



**OSMANIA UNIVERSITY
HYDERABAD – 500 007**

No. 62/EC/Canteens/25

Dated: 30.04.2025

NOTIFICATION

Applications in the prescribed form for the lease of the **Canteen located at University College of Commerce and Business Management OU Campus** are invited in sealed covers addressed to the Registrar, Osmania University, Hyderabad – 500 007, so as to drop in the tender box on or before **13.05.2025 by 3.00 pm, at Estate Cell, OU**. The sealed covers will be opened at **4.00 pm** on the same day i.e. **on 13.05.2025** in the presence of applicants who are present. The undersigned reserves the right to reject any or all applications.

Sl No	Location of the Canteen	Application Fee	EMD	Minimum Bid amount	Lease Period
1	Canteen located at University College of Commerce and Business Management OU Campus	Rs 1000/-	Rs 50000/-	Rs 1.00 Lakh for Two Years	2 Years

Application form for the contract of the above Canteen for a period of two years containing terms & conditions and other particulars can be had from Estate Cell, Osmania University by presenting a demand draft for Rs. 1,000/- (Rupees One thousand only) non-refundable drawn in favor of Registrar, Osmania University, Hyderabad – 500 007. The above notification along with all details is displayed in University web site www.osmania.ac.in

Sd/-

REGISTRAR

Copy to:-

1. All the Members of the Licensing Committee, O.U.
2. All the Principals, University & Constituent Colleges, O.U., with a request to Display in the College Notice Board.
3. The Executive Engineer (Maintenance), Univ. Building Division, O.U.
4. The Chief Security Officer, O.U.
5. The Public Relations Officer, O.U. with a request to arrange to publish the Notification in (2) Daily news papers one in Telugu and another one in English.
6. The Secretary to V.C., O.U.
7. The P.A. to Registrar / OSD to V.C., O.U.



**OSMANIA UNIVERSITY
HYDERABAD – 500 007**

No. 62/EC/Canteens/25

Dated: 30.04.2025

MEMO

Sub: - Osmania University – Appointment of Contractor to run the Canteen located at University College of Commerce and Business Management OU Campus -Reg.

Ref: - OU Notification No.62/EC/Canteen/2025. Dated 30.04.2025.

The Notification cited refers to appointment of contractor to run the Canteen located at University College of Commerce and Business Management OU Campus as detailed below. Canteens should serve food stuffs of wholesome Vegetarian eatables. The details of the items that are approved, the rates at which they are to be served and the quantum that has to be maintained are shown in the statement appended. The Canteen shall be given on lease for a period of (2) two years to those who offer highest lease amount to run the Canteen. In case of a tie, the Canteen shall be put for open auction as explained under terms and conditions of lease.

Sl No	Location of the Canteen	Application Fee	EMD	Minimum Bid amount	Lease Period
1	Canteen located at University College of Commerce and Business Management OU Campus	Rs 1000/-	Rs 50000/-	1.00 Lakhs	2 Years

Note: The applications received from earlier leased canteen operators will not be considered if any dues are un paid to the University.

Interested persons shall have to quote the lease amount at which they wish to run the Canteen contract not less than the minimum bid amount. A Demand Draft for Rs. 50,000/- (Refundable) drawn in favor of the Registrar, Osmania University towards Earnest Money Deposit (EMD) should accompany the application form. The minimum bid amount for two (2) years will be as detailed above. The EMD of successful bidder will be kept as security deposit which may refunded at the end of contract period duly deducting the dues if any.

It may be noted that applicants shall have to submit a declaration in writing along with their application stating that they are ready with the amount and the same will be deposited within 3 working days if they declared as successful lessee.

Application form completed in all respects duly signed together with Demand Drafts drawn in favor of Registrar, Osmania University towards EMD in a sealed cover addressed to the Registrar, Osmania University, Hyderabad - 5000 007 may be dropped in the tender box kept in the Estate Cell not later than **3.00 P.M. of 13.05.2025**. To maintain the fair and transparency in tender process all the applications and interested persons are invited to be present at the time of opening of tenders. The sealed covers will be opened at **4.00 P.M. on 13.05.2025** in the presence of applicants who ever present in Committee Room, Registrar's Office, Administrative Building, O.U. It may be noted that the successful bidder has to deposit entire lease amount within 3 days. If the successful tenderer fails to turn up within 3 days his EMD will be forfeited and the next highest bidder will be given a chance.

The undersigned reserves the right to reject any or all applications without any reasons thereof and also have a right to re-notify the Canteens.

