



राष्ट्रीय फैशन प्रौद्योगिकी संस्थान, 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.

Rs.590/-
(in Cash / DD
/ PO)

Phone: 91-44-22542657, 22542756, 22542767 and 22542768
E-mail: purchase.chennai@nift.ac.in, admin.chennai@nift.ac.in
Web: <http://www.nift.ac.in/chennai/tenders>

**NAME OF WORK: EXPRESSION OF INTEREST FOR PROVIDING CAFETERIA ON
RENTAL BASIS AT NIFT, GIRLS HOSTEL CAMPUS**

निविदा / ईओआई दस्तावेज़ [दो बोली प्रणाली]
TENDER / EOI DOCUMENT [TWO BID SYSTEM]

1. Original : Limited Tender document [Two Bid System] to be submitted in a sealed cover addressed to The Purchase Officer, NIFT, Rajiv Gandhi Salai, Taramani, Chennai – 600 113.
2. Duplicate : To be retained by the Service Provider for reference.

1. Tender Form issued to : 04.09.2026
2. Last date & Time for Submission Of Tender Document : 21.09.2026 up to 2.30 p.m.
3. Tender Opening Date & Time : 21.09.2026 up to 3.30 p.m.
4. EMD to be deposited along with Tender in separate cover : Rs.25,000/-

Tender document will be available at NIFT, Chennai website. It is free of cost, if downloaded. (www.nift.ac.in/chennai/tenders)



परिचय / Introduction

National Institute of Fashion Technology (NIFT) was set up by the Ministry of Textiles, Government of India in 1986 which has been accorded statutory status under the Act of Parliament in 2006 (NIFT Act 2006) for the promotion and development of education and research in the field of Fashion Technology. NIFT provides fashion business education across the country through its network of 21 centres. It provides a four years Under Graduate (UG) program in Design and Technology, two years Post Graduate (PG) program in Design, Fashion Management & Fashion Technology and a short duration education program to address the specialized needs of professionals and students in the field of Fashion. NIFT has its head office at New Delhi with its campuses located at Bengaluru, Bhopal, Bhubaneswar, Chennai, Daman, Gandhinagar, Hyderabad, Jodhpur, Kangra, Kannur, Kolkata, Mumbai, New Delhi, Patna, Panchkula, Raebareli, Shillong, Srinagar, Nava, Raipur & Varanasi.

NIFT, Chennai was established in the year 1995 and situated at NIFT, Campus, Rajiv Gandhi Salai, Taramani, Chennai – 600 113.

कैफेटेरिया सेवा / Cafeteria Service:

NIFT Chennai Campus invites a Limited Tender for providing Coffee Shop on Rental Services at NIFT, Chennai premises.

1. Location:

Girls Hostel Campus - T.S. No. 2/M, Block 6, Kanagam Village, MGR Knowledge City Road, Taramani, Chennai – 600 113.

2. Experience:

The Bidder should have minimum 3 years' experience for providing cafeteria service / canteen service at any Educational Institutions, Corporate offices, Government Offices etc.

निफ्ट, चेन्नई द्वारा प्रदान की जाने वाली सुविधाएँ / Amenities to be provided by NIFT, Chennai

- NIFT, Chennai will provide adequate space (100 Sq. ft. Approx.) to run the Coffee Shop at NIFT, Chennai premises:

Girls Hostel Campus:

Address: T.S. No. 2/M, Block 6, Kanagam Village, MGR Knowledge City Road, Taramani, Chennai – 600 113.

Working Day & Timings:

- 4.00 p.m. to 9.00 p.m. on all working days
- 8.30 a.m. to 9.00 p.m. on Saturdays, Sundays and Closed Holidays.



- NIFT, Chennai only provide Space to run the Coffee Shop.
- Kitchen equipment, crockery, utensils & furniture etc., will have to be brought by the bidder.
- NIFT, Chennai will provide power supply with minimum installed power of 15 Amps (3 phase).
- Drinking Water consumption charges will be borne by the Firm
- Cleaning of Coffee shop shall be done by the firm.
- Garbages of the Coffee shop shall also be disposed of by the firm on daily basis.

ईएमडी / EMD:

- The Bidder must enclose the interest free EMD amount of Rs.25,000/- by Demand Draft (DD) along with the Tender Document (Technical Bid).
- Demand Draft should be drawn in favour of NIFT, Chennai, payable at Chennai.
- The EMD of the successful & unsuccessful bidders will be returned to them, without interest, after award of contract to the successful bidder.

