

VEER SURENDRA SAI UNIVERSITY OF TECHNOLOGY(VSSUT),BURLA,  
SAMBALPUR, ODISHA – 768018, INDIA

EXPRESSION OF INTEREST(EOI)

VEER SURENDRA SAI UNIVERSITY OF TECHNOLOGY,  
ODISHA, BURLA-768018

Advt. No.: VSSUT/ESTT/CAN/ 1806

Date. 06/ 08 / 2020  
04

Veer Surendra Sai University of Technology (VSSUT), Burla, Sambalpur, intends to engage a Caterer/Food Business Operator (FBO) to run its Canteen on annual contract basis. Interested parties may submit their offer to the undersigned in sealed envelope with mentioning on the envelope "Expression of Interest for University Canteen" on or before 25/08/2020 by 5.00 P.M. by Registered Post/Speed Post only. The University authorities reserve the right to accept any or reject all the EOI without assigning any reasons thereof. For details including terms and conditions visit University website [www.vssut.ac.in](http://www.vssut.ac.in).

Sd/-  
Registrar

Memo.No. VSSUT/Estt./CAN/ 1807

Dt. 04.08.2020

Copy to:-

1. University Notice Board
2. Prof. I/C University Canteen
3. The Dean, Faculty & Planning with a request to display the advertisement in University website. [www.vssut.ac.in](http://www.vssut.ac.in).
4. The Dean, SW, for information with request for wide circulation.
5. All HODs/Director-IQAC of VSSUT, Burla for information with request for wide circulation.
6. The Comptroller of Finance for information and necessary action.
7. PA to VC for kind information of Hon'ble Vice-Chancellor, VSSUT, Burla.
8. Director VIMSAR/Registrar, Sambalpur University/Executive Officer, Municipality Sambalpur with a request to display the same in their office Notice Board.
9. Display Lines, Plot No. A/149, Sahid Nagar, Bhubaneswar-751007, Ph.No. 0674-2547125, 9861028004, with request to publish the above advertisement in one issue of the all Odisha daily Odisha edition of The Sambad and Indian Express on or before 07.08.2020. The bill may be sent in triplicate along with a copy of the paper in which the publications is made.

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04.8.2020  
REGISTRAR  
Registrar

VSS University of Technology  
Burla, Sambalpur

VEER SURENDRA SAI UNIVERSITY OF TECHNOLOGY, ODISHA, BURLA

(Formerly University College of Engineering, Burla)

Po: Engineering College, Burla, Dist: Sambalpur, Odisha, India, PIN: 768018

Phone: 0663-2430211, FAX: 0663-2430204, Website: [www.vssut.ac.in](http://www.vssut.ac.in)



Expression of Interest (EOI) for University Canteen

Tender Call Notice No. VSSUT/ CAN/ 1806

Date: 04/08/2020

Submitted by

Last Date and Time of Submission of Tender	: 25/08/2020 by 5 PM
Opening of technical bid	: 27/08/2020 at 3 PM
Opening of price bid	: 28/08/2020 at 3 PM

The Document is prepared by VSSUT, Burla. It should not be reused or copied or used either in partially or fully in any form. The information provided by the bidders in response to this Tender document will become the property of VSSUT, Burla and will not be returned.

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## TERMS AND CONDITIONS FOR CANTEEN SERVICE OF VSSUT ON CONTRACT

1. The Expression of Interest (EOI) is a two bid system. The vendor must submit the technical eligibility form and price bid separately in sealed cover with all the attachments.
2. The Catering Services for refreshments, snacks, tea, meals etc. will be provided to the staff, students and beneficiaries attending the University and Visitors at the rate settled down/approved by the University authority time to time.
3. The Contractor/FBO (Food Business Operator), selected for canteen service will be required to maintain highest level of cleanliness for the canteen and its surroundings and also required to maintain standard hygiene with regards to the persons under his employment and utensils for serving foods.
4. The Contractor/FBO shall also be responsible to deliver good quality of food in all respect and for safe and hygienic disposal of the canteen garbage and left over food. The quality of the raw material to be used for preparation of food in the canteen should be of highest standard and fresh.
5. The Contractor/FBO shall arrange for items like crockery, utensils, boilers, juice machine, cooking gas cylinders, cooking store etc. and items of similar nature of good quality at his own cost and maintain the said items in proper hygienic condition for due discharge of obligations with respect to running the canteen.
6. The fuel to be used for cooking will be strictly LPG and shall be arranged by contractor, and no electricity will be permitted for cooking except Micro oven for heating purpose at the counter if required.
7. The canteen will run on all working days (Monday to Saturday) from 8 A.M. to 8 P.M. and shall remain open during Special occasion only with prior approval of the University authority.
8. The monthly rent for operating the canteen will be decided on the basis of highest bid available from the technically qualified bidders, satisfying all other parameters but not less than Rs.10,000/- per month **and in addition to that** water charges, Electricity charges of Rs.6,000/- per month will be extra till separate electric meter is installed.

