

OSMANIA UNIVERSITY HYDERABAD – 500007, INDIA

Ten. Not. No. MR- 273 /18/2022/Estt.II

Date: 15-11-2022

NOTICE INVITING TENDER

Sealed tenders are invited from the agencies for supply of Dietary and other miscellaneous articles for the University Hostels & Messes. The detailed tender document can be downloaded from our website www.osmania.ac.in from 15-11-2022 to 25-11-2022

REGISTRAR OSMANIA UNIVERSITY.

Ten. Not. No. MR-273/18/2022/Estt.II

Date: 15-11-2022.

NOTICE INVITING TENDER

Sealed tenders are invited from the suppliers of supply of Dietary and other miscellaneous articles for the University Hostels & Messes for a period of One year.

Tender form can be downloaded from the Osmania University website (www.osmania.ac.in) from 15-11-2022 to 25-11-2022 upto 1:00 PM and a demand draft (DD) of ₹. 10,000/- (Rupees Ten thousand only) drawn in favour of the Registrar, Osmania University, Hyderabad towards the cost of tender form which is to be attached along with the EMD of ₹.10,00,000/- (Rupees Ten Lakhs only). The tender document shall consist of two parts i.e., (i) Technical bid and (ii) Commercial bid.

The completed sealed tender document shall be submitted in the office of the Director (Infrastructure), Prof. J. Ananthaswamy Administrative Building, Osmania University, Hyderabad – 500 007 on or before **1:00P.M. of the 25-11-2022.**

Sealed tenders received after the due date and time will be rejected.

The tenders will be opened on **25-11-2022 at 3:00 P.M.** in the Committee Room Prof. J. Ananthaswamy Administrative Building, Osmania University, Hyderabad – 500 007

Bids not accompanied with the tender document "Fee" and "EMD" will be summarily rejected.

For further details, please visit the University website at www.osmania.ac.in

REGISTRAR
OSMANIA UNIVERSITY.



OSMANIA UNIVERSITY HYDERABAD – 500007, INDIA

Ten. Not. No. MR-273/18/2022/Estt.II

Date: 15-11-2022.

TENDER NOTIFICATION FOR SUPPLY OF DIETARY AND OTHER MISCELLANEOUS ARTICLES FOR THE UNIVERSITY HOSTELS & MESSES

Sub:- Osmania University - Campus Hostels & Messes - Tender Notification - Reg.

The Osmania University intends to invite tenders for supply of Dietary and other miscellaneous articles for the University Hostels & Messes. You are requested to submit your tender with prescribed details.

Part - I

TENDER SCHEDULE

1) Description of tender : Supply of Dietary and other miscellaneous articles for the University Hostels & Messes.

Submission of Sealed Tender forms
 : 15-11-2022 to 25-11-2022 at 1:00 P.M. at the office of the Director, (Infrastructure), Prof. J. Ananthaswamy Administrative Building, Osmania

University, Hyderabad – 500 007

The cost of tender document is ₹. 10,000/-(Rupees Ten thousand only) to be enclosed to

the tender document.

3) Closing date and time : 25-11-2022 at 1.00 P.M. (for receiving duly filled in tender bids)

4) Date, Venue & Time of opening the tender

: 25-11-2022 (Friday) at 3:00 P.M. in the Committee Room, Prof. J. Ananthaswamy Administrative Building, Osmania University, Hyderabad – 500 007 in the presence of bidders or their authorized representatives.

5) Earnest Money Deposit (EMD)

: EMD of ₹. 10,00,000/- (Rupees Ten Lakhs only)
Payable through DD drawn from any nationalized
bank drawn in favour of the Registrar, Osmania
University, Hyderabad. The Tenders without
accompanying demand drafts or insufficient
demand drafts will not be considered and will be
summarily rejected.

6) Estimated cost for the above said supplies

: ₹. 1.00 Crore (approx.) per month

7) Payment Terms

 Payment will be paid on the monthly bills as approved by the notified authorities of the University.

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PART - II

TERMS & CONDITIONS

The Suppliers should submit their tenders / quotations duly enclosing a Demand Draft towards EMD of ₹. 10,00,000/- (Rupees Ten Lakhs only) after going through the conditions laid down.

