Haryana Tenders

eProcurement System Government of Haryana

Tender Details

Date : 18-Nov-2026 01:32 PM

Print

Basic Details

Organisation Chain	Haryana Government||BPSMV Khanpur Kalan Sonepat		
Tender Reference Number	162		
Tender ID	2026_HRY_561131_1	**Withdrawal Allowed**	Yes
Tender Type	Open Tender	**Form of contract**	Works
Tender Category	Works	**No. of Covers**	2
General Technical Evaluation Allowed	No	**ItemWise Technical Evaluation Allowed**	No
Payment Mode	Online	**Is Multi Currency Allowed For BOQ**	No
Is Multi Currency Allowed For Fee	No	**Allow Two Stage Bidding**	No

Payment Instruments

	S.No	Bank Name
Online Bankers	1	SBI Bank

Cover Details, No. Of Covers - 2

Cover No	Cover	Document Type	Description
1	Fee/PreQual/Technical	.pdf	DNIT
		.pdf	Checklist
2	Finance	.xls	BOQ

Tender Fee Details, [Total Fee in ₹ * - 3,360]

Tender Fee in ₹	2,360		
Processing Fee in ₹	1,000		
Fee Payable To	Nil	**Fee Payable At**	Nil
Tender Fee Exemption Allowed	No		

EMD Fee Details

EMD Amount in ₹	3,50,000	**EMD Exemption Allowed**	Yes
EMD Fee Type	fixed	**EMD Percentage**	NA
EMD Payable To	Nil	**EMD Payable At**	Nil

Click to view modification history

Work /Item(s)

Title	Tender for Hostel Mess Since for the Hostel No 12 and 13 at BPSMV Khanpur Kalan				
Work Description	Tender for Hostel Mess Since for the Hostel No 12 and 13 at BPSMV Khanpur Kalan				
Pre Qualification Details	Tender for Hostel Mess Since for the Hostel No 12 and 13 at BPSMV Khanpur Kalan				
Independent External Monitor/Remarks	NA				
Show Tender Value in Public Domain	Yes				
Tender Value in ₹	1,75,00,000	**Product Category**	Miscellaneous	**Sub category**	NA
Contract Type	Tender	**Bid Validity(Days)**	120	**Period Of Work(Days)**	365
Location	BPSMV Khanpur Kalan	**Pincode**	131305	**Pre Bid Meeting Place**	BPSMV
Pre Bid Meeting Address	D R Office BPSMV	**Pre Bid Meeting Date**	01-Dec-2026 03:00 PM	**Bid Opening Place**	BPSMV Khanpur Kalan
Should Allow NDA Tender	No	**Allow Preferential Bidder**	No		
Tenderer Class	Eligibility Criteria				

Critical Dates

Publish Date	18-Nov-2026 05:00 PM	**Bid Opening Date**	15-Dec-2026 11:00 AM
Document Download / Sale Start Date	18-Nov-2026 05:00 PM	**Document Download / Sale End Date**	11-Dec-2026 05:00 PM

Clarification Start Date	NA	**Clarification End Date**	NA
Bid Submission Start Date	18-Nov-2026 05:00 PM	**Bid Submission End Date**	11-Dec-2026 05:00 PM

Tender Documents

NIT Document

S.No	Document Name	Description	Document Size (in KB)
1	Tendernotice_1.pdf	DNIT	902.45
2	Tendernotice_2.pdf	Checklist	289.13

Work Item Documents

S.No	Document Type	Document Name	Description	Document Size (in KB)
1	BOQ	BOQ_641218.xls	BOQ	231.00

Bid Openers List

S.No	Bid Opener Login Id	Bid Opener Name	Certificate Name
1.	sunilkhurana021@gmail.com	Ram Rattan	RAM RATTAN
2.	ajaykumarmalik14@gmail.com	Mukesh Malik	MUKESH
3.	sdebpsmv@gmail.com	Sumer Singh	Sumer Singh

Tender Properties

Auto Tendering Process allowed	No	**Show Technical bid status**	Yes
Show Finance bid status	Yes	**Stage to disclose Bid Details in Public Domain**	Technical Bid Opening
BoQ Comparative Chart model	Normal	**BoQ Compartive chart decimal places**	2
BoQ Comparative Chart Rank Type	L	**Form Based BoQ**	No

Tender Inviting Authority

Name	Registrar
Address	Registrar Office BPSMV

Tender Creator Details

Created By	Mukesh Malik
Designation	Superintendent
Created Date	18-Nov-2026 12:46 PM

BHAGAT PHOOL SINGH MAHILA VISHWAVIDYALAYA, KHANPUR KALAN

(Sonepat) - 131305

TENDER

for

Hostel Mess Services

1. Tender Fees : Rs. 2000 (Non-refundable)(GST as applicable) +1000

2. EMD : Rs. 3,50,000/-

3. Last date & Time of Submission of Bid : 11/12/2026 ..... up to 17:00 Hrs

4. Date & Time of opening of Technical Bid: 15/12/2026 .....at 11:00 a.m.

INDEX OF CONTENTS

Sr. No	Description	Page no
1.	E-Tender Notice	2
2.	About BPSMV	6
3.	Scope of work for Hostel Mess	7
4.	Eligibility Criteria	8
5.	General Terms and Conditions (Annexure-I)	9-15
6.	Financial Terms and Conditions (Annexure- II)	16-17
7.	Mess Menu (Annexure-III)	18
8.	Permissible Brands	19
9.	Proforma for Manpower Deployment Plan (Annexure-IV)	20
10.	Check-list for the Technical Bid (Annexure-V)	21
11.	Undertaking (On a stamp Paper of Rs. 100 (Annexure-VI)	22
12.	Acceptance of the bidder (Annexure-VII)	23
13.	Proforma of Bank Guarantee for Performance Security (Annexure-VIII)	24
14.	Form of Agreement (Annexure-IX)	25-26
15.	Financial Bid	27
16.	Instruction to the bidder on Electronic Tendering System	28-33
17.	Instruction to tenderers	34-36

Certified that the DNIT contains ...1.....To.....36...Page

Bhagat Phool Singh Mahila Vishwavidyalaya
Khanpur Kalan (Sonipat), Haryana-131305

Office No. 01263-283110, http://bpsmv.ac.in/

E-TENDER NOTICE

E-tenders from reputed and eligible firms in two bid system (Technical & Financial) are invited for mes services at Hostel No. 12 & 13, BPSMV Campus. Tender document can be downloaded from websit http://etenders.hry.nic.in and http://bpsmv.ac.in/ Duly completed tender documents are to be uploade w.e.f. 18/11/2026.....upto 11/12/26 5:00 PM.

REGISTRAR

Bhagat Phool Singh Mahila Vishwavidyalaya

Khanpur Kalan (Sonipat), Haryana-131305
Office No. 01263-283110, 283005, http://bpsmv.ac.in/

Detailed Notice Inviting Tender

BPSMV, on behalf of the REGISTRAR, invites bids through online bidding system, for below mentioned work from eligible contractors/Cooperative L&C societies enlisted with State/Centre Govt. Department under appropriate class/category. The tender form can be obtained from the website: http://etenders.hry.nic.in.

Sr. No.	Name of work	Estimated cost (Rs. In lakh)	Bid Security to be deposited by contractor/ L&C Society (Rs. in Lakh)	Tender Document fee + E-service fee	Time Limit for completion of work	Start date & Time of Bid Preparation & Submission	Last date for depositing online fee	Expiry Date & Time of Bid Preparation & Submission	Date & Time for opening of pre-qualification i.e. Technical bid	Date & time for opening of price bid i.e. Financial bid.
1.	Tender for Hostel No.12 & 13 at BPSMV, Khanpur Kalan	1,75,0000/-	3,50,000/-	2000+1000+GST	One Year	18/11/2026	9/12/2026	11/12/2026	15/12/2026	24/12/2026

Note:- i) The bidders can download the tender documents from the portal: http://etenders.hry.nic.in.
ii) No separate corrigendum will be issued. Corrigendum, if any, will be uploaded on the portal.
iii) The technical and financial bids will be opened as per schedule. Interested Bidders may remain present during the opening of Bids.
iv) The pre-bid meeting will be held on 1/12/26 3:00 PM.....