प्रदर्शन सुरक्षा जमा / Performance Security Deposit:

- The successful bidder will be required to submit the Performance Security Deposit of 5% per cent **(As per GFR 2017)** of the annual facility charges at the time of occupying the premises.
- The Performance Security Deposit should be either in the form of Bank Guarantee or Demand Draft (DD in favour of NIFT, Chennai, payable at Chennai.)
- The Performance Security Deposit will be returned after completion of the tenure or termination of contract & adjusting the pending dues if any.
- The Performance Security Deposit will not carry any interest.

अनुबंध की वैधता / Validity of Contract / समापन / Termination:

- The Contract shall be for one year from the date of the order which can be extended for another 2 years on yearly basis, subject to satisfactory performance with the same terms and conditions, with increase the facility charges 3% annually.
- NIFT, Chennai holds the right to terminate the contract at any time by giving one month notice, if the services are found unsatisfactory. (In case of any violation of decorum, rules and regulation of the Institute, Government norms, Statutory Obligations the service will be terminated without notice.)

भुगतान / Payment:

- The monthly facility charges plus GST have to be remitted to NIFT, Chennai on or before 5th of every month.



निगरानी / Monitoring:

- In case a Successful Bidder does not remit the monthly payment on or before before 5th of every month, a penalty of Rs.1,000/- will be imposed, per day of delay.

दंड / Penalty:

- A Committee will be nominated by the NIFT, Chennai to inspect the function of the Coffee Shop with view to ensure hygienic & satisfactory service. In case service is found to be unsatisfactory or there is breach of any of the clause of terms & conditions, the contract is liable to be terminated at one month's notice resulting in the forfeiture of performance security deposit.
- In case of any violation of decorum, rules and regulation of Institute, Government norms, statutory obligations the service will be terminated without notice.
- In case items are sold by the contractor after expiry date, a penalty of Rs.500/- will be imposed for each default.

सामान्य नियम और शर्तें / General Terms and Conditions:

- The bidder is required to maintain the details of all his employees/workers (i.e. Aadhar card) and the list has been submitted to NIFT, authority with copy of their Aadhar card.
- 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
- NIFT is an Academic Institute, where there are the safety of the girl's student and the lady employees is of prime importance.
- The firm shall be responsible for engaging adequate number of trained manpower required for providing good coffee shop services at NIFT, Chennai.
- Only female employee to be deployed at NIFT's Girls Hostel.
- Electricity consumption charges shall be paid by the contractor as per actuals.
- The contractor shall sell Fresh Juices, Cool Drinks, and Snacks at the MRP rates.
- The contractor must attach a Menu List and Price List of Fresh Juices, Cool Drinks, Snacks, and other items along with the tender document for reference purposes.
- The firm shall provide hygienic gloves and cap to its employees and shall ensure that they wear them all times and maintain them properly.
- Employment of child labour is strictly prohibited under the law. Therefore, the firm will not employ any child labour.
- The firm would be required to use ISI/ Agmark /Food grade products and as per FSSAI norms.
- The firm will ensure that raw materials used for cooking are of very good quality, safe for human consumption and eatable will be served in neat and clean utensils.



- The Contractor shall not sell any items such as Tobacco, Liquor, Pan Parag or any other items, which are legally prohibited in the State.
- The Bidder should sell the items as per the Menu list in **Annexure – II**
- The approved price (**As per Annexure – II**) of the eatable should be prominently displayed at the counter / Notice Board in Coffee shop.
- The Bidder shall take prior approval of Competent Authority, NIFT, Chennai before increasing the price and additional menu list.
- Bidder should arrange refreshment for meetings as required by NIFT as per listed and agreed rates (**As per Annexure – II**).
- 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.
- The bidder shall use Bio-degradable materials for selling/packing/consuming the items
- The firm shall be responsible if any damages or losses of NIFT, Chennai property and will be liable to make in good working condition.
- Liability / responsibility in case of any accident causing injury / death to worker or any of his staff shall be of the firm. The NIFT, Chennai shall not be responsible by any means in such cases.
- The firm shall not appoint any sub-firm to carry out its obligations under the contract.
- NIFT will be not responsible for any credit default between the contractor and the consumer.
- A successful bidder should be submit the Agreement in a Non – Judicial stamp paper value up to Rs.100/- with in a period of two weeks from date of award of contract.
- If any disputed, the legal mater shall be subjected to the jurisdiction of Chennai court only.
- The contractor should be prepared to include additional items in the menu at the request of the competent authority.
- Sub-letting is strictly not permitted