- 1. The tender must be in English.
- 2. The Supplier has to enter into an agreement with Osmania University immediately on Non-Judicial paper worth of ₹. 100/- (Rupees One Hundred only). The Supplier cannot sub contract the supply. The Osmania University shall pay the amount of monthly bill after due check of all the relevant documents by way of crossed Cheque / Electronic transfer in favour of the Supplier.
- 3. Period of Contract: The Contract shall initially be for a period of One year and can be extended further for a period up to one year subject to satisfactory supplies, on the same terms and conditions on acceptance of both the parties. The rates approved shall remain unchanged during the period of contract, However, they will be reviewed at 3 months apart and if any changes in prices more than 15% fluctuations, then the approved contract rates will be revised accordingly with due approvals of the Tender committee.
- 4. The Registrar, Osmania University reserves the right to terminate the contract by serving one month's notice, in writing.
- 5. The bidder should be a company/firm engaged in supply of Dietary and other miscellaneous articles for the University Hostels & Messes in the Educational institutes / Govt. Office/Pvt. Office/Govt. Canteen/Pvt. Canteen hotels and restaurants in India for at least 3 years, during last 4 years, till publishing of this tender.
- 6. The bidder should have successfully completed the following work in the last 03 years:
 - i. One similar nature of work of value not less than 10 Crores* or
 - ii. Two similar nature of works of value not less than 5 Crores * or
 - iii. Three similar nature of works of value not less than 3.5 Crores *
 - *(Similar nature of supply of Dietary and other miscellaneous articles for the University Hostels & Messes in the Educational institutions /Govt. offices/Pvt. Offices/ Govt. canteen/Pvt. Canteens, Hotels and Restaurants in India)
- 7. The bidder must have an average annual turnover of ₹. 10,00,00,000/- (Rupees Ten Crores only) each during the last 3 financial years.
- 8. The bidder must have their Warehouse / shop / Stores establishment in GHMC area.
- 9. The term of the Contract will be valid for a period of 1 year, and initially the contract will be awarded for a period of 3 months and will be renewed every quarter based on the performance. On expiry of the term of the Contract, the same may be renewed on the existing terms & conditions.

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- 10. Offers received after the bid closing date/time will be rejected. Tenders received by Telex / Tele fax or E-Mail will not be accepted and the University takes no responsibility for delay/loss or non-receipt of tenders sent by post/courier. Any offer containing incorrect statement and incomplete information will be rejected and the discretion of the Committee members will be final in this regard.
- 11. Osmania University reserves the right to accept /reject any offer in full or in part or accept any offer other than the lowest without assigning any reasons thereof. If there is a high variations in the quotations for Annexure A, B, C & D, the Registrar, Osmania University shall reserve the rights to award separate contracts annexure wise (lowest bid).
- 12. Any dispute or difference whatsoever arising between the parties relating to the contract shall be settled by the arbitration in accordance with the rules of arbitration of Indian Council of Arbitration and the Award made in pursuance thereof shall be binding on the parties. The venue of arbitration shall be Hyderabad.
- 13. The E.M.D of the unsuccessful bidders will be returned on same day after opening of tender.
- 14. The Tenders / quotations of those agencies / suppliers only be accepted duly filled in prescribed format under the notification along with Non-refundable Demand Draft of ₹. 10,000/- (Rupees Ten thousand only) towards cost of application, drawn in favour of Registrar, Osmania University, Hyderabad.

REGISTRAR
OSMANIA UNIVERSITY.

Annexure – I
TECHNICAL BID

(To be submitted in a separate sealed envelope)

For supply of Dietary and other miscellaneous articles for the University Hostels &