REGISTRAR

BHAGAT PHOOL SINGH MAHILA VISHWAVIDYALAYA KHANPUR KALAN (SONIPAT)

(Hereinafter referred to as the University)

OFFICE OF THE REGISTRAR, BPSMV, KHANPUR KALAN

DETAILED NOTICE INVITING TENDER

Name of work: Tender for Hostel Mess Service for the Hostel No. 12 & 13 at BPSMV, Khanpur Kalan, campus

Estimated Cost of work: Rs. 1,75,00000/-

Amount of Earnest Money Deposit: Rs. 3,50000/-

Time Limit; Duration: One Year

About BPSMV

Brief Introduction:- The seed of today's Bhagat Phool Singh Mahila Vishwavidyalaya (BPSMV) was sown way back in the year 1936. The journey began with the establishment of a Girls' Gurukul with three girls in the first batch at Khanpur Kalan by revered Bhagat Phool Singh Ji whose seminal idea of empowering women through education was a revolutionary progressive giant step. The idea in fact could be termed as a precursor to today's Beti Bachao Beti Padhao campaign. The erstwhile Gurukul established purely through philanthropic means not only expanded but also became a sought after centre of higher learning and education for girls. Bhagat Phool Singh Ji's vision and the hard work done by his daughter Padam Shree Subhashini turned the Gurukul into a premier institution modeled on Indian values and ethos. It was in August 2006, the Government of Haryana thought of giving a firm shape to the idea conceived by Bhagat Phool Singh Ji and upgraded the Gurukul and its constituent institutions to a women's university mandated to further the original idea of Bhagat Phool Singh ji; "Women Empowerment through Education". Since then BPSMV has expanded on all fronts and offers a range of academic job oriented programmes touching almost all aspects of life and career. Establishment of University's two Regional Centres at Kharal (Jind) and Lula Ahir (Rewari) and affiliation of 06 women colleges with BPSMV is the testimony of its commitment and growing stature. BPSMV enjoys the distinction of being a university practicing 'University Society Interface' through community engagement, which is its core strength.

Scope of Work

1. The contract is essentially for providing following mess service to the students/residents of BPSMV, Sonepat Hostels.

The scope of work, covered by the contract, is broadly but not extensively described as given below:

a) Cooking and serving meals-Breakfast (Morning), Lunch, Snacks, and Dinner.
b) Procurement of raw material as per specification is given in Clause-19 of Part-IV.
c) Managing and control of stocks and inventories;
d) Coupon Sales: Residents may use these coupons to get 'extra' items not included in the basic menu of the mess;
e) Cleaning of cooking utensils, Kitchen and serving items;
f) Cleaning of cooking, dining hall and auxiliary areas.
g) Security of the equipment, utensils and other items in the mess;
h) Maintenance of the equipment in the kitchen and dining areas;
i) Maintenance of books, Ledgers, other records and documents related to the running of the mess;
j) Deployment and supervision of required manpower for the above mentioned job.
k) Serving of food either on buffet system or service on table.
l) Proper Disposal of Garbage

Eligibility Criteria

The Technical Bid should consist of the following documents:-

(1) Recent, self attested passport size photograph(s) of the authorized person(s) of the firm/agency with name, designation, Office/Residential address and office Telephone numbers, whether the bidder is a sole proprietor/partnership firm and if partnership firm, names addresses and telephone numbers of Directors/Partners also;

(2) Average Annual financial turnover of the agency should not be less than Rs. 150 lakh per year during last 3 financial years, i.e. F.Y. 2022-23, 2023-24 & 2024-25. The bidder must have at least one on-going/running mess contract at the time of bid submission with a minimum of 400 students/persons availing the mess facility.

*Proof of Average Annual turnover/Balance sheet & Profit & Loss A/c for last three years duly audited by Certified Chartered Accountant.

The firm should have completed one or more works with a total amount of not less than Rs. 150 lakh and each work not less than 50 lakh.

(3) The agency should have at least 3 years similar experience of Hostel Mess/Cafeteria Canteen/ Food outlets in any University/Educational Institute/Research Institute/ Central or State Govt. Organization/ Reputed Private Universities/PG Residential Colleges with a minimum of 400 students/persons availing mess facility.

(4) Undertaking on a Stamp paper of Rs.100/- as per the given Format.

(5) Self-Attested copies of:-
i. PAN Card
ii. GST Registration Number
iii. Valid FSSAI Licence

(6) **The bidding agency should have all the necessary registrations under the shops and Establishment Act/Contract labour Act/PAN/Income Tax Regn./GST/TAN/TIN/Food and adulteration certificate etc., as applicable in their case.**
(7) Labour Compliance: EPF Regn, ESI Regn, Licence prescribed under as per latest Labour Code 2019 & 2020 or any other prevailing Labour Laws.
(8) Letters/certificates from agencies/institutions for allotments of work and satisfactory running/completion report, duly signed by authorized signatory of the organisation(s) where they are running hostel mess business for at least 3 years, agency is paying timely license fee, electricity charges etc. on time.
(9) The firm including his family member should not be black-listed during last 03 years.
(10) Bank solvency certificate.
(11) Proof of EMD deposited. (Valid exemption certificate, if exempted from paying EMD).

Relevant ISO certification i.e. mess services (quality of food/hygiene & sanitation/waste management).

ANNEXURE-I

IMPORTANT NOTE:

Bidders are mandatorily required to submit their supporting documents with page numbers at the top of every page. Further they must attach relevant documents only; clearly specifying page number of each relevant document in the corresponding column of the checklist at Annexure V failing which they shall be solely responsible for any oversight during screening.

General Terms & Conditions:

1. The contract shall be initially for a period of 01 year that may be extended for another year on same terms and conditions as stated in the Tender Documents [redacted] The university reserves the right to follow academic calendar as per State Govt. Notification and/or its own calendar.

2. Tentative Period of mess operation: 2nd week of July to 3rd week of December and Second week of January to 2nd week of June unless otherwise notified by the University from time to time.

3. Tentative Summer break: 2nd week of June to 2nd week of July

4. Tentative Timing of Mess

Breakfast: 07:30 am to 8.45 am **Lunch:** 12.30 pm to 2.30 pm

Dinner: 08.00 pm to 9.30 pm **Tea:** 4:00 pm to 5:00 pm

5. The hostel mess committee also reserves right to decide the timings for breakfast and each meal on different days. The hostel mess committee may revise the timing over the year as per academic and other activities. The Chief Warden will inform the contractor about the changes in the timings well in advance.

6. The warden, in consultation with hostel mess committee, shall provide a basic menu, which shall continue for a minimum period of one month, once agreed upon mutually between the warden and the contractor. The mess committee reserves the right to change the menu from time to time. Any change in the menu shall be communicated in writing, adequately in advance, to the

contractor. **Basic Meal plan in accordance with the norms contained in Annexure-III shall be executed.**

7. The contractor shall also be required to provide extra messing facilities against additional payment basis to the residents/employees of the University.

8. **The Mess premises comprising, cooking and dining facilities, furniture, food/raw material containers, appliances, and water shall be provided by the university free of cost.** However, cleaning/washing materials/tools and manpower to properly maintain this infrastructure shall be arranged by the contractor at own cost.

