	పెరుగుబకెట్	Tirumala/ Vyshnavi/ Jersey/Heritage	Per Litre (Quote less as per MRP rate)	

Date:

Place

Signature of the Tenderer

Note: Enclose the rates as per market rate.

Annexure-VII

FRUITS

(Tender processing Fee Rs.500/-)

S.No.	Name of the Item	Qty	Rate
1.	Banana –Large Size	1 dozen	
2	Watermelon	Per Kg	

Date:

Place

Signature of the Tenderer