			Messes	12		-
1.	Name	of the supplier with f	ollowing details	3		
	a) Com	plete Postal Addres	s			
	h) Tolo	phone No.	<u>. </u>	<u>. n</u>		
	c) Mob					
		ail Address		-		
	U) E-IVI	of Pogistration ce	ertificate issued by the		-10-32	9-3
2.	compe		SSAI & AGMARK.			
	(Dlease		ertificate of registration)			
3.	Details	of trade license is	sued by GHMC / local			
J.	authori	ties (Please enclose	e copy of certificate)			
4.		of Proprietor / Direct				
5.	Furnish	n the following part	iculars if the registered			
		s different from abov				
2 9		plete Postal Addres	SS	-		
8		phone No.				
	c) Mob	ile No.	nnlier? If was please			
6.	Are yo	copies of previous s	pplier? If yes, please			
	allach	o. (Attach Attested	Conv)			
7. 8.	TINING	. (Attach Attested C	Copy)			
9.	Details	of GST Registration	n (attach copy)			
10.	Annua	I turnover for the las	st three financial years. (F	lease	attach copies of audited I	balance
10.		and IT returns)	, ,		•	
	0.700	,				
		Financial Vage	Amount		Remarks (if any)	7
		Financial Year	Amount	_+	Temarks (ii arry)	1
		2019-20	₹.			
		2020-21	₹.			
						1
		2021-22	₹.			
				3		_

D. Days.

(Attach separate sheet if space provided is insufficient)

SI. No	Name & address of the client with details - Name of the contact person, telephone no., Fax no., e-mail id	Details of supplies	Year of execution	Ref. Order No. & Date	Amount
1					
2	1000100				
3					
4	2				
5					
	(If the space prov	ided in incufficien	t a agressia abov	-t	ala - 10
for las	e, Expenditure & Ba st (3) Financial year 22 along with bank ac	lance sheet state s i.e. from 2019		et may be attac	nea)
Details	s of Earnest Money	Deposit D.D. / P.	O. No.		

Signature & Seal of the supplier

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GENERAL CONDITIONS OF CONTRACT

- 1. The Registrar, Osmania University, reserves the right to withdraw/relax any of the terms and conditions mentioned in tender document.
- 2. Supplied items should be of AGMARK / FSSAI / FPO Quality / Norms wherever applicable.
- 3. It will be the responsibility of the supplier to ensure that items supplied are of the good and standard quality and free from all defects. The acceptance of items will be given only when the items are found up to the sample accepted in applicable cases, requisite quality and free from all defects.
- 4. The decision of the Registrar, O.U. shall be final as to the quality of the items and shall be binding upon the tenderers. Any item fails in conformity with applicable sample or Specification or quality will be rejected out rightly and it shall be replaced immediately at the risk and cost of the supplier.
- 5. The Registrar, Osmania University reserves the right to conclude parallel Rate Contracts with a number of suppliers and place Orders on any of such firm that may be the most economical to it or suitable to its requirements.
- 6. All the supplies will be delivered at the University Hostels & Messes or at any other place as instructed by the authorized representative of the Registrar, O.U. on all days of supply.
- 7. Transportation charges (cartage), Labour charges in any form whatsoever, will not be paid.
- 8. Supply of Bread, Eggs, Vegetable and Fruits are to be made to the Kitchen of the Hostel Messes as per the requirement on every day basis before 08:00 AM without fail and milk by 5:30 AM. Other items should be supplied within the three days from the date of order.
- 9. The goods supplied must be in proper packing and should have complete information in all respect i.e. Price, Batch No, Mfg. date and Expiry Date etc. with statutory details.
- 10. If the contractor fails in fulfilling the terms and conditions mentioned here in different parts of this tender document, such failure will constitute a breach of the contract and the Registrar, O.U. shall be entitled to make other arrangements at the risk and expense of the contractor. Also nonperformance/unsatisfactory performance or violation of terms and condition of the contract will make the contractor liable for forfeiture of security deposit. The decision of the Registrar, O.U. shall be final and binding on this count.
- 11. Supply items should be supported with delivery Challan.
- 12. All the terms and conditions and other instructions mentioned in the tender document are the part of contract agreement. For which all contractors shall abide by to comply them.

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Payment Procedure:

- The Supplier has to submit the Bill / invoice on the completion of the calendar month along with copies of orders and delivery challans for completely accepted items
- 2. Advance payments will not be made under any circumstances.
- 3. The payments shall be made by the University through Cross Cheque / RTGS / ECS only.
- 4. Successful tenderer will have to supply the items with in stipulated time from the date or time of issue of supply order on the rate quoted by them and approved by the competent authority of this University
- 5. In case of delay / failure in supply, the indented items shall be purchased from the market at the risk and cost of the Contractor. The extra expenditure involved in procuring supplies from elsewhere will be recoverable from the Contractor in full at discretion of the Registrar.
- 6. The Security deposit will be forfeited if item is not supplied as per sample provided / supply order.
- 7. If the contractor fails in fulfilling the terms and conditions mentioned here in different parts of this tender document, such failure will constitute a breach of the contract and the Registrar, O.U. shall be entitled to make other arrangements at the risk and expense of the contractor. Also nonperformance/unsatisfactory performance or violation of terms and condition of the contract will make the contractor liable for forfeiture of security deposit. The decision of the Registrar, O.U. shall be final and binding on this count.