9. **Maintenance of Inventory-**The inventory of articles shall be handed over to the contractor in good and working condition at the commencement of the contract. The contractor shall be the custodian of this university's properties and mess inventory during the period of the contract and shall make good any loss to the inventory by way of misuse, breakage, theft, etc., at his own cost. The available furniture, and appliances shall be provided as per the decision of hostel administration. However, the serviceability and repairing of the utensils, furniture, and appliances shall be done and ensured by the contractor at his own cost.

10. **Refund of performance security-** Similarly, the inventory in good condition shall be handed over by the contractor to the mess committee on the expiry of the contract period. The performance security shall be refunded only after a "No Dues Certificate" granted by the Warden.

11. **Payment of Electricity Utilization-**A sub-meter will be installed in the kitchen of hostel mess. The contractor has to pay bill as per consumption and rates of the university. The electricity consumption in Dining hall shall be borne by the university. Electricity for cooking area and running of kitchen equipment will be provided on chargeable basis on commercial rates as per actual bill.

12. **Storage of Food-**The food shall be cooked, stored and served under hygienic conditions. The contractor shall ensure that only freshly cooked food is served and stale food is not recycled. Stale food shall be removed from the mess premises as soon as possible. Unrefrigerated cooked food, not consumed within 6 (six) hours in summer and 10 (Ten) hours in winter, shall be deemed to be stale and unfit for consumption.

13. The food shall be neither too spicy nor too oily. Food should be wholesome and shall cater to the taste of the residents.

14. The oil that remains from deep frying at the end of the day shall have to be destroyed and shall not be allowed to be recycled for the purpose of cooking again.

15. The food shall be cooked and served in clean utensils and no laxity shall be permitted in this regard. The utensils shall have to be maintained sparkling clean at all time.

16. The contractor shall pay special attention to maintain the mess in a neat and tidy condition at all times. For this purpose, the mess shall be cleaned thoroughly after each meal.

17. **Removal of Waste Materials from the Mess Area:** The waste material and unused/leftover food from mess will be removed from mess premises every day. The contractor will ensure that all the waste material and unused/leftover food should be disposed of to the nearest Dustbin placed by the university. The contractor will also ensure that stray cattle, such as monkeys, pigs, dogs, cows, etc., do not consume any food within the mess premises.

18. **Quality of food-** The contractor shall procure only good quality fresh vegetables from the market. Contractor shall not be allowed to store the vegetables for more than 2 (two) days.

19. Tentative student strength of Each Hostel is as under:

Hostel's Name	Tentative Strength
Hostel No. 12	450
Hostel No. 13	450

20. Kitchen base Equipment & utensils for the Mess, as available will be provided to the Hostel Mess, if required. However, in the case of non-availability of any kind of pots or utensils or requirement of repairing if any, the same will be managed by the agency at their cost for smooth running of the Mess. In case of damage to the kitchen equipments, infrastructure etc, the same will be recovered from the Agency.

21. Kitchen of these hostels are fully equipped in all respect and operational and having capacity to serve food to approximately 200-250 students in each mess at a time. Equipment's are available on "as is where is" basis. Henceforth, neither any equipment will be purchase nor repaired by the University. In case of any further requirement/repairing, the same will be ensured by the Contractor himself/herself. The Institute will not reimbursement any amount towards repairing & maintenance or hiring of any equipment to the contractor.

22. The contractor should take-care to keep the mess area infection/mosquito/rat free and cost incurred on it shall be borne by the contractor.

23. Besides, staff and guests may also avail mess facility on payment basis. Contractor will also collect payment directly from such staff/faculty/officers availing mess facility. In cases of defaulters, the Contractors can discontinue mess facility/meals to such staff unless they are not instructed by the Hostel Warden/DSW. University will not be responsible for any kind of outstanding payments from the staff/faculty/officers: however, University will ensure payments for official catering.

24. Every students residing in the respective hostel is required to avail Hostel Mess facility compulsorily and there is no exemption except rare cases, as decided by the DSW/Chief Warden In consultation with Administration. Each hostel has its own mess; therefore, students can avail the mess facility from their hostel only.

25. This agreement shall be initially for a period of One Year extendable on mutual consent and terms & conditions agreed upon by the both parties.

26. Hard Copies of any tender document shall not be considered.

27. Furniture (chairs, work tables and dining tables) shall be provided by the University. The maintenance and custody of the furniture shall be the responsibility of the Contractor and any loss or damage to the furniture shall be the recovered of the Contractor.

28. The successful tenderer shall not use the University premises for residential purpose even for the Mess/Kitchen staff.

29. No addition or alteration in the mess premises will be allowed without permission of the University authorities.

30. In case there is any casualty with any of the contractor's labourers/workers, then the contractor shall be solely responsible for it.

31. LPG Cylinders shall not be taken out of the fixed system, as per requirement. In case of any misuse or malpractice such as the use of kerosene oil, stove or any other prohibited fuels by the Contractor, the contract shall be terminated without any notice and legal action as per due cause of law shall be taken against him.

32. Mess contractor is required to ensure not to employ any child labourer in the mess below the age is less than 14 years otherwise legal action will be initiated against the contractor as per due clause of Law. The contractor shall comply with the labour laws amended from time to time.

33. Sub-contracting of the contract is strictly prohibited.

34. The contractor will be solely responsible for occurrence of any incident of food poisoning etc& will abide by FSSAI. (Food Safety and Standard Authority of India).

35. All the material and food articles shall be kept in covered containers.

36. The University authorities or their nominee shall have access to the hostel premises at all times to inspect & see that the agreed conditions are strictly adhered to.

37. Smoking and consumption of alcohol/ liquor/ intoxicants or any other drugs in the premises is strictly prohibited.

38. The contractor shall remain present on the premises during working hours only. He/She shall obtain prior permission in writing from the University Authorities/Chief Warden as the case may be when moving out of station.

39. For self-termination of the contract, the contractor shall serve a **notice of three months in advance**, failing which, his performance security shall be forfeited.

40. The contractors shall cooperate with the Chief Warden/Warden regarding garbage disposal and follow as per Government guidelines (waste management guidelines) to ensure proper disposal.

41. No room service shall be provided to the hostel residents except on genuine medical grounds with the approval of the Chief Warden/Warden.

42. The Contractor shall ensure 1:40 service staff students ratio. At least 50% of the staff engaged will be female staff.

43. The contractor shall engage at least 10% of the total workers in each hostel mess of the University on the recommendation of the Chief Warden/University Authorities. The Contractor shall pay DC rates revised from time to time to the workers engaged by him. Their wages must be paid by 10th of every month.

44. The contractor will arrange the identity cards for his workers/staff and their antecedents will be got verified from local police and copy of the same will be submitted to the office of the Chief Warden and the Warden of the concerned hostel alongwith Aadhar Card/ residential proof with record and references. The contractor shall submit an affidavit of his staff along with their respective proof taking full responsibility of his staff and will get identity cards issued from the office of the Chief Warden.

45. The Contractor shall employ medically fit person only. All such employee shall undergo a complete medical check-up at M.S.M. Institute of Ayurveda Hospital, Khanpur Kalan and submit a medical fitness certificate beforehand and the same shall be renewed every six months.

46. No unauthorized person shall be allowed to enter the hostel premises without written permission of the Chief Warden/University authorities.

47. Any change of an employee shall be brought to the notice of the Chief Warden/University authorities immediately and the Contractor shall submit the medical fitness certificate of the new employee to the office of the Chief Warden.

48. General discipline and hostel rules of the University are to be observed by the Contractor and his employees. The Contractor shall be fully responsible for the conduct of his employees.

49. The Contractor shall observe and follow the provisions laid down in Labour Laws, Employment Act and Wages Rules etc.

50. In case of any default, complaint or deterioration of required quality or if otherwise observed, the contractor shall be responsible for any penalty levied by the University/Hostel Authorities and shall deposit the penalty within a week from the date of issue of such orders.

