



Tender Document - Students Refreshment Kiosk- NIFT Girls Hostel.

नेशनल इंस्टीट्यूट ऑफ फैशन टेक्नोलॉजी, चेन्नई
NATIONAL INSTITUTE OF FASHION TECHNOLOGY, CHENNAI

A Statutory Institute governed by the NIFT Act, 2006

(Ministry of Textiles, Govt. of India)

An ISO 9001: 2015 certified Institution,

Rajiv Gandhi Salai, Taramani, Chennai – 600 113.

Email: purchase.chennai@nift.ac.in and admin.chennai@nift.ac.in

Rs. 295/-
(in Cash /
DD / PO)

**NAME OF WORK: EXPRESSION OF INTEREST FOR RUNNING A STUDENTS
REFRESHMENT KIOSK AT NIFT, GIRLS HOSTEL (ADDRESS: BLOCK 17, MGR
FILM CITY ROAD, KANAGAM, TARAMANI, CHENNAI, TAMIL NADU 600113)**

TENDER DOCUMENT-SINGLE BID SYSTEM

1. Original : The Bid document with complete details and necessary attachments and financial bid should be submitted in a sealed cover Addressed to
The Director,
National Institute of Fashion Technology,
Rajiv Gandhi Salai, Taramani, Chennai – 600113
2. Duplicate : To be retained by the Service Provider for Reference.

Tender Issue : **07.07.2025**

Last date & Time for Submission of Tender : **23.07.2025- 01.00 PM**

Tender Opening Date & Time : **23.07.2025- 03.00 PM**

EMD to be deposited along with Tender (In separate cover): **Rs.25, 000/-**

Tender document will be available at our website, it should be downloaded at free of cost (www.nift.ac.in/chennai/tenders)



Terms & Conditions:

1. To run the Students Refreshment Kiosk at NIFT Chennai ((Address: Block 17, MGR Film City Road, Kanagam, Taramani, Chennai, Tamil Nadu 600113)-approximately **300 sq. ft.** will be provided to the party. The selected contractor shall pay a monthly facility charge plus GST for using the facilities provided by NIFT. **Contract will be awarded to the bidder who quotes highest Facility charge (H1) Annexure B.**
2. Electricity consumption charges shall be paid by the contractor as per actuals.
3. The contractor shall sell Tea, Coffee, Fresh Juices, Cool Drinks, and Snacks.
4. The contractor shall not sell any items such as Tobacco, Liquor, Pan Parag, or any other items that are legally prohibited in the state.
5. The contractor shall use biodegradable packing materials for selling the items.
6. **The daily business hours for the Juice Shop shall be from 04:00 p.m. to 09:00 p.m on week days. During Weekends and holidays: 8.00 am to 9.00 pm.**
7. **The contractor shall prepare the interiors at their own cost and bring their own furniture for the shop.** They must not damage any structure while carrying out the interiors. The proposed interiors must be approved by NIFT. NIFT will provide a power supply with a minimum installed capacity of 15 Amps (3-phase).
8. The contractor shall maintain general cleanliness in and around the Students Refreshment Kiosk.
9. The successful bidder must pay a **Performance Security Deposit of 5% of the total contract value** as per GFR norms of the annual facility charges at the time of occupying the premises. This deposit will be returned after deducting any dues, upon completion of the tenure or termination of the contract. The security deposit will not earn any interest.
10. The contract shall be for one year from the date of the order, which can be extended for another two years on a yearly basis, subject to satisfactory performance, with a **3%** increase in charges annually from the Bidder quoted price.
11. The contract is terminable with one month's notice on either side.
12. If any relative of the tenderer is an employee of NIFT, the name, designation, and relationship of such an employee must be disclosed to the Director, NIFT, in writing while submitting the tender.
13. The monthly facility charges, along with GST, must be remitted to NIFT on or before the 5th of every calendar month to ensure timely payment of statutory dues to the concerned authorities.
14. **The contractor must attach a Menu List and Price List of Fresh Juices, Cool Drinks, Snacks, and other items along with the tender document.**



15. The contractor shall obtain prior approval from the Director before increasing the prices of Fresh Juices, Cool Drinks, Snacks, and other items at the outlet. Any changes to the menu list also require prior approval from the Director.
16. The contractor should be prepared to include additional items in the menu at the request of the competent authority.
17. Sub-letting is strictly not permitted.
18. **There will be a holiday for the students during June/July and December /January. If more than 07 continuous holidays in a calendar month, facility charges will be paid on pro-rata basis.**
19. **If the H1 is more than one, Contract will be given based on the 1. List of proposed items with Price 2. Annual Turnover 3. Experience 4. No. of similar contracts currently running and Service Feedback.**
20. Prospective Bidders may visit the place during office hours with prior intimation by mail to admin.chennai@nift.ac.in
21. **Since the Students Refreshment Kiosk is situated inside the Girl Hostel, only FEMALE employee to be deployed**
22. **The Director, NIFT Chennai, shall have full authority to take appropriate action, including termination of the contract or any other action deemed necessary, in the event of any violation by the contractor, such as charging higher prices, misconduct of staff, or any other breach of terms.**
23. **Submission of all the documents, Annexure A, B and C are must.**
24. **Proposed date of Commencement: 28.07.2025**



CERTIFICATE FOR NOT BLACKLISTED

DECLARATION

(In Bidder's Company's / Firm's Letter Head)

I/we, have our Office at _____

declare that I/We have never been blacklisted by any State Government / Central Government or any State / Central PSU, Academic Institution/corporate offices.