Liquidated damages:

Whenever and wherever it is found that the supply of items by the supplying agency is not up to the mark, it will be brought to the notice of the agency and agency is responsible to replace the item immediately otherwise liquidated damages @ ₹.500/per item shall be imposed. The decision of Registrar, O.U. shall be final and binding.

Risk Clause:-

The Contractor shall at all times have standby arrangements for carrying out the work under the Contract in case of any failure of the existing arrangements. Osmania University reserve the right for termination of the contract at any time by giving 30 days written notice, if the services are found unsatisfactory and also has the right to award the contract to any other selected bidders at the cost, risk and responsibilities of Contractor and excess expenditure incurred on account of this will be recovered by O.U. from the Contractor's Security Deposit or pending bill or by raising a separate claim.

- All necessary reports and other information will be supplied on a mutually agreed basis and regular meetings will be held with the Osmania University.
- II. In the event of loss/damage of equipment's/or any other property etc., at the premises of the Osmania University due to negligence/carelessness of vendor staff, then the vendor shall compensate the loss to Osmania University.

day.

Dispute Settlement:-

It is mutually agreed that all differences and disputes arising out of or in connection with the Agreement shall be settled by mutual discussions and negotiations if such disputes and differences cannot be settled and resolved by discussions and negotiations then the same shall be referred to the Sole Arbitrator appointed by the Vice-Chancellor, Osmania University whose decision shall be final and binding.

In case of any legal dispute Hyderabad will be the jurisdiction.

Termination clause:-

During the period of agreement if it is found that the agency is not providing proper services or charging higher rates than the prevailing wholesale prices by fraudulent manner or otherwise, the Registrar, Osmania University reserves the right to forfeit the security deposit, deposited with Osmania University or part thereof and agreement will be terminated after giving 30 day's notice. In such situations, tender can be allotted to second lowest bidder.

In above mentioned conditions Registrar, Osmania University reserves all the rights which shall be final.

Signature & Seal of the supplier



ANNEXURE - II COMMERCIAL BID

(To be submitted in a separate sealed envelope)

NAME OF WORK: - TENDER FOR SUPPLY OF DIETARY AND OTHER MISCELLANEOUS ARTICLES FOR THE UNIVERSITY HOSTELS 8. MESSES

ANNEXURE-A:

(CEREALS, GRAINS, PULSES, LEGUMES (Free from stones and farm waste)

	Anoroximate guantity	Brand / Made with	Date for	Rate inclus	Rate inclusive of all taxes
SI. No. Name of items	requirement per month	Agrmark / Fssai Certification	Quantity	In Figures (Rs)	In Words
1. Wheat flour (High Grade)	5,000 Kgs		Per 1 Kg	723	
2. Rice (High Grade) Sona Masoori	50,000 Kgs		Per 1 Kg		
 Chana Dal/Bengal gram pulse (Washed) 	1,000 Kgs		Per 1 Kg		
4. Mung Dal/Green gram pulse (Washed)	1000 Kgs		Per 1 Kg		
5. Tur Dal/Arhar dal	5000 Kgs		Per 1 Kg		
6. Roasted Bengal gram (Bhuna chana)	10 kgs		Per 1 Kg		
7. Groundnut/Moongfali	3,000 Kgs		Per 1 Kg		
8. Soyabeen vadi	10,00 Kgs		Per 1 Kg		
9. Copra	10 Kgs		Per 1 Kg		
10. Dalda	10 Kgs		Per 1 Kg		
	10 Kgs		Per 1 Kg		
12. Idly Rawa	10 Kgs		Per 1 Kg		
13. Jagarrey	10 Kgs		Per 1 Kg		
14. Kabuly Chana	10 Kgs		Per 1 Kg		
15. Maida	10 Kgs		Per 1 Kg		
16. Meal Maker / Kheema	10 Kgs		Per 1 Kg		
17. Menthi	1 Kg		Per 1 Kg		Section 1
18. Mota Rice	10 Kgs		Per 1 Kg		
19. Mota Salt	50 Kgs		Per 1 Kg		
20. MTR Gulab Jamun Mix 200 grams	10 Kgs		Per 1 Kg		
21. Papad	10 Kgs		Per 1 Kg		
22. Phally	10 Kgs		Per 1 Kg		
23. Red cherries	10 Kgs		Per 1 Kg		
24. Taramind	10 Kgs		Per 1 Ka		