51. The Contractor shall submit the mess bill for the residents by the 10th of every month. The bill shall be prepared as per approved rates.

52. The Contractor shall not serve food to any outsider without prior approval of the Chief Warden except to the guests of bonafide residents, University staff & the participants of orientation programmes refresher courses etc with proper inventory and record.

53. Equipments, gadgets, utensils and fixtures in the Mess shall be handed over to the contractor in good condition. Maintenance and proper repair & expenses incurred on these items shall be borne by the contractor. He will hand over these items in good condition at the time of termination of the contract or completion of contract.

54. The Contractor shall immediately vacate the premises on expiry of the period of contract unless the contract is extended.

55. Conditional offers will be summarily rejected.

56. If any incident happens in the University due to the negligence of the Contractor or his/her worker, the contractor will be fully responsible and liable to pay any expenditure/claim/damages incurred due to it.

57. In case any complaint is received from a University employee/student regarding misconduct/ misbehaviour of Contractor's personnel, University will follow the due course of legal action.

58. Breach of terms of the contract or unsatisfactory service may lead to imposition of fine/ issue of warning and/ or termination of the contract. In case of termination of contract before expiry of the term of the contract i.e. one year, L2 firm will be considered for the remaining tenure. Decision of the Vice Chancellor in this regard shall be final and binding.

59. The University Authorities reserve the right to amend any clause or cancel the contract at any time without assigning any reason.

60. The approved menu shall be prominently displayed on the Notice Board inside the each Mess Hall by the contractor and copy of the same should be provided to Chief Warden and DSW.

61. The Contractor shall ensure the proper hair-and-nail cut of the workers of the mess.

62. Food will be served by the contractor on table under the supervision of hostel warden/supervisor.

63. The reputation, past performance, and conduct of the contractor shall be duly considered while allotting the contract. Any breach of terms and conditions at any stage shall render the contract liable to termination and may attract legal action as per applicable laws.

64. For each student, the mess dues will be paid for at least a minimum of 15 days. After 15 days, the payment shall be made on per day basis. For the month of June, the payment shall be made on per day basis.

65. In case of equality of rates, a firm having more average turnover will be preferred.

66. MSME firms are exempted from depositing EMD.

67. All disputes concerning this contract are subject to Gohana jurisdiction only.

68. In case of any dispute, the Vice Chancellor, BPSMV, Khanpur Kalan shall be sole arbitrator and her/his decision shall be final and binding on both parties.

Declaration by the Bidder:

I have read all the above conditions of the contract and hereby do undertake to abide by the same and also agree to serve meals at the rates fixed by the University.

Signature of Bidder with seal

ANNEXURE-II

Financial Terms and Conditions

1. Each bidder shall have to deposit EMD @ 2 % **of the total cost of the tender** at the time of submission of tender. It will remain valid for a period of Sixty days beyond the final bid validity period for each tender. EMD shall be forfeited if the successful bidder refuses or neglects to execute the contract or fails to furnish the required Performance Security within the time frame specified by the Chief Warden.

2. **The Performance Security shall be deposited by the successful bidder @ 5% of the estimated cost** for tender in the form of Bank Draft/Bank Guarantee in favour of Registrar, BPSMV, payable at Khanpur Kalan, Sonipat, Haryana. Performance security will be returned after one month of successful completion subject to providing of NO DUES CERTIFICATES failing which the University authority will take control/ possession of the premises at the risk & cost of Contractor without giving any notice.

3. Space available in the Hostel may be provided for the contractor as per the decision of the hostel administration. No servant shall be allowed to stay in the Mess area after duty hours. At the cessation of the contract, the contractor shall vacate the premises within two weeks. An extension of a maximum period of 15 days may be granted on charges basis.

4. **An amount of Rs. 5000/- (Five thousand only)** per month will be charged for the contractor towards rent/utility charges for the use of Mess premises in the Hostel with all fitting & fixture etc. The payment will be deposited by the 10th of every month.

5. The Electricity bill will be charged from the contractor as per actual Consumption on commercial rate basis.

6. Utensils for cooking, serving etc shall be supplied by the Chief Warden to the Contractor and have to be returned to the hostel Office at the end of the session. Breakage and loss of these utensils shall be the responsibility of the Contractor and recovery at current rates shall be made from the security deposit of the contractor. The Contractor shall take over all equipments and gadgets after physical verification of the items from Hostel Warden/ Supervisor.

7. In case of Non-availability of nominee due to not mentioning or any other reason(s) the University shall transfer the entire contract related payments of the contractor to the legal nominee, if any.

8. The contractor and the mess servants shall be responsible for keeping the mess neat and maintaining hygienic condition. The mess staff shall wear uniform while on duty and use aprons provided by the contractor. Non compliance of this shall make the contractor liable to pay a fine of Rs.1000/-(One Thousand Only) per instance.

9. The contractor shall not close the mess without the order of the Chief Warden/Warden. Any such misconduct shall make the contractor liable to a fine of Rs. 5000/- or more or termination of contract or both.

10. For violation of any of the obligations and terms mentioned in the contract/agreement, the contractor shall be liable to pay fine as imposed from time to time by the University Authorities which shall not exceed **Rs. 5000/-** at a time.

11. If the licensee leaves without completing the full term of the contract, the performance security money deposited by the contractor will be forfeited.

12. The self-attested documents as per selection criteria must be furnished and attached along with Technical Bid.

13. To avoid any dispute regarding the mess bill, the Contractor shall maintain a register which shall be countersigned by the Warden/Supervisor.

14. In case of any impurity/poison in food, the contractor will be responsible for that and legal action initiated against him/her.

I have read the above conditions of the contract and hereby agree to abide by the same.

Dated

Signature of the Contractor with seal

Annexure-III
Mess Menu

DAYS	BREAKFAST	LUNCH	SNACKS (Evening)	DINNER
MONDAY	Banana/bread+jam/butter+Milk-200ml (Toned milk)	Matar paneer, Rice, chapatti Seasonal Salad. Cucumber/carrot/boondi/ bathua/Mix Raita	Tea+spring roll	Chanadal, Chutney, chapatti, Salad. (Seasonal)
TUESDAY	Gobhi/Onion/methi/palak/radish/ mix Paratha , achaar,(pachranga)Milk-200ml (Toned milk)	Rajma, Rice, chapati Salad, Cucumber/carrot/boondi/bathua/mix Raita/curd.	Tea/soup/fruit chaat seasonal	Moong Masur Dal, Potato nutrilla vegetable, chapati, Salad., Sweet dish
WEDNESDAY	Plain Paratha, Pickle/vegetable dalia, Milk-200ml (Toned milk)	White Chhole Rice,chapati, Cucumber/carrot/boondi /bathua /BoondiRaita /curd. Salad.	Tea + Snacks (mix pakora/ samosa)	Arhar Dal, Seasonal vegetable, chapati, Salad.
THURSDAY	Aloo/Gobhi/Onion/methi/palak/radish/mix paratha, curd, achaar, Tea	KadhiPakora, seasonal veg, Rice, chapati, Salad/curd.	Tea	Sabut moong dal/ moong chilka , chapati, seasonal vegetable. Salad
FRIDAY	Pav Bhaji/Aloo/ Gobhi /Onion/methi /palak/ mix paratha, Milk-200 ml (Toned milk)	Dal makhni, Rice,Cucumber/carrot/boondi/ bathua/ BoondiRaita/curd.chapati, Salad.	Tea/Soup seasonal(vegetables /tomato)	Mix dal and chapatti, Salad. Sweet dish
SATURDAY	Bread pakora/ sandwich/brown bread, sauce / Bread jam , Milk-200ml (Toned milk)	Kale Chhane, Rice,Cucumber/carrot/boondi/ bathua/ BoondiRaita /curd, chapati, Salad.	Tea/roasted makahna	Urad dal, Seasonal veg , chapatti, Salad.
SUNDAY	Poha/vegetable Upma+milk-200ml (Toned milk)	Choley Bhaturey/ Aloopuri + vegpulav,achaar, onion salad,curd, green chutney	Tea/lemon water/roasted makahna	Shahi/ kadahi Paneer/ matarpaneer/ paneer bhujii , Chapati, Cucumber salad,

OTE:-

1 **Sweet Dish** (kheer (rice/makhana) -50 gm/gulabJamun(2 pieces /Jalebi/ Ice creams/fruit custard required at least 2 days in a week.