The monthly rent must be deposited to University account through bank **strictly in one month advance** and selected vendor will **need to deposit Rs.1 lakh as caution/security money (Refundable during the surrender of the canteen) before taking over the charge of the Canteen.**

9. Validity of the Contract will be for one year from the date of signing the agreement and can be extended up to maximum three years subject to satisfactory performance and due approval of the University Authority. The Authority reserves the right to repudiate the contract at any time after giving one month's notice, if not satisfied with the performance of the said contractor/FBO. The contractor/FBO, if desires, may also seek termination of the contract by giving written notice at least two months in advance, during the agreement period.
10. The contractor/FBO will, at all time, ensure discipline, decent and courteous behavior by him and his employees while they will be in the premises of the University. In case any of his employees indulges in any act of indiscipline, misbehavior or indulges in violent act(s) or abets others in doing so and it's prima

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facie proved, the contractor must remove the employee concerned from the premises immediately on receipt of written communication from the authorities with duly acknowledged by the contractor.

11. There shall be no compromise on the quality of food supplied by the contractor and if any such incidence or food adulteration is found, action deemed fit, including termination of the contract shall be taken by the university authority.
12. In case of failing to fulfill any of the obligation of the contract at any time during the contract period, action deemed fit, including termination of the contract shall be taken by the university authority.
13. The contractor/FBO shall furnish contract agreement of not to violate the terms and condition on non-judicial stamp paper of Rs.10/- at his own cost before taking the handover of the canteen.
14. The applicant/FBO must have experience of running canteen in Govt./Semi Govt./Private Organizations and having food license as per Food Safety and Standard (FSS) Act 1006. Suitable documentary evidence to be submitted along with the application. Those applicant/FBO who are somehow black listed by any other organization in past, will not be considered.
15. The selected FBO will need to furnish and decorate the internal and external ambience of the canteen in order to uplift the look like any corporate canteen at their own cost in consultation with University Authority.
16. The canteen must have multiple separate service counters for juice, Ice cream, snacks and bakery items, South Indian food, Chinese food and conventional meal with common billing counter.
17. The canteen must maintain auto vending machine for coffee and cold drinks.
18. The price list of the food items proposed by the bidder will be fixed by canteen committee and monitored by PIC Canteen.
19. Any other terms and conditions may be incorporated with mutual discussion of both parties.
20. Mere submission of EOI does not entitle the applicant to stach any claim.
21. The vendors qualifying in the technical eligibility(Technical bid) will be allowed to participate in the price bid. If the price bid is not submitted in the sealed envelope then the EOI will be rejected.
22. In case of any dispute arising out of or in connection with the aforesaid contract either during subsistence of the contract or thereafter, it will be under the jurisdiction of the Court of Sambalpur only.

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*04.8.2020*

**REGISTRAR**  
**Registrar**  
**VSS University of Techno**  
**Burla, Sambalpur**

**TECHNICAL ELIGIBILITY**

**APPLICATION FORM TO RUN THE CANTEEN No. 1**

1. Advertisement No. and Date :

2. Full Name of the Authorized Person :

3. Name of The Vendor :

4. Date of Birth :

5. Father's Name :

6. Present Address :

7. Permanent Address :

8. Voter ID, Aadhar Card No. & PAN Card :

9. Mobile No. :

10. Years of Experience in running canteen:  
(List of clients where the canteen has served)

11. Food/ Safety License (As per FSS ACT 2006):

12. GST No. :

13. Income Tax Return of Last 3 years :

Photo of  
authorized  
person

(Attach self attested Copy)

(Attach self attested Copy)

(Attach self attested Copy)

(Attach self attested Copy)

(Attach self attested Copy)

(Signature of Authorized Person  
and Stamp)

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Price Bid

Rent for operation of the Canteen

Sl. No.	Minimal Rent for Operation of the Canteen	Rates to be Quoted by Bidder in Fig	Rates to be Quoted by Bidder in words
1.	10,000/-		

(Full Signature of Authorized Person  
and Stamp)

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