Rate inclusive of all taxes					:									
Rate inclus) ;			30	
Rate for	Per 1 Kg	Per 1 Kg	Per 1 Kg	Per 1 Kg	Per 1 Kg	Per Litre	Per Each	Per Each	Per Each	Per 1 Kg	Per Each	Per Each	Per Litre	Per Each
Brand / Made with														
Approximate quantity	10 Kgs	10 Kgs	100 Kgs	10 Kgs	10 Kgs	10 Litres	100 Soap	100 Nos	100 No's	10 Kgs	100 No's	100 No's	10 Litres	100 No's
Name of items		26. Urid Dal	27. Semiya	28. Washing powder	29. Washing soda	Acid	Bar Soap	Bombay brooms	Candles	34. Cleaning powder	Coconut Brooms	Match Box	Phenyl (Black)	Soan (Lifebuov)
St. No.	25.	26.	27.	28.	29.	30. Acid	31.	32.	33.	34.	35.	36.	37.	30

here by offer the above rates for supply of dietary & other miscellaneous articles for _, Designation __

Osmania University Hostels & Messes, Hyderabad, as per the contract Conditions.

Signature & Seal of the supplier

Full Name:



SPICES, CONDIMENTS, OIL & GHEE (AGMARK)

:		Annroximate quantity	Brand / Made with	Data for	Rate	Rate inclusive of all taxes
SI. No.	Name of items	requirement per month	Agrmark / Fssai Certification	Quantity	In Figures (Rs)	In Words
-	Red chillies (Whole)	300 Kgs		Per 1 Kg		
۲i	Red chillies powder	500 Kgs		Per 1 Kg		
က	Turmeric powder	100 Kgs		Per 1 Kg		
4	Coriander powder	200 Kgs		Per 1 Kg		
က	Cumin seeds/jeera	10 Kgs		Per 1 Kg		
ဖ	Mustard seeds	5 Kgs		Per 1 Kg		
7.	Ajwain	5 Kgs		Per 1 Kg		
ω.	Garam masala	40 Kg		Per 1 Kg		
6	lodized Salt	1,000 Kgs		Per 1 Kg		
10.	. Tea	100 Kgs		Per 1 Kg		
Ξ.	. Ghee (Agmark) Vanaspati/Rath/dalda	25 Kgs		Per 1 Kg		
12	 -	1000 Kgs		Per 1 Ka		
13.	Refined Oil-High Grade(Agmark)	6,000 Litres		Per 1 liter		E
4	—	100 kgs		Per 1 ka		
15.	-	1 Kg		Per 1 Kg		
16	. Biryani flower	1 Kg		Per 1 Kg		
17.		1 Kg		Per 1 Kg		
18		1 Kg		Per 1 Kg		
19.		1 Kg		Per 1 Kg		
20	Chironji	1 Kg		Per 1 Kg		
2		1 Box		Per 1 Box		
22		10 Kgs		Per 1 Kg		
23.	Eating Soda	1 Kg		Per 1 Kg		
42		10 Bottles		Per 1bottle		
52		1 Kg		Per 1 Kg		
26.		1 Kg		Per 1 Kg		
27.		1 Kg		Per 1 Kg		
, 188		1 Kg		Per 1 Kg		
53	—	1 Kg		Per 1 Kg		
8	Rasam Powder	10 Kgs		Per 1 Kg		



ANNEXURE-B

					Date in all the second
ON 10	Name of items	Approximate quantity	Brand / Made with	Rate tor	Kate inclusive of all taxes
: [31 Sambar Powder	10 Kgs		Per 1 Kg	
:	32 Shahieera	- Ka		Per 1 Kg	
i «	33 Soumph (regular)	10 Kgs		Per 1 Kg	
4	34 Sukh Mukh	1 Kg		Per 1 Kg	
:					

_ here by offer the above rates for supply of dietary & other miscellaneous articles for _, Designation _

Osmania University Hostels & Messes, Hyderabad, as per the contract Conditions.