2 **Seasonal vegetable** may provide in form of Aloo,Gobhi, Brinjal, Karela, Toori, Mix Veg, Bhindi,capsicum,parmal,ghia,palak,channa carrot, Peas, Methi, French beans etc.

3 **Seasonal salad** may provide in form of cucumber, carrot, raddish, tomato, onion etc.

4 Internal changes are allowed with hostel mess committee and student committee.

5 Onion. green chilly,aachar may be provided as per requirement of students.On the eve of **festival/fast**, special food will be pre to theme of festival. Navratra special meal must be provided on occasion of Navratras.

Signature.....

Name .....

Address .....

Date: -

Seal of firm.....

*PERMISSIBLE BRANDS or EQUIVALENT QUALITY OF CONSUMABLES

ITEM	BRAND
Salt	Iodised salt such as Tata, Annapurna, Catch, Nature Fresh
Spices	MDH, MTR, Tata, Catch, Everest or equivalent quality brands
Ketchup	Maggi, Kissan, Heinz
Oil	Refined oil such as Sundrop, Nature Fresh, Godrej, Safola, Fortune, Patanjali
Pickle	Tops, Panchranga or equivalent
Atta	Aashirvad, Pillsbury, Nature Fresh , Fortune, Shakti Bhog
Butter	Amul, Britania, Mother Dairy, Vita
Curd	Amul/Mother Dairy ,Vita
Bread	Harvest/Britania make
Jam	Kissan, Nafed , Hafed
Milk	Toned milk of Mother Dairy, Amul, Vita, Lakshya, Patnanjalii
Paneer	Amul/Mother Dairy ,Vita
Tea	Brook Bond, Lipton, Tata
Ice Cream, Lassi, Curd	Mother Dairy, Amul, Vadilal
Besan, Daal	Maharaja/Rajdhani or equivalent
Rice	Basmati /Branded

*Note: The names of brands are only indicative and many more brands, which maintain the quality/ ingredients, can be used.

Annexure-IV

PROFORMA FOR MANPOWER DEPLOYMENT PLAN

The bidder shall mention the number of personnel assessed by him while quoting the rates and found necessarily to be deployed for the smooth execution of the work in the following Performa:

Sr. No.	Category	Number of personnel on working days	Number of personnel on weekends and other holidays
1.	Hostel Mess 1. Cook		

Note: 1. The bidder should furnish the above information very carefully, keeping in mind the complete scope of work. The number proposed above must be adequate enough to execute the work smoothly.

2. The bidder should also provide the list of various major equipment's, tools and plants he proposes to put in use if the contract is awarded.

Signature of the Bidder with seal

Annexure-V

CHECK-LIST FOR TECHNICAL BID

Important Note:

Bidders are mandatorily required to attach relevant documents only clearly specifying page number of each relevant document in the corresponding column of the checklist given below failing which they shall be solely responsible for any oversight during screening.

PART-A

Sr. No.	Document required	Page number at which document is placed	For official use
1.	Authorized Person Info: Self-attested recent passport photo (s) with name, designation, Office/Residential address, and phone numbers. Includes business status (Proprietor/Partnership) and Director/Partner details.		
2.	Financial Turnover Proof: Audited Balance Sheets and P&L for F.Y. 2022-23, 2023-2024 & 2024-25 showing average annual turnover ₹150 Lakhs.		
3.	Specific Project Proof: Documentation for one or more completed works with a total of not less than Rs. 150 lakh and each work not less than 50 lakh.		
4.	Ongoing Contract Proof: Evidence of at least one ongoing/running mess contract with a capacity of 400 students/persons.		
5.	3-Year Experience Proof: Evidence of at least 3 years of similar experience in University/Govt/Reputed Institutes with 400 students Per Years .		
6.	Satisfactory Reports: Letters from organization(s) concerned for 3- year business, confirming timely payment of license fees and electricity.		
7.	Undertaking: On ₹100/- Stamp Paper as per the format in Annexure-VI		
8.	Statutory Tax Docs: Self-attested PAN Card and GST Registration Number.		
9.	Food Safety: Valid FSSAI License (Self-Attested).		
10.	ISO Certification: Relevant ISO certificates for mess services (Quality/Hygiene/Waste Management) — *Preferred*		
11.	Labour Compliance: EPF Regn, ESI Regn, Licence prescribed under as per latest Labour Code 2019 & 2020 or any other prevailing Labour Laws.		
12.	General Registrations: Proof of Shops & Establishment Act, TAN, and TIN as applicable		
13.	Non-Blacklisting Declaration: Confirmation that firm/partners/family members have not been blacklisted in the last 3 years.		
14.	Price Rate Confirmation: Confirmation that the firm has not worked at a lower rate in any Govt. organization than the current quoted rates.		

15	Bank Solvency Certificate: Official certificate issued by the bidder's bank.		
16	Manpower Plan: Proforma for the detailed manpower deployment plan as per Annexure IV if exempted, please attach Certificate. Annexure-IV		
17.	Proof of EMD deposited. If exempted, attach valid exemption certificate		

Signature of the Bidder with seal

ANNEXURE-VI

(ON A STAMP PAPER of Rs.100/-)

UNDERTAKING

To

_____

_____

_____

(Designation and Name of the concerned Department)

Name of the firm/Agency_____

Name of the tender_____ Due date:_____

Sir,

1. I/We hereby agree to abide by all terms and conditions laid down in tender document.
2. This is to certify that I/We before signing this bid have read and fully understood all the terms and conditions and instructions contained therein and undertake myself/ourselves abide by the said terms and conditions.
3. I/We abide by the provisions of Minimum Wages Act, Contract Labour Act and other statutory provisions like Provident Fund Act, ESI Bonus, Gratuity, Leave, Relieving Charges, Uniform and Allowance thereof and any other charges applicable from time to time. I/We will pay the wages to the personnel deployed as per Minimum Wages Act as amended by the Government from time to time and shall be fully responsible for any violation.

(Signature of the Bidder)
Name and Address of the Bidder.
Telephone No.

ANNEXURE- VII

ACCEPTANCE OF THE BIDDER

Name of the Work.....

All the clauses of TENDER document and terms and conditions enumerated in this form have been read by me/ us and are acceptable to me/ us.

Dated: -

Signature

Name in Block letters_____

_____

Name of the Agency_____

Address with stamp:

_____

_____

_____

_____

Annexure-VIII

FORM OF BANK GUARANTEE FOR PERFORMANCE SECURITY

(To be stamped in accordance with Stamps Act of India)

1. THIS DEED of Guarantee made this day of _____between _____ (Name of the Bank) (hereinafter called the "Bank") of the one part and _____(BPSMV) (hereinafter called the "BPSMV") of the other part.

2. WHEREAS _____ (BPSMV) has awarded the contract for _____ for Rs._____(Rupees in figures and words) (hereinafter called the "contract") to M/s_____(Name of the contractor) (hereinafter called the "contractor").

3. AND WHEREAS THE Contractor is bound by the said Contract to submit to the BPSMV a Performance Security for a total amount of Rs._____ (Amount in figures and words).