अनुलग्नक I / ANNEXURE I
TECHNICAL BID

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



Registration under various statues: (enclose certified copies)

S. No	Registration	Registration No.
1.	Shops and Establishment Act	
2.	License under the contract Labour Act	
3.	Provident Fund Number (EPF)	
4.	Employee State Insurance (ESI)	
5.	GST Registration No.	
6.	Permanent Account (PAN) No.	
7.	FSSAI Certificate	

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

SI. 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)



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

Financial year	Amount	Remarks
2023-2024		
2024-2025		
2025-2026		

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

- The Bidder must enclose the Past experience details and a copy of the Work Order. (Educational Institution, Corporate offices, Government Offices etc. if any 2 is mandatory)
- The Bidder must enclose the Company Registration Certificate. (Geographic in presence state – in Chennai only.)
- The Bidder must enclose the Annual Turnover past 3 years in the cafeteria sector certificate from the Auditor with UDIN number (the Annual Turnover should not be less than 10.00 lakhs during each of the last 3 Financial Years).
- The Bidder must enclose the IT return for the past 3 years.
- The Bidder must enclose the Food Safety and Standard Authority of India (FSSAI) Certificate.
- The Bidder must enclose the MOA (Memorandum of Association), If any.
- The Bidder must enclose the GST Registration Certificate.
- The Bidder must enclose the PAN Registration Certificate.
- The Bidder must enclose the Ministry of Micro, small & medium enterprises (MSME) Certificate.
- The Bidder must enclose the certificate of undertaking for not being blacklisted/banned/suspended, by any organization in the last 5 years. (Declaration Form – Enclosed)

Place:

Date:



DECLARATION

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

I/we having our Office at -----
----- declare that
I/We have never been black listed 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)



अनुलग्नक II / ANNEXURE II

FINANCIAL BID

This Financial Bid should be filled in by tendering party duly signed, stamped and sealed and must be submitted in a separate cover, super scribed with “Financial Bid” After opening of Technical Bid the capability and suitability of the tenderers shall be evaluated and financial bid of the qualified tenderers shall be opened later on and the date will be informed separately.

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

S.No.	Particulars	Amount (in Rs.)
1.	Facility Charges	
	GST @ _____ %	
	Total Amount	

Base Price Rs.6000/- + GST

1. Above quoted rate should be inclusive of all taxes and other charges.
2. Highest (H1) Bidder at Sl.No.1 above and meeting all the evaluation criteria will be awarded the Contract.
3. Bubbletop Water Can, if required – Actual as per Contractor rate per unit to be paid.
4. Electricity Bill Charges will be applicable as per actual by meter reading.

Place:

Date:

Name: _____

Signature: _____



मेनू सूची / Menu List

Milk, Coffee, Tea:

Sl. No.	Description	Quantity	ML	Amount in Rs.
1.	Milk	1 cup	100 ml	
2.	Boost	1 cup	100 ml	
3.	Horlicks	1 cup	100 ml	
4.	Bournvita	1 cup	100 ml	
5.	Badam Milk	1 cup	100 ml	
6.	Rose Milk	1 cup	100 ml	
7.	Butter Milk	1 cup	100 ml	
8.	Milk with chocos,	1 cup	100 ml	
9.	Milk with cornflakes	1 cup	100 ml	
10.	Milk with oats	1 cup	100 ml	
11.	Coffee	1 cup	100 ml	
12.	Black Coffee	1 cup	100 ml	
13.	Hot - Chocolate Coffee	1 cup	100 ml	
14.	Cold - Kit Kat Coffee	1 cup	100 ml	
15.	Cold - Nutella Coffee	1 cup	100 ml	
16.	Cold - Oreo Coffee	1 cup	100 ml	
17.	Cold - Caramel Peanut Coffee	1 cup	100 ml	
18.	Cold - Vanilla Coffee	1 cup	100 ml	
19.	Cold - Strawberry Coffee	1 cup	100 ml	
20.	Cold - Mango Coffee	1 cup	100 ml	
21.	Cold - Chocolate Coffee	1 cup	100 ml	
22.	Tea	1 cup	100 ml	
23.	Masala Tea	1 cup	100 ml	
24.	Green Tea	1 cup	100 ml	
25.	Black Tea	1 cup	100 ml	
26.	Lemon Tea	1 cup	100 ml	
27.	Ginger Tea	1 cup	100 ml	
28.	Mint Tea	1 cup	100 ml	
29.	Ice Tea (Lemon, Strawberry & Water Melon)	1 cup	100 ml	