Sd/-

R E G I S T R A R

**STATEMENT SHOWING THE FOOD ITEMS
WITH RATES AND QUANTITY THAT ARE TO BE SERVED IN THE
UNIVERSITY CANTEENS OSMANIA UNIVERSITY CAMPUS**

Sl. No.	Item	Quantity	Rate fixed (In Rs.)
1.	Idly	120 grms/2 pcs.	25/-
2.	Wada	120 gms/2 pcs.	30/-
3.	Upma/Tomato bath	100 gms	30/-
4.	Puri	150 gms	30/-
5.	Masala Dosa	120 gms	35/-
6.	Sada Dosa	120 gms	25/-
7.	Onion Dosa	120 gms	30/-
8.	RavvaDosa	120 gms	35/-
9.	DahiVada	120 gms	30/-
10.	Pesarattu	120 gms	35/-
11.	Uttappam	120 gms	35/-
12.	Mysore Bajji	160 gms/4pcs.	30/-
13.	Tea	100 ml	08/-
14.	Coffee	100 ml	12/-
15.	Milk	100 ml	12/-
16.	GulabJamun	150 gms/2 pcs.	35/-
17.	Curd Rice	200 gms	30/-
18.	Lemon Rice	200 gms	30/-
19.	Veg.Biryani	200 gms	40/-
20.	Meals	-	50/-

I undertake to serve the items as mentioned above at the rates fixed by the University duly maintaining the quantum indicated therein.

SIGNATURE OF APPLICANT

Name : _____

DECLARATION-CUM-UNDERTAKING

I declare that I shall abide by the terms and conditions of lease. I also abide by the decision of the Licensing Committee / University.

I undertake that:

- i) I will serve the items mentioned in the enclosed statement in good quality at the rates fixed duly maintaining the quantum indicated therein and a MENU will be displayed showing the details.
- ii) I will not serve the items other than those approved and also I will not sell water packets / water bottles.
- iii) I will not use the canteen premises for any other purpose except for running of the canteen and that I will keep the premises (inside and outside) clean and tidy.
- iv) I will run the canteen with the name given in it and no other name will be used and that the walls and surroundings of the canteen will not be used for paintings.
- v) I will not give scope for any sort of complaints either from students / staff or customers.

Date: _____

SIGNATURTE OF THE APPLICANT

TERMS AND CONDITIOSN FOR THE LEASE OF CANTEEN

1. The Licensing Committee itself shall fix the rates for each item that are to be served at the Canteen and the lessee shall have to serve those items only at the rates and quantum fixed and a MENU chart accordingly should be displayed at the Canteen. Further, sale of water packets/water bottles at the canteens is strictly prohibited.
2. The canteen shall be leased out for a period of (2) two years only and the rates/quantum fixed for the items shall remain the same during lease period.
3. Minimum lease amount shall be as shown in the notification
4. The applicants should submit a declaration in writing before opening of sealed covers that they have brought the lease amount offered by them and that they will deposit the same in case they are declared as successful lessee.
5. The person who has offered highest amount towards lease of canteen shall be declared as successful lessee for a period of (2) two years with effect from the date of issue of orders leasing out the canteen in favor of him/her.
6. The lease amount should be deposited on the day of announcement of the name of successful lessee.
7. The electricity and water supply charges should be paid by 5th of every month as per the demand notice issued by the Office of the University Engineer, failing which the connections shall be cut. The connections shall be restored on payment of penal charges levied by the Office of the University Engineer.
8. The lessee shall have to arrange himself decent furniture i.e. tables and chairs required in the canteen.
9. Utensils required for cooking and other crockery and cutlery shall have to be arranged by the lessee.
10. The premises of the canteen should be kept clean and tidy and the lessee shall be fully responsible for the maintenance of hygiene.
11. The canteen premises (inside and outside) should not be used for any other purposes except for running of the canteen and that the walls and surrounding of the canteen should not be used for paintings.
12. The lessee should not transfer the management to any other individual or agency. The Manager of the Canteen should be present at the premises and supervise the day to day affairs of running of canteen and shall not give scope for any complaints either from students/staff or customers.
13. The canteen should be run with the names given to them and no other name should be used.
14. The Licensing Committee shall have every right to inspect the Canteen without any notice and can seal the canteen in case of violation of terms & conditions.

15. The Canteen should not be kept close for more than (3) days without assigning any reasonable cause.
16. The Canteen should run from 6.30 A.M. to 6.30 P.M. The University shall however reserve the right to revise the timings.
17. The Licensing Committee has the right to terminate the lease by giving one month's notice if it feels necessary to do so. In such case, the lessee shall forego the lease amount.
18. The lessee should have at least (5) years period of experience in the field of maintenance of Canteen. The lessee should produce documentary evidence in the form of permission obtained from the concerned Government Department to establish their claim of experience of (5) years.
19. The lessee should satisfy the condition mentioned at Sl.No.18, failing which his bid will not be considered.
20. The lessee should execute an agreement bond in the prescribed proforma on stamped paper duly notarized.
 1. I declare that I will abide by the terms and conditions stated above from Sl No1 to 20.
 2. I will also abide by the conditions that may be stipulated during the period of lease.
 3. I will be held responsible for any damage caused to the University property and that I will abide by the decision of University that may be taken under such situations.

SIGNATURE OF THE APPLICANT

NAME: _____
ADDRESS: _____