Signature & Seal of the supplier

Full Name:



ANNEXURE-C

VEGETABLES & FRUITS (FRESH AND TENDER)

Name of items Palak Methi bathua Cabbage Garlic Hara Lahsoon /Green Garlic patti Corriander Phudhina / Mint Potato Onion Ginger Beet root Carrot/ gaazar Bottle gourd/ Lauki Bitter gourd/ Karela Pumpkin Bitter gourd/ Karela Pumpkin Beans (Guar / chawala / Fansi / papdi) Parvar Brinjal Cauliflower Turai Lady finger	Quantity In Figures (R									Quantity as per	requirement & price as	per market rates									
Palak Methi bathua Cabbage Garlic Hara Lahso Corriander Phudhina / Potato Onion Ginger Beet root Carrot/ gaa; Bottle gourd Bittle gourd Pumpkin Beans (Gua Parvar Brinjal Cauliflower Turai	!			/Green Garlic patti	Aint			ızar	d/ Lauki	d/Karela		uar / chawala / Fansi / papdi)		er.	:	16	41	2	Q	Lemon Cucumber	Lemon Cucumber Radish / mooli



Ū		Approximate quantity	Rate for	Rate	Rate inclusive of all taxes
Š	Name of items	requirement per day	Quantity	In Figures (Rs)	In Words
8	Kaiu	10 Kgs	Per 1 Kg		
31	Badam	10 Kgs	Per 1 Kg		
32.	Raisins (Kishmish)	10 Kgs	Per 1 Kg		

here by offer the above rates for supply of dietary & other miscellaneous articles for Osmania University Hostels & Messes, Hyderabad, as per the contract Conditions. _, Designation _

Signature & Seal of the supplier

Full Name:

ANNEXURE-D

MILK, BREAD & EGS & MEAT

2		Approximate quantity		Rate for	Percentage of c	Percentage of discount on MRP of per Unit
. NO.		requirement per week	Draild / Made	Quantity	In Figures (Rs)	In Words
-	Milk 500 ML Packet toned	5000 Packets	Amul / parag / Namaste India / mother dairy (500ml pack)	As per MRP		
2	Paneer Fresh & Properly packed	50 Kgs	Branded Amul / parag / mother dairy or any other reputed brand	As per MRP		
က်	Butter	500 pkts of 100 gm	Amul /branded 100 gm	As per MRP		

		The second secon		200	The second secon	The second secon
2	1	Approximate quantity		Rate for	Percentage of d	Percentage of discount on MRP of per Unit
SI. No.	Name of items	requirement for one year	Brand / Made	Quantity	In Figures (Rs)	In Words
- '	Branded Bread in packing	800 Pkt (400gm)	400 Gram. Pack	As per MRP		
2	2. Eggs (Poultry Fresh)	5,000 Nos.	Per 1 egg	As per MRP		
က်	3. Chicken	1,000 Kgs	Per 1 Kg	As per MRP		

Approximate requirement which is required for next one year is based on the present occupancy of boarders. It may increase if Hostel Messes becomes fully functional.

Payments will be made on agreed prices and not more than MRP basis taking into account any increase / decrease in future. No other charges will be paid.

here by offer the above rates for supply of dietary items for Osmania University Designation Designation Hostels & Messes, Hyderabad, as per the contract Conditions.

Signature & Seal of the supplier Company Seal Full Name:

CERTIFICATE OF ETHICAL PRACTICES

I / We assure the Institute that neither I / We nor any of my / our workers will do any act/s which is improper / illegal during the execution in case the tender is awarded to us. Neither I / We nor anybody on my / our behalf will indulge in any corrupt activities / practices in my / our dealing with the University. I / We will have no conflict of interest in any of our works / contracts at the University.

Date:

Signature with Seal

M.