Date:

Place:

(Authorized Signatory)

Name :
Designation :
Name of the Company/Firm :
Address of the Bidder :

(Company Seal)



Annexure -A

TECHNICAL BID FOR RUNNING A STUDENTS REFRESHMENT KIOSK NIFT, GIRLS HOSTEL, KANAGAM VILLAGE, TARAMANI, CHENNAI-600113

This Technical Bid for providing Annual Maintenance Contract for Students Refreshment Kiosk NIFT, Girls Hostel, Kanagam Village, Taramani, Chennai-600113 shall be filled in by the tendering party, duly signed, stamped and sealed.

S.No.	Particulars	Details
1.	Name of Tenderer	
2.	Address of the Firm	
3.	Phone No.	
4.	Status whether firm is proprietary / partnership firm / company	
5.	Name (s) of the Director / Proprietor / Partners of the firm	
6.	Year of Establishment	
7.	Details of the EMD (only Demand Draft will be accepted)	
	Amount in Rupees	Rs. 25,000/-
	DD No. and Date	
	Issuing Bank	

Registration under various status: (enclose certified copies):

S. No	Registration	Registration No.
a.	Shops and Establishment Act	
b.	License under the contract Labour Act	
c.	Provident Fund Number (EPF)	
d.	Employee State Insurance (ESI)	
e.	GST Registration No.	
f.	Permanent Account (PAN) No.	
g.	Valid FSSAI Certificate	

Give details of major similar contracts handled by the tendered during the last three in the following format:

S.No.	Name of the Client, Address, Telephone No.	Contract Value	Duration of Contract	
			From	To
1.				
2.				
3.				

(Letters of satisfactory performance from the client (s) must be attached).



Income Tax Returns of the tenderer for the last 3 years (if the space provided insufficient, a separate sheet may be attached.)

Financial year	Amount	Remarks
2023-24		
2022-23		
2021-22		

Evaluation Criteria: The following self attested documents needs to be enclosed.

- i. Company Registration Certificate (**Company Registration, Geographic Presence should be Chennai Only**)
- ii. **GST Registration Certificate registered at Chennai.**
- iii. PAN Details.
- iv. Valid certificate obtained from Food Safety and Standards Authority of India (FSSAI).
- v. MSME Certificate (Relaxation for Prior Experience and Prior Turnover Criteria as per Department of Expenditure vide their OM No. F20/2/2014-PPD (Pt.) dated 2009.2016 and MSME OM F.No.1(2)(1)/2014-MA Part dated 10.03.216)
- vi. **Annual Turnover should not be less than Rs.3.0 Lakhs for last three years.**
- vii. Undertaking for not being blacklisted by any organization in last 5 years.
- viii. Past Experience is mandatory (Copy of work order is to be enclosed). The Canteen Committee will inspect any of your units presently functional.
- ix. **The bidder should enclose the list of items that will be sold with price.**
- x. Item wise Rate List to be enclosed. The reasonableness of the rate will be evaluated for the eligibility of participant.

Date:

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S. No	Name of the certificates	Attached Yes/No	Page Number	Remarks
1	Company Registration Certificate			
2	GST Registration Certificate registered at Chennai			
3	PAN Details.			
4	Valid certificate obtained from Food Safety and Standards Authority of India (FSSAI).			
5	MSME (if applicable)			
6	Details of major similar contracts with the satisfactory reports			
7	Financial turnover of the tenderer for the last 3 years			
8	Undertaking for not being blacklisted by any organization in last 5 years			
9	List of items that will be sold with price.			



ANNEXURE B

FINANCIAL BID

For providing Annual Maintenance Contract for Students Refreshment Kiosk at NIFT Chennai Girls Hostel, Kanagam Village, Taramani, Chennai - 600113

1. Name of the Tender :
2. Address of the Tender :
3. Phone No. :
- 4.

S.No.	Particulars	Amount
1.	Facility Charges	
2	GST @18%	
3	TOTAL QUOTED PRICE IN INR	

BASE PRICE Rs. 6,000 + 18% GST /MONTH

Note:

1. **Highest (H1) Bidder and meeting all the evaluation criteria will be awarded the Contract.**
2. Electricity charges to be paid as per actual consumption monthly basis.
3. Waste removal will be carried out by the contractor
4. Bubbletop Can Water, to be arranged by the Contractor.



Name of the Tender:

[illegible]

Date:

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I accept the above conditions

(Full Signature of the Contractor with seal)