4. NOW WE the Undersigned _____(Name of the Bank) being fully authorized to sign and to incur obligations for and on behalf of and in the name of _____(Full name of Bank), hereby declare that the said Bank will guarantee the BPSMV the full amount of Rs._____ (Amount in figures and words) as stated above.

5. After the Contractor has signed the aforementioned contract with the BPSMV, the Bank is engaged to pay the BPSMV, any amount up to and inclusive of the aforementioned full amount upon written order from the BPSMV to indemnify the BPSMV for any liability of damage resulting from any defects or shortcomings of the Contractor or the debts he may have incurred to any parties involved in the Works under the Contract mentioned above, whether these defects or shortcomings or debts are actual or estimated or expected. The Bank will deliver the money required by the BPSMV immediately on demand without delay without reference to the Contractor and without the necessity of a previous notice or of judicial or administrative procedures and without it being necessary to prove to the Bank the liability or damages resulting from any defects or shortcomings or debts of the Contractor. The Bank shall pay to the BPSMV any money so demanded notwithstanding any dispute/disputes raised by the Contractor in any suit or proceedings pending before any Court, Tribunal or Arbitrator(s) relating thereto and the liability under this guarantee shall be absolute and unequivocal.

6. THIS GUARANTEE is valid for a period of _____ months from the date of signing. (The initial period for which this Guarantee will be valid must be for at least six months longer than the anticipated expiry date of the Contract period).

7. At any time during the period in which this Guarantee is still valid, if the BPSMV agrees to grant a time of extension to the contractor or if the contractor fails to complete the works within the time of completion as stated in the contract, or fails to discharge himself of the liability or damages or debts as stated under para-5 above, it is understood that the Bank will extend this Guarantee under the same conditions for the required time on demand by the BPSMV and at the cost of the contractor.

8. The Guarantee hereinbefore contained shall not be affected by any change in the Constitution of the Bank or of the contractor.

9. The neglect or forbearance of the BPSMV in enforcement of payment of any money, the payment whereof is intended to be hereby secured or the giving of time by the BPSMV for the payment hereof shall in no way relieve the Bank of their liability under this deed.

10. The expressions "the BPSMV", "the Bank" and "the Contractor" hereinbefore used shall include their respective successors and assigns.

IN WITNESS whereof I/We of the bank have signed and sealed this

guarantee on the _____day of _____(Month)_____(year)

being herewith duly authorized.

For and on behalf of

the _____Bank.

Signature of authorized Bank official

Name_____

Designation_____

I.D. No._____

Stamp/Seal of the Bank.

Signed, sealed and delivered for and on behalf of the Bank by the above named _____ in the presence of:

Witness-1.

Signature_____

Name_____

Address_____

Witness-2.

Signature_____

Name_____

Address_____

Annexure-IX

FORM OF AGREEMENT

(To be on stamp as per Stamp Duty Act)

THIS AGREEMENT is made on the____ day _____ (Month)_____(Year) Between the Chancellor cum Governor of Haryana through the BPS Mahila University hereinafter called " BPSMV", which expression shall, unless excluded by or repugnant to the context, be deemed to include its successor in office and assigns of the one part AND _____ (Name and address of the contractor) through Shri _____, the authorized representative (hereinafter called "the contractor") (which expression shall, unless excluded by or repugnant to the context, be deemed to include its/their heirs, successors, executors, administrators, representatives and assigns) of the other part. Under which the contractor shall provide informed and trained personnel and will use its best endeavours to provide _____Services to the BPSMV for providing a neat and clean environment to the BPSMV.

NOW THIS AGREEMENT WITNESSETH as follows:-

1. In this Agreement words and expression shall have the same meanings as are respectively assigned to them in the Terms and Conditions of contract hereinafter referred to.
2. The following documents shall be deemed to form and be read and constructed as part of this Agreement, viz:

a. Letter of acceptance of award of contract;
b. Terms and Conditions;
c. Notice inviting Tender;
d. Bill of Quantities;
e. Scope of work;
f. Addendums, if any;
g. Complete Tender Document submitted by the contractor and any other document forming part of the contract

3. In consideration of the payments to be made by the BPSMV to the Contractor as hereinafter mentioned, the Contractor hereby covenants with the employer to execute the _____w.e.f _____ as per the provisions of this Agreement and the tender documents.
4. The BPSMV hereby covenants to pay the contractor in consideration of the execution and completion of the works/services as per the provisions of this Agreement and the tender documents, the contract price of Rs._____ (_____Rupees in words).
5. Being the sum stated in the letter of acceptance subject to such additions thereto or deductions there from as may be made under the provisions of the contract at the times in manner prescribed by the contract.

IN WITNESS WHEREOF the parties hereto have signed the Agreement the day and the year first above written.

For and on behalf of the Contractor	For and on behalf of the Chancellor cum Governor of Haryana
Signature of the authorized official	Signature of the authorized Officer
Name of the official	Name of the Officer
Stamp/Seal of the Contractor	Stamp/Seal of the BPSMV
By the said _____Name	By the said _____Name
on behalf of the Contractor in the presence of:	on behalf of the BPSMV in the presence of:
Witness_____	Witness_____
Name_____	Name_____
Address_____	Address_____
_____	_____
_____	_____
Telephone No:_____	Telephone No:_____

BPS Mahila Vishwavidyalaya, Khanpur Kalan, Sonepat		
Financial Bid		
S. No.	Approximate students	Rate per student per day
1	900 (both hostels)	
Signature with date		
Name		
Name of the Firm		
Complete Address		
Seal		

Note: The quoted rates should be including GST.

Instructions to the bidders on Electronic Tendering System

These conditions will over-rule the conditions stated in the tender documents, wherever relevant and applicable.

1. Registration of bidders on e-Procurement Portal:-

All the bidders intending to participate in the tenders process online are required to get registered on the NIC e - Procurement Portal (https://etenders.hry.nic.in). Please visit the website for more details.

2. Obtaining a Digital Certificate:

2.1 The Bids submitted online should be encrypted and signed electronically with a Digital Certificate to establish the identity of the bidder bidding online. These Digital Certificates are issued by an Approved Certifying Authority, by the Controller of Certifying Authorities, Government of India.

2.2 A Digital Certificate is issued upon receipt of mandatory identity (i.e. Applicant's PAN Card) and Address proofs and verification form duly attested by the Bank Manager / Post Master / Gazetted Officer. Only upon the receipt of the required documents, a digital certificate can be issued. For more details please visit the website –https://etenders.hry.nic.in

2.3 The bidders may obtain Class-II or III digital signature certificate from any Certifying Authority or Sub-certifying Authority authorized by the Controller of Certifying Authorities or may obtain information and application format and documents required for the issue of digital certificate from.

2.4 The bidder must ensure that he/she comply by the online available important guidelines at NIC e-procurement portal (https://etenders.hry.nic.in) for Digital Signature Certificate (DSC) including the e-Token carrying DSCs.

2.5 Bid for a particular tender must be submitted online using the digital certificate (Encryption & Signing), which is used to encrypt and sign the data during the stage of bid preparation. In case, during the process of a particular tender, the user loses his digital certificate (due to virus attack, hardware problem, operating system or any other problem) he will not be able to submit the bid online. Hence, the users are advised to keep a backup of the certificate and also keep the copies at safe place under proper

(for its use in case of emergencies).

2.6 In case of online tendering, if the digital certificate issued to the authorized user of a firm is used for signing and submitting a bid, it will be considered equivalent to a no-objection certificate /power of attorney / lawful authorization to that User. The firm has to authorize a specific individual through an authorization certificate signed by all partners to use the digital certificate as per Indian Information Technology Act 2000. Unless the certificates are revoked, it will be assumed to represent adequate authority of the user to bid on behalf of the firm in the department tenders as per Information Technology Act 2000. The digital signature of this authorized user will be binding on the firm.