Biscuit, Cake, Bun,

SI. No.	Description	Quantity	Amount in Rs.
1.	Plain Cake	1 Pcs.	
2.	Fruit Cake	1 Pcs.	
3.	Chocolate Cake	1 Pcs.	
4.	Black Forest	1 Pcs.	
5.	White Forest	1 Pcs.	
6.	Brownie - Chocolate	1 Pcs.	
7.	Donut - Chocolate	1 Pcs.	
8.	Donut - Flavoured	1 Pcs.	
9.	Muffin – Banana	1 Pcs.	
10.	Muffin – Chocolate	1 Pcs.	
11.	waffle - Chocolate	1 Pcs.	
12.	Bun – Jam	1 Pcs.	
13.	Bun – Cream Bun	1 Pcs.	
14.	Bun – Coconut Bun	1 Pcs.	
15.	Bun – Milk Bun	1 Pcs.	
16.	Bun – Fruit & Nut Bun	1 Pcs.	
17.	Butter Biscuit	1 Pcs	
18.	Fruit Nut Biscuit	1 Pcs	
19.	Ghee Biscuit	1 Pcs	
20.	Choco Chips Biscuit	1 Pcs	
21.	Rusk	1 Pcs	

Snacks Items:

SI. No.	Description	Quantity	Amount in Rs.
1.	Samosa - Veg	1 pcs	
2.	Samosa - Chicken	1 pcs	
3.	Cutlet - Veg	1 pcs	
4.	Cutlet - Chicken	1 pcs	
5.	Puff - Veg	1 pcs	
6.	Puff- Chicken	1 pcs	
7.	Puff - Egg	1 pcs	
8.	Roll - Veg	1 pcs	
9.	Roll - Chicken	1 pcs	
10.	Roll - Egg	1 pcs	
11.	Sandwich - Veg	1 Portion	
12.	Sandwich - Paneer	1 Portion	
13.	Sandwich - Chicken	1 Portion	
14.	Sandwich - Egg	1 Portion	
15.	Sandwich - Corn	1 Portion	
16.	Sandwich – Cheese	1 Portion	



17.	Nuggets – Veg	1 Plate (5 Pcs)	
18.	Nuggets – Chicken	1 Plate (5 Pcs)	
19.	Cheese Ball – Potato	1 Plate (5 Pcs)	
20.	Cheese Ball – Corn & Spinach	1 Plate (5 Pcs)	
21.	Cheese Ball – Chicken	1 Plate (5 Pcs)	
22.	Momos – Veg	1 Plate (5 Pcs)	
23.	Momos – Chicken	1 Plate (5 Pcs)	
24.	French Fries	1 Portion	
25.	Smiley Fries	1 Plate (5 Pcs)	
26.	Pakoda - Onion	100 gm	
27.	Pakoda - Chicken	100 gm	
28.	Burger - Veg	1 Portion	
29.	Burger – Chicken	1 Portion	
30.	Bread Omlet	1 Plate (2 Pcs)	
31.	Veg Nuddles	1 Plate	

Milk Shakes:

SI. No.	Description	Quantity	Amount in Rs.
1.	Vanilla Milk Shake	1 cup	
2.	Chocolate Milk Shake	1 cup	
3.	Strawberry Milk Shake	1 cup	
4.	Butter Scotch Milk Shake	1 cup	
5.	Mango Milk Shake	1 cup	
6.	Black Current Milk Shake	1 cup	
7.	Oreo Milk Shake	1 cup	
8.	Dates Milk Shake	1 cup	

Ice Cream:

SI. No.	Description	Quantity	Amount in Rs.
1.	Vanilla Ice Cream	1 cup	
2.	Chocolate Ice Cream	1 cup	
3.	Strawberry Ice Cream	1 cup	
4.	Blueberry Ice Cream	1 cup	
5.	Mango Ice Cream	1 cup	
6.	Fruit Salad With Ice Cream	1 cup	
7.	Butter Scotch Ice Cream	1 cup	