2.7 In case of any change in the authorization, it shall be the responsibility of management / partners of the firm to inform the certifying authority about the change and to obtain the digital signatures of the new person / user on behalf of the firm / company. The procedure for application of a digital certificate however will remain the same for the new user.

2.8 The same procedure holds true for the authorized users in a private/Public limited company. In this case, the authorization certificate will have to be signed by the directors of the company.

3. Opening of an Electronic Payment Account

For purchasing the tender document online, bidders are required to pay the tender documents fees online using the electronic payments gateway service shall be intergrated with the system. For online payment guidelines, please refer to the Home page of NIC e-procurement portal (https://etenders.hry.nic.in)

4. Pre-requisites for online bidding:

In order to operate on the electronic tender management system, a user's machine is required to be set up. A help file on system setup/Pre-requisite can be obtained or downloaded from the home page of NIC e-procurement portal (https://etenders.hry.nic.in). The link for downloading required java applet & DC setup are also available on the Home page of the e-tendering Portal.

5. Online Viewing of Detailed Notice Inviting Tenders:

The bidders can view the detailed N.I.T and the time schedule (Key Dates) for all the tenders floated through the single portal eProcurement system on the NIC e-procurement portal (https://etenders.hry.nic.in)

6 Download of Tender Documents:

The tender documents can be downloaded free of cost from the NIC e-procurement portal (https://etenders.hry.nic.in)

7 Key Dates:

The bidders are strictly advised to follow dates and times as indicated in the online Notice Inviting Tenders. The date and time shall be binding on all bidders. All online activities are time tracked and the system enforces time locks that ensure that no activity or transaction can take place outside the start and end dates and the time of the stage as defined in the online Notice Inviting Tenders.

8 Online Payment of Tender Document Fee, eService fee , EMD fees & Bid Preparation & Submission (PQQ/ Technical & Commercial/Price Bid):

i) Online Payment of Tender Document Fee + e-Service fee:

The online payment for Tender document fee, eService Fee & EMD can be done using the secure electronic payment gateway. The Payment for Tender Document Fee and eService Fee shall be made by bidders/ Vendors online directly through Debit Cards & Internet Banking Accounts and the Payment for EMD shall be made online directly through RTGS / NEFT & OTC.

The secure electronic payments gateway is an online interface between contractors and Debit card / online payment authorization networks.

8.1 PREPARATION & SUBMISSION Of online APPLICATIONS/BIDS:

(i) Detailed Tender documents may be downloaded from NIC e-procurement portal (https://etenders.hry.nic.in) from (.....(9:00 Hrs) to (.....) (17:00 Hrs.) and tender mandatorily be submitted online following the instruction appearing on the screen..

(ii) Scan copy of Documents to be submitted/uploaded for Prequalification or Technical bid under online PQQ/ Technical Envelope: The required documents (refer to DNIT) shall be prepared and scanned in different file formats (in PDF /JPEG/MS WORD format such that file size is not exceed more than 10 MB) and uploaded during the on-line submission of PQQ or Technical Envelope.

(iii) FINANCIAL or Price Bid PROPOSAL shall be submitted mandatorily online under Commercial Envelope and original not to be submitted manually)

NOTE:-

(A) Bidders participating in online tenders shall check the validity of his/her Digital Signature Certificate before participating in the online Tenders at the NIC e-procurement portal (https://etenders.hry.nic.in)

(B) For help manual please refer to the 'Home Page' of the NIC e-Procurement Portal (https://etenders.hry.nic.in), *and click on the available link 'How to...?' to download the file.*

In the first instance, the online payment details of tender document fee + e-Service and EMD & PQQ/Technical Envelope shall be opened. Henceforth financial bid quoted against each of the item by the shortlisted bidder/ Agency wherever required shall be opened online in the presence of such bidders/ Agency/dealer who either themselves or through their representatives choose to be present.

The bidder can submit online their bids as per the dates mentioned in the schedule/Key Dates above.

(C) Guidelines for Online Payments in e-tendering

Post registration, bidder shall proceed for bidding by using both his digital certificates (one each for encryption and signing). Bidder shall proceed to select the tender he is interested in. On the respective Department page in the e-tendering portal, the Bidder would have following options to make payment for tender document & EMD:

A. Debit Card

B. Net Banking

C. RTGS/NEFT

Operative Procedures for Bidder Payments

A) Debit Card

The procedure for paying through Debit Card will be as follows:

(i) Bidder selects Debit Card option in e-Procurement portal.

(ii) The e-Procurement portal displays the amount and the card charges to be paid by bidder. The portal also displays the total amount to be paid by the bidder.

(iii) Bidder clicks on "Continue" button

(iv) The e-Procurement portal takes the bidder to Debit Card payment gateway screen.

(v) Bidder enters card credentials and confirms payment

(vi) The gateway verifies the credentials and confirms with "successful" or "failure" message, which is confirmed back to e-Procurement portal.

(vii) The page is automatically routed back to e-Procurement portal

(viii) The status of the payment is displayed as "successful" in e-Procurement portal. The e-Procurement portal also generates a receipt for all successful transactions. The bidder can take a print out of the same,

(ix) The e-Procurement portal allows Bidder to process another payment attempt in case payments are not successful for previous attempt.

B) Net Banking

The procedure for paying through Net Banking will be as follows:

(i) Bidder selects Net Banking option in e-Procurement portal.

(ii) The e-Procurement portal displays the amount to be paid by bidder.

(iii) Bidder clicks on "Continue" button

(iv)The e-Procurement portal takes the bidder to Net Banking payment gateway screen displaying list of Banks

(v) Bidder chooses his / her Bank

(vi) The Net Banking gateway redirects Bidder to the Net Banking page of the selected Bank

(vii) Bidder enters his account credentials and confirms payment

(viii) The Bank verifies the credentials and confirms with "successful" or "failure" message to the Net Banking gateway which is confirmed back to e-Procurement portal.

(ix) The page is automatically routed back to e-Procurement portal

(x) The status of the payment is displayed as "successful" in e-Procurement portal.

The e-Procurement portal also generates a receipt for all successful transactions. The bidder can take a print out of the same. (xi) The e-Procurement portal allows Bidder to process another payment attempt in case payments are not successful for previous attempt.

C) RTGS/ NEFT

The bidder shall have the option to make the EMD payment via RTGS/ NEFT. Using this module, bidder would be able to pay from their existing Bank account through RTGS/NEFT. This would offer a wide reach for more than 90,000 bank branches and would enable the bidder to make the payment from almost any bank branch across India.

I. Bidder shall log into the client e-procurement portal using user id and password as per existing process and selects the RTGS/NEFT payment option.

ii. Upon doing so, the e-procurement portal shall generate a pre-filled challan. The challan will have all the details that is required by the bidder to make RTGS-NEFT payment.

iii. Each challan shall therefore include the following details that will be pre-populated:

- Beneficiary account no: (unique alphanumeric code for e-tendering)
- Beneficiary IFSC Code:
- Amount:
- Beneficiary bank branch:
- Beneficiary name:

iv. The Bidder shall be required to take a print of this challan and make the RTGS/NEFT on the basis of the details printed on the challan.

v. The bidder would remit the funds at least T + 1 day (Transaction + One day) in advance to the last day and make the payment via RTGS / NEFT to the beneficiary account number as mentioned in the challan.

vi. Post making the payment, the bidder would login to the e-Tendering portal and go to the payment page. On clicking the RTGS / NEFT mode of payment, there would be a link for real time validation. On clicking the same, system would do auto validation of the payment made.

List of Net banking banks

1. Allahabad Bank
2. Axis Bank
3. Bank of Bahrain and Kuwait
4. Bank of Baroda
5. Bank of India
6. Bank of Maharashtra
7. Canara Bank
8. City Union Bank
9. Central Bank of India
10. Catholic Syrian Bank
11. Corporation Bank
12. Deutsche Bank
13. Development Credit Bank
14. Dhanlaxmi Bank
15. Federal Bank
16. HDFC Bank
17. ICICI Bank
18. IDBI Bank
19. Indian Bank
20. Indian Overseas Bank
21. Indusind Bank
22. ING Vysya Bank

23. J and K Bank

24. Karnataka Bank

25. Kotak Mahindra Bank

26. Karur Vysys Bank

27. Punjab National Bank

28. Oriental Bank of Commerce

29. South Indian Bank

30. Standard Chartered Bank

31. State Bank Of Bikaner and Jaipur

32. State Bank of Hyderabad

33. State Bank of India

34. State Bank of Mysore

35. State Bank of Travancore

36. State Bank Of Patiala

37. Tamilnad Mercantile Bank

38. Union Bank of India

39. United Bank of India

40. Vijaya Bank

41. Yes Bank

INSTRUCTION TO TENDERERS

1. a) Tender documents can be downloaded online from the Portal: https://etenders.hry.nic.in.

   b) As the Bids are to be submitted online and are required to be encrypted and digitally signed, the Bidders are advised to obtain Digital signature Certificate (DSE) at the earliest. For obtaining Digital Certificate, the Bidders should follow Point No. 2 under "instructions to bidder on Electronic Tendering System".

2. Short Term e-tenders are hereby invited in two bid system (Technical & FinancialBid) for the Purchase of Stationery/Printing items for the Central Store of University as shown in the attached ANNEXURE-A for the year 2026. This is two bids (Technical and Financial Bid) tender. The Technical Bids would be opened on ..... and the Financial Bids would be opened on same day.

Part- I Technical Bid shall consist of following documents (Qualifying Requirements):

(i) The Bidders shall have to pay for the Tender documents, EMD Fees & eService Fee online by using the service of secure electronic payment gateway. The secure electronic payments gateway is an online interface between bidders and online payment authorization networks.

(ii) For Items only the firm must submit the certificate that they have one sheet fed offset printing machine (two colour) or if they are a distributer/dealership firm they must submit the certificate that they have 3 year experience of supply of Purchase of Stationery/Printing items for the Central Store of University.

(iii) The firm must attach the photocopy regarding registration of firm for the items.
The firm must attach the photocopy of PAN CARD.

(iv) Samples should be submitted physically.

(v) A certificate regarding paper of which mill will be used must be enclosed.

(vi) Number of Years of experience of the suppliers should be at least 3 years preceding 2026. Attested copy of supply/purchase orders is necessary as supportive documents.

(vii) Annual Turnover should be above 10 Lac for Items for preceding three years. The firm should attach photocopy regarding turn over duly attested by Chartered Accountant.

(viii) Annexure-I is mandatory.

NOTE: SCANNED COPIES OF THE ABOVE DOCUMENTS SHOULD BE ATTACHED WITH THE BID AS PROOF. THE SAMPLES OF DIARY, WALL CALENDAR AND TABLE CALENDAR SHOULD BE DEPOSITED / SUBMITTED PHYSICALLY ON DATED UPTO.....

Part II Financial Bid will be opened only with the approval of Registrar, Bhagat Phool Singh Mahila Vishwavidyalaya, Khanpur Kalan, Sonipat (Haryana)

The Technical Bid will be opened on ..... by the Technical Committee in the presence of tendered or their authorized representatives who may wish to attend.

Financial Bids of only those bidders/items will be opened who qualify on the basis of their Technical Bids. The Financial Bids would be opened on .....

The department shall announce/inform the tenderer who's Technical Bids are found valid for opening of the Financial Bid. The tenderers so informed or their authorized representative (s) may attend the meeting.

In case the date of opening of tender is declared holiday by the Government, tenders shall be opened on the next working day following the closed day at the scheduled time.

TERMS AND CONDITIONS

1. Tender received without earnest money will summarily be rejected.
2. The sample of the above item may be seen in the office of the Central Store of the BPSMV, Khanpur Kalan, Sonipat during office hours on any working day before quoting the rates.
3. The supply of diaries is to be made to the Central Store, of BPSMV, Khanpur Kalan, Sonipat, Haryana.
4. The firms to whom work is allotted will have to supply in 15 days, failing which penalty of one percent per day will be levied.

In case the work allotted to the firm is not carried out by them, then it will be got done from other firm at the risk and cost of the defaulting firm apart fromforfeiting the EMD. The firm is also liable to be BLACK LISTED. In the case of forfeiture of earnest money decision of the Vice-Chancellor, BPSMV, Khanpur Kalan, Sonipat shall be final.

5. The Vice-Chancellor, BPSMV, Khanpur Kalan, Sonipat, Haryana reserves the right to withdraw the work in part or in whole in case of any unforeseen circumstances if becomes necessary after placing the order.
6. The earnest money will be released on receipt of the bill completed with all delivery vouchers and other documents.
7. If the job is returned by the firm unexecuted after accepting the same, earnest money will be forfeited and job will be got executed at firm's risk and cost from some other firm.
8. Execution of job should be of standard quality, neat and accurate according to the specifications, where the Registrar, BPSMV, Khanpur Kalan, Sonipat, Haryana is satisfied that the execution of the job is not up to the standard, suitable deductions will be made or the entire job will be rejected, as the case maybe at the cost of firm.
9. No bill will be entertained unless it is submitted in duplicate and is accompanied by acknowledged delivery receipts.
10. Any departure from these conditions will be liable to disqualify the tender. Conditional tender will not be accepted.
11. No firm will sublet the work allotted to him to any other firm. Action as deemed fit will be taken against the defaulting firm if found subletting.
12. The Vice-Chancellor, BPSMV, Khanpur Kalan, Sonipat, Haryana reserves the right to accept/reject the lowest tender or any one or all the tenders without assigning any reasons.
13. All disputes will be settled at Gohana Court/Sonipat Court.
14. Tenders should be accompanied with the certificate listed in Part-I of Instructions to tenderers.
15. Rate should be FOR Khanpur Kalan Store destination & shall also include packing & Forwarding charges all taxes including GST which should specifically be mentioned separately.

Rates:

The rates are to be quoted per No. in Rupees F.O.R. consignee at Khanpur Kalan, Gohana, inclusive of all taxes etc. The breakup of the Rates will be indicated by the tendered in the following manner:-

S. N.	Description	Purchase of Stationery/Printing items for the Central Store of University
(i)	Basic Rate	
(ii)	GST @ _____	
(iii)	Any other Taxes/ Duties/Levies/Cess/IIIrd party Inspection charges.	
	Net Total (i)+(ii)+(iii)	

NOTE

A The Proof of payment of GST will also be submitted by the supplier along withtheir bill in the form of a certificate from concerned authority that GST @ of ___% is payable against Registrar, BPSMV, Khanpur Kalan Supply Order No. _____ placed in favour of M/s ___.

B The tenderer will give the complete postal address of the authority having jurisdiction over their works in respect of GST. The tender submitted without said break-up of rates and information

Indicatedabove, shall not be considered.

C The tenderer will give the complete postal address of the authority having jurisdiction over their works in respect of GST. The tender submitted without said break-up of rates, and information indicated above shall not be considered and shall be rejected.

"CERTIFIED THAT I/WE HAVE READ THE CONDITIONS CAREFULLY AND UNDERTAKE TO ABIDE BY THEM FAITHFULLY, FURTHER CERTIFIED THAT I/WE WILL COMPLETE THE WORK TOBE ALLOTTED TO ME/US WITHIN THE STIPULATED PERIOD".

Signature of authorized person on behalf of the tendered firm.